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Diocese of Durham
Quinquennial Inspection Report 2017
St Mark's Parish Church
Eldon
Bishop Auckland
Co Durham

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Co Durham
1208/Dch175

Inspection of Churches Measure 1955
(as amended 1999)
Architects Report no. 6
inspected 19th October 2017

Archdeaconry of Auckland
Deanery of Auckland
Incumbent: Dean David Tomlinson

Inspection Architect
J M White BA(Hons) PG Dip RIBA

This report has been prepared on the basis of a the 'Modern Diocesan Scheme' recommendations for inspecting Parish Churches as published in 1995 by the Council for the Care of Churches 'CCC' in conjunction with the Ecclesiastical Architects and Surveyors Association 'EASA'.

Inspection of Churches measure 1955 (as amended 1999).

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Recommendations

Where work is recommended a code number is entered in the right hand side page margin to indicate the priority as follows:

- 1 Urgent works requiring immediate attention.
- 2 Work recommended to be carried out during the next 12 months.
- 3 Work recommended to be carried out during the Quinquennial period.
- 4 Work needing consideration beyond the Quinquennial period.
- 5 Work required improving energy efficiency of the structures and services.
- 6 Work required improving disabled access.

1.0 Background and General

1.1 St Mark's Church, Eldon is situated to the east end of the village of Eldon Lane and stands back from the south side of the unclassified road between Aycliffe and Bishop Auckland. The Church was built in 1879 and is plain rectangular on plan of Nave and Chancel, together with a porch and transept on the north side and Vestry on the south side. An extension has been added to the south west corner of the Church consisting of kitchen and wc facilities and was constructed in 1996. The Church is surrounded by a substantial Churchyard, see site plan attached to this report.

1.2 Eldon is approximately 1.5 miles north of Shildon and 2 miles east of Bishop Auckland.

1.3 Ordnance Survey Map Reference NZ229277.

General Description of Church

1.4 The Church is constructed of square and coursed riven faced sandstone with dressed surrounds, quoins, and copings with a slated roof. The Church is typical of the gothic revival style common to the 19th Century.

1.5 The Church is not a listed building.

1.6 The Churchyard is still technically open but it is understood that all burial spaces are filled and an application has been made to have the Churchyard closed.

1.7 The Church is not in a Conservation Area.

1.8 There are no tree preservation orders connected to the Church environs.

2.0 Scope of Report

2.1 This report is based on finding of an inspection made on October 2017. Viewing was generally from ground level and roofs were viewed with binoculars and from rear higher ground level.

2.2 The weather was cold and sunny.

2.3 There were no roof voids, as the roof construction is open and the underside of the sloping roofs are boarded out and presentable. No ladders were available so close inspection of the high level roof voids or wall heads was not possible.

2.4 The former basement boiler house located below the Vestry had been infilled so was inaccessible.

- 2.5 There were no suspended floors as the new floors had been installed on solid construction.
- 2.6 The extent of the Churchyard is shown on the site plan in the appendix.
- 2.7 See Appendix 'c' of this report for a full description of the limitations of the inspection.

3.0 Works Carried out Since Previous Report

- 3.1 Gutters and rainwater downpipes have been replaced with a Brett Martin deep flow "cast iron" style system; following repeated theft and damage; and protected by Smartwater System.
- 3.2 Valley gutter repaired following water ingress.
- 3.3 Repointing of water tables utilising NHL 3.5 sand mortar to assist in the prevention of water ingress into the gable walls.
- 3.4 Service and repair of Bell suspension armature by Diocesan Bell Advisor.
- 3.5 Repointing of Bellcote utilising NHL 3.5 sand mortar.
- 3.6 Re-plastering porch structure utilising NHL 2 sand plaster.
- 3.7 Lighting of the Nave and Chancel has been replaced with LED floodlights.
- 3.8 The windows to the southern elevation have been further protected by the installation of polycarbonate sheeting behind the existing grills; following numerous breakages due to vandalism.
- 3.9 The organ has been fully serviced by Mr. Brian Brighton, 3 Warwickshire Drive, Durham, DH1 2LU during July and August 2017 at a cost of £ 11,000.00
- 3.10 The trees have been inspected by Olivers Tree Services Ltd, Unit 3, Langley Park Industrial Estate, Witton Gilbert, Duham, DH7 6TX during 2017 and all necessary works completed.
- 3.11 Firefighting equipment serviced annually in August by Safe and Sure of Unit 2, Mill Lane, Langley Industrial Estate, Langley Moor, Durham, DH7 8HE.
- 3.12 PAT tests carried out annually each May by Mr. Peter Barker of 22A Durham Street, Bishop Auckland, DL14 7BJ.

- 3.13 The last record for Electrical installation testing was 2 years ago; however the church warden has confirmed that a test has been carried out this year. However the certificate has not been located.
- 3.14 Boiler is replaced and is maintained annually by T.W. Steam & Heating Services Ltd, Units 7 & 8B Rennys Lane, Dragonville, Durham. DH1 2RS
- 3.15 Grass in Churchyard cut in season – 6 cuts per year.
- 3.16 Building insurance renewal is March each year. Ecclesiastical Insurance, Beaufort House, Brunswick Road, Gloucester, GL1 1JZ
- 3.17 Roof gutters cleared of debris as required.

