

WHITBURN PARISH CHURCH

DIOCESE OF DURHAM

QUINQUENNIAL INSPECTION 2018









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SECTION 1 GENERAL DESCRIPTION

1.1 Location and site

The church is situated in an area of elevated ground to the south of the original centre of Whitburn on the west side of Church Lane – a cul-de-sac connecting Front Street to Cornthwaite Park. Access is from Church Lane, via steps beneath the timber Lych gate, and a gated path some 100m to the north.

It sits within the Whitburn Conservation Area.

There is no car park within the grounds.

There is a part walled churchyard containing many mature trees surrounding the church on all sides. It is closed for burials.

Ordnance Survey map reference NZ 405 616.

Consultation with the Diocesan Archaeological Advisor and Local Authority Archaeologist indicates that the church and its site are of archaeological importance. An Assessment was prepared by Peter Ryder in 1993.

1.2 General description of the church

- No records of dedication survive
- The earliest datable fabric is from the early 13th century, which includes the five bay nave arcades, the chancel and the lower stages of the tower at the west end
- The original building provided a nave, north and south aisles, a chancel and tower
- The upper parts of the tower date from the 15th century
- 1867-8: extensive restoration by architects Austin & Johnson of Newcastle upon Tyne. Complete rebuilding and widening of the aisles, erection of the south porch and vestry range/organ chamber to the north of the chancel, renewal of roofs and floors, replacement of many windows (some may be re-settings of earlier c19th renewals) and refurnishing
- 2001-2: vestry range remodelled internally. Organ chamber and vestry replaced with WC, entrance/meeting space with servery and first floor meeting room/ office.
- The timber partitioning in part of the north aisle to form an open choir vestry is late c20th
- 2003: installation of pipe organ from Rugby School (by Principal Pipe Organs of York) in east bay of north aisle

- 2005: installation of Thomas Denny stained glass in west window of north aisle
- The original walls are a mix of local magnesian limestone and sandstone with sandstone dressings. The inner skin is finished with plaster with dado boarding in the north aisle. The sandstone dressings are exposed in the main.
- The main roofs are of braced timber constructions beneath a covering of Westmorland slate, the flat roof to the south aisle is felted, replacing the original lead coverings. The broached spire is lead covered. There is blue Welsh slate to the south slope of the vestry roof
- The floors are of solid construction with flagged finish with pine pew platforms. The sanctuary floor is solid with a coloured tile finish and pine platforms
- Anti-slip vinyl in utility areas
- Artificial light and power by mains electricity
- There is a broadband link to the upper meeting room
- There is mains water.
- A gas-fired boiler in the basement boiler room supplies hot water to a system of radiators generally and ducted under-floor heating within the nave aisle
- Domestic hot water in the servery and WC is by electric unit heaters
- There is a mains drainage system for foul water and surface water on the north side with a system of soakaways for surface water on the south side. The basement boiler room drainage is connected to mains drainage.

Accommodation comprises

Nave Chancel South aisle South porch North aisle, inc choir vestry Vicar's vestry (in base of tower) North entrance/meeting space/server Accessible WC Upper meeting room Basement boiler room/meters Tower

1.3 General Condition

The church is well cared-for and appears in good structural condition – some excellent work has been done. The report is intended to help direct efforts towards an orderly programme of work needed in the foreseeable future.

1.4 Work carried out since last inspection report

Details of principle work:

- Annual clearing gutters/downpipes and gullies
- Minor repairs to roof slating, repointing of water tabling to chancel east end, valley gutter repairs
- Repair of clock and refurbishment of clock face
- Masonry repointing to movement crack in vestry north wall and decoration of upper meeting room/office
- Plaster repairs and decoration of the east chancel wall
- French drain around Tower
- Decoration of rainwater goods
- Asbestos check
- Boiler Service
- Electrical Test and repairs
- Hearing loop / Induction loop upgrade

SECTION 2	SURVEY NOTES		
Date of survey	12 December 2018		
Town	Whitburn		
Street	Church Lane		
Type of premises	Church		
Date built	early c13th with later	additions/alterations. Grade II listed	
Main structure	Single storey	load-bearing stone: limestone, magnesian limestone, sandstone-mix with sandstone dressings	
Main roofs	Church:	dual pitched, structural timber with slate coverings	
	South aisle:	mono pitched, structural timber, stone parapet, felted covering, concealed gutter.	
	Tower:	stone over 3 levels lead covering and broached Spire	
	Generally C.I. profiled	rainwater goods	
Location	Urban setting		
	Detached, elevated s	ite, gentle slope north to south	
	Walled gardens with trees, railings/stone retaining wall to stre elevation		
	Closed churchyard. N	lo car park.	
Telephone	01915293935 John Shield		
Sketch plans	Attached		

