



**QUINQUENNIAL INSPECTION REPORT  
OF  
NEW BRANCEPETH, ST. CATHERINE**

**DIOCESE OF DURHAM  
ARCHDEACONRY OF AUCKLAND  
DEANERY OF DURHAM**

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

**QUINQUENNIAL INSPECTION AND REPORT  
OCTOBER 2020**

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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: 7<sup>th</sup> October 2020. Dry and bright.

Date of report: 14<sup>th</sup> October 2020.

Report prepared by: *David S Beaumont* RIBA AABC

### 2.0 LOCATION AND SITE

**Address:** St. Catherine's Church, New Brancepeth, County Durham.

**National Grid Reference:** NZ 224 415

### 3.0 CHURCH AND LISTING DESCRIPTION

#### **Description:**



The colliery village of New Brancepeth – originally called Sleetburn – was founded in 1856. There were two areas of housing, the northern lower area for pit workers and the southern high upper area for managers and professionals which is where the church is situated. This is not the first church at New Brancepeth.





An earlier church in 1890, architect unknown. On the 4<sup>th</sup> July 1942 the church, which was on a different site to the West burnt down. It was chosen not to rebuild but adapt the mission hall built around about 1910 – 1912 by local village labour, it was dedicated (but not consecrated) as the new parish church for New Brancepeth and it is this adapted hall which is now St. Catherine's Church.

The orientation of the church is not on the usual East/West but almost North/ South with chancel at the southern end (the true orientation is used in the report).



It is a pitched roof rectangular building with flat roof later additions, which were recently causing the majority of defects but has now had pitched roofs added at the north.

Boiler room at the west and Organ chamber on the east elevation (in mission hall days this was the location of the main entrance), kitchen at north end.

Store room and toilet added in 1946/47 with a lean-to slated roof.

Vicar's vestry to the north added in 1952/53 created from the earlier organ chamber.

Vestry and porch flat roof changed to pitched roof in 2014.

The brickwork was cement rendered by F W Goodyear in 1952/53. No doubt to unify the appearance of the original building, built forty years previously and the new additions – are probably in a different brick. It is this rendering that has contributed to the damp problems that the church has suffered in the past, though they have now repaired this. External walls have had chemical injection damp proof course applied. All internal walls are plastered and have had remedial damp proofing works. Externally to the west is a freestanding new shed used for storage.

**Listing Description:** *The church is not listed.*

#### 4.0 PREVIOUS INSPECTIONS

This is the author's second inspection.

#### 5.0 SCOPE OF REPORT

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

#### 6.0 REPORT SUMMARY

A great deal of work has gone into the repair and upkeep of the church since the last QI in 2013. Section 7.3 lists the extent of the work carried out.

The building has had a significant overhaul and it is looking really good.

Outstanding are repairs to the windows but they could probably hang on for another five- ten years or so. The excellent condition of the church is a testament to the church wardens' work for which they should be congratulated.

**Structural:**

The building is solid brick wall construction (340mm thick with external render of approximately 20mm) and has now solid floors throughout. Open boarded roof with five king post trusses with renewed slate roof finish, flat roofs are in mineral felt and there is no insulation. The structure is in a stable condition.

Where the building has been extended in the past there has been some failures in construction techniques and the junctions of the additions had in the past been evident through cracking render but this has now all been re-rendered and decorated.

There is a slight gap to the penultimate S truss where the king post meets the principal beam but it looks to be old and of no consequence. I wonder if there is something up at the n end of the purlins but it might just be decoration around the ends making it look as if they have moved slightly.

**Roofs:**

The flat roofs over the vestry and porch area, which were in a very poor condition at the last inspection, were retained and a new pitched roof put over them in 2014 and this has unified the look of the building and provided better weather protection now to this N end. In 2020 the main roof was re-slated with counter battens and slating battens, and this has lifted the roof slightly and caused a minor junction misalignment with the roof over the porch at the ridge.

The roof construction is boarded ceiling inside and it also has an external sarking boarding over the rafters, so the roof has two thicknesses of boarding separated by a rafter- so that provides some insulation. During the nave reroofing, all of the sarking was swept down and so the problem of having dust coming through the boarding on the inside has now gone. The slating has been carried out with second hand and the best was on the front and reclaimed from the old roof on the back.

