



**QUINQUENNIAL INSPECTION REPORT  
OF  
ST. MATTHEW, NEWBOTTLE, CO. DURHAM**

**DIOCESE OF DURHAM, ARCHDEACONRY OF SUNDERLAND, DEANERY OF CHESTER-LE-STREET**

**INSPECTION OF CHURCHES MEASURE 1955**

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

**QUINQUENNIAL INSPECTION AND REPORT**

**AUGUST 2020**

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**Beaumont  
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Architects LLP**

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# REPORT ON THE 2020 QUINQUENNIAL INSPECTION

## 1.0 INTRODUCTION



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*This document is in two parts:*

*The Report is the appraisal of condition and estimated cost priority list;*

*The Appendix contains the background information of the church plan, guidance notes and routine maintenance guidance.*

Date of inspection and weather conditions: 27<sup>th</sup> May 2020. Bright and sunny.

Date of report: August 2020

Report prepared by: *David S Beaumont* RIBA AABC

## 2.0 LOCATION AND SITE

**Address:** Front Street, Newbottle, Houghton-Le-Spring, DH4 4EP

**Location:** Within the Newbottle conservation area.

**National Grid Reference:** NZ 33980 51569

## 3.0 CHURCH AND LISTING DESCRIPTION

### **Description:**

The church is within a former medieval village. On the site of the demolished church of St Matthew built in 1850 and demolished in 1885. The present building was built in 1885-6 to the designs of Oliver and Leeson, Newcastle and built by Hurst of Sunderland and Hartlepool. It is built with rock faced Penshaw quarry, grey sandstone and recovered stone from the demolished church. Early English style with four bay nave, with groups of three lancets, north and south double transepts with paired lancets, chancel with paired lancets in 3 bays and 3 sided apse and vestry. The south porch with cusped arch and niche over was added in 1888.

New disabled access porch and wc added in 2001 when stone and glass restoration was carried out. It has a fleche and a tolling bell. Plain interior apart from the WWI Memorial pictorial glass in the west windows. Other stained glass at the north transept came from the previous church.

The community it originally served is smaller now and so the building is no longer in proportion to its congregation, but the enclosure of the south transept and memorial chapel has increased the function and flexibility of the spaces.

**Listing Description:**

*NZ35SW HOUGHTON-LE-SPRING FRONT STREET (north side) Newbottle. 4/41 (Inset) Church of St. Matthew.*

*Parish church. 1885-6 by Oliver and Leeson of Newcastle; porch 1888. Rock- faced sandstone; Welsh slate roof. Nave with south porch, north and south double transepts, apsed chancel. Early English style. 4-bay nave has groups of 3 lancets; paired lancets in each transept gable; paired lancets in 3-bay chancel and 3-sided apse; south porch has cusped arch with niche over. Roofs high-pitched; flat stone coping at east end of nave; small slate-covered fleche over crossing has gablets over alternate louvres in the octagonal belfry; cross-finials of stone at west, iron at east and on fleche.*

*Interior- plain apart from west window: first World War memorial (in 3 paired lancets) depicts the Call of Matthew, the Transfiguration and the Raising of the Widow's Son. Other stained glass includes two windows in the north transept which came from the previous church on the site (built in 1850 and demolished to make way for the present building). Source: C.W. English, Diocese of Durham: Parish Church of St. Matthew, Newbottle Centenary 1850 - 1950. Manchester 1950.*

*Listing NGR: NZ3398051569*

**CHURCH LISTING - Grade II**

**4.0 PREVIOUS INSPECTIONS**

This is the author's second inspection, the previous was in February 2014.

**5.0 SCOPE OF REPORT**

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

## 6.0 REPORT SUMMARY

### **Structural:**

The building is a traditional construction with solid floors in the circulation areas apart from raised timber boarded pew areas. It has large open trussed nave that leads to a boarded chancel and twin transepts on north and south with boarded finish. Slated roof.

The roof structure in the nave is exposed trusses with painted boarding and there is no evidence of any movement here. The chancel has arched ribs in three bays with v-jointed boarding and there is a minor bit of timber movement but nothing related to significant structural item.

Stone chancel arch shows some cracking at the joints of the apex in the long distance past. There has been some water ingress in the past here but doesn't appear to be troublesome.

The cracking last reported to the lower nave walls below the windows is not so evident as a result of repaint of the dado. Also the cracking at the west gable south west corner is not so evident. There is a slight hairline crack above the south porch entrance into the nave but it's nothing but a minor easing. The slight hairline crack to the north arch that leads to the memorial chapel within the chancel is still there and there are still hairline cracks to the tops of the lancets at the apse and transepts.

The conclusion is therefore that this is all historical.

There is an external crack on the north nave at low level but it doesn't look troublesome nor is it easily explained other than possible settlement but again in the past.

There has been an ongoing repair of the plate tracery for which the church should be commended. Some mullions are showing slight cracking as they bear down onto their cills but there is nothing significant here for the immediate future. So we conclude that all of the cracking is historical and that the building is structurally sound.

**Roofs:** Welsh slate and probably the original covering. Replaced on the south nave side in recent years as has mostly all of the chancel. The remainder are patchy with various repairs. The church plans to replace the remainder in time but deals with losses on an ad hoc arrangement presently.