4.0 General Condition of Church

- 4.1 The Church continues to be sound structurally and generally watertight subject to damp ingress at gables which is disrupting decorators at high level. It is hoped that following the repointing of the water tabling and Bellcote that the quantity of water ingress will be reduced and the walls will start to dry out. Rising damp at the Chancel Walls is continuing to cause disruption and should be investigated. The Bellcote alignment was inspected by a Structural Engineer in 2010, who advised there was no cause for concern. The Bellcote has since been repointed during 2016. Masonry walls are in good condition. Redecoration will need to be considered following dry out. The roof is sound and watertight. Normal maintenance to electrical and heating installation should continue, also to organ, electrical equipment, and firefighting equipment. The Church continues to be bright and clean following the re-ordering.

External Inspection

5.0 Roof Coverings

- 5.1 The roofs are in six separate areas:-
Nave: Chancel: Vestry: North Transept: Porch and Kitchen/wc south extension. All roofs are covered in manmade slates to even courses with terracotta crested ridge tiles.
Slates are generally in good condition with some repairs noted by their different colour/finish.
- 5.2 The valleys to the north Transept roof with the Nave roof are formed in lead and appear from ground level to be satisfactory, they were repaired in 2016. There is however a loose slate which is partially blocking the valley gutter. This needs to be removed and a replacement slate installed. 1

- 5.3 The Chancel roof abutment with the Nave gable appears to be satisfactory with lead flashing.
- 5.4 The Vestry lean-to roof is covered in manmade slates and the abutment flashes appear to be of "Flashband" and shows signs of degradation and should be replaced; advice should be sought regarding material. Furthermore there are 4 broken slates which require replacement. 1
- 5.5 Slate abutments to the gable parapets are mortar pointed; these were renewed utilising NHL 3.5 sand mortar in 2016.
- 5.6 The east and west gable table stones have been raked out and repointed utilising NHL 3.5 sans mortar in 2016. Water ingress/drying to be monitored.
- 5.7 The Bellcote on the west gable has lead flashings at the roof abutments, and these were repaired when the Bellcote was repointed in 2016. See later for details of the Bellcote structure as reported by the Structural Engineer.
 There is a lean at the top part of the Bellcote towards the east and this can best be seen from the south side of the Churchyard.
 The Engineer has previously reported that this is not a matter for concern but at quinquennial inspections the condition should be monitored for signs of deterioration.
 The Bellcote pointing was replaced in 2016 and the Bell armature was inspected and serviced by the Diocesan Bell advisor.
 It was reported that the bell pull has broken so the Bell will not toll. 2
 The Church has a replacement rope but this has yet to be installed.
- 5.8 The south west side new extension roof is a lean-to roof and silvery aluminium abutment flashing to the Nave.
 There are three ventilators in the slating at high level. The perimeter edges are all protected with barbed wire on brackets.
 This is unsightly but apparently necessary, as the edges are low and vulnerable. The lower edges of the table stones discharge water down the wall corners and is causing staining. This is a feature which should be amended to avoid further disfigurement. The Kneeler stones are moving under the upper table stone weight. This should be monitored as the tables could be anchored to prevent further slippage; at the time of the inspection there is minimal further movement evident. Photographs have been taken for future monitoring. 3
- 5.9 The water tables on the north slope of the east and west Nave gables have ferns growing from under and between the stones; despite the works carried out in 2016. These should be removed, raked out (and if necessary the table stones lifted and re-bedded) and the repoint in 2

mortar as previously.

6.0 Exterior Doors

6.1 The north facing entrance doors are a pair of arched oak framed and boarded doors with heavy metalwork. The doors are darkly weathered and in need of linseed oil treatment and the metalwork is in need of redecoration with black micaceous oxide paint. 3

The meeting lath between the two door leaves has been refixed. A wide gap under the doors should be draught proofed with a brush strip fixed to the inside of the doors. 3

6.2 The rear Vestry door is unused and in sound condition but needs wood treatment and metalwork decoration as for the front doors. In addition, a lath should be added to the stone reveals to cover stone erosion which has left a gap and is losing heat. 3

7.0 Exterior Windows

7.1 Windows are generally lancet style in pairs or threes with tracery in good condition. The east end window has more decorative tracery in three lights with small lights over to an arch head.

The west end has a quatrefoil window at high level over two pairs of lancets with a flat arch. When access is afforded window cleaning is recommended.

7.2 All glazing is clear leaded lights in good condition which gives a good level of daylight. Only the east window is coloured figured glass dated 1899 and this acts as a focus.

7.3 Externally all windows are protected with wire guards mostly shaped to the window openings, but the south side are square cut overlapping the windows which is a poor fit. Some guards have rusted causing staining below cills and these should be replaced when funds allow. All south facing windows have also had polycarbonate sheet added behind the wire guards following repeated vandalism with air rifle pellets.

7.4 The temporary Georgian wired glass panels in the north Transept have now been reglazed in leaded lights as a memorial window to its original style.

7.5 Low level glazing in the porch and Vestry has been glazed in Georgian wired glass for security reasons.

8.0 Rainwater Goods

8.1 Generally all rainwater goods have been replaced with Brett Martin deep flow "cast iron" style system and are in good condition.

