

Quinquennial Inspection Report

Church of St John the Evangelist Greenside, Tyne and Wear

Diocese - Durham

Archdeaconry - Sunderland

Deanery – Gateshead West



Report prepared by:

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Executive summary

The Church is generally in fair condition, both externally and internally. However there are some areas of concern and a number of areas where maintenance and repair is required. These are detailed in the report but are summarised as follows:-

Roofs:

The main area of concern is the roofing. There are a number of missing, slipped and cracked slates to the roofs of the Porch, Nave, Chancel and Organ Chamber. This is due to nail fatigue. In the short term the missing slates should be replaced and slipped or rotated slates should be re-fixed to prevent water ingress. In the long term (5 years) these roofs should be re-slatted or further ongoing repairs will be needed with increasing frequency.

Rainwater disposal systems:

The cast iron rainwater goods are in fair condition but in need of redecoration followed by re-caulking of the downpipe joints. Gullies and hoppers should be cleaned out at least every 6 months to prevent blockages.

External walls:

The external walls are in fair condition generally. However there are some open joints and cracks in isolated locations which require re-pointing. These are detailed in the report. The recent re-pointing to the north wall of the Organ Chamber has been badly executed with the mortar being partially smeared over the face of the stones adversely affecting the appearance of the wall. Ideally this new pointing should be carefully removed and the wall re-pointed correctly. It is important that any future repointing is carried out to a conservation architect's specification and under his/her direction as incorrect mortars and their application can do irreparable damage to the masonry.

Windows and doors:

The glazing, leading and saddle bars are generally in fair condition. However some of the glass (Chancel east window and 2 No North Aisle windows) is bowing due to thermal expansion of the leading. These windows should be monitored for leakage. One or two hopper vents need attention to prevent draughts and allow controllable ventilation when required. There are a number of cracks and open joints to the window masonry which require repointing internally and externally. The external doors would all benefit from redecoration during the quinquennial period to preserve weather tightness and to prevent rot. The sliding sash windows to the Basement Meeting Room are paint bound. Freeing these will allow ventilation which may alleviate the current high levels of moisture and humidity.

Internal wall ceiling and floor finishes:

The inner faces of the external walls to the Nave and Chancel have been heavily pointed in the past. Also some past cracks (by Porch door and above Chancel arch) have been crudely filled with hard (and dark) Portland cement rather than lime mortar which look unsightly. Ideally these should be raked out and repointed with lime mortar to a colour to match the lime pointing elsewhere. There are a number of hairline cracks to joints in the Nave, North Aisle and Transept due to minor settlement. These require raking out and repointing. The rigid insulation bats fitted to the porch roof are fitted hard up against the tiling battens with no air space for ventilation and no ceiling to conceal the foil covering. The insulation has been crudely fitted with timber blocks. In the inspector's opinion the insulation will have little impact on the heat losses through the church roofs as a whole and should be removed.

Toilet and kitchen:

Consideration should be given to remodelling the current toilet and kitchen area to create an accessible toilet which will benefit all users including those using wheelchairs.

Electrical and mechanical systems:

A number of luminaires are not working and require replacement lamps in the short term. The halide flood lights are noisy at start up and take time to come to full illumination. They give a 'white' light which can give a 'cold' feel to the interior. Consideration should be given to a new lighting system with modern energy efficient LED fittings with a warmer colour temperature. With modern controls these lights can be used more flexibly (e.g. dimming for special services etc). The boiler is over 30 years old and is towards the end of its expected life. Consideration should be given to replacing it with a new energy efficient boiler. This should result in improved thermal comfort levels and a reduction in running costs.

Churchyard:

The lych-gate is in poor condition with moss on the felt shingles and poor decoration to the timberwork and ceilings. If maintenance work is not done this attractive structure could be lost completely. The metal gates and railings are all in need of redecoration. The east gate does not close properly and the hinges need re-setting to the gate pillars. The west boundary wall facing Greenside Road is now in good condition following repointing works by Gateshead Council. The remaining stretch of west boundary wall (e.g. from the main gate to the boundary with the Vicarage) is in poor condition and would also benefit from re-pointing. A section of the east boundary wall facing Woodside Lane is leaning inwards and bulging in places due to trees etc. Gateshead Council is understood to be applying for a Faculty to take down and reconstruct this section of wall.

