

# CHURCH OF ST CUTHBERT, SATLEY

DIOCESE - DURHAM

ARCHDEACONRY – AUCKLAND

DEANERY - STANHOPE

## QUINQUENNIAL INSPECTION REPORT 2018



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## 1.0 BRIEF HISTORY AND DESCRIPTION

There has been a place of Christian worship on the site since at least 1200 AD. Satley, along with Esh and Medomsley was one of the three medieval chapels of Lanchester. It fell into decay following the dissolution of the monasteries and was mostly rebuilt in about 1768. The west end, the tower and the gallery were added in 1829 to the designs of Ignatius Bonomi. The chancel and vestry were added in 1870/71 to the designs of Charles Hodgson Fowler.

The church is grade II listed.  
Historic England Reference ID 350618.  
Date of listing: 17.01.1967

The Historic England listing description reads as follows:-

*Parish church. 1870-71 restoration and enlargement of early C18 chapel-of-ease on site of medieval chapel; 1768 became separate parish. Present nave occupies site of former nave and chancel. Coursed squared sandstone with ashlar quoins and dressings; plinth to chancel and tower; stone-flagged roof with stone gable copings. Nave with west tower and south porch; chancel with north organ chamber and vestry.*

*Gabled porch has boarded door in chamfered 2-centred arch; tower has high plinth at sill-level of 2-light west window with cusped tracery; paired chamfered 2-centred-arched louvred bell openings; roll-moulded coping.*

*Nave has gabled porch with boarded door in 2-centred-arched chamfered surround; tracery in 2 south lancets and one north lancet; central north bay has tall square-headed C18 window with 2 mullioned-and-transomed elliptical-headed lights. Lower chancel has Decorated tracery in single window on south, with low 2-centred-arched head; and 3-light east window with cusped tracery; dripmoulds. Deep buttresses to nave, and deep diagonal buttresses to chancel. Stone cross finials.*

*Interior: sandstone rubble with ashlar dressings; stone-corbelled roof trusses have arch-braced collars with struts and king-posts; chancel has arch-braced collars with struts. 7 narrow bays in nave, 3 in chancel. Renewed west gallery. Wide 2-centred tower arch in gallery; narrower wood lintel over boarded door below. Chamfered 2-centred chancel arch with roll-moulded inner arch on corbels. Octagonal stone C19 font. High-quality panelled inner doors by Thompson of Masham. Gothic-style priest's stall in memory of G.S. Ellam died 1905. Gothic panelled reredos is 1914-1919 war memorial. Chancel and sanctuary floors in red, black and cream tiles. Rood screen 1907 memorial to Rev. de Pledge, in whose care the church was restored and embellished by subscription according to brass memorial plaque. Other memorials include brass to Rev. de Pledge's 3<sup>d</sup> son, Colonel in 19th Hussars, died 1908; by Underwood, 14 Baker Street. Organ 1879 by Harrison and Harrison. C19 glass includes memorials to John Greenwell of Broomshields, and to Revs. Thompson died 1867 and de Pledge.*

*2 medieval grave covers in west wall; source P.F. Ryder, The Medieval Slab Grave Cover in County Durham, Durham 1985.*

## 2.0 WORK CARRIED OUT SINCE LAST QUINQUENNIAL REPORT

May 2015	Gutters cleaned; stone roof slab replaced
June 2015	2 No stone roof slabs re-fixed. Pointing to Vestry.
August 2015	Organ serviced
August 2015	Boiler serviced
September 2015	PAT Test carried out
October 2015	Fire extinguishers tested
August 2016	1No stone roof slab to north side and 1No roof slab to south side replaced.
September 2016	Organ blower replaced.
March 2017	Gutters cleaned; moss cleared off roof
March 2017	Pointing carried to masonry of East window inside and out
April 2017	Fire extinguishers tested
January 2018	Upper and middle lights of East window removed for conservation

