

Diocese of Durham

Oxclose Church, Washington
(CH. No 300)

Ecclesiastical Jurisdiction and Care of Churches Measure 2018

Quinquennial Report

On the architect's inspection of

16th August 2021

Archdeaconry of Sunderland
Deanery of Chester le Street and Houghton
Unlisted – not in a conservation area

Priest in Charge - Rev Gavin Rushton



Report prepared by

Sarah Harrison RIBA

HARRISON ARCHITECTS STUDIO LTD

Unit 5, South Acomb Farm, Bywell, Northumberland, NE43 7AQ
Email: sarah@harrison-architects.com | Telephone: 07917 633 737

Dates of inspection - 16.08.2021
Weather – Mostly sunny, slightly overcast

Date of report - August 2021
Date of previous report - June 2013

PART ONE

1. I have made a thorough general survey of the condition of the church and grounds. The inspection was such as could readily be made from ground level and ladders. I have not inspected woodwork or other parts of the structure which are covered, unexposed or inaccessible and I am therefore unable to report that any such part is free from defect. None of the services were tested. Damp meters were not used.
2. The history of the church is such that other asbestos could be present the materials seen now most likely to contain asbestos are
 - ceiling to the boiler room and possibly above suspended ceilings in WC's;
 - door to the main boiler room.If unbroken and left in place these materials are not classed as hazardous even if containing asbestos. However this report is an Assessment rather than a Management Survey under the Control of Asbestos at Work Regulations 2012. The PCC may wish to see the guidance on the Church Buildings Council ('Church Care') website. If a management or demolition survey is required and not previously done, a specialist surveyor should be approached.

Brief description

3. The building is located within the village centre of Oxclose, one of the villages within District One of Washington, Tyne and Wear. It stands immediately to the west of a car park, with a variety of small local service shops to the west and a comprehensive school lying beyond a pedestrian footpath to the north. The main village centre road lies to the north with some public sheltered type housing beyond. Much of the estate housing within the area appears to be public/council.
4. The building was designed by the Washington Development Corporation and forms part of the public building nucleus of one of the new town 'villages'. The building is well served by regular bus services and has a bus stop immediately adjacent on the estate road.
5. The building is a typical example of early 1970's architecture, constructed using a combination of flat and mono-pitched roof structures, supported on brick cavity walls. The majority of the roof structure, all of which is timber, is exposed and most internal walls are exposed brickwork.
6. The plan also is typical of the period, there being a central circulation "street" area, running north/south, with all the other spaces accessed directly off. The circulation space has a low ceiling below a flat roof whilst the other rooms have mono-pitched roofs above. The service and administrative rooms are generally to the west and south of this street, whilst the kitchen and worship area together with a side chapel (Quiet Room) are to the east.



Recent recorded works

7. The log book was not available for inspection, however the churchwarden provided the following invoices alongside pre 2013 information from the previous QI report.

2011	All roof areas recovered and perimeter metal flashings refixed - Modern Builders, Washington	
2012	Worship Area re-carpeted following flash flood damage.	
2012	External surface water drainage to north side of building improved by introduction of paving to north and east sides with channel drain installed adjacent to fire escape and openings introduced to bottom of adjacent boundary walls to direct surface water away from building.	
2012	Interior decoration renewed.	
Nov 2018	Kingspan insulation and plasterboard to entrance and worship area	David James, Pittington, DH6 1AS
Nov 2018	Mounting radiators to walls office, meeting rm, chapel, vestry	
Nov 2018	Fitting additional sockets to ancillary rooms	
Jan 2019	Stage area built	
Jan 2019	New LED lighting to entrance and main hall corridor and LED pelmet lighting in main hall	IP Electrics DH6 1AT
Jan 2019	New emergency lighting to corridor and main hall	
Jan 2019	Installation of 13A sockets in hall with dado trunking	
Jan 2019	CAT5 cabling installed to new TV in main hall alongside socket and stage lighting	
Jan 2019	Full electrical test – repairs to kitchen kids play/store when faults found	
May 2019	Plastering to undisclosed location	Bell Cast DH7 8QE
Aug 2019	Repair works to the roof over entrance and meeting area	David James, Pittington, DH6 1AS
Aug 2019	Mezzanine storage area and mezzanine to den	
Aug 2019	New worktop and repairs to kitchen	

Summary of condition

8. Structurally, the premises appear generally sound. Despite the absence of expansion and movement joints within the brickwork, there are few signs of any movement, with only a few minor cracks visible.
9. The pointing of the brickwork which was originally finished with a recessed joint is beginning to develop small openings, particularly the perpendicular joints and now requires attention as the problem continues to deteriorate.
10. The flat roof coverings, which were renewed sometime after the previous quinquennial (2013-2021), appear to have issues at the junctions between the pitched areas and large box valleys. I am informed from the churchwarden that there has been several areas patched and numerous leaks reported. It is vital that in future the specification and warranty of the products are thoroughly investigated prior to construction.