Work carried out since the previous report

- Slating repairs
- Lead flashing repairs
- Removal of sapling from parapet to upstand wall over Vestry
- Repointing of parapets to upstand wall over Strong Room/ Kitchenette/ Toilet
- Electrical system tested (Dec 2015)
- Re-pointing of West boundary walls from NW corner to main gate
- Re-glazing upper panels of Porch external door in clear glass
- Re-pointing of 8 sq.m of external walling to North side of Organ Chamber

Listing grade:

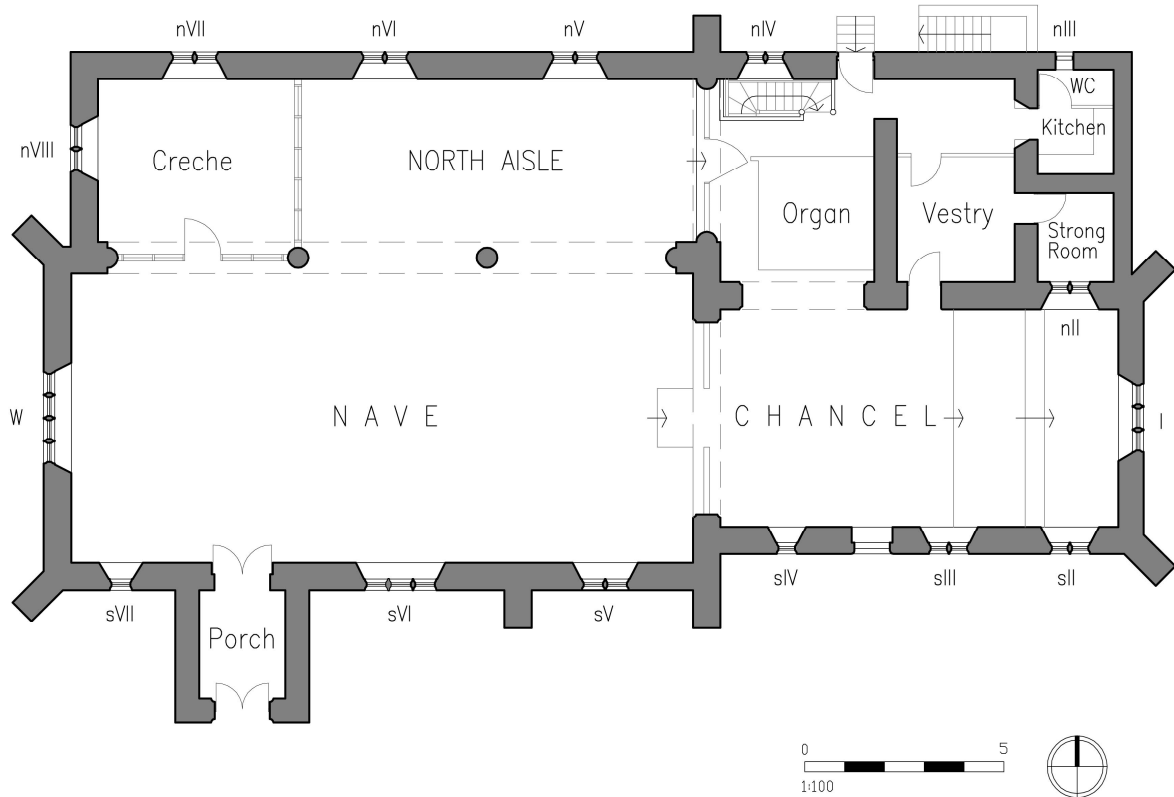
The church is unlisted and is not in a conservation area.

Brief description:

St. John's church was originally a chapel of ease, located in a central position for Greenside, Woodside and Crawcrook. The architect was J F Turner. The original church, comprising a Nave, Chancel and South Porch was consecrated in September 1857. The Chancel was lengthened and a North Aisle, Organ Chamber, basement School Room and Boiler House were added in 1907. A further extension comprising a Strong Room, Toilet and Kitchenette was built on the north east corner. The date of construction is unknown. The steeply pitched roofs are covered in welsh slates. External walls are constructed with irregular coursed rectangular sandstone blocks with ashlar dressings to windows which are in the Decorated style. A bellcote is located on the west gable. Internally the stone external walls are unplastered except in the later north-east extension. The Organ Chamber and basement School Room have a boarded wall finish. The timber roof structure is exposed in the Porch, Nave, North Aisle and Chancel. Ceilings in the Basement, Vestry, Kitchenette, Toilet and Strong Room are plastered. The Organ chamber and passage has a flat boarded ceiling. The west bay of the North Aisle has been enclosed with glazed screens to form a crèche.

Ground floor plan:

Not to scale; furniture and fittings not shown; Boiler Room and Basement Meeting Room not included.