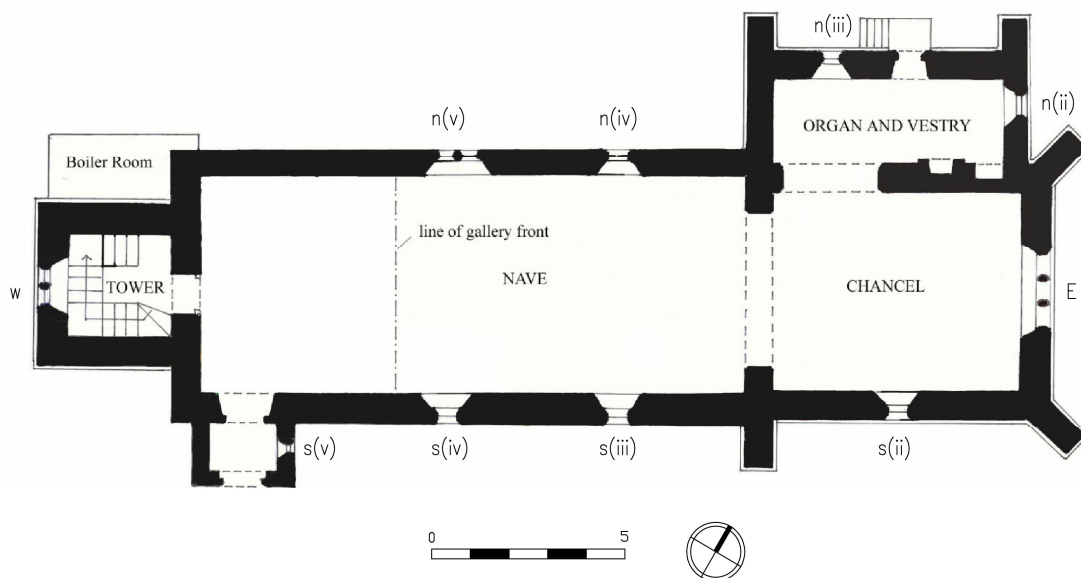
## 3.0 LIMITATIONS OF THE REPORT

The inspection was carried out from ground level, gallery level and from the Tower. The inspection was purely visual. Concealed and inaccessible spaces (e.g. sub floors and ceiling voids) were not inspected. The below ground drainage was not inspected. The inspecting architect cannot state that these areas are free from defect.

The mechanical and electrical systems were not tested and the inspector cannot state that they are free from defect. The PCC are advised to have the heating system checked by a heating engineer annually and the electrical systems tested every five years.

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.

## 4.0 FLOOR PLAN



## 5.0 GENERAL CONDITION/ EXECUTIVE SUMMARY

The church is generally in fair condition externally and internally and there are no major concerns. There are a number of maintenance matters that require attention however. These more important of these are described below. The more minor ones are detailed in the report:-

### Roof coverings & rainwater goods:

There are three slipped stone roof slates which require re-fixing to prevent water ingress. There is some leakage through the Vestry roof and this needs investigation and remedial action. The moss should be cleared off the roofs to reduce weight and damp ingress. From the log book and previous QI it is clear that there have been ongoing problems with the stone slates slipping. This would indicate that the oak pegs (or bone fixings) are failing. Consideration should be given to a programme of re-slating should the slate fixings continue to fail. It is recommended that gutters and downpipes (and below ground drainage) are fitted to the Porch and Boiler House to prevent rising damp.

### Gable copings:

There are open joints and cracked bedding to the water-tabling of the Chancel east gable. Lifting, re-bedding and repointing are needed to prevent water ingress through the wall heads

### External walling:

There has been historic movement to the Chancel east gable where stepped and vertical cracks are apparent. These have been repointed but hairline cracks are apparent indicating that the movements are ongoing. Elsewhere the external walling and pointing are generally sound but there are a number of open joints which require raking out and repointing. In a few locations past re-pointing appears to have been carried out in a hard Portland cement based mortar. This type of mortar prevents moisture migration through the joints and forces it out through the stone face where frost action can erode the stone face. These locations are identified in the report for re-pointing in lime mortar.

### Windows and external doors:

The movements in the Chancel east gable have pulled the leading away from the glass in the central light and tracery. These lights have been moved for conservation. Once the lights have been re-fitted it is recommended that the tracery is raked out and repointed internally and externally. There is cracking in the mullion sections adjacent the transom of Nave north window n(v). This is thought to be caused by rusting of the ironwork. The conservation proposals are explained in the report. The Porch door requires re-oiling and the Vestry door re-staining during the quinquennium. The Boiler House door and adjacent cladding require rubbing down to remove algae and staining to prevent rot.

### Internal walls:

The internal faces of the external walls are generally in fair condition, though there are open joints in the arched heads of the Chancel south window s(ii); Vestry north window n(iii) and in the arched lintel stones above the gallery access door and screen. Raking out and repointing is required.

### Heating system:

The oil tanks in the outhouse are single skinned and rusting thus posing a risk of leakage and pollution. Oil pollution can carry heavy fines. It is recommended that the old tanks are replaced with a double skinned tank complying with current regulations. The oil line in the Boiler House is rusty and should be replaced. The boiler is over 17 years and while working satisfactorily should be considered to be reaching the end of its expected service life. The PCC are advised to budget for its inevitable replacement.

