



# Church of St Cuthbert and St Mary, Worksop

## Quinquennial Inspection

February 2025

**soul** sa  
**architects** spirit and place

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## 1. Name of Church, Diocese

Church of St Cuthbert and St Mary  
Southwell and Nottingham Diocese  
Archdeaconry: Newark  
Deanery: Bassetlaw & Bawtry

## 2. Inspecting Architect

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## 3. Date of Inspection, Date of Previous Inspections, Weather

The inspection was carried out on the 18<sup>th</sup> February 2025.

On the day of the inspection, there was light cloud cover. The temperature was approximately 5° C.

*Previous Inspections:*

2020 Soul Architects Limited.  
2013 Jeffrey Keays  
2008 Jeffrey Keays

## 4. Brief Description of Building (Listing Description)

### 4.1 Church of St Cuthbert and St Mary

*Grade I*

Augustinian priory, now Parish church. C11, C12, C13, C14, restored 1845-49 by R. Nicholson; Lady Chapel restored 1922 as a war memorial, south transept built 1929, north transept built 1935 by Sir Harold Breakspeare. Crossing tower, sanctuary and east end by Laurence King, 1966-74. Regular and irregularly coursed ashlar and squared rubble; slate and flat roofs. Ashlar dressings, buttresses moulded and chamfered plinths, string courses, sill band, hood moulds, dentillated eaves and wavy corbel table, and moulded parapets. 2 west towers, nave, north porch and offices, cloister wall, north aisle, north transept,

crossing tower, sanctuary, east end, lady chapel, south transept, south aisle, south porch. West towers, C12 and C14, have 4 gargoyle. South tower has, to south, C12 lancet with nailhead; north tower has, to west, heavily moulded doorway, early C12, with single shaft responds and blind arcading. Second stages have single C13 lancets, and south tower only, clock. Third stages have single lancets on 3 sides; fourth stages have on each side a pair of round headed openings each containing 2 Transitional lancets with colonettes. Nave west end has central C11 doorway with shaft responds and waterleaf capitals and richly moulded head with hood mould and beak stops. C19 doors with decorative hinges. Above, moulded round headed C11 window with nailhead. Above again, coped gable with cross. Clerestorey has 8 round headed windows on each side. Single storey monastic parlour now north porch, has to west, C12 doorway, 2 orders, with roll, cove and zigzag moulding and waterleaf capitals. To east, single C19 double lancet. Remains of cloister wall adjoining north porch has single round headed and four centred arched doorways, chamfered rectangular opening and collapsed opening. North aisle, restored 1845-49, has 7 single lancets. To west, C12 doorway, 3 orders, with square capitals and zigzag and nailhead moulding. To east, similar blocked doorway, 3 orders, with roll moulding. North transept, 1935, in C13 style, 2 bays deep and 3 bays wide, has 8 lancets. Crossing tower, 1974, has 2 full height window recesses in each side, parapet and fleche. Gabled C20 sanctuary. Lady Chapel, C13, 2 bays, has to east 3 lancets with keeled clustered intermediate shafts and roll moulded heads. South side has 2 similar triple lancets. South transept, 1929, in Transitional style, 3 bays deep and 3 bays wide, has round headed windows. South aisle, similar to north aisle, 9 bays, has 8 lancets with nailhead, and south porch. Single bay south porch, C13, has crenellated coped gable with sundial and crocketted pinnacle. South doorway with triple roll moulding. Interior has stone benches, C12 doorway, 3 orders, with nailhead capitals and noteworthy C12 doors with elaborate hinges. Above, cusped head niche, and similar niche in east wall. 4 bay rib vault. Nave arcade, 9 bays, has to east 2 C11 arches with round piers, scallop capitals, roll mould and billet moulded hood with arcading. To west, alternating round and octagonal piers with pseudo-piers under west towers. All piers have water holding bases and stiff leaf capitals with dogtooth, cove and roll moulded arches and hoods with dogtooth. Above, string course and triforium, 18 bays, with alternate large and small openings, the larger breaking into the clerestorey. Large openings have shafts with square capitals and dogtooth and nailhead bands. Small openings have dogtooth and nailhead bands. Above again, 8 bay clerestorey with roll moulded openings with shafts, and above again, nailhead eaves band. Scissor braced principal rafter roof, c.1849. Roll moulded crossing arch has responds with scallop capitals, and above, blind arcade with central wheel window with stained glass. West end has roll moulded doorway, and above, window with stained glass, 1868. Below north tower, carillon mechanism behind timber screen, 1931. North porch, 3 bays, has vault with moulded ribs and shaft responds. North aisle, 9 bays, has to west C13 arch with keeled responds and stiff leaf capitals, 8 windows with C19 stained glass, and moulded C13 tomb recess. Plain vault, early C13. To east, round arch into north transept with responds and scallop capitals. Zigzag moulding on east face. North transept has painted ashlar reredos by Sir G. Scott, removed from east end. To north, C13 pillar piscina. Below crossing, C20 altar on plinth, roll moulded nave arch with remains of responds and waterleaf capitals. Lady chapel has to north blind arcade, 2 bays, with central clustered pier, chamfered arches and C20 ashlar screen. East end has triple lancet with interlaced hoods and C20 stained glass. South side has C13 piscina and matching sedilia. South transept has 2 restored C13 arches, and to west, C12 arch into south aisle with zigzag moulding. South aisle has 9 windows with shafts and C19 stained glass. Plain vault, C13, with moulded ribs. Fittings include font, 1857, with octagonal main shaft and panelled square bowl; font, 1974; communion table, early C17; chest, late C17; C20 benches, stalls and chairs. In south aisle, brass 1615, with

