

# Quinquennial Inspection Report

## St Mary the Virgin, Whickham

Diocese – Durham

Archdeaconry – Sunderland

Deanery - Gateshead



### Report prepared by:

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**Date of report:** 30 March 2021

**Ref:** 21011/5

## **Executive summary**

The church is generally in good condition externally and internally and there are no major concerns. However there are some maintenance and repairs needed.

### Roofs:

The slating, valley gutters and flashings are generally in good condition. However the valley and parapet gutters are full of leaves which need to be removed. The damp patches in the North Aisle are indicative of water leaks. The valley gutters should be checked for possible leaks and appropriate repairs undertaken.

### Rainwater goods:

The gutters, hoppers and gullies need clearing of leaves. The rainwater goods are in much need of redecoration and the joints need re-caulking to prevent leaks. (The water ingress to the Nave north wall at high level is likely to be resulting from leaking gutter joints).

### Tower:

The tower parapet gutters need clearing of leaves.

### External walls:

The masonry and pointing is generally in good condition. However there are some open joints in the plinth course, some buttresses and copings to parapets. These all need repointing to prevent water penetration. There are open joints in the water tabling of the Nave, Chancel, Organ Chamber and Vestry east gables. These can be paths for water ingress and need to be repointed to prevent this. The damp patches in the North Aisle gable could be resulting from open joints in the water tabling. These need to be checked and repointed as necessary.

### External doors:

The stain finish to the Porch and the varnish to the external door to the Vestry passage are badly flaking. The Porch door is in oak and the stain should be removed completely and the door oiled. The varnish to the external Vestry passage should be removed and the door sanded and stained or varnished. The flaking stain to the Tower stair external door needs removal and re-staining.

### Windows:

The window masonry is generally in fair condition. However there are some open joints externally and internally which need repointing to prevent water penetration and maintain stability. The Vestry east window cill has split badly due to rusting iron bars. The cill needs repair or replacement and the security bars removed of rust and tipped in stainless steel before re-fixing. It is recommended that the rusting mesh grilles are removed (to halt iron staining of the masonry below) and replaced in polycarbonate.

### Wall finishes:

The wall finish is somewhat aged and patchy and a scheme of internal redecoration in lime wash is recommended. The loose plaster in the Vestry passage near the external door is loose and should be removed for safety and to allow the masonry to dry before re-plastering is carried out.

### Floors:

The York stone flags to aisles and the timber pew platforms are in fair condition. The decorative encaustic tiling in the Sanctuary is in fair condition but some cracks in the marble steps should be monitored for further deterioration.

### Toilet and Inner Vestry:

The Vestry toilet is in satisfactory condition but is too small and remote for use by other church users including those in wheelchairs. Consideration should be given to providing an accessible toilet in a location which benefits all church users. There is no kitchen, only a sink in the inner Vestry. Consideration should be given to providing a servery in an accessible location which could serve refreshments to church users in the Nave and Aisles.

### Services installations:

The electrical installation has not been tested since 2013 and should be tested as soon as possible and thereafter every five years. The lightning conduction system relies on a single down tape from the Tower. Consideration should be given to upgrading the system to providing a second down tape with testing terminals at the ground. The lightning conduction system has not been tested for many years. It should be tested as soon as possible and thereafter every five years.

The provision of fire-fighting equipment needs reviewing. Currently there is no extinguisher provided by the organ or by the North external entrance door. However a CO2 and a water extinguisher were found in the Inner Vestry (both not tested since March 2019). These should be re-sited by the organ and by the North external entrance door respectively and re-tested.

#### Churchyard:

The pavings are generally in satisfactory condition. However some pavings have lifted due to tree roots some 10m north of the church. These should be levelled to prevent tripping. The south boundary retaining wall is leaning outwards. This should be raised with Gateshead Council and checked by them for stability.

Other less urgent matters are detailed in the full report.

### **Listing grade**

The church is grade I listed. (List Entry Number: 1185359. Date first listed: 01-Feb-1950)

The church sits within Whickham Conservation Area.

### **Brief history and description** (from the Historic England listing)

*G.V. I Parish church. C12 nave, C13 aisles, C14 porch and tower; porch sundial dated 1651; 1819 restoration by Dobson; 1860-62 restoration, and addition of second north aisle, vestry and organ chamber and new roof, by Salvin. Coursed squared sandstone with ashlar dressings and plinth; roof of graduated Lakeland slate with stone gable copings; stone slate roof to porch. West tower with north stair turret; aisled nave with south porch and second north aisle; 2 north aisles to chancel. Low diagonal and south buttresses to tower with plate-traceried 3-light west window; upper stages have lancet windows beneath paired shouldered bell openings and battlemented parapet; clock dial on south. Plate tracery also to west windows of aisles and to 2-light pointed windows of first and third bays of south aisle; bar tracery to 4-light window in fourth bay and 3-light in east end of aisle with buttress between 3rd and 4th bays and diagonal buttresses. 2nd north aisle has plate tracery to 2-light pointed windows under 4 gables separated by large gargoyles. 4-bay chancel has priests' door under round drip-mould in third bay; round-headed windows under corbel table in first, second and fourth, and 3-light arcaded east window, with clasping buttresses and one low east buttress. Interior: slight chamfers to round-arched 4-bay nave arcades with simple leaf capitals; original south arcade has guttae to capitals. Slight chamfer also to rebuilt round chancel arch on scalloped-capitalled half columns.*