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2.3 Heating installation

2.4 Electrical installation

2.5 Site and external surrounds

2.6 Specialist reports

2.1 EXTERIOR

GENERAL DESCRIPTION

Roofs	 Dual pitched, timber braced rafters (church) Dual pitched with timber rafters and ridge beam to ancillary spaces Flat pitch, timber beams and single purlin with exposed rafters to south aisle
Coverings	 Westmoreland slate – diminishing courses (Welsh slate to inner slope of vestry) with ridge tiles and stone water tabling Felted to south aisle Lead covering to tower roof
Fleche	 Octagonal broached, braced timbers, lead coverings
Flashings	• Lead
Gutters, rainwater pipes	 Cast iron, moulded profile, rectangular fall pipes Felted concealed gutter to south aisle Lead valleys to inner slopes
Eaves	 Projecting eaves stone Exposed rafter to chancel
External walls	 Squared rubble limestone + sandstone with sandstone dressings Chamfered plinth stone 2 'cross' slabs in south aisle gable
Buttresses	Limestone with dressed sandstone caps
Lintels and arches/reveals	Dressed sandstone
Pointing	 Flush including coarse stuff. Some hard cement based ribbon pointing
Window openings	 Single lancets, paired with tracery heads and tripartite with tracery Dressed sandstone heads, some with hood moulds, reveals and cills Small vesica or almond shaped window in south aisle west gable Paired openings in belfry with ogee heads and stone mullion with timber louvre infill
Glazing	 Stained/clear glass with lead cames

•	•	Powder coated wire window guards to most; Polycarbonate sheet to W21
External doors	•	Vertical pine boarded with decorative 'C' strap work to south door Plain boarded to north door and boiler room
Frames		Rebated dressed sandstone reveals
Threshold		Stone/hardwood: level access
Lightning conductor		On west elevation of tower
DPC		
Sun dial •		Square slate with metal figures on south wall of tower
Weather vane		Cockerel atop decorative ironwork cross on spire

2.1.1 North Elevation

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Roof structure	f (fair)		
Roof coverings	f, some edge damage	Remove moss accumulations. Replace slipped slate on inner slope of nave.	2
Gutters	f	Clean out and repair any defective joints; ensure gutter sits beneath slate overhang at west end.	1
Rainwater pipes	f Ci rectangular		
External walls	g (good)		
Stonework	f	Monitor fine cracks above north door lhs for further movement	2
Windows	f		
Glazing	f	Replace cracked glass in W7	3
Air vents	f	Ensure floor vents are regularly kept clear of rubbish, leaves, vegetation	1
DPC	f		
Decoration	f		
Spire	f/g	Ensure lead clips are pressed flush	1

2.1.2 East Elevation

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Roof structure	f		
Roof coverings	f	Repoint ridge tiles and coping stones to south porch	1
Flashings/	f		

abutments Gutters south porch	f	Remove vegetation	1
Rainwater pipes	f	Clean out / check joints for leaks. Repair any defective joints. Monitor rainwater hopper at junction of old vestry and chancel regularly for blockages	1
External walls	f	Monitor fabric regularly for signs of movement	
Lintels / arches	f	Monitor minor movement in right-hand arch, south aisle W20. Clean moss from hood mould to old vestry window W12	3 2
Stonework	f		
Windows	f	Monitor deterioration of old vestry window tracery stones W12 Point open joint at head of central pilaster.W12 Prepare detailed drawings of window for future repairs before profiles are lost/W12 Obtain stonemasons report for replacement stones for future reference W12	2 2 3
Glazing	f	Replace cracked glass in trefoil and left leaded light in old vestry window W12	2
Ventilation	f	Ensure chancel roof void vent is clear. Fit stainless steel insect mesh. Replace broken south aisle wall void vent	2
Spire	f/g		

2.1.3 South Elevation

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Roof structure	f (fair) / nvd (no visible defect)		
Roof coverings (slates nave/ chancel and felted south aisle)	f		
Flashings/	f		
Parapets/copings	f Some erosion of stone to south aisle, left of porch. Some delamination in chancel arch coping stone.	Monitor	3
	South porch apex cross missing.	Consider replacing south porch apex cross	3
Gutters	f	Clean out south aisle hidden parapet felted gutter and outlets through parapet, checking for damage to linings, repair as necessary.	1
		Check gutter backs for corrosion and replace any defective sections.	3
Rainwater pipes	f corroded swan neck	Repair (temporary measure)/	1
External walls	f Some poor quality	Monitor erosion of stone in parapet corbel to lhs of porch	3
	Foliated cross slab beneath W2 split	Repoint joint at abutment of south porch and south aisle	2
Lintels / arches	f	Remove moss from porch hood mould; rake out/point up inner arch and hood mould at centre	2
Windows	f Erosion of part hood mould + previous repair to W19	Repoint joints in r hand jamb stones W21 Monitor erosion to hood mould to W19	2

Glazing Doors/frames	f f	Consider protective powder coated wire guard to W19 as elsewhere, Ease /lubricate outer door hinges on south porch	3 2
Thresholds	f Level access		
Ventilation	f/p (poor)	Ease opening light in W24	2
Decoration Spire	f f/g		
Weather vane	f/g		

2.1.4 West Elevation

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Roof coverings	f		
Gutters	f	Clean out porch gutter.	1
Rain water pipes	f/p porch fall pipe badly corroded at rest bend	Replace rest bend	1
External walls	f	Repair joints to minimise water	1
	mortar joint tower corner buttresses:	Monitor for seasonal changes and advise.	2
	some eroded pointing in plinth stones	Repoint plinth stones.	2
Glazing	f wired window guards rusting W4 Tower window	Replace with powder coated wire guards to match elsewhere	3
Ventilation	f	Maintain working order	2
Decoration	f		

