



QUINQUENNIAL INSPECTION REPORT

OF

PETERLEE, ST CUTHBERT

**DIOCESE OF DURHAM
ARCHDEACONRY OF DURHAM
DEANERY OF EASINGTON**

**INSPECTION OF CHURCHES MEASURE 1955
CARE OF CHURCHES & ECCLESIASTICAL JURISDICTION MEASURE 1991**

**QUINQUENNIAL INSPECTION AND REPORT
January 2024**

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**Beaumont
Brown
Architects LLP**

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REPORT ON THE 2024 QUINQUENNIAL INSPECTION

1.0 INTRODUCTION



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This document is in two parts:

The Report is the appraisal of condition and estimated cost priority list;

The Appendix contains the background information of the church plan, guidance notes and routine maintenance guidance.

Date of inspection and weather conditions: 16th January 2024. Freezing temperatures, clear to begin with then light snow and wind.

Date of report: January 2024

Report prepared by: *David S Beaumont* RIBA AABC

2.0 LOCATION AND SITE

Address: Manor Road, Peterlee, SR8 5QW

Location: situated in the centre of Peterlee at the junction of Manor Road and St Cuthbert Road. The site area is approximately 1 acre and entered from Manor Road on the north boundary and St Cuthbert's Road on the west boundary.

National Grid Reference: NZ430 404

3.0 CHURCH AND LISTING DESCRIPTION

Description:

The church was built in 1957 to a design by Donald McIntyre FRIBA whilst with the firm Cordingley & McIntyre and described by Pevsner, perhaps unkindly, as.

'Very ordinary portal frame construction with the frame exposed internally. Grey brick exterior with a small fleche and an apse. Hybrid-classical baldacchino over the altar, pushed well forward from the apse'.

The latest edition corrects the mistake of grey brick, to buff and deletes the description of the portal frame as very ordinary. It also adds that the interior is very complete with good original furnishings. *2021 edition edited by Martin Roberts*



The church was awarded the RIBA diploma in 1957 in recognition of the buildings completed in the Northern Architectural Association area. It is a complete composition with the furnishing and its original colours still extant and as a consequence represents very well, the architectural and ecclesiastical movements of the time.



The accommodation comprises of an apsidal sanctuary and nave with north and south aisle. There is a north and west entrance porch, the north being more commonly used and choir and organ gallery at the west end with two vestries and toilets at the north-east corner with the boiler house below. There is a church hall, reception and wc block attached to the vestry accommodation.

The church is not exactly orientated east-west but the usual liturgical conventions of siting the east end at the east applies.



The main body of the church comprises a reinforced concrete portal frame with brick walls- noted as solid (not cavity) on the construction drawings.



The pitched roof over the nave is covered with replacement clay pantiles. The roof construction is timber joists onto the portal frame purlins. Now insulated.

The flat roofs over the vestries and the north and south aisles are concrete covered with replaced roofing felt. The apse roof is a half dome and copper clad. The staircase roof at the south west corner is flat with a domed roof light.

Internally the brick walls are plastered. The nave ceiling is paneled with insulation board following the slope of the roof, the ceilings in the north and south aisle and other rooms being flat with new plaster and skim ceilings replacing suspended insulation board. The windows are a mixture of original metal casement and recent PVCu in the vestry accommodation and precast concrete with delicately coloured and seeded glass to the worship areas.

The floors are solid construction generally covered with wood blocks in the nave and aisles, reconstructed stone paving in the sanctuary and vinyl sheet replacing thermoplastic tiles that had asbestos, in the vestry accommodation.



The church is well furnished, all elements designed by McIntyre: baldacchino, pews, lecterns and chairs. It also features a three sided font with ceiling panel above. There are many references to St Cuthbert in the artwork and furnishings.

CHURCH LISTING - The church have sought for it to be listed in 2016 (to enable access to repair grants but Historic England considered that as it had not met the stricter criteria required of post war churches, the church was not eligible. The church are considering an appeal and in the meantime seeking alternative sources of grants.

4.0 PREVIOUS INSPECTIONS

This is the author's second inspection.

5.0 SCOPE OF REPORT

- 1 This report is made from a visual inspection from ground level. The boiler house was also inspected.
- 2 Drainage was inspected from ground level only. No testing of the drainage installation has been undertaken.
- 3 The report is restricted to the general condition of the building and its defects.

6.0 REPORT SUMMARY

Executive summary

There is little in the way of repair needs to the building since the last report. All is in good condition. The roof coverings to the nave (and insulated) and aisles have been replaced and rainwater goods replaced/repaired/ redecorated there. The stair spiral rooflight continues to leak but matters are in hand to overcome the problem. The structure is sound, walls are good. Windows are good- though some reinforcement is spalling the concrete frames. Inside, it is in good condition, though the decoration is discolouring, with soot marks. The boundaries are all ok though there is some hard landscaping paving needing attention.

The vestry rooms have been redecorated, their rooves recovered and asbestos floor tiles removed.

The PCC have attended to the upkeep in a timely manner, with limited funds, and the wardens are to be thanked for their obvious intentions to do the very best they can for the church despite impoverished circumstances.

Structure

The concrete portal frame structure still shows no signs of movement. These frames are joined at roof level by concrete purlins and they are sound. The brickwork externally has some slight joint cracking, but is not significant.

Roofs

The clay nave roof covering has been replaced with new matching design clay double roman tiles and insulated.

The aisles coverings have been replaced with mineral felt. The copper roof to the apse, appears sound from the ground. The fleche copper covering was assessed at the time of the fleche repair and is sound. The vestry block roof mineral felt has been replaced with polymeric roof membrane. The last roof to repair is over the spiral at the nw corner and proposals are in hand.

