quinquennial inspection

church of st guthlac • leicester

pcc of st guthlac • leicester

date of inspection: 25 october 2019

PR·A
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+ ASSOCIATES LIMITED
ARCHITECTS +
HISTORIC
BUILDINGS
CONSULTANTS
46 · ST. MARY'S GATE
NOTTINGHAM

A introduction

1.1 An inspection and report carried out under the Inspection of Churches Measure, 1955, as amended under the Care of Churches and Ecclesiastical Jurisdiction Measure 1991 to the Vicar and Churchwardens.

Diocese:	Leicester
Archdeaconry:	Leicester
Inspected by:	Richard Brook *BA(Hons) DipArch DipCons AABC RIBA*
Date of inspection:	25th October 2019
Date of previous inspection:	October 2014
Previous inspection by:	Michael Goodhart
Weather during inspection:	Dry
Listed Building Status:	Unlisted
Conservation Area Status:	No
Tree Preservation Orders:	None known
Status of churchyard:	In the care of the church.
Description/Historical Background:	St Guthlac's Church was built and dedicated in 1912 to serve the rapidly expanding Parish of Knighton, which was evolving from being a village to becoming a suburb of Leicester. It was built as a daughter church to the Church of St Mary Magdalene, however during its centenary year of 2012, the church became self-governing as the Conventional District of St Guthlac, Knighton within the Southern Edge Mission Partnership. It was a small church, designed by the noted local architects, Stockdale and Shirley Harrison. The nave was entered from an open porch at the west end, however in 2013 the building was extended forward by a bay to create a kitchenette and wheelchair accessible toilet and foyer with meeting space from where the nave is now entered. Beyond the nave, the chancel and sanctuary is flanked on either side by choir and clergy vestries. A link passage connects the vicar's vestry to Holbrook Hall (not covered by this inspection). The west porch was re-assembled in front of the extension.

B scope of the report & limitations

I This report follows a visual inspection of the fabric only. None of the structure was opened up and it therefore cannot be said that there are no hidden faults. Recommendations for subsequent opening up are made where appropriate. The inspection was generally carried out from ground level and ladder access to the roofs.

II The report is not intended as a specification of works, nor should it be used as such. The report is restricted to the general condition of the building and its defects. However, where possible, the report contains helpful comments on the causes, effects and likely remedial works, where this is possible or appropriate. The information given is intended simply as a guide to repair, and is based purely on the visual inspection and the consideration given during that inspection.

III Whilst every care is taken during the inspection to note all present or foreseeable problems, and recommendations are made to overcome or obviate them, problems can, and very often do, occur during the years between inspections. It is, therefore, prudent for the PCC to carry out regular visual inspections of the fabric. Where not already the case, it is strongly recommended that the PCC enter into an annual contract with a local builder to check and clean out rainwater goods at least twice a year.

IV Although the Measure requires the church to be inspected every five years, it should be realised that serious problems may develop in between these surveys if minor defects are left unattended. Churchwardens are required by the Care of Churches and Ecclesiastical Jurisdiction Measure 1991 to make an annual inspection of the fabric and furnishings of the church, and to prepare a report for consideration by the meeting of the PCC before the Annual Parochial Church Meeting. This then must be presented, with any amendments made by the PCC, to the Annual Parochial Church Meeting.

V The PCC is reminded that insurance cover should be index linked, so that adequate cover is maintained against inflation of building costs. Contact should be made with the insurance company to ensure that insurance cover is adequate. The PCC should be aware of that some insurers are now significantly reducing cover for theft of external metals.

VI The repairs recommended in the report will generally be subject to Faculty jurisdiction.

VII The following items, when contained within the church, were not inspected or tested, other than a visual appraisal, and such inspections and tests should be carried out by specialists in these respective fields, and where appropriate a certificate of condition and performance should be obtained by the PCC from the specialists appointed.

a *Electrical Installations*

Any electrical installation should be tested at least every quinquennium by a registered NICEIC electrician, and a resistance and earth continuity test should be obtained on all circuits. The engineer's test report should be kept with the church log book. This present report is based upon a visual inspection of the main switchboard and of certain sections of the wiring selected at random, without the use of instruments.

Testing of portable appliances should also be carried out as required by the Electricity At Work Regulations 1989. The frequency of this testing is dependant on a number of factors, but should at least be carried out every 5 years and more regular tests may be appropriate where subject to regular use or potentially vulnerable to damage.

PAT tests are undertaken annually the last test having been carried out on 9th October 2019.

The electricity meter and distribution board are located in the southwest corner of the nave within a cupboard. The distribution boards are of a modern type and are in a good condition. There is no indication of the last date of the electrical inspection, which should be carried out every 5 years.

b *Heating Installations*

The gas fired heating system is operated by a modern Worcester combi boiler, which is visually in a good condition. The last service date recorded on the boiler is 31st March 2017 although there is a label dated 4th October 2019 which records the replacement of the Central Heating inhibitor, which may indicate that the boiler has been serviced recently.

The pipework within the boiler room is not insulated. It would be beneficial to insulate this pipework both for

efficiency and to protect the pipework against frost. The roof penetration of the modern boiler flue is in a good condition.

c *Bells and Bell frame and ancillary bell ringing equipment*

The bellcote above the chancel arch houses a single calling bell. The condition of the calling bell is not clear, although a bell rope is not connected to the bell, which makes it inoperable.

d *Clocks*

There is no external clock to the church.

e *Pipe Organ, Piano etc.*

The organ is in the north east corner of the nave. The cabinet and display pipes and console visually appear to be in a good condition.

f *Fire Extinguishers*

All extinguishers should be inspected annually by a competent engineer to ensure they are in good working order. A minimum of two water type fire extinguishers (preferably sited adjacent to exits) should be provided plus additional special extinguishers for the organ and electrical fires. Large churches will require more extinguishers. As a general rule of thumb, one water extinguisher should be provided for every 250 sq. metres of floor area.

The extinguishers appear to have been serviced in May 2019

There are at the church:

4 x 2kg	CO2 extinguishers
2 x 6Ltr	Foam extinguishers

There are smoke and heat detectors within the western portion of the church although there does not appear to be a comprehensive fire alarm and detection system. The escape lighting is tested annually

g *Lightning Conductor*

There is a lightning conductor air terminal attached to the north face of the bellcote, which from ground level appears to be in a good condition. The system was last inspected in January 2019 by Thunderbolt Test & Maintenance Ltd of Nottingham. It is currently recommended that the system is tested at 11 monthly intervals.

h *Audio / Visual Equipment*

The church is fitted with an audio system, it was not clear whether the system include a loop system for hearing aids. Visually the system appears to be in a good condition.

i *Beetle Infestation and Rot*

No beetle infestation or rot was noted during the inspection.

j *Bats*

Bats are a protected species; should any work be undertaken that could endanger bats or their roosts then it may be necessary to obtain a licence from Natural England or seek advice from accredited specialists.

VIII Log Book

The Log Book was made available for inspection and work carried out since 2014 are recorded in Section 1 of

the report.

IX Terrier & Inventory

The PCC are reminded that the Terrier and Inventory should be checked and, if necessary, corrected by the minister and churchwardens on the following occasion: on the election or re-election of Churchwardens at the annual parishioners' meeting; at least once every three years at a time to be decided by the Archdeacon; at any change in the incumbency of the parish.

The church maintain an Inventory of Fixtures, Fittings and Furniture, which appears to be up to date.

