

CARLISLE DIOCESAN ADVISORY COMMITTEE FOR THE CARE OF CHURCHES



GUIDANCE NOTES FOR THE PREPARATION OF CHURCH QUINQUENNIAL REPORTS

Updated July 2023

INTRODUCTION FOR PCCS

The Quinquennial Report is one of the key documents which assist the Parochial Church Council (PCC) in the care and repair of a church building for which it is legally responsible. It gives a snapshot of the repair needs of the building and lists the repairs required according to their priority and with estimated costs. It is also read by the Diocesan Advisory Committee (DAC), by the archdeacon, and by any grant giving bodies which the PCC approaches.

Each Diocesan synod must establish a scheme for the inspection and a report on its churches by professional advisers approved by the DAC. Commissioning the report every five years (hence the name quinquennial) is a statutory obligation placed on PCCs by the Inspection of Ecclesiastical Jurisdiction and Care of Churches Measure (2018), as amended by the Church of England Measure (Miscellaneous Provisions) Measure 2020, hereafter referred to as 'the Measure'. In exceptional circumstances, the archdeacon can also arrange for an inspection and for the report to cover extra matters of interest beyond the fabric if necessary.

The appointment of a professional adviser is made independently by each PCC. The appointment is always of an individual, not a firm. The DAC, through the Diocesan Secretary, can give advice on the procedure it adopts for approving appointments such as the use of the 'approved list'. It is important that a professional adviser's training and experience in building conservation matches up with the problems presented in looking after the church in question. Professional advisers should be seen as the 'family GP' as far as the care of the church is concerned. Where any problem arises with the fabric, parishes should not hesitate to get in touch.

PROFESSIONAL FEES

There is no standard fee for a quinquennial report. Fees should be agreed between the adviser and the PCC and paid in full by the PCC on completion. The PCC should plan ahead by putting aside money each year to cover them. Fees will vary depending on the size and complexity of the Church.

As a very rough guide, the following table sets out the time that the adviser can be expected to take

	<i>time to survey</i>	<i>time to prepare the report</i>
Simple churches	2/3 hours	3/5 hours
Medium sized churches	3/5 hours	5/10 hours
Complex churches	5/8 hours	10/15 hours

These figures are based on advisers coming to the church for the first time assuming, firstly, that they are able to refer to a previous comprehensive report and secondly, that the PCC has prepared for the inspection as set out in this guidance. The time can be considerably longer if the previous report is poor or the preparation has not been done or shorter if the adviser is returning for a second or third time and the preparation is done.

Note that the Quinquennial Report is a **summary report only**. It is restricted to the condition of the building and its defects and is **not** a specification for the execution of any necessary repair work and should not be used as such. Nor is it an accurate costing of any work arising although it should give an approximate estimate of likely costs where possible. The estimates are usually VERY APPROXIMATE ONLY.

The professional adviser is normally willing to take forward any repairs or other advice arising from the report under a separate fee agreement and this may include preparation of necessary specifications, obtaining tenders or fixed price estimates and overseeing the repairs. As noted below, you may also wish to discuss the general use of the building with the adviser and seek advice on possible improvements that you may wish to make. Brief comments can be expected in response to such a request although, again, the preparation of any actual future plans would be subject to a separate fee agreement.

The implementation of all items within the report will require a **Faculty**, except those that are identified in the report as items of routine maintenance (including repairs) which fall under **Lists A or B** as set out in Schedule 1 of the Faculty Rules 2015 (as amended by the Faculty Jurisdiction (Amendment) Rules 2022).

If you are in doubt in this matter after discussion with your Quinquennial Inspector, contact your DAC Secretary. Or see the DAC's separate guidance on Faculty Applications <https://www.carlisle-diocese.org.uk/diocesan-advisory-council/apply/>

Although the Measure requires the Church to be professionally inspected every five years, Churchwardens are also required 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 must then be presented with any amendments made by the PCC to the Annual Parochial Church Meeting. More information about regular maintenance can be found on the diocesan website. <https://www.carlisle-diocese.org.uk/documents/maintenance-plans/>

The PCCs work in preparing for the Quinquennial Inspection

Before the inspection, it is essential that the PCC has considered the following:

Recommendations from the Previous Report.

Be prepared to go through the list of recommendations from the previous report to confirm what has or has not been done

Agree access arrangements with the adviser.

The adviser is *not* normally expected to have his or her own ladders, but it is good practice to inspect the roofs from eaves level and to get onto all valley gutters and other difficult areas. The adviser *is* expected to be fully mobile. If the right ladders are not available at the church, a builder should be asked to provide them and to provide whatever help the adviser needs to erect them. If access is difficult, it may be necessary for safety reasons for the builder or a competent member of the PCC to be on hand to help.

These access arrangements may provide a good opportunity for the gutters to be cleaned but the adviser should not be expected to do this personally.

Parts of the building that are covered, unexposed or inaccessible will not be inspected and the adviser cannot therefore report that any such part is free from defect. The report may include the recommendation that certain areas are opened up for later inspection.

Provide all the keys necessary to get into all the rooms in the building.

This includes the Vestry (but not the safe), the Boiler Room and any locked store cupboards.

Ensure that bells are down on the day of the inspection

The ringers should be asked in advance to report on any problems with the ring and this information passed to the adviser.

Provide a copy of the previous quinquennial report to the adviser

The previous report is a vital document for the adviser and can be a very useful source of information. The full report should be provided, not just the schedule of recommendations. It is a good idea to run through the previous recommendations with the adviser. The adviser must report on whether or not the previous recommendations have been carried out and if, in the opinion of the adviser, they are still relevant they will be included in the current report in updated priority order.

Update the Logbook, terrier and inventory and make these available on the day

The Logbook is a particularly useful document for the adviser and for the PCC, and it should be kept up to date. In particular, the adviser's attention should be drawn to any building work that has been carried out since the last inspection – including both alterations and repairs whether or not included in the previous report. A note of this work is part of the report and, in addition to the logbook, a separate bullet point list is sometimes the easiest way to communicate it.

Provide copies of complementary reports or other relevant information

These should include the latest electrical inspection, the latest inspection of the lightning conductor (if any), and any other reports on the services installations. If contractors or other consultants have been asked for reports or estimates on any matter relating to the building or the Churchyard, including the trees, these should also be made available. Inform the adviser if any trees are subject to a Tree Preservation Order.

Inform the adviser of any initiatives on energy saving or other environmental issues and provide a copy of your Energy Footprint Toolkit

It is normal practice for the adviser to make recommendations on measures to improve the energy efficiency of the building if appropriate and it is useful to know if any other work is being done on this.

Inform the adviser of any regular maintenance arrangements that are in place.

These arrangements might include the servicing agreements for the heating system and inspection and maintenance of the fire extinguishers.

Brief the adviser on any emerging plans for changes to the way the building is used

These may have arisen from the PCC's discussions on Mission Communities and/or the Carlisle Diocesan Buildings Strategy. PCCs are encouraged not to leave this briefing to the time of the Quinquennial Inspection but keep in contact with their adviser and seek advice as early as possible. Remember that the Quinquennial Inspection is a condition survey – a snapshot – but your Adviser will be able to help you think ahead.

