

**Quinquennial Inspection Report
Holy Trinity Church, Southwick, Sunderland
Diocese of Durham**



Report prepared by

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1.0 BACKGROUND

- 1.1 Holy Trinity Church, Southwick
Church Bank
Sunderland
SR5 2DU
- 1.2 Client:
The Parochial Church Council of The Parish Church of Holy Trinity, Southwick
Church Bank
Sunderland
SR5 2DU
- 1.3 Report prepared by David Jowett - Architect, BA, DipArch, RIBA
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email: david@davidjowett-architect.co.uk
- 1.4 Date of Inspection 27 April 2021 at 9:30am
- 1.5 Weather conditions - cloudy and dry. 9°C
- 1.6 Previous Report 17 December 2015 by Tony Barnes of B3 Architecture.

2.0 EXECUTIVE SUMMARY

- 2.1 The church is kept in excellent condition and there are no major defects to report.

Schemes are underway to tackle the worst of the stonework and roofing problems and generally reorganise the west end.

There are three main issues that need tackling:

1. The drainage is visibly broken in multiple places, and most probably in others, and is probably leading to damp problems. The drains need to be fully investigated and made fully watertight otherwise any internal remedial works to plaster and painted surfaces will be in vain.
2. There has been much historic cement mortar pointing that is starting to compromise the stonework. I think in the Vestry this is leading to penetrating damp. The cement mortar needs to be replaced with lime to ensure the structure is water tight and to prevent further deterioration.
3. The interior would certainly benefit from redecoration.

I want to say that the Log Book kept over the last 5 years is exemplary, clearly listing the works carried out using the standard Log Book template of boxes, which is accompanied by a separate ring binder that stores in separate sections all accompanying certificates for inspections such as heating, electrics, lighting conductor etc.

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

3.0 PREVIOUS REPORT

3.1 The previous Report followed the inspection on 17 December 2015 by Tony Barnes: B3 Architecture, 11A Struan Terrace, East Boldon, Tyne & Wear, NE36 OEA.

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

4.0 North Elevation

- 1 Ensure gutters, inc valley gutter vestry/ Chancel are clear and intact; redress lead clips: Check rainwater pipes are sound and free. **Completed**
- 2 Replace lead collar around flagpole to keep out driven rain/ melting snow. **Completed**
- 2 Fit external grille to extract fan. **Outstanding**
- 3 Repoint stair stonework immediately below capping roof to ensure watertight. **Outstanding**

4.1 East Elevation

- 1 Ensure guttering/ fall pipes are sound and intact. **Completed**
- 2 Repair /repoint perished stonework around redundant boiler flue terminal. **Outstanding**
- 3 Consider replacing missing hood mould section at E window to discharge rain water effectively/ protect window. **Outstanding**

4.2 South Elevation

- 1 Ensure guttering/ fall pipes are sound and intact. **Completed**
- 3 Decorate rainwater goods. **Outstanding**

4.3 West Elevation

- 2 Decorate tower parapet railings. **Completed but not noted in Log Book**
- 3 Monitor stonework condition on Tower beneath buttressing caps. **Outstanding**
- 3 Repoint Buttressing caps at tower base. **Outstanding**

4.4 West Entrance lobby

- 1 Set matting to level. **Completed**
- 2 Cure damp walling on stair. **Outstanding**
- 2 Fit handrail to stair. **Outstanding**
- 2 Decorate gutters. **Outstanding**

4.5 Meeting Room

- 1 Replace failed lamps. **Completed**
- 1 Service fire appliances. **Completed**
- 2 Cure damp walling at door opening. **Outstanding**
- 2 Check gallery support columns or fire rating. **Outstanding**

4.6 Toilet

- 1 Check need for fire rated safety glass. **Outstanding**
- 1 Ensure extract fan is adequate. **Outstanding**
- 2 Secure loose light switch plates. **Completed**
- 2 Ensure water isolation valves are free. **Completed**
- 3 Reduce condensation risk. **Outstanding**

4.7 Kitchen

- 1 Check fire regulations for door and hatch. **Completed**
- 1 Provide extinguisher and heat detector. **Completed**
- 2 Replace failed lamp. **Completed**

4.8 Nave

- 1 Ensure valley gutter is clear and intact. **Completed**
- 1 Ensure water table/ soakers/cement haunching sound adjacent redundant flue. **Outstanding**
- 2 Monitor condensation levels, remove black mould from window reveals. **Outstanding**
- 2 Overhaul door ironmongery. **Completed**
- 2 Replace faulty lamp. **Completed**

4.9 Chancel

- 1 Ensure valley gutter is clear and intact. **Completed**
- 1 Ensure water table/ soakers/cement haunching sound. **Completed**
- 3 Inspect roof coverings annually to reduce/avoid internal damage. **Outstanding**

4.10 Vestry

- 2 Overhaul water heater. **Outstanding**
- 2 Service portable appliances. **Outstanding**
- 2 Repair extract fan. **Completed**

4.11 Gallery incl Stair and Store

- 1 Remove black mould and monitor condensation levels. **Completed**
- 2 Repair cracked window glass, check window for leaks. **Outstanding**
- 2 Re configure/ re route electric organ cables . **Outstanding**
- 2 Service portable appliances. **Completed**
- 3 Monitor W store wall for further signs of movement. **Outstanding**
- 3 Consider panel heater to minimise condensation. **Completed**

4.12 Tower: Ringing Chamber

- 2 Ensure rainwater pipe is not leaking **Outstanding**
- 2 Repair cracked window glass. **Outstanding**
- 2 Clean floor, provide supply of lamps at this level. **Completed**
- 2 Review electrical installation: consider power supply for maintenance. **Completed**
- 3 Decoration. **Outstanding**
- 3 Monitor plaster cracks. **Outstanding**

4.13 Tower: Intermediate floor

- 2 Clean floor, replace missing lamp. **Completed**
- 3 Consider power supply for maintenance. **Outstanding**

4.14 Tower: Bell chamber

- 1 Ensure roof watertight around flagpole opening. **Completed**
- 2 Clean Floor. **Completed**
- 2 Replace faulty lamp provide spare lamps at this level . **Partly Completed**
- 2 Obtain bell hangers report, overhaul bell system. **Outstanding**
- 2/3 Monitor for water ingress at truss bearings and advise(Obtain report on condition of hidden timbers) **Partly Completed**
- 3 Consider power supply for maintenance. Consider permanent inspection lamp. **Outstanding**

4.15 Heating and Plumbing

- 2 Obtain annual service inspection report. **Completed**
- 2 Check stop valves regularly to ensure easy action in event of emergencies. **Completed**

4.16 Electrical

- 1 Obtain inspection report. **Completed**
- 1 Check and test/Review Ringing chamber installation. **Outstanding**
- 1 Obtain test notice on earth protection/lightning conductor as part of inspection. **Completed**

4.17 Site and Externals

- 1/2 Attend to broken monument. **Outstanding**
- 2 Remove algae from ramps. **Completed**
- 2 Remove all seedlings vegetation appearing in walling. **Outstanding**
- 2 Flush out gullies and manholes. **Outstanding**
- 2 Overhaul notice board. **Completed**
- 2 Ease /oil gates. **Completed**
- 2 Obtain updated arborists report for consideration. **Outstanding**
- 3 Consider restoration of external lighting enclosures. **Outstanding**
- 3 Decorate railings /gates/ metalwork. **Outstanding**

Works listed in the Log Book as completed since the last quinquennial:

May 2018 Flagpole removed and hole capped with lead. Repairs to Tower roof valley and gutter. D.S. Ferguson Ltd

June 2018 Eyeball spotlights replaced with LED. Churchwarden

September 2018 Fire extinguishes serviced. Safe and Sure

October 2018 West entrance matting replaced. Churchwarden

October 2018 WC Switch plates secured and water isolation valve checked. Churchwarden

August 2020 Replaced faulty light and bulbs replaced with LED type. Paul Douglas Ltd.

November 2018 Meeting Room/Nave door closer ironmongery overhauled. Churchwarden

November 2018 Heating and plumbing system inspected. Fred Stodart

November 2018 Portable Appliance Testing carried out. UK Safety

November 2018 Vestry Extractor repaired. Management

December 2019 Kitchen and WC lighting replaced with LED. Churchwarden.

December 2019 Fire extinguisher and heat detector provided. Safe and Sure.

November 2019 Gutters and Valleys cleared, rainwater pipes checked, air vents cleared. DAS Ltd

December 2019 Electrical Inspection. Paul Douglas Ltd

December 2019 Lightning Conductor Inspection. Lightning Protection Services

November 2019 Temporary repairs to chancel soakers and cement haunching. M&R Roofing

December 2018 Font Moved. Churchwarden

January 2020 Fireangle smoke and carbon monoxide alarms fitted. Churchwarden

August 2020 Electrical Inspection Repairs carried out and sockets fitted to Gallery Meeting Room. Paul Douglas.