Rainwater Goods

The original rainwater goods are still in situ, The nave gutters and downpipes have been replaced like for like and the aisles reconditioned. All the rainwater goods and roof joinery has been redecorated.

Walls

They are all brick, with some plaster sections, and the circular parts of the building are in projecting headers. Fundamentally all the brickwork is sound. Regrettably the west end has been re-pointed in cement, as has a recent repair to the outside of the clergy vestry robe store, unlike the recessed lime elsewhere but there seems little to be done now to remedy this.

Windows and Doors

There is a combination of concrete and steel framed windows to the building. The concrete frames are to the principal spaces and whilst these are generally holding up, there is some slight spalling occurring where reinforcement is close to the surface. And where previous inappropriate material repairs have been carried out. The decay is slow and may not need attention for 5-10 years. The fundamental problem is water coming through at the slate cill junction, which has been attempted to be fixed by red silicon which is now brittle and coming away. There were a couple of areas of cracked glass reported in the last QI. Not seen on this visit. I may have missed them. Some of the glass is dirty and so I suggest a good look over the glass and a clean down.

The doors are all in good condition, though some general easing is required.

Floors

The nave floor is showing signs of its age and some of the areas surface coating is wearing, but it doesn't need repair. Back rooms have been recovered in vinyl.

Inside

The church is bright, well illuminated and in good decorative order, albeit the wall surface still shows heat patterning causing dark areas next to radiators and windows. The aisle ceiling boarding also has dark patterns as polluted air passes through gaps.

The furnishings are excellent and part of the overall concept design by the architect. The rear areas- children's area, chapel and understairs aren't visually in keeping with the main space and require a little updating.

The church hall, lobby and WCs are outside of the report, but the following notes are in passing:

- The flat roofs have been renewed in single ply roofing membrane and windows replaced in the hall in 2015. There is a scheme for upgrading the WC block that is awaiting funds.
- Access to the church has been improved by new hand railing in 2015. New ramped access to the north entrance door has been designed and is awaiting funds but they get by with a temporary aluminum ramp.



The image is a reconstruction of the design of the "Nature Goddess Silk", probably a Byzantine design, on the silk found in St Cuthbert's coffin at Durham Cathedral, in the c.1820's. See end papers for comparison.

7.0 CONDITION AND RECOMMENDATIONS

The following items are the observations made during the inspection. Below the item is a recommendation for work with a letter identifying its priority.

In section 8 the same priority items are re ordered into their priority categories.

A- Work requiring urgent attention,

B- Within 1 year

C- Within 2 years

D- Within 5 Years

E- A possible improvement or item to note

M- Routine Maintenance or monitor/watching brief

7.1 SERVICES

- The log book was up to date and recorded the work done, including routine testing.

- **Water:** the water services is likely to enter from the north east of the site alongside the vicarage, serving basins and WC adjacent to the clergy vestry and the WCs basins and sinks to the church hall.

Recommendation: none

- **Foul drainage:** separate system discharging via the east, to the highway to the north, probably linked to the drainage system that exists for the vicarage at Manor Road.

Recommendation: none

- **Surface water drainage:** separate system running parallel to the foul and discharging to Manor Road to the north.

Recommendation: none

B Lightning conductor:

There is none. Is there a greater risk of lightning strike particularly due to climate change? What are the insurer's requirements?

Historic England offer guidance and recommendations such as a risk assessment here-

<https://historicengland.org.uk/images-books/publications/lightning-protection/>

Recommendation: carry out a risk assessment.,

- **Electricity:** supply enters at the east end via a small store room to the switch key and distribution board. There is a secondary external cable which crosses the east end hall WC block which has rather spoiled the appearance of the elevation. Tested on 26 March 2021 with no comments. The church hall was rewired in 2015.

Recommendation: none

- D** **Lighting:** A new lighting scheme was installed in approximately 1994/5. The nave has twelve chandeliers and two for the gallery. Lighting in the vestry is by fluorescent fittings and tungsten in the toilets. The staircase chandelier has corrosion to the cabling, it's not used and will be repaired as part of the roof light works in due course.

Externally there are two wall lights and two pavement lights. One of the pavement lights has lost its shade having been smashed by an overhanging branch. PCC should be careful in replacing the shade as one that is different from the others will look odd and devalue the look of the church. It needs careful consideration. Perhaps replace the wall lights with a period replacement and use the shade for the footpath light, if an original can't be found?

Recommendation: repair stair chandelier and external shade

- **Sound system:** comprises two microphones, speakers and a loop system controlled by an amplifier within the vestry. Has been upgraded.

Recommendation: none

- **PAT:** – tested in 2023.

Recommendation: none

- **Heating:** by gas fired Hamworthy Broadstone boiler installed in 1990 and providing heating through large diameter pipes to radiators, serviced in July 2023. Relay repaired. Grundfos circulating pump. Sump in the boiler house which is understood to be working. Pressure vessel with low feed cistern on the boiler house floor. The circulating pipework was reinstalled in 2000.



Recommendation: none

- **Hall heating:** A new Baxi combi was installed in 2012 to service the church hall and ancillary rooms. This failed and was replaced in 2023.

Recommendation: none

- **Gas meter:** located within the choir vestry cupboard.

Recommendation: none

- **Bells:** electric bell, switched from vestry. Repaired during fleche repair works.

Recommendation: none

- **Clock:** none.