Questions the PCC should consider as they prepare this part of the brief to the Adviser should include:

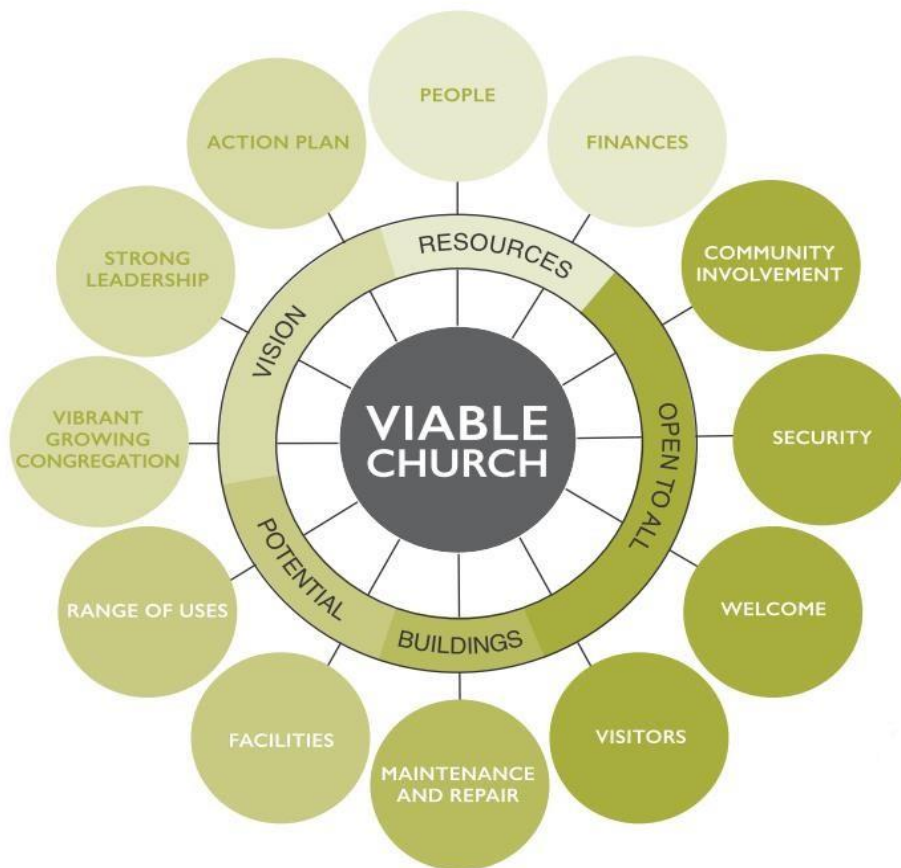
- How much use does the building get at the moment – and what kind of use?
- What are your expectations with regard to temperature and facilities (toilets, kitchen, meeting spaces, diversification)
- What do you think are the expectations and needs of parishioners who do not come to church?
- What buildings does the Mission Community need? What buildings does it already have? How do these two compare?

- How do you envisage future use of the Church building in the Mission Community and local community context?
- Do you already have some plans?

Your Archdeacon and others will be able to support the PCC as it considers these questions, A really useful “template” for discussion will be the “Sustainability Rosette” developed by the [Churches Trust for Cumbria](#) – see below.

The Churches Trust for Cumbria has mapped the key findings from the Survey into a diagram - the “Sustainability Rosette”. The concept emerged during the pilot surveys and was progressively refined through the Feedback meetings. It shows that for Churches to be sustainable they need to be reasonably healthy in all the areas shown in the twelve petals.

There is unfortunately no single template for success.



NOTES TO ADVISERS

Format of the Report

The following notes set out the particular information that should be included in quinquennial reports presented in the Diocese of Carlisle. The format included here is for general guidance only and other formats that include the same information are acceptable. The report should be illustrated with digital photographs - preferably incorporated within the body of the text - and include a plan of the Church for reference. If the Church is listed a copy of the listing text should be included as an appendix. These texts are available in the National Heritage List for England (historicengland.org.uk).

The terms 'very good', 'good', 'fair', 'poor' and 'very poor' can be used to describe the condition of the various elements. These carry their everyday meanings, but a more specific definition of terms could be added at the adviser's discretion.

In the context of the General Synod motion of February 2020, recognising the climate emergency and calling on all parts of the church to make year on year reductions in emissions, achieving "net zero" by 2030, the inspector should use their professional judgement to highlight ways to reduce the energy used in running the church building. This may be by repairing/improving the fabric, by changing the church heating & lighting systems, or by generating electricity through renewables. Best practice information can be found in guidance issued by the CBC '[Sustainability and Net Zero Carbon Best Practice Note: Quinquennial Inspection Reports](#)'.

The report will be read and needs to be understood by people without technical knowledge, so the analysis and language should be as accessible as possible.

Copies of the report should be sent to: The PCC, the Incumbent, the Archdeacon, and the Diocesan Advisory Committee Secretary

Follow Up

When the report is received, it is important for the incumbent, churchwardens and PCC to agree and sign off the report and understand its recommendations. The report is designed to be a thorough and complete assessment of the condition of the building and can therefore be a lengthy document. It is very useful for the PCC to walk round the building going through the recommendations. The Quinquennial Inspector should be willing to meet the PCC to go through the recommendations.

Each part of the building is described, and an assessment given of the repair needs. Where action is needed, the report gives this on a scale from 1 to 5 according to the urgency of the repair:

- 1 - Urgent, requiring immediate attention
- 2 - Requires attention within 12 months
- 3 - Requires attention within the next 12 - 24 months
- 4 - Requires attention within the quinquennial period
- 5 - A desirable improvement with no timescale

Any items under category 1 are urgent repair needs of the building or necessary for the safety of its users. The Inspector is likely to mention these at the time of the inspection and give guidance on how the problems can be addressed.

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IMPORTANT NOTE

This Quinquennial Report is a summary report only set out in the format required by the Carlisle DAC. It is restricted to describing the building and its condition - it is not a specification for the execution of any necessary repair work and should not be used as such. Parts of the building that are covered, unexposed or inaccessible will not normally be inspected in a Quinquennial Inspection and it cannot be concluded from the report that any such part is free from defect. These areas may include parts of roof spaces, floor structures and other significant parts of the Church. Please contact the Adviser for further details if necessary.

DEFINITION OF TERMS

The condition of most main elements in the report is described as good, fair or poor. These terms carry their normal, everyday meanings, but the following guidance may help to clarify the timing of any building repair work that may be required:

‘Good condition’ means that the item is not expected to deteriorate seriously in the next 5 years. However, it is possible for an item to be in good condition but still require some action, such as a window being in good condition but requiring redecoration and, if so, the recommendation is included.

‘Fair condition’ means that the item should be monitored in the normal course of events to check that it does not deteriorate further. Subject to this monitoring, it should not deteriorate to poor condition within 2/3 years. In the same way as for ‘good condition’, it is possible for some work to be required in any event.

‘Poor condition’ means that the item requires attention within the next year or so - or even urgently - and the planned annual maintenance of the buildings should include measures to repair or replace the item. Items in poor condition will appear in the schedule of recommendations with the timescale for attention.

THE RECOMMENDATIONS AND COST ESTIMATES

The list of recommendations in Section 6 is intended to draw attention to the items only – the notes are *not* a specification for the execution of any necessary repair work and should not be used as such.

The estimates given are approximate – VERY APPROXIMATE INDEED. The final costs may depend on what may be discovered after further investigation and also whether any is done voluntarily. The PCC is advised to obtain accurate costs before deciding whether to carry out any item and to have specifications prepared and to obtain firm quotations where appropriate. Some items may be eligible for grant aid.

PHOTOGRAPHS

A file of high resolution digital photos taken during the inspection in .jpg format is available on request. The photos reproduced here are of lower resolution for email convenience.

ORIENTATION – THE ECCLESIASTICAL CONVENTION

Compass point references in the report are in accordance with the ecclesiastical convention with the east end being the focus of the Worship Space. The orientation is usually referred to by the letters N S E and W.

1.0 GENERAL INFORMATION

1.01 Name of Church and Archdeaconry

..., Archdeaconry of Carlisle or Westmorland and Furness or West Cumbria

1.02 Is the Church Listed and/or in a Conservation Area and/or a National Park

Listed Grade I II* II Not Listed

Located in a Conservation Area and in the National Park

1.03 Name and contact details of adviser (with qualifications)

.....

Telephone

Email

1.04 Dates of this inspection and previous inspection

This inspection ...

Previous inspection ...

1.05 Weather on day of inspection

Examples

Dry and bright, after showers

Light drizzle after recent heavy rain

1.06 Executive Summary

In approximately 200 – 500 words, set out a summary of the Church, its architectural character, accommodation, general condition and state of maintenance. What are the most important points to arise from the inspection?

Examples:

St..... Church is a large and complex building with a long and interesting history. A Saxon Church originally occupied the site and the oldest part of the existing fabric is a section of 12th century walling at the W end of the N Aisle, The Church was substantially rebuilt around 1230, the S Aisle was added in the 15th century and the Tower dates from early in the 16th century. The Chancel and N and S Chapels were rebuilt on the original footprint in 1847 and in 1871 there was a substantial rebuilding of the N Transept, most of the N wall of the Nave and the walls above the Nave arcade including the clerestorey windows.

