

**Quinquennial Inspection Report
The Church of St Michael and All Angels, South Westoe
Archdeaconry of Sunderland
Deanery of Jarrow
Diocese of Durham**



Report prepared by

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17 September 2025

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1.0 BACKGROUND

- 1.1 The Parish Church of St Michael and All Angels, South Westoe
Westoe Road
South Shields
NE33 3PH
- 1.2 Client:
The Parochial Church Council of The Parish Church of St Michael and All Angels, South Westoe
Westoe Road
South Shields
NE33 3PH
- 1.3 Report prepared by David Jowett - Architect, BA, DipArch, RIBA
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- 1.4 Date of Inspection 3 September 2025 at 10:00am
- 1.5 Weather conditions - cloudy with occasional heavy rain, temperature 15 degrees.
- 1.6 Previous Report 22 July 2014 by Tony Barnes. It is understood that there was a 2020 inspection undertaken by Tony Barnes, but that the inspection report was never produced due to ill health.

2.0 EXECUTIVE SUMMARY

- 2.1 The ongoing maintenance of this buildings is currently being undertaken by a small number of people with limited funds and these people should to be applauded for their efforts.

The roof is generally watertight and is kept so with regular maintenance. The east end parapet does require attention with gaps in the water tabling and plant growth which extends down the east elevation. The overall state of the brickwork and stonework, most notably to the top of the east elevation and bottom of the west elevation, needs to be assessed by a qualified stonemason with a view to minimising future decay and preventing damp ingress.

The decoration of the rainwater goods needs to be carried out promptly, so that the parts are just maintained rather than having to be replaced at much greater expense.

The general maintenance issues of cleaning out the external gullies and decorating the external doors require attention.

The internal paint finish and floor finish within the campanile entrance and around to south east corner of the south aisle is stained and peeling in places and the floor finish lifting, which makes the entrance unattractive. The reason for the staining needs to be pinned down and sorted out before redecoration and replacement of the floor finish.

The church buildings offer opportunities, in terms of facilities and spaces, that many other churches - often without the simplest WC and Kitchen facilities - would envy. The split of the nave offers great opportunities in terms of how services and social events can be provided.

3.0 PREVIOUS REPORT

- 3.1 The Previous Report followed the inspection on 9 April 2015 by Tony Barnes of B3 Architecture, 11A Struan Terrace, East Boldon, South Tyneside, NE36 0EA.

The report identified the following maintenance items, and these are noted as either completed or outstanding:

South Porch

Check door safety glass and platform lift enclosure. **Completed**

Lift service / inspection. **Completed**

Overhaul door ironmongery. **Completed**

St Andrews Hall

Lift inspection/service. **Completed**

Monitor crack in west wall for movement. **Completed**

North Porch

Investigate damp wall and rectify and monitor. **Completed**

Monitor cracked plaster SW corner for further movement. **Completed**

Toilets

Repair leaking urinal traps/overhaul cistern. **Completed**

Investigate condensation/rusting heater casing/rusting handrail. **Completed**

Consider changing extract operation mode. **Completed**

Kitchen

Ensure fire shutter is fully operational. **Completed**

Investigate/rectify cause of damp plasterwork adjacent to window. **Completed**

Replace missing light cover. **Completed**

Nave /Chancel/aisles/Lady Chapel

Monitor movement in cracks/increase in water staining. Investigate/Repair. **Completed**

Replace defective lamp. **Completed**

In depth heating Appraisal. **Completed**

Flagg Room

Replace defective lamp. **Completed**

Review ventilation method in connection with heating appraisal. **Completed**

Lobby to Vestries

Check/test/review sub circuit switching. **Completed**

Repair ceiling cracks. **Completed**

Church Office/Store(first floor)

Investigate cause of minor water ingress in wall. **Completed**

Repair cracked plaster. **Completed**

Vicar's Vestry

Consider natural ventilation in view of earlier dry rot outbreak. **Completed**

Consider improvements to conceal trunking and fittings. **Completed**

Choir Vestry

Investigate cause of friable dado boards on south wall and repair. **Completed**

Consider natural room ventilation in view of earlier dry rot outbreak. **Completed**

Campanile Lobby

Investigate cause of rain water ingress in very heavy rain and rectify. **Outstanding**

Replace rotten dado boarding. **Completed**

Minor wall repairs. **Outstanding**

Floor finish repairs. **Outstanding**

Consider upgrading lighting and provide socket outlet for ease of maintenance. **Completed**

Ensure gulley is kept clear. **Completed**

WC (Campanile lobby)

Wall finish repairs/decoration. **Completed**

Glass repairs. **Completed**

Consider emergency light. **Completed**

Boiler Room (Redundant)

Provide handrail for safe access . **Outstanding**

Remove rubbish and regularly inspect gulley to avoid blockages. **Completed**

Provide additional support for waste pipe along wall. **Completed**

Decorate pipe work. **Outstanding**

Replace missing lamp. **Completed**

Redhead Hall

Replace fluorescent lamp. **Completed**

Adjust/ease doors. **Completed**

Adamson Room

Test emergency light and fire alarm systems. **Completed**

Consider provision of extract fan/opening blocked windows for ventilation and natural light. **Completed**

Ensure fire separation between floors is adequate at window positions. **Completed**

Heating Chamber

Ensure fire precaution are up to date and notices displayed. **Completed**

Check roof watertight at flue outlet. **Completed**

Check room ventilation requirements are up to date. **Completed**

Wilkinson Room

Test emergency light and fire alarm systems. **Completed**

Investigate and rectify springiness in floor at east end. **Completed**

Ensure fire separation between floors is adequate at window positions. **Completed**

Campanile level 1

Provide fixed ladder from below at hatch. **Outstanding**

Provide safety guarding/ grab rails at hatch opening. **Outstanding**

consider re-siting to improve access from below. **Outstanding**

Clean floor, provide light and power to improve maintenance/ remove redundant electrical cables. **Not inspected as access unsafe**

Provide handrails to ladder for safer access/egress to upper levels. **Not inspected as access unsafe**

Check internal rainwater pipe for leaks. **Not inspected as access unsafe**

Campanile level 2

Provide safety guarding to floor opening. **Not inspected as access unsafe**

Provide ladder hand rails and mid flight wall stays. **Not inspected as access unsafe**

Decorate rainwater pipe and patresses. **Not inspected as access unsafe**

Campanile level 3

Investigate cause, provide engineers report and repair concrete floor. **Completed**

Free Rodding point cap on rainwater pipe at offset and grease thread to ease maintenance.

Not inspected as access unsafe

Provide ladder hand rails and mid flight wall stays. **Not inspected as access unsafe**

Campanile level 4 .Belfry

Provide safety guarding to floor opening. **Not inspected as access unsafe**

Clean floor. **Not inspected as access unsafe**

Obtain inspection report for bell and bell stock and implement recommendations. **Completed**

Heating/Plumbing

Check and Test by Gas Safe engineer, include pipe work and heat emitters and obtain report.

Completed

Consider full review of warm air heating system. **Outstanding**

Check and Test internal and external water stopcock valves. **Outstanding**

Electrical

Obtain inspection report. **Completed**

Check and test faltering light circuit. **Completed**

Obtain test notice on earth protection/lightning conductor as part of inspection. **Completed**

Provide light and power to campanile **Not inspected as access unsafe**

Site and Externals

Obtain arborists' report on trees for reference. **Completed**

Remove weeds /algae from steps and pathways regularly. **Completed**

Overhaul retaining walls. **Completed**

Flush out manholes, gullies and channels regularly. **Completed**

Renovate east side tarmac, removing vegetation growth. **Completed**

Overhaul notice board. **Completed**

Renovate east side embankment including ground cover planting. **Outstanding**

Work carried out since the last report as listed in Log Book:

2015-16

Ash tree removed at junction of Church/Vicarage drive by Olivers.

Local authority trimmed trees within church grounds, for which it is responsible.

Drive was resurfaced and cost shared equally between parish and diocese.

Fire extinguishers, inspected and serviced every June. Fire alarms are checked and serviced in December and June.

Kitchen had a facelift, deep clean, decorating, new lighting and extractor fan cleaned.

The parish centre, church and vestry heating units are serviced each September.

Spotlights replaced with LED fittings at a cost of £950.00.

5 year electrical inspection is due to be carried out 2016.

Disabled lift replaced following grant of £10,000.

Porch redecorated with new carpeting and new lighting.

Wilkinson Room floor repaired and carpet replaced with vinyl, cost £1,898.00.

Lady Chapel roof works undertaken by David Ferguson, including splits in the lead and two splits in the downcomers on the north aisle roof.

Replace the lead flashing extension to pipe through wall of the vestry roof across the tower entrance together with internal access for rodding.

Replacement two slip slates at west end of the building at north stairwell, cost £1,608.00.

Lightning conductor five yearly check by Taylor Haswell.

2017

Fire extinguishers, inspected and serviced. June 2017.

Fire alarm system, checked and serviced in June and December.

Installation of LED spotlights in the nave and chancel.

Five-year electrical check undertaken by Sneddon and Richardson.

Heater units to choir, vestry, church and parish centre serviced in September.

Strengthening bars installed to belltower to stabilise cracking in concrete slab which supports bell frame. Tower bell mechanism overhauled.

Several splits in the lead covering to Lady Chapel roof, repaired and lead flashings re-secured.

Gutters and downpipes cleared by David Ferguson. The slip slate was recently re-secured at East End of south facing main roof.

West end gable tablets, stones and crumbling brickwork replaced and loose flashings secured by David Ferguson.

2018

Fire extinguishers, inspected and serviced in June.

Fire alarm system, checked and serviced in June and December.

Heating units to choir vestry, church in parish centre serviced in September.

Gutters and downcomers cleared by David Ferguson.

Repairs to floor panel and supporting brickwork at entrance from chancel to clergy vestry.

Pointing above sandstone tracery at apex of window in south aisle.

2019

Fire extinguishers, inspected and serviced in June.

Fire alarm system, checked and serviced in June and December.

Heating units to choir vestry, church in parish centre serviced in September.

Gutters and downcomers cleared by David Ferguson.

Lead splits, replaced and flashings re-bedded and pointed and slipped slates re-fixed on north aisle and the Lady Chapel roofs.

Outside tap fitted by campanile entrance, replacement of locks on north and tower doors.

2021

Choir vestry, church in parish centre heater units, serviced in September and appropriate gas safety certificate issued.

Choir vestry boiler repaired.

Church heating unit fitted with new timing clock and parish centre boiler coupling repaired.

Gutters and downpipes cleared by David Ferguson. Replacing of slipped plates on north roof and the lead to Lady Chapel roof repaired, cost of £462.00. Repairs to hoppers and downpipes and lead flashings on north aisle roof after attempted theft of lead. Lightning conductor four yearly inspection including tower inspection by steeplejacks and repairs carried out to gantry around the top of the tower to make stonework safe, cost £3,210.00.

2022

Gutters and downpipes cleared by David Ferguson. Fire alarm checked and serviced twice yearly in June in December. Fire extinguishers inspected in June.

Branch removed from tree following storm damage by Olivers tree services cost £480.00.

Dangerous timber work above high altar made safe and secured by David Ferguson Ltd cost £1,284.00

2023

Ash tree in rest garden adjacent to main drive felled. Gutters and downcomers cleared twice yearly by David Ferguson. Some slip slates in north aisle roof re-fixed. Three heating units serviced in September. Six-year electrical check completed in November.

Fire alarm checked and serviced twice yearly in June in December. Fire extinguishers inspected in June.

2024

Gutters on downcomers clear twice yearly by David Ferguson. Slipped slates on north roof and east gable re-fixed. Some rotten timbers on east gable replaced. Three heater units serviced in September. New fuse box and anti-surge device and high-level spot lights replaced and new switches in WC, cost £2,162.40. Fire alarm checked and serviced twice yearly in June and December. Fire extinguishers inspected in June.

2025

Gutters and downpipes checked twice yearly by David Ferguson. Small holes in the Lady Chapel roof patched and slipped slates on north side of main roof were re-fixed. Church heating system serviced by Compaq in September. Choir vestry and parish hall boiler serviced by Shipleys in December and appropriate gas safety certificate issued. Fire alarm checked and serviced twice yearly in June and December. Fire extinguishers inspected each June. Fire risk and fire risk assessment approved by Fire Brigade.