8.2 Porch gutters require cleaning to remove vegetation and debris. 1

- 8.3 Gutter at north west corner of Nave requires cleaning to remove vegetation and debris. 1
- 8.4 Downpipes generally discharge into gullies which should be checked and cleaned annually. 2
- 8.5 Gutters and downpipes should be inspected and cleaned annually. 2
- 8.6 Gutters appear to be mounted on softwood timbers. These should be treated with a suitable wood preservative/decorative wood stain to prevent decay. 2
- 9.0 External Walls**
- 9.1 West face of buttress at north west corner of porch requires repointing with NHL 3.5 sand mortar. 2
- 9.2 North wall of Nave, west wall of Transept, north wall of Transept and east wall of Transept are in good condition.
- 9.3 Buttress in corner Transept and north wall of Chancel requires raking out to remove vegetation and repointing in NHL 3.5 sand mortar. 2
- 9.4 Buttress at north east corner of Chancel requires raking out to remove vegetation and repointing in NHL 3.5 sand mortar. 2
- 9.5 Buttress at south east corner of Chancel requires repointing in NHL 3.5 sand mortar. 2
- 9.6 Stonework below window cill level on south wall of Vestry requires raking out and repointing in NHL 3.5 sand mortar. 2
- 9.7 South wall of Nave in good condition.
- 9.8 Kitchen extension point up previous fixing holes at south west corner where barbed wire bracket removed. 2
- 9.9 West wall of Nave in good condition.

Internal Inspection

10.0 Roof Structure and Ceilings

- 10.1 The Nave has six arched braced timber trusses with 2 no. diagonal braced trusses at the Transept crossing. There are purlins and exposed stained diagonal boarding to the soffit of the roof, all in good condition with no obvious signs of water ingress. The west upper gable wall has a slight inward lean to the east but it has been inspected by a Structural Engineer in 2010 when he observed some open joints and

spalled stone in two places may be caused by corroding embedded ironwork. In due course a high level inspection can be made for a definite diagnosis. There is no need for immediate concern.

- 10.2 The Chancel and Transept are similarly roofed with open braced trusses, purlins and stained boarding. The trusses are supported on wall plates and corbels set lower down the walls.
- 10.3 The Vestry has a horizontal panelled ceiling with bead edges and appears to be in satisfactory condition.
- 10.4 The Nave kitchen and wc extension has a monopitched roof with purlins and plasterboard ceiling, all in as new condition.
- 10.5 The corridor leading to the kitchen has a modular tile and grid suspended ceiling in as new condition; as does the male, female wc's.

11.0 Internal Doors and Panelling

- 11.1 The porch has a pair of inner arched doors which are in good working order. The old varnish finish is crazed and in need of stripping and resealing. Mention has been made of a need for observation panels in the doors and this would improve safety and daylight. Care should be taken to integrate a panel or panels into the boarding widths and balance the appearance with a panel in each leaf. Draught strips have been fitted to the doors at floor level. The fixed leaf bottom bolt is loose and requires attention. 3
- 11.2 The Vestry door is of similar construction and condition and should be stripped or sealed as for the lobby doors.
- 11.3 The organ screen and north Transept screens have been stripped and sealed and present to clean bright finish.
- 11.4 The Nave and Chancel lower walls are panelled in moulded fresco panels which were installed as part of the reordering scheme. The white painted panels are fixed to wall battens with a coloured fascia over, presumably replacing traditional dado boarding. Rising damp is now protruding above and to the side of the south side Chancel panelling and requires opening up for investigation. The panelling would benefit from upper and lower ventilation, but this will follow a full investigation. 1
Similar rising damp is evident on the back wall of the Vestry where there is indication of dry rot. This also requires opening up for full investigation and treatment. There appears to be a high water table in this area and external trial holes at the wall perimeter should be made as part of an investigation. The land to the south slopes towards the Church and this may be part of the problem. 1

11.5 There is a dark oak reredos screen to the east Chancel wall and this has fine detail and is in good condition.

12.0 Ground Floor Structure

12.1 The Nave, north Transept and Chancel floors are fully carpeted as part of the reordered scheme. The carpet is starting to show signs of wear at the joints and should be trimmed and bonded to prevent further fraying. Specifications details of the new floor construction were not available but it is understood new boarded floor panels were laid probably on insulation as a base for the carpet.

The floor is firm and flat and allows for flexible seating arrangements.

12.2 There is one step at the Altar rail which has been brought forward to the Chancel arch and a further two steps at the far Chancel end where the altar has traditionally stood.

13.0 Internal Finishes

13.1 Walls are plastered and decorated throughout with stone reveals to window and door opening and stone quoins to arches. The decorative finish is good except where damp has disrupted the finish in the following areas:

- East and west gables at high level where water has penetrated through the external table stones or through the lead flashings as described earlier in the roof section of the report. The repointing works were carried out in 2016. These areas need to be monitored to check for drying out. After which repair of finishes and redecoration should be considered. 3
- There are several other areas of damp intrusion:-
- The Chancel north and south walls at low level but above dado level on the south side. 1
- The left hand side of the Gable wall above the reredos panelling previously had a hollow patch of plaster this has now been repaired.
- There is rising damp at the base of the Chancel arch to each side which is intruding into the Chancel “fresco” panels. Opening up and a separation is recommended to prevent further disruption – see item 11.4. 1
- The finishes in the new kitchen wc extension are as new and in good condition.
- Rising damp in the porch wall was previously disrupting plaster and decorations the plaster was removed and replaced with an NHL 2 line sand plaster in 2016. This is still drying out, after which decoration with a lime paint should be considered. 2

14.0 Fitting, Fixtures and Furniture

14.1 The organ is by Nelson and Co restored by HE Prested of Durham and is

still in use. It was two manuals and 21 stops and was maintained regularly by Mr Brighton, the organ has been fully serviced in 2017 by and this should be maintained.

The timber screen and panel work has been cleaned and is light and well finished.