There are two flat roof areas in mineral felt installed since 1990's. They need a look over.

There's a list of repair items below but the principal issue is that water is probably getting in at the chapel wall head coping. Might it make sense to demolish the chimney at the same time as the repair (planning permission is needed as well as Faculty)?

**Rainwater Goods:** original cast-iron half round gutters with big diameter downpipes leading into soakaways. Serviceable with some decoration needed. Anti-climb recommended on the north transept to keep prying eyes away from the lead valley gutter.

**Walls:** they are really well maintained and their timely repairs in lime mortar are a credit to the PCC. There are no repairs needed this 5 years.

**Inside:** The church is very well presented with all of the fixtures and fittings in good order. It has recently had a new heating system, whilst the pipes are decorated, the radiators aren't and they do stand out a little but the church is understandably on a budget. If they could be painted in to match the dado in the future that would be a nice enhancement.

The more important decorative issue is the condition of the ceiling boarding that clearly needs attention though functionally it is still performing. But the cost of getting scaffold up and a re-varnishing of the boarding is prohibitively high and so this might be saved up until other works such as rewiring need scaffold. The walls are generally ok.

The back areas of the organ transept are looking somewhat down at heel and there is an understandable reluctance to redecorate next to an organ. It does look as though the ceiling had been re-varnished above the organ in the past though not its neighbour, suggesting that there has been some thought to protecting the organ. At the eastern side the wall is rather dusty as are the south facing gables, it would be wise to tidy these up. The north side air vent noted on the last QI as broken still is and might be providing vermin access. There are mice in the church, it might be their way in.

## 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 the left column.*

*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*

*In section 8 the same priority items are re ordered into their priority categories.*

### 7.1 SERVICES

- **Log Book:** The church are in the process of updating the log book.
  
- **Water:** service enters from the south underground with a stop tap within the vestry which serves a basin and then onward to a disabled W.C.  
**Recommendation:** None.
  
- **Foul drainage:** there is a foul drain to serve the existing vestry w.c. and the newer disabled w.c. It runs down the south footpath in a westerly direction where there is a manhole and connects to the highway. **Recommendation:** None.

- **Surface water drainage:** it is split to the north and south. The south runs down the footpath to the highway and the north is to soakaways. There were some silted gulleys and at the north west corner of the north transept there are two separate downpipes together into a gully and so one downpipe from the transept is discharging directly to the ground.

**Recommendation:** see comments in RW goods section below

- B** **Lightning conductor:** installed in November 2013 on the Fleche. It is a tape that runs from the weather cock down the fleche and across the nave via the north transept box gutter where it turns into a cable which wriggles down the north wall. It is unprotected from theft. No recent test on record.

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

- B** **Electricity:** the supply enters the building via overhead electric cable to the south west corner of the building and the distribution panel and meter are below it, it was last tested in 2013 and the recommendation then was to upgrade and rewire. PCC are again to procure a detailed quotation from an electrician to understand exactly the cost and scope of the recommendation and to then review with the architect to establish next steps.

**Recommendation:** Procure inspection and carry out the recommendations of the test report.

- E** **Lighting:** no change to the system since the last QI, comprises of three lamp chandeliers with low energy fittings in the nave with tungsten spotlights at high level. Chancel has high level floods and mid-height metal halides.

**Recommendation:** A modern low energy scheme using LED's would improve lighting and be cheaper to run.

- **Sound system:** there is a sound loop installed. The sound system comprises two fixed mics, two lapels and one handheld with flat panelled speakers and independent CD player. The system was tested within the last couple of years.

**Recommendation:** None.

- E** **Audio Visual:** A large freestanding screen on a wheeled frame, parked at the south side of the chancel that is swung round for

services. Back projection from a table mounted projector and this has to be set-up each time.



The three clerestory lights within the chancel provides significant glare to the projector screen and there have been early thoughts on how to reduce the glare by installing blinds. This has been touched on by the PCC and early discussions have been held with the DAC.

It would be worthwhile in developing these proposals to look at a drop down chancel screen and establish its cost and to seek out a quotation for blinds at the three windows for comparison. There are technical matters to resolve in both of these instances but review of both possibilities might lead to a solution.

**Recommendation:** consider developing further proposals

**B PAT:** – the test is due.

**Recommendation:** Carry out the test.

**B Heating:** There have been significant problems with the previous system of a 2004 new boiler plugged onto the existing large diameter service pipework and problems were experienced in balancing the system in 2006, resolved by a replacement heat exchanger. In 2017 the freezing up of a chancel below floor pipe lead to the replacement of the whole system with a new gas fired boiler, service pipework and double panelled radiators.

This is looking well and providing good heat to the building. There are still some installation issues on the pipework where there are leaks.

**Recommendation:** Repair leaks.

**B Vestry heating:** An independent Worcester combi boiler and radiators heats the disabled w.c. porch, memorial chapel and vestry. Last test unknown.



**Recommendation:** Carry out a routine service and test.

- **Gas meter:** located within the churchyard and tested within recent years. A smart meter was fitted in c.2018.

**Recommendation:** None.

- B** **Bells:** there is a single tolling bell in the fleche. Cast, 6 CWT dated approximately 1885 and rung from the nave/transept “crossing”. An electronic bell was installed in November 2018.