4.0 BRIEF DESCRIPTION OF BUILDING

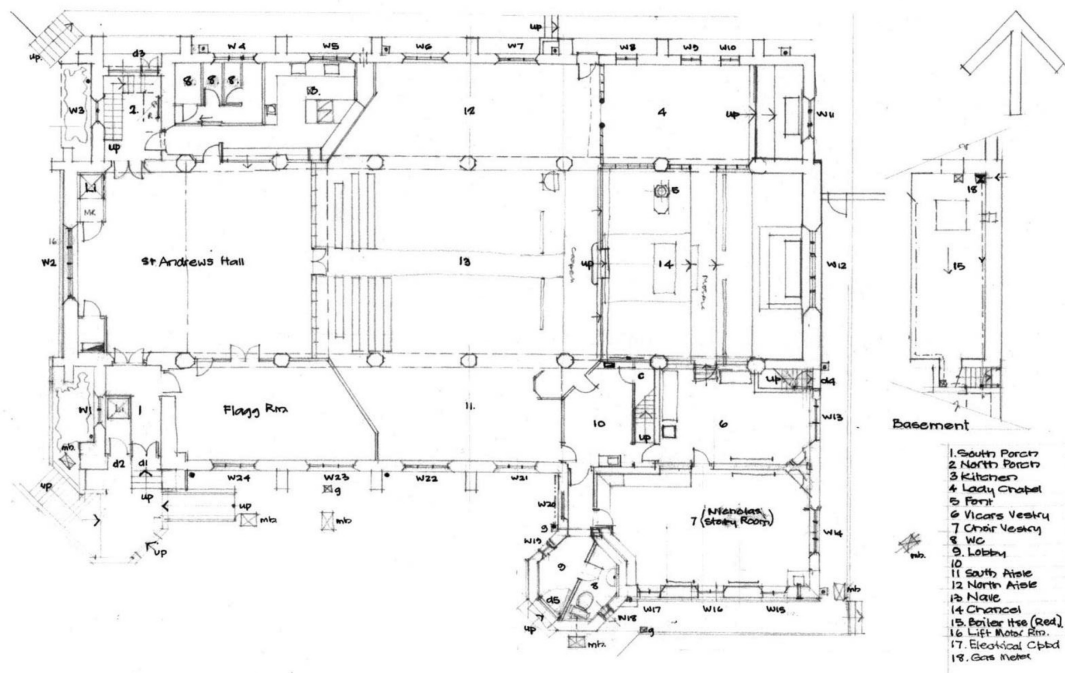
4.1 The Church was built in stages between 1881 and 1912 to designs by Austin, Johnson and Hicks, followed by Hicks and Charlewood, in a reinterpretation of 15 century 'Decorated' style. The church comprises nave, north and south aisles, chancel flanked by Lady Chapel to the north and original organ chamber and vestries to the south. The nave and chancel are under one continuous pitched roof. The aisles, Lady Chapel and vestries have flat roofs at varying levels. Attached to the vestry wing is an octagonal campanile surmounted by a spirelet.

1981 choir stalls removed.

1987: extensive repairs by John Niven were carried out following a serious fire.

Alterations, also from this date, also by John Niven: the western ends of nave and aisles were partitioned off to form meeting rooms, toilets and kitchen: upper level meeting rooms and organ gallery. Sacristy and office/store above in original organ chamber.

5.0 PLAN OF CHURCH

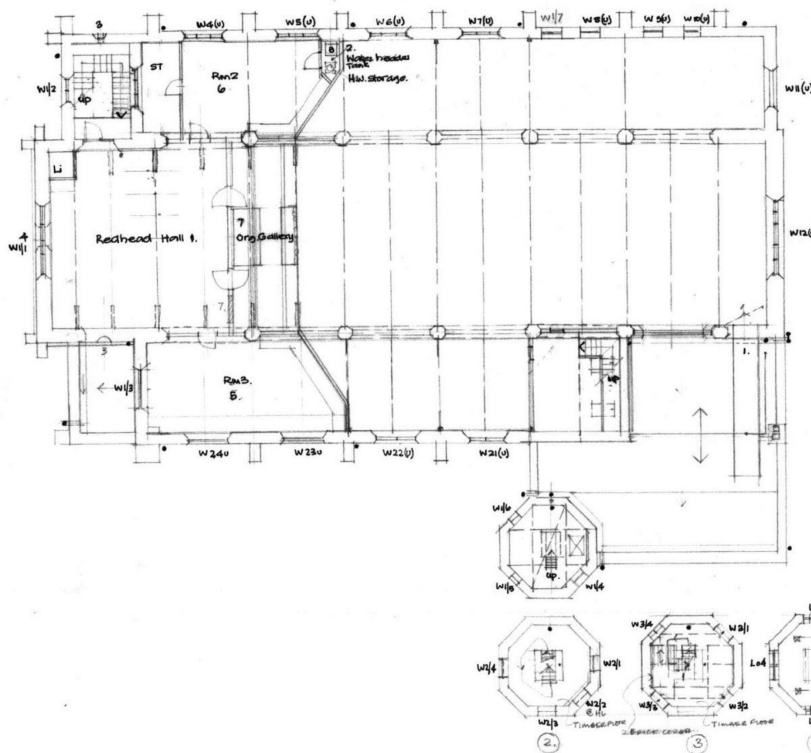


St Michael and All Angels, Westoe 1405
Ground floor plan E1
1:100 ota dec 2014

B3
architecture

conservation contemporary design

11a struan terrace, east boldon, tyne and wear, ne36 Osa t 01915364400 m 07714336084
t01915371529 e.tonybarnes@b3architecture.fsnet.co.uk



Notes

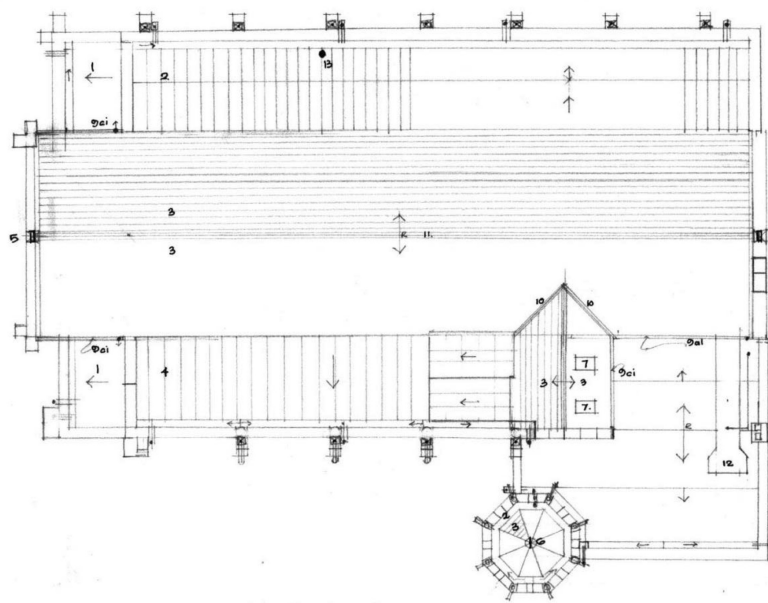
- Notes
1. Warm air heating unit
 2. First Floor boiler room
 3. Niche
 4. Circular window above
 5. Wilkinson Room
 6. Adamson Room
 7. Organ Gallery.

St Michael and All Angels, Westoe 1405
First floor plan E2
1:100 ota dec 2014

4 **B**
archi

conservation contemporary design

11a stuen terrasse, east bolden, tyne and wear, ne36 0ea t 01915384400 m 0771433801
t 01915371529 e lionvhorne@b3architecture.fenst.co.uk



- Notes.
- A. Coverings
 1. Felt
 2. Lead
 3. Lakeland slate
 4. Stainless steel sheet
 5. Stone cross
 6. Metal cross
 7. Roof windows
 8. Capped flue
 9. Metal gutters e/o
 10. Lead lined valleys
 11. Stone roof ridge
 12. Nave/chancel air heating unit
 13. Boiler flue

St Michael and All Angels, Westoe 1405
Roof plan E3
1:100 oia dec 2014

B3.

conservation contemporary design

11a Stroud Terrace, West Boldon, Tyne and Wear, NE38 0AS. T 0191 5364400 M 0771 4336084
E 0191 5371529 E tony.barnes@b3architectural.com tony.b3

6.0 LISTING GRADE

The Church is a Grade II Listed Building and the following description is taken from the Listed Buildings Register:

1881-82. Austin, Johnson and Hicks architects. 1886. The hammerbeam roof put in. 1894. The north and south aisles added. 1909. The tower built. Built in red brick with ashlar dressings. In the "Decorated" style with a certain French feeling which with the combination of the brick and stone imparts an air of richness and elaboration. The nave and chancel under the one high pitched roof. The aisles have flat roofs. The most original feature is the free standing octagonal campanile at the south-east corner. Has a window by Kempe.

Listing NGR: NZ3691666244

7.0 MAINTENANCE

Responsibility for maintenance of the Church lies with the PCC. The Chair of the Maintenance Committee reports that maintenance of grounds immediately to the south of the church lies with the PCC; the maintenance of grounds to the north and west of the church lies with the local authority; the maintenance of grounds to the far south of the site, lies with the Parsonages Board.

8.0 LIMITATIONS OF THE REPORT

The inspection of the church was visual and made from ground level. Only selected areas were examined in detail. Parts of the structure which were inaccessible, enclosed or covered were not opened up and therefore I am unable to report that any such part of the building is free from defect. The inspection excluded testing of services and organ. This report is restricted to the general condition of the building and is a summary report only as is required by the Inspection of Churches Measure. It is not a specification for the execution of work and must not be used as such.

9.0 EXTERIOR

9.1 ROOF COVERINGS

Description

Westmoreland slate to nave and chancel with ridge tiles and stone water tabling over brick. Lakeland green slate to original organ loft. Lead to north aisle and Lady Chapel behind brick parapet. Stainless steel sheet to south aisle. Felted roof finish to porches and vestry. Flashings in lead slate and stainless steel.

Condition Church

Overall the slating appears in reasonable condition, as are the flashings and most of the ridges. A few sections of ridge tiles have missing mortar pointing and require repointing. There was no access to view the flat roof areas and the heavy tree cover obscures several sections of the pitched roofs.



Roof South Elevation



Roof North Elevation



Missing Ridge Pointing



Missing Ridge Pointing

Category B, Requires attention within the next twelve months

Repoint ridge tiles as necessary. Cost Band 1– £0.00-£1,999.

Repair Needs, Category M, Routine Maintenance

Continue twice yearly roof inspections. Cost Band 1– £0.00-£1,999.

9.2 RAINWATER GOODS

Description

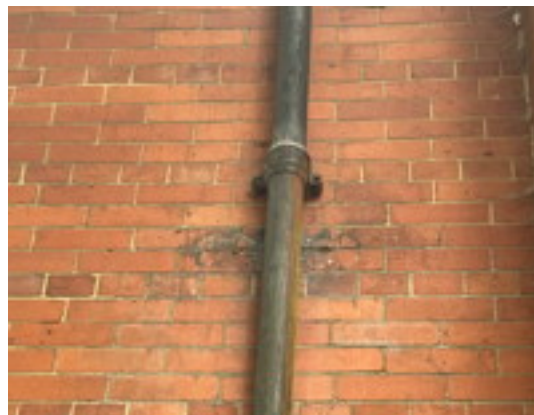
Concealed through parapet outfalls with round, cast iron fall pipes. Aluminium profile guttering to chancel south side and cast iron half round guttering to original organ loft and part of nave.

Condition

Everything appeared watertight at time of the inspection. One blocked parapet outlet to south elevation. All cast iron rainwater goods are in urgent need of decoration.



Parapet Outfall



Cast Iron Rainwater Pipe



Hopper Head



Blocked Parapet Outfall

Repair Needs, Category A, Urgent, requiring immediate attention

Unblock blocked parapet outfall. Cost Band 1– £0.00-£1,999.

Category B, Requires attention within the next twelve months

Redecorate church rainwater pipes. Cost Band 2– £2,000.00-£9,999.

9.3 PARAPETS, UPSTAND WALLS, FINIALS, SPIRELET AND CHIMNEY

Description

Brickwork gable walls to east and west ends are topped with sandstone watertables with sandstone kneelers. Brickwork parapet walls to other areas again topped with sandstone and including stone pinnacles with gargoyles below, angels to south side and griffins to north side. Chimney to vestries reduced and capped and now includes vents to flues.

Octagonal attached red faced brickwork campanile with sandstone dressings and moulded strings on 4 levels. More decorative bell chamber with brickwork and sandstone banding. Sandstone crenellations with pinnacles and false plain sandstone spouts. Red sandstone louvres set within paired of yellow sandstone decorated surrounds. Slate covered roof.

Stone finial crosses to nave west end and chancel east end. Iron spirelet to campanile.



South East Corner Deteriorating Brickwork



West End Finial Cross



Campanile



East End Finial Cross

Condition

Misaligned water tables to chancel east elevation and with buddleia growing from brickwork. Some brickwork erosion to parapets, especially south east corner.

Category B, Requires attention within the next twelve months

Repair misaligned water tables to east end removing buddleia. Cost Band 2– £2,000.00-£9,999.

Repair Needs, Category M, Routine Maintenance

Monitor brickwork erosion. Cost Band 1– £0.00-£1,999.

9.4 WALLING AND POINTING

Description

Smooth red face brickwork and sandstone copes with sandstone dressings and projecting string courses. Two blank shields either side of west window. Chamfered plinth stone. 10 arch decorated stone blind arcade with brick infill to west elevation beneath west window. Buttresses in smooth red facing brickwork with dressed sandstone kneelers and caps. Flush pointing.