- 14.2 The Altar has a carved open trellis to the front in oak and has a coloured back panel which sets off the timber to advantage. Altar rails are in light oak of simple post and carved detail, sound and fit for purpose.
- 14.3 The lectern is a finely carved panel with platform and well finished.
- 14.4 The Font now in the Chancel has a hexagonal timber pedestal and bowl in with lid in a simple design but well made by local craftsman.
- 14.5 There are no pews, these being removed at time of reordering. New upholstered chairs are in use in place of pews and allow a flexible seating arrangement. There is a portable bookstand on castors located at the rear. A lower timber screen at the entrance door with bench top is used for sales and is a reception point.
- 14.6 Bell: The bell rope has broken so chiming is not possible. Installation of rope is awaited; during 2016 the bell and its armature has been inspected and serviced by the Diocesan Bell Advisor. 2
- 15.0 Vestry**
- 15.1 The Clergy Vestry is at the south east corner on the south side of the Chancel. The Vestry outer door is not used. There is a chimney breast in the north west corner that has been bricked up and there is no sign of a stack above roof level. The Vestry walls are lined with “fresco” type panels to match the Church. See 11.4 re: damp. Finishes are decorated and the room is generally well presented. There is a new carpet and Vestment cupboards and storage over. The safe is built in as before. 1
- 16.0 Heating Installation**
- 16.1 A new Ideal Imax condensing gas boiler is wall mounted in the north Transept and was installed in 2007 by T W Steam Heating of Durham. Two new ‘Boss’ programmes were installed in 2008 and control two sections of the Church, and used simultaneously, but for winter heating only. The boiler flue is a horizontal powered type. It is understood the heating system has served well and has been trouble free.
- 16.2 The gas meter is a type R5 and is located in a cupboard on the north

Transept wall and the supply is visible externally where it enters the building. The meter reading was 8497.74.

- 16.3 Heating is provided by modern pressed steel radiators round the external wall and appears well distributed and maintained. It was reported that the heat output was satisfactory.
- 16.4 The boiler and heating installation should continue to be checked and maintained annually by a gas safe engineer. 2

17.0 Electrical Installation

- 17.1 Electrical supply enters the Church from overhead cables at the north Transept corner and switchgear and a distribution panel are contained in a high level cupboard on the west wall of the north Transept. The installation is by Messrs Tomlinson and Longstaffe and appears to be well laid out and workmanlike.
- 17.2 Lighting is by new LED floodlights mounted at eaves level on each side of the Nave and Chancel and appears to be satisfactory, though seen only in daylight conditions.
- 17.3 There is a power supply installed in the coloured fascia panel above the dado and this gives a good distribution throughout the Church.
- 17.4 There are exit signs and a secondary light over kitchen and entrance door.
- 17.5 The date of electric installations is not known but last inspection was estimated to be 2013 by Warren Electrical, and should be every 5 years. 3
- 17.6 The gas entry pipe is metal and earthed and is intact but should be tested at the next electrical inspection.
- 17.7 There are wall fans for extract ventilation in the toilets. These should be checked periodically. The kitchen fan was reported to work satisfactory.
- 17.8 Two mice deterrent 'sounders' are installed in the Church following evidence of mouse activity. They are apparently effective in use.
- 17.9 It is understood a PAT test is carried out annually in the month of October. 2

18.0 Fire Precautions

- 18.1 There are two extinguishers that are checked annually. There is a fire blanket in the kitchen – continue to maintain. 2

- There is also a smoke/heat detector mounted from the wall in the Nave leading into the new extension and kitchen, and this was reported to be working but should be checked periodically. 2
- 19.0 Disabled Provision**
- 19.1 The external ramp at the entrance lobby with handrails each side gives good safe access for wheelchairs, pushchairs and ambulant disabled users. The handrails are in need of decoration. 3
- 19.2 There is level access in the Nave and wc's and unrestricted use of the Church facilities up to the Altar rail.
- 19.3 The accessible toilet facility is a benefit to the Church.
- 20.0 Security**
- 20.1 The main entrance was reported to be securely locked and is clearly visible from the road.
- 20.2 The Vestry external door is securely locked and bolted internally and the handle has been removed externally to be less vulnerable. The door condition is sturdy and satisfactory. Attention is required to the external door reveals where erosion has left 'gaps' – see 6.2. 3
- 20.3 All windows have external metal guards and are well protected, see previous item 7.3. Some of the grilles are rusting but are intact. 4
- 21.0 Bats**
- 21.1 There were previously reports of bats in the Church at the west end; however none have been seen since 2014/15. This should be monitored as bats are a protected species.
- Curtilage**
- 22.0 Churchyard and Environs**
- 22.1 The lych gate structure at the northern road boundary is a sturdy oak framed structure fixed to stone base walls in sound condition. The gates have been removed. Some decay was noted on the timber sole plate, which will require attention in due course. 4
- The pitched roof is slated however the clay crested ridge tiles; have been replaced blue half round ridge tiles. There are no gutters.
- There are housing on each side of the lower framework where there were infill panels. If funds allow these should be replaced to restore to its original condition. 4
- The timberwork is well weathered and dry with shakes so should be treated with stain preservative to prevent deterioration.
- 22.2 The Church path from the lych gate has now been resurfaced with edge kerbs and is in good condition. There is a ramp up to the Church entrance in block paving.