The Church stands in the centre of the town in an attractive enclosed pedestrian square which has the character of a Cathedral close or college quadrangle. It is mainly constructed in soft red sandstone with the Chancel and Chapels in Brockram conglomerate stone. The roofs of the Nave, Aisles and Transepts are low pitched and covered in copper sheet and the Chancel and Chapels are more steeply pitched and slated.

The building is in generally good condition and well maintained by a dedicated team. There is an ongoing programme of re-pointing in lime mortar and the roofs are regularly repaired. There are no urgent fabric repairs required and some of the recommendations from the previous report have been carried out, including the complete renewal of the Chapel roof. Some items remain outstanding and these have been brought forward to this report.

The Vestry accommodation is poor and there are no kitchen or toilet facilities at all, although these are available in the nearby Church House. Some consideration has been given to improving facilities within the building but there are no current proposals.

Heating is by means of a pressurized warm air system now over 30 years old. It is recommended that an options appraisal of possible alternative systems is carried out, taking into account the Diocesan advice on low carbon sources.

St is a fine and complex building with an interesting architectural history. It was very well endowed in medieval times and grew in size and importance in the Diocese second only to Carlisle Cathedral. It was the Church of an ecclesiastical college established on monastic principles with a residential community living close by

The building consists of a fairly narrow Nave with two wide Aisles on each side which together form an area almost square on plan. There is a Chancel to the E with a projecting recess housing the tomb of the founder of the collegiate Church. There is an impressive square Tower to the W constructed in high quality ashlar sandstone. An extension to the S originally formed the Sacristan's house and now houses the Vestry with a Book Room over and there is a stone built S Porch. To the N of the Chancel is a disused Boiler Room below ground.

The Church is set in a large Churchyard on all sides with dry stone boundary walls and paved sandstone paths.

The fabric dates from the 13th century with additions in the 15th century including fine Choir stalls with carved misericords and there are restorations and additions in the 17th and 19th centuries. Chantry chapels were added, three on each side, accessible from the Nave with oak dividing partitions. The college was closed at the Reformation and the Chantry chapels removed, leaving the open Aisles.

This remarkable history has, however, now left the current PCC with considerable challenges. One of these is heating the large spaces in winter on a limited budget and it has currently resolved this by worshipping in a heated fabric tent erected in the S Aisle. The modern system of space heating has proved too expensive to run. A more permanent alteration could perhaps be considered, possibly located at the W end of the Nave (Faculty approval would be required).

The building is generally well maintained by a dedicated team and it is kept open as a focal point for the village with many visitors.

Many of the recommendations from the previous report have been carried out including the renewal of the lighting circuits following the last electrical inspection. In 2015 all the rainwater goods were refurbished or renewed with the benefit of a government grant and new openable windows were inserted in to the Ringing Chamber in 2016.

Dampness in the Tower remains a problem although mitigated recently by better ventilation. A Faculty was granted in 2016 for repointing the Tower in lime mortar and some preparatory work on the specification was carried out but this is currently on hold. The dampness has rotted some of the timber construction and these repairs remain on the list of recommendations.

St is a small church located in beautiful countryside in the heart of theValley, S of There has been a church on the site since the C14th but the present building dates from 1663 and was funded by Lady Anne Clifford, a wealthy noblewoman who inherited her father's ancient barony.

It is a single cell with a small Porch to the S and a bell cote at the W end gable. It is built in coursed squared rubble stone, both sandstone and limestone and has a graduated green slate roof with stone copings and kneelers. The interior is simple with fixed pews and a small raised Chancel area. There is a Vestry at the W end set behind a timber partition.

It is generally in fair condition and well maintained by a small, dedicated team but its facilities are limited. There is no water supply.

The future of the building was under detailed discussion in the community for many years and proposals to create a new meeting room, kitchen and toilets in an extension on the N side were developed in 2010 but these have not proceeded. A smaller proposed extension to the W has also not proceeded.

Some of the recommendations from the previous report have been carried out and, in particular, the S wall has been re-pointed in lime mortar (by of).

The interior is in need of redecoration and has a rather neglected overall appearance. The current recommendations address this, including the possible installation of a magnetic lock to allow the building to be kept open.

1.07 Safety aspects of the building

Examples

The building is safe for day to day use.

The building is generally safe but the marble memorial plaque in the South Aisle (the Fletcher family memorial) is loose and should be taken down to Ground level before it falls.

Access to the tower is precarious and unaccompanied access should be avoided.

1.08 Wheelchair access

Examples

There is level access at the main door and into the Nave but the Chancel steps do not have handrails.

Permanent level access is available through the main Porch but not at the Chancel steps where a temporary ramp is in use. There are two steps at the Lady Chapel where arrangements are in place for volunteers to assist during services.

1.09 Specific limitations of the report

Examples

The inspection was visual, from ground level and readily accessible areas only (see also Important Note above). No areas were opened up and no tests carried out on the services installations. In particular, it cannot be guaranteed that the building is free from rot or insect infestation despite the absence of specific references in the report.

Access was not available to the Bellcote and this should be arranged.

Access was not available to the valley gutter between the Nave and N Aisle and this should be arranged

1.10 Schedule of Works completed since the previous report

Examples

The following items from the previous quinquennial report have been carried out:
(schedule copied from the previous report)

<i>Location / ref</i>	<i>Item</i>	
Nave roof	Slate repairs to the N and S slopes	
Chancel gutter	Replace S side eaves gutter in new cast iron	
Boiler Room	New gas fired condensing boiler connected to the existing heating distribution system	

The following additional items have been carried out:

<i>Location / ref</i>	<i>Item</i>	
Vestry	Ventilation hopper added to E window	
Path to W gate	A new sandstone path laid from the Porch to the west gate	
Vestry chimney	The chimney has been removed and slated over	

1.11 Work Outstanding from the previous report

The following items included in the previous report have not been carried out and where relevant these are included in Section 6 in updated priority order.
(schedule copied from the previous report)

<i>Location / ref</i>	<i>Item</i>	
Porch step	Relay the sandstone floor to falls to remove step at the external door	
N Transept roof	Strip and reslate the complete roof	
Main doors	Redecorate the doors	

1.12 Log Book

Examples

A log book is not kept and it is recommended that one is begun now. It should record all work carried out in the Church. A loose leaf file is probably the best format.

A log book is kept and this was inspected. It is up to date.

An exemplary log book is kept and all the work carried out at the Church is meticulously recorded by the Churchwarden

SECTIONS 2 TO 5 – THE MAIN REPORT TEXT AND PHOTOS

2.0 EXTERNAL ELEMENTS

2.01 Roof coverings, eaves, verges, ridges

Examples

The roofs to the Nave, N and S Aisles, N and S Transepts, the Tower and the S Porch are all low dual pitched roofs covered in welshed copper sheet laid in 1951. This is generally in fair condition, although some replacements carried out later to the S side of the Nave roof are rather poor. In contrast, further replacements carried out in 2011 following thefts have been done well.

The copper covered roofs should be regularly monitored. There are some soft patches which may be evidence of decaying boarding. A phased plan involving intrusive surveys, repair and renewal should be put in hand.

The Chancel, theChapel and the Chapel have pitched roofs covered in green slate laid in random widths and diminishing courses. The Chancel roof is very steeply pitched, the Chapel roof is lower pitched and the Chapel is a mono-pitched roof with particularly large slates.

The roof to the Chapel has been completely renewed since the previous report. The slope visible from the Churchyard is covered in brand new green slate and the return slope facing the Chancel roof is covered in re-used green slate. The lead gutters and flashing have been renewed and this roof is now in good condition.

The other pitched slate roofs are in fair condition. A check of the condition of the slating should be made each year and any slate repairs carried out as a priority.

The weathervane on the Tower roof has a copper pointer dated 1753 and rotates within an iron sleeve mounted on a heavy oak post supported by iron stays. The condition of the post should be monitored.