## 6.0 EXTERNALLY:

### 6.1 Roof coverings:

		<b>Priority Ref. See 13.0</b>
<b>Ridges</b>	Some of the Nave ridges have open perpend joints which require re-pointing to prevent water ingress.	B
<b>Slates</b>	<u>Nave</u> : There is a slipped slate on the south slope and a slipped slate on the north slope.	B
	<u>Chancel</u> : there appears to be a slipped slate on the north slope.	B
	<u>Vestry</u> : A water leak to the plaster of the Vestry indicates a slipped slate or other problem. This isn't visible from the ground and requires investigation.	B
	<u>Generally</u> : the slates are covered with moss which should be removed to reduce the weight resulting from the retention of water.	B
	From the maintenance records there are ongoing problems with the stone slates slipping. This would indicate that the oak pegs (or bone fixings) are failing. Consideration should be given to a programme of re-slating should the slate fixings continue to fail. Grants may be available to cover the cost.	E
<b>Leadwork</b>	The leadwork to the raking roof abutments to the Porch, Tower, Chancel east gable and Nave east gable all appear to be intact along with the Boiler house top flashing and raking roof abutment flashing.	
<b>Verges</b>	The verge pointing to the Porch is in good condition.	

### 6.2 Rainwater goods, above and below ground drainage:

<b>Gutters and downpipes</b>	<u>Porch</u> : the roof would benefit from gutters and downpipes to take water away from the walls and stop the rising damp which is apparent.	D
	<u>Tower</u> : the tower downpipe is in fair condition.	
	<u>Nave north slope</u> : the cast iron gutter to the north slope is misaligned and a joint is dripping. The gutter needs re-aligning to fall continuously to the downpipe. The downpipe discharges over a length of gutter rather than to a gulley and soakaway. A gulley and soakaway would take the water away from the building and prevent rising damp.	B
	<u>Nave south slope</u> : the cast iron gutter and downpipe are in fair condition.	
	<u>Chancel south slope</u> : again the cast iron gutter and downpipe are in fair condition.	
	<u>Vestry</u> : the black paint is flaking from the grey plastic gutters. Replacement in cast iron, powder coated aluminium or black plastic would have been a better option!!	
	<u>Boiler House</u> : the roof would benefit from a gutter to prevent water ingress to the walls adjacent. This could discharge into the gulley recommended for the Nave north wall downpipe.	B

	<u>Chancel north slope:</u> The gutter is leaking near the stop end. This should be sealed as the leak is soaking the Vestry east gable wall below.	B
<b>Generally</b>	The gutters should be cleaned and the joints checked for leaks bi-annually. At this time the downpipe joints should be checked and re-caulked if required. It is recommended that the gutters and downpipes are redecorated every five years.	M
<b>Gullies</b>	A number of gullies are blocked. These should be cleared bi-annually.	M
<b>Below ground drainage</b>	It is assumed that the gullies discharge into pipework which is taken to soakaways. It was not possible to inspect the below ground drainage.	

### 6.3 Bell tower and gallery

(See section 6.6 for comments on the external walls and section 7.3 for internal wall surfaces).

<b>Staircase:</b>	The stone steps, timber handrail and balusters are in fair condition. Redecoration of the balusters is recommended during the quinquennium.	
<b>Gallery:</b>	The timber floor and pews are in fair condition.	
<b>Bell loft:</b>	The access ladder from gallery level is robust. The metal access ladder to the Tower roof is rusty. Removal of rust by wire brushing then priming and decoration are recommended to prevent further deterioration.	C
	The bell loft floor is of suspended construction. The floor boards are generally in fair condition but should be brushed of loose debris. The floor joists are sound and do not appear to have suffered any beetle attack.	
	The timber lintels to the louvred openings have beetle holes. It is recommended that the timber is treated against beetle attack.	C
	The oak louvres are in fair condition. Re-staining is recommended during the quinquennium to preserve their appearance.	D
	The inner face of the external walls would benefit from redecoration in lime wash.	E
	The single bell, timber headstock, wheel, ropes and support framework are all in fair condition and in working order.	
<b>Tower roof:</b>	The stone parapet walls, stone copings and leadwork are in good condition. The precast concrete roof structure provides a robust construction. The asphalt finish to the roof and upstand walls is in good condition.	
	The flagpole and concrete base are in good condition though the flagpole should be redecorated during the quinquennium.	D
	Two of the four flagpole support wires are showing signs of rust. This should be monitored.	