Condition

Brickwork repairs to all elevations with large areas beneath water tabling to east and west gables. Some stone repairs in both natural stone and mortar patching. Buddleia growing from east gable north side. Decaying brickwork most noticeable on east gable. Decaying stonework most noticeable on south gable lancet window, to base of stone arcade to west wall and to campanile doorway.



East End Gable



South Gable Window



Campanile Doorway



West Elevation Stonework Arcade

Category B, Requires attention within the next twelve months

Arrange inspection with qualified stonemason to advise and report on necessary stone and brick repairs to slow decay and minimise replacement. Cost Band 1– £0.00-£1,999.

Repair Needs, Category M, Routine Maintenance

Monitor existing areas of stone and brickwork decay and any slightly open joints. Delaminating stones should be brushed down and washed with clean water as loose and friable stone holds water that can freeze in cold weather, accelerating the delamination. Cost Band 1– £0.00-£1,999.

9.5 WINDOWS AND EXTERNAL DOORS

Description Church

Single stone lancets, paired, tripartite, quadripartite to west nave and cinquepartite to east chancel, all with tracery heads.

Small ogee-headed windows under 4 light west window.

Square openings with tracery heads to porches and vestries.

Dressed sandstone heads, some with hood moulds, reveals and cills.

Small circular tracery window high in west gable.

Single openings in campanile. Paired rectangular moulded openings with semi circular tracery heads and stone mullion with timber louvre infill to bell chamber.

Stained glass to nave east and south elevations, two south aisle south elevation windows by Atkinson brothers, north aisle north elevation, Lady Chapel north and east elevations and west

window. North Aisle west end window by William Morris and Co 1947. Clear glass with lead comes to other windows generally. Powder coated wire window guards to most windows

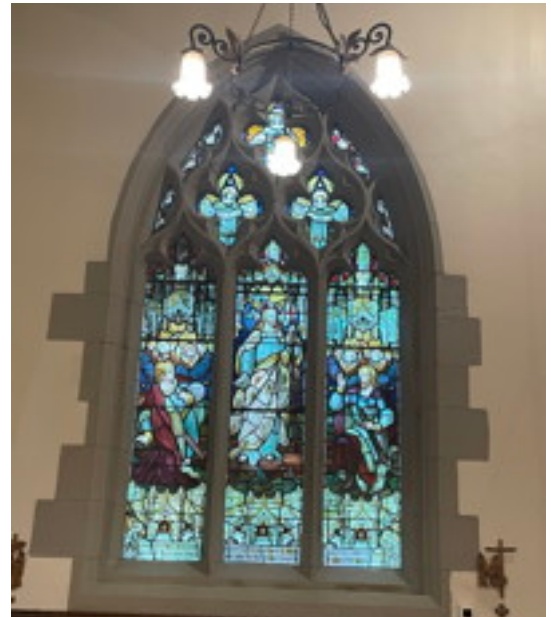
Vertical pine boarded doors to north and south entrance. Plain boarded to north door and boiler room. Rebated/decorated dressed sandstone 2 centred arch to north and south porches and campanile. 'Tudor' arch to Lady Chapel door. Stone/hardwood: level access to south door, and Lady Chapel, stone steps elsewhere.

Condition

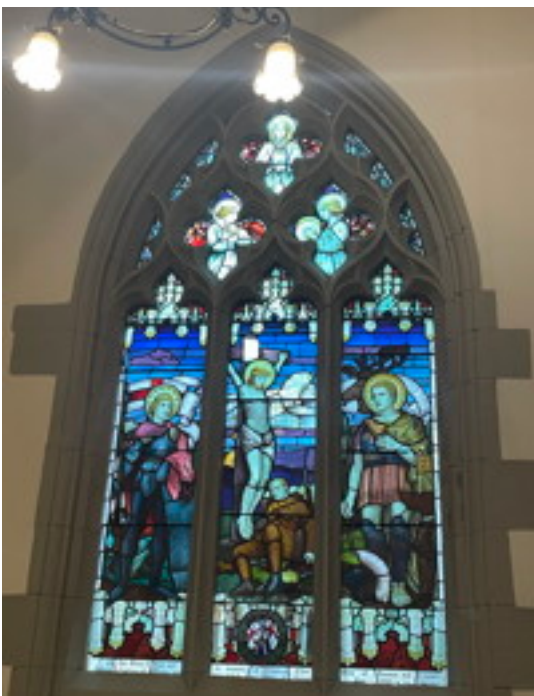
All windows are in reasonable condition. North porch and Lady Chapel doors are in need of decoration. Rot to bottom of boiler house door.



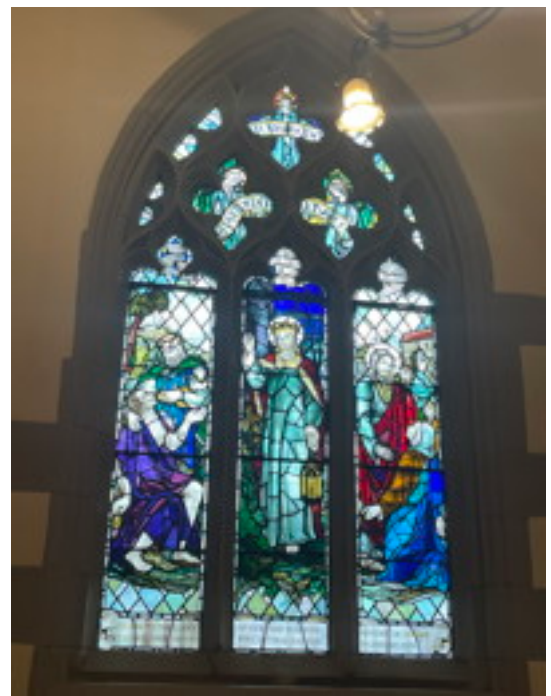
East Window



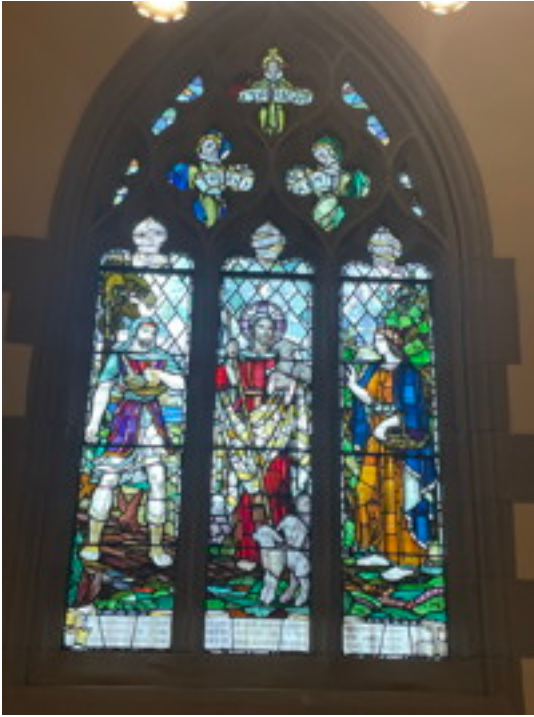
South Aisle East End Window



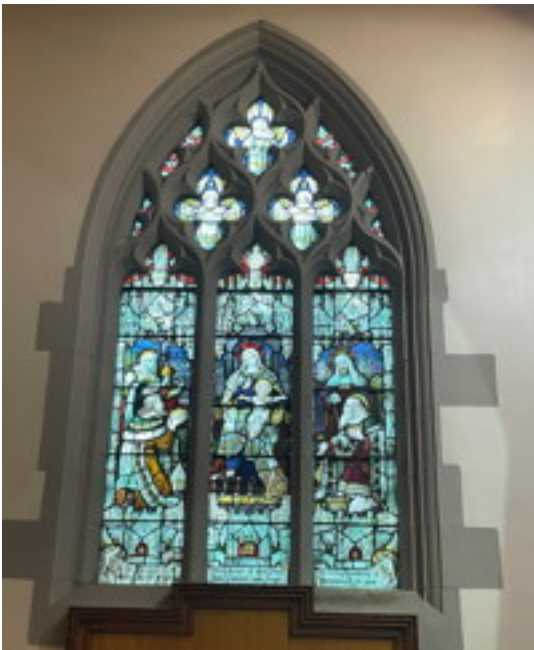
South Aisle West End Window



**North Aisle West End Window by
William Morris and Co 1947**



North Aisle East End Window



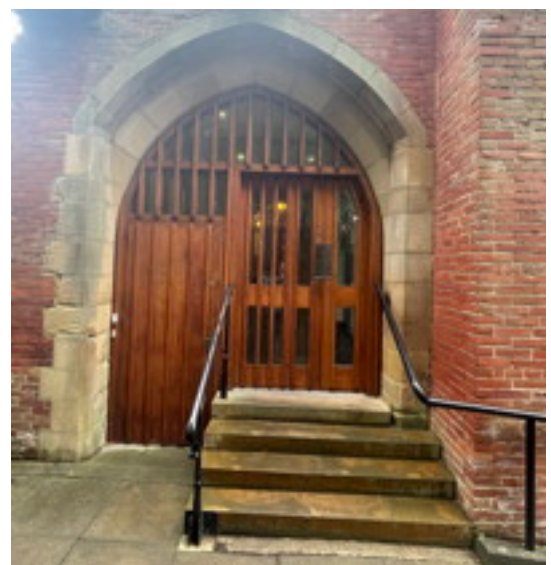
Lady Chapel East Window



Lady Chapel North Window



Campanile Door



South Porch Door



North Porch Door



Lady Chapel North Door



Boiler House East Door

Category B, Requires attention within the next twelve months

Redecorate North porch and Lady Chapel doors; repair/replace boiler house door. Cost Band 1– £0.00-£1,999.

9.6 BELOW GROUND DRAINAGE

Rainwater pipes all discharge over gullies and appear to run to combined water mains drainage. Inspection chambers to north, south and west elevations.

Foul water from the WC in campanile connects to inspection chamber on south elevation. Kitchen and adjacent WCs connects to internal inspection chambers and then to drainage along west elevation.



Typical Blocked Gully



Boiler House Gully



Blocked North Elevation East End Gully



Turned up lead to South East Corner Gully

Condition

Gullies generally blocked with leaves. Lead to base of gully to south east corner turned up and diverting water away from gully.

Category A, Urgent, requiring immediate attention

Clear out all gullies and turn down lead to gully to south east corner. Cost Band 1– £0.00-£1,999.

10.0 INTERIOR

10.1 CAMPANILE

Description

Level 1 accessed through a hatch above the Campanile WC roof. No guarding, and access unsafe so not inspected. Ceiling boarded with exposed paired beams/joists and perimeter bearers. Walls are an octagon of exposed brickwork. Timber boarding to floor. Bricked up door opening on north east wall. Cast iron internal rainwater pipe from above on north wall discharging to vestry roof gulley. Fixed ladder to level 2.

Level 2

Ceiling boarded with exposed paired beams/joists and perimeter bearers on brick corbelling. Walls are an octagon of exposed brickwork. Timber boarding to floor. Rectangular window openings on south, east and west walls and south east wall at higher level with stone lintels and jambs with clear glass let into stone work. Cast iron rainwater pipe on timber pattresses to north wall. Fixed aluminium ladder to level 3.

Level 3

Concrete ceiling set on brick corbels. Walls are an octagon of exposed brickwork. Timber boarding to floor. Rectangular window openings on north east, south east, south west and north west with stone lintels and jambs with clear glass let into stone work. Cast iron rainwater pipe on timber pattresses to north wall with offset at floor level incorporating rodding point. Fixed aluminium ladder to level 4 Belfry.

Level 4

Ceiling timber framing of spirelet bears onto stone padstones built into angles of campanile. Walls are an octagon of exposed brickwork. Concrete floor strengthening bars installed to stabilise cracking in concrete slab in 2017. Windows/louvres are paired rectangular stone lancets with stone louvres on north, south, east, and west elevations. Cast iron rainwater pipe on timber pattresses to north wall with offset at floor level.



Campanile Access Hatch Above WC Ceiling

Condition

The Chair of the Maintenance Committee confirmed report awaited from Taylor Hastwell Steeplejacks following recent inspection of campanile.

Category B, Requires attention within the next twelve months

Carry out works to campanile as advised by steeple jacks. Cost Band 1– £0.00-£1,999.

Repair Needs, Category E, a desirable improvement with no timescale

Resite ground level access hatch towards the west to enable ladder access from ground level. Cost Band 1– £0.00-£1,999.

10.2 BELLS

Description

Bell from Mears and Stainbank, White Chapel foundry, c 1954, in metal bell stock, now with electro-mechanical operation. Tower bell mechanism overhauled 2017.

Condition

The bell is believed to be in working order.