W.C. rear entrance lobby roof remains as before in slate and it is ok, it has mineral felt flashings, these no doubt are replacements to lead. Remaining flashings on the building are in lead and are ok.

There are two flat roofs, organ and boiler room:

The organ roof has been inspected during the 2019 nave reslating works and advised to be in good condition. The rear boiler flat roof mineral felt is older and looks in a poorer condition but it is likely to last another five years or so advises the warden via the 2019 roofer. If there was a leak it would be leaking onto the concrete roof and the underside within the room doesn't show any defects.

**Rainwater Goods:**

Grey modern half round plastic gutters and downpipes discharging to gullies. All of the guttering and downpipes were replaced during the nave slating works in 2020, the gulleys are overgrown and it would be good to clear these out and just make sure that the gulleys are free running.

They discharge to soakaways predominantly though there are perhaps one or two at the rear which go into the foul drainage system. There is a foul drain that runs parallel to the W elevation and it serves two further properties up the line. The church is downstream. It has been blocked in the distant past and as recently as 2016 there was a further blockage which was resolved by cleaning out, previously the drainage was from tree root invasion and those trees that were likely to have caused the invasion have been removed.

**Walls:**

Whilst the building has had a history of a damp problems and repairs, there is no evidence of it now. It has had a chemical injection throughout the perimeter. It also has had Newton Lath applied to the walls inside and this appears to be generally successful. Internally there is still some salts appearing at the porch and vestry because this was a former external wall now enclosed by the vestry. Also at the organ chamber opening (and it is not possible to get round the organ to see what the back of it is like). There were many shrinkage cracks in repairs and they have now all been filled and redecorated.

Externally the render to the nave or earlier part of the building is in good condition. The vestry addition decorative finish is not so good at the north and that it is a bit patchy and cracked but the render is all there, and there doesn't appear to be any loose render about the building.

There is still render down to the ground which does allow for damp to come up behind it and it would be wise to stop the render 150mm short of the ground, like the work that has been carried out at the organ chamber.

**Windows, Doors and External Joinery:**

**Window** – Apart from the vestry, where the windows are metal the church has timber windows and these are original. As reported in the last QI there are areas of rot in them particularly at the cills and they do need overhauling, but probably not extensive repair and replacement timber work other than modest repairs of the lower part of the window which could be carried out by a competent joiner. They will probably last 5-10years. They are single glazed rectangular quarries with lead cames and these are all fairly good condition. There is a slight slumping of one of the panels at the S W corner above the pulpit and a couple of cracks to quarries about the building.

**Door** – The doors are in fairly good condition, they just need a bit of oiling to ease the latch action of the handles.

**Externals:**

The church is on a small plot with no burial ground. It is lawned at the front with a shrub border and privet hedges to the E and S which are all kept well. The N has a low brick boundary wall assumed to be owned by the adjoining neighbour. The rear of the church is on to open farmland and its wooden fence is broken in many places but the cattle wire fence beyond it provides a barrier.

At the rear there has been in the past a double avenue of trees. The inner being Sycamore and the outer being Beech, the inner of Sycamore has now been removed which has improved the quality of daylight, reduced the amount of leaf litter and potentially offers less effect on the drainage system.

The church ground at the rear has been tidied up extensively and the S part is intended to be a wildlife area. There is a new shed on a concrete base, whose timber formers remain on the perimeter and could be removed. There is also some litter at the foot of the walls from the nave slating works to remove.



## 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- 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:** Service comes from the highway to the kitchen sink at the N of the building where there is a stop tap.

**Recommendation:** None.

- **Foul drainage:** There is a foul drain at the rear of the church that serves to domestic properties up stream, it has been blocked in the past and as recently at 2016 but repaired or unblocked. It discharges to the highway at the E.

**Recommendation:** None.

- **Surface water drainage:** The rainwater is to soakaways, there extent or position is not really known, at the rear one or more goes into the foul drainage.

**Recommendation:** None.

- **Lightning conductor:** None.

**Recommendation:** None.

- **Electricity:** Overhead supply to the S gable which is routed at eaves level on the E side of the building, entering into the kitchen from the former flat roof area, where it terminates in a

distribution board- now boxed in. In 2013 at the five yearly test some minor repairs were identified and these were carried out. It passed its 2018 test without incident. In 2012 a smart meter was installed.