X Asbestos Management Plan

It is a requirement of the Health & Safety Executive that all those responsible for the care and maintenance of all non-domestic buildings, including places of worship, have an Asbestos Management Plan to manage and minimise risks from exposure to asbestos and asbestos-containing materials. Guidance on how to produce an Asbestos Management Plan is produced by the Health & Safety Executive. This survey does not attempt to identify the location of any asbestos, nor advise on the management of asbestos.

It is understood that an asbestos survey was carried out on the Church of St Guthlac on 8th May 2013.

XI Fire Risk Assessments and the Fire Safety Order

Since October 2006 previous fire safety legislation has been replaced by the Fire Safety Order. This legislation applies to all non-domestic premises including places of worship. It requires those with responsibility for the management of premises to appoint a responsible person to consider fire safety issues, undertake fire risk assessments and ensure the implementation of recommendations to ensure the safety of building users in the event of fire. The church has a current fire risk assessment dated 13th May 2017. It is recommended that this is reviewed and if necessary updated on a regular basis.

XII Security

All doors are equipped with modern locks although there is not intruder alarm system.

XIII Health & Safety

The church has a Health and Safety Policy and a Risk Assessment dated September 2014. It is recommended that these are reviewed regularly. The Ecclesiastical Insurance website includes useful advice and templates to help preparing these documents:
https://www.ecclesiastical.com/documents/church-health-and-safety-policy-template.pdf
https://www.ecclesiastical.com/documents/risk-assessment-template-small-churches.pdf

It is important that the church has an up to date Health & safety Policy and a Risk assessment to comply with current legislation.

XIV Access and facilities for people with disabilities

The Disability Discrimination Act gave people with disabilities the right to access the same services and facilities available to able bodied people. From October 2004 this included the requirement to make changes to remove physical barriers but this did not remove the requirement to obtain any necessary consents such as Faculty approval. In situations where it is not possible to reconcile access needs with other such restrictions it could be acceptable to provide the service by other means. The Equalities Act has now replaced the Disability Discrimination Act but generally encompasses the same aims. However, the new Equalities Act expands the definitions of 'qualifying' disabilities and also gives new rights to people associated with those having the disability to give them certain rights and protection, as well as introducing the concept of 'perception' of disability, where a person could be given protection when discrimination results from an incorrect assumption of the existence of a disability.

A detailed assessment of access provisions and facilities for people with disabilities is outside the scope of this report. If not already undertaken, the PCC should consider carrying out an access audit: guidance on how to prepare an Access Audit is available in *"Through the Eye of a Needle"* published by Church House Publishing. BS.8300:2009 *"Design of buildings and their approaches to meet the needs of disabled people"* provides detailed guidance for detailed design in respect of new building work.

It is recommended that the church undertakes an Access Audit to help identify other areas where improvements can be made, which can be carried out by members of the church. 'Widening the Eye of the Needle - Access to Church Buildings for People with Disabilities' by J Penton & JH Penton and published by Church Publishing provides a well explained guide and checklist for carrying out such an audit.

https://www.chpublishing.co.uk/books/9780715140611/widening-the-eye-of-the-needle

The church has level access to the west end and main body of the church as well as a fully accessible toilet. The Chancel and vestries are only accessible via steps.

C condition report

1 Works carried out since the last inspection

I understand that the following works have been undertaken since the last quinquennial inspection:

October 2014	Lightning Conductor Test
November 2015	Lightning Conductor Test
January 2016	Lightning Conductor Test
January 2016	Repair to leaking water heater in server
September 2016	PAT Testing
January 2019	Lightning Conductor Test
May 2019	Minor re-plastering following fitting of new heating system
October 2019	PAT Testing

2 General Condition

The church is in a good condition and is well maintained. There are minor issues with the roof, which need to be addressed and the detailing of the roof (particularly the west valley gutter of the choir vestry where it abuts the east wall of the nave) makes it vulnerable to blockage by debris and leakage.

The deflection of the west portion of the chancel floor platform needs to be investigated to ensure it does not form a hazard.

There is minor deterioration of a number of windows, particularly the east window of the chancel, which it would be beneficial to address.

Externally the east boundary fence is in a poor condition and needs either to be repaired or replaced. The trees to the east side of the church need to be pruned to ensure that they do not damage the church during high winds.

Top: Chancel, south slope. Above: Flashings to the bellcote with possible missing soakers. Below:View of the bellcote.

External

3 Roofs

3.1 Chancel, south slope

i The roof is of regularly sized Welsh slates with a clay ridge, which appears to be in a good condition. The slates also appear to be in a good condition.

ii The bellcote to the west end of the roof is of rendered masonry with brick detailing to the arch. The bellcote is capped by a slate roof covering. The abutment flashings of the roof with the bellcote are all in place, although it appears possible that the soakers are missing from the upper 3 or 4 courses of slates. These are not visible from ground level and this should be investigated to see if this is the cause of the water penetration

identified in the previous report.

iii The render to the bellcote appears to be in good condition. The condition of the calling bell is not clear, although there is no bell rope which makes the bell inoperable. There is also a lightning conductor earth terminal attached to the north face of the bellcote, which from ground level appears to be in a good condition.

3.2 Chancel, north slope

i The roof is of Welsh slates, which are in a generally good condition apart from the eaves at the east end where there are 5-8 slates that are displaced at the eastern eaves, which need to be re-positioned and re-fixed and are currently out of place.

ii The flashings to the bellcote and the weathering to the calling bell rope entry, all appear to be in a good condition, although the bell rope is missing.

iii The lightning conductor down tape is clipped to the bellcote wall and to the roof of the south slope of the chancel and is in a good condition.

3.3 Clergy Vestry/Boiler Room, east slope

i The roof is of Welsh slates, which are in a good condition.

ii There is damp staining against the abutment with the north wall where the water discharges from the chancel roof but this appears to be watertight.

iii The north east corner of the roof has 2 slates at the eaves that are displaced and should be re-fixed to preserve the integrity of the roof covering. There are also a number of slates higher up the roof at the northern gable that are displaced and also need to be re-fixed.

3.4 Clergy vestry, west slope

i The roof is of clay tiles, which from ground level appear to be in a good condition.

ii The abutment valley gutter with the nave roof has a flash-band patch to the upper portion indicating that there is a split in the gutter and ideally this should be replaced and at least monitored for future water penetration.

iii The valley gutter between the abutment with the east wall of the have and the west slope of the clergy vestry roof is not visible but there are no indications of a blockage.

Above: Displaced slates to the east end of the chancel north slope. Below: Clergy vestry/boiler room, east slope. Second below: Displaced slates to the north east corner eaves. Bottom: Clergy vestry, west slope and valley gutter.

3.5 Link to the Hall

i The roof is of a bituminous felt type, which is in a good condition.

3.6 Nave, north slope

i The roof is of natural Welsh slates, which are in a generally good condition. One slate is noted to be missing to a corner section and there is one slightly displaced slate towards the central portion of the roof and one missing slate towards the west end of the roof, approximately 3 slates in and 10 courses up and this does need to be replaced quite urgently. There are also 2 ventilation openings, which appear to be redundant and ideally should be replaced when any work is done to the roof but otherwise the roof is in a good condition.

ii The ridge tiles have a lack of mortar pointing to the tiles of the western 5m and ideally these should be re-bedded, particularly if there is any further sign of movement.

3.7 Nave, south slope

i The roof slope is as described for the north roof slope. There are 2 redundant ventilators towards the ridge at the centre but otherwise the roof appears to be in a good condition.

ii A number of the trees in this area are touching the roof, particularly the yew tree towards the east end of the south nave elevation and this needs to be cut back to avoid damage to the elevation and roof.