- **Organ:** pipe organ with two manuals and 23 stops within the gallery. Restored by HE Prestead of Durham. Major refurbishment in 2021. Maintained annually by John Ollett. Last serviced in 2022.

Extract from the National Pipe Organ Register
<https://npor.org.uk/survey/N15189>

Builders

- 1991

[H.E.Prested](#)

Durham

Restored

- 1963

[Nelson](#)

Organ by Brindley & Foster of Sheffield, c.1900, for Venerable Bede, Monkwearmouth, Sunderland ([N04219](#)) - though that particular Monkwearmouth church/organ is not listed in J.R.Knott's book on the B&F firm! Rebuilt and installed in new CofE church Peterlee in

1963, costing £140 to move and £986 to install [church guide].

Electric organ in the choir vestry. Baby grand at the east end and upright at the west end of the nave.

Recommendation: none

E **Rainwater goods:** - these are not inspected by a roofing contractor.

Recommendation: create a maintenance agreement with a roofing firm experienced in churches.

7.2 GENERAL



- **Churchyard:** there is no churchyard with burials, though the church sits within a large, landscaped site. The responsibility for maintenance lies with the PCC (but was formerly the Town Council).

Recommendation: none

M **Trees:** the site was never intended to have large trees and the original planting shrubs have overgrown. These are being kept in check and were last heavily pruned in November 2015. One at the west side had overhanging branches that broke the footpath light lamp shade, now trimmed back by the PCC.

PCC worked on pruning the south side in Nov 2022

Recommendation: continue to keep the trees pruned back

- **Access for the Disabled:** The PCC has a resolution in place which addresses the requirements of the Discrimination Against Disabled Act. An access audit has been carried out and a written record is retained in the Parish records.

Recommendation: none

- E **Notice Boards:** new board in NW corner. Older board to the north is in poor condition.

Recommendation: repair or consolidate notice boards.



- **Wheelchair access:** there is a ramped access to the west end by a two car drop off point. It is recognised that better disabled access or ramped access is required at the principal entrance at the north and this has been designed and is abandoned due to lack of funds in favour of aluminium temporary ramps.

Recommendation: none

- **Fire matters:** The PCC carried out a Fire Risk Assessment in accordance with latest Regulatory Reform (Fire) Order 2006 (details available via the DAC, the local Fire Officer and/or the internet) in September 2012 by R Smithson. Since then two more extinguishers have been added to the list in the vicar vestry and boiler house. Serviced annually and last checked in November 2023.

Fire extinguishers noted:

Kitchen – fire blanket

Nave – 9ltr water

Choir Vestry – 9ltr water

Organ – 2kg CO2

Hall/Foyer – 6ltr foam

Vicar Vesty- 2kg Co2

Boiler House- 6Kg Powder

Recommendation: none

- **H & S policy:** for church updated October 2022.

Recommendation: none

- **Insurance:** The church is insured by Ecclesiastical.

Recommendation: none

- D Asbestos:** The church has had a localised Refurbishment asbestos survey for the 2021 vestry roof works to the walls and ceiling and none was found. It was found and removed in the floor tiles.

There isn't a management survey for the whole building. The PCC have had competent person training and whilst it does not maintain a Register, it reports that there is knowledge of asbestos in the building.

Recommendation: produce an Asbestos Register, identifying the presence or not of any asbestos within the building. The DAC can advise on the production of a register.

- **Ladders:** The step ladder has been replaced.

Recommendation: none

- **Bats:** None reported.

Recommendation: none

7.3 WORK SINCE LAST INSPECTION:

2016

New, additional notice board at NW corner of site

2017

Additional extinguishers

2018

Boiler house sump pump drain cover replaced

2019

New tiling and insulation to nave roof

Fleche repaired

Organ refurbishment

2022

Vestry roofs recovered and internal decoration

New organ speaker

Rewired organ chandelier

2023

Air vents and external repointing to clergy vestry robe cupboard doors

North door plaster repair

Sound system upgrade

7.4 FABRIC INSPECTION

FLECHE

- Copper covered spirelet with timber louvres, to unique design.

Found to have rotten structure during 2019 roof reslating requiring immediate attention due to concern of possible collapse. Works were: rib member repairs, holding down metal brackets replaced, new larch louvres, electric bell chiming system renewed. Copper cladding was looked over and appeared sound. Concrete octagonal base repainted and new flashings to roof. All looks ok from the ground.

Recommendation: none



ROOF COVERINGS



B Roof general:

Nave/Chancel Pitched roofs covered in 2019 with new Bridgewater clay double roman tiles and clay ridges. Including new Roofshield underlay and 75mm Kingspan insulation. Loss of verge pointing at east end.

Nave aisles- flat concrete roofs. Recovered in 3 layer mineral felt and s/steel edge trim in 2019.



All of the roof joinery was redecorated in 2019.

Apse:

This is covered in copper and seems to be in reasonable condition. The overhang has lost some decoration and patch repairs are failing- save it up for later repairs to the eaves soffits in say 10 years.

Staircase roof:

Leaking to the concrete roof light/roof junction. A scheme to add a new dome over the rooflight and replacement mineral felt is expected to be carried out in Spring 2024

Recommendation: carry out stair roof repairs, repair verge pointing



RAINWATER GOODS

- **Nave/Chancel:**

The eaves gutters are 5" x 4" single beaded deep half-round cast iron gutters which discharge to 3" diameter cast iron downpipes to the lower flat roofs. They were in poor condition and were replaced during the 2019 roof works.

Recommendation: none

- **Aisles:**

Gutters and downpipes were overhauled and as part of the 2019 works.