The flagpole has been repaired and redecorated since the previous report.

The Nave and Chancel have a continuous pitched roof covered with green slate laid in random widths and diminishing courses with a sandstone ridge and lead soakers and flashings to the Tower wall. The slate oversails the E gable wall and there is a pointed verge.

The boiler room and toilet to the S W have a monopitch roof also covered in green slate with lead soakers and flashings to the Tower and Nave walls and there is a pointed verge over the W wall. There is a recessed roof light of a traditional type with conventional lead flashings.

These roofs are all generally in fair to good condition. The moss and vegetation should be regularly removed.

The Tower has a monopitch roof covered in slate with lead soakers and lead trays below the parapet. The roof, lead trays and the lead valley gutter and flashings were completely stripped and renewed in 2014. A new rooflight access was fitted at the same time.

Photos	

2.02 Rainwater goods and disposal systems

Examples

The Nave roof has profiled cast iron gutters fixed to fascia boards and cast iron round downpipes on both sides including the lower section over the Vestry/Store. The rainwater goods are painted Buckingham Green.

The straight section of the Chancel roof to the south has a profiled cast iron gutter supported on a stone plinth discharging via a short downpipe to a hopper and downpipe below.

The semicircular Chancel roof has profiled cast iron eaves gutters in short straight lengths forming a continuous gutter supported on a stone string course. This discharges to a hopper and downpipe on the north side into which the straight section of the Chancel roof to the north also discharges.

The Porch has profiled cast iron gutters discharging via hopper heads to round downpipes.

The lead valley gutters around the spire were not inspected closely but these have been replaced recently and are presumably in good condition.

The gutters and downpipes are generally in good condition – one section to the north east has been realigned since the previous report.

Photos	

2.03 Drainage below ground

Examples

There is no foul drainage.

Rainwater discharges directly into gullies or underground pipework which may be connected to a system of soakaways, although no inspection was made. Rainwater generally drains away well.

The foul drainage from the WCs in the NE corner discharges to a manhole located in the adjacent paving. A new foul drain installed in 2017 runs around the perimeter of the building from the new kitchen and discharges to the existing manhole and main drains. There are no reported problems with the foul drainage.

The rainwater downpipes generally discharge via spitters over open gullies and these drain, presumably, to local soakaways. No investigation was carried out of the underground rainwater drainage but there are no reported problems.

Photos	

2.04 Bellcotes, parapets, chimneys, upstands

Examples

There is a small octagonal spire at the W end constructed in limestone with sandstone dressings, generally in good condition. The spire carries a single bell and there are external timber bell louvres. Access was not possible to inspect the bell or bell frame closely although the mechanism is working at present and the bell was repaired in June 2000. It is recommended that the spire is inspected at close quarters (requiring access) within the next year.

The main gables have conventional parapet wall upstands with lead flashings and soakers, all in fair condition, although those at the W end should be lifted and relaid on lead trays when the W wall is repointed. There are finial crosses at the apex of the gable walls.

The parapet around the flat roof of the W Porch has ornamental carving, in good condition. An opening could be carefully cut into the parapet for the recommended lead drainage chute.

There is a chimney in the valley between the Meeting Room and N Aisle which carries the flue from the boiler room below. The chimney is constructed in limestone with a sandstone capping, in good condition.

There is a bellcote at the apex of the W gable with an arched opening housing the bell supported on corbels and a buttress. At the side is a redundant flue designed as an integral part of the structure. There are lead flashings to the main roof which have been repaired and renewed in part since the last inspection.

All now appears to be in good condition although not inspected at close quarters.

Photos	

2.05 Walling

Examples

The external walls of both the main body of the Church and the Tower are constructed of random rubble stonework – two skins with probably a rubble infill. The main Church is pointed with hard cement pointing which is in a ribbon style at the west end and elsewhere is flush. The walls of the Tower and the W wall of the S Aisle were hacked out and repointed in lime mortar (with Faculty approval) in 2018

The walls are generally in good structural condition. There are signs of minor settlement to the S Aisle including a vertical crack between the Aisle and the Tower, pointed during the 2018 work but this location should continue to be monitored.

The walls of the Tower should also continue to be monitored closely for damp penetration given its exposed location and see the recommendations for improved ventilation.

The ground level adjacent to the external wall by the Chapel is higher than the internal floor level and there is damp penetration here. Reducing the external ground level and laying a land drain adjacent to the wall to drain water away may improve this.

There is a seat built against the east gable wall known as Church End.

In the longer term consideration should be given to raking out and re-pointing all the walls in lime mortar to match the Tower

The walling to the Nave, N and S Aisles and the and Chapel is local limestone rubble stone walling – a mixture of limestone and sandstone, probably two skins with a rubble infill. The S Aisle wall is mediaeval in date and has been strengthened by three buttresses added in 1868. There is the remnant of an Anglian cross built into the wall, probably part of the cross of which the shaft is located in the S Porch.

There is some pink ashlar sandstone masonry at the Chancel and the Vestry, including some large dressed stones.

The Tower is constructed in coursed limestone with sandstone dressings and details and flush pointed. There is considerable vegetation growth, particularly in the N side. In due course this should be removed and the Tower stonework cleaned.

The complete N elevation including the Chancel, Vestry, Chapel and N Aisle has been raked out and repointed in lime mortar since the previous report. The E and S elevations are pointed in hard cement mortar which in places - especially the Chapel - has resulted in minor damp penetration. In due course these elevations should also be repointed in lime to match the N elevation.

There is vegetation growth on the E elevation which should be removed.

The external walls throughout are generally in fair to good condition.

Photos	

2.06 External doors, porches, canopies

Examples

The external doors to the S Porch are modern framed and glazed pine doors which have been stained. The bottom rail has rotted and requires repair.

The W door below the Spire is a modern framed and boarded door with a glazed fanlight over in good condition but in need of redecoration.

The external door to the Vestry is a Victorian boarded and studded door with a pointed arched head and ornamental iron hinge in good condition but in need of redecoration

The external double doors in the Tower are oak boarded doors in a sandstone pointed arched opening. They have black iron strap hinges.

The external Vestry door is an oak boarded door in a sandstone opening with a square head.

The external doors are generally in good condition, but in need of decoration.

Photos	

2.07 Windows

Note – it is not necessary to schedule all the windows with individual comments on each window although this can be done if preferred. Comments should include a general description of the windows and draw attention to particular issues if they are relevant.

Examples

The Chancel E window is a 5 light sandstone window with geometric tracery and stained glass and mesh glazing protection. The S Chancel has 2 paired lancets one with geometric stained glass and the other clear diamond leaded lights. The S Nave has paired lancets and the N side single lancets all with mastic sealed polycarbonate glazing protection. At high level on the S side are 3 dormers with triple stepped lancets and clear diamond leaded lights and there are 3 round cusped clerestorey windows on the N side. The N Transept window is the C13th east window, rebuilt. It has mastic sealed polycarbonate glazing protection. A square headed window with cusped tracery is relocated in the N Aisle with stained glass and mesh protection. A small window from the original church has been relocated into the Tower. The W wall of the Nave has an arrangement of lancets including 3 stepped lancets at high level and 2 at ground level. The upper have clear leaded lights and the lower stained glass with mesh protection..

The windows are all generally in fair condition.

Some of the glazing protection has misted up and is secured with mastic to the sandstone. The mastic should be removed to increase ventilation into the air gap. In due course the polycarbonate should be replaced with the modern clear material.

The windows are all gothic in form and mainly red or buff sandstone generally in good or fair condition, unless noted in the schedule below

Some glazing protection has been installed and the recommendation remains for the other specified windows, namely the Ground Floor S Aisle and Chancel

<i>Location</i>	Chancel E window	<i>Condition / Notes</i>
<i>Description</i>	a group of 3 individual lancets with drips	some damp penetration eroded drips
<i>Glazing</i>	memorial stained glass	
<i>Ventilation</i>	none	
<i>External protection</i>	none	

<i>Location</i>	Chancel S side	<i>Condition / Notes</i>
<i>Description</i>	2 matching lancets	some damp penetration
<i>Glazing</i>	geometric stained glass	
<i>Ventilation</i>	none	
<i>External protection</i>	copper mesh protection in one only	

Schedule continued to refer to each window....