Limitations of the report

- The inspection was carried out from ground level, from ladders adjacent (to view the flat roofs and pitched roofs on the north side). The inspection was purely visual. Concealed spaces (e.g. sub floors and ceiling voids etc.) and below ground drainage were not inspected. Mechanical and electrical services were not tested. It is recommended that a full electrical test is carried out every five years and portable electrical appliances are tested annually by a competent electrician. Heating systems should be serviced prior to the autumn every year by a heating engineer.
- This is a summary report; it is not a specification for the execution of the work and must not be used as such. The professional adviser is willing to advise the PCC on implementing the recommendations and will, if so requested, prepare a specification, seek tenders and oversee the repairs.
- The PCC is advised to seek on-going advice from the professional adviser on problems with the building.
- Contact should be made with the insurance company to ensure that cover is adequate.
- The repairs recommended in the report (with the exception of some minor maintenance items) are subject to the faculty jurisdiction. Guidance on whether particular work is subject to faculty can be obtained from the DAC Secretary or the Archdeacon.

The Report

Category scale

A – Urgent, requiring immediate attention

B – Requires attention within 12 months


C – Requires attention within the next 18-24 months




D – Requires attention within the quinquennial period


E – A desirable improvement with no timescale

M – Routine maintenance. This can be done without professional advice or a faculty


1.0 Exterior:

<p>1.1 Roof coverings</p>	<p><i>Welsh slates to Porch, Nave, Chancel, Organ Chamber roofs. Flat roofs with mineral felt to Vestry, Strong Room, Toilet, Kitchen and adjacent passage. Polycarbonate roof lights to Kitchen, Vestry and Passage. The North Aisle was re-slatted in 2010.</i></p>	
<p>Condition</p> 	<p>There are number of defects which require attention:-</p> <p><u>Porch:</u> Ridge - open perpend joints East slope – 1No slipped slate; 3 slates with broken corners; 1No broken slate; small moss deposits (see photo) West slope – 2No slipped slates; 1No rotated slate; 1No slate with broken corner.</p> <p><u>Nave:</u> South slope – 2No missing slates; 2No slipped slates; 1No rotated slate. North slope – 2No missing slates</p> <p><u>Chancel:</u> South slope – 1No missing slate; 2No slipped slates North slope - 2No missing slates (near eaves); 1No slate with broken corner; 1No rotated.</p> <p><u>Organ chamber:</u> East slope – 2No missing slates; 2No slipped slates</p> <p><u>Flat roof to Strong Room, Toilet and Kitchen:</u> Mineral felt and roof-light are in fair condition. Some moss. (See photo opposite)</p> <p><u>Flat roof to Vestry and Corridor:</u> Mineral felt and roof-lights are in fair condition. There is some moss and leaves on the flat roof.</p> <p><u>North Aisle:</u> Slating in good condition.</p>	
<p>Repair needs</p>	<p>Ridge pointing of the Porch and slating repairs to the roofs detailed above are needed in the short term to prevent water ingress.</p> <p>The moss and leaves to the flat roof areas should be removed.</p> <p>The Porch, Nave and Chancel roofs are suffering from nail fatigue and should be re-slatted in the long term.</p>	<p>B</p> <p>M</p> <p>D</p>


<p>1.2 Rainwater goods and disposal systems</p>	<p><i>Generally half round cast iron pipes with circular cast iron downpipes (some cranked over plinths) and shoes discharging over gullies taken to pipes and soakaways. Ogee gutters to Porch and North Aisle.</i></p>	
<p>Condition / repair needs</p> 	<p>Generally in fair condition. The pipes appear to have been painted with anti-climb paint. It is recommended that this paint is removed and all the rainwater goods are then redecorated and the downpipe joints re-caulked.</p> <p>The hopper on the NE corner of the Vestry block roof is blocked with vegetation. There is some vegetation in the Nave south gutter. The gullies and hoppers should be cleared of vegetation, leaves and silt etc. twice a year.</p>	<p>D</p> <p>M</p>
<p>1.3 Bellcote</p>		
<p>Condition/repair needs</p>	<p>The masonry and pointing appear in fair condition. The copper cockerel weathervane is tarnished and would benefit from cleaning; the metal supports would benefit from redecoration.</p> <p>The bells comprise 3No dishes mounted vertically and chimed from hammers operated from bell ropes at the rear of the Nave. The bells are working but have limited volume.</p>	<p>D</p>
<p>1.4 Parapets and upstand walls, finials, crosses and chimneys</p>		
<p>Condition/ repair needs</p>  	<p><u>Parapets:</u> The bedding is breaking away from the rear of the parapet above the toilet/ kitchen/strong room block. Raking out and repointing is needed.</p> <p>There is a vertical stepped crack emanating from the west parapet of the North Aisle down to the LH of window nVII. This should be raked out and repointed (see photo opposite).</p> <p><u>Upstand walls:</u> Generally the water tabling appears solidly bedded and pointed. However the bedding to the water tabling of the porch is breaking away on the western slope on the gable face. This should be raked out and repointed. The lead flashings all appear to be securely fixed. The pointing to the upstand wall of the Organ Chamber east face is in poor condition and will need repointing within the quinquennium (see photo opposite).</p> <p><u>Crosses:</u> The apex cross to the Nave east gable is in good condition. The apex crosses to the Porch east gable of the Chancel are missing. Consideration should be given to fitting replacements.</p> <p><u>Chimneys:</u> The chimney appears to be solidly pointed.</p>	<p>B</p> <p>B</p> <p>C</p> <p>D</p> <p>E</p>