Category

The following scale is used to denote urgency of work required.

A -Urgent, requiring immediate attention.

B- Requires attention within 12 months.

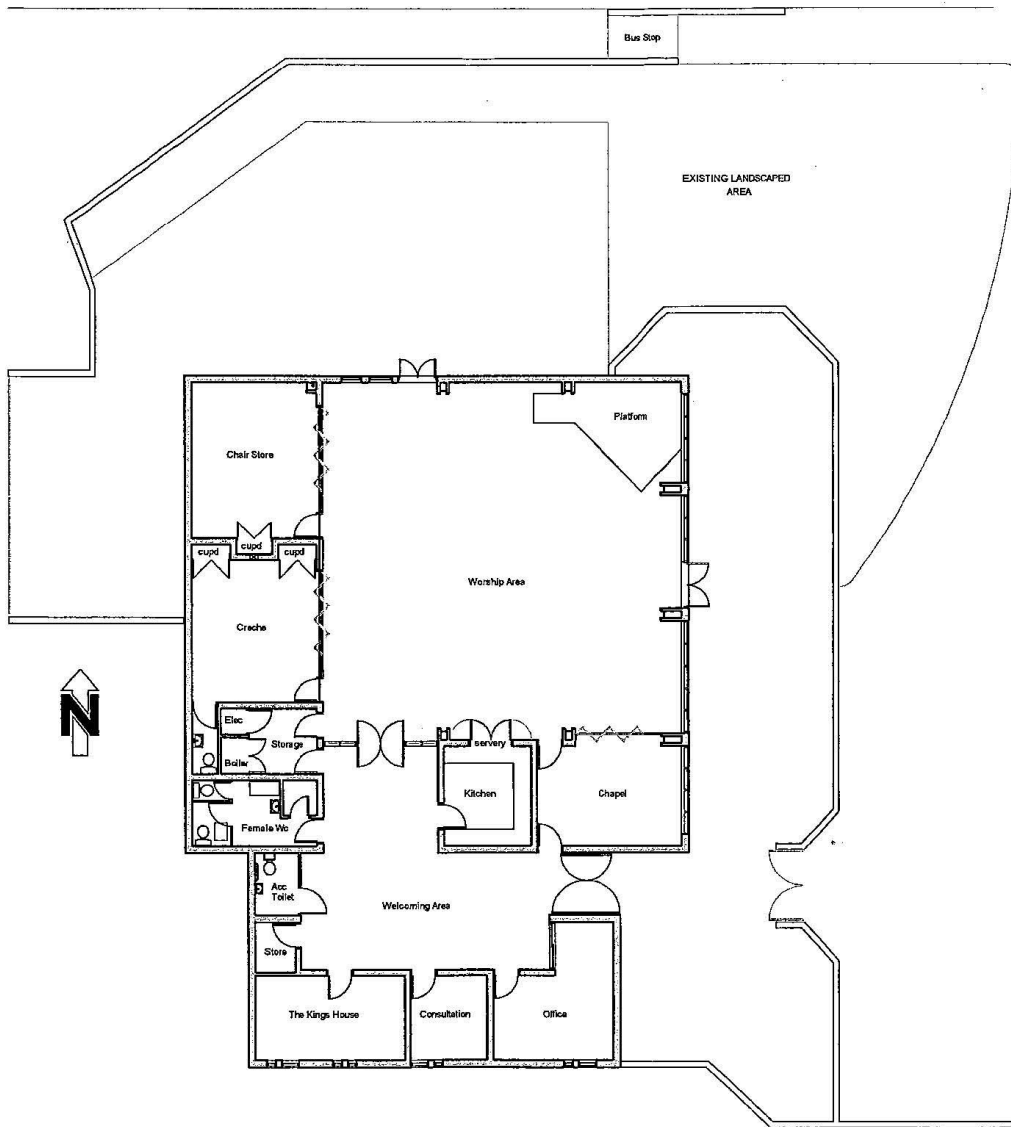
C- Requires attention within the next 18-24 months.

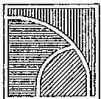
D- Requires attention within the quinquennial period.

E- A desirable improvement with no timescale.

M- routine maintenance (i.e. clearing leaves from a gutter). This can be done without professional advice or a faculty.