#### 6.4 Finials, crosses and chimneys:

<b>Chancel</b>	The east gable apex cross is in fair condition.
<b>Nave</b>	The east gable apex cross is also in fair condition.
<b>Chimney</b>	The flue from the boiler is not visible as it rises within the Tower. Heat from the terminal has melted the asphalt covering immediately adjacent but the concrete capping should provide sufficient waterproofing.

#### 6.5 Upstand walling and copings:

Chancel east gable: the water tabling has large gaps between the stones and the bedding is cracked allowing water ingress through the wall heads. It is recommended that the water tabling be lifted, the old mortar removed and the water tabling then re-bedded and re-pointed.

B

Nave east gable: the water tabling appears in fair condition.

Vestry east & west gables: the lead cappings and flashings appear intact.

#### 6.6 External walling:

<b>Description</b>	The external walls comprise coursed squared sandstone with ashlar quoins and dressings. The chancel and tower walls are set on chamfered plinths.
<b>Condition</b>	The external walls are generally in good condition but the following defects were noted and which require attention:-

Chancel east gable: There has been historic movement if the east gable wall where the wall has settled to the north and south creating stepped diagonal cracks above the arched lintel to the east window and a crack from cill running down to the ground. These cracks have been filled and re-filled over the years and there is still some movement with hairline cracks in the filled joints. This should be monitored.

Chancel south wall: In addition there are open joints in the buttress which require raking out and re-pointing (again in lime mortar). The plinth has been re-pointed in hard (possibly Portland cement) with the mortar smeared over the stone. Some of the pointing is breaking away from the wall. Localised re-pointing in lime mortar is required.

C

Nave south wall: There is a mixture of hard Portland cement pointing and lime pointing. The stone below the windows is showing signs of erosion and the pointing here needs raking out and re-pointing in lime mortar. In addition there are open joints in the buttress which require raking out and re-pointing (again in lime mortar). There is further erosion of the stone faces at the western most part of the south wall beyond the Porch and returning around to the west gable wall. This should be monitored.

C

Tower:  
There are open perpend joints in the upper string course and in the chamfered plinth course which require raking out and re-pointing in lime mortar.

C



The stonework to three or four stones to the west window jambs is showing signs of splitting. This should be monitored for possible replacement at a later date.

There are open joints at high level to the LHS of the louvred opening on the north wall. Raking out and repointing is needed.

C

Boiler House:

The gable fascia is loose and is forward of the stone slates allowing water penetration and access to nesting birds. The fascia should be re-fixed securely against the wall cladding and slating. The timber cladding is stained with algae. Sanding down and treating with a stain is recommended.

C

Nave north wall:

There is some delamination of the stone faces to the low level stonework near the Boiler House caused by the hard Portland cement pointing. Raking out and removing the hard cement locally and repointing in lime mortar is required.

C

Vestry west gable wall:

The wall appears to have been repointed in hard Portland cement and there is evidence of localised delamination of the stonework as a result. Localised raking out and repointing in lime mortar is required as a minimum. Ideally this whole wall should be raked out and repointed in lime mortar to prevent further delamination of the masonry.

C

E

Vestry north gable wall:

There are open joints in the buttresses which require raking out and repointing in lime mortar.

E

Vestry east gable wall:

The stonework is wet due to a leak from the gutter above. See section 6.3 for action.

## 6.7 Windows:

Chancel east window

The movements in the east gable wall described in 6.6 have resulted in the leadwork pulling away from the glass in the middle window and central upper tracery. The stained glass has been removed for conservation.

The stained glass to the lower panels is rather faded possibly due to past cleaning attempts rubbing off the stencilled paint.

The tracery has some open joints internally. It is recommended that all the joints in the tracery are raked out and re-pointed in lime mortar.

C

Chancel south window s(ii)

There has been some settlement in the hood mould and tracery of Chancel south window s(ii) where there is some slight misalignment. This does not seem to have affected the glazing indicating that the movement occurred sometime in the past (possibly not long after the window dressing was inserted). There is a hairline crack in the cill which may also be historic.

Internally the arched lintel stones have open joints which require re-pointing. The glazing (diamond leaded quarry glazing with coloured outer margins) is in fair condition, though the vent frame looks a little rusty.

C

Nave south window s(iii)

The stained glass is rather distorted and bowed due to thermal expansion of the leadwork on this south facing elevation. The glazing conservator has recommended that the stained glass be left alone for now rather than it being removed for flattening.

Porch window s(v)

The leading and glass are in fair condition.