3.8 Choir Vestry, west slope

i The roof is of natural Welsh slates, which are in a good condition.

ii The valley gutter at the abutment with the nave roof and the roof is in a good condition.

iii The abutment flashings with the nave roof and the parapet wall and west wall of the chancel all appear to be in a good condition.

3.9 Choir Vestry, east slope

i The roof slope is in a good condition. The downpipe from the gutter connects directly to ground level. The roof is of Welsh slates with all ridge tiles in places, although the pointing is slightly suspect to the centre of the ridge but there is no apparent movement but this needs to be monitored. The remainder of the roof is in a good condition

Top: Nave, north slope. Above: Missing slate to the western end of the nave north slope. Below: Nave, south slope. Second below:View of the choir vestry and roof. Bottom: East slope of the choir vestry roof and guttering.

4 Rainwater goods and disposal systems

4.1 Chancel

i The gutters to the south slope of the chancel are of cast iron supported by large rise and fall brackets, which cantilever from the face of the wall. From ground level the brackets seem to be in a good condition, as do the gutters. The gutters should be regularly cleared of leaves and debris to ensure they run freely.

ii The moulded cast iron gutters to the north slope of the roof are supported by heavy rise and fall brackets, which are in a good condition, with a downpipe at the eastern end, which discharges onto the boiler room roof. The downpipe is in a good condition.

Above: Guttering and downpipe to the chancel south roof slope. Below: Guttering and downpipe to the boiler room east roof slope. Second below: Link to the hall flat roof and guttering. Bottom: Nave north slope guttering and downpipe to the west of the clergy vestry.

4.2 Clergy Vestry/Boiler Room

i The east slope of the roof discharges into a cast iron gutter, which is supported by eaves brackets and discharges into a cast iron downpipe, which discharges via a direct connection to the below ground drainage system. There are no indications to show that this is not working effectively.

ii The west slope gutter is a large moulded cast iron gutter, which is contiguous with the nave gutter and drains via a downpipe on the west wall of the clergy vestry, which discharges directly to a connection with the ground. There are no indications that this is not flowing properly.

4.3 Link to the Hall

i The gutter to the east wall at the edge of the flat roof is of upvc with a cast iron downpipe, which is in a good condition. This is connected directly to a ground level connection.

4.4 Nave

i The north slope cast iron gutters are supported by heavy rise and fall brackets fixed to the walls, which appear to be in a good condition. There is minor moss growth to a number of the joints indicating possible leakage but there is no direct evidence of this.

ii The south slope cast iron gutter is supported by heavy rise and fall brackets, which are in a good condition. These discharge via a downpipe on the west wall of the choir vestry.

4.5 Choir Vestry

i The gutter is a large cast iron gutter with heavy rise and fall

brackets, which are in a good condition. The gutter discharges via a cast iron downpipe with a direct connection to the ground level.

5 Below ground drainage

i No inspection covers were lifted during the course of this inspection, although gullies and direct connections of rainwater downpipes are noted in the relevant section of the rainwater drain (Section 4) or the wall which they abut (Section 7).

6 Parapets and upstand walls

i Parapets and upstand walls are described in the relevant section of Section 7 Walling.

7 Walling

7.1 Chancel, south elevation

i The elevation is rendered with a rough cast render, which is in a good condition. The render steps around the fixings of the flashings to the vestry roof and the fixings of the rainwater downpipes and is in a good condition. There has been patching to the render in the past but this is in a good condition.

ii To the base of the wall there is a stone plinth, which is in a good condition.

7.2 Chancel, east elevation

i The elevation is of masonry, which is rendered with a rough cast render. There are 2 buttresses, one at each corner, with a chamfered head with reconstituted stone or concrete chamfered heads and a chamfered base to the elevation.

ii At a height of approximately 600mm there is an external gas pipe fitted to the wall, which is wrapped in a bituminous fabric. Both pipe and wrapping appear to be in a good condition.

iii The east window is a timber framed window with leaded glass divided into 5 main lights with sub-lights at the base and head, all of which are in a good condition.

iv To the head of the gable wall there is timber weather boarding, which from ground level appears to be in a good condition.

7.3 Chancel, north elevation

i The elevation is of rough cast rendered masonry, which is in a generally good condition. There is minor deterioration of the render to the rear of the downpipe but this otherwise appears

Above: Downpipe and guttering to the east side of the choir vestry. Below: Chancel, south elevation. Bottom: Chancel, east elevation.

sound.

ii There is an abutting chimney, which is rendered with rough cast render and is in a generally good condition, although there is minor deterioration of the render to the northwest corner, which affects an area of approximately 0.3m2. There is also slight cracking of the render to the northeast corner indicating there is an area of perhaps 1.5m2 which is loose. Ideally the crack should be grouted or loose render removed and replaced, but this is a relatively low priority at this stage.

iii The west section of the elevation is in a good condition. All visible flashings are in place.

7.4 Boiler Room, east elevation

i The elevation is of rough cast render, which is in a good condition.

7.5 Boiler Room, north elevation

i The elevation is of rough cast render, which is in a good condition.

ii To the eaves of the north slope of the boiler room roof mortar flaunching is cracking slighting and ideally should be repointed to ensure that the roof is not susceptible to uplift from the wind.

iii The boiler room door is a framed ledged and braced vertically boarded timber door, which is of softwood and is in a good condition.

7.6 Clergy Vestry, east elevation

i The elevation is of rendered masonry, which is in a good condition.

7.7 Clergy Vestry, north gable elevation

i The elevation is of rough cast rendered masonry with a corner buttress, which is capped by a concrete capping, which is chamfered and is in a good condition. There is minor moss growth to the capping but this is otherwise in a good condition.

ii The render to the main wall is in a good condition.

iii There is a timber framed window opening to the clergy vestry, which incorporates 6 lights, the upper 3 of which are leaded and the central one incorporates a hopper type window opening, all of which appears to be in a good condition. The lower lights

Above: Chancel, north elevation and abutting chimney.
Below: Boiler room north elevation and timber entrance door.
Bottom: Timber weather boarding to the top of the clergy vestry north gable elevation.

are glazed with a textured glass.

iv The upper portion of the gable is boarded with timber weather boarding, which is in a good condition, although the lower board exhibits algal growth. Ideally the board should be re-treated with a wood stain to prolong the life of the roof.

v The gully at the base of the downpipe is in a good condition.

7.8 Link to the Hall, north wall

i The elevation is of rough cast render. There is a steel framed window with a casement opening light and a fixed light, each of 6 lights. Although the steel frames exhibit surface rust externally, they are in a good condition, although they should be repainted.

7.9 Chancel, west elevation

i The elevation upstands from the nave by approximately 450 – 600mm and is of masonry, which is covered with rough cast render. This also includes the west face of the bellcote and all appears to be in a good condition.

ii There is the bolt head and small pattress of a small tie plate, which exhibits surface rust, towards the northern eaves and this should ideally be repainted but otherwise the elevation is in a good condition.

7.10 Clergy Vestry/Link Corridor, west elevation

i The base of the elevation has a chamfered plinth off an engineering brick base, which is in a good condition. The remainder of the lower portion of the wall is in a good condition, although there is one eroded mortar joint to the immediate north of the clergy vestry door, which ideally should be repointed but otherwise the elevation is in a good condition.

ii The link door is a vertically boarded framed and ledged door, which is painted green, or this may be wood stain. The paintwork/stain finish is cracking, exposing the timber below. The door should be repainted as soon as possible.

