



**QUINQUENNIAL INSPECTION REPORT
OF
EASINGTON, ST. MARY**

**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 2021

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**Beaumont
Brown
Architects LLP**

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REPORT ON THE 2020 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: 11TH June. Windy, cold and wet.

Date of report: January 2021

Report prepared by: *David S Beaumont* RIBA AABC

2.0 SITE

Address: Hall Walks, Easington Village, County Durham.

National Grid Reference: NZ 41428 43445

3.0 CHURCH AND LISTING DESCRIPTION

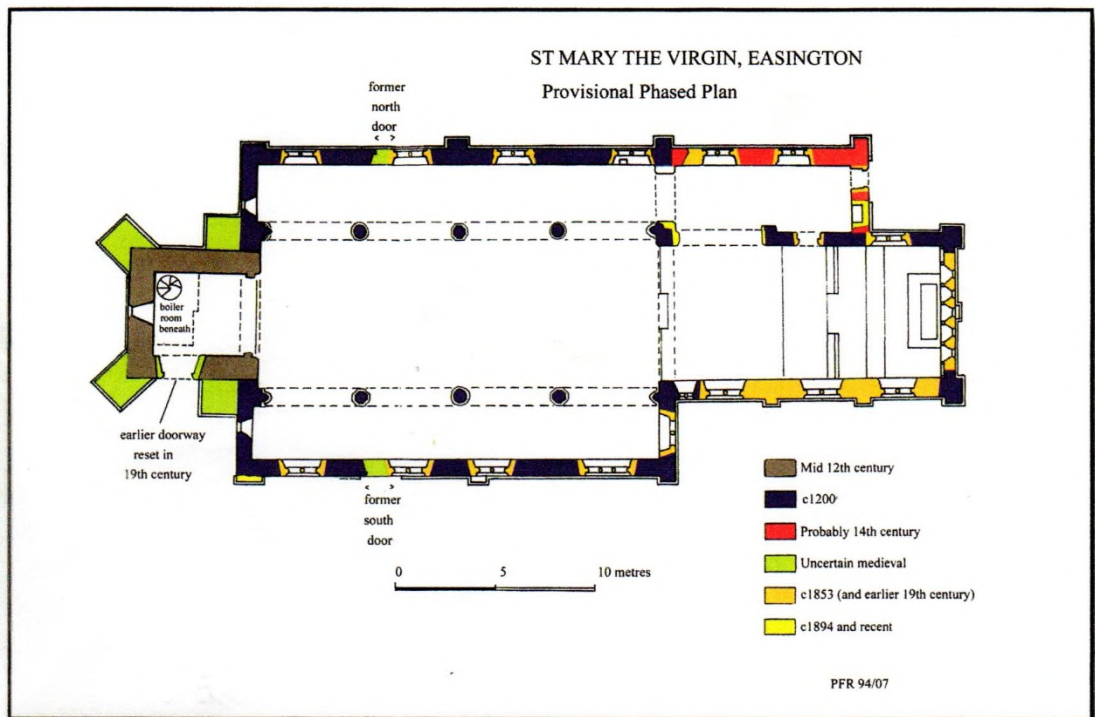
Description: Large early 13th parish church and prominently positioned at the entrance to the village. Opposite is also the listed Seaton Holme, a former rectory and hall house of high social standing. C13 or early C14 with alterations and additions.

Site: Prominent landmark on a hilltop site, at W end of village green, on S of road opposite Seaton Holme, important medieval archdiaconal manor house.

History: Probably an important pre-Conquest site but not much documentary evidence; first record 900-915 when leased by Cuthbert Community to Elfred; 1217-1222 church refounded or endowed by Bishop Marisco. 1256 became archdeaconry.

Form: 4-bay aisled nave with W tower and chancel with N chapel, now vestry and organ chamber.

Development: Tower probably mid C12, present aisled nave (good arcades) and chancel c1200. Evidence of old roof-lines at W end shows aisles with low eaves and nave without clerestory. N chapel late C13/early C14. C14 aisles raised and chancel re-fenestrated; original windows may have been re-used in added clerestory. Later medieval buttressing to tower and W end. At some uncertain period removal of S door (?) to S wall tower, aisle doorways blocked, belfry remodeled. 1852-3 restoration by Hardwicke; new very steep roof to nave, most of chancel rebuilt; Boyle (1892) thought church 'suffered deplorably...in an ignorant and ugly fashion'. Worst excesses undone by W.S.Hicks 1892-5, present roofs etc.



Lapidary Material: Important piece of C10 Saxon sculpture first noted 1994 built into ext face S aisle wall, removed 2001 to disclose a second less-weathered face with animals etc. C14 cross slab (W end), Small slab with expanded-arm cross in base W wall tower, perhaps 010 or C" Effigy of ?Richard Fitz Marmaduke d1318, also effigy (Frosterley marble) of lady of Fitz Marmaduke c1300. Blue limestone slab with brass matrix (under tower). Large medieval stone coffin.

Fittings and Furnishings: Some fine Cosin-style C17 furnishings; nave pews with poppy head bench ends, parts of pulpit, frieze of choir screen, reredos. Dado in aisles re-uses parts of C18 box pews. Reading desk, lower part chancel screen, choir stalls, chancel dado all C19. Font might be re-tooled C13 work. C18 text board in tower. Two C17 bells.

Extract from Historic Churches of County Durham, by Peter Ryder

Listing Description:

NZ 44 SW EASINGTON HALL WALKS (South side)

Parish church. Romanesque tower, remainder of church early C13. Extensive restoration in 1853 by P.C. Hardwick. Sandstone and limestone rubble masonry. Steeply-pitched green slate roof. Square west tower, aisled nave, chancel and north chapel. Long, low proportions.

4-stage west tower defined by bands. Fragment of C10-11 grave slab in base of west wall. Romanesque masonry up to and including corbel table. 2 round-arched openings and later battlemented parapet. 2 massive C14 diagonal buttresses. Pointed doorway of 1853 in south wall.

West ends of aisles have single lancets and buttresses added to support tower arch. C19 aisle windows, mainly in Perpendicular style but some Geometrical, have original rear-arches; similar C19 windows in chancel and 5 stepped lancets at east end with quatrefoil above. East aisle return has original 2-light window with Geometrical tracery. Nave clerestory has 4 small, irregularly-spaced lancets. North aisle and clerestory similar.

Chancel has double-chamfered plinth and, except for north wall, was rebuilt in 1853 using original materials. 3 bays divided by pilaster buttresses; east end has clasping buttresses. South wall has 2-light low-side window with Y-tracery under pointed hoodmould. 2-bay north chapel has 2-light lancets with Y-tracery.

Interior: early Romanesque double-chamfered tower arch. Double-chamfered pointed nave arcades with hoodmoulds and carved stops. Keeled east and west responds. 3 columns alternating round and octagonal, order reversed between north and south aisles. Bases and capitals follow plan of columns: octagonal columns have waterholding bases and capitals with nailhead decoration; 2 of the round columns have leafy capitals. Mid C19 arch-braced crown-post roof has embattled tie-beams. 2 steps up to wide double-chamfered chancel arch on semi-octagonal moulded corbels. East end has detached shafts of Frosterly marble between lancets; flanking blank niches. Barrelled chancel roof.

Furnishings: 48 mid C17 pew ends with deep relief carving and poppyheads in the style of Bishop Cosin's craftsmen. Chancel screen has some mid C17 traceried panelling. Reredos largely mid C17 has carved panels and a crocketed canopy. C19 font on probably medieval moulded base and stepped round plinth.

Monuments: Well-preserved C14 recumbent female effigy in Frosterly marble. Late C13 recumbent freestone effigy of a knight in armour with a shield showing 3 popinjays, possibly Marmaduke Fitz Galfrid of Horden.

(Rev. H.E. Savage, "Easington Church", *Archaeologia Aeliana*, New Series, Vol XVII 1895)

Listing NGR: NZ4142843444

CHURCH LISTING - Grade I



Easington Village in the 1930's

4.0 PREVIOUS INSPECTIONS

This is the author's first inspection. But has access to the 2014 QI produced by Mr Ian Ness, the former inspector.