Two tombs are separately listed grade II:-

Tomb of Henry Clasper – 13 metres north of church

Tomb of Jane Clasper – also 13 metres north of church

### **Work carried out since the previous report**

Installation of French drain to rear of South Aisle

Raking out and repointing of external wall to rear of South Aisle

Removal of defective plaster and re-plastering of rear of South Aisle

Removal of pew platforms and laying York stone pavings to rear of South Aisle

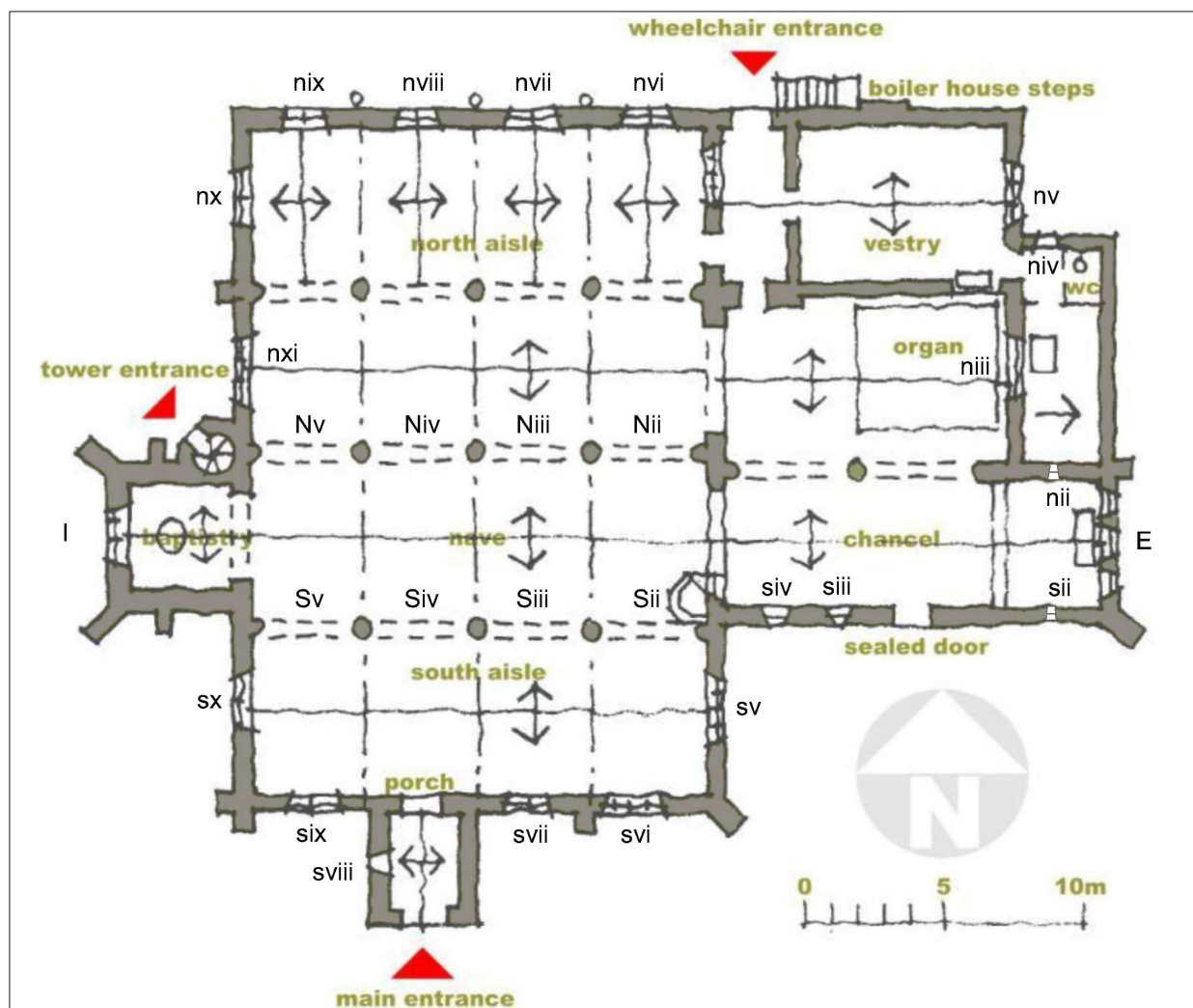
## Limitations of the report

The inspection was carried out from floor level, from the Boiler House and from the Tower roof. The inspection was purely visual. Concealed and inaccessible spaces (e.g. sub floors and roof voids etc.) were not inspected. The manhole covers were not lifted and the below ground drainage was not inspected. Access was not gained to the flat roof of the Inner Vestry. The inspecting architect cannot state that these areas are free from defect.