7.11 Nave, north elevation

i The elevation is of rough cast render divided into 5 bays by rendered buttresses, the western capping appears to be stone, although the remainder of the cappings are of concrete, which are in a good condition. The render of the walls and buttresses is in a good condition.

Above: Clergy vestry, north elevation. Below: Chancel, west elevation. Second below: Rusting pattress plate in the chancel, west elevation. Bottom: Link corridor west elevation plinth.

ii The east bay has a window, which is of 8 lights. The eastern window has 2 upper opening hopper windows with steel frames, the western of these has one broken quarry but the remainder of the window is in a good condition.

iii The 2nd window from east is of a similar design and the glazing and timber frames are in a good condition, as is the lead cill.

iv The 3rd window from east is in a good condition as is the 4th window from the east.

v The 5th bay from the east has 2 windows and these are timber framed, each of 4 lights, with modern trickle ventilators set into the heads, all of which are to be in a good condition. The lead cills have been bent up slightly but are in a good condition and the render to the cills is of a more modern nature and is also in a good condition.

Above: Nave, north elevation. Below:Western bay of the nave north elevation. Second below:View of the nave west elevation. Bottom:View of the nave south elevation.

7.12 Nave, west elevation

i The base of the elevation is of engineering bricks with a small ashlar stone plinth, above which the elevation is rendered with a rough cast render, all of which is in a good condition. This is a modern extension.

ii The elevation steps back above this and is the render is clad with horizontal weather-boarding, which is in a good condition.

iii There is a single window at high level, which again is in a good condition.

7.13 Nave, south elevation

i The elevation is divided into 5 bays by buttresses, the western of which is capped by a stone coping. The remainder of the buttress cappings also appear to be stone, although these have been repaired extensively with cement repairs. The buttresses are otherwise in a good condition.

ii The western bay is of modern design with two 4-light window openings, which are in a good condition. The remaining 4 bays have 8 light timber framed openings.

iii The 2nd bay from west windows are in a good condition but there is a slight crack below the window opening of approximately 1mm wide.

iv The 3rd bay from west windows are in a good condition and below these there is a slight crack in the render of approximately 1mm wide and 1m long. Both of the cracks to these bays appear to reflect historic rather than recent movement but this should be monitored; it appears that it has been attempted to close the cracks but the cracks are still visible.

v The 4th bay from west window frames are in a good condition, the lead cills are slightly uplifted but are otherwise in a good condition.

vi The 5th bay from west has a slight crack below the window opening but this is less than 1mm wide and has not moved since the render was repaired. The window frame is in a good condition.

7.14 Choir Vestry, west elevation

i There is a vertically boarded door with external hinge bars and ironmongery, which is in a good condition.

ii The elevation is clad with rough cast render, which is in a good condition.

7.15 Choir Vestry, south elevation

i The lower elevation is of masonry clad with rough cast render with 2 buttresses, one to each corner, both of which are in a good condition.

ii There is a 6-light window opening, which is in a good condition.

iii The upper portion of the elevation is clad with weather-boarding and is in a good condition.

7.16 Choir Vestry, east elevation

i The elevation is of rough cast render, which is in a good condition.

ii There is a riser pipe for what appears to be a gas supply, which is in a good condition. The gas supply pipe to the boiler room passes across the base of this elevation.

iii There is a 6-light window opening, which is in a good condition, although there is a slight crack in the render to the upper southern corner.

Above: Slight crack below the window in the 5th bay of the nave south elevation. Below: Choir vestry, west elevation. Second below: Crack above the window in the choir vestry east elevation. Bottom: View of the timber south porch.

8 Timber porches, doors and canopies

i The porch is a timber framed construction off a masonry plinth with rough cast rendering. The timber framing and weather boarding are in a good condition.

ii The ceiling of the porch is covered with a bituminous felt and is in a good condition.

iii Doors are described in the description of the section of the wall in which they appear

9 Windows

i The windows are described in detail in the relevant internal and external wall in which they are located.

Interior

10 Tower

i There is no tower.

11 Clocks and their enclosures

i There is no tower

12 Roof and ceiling voids

i There are ceiling voids above the chancel and both the vestries, which were not accessed due to their height and difficulty in accessing them.

13 Roof structures and ceilings

13.1 Chancel

i The ceiling follows the roof slope with a flat central area and appears to be papered or decorated with a poppy type motif, which is either plaster or paper – it appears to be plastered – which is in a generally good condition.

ii There is minor movement cracking to the sloping section on the south side towards the east end of the wall and to the centre of the wall on the north side but this appears to be cyclical movement of the roof timbers rather than progressive movement.

iii The central portion of the ceiling has a roof hatch, which is not accessible. There is also a pulley for the calling bell, although as previously mentioned the rope is not attached to the bell.

Above: Nave north elevation window. Above: Choir vestry east elevation window. Below and bottom: Chancel ceiling with inaccessible roof hatch. structure.

13.2 Nave

i The ceiling is divided into 4 bays by large scissor braced timber trusses with wrought iron/steel central ties, which tie the scissor braces to the upper portions of the truss, all of which are in a good condition. The trusses bear onto the walls with ashlar posts, which extend to ground level and are in a good condition. Each truss supports 3 purlins to each roof slope and a ridge beam, again these are in a good condition and support vertical timber boards, which are in a good condition.

ii There are the downstands of 2 roof ventilators, which are described externally. These do not appear to

provide internal ventilation to the church and appear to be redundant.

13.3 Choir Vestry

i The ceiling is divided into 2 bays the visible portions of a truss, which is provided with bracing with steel tie rods. From ground level the truss appears to be in a good condition. The ceiling follows the roof slope for the outer meter to each side and is flat in the central section. There is a panel attached to the ceiling, which either masks an air vent or a former light fitting that has been removed.

ii The ceiling is in a generally good condition, although appears to be a lathe and plaster type ceiling with minor cracking associated with the cyclical movement of the timber roof structure above.

iii The room is lit by 2 fluorescent light fittings, which are in a good condition.

13.4 Clergy Vestry

i The outer meter of the ceiling follows the roof slope and the central section is a horizontal flat ceiling is of lathe and plaster.

ii The ceiling is extensively cracked and this again appears to be down to the cyclical movement of the roof structure above. Repairs have been made and there is no evidence of further movement or that the ceiling itself is unstable and ideally this should be repainted but this is a relatively low priority.

13.5 Foyer/Welcome Area

i The ceiling roof structure is supported by a single purlin to each roof slope. The ceiling under-draws the rafters and is in a good condition. There is a smoke detector at high level, which again appears to be in a good condition.

ii The area is lit by 6 uplighters, which are in a good condition and there is an electrical fan heater forming an air curtain above the door entrance, which is in a good condition.

13.6 Boiler Room

i The underside of the roof of the boiler room is of exposed rafters and slating battens, all of which are in a good condition.

ii The roof penetration of the modern boiler flue is in a good condition. The chimney is redundant and the exposed section of the former flue, which was asbestos, has been removed, as

Above:View of the nave ceiling structure. Below: Ceiling of the choir vestry. Second below: Interior of the clergy vestry. Bottom: Boiler house ceiling.

has the original boiler, meaning that the asbestos report is out of date and the 2 main hazards identified have been removed. The asbestos cowl to the top of the chimney however is still in place.

14 Upper floors, balconies, access stairs

i There are no upper floors, balconies etc.

15 Partitions, screens, panelling, doors and door furniture

i Partitions, screens, panelling, and doors are described in the relevant sections of the internal finishes description.