Photos	

3.0 INTERNAL ELEMENTS

3.01 Interior of towers, spires

Examples

The ground floor of the Tower forms the entrance lobby to the Church. It has a sandstone flagged floor with doormats lying over. New oak boarding was installed in 2012 with Faculty approval incorporation a glazed noticeboard and hand-made iron coat hooks. New lighting was installed from a central corona fitting and recessed LED downlights. New oak external double doors were fitted and the solid boarded internal door was replaced with a half glazed oak door with the existing door retained and stored on the balcony as a condition of the Faculty

There are stone steps with a new metal handrail to the first floor Ringing Chamber. This has part rendered and painted internal walls and a timber boarded floor set at 2 levels with metal handrails for safety, all in good condition but in need of decoration . A door leads from here to the Balcony at the rear of the Nave.

There is a fixed oak stair and handrail leading to the Clock Chamber over. The Clock chamber has rendered walls and a timber boarded floor, in good condition. From here there is a fixed timber stair to a platform from where there is ladder access to the Bell Chamber over.

The Bell Chamber has rough lime rendered walls and a timber floor which is covered in a metal internal roof – see also 3.01.

There are four bell louvre openings, one on each side of the Tower. Each has two lead covered slate louvres and newly fitted bird mesh screens

There is a new side opening roof light giving access to the Tower roof.

The Tower interior is generally in good/fair condition but it suffers from damp penetration through the solid sandstone walls and there is a general lack of ventilation although this has been improved since the last report with new openable windows in the Ringing Chamber. There is good access by means of steep timber steps and fixed ladders and good artificial lighting.

The Ground Floor of the Tower houses a Kitchen – see 3.11.

An enclosed sandstone staircase leads to the First Floor Ringing Chamber. Here there are 3 double pitch pine beams supporting the floor over. The bearing of the beam at the NW corner where supported by a concrete lintel is rotten and this should be closely monitored.

The Ringing Chamber suffers from damp penetration and new openable windows have been installed to improve ventilation and this should help. Some timber repairs are required on the N side.

Another flight of timber steps leads to a storage space over which has a new timber floor. There are rotten beam ends on the W wall where additional bracket supports have been added.

A flight of timber stairs leads to the Bell Chamber – see 3.20 for comments on the bells.

There is good access to the Nave roofs through simple boarded access doors. A possible improvement to ventilation of the Tower generally would be to replace these access doors with a louvre design.

At this level also there is damp penetration and timber repairs are necessary.

3 double oak beams support the redundant bell frame over, one of which one has been repaired. Fixed aluminium ladders provide good access to the roof via lead clad hatches.

Photos	

3.02 Bells and their appurtenances

Examples

The single bell is an important medieval bell dating from the 14th century possibly from Conishead Priory and it has recently been restored. It is hung on an oak headstock supported on steel channels spanning between walls, the rusted end of which has been repaired.

A major project was carried out in 2018 involving the restoration of the 5 existing bells and the installation of a brand new ring of 6 bells. This was made possible by a well organised fundraising appeal. The arrangements for bell ringing at the church are now among the best in the Diocese. A Health and Safety Report limits access to the Ringing Chamber to 12 people.

Photos	

3.03 Clocks and their enclosures

Examples

There is no clock

The clock dates from 1876 and a clock face was added on the south side in the beginning of the 20th century. The clock strikes the hours and chimes the quarters and is wound by an electric mechanism. It is housed in a timber and glazed casing. The clock faces were redecorated during the 2018 repointing works. It appears in good condition although no detailed inspection was carried out. It is well maintained.

Photos	

3.04 Internal masonry walls, arches, arcade structures

Examples

Between the Nave and N and S Aisles are fine arcades of slender 13th century piers and arches with capitals carved with a dogtooth band. These carry an area of plain ashlar sandstone walling to clerestorey level pierced by the quatrefoil clerestorey windows.

At the crossing are older piers around which the floor levels have clearly been raised and single lancet arches. The columns here lean noticeably but now appear to be stable.

There is a wide four centred dressed sandstone arch between the chancel and theChapel which shows some minor cracks which also should be monitored.

There is a single lancet arch at the base of the Tower and evidence of the various historical levels of the Nave roof on the internal wall surface over.

In the Chapel the internal walls are decorated by an ornamental colonnade of pilasters and arches.

The arcades throughout are generally in good condition

At the crossing there are slight movement cracks in the capitals, particularly on the S side and there is also mortar spalling at low level and some mould growth due to damp penetration around the SE corner, all of which should be monitored.

There are no arcade structures or internal masonry walls – the building is a single cell split only by the almost semicircular chancel arch which bears onto simple corbels, in good condition.

Photos	

3.05 Roof structures and ceilings (including voids)

Examples

In the Sanctuary there is an attractive timber roof construction comprising three curved oak king post trusses which support two purlins, ridge and curved hip members, all with wrought iron bolted connections. These support a barrel vault of oak boarding. In the Lady Chapel there is a similar construction with two trusses.

The Nave roof is supported by dark stained intersecting trussed rafters with dark stained horizontal boarding over. In the wide S Aisle there is a similar construction but with the addition of horizontal collars. In the N Aisle there are simple dark stained rafters bearing from the external wall onto a wall plate supported over the arcades.

There are concrete flat roofs over NE extension and over the adjoining toilet and kitchen with flat plastered ceilings

The office area has a conventional dual pitched roof supported by queen post trusses. The office itself is formed within this space and has a flat plasterboard ceiling with a storage space above.

The Kitchen has a plasterboard ceiling lining to the underside of the pitched roof.

The roof structures throughout appear to be in good condition when viewed from ground level.

Photos	

3.06 Upper floors, balconies, staircases

Examples

There is a Balcony at the W end of the Nave which forms the ceiling to the Vestry and Baptistry below. This is supported on two pine posts and beams. These have been checked for structural stability recently and found to be adequate. There is a timber boarded floor in the balcony set at a single level with two banks of three fixed pine pews. The floor is covered in modern carpet. There is a step at the rear to link to the level of the floor of the Ringing Chamber from which the door leads. There is pine paneling and a pine rail forming the balustrade at the front of the balcony. The Balcony construction is generally in good condition but note the recommendation for a woodworm survey.

There are balconies to the N, S and W of the Nave. The structure of the balconies is a series of timber triangular trusses bearing onto the external walls and the internal arcade of columns. These carry longitudinal beams which in turn carry the tiered seating. The structural triangular void is accessible from the SE corner but was not inspected at this inspection. There is evidence of considerable repairs to the structure including remedial metal straps to tie the floor to the columns and defrassing of worm eaten timber. The structure appears generally in good condition but should continue to be monitored regularly.

The organ console access stair and ladder climbs past the balconies from the Clergy Vestry and is in good condition, but because of the layout and height, special care must be taken using it.

The stairs in the Tower which lead to the balconies and the stone spiral access stair are in good condition - see also 4.01.

Photos	

3.07 Internal doors and ironmongery, partitions, screens, paneling

Examples

At the W end there is extensive attractive dado oak paneling with finely carved tracery incorporating canopies over the Churchwarden's seats and there are matching rear pews. The paneling extends to the N side around the font and here it incorporates a low level perforated casing to the hot water pipes.

The internal doors from the W Porch are oak double doors matching the paneling and these have recently been glazed.

New storage units for chairs have been constructed from the redundant pews as part of the 2017 re-ordering and these line the S wall of the S Aisle.

The Kitchen has oak double doors with rectangular paneling.

The internal doors in the office areas to the NE are pine boarded doors with pine linings.

All the internal doors and paneling are in good condition.

A new glazed screen has recently been inserted into the arch between the Chapel and the Crossing to separate the Chapel from the rest of the Church so that it can be used independently.

There is also a matching door and screen from the Dent Chapel to the S Aisle.

There is a simple oak screen incorporating a single door between theTransept and the N Aisle.

Behind the paneled timber screen between the Transept and the Chapel is a modern partition which forms the WC. The original paneled door has been re-used.

Another modern partition now divides the Chapel from the Chancel.