1.5 External walling	<i>Rectangular sandstone blocks laid to irregular courses. Ashlar dressings to windows and door openings. Ashlar quoins and parapets.</i>	
<p>Condition/ repair needs</p> 	<p>The masonry and pointing are generally in sound condition.</p> <p>The walls have been repointed in places over the years and are of varying degrees of quality. In some places hard Portland cement has been used. This can cause erosion of the stone faces. In other places ribbon pointing has been used. This creates ledges which allow water penetration. The recent pointing on the north side of the Organ Chamber while correctly using lime has been poorly executed with the mortar being partially smeared over the face of the stones giving an unsightly appearance. (See photo opposite). This may have caused permanent damage to the stonework as well as altering the visual character of the masonry. Ideally this new pointing should be carefully removed and the wall re-pointed.</p> <p><u>It is important that any future repointing is carried out to a conservation architect's specification and under his/her direction as incorrect mortars and their application can do irreparable damage to the masonry.</u></p> <p><u>Porch:</u> Crack to LH hood mould over the door - monitor.</p> <p><u>Nave:</u> Loose mortar to the Nave east gable wall near the kneeler on the south side. This should be raked out and repointed.</p> <p><u>North Aisle:</u> Stepped crack from LH quoin of middle window nVI through the plinth to the air vent below. This should be raked out and repointed.</p> <p><u>Note:</u> See section 1.7 for window masonry.</p>	<p>E</p> <p>C</p> <p>C</p>
1.6 External doors and surrounds		
<p>Condition/ repair needs</p>	<p><u>Porch:</u> The upper panels have been re-glazed in clear glass since the last inspection. The door would benefit from re-varnishing.</p> <p><u>Nave:</u> The door is in fair condition.</p> <p><u>Chance!</u> The priest's door has been blocked up internally. The door is in need of re-oiling and the mastic caulking between the door and frame is perishing and should be replaced.</p> <p><u>Organ Chamber:</u> The door is in fair condition. Redecoration is recommended during the quinquennium.</p> <p><u>Boiler Room:</u> The door is in need of decoration.</p> <p><u>Generally:</u> All external doors have robust and appropriate ironmongery. Locks are of the five lever roller mortice deadlock type. The Organ Chamber external door is left unbolted during services for ease of emergency egress.</p>	<p>C</p> <p>C</p> <p>D</p> <p>C</p>

2.0 Interior:


<p>2.1 Roof structures, ceilings, ceiling voids and ventilation</p>	<p><i>NB concealed voids above ceilings were not inspected and the writer cannot state that these are free from defect.</i></p>	
<p>Condition / repair needs</p> 	<p><u>Porch:</u> the roof timbers are obscured by insulation bats which have been fitted as an experiment (see photo opposite). However the bats are fitted hard up against the tiling battens with no air space for ventilation and no ceiling to conceal the foil covering. The insulation has been crudely fitted with timber blocks. In the inspector's opinion the insulation will have little impact on the heat losses through the church roofs as a whole and should be removed.</p> <p><u>Nave, North Aisle and Chancel:</u> the exposed timber roof structure appears in sound condition from a purely visual inspection from floor level.</p> <p><u>Organ Chamber:</u> the boarded ceiling appears in fair condition from a visual inspection.</p> <p><u>Basement Meeting Room:</u> the painted boarded ceiling is in fair condition.</p> <p><u>Boiler House:</u> it is recommended that the ceiling be tested for asbestos and any recommendations implemented should asbestos materials be found.</p> <p><u>Vestry, Strong Room, Toilet, Kitchen and adjacent passage:</u> The painted plasterboard ceilings and sloping soffits to the roof light are in fair condition.</p>	<p>B</p> <p>B</p>
<p>2.2 Presence of bats and other protected species</p>		
<p>Comments</p>	<p>No bat droppings were in evidence during the inspection. However the presence of bats in the roofs should not be discounted. For further information on dealing with bats see Section 6 where there is a link to the Church Care website.</p>	
<p>2.3 Partitions, screens, panelling, doors</p>		
<p>Condition / repair needs</p>	<p><u>Partitions:</u> the partition between the Vestry and adjacent corridor and between the Toilet and Kitchen are in fair condition structurally and decoratively.</p> <p><u>Timber screen and door:</u> between the North Aisle and Organ Chamber is in fair condition but the overhead closer should be eased to make the door easier to open.</p> <p><u>Panelling:</u> the timber panelling to the Organ Chamber is in fair structural and decorative condition.</p> <p><u>Doors:</u> To the Vestry, Strong Room and Toilet. The doors are in fair structural and decorative condition. Ironmongery is appropriate to use and security.</p>	<p>B</p>