- 22.3 Iron railings to the north boundary wall are mainly intact but rusting and should be redecorated when funds allow. 4
There is a brick boundary wall at the west end of the north boundary which previously had a gated access to the Church yard. There had been reported vandalism caused to the gates and as a result the gates have been removed and the access bricked up.
- 22.4 There are a number of mature trees in the Churchyard, all trees were inspected by Olivers Tree Services Ltd in 2017 and all necessary pruning work has now been actioned.
- 22.5 There are some shrubs close to the wall bases and these should be removed and roots grubbed up. Any vegetation at wall bases should be controlled by cutting or herbicide. 2
A large laurel bush at the north east corner of the north Transept needs cutting back or removing to prevent it being a security risk. 3
- 22.6 There are a number of grave headstone in the Churchyard, some standing and some fallen. 2
It is the responsibility of the PCC to ensure no headstones are in a dangerous condition. Much of the Churchyard is open grass space and is cut by the Local Authority and is well maintained. The Churchyard to the rear of the Church is sloping from the south to north and the ground was firm. 2
- 22.7 There are hedges to the south and west boundaries in satisfactory condition but no indication of being regularly trimmed. Annual trimming would help to consolidate the hedge line. 2
A timber fence to the east boundary against the former Church Hall is in need of repair. 3
- 22.8 A war memorial in the form of a stone cross and plinth is located at the north east corner of the Churchyard. The base stones are spreading and are in need of resetting and repointing. Some restoration work has been carried out to names on the memorial. 3
- 22.9 There is no car park within the Churchyard but parking may be available at the Church Hall to the east. Parking on the road outside the Church may be hazardous but users will be aware of the risks.
- 23.0 Log Book**
- 23.1 There was no log book available but details of recent repairs and maintenance were reported verbally. 2

24.0 Previous Quinquennial Reports

24.1 The following previous reports are on file:

- No. 2 dated 06/11/96 by Donald M Spouse
- No. 3 dated 04/09/01 by Jeremy B Kendall
- No. 4 dated 29/08/06 by Jeremy B Kendall Dipl. Arch. RIBA. AABC
- No. 5 dated 04/04/12 by Jeremy B Kendall Dipl. Arch. RIBA. AABC

Recommendations

	Urgent Works Requiring Immediate Attention: Category 1	Item
i)	There is a loose slate which is blocking the valley gutter to the North Transept. This needs to be removed and a replacement slate installed.	5.2
ii)	The abutment flashing between the vestry roof and the chancel requires replacement with a more suitable material.	5.4
iii)	There are 4no. broken slates in the vestry roof which require replacement .	5.4
iv)	Porch gutters require cleaning to remove vegetation and debris.	8.2
v)	Gutter at north west corner of Nave requires cleaning to remove vegetation and debris.	8.3
vi)	The Nave and Chancel lower walls are panelled in moulded fresco panels which were installed as part of the reordering scheme. The white painted panels are fixed to wall battens with a coloured fascia over, presumably replacing traditional dado boarding. Rising damp is now protruding above and to the side of the south side Chancel panelling and requires opening up for investigation. The panelling would benefit from upper and lower ventilation, but this will follow a full investigation. Similar rising damp is evident on the back wall of the Vestry where there is indication of dry rot. This also requires opening up for full investigation and treatment. There appears to be a high water table in this area and external trial holes at the wall perimeter should be made as part of an investigation. The land to the south slopes towards the Church and this may be part of the problem.	11.4
vii)	The Vestry walls are lined with “fresco” type panels to match the Church. See 11.4 re: damp.	15.1

Indicative cost for the works in Category 1 would be £ 5,000 - £ 10,000 excluding VAT and fees.

Work Recommended to be Carried Out During Next 12 Months:		Item
Category 2		
viii)	The replacement bell rope should be installed.	5.7
ix)	The water tables on the north slope of the east and west Nave gables have ferns growing from under and between the stones; despite the works carried out in 2016. These should be removed, raked out (and if necessary the table stones lifted and re-bedded) and the repoint in mortar as previously.	5.9
x)	Downpipes generally discharge into gullies which should be checked and cleaned annually.	8.4
xi)	Gutters and downpipes should be inspected and cleaned annually.	8.5
xii)	Gutters appear to be mounted on softwood timbers. These should be treated with a suitable wood preservative/decorative wood stain to prevent decay.	8.6
xiii)	West face of buttress at north west corner of porch requires repointing with NHL 3.5 sand mortar.	9.1
xiv)	Buttress in corner Transept and north wall of Chancel requires raking out to remove vegetation and repointing in NHL 3.5 sand mortar.	9.3
xv)	Buttress at north east corner of Chancel requires raking out to remove vegetation and repointing in NHL 3.5 sand mortar.	9.4
xvi)	Buttress at south east corner of Chancel requires repointing in NHL 3.5 sand mortar.	9.5
xvii)	Stonework below window cill level on south wall of Vestry requires raking out and repointing in NHL 3.5 sand mortar.	9.6
xviii)	Kitchen extension point up pervious fixing holes at south west corner where barbed wire bracket removed.	9.8
xix)	Rising damp in the porch wall was previously is disrupting plaster and decorations the plaster was removed and replaced with an NHL 2 line sand plaster in 2016. This is still drying out, after which decoration with a lime paint should be considered.	13.1
xx)	Bell: The bell rope has broken so chiming is not possible. Installation of rope is awaited; during 2016 the bell and its armature has been inspected and serviced by the Diocesan Bell Advisor.	14.6

xxi)	The boiler and heating installation should continue to be checked and maintained annually by a gas safe engineer.	16.4
xxii)	It is understood a PAT test is carried out annually in the month of October this should be continued.	17.9
xxiii)	There are two extinguishers that are checked annually. There is a fire blanket in the kitchen – continue to maintain. There is also a smoke/heat detector mounted from the wall in the Nave leading into the new extension and kitchen, and this was reported to be working but should be checked periodically.	18.1
xxiv)	There are some shrubs close to the wall bases and these should be removed and roots grubbed up. Any vegetation at wall bases should be controlled by cutting or herbicide.	22.5
xxv)	There are a number of grave headstone in the Churchyard, some standing and some fallen. It is the responsibility of the PCC to ensure no headstones are in a dangerous condition.	22.6
xxvi)	There are hedges to the south and west boundaries in satisfactory condition but no indication of being regularly trimmed. Annual trimming would help to consolidate the hedge line.	22.7
xxvii)	There was no Church Log book available; this should be addressed.	23.1

Indicative cost for the works in Category 2 would be £ 20,000 excluding VAT and fees.