At the W end of the S Aisle by the main entrance is a dark stained oak screen matching the S Aisle pews which provides some draught protection.

The internal Vestry door is a solid oak door.

All the internal doors and partitions are in good condition.

Photos	

3.08 Ground floor structures, timber floors. pew platforms

Examples

The floors in the Chancel, and Chapels are paved with stone flags with sandstone steps at the changes in level. There is modern fitted broadloom carpet in the Chapel and a strip carpet in the Chancel.

Floors elsewhere including the Nave and N and S Aisles are finished square ceramic tiles in red, buff and black, probably laid on mortar screed and this extends into the ground floor of the Tower. Some replacements do not match.

The S Transept floor is constructed of reinforced concrete over a former boiler house, finished with matching tiles.

The floors below the pews are of joisted and boarded construction, ventilated to the external walls via metal grilles. These appear to be in good condition although no inspection was made of the floor voids

The Sanctuary has marble floor tiles laid in a checker pattern, partly covered in modern carpet. There are dressed sandstone steps at the communion rail. In the Chancel there are also polished marble tiles with timber parquet flooring below the Choir pews flush with adjacent levels. There are two sandstone steps from the Chancel to the Nave and one to the Lady Chapel and two to the Vestry corridor. Handrails have been installed at the steps.

At the front of the Nave and Aisles is an area of glazed rectangular tiles and beyond this there is parquet flooring in the open areas and softwood boarding in the pewed areas, laid flush with the parquet.

Pews have been removed from the front of the Nave and Aisles exposing an area of pew boarding which is in poorer condition and will require attention in the shorter term.

The floor of the Lady Chapel is also covered in parquet flooring. The floor around the Lady Chapel altar has diamond pattern terrazzo tiles.

The floors in the office areas are also parquet that has been sanded and re-varnished as part of the 2017 reordering.

The timber floors throughout are generally in good condition and the S Aisle floor has been sanded and re-varnished as part of the reordering in 2017.

Photos	

3.09 Internal finishes

Examples

The internal walls are finished in white painted lime based plaster, all in generally good condition. The plaster at the Chancel arch at high level has been repaired and redecorated.

The plaster on the W wall has been damaged by damp penetration – see 2.05

The internal finishes are generally in good condition.

The walls and ceilings are generally plastered and painted to a colourful design. The condition of the internal decorations generally is good, although attention is required in places:

The return walls at the eastern end of the Galleries have been affected by damp and have been repaired and repainted.

The cracks at the west end cross walls were made good and redecorated in 2008.

The Ground floor level of the Tower was redecorated in 2008.

The Internal walls in the Choir vestry are sandstone ashlar masonry, in good condition (see 3.05 for comments on settlement) but damp stained and very dark.

The murals in the Chancel were painted by the local Penrith artist Jacob Thompson in 1845 and depict the angel announcing the birth of Christ and the angel appearing in Gethsemane. They are in good condition.

Photos	

<p>3.10 Fittings, fixtures, furniture, movable articles</p>	
<p>There are the following fixtures and fittings, in good condition unless noted</p>	
<p>Main Altar - Other altars - The Reredos - Communion rails Sanctuary furniture - Pulpit - Lectern - Choir pews - Nave pews - Other pews - Font - Other furniture - Miscellaneous modern display tables and book shelves</p>	
<p>Examples</p>	
<p>There are the following fixtures and fittings, in good condition unless noted</p>	
<p>Main Altar - Oak table with decorative pierced panels The Reredos - Oak with decorative carving divided into five central bays Communion rail - Oak with arched balusters and central gate Pulpit - Octagonal enclosure with arched panels and timber steps. Lectern – A traditional carved timber eagle mounted on an octagonal oak column There is a second simple lectern in the Chapel at the W end of the Nave. Sanctuary furniture – Two oak chairs Choir pews – Simple oak pews with fleur de lis finials and gothic carving. Separate Vicar’s stalls. Nave pews – Upright pine pews with curved pew ends and arched panels on backs. Font – Octagonal sandstone font with a single sandstone step. Oak lid. Nave furniture - Miscellaneous modern display tables and book shelves</p>	
<p>There are the following fixtures and fittings, in good condition unless noted</p>	
<p>Main Altar – A gothic style oak table The Reredos – An attractive carved oak reredos dated 1897 which depicts the last supper. Communion rails - A timber rail at the crossing and a brass rail at the east end Sanctuary furniture - An oak stall at the crossing, an oak fixed seat for organ blowers Pulpit - A carved octagonal sandstone pulpit Lectern – A simple timber construction Choir pews – Oak pews with attractive pierced panels Nave pews – Simple oak pews with upholstered timber kneelers. Other pews - In the S Aisle are pews of a different design (probably imported from Swindale Chapel). Font – There are two fonts, one near the north door which is now redundant and the 1662 font near the south porch which has a Georgian timber cover originally made for the other. Other furniture – There are a number of modern tables for display and general purposes There is a large safe located at the west end below the Tower</p>	
<p>Photos</p>	

3.11 Vestries, toilets, kitchens

Examples

There are modern separate male and female toilets located in the extension at the W end consisting of 3 WCs and basins in the Ladies and a WC, two urinals and washbasins in the Gents, all in good condition. There is also a fully fitted WC for use by people in wheelchairs.

The Vicar's Vestry has fitted cupboards, safes and a sink with a cold water supply. The sink is cracked and should be replaced – see also Section 5.4.

The Choir Vestry has fitted cupboards and an oak frontal case.

The Kitchen is located in the ground floor of the N Tower. It was completely refurbished and re-fitted in 2014 and is now in good condition. Food and drinks are served through the double doors onto a servery in the refurbished Lower Hall.

The Church Office is located in the ground floor of the S Tower and is well fitted out with built in desk units, a photocopier and other office equipment.

There is a fully equipped modern fitted kitchen at the west end including a five ring gas cooking range. The kitchen is partitioned off from the Nave but is open without a ceiling.

A new WC was installed during the reordering at the west end adjacent to the kitchen. This is designed to modern standards and is suitable for wheelchair use. It is separated from the Nave by a ventilated lobby. In addition, there are two separate WCs in the Vestries, one in each. These were not altered during the recent reordering but remain functional although slightly run down. Neither is suitable for use by people in wheelchairs.

Photos	

3.12 Organs and other instruments

Examples

The pipe organ is a striking example of historic importance. It is classified as an 'outstanding' instrument and is in excellent, original condition. The beautiful painted pipes are a lovely feature of the interior and should be treasured. It is in working condition but no detailed investigation of the instrument was undertaken during this survey.

There is a modern pipe organ which in 1965 was located at high level in the Nave with the console in the Choir. It was not inspected in detail but is in working condition.

Access to the organ for tuning and maintenance was made safe in 2007 by the installation of a platform to which access is gained from the Tower Clock Chamber.

There is a grand piano in the S Aisle, in good condition.

Photos	

3.13 Monuments, tombs, plaques etc

Examples

There are many monuments and plaques mounted on the walls.

The Thomas Rawlinson monument frame has been taken down since the previous inspection because of its poor condition.

In the Sandys Chapel there is a table tomb of the father of Edwin Sandys, Archbishop of York and another of Colonel Thomas Myles Sandys.

One plaque commemorates Rev Thomas Bowman - Headmaster of Hawkshead school (who taught Wordsworth).

The monuments generally are in good condition.

There are three wall hung tablets all of which pre-date the present building and a timber and brass plaque to the memory of men of the Parish killed in the First World War.

A memorial bust to William Pearson, a poet and acquaintance of William and Dorothy Wordsworth, is set in a niche at the S Wern end of the nave.

All are in good condition.

Photos	

4.0 SERVICES

4.01 Services installations generally

The services installations were not tested but inspected visually only.

Photos	

4.02 Heating Source

Examples

The Boiler Room is located at lower ground level in the S Transept and houses a modern oil fired Potterton boiler with a stainless steel flue liner in the original masonry flue shaft. The Boiler Room itself has a damp atmosphere and care should be taken not to impede ventilation. Note the recommendation to replace the boiler room window to provide better ventilation.

There is a bunded oil tank in the NE corner of the churchyard. It is not screened.