October 2020 Kitchen Boiler pipework upgraded and radiators installed to Gallery staircase and Gallery Meeting Room. PNH Plumbing and Heating.

December 2020 Audio Visual Installation including 65 inch TV and sound equipment and mixer desk. Tim Collingworth Elec and Tech Services.

4.0 BRIEF DESCRIPTION OF BUILDING

- 4.1 The church is situated in a prominent area of elevated ground to the west of Sunderland city centre, overlooking the Alexandra Bridge and the River Wear to the south. The site is bounded by Northern Way to the west, Church Bank to the south and east and the former Rectory to the north.

The Church was built between 1842-43 to the designs of the architect and clerk of works to Durham Cathedral George L Jackson. It is in the Early English Gothic revival style with lancets, walls of coursed squared sandstone with ashlar dressings and clasped buttresses. The pitched roofs are welsh slate.

The Church is Grade II listed. The boiler house walling and piers to the south east are also Grade II listed, together with curtilage walling, gates and railings to the north, east, and south boundaries.

The building provides a box nave, chancel with north side vestry (originally smaller), an intricate projecting tower with pinnacles set centrally at the west end with entrance porch below. There is a gallery across the nave at the west end, with the organ placed centrally, flanked by stores.

Original drawings suggest that the gallery was added later and the organ moved from the north east corner of the nave.

Beneath the gallery and set between the porch and the nave is a meeting room, toilet and kitchen, all later c 1980.

A basement heating chamber beneath the chancel with external access is now redundant and closed up.

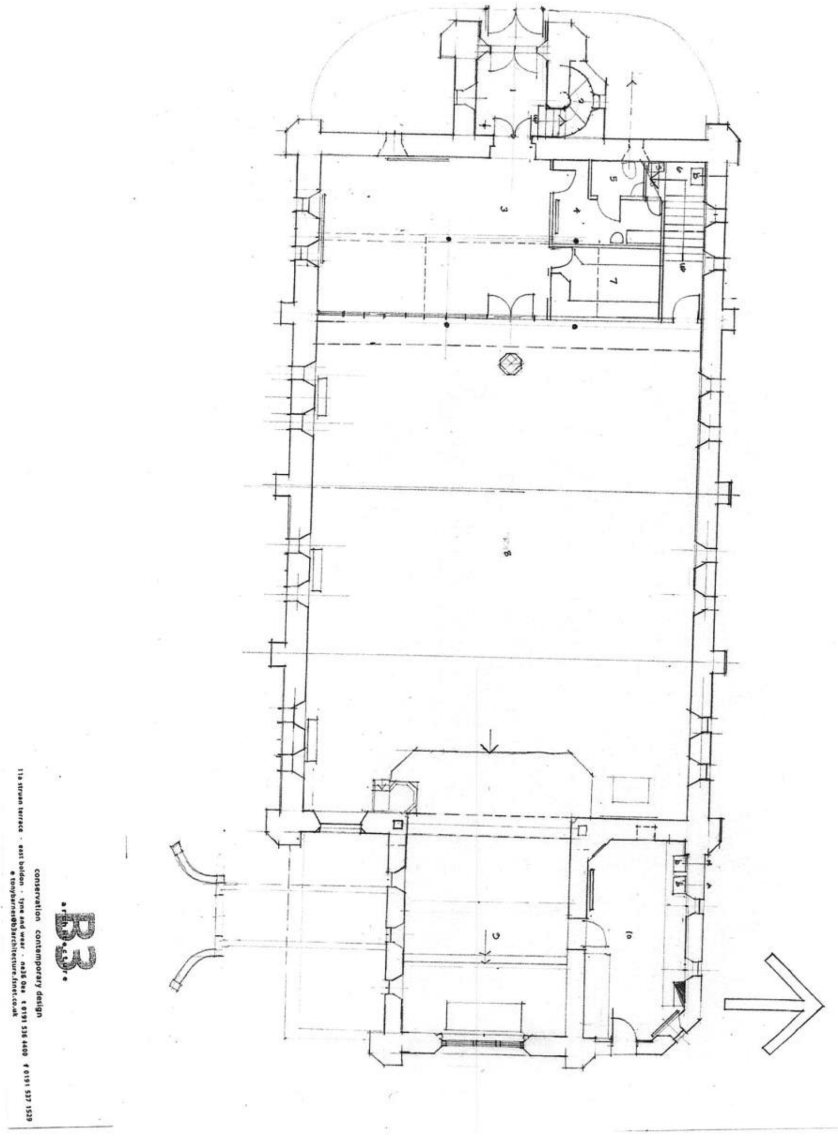
The nave interior has a queen post roof on corbels with exposed purlins, rafters and boarding.

A chamfered arch leads to the Chancel.

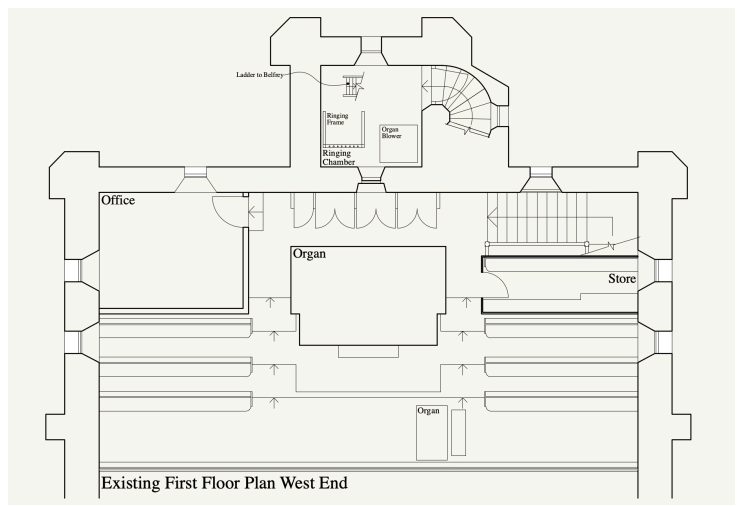
The choir stalls have been removed. The altar is of painted stone with cusped panels containing paintings of the Evangelists.

Of local interest is that the Revd Charles Lutwidge Dodgson, pen name Lewis Carroll, author of *Alice in Wonderland*, stayed at Holy Trinity Rectory in 1872 and 1887 visiting his sister Mary who lived there with her husband, the Revd Collingwood, rector of the parish. There is a blue plaque with details on the former rectory wall. Further information on Carroll's links with Sunderland can be found in Byran Talbot's graphic novel, *Alice in Sunderland* (London: Jonathan Cape, 2007)

5.0 PLAN OF CHURCH



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6.0 LISTING GRADE

COPY OF LISTING DESCRIPTION (from English Heritage website)

NZ3858 CHURCH BANK, Southwick 920-1/8/283 (West side) 10/11/78 Church of Holy Trinity

GV II

Parish church. 1842. By George L Jackson. Coursed squared sandstone with ashlar dressings and Welsh slate roof. Nave with west tower, chancel with north vestry. Early English style, with lancets and clasping buttresses. EXTERIOR: 4-bay nave with narrow chancel. Chancel has 3 south lights; stepped east lights with cinquefoils in spandrels. 4-bay nave with head and ballflower stops to hoodmould of paired lancets on sill string. Tower, with buttresses reducing to angle buttresses on upper stages, has ballflower-stopped hoodmould over pointed-arched west door; lancet in second stage; roundel in third; arcaded triple lancets in fourth, the outer arches blind, under parapet with corner pinnacles. High-pitched nave and chancel roofs. Vestry roof has hipped east end. INTERIOR: chancel with N vestry; nave with W gallery and W tower porch. Chamfered chancel arch on imposts with dog-tooth and roll mouldings. E window has nailhead-moulded rerearch on nookshafts; trefoil shafts between lancets. All windows have sloping reveals. Chancel has shouldered arch to vestry door; geometric-pattern tiled sanctuary floor. Painted stone altar with paintings of Evangelists in cusped panels. Renewed pulpit and communion rail (using older posts). Arch-braced chancel roof and queen-post nave roof on roll-moulded corbels. STAINED GLASS: E window to Scott family d.1864 and 1882; Chancel south: 3 lights to Agnes Collingwood d.1875, and Sarah Thompson d.1866, with Christ the Good Shepherd, Faith and Hope, signed Alex Gibbs, 21 Bloomsbury Street, London WC. Nave SE window also signed Alex Gibbs fecit, 1901, to Collingwood, rector, d.1898. Other C19 glass in nave includes fourth on north side a Good Samaritan commemorating Charles Pickersgill, Crown Road shipbuilding yard owner. (Corfe T and Milburn G: Buildings and Beliefs: Sunderland: 1984-: 28).

Listing NGR: NZ3818758565

NZ3858 CHURCH BANK, Southwick 920-1/8/285 (East side) Boiler house walls and piers to south-east of Church of Holy Trinity

GV II

Boiler house retaining and parapet walls to SE of Church of Holy Trinity (qv). Probably 1842 by G Jackson. Coursed squared sandstone with ashlar dressings. Elliptical-headed moulded surround to door in high wall with flanking quadrant parapet walls; 4 square piers terminate quadrant walls and have roll-moulded stepped gabled coping; roll-moulded gabled coping on walls.