The mechanical and electrical systems were not tested and the inspector cannot state that they are free from defect. The PCC are advised to have the heating system checked by a heating engineer annually and the electrical systems tested every five years.

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 should be made with the insurance company to ensure that cover is adequate. The repairs recommended in the report may be subject to approval from the Archdeacon or through a Faculty. Early contact with the DAC secretary is recommended to establish the approvals needed before implementing any repairs.

## Floor plan (not to scale)









# The Report



## Category scale

- 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
- F – Works to improve disabled access
- M – Routine maintenance (i.e. clearing leaves from a gutter).

## 1.0 Exterior:


1.1 Roof coverings		
<p>Condition</p>    <p>View of roofs from Tower</p>	<p><u>Porch:</u>            Stone ridge – solidly bedded and pointed.            Stone slates set to diminishing courses.            Lead flashing to raking roof to wall junction.            Mortar fillets to gable upstand pulling away from wall.</p> <p><u>South Aisle:</u>            Ridge - solidly bedded and pointed.            Westmorland slates set to diminishing courses.            Stainless steel parapet gutters in stepped bays – some leaves near outlet.            Mortar fillets to stepped gable parapets.</p> <p><u>Nave:</u>            Ridge stones – some missing bedding.            Westmorland slates set to diminishing courses - some moss in joints on north slope.            Parapet gutter blocked with leaves on north side.            Lead flashing to Tower upstand walls junction.            Mortar backing to east gable upstand/ slate junction.</p> <p><u>Chancel:</u>            Ridge stones – some missing bedding.            Westmorland slates set to diminishing courses - some moss in joints on north slope.            Lead flashing to east gable in good condition.            Mortar backing to east gable upstand/ slate junction.</p> <p><u>Organ Chamber:</u>            Ridge and slating as before.            Parapet gutters blocked with leaves.</p> <p><u>Vestry:</u>            Ridge stones – solidly bedded and pointed.            Westmorland slates set to diminishing courses - some moss in joints on north slope.            Mortar backing to east gable upstand/ slate junction OK.            Leaves in parapet gutter with Organ Chamber.            Lead flashing to North Aisle upstand wall – needs checking for leaks (see 2.5 for wall plaster damage in passage).</p> <p><u>Outer Vestry:</u>            Flat roof – no access gained for inspection.</p>	

	<p><u>Outer North Aisle:</u> Four gabled roofs with valley gutters on north south axis. Ridge stones and Westmorland slates as before. Parapets are blocked with leaves. Roof to north gable junctions need checking for leaks (see 2.5 for wall plaster damage by parapet gutters)</p> <p><u>Inner North Aisle:</u> Duo pitched roof running east west. Ridge stones and Westmorland slates as before. Parapet and valley gutters full of leaves.</p>	
Repair needs	<p>Localised re-bedding of ridge stones. Clearing all parapet and valley gutters of leaves. Checking North Aisle flashings and gutters for leaks and making appropriate repairs. Replacing mortar fillets to rear of Porch gable wall.</p>	<p>B M  B B</p>
<b>1.2 Rainwater goods and disposal systems</b>	Generally: cast iron gutters, hoppers and downpipes discharging over open gullies taken to soakaways.	
<p>Condition</p>  <p>Flaking decoration; gully and channel blocked</p>	<p><u>Porch:</u> Stainless steel eaves gutter/ capping – rather industrial and somewhat out of keeping on a 12<sup>th</sup> century grade 1 church!! Painting in a lead grey would reduce its impact.</p> <p><u>South Aisle:</u> West gable LH pipe upper section is cracked. Downpipes and hoppers have flaking paint to both gables.</p> <p><u>Chance!:</u> Gutters blocked with vegetation near outlets on north and south sides. Decoration poor.</p> <p><u>Outer North Aisle:</u> Gutter on west side is blocked with vegetation. Gargoyle heads to outlets in fair condition. Low level offset joints to downpipes need re-caulking. Decoration to downpipes poor. Gullies blocked by leaves.</p> <p><u>Organ Chamber/Vestry:</u> Flaking decoration to hopper.</p>	
Repair needs	<p>Clearing all gutters, hoppers and gullies of leaves and other vegetation. Replacement of cracked downpipe to S Aisle west wall. Re-caulking of downpipe joints. Redecoration of gutters, hoppers and downpipes. Painting Porch stainless steel gutter cappings in lead grey paint to reduce impact.</p>	<p>M  B B B E</p>