2.4 Floors, Platforms, Steps	<i>NB The fitted carpets could not be lifted and the floors below were not examined. The inspector cannot state these floors are free from defect.</i>	
Condition / repair needs	<p><u>Porch</u>: Stone paving and heating grille in fair condition.</p> <p><u>Nave and North Aisle</u>: Pine boarding to floors below pews in good condition. Stone paving and heating grille to Nave central Aisle in fair condition though there are some open joints which would benefit from re-pointing. Carpet to North Aisle and at front and rear of Nave in good condition.</p> <p><u>Crèche</u>: Carpet in good condition.</p> <p><u>Chancel</u>: Paving flags are slightly uneven in places and require levelling for safety reasons. The heating grilles appear in fair condition. Oak platforms to choir stalls in good condition.</p> <p><u>Sanctuary</u>: Some open joints in the marble floor and steps which require pointing. There is some rust staining of the marble floor by the LH convector heater. (See section 4.1 for action).</p> <p><u>Organ Chamber passage</u>: carpet a bit frayed at the join with the carpet from the stairs. May require carpet tape.</p> <p><u>Basement Meeting Room</u>: carpet in good condition. Stair, balustrade and handrail in fair condition. A child safety gate has been fitted at the top of the stairs.</p> <p><u>Toilet</u>: vinyl floor tiles in satisfactory condition though vinyl sheet would be more hygienic.</p> <p><u>Kitchen</u>: consider replacing the needle cord carpet with a vinyl finish for hygiene reasons.</p> <p><u>Strong Room</u>: carpet in fair condition.</p> <p><u>Vestry</u>: vinyl tiles in satisfactory condition.</p>	<p>D</p> <p>B</p> <p>C</p> <p>C</p> <p>E</p> <p>E</p>


2.5 Internal wall finishes		
<p>Condition</p> 	<p><u>Porch</u>: Stonework and pointing in good condition.</p> <p><u>Nave</u>: The stonework has been heavily pointed in the past. Also some past cracks (by Porch door and above Chancel arch) have been crudely filled with hard (and dark) Portland cement rather than lime mortar which look unsightly (see photo opposite).</p> <p>There are some minor cracks to joints as follows:-</p> <ul style="list-style-type: none"> - vertical crack in NW corner - stepped cracks above arcade in western and middle bays - stepped crack running from porch door lintel to wall head; this past crack has opened up again near the wall head - vertical hairline crack above porch door lintel to wall head - diagonal stepped crack from porch lintel to RH window 	

	<p><u>Crèche</u>: There are hairline cracks in the joints to the masonry above the arcade (corresponding to a matching crack on the Nave side of this wall). There is also a hairline in the north west corner.</p> <p><u>North Aisle</u>: There are hairline cracks in the joints to the masonry above the middle arch of the arcade (corresponding to a matching crack on the Nave side of this wall).</p> <p><u>Chancel</u>: As with the Nave the stonework has been heavily pointed in the past. Again some past cracks have been crudely filled with hard (and dark) Portland cement rather than lime mortar which look unsightly.</p> <p>There are some minor cracks & open joints as follows:-</p> <ul style="list-style-type: none"> - crack between lintel and inner masonry to windows sII and nII - stepped vertical crack to LH of window sIII - open joint to cills of windows sIII and nII - crack at HL above window nII - stepped crack to north wall to LH of window nII - cracking to RH of arched opening to organ - cracking between Vestry door & arched opening to organ <p><u>Organ Chamber</u>: see 2.3 for comments on wall panelling.</p> <p><u>Basement Meeting Room</u>: see 2.3 for comments on wall panelling.</p> <p><u>Toilet and Kitchen</u>: textured wall paint; ceramic tiled splashback above kitchen worktop – in satisfactory condition.</p> <p><u>Vestry and Passage</u>: wallpaper and substrate in good condition.</p>	
Repair needs	The hairline and other minor cracks should be carefully raked out and carefully re-pointed in lime mortar under the direction of a conservation architect.	D


2.6 Monuments, tombs etc.		
Comments	<p>These include the following:-</p> <p><u>Chancel</u>: a timber plaque with list of past vicars; the timber and brass Simpson Memorial; stone Thorp memorial.</p> <p><u>Nave</u>: a timber and brass war memorial; mixed marble/ceramic Willis memorial; stone tablet; framed timber and glass fronted plaque.</p> <p><u>North Aisle</u>: gilded lettered, timber war memorial.</p> <p><u>Porch</u>: painted timber grant plaque.</p> <p>All appear in fair condition and mounted securely.</p>	