Tower west window:

The diamond leaded window with plain quarries is in fair condition.

Vestry window n(ii)

The glazing (diamond leaded quarry glazing with coloured outer margins) is in fair condition except for the upper section (within the top of the lancet) is proud of the lower rectangular section. This should be monitored.

Vestry window n(iii)

The original leading and glazing has been removed and re-fitted with reinforced grp (presumably after a past break in). Ideally this should be removed and glazing to match the other Vestry window should be inserted. The pointing to the joints of the arched lintel stones is loose and open. Raking out and repointing is necessary.

E

D

Nave window n(iv)

Externally there are splits in the lower LH and RH jambs. These should be monitored. Should the splits open up further stone indents may be required. The stained glass has a small hole and crack in the easternmost light. It is understood that a glazing conservator will replace this section in situ.

Nave window n(v)

The mullion sections above and below the transom are cracked. This is thought to be due to the rusting and expansion of the iron reinforcement. The affected sections will need to be cut out (back to the glass line) along with the rusting ironwork; new stone indents will then need to be inserted using stainless steel fixings. *NB It is important that this work is carried out by an experienced conservation stonemason under the direction of the architect and following his drawings and specifications.*

D

## 6.8 External Doors:

**Porch:** The oak framed and boarded doors are of robust construction with two mortice deadlocks and a ring latch. The door provides good security. It is recommended that the door be re-oiled during the quinquennium.

D

**Vestry:** The pine framed ledged braced and battened door is also of robust construction. Ironmongery comprises two mortice deadlocks and a ring latch. Re-staining the door during the quinquennium is recommended.

D

**Boiler House:** The softwood battened and boarded door is adequate. It is recommended that the door be sanded down and stained along with the softwood cladding to the west gable wall during the quinquennium.

C

## 7.0 INTERNALLY:

### 7.1 Roof voids and ceilings:

<b>Porch</b>	The plastered and painted ceiling appears in good structural and decorative condition.
<b>Tower</b>	The underside of the floor boards to the bell loft have some white marks resulting from past water ingress. The joists appear in fair condition.
<b>Below gallery</b>	The plastered and painted ceiling is in fair condition.
<b>Nave</b>	The purlins and trusses appear to be in good condition. The fibreboard ceiling fixed to the underside of the rafters appears in fair condition apart from some damp patches where the ceiling abuts the west wall. This is likely to be due to water ingress at the junction of the roof with the west gable wall.
<b>Chancel</b>	The rafters, purlins and roof trusses appear to be in good condition. The insulated plasterboard ceiling between the rafters appears to be in fair condition.
<b>Vestry</b>	The rafters and purlin appear in good condition. The plaster and lath ceiling between the rafters is in fair condition apart from a blistering section adjacent window n(iii). This is thought to be resulting from a roof leak from the roof slabs above. (NB See section 6.1 for action).

### 7.2 Internal doors, door furniture and screens

<b>Nave</b>	The oak framed and panelled doors are in good condition.	
<b>Tower</b>	The pine framed and battened door has a split panel on the Tower side. This is not recent and action is not required.	
<b>Gallery</b>	The pine framed glass panelled door and side screen is in fair condition. However the glass is thin and not toughened. Ideally it should be replaced with toughened or laminated glass which will break safely.	E
<b>Generally</b>	Door furniture as appropriate for use.	

### 7.3 Internal walls and wall finishes:

<b>Porch</b>	There is evidence of rising damp which is thought to be resulting from the high ground level being higher than floor level on the east side. It is recommended that the shrub bed be removed and the ground lowered east of the Porch.	C
<b>Tower</b>	The plaster and decoration are generally in fair condition.	
<b>Gallery</b>	There are open joints in the arched lintel stones above the glazed door and screen opening. Raking out and repointing is recommended.  There are a number of hairline cracks in the pointing to the walls. This may be due to thermal movements but should be monitored.	C

<b>Nave</b>	The rubble stonework and ribbon pointing are generally in fair condition. See section 6.7 for comments on stone dressings to the window.
<b>Chancel</b>	The rubble stonework and ribbon pointing are generally in fair condition as the Nave. The timber wall panelling on the south wall and the war memorial panelling in the sanctuary are in good condition.
<b>Vestry</b>	As comments for Nave. There is water staining on the west gable wall from past leaks. However the wall is dry.