Renaissance style surround; 11 tablets and brasses, C19 and C20; in west end, 5 memorial tablets, late C18 and 1823; war memorials in Lady Chapel; in north aisle, 4 C19 brasses. In south transept, 3 mutilated alabaster figures, 1366, 1406 and early C15.

The Lady Chapel was restored as a memorial to those from the town who lost their lives in the First World War. The restored Lady Chapel was unveiled 20 July 1922 by the Duke & Duchess of Newcastle and the dedication was led by the Bishop of Southwell, The Right Reverend Edwyn Hoskyns. The restoration was designed by Harold Brakspear (of Wiltshire) and the works were undertaken by Thomas J Pepper (of Worksop). The interior contains a carved wooden board (by Pepper) giving the names of those from Worksop Parish lost in the First World War, together with carved stone tablets giving details of the Lady Chapel's history, restoration and dedication. The interior also contains a bronze tablet giving the names of those employees of Manton Colliery lost in the First World War (this tablet was moved to the Lady Chapel from the colliery in 1995).

### **Abbey Infant School Annexe**

#### *Grade II*

School. 1841, extended 1878. Ashlar with C20 slate roof. Ashlar dressings, coped gables with kneelers, single gable stack and single decorative finial. Single storey, 7 bays. Main south front has 3 projecting gabled bays, each with triple lancet. To left, 2 pointed arched doorways with hood moulds; to right, triple lancet flanked by later C19 buttresses; beyond, to right, single bay lean-to addition with close boarded door. West end has flat roofed single storey porch with ramped coped parapet and 3 light mullioned window with depressed ogee hood mould. Rear elevation has similar fenestration to front.

### **Worksop Priory Gatehouse**

#### *Grade I*

Gatehouse. Early C14; restored 1814, 1891, 1909-12, 1959, 1974. Irregularly coursed ashlar and coursed rubble with cross-gabled and lean-to pantile roofs. Ashlar dressings, moulded plinth, first floor band and eaves band with nailhead; coped gables, that to south with cross. 2 storeys, 3 bays, square plan with lean-to wings. Main south front has 4 gabled buttresses, the central pair with single gabled niches. Central entry arch has rebated and roll moulded arch with filleted clustered shaft responds and moulded capitals and hood mould. To left, mullioned window, and to right, attached shrine chapel. Above, central C15 segmental headed sextuple lancet with cusped heads and reticulated tracery, flanked by single gabled crocketed niches containing figures, and beyond, single Tudor arched openings containing shouldered double lancets. Above again, central cusped head niche with crocketed pinnacles containing seated female figure, and above again, 3 light roundel. Shrine chapel, mid C14, single storey, one bay, has chamfered plinth, diagonal buttresses, moulded string course, 2 gargoyles and quatrefoil pierced moulded gabled parapet. On each side, single moulded ogee headed doorway (that to east restored) double canopied niches, and above again, cusped headed blank panels. South front has central ogee headed triple lancet with curvilinear tracery and hood mould, and above, 3 relief panels, the central panel with figures. North front has central double chamfered and rebated entry with clustered filleted shaft responds and octagonal bases, flanked by single gabled buttresses, and beyond, similar corner buttresses. To left, restored external stair. To right, single ogee headed lancet. Above, central segmental headed C15 mullioned and transomed window with shouldered heads; to left, pointed arched chamfered doorway, and beyond, small chamfered

window; to right, single shouldered light. Above again, single chamfered opening in gable. Passageway, 2 bays, has ceiling with moulded joists and span beams and carved corbels carrying moulded arch braces with turned feet to span beams and wall plates. Inner gateway has double chamfered and rebated archway with chamfered responds flanked to right by smaller doorway. Northern bay has a chamfered and rebated ogee headed door on each side. Central first floor hall has to east, central fireplace with massive moulded lintel and hood, flanked by single pointed arched doorway. Roof has 6 span beams, one with fillet and moulding, and C20 ceiling. West side has 2 similar doorways. Shrine chapel has to north, cusped ogee headed doorway with reeded impost to left and elaborate crocketted gable. To its right, niche with crocketted spired canopy containing C20 figures; to its right, another reeded respond. Lierne vault with carved bosses and 2 mask corbels. Museum, above, contains C14 ogee headed piscina.

### Priory Cross

#### Grade II

Market cross. C13, re-sited 1896 and restored C20. Ashlar. Octagonal base of 5 steps carrying square plinth and tapered octagonal shaft.