Listing NGR: NZ3820358555

NZ3858 CHURCH BANK, Southwick 920-1/8/284 (East side) Walls, gates and railings to north, south and east of Church of Holy Trinity

GV II

Churchyard walls around 3 sides, with gates, piers and railings on E; the fourth, to W, rebuilt when churchyard truncated for road improvements. Limestone rubble with sandstone ashlar coping; ashlar piers; wrought-iron railings. N and S walls limestone and sandstone rubble with some brick patching and gabled ashlar coping; E wall to church bank has ashlar top course and gabled coping, with rear angled walls supporting stays of railings. Square piers have plinths and stepped gabled coping; gates have pierced roundel finials to frame uprights, bud and spike dog bar finials; most gate finials damaged. Railings spike-headed with scroll finials on some principals.

Listing NGR: NZ3822658556

7.0 MAINTENANCE

Maintenance of the church lies with the PCC. The Churchyard is closed and maintained by the local authority. Maintenance of the boundary walls, pathways and trees is believed to lie with the local authority but this needs to be confirmed.

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. The report is restricted to the general condition of the building and is a summary report only as it is required by the Inspection of Churches Measure. It is not a specification for the execution of the work and must not be used as such.

9.0 EXTERIOR

9.1 ROOF COVERINGS

Description

Welsh slate with ridge and hip tiles and dressed stone water tabling, re-covered c1990. Lead covering to tower roof with what appears to be fibre glass lining to valley leading to a lead shoot. Lead valley between Vestry and Chancel roofs. Mostly lead flashings with some remaining sections of mortar fillets. Stone roof to tower staircase.



Nave South Roof



Nave North Roof



Chancel South Roof



Vestry and Chancel North Roof



Vestry East Roof



Debris on North Nave Roof



Lead Roof to Tower



Tower Staircase Roof to Tower

Condition

Generally in satisfactory condition. There appears to be unidentifiably debris on the north nave roof west end. There is a missing section of stone roof to the tower staircase at the eaves corner.

Category B, Requires attention within the next twelve months

Undertake full inspection of hidden valley gutter between Vestry and Chancel and identify and remove debris on nave north roof by reputable roofing company. £100.00

Repair missing section of stone roof to tower staircase as Faculty granted 2021. £1,200.00

9.2 Rainwater Goods

Description

Lead lined concealed gutter to north and south nave and chancel. UPVC guttering to Vestry. A mixture of black painted cast iron and UPVC rainwater pipes with generally discharge over and sometimes, incorrectly, away from gullies. Two rainwater pipes to both north and west Nave elevations. One rainwater pipe to Chancel east elevation. One rainwater pipe to Tower south elevation fed from a lead shoot. Two rainwater pipes to Vestry roof.



Cast Iron Rainwater Pipe North Elevation



UPVC Rainwater Pipe North Elevation



Cast Iron Rainwater Pipe Tower South Elevation



UPVC Rainwater Pipe Vestry North Elevation



**Cast Iron Rainwater Pipe Vestry
East Elevation**



**Rainwater Missing Gully North
Elevation**

Condition

It was not possible to tell if everything is fully watertight as it was dry at the time of the inspection. However on a previous visit, autumn 2020, one of the rainwater pipes to the south elevation was blocked at high level.

The cast iron rainwater goods all require redecoration. All fixings and joints should be checked over and refixed, caulked as necessary. Particular attention is required to decorating the backs of the pipes which are easily missed.

Some rainwater pipes are directed so that they miss the gullies

Category B, Requires attention within the next twelve months

Check rainwater goods for watertightness, blockages and redecorate. £1,500.00

Realign rainwater pipes to discharge directly into gullies. £100.00

Category E, a desirable improvement with no timescale

Replace UPVC rainwater goods with cast iron or aluminium. £2,000.00.

9.3 PARAPETS, PINNACLES, FINIALS, TOWER AND CHIMNEY

Description

Stone parapet cappings at west and east ends of nave with stone finial cross to east end ridge and stone pinnacles to west end corners. Chimney to centre of parapets both sides to nave east end. East end stone parapet cappings with stone pinnacles to ends and stone finial cross to ridge at chancel. Chancel final cross appears to be a modern replacement. Tower to west end with buttresses reducing to angle buttresses on upper stages and stone Pinnacles to corners.



Tower Pinnacles



West End Pinnacles



South West Corner Pinnacles



North Gable Chimney



South Gable Chimney



Chancel Final Cross



East End Final Cross



West End Missing Mortar Fillet

Condition

Water tables to nave north east gable have missing pointing and there is a plant growing from base of the Finial Cross. The chimney flue to the south end is missing its capping, the masonry that blocks its opening appears poorly pointed and one of the lower stones requires an indent.

There is a section of mortar fillet missing from the nave south west corner at the junction with the tower and adjacent sections of cracked mortar fillet corresponding to a damp patch internally.

Category B, Requires attention within the next twelve months

Carry out repairs to parapets and chimney as Faculty granted 2021. £5,000.00
Repoint missing and cracked section of mortar fillet to west end £1,500.00

9.4 WALLING AND POINTING

Description

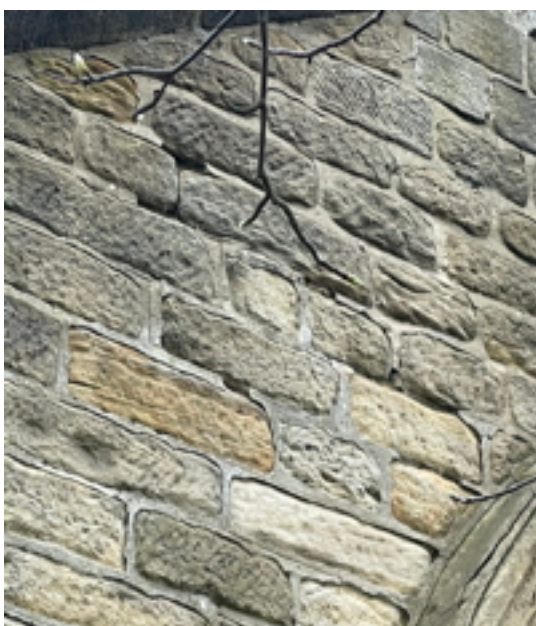
Squared rubble sandstone with ashlar dressings (approx 750mm thick), cill string and chamfered stone plinth. Buttresses squared rubble sandstone, polygonal at corners, plain intermediates, with dressed ashlar caps. Flush pointing including coarse stuff.



Chancel South Elevation Hard Mortar Pointing



Nave North East Elevation Deteriorating Stonework



Nave South East Elevation Hard Mortar Pointing



Chancel South East Pinnacle base Deteriorating Stonework



Staining Middle Section South Elevation



Nave South West Pinnacle base Deteriorating Stonework



Staining West Elevation South Side



Vestry Deteriorating Stonework

Condition

Overall condition is satisfactory but there are areas of stone deterioration notably on the nave east gable north and south sides, the vestry and below pinnacle bases at the south west and east corners.

There are considerable sections of hard cement pointing notably to the vestry, chancel south elevation, nave east gable.

There is a large dark stain externally to the stonework across the middle section of the south elevation which corresponds to damp internally.

Wired window guards to Meeting Room west window are rusting and staining stonework below.

External fan grill missing to Vestry North Wall.

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

Carry out repairs to east gable stonework as Faculty granted 2021. £4,000.00

Arrange inspection with stonemason to advise on schedule of future stonework repairs and repointing in order of priority. £400.00

Fit external cover to Vestry fan vent outlet. £20.00

Excavate a trench 300mm wide and to 450mm below existing ground level to south nave wall. Line sides and bottom of trench with Recycled Polyester Geotextile material. Backfill trench with gravel between 20mm and 50mm diameter to within 100mm of surface and cover with a further layer of Recycled Polyester Geotextile material. Backfill to surface with final 100mm gravel layer. Repoint open joints in stonework with lime mortar. £500.00

Category E, a desirable improvement with no timescale

Replace wired window guard to Meeting Room west window with polycarbonate. £500.00

Repair needs, Category M, Routine Maintenance

Monitor stonework deterioration.

9.5 WINDOWS AND EXTERNAL DOORS

Description

Single and paired lancet windows with plain heads. Stepped tripartite to East Chancel with paired cinquefoils. Ball figured stopped hood moulds.

Tower, single lancet in second stage, roundels in third, arcaded triple lancets in fourth with wooden louvres and wire netting, outer arches blind.