2.7 Vestry, kitchen, servery and toilet		
<p>Comments</p> 	<p>See 2.1, 2.3, 2.4 and 2.5 for comments on ceilings, partitions/doors, floors and wall finishes respectively.</p> <p><u>Vestry</u>: fairly basic space, no fitted cupboard for vestments.</p> <p><u>Kitchen</u>: small and functional but remote from Nave; no cooking facilities; no extract ventilation.</p> <p><u>Servery</u>: (see photo opposite) ideal for serving hot drinks etc. at rear of Nave.</p> <p><u>Toilet</u>: functional but remote from Nave. See section 2.8 regarding facilities for wheelchair users.</p>	
2.8 Disabled access and provision		
<p>Comments</p>	<p>There is level access into the church from the access path and adjacent car park on the south side. See 3.1 for comments regarding access via the lych-gate.</p> <p>The Porch and Nave external doors give sufficient width for wheelchair users to access the church. Aisles are wide enough for wheelchair manoeuvring. The floors are level in the Nave, Crèche, North Aisle and Chancel. There is small step up into the Organ Chamber passage and into the Chancel block and 3No steps in the Sanctuary area.</p> <p>There is no accessible toilet in the church for wheelchair users. Consideration should be given for remodelling the current toilet and kitchen area to provide an accessible toilet to current standards.</p> <p>A sound reinforcement system and an induction loop system are provided to benefit the hard of hearing.</p>	E
2.9 Fittings, fixtures, furniture and moveable articles	<p><i>These comprise the following:- Finely carved oak reredos; finely carved oak altar frontal; finely carved prayer desk; 2No oak sanctuary chairs; finely carved eagle lectern; oak communion rail with decorative brass supports; carved oak choir and priest's desk frontals, seat backs and seat gables; finely carved rood screen; finely carved oak pulpit; octagonal timber font; plain oak lectern; sound desk; servery.</i></p>	
<p>Comments</p>	<p>All in good condition.</p>	
2.10 Organ		
<p>Comments</p>	<p>The pipe organ is understood to be in good working condition and re-tuned when required.</p> <p>An electric keyboard is located in the Nave. This is understood to be in good working condition and is used more regularly than the pipe organ.</p>	

3.0 Churchyard and environs:

3.1 Paths and access issues		
Condition/ repair needs	The gravel paths around the church are in fair condition and give level access from the main gate to the Porch. There is an uneven paving stone in the lych-gate and the cobbles on the church side of this structure will be difficult for the infirm and wheelchair users to use. It is recommended that the paving stone should be levelled and the cobbles are replaced with gravel.	E
3.2 Gates, railings and steps		
Condition/ repair needs	 <p><u>South gate:</u> it is recommended that the gates and gate posts are redecorated during the quinquennium.</p> <p><u>East gate:</u> the metal gates by the lych-gate structure are out of alignment and don't close properly. Also the gate is rusting in places. Realignment, removal of rust and redecoration is recommended.</p> <p><u>Lych-gate structure:</u> the felt shingles are covered in moss – this should be removed to reduce weight and prevent damp penetration. The timber structure has some splits which need filling and some rot in the ends of the beams which need treating. The whole of the timber structure is in need of decoration (staining) to prevent water penetration and rot. The particleboard ceiling is also in need of redecoration.</p> <p><u>Railings to Boiler House steps and Organ Chamber door:</u> the railings are showing signs of rust in places. Removal of rust followed by redecoration is needed.</p>	D C C C
3.3 Boundary walls		
Condition/ repair needs	<p>The west boundary wall (from the NW corner to the main gate) is in good condition following recent repointing. The remaining run from the gate to the SW corner has open joints and hard Portland cement pointing. It would benefit from re-pointing.</p> <p>The north boundary wall has been repointed in various locations and is in fair condition.</p> <p>A section of the east boundary wall is leaning in and out of alignment in places due to tree roots etc. The local authority has plans for this wall to be taken down and re-constructed once a faculty has been obtained.</p>	D C
3.4 Churchyard		
	<i>The churchyard is maintained by Gateshead Borough Council.</i>	
Comments	Some headstones are leaning and should be monitored for safety.	C
3.5 Trees		
	<i>The churchyard has a number of mature trees including lime, sycamore, yew, cherry etc.</i>	
Safety	None of the trees appear to be causing problems to the church (e.g. tree roots or overhanging branches). This should be monitored bi-annually.	
Importance	The trees make an important contribution to the setting of the church.	