<p><b>1.3 Tower</b></p>		
<p>Condition/ repairs</p> 	<p><u>Roof:</u> Leadwork and hatch in good condition. Parapet gutters need clearing out of leaves. Gutters discharge into stone spitters. GRP flagpole and base in good condition. See section 4.5 for comments on lightning conduction system. Stone roof over access staircase – stone and pointing in good condition.</p> <p><u>Walls:</u> Parapet solidly bedded and pointed. Stonework and pointing in good condition.</p> <p><u>Bell loft:</u> Somewhat difficult ladder and platform access to roof hatch. Steel bell frame, bells, headstock and ropes all appear in satisfactory condition. Lime wash finish to inner face of external walls – some yellow patches from damp.</p> <p><u>Bell ringing chamber:</u> Ply ceiling lining with painted beam; timber vertical boarded wall linings; carpeted floor – all in fair condition. Metal ladder – solid and decoration intact.</p> <p><u>Tower access staircase:</u> Some damp penetration leaving stains and blistering to inner face of external walls below windows - monitor.</p>	<p>M</p> <p>F</p>
<p><b>1.4 Parapets and upstand walls, finials, crosses and chimneys</b></p>	<p>See 1.3 for Tower parapet</p>	
<p>Condition/ repair needs</p> 	<p><u>Apex crosses:</u> Those to the Porch, Nave and Chancel gables are in good condition. See photo</p> <p><u>Chimney:</u> The chimney stack from the boiler has open joints in the brickwork which need repointing.</p> <p>The flue terminal and flashings lead need checking for leaks (see 2.5 for water staining to plaster in Vestry)</p> <p><u>Upstand walls:</u> The water tabling to the Nave east gable has an open joint near the apex cross which needs filling to prevent water ingress.</p> <p>Moss is growing out of the water tabling joints to the east gables of the Chancel, Organ Chamber and Vestry. These joints should be raked out and repointed to prevent water ingress.</p> <p>Open bed joint to stepped upstand coping to S Aisle west gable.</p>	<p>B</p> <p>B</p> <p>B</p> <p>B</p> <p>B</p>





<b>1.5 External walling</b>	<i>Generally randomly coursed squared sandstone with ashlar dressings to plinth, buttress copings, windows, door openings etc.</i>	
Condition	<p>Generally the masonry and pointing is in good condition throughout.</p> <p>However some localised defects were noted as follows:-</p> <p><u>Porch</u></p> <ul style="list-style-type: none"> <li>• some surface decay to SE kneeler</li> <li>• open perpend joint to plinth</li> </ul> <p><u>South Aisle</u></p> <ul style="list-style-type: none"> <li>• surface decay to top of wall tablet</li> </ul> <p><u>North Aisle</u></p> <ul style="list-style-type: none"> <li>• open perpend joints in plinth</li> </ul> <p><u>Vestry</u></p> <ul style="list-style-type: none"> <li>• surface decay to isolated stones of buttress</li> <li>• 1No open bed joint to buttress</li> <li>• Open bed and perpend joints to plinth</li> </ul> <p><u>Chancel</u></p> <ul style="list-style-type: none"> <li>• localised surface decay to some stones on east gable</li> <li>• East gable buttresses - open bed &amp; perpend joints to plinth</li> </ul>	
Repair needs	Localised raking out and repointing of open joints where indicated. Monitoring of surface decay to stone.	C F




<b>1.6 External doors and surrounds</b>		
<p>Condition / repair needs</p>  <p>Chancel priest's door</p>	<p>The external doors are generally in good condition. The timber is sound and ironmongery is appropriate for use and security. However defects were noted as follows:-</p> <p><u>Chancel priest's door</u> Oak boarded, studded, decorative hinges, arched head. In need of re-oiling.</p> <p><u>Porch door</u> Stain finish breaking down under UV light. It is recommended that the stain is removed and the door is oiled.</p> <p><u>Vestry door</u> Varnish breaking down. Removal of varnish and re-varnishing recommended.</p> <p><u>Tower door</u> Stain finish breaking down on weather mould. Removal of loose stain and re-staining recommended.</p>	C C C C



<b>1.7 Windows:</b>	<i>NB See Floor plan for window references.</i>	
<p>Condition</p>    <p style="text-align: center;">Vestry window</p>	<p>Glazing, leading and ferramenta generally in fair condition Masonry generally in fair condition.</p> <p>However some defects were noted as follows:-</p> <p><b><u>Externally</u></b></p> <p><u>South Aisle</u></p> <ul style="list-style-type: none"> <li>• East window - mesh rusting to 3No circular upper lights</li> <li>• s vi - some surface decay to mullion</li> <li>• s viii – surface decay to upper stones</li> <li>• s ix – minor rusting to upper mesh</li> </ul> <p><u>Inner Aisle</u></p> <ul style="list-style-type: none"> <li>• n xi - decay to lower edge of hood mould - monitor</li> </ul> <p><u>North Aisle</u></p> <ul style="list-style-type: none"> <li>• n viii – rusting mesh grille – replace in polycarbonate</li> <li>• n x – mesh grille crudely fitted to exterior (not fitted within each light)</li> </ul> <p><u>Vestry</u></p> <ul style="list-style-type: none"> <li>• n v – inner mesh guard badly fitted and rusting Surface decay to underside of hood mould Cill badly spilt and with loose upper surfaces due to expansion of iron security bars</li> </ul> <p><u>Chancel</u></p> <ul style="list-style-type: none"> <li>• East window – open joint to cill of middle light</li> </ul> <p><b><u>Internally</u></b></p> <p><u>South Aisle</u></p> <ul style="list-style-type: none"> <li>• Some open joints in window masonry</li> </ul> <p><u>Nave</u></p> <ul style="list-style-type: none"> <li>• Some distortion of leading to south clerestory windows S ii, S iii, Siv - glass dirty and lots of cobwebs!!</li> <li>• Some surface decay to middle window masonry</li> </ul> <p><u>Chancel</u></p> <ul style="list-style-type: none"> <li>• Rose window – some staining from past leak</li> <li>• East gable lancets – some distortion in RH light</li> <li>• s ii – glass very dirty</li> </ul>	
<p>Repair needs</p>	<p>Replacement of rusting window mesh in polycarbonate Repair/replacement of cill to Vestry east gable window Monitor surface decay to masonry where indicated Monitor distortions in leading for possible leakage Consider cleaning dirty glass</p>	<p>D C F F E</p>