**Recommendation:** None.

- **Lighting:** Inspected as part of the 2018 electrical inspection and no fault found. Lighting internally is by low energy lamps and the nave comprises: eight glass shades with low energy lights; one spotlight to the lectern; two vertical fluorescent fittings behind side curtain lights that light the alter area.

Vestry has two pendant lamps.

Kitchen has ceiling fitted enclosed light.

**Recommendation:** None.

- **Sound system:** None.

**Recommendation:** None.

**Audio Visual:** None.

**Recommendation:** None.

**Security:** None.

**Recommendation:** None.

- B PAT:** Planned to be tested in 2020.

**Recommendation:** Carry out the test.

- **Heating:** By gas fired Glow Worm Ultracom 30 HXI boiler, installed circa 2008. The distribution piping and radiators were all renewed in 2015 in copper and double panel radiators and now comprises six double panels in the nave and the remaining areas have radiators, the W.C. radiator wasn't changed. There is a new timer which occasionally proves to be problematic and its circuit board is being repaired. Last service in April 2020.

**Recommendation:** None.



- **Gas meter:** In boiler house and a smart meter has been fitted in 2018.

**Recommendation:** None.

- **Bells:** One allegedly said to have come from a shipwreck, given by Mr C White of Eshwood Street, to the original church and the bell was transferred to this church following the fire.

The bell position was relocated to the vestry gable as part of the 2014 vestry reroofing project and it has an elementary method of being rung which could be tidied up but it satisfactory for the present.

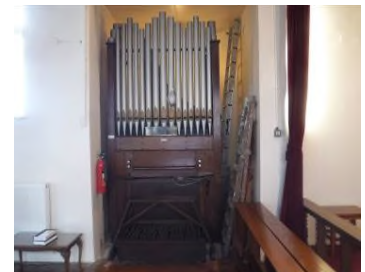
**Recommendation:** None.

- **Clock:** None.

**Recommendation:** None.

- **Organ:** Made by Wards of Middlesbrough with a single manual and four stops, it works satisfactorily and is maintained annually in May. Note the clutter around it. The previous upright piano has now been rehomed.

**Recommendation:** None.



- E **Rainwater goods:** Are inspected by Warden's generally twice a year. It is always better to have a roofing firm carry out the inspection and cleaning as they will have an eye to the slating on the roof and the flashings and generally check over the roof at the same time, though this comes at a cost.

**Recommendation:** consider creating annual maintenance agreement with roofing contractor.

## 7.2 GENERAL

**Churchyard:** None.

**Recommendation:** None.

- **Trees:** One avenue of eight mature Beech trees remain and six Sycamore's have been removed.

**Recommendation:** None.

- **Access for the Disabled:** The PCC has a resolution in place which addresses the requirements of the Discrimination Against Disabled Act.  
**Recommendation:** None.
  
- **Wheelchair access:** There is level access from the road through the boundary gate to a step at the porch where a steel ramp is used, from there it is level access to a single chancel step.  
**Recommendation:** None.
  
- **Fire matters:**  
Fire extinguishers noted:  
Kitchen – 2kg CO<sub>2</sub> and fire blanket.  
Porch – 6 litre foam.  
Nave – 6 litre foam.  
Organ – 2kg CO<sub>2</sub>.  
  
Last test 2020  
**Recommendation:** None.
  
- **H & S policy:** For the church is in place and reviewed annually.  
**Recommendation:** None.
  
- **Insurance:** The church is insured by Ecclesiastical.  
**Recommendation:** None.
  
- B** **Asbestos:** The church report there is no asbestos, but they do not have an asbestos register.  
**Recommendation:** The PCC to create an Asbestos Register outlining the presence (or not) of any asbestos within the building.
  
- **Bats:** None reported.  
**Recommendation:** None.

## 7.3 WORK SINCE LAST INSPECTION

### **2014**

*Addition of pitched roof over vestry and porch.*

### **2015**

*Replacement radiators and service pipework. Vestry and kitchen refurbishment. Redecoration externally and internally.*

### **2016**

*Blocked drainage repaired. New chancel carpet. Sycamore trees removed. New noticeboard.*

### **2018**

*Electrical test. Chimney stack removed at boiler room.*

### **2019**

*Asbestos shed removed and new base and new timber shed installed.*

### **2020**

*Re-slating of nave roof.*

## 7.4 OUTSIDE

### 7.4.1 ROOFS



**E** **Nave** – Roof re-slated in 2019, new second hand on the E side and the best of the reclaimed on the W. The roof was raised with counter battens to bring it up to modern standard and as a consequence the slating over the porch was lifted accordingly, the work is ok.