5.0 SCOPE OF REPORT

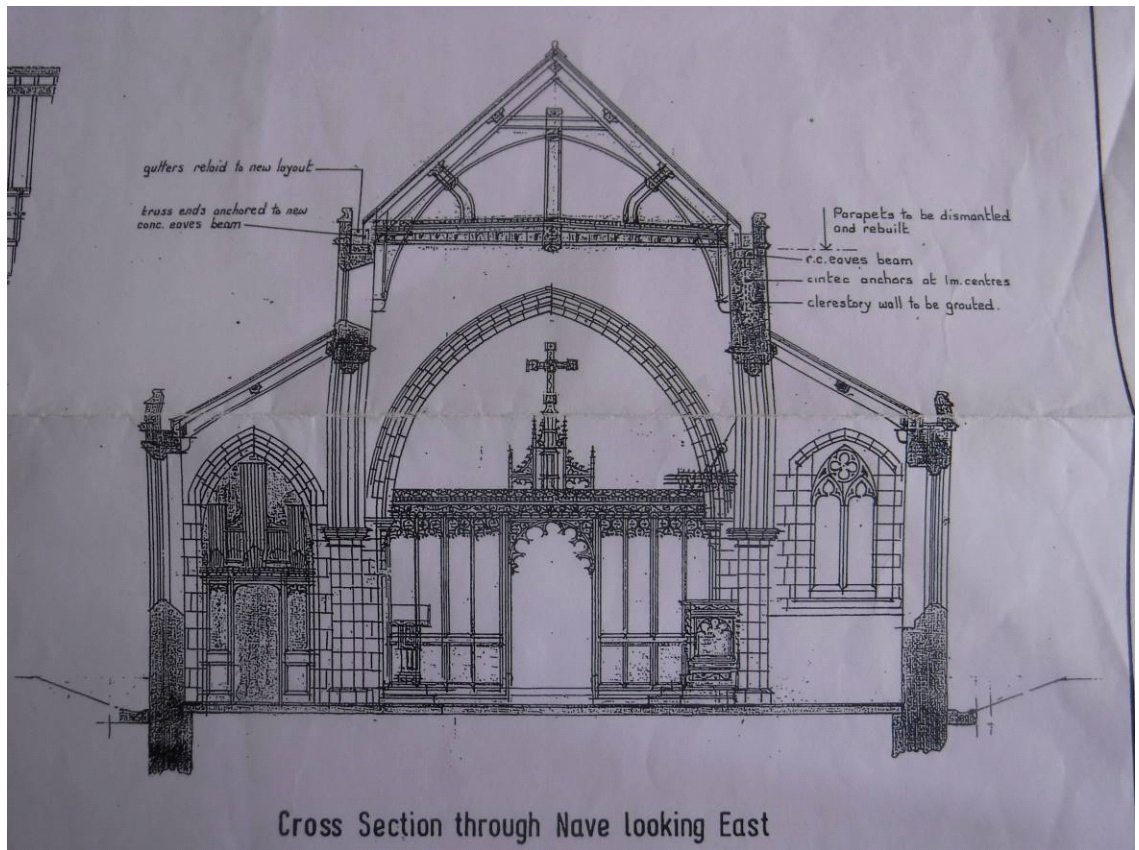
- 1 This report is made from a visual inspection from ground level. The tower and boiler house were also inspected. Drainage was inspected from ground level only. No testing of the drainage installation has been undertaken. The report is restricted to the general condition of the building and its defects.

6.0 REPORT SUMMARY

Structure:

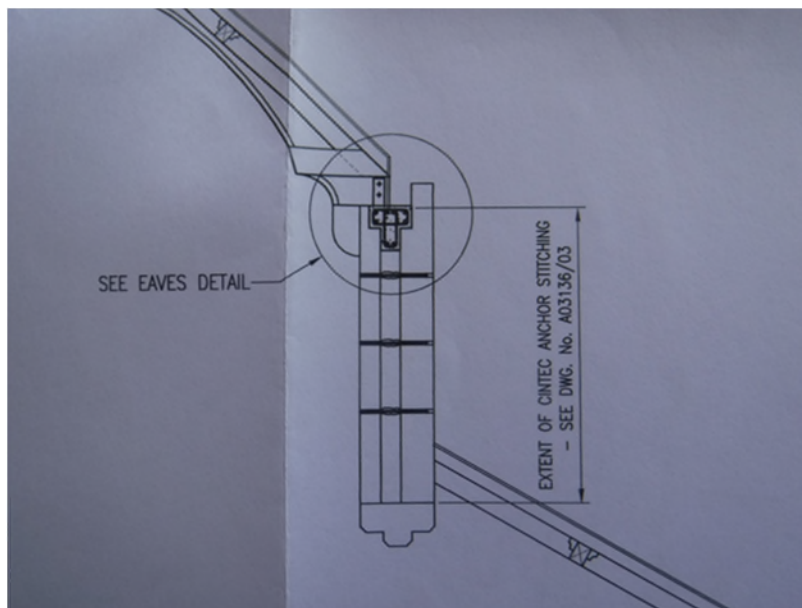
In the mid 1960's, parts of the tower were consolidated. The parapets were rebuilt, deeply eroded masonry replaced and pointed. There was general grouting of walls and buttresses and the NE buttress by the N aisle was reconstructed.

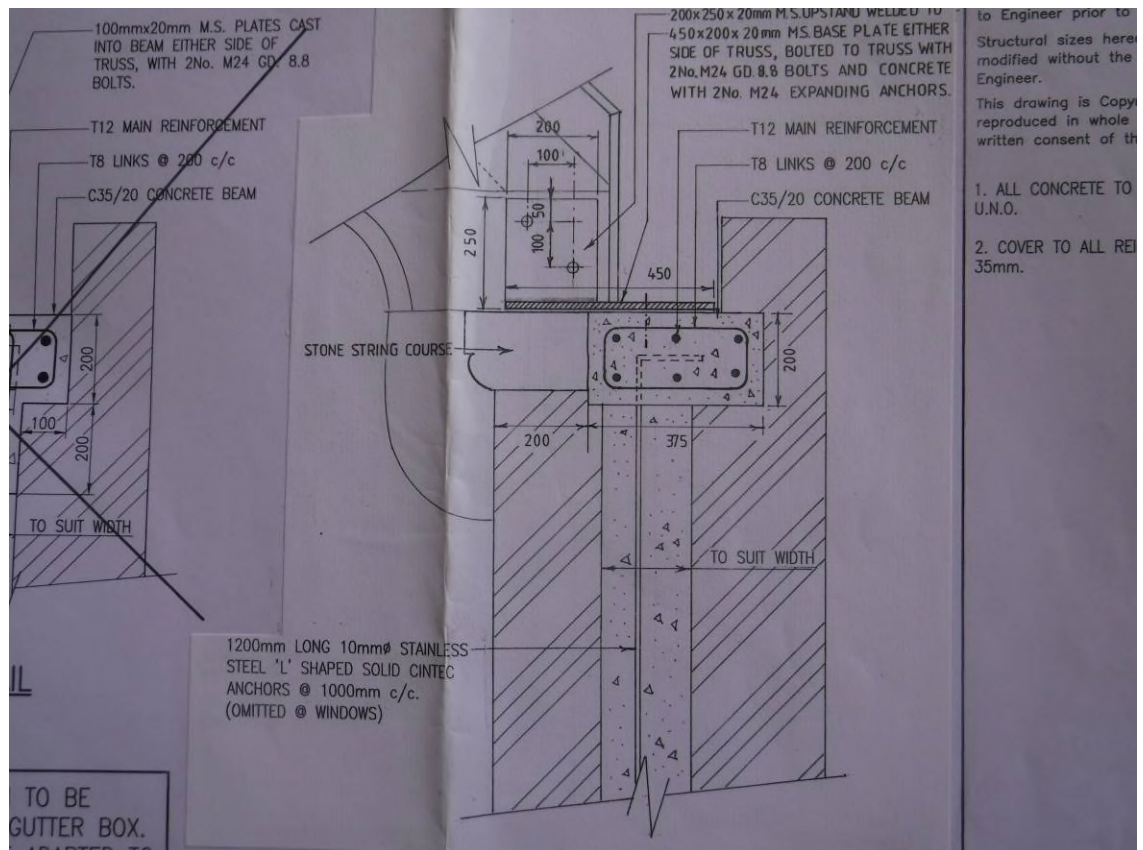
Between 1980 and 1982 there was similar stitching and consolidation at the NE corner of the vestry and the SW corner of the S aisle and (under the N aisle E buttress, where the organ and chancel arches exert pressure) including underpinning and concealed structural posts in reinforced concrete built in to the masonry thickness.



Structural engineers had carried out numerous inspections from 2003 onwards.

The faces of the clerestory walls were found to be separating and the clerestory's themselves were moving apart. In 2006 a concrete ring beam was installed at eaves level in order to restrain the N and S wall heads of the nave which were spreading outwards. The S clerestory walls had Cintec anchors installed.