16 Ground floor structure, timber platforms

16.1 Chancel

i The altar platform is carpeted and the choir platform, which steps down from the altar platform, is tiled with what appear to be vinyl floor tiles, which are in a good condition. There are indications that they are lifting slightly and there is slight irregularity to the central nave.

ii There is a soft patch of tiling to the immediate north of the south choir stall and this needs to be investigated further. It appears that a section of the boarding has broken or rotted through and this needs to be investigated to see the cause of the issue and to ensure there is no wider spread problem.

iii The choir platform extends through to the nave and the soft patches are approximately 300mm west of the chancel arch to the immediate south of the central carpet.

16.2 Nave

i The floor is of softwood boarding, which is in a good condition.

16.3 Choir Vestry

i The floor is carpeted over softwood boarding with no indication that the floor has any irregularities or any immediate problems.

16.4 Clergy Vestry

i The floor is paved with a contract type carpet and this is over softwood boards spanning north/south. The floor appears to be regular with no indications of problems.

Above: Altar platform and chancel step. Below: Choir platform, which has some soft patching. Second below: Nave interior looking east. Bottom: Choir vestry interior.

ii The room is heated by a radiator on the east wall, which is modern and in a good condition.

16.5 Foyer/Welcome Area

i The floor appears to be a concrete slab with a contract type carpet above, which is in a good condition.

ii The area is heated by electric heaters, which are in a good condition.

16.6 Boiler Room

i The floor is of brick sets, which are in a good condition. The floor is slightly damp towards the south west corner adjacent the chimney but is otherwise in a good condition.

ii There are 2 steps out of the room, which are in a good condition.

17 Internal finishes

17.1 West Porch

i The west porch is external and has a large entrance mat, which is in a good condition.

ii The west door is a large hardwood door, which is glazed and in a good condition but ideally should be re-varnished.

17.2 Chancel

North wall

i The wall is of plastered and painted masonry and appears to be brickwork. There is a moulded stringcourse at half-height above which there is a brick arch through to the clergy vestry, which is in a good condition.

ii There is a minor section of open mortar to the head of the joint but there are no indications of movement and the wall is generally in a good condition.

iii The base of the wall has a modern pressed steel radiator, which is in a good condition, and a CO2 fire extinguisher, which is close to the organ and organ console. The fire extinguisher has a label indicating the next inspection is due 2019, meaning they are not tested annually.

East wall

i The east window is a 5-light window with 5 sub-lights above

Above: Boiler room floor with some damp. Below: Boiler room steps. Second below: Hardwood entrance door within the porch. Bottom: Chancel north wall through to the vestry,.

and 5 sub-lights below the window with 3 hopper windows at high level with steel frames, all with leaded glass. The window frames appear to be in a good condition, as does the glazing. There appears to be some deterioration of the putty holding the window glazing in place and this is particularly evident to the north and south sides of the window frames, although the majority of the lower lights appear to be affected. Ideally the putty should be replaced and the windows redecorated.

South wall

i The wall is of plastered masonry with a stringcourse at half-height, which is in a good condition. There is a slight crack to the stringcourse approximately 1m from the east wall, which is less than 1mm wide with minor cracking in the plasterwork above and below but this is barely visible through the paintwork but should be monitored for further movement.

ii There is a marble backed brass plaque to Herbert Parr Rogers dated 1916, which is in a good condition.

West wall

i The wall is dominated by a large brick vaulted chancel arch, which is in a good condition. There is a wrought iron tie bar between the north and south returns of this wall, which also extends up with a vertical bar, which supports a steel wrought crucifix. The returns are plastered and in a good condition.

ii The walls and ceiling of the chancel would benefit from repainting; the paintwork is slightly tired but otherwise the area is in a good condition.

Above: Putty failing to the east window frame in the chancel. Below: View of the chancel, east wall. Second below: Chancel, south wall. Bottom: Nave north wall, 2nd bay from west.

17.3 Nave

North wall

i The wall is in 4 bays and is of plastered masonry with a stringcourse capping the window openings and timber dado to 1.2m.

ii The west bay is in a good condition, as is the window opening.

iii The 2nd bay from west is also in a good condition.

iv The 3rd bay from west has slight cracking of the plasterwork at high-level, which extends from the upper west corner of the window opening to wall plate level. The cracks are approximately 1mm wide at the widest point and should be monitored for further movement.

v There is further cracking to the stringcourse immediately above the window opening but this is less than 1mm wide and should be monitored for further development.

vi The eastern bay of the wall is concealed by the organ and is inaccessible.

East wall

i The wall is of plastered masonry with a stringcourse at half-height, which lines through with the chancel stringcourse and the stringcourse to the head of the windows, above which is the wide chancel arch, previously described.

ii The plasterwork is in a good condition with the exception of a small patch to the north of the chancel arch behind the organ, which is understood to be down to water penetration. This appears to be related to the parapet wall rather than the upstanding wall of the chancel and should be monitored for further issues.

iii There is a door through to the clergy vestry on the north side of the wall, although is inaccessible due to the organ.

iv There is a door through to the choir vestry, which is a vertically boarded framed ledged and braced door, which is in a good condition but would benefit from repainting.

v There is a timber dado to a height of about 1m, which is in a good condition but would benefit from repainting, particularly adjacent to the door to the choir vestry.

South wall

i The wall is in 5 bays and is as described for the north wall.

ii The eastern bay has slight cracking to the head of the wall, which emanates from the upper eastern corner of the window and this is about 1mm wide and extends to wall plate height and should be monitored for further movement but otherwise is in a reasonable condition. If repainting is considered any loose plaster should be removed and replaced before repainting. The window opening is in a good condition and the boarding below the window cill is also in a good condition but would benefit from repainting.

iii The 2nd bay from east walling is in a good condition, as is the window and the dado.

iv The 3rd bay from east walling is in a good condition. There is minor cracking emanating from the upper east corner of the window opening. It appears that some of the plasterwork

Above: Cracking above the western window in the nave north wall. Below: Nave, east wall and chancel arch. Second below: Plaster damage to the north of the chancel arch. Third below: Nave, south wall. Bottom: Cracking above the eastern window on the nave south wall.

associated with this is slightly loose. There is a further crack at the west corner of the window opening, which extends above the top of the opening, all less than 1mm wide and should be inspected for loose mortar before any redecoration. The window opening is in a good condition, as is the dado panelling below.

v The 4th bay from east has cracking from both corners of the window opening at high level, otherwise the wall is in a good condition. The window opening and dado are in a good condition.

West wall

i The wall from ground level appears to be a plastered masonry wall, again with a stringcourse that lines through with the other stringcourses already mentioned. From ground level the window appears to be in a good condition.

iii There is deterioration of the paintwork to the dado boarding but this appears to be associated with the replacement of the original heating system and this is true on both sides of the west door.

iii The west door has a timber canopy, which is in a good condition.

iv The nave is lit by suspended light fittings grouped in threes to the western bays, which is only interrupted by the presence of the organ to the northern portion of the eastern bay, although these appear to be in a good condition.

v There is an emergency light fitting to the west door, which appears to be in a good condition, and an emergency light mounted on the south wall, which provides additional emergency escape lighting.

vi The nave has 9 radiators, which are all of modern pressed steel and are in a good condition.

17.4 Choir Vestry

North wall

i The wall is of plastered masonry, which is in a good condition. There is slight damage to the plasterwork adjacent the gas meter but otherwise is in a good condition where visible.

South wall

i There is a 6-light window opening in the south wall, which is timber framed and the glazing and frame appear to be in a

Above: Nave south wall, western window. Below: Nave, east wall. Second below: Nave, east wall looking through to the porch. Bottom: Choir vestry north wall with some plaster damage.

good condition, as does the window board below. There is a pressed steel radiator beneath the window.