Plan & section of the church (from former QI report)



Project: Oxclose Church, Washington	John Niven Architects	
Title: Layout Plan as Existing	The Old Hall West Auckland Co. Durham DL14 5HT	
Scale: 1:200 @ A4	t: 01366 832567 f: 08452 991182 e: enquiries@theoldhallpractice.co.uk	
Date: August 2008		

PART TWO

Roof Coverings

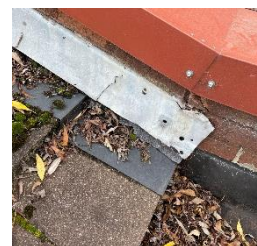
11. These are either mono pitched (approx. 30° pitch) with interlocking concrete tile coverings or single-ply covered flat roofs. It is understood that the flat roof areas have been recovered, and insulated, in 2011. The tiles on all slopes are showing signs of aging and new flashings have been installed to some areas, further monitoring on the condition of the tiles is required. Since the last inspection the parapet header course has been covered with red powder coated capping.

12. Mono-pitched roof to **East end of worship area and above side chapel**. This roof has brick parapets to three sides, with the lowest edge draining onto the central flat roofed area. Previous signs of movement to the southwest corner of the parapet have been filled with a mastic substance. There are aluminium upstand and cover flashings, along the lower northern abutment these have been replaced. Plastic soakers have been installed to south abutment and uPVC eaves protector tray under bottom row of tiles. The vent pipe from the kitchen has no cowl/cover. The tiling appears to be in average condition.



13. Mono-pitched **roof above Creche and Worship Area Store**. Very similar to item 12, with the lowest edge draining to the flat roofed area. Aluminium coping and flashings with lead soakers. The tiling appears sound. The north-east corner of the parapet capping has cracked. The boiler flue and vent pipe flashings appear to be in ok condition. The bottom line of tiles are sitting directly on the single ply membrane which could limit air flow and cause water to track back from underside of tile. There are some minor undulations to the roof finish.

14. Mono-pitched **roof above Church Office and Activities Room**. Similar to items 12 & 13, the mono-pitched roof has aluminium flashings, soakers have been replaced with uPVC and drains onto flat roof area. The lower area to the West has cracked brickwork and the flashing has cracked, otherwise, this area of roof appears to be in good condition.



15. 'T shaped' central **Flat Roof Areas**. These have been renewed with a single ply membrane assumed to be laid over thermal insulation board. All pitched roofs drain onto the flat roof areas which in turn are drained by 2 internally located drainpipes. Wind-blown litter and vegetation tends to build up at the lowest points and requires regular clearing. There are leaf guards to the top of both outlets. Several areas of the flat roof membrane appear to have been recently patched, it is clear that some of these were due to punctures, and other areas are predominantly larger zones at the corners of parapets.

Rainwater Goods

16. The two 110mm Ø flat roof gutter outlets have internal downpipes. As these are boxed in it was not possible to inspect the outlets and their efficacy.



External Wall Surfaces

17. The external walls are all faced with red multi stock wire cut bricks throughout, with some limited specials used to the cills of windows. There are no movement joints in the external leaf, though there is little sign of any structural movement having taken place. The pointing is recessed coloured mortar and the quality of the original pointing appears mixed with most areas having some openings to the joints, particularly the perpendicular at high and low level. The recessed nature of the pointing could lead to further deterioration.

18. **East Elevations.** The brickwork generally appears sound, though some individual mortar joints are lean or uneven particularly at ground level and some areas at high level. A section of precast concrete paving has been laid at the double entrance doors to the Worship area and cement mortared adjacent to the brick plinth. This may compromise the damp proof course. There is a large area of uPVC curtain walling, there is slight variation to the lintel height but no signs of current movement.



19. **South Elevations.** The brickwork generally appears sound, though a limited number of individual mortar joints are lean or uneven, particularly at the top LHS. The damp proof course is generally less than 150mm above the finished ground level, and as such some of the mortar joints immediately above DPC level are weathering. All mortar joints below DPC level are open or lean. In addition, it was noted that a number of the perpendicular mortar joints between the Church Office and Junior Consultation Room are open, due to the nature of the original pointing. 2 No. holes in the brickwork were observed from former service pipe penetrations.

20. **West Elevations.** The brickwork generally appears sound, though a limited number of individual mortar joints particularly the perps are lean or uneven. The damp proof course is generally less than 150mm above the finished ground level, and as such some of the mortar joints immediately above DPC level are weathering. An area of

raised concrete at a former door opening, has an increased localized risk of breaching the DPC. As noted on the previous report, all mortar joints below DPC level are open or lean. 1No. hole as pictured below observed from former service penetration. Original door and window openings have been bricked up.