Glazing generally stained/clear and some coloured glass with lead comes but also Vandalite security glazing with diamond mesh. East window to Scott family, 1864 and 1882. South Chancel, 3 lights to Agnes Collingwood and Sarah Thompson, with Christ the Good Shepherd, Faith and Hope. Nave south east window 1901 commemorating Collingwood rector, signed Alex Gibbs, London. Nave north east window, A Good Samaritan commemorating Charles Pickersgill, Crown Road Shipbuilding yard owner. Previous report list other stained glass by Clayton Bell London, G J Baguley Newcastle upon Tyne and Gateshead Stained Glass company but does not specify to which windows this applies. Galvanised metal mesh and Polycarbonate sheet protection to most.

Doors vertical pine boarded with decorative 'C' strap work to west door with frame rebated into dressed sandstone with level threshold. Plain flush door to Vestry.

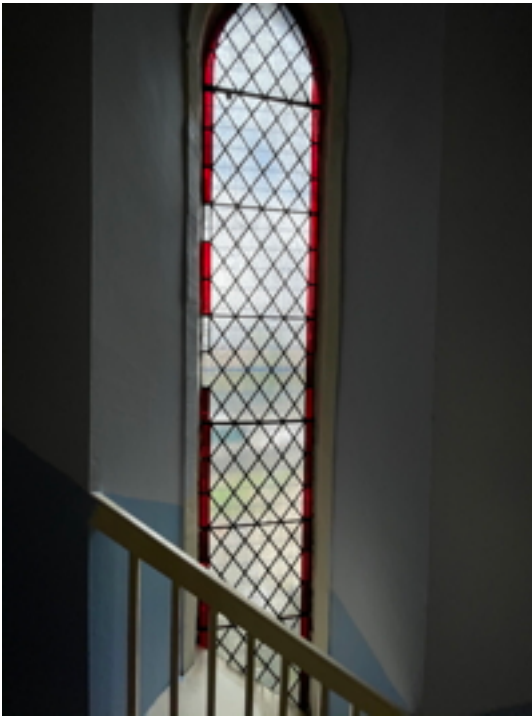
Windows are numbered clockwise from west door.



West Door



W1 Tower Staircase Vandalite Security Glazing



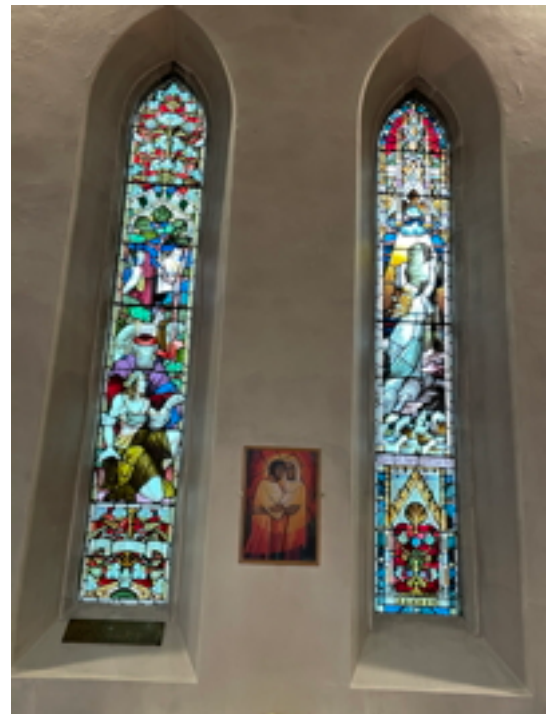
W2 Gallery Staircase West Clear and Coloured Glass with Lead Cames



W3 and 4 Gallery Staircase Vandalite Security Glazing



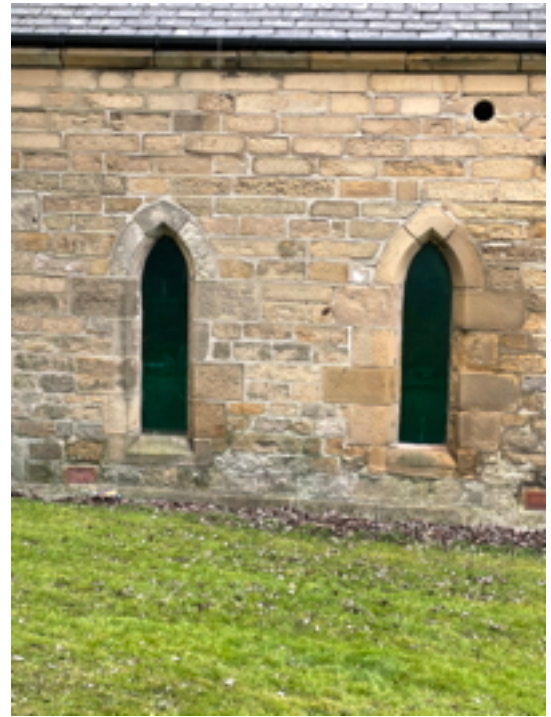
W5 and 6 Nave North West Vandalite Security Glazing



W7 and 8 Nave North Central, W7, A Good Samaritan commemorating Charles Pickersgill, Crown Road Shipbuilding yard owner



**W9 and 10 Nave North East
Vandalite Security Glazing**



**W11 and 12 Vestry North Green
Film over Polycarbonate**



**W13 Nave Vestry North East
Green Film over Polycarbonate**



Vestry Door



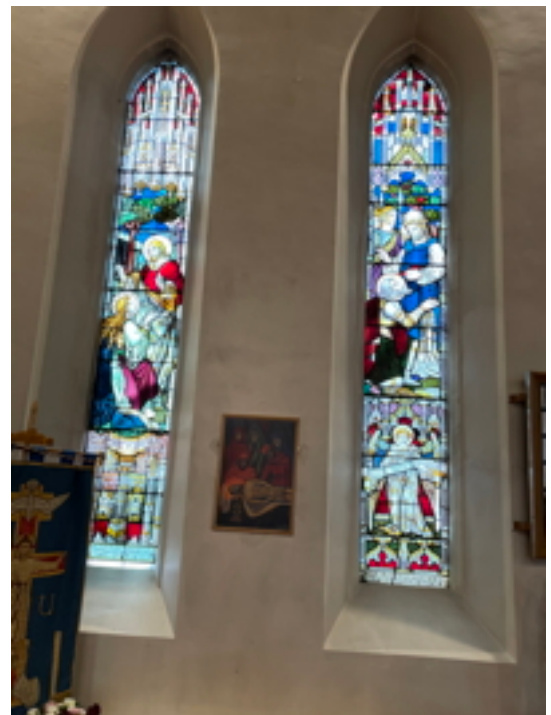
**W14 East Window to Scott family,
1864 and 1882**



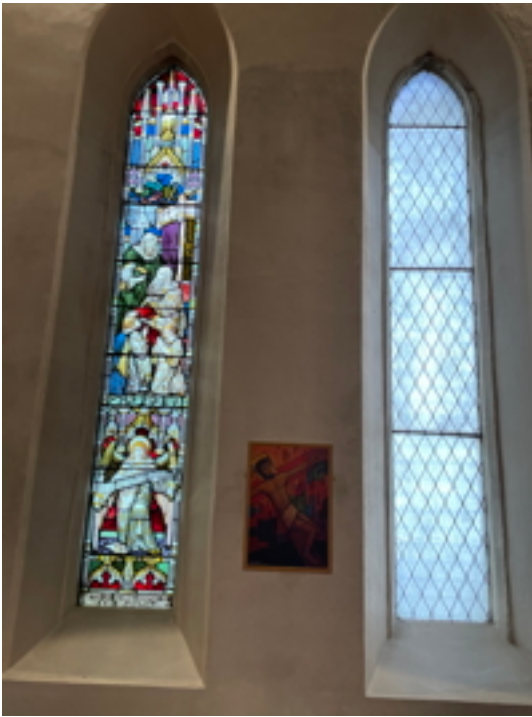
**W15, 16 and 17 Chancel South to
Agnes Collingwood and Sarah
Thompson, with Christ the Good
Shepherd, Faith and Hope**



**W18 Nave South East Window by
Gibbs 1901 commemorating
Collingwood rector, signed Alex
Gibbs, London**



**W19 and 20 Nave South Elevation
East End**



**W21 and 22 Nave South Elevation
Central**



**W23 and 24 Nave South Elevation
West End Vandalite Security**



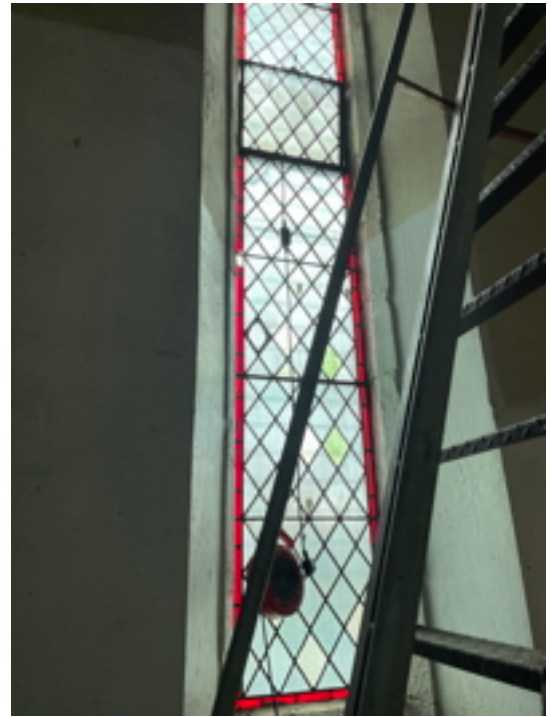
**W25 and 26 Meeting Room South
Elevation Vandalite Security
Glazing**