In May 2015 the westernmost part of the S aisle was scaffolded to support the arcade and columns, as stone was falling from the arch and a column was breaking down. This was subsequently repaired as part of the Grants for Places of Worship (GPOW) works in 2016.

A structural report was carried out as part of the GPOW works. It concluded that whilst there was an outward lean of the aisle arcade due to the spreading of the nave walls it was contained by the 2006 nave wall stiffening and further movement shouldn't occur.

In 2006 the truss feet were bolted and plated to the wall head stiffening beam so the gap between the truss and wall head evident today is historic. From the ground, there doesn't appear to be any spreading of those timber connections and the bearing on the corbel stone string course remains adequate.

Except, in the summer of 2020 (following the Covid lockdown when churches were shut) some flakes of stone had come away from the string course and so it is wearing away, albeit very slowly. If it ever failed, the trusses would not drop as they are connected to the core of the wall. The cause is thought to be damp stone from previous leaks or high moisture from unventilated building, combined with a cold bridge formed by the concrete beam causing efflorescence resulting in shaleing. A bit of insulation within the wall head on the room side of the concrete would have helped. But nothing can be done now other than manage it. Which is to keep the gutters running, the building dry, deshale the spalling stone and monitor.

The chancel and tower arches had slight separation of the arch stones and this is also historic. There is some previous movement noted in the last QI and seen again now at the east end of the chancel, S side kneeler suggesting wall spread- just like the nave.

However, despite its historical defects the building as it stands presently is in sound structural condition.

Roofs:

The previous QI identifies that all the roofs were re-slatted in the 1950's. There was also re-slating works to S aisle as part of the 2016 GPOW works and this was to replace some cracked and loose slates. The roof slating Westmoreland in variable width and diminishing courses and in general good condition. There are some diagonal cracks occurring within the slate and that is a consequence of its quality. There are the occasional slate replacement and there is the occasional slate loss sometimes it's due to fixing and other times due to slate degradation, these are being replaced on a piecemeal basis. The flashings are all intact, albeit the area over the vestry arch on the N is in poor condition and this needs repair.

In 1993 the parapet gutters at the chancel and vestries were reformed with new linings.

The nave parapets were renewed as part of the 2016 wall head works.

Rainwater Goods:

The tower has two outlets from the roof which discharge to two external downpipes that in turn discharge onto the nave roof, both of these tower downpipes have been found to be blocked in the past and were blocked at the inspection. The remainder of the rainwater disposal is made of deep parapet gutters with good sumps which lead to lead hoppers and a mixture of lead and glass fibre downpipes, these discharge with open shoes to salt glaze gullies.

Three quarters of the downpipes are blocked, particularly on the N side and this has contributed to the problem of the erosion of masonry at the vestry arch. At high level within the nave, at each of the corners of the clerestory, there is evidence of damp and poor decoration and this coincides with downpipe positions and is a clear indicator that the downpipes have been blocked. They need to have a twice yearly maintenance from a registered ecclesiastical roofing firm. Having a formal inspection in place will not only provide the reassurance that the rainwater goods are running but that any other incidental works such as flashings or loose slates can be attended to at the same time (*the rainwater goods were cleared after the inspection*)

During the inspection, gullies were noted to be blocked. The surface water drainage system was surveyed by Jetaire in 2019, over a period of four visits to uncover various parts of the system, as blockages were revealed and then attended too. A large buried manhole in the NW corner of the graveyard was brought back into use and it discharges to the highway. So all of the surface water by various means gets into the underground drainage system and discharges to the highway. A regular inspection of the manhole would be a wise thing to do.

Walls:

The walls are a mixture of sandstone and limestone and they are all in rubble apart from ashlar dressings at openings. The tower is in reasonably good condition apart from one stone missing on the SW buttress. The clerestory to the S was repointed in 2016 as part of the GPOW arcade works. The overall condition of the stonework is fair, there has been a lot of cement smeared over the surface of the stonework, no doubt to hide worn and hollowed out stone and poor and missing pointing, however this technique exacerbates the problem of water ingress.

As the stone behind it and at the edges erodes, revealing the cement proud of the stonework and thus more moisture gets in behind it. So really it all needs to come off and be repointed in lime though it is recognised that this is an expensive process. The S aisle at the west end is the most affected.

Generally the window surrounds are in good order apart from the oldest at the organ and Vicar vestries and it might be time soon to have a conservator look at these.

As to what to do for stone repairs and repointing I suggest that an experienced mason look over the building and provides a quotation for repair in conjunction with me. It may be that the repairs have yet to reach a tipping point and so a 10 year plan may be a good idea- getting a quote will help crystallise thoughts. The same also for the glass.

In 1993 there was a major restoration of the building and a significant amount of masonry repair carried out and they are noted here in detail to help future analysis.

E end of the S aisle – Window tracery repair, gable and return to E window in S wall grouted and repointed, rebedding of loose stones in aisle corner, re-leading of stained glass in E window.

Nave E gable and S clerestory – Rebuilding of loose masonry at N and S corners of gable with stone renewals, grouting of gable, repointing of gable and parapet string and underlying course in the whole clerestory.

S of tower – Stainless steel ties to bond wall faces at first and second stages (around and above opening), grouting wall core, cutting out and repointing of cracks.

S respond of tower arch – Grouting of core behind respond, stainless ties and repointing of exposed masonry.

Buttress between tower and N aisle – Taking down and rebuilding upper corner, re-bed W copings of aisle.

S & E faces of chancel – Renew eroded stones and general repointing.

2006- Clerestory walls and trusses – In 2006 found to be separating and moving apart and these were better tied to the trusses with their wall faces stitched together.

Other repair works:

1993 Reforming of parapet gutters at chancel and vestries with new lead linings. General plaster repairs. Rewire (seems white Pyro) with extra sockets, interior redecorated.

1994 - New bell frame which increased the three bells to eight with five new bells from Taylor's of Loughborough, organ overhaul, nave carpet replaced, heating pipes replaced from last pew to boiler.

1997 – Vestry parapet repointed in an epoxy resin mortar.

1999 – Heating pipes altered to by-pass leaking pipes.

Altar step removed to lower altar, new sanctuary carpet.

2000 – New lighting.

2001 – Capitals at S arcade renewed in sandstone by Classic Masonry (the columns and arcade are now known to be magnesian limestone).

Vestry wall re-plastered after drying out.

2002 – New gates at N and E of churchyard.

2004 – 'Sealing membrane' added over tower roof.

2006 – Clock final drive shaft and sleeve replaced.

There were further works of roof repairs, heating pipe repairs and a major clean-up of the parapet gutters and tree pruning.

Inside:

Despite its defects the church is very well presented with high class furnishings and fixtures. The principal issue is the condition of the plaster at high level as a result of water leaks and water penetration though poor pointing and this is one of the issues the church will want to face in the coming years.

There is quite a bit of dust also noticeable at high level and also within the glazing which on occasion is dirty. There is no protection to the N glazing which the church is looking to provide. The existing polycarbonate glazing in many cases is rather dull and now reducing the light level within the church. Metal guarding on the S aisle is rusting badly and a recent break-in to the S chancel glazing shows that thieves just cut the metal grids back. They are to be replaced in polycarbonate.

The repair of the S arcade and column shaft looks really good but now makes the E most column looking poor compared to the two others, and it may well be that we need to face the replacement of one or two stones there in a timely fashion but probably not in the next 5 years. The N arcade is all sound apart from some stone loss which is thought to be as a consequence of expansion of internal metal cramps but it looks dormant.

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 service enters from the SW and terminates in a cold water tap in the porch.

Recommendation: None.

- **Foul drainage:** None.

Recommendation: None.

- **Surface water drainage:** There is a channel around the foot of the building on the S and E and these lead to salt glaze gullies which are directly under the downpipes. These were surveyed and repaired in 2019 and the system discharges to the highway.

Recommendation: None.

- D** **Lightning conductor:** Four air terminals on the tower with down tape, the flagpole base is also protected but not up to the top of the flagpole. The system is inspected annually by Stone Technical and the architect recommends it be inspected five yearly. In 2019, which is the date of the last test, they condemned and then realised had to repair their earlier repair to stolen bottom part of the down tape.

Recommendation: Carry out five yearly test and recommendations of the test report.

- B** **Electricity:** The power comes into a distribution board in the ringing chamber which also contains a meter, fuse board and main switches. The main distribution board and switches were all replaced in 1995. Last inspection in 2016 and there was a repair to the distribution board in 2018.

Recommendation: Carry out the recommendations of the test report.