Fig 1 – Holes to west elevation



Fig 2 – North elevation former sign area

- 21. North Elevations.** The brickwork generally appears sound. Some mortar joints below DPC level are slightly open, as are some joints above the doors. As noted in the previous report, the movement joint above the fire exit door is cracked, however no pictures were included to see if this has worsened. One brick under the parapet is spalled. The emergency exit doors open onto a level landing with a ramped access to the grassed area adjacent. The mastic pointing to the perimeters of the new uPVC window frames on this elevation is uneven with a hole to the top right of the central panel. An original sign, most probably of individual letters has been removed but the fixing pegs remain.

A section of precast paving to the left of the fire escape is cement mortared adjacent to the brick plinth, this may compromise the damp proof course.

External Windows & Doors

- 22.** Oak 'feature' timber entrance doors to the east elevation, each door has a 12 panel glazed section. The finish is worn, specifically to the bottom rail and requires re-coating. The lever handle to the outside is broken.
- 23.** A large 22 bay uPVC curtain wall system occupies the east elevation, there is some fluctuation to the lintel head height but no signs of movement. 15No. of the double-glazed units have failed. The central mullion to the central doors appears to have dropped.



- 24.** All other doors are uPVC, all are in good condition.
- 25.** All windows are uPVC generally in good condition, mastic sealant on RH most window to south face has come away from brickwork.

External Metalwork, Woodwork & Paintwork

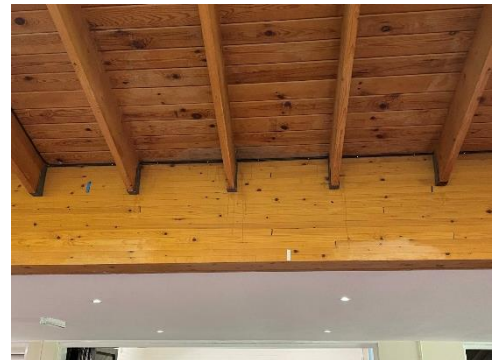


26. Painted steel mesh grills have been fixed over the windows to the south side - these are now rusting around the edges and fixings.
27. An isolated timber louvre to the plant room requires re-decoration.
28. Wire basket grills covering the toilet extractors on the west side have been damaged as has the plastic cover to the ladies toilet.
29. There is a timber cross on the east elevation, the timber appears to be in ok condition, but requires decoration to prevent deterioration

INTERNAL FABRIC

Roof Structure

30. The roof structure is mainly exposed in the worship and creche areas, and comprises exposed rafters supported by the brick walls or on pine glulam beams, which in turn are supported by brick piers. The underside of the roof deck is generally exposed tongue and grooved softwood boarding, with a new plasterboard finish within the main 'street' circulation area.



31. Slight water ingress staining to individual timber members within the Worship Area, mentioned in previous reports, there is no evidence if this has worsened since the last inspection. The churchwarden has noted issues with leaks in the office recently. It is unclear what is causing the leaks as the single ply membrane above this area appears in good condition.
32. The void above the former WC to the Creche was inspected and the timbers appear to be in good condition.
33. Elsewhere, where visible, the roof timbers and the underside of the decking appear to be in good condition.
34. Inspection of the timbers below the central flat-roof gutter area was limited due to the new plasterboard ceilings beneath. Therefore, areas reported as 'defective' in the previous report could not be checked for any rot or softening of timbers, however none was reported by the contractor David James when he installed the ceilings.

Ceilings

35. Within the roof void above the Ladies WC the roof structure is reportedly timber joists with a timber deck comprising T&G pine boarding above. There has been a suspended tiled ceiling installed to the underside in the WC's, whilst inspection of the ceiling above this was partially possible, the roof timbers above this were no longer visible. Although, there was a sign of damp above the hand dryer to the ladies WC,

there was no evidence suggesting if this was due to a historic or new roof leak. There are also old water damaged ceiling tiles in the accessible toilet, as noted in the last report.

36. Within the Side Chapel there is a lowered exposed ceiling grid with drop-in ceiling tiles. As per the previous inspection report there is staining to 4 No. tiles above the door leading into the Main Entrance Lobby, but this does not appear to have worsened. The room generally has a damp odour, this is believed to be due to historic leaks but the area above the ceiling tiles could not be inspected.



37. The ceiling over the Cleaners Cupboard and the Boiler Room Lobby appears to be asbestos cement sheet, nail fixed to timber ceiling joists. The sheets have been emulsion finished. Most of the perimeter joints are cracked. Asbestos containing material warning notices have been fixed to the ceiling boards, these are peeling off and should be replaced without disturbing the material.