In c. 2016 the fleche was inspected by a roofer and Howard Smith the bells advisor. Is there a record of that inspection? We need to know better the condition of the fleche.

**Recommendation:** establish if there is an inspection record for the fleche

- **Clock:** none.

- B** **Organ:** a Nelson & Co. pipe organ is located in the north transept. Two manuals and twenty two stops. Pine panelled enclosure and painted organ pipes. It is annually inspected and tuned and the inspection is due. Regularly played.

A Challon baby grand is in the crossing and used for recitals.

**Recommendation:** Carry out annual inspection and tuning.



- **Rainwater goods:** - inspected informally by roofer as and when required.

**Recommendation:** Make a formal arrangement to have the gutters inspected in November and June.

## 7.2 GENERAL

**Churchyard:** is closed and the responsibility for maintenance lies with the Local Authority. A topple test of the headstones was carried out in c. 2012 and there is a lay flat policy. There are Commonwealth war graves within the cemetery.

It comprises an east and a south extensions, the east is the more modern and looks rather untidy.

Ashes are interred against the south and west walls and there is a growing arrangement of memorials.

**Recommendation:** Is there a need to formalise the ashes arrangement?

- B** **Trees:** there are two large sycamores on the south boundary that threaten the wall, it is not known if these are covered by tree preservation orders. There is no recording of any inspections by tree surgeons.

Though there has likely been inspections by the Electricity Board as their cable, which is above the highway, runs close to the tree tops. Incidentally their standards are significantly rusting might there be a change of installation coming here?

**Recommendation:** Establish if the trees are covered by tree preservation orders and arrange for an inspection by a tree surgeon.

- **Access for the Disabled:** The PCC has a resolution in place which addresses the requirements of the Discrimination Against Disabled Act. An access audit has been carried out and a written record is retained in the Parish records.

**Recommendation:** None.

- **Wheelchair access:** there is a ramped access to the south disabled w.c. porch but one has to bump up over the threshold at the gate to get on the ramp, the ramp itself is tarmac and undulating badly particularly around the manhole. There is an awkward access route via the school room into the crossing. The door within the glazed screen that divides the school room and the crossing is hung incorrectly as you are having to fight the swing of the door and it should be hinged to swing into the crossing.

The memorial chapel has a sliding screen door which is tight to the doorway and difficult to access.

**Recommendation:** reconfigure reading room door

- B** **Fire matters:** The PCC should carry out or arrange a Fire Risk Assessment in accordance with latest Regulatory Reform (Fire) Order 2006 (details available via the DAC, the local Fire Officer and/or the internet).

Fire extinguishers noted during inspection and this may not be a complete list:

Nave entrance doorway – 6ltr foam

Vestry – 2kg carbon dioxide

Boiler house – Chub 6kg powder

An annual test is carried out in July. The test is due in July 2020.

**Recommendation:** carry out test

- **H & S policy:** for the church was created in November 2013 and last reviewed in March 2019.

A fire risk analysis was carried out in 2015 and is updated.

**Recommendation:** None.

- **Insurance:** The church is insured by EIG.

**Recommendation:** None.

- B** **Asbestos:** it is not known if an asbestos report has been carried out on the church.

The Parish hall was assessed in 2015 and might the church have also been assessed then? Church to establish.

**Recommendation:** The PCC are encouraged to create an asbestos register outlining the presence or not of asbestos in the building.

- **Bats:** None reported.

**Recommendation:** None.

### 7.3 WORK SINCE LAST INSPECTION

Storm damage repairs to north side of roof slating.

## 7.4 FABRIC INSPECTION

### 7.4.1 FLECHE

#### C Fleche:



This is a steeple above the nave crossing and this is alleged to be in fair condition.

The structure was looked at in 2005 by Howard Smith the DAC Bells Advisor. We need to see his report. A couple of years later a new bell sound system was installed. So it has seen people in it and the Vicar tells me that it is in good condition, but it doesn't look it from the decoration outside.

The slating all looks ok. The timber frame and louvres with small dormer features, are in painted timber work whose decoration has broken down now. The wonky louvre is the access panel not correctly fixed back.

**Recommendation:** Establish if there is a report on the bells and by association perhaps on the fleche. Carry out an external and internal inspection of the fleche. Repair as necessary and redecorate joinery.

## 7.4.2 ROOF COVERINGS

### **B Roof general:**

The roof is Welsh slate of different ages, the nave south has been replaced in recent years as has the chancel though not on the north side, the remainder of the roofs are probably original and they are all patchy with various repairs.

The long term ambition is to re-slate the nave on the north side as well as finish off the chancel and then to attend to the transepts on the north and south and the porch in time.

There are two flat roof areas: the disabled w.c. and the vestry and these are in mineral felt and have been installed since 1990's and they are probably beginning to get to the end of their lives. They need to be inspected.

Ridge cresting to nave and chancel are ok and the bedding seems reasonably sound.

General observations noted as we walk around the church starting from the south, going clockwise commencing at the south transept.