- **Lighting:** Inspected in 2016. All lamps were replaced with LED in 2018 to the existing circuit.

Recommendation: None.

- **Sound system:** New sound system installed in 2018 of a freestanding PA and mixing desk and fixed speakers in the nave and the chancel. There is a hearing loop.

Recommendation: None.

- **Security:** There is a passive infra-red alarm system installed and maintained by the electrical contractor.

Recommendation: None.

- **PAT:** Last tested in June 2019.

Recommendation: Carry out the annual test.

D Heating: Twin gas boilers, over thirty years old, below the tower floor serves cast iron radiators formed of pipes with a large pipe distribution system. It is reported to have about four to five years left in it and the church will be considering a new heating system within the quinquennial.



Last inspection was February 2016 and there have been repairs to leaks in November 2018 and June 2019.

Recommendation: plan for improving the heating system

- **Gas meter:** Contained within the bottom of the tower on the ground floor.

Recommendation: None.

- **Bells:** Eight, in tower, fixed in steel frame. Last inspected five years ago, not regularly rung as there is no bell captain.

Recommendation: None.

- **Clock:** W Potts and Sons, Leeds 1895, maintained by Smiths of Derby and the last inspection was March 2019. Dial on east face of tower facing the village.

- **Organ:** A pipe organ which is regularly played and was last inspected in June 2019, it is repaired as and when required.

Details from The National Pipe Organ Register:

Builders

1852 [James Nicholson](#) Newcastle

A parish booklet indicates the Nicholson organ was provided by public subscription in 1852, and originally sited at the west end of the south aisle

1895 [Nelson & Co](#) Durham

Moved and refurbished as part of a major internal church restoration under the architect W.S.Hicks in 1892/5. The organ is largely original, though now with some empty sliders, changed compass etc. Cost £30 [Northern Echo]; one of Nelson's first jobs on his own account;

1994 **H.E.Prested** Durham

Restored (largely unaltered)

Cases

Position **North Chancel Chamber** Type **Architectural**

Interesting case of stained pine - the architect Hicks may be responsible for re-hashing the older "gothick" case - with a new

cornice and spandrel decoration matching other chancel woodwork of his.

Recommendation: None.

- B** **Rainwater goods:** Not inspected for the past year or so. There are blockages in downpipes and the nave hoppers can be blocked- by footballs.

Recommendation: Enter in an agreement with an Ecclesiastical roofing contractor to clean and service the rainwater system.

7.2 GENERAL

Churchyard: Is closed and the responsibility for maintenance lies with Durham County Council who cut the grass and carry out an annual topple test on the grave stones.

Recommendation: None.

- D** **Trees:** There are some mature trees to the boundaries, unsure if these are subject to tree preservation orders, there has been a recent trim to a NW tree overhanging a neighbour.

Recommendation: Establish if there is further tree works to be done.

- **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 by Christopher Downs a former inspector in December 2006.

Recommendation: None.

- **Wheelchair access:** The church's position on the top of a rise means that access for wheelchair users is difficult, however there is a route in via the western car park, then up a fairly steep ramp where the chair has to be pushed up and that gets to the level porch entrance under the tower, where it is level through to the chancel steps where communion is.

There are chances for wheel chairs to be either within the aisle or at the front or the back. There is no layby parking within the pews. There is a step down at the tower to the nave level this is managed by a portable aluminium ramp.

Recommendation: None.

- **Fire matters:** The PCC should carry out or arrange 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).

Fire extinguishers noted:

Ringin Room – 2ltr Foam

Base of Tower – 6ltr Foam

All tested in March 2020.

Recommendation: None.

- **H & S policy:** The church has produced one and it is regularly updated.

Recommendation: None.

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

Recommendation: None.

- D** **Asbestos:** The client is not aware of asbestos on site.

A refurbishment / demolition survey was carried out for the arcade repairs.

Recommendation: The PCC should create an asbestos register identifying survey history and the presence or not of asbestos on site.

- **Bats:** None reported.

Recommendation: None.

7.3 WORK SINCE LAST INSPECTION

2015 Flagpole stays renewed. Gutters cleaned.

2016 Smart gas meter installed.

2018 Vestry window glass replaced.

2020 Chancel pictorial glass quarter panel replaced.

Floodlights which are the joint responsibility of the Parish Council and the PCC are damaged and there are negotiations to replace them.

During the inspection plaster was removed to the vestry arch and after a period of drying out this will require renewal.

7.4 FABRIC INSPECTION

7.4.1 TOWER

TOWER INSIDE

C Tower Roof:



Concrete flat roof with c. 15 year old liquid membrane covering which has holes and tears. It has been patched and may take one last round of patching but full replacement is recommended. One of the flashings are loose on the W side where the flagpole stay is, the flagpole stays look ok as does the glass fibre flagpole, though there is some rust of the bolts showing on the soffit of the roof. The parapets are single stones and look a little bit worn at some of the pointing. The pointing is a heavy grit that is generally alright, and there is just one small area on the E guy rope that is buckling slightly but doesn't need any attention.

The lighting conductor has four air terminals and it is connected to the flagpole but there isn't one all the way up the flagpole. The roof seems to keep itself clean but there is no balloons over the outlet, there are downpipes in two positions on the E side going down on the N and S sides.

Recommendation: replace roof covering, repoint loose flashing

C Belfry:

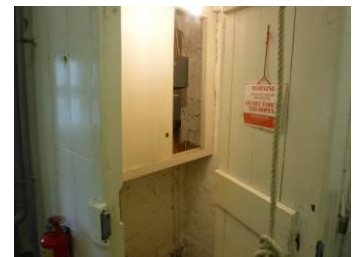
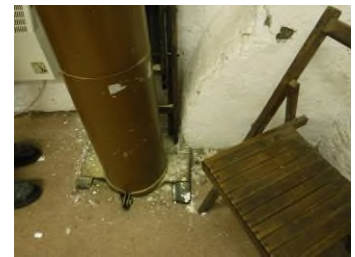


- **Ceiling** – The tower roof is approximately 8 inch thick concrete, there is some spalling by the hatch and there looks like there is a bit of a crack on the W side where the flue is but it all looks stable. There is a rusting reinforcement bar on the SE beam end. The roof has quite a deep down stand and that is approximately 300-400mm and that sits on top of the stonework. There is some erosion to the stonework at the ladder on the W end but that is generally ok.
- **Walls** – These look ok and can't see any cracking. The louvre openings have blind shutters over them and it looks like there is timber louveres in them. On the N side it looks slightly wonky but probably ok and it's got Expamet covering on. There doesn't seem to be any pigeons in here, the exit off the ringing room ladder is a bit awkward and a few more grab handles would help as also at the top of the belfry timber ladder.
The walkway from this ladder to the next is also poor, as it consists of one plank of wood supported on two steel beams, with gaps on each side. The timber pole ladder from this plank to the roof hatch is in fair condition, but the hatch itself is heavy to lift when standing on the ladder, especially as there are no handrails or similar at this point.
- **Floor** - There doesn't seem to be any water penetration to the floor but there is quite a build-up of dust. Is this a concrete floor? It is highly likely.

Recommendation: fix grab handles at ladders, reduce weight of hatch and form better hinging and latching. Improve security of walkway over bell frame.

C

Ringling Room:



- **Ceiling** – The ceiling is over boarded with pine boarding.
- **Walls** – The walls look ok. There is an aluminium flue running up but it also looks like an old brick flue close to it which is showing signs of salting, is that the downpipe route out?
- **Floor** – Timber floor with carpet.
- **General** - The room could do with a bit of a clean-up it is a bit scruffy with paint breaking down. The W window looks a little poor it has been broken in the past and birds will get in here, this houses the security alarm system. The door catches the carpet, the key is kept up here on a string and is a little awkward to open because you are twisting at the top of the stair.

The room contains the clock by W Potts and Sons, Leeds 1895, this has got weights and chimes on it, it looks like the clock is maintained by Smiths of Derby and the last inspection was March 2019. The room has two electric convector heaters and the heating expansion tank is in the room. The ladder to the belfry is frightening (it is long and has little rungs). It should be replaced with an aluminium ladder.