**W27 Gallery Meeting Room West
Elevation Obscure Polycarbonate
Sheet**



**W28 Porch South Window
Vandalite Security Glazing**



**Tower Second Stage West Lancet
Clear and Coloured Glass with
Lead Cames**



Tower Third Stage Roundel



**Tower Forth Stage South and East
Arcaded Triple Lancets, outer
arches blind**



**Tower Third Stage Roundel
Polycarbonate**



Tower Forth Stage West Arcaded Triple Lancets, outer arches blind



Tower Forth Stage North Arcaded Triple Lancets, outer arches blind



Belfrey Internal East Window Clear Glass with Lead Cames



Nave East Gable Window Clear and Coloured Glass with Lead Cames

Condition

Vestry Door sticking and in need of replacement.
Vandalite Security Glazing better replaced and perhaps with double glazing to reduce heat loss.
Unsympathetic repairs to clear and coloured glass.

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

Replace Vestry Door as permission granted 2021. £1,000.00

Category E, a desirable improvement with no timescale

Replace Vandalite Security Glazing. £30,000.00
Reglaze sections of clear and coloured glass £5,000.00

9.6 BELOW GROUND DRAINAGE

Rainwater pipes discharge over clay gullies. There are three inspection chambers to the west of the site. It is probable that rainwater gullies discharge to soakaways and the WC and Kitchen wastes to foul water drains but this needs to be confirmed. The Vestry basin discharges over a gully and this may discharge incorrectly to a soakaway.



Rainwater Gully



Rainwater Gully with cracked concrete surround



Rainwater Gully Partially Blocked with Leaves



Combined Water Gully Blocked with Leaves



Broken Gully Pipework



Broken Gully Pipework



Broken Gully Pipework



Broken Gully Pipework



West End Inspection Chambers



West End Inspection Chamber

Condition

Numerous sections of broken pipework. One gully appears blocked and another partially blocked with leaves. Cracked and broken concrete around one gully.

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

Repair broken pipework and concrete surround and clear leaves. £1000.00

Arrange inspection of whole drainage system to check for breakages and tree roots in consultation with Ecclesiastical Insurance. £500.00

Repair Needs, Category M, Routine Maintenance

Lift all inspection chamber covers and rod and purge system annually. £0.00

10.0 INTERIOR

10.1 TOWER

Description

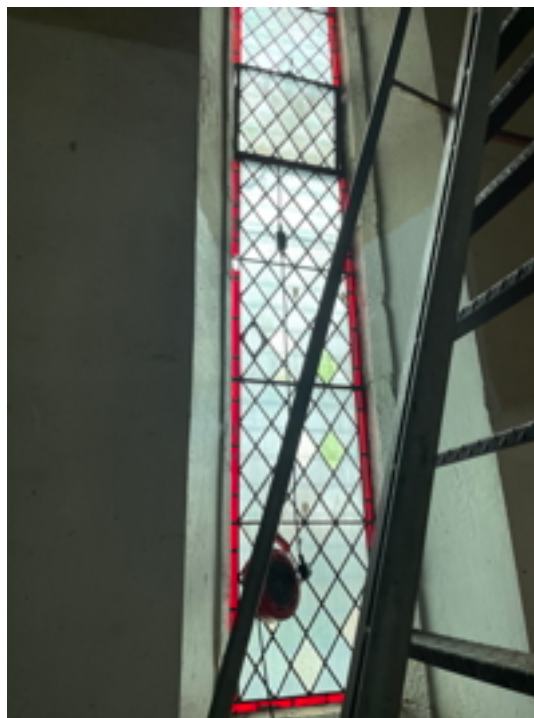
Stone spiral staircase leads from West Porch to Ringing Chamber, second stage, with single lancet window. A fixed long metal ladder leads to third stage with roundel windows. A second shorter fixed metal ladder leads the Bell Chamber with wooden louvres and wire netting internally. A third shorter fixed metal ladder leads to the roof through a hatch. Tower walls of rubble stone with rendered finish to Ringing Chamber and third stage and exposed stonework in Bell Chamber. Bell Chamber has base for former flag pole now removed. Timber floors to Ringing Chamber, third stage and Bell Chamber.

Condition

Generally satisfactory. Stone staircase from Porch lacks handrail.



Stone Spiral Stair Leading to Ringing Chamber



Ringing Chamber Ladder



Third Stage with Ladder



Bell Chamber

Category B, Requires attention within the next twelve months

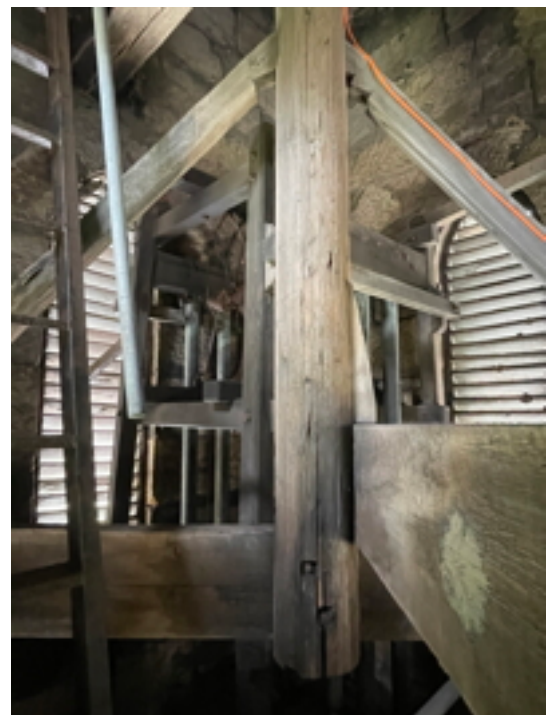
Fit rope handrail to stone staircase from West Porch to Ringing Chamber.

10.2 BELLS

A peal of tubular bells by Harrington Latham and Co, Coventry. One bell can be operated from the West Entrance Porch.



Ringing Chamber



Bell Chamber

Condition

Reported as seldom used and in need of maintenance.

Repair Needs, Category B, Urgent, requiring immediate attention

Have bells inspected by specialist and carry out works as recommended. £1000.00

10.3 ROOF

Description

Painted board infill between common rafters to nave and chancel. 7no queen post trusses over four bays in Nave and 2 no raised collar trusses in Chancel with purlins all exposed, set on roll moulded corbels and painted.



Nave Roof



Chancel Roof

Condition

All appear in good condition.

10.4 GALLERY

Description

Gallery to west end accessed by staircase in north west corner was probably added later, Currently used a storage with most pews removed. Organ to centre with fixed cupboards behind. Meeting Room to South West corner and Store to north west corner. Timber boarded floor with carpeting to some areas.



Gallery Looking South



Gallery Looking North



Gallery Staircase



Gallery Store

Condition

The space is basically redundant and the church is currently considering plans to upgrade the area to form useful meeting and Storage space.

10.5 PANELLING AND DOORS

Description

Varnished oak paired 3 glazed panels doors between Meeting Room and Nave. Part glazed varnished oak panelling between Meeting Room and Nave with plywood panels to lower section. Full height plywood panels in oak framing separate Kitchen from Nave. Part glazed varnished oak door separating Gallery from Nave. Oak framed and boarded door to Vestry from Chancel.



Meeting Room Doors



Meeting Room Panelling



Gallery Door



Vestry Door

Condition

All appear in good condition.

10.6 FLOORS

Description

Solid construction to ground floor, timber boarded to gallery. Patterned vinyl sheet and carpet in Nave, carpet in Chancel (possibly over red/black diagonal pattern tiles).



Nave Vinyl and Carpet Flooring



Chancel Carpet Flooring

Condition

All are in generally satisfactory Condition.

10.7 INTERNAL WALL FINISHES

Description

Painted Plaster.

Condition

Rising damp to south wall middle section. Signs of water penetration to chancel east wall at high level, nave south east wall at high level, gallery south west wall at high level. Cracking of window heads to three chancel windows south elevation appears to be historic. Loose plaster to nave north east end at high level. Generally in need of redecoration.