**Recommendation:** plan for reslating the north and chancel in 10 years. Inspect flat roofs, inspect the transept box gutters, s transept and porch- replace missing flashing, porch- check water table pointing, Nave – both sides- replace missing slates, repoint watertable. Transepts- replace missing slates, clear up valley flashing debris. Chancel- remake the chapel wall head coping and adjacent flashings, replace missing hip and roof slates

### **South Transept:**

Some ridge bedding coming out of the western most ridge, the southern one has also been patched but it seems ok, not able to see into the valley where there is a lead-lined box gutter, these could do with being inspected. Both the north and south ridges bedding is poor. The valleys as what can be seen from the ground look ok, as does there flashings up against the nave, there has been some work to the western most and it looks like one is missing, it has also got a soaker flashing in lead alternative material by the look of it.



**South porch:** is generally fair, there is some ridge bedding coming out but it is not a problem at the moment. The water table back pointing in mortar doesn't look so good and there looks to be flashing missing at the foot of the eastern slope.



**Nave:**



**South side** - has about three missing tiles. The water table at the west mortar pointing is breaking down, it doesn't look as if there is lead behind it, and it is breaking down at the apex.

**North side** – multiple repairs in the past with ill matching slates, some slates missing. The mortar bedding to the water table breaking down badly at midway.

### **North Transepts**

Ill matching ridge cresting on the western most side, slating reasonable, one broken one right down at the gutter and a poor replacement not matching.

There is also a lump of stuff in the foot of the lead gutter, the lead gutters themselves look ok. This has a box gutter which had an attempted theft which wasn't stolen and was repaired in recent years, I can't see into it like the south side.



The western most transept has an ill matching ridge at the apex of the valley flashing and a collection of debris at the foot of it.

**Chancel:**



This shares a roof that sweeps over the Memorial chapel. At the junction of the nave the wall head comes through to create a coping this coping the condition of the mortar flaunching against the coping isn't great at the foot on the nave side it is coming away, this has the chimney which is redundant and can be cleared away in time, the top surface of the water table looks poor. There is damp inside at this point.

The ridge cresting over the chancel looks to be two different patterns but the bedding seems ok. There is an ill matching replacement with tingle up at the ridge, generally the sweeping



of the roofing is ok. The mortar haunching over the memorial chapel water table is ok.

The chancel is faceted and has lead soakers at the cut mitre hips, the hips have had storm damage and there are some loose slates in the gutter and at the apex the slates look to be lifting. The cross has lost part of its iron ornament. Slate missing at the south east corner.



### 7.4.3 RAINWATER GOODS

#### B

All cast-iron half round gutters in big diameter downpipes leading into soakaways, decoration is beginning to breakdown in some cases, mostly look to be serviceable.

Individual defects are; going into either salt glaze or more modern gullies. Some are down to the ground, some are open shoed but all generally seem in good condition. The north transept pipe discharges to ground.

No obvious problems on the gutter joints, gutters look at little low on a couple of occasions on the south side but there is no other position they could be in.



Bottom shoe coming away from the north transept central downpipe, perhaps this one should have anti-climb paint on it. There is a bit of grass in the memorial chapel gutter.

**Recommendation:** Consider anti climb paint on transept pipes. Connect discharge of north transept pipe to drainage.



## 7.4.4 WALLS

### **General:**

Quite a rocky face sandstone but happily its original lime pointing is intact- doesn't ever look to have been touched by cement which is rare. Where there has been repointing it looks to have been done in lime. There is erosion to the face of the stonework but the stones are so big it really doesn't matter.

There is some damp showing below floor level but again considering the age of the building this is insignificant. There is some weathering out of pointing in places- particularly the overhangs of water tables but not needing attention presently.

The windows are all plate tracery and a combination of single, double and three light and there has been some timely replacement work overtime in both hoodmould, cill and mullion. The windows are covered in polycarbonate which is reasonably clear but there is dust behind them.

The following is a general commentary on condition. There are no repairs required.

### **South Porch:**

Slight crack to the hoodmold on the western side of the arch at the springing point. Slight open jointing to the hoodmold a bit of lamination to the water table but no issue. Generally the walling is sound, a bit of damp showing on the west side at low level. Windows are ok.



Inside the porch the stonework all looks ok and here there is a very nice door by Chris Chesney. Steps are ok.

**South Nave:**



Erosion to the central window cills but no problem presently.

**West Nave:**

There is some replacement ashlar work to the circular window at the apex, otherwise the bottom cill part looks as if it is eroding slightly but I think it is ok for the moment, stringcourse looks ok as does the over-sailing corbel course. Three, two light windows that have had their hoodmolds replaced and two have had their bottom mullions replaced in the past and also their cills, all looking fine. Walling is generally fine as are the buttresses.



**North Nave:**

Three triple windows with three buttresses, the fourth bay is plain with just masonry, the walling all seems fine.

The western most has a little cracking to the part of one of the arches but has no need for work at the moment. Some slight shaling if the mullions but again they are ok.

One of the air brick cavity ventilator grilles has lost part of its grid and might be an entry for mice. There has been some big replacement work to the head of the plate tracery and some mullion parts as well.



**Recommendation:** repair grille

**North Transept:**

Slight breaking up of one of the water table stones. Within the apex there are timber boards ventilating the roof and these are perches for birds who are leaving their mark. One of the lancet arch stones is laminating but not requiring attention yet.

The lighting strap comes down in the middle of the wall, it is unprotected. There is a shear crack below the stringcourse, in fact, it is the only cracking evident on the building. Perhaps a bit more shaling starting to occur on the north west corner but again no action required.