Work Recommended to be Carried Out During Next 5 Years:		Item
Category 3		
xxviii)	The lower edges of the table stones on the WC / Kitchen extension discharge water down the wall corners and is causing staining. This is a feature which should be amended to avoid further disfigurement. The Kneeler stones are moving under the upper table stone weight. This should be monitored as the tables could be anchored to prevent further slippage; at the time of the inspection there is minimal further movement evident. Photographs have been taken for future monitoring.	5.8
xxix)	The north facing entrance doors are a pair of arched oak framed and boarded doors with heavy metalwork. The doors are darkly weathered and in need of linseed oil treatment and the metalwork is in need of redecoration with black micaceous oxide paint.	6.1
xxx)	The meeting lath between the two door leaves has been refixed. A wide gap under the doors should be draught proofed with a brush strip	6.1

fixed to the inside of the doors.

- xxxi) The rear Vestry door is unused and in sound condition but needs wood treatment and metalwork decoration as for the front doors. In addition, a lath should be added to the stone reveals to cover stone erosion which has left a gap and is losing heat. 6.2
- xxxii) The porch has a pair of inner arched doors which are in good working order. The old varnish finish is crazed and in need of stripping and resealing. Mention has been made of a need for observation panels in the doors and this would improve safety and daylight. Care should be taken to integrate a panel or panels into the boarding widths and balance the appearance with a panel in each leaf. Draught strips have been fitted to the doors at floor level. The fixed leaf bottom bolt is loose and requires attention. 11.1
- xxxiii) East and west gables at high level where water has penetrated through the external table stones or through the lead flashings as described earlier in the roof section of the report. The repointing works were carried out in 2016. These areas need to be monitored to check for drying out. After which repair of finishes and redecoration should be considered. 13.1
- xxxiv) The date of electric installations is not known but last inspection was estimated to be 2013 by Warren Electrical, and should be every 5 years. 17.5
- xxxv) The external ramp at the entrance lobby with handrails each side gives good safe access for wheelchairs, pushchairs and ambulant disabled users. The handrails are in need of decoration. 19.1
- xxxvi) The Vestry external door is securely locked and bolted internally and the handle has been removed externally to be less vulnerable. The door condition is sturdy and satisfactory. Attention is required to the external door reveals where erosion has left 'gaps' – see 6.2. 20.2
- xxxvii) A large laurel bush at the north east corner of the north Transept needs cutting back or removing to prevent it being a security risk. 22.5
- xxxviii) A timber fence to the east boundary against the former Church Hall is in need of repair. 22.7
- xxxix) A war memorial in the form of a stone cross and plinth is located at the north east corner of the Churchyard. The base stones are spreading and are in need of resetting and repointing. Some restoration work has been carried out to names on the memorial. 22.8

Indicative cost for the works in Category 3 would be £ 12,000 - £ 15,000 excluding VAT and fees.

	Work to be Considered Beyond 5 Years: Category 4	Item
xL)	All windows have external metal guards and are well protected, see previous item 7.3. Some of the grilles are rusting but are intact. Consideration should be given to replacement when funds become available.	20.3
xLi)	The lych gate structure at the northern road boundary is a sturdy oak framed structure fixed to stone base walls in sound condition. The gates have been removed. Some decay was noted on the timber sole plate, which will require attention in due course.	22.1
xLii)	Within the lych gate structure there are housing on each side of the lower framework where there were infill panels. If funds allow these should be replaced to restore to its original condition.	22.1
xLiii)	Iron railings to the north boundary wall are mainly intact but rusting and should be redecorated when funds allow.	22.3

Indicative cost for the works in Category 4 would be £ 10,000 - £ 12,000 excluding VAT and fees.

Works Recommended Improving Energy Efficiency: Category 5 **Item**
None

Work Recommended Improving Access: Category 6 **Item**
None

Note

Church Wardens should be aware of their responsibility under the Care of Churches and Ecclesiastical Jurisdiction Measure 1991 which included guidance to routine maintenance and inspection of Church property. "A Guide to Church Inspection and Repair," published by the Council for the Care of Churches can be obtained from SPCK bookshops.

Appendix

a) General

This report is not a specification for the execution of works and must not be used as such. It is a general report as required by the Inspection of Churches Measure 1955.

The Architect has indicated in it such maintenance items, if any, which may safely be carried out without professional supervision.

Conservation and repair of Churches is a highly specialised subject if work is to be carried out both aesthetically and technically in the best manner, without being wasteful in expenditure. It is, therefore, essential that every care is taken to ensure that no harm is done to the fabric or fittings and when the Parochial Church Council is ready to proceed it should instruct the Architect accordingly, when he will prepare specifications and schedules and arrange for the work to be carried out by an approved Contractor under his direction.

Costs on much of the work or repairing Churches cannot be accurately estimated because the full extent of damage is only revealed as work proceeds, but when the Architect has been instructed to prepare specifications he can obtain either firm prices or considered approximate estimates, whichever may be appropriate.