East wall

i The east wall is of plastered masonry. There is slight cracking to the plasterwork above the centre of the window, all less than 1mm wide and could be drying cracks in the plasterwork but should be monitored for further movement.

ii There is slight damage to the plasterwork in the north eastern corner at low level, which appears to be associated with the replacement of the heating system and again there is further damage to the south eastern corner. Ideally these areas should be repaired and repainted.

West wall

i The wall is of plastered masonry and is in a generally good condition, although again there has been damage down to the removal of heating pipes, which should be made good and the wall repainted.

ii The external door is a framed ledged and braced timber door, which is in a good condition internally, as are the built-in cupboards.

Above: Choir vestry east wall. Below: External door in the choir vestry west wall with some redecoration needed. Bottom: Clergy vestry, north wall with water tank at high level.

17.5 Clergy Vestry

North wall

i The wall is of plastered masonry with a door through to the link to the hallway, which is a timber panelled door and is in a relatively good condition. A number of the locks have been removed but otherwise the door is in a good condition.

ii There is a 6-light window opening, which is timber framed and is in a good condition.

iii There is slight cracking to the plasterwork emanating from the west corner of the window opening and the east corner of the door opening and these join and then carry on to the ceiling level and should be monitored for further movement. These appear to outline the lintel of the window opening.

iv Fixed to the eastern portion of the wall is a large zinc water tank and it is not clear whether this is still in use but appears to be a redundant header tank for the former heating system.

East wall

i The wall is of plastered masonry and is in a generally good

condition, although there is damage to the centre of the wall at low level where pipework appears to have been altered as part of the works to the heating system. There is also damage where a heater has been removed from the centre of the wall, which ideally should be made good.

South wall

i The majority of the wall is of plastered masonry, although there is a studwork in-fill to the arch through to the chancel.

ii The wall is in a good condition, as is the flush-faced veneered door, which gives access to the chancel.

West wall

i The wall is of plastered masonry, largely concealed by choir robe cupboards.

ii There is a framed ledged and braced door to the the nave, which appears to be in a good condition.

Above: Clergy vestry south wall, door through to the chancel. Below: Boiler room wall with cavity and un-insulated pipework. Bottom: Boiler room door.

17.6 Foyer/Welcome Area

i The north wall is a studwork wall to the kitchen/WC area, which is of plasterboard and stud and is in a good condition.

i The east wall is of dry lining with plasterboard surface, which is in a good condition.

i The south wall is dry lined masonry, which is in a good condition.

i The west wall is dry lined masonry with a plasterboard and skim finish, all of which is in a good condition.

17.7 Boiler Room

i The walls are of brickwork and this is in a good condition. There is an open cavity where the flue penetrated the chimney but otherwise this is in a good condition.

ii At low level there is also a cavity, possibly a coal hole but this is not clear.

iv The pipework of the fittings within the boiler room is not insulated. It would be beneficial and would protect the room against damage due to frost if the system is ever turned off.

v The base of the door exhibits minor rot and has expanded slightly and ideally should be adjusted to open and close more effectively.

18 Fittings, fixtures, furniture and moveable articles

18.1 Chancel

i There is a large hardwood altar, which is in a good condition, and a hardwood reader's chair, which is also in a good condition.

ii There is an altar rail of wrought iron or steel balusters with a hardwood handrail, which again is in a good condition. The central portion of the rail can be fitted in when needed.

iii There are hardwood choir stalls to the immediate west of the chancel arch, all of which are in a good condition.

18.2 Nave

i There is the organ in the north east corner of the nave and a modern piano.

ii There is a stone font, which is octagonal on a circular shaft and is in a good condition.

iii There is a wrought iron lectern, which is in a good condition.

iv The chairs are of an inter-locking type, which all appear to be in a good condition.

v There is a foam fire extinguisher adjacent the east door, which was last serviced in May 2019.

19 Toilets, kitchens, vestries etc

19.1 Kitchen

i The kitchen area ceiling is of plasterboard, which is in a good condition. The walls are all dry lined with plasterboard with ceramic tile splash backs to the worktops.

ii The external windows are in a good condition.

iii The floor is a vinyl floor finish over a concrete slab, which is in a good condition and the kitchen units are also in a good condition.

iv The area is lit by a single bulkhead fitting, which is in a good condition.

19.2 WC

i The ceiling is of plasterboard and in a good condition. The walls

Top: Choir stalls in the chancel. Above: Reader's chair in the chancel. Below: The font. Bottom: Kitchen interior.

are dry lined plasterboard and are also in a good condition.

ii The floor is of vinyl floor finish in a good condition and the sanitaryware is all in a good condition; there is a baby changing unit within the area.

20 Organs and other musical instruments

i The organ is in the north east corner of the nave. The cabinet and display pipes and console visually appear to be in a good condition.

ii There is also a modern piano, which is in a good condition.

iii There is a modern audio system and hearing loop system installed in the nave, which appears to be fully serviceable.

21 Monuments

i There are no monuments or tombs.

22 Service installations generally

i The services within the building appear to be in a generally good condition and appear well maintained. The boiler and much of the heating pipework appears to have been replaced recently. The electrical installation is in a visually good condition although a test certificate was not available for inspection during the survey.

23 Heating installations

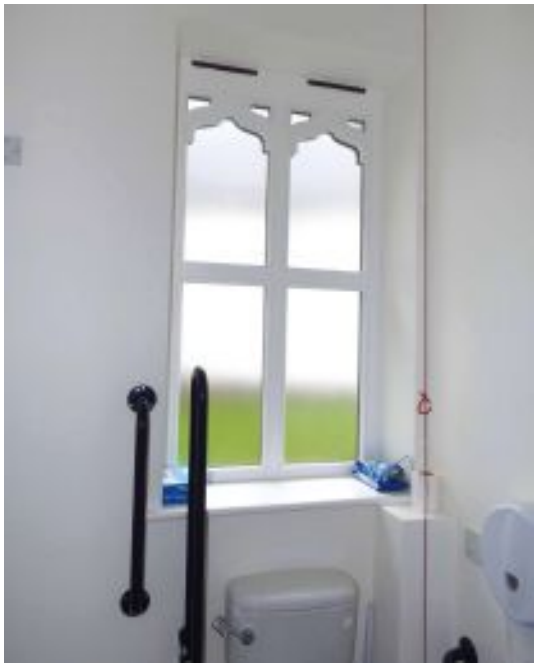
i The gas fired heating system is operated by a modern Worcester combi boiler, which is visually in a good condition. The last service date recorded on the boiler is 31st March 2017 although there is a label dated 4th October 2019 which records the replacement of the Central Heating inhibitor, which may indicate that the boiler has been serviced recently.

ii The pipework within the boiler room is not insulated. It would be beneficial to insulate this pipework both for efficiency and to protect the pipework against frost.

iii The roof penetration of the modern boiler flue is in a good condition.

24 Electrical installation

i The electricity meter and distribution board are located in the southwest corner of the nave within a cupboard. The distribution boards are of a modern type and are in a good condition. There is no indication of the last date of the electrical inspection, which should be carried out every 5 years.



Above: WC window. Below: The organ. Bottom: The boiler.

ii Any electrical installation should be tested at least every quinquennium by a registered NICEIC electrician, and a resistance and earth continuity test should be obtained on all circuits. The engineer's test report should be kept with the church logbook. This present report is based upon a visual inspection of the main switchboard and of certain sections of the wiring selected at random, without the use of instruments.

iii Testing of portable appliances should also be carried out as required by the Electricity At Work Regulations 1989. The frequency of this testing is dependent on a number of factors but should at least be carried out every 5 years and more regular tests may be appropriate where subject to regular use or potentially vulnerable to damage.

iv The date of the last electrical inspection isn't clear. PAT tests are undertaken annually the last test having been carried out on 9th October 2019.