38. New plasterboard ceilings to 'central street' appear to be in good condition with no water staining. Slight cracking in the finish around the edges appears to be from routine settlement of the new materials following installation.

Internal Walls

39. All walls are emulsioned brickwork supported on steel lintels above openings. The brickwork is generally half lap stretcher bond with 1 soldier course above all lintels. Within the Worship Area internal brick buttresses support glulam beams and generally appear structurally sound. The slight deviation from the perpendicular, noted at the top of the taller buttress on the east wall in the previous report, is very minor. Similarly, the minor cracking following bed joints emanating from the junction with a rafter on the north face of this buttress, does not appear to be any worse. As noted on the last report, the brick arises that have incurred damage at low level have now been painted over.



40. As seen in the photograph above, in the side chapel there are areas which require filling around newly installed heating pipes. This is also the case in the consultation room (shown to the left), which have been filled with expanding foam.

Internal Decoration

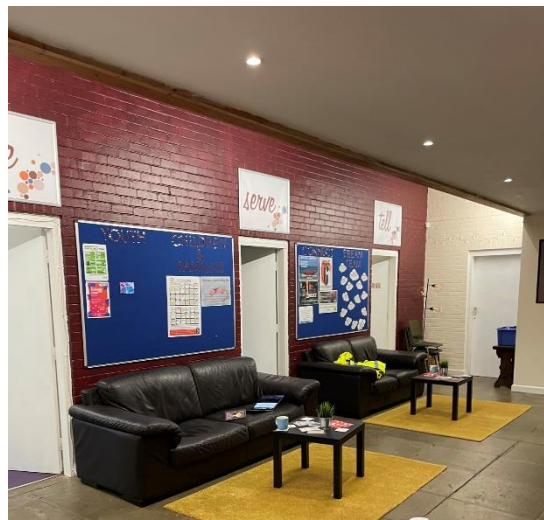
41. The walls are emulsioned throughout which has been renewed during the quinquennium and is generally good.
42. All other painted or decorated surfaces are generally good.

Internal Partitions

43. All the internal walls are of brick construction, which has an emulsion paint finish. The brickwork appears to be in a sound condition with only 1 hairline crack noted at the toe of one joist within the kitchen area, above the door. This is very minor therefore is assumed not to have worsened since the last inspection.
44. The cubicles are of a melamine finished type having aluminium extruded edges and fittings.

Internal Doors

45. All the internal doors leading off the Main Entrance Foyer are flush doors having ply veneer to both faces. All have satin anodised aluminium lever handles. The church office has a second lever lock fitted for additional security, the additional lock to The King's House has been removed. The consultation room also has an additional Yale lock. The frames to all these doors are robust and serviceable. The church office door meeting stile which had previously been split on the face above and below the lock mechanism, has since been repaired and a metal plate fitted to the frame surface to prevent further weakening.



46. There is a double door with side panel glazed screen between the Main Entrance Foyer and the Worship Area, glazed with Georgian wired glass. Both leaves have hook and eye to the bottom rails.
47. Both the Creche and the large store room to the north of the Worship Area have full width softwood sliding/folding screens, approximately 2.5 metres high and of ladder frame construction having diagonal tongue and grooved softwood boarding to the worship area face. The timber surround to the metal running tracks are scraped and damaged due to binding. The doors open but do get stuck at certain points.
48. Elsewhere within the Worship Area there are softwood diagonal tongue and grooved boarded doors into the kitchen and the side chapel with a folding screen to the south of the side chapel. The softwood tongue and grooved ladder framed door leading into the boiler house lobby has what is marked to be asbestos sheet lining to the rear of the panels.
49. The remainder of the doors are flush ply hollow core type all having satin anodised aluminium lever handles.

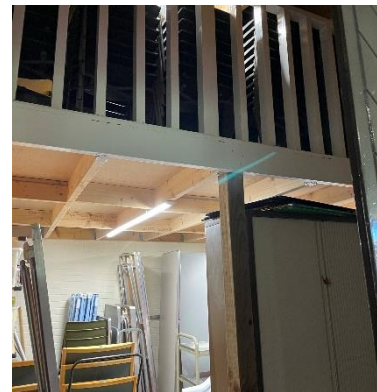
Windows (Internal faces), Glazing & Ventilation

50. A number of window openings on the south and west elevations have been partially or fully bricked-up. Around the same time, all the remaining windows and glazed screens were replaced with double-glazed uPVC units, which are in average condition, mainly requiring cleaning, particularly to the south facade.
51. The WC's and kitchen have mechanical ventilation, the main boiler room has a large timber vent on the west façade.