The Architect will be glad to help the Parochial Church Council to complete an appeal application to a charitable body if necessary, or to assist in applying for the essential Faculty or Archdeacon's Certification.

b) Priorities

Where work has been specified as being necessary in the preceding pages a code number from 1 to 6, has been inserted in the margin indicating the degree of urgency of the relevant works as follows:

- 1 Urgent works requiring immediate attention.
- 2 Work recommended to be carried out during the next 11 months
- 3 Works recommended to be carried out during the Quinquennial period.
- 4 Work needed consideration beyond the Quinquennial period.
- 5 Work required to improve energy efficiency of the structure and services.
- 6 Work required improving disabled access.

c) Scope of Report

The report is based on the findings of an inspection made from the ground and from other easily accessible points, or from ladders provided by the Parochial Church Council, to comply with the Diocesan Scheme under the Inspection of Churches Measure 1955.

It is emphasised that the inspection has been purely visual and that no enclosed spaces or inaccessible parts, such as boarded floors, roof spaces, or hidden timbers

at wall heads have been opened up for inspection. Any part which may require further investigation is referred to in the appropriate section of this report.

d) Cleaning of Gutters etc

The Parochial Church Council is strongly advised to enter into an annual contract with a local builder for cleaning out the gutters and downpipes twice a year.

e) Pointing and Masonry

Wherever pointing is recommended it is absolutely that the procedure in item (a) of this appendix be adhered to as without proper supervision much harm can be done to the fabric by incorrect use of materials and techniques.

f) Heating Installation

Subject to any comments to the contrary in Section 16.0 of this report, the remarks in this report are based only upon a superficial examination of the general condition of the heating installation, particularly in relation to fire hazards and sightlines.

NB: A proper examination and test should be made of the heating apparatus by a qualified engineer each summer, prior to the start of the heating season and the report of such examination should be kept in the Church log book.

The Parochial Church Council is strongly advised to consider arranging a regular inspection contact.

Wherever practicable, subject to finances, it is recommended that the installation be run at a low setting throughout the week, as distinct from being 'on' during services only, as constant warmth has a beneficial effect on the fabric, fittings and decoration.

g) Electrical Installation

Any electrical installation should be tested every quinquennium and immediately if not done within the last five years (except as may be otherwise recommended in this report) by a competent electrical engineer or by the supply authority and an insulation resistance and earth continuity test should be obtained on all circuits. The engineer's test report should be kept with the Church log book. Where no recent report or certificate of inspection from a competent electrical engineer (one who is on the roll of approved contractors issued by the National Inspection Council for Electrical Installation Contracting) is available, the comments in this report are based upon a visual inspection made without instruments of the main switchboard and of sections of wiring selected at random. Electrical installation for lighting and heating, and other electrical circuits, should be installed and maintained in accordance with the current editions of the Institution of Electrical Engineers Rules and the more specific recommendations of the Council for the Care of Churches, contained in the publication "The Lighting of Churches".

h) Lightning Conductors

As a defective conductor may attract lightning, the lightning conductor should be tested every quinquennium in accordance with the British Standard Code of Practice (current edition) by a competent electrical engineer and the record of the test results, conditions and recommendations should be kept with the Church log book.

Conductors on lofty spires and other not readily accessible positions should be closely examined every ten years, particularly the contact between the tape and the vane rod of finial. If the conductor tape is without a test clamp, one should be provided above ground level.

i) Maintenance Between Inspections

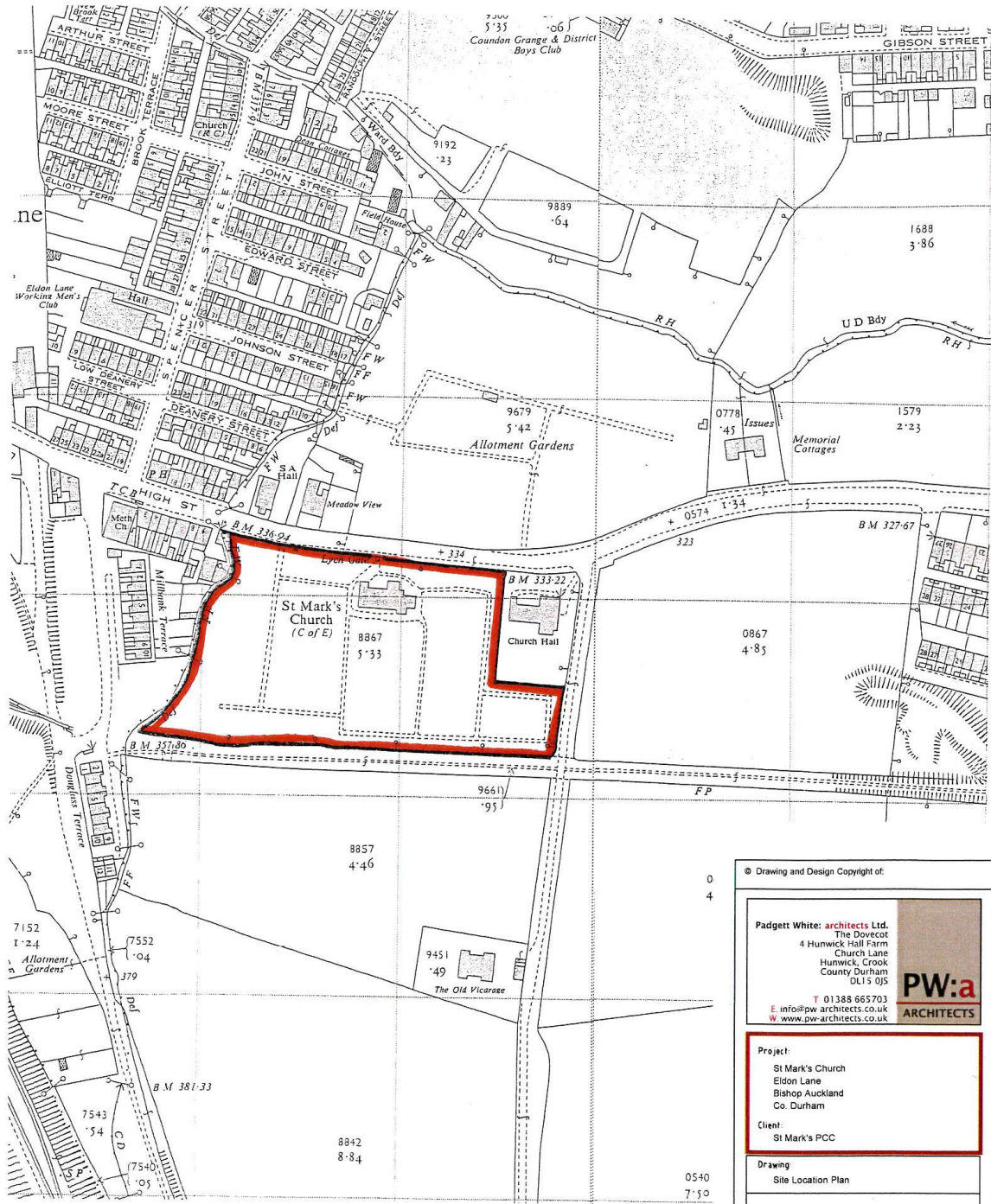
Although the measure requires the Church to be inspected by an Architect every five years it should be realised that serious trouble may develop between survey if minor defects such as displaced slates and leaking pipes are left unattended.