## 2.0 Interior:

<b>2.1 Roof structures, ceilings</b>	No access was gained to the roof voids and the inspector cannot state that the roof structures are free from defect.	
Condition / repair needs  	<p><u>Porch</u>: king post truss, purlins, rafters and boarded ceiling all in good condition.</p> <p><u>Nave and Aisles</u>: trusses, purlins, rafters, plastered ceilings generally in fair condition.</p> <p><u>Chancel</u>: trusses and plastered ceilings in fair condition.</p> <p><u>Vestry and passage</u>: trusses and boarded ceiling in good condition.</p> <p><u>Inner vestry and toilet</u>: plasterboard ceilings in fair condition but redecoration needed.</p>	D
<b>2.2 Presence of bats etc.</b>		
Comments	No bat droppings were noted during the inspection but the presence of bats should not be discounted. See section 6 for further information.	
<b>2.3 Partitions and doors</b>		
Condition   <p style="text-align: center;">Porch door</p>	<p><u>Partitions</u>: Timber stud partitions to Toilet and Rear Vestry. In satisfactory condition.</p> <p><u>Doors</u>: Porch – robust, arched headed, ledged braced and battened construction; decorative hinges, ring latch bolts. Good condition.</p> <p>Vestry – robust framed ledged braced and battened construction; 5 lever mortice deadlock; strap hinges. Good condition.</p> <p>North Aisle – robust framed ledged braced and battened construction; strap hinges, drop ring latch. Good condition but door binding on stone jamb.</p> <p>Inner North Aisle – robust framed ledged braced and battened construction; strap hinges, drop ring latch. Good condition.</p> <p>Toilet - painted hollow core flush door - satisfactory</p> <p>Inner Vestry - painted hollow core flush door - satisfactory</p>	
Repair needs	North Aisle door – closing stile needs shaving to prevent binding on stone jamb.	B

<b>2.4 Floors, platforms, pews</b>		
Condition	<p><u>Porch</u>: stone steps and York stone flags in fair condition.</p> <p><u>Nave, Aisles, Vestry passage</u>: York stone flags in fair condition; some open joints in places.</p> <p>Pine pews and platforms – all in fair condition though stain to pews worn in places.</p> <p>Carpeted platforms at front of Nave and inner North Aisle – needle cord carpet in good condition.</p> <p><u>Sanctuary</u>: decorative encaustic tiles – generally in fair condition but some cracks near gate. Crack to marble step (not recent).</p> <p><u>Chancel</u>: York stone flags in fair condition. Some wear to top RH and bottom edges of floor tablet (not recent).</p> <p>Choir stalls and platforms – in good condition.</p> <p><u>Vestry</u>: needle cord carpet on suspended timber floor – in good condition.</p> <p><u>Inner Vestry and Toilet</u>: quarry tiles in fair condition</p>	
	 <p>Cracks in encaustic tiles and marble step</p>	
Repair needs	None required.	
<b>2.5 Internal wall finishes</b>		
Condition	<p>Plasterwork and lime wash generally in sound condition but defects noted below:-</p> <p><u>South Aisle</u>: some small damp patches at low level at rear of south wall (possibly drying out from recent works).</p> <p><u>Nave</u>: some blistering plaster and decoration below eaves on north side. See photo opposite.</p> <p><u>Outer North Aisle</u>: some blistering plaster at high level on north wall near valley gutters.</p> <p><u>Chancel</u>: some damage to plaster at HL on east gable from rain penetration</p> <p><u>Vestry passage</u>: some loose plaster at high level on west wall near external door due to rain penetration.</p> <p><u>Vestry</u>: some cracks and rust marks plasterwork at head of chimney flue.</p> <p><u>Inner Vestry</u>: painted stonework &amp; blockwork - some damp staining on east wall.</p> <p><u>Toilet</u>: some damp stains in places.</p>	
	 <p>Nave: water ingress at eaves level</p>  <p>Chancel: water ingress on E gable</p>	
Repair needs	<p>Investigation of causes of damp penetration (where noted) and appropriate actions taken.</p> <p>Removal of loose / blistering plaster</p> <p>The church would benefit from a fresh application of lime wash.</p>	<p>B</p> <p>B</p> <p>E</p>