Floors & Balconies

52. Solid concrete slab throughout having an underfloor ducted air heating system running in a duct to the perimeter of the building and within the Worship Area. The floor structure generally appears even and level, except for the main entrance foyer area which has 600 x 600 exterior quality concrete paving flags laid over the slab. The flags are generally in serviceable condition though areas are slightly uneven especially around the entrance to the kitchen. There are also some cracks to the threshold areas at the entrance and WCs.

53. The main Worship area has recently had a 'stage' area constructed on top of the existing concrete floor. The area is carpeted with built in electrical and audio services. Generally, in good condition with some edge strips missing.



54. To the Chair Store and The King's House, there has been a mezzanine level constructed for storage above the main area. Stairs to access are wide and practical in the Chair Store, to the King's House there is a narrow, ladder style staircase. The structures appear sound but should only be used for light/ medium loads.

55. The Church Office, Quiet Room, Junior Church room, Vestry, Worship Area, Creche and Worship Area Store areas all have sheet type needle pile carpeting. This has recently been replaced and is in good condition, again some cracking to concrete threshold infill at the doors to the consultation room and office.

56. The WCs have a linoleum sheet flooring, which is generally serviceable. (It should be noted that none of the drainage access floor panels were lifted during the course of this inspection). Within the Kitchen and accessible toilet there is non-slip sheet safety flooring, in average condition, signs of wear and some lifting at the edges are evident in the Kitchen.

57. The floor in the creche could not be inspected due to use of space as note 60 below.

Furniture & Fittings

58. Church Office: An assortment of laminate desks and chairs with 2 metal storage cupboards and a range of interlocking metal shelving holding church records. There are 2 safes located within this room, one of which has been built in. Various notice boards, filing cabinets and sundry items.

59. The Kings House: Assorted desks and display boards.

60. Creche: Fully covered in soft play equipment.

61. Worship Area Store: A variety of tables and plastic interlocking chairs with built-in cupboard at one end all appear to be in reasonable condition. The font was reportedly in this area, only the base could be found at the time of inspection.

62. Worship Area: Upright piano having a walnut veneered case, made by Hyundai. (covered), keyboard, drum kit and digital audio control panel area, various seats and other sundry items. Beech veneered altar, one large cross.



63. Side Chapel: Soft seats with various children's toys and play equipment.

64. Main Entrance Foyer: Assorted sofas, tables, and display screens. There is an oak table near to the entrance.

65. Kitchen: The kitchen has melamine faced doors and worktops with a double stainless-steel sink and single drainer. A large 8 hob gas cooker with integral double oven and double grills above, microwave oven, 1 low level fridge and a wide variety of other catering equipment, all of which were reported to be working well. Some of the kitchen doors have dropped slightly.

Heating

66. This comprises a gas fired Brin B34D heater serving a forced warm air system with floor outlets to all rooms excepting the two WC areas, which have wall mounted outlets. An isolator valve below the floor to the boiler room lobby was observed but not tested.

67. New 'ideal instinct 30' boiler has been installed to the store room adjacent to the Kings Hall. This serves radiators to Kings House, Consultation room, Office, Side Chapel and entrance. There is charring to the skirting board in Consultation assumed to be from the time of installation.

68. The controls for both systems are separate but reported to be in good working order.

Electrical

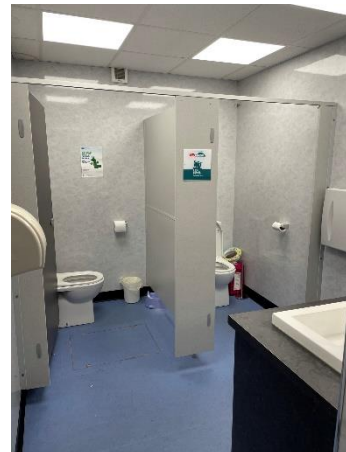
69. (Date of last service: reportedly 11.01.19 however no certificates were observed) The electrical installation was overhauled and tested by Ivan /Fairless Electrical Contractor (01207 233653) in 2008 to include a new main /distribution board with RCD protection. The log book should be kept up to date with the test certificates.
70. New LED lighting was installed in January 2019 when the last full test was completed. Alongside this repairs were carried out to the existing fittings, therefore the system is reported to be in good working order.