**Memorial chapel:**

Walling and windows are ok. Slight chip out at the water table.

**Chancel:**



Walling is generally fine, the northern most lancets at the arch have had a bit of patching in the past, slight touch of lamination about them but they are in fair order.

It is interesting to note that it is the quatrefoil weathering that has caused the further damage to the stonework panel and that's why a tilt fillet of mortar at 6 o'clock position of the quatrefoil

provides a water shedding to avoid water collecting, which then freezes and cracks and so break off the bottom of the quatrefoil.

This is more evident on the south side. The eastern most window has had replacement of the whole mullion and all look in good condition now.

**Vestry:**

Flat roof construction. The parapet looks ok, some deep erosion on one stone on the eastern side but ok. Has been some replacement of the hoodmold close to the door but otherwise fine as are the window dressings, they all look ok, though the polycarbonate looks a bit dirty here. The walling is generally sound.



**South Transept:**

A bit of damp showing to the vestry door. A bit more wear and tear on the south elevation and some of the mortar pointing has eroded a bit deeper but it seems ok. The timbers in the apex look alright, some wear on the water table at high level. The west side looks ok.

**Disabled W.C.:**



This is a modern addition and all the masonry is in fine condition.

## 7.4.5 EXTERNALS

### **D Churchyard:**

It is a large closed graveyard with many burials and monuments and is maintained by Sunderland City Council. Ashes memorials are at the foot of the west and south walls with loose laid irregular stone retaining low walls.

#### **Recommendations:**

East extension south side- is the neighbour wall the responsibility of the church?- it needs repair.

South east- neighbour wall with mature tree threatening the wall

South- two sycamores hard onto the boundary wall threatening it. Railings and stonework require repair.

Internal grounds- the west path tarmac is poor and the low side walls are tumbling.



#### **North side:**

Fencing and stonewall looking on to new paddock area, the condition is fair but could do with tidying up. North west corner is now barbed wire and sheep netting.



#### **East extension graveyard:**

**North side-** Over grown with shrubs and ivy, it looks like it is just a hedgerow planting, perhaps it has a wall underneath it but hard to tell.

**West side-** Cattle fencing comprising posts and mesh with gateway into lane.

**South side-** Modest sheep fencing which then leads to the stonewall of the dwelling, this is ivy covered in most parts. Is the stonewall the responsibility of the dwelling?



**South extension:**

**East side-** Continuation of the dwelling stone wall, there is a large sycamore up against it in our grounds and beech trees in the south east corner.



**South side-** This is a low stone retaining wall with iron railings. Two large trees on the boundary threatening it, both sycamore.



**South Boundary:**

*Starting at western end moving east.*

At this point the boundary goes to the private land to the house next door. The railings here are undecorated. Wall top is ivy covered and a bit of a mess. It is bowing slightly, it looks like a different style of wall to the principle wall. It looks like the gas main comes in here at low level.





Further along the railings are decorated but rusting in places. The copings are broken due to iron rusting. Along the length of the wall there are buckles and twists to it. It is generally ok but it has had some knocks. It could really do with a repoint, the

principle issue is that the two trees on the boundary are effecting it now, they are beginning to bulge the wall out and the eastern most tree is pushing it into the lamp standard that is taking the three phased power line by the bus stop.



**West Boundary:**

Very large piers of stone holding up two rusted gates no longer in use and wedged by stone. There is a worn threshold of stonework here. Just beyond this is a margin of modern brick paving which has sunk as a result of the weight of parked vehicles. Beyond this is an old random stone wall, much patched up with cement and brick and reclaim bits and bobs, it has large modern metal gates. At this point the PCC were wondering whether this was another way into the churchyard by providing a more gradual ramped way in and I think the answer to that is no, particularly when you are having to excavate to get the levels and you are hitting all of the grave stones. The stone boundary wall looks onto a small cul-de-sac of houses.



Tarmac path to the entrance is undulating and breaking up. Kerb is formed to create a flower bed from old grave kerb edging and it is coming apart.

## 7.4.6 INTERIOR

D



**Ceilings** – Natural ceilings throughout and they are looking a little dull now and could do with decoration but they will last another five or ten years really. The only area with markings, that could be redecorated are the north transept areas.

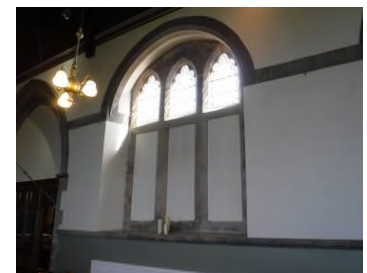
The chancel has a ribbed hand painted ceiling which is all reasonably sound though there are board gaps and the eastern most lower panel seems to be drifting out slightly but it's not very obvious and I don't think there is anything to do here.

The vestry has a flat ceiling which is in fair condition.

**Recommendation:** redecorate north transept

D

### Walls



The walls are all painted apart from the stone dressings to windows and doors, the general painting scheme is good. Within the nave, the west wall at high level looks a little poor but I think what is happening is it is catching a lot of dirt that is up in the attic of the roof, so when the wind blows it dusts down the wall and there's little that can be done other than redecorate.



The west wall has a mustard yellow colour which works with the windows really well and reflects the yellow at the chancel.

On the nave on the south side there is slight cracking at the entrance porch but this looks like the easings and crackings typical of church construction.