4.0 Services, installations and other matters:

<p>4.1 Heating</p>	<p><i>The heating system comprises a gas fired boiler serving heating pipes, column radiators, pressed panelled radiators and fanned convector heaters. These are supplemented by portable electric convectors and an electric radiant heater.</i></p>	
<p>Comments</p> 	<p>It is understood that it can take several hours for the system to reach adequate temperatures for services. The boiler (see photo opposite) appears to be over 30 years old and is towards the end of its expected service life. Consideration should be given to replacing the boiler with a new more efficient one. This should result in better thermal comfort levels and reduced energy consumption.</p> <p>Pipework is lagged in the Boiler House and Basement Meeting Room.</p> <p>The fan convector heater to the LHS of the Chancel altar appears to be leaking (there are stain marks on the marble floor adjacent). Any leaking pipes should be sealed.</p>	<p>E</p> <p>B</p>
<p>4.2 Electrical</p>	<p><i>Supply: Overhead supply on the west gable of the Nave. The meters and distribution board are located in a cupboard adjacent. A secondary distribution board is located adjacent to the organ.</i></p> <p><i>Lighting: Comprises the following:-</i></p> <p><i>Porch – 1No pendant light; 1No exterior light</i></p> <p><i>Nave – 8No metal halide floods; 2No PAR spot lights by Chancel steps; pendant light over sound desk.</i></p> <p><i>Crèche/ North Aisle – 3No metal halide floods</i></p> <p><i>Chancel - 5No metal halide floods; 2No incandescent lights; 2No reflector spot lights; 2No lamp holders by rood screen.</i></p> <p><i>Organ Chamber passage – 1No fluorescent light</i></p> <p><i>Basement meeting room – 2No fluorescent lights</i></p> <p><i>WC/ kitchen – ceiling mounted/ fluorescent light</i></p> <p><i>Kitchen corridor - fluorescent light</i></p> <p><i>Vestry/ strong room - fluorescent lights</i></p> <p><i>Boiler Room – fluorescent light</i></p>	
<p>Comments</p>	<p>The following lights were not working:-</p> <ul style="list-style-type: none"> - Nave – 2No metal halide floods - Crèche – 1No floodlight - Chancel – 2No spot lights (in square fittings) <p>These should be re-lamped.</p> <p>The halide flood lights are noisy at start up and take time to come to full illumination. They give a 'white' light which can give a 'cold' feel to the interior. Consideration should be given to replacing these with modern LED type fittings with a warm colour temperature.</p> <p>It is recommended that a full electrical test is carried out every five years and any recommendations for improved safety are implemented. The test results should be filed with the Log Book.</p> <p>Portable electrical appliances should continue be tested every year to comply with the PAT regulations.</p>	<p>E</p> <p>M</p> <p>M</p>

4.4 Water supply		
Comments	<p>A mains cold water supply is provided in the basement, in the wc/kitchen and by the servery at the rear of the Nave.</p> <p>The instantaneous hot water unit by the kitchen sink does not appear to work properly. Consideration should be given to replacing it.</p>	C
4.5 Sound system		
Comments	<p>A sound system comprising microphones and speakers are installed in the Nave, North Aisle and Chancel. An induction loop system is also installed. These systems were not tested but are understood to be in good working order.</p>	
4.6 Projection system		
Comments	<p>Overhead screens and projectors (run from lap top computers at the sound desk) are located at the front of the Nave and North Aisle. These were not tested during the inspection but are understood to be in good working order.</p>	
4.7 Fire protection		
Comments	<p>Fire-fighting appliances are provided in the Nave, Chancel, Creche, Organ Chamber and Boiler House. These should continue to be serviced annually.</p>	M
4.8 Lightning Protection		
<p>Comments</p> 	<p>The bellcote has a lightning conductor and copper down tape on the west side of the Nave. This is somewhat obtrusive a location. Ideally the down tape should be re-sited more discreetly (e.g. to the side of a buttress).</p> <p>It is recommended that the conductor is tested every five years by a lightning specialist and any remedial work or upgrading recommended should be carried out. The report should be filed with the Log Book.</p>	<p>E</p> <p>M</p>

5.0 Summary of repairs

Category scale

A – Urgent, requiring immediate attention

B – Requires attention within 12 months

C - Requires attention within the next 18-24 months

D – Requires attention within the quinquennial period

E – A desirable improvement with no timescale

M – Routine maintenance. This can be done without professional advice or a faculty