<b>2.6 Vestry, kitchen and toilet</b>		
Condition/ comments	<p><u>Vestry:</u> The Vestry is good size and with ample storage. It is in good condition.</p> <p><u>Kitchen:</u> There is no kitchen, only a sink and units in the Inner Vestry. Consideration should be given to providing a servery within the main body of the church. There is mould staining on the east wall. Redecoration is needed.</p> <p><u>Toilet:</u> The toilet is clean, compact and serviceable. It is adequate for the priest but somewhat remote for congregational use. Consideration should be given to re-siting it for easy access to all users including the disabled. See 2.7 below.</p>	E M

<b>2.7 Disabled access and provision</b>		
Comments	<p>There is ramped access to the rear external door on the north side of the church. There is no wheelchair access via the Porch due to the steps.</p> <p>There are sound re-enforcement and induction loop systems benefitting the hard of hearing.</p> <p>There is no accessible toilet.</p>	
Actions	<p>Consideration to providing level access via the Porch.</p> <p>Consideration to installing an accessible toilet.</p>	E E

<b>2.8 Fittings, fixtures, furniture and moveable articles</b>		
<p>Condition</p> 	<p>Altar – simple oak framed Nave Altar – oak lipped and oak veneered structure Pulpit – stone sides and plinth – no handrail Brass eagle lectern Lady Chapel altar Priests prayer desks Communion rails (see photo) – a bit wobbly on north side.</p>	
Comments	<p>Consideration to fitting a handrail to the pulpit steps. Making north side communion rail more stable.</p>	E M

<b>2.9 Organ</b>		
Condition	The organ is understood to be in good working order. The organ is tuned/ serviced as and when needed.	

<b>2.10 Tombs and plaques</b>		
Comments	There are many wall plaques and memorials in the church. Generally they are in good condition and appear to be securely fixed/ embedded into the respective walls.	





View of Nave to west



View of Nave towards Chancel



View of South Aisle to east



View of Inner Aisle to west





View of North Aisle to west



View of North Aisle to north east

### 3.0 Churchyard and environs:

<b>3.1 Paths, drives and access</b>	<i>Paths: Generally York stone pavings with riven finish to south and west of the church. Smooth York stone pavings to ramped access</i>	
Condition / repair needs 	<p>Generally the riven York stone pavings are in good condition.</p> <p>The pavings near a tree some 15m north of the church are uneven due to tree roots posing a tripping hazard. Levelling these is needed. See photo opposite.</p> <p>The smooth pavings to the ramp adjacent to the North Aisle are slippery. Further consideration of options to control or remove the hazard is needed.</p>	  B  B
<b>3.2 Railings, gates and fences</b>		
Condition / repair needs	<p>Balustrade to dwarf wall: a section of handrail to the dwarf wall to the west of the North Aisle has been bent out of horizontal alignment. Straightening is recommended.</p> <p>The metal gates and railings on the south boundary are in fair condition structurally and decoratively.</p>	  M
<b>3.3 Boundary walls</b>		
Condition / repair needs 	<p>The stone free standing boundary walls are in fair condition generally. However a section of the retaining wall on the south boundary is leaning outwards and there are open joints below the coping which need raking out and repointing. See photo opposite.</p> <p>The west boundary wall backing onto the gable of the terraced houses in Church Chare has open joints which need raking out and repointing to consolidate and prevent frost action.</p> <p>The PCC are advised to make Gateshead Council aware of these matters for further investigation / repairs.</p>	   B
<b>3.4 Churchyard</b>	<i>The churchyard is closed to burials and maintained by Gateshead Council.</i>	
Condition/ repair needs	<p>The churchyard contains many grave headstones, tombs and monuments. Some of the headstones are leaning and should be checked periodically for stability.</p> <p>A table top monument on the south side of the church has been laid flat for safety reasons.</p> <p>Grassed areas are cut during the growing season and the churchyard is generally well kept though leaves need removal by the boiler room steps and by the ramped access path on the north side of the church.</p>	    M    M

<b>3.5 Trees and hedges</b>		
Comments	<p>The churchyard contains a number of trees including yew, holly, sycamore and cherry. There are a few fallen branches which need removal.</p> <p>A number of trees are becoming choked with ivy. Removal of the ivy is recommended.</p>	<p>M</p> <p>M</p>

#### 4.0 Services, installations and other matters:

<b>4.1 Heating</b>		
Condition/ comments	<p>System comprises a gas fired Concord boiler serving large diameter heating pipes and column radiators. The heating system is serviced annually and is understood to provide adequate thermal comfort levels.</p> <p>The decoration to a number of the radiators is flaking badly and redecoration is needed.</p>	<p>M</p>