One of the windows on the south side is filled in because the new w.c. butts up against it. The plate tracery all looks ok, the glass is a little dirty on the north side.

The chancel decoration on the walls is breaking down particularly on the south side. The windows look as though they have had a bit of damp on them in the past but I think this is historic. Slight cracking at the large arch on the north side to the chapel, the chancel arch has seen some slight opening up in the past and has been repointed but it is ok. The twin arcades into the north and south transepts all look ok.

The north transept walling particularly on the north side and east side has just been rather forgotten, it has got damp on it but it looks historic to me and there has been some erosion on the eastern side where the wall head comes up and the flaunching has gone and that is probably why there is a damp problem there.

The windows on the north transept, north and west all look ok, though the west has had its arch repaired in the past perhaps, it certainly looks very new. The walls of the memorial chapel are ok. The school room has been decorated in the recent past and the windows, whilst they are slightly dusty and cobwebby, look fine. There is a glazed screen that separates the room in the arcade this has a door to the nave that doesn't provide good disabled access and the church are looking at how it might be adjusted. The vestry walls are ok.

**Recommendation:** redecorate north transept after roof repairs, reconfigure reading room door, clean the glass

**E Floors** – It is carpeted everywhere apart from the raised pew platforms in the nave. Here at the west end is a servery area in development and it would be wise to remove them, there is an awkward shallow ramp change of level at the start of the transept arcade and it seems almost to make sense to lift the aisle circulation but this would need careful consideration as doing this does have impact elsewhere.

The carpeting through the nave up to the chancel all in good condition. The floors seem to be solid apart from a dias up to the chancel, the chancel itself is solid but the platform before it is timber I think. The sanctuary has stone flooring and the altar is set on a simple timber deck and all looks ok.



**Recommendation:** consider floor levels at servery and circulation areas



**D Windows** – All the glass is protected by polycarbonate sheeting and there is a combination of pictorial and clear glass in diamond patterns. The west window is reported as rattling and it would be worthwhile having a closer inspection of it. It has had a refurbishment in recent years- perhaps the copper wiring on the ferramenta is coming away because the ferramenta itself doesn't look to be loose in the masonry.



**Recommendation:** inspect west window

**D Doors** – All the external doors are in good condition. The boiler room door needs a makeover. All the doors seem to be working satisfactorily.

**Recommendation:** update boiler door

- **Disabled WC** –

All ok

- **Reading Room** -



- **Vestry**

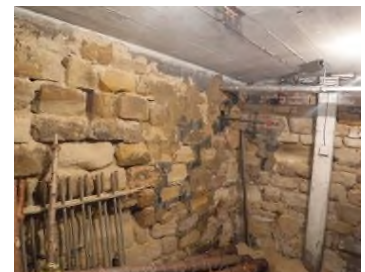


- **Memorial Chapel**



**C Boiler House:**

- Ceiling - Cambered and shuttered concrete ceiling, large lump out of it in one corner but not a problem.
- Walls – Sandstone, quite eroded on the south side. Has some brick and blockwork patching to the former coal chute with modern artificial stone.
- Floor – Brick paved floor which has been partially removed where the boiler is and has been replaced by gravel possibly for drainage purposes.



- New EcoTEC Plus boiler by Valiant complete with expansion tank Magna clean and twin pumps and a Grundfos pressurized system.
- Old timber door to the boiler room doesn't have any latching on though there is a door bolt that is somewhat failed now, decoration is broken down.



- At the bottom of the stairs is a landing, doesn't seem to have a gully in it, it's full of leaves, the steps are worn but ok though they are covered in leaves and should be swept down. The enclosure walls are fair, though there are some greenery growing up against it, this should be removed. The stairs are enclosed by a galvanised security system which is ok. Putting in the new boiler has produced a long flue that projects into the stair way rather but I don't think there is a health and safety issue because this is a cordoned off space.

**Recommendation:** update door, clean up side walls, sweep up leaves

**Fittings –**

**Font:** sandstone with no lining and oak cover in good condition.

**Pews:** heavy pine benches in fair condition, there is a faculty in place for some removal.

**Choir pews:** they have all been removed and pews have taken their place.

**Reredos:** gilded three panel work set around a stone surround. The apse has dado panelling of simple lancet design with ornamental cresting in good condition. There are dividing panels between the memorial chapel, the decoration looks a little glossy



perhaps a little bit too shiny. The panel towards the reading room is in good condition, this is the one with the disabled door.

**Altar:** location is in front of reredos.

**Altar rails:** sturdy metal balusters with oak rail.

**Two readers chairs:** good

**Bishop's chair:** Jacobean style, might be of value.

**Lectern:** brass on pedestal with decorative details in good condition.

**Pulpit:** timber octagonal in good condition.

**Memorial chapel screen:** in two parts, one glazed and the other is open.

**Chancel screen:** decorative metalwork screen sat on low stone wall in good condition.



## 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>Lightning conductor:</b> Carry out the five yearly test and recommendations of the test report.	300
B	<b>Electricity:</b> Procure inspection and carry out the recommendations of the test report.	-
B	<b>PAT:</b> Carry out the test.	-
B	<b>Heating:</b> Repair leaks.	-
B	<b>Vestry heating:</b> Carry out a routine service and test.	250
B	<b>Bells:</b> Establish if there is an inspection record for the fleche	-
B	<b>Organ:</b> Carry out annual inspection and tuning.	200
B	<b>Trees:</b> Establish if the trees are covered by tree preservation orders and arrange for an inspection by a tree surgeon.	-
B	<b>Fire extinguishers:</b> carry out test	250
B	<b>Asbestos:</b> The PCC are encouraged to create an asbestos register outlining the presence or not of asbestos in the building.	-
B	<b>Roof general:</b> Plan for reslating the north and chancel in 10 years. Inspect flat roofs, inspect the transept box gutters, s transept and porch- replace missing	5,000