Recommendation: none





E **Apse:**
UPVC rainwater pipes which are not original.

Recommendation: replace with cast iron to match



D **Vestry block:** rwps in poor decorative condition.

Recommendation: overhaul and redecorate



WALLS

- **Vestry block:** ok

Recommendation: none



D **Clergy Vestry:**
Slight open joints to the brickwork at the downpipe position. Metal windows decoration is coming away.

Recommendation: repoint open joints in lime to match original technique and decorate windows



- **Nave:**

- East gable- ok (see missing pointing, noted above)
- Nave south – ok
- Nave south-west – stair tower, diaper brickwork in good condition.



- Nave west gable– some cement repairs to the slab facing at upper level and seem to be holding. The brickwork has been re-pointed in cement flush unlike the original lime recessed joints elsewhere.



There is some dirt showing to the commemorative panel. The ornamental slate within the concrete frame and cobble surround has eroded so much so that it is illegible now. Slight spalling to frame.

- Nave north – as south.

Recommendation: none

Aisles:

- South aisle – masonry is in good condition. One window is showing spalling of reinforcement and has had cement repair which is beginning to break down.
- North aisle – same as south.



Recommendation: see window section

D Choir Vestry:

The west elevation is rendered and there is cracking showing at the cills between the windows, but this just requires patching and filling.



The brickwork panel adjacent to this has unfortunately had cement repairs.

Recommendation: fill and redecorate render

- EXTERNAL DOORS

The west entrance doors and glazed screen are stained hardwood, darkening with age. Ok



The north entrance doors have fine panel work with planted beads and feature hexagonal knobs as the west. Ok

Recommendation: none

D EXTERIOR WINDOWS

The exterior low-level windows are pre-cast concrete frames with special glass infill within glazed metal sashes. Some ventilating hoppers do not operate. The clerestory

windows are simple metal casements. There is a slight crack to a couple of the panes. Silicon pointing is failing.

Spalling of concrete is caused by rusting reinforcement which requires a specialist repair. Needs to be looked at in about 5-10 years.

The window frames are sat on slate cills that are in two rebated halves; it appears that there is no weather bar to stop moisture coming through the sills and this has eroded the sills slightly over time. To reduce water inside, they have been pointed both internally and externally with silicon. This has hardened and has come away.



Recommendation: monitor concrete windows. Too soon to embark on a round of frame repairs- see what other defects occur in the next 5-10 years. Paint exposed reinforcement with derusting paint. Strip old silicone and look to re point possibly in a lime or burnt sand mortar- but under architect specification and instruction. The detail needs working out.

EXTERNALS

E East Side:



This has fencing onto housing which looks ok. Who's responsibility is it?

Recommendation: establish ownership and repair liability

- South side:



This has a low retaining wall in drystone walling which is reasonably satisfactory though it doesn't have a coping. This retains a grass bank that leads up at higher level to a metal mesh fence which doesn't contribute to the church surroundings.

Recommendation: none

D West side:



There is a patched tarmac pavement to the steps to the west doors. Steps are stone setts. There are planting bays within dwarf walls and some of the slab copings are chipped and uneven. Towards the north-west corner, the paving slabs are undulating rather badly.

Recommendation: remake the uneven paving slabs.

- North side:





A large, terraced area of granite setts picking out a rectangular pattern with precast concrete flags within, with occasional mosaic or granite set squares, which are part of the architect's original design feature. They are somewhat undulating now. Whilst not yet a trip hazard, if they are not maintained, they will be in the future.

The north retaining wall is in fair condition, though there are some slabs missing at higher level.

Recommendation: none

E

General:

The waste paper and rubbish bins are kept close to the choir vestry and these are not guarded or locked away and can be used by intruders interested in lead theft for gaining access to the building and carting away.

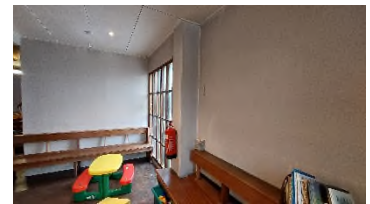
Recommendation: consider compound

INTERIOR

D

Nave:

The whole building is one space comprising the nave, the aisles and the altar. The only real division is underneath the rear gallery at the west end creating two spaces: on the south side St Cuthbert's chapel and on the north side, a crèche.

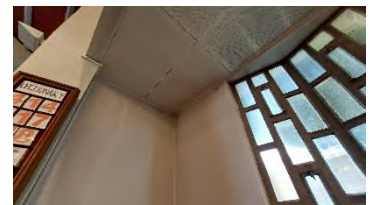


The nave has pre-cast concrete portal frames and these are sub-divided by purlins with a fibreboard ceiling between the purlins. The fibre board was to provide some acoustic property and a modest insulation (there is now additional roof insulation). There is the odd spot of water damage from the past.



Under the fleche and directly over the font, the decorative panel has been restored. It is an important piece of artwork that links to the shrine of St Cuthbert at Durham Cathedral.

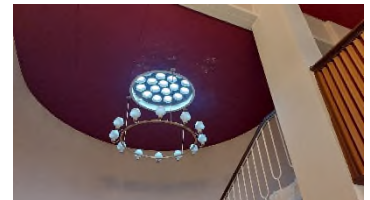
Above it, there are three marks where water has penetrated in the past. Alongside the purlins, marks of dust within the roof has been blown through the fibreboard onto the purlins and this is no doubt as a consequence of gaps in the roofing felt.