25 Sound system

i The church is fitted with an audio system, it was not clear whether the system include a loop system for hearing aids. Visually the system appears to be in a good condition.

26 Lightning conductor

i There is a lightning conductor air terminal attached to the north face of the bellcote, which from ground level appears to be in a good condition. The system was last inspected in January 2019 by Thunderbolt Test & Maintenance Ltd of Nottingham. It is currently recommended that the system is tested at 11 monthly intervals.

27 Fire precautions

i All extinguishers should be inspected annually by a competent engineer to ensure they are in good working order. A minimum of two water type fire extinguishers (preferably sited adjacent to exits) should be provided plus additional special extinguishers for the organ and electrical fires. Large churches will require more extinguishers. As a general rule of thumb, one water extinguisher should be provided for every 250 sq. metres of floor area. The extinguishers appear to have been serviced in May 2019

There are at the church:

4 x 2kg	CO2 extinguishers
2 x 6Ltr	Foam extinguishers

ii There are smoke and heat detectors within the western portion of the church although there does not appear to be a

Top: The electricity supply to the church. Above: The lightning conductor. Below: One of the extinguishers within the church building.

comprehensive fire alarm and detection system.

iii The escape lighting is tested annually.

28 Access for people with disabilities

i The church has level access to the west end and main body of the church as well as a fully accessible toilet. The Chancel and vestries are only accessible via steps.

ii The Disability Discrimination Act gave people with disabilities the right to access the same services and facilities available to able bodied people. From October 2004 this included the requirement to make changes to remove physical barriers, but this did not remove the requirement to obtain any necessary consents such as Faculty approval. In situations where it is not possible to reconcile access needs with other such restrictions it could be acceptable to provide the service by other means. The Equalities Act has now replaced the Disability Discrimination Act but generally encompasses the same aims. However, the new Equalities Act expands the definitions of 'qualifying' disabilities and also gives new rights to people associated with those having the disability to give them certain rights and protection, as well as introducing the concept of 'perception' of disability, where a person could be given protection when discrimination results from an incorrect assumption of the existence of a disability.

A detailed assessment of access provisions and facilities for people with disabilities is outside the scope of this report. If not already undertaken, the PCC should consider carrying out an access audit: guidance on how to prepare an Access Audit is available in "Widening the Eye of a Needle - Access to Church Buildings for People with Disabilities" by J Penton & JH Penton published by Church House Publishing. BS.8300:2009 "Design of buildings and their approaches to meet the needs of disabled people" provides detailed guidance for detailed design in respect of new building work.
It is recommended that the church undertakes an Access Audit to help identify other areas where improvements can be made, which can be carried out by members of the church with the aid of the guide and checklist for carrying out such an audit provided in 'Widening the Eye of the Needle'.

https://www.chpublishing.co.uk/books/9780715140611/widening-the-eye-of-the-needle

29 Safety

i The church has a Health and Safety Policy and a Risk Assessment dated September 2017. It is recommended that these are reviewed regularly. The Ecclesiastical Insurance website includes useful advice and templates to help preparing these documents:

https://www.ecclesiastical.com/documents/church-health-and-safety-policy-template.pdf
https://www.ecclesiastical.com/documents/risk-assessment-template-small-churches.pdf

It is important that the church has an up to date Health & safety Policy and a Risk assessment to comply with current legislation.

30 Bats

i Bats are a protected species; should any work be undertaken that could endanger bats or their roosts then it may be necessary to obtain a licence from Natural England or seek advice from accredited specialists. No evidence of the presence of bats was noted during the inspection, although this should not be treated as proof that bats are not present.

Curtilage

31 Churchyard

i The grassed areas within the churchyard is well maintained and in a good condition.

ii The area to the northeast of the church is predominantly overgrown but is not of a cause for concern.

32 Ruins

i There are no ruins.

33 Monuments, tombs and vaults

i There are no monuments, tombs, or vaults.

34 Boundary walls, lych gates and fencing

i North boundary: To the north side of the church and hall the boundary fence is in a generally good condition and appears to have been recently replaced.

ii East boundary: The east boundary fence is a vertically boarded timber fence, which appears to be in a poor condition. The fence is bulging noticeably adjacent to the boiler room and appears ready to fall and is leaning against a tree at the northern end of the fence. The fence is in a poor condition and at least the posts need to be replaced.

iii Southern boundary: The boundary has a large privet hedge, which is in a good condition.

iv Western boundary: The boundary has a privet hedge and this is in a good condition and well tended. There is a gate opening to the centre of the western boundary. The posts are slightly rotten at the base and may need replacement in the next 5 years and these need to be monitored for stability but are currently sound.

35 Trees and shrubs

i To the south of the church there are 5 trees, the eastern of which appears to be a yew tree and all appear to be in a good condition, although it would be beneficial to the church to prune the trees to avoid them damaging the building fabric.

ii To the west of the church there are 2 trees, the northern of these appears to be a yew tree, which is in a good condition.

Above: Churchyard with bench inside the area and view of the trees and planting. Below:West boundary privet hedge. Bottom: Large tree within the churchyard.

36 Hard standing areas

i The paving to the external area is of concrete slabs, which are in a generally good condition. There is a minor opening gap between the main route of the pathway at the north of the church and the steps down to the boiler room but otherwise the path is in a good condition.

ii The paving to the east of the church is of concrete slabs, which are in a good condition.

iii The pathway to the main west door of the church is of concrete paving slabs with corduroy paving at the top and bottom of a slight ramp. There is a handrail to the south side of the ramp, which is in a good condition.

iv The paving to the immediate west of the church has steps down to the south, which again have hand rails and these are in a good condition.

37 Miscellaneous

i There is a steel framed noticeboard, which is in a good condition.

ii There is a bench in the churchyard.

iii There is bollard lighting to the immediate west of the church, which is in a good condition.

38 Log Book

i An up to date log book was reviewed during the inspection

Summary

The church is in a good condition and is well maintained. There are minor issues with the roof which need to be addressed and the detailing of the roof (particularly the west valley gutter of the choir vestry where it abuts the east wall of the nave) makes it vulnerable to blockage by debris and leakage.

The deflection of the west portion of the chancel floor platform needs to be investigated to ensure it does not form a hazard.

There is minor deterioration of a number of windows, particularly the east window of the chancel, which it would be beneficial to address.

Externally the east boundary fence is in a poor condition and needs either to be repaired or replaced. The trees to the east side of the church need to be pruned to ensure that they do

Above: Paved area to west of the church. Below: View of the entrance path to the porch. Second below: The noticeboard. Bottom: Trees needing pruning to the south of the choir vestry.

not damage the church during high winds.

Future sustainability of the church

There are no issues, which would call into question the future sustainability of the church. The maintenance issues identified in the report are relatively minor.

The heating system has recently been replaced and appears to be efficient, although the pipework within the boiler room is not insulated. There was no access to the roof voids it could not be established whether the roof spaces are insulated. Ideally insulation levels should be increased to reduce running costs, although this should be done with care to ensure that voids remain adequately ventilated to avoid condensation issues and to avoid 'cold' sections of the ceiling, which will again become vulnerable to condensation and mould growth.

D recommendations and summary

Note that a Faculty is likely to be needed for all works other than minor items of routine maintenance. Where there is doubt as to whether a Faculty is necessary, the DAC Secretary should be consulted.