#### **7.4 Floors and floor finishes:**

<b>Porch</b>	The stone pavings are in fair condition.
<b>Gallery</b>	The timber boarded floor is in fair condition. The boards weren't lifted so the condition of the structure beneath was not examined.
<b>Nave</b>	The pine floor boards in the area of the pews are in good condition. Again the boards weren't lifted so the condition of the floor joists beneath was not examined. The carpeted area at the rear of the Nave and the central aisle were not lifted so the condition of the solid floors beneath was not examined.
<b>Chancel</b>	The pine floor boards in the area of the choir stalls are in good condition. Again the boards weren't lifted so the condition of the floor joists beneath was not examined. The central aisle and carpeting in the Sanctuary were not lifted and the writer cannot state that the floor beneath is free from defect.
<b>Vestry</b>	The Vestry floor is carpeted and this was not lifted. The writer cannot state that the floor beneath is free from defect.

#### **7.5 Fittings, fixtures, furniture & movable articles:**

<b>Sanctuary</b>	The carved oak altar made by Thompson of Kilburn, North Yorkshire is in good condition.
<b>Chancel</b>	The finely carved oak rood screen, installed in 1907, is in good condition. The pine choir stalls are also in good condition.
<b>Nave</b>	The finely carved oak pulpit is in good condition. See section 10.0 for comments on the safety of the steps.  The brass eagle lectern is in good condition.  The two stone fonts, the oak book cabinet and altar frontal chest at the rear of the Nave are all in good condition.  The varnished pine pews are in fair condition.

#### **7.6 Organs and other musical instruments:**

The organ was built by Harrison and Harrison of Durham in 1879. The blower was replaced in September 2016. The organ is tuned annually and is understood to be in good working condition.

## 8.0 SERVICES INSTALLATIONS:

### 8.1 Electrical installation:

The church is understood to have been rewired in 1986/87 with pryrotenax. It is understood that it is some period of time since the last electrical test was carried out. It is recommended that this be carried out as soon as possible then at 5 yearly intervals. The report should be kept with the church log book. Portable electrical appliances are checked annually. B

The Nave and Chancel are lit by floodlights mounted high on the walls. The floodlights are fitted with fluorescent bulbs. Wall lights illuminate the rear of the Nave below the Gallery.

The Vestry is lit with two fluorescent strip lights mounted on the purlin. One of the lights was not working at the time of the inspection. It is recommended that the fault be rectified as soon as possible. B

External lights are located above the Vestry, on the south wall of the Chancel and on the Porch gable wall. These lights are linked to a sensor.

The sound reinforcement system is understood to be in working condition though it was reported that there is at times 'white noise' on the portable microphone. It is recommended that a specialist check and adjust the system as appropriate. C

### 8.2 Heating installation:

The heating installation comprises an oil fired boiler serving large bore heating pipes. A radiator is located on the south wall of the Chancel. The system is understood to provide reasonable levels of thermal comfort.

Two oil tanks are located in an outhouse on the south west corner of the churchyard and the oil line runs underground from there to the Boiler House. The oil tanks are somewhat old and rusty and they are single skinned with no bund wall. The tanks are therefore considered at risk of oil leakage and pollution. Heavy fines can be imposed for pollution from oil tanks and the PCC may not be insured against this risk. The PCC should consider replacement with a double skinned tank complying with current regulations and the oil line from the outhouse to the Boiler House checked and replaced if necessary. D

The oil line inside the Boiler House appears to be rusty and consideration should be given to its replacement to prevent leaks. D

The boiler is approximately 17 years old and while it is functioning satisfactorily it is reaching the end of its expected service life. The PCC are advised to budget for its inevitable replacement. E

The Boiler House sump is full of water and it is recommended that a sump pump be installed to keep the sump dry and prevent water migration through the building structure. D

### **8.3 Water supply:**

The cold water main enters the church in the Vestry. It serves a header tank linked to the heating system together with the Vestry wash hand basin. Consideration should be given to wrapping the header tank and pipework in insulation to protect them from freezing.

D

### **8.4 Lightning conduction system:**

The church does not have a lightning conduction system. However the church is not very large, the bell tower is not particularly tall and the church is not in an exposed location. The risk of lightning strikes is therefore considered low.

### **8.5 Fire-fighting equipment:**

Fire extinguishers are located at the base of the Tower and adjacent to the Organ. Consideration should be given to relocating the fire extinguisher in the Tower to the rear of the Nave near the entrance door so that a fire could be fought immediately upon entry into the building. The appliances are serviced annually.

C

## **9.0 DISABLED ACCESS AND PROVISION:**

There is no toilet within the church. However a fully accessible toilet is located in the adjacent Church Hall.

Level access is afforded from the footpath into the Porch and Nave. The Nave floor is level through to the Chancel step.