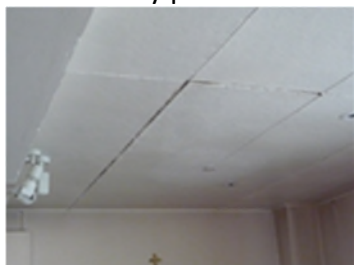
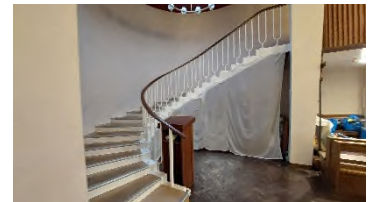
The ceiling under each aisle is in fibreboard. Previously reported to be sagging, but probably as a consequence of the optical illusion of a cable running along the length which itself is sagging.

The spiral stair ceiling has white staining from previous leakage which has been repaired. The skylight trim is damaged from leaks as is the surrounding fibreboard.

Recommendation: repair the stair light well ceiling



- **Balcony:** contains the organ and pews for a choir and is accessed by a wide spiral stair. The foot of the stair has been boxed in to provide protection to a heating pipe. The vinyl covering is ageing. Beneath the stair soffit there is extensive storage for children activities materials behind a curtain. The balcony pews are acting as storage.



Ceilings under the balcony are suspended fibre board panels and uneven



Recommendation: none

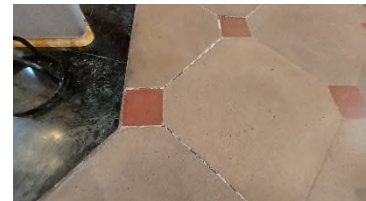
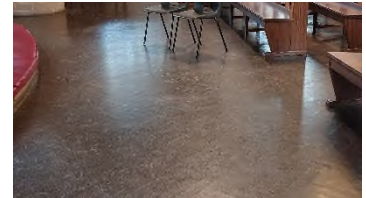
C Screens and internal doors:

- North entrance – inner glazed doors are satisfactory.
- West end glazed screen is satisfactory.
- Vestry and WC – these are flush doors and newly painted. The choir vestry door doesn't confidently close.

Recommendation: check clergy vestry lock

- Floor:

- Nave – polished wood block which is wearing in the circulation areas and shows crazing due to age. No action needed.
- Baptistry – stone and tiled floor with some open joints.
- Chancel – stone floor with some open joints. Leave the open joints until there's more to do.
- Sanctuary – ok
- Rear corridor – now vinyl sheet



Recommendation: none

E Wall Finishes:

- Nave – the walls are plastered and in fair condition. Various parts of the building are showing marking induced by radiators with dirt going over the surface, particularly noticeable at the children's corner and the sanctuary apse end. Rusting angle beads at some window reveals and the north-east corner of the nave.
- Vestry block – painted plaster. Recently redecorated

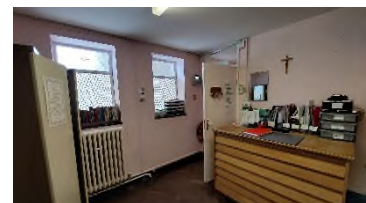


Recommendation: redecorate when funds allow. The original colours should be maintained

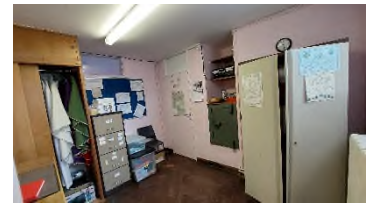


E Clergy Vestry:

- Ceiling – plasterboard.
- Walls – painted wallpaper in fair condition.
- Floor – parquet in fair condition.
- General – contains filing cabinet, amplifier equipment for the sound system, electronic bell equipment, heating control clock and security



system keypad. Lexan security sheeting to the window is rather forbidding.



Recommendation: consider updating fitments

B

Choir vestry:

- Ceiling – plasterboard.
- Walls – painted plaster. Some damp showing in the robe cpd (is the roof covering ok?).
- Floor – parquet flooring showing quite heavy wear.
- General – a large room adjacent to the clergy vestry with walk in cupboard for vestments. Fittings include Clavinova piano, music shelves, wall mounted electric transformers for lighting.



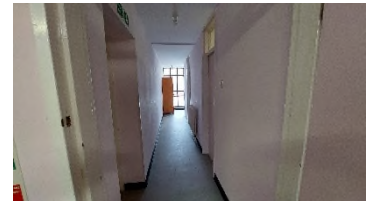
Recommendation: check clergy vestry roof



-

Corridor:

- Ceiling – plasterboard.
- Walls – painted plaster
- Floor – vinyl sheet



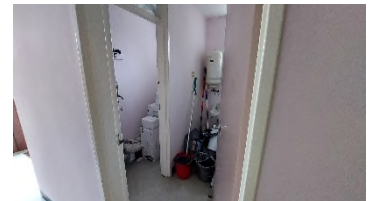
Recommendation: none

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WC and sink room:

- Finishes – The room is not used for sanitary purposes, but has generally become the cleaners sink.

Recommendation: none



-

Electric Cupboard:

- Finishes – same as the WC and a rather large room containing the electrical gear.

Recommendation: none

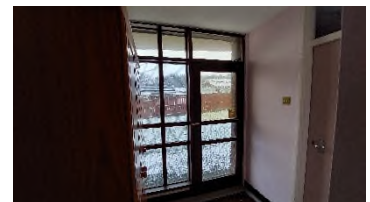


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Rear Door Lobby:

- The thermoplastic tiles have been replaced with vinyl.