The installation appears to be in good condition and it is regularly serviced.

A review is currently in hand of possible options to replace the heating system with low carbon appliances in line with current Diocesan advice.

There is a new oil fired modern boiler located in the Tower with the flue in the original masonry chimney to the roof of the tower. The pipes in the boiler room have been properly lagged. There is a new bunded oil storage tank by the N Transept. It is not screened.

The installation appears to be in good condition and it is regularly serviced.

Heating is by means of an oil fired boiler located in the new extension to the NW. The oil tank is located to the NE, adjacent to the road. It is a double skinned self bunded tank to prevent spillage in accordance with current regulations.

The boiler is a modern model with a feed and expansion tank above and a conventional flue which terminates in the chimney.

The installation generally appears to be in good condition.

An options appraisal of alternative systems is currently in hand, including possible low carbon options in line with Diocesan advice.

Photos	

<p>4.03 Heating Distribution</p>	
<p>Examples</p>	
<p>Heating distribution is by means of large diameter steel pipes and column radiators. The pipes are exposed in the Nave on the line of the Nave Arcades and in this location they are an integral part of the pew seating arrangement. At times they get very hot and are a potential danger. The new control system allows the temperature to be reduced manually before services for additional safety.</p>	
<p>Similar large diameter distribution pipes also run along the external walls to the N and S and feed cast iron column type radiators located at the W end of the Nave and Aisles and in the Lady Chapel, Chancel, S Porch, Meeting Room and Vestry.</p>	
<p>There is an additional separate system of electrical convector heaters in the Office which are separately controlled, allowing some independent use of this room.</p>	
<p>Heating distribution is by means of the original system of large diameter pipes and radiators, including some modern steel panel radiators. The radiators at the back of the Nave are in oak casings.</p>	
<p>The distribution system is generally in good condition and adequate but it should continue to be carefully monitored for leaks. A recent leak in the front pew has been repaired.</p>	
<p>There is an electric water heater for the sink in the Vestry.</p>	
<p>Heating distribution is by means of 6 new fan convectors rated at 12 kW and 2 new column radiators installed in 2018. The fans in the convectors can be switched off if necessary from the Vestry. The system is piped with new copper pipework throughout</p>	
<p>Photos</p>	

4.04 Electrical installation

Examples

The incoming main enters the building at the W end below the spire and the main distribution boards are located here.

There is a modern system of power and lighting throughout the Church, protected by circuit breakers.

A complete new lighting scheme was installed in 2016 including floodlights located at high level in the Nave with the cabling hidden behind a new timber cornice. There is currently a plan to replace the fittings with new LED fittings (a List B application).

The last periodic inspection was carried out in 2020 and all necessary recommended work carried out.

The incoming main runs into the Vestry to a high level switchboard which is surface mounted on the wall. Where visible, the wiring throughout generally runs on the surface or in tubular metal conduit and appears to be in good condition.

The Nave and Chancel have high level spotlights mounted at wall plate level. Lighting levels are generally adequate.

The Vestry has a pendant light.

There are a number of 13 amp switched socket outlets throughout the Church

The previous NICEIC test report was inspected and it was noted that all the recommendations have been carried out.

The incoming cable enters the building underground to the W end of the N Aisle where the meters and switchgear are located. It is a 3 phase supply, believed to be of 100 amps.

The Church was rewired in 1993 in mineral insulated cable. The main distribution boards are modern boards in good condition and the systems generally are satisfactory.

The lighting in the main spaces is generally adequate, having been renewed in the 1990s. It consists of a combination of tungsten halogen and sodium lamps some of which have been replaced with LEDs. The lights are at (very) high level and access is difficult for maintenance. The programme of replacing the lights with LEDs currently in hand should continue.

The lighting in the Tower has been replaced with waterproof fittings and switches.

There are power points throughout the building and the provision is generally adequate for current purposes.

An NICEIC periodic test has been carried out and all the recommendations were carried out.

In addition, the following note should be added to all reports

The electrical installation should be tested every five years by a registered NICEIC electrician or other suitably qualified consultant, and a resistance and earth continuity test obtained on all circuits. The engineer's test report should be kept with the Church Log Book. This quinquennial inspection is based only on a visual inspection of parts of the installation without the use of instruments.

Photos	

4.05 Water installation

Examples

There is no water supply

Water enters the building in the Church boiler room from where it is distributed to the west end toilets and kitchen and to the WC in the NE corner and to the kitchenette in the Vestry.

There is a private untreated piped water supply from a tank in a field to the E. This feeds a plastic header tank for the central heating system, a sink in the Vestry and a Churchyard tap by the S Porch. The water runs but is brown in colour.

Photos	
4.06 Sound and Loop systems	
Examples	
There is a sound amplification system and a loop system which were not tested during the inspection but are reported to be in working condition	
4.07 Lightning conductor	
Examples	
There is no lightning conductor	
A copper strip runs on the west wall of the Tower from the flagpole on the roof to earth at the SW corner. This was not tested and it is recommended that a test is carried out by a specialist contractor, particularly given the isolated site. The buildings insurance policy should be checked to ensure that testing is carried out in accordance with its current conditions	
There is a lightning conductor that was taken down and refitted as part of the Tower roof renewal work. It runs to ground down the S wall of the Tower.	
The lightning conductor was not tested during the inspection. It should be tested in accordance with the building insurers' requirements and the test report should be kept with the Church Log Book.	
Photos	

4.08 Fire precautions

Examples

There are the following fire extinguishers:
Entrance area below the Tower - foam type

Balcony – powder type

Ringing Chamber – powder type

They are regularly serviced but were not tested during this inspection.

The fire extinguishers should be inspected every year to ensure they are in working condition.

The provision should be reviewed with the provider to ensure that the numbers and type of extinguisher are provided in accordance with good practice.

There are various fire extinguishers throughout the building. They are regularly serviced but were not tested during this inspection.

The provision should be reviewed with the provider to ensure that the numbers and type of extinguisher are provided in accordance with good practice.

There are the following fire extinguishers:

The entrance doors 9 litre water

The Narthex 9 litre water

The Transept Water - hydro spray

Beside the organ 9 litre water and

2 kg carbon dioxide

Boiler Room powder type

They are regularly serviced but were not tested during this inspection.

The provision should be reviewed with the provider to ensure that the numbers and type of extinguisher are provided in accordance with good practice.

Photos	

4.09 Ventilation

Examples

There are openable ventilation hoppers in the windows and ventilation generally is adequate.

There are no openable ventilation hoppers in the windows or other controllable ventilation but the trickle ventilation throughout the building is generally adequate.

There is no controllable ventilation in the main body of the Church with the exception of the slide grille in the door on the S side between the Chancel and the Nave. However, the trickle ventilation throughout the building is generally adequate.

It is recommended that the ventilation in the Tower is improved with a new hopper in the first floor window.

Photos	

4.10 Asbestos

Examples

There appears to be no obvious presence of asbestos, although a specialist survey would be necessary to confirm this.

5.0 CURTILAGE

5.01 Churchyard

Examples

There is a large churchyards around the Church which is now closed for internments. It is maintained by the Local Authority and the grass is regularly cut.

There is a large and well maintained Churchyard on all sides of the Church mostly laid to grass. The grass is regularly cut and internments are regularly carried out.

There is a large churchyard on all sides of the church and internments continue in an extension to the north west. It is laid to grass and is generally well kept. Scandal Beck skirts the churchyard to the east and there is a public road to the west.

A new area for cremated remains – circular in shape - has been created to the south and this is now to be demarked by small bushes following the grant of a Faculty.

Photos	

5.02 Ruins

Examples

There are no ruins

The ruins of a Gilbertine Priory lie adjacent to the Church to the N. The ruins have been restored are in generally good physical condition. They have been the subject of archaeological research and the history is well recorded.

The upkeep of the ruins falls to the Parish Council who presumably inspect them from time to time. There are some loose stones which should, in due course, be re-bedded using lime based mortar and vegetation should be carefully removed. This could be brought to the attention of the Parish Council.

Photos	

5.03 Monuments, tombs, vaults

Examples

There are many monuments and tombs in the churchyard, all generally in good condition.