<b>4.2 Electrical</b>		
Condition/ comments	<p><u>Power</u> The incoming power supply is located in the rear Vestry where the distribution board is located. There are separate DB's in various locations. The system was last tested in 2014 and should be tested again as soon as possible and thereafter every five years.</p> <p>Portable electric appliances should be tested annually.</p> <p><u>Lighting</u> Comprises mainly wall mounted LED floodlights with some localised spot lights in the church. One of the spot lights in the Sanctuary and one in the Porch were not working and should be replaced.</p> <p>Suspended fluorescent strip lights are located in the Vestry and Vestry passage. One of the Vestry lights was not working and should be replaced.</p> <p>Suspended compact fluorescent bulbs are located in the rear Vestry and ceiling mounted fluorescent light with diffuser linked to the extract fan are located in the Vestry toilet. All were working satisfactorily at the time of the inspection.</p> <p>External bulkhead light fittings are located on the Porch, Tower and North Aisle.</p>	<p>B</p> <p>M</p> <p>M</p>

<b>4.3 Water supply</b>		
Comments	<p><u>Rear Vestry:</u> The Belfast sink has mains cold water and an instantaneous electric hot water unit.</p> <p><u>Vestry toilet:</u> The wc and basin have cold water supplies. The sink has an instantaneous hot water unit.</p>	
<b>4.4 Fire protection</b>		
Comments	<p>A 9 litre water extinguisher is located in the South Aisle near the entrance. It was last serviced in March 2020.</p> <p>A 6 litre water extinguisher and a CO2 extinguisher were found in the rear Vestry. These were last tested in March 2019. The CO2 extinguisher should be repositioned by the organ and the water extinguisher in the Vestry passage.</p> <p>The extinguishers should be serviced annually.</p>	<p>B</p> <p>B</p>
<b>4.5 Lightning Protection</b>		
Comments	<p>The lightning conduction system is confined to a single down tape on the Tower. It is recommended that a second down tape is fitted to the Tower along with ground level terminal boxes for testing.</p> <p>It is understood that the lightning conduction system has not been tested for many years. A test should be carried out as soon as possible and thereafter every five years.</p>	<p>B</p> <p>B</p>
<b>4.6 Audio/visual systems</b>		
Condition/ comments	<p>Sound reinforcement and induction loop systems are located in the main body of the church (installed in 2004). These were not tested but are understood to be in good working condition.</p> <p>A projector is located in the Tower which projects onto a pull down screen behind the Chancel arch. The system was not tested but is understood to work satisfactorily.</p>	
<b>4.7 Security alarm system</b>		
Condition/ comments	A security alarm system is installed. The system is understood to have some faults and is in need of servicing.	M



## 5.0 Summary of repairs

### Category scale

- 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
- F – Works to improve disabled access
- M – Routine maintenance (i.e. clearing leaves from a gutter).

Category	Comment	Broad Budget Costs (excl VAT and fees)
B	Localised re-bedding of ridge stones (1.1)	*
B	Checking North Aisles gutters and flashings for leaks and making appropriate repairs (1.1)	*
B	Replacing mortar fillets to rear of Porch gable wall (1.1)	*
B	Replacement of cracked downpipe to S Aisle west wall (1.1)	*
B	Re-caulking of downpipe joints; redecoration of gutters, hoppers and downpipes (1.1)	*
B	Rake out and repoint open joints in chimney stack; check flue terminal and flashings for leaks (1.4)	**
B	Fill open perpend joint of water tabling to Nave east gable wall (1.4)	**
B	Rake out and fill perpend joints to water tabling of Chancel, Organ Chamber and Vestry east gables (1.4)	**
B	Repoint open bed joint to stepped coping of S Aisle west gable (1.4)	**
B	North Aisle/ passage door – shave door to prevent binding on jamb (2.3)	£150
B	Internal walls – investigate causes of damp penetration (2.5)	-
B	Vestry passage – remove loose plaster (2.5)	£300
B	Churchyard north path – level uneven paving flags by tree (3.1)	Gateshead Council
B	Ramp by North Aisle – consider options to prevent slippage (3.1)	-
B	South boundary/retaining wall – investigate outward lean (3.3)	Gateshead Council
B	Electrical test (4.2)	£400
B	Fire-fighting appliances – review position of appliances and re-test (4.4)	Service agreement
B	Lightning conduction test and upgrading (4.5)	£300 + upgrade
C	Localised repointing of open joints to external walls (1.5)	**
C	Porch door – remove stain finish and apply wood oil (1.6)	***
C	Vestry door – remove old flaking varnish and re-varnish (1.6)	***
C	Tower access door – remove loose stain & re-stain weather mould (1.6)	***
C	Vestry window cill – replace; tip security bars and re-fix (1.7)	**
D	Replace rusty window mesh in polycarbonate (1.7)	£2,500
D	Redecoration of Inner Vestry and Toilet ceilings (2.1)	£400
E	Painting Porch stainless steel gutter cappings in lead grey paint (1.1)	£250
E	Cleaning dirty glass to Nave clerestory & Chancel s(ii) windows (1.7)	-
E	Consider internal redecoration of walls (2.5)	***
E	Consider providing a servery (2.6)	£15,000
E	Consider providing ramped access to main entrance (2.7)	£10,000
E	Consider providing an accessible toilet (2.7)	£15,000
E	Consider providing a handrail by the pulpit steps (2.8)	£1,500
F	Monitor damp penetration adjacent Tower upper staircase windows (1.3)	-
F	Monitor spalling surface decay to stonework of external walls (1.5)	-
F	Monitor Nave clerestory & Chancel east windows for leakage (1.7)	-
M	Clearing all parapet and valley gutters of leaves (1.1)	*