2.2 INTERIOR

GENERAL DESCRIPTION

Ceilings	•	Painted plaster infill between scissor braced common rafters to nave and north aisle Shallow pitched roof of 11 bays with painted plaster infill between exposed timber rafters, single purlin and exposed beams to south aisle Timber boarded panels facetted with chamfered ribs and painted and gilded bosses to chancel Dual pitched roof to porch with tied rafters, plaster infill
Walls	•	5 bay early English arcades separating nave and aisles, with plain round abacus to stone columns having different neck sizes Painted plaster walls generally, boarded dado to north aisle and chancel Painted plaster/plasterboard elsewhere Expose stonework dressings Tower of rubble stone with rendered finish
Floor	•	Pine pew platforms in nave and aisles on suspended timber floor with stone paving to the passageways and west end. Iron gratings over heating pipes to central passageway Concrete to east end of north aisle Marble on stone floor within chancel Red and black tiles in south porch with entrance matting Tiling and stone flags to chancel. Sanctuary carpeted over Vinyl over concrete in north entrance/server area Carpet to upper meeting room Tower in 3 levels (clock, intermediate, belfry) all boarded floors on timber beams (steel in belfry)
Window openings	•	Plain lancets in chancel Paired/lights with geometrical tracery heads in old vestry, tower base, north and south aisles Tripartite in east wall of chancel and south aisle Timber/aluminium roof window to upper meeting room Paired openings with stone mullions in belfry, timber louvers and mesh infill Blocked openings in clock chamber except south, which is glazed in an iron frame. Also narrow slit opening below, again glazed.
Glazing	•	Stained/clear glass within lead cames Frames set directly into stonework
Doors	•	Varnished oak board to south porch

	 Varnished/painted pine ledged and braced boards inner south door north entrance, painted to boiler room Panelled to vestries and north aisle Painted ply flush door to accessible toilet and server
Seating	 Pine pews in nave/south aisle. 4 oak pews to lady altar and oak choir stalls Loose chairs in north aisle and meeting room
Electrical	 Main incoming service underground with distribution board, boiler controls in north entrance Halogen/tungsten spotlights in nave chancel and aisles Plain fluorescent surface mounted fittings elsewhere No emergency lighting Heat/smoke detector in servery and upper meeting room
Heating	 Gas meter and 2 gas fired boilers in basement beneath vestry, panel radiators generally. Piped under-floor system in central part of nave. Boiler flue to roof terminal Electric water heating in servery and toilet
Sound system	 Sound reinforcement by way of speakers and induction loop system
San fittings	Vitreous china wc + whbsStainless steel sinks in server
Fire protection	 Gen purpose class A powder in old vestry next organ console/electrical switchgear 9I foam in nave west 9I water in foyer
Ventilation	 Window vents in north aisle/single window hopper south aisle/none in chancel Roof window + mechanical vent in WC and server Fixed wall vent for boiler room
Roof windows	 Opening double glazed timber/aluminium roof window in upper meeting room
Stairs/steps	 1 chancel step, 1 sanctuary step Ash stair to upper meeting room with carpeted treads and risers External stone dog leg steps to basement
Balustrades	 Oak altar rail in memory of Charles Girdlestone Hopkinson, rector 1908-1923

Storage cupboards	 Painted timber board to server
Altar	 Plain design, open frame in oak forward of reredos Reredos removed and curtained with oak pelmet
Pulpit/lectern	Simple octagonal panelled oak pulpitDecorative oak pedestal lectern with eagle
Font	 Stone with insets/columns of white marble with lead lining
Screens	 Tripartite panelled oak screen to tower arch forming vicar's vestry Stained panelled timber screen in north west corner north nave forming choir vestry Arcade panelling within arched opening at east end north aisle
Stained glass	 All late c19-20th except west window of north aisle: 2005 by Thomas Denny, replacing earlier Victorian glass depicting St Ann and St Elizabeth. Of note: north aisle from west W6: 1901 St Augustus and St Paulinus
Organ	 1992 by Principal Pipe Organs of York. First as temporary instrument at York Minster, then Rugby School. To Whitburn in 2003.
Clock	Circa 1868 by T Cooke & Sons, York and London: mechanical, within tower, face on north side
Monuments	 Early grave marker forming internal lintel of lower window of clock chamber in tower 3 later mediaeval cross slabs built into external wall of south aisle Recumbent stone effigy of Michael Matthew d 1689 on tomb chest at west end of south aisle Marble monument to John Harrison d 1900 by Gaffin of London, east end of south wall of south aisle C18th ledger slabs in tower floor First world war memorial west end of north aisle Sir Hedworth Williamson of Whitburn Hall d1861, west end north aisle
Bells	 2 cast bells circa c14-15th C in oak bell frame built into tower wall, more recent timber headstocks. Ropes attached to clappers run to ground level.

2.2.1 South Porch

ITEM	CONDITION	WO	RK REQUIRED	PRIORITY
Ceilings	f			
Walls	f friable plaster in sw corner and west wall of porch. Vertical crack to south wall to right of door arch apex	•	Ensure guttering watertight Repair plaster; cut out loose and infill Monitor	2
Doors	f some fine open joints in outer door boards	•	Monitor for seasonal movement Seal to prevent moisture ingress	1
Ironmongery	f	•	Overhaul outer door bolts to south porch	2
Window openings	f			
Glazing	f			
Decorations	f	•	But see walls above Redecorate south porch	2
Flooring	f			
Electrical	f			
Heating	none			
Fire protection	none			
Ventilation	none			