There are a number of monuments and graves including the 'Giants Thumb', a Norse cross dating from about 920 and the 'Giant's Grave', comprising an arrangement of two crosses and four hogs back gravestones. There are also a number of table tombs and flat headstones (including the gravestones of John and Mary Hutchinson, Wordsworth's in-laws).

The tombs and gravestones are generally in good condition.

There are many monuments and headstones, some of which are ornately carved. Some headstones are leaning and should be monitored

The wall of the Marr memorial is leaning and should be monitored.

Photos	

5.04 Boundary walls, lychgates, gates, fences, hedges

Examples

The churchyard wall to the S is a dry stone wall with semicircular coping stones which follows the line of the road to the SW corner where there is a bridge over the beck. There are two gates in this section of wall, the main double gates and a second gate by the bridge. The main gates are metal double gates hung from square gateposts constructed in dressed rubble walling. The gate by the bridge is a single metal gate hung on stone stoops.

The E boundary to the beck is a dry stone wall with irregular cams. It is heavily covered in moss. This wall acts as a retaining wall to the churchyard and its condition should be monitored.

The wall to the north is a similar dry stone wall, also covered in moss. The wall forms a corner to the E wall of the churchyard extension and it continues to the far N side where it terminates at another metal gate hung on large gate stoops.

The N wall to the churchyard extension is a dry stone wall with irregular cams and this returns along the W side. At the SW corner the wall abuts a hearse house.

A metal fire escape from first floor level of the adjoining school premises exits into the churchyard over the wall at the SW corner.

The large Lychgate is a timber framed construction on low sandstone walls. It is a war memorial with names inscribed on oak boards. It has a heavy timber framework supporting a dual pitched roof covered in red sandstone slabs and cast iron rainwater goods. A pair of oak gates is hung between the walls. A new matching timber memorial board has been added to commemorate Cpl Sarah Bryant who was killed in Afghanistan in 2008.

It has been completely refurbished (with grant aid) since the previous report and is generally in good condition although the roof particularly on the W side should be monitored

There are red sandstone boundary walls on all sides of the Churchyard. On the S and E sides the wall acts as a retaining wall to the Churchyard. On the S side it drops in height from the Lychgate along the side of the road and rises again to the east. Along the E boundary the wall is built above an earth bank which is eroding and this section of the wall should be monitored. There is a metal gate in the north east corner. On the N side the wall is taller and has a dressed coping and on the W side it rises to about 2.4m and runs beside the path to the Lychgate.

There is a flagpole near the Lychgate, recently refurbished.

The boundary walls are generally in fair to good condition.

There is a low slate wall to the road with slate cappings and a wire fence strung between metal posts. To the W is a mesh fence to the Beck with posts at the S W corner which links to a metal railing with timber posts. This railing is in fair condition generally and repairs have been carried out since the last report. There is a steep drop to the Beck which makes the railings necessary for safety, although this part of the Churchyard is not appear to be frequently visited and there are no paths in the immediate vicinity. The railings are not painted.

On the N side is a dry stone boundary wall to the adjacent bridleway. Part of this wall has collapsed and should be rebuilt – work in hand at the time of the inspection. The wall is bowing in places and this should be monitored. There is a timber gate in slate stoops set in this wall.

There are three Lychgates, all to a similar design with random rubble stone piers and pitched slate roofs with parging below and sandstone ridges, all supported on a painted timber structure. The two gates onto the road have electric lights. All are generally in fair condition.

To the NW onto the bridleway – this has a softwood painted gate. .

To the SW onto the road – this has a stained timber gate

To the SSW onto the road – this has a stained timber gate and an illuminated cross mounted on the roof.

Photos	

5.05 Trees and shrubs

Examples

There are many trees in the Churchyard including a belt of tall deciduous trees at the lower level to the W. There are Yew trees by the Lychgate and in the central island in the parking area and a mature tree by the entrance gates.

The beds around the Church have flowering shrubs kept in good condition.

A professional survey has been carried out since the previous inspection and the recommendations are in hand.

There are many trees in the Churchyard including cypresses, yews and hollies. There is a laurel hedge along the S and W boundaries and also some rhododendron and other shrubs.

A millennium yew has been planted to the NW

The trees appear to be generally in good condition but no detailed inspection was carried out.

Some branches should be trimmed from the lime tree stumps along the N boundary wall.

Photos	

5.06 Hardstanding areas, paths

Examples

There is an external turning area to the north between the Church and the Church Hall and a narrow and steep tarmac road leads up to the Church from the village.

There is no car parking within the churchyard but there is space available immediately outside the entrance gates.

A tarmac path leads from the main gates to the S porch and there are 2 other paths which cross the Churchyard, all in good condition.

There are good stone and concrete flag paths leading from the gates at the S, W and N of the Churchyard to the 3 entrance doors with a connecting path running parallel to the S side.

Tarmac paths lead to the Vicarage and Church House.

There are dry areas round most of the Church paved with concrete at a lower level than both the floor of the Church and the Churchyard. They need frequent attention to keep them free of leaves and rubbish.

There is a stone path to the N which is very uneven and a currently a trip hazard. This should be re-laid to make it safe.

There is no car parking within the churchyard but there is space available immediately outside the entrance gates in the public parking area.

5.07 Buildings within the curtilage

Examples

There are no buildings in the curtilage.

There is a shed to the N of the Church, in fair condition and recently redecorated.

There is a purpose built Hearse House in the NE corner of the churchyard with a slate roof and coursed squared rubble walls with dressed quoins and surrounds and boarded timber doors.

This building is in generally poor condition and in due course will require considerable repair and maintenance. There are several slipped and damaged slates and rotten roof members.

Photos	

5.08 Notice Boards

Examples

There is a freestanding noticeboard on the S path to the main entrance and a wall mounted notice board in the S Porch. All in good condition

There is a timber glazed noticeboard located beside the entrance from the road, in good condition.

Photos	

6.0 RECOMMENDATIONS FOR REPAIR / RENOVATION

This list of recommendations is intended to draw attention to the items only – the notes are *not* a specification for the execution of any necessary repair work and should not be used as such. See also the note on Page 3.

6.01 Urgent Works requiring immediate action

No recommendations

6.02 Works recommended to be carried out during the next 12 months

<i>Location / ref</i>	<i>Item</i>	<i>Cost</i>

6.03 Works recommended to be carried out during the next 2 years

<i>Location / ref</i>	<i>Item</i>	<i>Cost</i>

6.04 Works recommended to be carried out during the next 5 years

<i>Location / ref</i>	<i>Item</i>	<i>Cost</i>

6.05 Works recommended for consideration in the longer term

<i>Location / ref</i>	<i>Item</i>	<i>Cost</i>

6.06 Works recommended to improve the energy efficiency of the structure and services

<i>Location / ref</i>	<i>Item</i>	<i>Cost</i>

6.07 Works recommended to improve wheelchair access and related facilities

<i>Location / ref</i>	<i>Item</i>	<i>Cost</i>

6.08 Items to monitor during the next 5 years

<i>Location / ref</i>	<i>Item</i>	

6.09 Ongoing maintenance items

<i>Location / ref</i>	<i>Item</i>	<i>Cost</i>
Gutters and gullies	Clear out gutters and gullies twice a year – set up a regular arrangement with a local contractor	200 pa

6.10 Tests on services systems

<i>Location / ref</i>	<i>Item</i>	<i>Cost</i>
Electrical systems	Arrange a periodic inspection & test to be carried out by an NICEIC registered contractor, 5 years from previous test	800
Lightning conductor	Arrange a continuity & earthing test in accordance with insurers requirements	300

7.0 Comments on the way the building is used in response to the PCCs briefing

No briefing was given or comments sought about the way the building is used

APPENDIX A

FORM 1A STATEMENT OF SIGNIFICANCE

Information can be obtained from the Church Heritage Record

<https://facultyonline.churchofengland.org/about-the-church-heritage-record>

APPENDIX B

HISTORIC ENGLAND LISTINGS NOTICE

Available from HE website

<https://historicengland.org.uk/listing/the-list/>

APPENDIX C

FLOOR PLAN