Recommendation: none



- **Boiler Room:**



- Ceiling – painted over panelling – fibreboard perhaps (no asbestos declared the church).
- Walls – walls and brickwork have been painted over with some of the decoration failing. No change since last QI
- Floor – concrete and patched slightly.
- General – the room contains Hamworthy Broadstone boiler with expansion vessel and Grundfos pump. The room is dry and has a submersible sump pump reported to be working.

Recommendation: none



FIG. 1. A reconstruction of the design on the 'Nature Goddess' Silk
No attempt has been made to show any one repeat of the actual silk. As the fragments are parts of a number of the repeats and as the repeats vary both in width and length and with some distortion, it was found more convenient to give an average size of repeat.

The "Nature Goddess Silk" contained within St Cuthbert's tomb at Durham Cathedral. The upper part of the goddess on the throne has eroded through time. It was reinterpreted for the panel above the baptistry in the nave.

8.0

PRIORITIES

The following order of priority sets out the relative urgency of foreseeable repairs over the next 5 years. It is not a definitive programme of work and subject to funding, items further down the list could be brought forward if desired. They are priced individually but savings can be made by grouping the works and taking advantage of scaffold for other works.

- A- Work requiring urgent attention,
- B- Within 1 year
- C- Within 2 years
- D- Within 5 Years
- E- A possible improvement or item to note
- M- Routine Maintenance or monitor/watching brief

Priority	Location and Scope	£
A - URGENT		
	None	
B- WITHIN 1 YEAR		
B	Lightning conductor: carry out a risk assessment.,	-
B	Staircase roof: carry out stair roof repairs, repair verge pointing	12,000
B	Choir vestry: check clergy vestry roof	-
C- WITHIN 2 YEARS		
C	Screens and internal doors: check clergy vestry lock	50
C		
C		
D- WITHIN 5 YEARS		
D	Lighting: repair stair chandelier and external shade	350
D	Asbestos: produce an Asbestos Register, identifying the presence or not of any asbestos within the building. The DAC can advise on the production of a register.	-
D	Vestry block: overhaul and redecorate rwps	800
D	Clergy Vestry: repoint open joints in lime to match original technique and decorate windows	1,000
D	Choir Vestry: fill and redecorate render	1,250

D	Windows monitor concrete windows. Too soon to embark on a round of frame repairs- see what other defects occur in the next 5-10 years. Paint exposed reinforcement with derusting paint. Strip old silicone and look to re point possibly in a lime or burnt sand mortar- but under architect specification and instruction. The detail needs working out.	-
D	West side: remake the uneven paving slabs.	1,000
D	Nave: repair the stair light well ceiling	750

E- IMPROVEMENT/ NOTE

E	Rainwater goods: create a maintenance agreement with a roofing firm experienced in churches.	250
E	Notice Boards: repair or consolidate notice boards.	-
E	Apse: replace with cast iron to match	500
E	East Side: establish ownership and repair liability	-
E	General: consider bin compound	250
E	Nave/Chancel Wall Finishes: redecorate when funds allow. The original colours should be maintained	8,000
E	Clergy Vestry: consider updating fitments	2,000