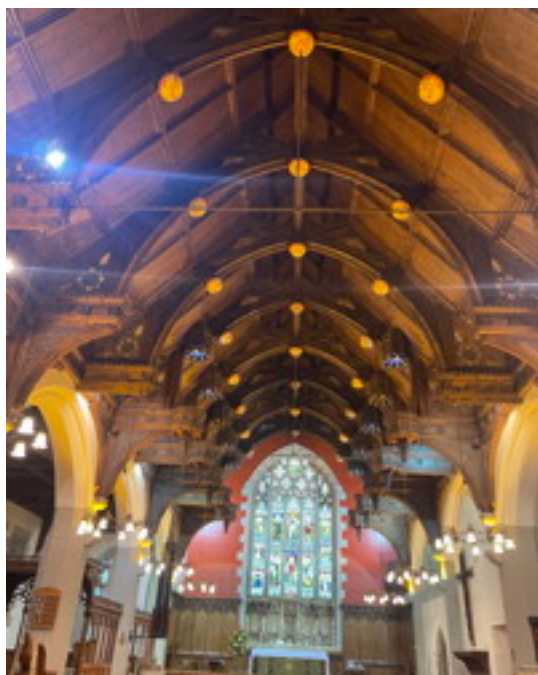
Repair Needs, Category M, Routine Maintenance

Agree a maintenance schedule based on usage with a bell maintenance company. Cost Band 1–£0.00-£1,999

10.3 ROOF

Description

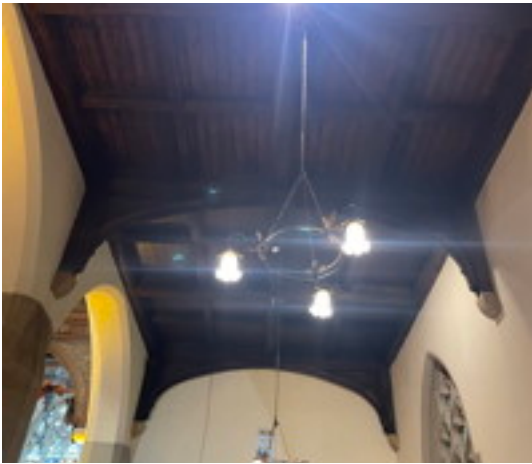
Timber boarding infill between 7.5 bay hammer beam roof to nave, chancel, new organ gallery and Redhead Hall, (c. 1888) all with decorative arched braces, dark stain with painted and gilded bosses. Intermediates terminate at arch centres. Drop tapered pendants with steel rod ties and drops at arch peaks. Flat roof to north and south elevations of 7 bays with timber boarded infill between exposed timber beams to aisles and Lady Chapel and now upper flank rooms. Principal beams have arched braces.



Nave and Chancel Ceiling



North Aisle and Lady Chapel Ceiling



South Aisle Ceiling

Condition

No visible defects to roof timbers when viewed from ground level.

10.4 SCREENS, PANELLING AND DOORS

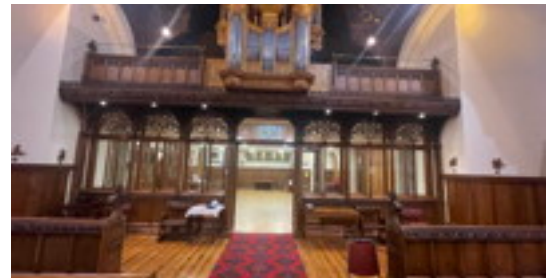
Description

Fine decorative oak screen and hood to Lady Chapel west end. Arcade panelling within arched opening to Lady Chapel south elevation. Chancel screen removed and part used to form narthex screen beneath organ gallery. Oak timber memorial panelling to chancel east, north and south elevations with alabaster reredos. Oak timber panelling to north and south aisles.

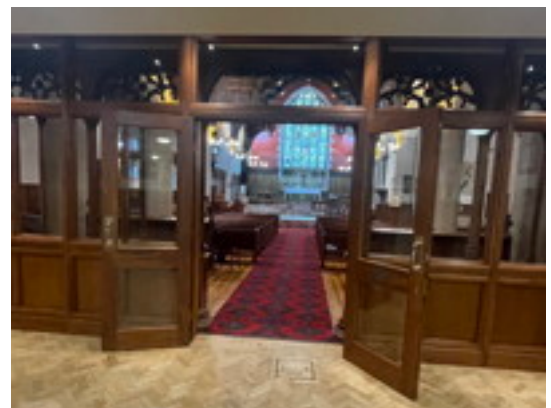
Part glazed double stained timber doors to west end within screen. Oak panelled door and frame to vicar's vestry. Panelled door to sound system store formed in east end of Flagg Room. Two part glazed timber doors to south aisle lobby.



Lady Chapel Screens



West End Screen



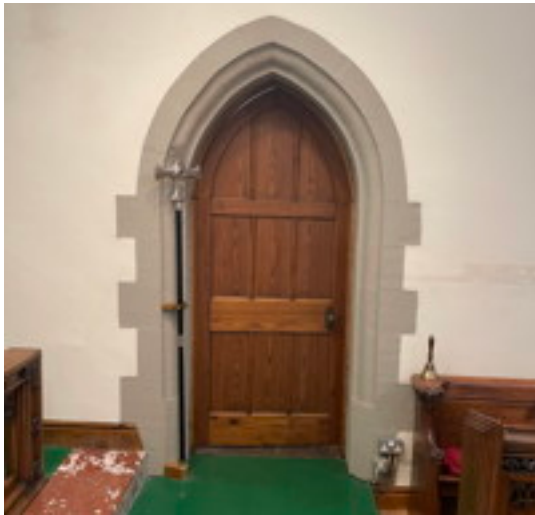
West End Doors



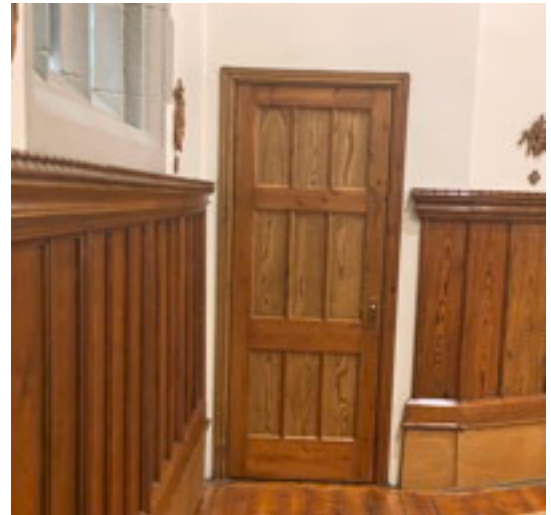
Chancel Panelling



South Aisle Panelling



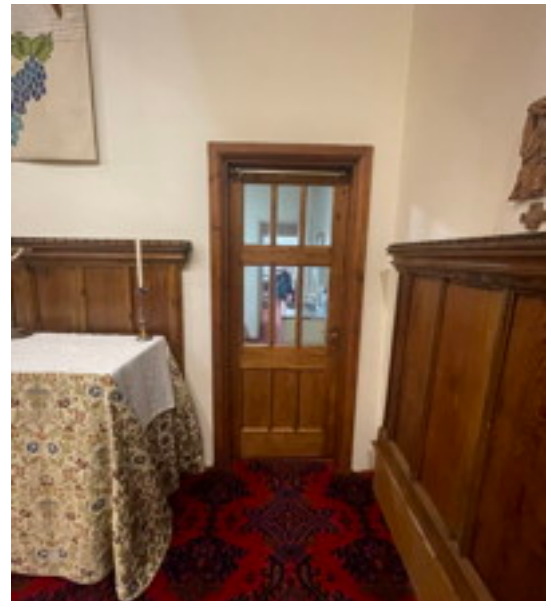
Vicar's Vestry Door



Sound System Cupboard Door



**South Aisle Vicar's Vestry Lobby
Door North End**



**South Aisle Vicar's Vestry Lobby
Door South End**

Condition

All are in satisfactory condition.

10.5 FLOORS

Description

Pine pew platforms in nave and aisles on suspended timber floor with concrete to the passageways. Carpeting to centre aisle and to east end. Iron gratings over heating pipes. Decorative marble/ mosaic design, c 1903, and oak block within chancel where choir pews removed. 2 chancel steps and 2 sanctuary steps.



Centre Aisle Carpeting Looking West



Heating Pipe Gratings



Decorative Marble and Mosaic to Chancel



Wood Block to Chancel

Condition

Recent repair to mosaic flooring adjacent to the vicar's vestry door. Some cracking to decorative marble. All are in satisfactory condition.

10.6 INTERNAL WALL FINISHES

Description

7 bay arcades separating nave and aisles, with plain octagonal stone columns and bases. Painted plaster walls generally, colour red to east end and colour white elsewhere.

Condition

Slight damage by rising damp on south aisle south elevation east end. All others areas are satisfactory.



East Wall Red Paintwork



Typical White Paintwork to South Aisle



South Aisle Rising Damp

Repair needs, Category M, Routine Maintenance

Monitor damp to south wall. Cost Band 1– £0.00-£1,999.

10.7 MEMORIALS

Description

Chancel panelling includes 1914-1918 and 1939-1945 memorials. Memorial book on case at north aisle west end to the men of the 274th Northumbrian Territorial Army Field Regiment.

Carved oak board naming Vicars on north wall of north aisle. 1 brass plaque in south aisle commemorates dedication of Bell 23 October 1954. A cross formed immediately after the fire of 3 December 1987 from the organ timbers marking the place of the organ console hangs of the cancel south wall.

Part of the Lady Chapel Screen was given by the 3rd Battalion Durham Light Infantry in memory of their officers and men who fell in the 1914-1918 war.

Condition

All memorials are in good condition and well cared for.



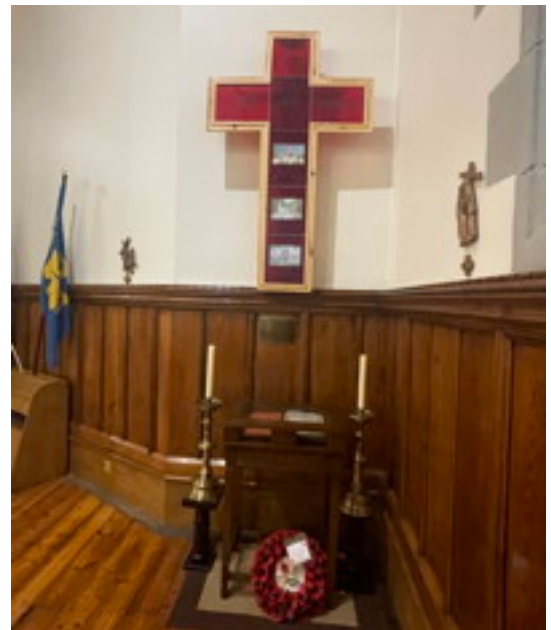
1914-1918 Memorial



1939-1945 Memorial



Organ Memorial Cross



**274th Northumbrian Territorial
Army Field Regiment Memorial**

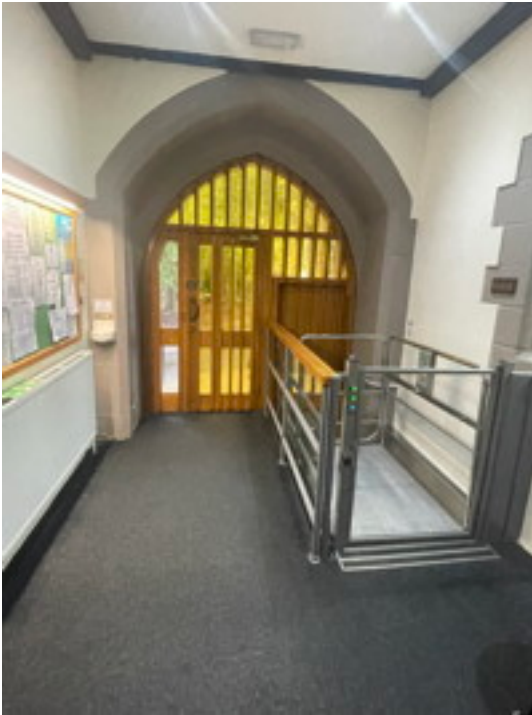


Vicar's Naming Board

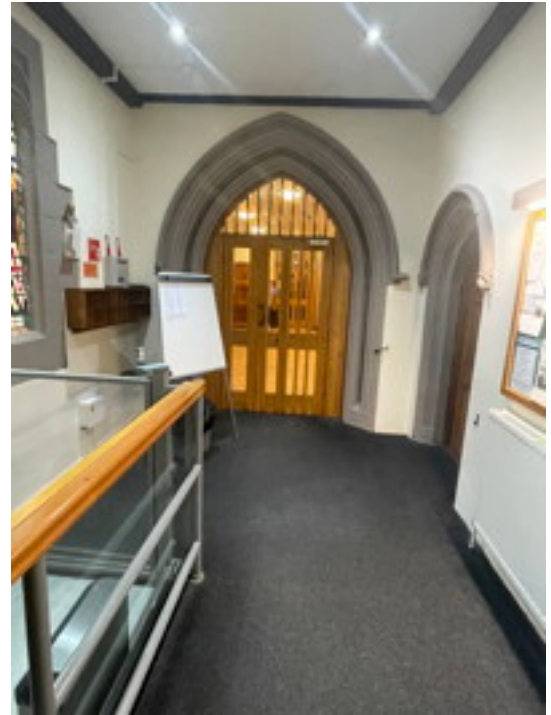
10.8 SOUTH PORCH

Description

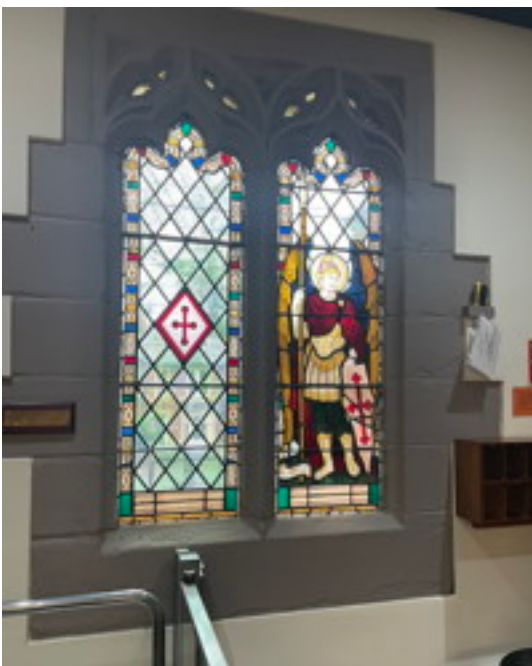
The south porch has vinyl flooring. The walls are plastered and painted. The ceiling is painted plaster with exposed timber beams. Varnished timber doors and screens to north and south elevations. Panelled door to Flagg Room. Stained glass window to west elevation. Includes platform style lift for wheelchair access, not inspected.