M	Clearing all gutters, hoppers and gullies of leaves etc. (1.2)	*
M	Clearing leaves etc. from Tower parapet gutters (1.3)	DIY
M	Make communion rail on north side more stable (2.8)	£100
M	Make good dent in handrail to dwarf wall on west side of North Aisle (3.2)	£150
M	Check leaning headstones and tombs for stability (3.4)	Gateshead Council
M	Boiler House steps – removal of leaves (3.4)	DIY
M	Churchyard – removal of fallen branches (3.5)	Gateshead Council
M	Churchyard – removal of ivy from trees (3.5)	Gateshead Council
M	Radiators – removal of flaking paint and redecoration (4.1)	***
M	Internal lighting – replacement of failed luminaires (4.2)	-
M	Security alarm – servicing and correction of faults (4.7)	-

\* Budget prices should be obtained from heritage roofing contractor

\*\* Budget prices should be obtained from a heritage masonry contractor

\*\*\* Budget prices should be obtained from a heritage decorator

## 6.0 Maintenance recommendations and general advice

### Accessibility and disabled people

The Equality Act 2010 bans unfair treatment and helps achieve equal opportunities in the work place and wider society. Duties under the Act are placed on 'service providers', which include churches and the service they provide for worship and wider activities either in the church or a church hall. 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/images/Accessibility\\_Sept2017](http://www.churchcare.co.uk/images/Accessibility_Sept2017)

### Asbestos

A suitable and sufficient assessment should be made as to whether asbestos is or is liable to be present in the premises. The assessment has not been covered by this report and it is the duty of the PCC to ensure that this has been, or is carried out.

### 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 on <http://www.churchcare.co.uk/churches/guidance-advice/looking-after-your-church/bats>

### 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, latest edition, and an inspection certificate obtained in every case. The certificate should be kept with the church log book.

### Fire extinguishers

Obtain advice from Local Fire Prevention Officer on the correct type and location. Enter into a contract for annual maintenance with the supplier.

### 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.

### 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.

### Insurances

Ensure adequate cover is maintained for the full cost of re-building and replacement of contents and ensure this is index linked to cover inflation.

### **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.

### **Maintenance and restoration of church bells**

This guidance is given by the Church Buildings Council to all parochial church councils. From 1st January 2016, it will be possible to carry out a range of works to bells without a faculty: see List A and List B in Schedule 1 to the Faculty Jurisdiction Rules 2015. Carrying out works in List A or List B is subject to conditions set out in the list. It is a condition of carrying out any works to bells under List A or List B that regard is had to this guidance. Additionally, in the case of List B works, the approval of the archdeacon must be obtained before they are carried out and the archdeacon may apply additional conditions. Further information can be found on [http://www.churchcare.co.uk/images/Guidance\\_Notes/Bells.pdf](http://www.churchcare.co.uk/images/Guidance_Notes/Bells.pdf)

### **Organ**

Enter into an annual contract for maintenance and tuning.

### **Painting rainwater goods**

Paint cast iron rainwater goods every five years min. Scrape and wire brush to remove rust. Apply primer/undercoat. Top coat with 2 coats gloss paint. Use bituminous paint on inside of gutters.

### **Pointing of masonry**

Must be done under the direction of the Church Architect who will advise on the correct mortar mix and method of application. (NB the wrong mortar mix can do more harm than good).

### **Plasterwork**

Loose plaster is a problem in many churches and can be dangerous if large sections fall off the walls or plaster and lath ceilings. Loose sections are not always visible and sometimes can only be identified by tapping. It is advisable to check suspect areas from ladders where possible.

### **Rainwater disposal systems**

Rainwater goods include the gutters and downpipes which are key to the survival of a church building. Together with a watertight roof, they ensure that rainwater is directed safely away from the building. As water is the greatest cause of damage to buildings, it is vital to keep these elements well maintained. Clean out gutters and gullies twice per year – late spring, late – autumn after leaves have fallen. See Church Care website under [http://www.churchcare.co.uk/images/Guidance\\_Notes/Rainwater.pdf](http://www.churchcare.co.uk/images/Guidance_Notes/Rainwater.pdf)

### **Roof coverings**

A roof keeps out water and prevents the deterioration of the building and its contents. It needs to be carefully maintained in order to retain its weatherproof properties. Check frequently and repair as necessary. See Church Care website under [http://www.churchcare.co.uk/images/Roofs\\_August\\_2016.pdf](http://www.churchcare.co.uk/images/Roofs_August_2016.pdf)

### **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 [www.churchcare.co.uk](http://www.churchcare.co.uk) and <http://www.churchcare.co.uk/shrinking-the-footprint>.



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