flashing, porch- check water table pointing, Nave – both sides- replace missing slates, repoint watertable. Transepts- replace missing slates, clear up valley flashing debris. Chancel- remake the chapel wall head coping and adjacent flashings, replace missing hip and roof slates

- B**      **Rainwater Goods:** Consider anti climb paint on transept pipes. Connect discharge of north transept pipe to drainage.      **500**

## C- WITHIN 2 YEARS

- C**      **Fleche:** Establish if there is a report on the bells and by association perhaps on the fleche. Carry out an external and internal inspection of the fleche. Repair as necessary and redecorate joinery.      c.      **5,000-10,000**
- C**      **Boiler House:** update door, clean up side walls, sweep up leaves      **250**

## D- WITHIN 5 YEARS

- D**      **Churchyard:**      -
- East extension south side- is the neighbour wall the responsibility of the church?- it needs repair.
- South east- neighbour wall with mature tree threatening the wall
- South- two sycamores hard onto the boundary wall threatening it. Railings and stonework require repair.
- Internal grounds- the west path tarmac is poor and the low side walls are tumbling.
- D**      **Ceilings:** redecorate north transept      **1,000**
- D**      **Walls:** redecorate north transept after roof repairs, reconfigure reading room door, clean the glass      **1,000**
- D**      **Windows:** inspect west window      -

## E- IMPROVEMENT/NOTE

- E**      **Lighting:** A modern low energy scheme using LED's would improve lighting and be cheaper to run.      -
- E**      **Audio Visual:** consider developing further proposals      -
- E**      **Floors:** consider floor levels at servery and circulation areas      -