Chancel East End High Level Water Penetration



Nave South East End High Level Water Penetration



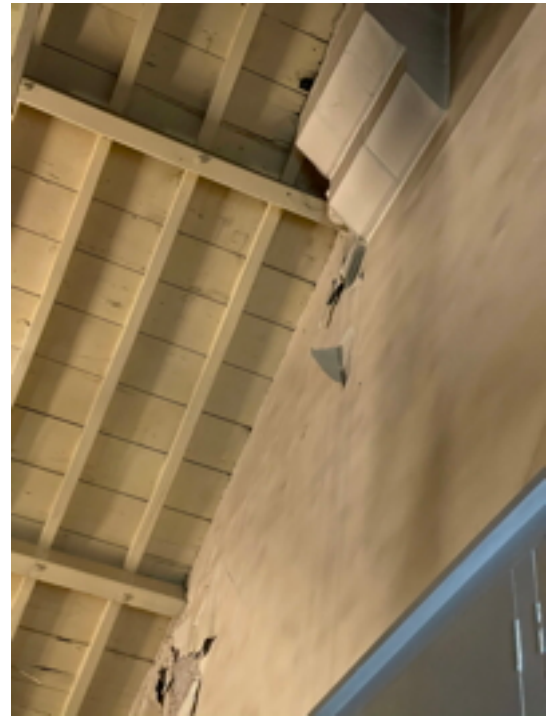
Nave North East End High Level Loose and Cracked Plasterwork



Nave South Elevation Low Level Damp Plasterwork



Historic Cracking over Chancel South Windows



Gallery South West End High Level Water Penetration

Category B, Requires attention within the next twelve months

Replaster low level damp section with lime plaster and redecorate with breathable clay paint as Faculty granted 2021. £4,000.00

Repair Needs, Category D, Requires attention within the next 5 years

Redecorate church interior. Note change of colour may require Faculty Approval. £20,000.00.

10.8 MEMORIALS

Description

Memorials include WW1 and WW2 war memorial on east Nave Wall north side. Various brass and stone plaques in Chancel and Nave. Memorial windows as previously noted.



Henry Scott 1854, Jane Scott 1856



Holy Trinity 150 Anniversary Plaque 28 July 1895



WWI and WW2 Roll of Honour



Southwick Congregational Church
 WWI Memorial, Edward Brignall,
 29 June 1941, St Columba's
 Southwick WW1 and WW2 Roll of Honour



Fred Harper 31 January 1917



William Archdall 19 April 1863



Joseph Shortt Rector 1898 to 1919

Condition

All memorials are in good condition and well cared for.

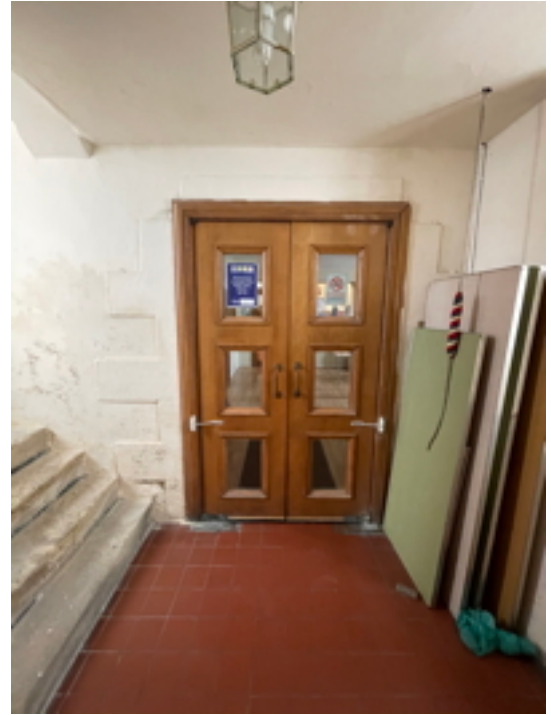
10.9 WEST ENTRANCE PORCH

Description

Plastered and painted walls and painted boarded ceiling. The porch floor is quarry tiled finish.



Porch Looking West



Porch Looking East

Condition



Tower Staircase Ceiling

Generally in need of decoration especially tower staircase ceiling which has significant mould growth. Stored materials compromise a safe exit and should be removed

Repair Needs, Category A, Urgent, requiring immediate attention

Remove stored materials from Porch.

Category B, Requires attention within the next twelve months

Decorate staircase ceiling as Faculty Granted 2021. £500.00

Repair Needs, Category D, Requires attention within the next 5 years

Redecorate Porch interior. Note change of colour may require Faculty Approval. £400.00.

10.10 MEETING ROOM

Description

Plastered ceiling in part following gallery profile above, plastered walls and flooring of oak laminate boards.



Meeting Room Looking North West



Meeting Room Looking South East



Meeting Room Looking South

Condition

All generally satisfactory. Area doesn't really meet the needs of the Church which is currently exploring scheme to amend and enlarge the space.

Category B, Requires attention within the next twelve months

Agree scheme to reorganise west end.

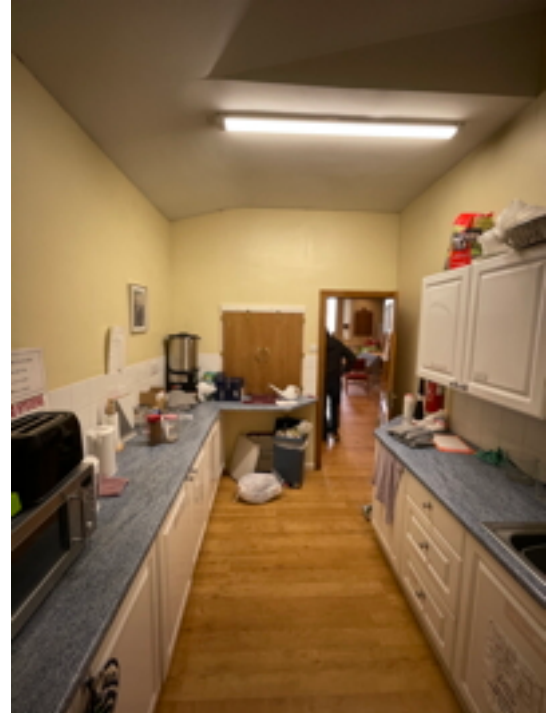
10.11 KITCHEN

Description

Plastered ceiling in part following gallery profile above, plastered walls and flooring of oak laminate boards. Basic floor and wall units with sink, fridge freezer, 4 ring electric cooker, water boiler and microwave.



Kitchen Looking North



Kitchen Looking South

Condition

The Kitchen is all satisfactory except the door and hatch which have no fire resistance. Area doesn't really meet the needs of the Church which is currently exploring scheme to amend and enlarge the space including fitting a new fire door and hatch.

Category B, Requires attention within the next twelve months

Agree scheme to reorganise west end.

10.12 WC LOBBY

Description

Plastered ceiling, plastered walls and flooring of oak laminate boards. Includes Baby Change Unit and washbasin. There is an obscure glazed panel to give borrowed from the staircase leading to the Gallery



WC Lobby Looking North

Condition

The WC Lobby is in generally satisfactory condition. In terms of its layout it is a waste of space. The glazing between the Lobby and staircase would be better with fire resistant glazing or removed altogether as it compromises the means of escape for the Gallery and privacy within the WC area.

Category B, Requires attention within the next twelve months

Agree scheme to reorganise west end.

10.13 WC

Description

Plastered ceiling, plastered walls and flooring of oak laminate boards. Includes WC and washbasin.



WC



WC

Condition

The WC does not meet the requirements for an Access WC.

Category B, Requires attention within the next twelve months

Agree scheme to reorganise west end including forming an Access WC and a second WC, both with Baby Change Units.

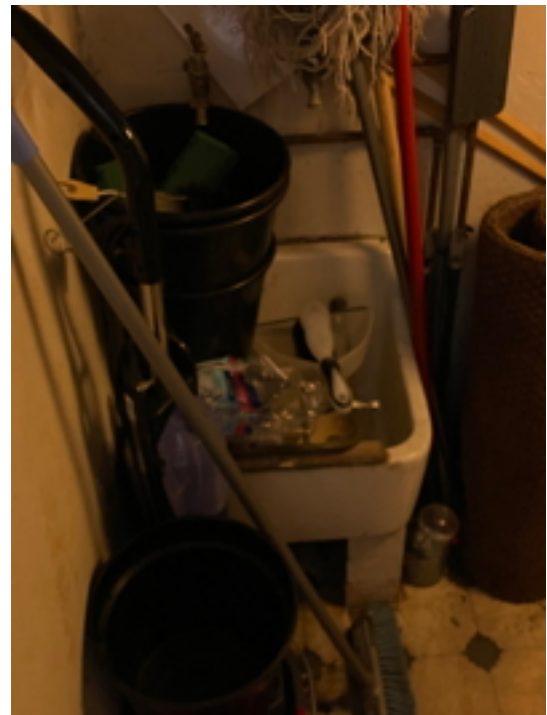
10.14 BOILER CUPBOARD/CLEANERS STORE

Description

Accessed from WC Lobby and below the Gallery staircase. Part plastered ceiling, plastered walls and vinyl flooring. Includes cleaners sink and boiler that serves west end.