Recommendation: repair window, ease door, tidy up, replace ladder

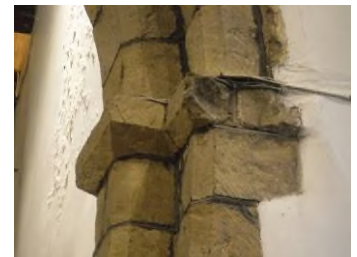
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Base of Tower:



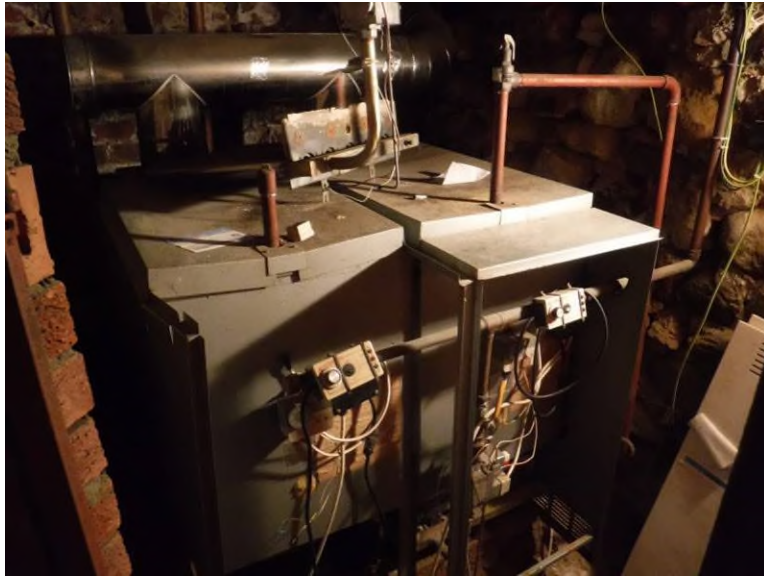
- **Ceiling** – Looks ok, there is some large beams holding up the floor they look sound.
- **Walls** – Are lime washed and a bit flaky but ok, no evidence of cracking.
- **Floor** – Is slightly undulating flagstones, it also has a blue ledger inset and coir matting which is a little bit trippy particularly around the entrance area, the doors are ok.
- The floor is supported by light steelwork of different sizes, some of the end bearing isn't very good, and it is also a concern as to whether this has adequate fire protection if the boiler catches fire.
- There is a west window, looks ok but is a bit dusty. A metal spiral staircase up to the ringing chamber, not for the faint hearted but it is sound. Partially descends into the boiler room below.

Recommendation: avoid floor trip hazard, assess floor construction along with thoughts of re planned heating system.



B

Boiler Room:



Under the tower, entrance at the foot of the spiral staircase.

- Ceiling- see above
- Walls – The walls are rubble stonework. There is a brick enclosure within the space to provide possibly a fire box for the boiler but it's not effective. There is a metal door for the box but that is no longer on and there is a smell of gas.
- Floor – The floor seems to be nothing more than beaten earth or concrete- it is not very clear.
- General – The rooms contains the boilers which are ancient now, there is some combustion air that comes from a pipe to the space, I guess that is why the door is taken off because it would choke it and there is a large grille above that combustion air. The whole place is a bit poky.



Recommendation: assess fire risk

TOWER EXTERIOR

D

Tower



The masonry is generally good, there is some honeycombing and hollowing out of some stones but they are not particularly concerning. The previous QI report of decay in the soft beds at the SW quoins and SW buttress is still relevant and water may be getting into the core. The NW buttress at the top stage has a small stone missing.

The parapet is ok and there are two sets of iron tie rods running N to S and E to W and these appear ok.

Recommendation: replace areas of missing pointing at buttresses



7.4.2 ROOF COVERINGS

B Roof general:



Specific defects noted are chancel S side slipped slate in the gutter, S side of the nave looks ok as does the S aisle though the replacements look like foreigners rather but it's just a colour mismatch I think.

On the N side chancel can't see anything. On the N side of the nave there is a slipped slate at the W end that has come down from the ridge I think.



N aisle looks ok.

But there is a problem at the junction of the N aisle to vestry.





The water table stone is laminating, the side render at the flashing is cracked and the slate junction flashing is leaking. This is causing damp inside and the loss of plaster.

Overall the flashings to the roofs seem ok and the ridges seem ok.

Recommendation: carry out slate repairs, remake the N aisle/Vestry water table junction.

7.4.3 RAINWATER GOODS

B **General:**



The roofs have deep parapets and they are all lead lined, the lead lining is sound. But there is a significant problem of blocking of the parapet sumps and outlets that comes as a result of lack of maintenance and an element of design. The lead hopper design is fair but does choke as it goes into the downpipe. About seventy percent of the downpipes are blocked including the



tower. The fixing back of down pipes is loose in some positions. The gullies and channels are blocked with leaves.

Recommendation: carry out gutter clearing maintenance. Enter into an annual maintenance agreement with a suitably qualified ecclesiastical roofing contractor. Remodel hoppers

Cleaning out rwgoods was carried out in June 2020 inc. the tower downpipes



North Chancel :

On the gutter one of the flashings is coming out.

Recommendation:

7.4.4 WALLS

C General:

The walling is a mixture of sandstone and limestone, some eroded stones and mouldings, generally decent pointing but there is a lot of cement pointing spoiling the walls.

Recommendation: obtain a mason quotation for selective repairs

M East Gable of Chancel:



Water table is very steep, open joints at the apex but appear sound. General walling is good as are the buttresses. The quatrefoil light at the apex has bird marking and timber board behind it may have a split.

Stepped five light lancets look ok, covering of grey polycarbonate can't really see the joint of the glass. Above them a relieving arch in the stonework, one stone beginning to dish out but not a problem. Below that there is a relieving buttress underneath the



middle lancet that is ok, as is the plinth below it. There is a down tape coming in the S corner.

There is some movement to the outside edges of the wall plate suggesting there is a bit of wall head movement which is more exaggerated on the S side and this was picked up in the last QI. It looks a bit more active to my liking so needs monitoring.

Recommendation: monitor kneeler

- **South Chancel:**



Slight lamination to one of the parapet stones but no need for action. The general walling is sound though there is some erosion. There is a run of four at the W end that might want some attention sometime in the next ten years or so.

Recommendation: none

- **South Aisle:**



This has been heavily cement repaired in the past and there are quite significant pockets of erosion to it, some of these were attended to as part of the GPOW works. The parapet is quite laminated in places, there are a couple of apex stones that look as though they might want replacing and some open joints to the pointing, a panel of stonework below the western most window looks in most need. The moulded string under the parapet is decayed in about twenty five percent of the places. This can all stand for 5- 10 years.

Recommendation: none



South Clerestory:



This received a complete repoint as part of the 2016 GPOW works including replacement of one of the clerestory arches and some quoin stones and also a rebuild of a part of the walling at the E end as well as pointing to the coping parapet as well and all is now sound.

Recommendation: none

- **North Clerestory:**



Parapet ok about ten percent of the string moulding needs replacement in 5-10 years, some erosion to the middle redundant water spout. Some open joints to the walling, some erosion to the stonework too and partial cement covering.

Recommendation: none

D **North Aisle:**



W end has a massive buttress to the nave that looks ok. There is some slight cracking to it and it also looks a bit wet but I think it is ok. The raking moulding supporting the parapet is quite decayed. The stonework is heavily covered with cement a bit like the S aisle and some eroded stonework possibly a damp corner.

The N side has a significant amount of cement pointing over it and quite a few open joints particularly at low level and the buttresses. Leakage from rainwater pipes has wetted the walls at both ends. The parapet looks ok and the cornice moulding is eroded in some parts but generally ok.

Recommendation: replace eroded stonework

D Organ and Vestry:

Parapet generally ok but some slight lamination of one of the stones. Some decay under the stringcourse that looks as though it has been patched up a bit, it is close to the rainwater pipes and quite a big crack coming down the E most window, the previous QI reported that remedial work had been carried out here in 1981 and so this bellying out of the masonry may be as a consequence of that. The wall is quite eroded by the downpipe and green where the gully is.

On the E side raking parapet ok. Some erosion to the stonework above the doorway which generally is alright.

Recommendation: repair wall at downpipe

- **North Chancel:**

Slight open joints to the parapet generally ok.

Recommendation: none

7.4.5 WINDOWS AND DOOR OPENINGS

- **East:**

Five lancets each with hood mould and in good condition, some slight open pointing in the arches covered in polycarbonate so not possible to see the glass behind.

South Chancel:

Three twin lights with Y tracery and hoodmold's, good condition, open joint in E cill. Polycarbonate rather dull.

Single lancet- four pictorial glass panels- recently broken into, the older historical pointing looks clumsy, but the new is good, this has now been covered by a clear polycarbonate glazing.

Recommendation: none



E East End of South Aisle:

Twin light with decorated tracery in good condition, it looks like polycarbonate has been glazed on top of the glass or is it glass? It has a crack.