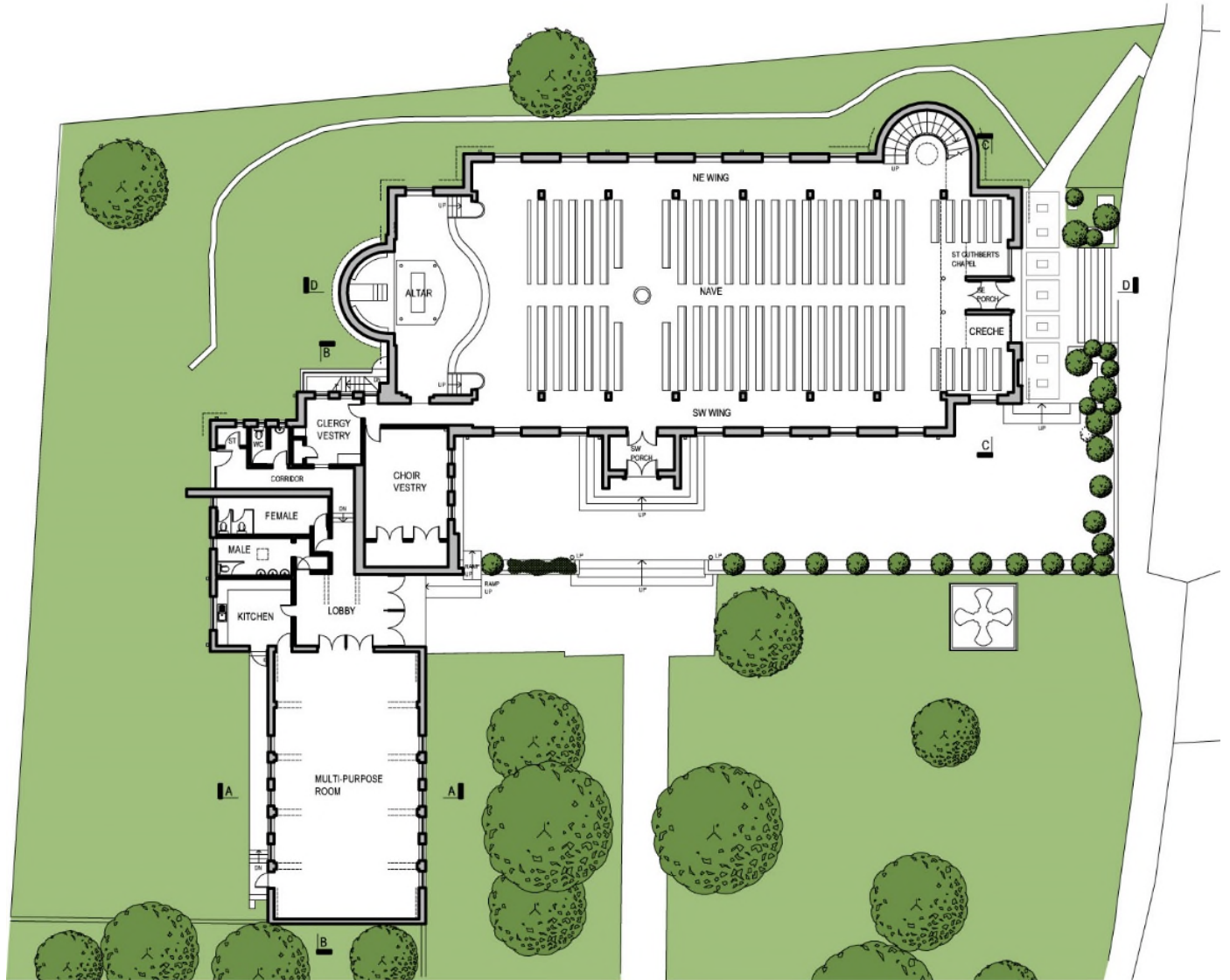
M- MAINTENANCE/ MONITOR

M	Trees: continue to keep the trees pruned back	-
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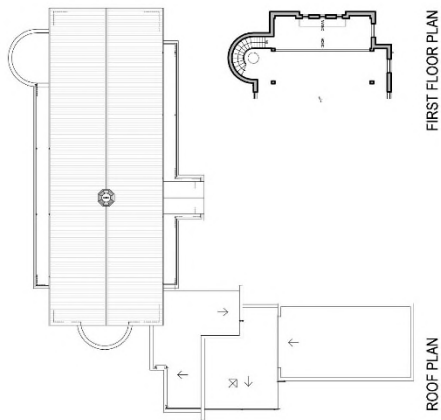
APPENDICES

Plan
Explanatory Notes
Guide to Routine Maintenance & Inspection of Church Property

CHURCH PLAN

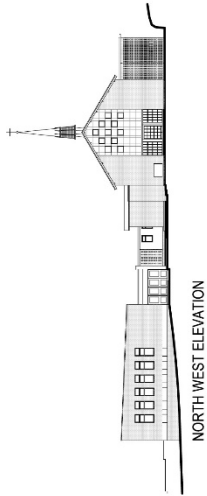


GROUND FLOOR PLAN

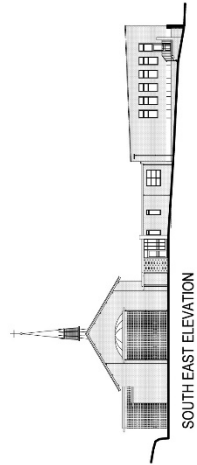


ROOF PLAN

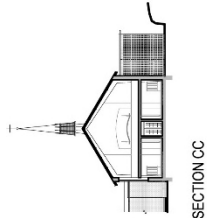
FIRST FLOOR PLAN



NORTH WEST ELEVATION



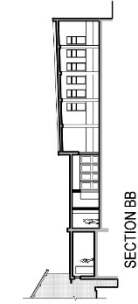
SOUTH EAST ELEVATION



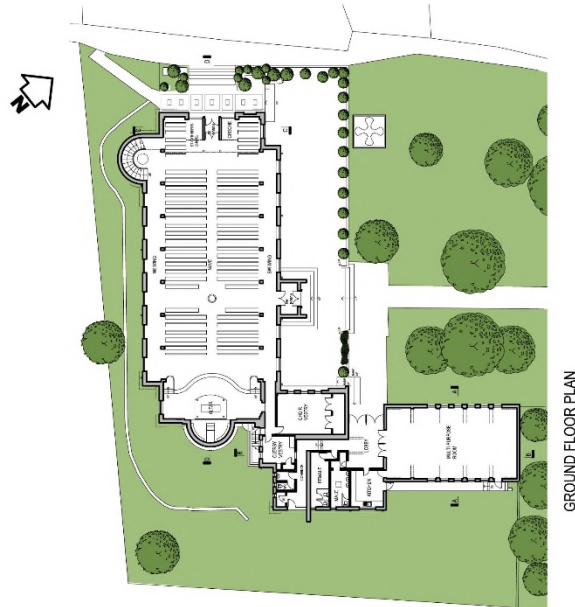
SECTION CC



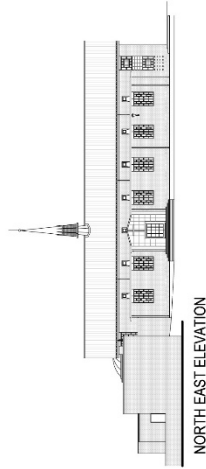
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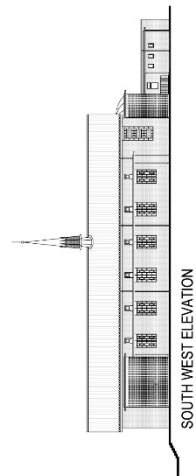
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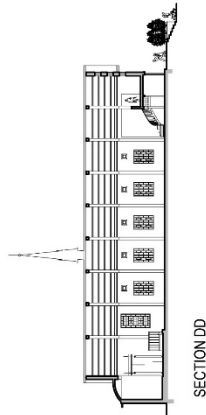
GROUND FLOOR PLAN



NORTH EAST ELEVATION



SOUTH WEST ELEVATION



SECTION DD

EXPLANATORY NOTES

- A Any electrical installation should be tested at least every quinquennium by a registered NICEIC electrician, and a resistance and earth continuity test should be obtained on all circuits. The engineer's test report should be kept with the church log book. This present report is based upon a visual inspection of the main switchboard and of certain sections of the wiring selected at random, without the use of instruments.
- B Any lightning conductor should be tested every quinquennium in accordance with the current British Standard by a competent engineer, and the record of the test results and conditions should be kept with the church log book.
- C A proper examination and test should be made of the heating apparatus by a qualified engineer, each summer before the heating season begins.
- D A minimum of 2 water type fire extinguishers (sited adjacent to each exit) should be provided plus additional special extinguishers for the organ and boiler house, as detailed below.