The Porch and Nave entrance doors are of sufficient width for wheelchair users. The area at the rear of the Nave and the Nave Aisle are wide enough for manoeuvring of wheelchairs.

## **10.0 WELFARE, HEALTH AND SAFETY:**

There is no kitchen provision within the church. However a fitted kitchen and social facilities are provided in the adjacent Church Hall.

The pulpit has no handrail and one is recommended for safety reasons. Likewise the steps to the Boiler Room have no handrail and one should be provided.

C

## **11.0 BATS:**

No bats were found roosting in the Tower. It is not known whether bats roost in the roofs and their presence should not be discounted. However it should be noted that bats are a protected species and should not be disturbed. (See section 14.00 – advice to PCC).

## 12.0 CURTILAGE:

### 12.1 Paved areas:

The stone paved footpaths around the church and the tarmac footpath at the west side of the Hall are in fair condition. The footpath to the north side of the church was covered in snow at the time of the inspection and the inspector cannot state that it is free from defects.

### 12.2 Grassed areas:

It is understood that the grassed areas are cut regularly during the growing season.

### 12.3 Boundary walls, gates and fences etc.:

**Walls** The churchyard boundary walls are generally constructed in dry stone walling with the exception of the east boundary adjacent to the Hall which is bedded and pointed in mortar. Generally the walls are solidly constructed and in a good state of repair. However the stone work on the north west corner of the new churchyard is poorly constructed. Localised reconstruction is recommended. D

**Gates** The oak entrance gate on the east boundary wall is in good condition. It is recommended that the gate is oiled during the quinquennium to protect it from the damp and maintain its appearance. It is recommended that the hooped metalwork above the gate is decorated. D

The gate to the south west corner of the new churchyard and the gate to the wooded area to the west of the old churchyard are both in fair condition.

**Fences** The metal fence and gate around the Boiler House are in fair structural condition but the paintwork is chipped and flaking in places. Rubbing down and re-decoration are recommended. D

The metal balustrade and handrail to the Vestry external door are in fair condition. Redecoration is recommended during the quinquennium. D

### 12.4 Trees and shrubs:

**Trees** There are a number of mature trees in the churchyard. These all appear to be healthy but the PCC should consider getting an arborist to check and give comments and advise on concerns about the growth of the millennium yew tree and the branches of the oak tree near the main gate. E

Concerns have been raised by a neighbour about the height of the pine trees to the south of the churchyard. While they are in good condition these trees which may also limit daylight into the adjacent Hall as well the plot to the south. The PCC are advised to check whether these trees are subject to a tree preservation order, consult with the DAC and obtain a Faculty before any are removed. E

**Shrubs** The shrub bed adjacent to the Porch should be cut back and the soil lowered in this area to below floor level to prevent rising damp in the walls of the Porch and Nave adjacent. (NB See also 7.3 for action).

## 12.5 Headstones and tombs:

**Headstones** The headstones generally appear to be vertical and in a stable condition. However it is recommended that bi-annual checks are made on the stability of the older headstones for safety reasons. M

**Tombs** The Greenwell tomb to the north east side of the Vestry appears to be in a stable condition but removal of moss is recommended. M



Wall to NW corner of churchyard (12.3)



Pine trees to south boundary (12.4)



The Greenwell tomb (12.5)



### 13.0 RECOMMENDATIONS:

#### 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 (i.e. clearing leaves from a gutter). This can be done without professional advice or a faculty