2.2.2 South Aisle

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Ceilings	f		
Walls	f damaged/friable plasterwork at low level either side of south door reveals	 Remove friable plaster and allow to dry out Check that rainwater gullies are running freely. See externals 	2/3

	east wall : some paintwork flaking at high level suggesting damp plaster	•	Replaster walls using stainless steel trims- non preferred. Check roof abutment flashing / copings is sound and external wall 'vent' for possible ingress of water	
Woodwork	f			
Doors	f			
Ironmongery	f			
Window openings	f minor spalling of stonework from rusted saddlebars. open joint in arched head stone east window		Monitor for further change and advise	3
Glazing	f minor damage to vesica (oval window) in west wall			
Decorations	f	•	Redecorate south wall consequent upon work above	2/3
Flooring	f pew platforms well worn			
Seating	f oak pews			
Electrical	f			
Heating	f leak on radiator 3 rd from left/ rusting pipe work	•	Rectify leak / clean pipe work	1
Fire protection	nvd			
Ventilation	f			

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Ceilings exposed joists and boards	f		
Walls	f evidence of friable plaster at low level in south west and north wall plaster, and around west window	 Consider exploratory investigation externally to establish ground water levels/ drainage routes Consider removal of plaster to assist thorough drying out before decoration Consider dry lining of walls 	1/2
Woodwork: oak screen	rust in plaster beads to window surround f/g	Consider removing friable plaster, and dressing plaster corners or using stainless steel beads	
Doors: to tower vestry in screen	f/g		
Ironmongery	f		
Glazing	f		
Decorations	f but soo walls abovo		
Flooring	f stone pavings worn and a little uneven. Damp appearance patchy		
Electrical	f	Check and test circuits	2
Heating Fire protection 6I foam	None Nvd(serviced 10/18)		
2.2.4 Nave			

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Ceilings	f painted plaster .flaking paint adj tower wall	Check tower rainwater pipe discharges onto nave roof away from wall	2
Walls	f	,	

	south arcade out of plumb. No recent movement noticeable	•	Monitor	3
Woodwork	f worn pew platforms			
Doors: to tower vestry in screen	f			
Ironmongery	f			
Glazing	none			
Decorations	f/g			
Flooring	f stone pavings worn and a little uneven. Some aisle stones replaced.			
Electrical: internal floodlights at eaves	f	•	Check and test circuits	2
Heating	f floor grilles (Walker and Emty. Ncle)uneven	•	Pack and level with neoprene	2
Fire protection	f powder 2kg serviced 10/18			

2.2.5 North aisle

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Ceilings	f		
Walls	f small areas of damp plaster/flaking paintwork at high level left hand side east arch; also low level at chancel arch and sw corner adj Tower	• Check water table pointing/roof covering damage/gutter blockages/gable stonework pointing for tell-tale signs of water ingress	1/2

		•	Effect any repairs required, allow plaster/wall to dry before plaster repair and decoration	
Woodwork	f dado boarding			
	f panelled screen to choir vestry			
Doors	f			
Ironmongery	f			
Window openings	f			
Glazing	f	•	Repair cracked glass W7	2
Decorations	f			
Flooring	f			
Electrical: internal floodlights at eaves	nvd			
Heating: panel radiators	nvd not on			
Fire protection	f 2kg CO2 serviced 10/18			
Ventilation	f/p quatrefoil opening lights W5,6,7 not operational	•	Consider overhauling	3
Pulpit and Lectern	f/g			

2.2.6 Chancel

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Ceilings Panel vault	f		

Boarded with ribs and bosses

Walls	f plasterwork repaired at high level east wall; following water tabling repairs		Monitoring for any further water ingress in progress	3
	also at north side at chancel arch discolouring arch dressings	•	check rainwater discharge pipe/gutter/gulley are free of leaks/blockages. Allow to dry , Consider small area of stone cleaning	1/2
Woodwork Oak altar rail, oak dado panelling	f			
Ironmongery	f			
Windows	f			
Glazing	f W13 north wall bowed, with some cracked glass		Monitor for any further deterioration	3
Decorations	Evidence of some condensation at low level on east window glass f		Monitor for any erosion of cill stone and advise	3
Flooring	f tiles pitted, some loose. Stone margin some erosion. Some settlement at south wall not recent	•	Level stone flags and re- bed loose tiles Monitor	2 3
Electrical: 6 no.internal floodlights at eaves	nvd			
Heating	nvd			

Seating: oak f stalls and clergy desk

2.2.7 Old vestry: north entrance, servery

ITEM	CONDITION	W	ORK REQUIRED	PRIORITY
Ceilings	f/g some shrinkage to plasterboard edge	•	Fill any excessive cracks during quinquennium	3
Walls	f Some friable plaster at low level north wall below window. ? drying out of damp stonework (see externals) Some minor cracking in plasterwork around wall light	•	Monitor for change	3
Woodwork	f			
Doors	f			
Ironmongery	F WC door handle surface corrosion			
Window opening	f W11 adjacent north door, arch displaced. No recent movement.	•	Monitor for change	3
Decorations	f			
Flooring	f			
Electrical: wall mounted fittings; distribution board on north wall + church light switching.	f	•	Check and test, inc smoke alarm Consider emergency lighting	1 3

Heating: panel radiators; boiler flue from below to above, south wall.	nvd not on Some corrosion at joints in boiler flue. ? Condensation ?	Arrange for Heating engineer to inspect at annual service
Fire protection: portable foam spray + smoke detector	nvd inspection due 10/18	
Ventilation	Non at this level. Roof window at upper level	
Kitchen units	f	
Stair Ash straircase	nvd open to upper level	