South Porch Looking South



South Porch Looking North



South Porch Looking North

Condition

The South Porch is all in good condition.

10.9 ST ANDREWS HALL

Description

The St Andrews Hall has woodblock flooring. The walls are generally plastered and painted. Timber dado panelling to west end. The ceiling is painted plaster. Timber screen and doors to south elevation give access to Flagg Room. Timber doors and screens to north elevation, including hatch to kitchen. Stained glass window to west elevation includes leaded lights with yellow glass and clear margins. Includes lift by Manor Lifts Ltd for wheelchair access to Redhead Hall above, not inspected.



St Andrews Hall Looking East



St Andrews Hall Looking North



St Andrews Hall Looking South



St Andrews Hall Looking West

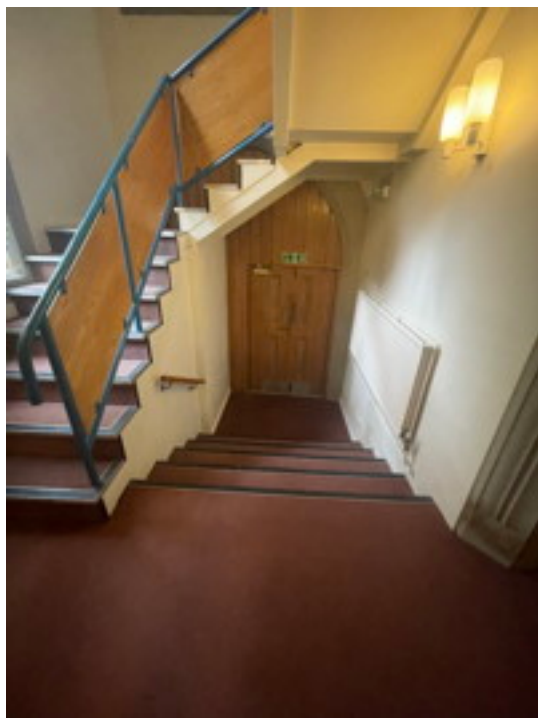
Condition

The St Andrews Hall is all in good condition.

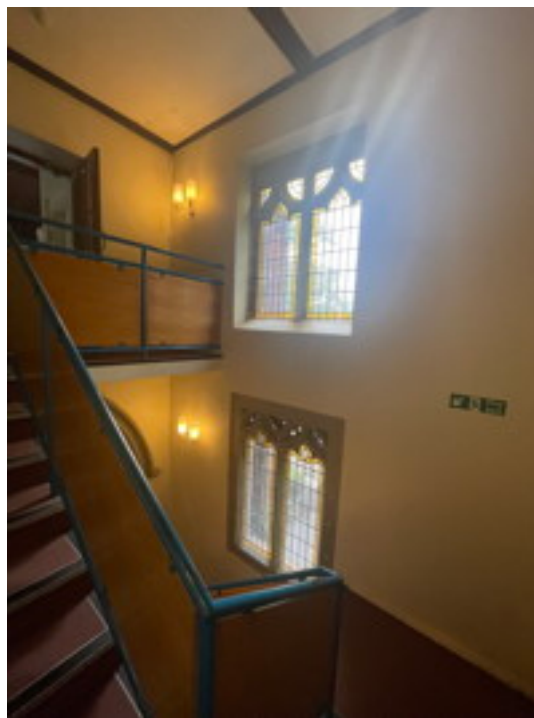
10.10 NORTH PORCH

Description

The North Porch has carpeted stairs leading down to the external north door. A carpeted staircase with metal tubular handrails and plywood infill panels leads up to the first floor Redhead Hall. The walls are generally plastered and painted. The ceiling is painted plaster with exposed timber beams. Clear glass with lead comes to west elevation windows with yellow glass margins.



North Porch Looking North



North Porch Looking South West

Condition

The north porch is all in fair condition.

10.11 WCs AND WC LOBBY

Description

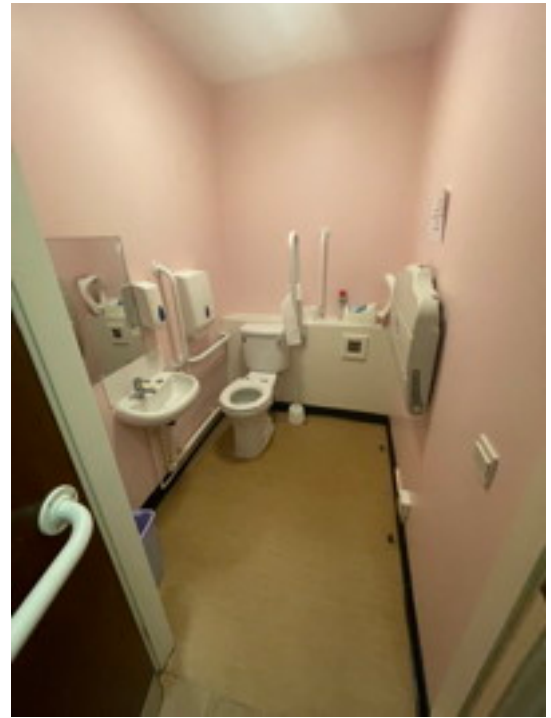
One accessible WC, one male and one female WC. Vinyl sheet flooring throughout. The walls are painted plaster. The ceilings are painted plaster. Flush stained timber doors to WCs. Inspection chamber to WC lobby floor.

Condition

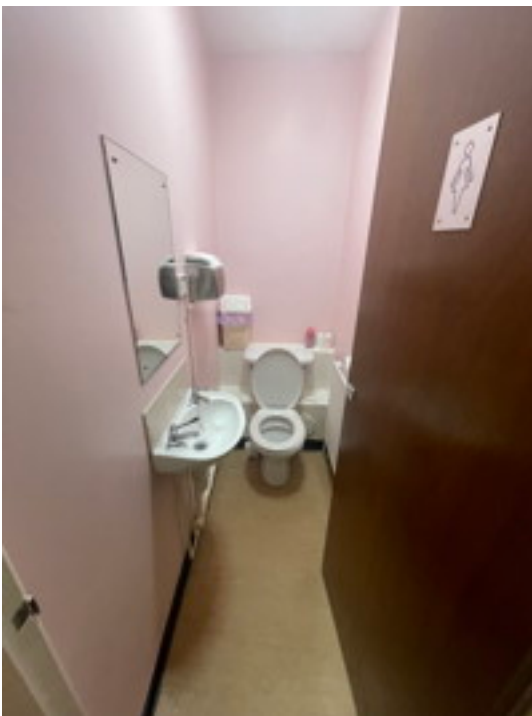
The WCs and WC lobby are all in fair condition.



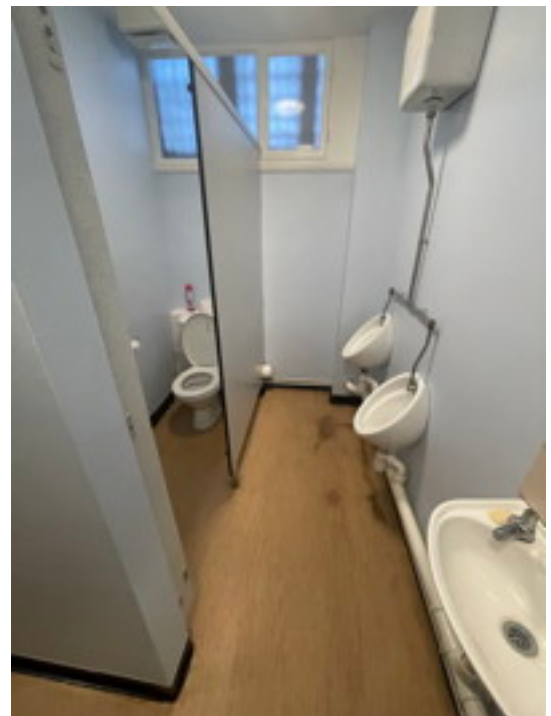
WC Lobby



Accessible WC



Female WC



Male WCs

10.12 KITCHEN

Description

The kitchen has a vinyl floor. The walls are painted. The ceiling is painted plasterboard. The door is stained flush timber. Hatch with roller shutter through to St Andrews Hall. Good range of units with 2 electric cookers, two sinks and drainers, fridge freezer, water boiler and hand-rinse sink.



Kitchen Looking North East



Kitchen Looking South West

Condition

The kitchen is all in good condition.

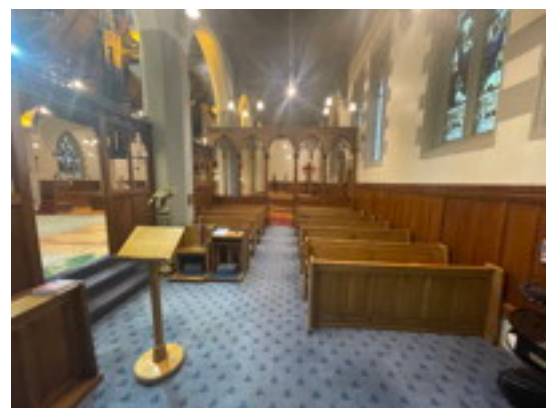
10.13 LADY CHAPEL

Description

The Lady Chapel has a carpeted floor. The walls are painted plaster over timber dado panelling. Flat roof with timber boarded infill between exposed timber beams. Stained glass windows to east and north elevations, east window by Atkinson brothers. Altar to east end up two steps. Wooden lectern and oak timber pews.



Lady Chapel Looking East



Lady Chapel Looking North

Condition

The Lady Chapel is all in good condition.

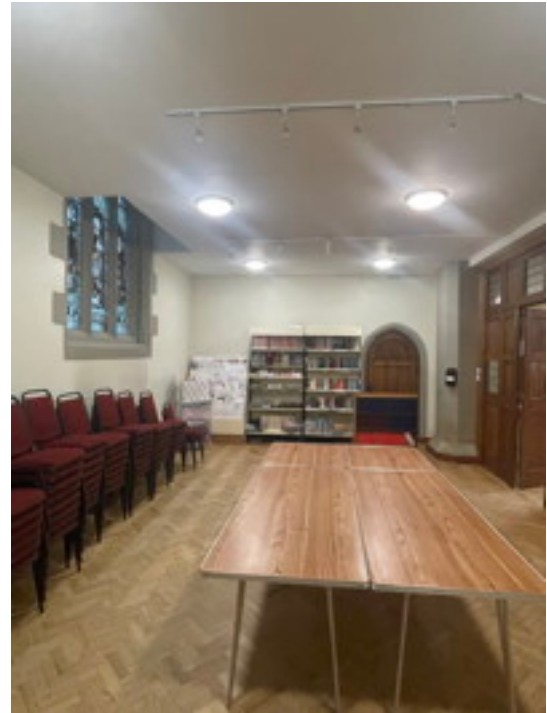
10.14 FLAGG ROOM

Description

The Flagg Room has woodblock flooring. The walls are painted plaster. The ceiling is painted plasterboard. Heavy oak panelled timber door to south Porch. Part glazed timber panelling and doors to St Andrews Hall. Lower half of two 3 light windows to south elevation with stained glass. Storage cupboards to north east corner.