Category	Action item	Estimated cost (£)
A	None	
B	Re-pointing ridge stones. Re-fixing slipped roof slates to Nave and Chancel (6.1)	750
B	Investigation of roof leak to Vestry (6.1)	150
B	Removal of moss from roof slating (6.1)	500
B	Re-aligning gutter to Nave north slope (6.2)	400
B	Installing gulley and drainage to Nave north downpipe (6.2)	500
B	Fitting gutter and downpipe to Boiler House roof (6.2)	150
B	Fixing leak to eastern end of Chancel north gutter (6.2)	75
B	Lift and re-bed and point Chancel east gable water tabling (6.5)	2,500
B	Carry out full electrical test (8.1)	400
B	Repair faulty fluorescent light tube to Vestry (8.1)	75
C	Remove rust and decorate Tower roof access ladder (6.3)	150
C	Treat timber lintels to Bell Tower openings against beetle attack (6.3)	100
C	Re-pointing works to external walls (6.6)	1,500
C	Re-fix Boiler House verge fascia; sand and stain timber cladding (6.6)	150
C	Rake out and repoint joints to Chancel east window tracery (6.7)	750
C	Rake out and repoint open joints to arched lintel of Chancel window s(ii) (6.7)	75
C	Sand and stain Boiler House external door (6.8)	Incl.
C	Lower ground to east of Porch to prevent rising damp (7.3)	100
C	Rake out and repoint open joints in arched lintel by Gallery door & screen (7.3)	100
C	Sound specialist to check and adjust portable microphone (8.1)	75
C	Reposition fire extinguisher from Tower to rear of Nave (8.5)	DIY
C	Fit handrails to pulpit and Boiler House steps for safety reasons (10.0)	400
D	Fit gutters, downpipes (and below ground drainage) to Porch roof (6.2)	750
D	Re-decorate Tower flagpole (6.3)	100
D	Rake out and repoint open joints to arched lintel to Vestry window n(iii) (6.7)	75
D	Masonry repair to split mullion sections to Nave window n(v) (6.7)	2,500
D	Re-oil Porch external door (6.8)	100
D	Re-stain Vestry external door (6.8)	100
D	Fit sump pump to Boiler House (8.2)	250
D	Fit insulation to cold water tank and pipework in Vestry (8.3)	150
D	Replace rusty oil tanks with double skinned tank; check oil line etc. (8.1)	2,000
D	Replace rusty oil line in Boiler House (8.1)	200
D	Re-oil oak entrance gates/ repaint metal hoop to same (12.3)	100
D	Redecorate metal fence to Boiler House & metal balustrade by Vestry door (12.3)	200
E	Consideration to a programme of re-slating (6.1)	60,000
E	Consider redecoration of Bell stage walls with lime wash (6.3)	100
E	Consider replacing grp glazing with leaded glazing to Vestry window n(iii) (6.7)	2,500
E	Consider replacing Gallery door & screen glass with toughened or laminated (7.2)	2,500
E	Consider replacing ageing boiler (8.2)	3,000
E	Consider getting an arborist's report on trees (12.4)	500
E	Consider removal of pine trees on south boundary (12.4)	?
M	Unblock rainwater gullies bi-annually (6.2)	DIY
M	Check older headstones for stability bi-annually (12.5)	DIY

## **14.0 GENERAL ADVICE**

### **Rainwater disposal systems**

Clean out gutters and gullies twice per year – late spring, late – Autumn after leaves have fallen.

### **Painting rainwater goods**

Paint every five years min.

Scrape and wire brush to remove rust.

Apply primer/undercoat.

Top coat with 2 coats gloss paint to match stonework.

Use bituminous paint on inside of gutters.

### **Ironwork to Towers and Belfries**

Paint similarly every five years except for bronze bells.

### **Roof coverings**

Check frequently and repair as necessary.

### **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.

### **Fire extinguishers**

Obtain advice from Local Fire Prevention Officer on the correct type and location.

Fire Safety Advice can be found at [www.churchcare.co.uk/building.php?CDE](http://www.churchcare.co.uk/building.php?CDE)

Enter into a contract for annual maintenance with the supplier.

### **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, Guidance Note No. 3, and an inspection certificate obtained in every case. The certificate should be kept with the church log book. For further details including who is qualified to undertake the inspection please see [www.churchcare.co.uk/building.php?CDT](http://www.churchcare.co.uk/building.php?CDT)

### **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.

### **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.

### **Organ**

Enter into an annual contract for maintenance and tuning.

### **Asbestos**

A suitable and sufficient assessment should be made as to whether asbestos is or is liable to be present in the premises. Further details on making an assessment are available on [www.churchcare.co.uk/building.php?CDA](http://www.churchcare.co.uk/building.php?CDA). 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.

**Disability Discrimination Act**

The PCC should ensure that they have understood their responsibilities under the Disability Discrimination Act 1995. Further details and guidance are available at [www.churchcare.co.uk/legal.php?GL](http://www.churchcare.co.uk/legal.php?GL).

**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.

**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 [www.churchcare.co.uk](http://www.churchcare.co.uk)

**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](http://www.churchcare.co.uk) and [www.shrinkingthefootprint.cofe.anglican.org](http://www.shrinkingthefootprint.cofe.anglican.org).

**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.

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**APPENDIX - Selected photographs taken during the inspection**



Moss on roofs/ slipped slates (6.1)



Chancel east gable (6.6 and 6.7)



Nave north window n(v) – cracks to mullions (6.7)



Boiler House (6.2, 6.8 and 12.3)



Drainage by Nave north downpipe (6.2)



Rusty oil tanks (8.1)