2.2.8 WC, internal

ITEM	CONDITION	W	ORK REQUIRED	PRIORITY
Ceilings	f minor shrinkage in board joints	•	Fill and decorate	3
Walls	F Friable plaster/ blistering paint at sw corner		Ensure external rainwater gulley is kept clear. Remove blistering paint and friable plaster and allow	2
Woodwork	f		plaster to dry out	
Door: flush painted	f			
Ironmongery	f moisture affecting finish			
Sanitary ware	f			
Decorations	f			
Flooring: vinyl sheet over concrete	f			

Electrical: wall mounted fluorescent/ electric water heater	f	 Check and test system Consider emergency alarm 	1
Heating:	none	 Consider panel heater to minimise condensation 	3
Ventilation: extract fan on light switch ducted to roof	f	Clean fan to ensure efficient operation	2

2.2.9 Upper meeting room

ITEM	CONDITION	WORK REQUIRED	PRIORITY	
Ceilings: plaster panels between scissor-trussed rafters with raised ties	f some shrinkage cracks at board edges			
Walls	f evidence of water ingress at high level on west wall	Check abutment flashing against north aisle	1/2	
		• Ensure all sound before decorating , then Monitor for re occurrence	172	
	vertical crack in plaster work mid north wall above north door, coinciding with recent wall repair externally	 Fill joints and Monitor for further movement 	2	
Woodwork	 g			
Doors:	none – open to below			
Window W11 Roof window	f cracked glass g			
Glazing	g			
Decorations	f			

Flooring: carpet over boards	g		
Electrical: wall mounted D typefluorescents	g	•	Consider emergency light
Heating/ plumbing: panel radiators	nvd		
Staircase: timber ash	g		

2.2.10 Tower, clock chamber (ladder access)

ITEM	CONDITION	wo	RK REQUIRED	PRIORITY
Ceilings: exposed boards/joists and steel beams circa 1968	g	•	Consider painting steelwork for rust protection	3
Walls: thin render over rubble stone	render f stone render lifting in places • Remove loose render an	Remove loose render and	3	
	old movement cracks in east and west walls	•	Monitor for any further movement	
Woodwork	f recently treated	•	Monitor for recurring woodworm	
Hatch in floor	f	٠	Overhaul/ease hinges	1
Ironmongery	р	•	Provide friction stay and pull to hatch for safer access, together with grab handrails/bars and safety guard rail	1
Window openings	f			
Glazing: W1/1, W1/2 south wall	f cracked W1/1 lower window south wall:	•	Replace glass	3
	broken glass in W1/2			2

2

		replace broken panes	
Decorations	р		
Flooring: timber boarding	g	Clean floor of any detritus to maintain boarding annually and prevent build up	2
Electrical: bulkhead fitting	f	 Check and test Consider power supply for easier maintenance at this level 	2 3
Clock casing	f	• Clean at least annually	3
Drainage: upvc pipe	f	Inspect tower roof outlet pipe monthly for leaks; consider rodding point where pipe passes through east wall	2

•

Refurbish iron frame and

2.2.11 Tower, middle chamber (ladder access)

ITEM	CONDITION	WC	RK REQUIRED	PRIORITY
Ceiling: timber boards/steel joists	g	•	Consider painting steelwork for rust protection	3
Walls: thin render over rubble stone	f render lifting in places old movement cracks in north and south walls	•	Remove loose render and brush clean exposed work Monitor for any further movement	3
Woodwork	f recently treated	٠	Monitor for recurring woodworm	3
Flooring: timber boarding	g	٠	Clean floor removing detritus regularly	2
Electrical: bulkhead fitting	f	•	Check and test Consider power supply for easier maintenance at this level	2 3
Drainage	f	•	Inspect tower roof outlet pipe monthly for leaks	2

2.2.12 Tower, bell chamber (ladder access)

ITEM	CONDITION	WO	RK REQUIRED	PRIORITY
Ceiling	none			
Exposed spire structure	f	•	Consider painting steelwork for rust protection	3
Walls: thin render over rubble stone Woodwork	f render lifting in places old movement cracks in north and south walls f	•	Remove loose render and brush clean exposed work Monitor for any further movement	3
Flooring: timber boarding	g?? Seen from below	•	Clean floor removing detritus, inc nesting material	1
Door	f	•	Ease regularly	
Window openings: W3/1, W3/2, W3/3, W3/4	f			
Glazing: none – paired timber	f/p protective mesh rusting and broken allowing	•	Provide immediate blocking to prevent bird	1
	access for nesting pigeons	•	Replace mesh screens in stainless steel to save repair and decoration, and fit screens with turn buckles to allow access to louvers for maintenance Refurbish louvres	2
Decorations	р	•	Decorate louvres with	2
		•	preservative/stain Decorate door within	
Ladder/steps	f		quinquennium	3

Electrical: bulkhead fitting	р	•	Provide light source (bulk head fittings) Consider power supply for easier maintenance at this level	2 3
Drainage	f	•	Inspect monthly for signs of leakage at upvc/lead outlet junction	2
Bell stock/bells	f	•	Obtain bell hangers report and advice on routine maintenance	3

2.2.13 Boiler room

Basement below old vestry. External access steps.