Boiler Cupboard/Cleaners Store



Boiler Cupboard/Cleaners Store

Condition

The Boiler Cupboard/Cleaners Store appears to have no fire protection between the boiler and staircase above in certain areas. As this staircase is the only means of escape from the Gallery this compromises the means of escape. The space is generally unsatisfactory.

Repair Needs, Category A, Urgent, requiring immediate attention

Plasterboard ceiling with 15mm plasterboard and skim to provide 30 minutes fire protection to underside of staircase.

Category B, Requires attention within the next twelve months

Agree scheme to reorganise west end including amended Boiler Cupboard/Cleaners Store.

10.15 VESTRY

Description

Plastered ceiling, plastered walls and flooring of oak laminate boards. Contains twin boilers that heat the nave and chancel and built in low level units along the north wall and tall units along the south wall.



Vestry Looking East



Vestry Looking West

Condition

The Vestry is in need of decoration. There is what is probably penetrating damp along the external walls due to the poor condition of the stonework, a gutter and downpipe that were blocked for a period and now cleared and rising damp associated with a raised ground level externally.

Category B, Requires attention within the next twelve months

Arrange inspection with stonemason to advise on schedule of future stonework repairs and repointing in order of priority as item 9.4 above.

Excavate a trench 300mm wide and to 450mm below existing ground level to Vestry walls. Line sides and bottom of trench with Recycled Polyester Geotextile material. Backfill trench with gravel between 20mm and 50mm diameter to within 100mm of surface and cover with a further layer of Recycled Polyester Geotextile material. Backfill to surface with final 100mm gravel layer. £500.00

Repair Needs, Category D, Requires attention within the next 5 years

Decorate Vestry walls and ceiling. £300.00

Repair Needs, Category M, Routine Maintenance

Clear away leaves and debris regularly particularly after the final fall of autumn leaves.

10.16 GALLERY MEETING ROOM

Description

Accessed up two steps from the Gallery in the south west corner. Plastered walls and laminate flooring. Painted boards to ceiling. Painted flush door.



Gallery Meeting Room Looking South



Gallery Meeting Room Looking North

Condition

The Gallery Meeting Room is generally satisfactory. Means of escape is solely down the gallery staircase that leads to the nave and this leads those using the room to be vulnerable.

Repair Needs, Category A, Urgent, requiring immediate attention

Supply and fit interlinked smoke detector in Gallery Meeting Room linked to others in the Church to give occupants early warning case of fire.

Category B, Requires attention within the next twelve months

Agree scheme to reorganise west end including forming alternative means of escape from gallery.

10.17 FIXTURES, FITTINGS, FURNITURE AND MOVEABLE ARTICLES

Description

Altar plain design, open frame in oak forward of reredos. Reredos of Caen stone/timber 2x2 painted panels between side and central pilaster with niches and canopies, designed by J Shields, architect of Sunderland c 1895. Cross of brass 1895 to Collingwood. 6no brass candle sticks.

Oak nave altar, plain open frame.

Simple octagonal slatted oak pulpit on stone pedestal. In memory of Frank Richardson (rector) c 1974

Decorative brass pedestal lectern with eagle.

Brass candle stick, twisted stem 3 clawed feet to simple round base. In memory of Robert Trimble c 1992.

Stone font, octagonal plain faces with 4no incised clustered column pedestal on square base. Inset enamelled blue bowl. Cover missing.

Loose chairs, upholstered, in Nave.

2 pews to west end.

Assorted tables and statue of Mary holding the Baby Jesus.

Assorted plastic storage boxes to west end.



Altar and Reredos



Pulpit and Brass Candle Stick



Lectern



Font



Sanctuary Rails, Chair and Table



Nave Altar



Assorted Tables



Table and Stature of Mary Holding the Baby Jesus

Condition



Upholstered Chairs and 2 pews to West End and Assorted Storage Boxes

All are in satisfactory condition.

10.18 ORGAN

Description

Organ is situated to the centre of west gallery. It is by Vincent of Sunderland with a panelled softwood case. The blower is situated in the Ringing Chamber.

There was no Organ Tuners Book visible. Further details at <https://www.npor.org.uk/NPORView.html?RI=H00980>.



Organ to West Gallery

Condition

The organ is reported as not working and there are no plans to bring it into working order.

Repair Needs, Category D, Requires attention within the next 5 years

Consider removal of organ to create more usable space on the Gallery

11.0 CHURCH ENVIRONS

11.1 MONUMENTS AND FORMER BOILER HOUSE ENTRANCE

Description

The boiler house entrance retaining and parapet walls are to the south east of the church and are probably 1842 by G Jackson and are grade 2 listed. The tombstone to Charles Pickersgill is sited to the north of the church.



Boiler House Entrance to South East



Charles Pickersgill Tombstone to North

Condition

The top section of the tombstone has come dislodged and should be repaired. It is assumed the local authority are responsible for the upkeep of both the boiler house entrance and the tombstone and this should be confirmed by the PCC.

Category B, Requires attention within the next twelve months

Establish who is responsible for maintenance of the boiler house entrance and the tombstone.

11.2 BOUNDARY WALLS, FENCES AND GATES

Description

The boundary wall to the east is magnesium rubble limestone with some brick patching with sandstone cappings, ashlar piers and spiked wrought iron railings and is grade 2 listed. To the north and south the walls are limestone and sandstone rubble with some brick patching and gabled ashlar copings and again are grade 2 listed. There is a painted metal gate leading to the former Rectory to the north of the site. To the west the boundary is circa 1970 and installed when churchyard was truncated for road improvements. There are entrances to the site from the east and west.



North Wall



North Wall Gate



East Wall Piers



East Wall Damaged Section



South Wall



South Wall Damaged Section



West Wall

Condition

The stonework walls are in many areas suffering from lack of pointing, shrubs growing within walls and in one area partial collapse. Who is responsible for upkeep of the boundary walls and fences should be confirmed by the PCC.

Category B, Requires attention within the next twelve months

Establish who is responsible for maintenance of the boundary walls and fences and arrange repair of walls.

11.3 NOTICEBOARDS

Description



East Boundary Notice Board



West Boundary Notice Board

To the side of the entrances on the east and west boundaries.

Condition

The Noticeboards are new and in excellent condition.

11.3 PATHS AND LANDSCAPING

Description

The access to the site from the west is a tarmaced ramp leading to a paved pathway that leads to the west door and from there around the south elevation to the east boundary entrance. I understand this is a public right of way and maintained by the local authority. There is another paved pathway to the east of the church that leads to the Vestry door. The churchwarden was unsure whether it was the church or local authority who are responsible for the upkeep of this this pathway.

The areas around the church are grass with a handful of graves stones still standing but most laid flat to the southern boundary. The churchyard is closed and maintained by the local authority. There are two small garden areas behind railings to the south east and south west corners of the church.



West Boundary Entrance Ramp



Pathway Towards West Door



**Pathway at South West Corner
Broken Flags**



Pathway at South Uneven Flags



**Pathway to East Entrance Uneven
Flags**



Pathway to Vestry Door



Grass to North of Site



**Grass and Gravestones to South of
Site**



**Gravestones Laid Flat to Southern
Boundary**



South West Corner Garden



South West Corner Garden

Condition

All is generally in satisfactory condition and well maintained. The paving to the pathways has some uneven and broken flags that could cause a trip hazard and should be levelled. The joints to the Pathway leading to the Vestry Door should be cleaned of weeds and grass.

Category B, Requires attention within the next twelve months

Establish who is responsible for maintenance of the pathways and arrange repair of pathways.

11.4 TREES

Description

There are several trees on the site mostly to the south and east of the church with a few scattered to the north.



South and West Area Trees



North and East Area Trees

Condition

The trees generally all appear in satisfactory condition and are reported to be maintained by the local authority. The trees should all be inspected by a qualified tree surgeon every five years and pruned in accordance with their recommendations.

Category B, Requires attention within the next twelve months

Establish who is responsible for maintenance of the trees.

Repair Needs, Category M, Routine Maintenance

Maintain the trees generally with regular pruning as advised by qualified tree surgeon and arrange tree survey on a 5 yearly basis by qualified tree surgeon. £0.00

11.5 VIEWS

There is a view from the south west corner of the site down towards the ship repair yard business on the south bank of the River Wear.

From the tower there are panoramic views including Penshaw Monument, the Northern Spire Bridge and Nissan and towards the North Sea and the mouth of the River Wear.



Ship Repair Yard on South Bank of the River Wear



Penshaw Monument



Northern Spire Bridge and Nissan



Towards the North Sea and the Mouth of the River Wear

12.0 SERVICE INSTALLATIONS AND OTHER MATTERS

12.1 HEATING

Description

There are two separate heating systems. There are twin Potterton Profile wall mounted gas boilers in the vestry serving steel/iron pipes and fan convectors and radiators around the main church and vestry with balanced flues through the north wall. The gas meter in Vestry. There is a third Main Eco Elite gas fired wall mounted boiler in the boiler cupboard that serves radiators in the Kitchen, WC, Meeting Room and Gallery staircase. Boilers last noted as serviced in the Log Book 11 December 2020. There are room thermostats including in the Boiler Cupboard and North Aisle. There is a Fireangle carbon monoxide detector in the Vestry.