South Aisle South side:

E triple light in fair condition, some erosion to the E jamb the stonework on the joints, also some erosion at E mullion at the top. This is over glazed with polycarbonate which is dull now, the pointing is breaking up, open joint in cill.



Three square headed twin lights, some open joints at the square headed hood mould and erosion to the stonework at the W end. Not able to see well as these have metal grids on timber frames, the grids themselves are rusting and staining the stonework and they were recently broken into - they have been cut in the past.

Recommendation: consider renewing protection



D Tower Door:

Surround much eroded, a mixture of grit stone and magnesian limestone and sandstone, also with some slate packing. The pointing to the doorframe is coming apart and there is a big gap at the bottom of the door. Within the inside of the arch the pointing is breaking up too.

Recommendation: repair door and repair pointing



C Tower West:

There are three windows:

- 1) Belfry louvre, can't see from the ground very well.
- 2) Ringing room window, timber, four panes, one pane dislodged and joinery has no decoration, it has a pipe coming out of it and a bit of mesh, a bit of a mess all round.
- 3) Pictorial glass which has been over glazed with glass and pointing in the opening is broken.

Recommendation: repair ringing room window



D West End North Aisle:

Single lancet with pictorial glass, it looks to be an undecorated timber frame and cracked putty pointing holding in polycarbonate which is grey.

Recommendation: repoint the surround



E North Aisle:

N windows, square head design same as the S and in much better condition, so they are all fair and are not needing any attention, this glass is leaded diamond and unprotected which is wanted to be protected because of vandalism.

Recommendation: consider protection

- Organ and Vestry:



Arched twin light with wide tracery and hood mould. Worn but will last for 5- 10 years. The mullions are laminating as well. The cills are reasonably sound. Vestry door is ok, the iron work is rusting a little.

Recommendation: none



-

North Chancel:

Arched twin light with wide tracery and good hood mould in good condition. Has dirty polycarbonate.

Recommendation: none

7.4.6 EXTERNALS

- **South Boundary:**



Boundary on to houses, stone wall, looks like the graveyard has been retained, the wall covered in ivy, not possible to really see. There are two Ash trees on the boundary and in the SW corner a pair of Sycamores. Close to the gateway are more Sycamores.

Recommendation: none

D **West Boundary:**



Onto houses and this has quite a lot of Sycamore on the boundary here, it is quite a strong buttressed wall, looks like it has had a cement face to help it retain better. Probably the Sycamores are bursting the wall a bit, I think the wall is actually built in-between it. Good handrail leading down to good metal gate at the north but the post is loose, slight undulation to the tarmac on the verge down to the highway.

Recommendation: fix post

- **North Boundary:**



Fairly substantial battered stone wall retaining the churchyard approximately five feet high. It has been cement repaired.

Recommendation: none

D East Boundary:



The boundary turns round to the E, part of the coping is lost just at the junction, over all it is sound. There are two or three places where the coping has gone. A pair of good iron gates currently locked, so those haven't been tested. There is a seating area dated 1897 up against one part of the wall.

Recommendation: repair coping

7.4.7 INTERIOR

- **Roof Timbers:**



Chancel – boarded plane pine with ribbing, forming rectangular or square panels, small access door in to apex void, slight water staining to it and the only other marking is to the W end- recorded at the last QI.

Nave Roof:



Formed by five trusses supporting purlins, rafters and sarking boarding, ends of the arches are anchored to the tops of the clerestory walls. There are braces down to the corbels and you can see the evidence of spread- up to 50mm in places.

Aisles:

Simple lean-to trusses as principle rafters with purlins, rafters and boarding, some marking at the W end of S aisle and E end rafters. The N side has more marking in the boards generally over the length.

Organ & Vestry:

Same detail as the N aisle, no marking.

Recommendation: none

M

Chancel Arch, Arcades, Masonry:

E end has large five light feature window with two blind arches with detached Frosterley marble shafts. Outboard of these there is cracking particularly on the S side that is reflected externally, there is also a diagonal crack on the N side running up to the trefoil which looks as if it has some damp to it.

Chancel arch - is slightly flattened and there is an open joint to the S side and diagonal cracking running up just close to the apex going up, it has had ancient lime wash on it.

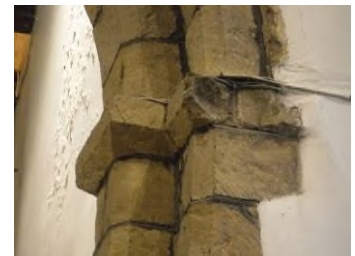
Tower arch – this is flattened now and the pilasters are leaning outwards. The capitals are broken on the nave side, very dark cement pointing to it in all areas apart from the S side impost.



Nave arcades – are double chamfer pointed with keeled responds. They are alternating round and octagonal columns. The octagonal have water holding bases.

Water leaf carved capitals at round columns on the N arcade at the W and E ends and also at the keeled responds.

South arcade - has been restored as part of the 2016 GPOW works and a few replacement arch stones. The W most column has had fifty percent of its stones replaced. The capitals were replaced in sandstone rather than magnesium limestone. The E column is the next for repair because as the third course down is beginning to break, the central column was repointed as part of the GPOW works.





North arcade - Is good with old lime wash showing and some decay of stonework to the W column and mid height in the central column, it is recognised that the columns might have been repaired with cramps (none seen on the S) and that is why the W most is spalling.



The arch at the organ has open joints at the apex and is significantly damp on the N return wall, no doubt as a consequence to earlier blocked drainage but also as a result of the exposed wall head above, flashing and pointing breaking down (repair recommendation is in roof section).

Recommendation: S arcade W column monitor stone decay

D Partitions, Doors, Panelling, Screens:



Chancel – has nice fitted out dado panelling in oak with good reredos with figurative art, the tracery panelling is mid-17th century. The vestry door is in oak and ok.

Aisles – Dado panelling in aisles is in oak and is alleged to have been made from former box pews, it is built forward of the face of the wall so there is some ventilation getting behind it though the panelling doesn't go down to the ground because of the heating pipes.



Vestry arch – infilled with 1930's oak panelling.

The vestry partition is formed by boarded soft wood painted brown there is some decoration upkeep required where the former cupboard has been removed, door is ok though it squeaks.



Draft lobby – formed at tower, the door latch doesn't quite work on the outer door there are some gaps in the door and there is obviously a draft coming through it. The inner door into the nave is ok but it doesn't quite latch as well as it could and the bottom door flush bolt doesn't work. Some damp to the walls at low level. The flooring is stone undulating and some open joints.

Recommendation: redecorate vestry partition, ease door

D Plaster, Decoration:

The church is plastered and lime washed throughout and the surface is poor in places.

Chancel – Ok apart from a water streak reported in the past so this must be old now, also at the E end some slight hairline cracking over the lancets.



Vestry – The vestry has a large area of damp against the window reveal it looks as though it has been repaired in gypsum plaster in the past. There are cracks in the adjoining wall and is decay in the masonry. The loose plaster has been removed and is drying out before repair. The vestry outside door has some rusting ironmongery and cracking at the lintel.

Organ arch – The plaster at the organ archway to the aisle has become detached and was removed on the day of inspection, this is broken down as a consequence of water penetration in the wall head.



Nave – The nave has plaster breaking down on each of the corners above the arcades and this is where there are downpipes, the gable walls are dusty and as there is a lot of dust comes out of the roof space.

Aisles – The aisles also have poor decoration again at their ends also this is where downpipes occur, it is particularly bad by the organ arch on the N side.

It's not yet clear if the walls are sufficiently dry to replaster and decorate. The roof drainage and any open joint to stonework would want resolving first and then a long period of drying out and ventilation so I think this work would fall into 5-10 years.



Recommendation: replaster and decorate vestry/organ high level wall after roof repairs.



D

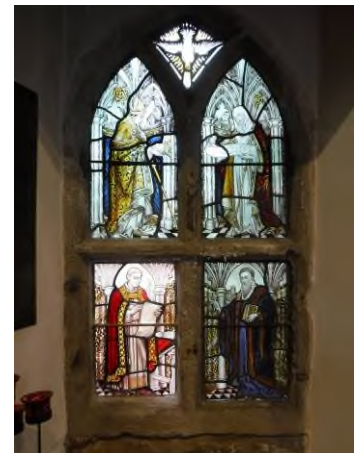
Glazing:

Chancel –

North – Two light patterned, the glass is buckling and whilst the design is the same in both of the sheets the style of leading is different to it and it is very dirty.