Fire precautions

71. Date of last test of extinguishers: June 2021
72. There is a fire hose reel box located adjacent to the kitchen within the Main Entrance Foyer. A CO2 2kg extinguisher is located within the Worship Area and a dry powder 2 kg extinguisher located in the Kitchen together with a fire blanket. A fire alarm system control panel is located above the fire hose reel and has an integral break glass unit, with an additional break glass unit located within the Worship Area adjacent to the fire exit on the east elevation. There is an additional fire exit to the north elevation of the Worship Area and an audible alarm bell located immediately above the break glass unit within this room. No problems reported.

Water and sanitary fittings

73. There are 3 separate toilets, 1 unisex accessible standard toilet 1 ladies' toilet with 2 cubicles and 1 former WC adjacent to the creche.
74. The WC accessed from the creche is no longer used, it was unclear if the fittings have been removed as the room is currently used as storage and items could not be cleared out.
75. There is a cleaner's Belfast style sink located within the Cleaner's Room.
76. The kitchen has a Selectra electric water heater, all other areas are supplied by the new boiler at item 67.



Accessibility

77. There is an extensive car park to the east of the church with 2No. accessible bays.
78. There is level access into all areas of the building, apart from the mezzanine storage areas. The automatic door opener to the main entrance door is broken.

Security

79. The intruder detection system comprises break contacts on the east main entrance doors with passive infra-red detectors located in the Main Entrance Foyer, the Worship Area (in the southeast corner), the Creche (on the south wall) and in the Church Office, located behind the internal door. The main control panel is located within the Boiler Room Lobby and is a battery-operated console with hard wired mains back up serviced by Tocsin Security, of Concord Washington. No faults were reported.
80. The premises have often been the target of vandal attack and of 'misuse' in the past as natural surveillance and supervision is made difficult by the presence of high walls and areas of shrubs.

81. It is reported that whilst some nuisance still occasionally occurs, most noticeably balls and other items being thrown onto the roof, vandalism is less of a problem than it has been
82. The anti-vandal paint reportedly coated on the parapet is no longer effective or present in any areas.

Environs

83. The adjacent car park wall has a number of open joints, with the corner joints having cracked open. Localised areas to the top of the wall have been re-pointed.
84. East: An area of concrete flags with timber edged raised planters and small area of tarmac forming pedestrian courtyard to east of entrance doors. Corner joint to boundary wall open.
85. North: A grassed bank adjacent to public pedestrian footpath with a 1/2.5m high boundary wall which is not continuous allowing free access across the church site.
86. West: This consists of a small landscaped 'square' which has suffered much misuse in the past and is rather neglected with a large stone sculpture. Groups of young people have tended to congregate in front of the two shops which remain although it is currently regularly patrolled by Community Officers which may help control the problem.
87. South: There is a public footpath running along the length of the south elevation with a 1.5m wide grassed bed between it and the west elevation of the building which is not attractive and collects litter. An issue with dog fouling was also observed during the inspection.
88. A small timber infill between the corner of the building and the boundary wall is slightly loose to its fit.
89. There are extensive planted beds that provide a good level of additional security to this car park elevation. This courtyard is bounded by a 2m high brick boundary wall generally in reasonable condition with some cracked or open joints. An additional area of paving has been provided at the north side to help direct potential flood water away from the building.
90. A modern Lych Gate, having wrought iron gates and a concrete tiled mono-pitched roof, gives access onto the car park to the east. This is in good condition and just requires routine maintenance.



AREAS NOT INSPECTED (The following list may not be exhaustive)

- Service voids below floor access covers internally
- Wall surfaces and floor coverings within the Worship Area Store and floor in creche, due to stacked furniture.
- Roof voids above toilets, boiler room and stores. Areas of external wall surfaces masked by vegetation.