Flagg Room Looking East



Flagg Room Looking West

Condition

The Flagg Room is all generally in good condition except for some cracking over the doorway to the South Porch.

Repair needs, Category M, Routine Maintenance

Monitor cracking to doorway. Cost Band 1– £0.00-£1,999.



Cracking over the doorway to the South Porch

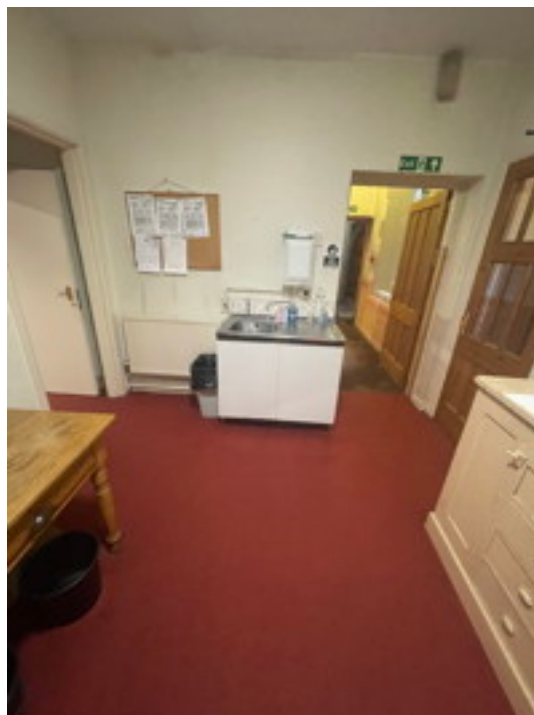
10.15 VICAR'S VESTRY LOBBY

Description

The vicar's vestry lobby has carpet over a concrete floor. The walls are painted plaster. The ceiling is painted plaster. The door is flush painted timber. Painted flush door to cupboard below staircase used to store cleaning equipment. Sink and drainer unit to south wall. Panelled timber door leads to Choir Vestry Lobby.



Vicar's Vestry Lobby Looking North



Vicar's Vestry Lobby Looking South

Condition

The vicars vestry lobby is generally in fair condition. Some rising damp to west wall.

Repair needs, Category M, Routine Maintenance

Monitor damp to south wall. Cost Band 1– £0.00-£1,999.

10.16 FIRST FLOOR CHURCH OFFICE/STORE

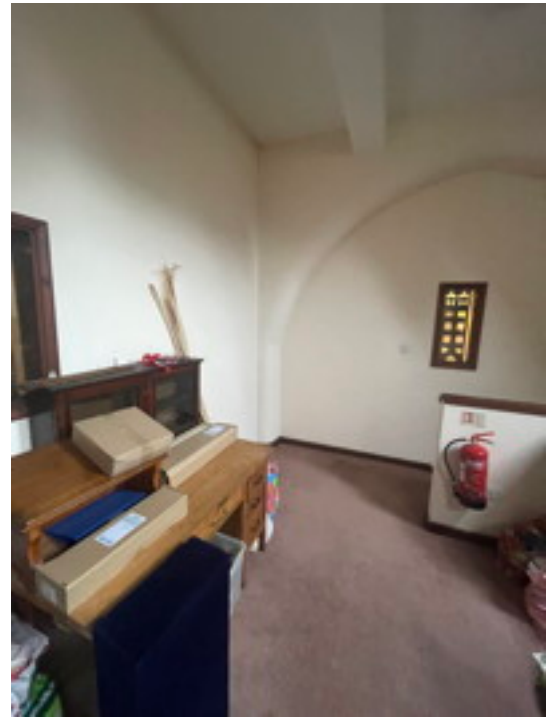
Description

The Church Office/Store is no longer used as an office and is used now as storage. It is accessed through a flush door up a flight of carpeted stairs. There are two Velux rooflights to the east elevation. There are two slot windows to the north and south elevations

The floor is carpeted. The walls are painted plaster. The ceilings are painted plaster.



Church Office/Store Looking South



Church Office/Store Looking North West



Church Office/Store High Level Mould

Condition

Condition is generally fair but there is a patch of mould at high level.

Category B, Requires attention within the next twelve months

Wash down area of mould with fungicidal wash and redecorate with mould resistant paint. Improve ventilation by opening trickle vents on Velux rooflights. Cost Band 1– £0.00-£1,999.

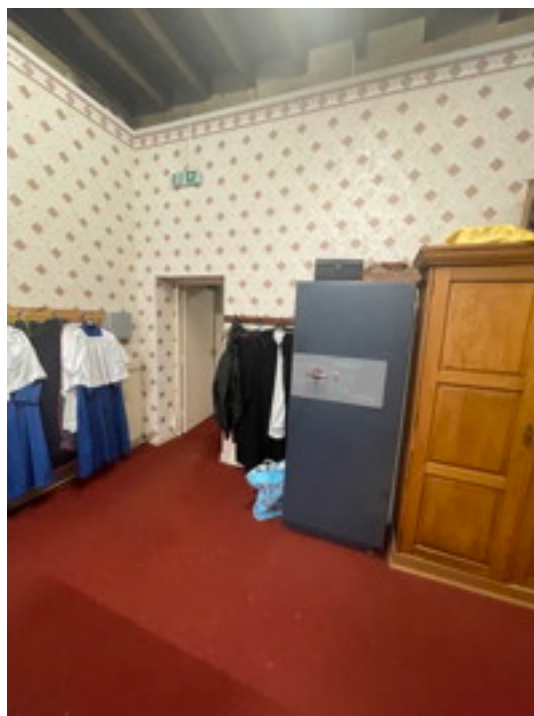
10.17 VICAR'S VESTRY

Description

Carpeted flooring over concrete floor. The walls are wallpapered over plaster with painted dado height timber panelling to south and east walls. The ceiling is exposed boards/joists. There is a fireplace to the south east corner. 3 light window to east elevation. Contains the safe. Door to chancel up three steps in north wall.



Vicar's Vestry Looking South East



Vicar's Vestry Looking North West

Condition

Condition is generally fair.

10.18 CHOIR VESTRY

Description

Carpeted flooring over concrete floor. The walls are mostly painted over plaster with painted dado height timber panelling to north, south and east walls with cupboards to west wall. The ceiling is exposed boards/joists. There is a fireplace to the north east corner. 3 light window to east elevation. Three 2 light windows to south elevation. Cupboard to south east corner contains a boiler.

Condition

Some sections of panelling, high level plasterwork and ceiling are undecorated following repairs after an outbreak of dry rot in 2013.



Choir Vestry Looking East



Choir Vestry Looking West

Repair needs, Category C, Requires attention within the next 12 to 24 Months

Complete decoration works to choir vestry. Cost Band 1– £0.00-£1,999.

10.19 CAMPANILE AND CHOIR VESTRY LOBBY

Description

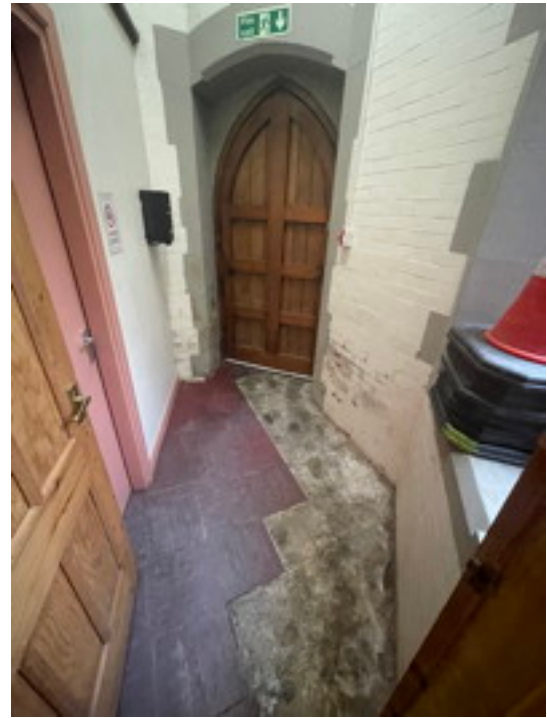
Part vinyl tiles over concrete floor and part bare concrete floor within campanile and then coir matting to choir vestry lobby. The walls to the campanile are painted brickwork and painted plasterboard to the WC partition. Choir vestry lobby walls are painted plaster with undecorated dado height timber panelling. The ceiling to the Campanile is exposed boards/joists with painted plaster ceiling to the choir vestry lobby. Single light window to campanile and 2 light window to choir vestry lobby.

Condition

Undecorated panelling following repairs after an outbreak of dry rot in 2013 in choir vestry lobby. Flooring finish partly missing from Campanile floor. Signs of rising/penetrating damp to Campanile. Maybe penetrating through brickwork joints or related to the rainwater pipe or drains blocked with tree roots although nothing obvious. Is internal paintwork sealing in moisture and not allowing wall to breath? Is penetrating damp coming through the concrete floor?



**Campanile Lobby Looking North
Towards Choir Vestry Lobby**



Campanile Lobby Looking South

Category B, Requires attention within the next twelve months

Investigate damp issue noting comments under condition above. Cost Band 1– £0.00-£1,999.

Repair needs, Category C, Requires attention within the next 12 to 24 Months

Complete decoration works including new flooring to campanile lobby. Cost Band 1– £0.00-£1,999.

10.20 CAMPANILE LOBBY WC

Description

Vinyl tiles over concrete floor. The external walls are painted brickwork and painted plasterboard to Lobby side. The ceiling is painted plasterboard. Single light window. Equipped with WC and washbasin. Vent through ceiling and then through window.

Condition

Condition generally fair but vent not sealed through window and therefore extract is largely to the inside. Either seal vent to glazing or, ideally, make good to glazing and put vent through brickwork. WC internal roof requires cleaning.



Campanile Lobby WC



Campanile Lobby WC Vent

Category B, Requires attention within the next twelve months

Carry out remedial works to campanile lobby WC vent and clean internal ceiling. Cost Band 1-£0.00-£1,999.

10.21 FIRST FLOOR REDHEAD HALL

Description

Ceiling painted plaster between exposed trusses with braced arches and hammer beams. Intermediate moulded ribs. Gilded and painted bosses. 3 pairs of purlins. West end gable boxed, containing organ wind chest and bellows. Walls painted plaster. Sheet vinyl over timber flooring. Lift from first floor in north west corner.



Redhead Hall Looking South West



Redhead Hall Looking North West

Condition

The condition of the Redhead Hall is fair.

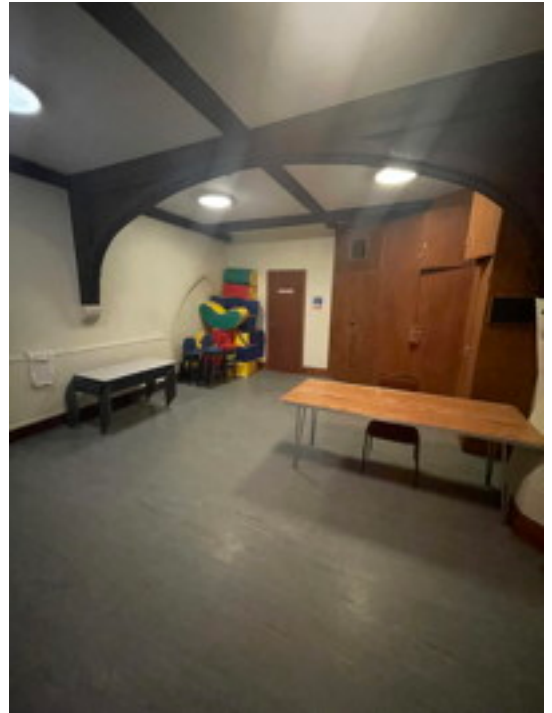
10.22 FIRST FLOOR ADAMSON ROOM AND ADJACENT STORE

Description

Store to west was locked at time of inspection and therefore not inspected. Cupboard to north east corner houses boiler. Fitting cupboards to south east wall. Ceiling painted plaster between exposed timber beams. Walls painted plaster with infilling to top parts of window openings on north wall. Infilling to arched opening on south wall. Sheet vinyl over timber flooring. Sink unit in north west corner.



Adamson Room Looking West



Adamson Room Looking North East



Adamson Room Boiler Cupboard

Condition

The condition of the Adamson Room is fair.

10.23 FIRST FLOOR WILKINSON ROOM

Description

Fitted cupboards to north east wall. Ceiling painted plaster between exposed timber beams. Walls painted plaster. Infilling to arched opening on north wall. Sheet vinyl over timber flooring. Bench seating to south wall. Top section of 5 light window to west elevation. Top sections of two 3 light windows to south elevation.