## APPENDICES

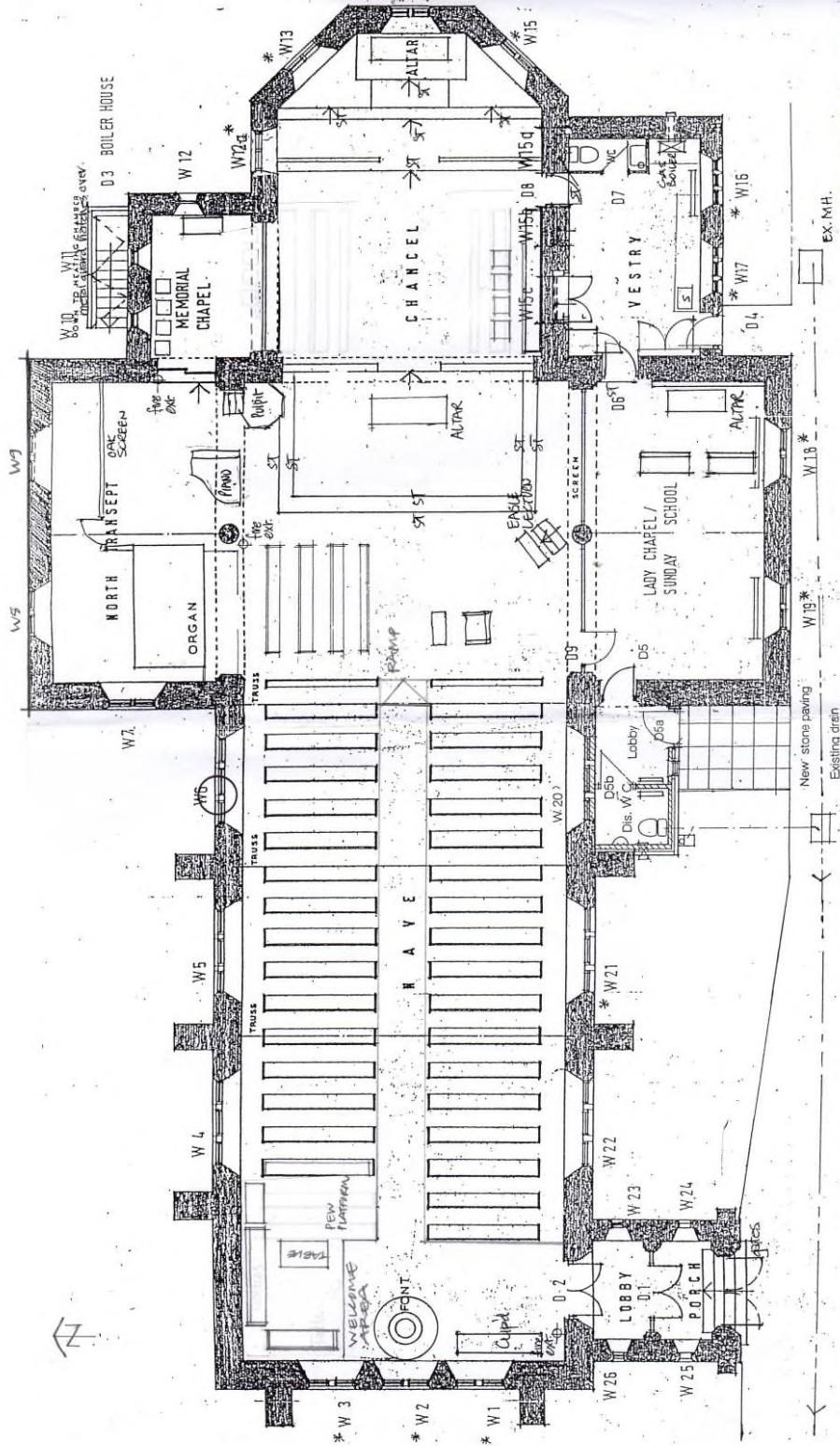
Church Plans

Explanatory Notes

Guide to Routine Maintenance & Inspection of Church Property

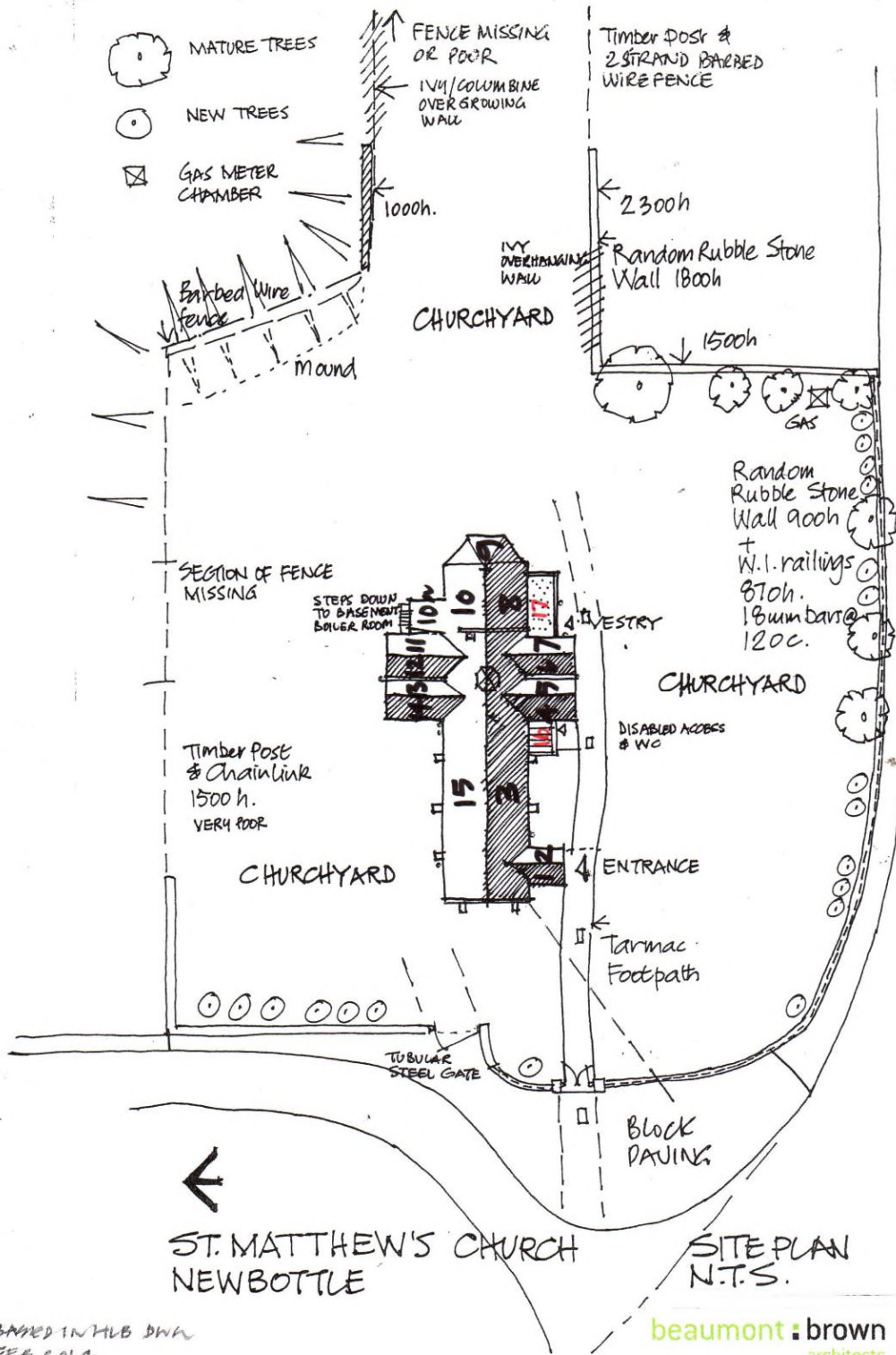


# CHURCH PLAN



**beaumont : brown**  
 ARCHITECTS  
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 01462 700803  
 info@beaumontbrownarchitects.co.uk  
 www.beaumontbrownarchitects.co.uk

11002 DAS BAKER IN HUB DWG. PREPARED FEB 14  
 NEWBOTTLE, ST MATTHEW



## 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.