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Steps	f/p worn stones, moss/algae/plant growth present	Remove vegetation	1
Ceiling: brick vault	f thin render flaking		
Walls: stone + brick	f some water ingress from retaining wall at base of steps		
Organ blower enclosure timber	f	 Remove timber enclosure (and redundant blower) – fire safety 	2
Flooring: concrete	f	 Remove all debris (safety) to allow water to escape to gulley 	2
Door	f/p	• Adjust/ease Overhaul /	2
Gate	F	•	
Ironmongery	f/p	Consider replacement	2
Electrical:	f	Consider socket outlet for	2
incoming		 Consider emergency light 	3

service/main switch on wall		•	and smoke detector	
Heating 2 x Ideal Concord CX gas boilers	F Not operational at inspection. Some corrosion in trunking to control units Some pipework insulation missing Some weeping in flue joints	•	Inspect fittings/fixtures for increased signs of corrosion as part of annual heating system check and repair /replace as recommended.	2
	Front boiler casings not replaced			
Fire protection	P no portable	•		
Decoration	f/p	•	Paint iron gate and door	2
Ventilation: wall vent	f			
Gulley sump:, also serves as condensate discharge point	f	•	Ensure regularly cleared out to avoid blockages	2

2.3 HEATING/PLUMBING

ITEM	CONDITION	WORK REQUIRED	PRIORITY
 System: gas fired/steel/iron pipes and radiators, with under floor heating to nave passageway; zoned; meter (gas) at base of external steps 	f note leak on radiator in south aisle	• Check and test by Gas safe registered plumber/heating engineer, as part of annual agreement	2
Boiler: gas 2 Ideal Concord CX serve main church heating	f	 Check and test by Gas safe registered plumber/heating engineer, as part of annual agreement 	2
Mains water: incoming service from external stop cock	Not inspected	• Check regularly stop cock valves to ensure easy action in event of emergencies	2

2.4 ELECTRICAL

ITEM	CONDITION	WORK REQUIRED	PRIORITY
Installation	f	Check and test by NICEIC electrical engineer	1
Main fuses			
Earthing			
WiringSwitching			
Light fittings			
• Power circuits			
 Special lighting 			
• External lighting			
PA system	nvd		
Induction loop	nvd		
Lightning conductor: tower west wall	nvd	 Check and test Decorate protective sleeve 	3

2.5 SITE AND EXTERNAL SURROUNDS

ITEM	CONDITION	W	ORK REQUIRED	PRIORITY
Basement area access to boiler room	f steps well worn and slippery in wet weather; metal guarding serviceable, Handrail now fitted	•	Clear sump/drainage gully and remove algae, vegetation from steps	1
Trees and hedges	f	•	Continue regular inspections by qualified arborist; implement recommendations Consider reducing canopy to ash tree on sw corner of tower to minimise rainwater runoff soaking walling Consider reducing canopy to trees on north side to minimise leaf build up in north aisle guttering Consider reducing canopy to tree overhanging west boundary in sw corner to minimise risk of damage to adjoing property	3
External steps: on main access and 'through the wall' access to cemetery	f	•	Remove any algae, vegetation from treads on regular basis	3
Open area	f well cared for			
Lych gate: oak framed with hipped roof + scallop tiles	f decay in right hand footing forming water trap	•	Repair timber footing	2
Paths/hard standing	f generally in good order.	•	Repair path safety	2
Catao	Some verge settlement/ damage on north path roadside			
 Oak panelled to Lych gate 	f	•	Ease and oil; Paint metalwork on Lych	2
 North gate: recently treated 	f decayed post base	•	gate Remove decayed timber at post base and treat end grain	1/2

softwood gate to northeast path on original posts bolted to walling	adjacent low stone	•	(will allow water runoff from path) Paint strap work	2
wanng	retaining wai cracked		to minimise water ingress and	3
 North wall: 	D		Monitor for further movement and advise	0
pair of timber boarded gates open into	F	•	Consider blocking opening,	3
churchyard from adjacent property		•	Paint doors	2
Boundary walls: magnesium rubble limestone generally + brickwork to north east boundary	f areas of stone walling will require close	•	Remove all signs of seedlings/vegetation growing in crevices	2
	attention, particularly west wall + repointing coping stones to avoid	•	Repair and generally replace re-bed coping stones to protect walling below and	2
	deterioration of the general fabric	•	Stem/repoint selected areas particularly coping stones ,to minimise water ingress and	2
	between stone gate pillar and north wall at		plant growth (some rebuilding may become necessary in order to remove	2
		•	Repair sections of wall abutting west boundary (boles) by qualified stope	-
		•	mason Obtain inspection report/guotation from	2
			qualified stone masons for all stone walling	
Course limestone retaining wall with dressed sandstone coping and railings to Church Lane	f	•	Monitor retaining wall for signs of further outward movement, particularly at north east corner. No apparent change from previous Quinquennial Inspection	3
Railings: 2-bar railings (sq) with fleur-de-lis standards, set in sandstone copings	f one section has bottom rail missing		- -	

Notice board	f	 Review Structural timber frame 	3
Grass areas	g well maintained	•	
Manholes	f	• Flush out periodically	2
Surface water drainage	f	 Regularly flush out rainwater gullies to remove silt and debris 	2
Lighting enclosures: 3 stone/concrete enclosures adjacent to tower	f	Consider restoration of fittings and/or remove rubbish and fit fine gauge mesh	3
Lighting posts, main path	f	Check/replace faulty lamps	2
Headstones	f	Review condition monthly	2
	Identified stones that appeared unstable have been made safe.		

2.6 SPECIALIST REPORTS

ITEM	WORK REQUIRED	PRIORITY
Heating/plumbing	Obtain annual service inspection report	2
Electrical	Obtain inspection report	3
Lightning conductor	Obtain report	2
Trees	Obtain arborist report	2
Stone walling	Obtain mason's report	2
Headstone stability	Obtain report update record/	1
Bells/headstock	Obtain report	2

SECTION 3 APPENDICES

3.1 SCOPE OF THE REPORT

This report is based on the findings of a purely visual inspection such as can be made at ground floor and/or other floor levels, and from other readily accessible positions, or from ladders and any readily accessible roofs, galleries or staging.