Wilkinson Room Looking East

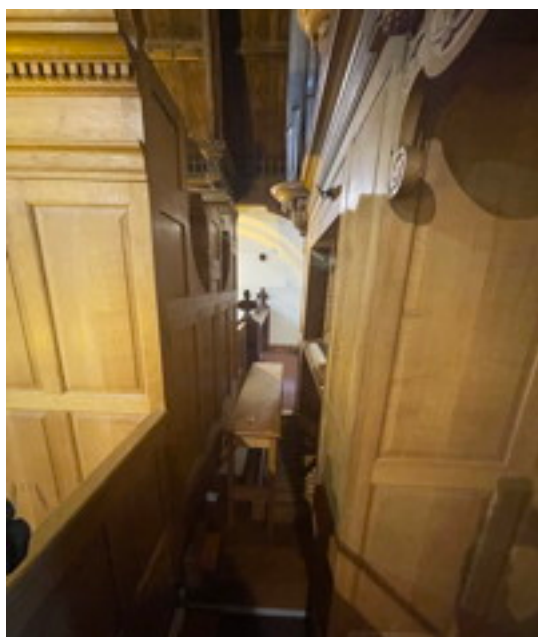


Wilkinson Room Looking West

Condition

The condition of the Wilkinson Room is fair.

10.24 ORGAN GALLERY



Organ Gallery Looking South

Description

Walls are painted plaster including infilling to half of arched opening on north and south walls. Floors are carpet of timber boarding. Ceiling is timber boarding between timber beams. Guarding is panelled timber with brass rail over.

Condition

The condition of the Organ gallery is fair.

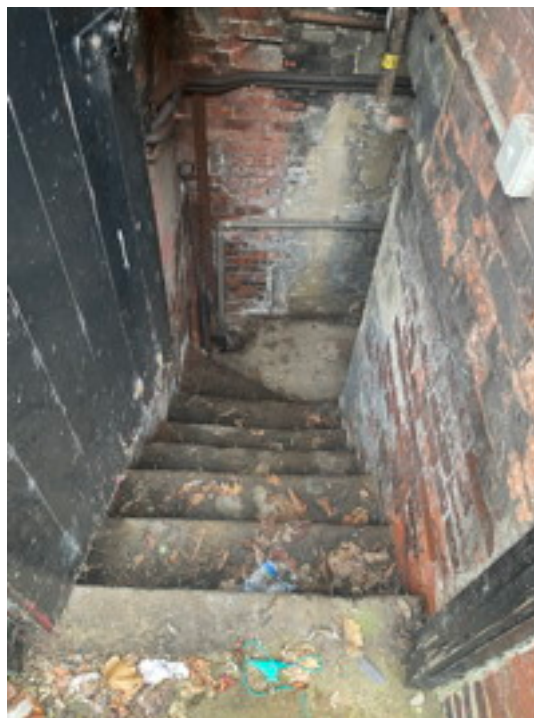
10.25 BOILER ROOM

Description

The boiler room is located below the Chancel and accessed from a door to the east elevation and down a flight of stairs. It is now redundant and houses the gas meter. Brick vaulted ceiling. Exposed brickwork walls. Concrete flooring falling north south to gully.



Boiler Room Looking North



Boiler Room Steps Looking West

Condition

The is generally fair. There is no handrail to steps. Lighting only partly working

Category B, Requires attention within the next twelve months

Provide handrail to boiler room staircase and repair lighting. Cost Band 1– £0.00-£1,999.

10.26 FIXTURES, FITTINGS, FURNITURE AND MOVEABLE ARTICLES

Description

Altar is a plain design, open frame in oak, forward of reredos. Various chairs and tables to sanctuary and chancel. Oak altar rail in memory of Charles Girdlestone Hopkinson, rector 1908-1923.

Simple octagonal panelled pine pulpit and decorative oak pedestal lectern with eagle.

Octagonal stone font with carved wooden lid and decorative wooden canopy over suspended from beam. There is an adjacent full immersion font in marble set into the floor beneath an oak trap door. This was not inspected.

Pine pews, those in the north and south aisles set at 45 degrees.



Sanctuary Looking East



Chancel Looking South East



Chancel Looking North East with Font



Pulpit



Lectern



Nave Pews

Upright piano beside lectern.

Modern loose upholstered chairs with metal frames.

Condition

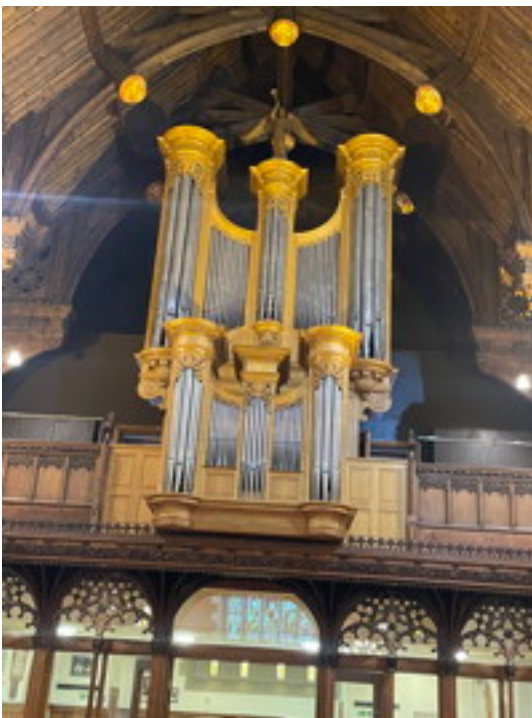
All are in good condition.

10.27 ORGAN

Description

Two manual Martin Goetze & Dominic Gwynn pipe organ c1990 in west gallery. Replaced previous organ in chancel destroyed by fire in 1987.

It was last reported as serviced on 2/6/2025 by Rafael Gamiz of Harrison and Harrison. Further details at <https://npor.org.uk/survey/D06233>.



Condition

The Organ Tuner's Book is stored beside organ and the most recent entry is 2/6/2025.

11.0 CHURCH ENVIRONS

11.1 BOUNDARY WALLS AND FENCES

Description

The eastern boundary is a high new erected close boarded timber fence that runs round to the south as far as front of the former Vicarage.

The site is open to the south with the land beyond, which was previously the Vicarage, now being reported by the Chair of the Maintenance Committee as under the ownership of the Parsonages Board.

The western boundary is a low stone plinth on a brickwork base, originally with railings which were removed during WWII. This is reported as being maintained by the Local Authority. There is a vehicular access as well as pedestrian access points and an inset bus shelter. The same plinth returns around to form the westerly end of the northern boundary.

The northern boundary is mostly a low brickwork plinth with a half round brick capping. Off the eastern elevation facing north is a high brickwork wall with a closed metal gate. The northern boundary is reported as being maintained by the Local Authority.



Eastern Boundary Fencing Running Round to Front of Former Vicarage



Displaced Plinth Stone



Western Boundary Stone Plinth

Condition

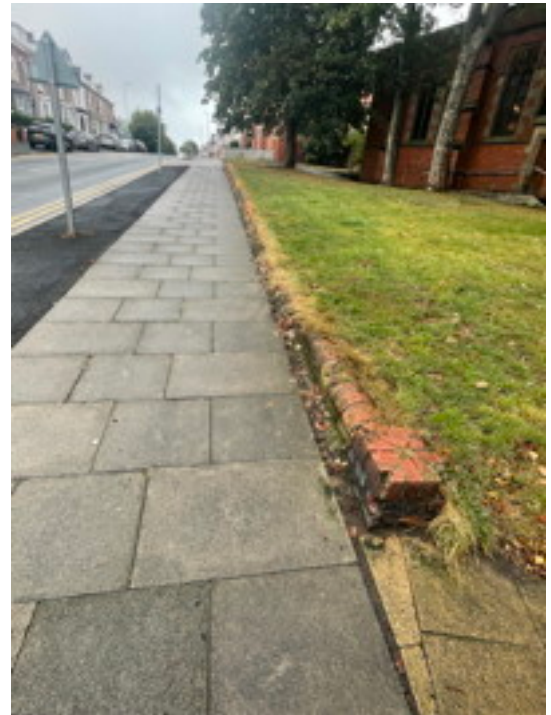
All is generally in satisfactory condition. A couple of stones to the north west corner are misaligned. The frame to gate is rotten in places.

Category B, Requires attention within the next twelve months

Approach Local Authority with a view to having plinth stones rested. Repair frame to gate. Cost Band 1– £0.00-£1,999.



Northern Boundary Wall and Gate



Northern Boundary Brickwork

11.2 NOTICEBOARD



Description

At the north western corner is a noticeboard.

Condition

The noticeboard is in fair condition.

11.3 PATHS AND LANDSCAPING

Description

A shared tarmaced driveway, rising from road level, leads from the south western corner of the site up to the campanile with a tarmaced parking area along the southern elevation.

A paved footpath leads from the northern boundary to the north porch door. A similar pathway leads from the north west corner of the site.

A tarmaced driveway leads from the north east corner of the site and continues down the north elevation with some steps at the Lady Chapel doorway and also along the east elevation where it wraps round to the campanile doorway position.

To the west is a large paved area with steps up at the north and south west corners.

The site is generally grass to the north and west elevations with some areas of shrub planting. To the east and south east corners, a steep bank is somewhat overground, more so to the east. To the south, set within tarmac, is a circular area with trees and some shrub planting.



Northern East Corner Tarmac



West Elevation Paving



South Western Corner Steps



Pathway From North Western Corner



Eastern Boundary Overgrown Planting



Southern Elevation Circular Planting

Condition

All is generally in satisfactory condition. The overgrown planting, particularly to the eastern boundary requires maintenance.

Category B, Requires attention within the next twelve months

Cut back and maintain overgrown planting area to eastern boundary. Cost Band 1– £0.00-£1,999.

11.4 TREES

Description

There are a very significant number of deciduous trees on the site, mostly under the control of the Local Authority, along the north and western boundaries of the site. These largely obscure the view of the church when they are in leaf. The trees to the south east corner of the site and within the circular planting area are reported as being maintained by the church.



North Elevation Trees



West Elevation Trees



Rotten Copper Beech



Overhanging Trees to North Elevation

Condition

A recent arboricultural survey has reported that the beech tree to the south east corner of the site is rotten and needs to be removed. The trees to the northern elevation overhang the building and need to be cut back.

Category B, Requires attention within the next twelve months

Remove copper beech to south east corner and approach Local Authority to have trees cut back along north elevation. Cost Band 1– £0.00-£1,999.

12.0 SERVICE INSTALLATIONS AND OTHER MATTERS

12.1 HEATING

Description

Gas meter in basement beneath chancel with incoming supply on east elevation.

Gas fired warm air system externally on vestry roof heats chancel, nave and aisles.

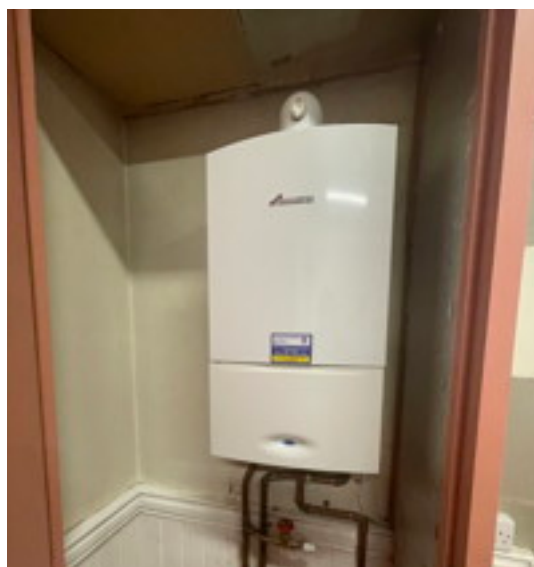
Wall mounted Worcester gas boiler in first floor cupboard, serving ancillary rooms and porches via radiators and warm air unit in Redhead Hall, and also supplying hot water to kitchen and toilets.

Wall mounted Worcester gas fired boiler in choir vestry cupboard serving radiators in vestries and church office.

Electric radiator in accessible WC.



Chancel Heater Unit



Choir Vestry Boiler

Condition

The Log Book reports church heating system serviced by Compaq in September 2024 so a service is currently due. The Log Book also reports the choir vestry and parish hall boilers serviced by Shipleys in December 2024 and appropriate gas safety certificate issued.

Repair needs, Category C, Requires attention within the next 12 to 24 Months

Carry out a full review of warm air heating system so that in the event of failure, a replacement plan is fully in place.

12.2 ELECTRICAL INSTALLATION

Description

Main incoming service underground with distribution board in St Andrews Hall cupboard and secondary unit vicars vestry lobby.

LED spotlights and up lighters in nave, chancel and aisles. 8 lamp chandeliers hang from hammer beams in nave and chancel.

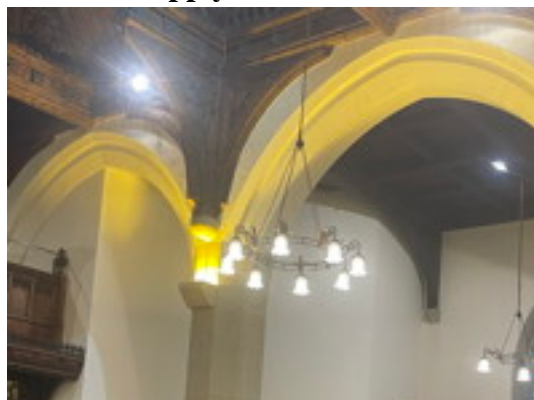
Plain fluorescent tube and 2D surface mounted fittings elsewhere.