**Vestry** – Has older slated roof got a little bit of moss on it but generally looks ok.



**W.C.** – Has a lean-to slate roof, this is a little bit scruffy with arisings off the main roof works and just needs to be tidied up, has mineral felt flashings elsewhere the flashings are in lead.

**Boiler room** – Has an old mineral felt that may well last another five years, it does have some moss on it, and there is no obvious leaking inside.

**Organ loft** – Has a mineral felt roof of a later period than the boiler room, this was inspected in 2019 and found to be satisfactory, possibly five to ten years left on this one.

The fascias have been redecorated recently though the undersides of them, where the exposed rafter feet are coming through the wall head aren't, and the paint is flaking away from that, it would be wise to get onto those and also to establish if there is any rot in them. The S side of the cantilevered entrance canopy's decoration is breaking down.

**Recommendation:** monitor the boiler room roof, consider decorating soffits



#### 7.4.2 RAINWATER GOODS

**B** Due to the reroofing works the church has been completely renewed in plastic rainwater goods on fascia brackets with downpipes to gullies and soakaway. The gullies need clearing of leaves and debris and insure that they are free running.

**Recommendation:** clear gullies



#### 7.4.3 WALLS, BUTTRESSES, CHIMNEY'S





- **Walls:**

The walls are all rendered onto brickwork and they have in the past lost part of their render at low level, this has been patched over since the last inspection and as a consequence all on the entrance side looks ok.

There was a particular problem at head height around the organ chamber but that has been addressed by decoration, it looks as if the parapet wall is loose slightly but it isn't, it is just the way it is.

**Vestry** – The N side of the vestry shows its ancient plaster repairs over time but it is generally ok, bit of a crack in the render at low level on the plinth but there is no real difficulty, this area is in a different coloured paint. The W side is a little bit more scruffy with hairline but it will live for a while.

**W.C.** – Again is much the same state as the vestry, it has a concrete stair to it and the side of that some of the plaster is breaking away to the newel.

**Nave** – On the N side generally alright, the decoration is breaking down at low level particularly around the N downpipe.

**Boiler room** – Is generally ok, has the same trouble at low level as the nave.

**Recommendation:** none



**Buttresses:** None.

- **Chimney:**

This has been reduced in height and terminated just above the throating with a lead cap on it, a bit rudimentary but I think it will do. The decoration on there is a bit poor.

**Recommendation:** none



#### 7.4.4 FLECHE, BELLS, FRAMES, CLOCK

- **Fleche:** None.

- **Bell:** The bell has been relocated on the N gable at high level above a simple lean-to slated roof. It is rung by a fairly simple operation.

**Recommendation:** none



- **Frames:** none.

- **Clock:** none.

#### 7.4.5 WINDOWS AND DOOR OPENINGS

All of the windows and doors are into square reveals in rendered brickwork.

##### **Windows:**

The windows themselves are timber with rectangular plain glazing, Edwardian in appearance, all very attractive, clear glass, some of the cills are rotten and some of the horizontal glazing beads above the cills have also rotted, they are all serviceable and keeping the rain out and they are in not too bad a condition since the last QI, but the church does have it in mind to attend to repairs in the next quinquennium.



##### **Door:**

Entrance door is a double door, this is a boarded framed door all operates ok. Rear door not checked.

**Recommendation:** E set aside funds for future window repairs



## 7.5 INSIDE

### 7.5.1 ROOF TIMBERS



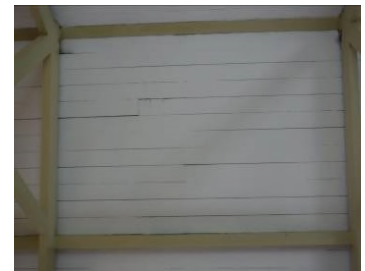
- B** Five trusses form the main nave space, supporting purlins onto ceiling boarding. Every second truss has a projecting supporting member going down into the wall head and the truss condition looks fine. There is some slight possible deflection to the penultimate s beam as the gap has opened up on the truss post-but looks historic. Is there rot at the purlins at the n end? Or is this decoration marks?