Parts of the structure which are inaccessible, closed or covered, such as boarded floors, roof spaces, or hidden timbers at wall heads, or other locations which have not been opened up for inspection are excluded, unless otherwise stated in the report. The inspection may reveal that further or more detailed investigations are necessary.

Such woodwork or other parts of the structure which are covered, unexposed or inaccessible have not been inspected and therefore it is not possible to report that any such part of the property is free from defect.

Where it is suggested that some parts of the building are kept under observation, this is intended to be for the attention and guidance of the PCC and also for the future inspection of the property.

3.2 FORM OF THE REPORT

i. GENERAL

This report is a **Summary Report** as required by the Inspection of Churches Measure.

One copy of the report should be kept with the **Church Log Book** for future reference.

Professional Advice should be obtained in determining appropriate repair work and the preparation of appropriate documentation for implementation. The Architect will be willing to assist the PCC in these matters.

The conservation and repair of churches is a quite specialised field or work: care and skill are necessary to ensure that repairs are technically and aesthetically the best that can be achieved. To this end and to avoid wasting money, a fully detailed specification with appropriate drawn information should be provided, to enable best-informed estimates to be obtained. The work should only be entrusted to suitably-qualified contractors/tradespeople, under guidance from a suitably qualified professional.

Early discussion with the Archdeacon will confirm the correct and up-to-date procedures to be followed with regard to Faculties and Approvals.

ii. **PRIORITIES**

Where work has been specified as being necessary in the preceding pages, a code number from 1 - 4 has been inserted indicating the degree of urgency of the relevant works as follows:

- 1 requires immediate attention
- 2 should be dealt with within the next 12 months
- 3 advisable to be completed before the next quinquennial
- 4 ultimately desirable, but not at present essential

3.3 ELECTRICAL INSTALLATION

The report on the electrical installation is based upon a visual inspection of the main switchboard and of certain sections of the wiring at random and without the use of instruments.

Any electrical installation should be tested every quinquennium, and **IMMEDIATELY** if not done within the last 5 years, by a competent and registered NICEIC electrician.

A **Resistance and Earth Continuity Test** should be obtained on all circuits and the report kept with the **Log Book**.

The electrical installation should be installed and maintained in accordance with

- the current edition of the IEE Regulations
- The Lighting and Wiring of Churches (a Council for the Care of Churches publication)

3.4 LIGHTNING CONDUCTORS

Any lightning conductor should be tested every 5 years (in addition to any work recommended in this report) in accordance with the current British Standards, and carried out by a reputable firm recommended by the National Federation of Master Steeplejacks and Lightning Conductor Engineers.

3.5 HEATING INSTALLATION

The comments made in this report are based on a visual superficial examination of the system and its general condition.

A **full examination and test** should be carried out by a reputable qualified heating engineer as part of an **Annual Inspection and Maintenance Contract**, ideally in the summer months.

Details of the report from such a test should be kept with the Log Book.

3.6 FIRE PRECAUTIONS

The PCC is advised that the Fire Insurance cover should be annually reviewed.

The local **Fire Prevention Office/Ecclesiastical Insurance Group** should be consulted with regard to the recommended fire precaution measures for the building.

At least 2 general purpose extinguishers should be provided plus additional special extinguishers for

- Organ
- Boiler house

3.7 SECURITY

As thefts from churches are becoming more prevalent, it is important that all artefacts in the premises are recorded, photographed, and if possible security marked.

The local **Crime Prevention Officer** and **Ecclesiastical Insurance Group** should be consulted.

All external doors should be fitted with good quality locks.

3.8 REGULAR MAINTENANCE BETWEEN QUINQUENNIALS

Regular inspection and correct maintenance of the church fabric is extremely important to minimise costly repairs and combat vandalism by improving the appearance of the church.

Water ingress prevention, and good drainage particularly, are imperative to good housekeeping. The church is advised to enter into an arrangement with a local contractor to clean out gutters, downpipes and drainage gullies at least once, if not twice, a year.

3.9 BELLS AND CLOCKS

Bells, their frames and supports are often not easily accessible but do need to be inspected and maintained by a suitably qualified bell hanger on a regular basis.

Clocks should also be inspected and maintained on a regular basis but preferably by the makers' appointed engineers.

3.10 ORGAN

The church is advised to enter into an annual contract with a specialist for tuning and maintaining the organ, particularly where the instrument is of historical or musical interest.

3.11 PROTECTION OF BATS

The **Wildlife and Countryside Act 1981** introduced legislation to protect bats. Inform **English Nature** if bats are discovered in the church.

3.12 TREES

The church is responsible for caring for all trees within the churchyard. The church is advised to obtain a report on their condition from a registered arboriculturalist and keep it updated regularly.

Seek consent from the Archdeacon for any work to the trees. Some may have preservation orders placed upon them. Any work to preserved trees or trees within a conservation area must also have the approval of the Local Authority.

3.13 EQUALITY ACT 2010

All churches should be compliant with the relevant parts of this Act, although in some listed buildings this may not always be possible.

Churches must have taken all reasonable steps to make the building accessible to all. 'Reasonable steps' will vary from church to church, but are judged upon existing facilities and the amount of money it would take to make them inclusive to all users.