St Andrews Hall Incoming Electric Supply



Vicars Vestry Lobby Secondary Electric Supply



Nave Spots, Uplighters and Chandeliers

Condition

The Log Book shows the system last inspected November 2023. The system should be inspected every 5 years, not every six years as stated in the Log Book.

12.3 INSULATION AND AIR LEAKAGE

Description

There is no insulation to the Church. The entrance porches to the church provide draught lobbies.

Repair Needs, Category E, a desirable improvement with no timescale

Consider whether insulation could be provided. Cost Band 1– £0.00-£1,999.

12.4 WATER SUPPLY

Description

The incoming mains supply was not located.

Category B, Requires attention within the next twelve months

Establish position of water supply pipe and confirm that it is blue alkathene. Cost Band 1– £0.00-£1,999.

12.5 SOUND SYSTEM AND HEARING LOOP

There is a sound system by way of speakers and an induction loop system. The system is housed in the cupboard off the west end of the south aisle.

Condition

All was reported to be in working order.

12.6 FIRE PROTECTION

Description

Emergency lighting in kitchen, toilet lobby, access WC, Andrews Hall, Flagg Room, vicars vestry, choir vestry, south porch, north porch, Redhead Hall, Adamson Room and Wilkinson Room.

Fire protection is provided by fire extinguishers which appear to be serviced annually by inspection of the extinguishers, most recently June 2025. There is emergency lighting and fire detection to the building. The log book notes the fire alarm checked and serviced twice yearly in June and December. Also that a fire risk assessment was approved by Fire Brigade in 2025.

A secondary means of escape is provided through the north Porch and by the doors on the south elevation and in the campanile, all leading to the outside.

Condition

At least one of the doors for possible secondary means of escape (most usefully the lady chapel door as it has level access) must be fitted with a lock that can be opened from the inside without the use of a key.

Repair Needs, Category B; Urgent, Requires attention within the next twelve months

Fit lock to north elevation door that can be opened from the inside without the use of a key. Cost Band 1– £0.00-£1,999.

12.7 LIGHTNING CONDUCTOR

There is a lightning conductor with copper tape down the north elevation of tower. All appears complete but the lack of low level protection risks theft.



Condition

It is reported that the system has just been inspected but that this is not yet noted in the Log Book.

Repair Needs, Category M, Routine maintenance

Lightning Conductor should be serviced yearly and a copy of the test certificate kept with the Log Book. Cost Band 1– £0.00-£1,999.

12.8 SECURITY

The locks to church all appear satisfactory. Safe in vicars vestry.

Condition

All appears to be in working order.

12.9 ACCESS AND USE BY PEOPLE WITH DISABILITIES

Description

At the main south porch entry there is stepped access and an additional platform lift giving level access. Level access is also available through the Lady Chapel door. A lift gives wheelchair access to the first floor rooms at the west end.

There is a wheelchair accessible WC.

The internal decor to the church provides reasonably contrasting colours, which is helpful for the visually impaired. The doors generally contrast well with the walls, which is helpful for the visually impaired. Artificial lighting is satisfactory so that those who are visually impaired should not experience too much difficulty in this area. Large print copies of service sheets and hymn books should be provided for the visually impaired.

13.0 SUMMARY OF REPAIRS WITH APPROXIMATE COSTS

Repair Needs, Category A, Urgent, requiring immediate attention

Unblock blocked parapet outfall. Cost Band 1– £0.00-£1,999.

Clear out all gullies and turn down lead to gully to south east corner. Cost Band 1– £0.00-£1,999.

Repair Needs, Category B, Requires attention within the next twelve months

Repoint ridge tiles as necessary. Cost Band 1– £0.00-£1,999.

Redecorate church rainwater pipes. Cost Band 2– £2,000.00-£9,999.

Repair misaligned water tables to east end removing buddleia. Cost Band 2– £2,000.00-£9,999.

Arrange inspection with qualified stonemason to advise and report on necessary stone and brick repairs to slow decay and minimise replacement. Cost Band 1– £0.00-£1,999.

Carry out works to campanile as advised by steeple jacks. Cost Band 1– £0.00-£1,999.

Wash down area of mould with fungicidal wash and redecorate with mould resistant paint in Church Office/Store. Improve ventilation by opening trickle vents on Velux rooflights. Cost Band 1– £0.00-£1,999.

Investigate damp issue in Campanile Lobby. Cost Band 1– £0.00-£1,999.

Carry out remedial works to campanile lobby WC vent and clean internal ceiling. Cost Band 1– £0.00-£1,999.

Provide handrail to boiler room staircase and repair lighting. Cost Band 1– £0.00-£1,999.

Approach Local Authority with a view to having plinth stones rested. Repair frame to gate. Cost Band 1– £0.00-£1,999.

Cut back and maintain overgrown planting area to eastern boundary. Cost Band 1– £0.00-£1,999.

Remove copper beech to south east corner and approach Local Authority to have trees cut back along north elevation. Cost Band 1– £0.00-£1,999.

Establish position of water supply pipe and confirm that it is blue alkathene. Cost Band 1– £0.00-£1,999.

Fit lock to north elevation door that can be opened from the inside without the use of a key. Cost Band 1– £0.00-£1,999.

Repair needs, Category C, Requires attention within the next 12 to 24 Months

Complete decoration works to choir vestry. Cost Band 1– £0.00-£1,999.

Complete decoration works including new flooring to campanile lobby. Cost Band 1– £0.00-£1,999.

Repair Needs, Category E, a desirable improvement with no timescale

Resite ground level access hatch towards the west to enable ladder access from ground level. Cost Band 1– £0.00-£1,999.

Carry out a full review of warm air heating system so that in the event of failure, a replacement plan is fully in place.

Repair Needs, Category M, Routine Maintenance

Continue twice yearly roof inspections. Cost Band 1– £0.00-£1,999.

Monitor brickwork erosion. Cost Band 1– £0.00-£1,999.

Monitor existing areas of stone and brickwork decay and any slightly open joints. Delaminating stones should be brushed down and washed with clean water as loose and friable stone holds water that can freeze in cold weather, accelerating the delamination. Cost Band 1– £0.00-£1,999.

Agree a maintenance schedule based on usage with a bell maintenance company. Cost Band 1– £0.00-£1,999.

Monitor damp to south wall. Cost Band 1– £0.00-£1,999.

Monitor cracking to doorway in Flagg Room. Cost Band 1– £0.00-£1,999.

Monitor damp to south wall in Vicar's Vestry Lobby. Cost Band 1– £0.00-£1,999.

Lightning Conductor should be serviced yearly and a copy of the test certificate kept with the Log Book. Cost Band 1– £0.00-£1,999.

14.0 ROUTINE MAINTENANCE PLAN

General maintenance should be carried out on a seasonal basis following the list below. Further advice is available from SPAB at <https://www.spab.org.uk/campaigning/maintenance-matters>.

14.1 RAINWATER GOODS AND DRAINS

Gutters and Downpipes

Clear away leaves and debris regularly
Consider fitting bird/leaf guards.

Gullies

Clean gullies regularly and remove any silt and debris.
Clear any blockages using drain rods.
Empty any silt traps every three months.

Soakaways

Check for silting or contamination every few months or so.
Remove any silt deposits when the soakaway chamber is empty.

14.2 ROOFS

Natural Slate

Record the location of slipped slates and tiles before having them replaced.

Ridges

Use mastic or repair tapes as an emergency measure until a proper repair can be carried out.
Consider having heating tapes fitted in inaccessible gutters.

Roof Valleys and Parapet Gutters

Clear debris from roof valleys and parapet gutters at least twice a year.
Clear away snow from parapet and valley gutters in the winter.

Flashings

Remove leaves and other debris that has become trapped underneath duckboards.

Bellcote

Consider commissioning a steeplejack to inspect the bell tower once every five years.

14.3 WALLS

Structural Issues

Note down the position of any existing cracks, bulges or other such defects in your logbook. Take advice from your architect or surveyor about whether monitoring is required.
Report significant changes in any cracks to your architect or surveyor.

Masonry

Clean gullies regularly and remove any silt and debris
Clear any blockages using drain rods
Empty any silt traps every three months

Timber

Ensure that the integrity of paint finishes is maintained by repainting external timberwork every few years

Plants

Clear away plant growth from around the building
Consider removing ivy and other climbing plants

Ground levels, Air Bricks and Ventilators

Clean air bricks or ventilators if necessary
Consider fitting fine mesh behind the ventilator to exclude rodents and insects

14.4 DOORS AND WINDOWS**Doors**

Lubricate door ironmongery
Check the security of any locks

Timber Windows

Ensure that the integrity of paint finishes is maintained by repainting timber windows every few years
Make sure that windows can be opened easily so that the building can be ventilated
Lubricate window ironmongery
Check the security of any locks

Metal Windows

Ensure that the integrity of paint finishes is maintained by repainting metal windows every few years
Make sure that windows can be opened easily so that the building can be ventilated
Lubricate window ironmongery
Check the security of any locks

Leaded Windows

Make sure that windows can be opened easily so that the building can be ventilated
Clear away any dirt from condensation drainage channels

Ferramenta

Check for silting or contamination every few months or so
Remove any silt deposits when the soakaway chamber is empty

External Joinery

Ensure that the integrity of paint finishes is maintained by repainting external joinery every few years

14.5 INSIDE THE BUILDING**Bells and Bell Frames**

Consider preparing and implementing a maintenance plan for the bell and bell frame

Ceilings

Consider carrying out an inspection of the roof covering if you observe any new stains

Internal Walls

Identify and address the cause of any dampness indicated by patches of staining or peeling paint
Open windows and doors on dry days during the summer months, to allow water vapour to escape

Organs

Consider keeping a Tuner's Logbook.

14.6 SERVICES**Plumbing**

Fix dripping taps and leaks immediately to prevent moisture seeping into nearby timber or masonry and causing decay

Electrical Systems

Commission an electrical inspection by a qualified person at least once every five years

Heating Systems

Shut down the heating system once a year and have the boiler serviced

Fire Safety

Test and clean smoke alarms regularly

Arrange for fire extinguishers to receive an annual maintenance check and service

Consider having your lightning conductor system tested at least once every five years

15.0 ADVICE TO THE PCC

- 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 ongoing advice from the professional adviser on problems with the building.
- Contact should be made with the insurance company to ensure that cover is adequate.
- The repairs recommended in the report will (with the exception of some minor maintenance items) be subject to the faculty jurisdiction. Guidance on whether any particular work is subject to faculty can be obtained from the DAC.
- **Fire Safety Advice** can be found at <https://www.ecclesiastical.com/risk-management/church-fire-articles/>.
- **Electrical Installation**
Any electrical installation should be tested at least once every five years, in accordance with the recommendations of the Church Buildings Council. Inspection and testing should be carried out in accordance with IEE Regulations, Guidance Note No. 3, with an inspection certificate obtained in every case. The certificate should be kept with the Church Log Book. For further details please see <https://www.ecclesiastical.com/risk-management/church-electrical-wiring/>.
- **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.

- **Lightning Protection**
Any lightning conductor should be tested at least once every five years, in accordance with the current British Standard, by a competent engineer. A record of the test results and conditions should be kept with the Church Log Book.
- **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 asbestos are available at <https://www.churchofengland.org/resources/churchcare/advice-and-guidance-church-buildings/insurance-health-and-safety>. Such an 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.
- **Equality Act 2010**
The PCC should ensure that they have understood their responsibilities under the The Equality Act 2010. Further details and guidance are available at <http://www.churchcare.co.uk/churches/guidance-advice/making-changes-to-your-building/detailed-advice/disabled-access>
- **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 at <http://www.churchcare.co.uk/churches/guidance-advice/looking-after-your-church/bats>.

Trees, Bells and Organs

The Church Building Council has prepared the following factsheets:

Trees

<https://d3hgrlq6yacptf.cloudfront.net/5fbc2ba5a8086/content/pages/documents/eafeb641c40a88e3e20e70d2e2d254c9a6f6ac28.pdf>

Bells

<https://d3hgrlq6yacptf.cloudfront.net/5fbc2ba5a8086/content/pages/documents/5d956a7eef3eb6e41cfed5690363b0b16d63935e.pdf>

Organs

<https://d3hgrlq6yacptf.cloudfront.net/5fbc2ba5a8086/content/pages/documents/ab01e8a6f0f019e8282fcc2f09aa7b7ab16a9b23.pdf>

- **Sustainable Buildings**
A quinquennial inspection is a good opportunity for a PCC to reflect on the sustainability of their 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 at <https://www.churchofengland.org/about/church-england-environment-programme>.