**Recommendation:** inspect purlins

### 7.5.2 CEILINGS

- **Nave:**  
Boarded ceiling, some open joints, dust has been coming down but as a consequence of the re-roofing works this now has gone.  
**Recommendation:** none



- E** **Sanctuary:**  
Boarded ceiling, be worth understanding what type of boarding it is, possibly fibre board which looks fair.  
All the other ceilings within the church are plaster and look in good condition.  
**Recommendation:** establish type of ceiling board material.

### 7.5.3 CHANCEL ARCH, ARCADES, MASONRY



**Chancel Arch:** There is no separate chancel structure- it is within the end of the nave. There is fret cut board on the last truss to form a division between the nave and the chancel, which also has curtains to it, that looks ok.

**Recommendation:** none

- **Arcades:** None.

**Recommendation:**

- **Masonry:** None.

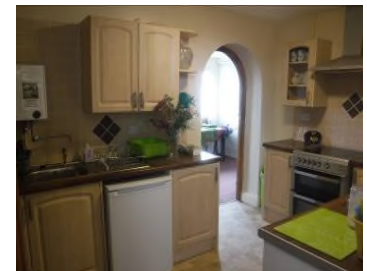
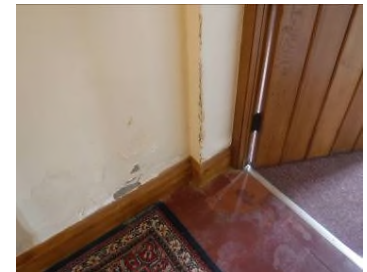
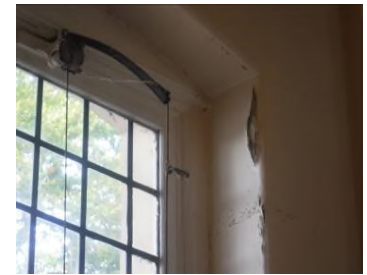
**Recommendation:**

### 7.5.4 PLASTER, DECORATION

**E Plaster:**

The walls throughout the building are plastered and decorated and have been decorated quite recently after a further round of plaster repairs particularly at the organ chamber.





**Nave** – The N end of the nave was quite a poor arrangement and that has now been attended to and recovered very well, however there is a little bit of timber that is showing rot at the eaves line. The warden advises that it has been treated and is dormant. It could be removed to improve the decoration of the gable. There is no access into the space behind it- over the kitchen and vestry. There looks to be the ghost of a blocked in opening at the apex.

Some plaster breaking down at window reveals

**Organ loft-** has been updated, some poor decoration in the hidden corners

**Porch** – All ok apart form a little damp close to the vestry corner and there is a bit of rust to the door reveal, plaster stop. Nothing to do other than keep on top of the decoration.

**Kitchen** – Recently been tiled out and all in good condition.

**W.C.** – Plastered and decorated out in good condition.

**Vestry** – Damp showing at low level by the radiator, so possibly what is seen in the porch and in here is the same thing, which is a former external wall now made an internal wall and it is damp as a consequence of its construction and the only thing to do is to just keep on top of decoration. The room has now been cupboarded out and within the W cupboarding there is a timber board backing to protect the fabrics within.

**Recommendation:** Consider if it is worthwhile having the kitchen/Vestry roof voids available for access. Remove the rotten timber at the nave gable, upkeep decoration at reveals.

## 7.5.5 FLOORS, RAILS

### - **Floors:**

**Nave** – Floor is herringbone blocks with a tight grain to it, undulating rather but seen to be serviceable, it is odd to see the



dishing that is in this, it doesn't seem to make sense why it is there, perhaps a previous activity in the room that has caused it.

**Sanctuary** – Is a suspended timber platform, now with a new carpet covering.

**Organ Loft** – Exposed concrete floor but it is mostly covered by the organ.

**Porch** – Has terracotta tiles, some scratching from previous dropped door but all serviceable.

**W.C. and kitchen** – Has new vinyl.

**Vestry** – Has new carpet.

These are all onto solid floors.

**Recommendation:** none



- **Rails:**

Nicely made oak rails which are firmly fixed to the floor, there is also two temporary rails in pine.