East – Highly coloured pictorial and geometric of the Liddle family, central part is hidden by the reredos, some slight buckling of the glass and dirty.

South – Three two light windows geometric leaded diamond with some reuse of older painted glass at the W end, some modifications to the saddle bars in the past, glass looks stable but is dirty.



South Aisle –

East End – Two light pictorial with quatrefoil, dirty.

South End – 1950 pictorial glass looks good but interestingly the whole window aperture is dusty and with open jointing.

East Mid – War memorial, good condition but slight open jointing to the stonework.

West Mid – Pictorial, some repairs in the past but good, central mullion eroding at the bottom.

West End – Two light pictorial with cracked glass. Cill slightly eroded in the corner.

West End – Broken in three places, pictorial.

Tower – Pictorial glass mother and child rather dark and dirty.

North Aisle –

West End – Single lancet dark dirty and the surround is rather poor.

North Aisle – Four windows clear glass and leaded patterns, cracking to the top glass at the W end and a draught coming through, some dirt to them, in fact it looks like all of the central parts are cracked.

Organ – Obscure quarries, one cracked pane.

Vestry – Same as organ but one of the lights the W of the two lights has been repaired with new glazing saddle bars and copper wire ties.

Clerestories – Narrow diamond pattered and dirty.

I don't think the glass condition has reached a tipping point to need major repairs. It could do with being cleaned (but that would always want to be done after a major redecoration). And there are some repairs to be done. A stained glass specialist report on condition with costed recommendations could help the PCC plan for long term repair costs

Recommendation: consider obtaining specialist report, clean glass, carry out minor repairs.



D

Floors, Rails, Stair:

Sanctuary – Fitted red carpet on solid floors, the carpet is on felt underlay in places.

Oak communion rail on good iron balusters. The meeting rails have dropped slightly and should be adjusted.

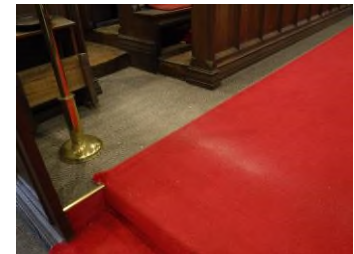
The Choir, Nave and Aisles – Have solid floors with probably pitch pine herringbone flooring, the circulation areas are carpeted and they are all sound.

There are probably heating grilles underneath the carpet.

Tower – The tower floor is one step higher than the nave and the flags undulate slightly, there is a blue ledger stone in the middle of the floor. There is also a coir mat that covers it and it has an edging around it, it might be seen to be a trip it, it's difficult though to see how it could be changed apart from a slim rubber edged mat.

Organ and Vestry – Have fitted carpets and solid floors.

Recommendation: realign altar meeting rails



- **Reredos, Monuments, Brasses, Furnishings, Organ:**

Chancel – Has small brass and marble monuments in good condition.

Reredos – Largely mid-17th century with carved and painted panels and a crocketed canopy. In a good condition.

Altar – Carved panel altar.

High quality choir and clergy stalls. Excellent carved oak lectern and pulpit.

Nave – Good oak nave pews with 17th century ends, deeply carved poppy heads in the style of Cosin's craftsman.

Aisles – pews, plain, are sound.

Font- is a stone bowl, medieval retooled? with a 1956 oak cover by Thompson of Kilburn. Is this on a medieval moulded base and stepped plinth?

South Aisle – There is a monument to Conyers which has a cracked head to it and some damp to the wall beneath it, to the right is a classical marble monument just dirty.

Tower – There are three small brasses including a 1995 Thanksgiving for restoration work.



East End of North Aisle – Female effigy in Frosterley marble dated 14th century in very good condition. Kept toasty by the large radiator- is its proximity causing any damage?

Mirrored at the S E with a 13th century sandstone effigy of a Knight alongside a stone coffin- also close to the radiator.

Recommendation: none

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. Scaffold costs are not included in the following costs.

- 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		
B- WITHIN 1 YEAR		
B	Electricity: Carry out the recommendations of the test report	-
B	Rainwater goods: 1. Enter in an agreement with an ecclesiastical roofing contractor to clean and service the rainwater system, 2. remodel hoppers	1.350 2. 1,000
B	Boiler Room: assess fire risk	-
B	Roof general: carry out slate repairs, remake the N aisle/ Vestry water table junction.	5,000
C- WITHIN 2 YEARS		
C	Tower Roof: replace roof covering, repoint loose flashing	5,000
C	Belfry: fix grab handles at ladders, reduce weight of hatch and form better hinging and latching. Improve security of walkway over bell frame.	1,000
C	Ringing Room: repair window, ease door, tidy up, replace ladder	1,000
C	Stonework: obtain a mason quotation for selective walling repairs	Budget- 15,000

D- WITHIN 5 YEARS

D	Lightning conductor: Carry out five yearly test and recommendations of the test report.	-
D	Heating: plan for improving the heating system	Budget – 70,000 if complete new system with new pipework and radiators.
D	Trees: Establish if there is further tree works to be done.	-
D	Asbestos: The PCC should create an asbestos register identifying survey history and the presence or not of asbestos on site.	-
D	Base of Tower: avoid floor trip hazard, assess floor construction along with thoughts of re planned fire proof heating system.	-
D	Tower: replace areas of missing pointing at buttresses	Inc above
D	North Aisle: replace eroded stonework	Inc above
D	Organ and Vestry: repair wall at downpipe	Inc above
D	Tower Door: repair door and repair pointing	500
D	West End North Aisle: repoint the aisle lancet surround	750
D	West Boundary: fix gate post	-
D	East Boundary: repair coping	-
D	Partitions, Doors, Panelling, Screens: redecorate vestry partition, ease door	500
D	Plaster, Decoration: replaster and decorate vestry/organ high level wall after roof repairs.	2,500
D	Glazing: 1. consider obtaining specialist report, 2. clean glass, 3. carry out minor repairs.	1. 500 2. – 3. 750
D	Floors, Rails, Stair: realign altar meeting rails	250

E- IMPROVEMENT/NOTE

E	East End of South Aisle: consider renewing glazing protection	500
E	North Aisle: consider glazing protection	3,000

M- MAINTENANCE/MONITOR

M	East Gable of Chancel: monitor kneeler	-
M	Chancel Arch, Arcades, Masonry: S arcade W column- monitor stone decay	-