Large churches will require more extinguishers. As a general rule of thumb, one water extinguisher should be provided for every 250 square metres of floor area.

Summary:

Location	Type of Extinguisher
General area	Water
Organ	CO ²
Boiler House	
Solid fuel boiler	Water
Gas fired boiler	Dry powder
Oil fired boiler	Foam (or dry powder if electricity supply to boiler room cannot easily be isolated)

All extinguishers should be inspected annually by a competent engineer to ensure they are in good working order.

Further advice can be obtained from the fire prevention officer of the local fire brigade and from your insurers.

- E This is a summary report only, as it is required by the Inspection of Churches Measure; it is not a specification for the execution of the work and must not be used as such.

The professional advisor is willing to advise the PCC on implementing the recommendations and will if so requested prepare a specification, seek tenders and oversee the repairs.

- F Although the measure requires the church to be inspected every 5 years, it should be realized that serious trouble may develop in between these surveys if minor defects are left unattended. Churchwardens are required by the Care of Churches and Ecclesiastical Jurisdiction Measure 1991 to make an annual inspection of the fabric and furnishings of the church, and to prepare a report for consideration by the meeting of the PCC before the Annual Parochial Church Meeting. This then must be presented with any amendments made by the PCC, to the Annual Parochial Church Meeting. **The PCC are strongly advised to enter into contract with a local builder for the cleaning out of gutters and downpipes twice a year.**

Further guidance on the inspection and the statutory responsibilities are contained in *How to Look After Your Church. The Churchwarden's Year* gives general guidance on routine inspections and housekeeping, and general guidance on cleaning is given in *Handle with Prayer*, both published for the CCC by Church House Publishing.

- G The PCC are reminded that insurance cover should be index-linked, so that adequate cover is maintained against inflation of building costs. Contact should be made with the insurance company to ensure that insurance cover is adequate.
- H The repairs recommended in the report will (with the exception of some minor maintenance items) are subject to the faculty jurisdiction.
- I Woodwork or other parts of the building that are covered, unexposed or inaccessible have not been inspected. The adviser cannot therefore report that any such part of the building is free from defect.

This appendix is based on *A Guide for the Quinquennial Inspection of Churches, Diocese of Birmingham 1993*.

A GUIDE TO ROUTINE MAINTENANCE AND INSPECTION OF CHURCH PROPERTY

It is good practice for the PCC to appoint a fabric officer to take care of the routine maintenance of the church. This officer must report to the PCC and remain subject to its control and direction. The Care of Churches and Ecclesiastical Jurisdiction Measure 1991 requires the churchwardens to inspect the fabric of the church at least once a year, to produce a report on the fabric of the church and the articles belonging to it to the PCC, and to make that report to the annual parochial church meeting on behalf of the PCC. The following list gives an indication of the time of year when certain jobs should be done. It is not exhaustive.

Spring, early summer Whenever necessary inspect gutters and roofs from ground level and inside especially when it is raining.

Clear snow from vulnerable areas.

Clear concealed valley gutters.

Make full inspection of the church for annual meeting.

Check church inventory and update log book.

Check bird-proofing to meshed openings.

Sweep out any high level spaces. Check for bats and report any finds to English Nature.

Cut any ivy starting to grow up walls and poison.

Spray around the base of the walls to discourage weed growth.

Check heating apparatus and clean flues.

Summer Arrange for routine service of heating equipment.

Check interior between second week of April and second week of June for active beetle infestation and report findings to the professional adviser.

Check all ventilators in the floor and elsewhere and clean out as necessary.

Spring clean the church.

Cut any church grass.

Cut ivy growth and spray (again).

Recheck heating installation before autumn and test run.

Arrange for any external painting required.

Autumn

Check gutters, downpipes, gullies, roofs etc. after leaf fall.

Rod out any drain runs to ensure water clears easily, especially under pavements.

Inspect roofs with binoculars from ground level, counting number of slipped slates, etc. for repair.

Clean rubbish from ventilation holes inside and out.

Check heating installation, lagging to hot water pipes etc. and repair as necessary.

Winter

Check roof spaces and under floors for vermin and poison.

Check under valley gutters after cold spells for signs of leaking roofs.

Bleed radiators and undertake routine maintenance to heating systems.

Check temperatures in different areas of the building to ensure even temperature throughout and note any discrepancies.

Annually

Arrange for servicing of fire extinguishers.

Inspect abutting buildings to ensure there is no buildup of leaves or other debris against the walls.

Check the condition of outside walls, windows, sash cords, steps and any other areas likely to be a hazard to people entering the building.

Check the extent of any insurance cover and update as necessary.

Every 5 years

Arrange for testing of the electrical systems.

Arrange for the testing of any lightning protection.

It is vital, especially with older people, to keep them warm and well ventilated at all times. The fabric officer should ensure that such ventilation is taking place, especially after services.