PART THREE

Summary of repairs in order of priority

Category	Comment	Item ref	Budget Costs	
Category A - Urgent, requiring immediate attention.				
A	Keep an up-to-date log book with all works detailed and current certificates clearly logged.	7,69	£100-200	
A	Fix external handle on main entrance doors and automatic opener for accessibility	22,78		
Category B - Requires attention within 12 months.				
B	Cut out and re-paint cracked joints above side (north) door using 1:1:6 mortar coloured to match.	21	£2000-3000	
B	Fill open perp joints to east, south and west wall panels and holes to west end of south wall. (avoid spreading mortar over the face of the brickwork).	17-20		
B	Replace lightweight mesh cover grills to the west wall with heavy duty galvanised grills.	28		
B	Re-decorate timber louvre to plant room.	27		
B	Re-decorate metal window guards to south side.	26		
B	Replace broken extract louvre to vent from former male toilet or seal-up if not required.	28		
	Re-decorate cross to east elevation	29		
B	Add uPVC eaves ventilator tray to bottom row of tiles	13		
B	Prepare and re-coat front door with exterior grade varnish	22		
B	Investigate condition of ceiling above side chapel, inspect for further leaks now fixed	36		
Category C - Requires attention within the next 18-24 months.				
C	Fill open vertical joints and lean lower joints to south car park wall. (This may not be the responsibility of the church; in which case it should be reported to the Local Authority for attention)	83		£1000-1500
C	Securely re-fix timber infill to southeast corner of the church building	88		
C	Re-point lean joints to east boundary wall and cut out and re-paint full height crack to first outer corner to right of main entrance	84		
C	Re-point broken brickwork area of parapet and fix flashing	14		
Category D - Requires attention within the quinquennial period.				
D	Replace old water damaged ceiling tiles inside chapel, WCs and accessible toilet.	35,36	£250-500	
D	Monitor condition of tiles and flat roofing – any specification for replacement should be carefully considered	11		
D	Mastic to be cut out and re-applied to windows on north elevation	21		
D	Re-apply mastic sealant to RH window on south elevation.	25		
D	Fill gaps around new pipework and re-decorate	40		
D	Replace edge strips to raised staging area	53		
Category E - A desirable improvement with no timescale.				
E	Install ACO threshold drain to flush entrances	18	£500-1000	
E	Check warranty on glazing units as 15no units have failed – replace where possible	23		
E	Provide friction stays and automatic closers with soft closer to main worship area doors, to avoid trapped fingers	46		
E	Pave over grassed area to the south to prevent further deterioration.	87		
Category M - routine maintenance. This can mostly be done without professional advice or a faculty.				
M	Clean flat roof areas and gutter outlets of vegetation	15, 16		
M	Clean windows to south facade	50		

Advice to the PCC

- This is a summary report; it is not a specification for the execution of the work and must not be used as such.
- The professional adviser is willing to advise the PCC on implementing the recommendations and will if so requested prepare a specification, seek tenders and oversee the repairs.
- The PCC is advised to seek ongoing advice from the professional adviser on problems with the building.
- Contact with the insurance company to ensure that cover is adequate.
- The repairs recommended in the report will (with the exception of some minor maintenance items) be subject to the faculty jurisdiction. Guidance on whether particular work is subject to faculty can be obtained from the DAC.
- **LOGBOOK** The parish has a duty under Canon F13(4) to keep a Log Book recording all work carried out on the building. I commend this practice to the PCC. Not only does it help the inspecting architect but it can prove a valuable aid to the parish.

• **Fire Safety Advice** can be found at <https://www.firesafe.org.uk/places-of-religious-worship/>
<https://www.ecclesiastical.com/risk-management/church-fire-articles/>

- **Electrical Installation**

Any electrical installation should be tested at least every five years in accordance with the recommendations of the Church Buildings Council. The inspection and testing should be carried out in accordance with IEE Regulations, Guidance Note No. 3 and an inspection certificate obtained in every case. The certificate should be kept with the Church Log Book.

- **Heating Installation**

A proper examination and test should be made of the heating system by a qualified engineer each summer before the heating season begins, and the report kept with the Church Log Book

- **Lightning Protection**

Any lightning conductor should be tested at least every five years in accordance with the current British Standard by a competent engineer. The record of the test results and conditions should be kept with the Church Log Book.

- **Asbestos**

A suitable and sufficient assessment should be made as to whether asbestos is or is liable to be present in the premises. Further details on making an assessment are available on <http://www.churchcare.co.uk/churches/guidance-advice/looking-after-your-church/health-safety-security/asbestos>

- **Equality Act**

The PCC should ensure that they have understood their responsibilities under the Equality Act 2010. Further details and guidance are available at <http://www.churchcare.co.uk/churches/open-sustainable/welcoming-people/accessibility> .

- **Health and Safety**

Overall responsibility for the health and safety of the church and churchyard lies with the incumbent and PCC. This report may identify areas of risk as part of the inspection but this does not equate to a thorough and complete risk assessment by the PCC of the building and churchyard.

- **Bats and other protected species**

The PCC should be aware of its responsibilities where protected species are present in a church. Guidance can be found at: <http://www.churchcare.co.uk/shrinking-the-footprint/taking-action/wildlife/bats>

- **Sustainable buildings**

A quinquennial inspection is a good opportunity for a PCC to reflect on the sustainability of the building and its use. This may include adapting the building to allow greater community use, considering how to increase resilience in the face of predicted changes to the climate, as well as increasing energy efficiency and considering other environmental issues. Further guidance is available on <http://www.churchcare.co.uk/churches/open-sustainable> and <http://www.churchcare.co.uk/shrinking-the-footprint>