Vestry Boilers



Boiler Cupboard



Typical Nave Convector



Typical Meeting Room Radiator

Condition

All appears to be in satisfactory order.

12.2 ELECTRICAL INSTALLATION

Description

The electrical supply comes in to the Vestry at high level cupboard on the north wall. There are distribution boards with RCCB protection adjacent to the meters and further distribution boards in the WC Lobby and Ringing Chamber.

Wiring is general surface fixed.

In the church there are wall mounted lights with LED fittings. There are downlights to the meeting room. There are fluorescent lights to other areas.



Vestry Incoming Electrics



WC Lobby Distribution Board



Ring Chamber Distribution Board



Typical Nave Socket



Condition

According to the log Book the last electrical test is dated 31 January 2020.

Nave Lighting

12.3 INSULATION AND AIR LEAKAGE

Description

It is not apparent that there is any insulation to the building. The West Porch provides a draft lobby.

The building does not appear unduly drafty.

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

Consider whether insulation could be provided and/or upgraded.

12.4 WATER SUPPLY

Description

Incoming mains supply recently checked as noted in log Book.

Condition

All appears to be in working order.

12.5 SOUND SYSTEM AND HEARING LOOP AND VISUAL DISPLAY

There is a Sound System in the church with moveable lectern microphones, facilities for radio microphones, a Hearing Loop and mixer desk. The mixer desk position is temporary and waiting on final designs regarding the west end alterations,

There is a visual display system with wall mounted TV on the wall of the nave north east corner.



**Temporary Mixer Desk Position
South West Nave**



Wall Mounted TV North East Nave

Condition

All appears to be in working order.

12.6 FIRE PROTECTION

Description

Fire protection is provided by fire extinguishers which appear to be serviced annually, most recently 16 September 2021 by Safe and Sure as noted in the Log Book.

A secondary means of escape is provided through the Vestry to the outside.

There are wifi interlinked Fireangle smoke detectors throughout the building.

Condition

All appears to be in working order.

For the Gallery to be safely used consideration needs to be given to means of escape, emergency lighting and fire detection.

The Vestry door is about to be replaced with an outward opening door and a lock that does not require the use of a key from the inside as Archdeacon's permission granted 2021.

Category B, Requires attention within the next twelve months

Agree scheme to reorganise west end including forming alternative means of escape from gallery.

12.7 LIGHTENING CONDUCTOR

There is a lightening conductor to the tower noted in the Log Book as last serviced 6 November 2020.

Condition

All appears to be in working order.

12.8 SECURITY

The locks to church all appear satisfactory from a security point of view but noting the Vestry Door as above. Additional external gates to West door. Safe in Vestry. Security alarm noted in Log Book as last serviced by Tocsin 22 December 2020

Condition

All appears to be in satisfactory.

12.9 ACCESS AND USE BY PEOPLE WITH DISABILITIES

Description

Permanent level access is provided to the building through the west porch. There is a single step upon to the chancel and there are two steps up to sanctuary and no hand rails.

The WC is not fully wheelchair accessible. There is a hearing loop system. The internal decor to the building generally provides reasonably contrasting colours which is helpful for the visually impaired. The 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 where used should be provided for the visually impaired.

Category B, Requires attention within the next twelve months

Agree scheme to reorganise west end including forming an Access WC.

Category E, a desirable improvement with no timescale

Consider fitting a handrail to the chancel steps. £0.00

13.0 SUMMARY OF REPAIRS

Repair Needs, Category A, Urgent, requiring immediate attention

Remove stored materials from Porch. £0.00

Plasterboard ceiling with 15mm plasterboard and skim to provide 30 minutes fire protection to underside of staircase. £200.00

Supply and fit interlinked smoke detector in Gallery Meeting Room linked to others in the Church to give occupants early warning case of fire. £50.00

Category B, Requires attention within the next twelve months

Undertake full inspection of hidden valley gutter between Vestry and Chancel and identify and remove debris on nave north roof by reputable roofing company. £100.00

Repair missing section of stone roof to tower staircase as Faculty granted 2021. £1,200.00

Check rainwater goods for watertightness, blockages and redecorate. £1,500.00

Realign rainwater pipes to discharge directly into gullies. £100.00

Carry out repairs to parapets and chimney as Faculty granted 2021. £5,000.00

Repoint missing and cracked section of mortar fillet to west end £1,500.00

Check rainwater goods for watertightness, blockages and redecorate. £1,500.00

Realign rainwater pipes to discharge directly into gullies. £100.00

Carry out repairs to parapets and chimney as Faculty granted 2021. £5,000.00

Repoint missing and cracked section of mortar fillet to west end £1,500.00

Carry out repairs to east gable stonework as Faculty granted 2021. £4,000.00

Arrange inspection with stonemason to advise on schedule of future stonework repairs and repointing in order of priority. £400.00

Final external cover to Vestry fan vent outlet. £20.00

Excavate a trench 300mm wide and to 450mm below existing ground level to south nave wall. Line sides and bottom of trench with Recycled Polyester Geotextile material. Backfill trench with gravel between 20mm and 50mm diameter to within 100mm of surface and cover with a further layer of Recycled Polyester Geotextile material. Backfill to surface with final 100mm gravel layer.

Repoint open joints in stonework with lime mortar. £500.00

Replace Vestry Door as permission granted 2021. £1,000.00

Repair broken pipework and concrete surround and clear leaves. £1000.00

Arrange inspection of whole drainage system to check for breakages and tree roots in consultation with Ecclesiastical Insurance. £500.00

Fit rope handrail to stone staircase from West Porch to Ringing Chamber. £400.00

Replaster low level damp section with lime plaster and redecorate with breathable clay paint as Faculty granted 2021. £4,000.00

Decorate staircase ceiling as Faculty Granted 2021. £500.00

Agree scheme to reorganise west end.

Agree scheme to reorganise west end including forming an Access WC and a second WC, both with Baby Change Units.

Agree scheme to reorganise west end including amended Boiler Cupboard/Cleaners Store.

Arrange inspection with stonemason to advise on schedule of future stonework repairs and repointing in order of priority as item 9.4 above.

Excavate a trench 300mm wide and to 450mm below existing ground level to Vestry walls. Line sides and bottom of trench with Recycled Polyester Geotextile material. Backfill trench with gravel between 20mm and 50mm diameter to within 100mm of surface and cover with a further layer of Recycled Polyester Geotextile material. Backfill to surface with final 100mm gravel layer. £500.00

Agree scheme to reorganise west end including forming alternative means of escape from gallery.

Establish who is responsible for maintenance of the boiler house entrance and the tombstone.

Establish who is responsible for maintenance of the boundary walls and fences and arrange repair of walls.

Establish who is responsible for maintenance of the pathways and arrange repair of pathways.

Establish who is responsible for maintenance of the trees.

Agree scheme to reorganise west end including forming alternative means of escape from gallery.

Agree scheme to reorganise west end including forming an Access WC.

Repair Needs, Category D, Requires attention within the next 5 years

Redecorate church interior. Note change of colour may require Faculty Approval. £20,000.00.
Redecorate Porch interior. Note change of colour may require Faculty Approval. £400.00.
Decorate Vestry walls and ceiling. £300.00
Consider removal of organ to create more usable space on the Gallery

Category E, a desirable improvement with no timescale

Replace UPVC rainwater goods with cast iron or aluminium. £2,000.00.
Replace wired window guard to Meeting Room west window with polycarbonate. £500.00
Replace Vandalite Security Glazing. £30,000.00
Reglaze sections of clear and coloured glass £5,000.00
Consider whether insulation could be provided and/or upgraded.
Consider fitting a handrail to the chancel steps. £0.00

Repair Needs, Category M, Routine Maintenance

Monitor stonework deterioration. £0.00
Lift all inspection chamber covers and rod and purge system annually. £0.00
Clear away leaves and debris regularly particularly after the final fall of autumn leaves. £0.00
Maintain the trees generally with regular pruning as advised by qualified tree surgeon and arrange tree survey on a 5 yearly basis by qualified tree surgeon. £0.00

14.0 ROUTINE MAINTENANCE PLAN

General maintenance should be carried out on a seasonal basis following the list below. Further advice is available in *SPAB Property Maintenance Guide* at http://old-iwight.onthewight.com/living_here/planning/images/2SPABMaintenanceGuide.pdf.

14.1 RAINWATER GOODS AND DRAINS

Gutters and Downpipes

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

Gullys

Clean gullys 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 bells 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 particular work is subject to faculty can be obtained from the DAC.
- **Fire Safety Advice** can be found at <http://www.ecclesiastical.com/churchmatters/churchguidance/fireguidance/index.aspx>
- **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 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 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.
- **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>. 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.
- **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>.
- **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 at <http://www.churchcare.co.uk/shrinking-the-footprint>.

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>