Category	Comment	Budget Costs (ex VAT & fees)
A	None	-
B	Localised pointing of porch ridge tiles (1.1)	£150
B	Slating repairs (1.1)	£1,500
B	Re-pointing bedding of parapet to toilet/vestry/strong room roof (1.4)	£100
B	Pointing stepped crack in parapet to west gable of North Aisle (1.4)	£200
B	Remove insulation boards to Porch roof (2.1)	DIY
B	Asbestos testing of Boiler House ceiling (2.1)	£350
B	Ease overhead door closer to North Aisle/Organ Chamber door (2.3)	£100
B	Level stone paving flags in Chancel to prevent tripping (2.4)	£100
B	Check and seal any leaking pipes to convector heater by altar (4.1)	£100
B	Replace faulty light bulbs (4.2)	£1,200
C	Removal of loose bedding and then repointing water tabling to Porch gable (1.4)	£150
C	Remove loose mortar and re-point small section of Nave east gable (south side) (1.4)	£100
C	Rake out and re-point joint at stepped crack by middle window to North Aisle (1.5)	£500
C	Re-varnish Porch external door (1.6)	£150
C	Replace caulking and re-oil Priests door (1.6)	£150
C	Redecorate Boiler Room door (1.6)	£150
C	Redecorate toilet window (1.7)	£75
C	Replace cracked pane to Basement meeting room window (1.7)	£100
C	Free paint bound sashes to Basement meeting room window (1.7)	£100
C	Realign hopper vent to window nV to prevent draughts (1.7)	£150
C	Replace missing clips to Perspex sheet at Creche window nVII (1.7)	DIY
C	Fill open joints in marble steps to Sanctuary and paving to Nave aisle (2.4)	£150
C	Rehanging and redecoration of east gate (by lych-gate) (3.2)	Local authority
C	Removal of roof moss and redecoration of lych-gate structure and ceiling (3.2)	£2,500
C	Redecoration of railings by boiler house and organ chamber steps (3.2)	£250
C	Monitor safety of headstones (3.4)	Local authority
C	Replace faulty hot water heater to kitchen (4.4)	£150
D	Re-slating of Porch, Nave and Chancel roofs (1.1)	£75,000
D	Redecoration of rainwater goods and re-caulking downpipe joints (1.2)	£1,500
D	Cleaning of copper cockerel and redecoration of metal supports (1.3)	£1,500
D	Repointing of east upstand wall of Organ Chamber (above flat roof) (1.4)	£750
D	Redecorate external door by Organ Chamber (1.6)	£150
D	Repointing of open joints & cracks to window masonry internally and externally (1.7)	£500
D	Raking out & repointing of joints where cracks have occurred on internal wall faces (2.5)	£1,500
D	Redecoration of main gates (3.2)	£250
D	Repointing of west boundary wall (from main gate to Vicarage) (3.3)	£2,500
E	Consider replacing missing apex crosses to Chancel and Porch gables (1.4)	£5,000
E	Consider removal of poor pointing to north wall of Organ Chamber then & re-point (1.5)	£2,500
E	Consider fitting vinyl flooring to toilet and kitchen for hygiene reasons (2.4)	£1,000
E	Consider remodelling to provide accessible toilet (2.8)	£15,000
E	Consider removal of cobbles and replacement with gravel by lych-gate (3.1)	Local authority
E	Consider replacement of 30+ year old boiler (4.1)	£20,000
E	Consider new lighting scheme to Nave, North Aisle and Chancel (4.2)	£20,000

E	Consider re-routing lightning conduction down tape (4.8)	£2,000
M	Clearing of moss and leaves from flat roof areas (1.1)	DIY
M	Clearing hopper and gullies (1.2)	DIY
M	Electrical contractor to carry out five yearly electrical test (4.2)	£400
M	Test portable electrical appliances annually (4.2)	£150
M	Lighting specialist to test lightning conduction system every five years (4.8)	£500

6.0 Maintenance recommendations and general advice

Accessibility and disabled people

The Equality Act 2010 bans unfair treatment and helps achieve equal opportunities in the work place and wider society. Duties under the Act are placed on 'service providers', which include churches and the service they provide for worship and wider activities either in the church or a church hall. The PCC should ensure that they have understood their responsibilities under the Equality Act 2010. Further details and guidance are available at http://www.churchcare.co.uk/images/Accessibility_Sept2017

Asbestos

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

Bats and other protected species

The PCC should be aware of its responsibilities where protected species are present in a church. Guidance can be found on <http://www.churchcare.co.uk/churches/guidance-advice/looking-after-your-church/bats>

Electrical Installation

Any electrical installation should be tested at least every five years in accordance with the recommendations of the Church Buildings Council. The inspection and testing should be carried out in accordance with IEE Regulations, latest edition, and an inspection certificate obtained in every case. The certificate should be kept with the church log book.

Fire extinguishers

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

Heating Installation

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

Health and Safety

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

Insurances

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

Lightning Protection

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

Maintenance and restoration of church bells

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

Organ

Enter into an annual contract for maintenance and tuning.

Painting rainwater goods

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

Pointing of masonry

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

Plasterwork

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

Rainwater disposal systems

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

Roof coverings

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

Sustainable buildings

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



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Appendix: Selected photos taken during the inspection



Nave – view from west



View towards Chancel



North Aisle from east end



Enclosed bay of North Aisle containing Creche



Basement Meeting Room



Nave – view from east



Flat roof over Vestry



Junction of Organ Chamber, Nave & N. Aisle roofs