To identify what needs action, consider undertaking an Access Audit of the church and its grounds. Examples of access audit formats can be found on the internet.

SECTION 4 SUMMARY OF WORK To be read in conjunction with Section 2 detail

4.1 North Elevation

- 1 Remove moss and lichen from roof covering and replace/ reset slipped slates, including inner slopes, ensuring all abutment flashings and watertables are sound
- 1 Clean out and repair gutters, including lead lined valley gutters
- 1 Ensure floor and air vents are clear

4.2 East Elevation

- **1** Repoint ridge and copings to south porch
- **1** Repoint tower rainwater outlet
- 1 Remove vegetation from nave gable above chancel roof and repoint stonework
- 2 Remove moss from hood mould W12 (old vestry window), repoint junction and open joint at head of central pilaster. Replace cracked glass in trefoil and in left lancet
- 2 Attend to roof/ wall void vent to chancel and south aisle gables
- **3** Prepare detailed record of W12

4.3 South Elevation

- 1 Clean out gutters
- 2 Repoint masonry joints at south porch abutment and jamb stones W21
- 2 Ease D1 and W24, decorate D1, W24 vent hopper
- **3** Monitor parapet stone erosion, notify any major changes

4.4 West Elevation

- 1 Replace slipped slate to south porch
- 1 Attend to porch rest bend in fall pipe(see south elevation)
- 2 Repair buttress mortar joints to minimise water ingress
- 2 Repoint plinth stones
- **3** Replace wire window guard
- 4.5 South Porch

2 Repair perished plasterwork sw corner when thoroughly dry and redecorate (see gutter/ fall pipe repairs)

4.6 South Aisle

- **1** Repair radiator leak (on south wall)
- 2 Repair plasterwork, redecorate at south door
- 2 Overhaul ventilation hopper in W24(see external .south elevation)

4.7 Tower Vestry

- 2 Consider removing all friable plasterwork to screen top level
- 2 Replace with ventilated dry lining system

4.8 Nave

- 2 Repair perished plasterwork adjacent chancel arch
- 2 Pack/level uneven floor grilles
- 3 Monitor south arcade alignment for signs of movement

4.9 North Aisle

- 2 Repair perished plasterwork at high and low level on east wall following external abutment/ gutter repairs
- 2 Repair cracked glass W7
- 2/3 Overhaul window vents

4.10 Chancel

- 2 Repair perished plasterwork on north side chancel arch, following valley gutter and water table repairs
- 2 Level stone flags and re-bed loose tiles

4.11 Old Vestry

- 1 Check and test smoke alarm
- 2 Consider emergency lighting
- 2 Obtain advice on corrosion at flue joints and implement

3 Repair excessive shrinkage cracks in plasterboard ceiling and south wall plaster

4.12 WC

- 1 Consider emergency alarm
- 2 Replace friable plaster on east wall, following overhaul of rainwater system incl gulley externally
- 2 Overhaul extract fan
- **3** Consider panel heater to reduce condensation

4.13 Upper Meeting Room

- 2 Repair perished plaster on west and south west corner following repair to external abutment flashing
- 2 Consider emergency lighting

4.14 Tower Clock Chamber

- 1 Overhaul access hatch, provide friction stay, grab handles and safety guard rail
- 2 Clean floor
- 2 Overhaul windows
- **3** Consider power supply for ease of maintenance
- 3 Remove loose render and brush clean
- **3** Monitor rainwater pipe for leaks

4.15 Tower Middle Chamber

- 2 Clean floor
- **3** Consider power supply for ease of maintenance
- 3 Remove loose render and brush clean
- 3 Monitor rainwater pipe for signs of leaks
- 3 Monitor old movement cracks
- **3** Monitor for recurring woodworm signs

4.16 Tower Bell Chamber

- 1 Clean floor
- 1 Block opening to prevent pigeons/other birds roosting and nesting

- 2 Replace mesh screens to louvres
- 2 Overhaul louvres
- 2 Provide lighting point(s)
- 3 Remove loose render and brush clean
- **3** Consider power supply for ease of maintenance
- **3** Monitor rainwater pipe for signs of leaks
- 3 Monitor old movement cracks
- **3** Monitor for recurring woodworm signs

4.17 Boiler Room

- **1** Remove vegetation from steps
- 2 Remove redundant timber organ blower enclosure and other debris
- 2 Overhaul gas meter enclosure
- 2 Overhaul door and metal gate
- **3** Consider upgrading lighting and provide socket outlet for ease of maintenance.

Seek advice on replacing trunking affected by corrosion

3 Ensure gulley is kept clear

4.18 Heating and Plumbing

- 2 Obtain annual service inspection report, obtain advice on cause of corrosion in flue joints . implement repairs
- 2 Replace damaged , missing pipe work insulation
- 2 Check stop valves regularly to ensure easy action in event of emergencies

4.19 Electrical

- 1 Obtain inspection report and implement .
- 1 Obtain test notice on earth protection/lightning conductor as part of inspection

4.20 Site and Externals

- 1 Remove vegetation from steps to boiler room
- 1 Monitor stability of headstones
- 2 Repair lych gate footing
- 2 Adjust post to north gate
- 2 Obtain stone masonry report and overhaul sections of boundary walling, incl low retaining wall at north gate
- 2 Obtain updated arborists report for consideration, particularly canopy reduction of trees overhanging north elevation and south west boundary

- 3
- Review drainage improvements around tower Monitor base support of Notice board. Repair likely within Quiquennium 3
- Consider restoration of external lighting enclosures 4