(A) Works recommended to be carried out as soon as possible

i Make localised roof repairs replacing missing slates and re-fixing displaced slates. Repoint the gable flaunching to the north slope of the chancel roof. Inspect the soakers of the abutment of the chancel roof with the bellcote. *(Estimated cost £750)*

ii Ensure that an electrical inspection has been undertaken at the church in the last five years and make sure the certification is available. *(No cost for volunteers)*

iii Cut back the trees to the south side of the nave to ensure that they do not touch the roof or other elements of the building. *(Estimated cost £250)*

iv Investigate the western portion of the altar floor where it projects into the nave to establish the cause of the soft section of flooring. *(Estimated cost £400)*

v Ensure that the gutters and downpipes are regularly cleared of debris. *(No cost for volunteers)*

(B) Works recommended to be carried out within the next year

i Monitor the cracking identified in this report and the areas where water penetration has occurred in the past for signs of further movement or a re-occurrence of the problem. *(No cost for volunteers)*

(C) Works recommended to be carried out within 2 years

i Replace the loose missing putty to the east window of the chancel and repaint. *(Estimated cost £250)*

ii Insulate the pipework within the boiler house. *(Estimated cost £150)*

iii Repaint the west door into the Clergy Vestry. *(Estimated cost £100)*

iv Repair or replace the east boundary fence. *(Estimated cost £600)*

(D) Works recommended to be carried out within 5 years

i Re-bed/repoint approximately 5 metres of the ridge tiles to the nave roof. *(Estimated cost £500)*

ii Grout the cracked render to the chimney abutting the chancel and replace loose render. *(Estimated cost £1,500)*

iii Treat weatherboarding to the north gable of the choir vestry. *(Estimated cost £100)*

iv Re-paint steel framed window frames to the choir vestry. *(Estimated cost £100)*

v Re-varnish the west door to the church. *(Estimated cost £150)*

(E) Other works which are advisable

i Monitor the condition of the roofs for any signs of damage or deterioration.

ii Make good the finishes and decoration damaged in association of the new heating system.

Church Plan

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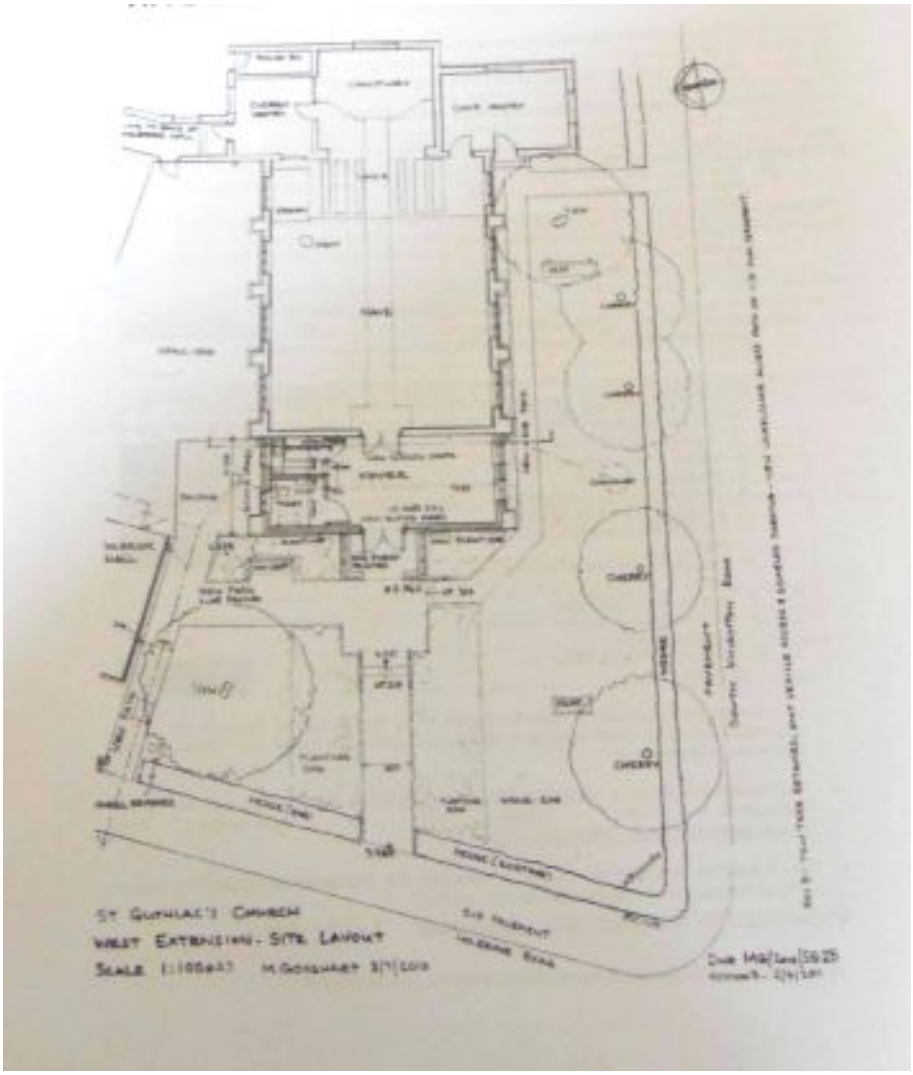

Site Plan


Hall
St Guthlac's Church
SOUTH KNIGHTON ROAD
Egerton Houses
KNIGHTON CHURCH ROAD
79.2m
N
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Advisory Committee for the Care of Churches of the Diocese of Leicester

Checklist of items required by the Inspecting Architect / Surveyor

from the PCC to enable the completion of the Quinquennial Inspection Report

	Seen (please tick)	Unavailable (please tick)
• The Church Log Book	✓	
• Copy of the previous Quinquennial Inspection (to be sent to a newly appointed architect in advance of the inspection)	✓	
• Schedule of **all** works / installations / repairs (including insurance claims) undertaken since the last Quinquennial Inspection (to be incorporated in Section 1 of the Report)	✓	

	Dated (please give date)	Pass / Fail	Unavailable (please tick)	Not applicable
• Copy of Electrical Installation Test Report			✓	
• Copy of Quinquennial Tree Report (noting any TPOs)				✓

• Copies of Test Reports etc.: -	Dated (please give date)	Pass / Fail	Unavailable (please tick)	Not applicable
➢ Lightning Conductor Test Report	January 2019			
➢ Portable Appliance Test Report	9/10/2019			
➢ Asbestos Inspection Report	8/5/2013			
➢ Access and Disability Audit Report			✓	
➢ Fire Risk Assessment	13/5/2017			
➢ Health & Safety Risk Assessment	Sept 2017			
➢ Gas Safety / Boiler Service Report	31/3/17			
➢ Fire Appliances (extinguishers) Test Report	May 2019			
➢ Fire Alarm & Emergency Lighting Test Report			✓	
➢ Security Alarm Test Report				✓
➢ Any recommendations from insurers regarding security				✓
➢ Inventory of fixtures, fittings and furniture	✓			

- In order for the Quinquennial Inspection Report to be as thorough as possible, the above information should be made available to the Inspecting Architect / Surveyor before / on the date of the inspection, where relevant

- The Inspecting Architect / Surveyor is required to incorporate this record sheet **as the last item** in the Quinquennial Report. Copies can be downloaded from **www.leicester.anglican.org/dac/quinquennial-inspections**

- **The Inspecting Architect / Surveyor is unable to complete the Quinquennial Inspection Report without having seen the up-to-date Church Log Book**