**Recommendation:** none

#### 7.5.6 PARTITIONS, DOORS, PANELLING, SCREENS

- **Partitions:** None.

**Recommendation:**

**B** **Doors:**

**Porch** – Pair of double doors in good condition.

**Nave** – Double doors now with tall bolt fitted, these are oak solid panelled doors with applied moulding to the surface, which is the style throughout.

**Kitchen** – A hollow flush door with applied beading.

**W.C. lobby** – Original Edwardian white painted door with oval glazed top light, door handle squeaks a bit.

**External door** – locked. Not checked.

**W.C.** – Simple boarded door, the handle is a bit stiff to operate and it doesn't latch properly.

**Vestry** – Like the kitchen door but in this instance solid, with a squeaky rose handle and it catches slightly in the frame.

**Vestry door to lobby** – Catches in the frame slightly, the vestry doors are constructed by a central framing with an outside plank



boarding with applied beading and the inside of it is a sheet of veneered ply, it is just those two doors.

**Recommendation:** ease doors, latching and handles

- **Panelling:** None.

**Recommendation:**

- **Screen:** None.

**Recommendation:**

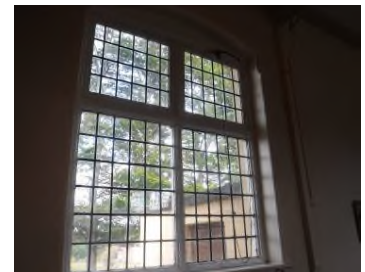
### 7.5.7 GLAZING

- **Nave** – Some slight dirt marks to the glazing, comes from age but generally it is all sound, the interior finish of the windows looks ok and there are no noticeable draughts. They have top hung vents, some with cords, others are missing, and they don't look as if they operate or are planned to. One of the windows glass is buckling at the W side of S end above the pulpit and there is one cracked quarry on the E side. Repair during joinery repairs

**Vestry** – Metal single glazed windows with obscure glazing apart from one in clear, possibly as a result of a break-in in the past. These also have top vents but they are none operating. Slight marking of rust coming through but no attention required.

**W.C.** – Plain timber window with obscure glazing, the top opening light doesn't, it is probably painted shut.

**Recommendation:** none



### 7.5.8 VENTILATION

- Whilst there is the opportunity for ventilation with the top hung windows in the nave, none of these appear to be in operation.

**Kitchen** – Has an extract fan and also a cooker hood extract.

**W.C.** – This has the opportunity for some ventilation but presently it is painted shut and the same story applies for the vestry in that the windows are sealed up.

Despite this the building doesn't feel musty or stale and it might only be on occasions when there is a full lunch club in which rapid ventilation is required and this could be achieved by opening the porch doors which are close by.

**Recommendation:** none

## 7.5.9 REREDOS, MONUMENTS, BRASSES, FURNISHINGS, ORGAN



**Reredos:** Acquired in 1949 for £589 and ten shillings. Made by Wipple and Co. Ltd, church furnishers (who are still trading today) designed by Mr Erridge and this is a fine piece.

**Sanctuary** – There is a stylised cross, is this the same maker as the reredos?

**Chancel** – Has aumbry with timber canopy and a recessed piscina. There are two simple low candle holders in timber in cross form.

**Altar** – Timber framed sturdy construction.

**Pulpit W side** – Previous joinery defects have now been repaired.

**Lectern** – Simple post support with cross legs and stained.

**Font-** timber octagonal

**Dresser at rear of nave** – In good condition.

**Bookshelf similarly at the rear** – Fine, Simple modern piece.

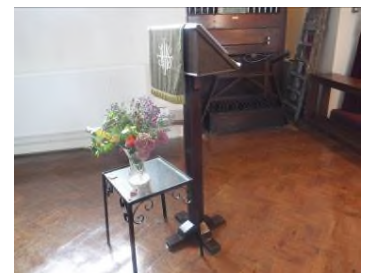
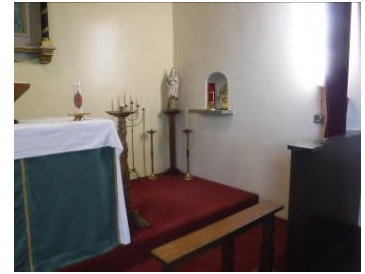
**Tables-** There are three or four loose tables around the building.