j) Fire Insurance

The Parochial Church Council is advised that the fire insurance cover should be periodically reviewed to keep pace with the rising cost of repairs.

At least two Class A fire extinguishers per floor, these should comply with BSEN3 and should be kept in an easily accessible position in the Church, together with an additional extinguisher of the foam or CO² (Class B) type where heating apparatus is oil fired, all fire extinguishers should be in a stand or attached to a wall.

All dimensions to be checked on site
 Do not scale from this drawing, work to figured dimensions only
 Any omissions or discrepancies shall be reported to the Architect



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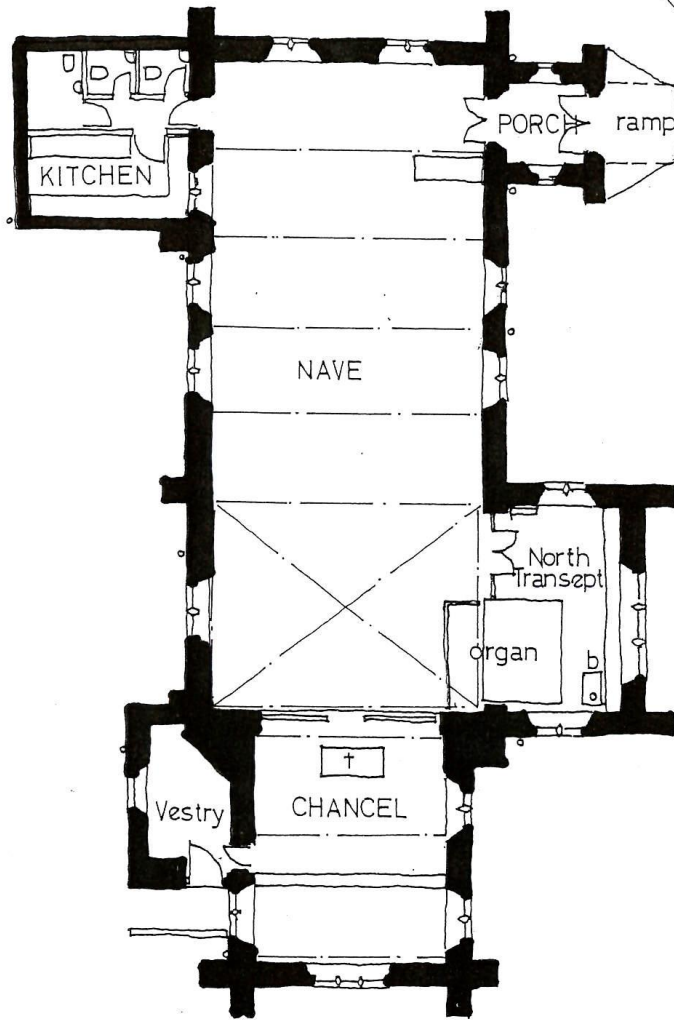
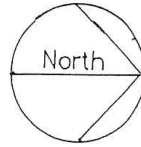
Client:
 St Mark's PCC

Drawing:
 Site Location Plan

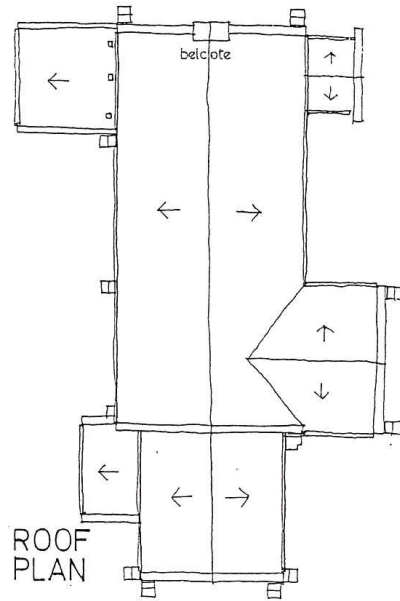
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GROUND FLOOR PLAN



ROOF PLAN

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Drawing:
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Scale NTS	Date 2017	Drawn JMW
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