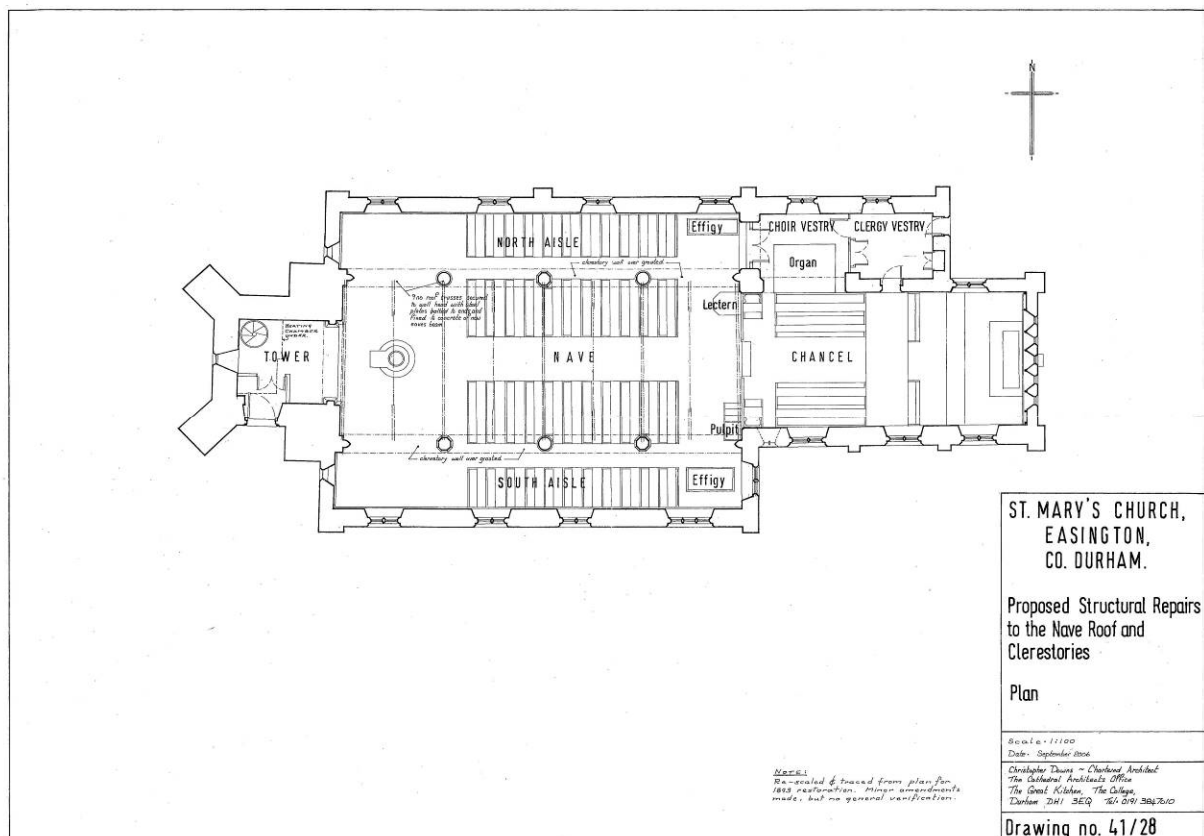
APPENDICES

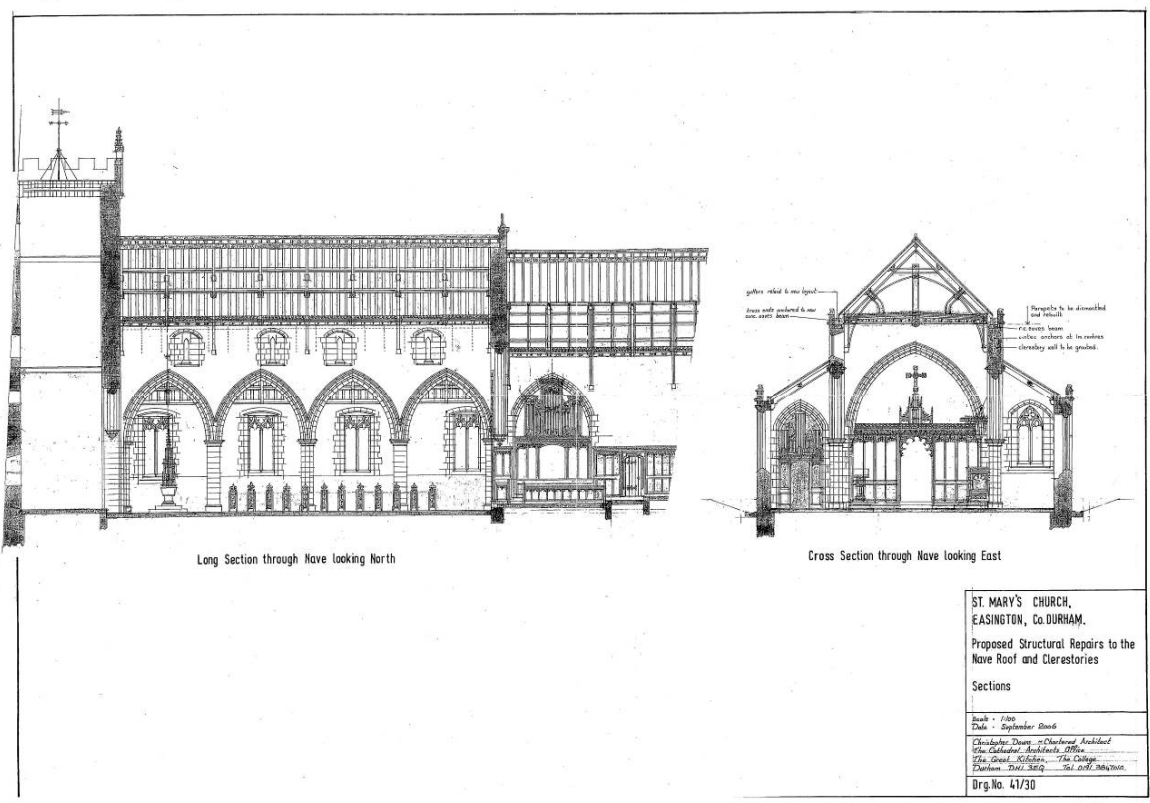
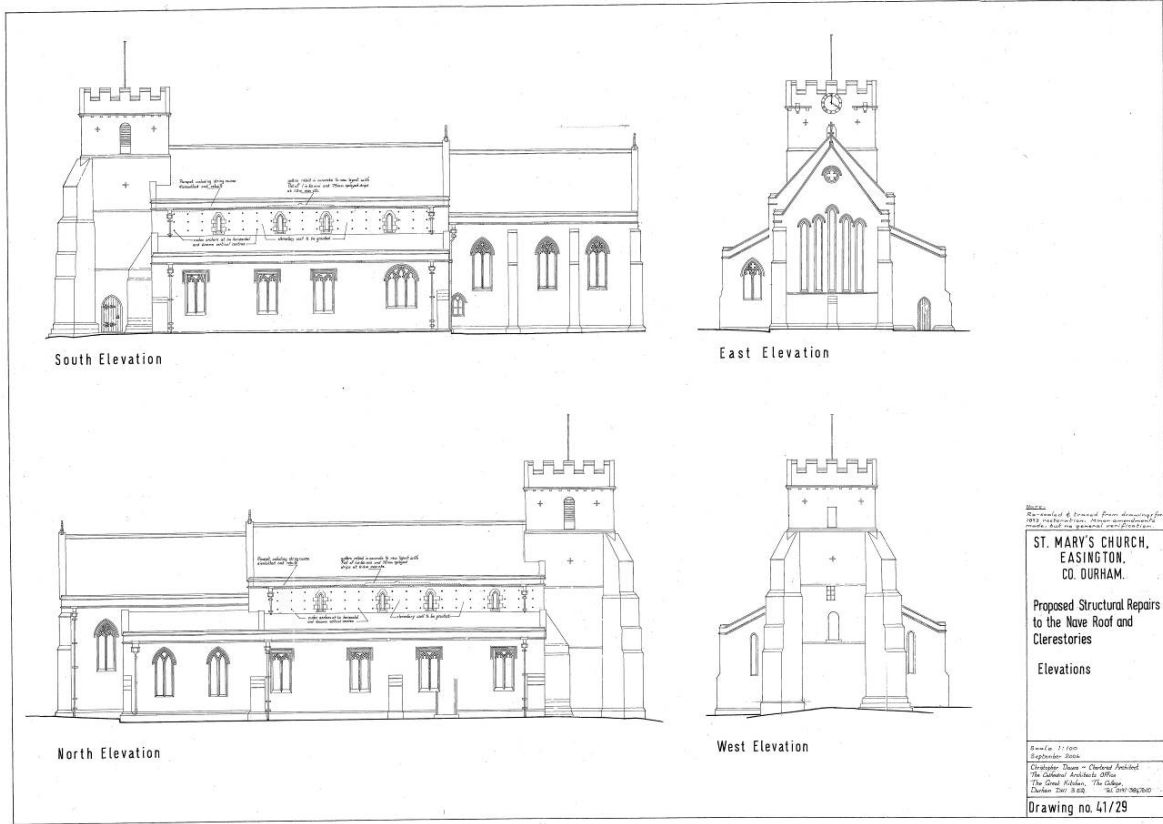
Church Plans

Explanatory Notes

Guide to Routine Maintenance & Inspection of Church Property

CHURCH PLANS





Drawings kindly supplied from the archive of Christopher Downes a former inspector



Illustration of bell ringers by Marguerite Elliott 1937-2014

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	<p>Whenever necessary inspect gutters and roofs from ground level and inside especially when it is raining.</p> <p>Clear snow from vulnerable areas.</p> <p>Clear concealed valley gutters.</p> <p>Make full inspection of the church for annual meeting.</p> <p>Check church inventory and update log book.</p> <p>Check bird-proofing to meshed openings.</p> <p>Sweep out any high level spaces. Check for bats and report any finds to English Nature.</p> <p>Cut any ivy starting to grow up walls and poison.</p> <p>Spray around the base of the walls to discourage weed growth.</p> <p>Check heating apparatus and clean flues.</p>
Summer	<p>Arrange for routine service of heating equipment.</p> <p>Check interior between second week of April and second week of June for active beetle infestation and report findings to the professional adviser.</p> <p>Check all ventilators in the floor and elsewhere and clean out as necessary.</p> <p>Spring clean the church.</p> <p>Cut any church grass.</p> <p>Cut ivy growth and spray (again).</p> <p>Recheck heating installation before autumn and test run.</p> <p>Arrange for any external painting required.</p>
Autumn	<p>Check gutters, downpipes, gullies, roofs etc. after leaf fall.</p>

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 build-up 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.