**Chairs-** Simple loose practical folding chairs, the majority are now within the new storage shed as the church is set out for Covid measures.

**Vestry** – Has had new domestic style sliding wardrobes created, room has a couple of tables.

**Kitchen** – Has been completely refitted with second hand units and the room now contains an electric over and water boiler for beverages and an over the sink heat store water heater. Consumer unit is now boxed in.

**Recommendation:** none



## 7.6. CHURCHYARD

### 7.6.1 CHURCHYARD AND BOUNDARIES



- **Churchyard:** The church is within a simple rectangular plot, there is no burials here or any memorials.

**Recommendation:** none

#### **E** **Boundaries:**

**E side** – This side has a privet hedge that is ok and the gate though slightly flimsy operates fine.

**N side** – Is a low brick wall to a neighbouring property that looks like it is their property.



**E side** – This side has field fencing, rather broken down in timber with sheep fencing and barbwire looks a bit scruffy, is this the responsibility of the church? Next to this a line of eight Beech trees planted quite closely together but they do provide a good wind break.



**S side** – This boundary is to a house property it is a mixture of low concrete stonewalls and part of a building. There is a tree stump built into the wall or rather, the wall has been built around the tree stump, it looks like it is managed.

At the rear of the church there is a rough area that has been swept up, the remainder of the area is in grass. On the E boundary the garden double gate doesn't quite latch very well.

**Recommendation:** establish boundary ownership

## 7.7 BOILER ROOM

- **Ceiling** – Concrete ceiling with one beam running across it, a little bit damp looking at the E end going onto the chimney breast, looks like its old corrosion and it's safe.

**Walls** – Are all brick and they are fine.

**Floor** – Is concrete and dry.

**General** – The room is used for garden tool storage and it contains the Glow Worm Ultracom 30 HXI boiler and the smart meter gas meter. Gas meter tested in 2018 and that is the date also the installation of the smart meter.

The door is a bit ancient and has still got a bit of decoration failure but it has now been pieced in at the bottom with a new covering and that is adequate.

**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	£
<b>A - URGENT - none</b>		
<b>B- WITHIN 1 YEAR</b>		
B	<b>PAT:</b> Carry out the test.	150
B	<b>Asbestos:</b> The PCC to create an Asbestos Register outlining the presence (or not) of any asbestos within the building.	-
B	<b>Rainwater Goods:</b> clear gullys	-
B	<b>Roof structure:</b> inspect purlin ends at n gable	-
B	<b>Doors:</b> ease doors, latching and handles	50
<b>E- IMPROVEMENT/NOTE</b>		
E	<b>Rainwater goods:</b> consider creating annual maintenance agreement with roofing contractor.	200
E	<b>Roofs:</b> monitor the boiler room roof, consider decorating soffits	-
E	<b>Sanctuary:</b> establish type of ceiling board material.	-
E	<b>Nave:</b> Consider if it is worthwhile having the kitchen/Vestry roof voids available for access. Remove the rotten timber at the nave gable, upkeep decoration at reveals.	500
E	<b>Boundaries:</b> establish boundary ownership	-



## APPENDICES

Church Plan

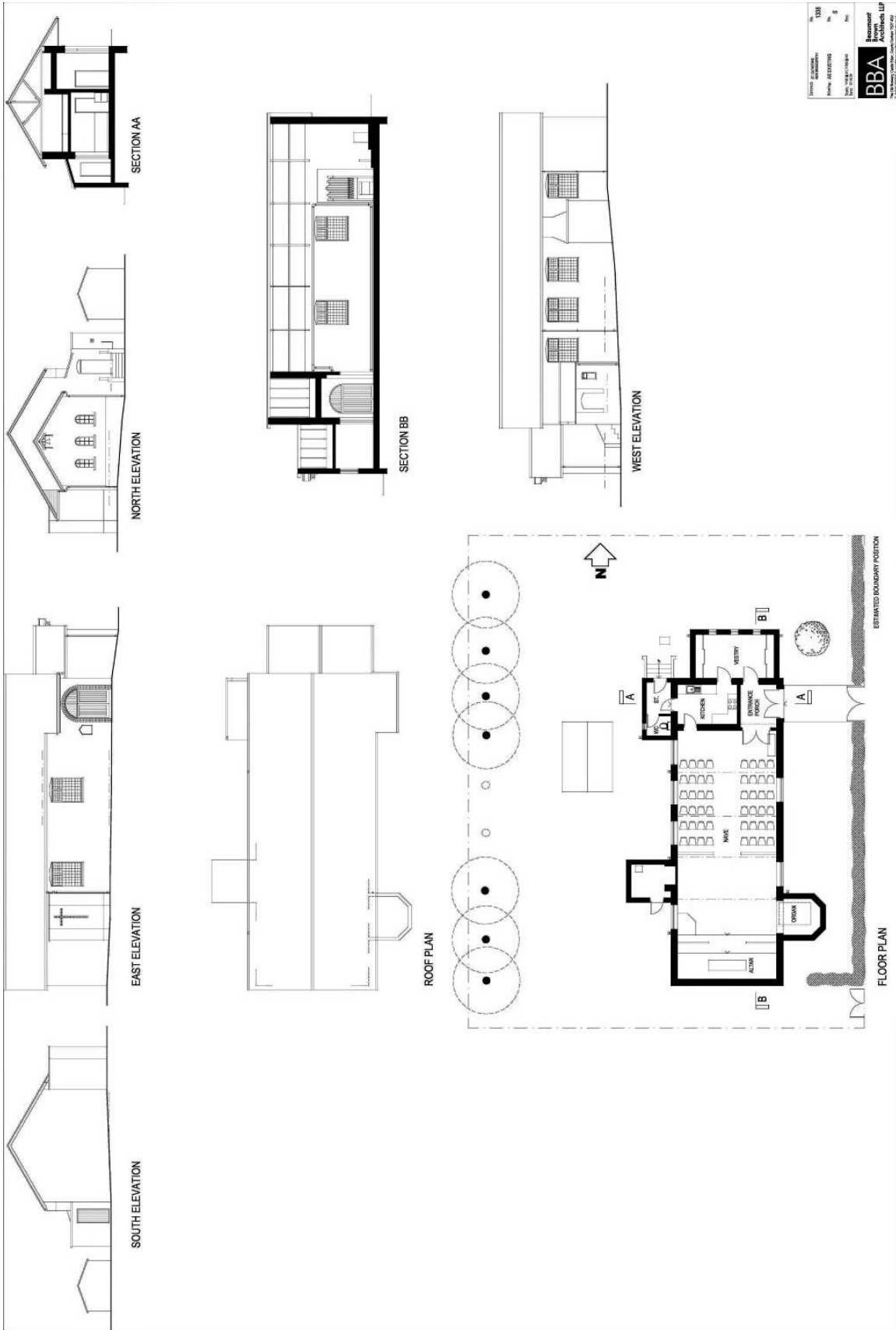
Explanatory Notes

Guide to Routine Maintenance & Inspection of Church Property





# CHURCH PLAN



OWNER	DATE	NO.
ARCHITECT	1/18	1
DATE	1/18	1
SCALE	1/8" = 1'-0"	
<b>BBA</b> Beaumont Architectural, LLP		
715 West 10th Street, Suite 100, Beaumont, TX 77705		

## 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:

<b>Location</b>	<b>Type of Extinguisher</b>
General area	Water
Organ	CO <sup>2</sup>
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> <p>Rod out any drain runs to ensure water clears easily, especially under pavements.</p> <p>Inspect roofs with binoculars from ground level, counting number of slipped slates, etc. for repair.</p> <p>Clean rubbish from ventilation holes inside and out.</p> <p>Check heating installation, lagging to hot water pipes etc. and repair as necessary.</p>
Winter	<p>Check roof spaces and under floors for vermin and poison.</p> <p>Check under valley gutters after cold spells for signs of leaking roofs.</p> <p>Bleed radiators and undertake routine maintenance to heating systems.</p> <p>Check temperatures in different areas of the building to ensure even temperature throughout and note any discrepancies.</p>
Annually	<p>Arrange for servicing of fire extinguishers.</p> <p>Inspect abutting buildings to ensure there is no build-up of leaves or other debris against the walls.</p> <p>Check the condition of outside walls, windows, sash cords, steps and any other areas likely to be a hazard to people entering the building.</p> <p>Check the extent of any insurance cover and update as necessary.</p>
Every 5 years	<p>Arrange for testing of the electrical systems.</p> <p>Arrange for the testing of any lightning protection.</p>

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.