### 4.2 Church Images



Church West Elevation

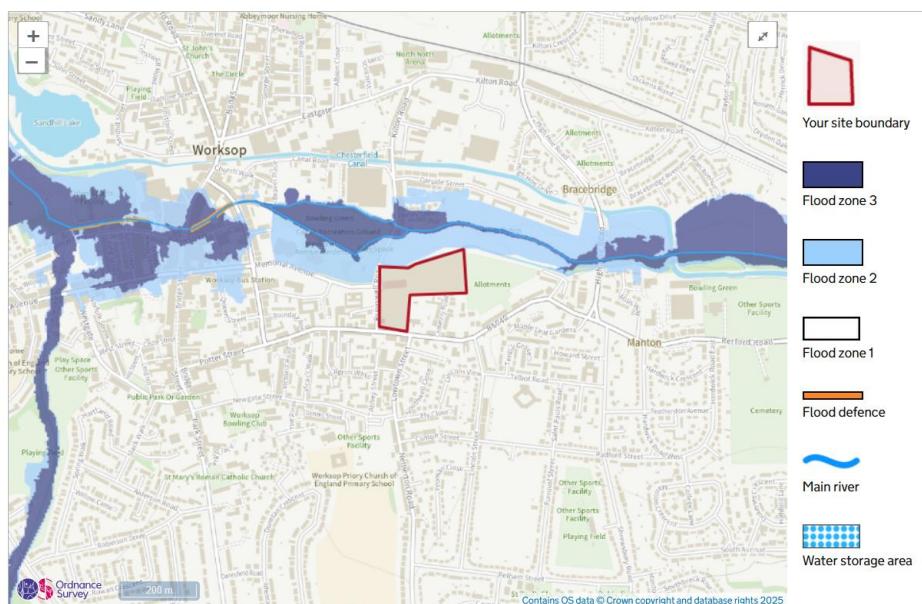


Church South Elevation



Nave Looking East

#### 4.3 Flood Risk



The Church of St Cuthbert & St Mary is in a medium flood risk area.

#### 5. Limitations

This is a general report only, as is required by the Inspection of Churches Measure, 1955. It is not a Specification for the execution of the work and must not be used as such. The architect is willing to draw up the Specification and to carry out all work necessary to assist the PCC in applying for Faculty approval, and to direct the execution of repairs.

This report is based on the findings of an inspection made from the ground or other places which can be easily reached, or from a ladder if provided and safe to do so, to comply with the Diocesan Scheme under the Inspection of Churches Measure, 1955, as amended by the Care of Churches and Ecclesiastical Jurisdiction Measure (amended) 2018.

It is emphasised that the inspection has been purely visual. We have not inspected woodwork or other parts of the structure which are covered, unexposed or inaccessible and we are therefore unable to report that any such part of the property is free from defect.

#### 6. Works Completed Since Previous QI

Not known

## 7. General Condition

While the church appears to be reasonably well maintained internally, there has been very little change from the previous inspection.

The regular testing and inspections need to be brought up to date and the certificates/ reported added to the log book.

The report has identified several issues that need to be addressed, the most significant are:

- The tower and spire roofs need to be repaired and covered with TCSS.
- The roof glazing to the perimeter of the spire leaks and needs to be replaced.
- The condition of the stone to the tower needs to be inspected.
- The slate roof coverings need to be repaired.
- The established vegetation growth is causing damage and needs to be completely removed.
- The open joints to all areas need to be raked out and pointed.

The condition of the tower is deteriorating, and repair costs will escalate while the condition gets worse. Urgent action is required.

It is recommended that a detailed investigation is undertaken to assess the extent of the works needed and to develop a repair strategy for the tower and spire.

The PCC are strongly encouraged to explore the opportunities for funding with the diocese church support officer.

The PCC are also encourage to complete the 'Practical Path to Net Zero Carbon' document attached to this report and develop a strategy for achieving net carbon zero as soon as possible.

The defects identified within the inspection report have been classified with the following urgencies, in line with the Church Care Guidance Note:

- 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

## 8. Recommendations

### 8.1 Urgent (Category 1)

- 10.1      Clear the moss to the roof covering and north gutter.
- 10.2      Clear the vegetation to the roof gutters and outlets.

- 10.7 Remove the vegetation growth to the parapet gutter.
- 10.9 Remove the vegetation growth to the east gutter.
- 10.10 Galvanised panels failed to the spire skirt and timber substrate need to be repaired.
- 10.10 The perimeter glazing needs to be replaced with a new system
- 10.10 The internal asphalt gutters and outlets need to be replaced.
- 11.8 Reinstate the disconnected section of downpipe to the west.
- 24 Arrange for the boilers to be serviced and a GasSAFE certificate to be issued.
- 25 Arrange for the 5 yearly electrical inspection to be completed.
- 25 Arrange for the PAT testing to be completed.
- 27 Arrange for the lightning protection installation to be inspected and tested.
- 30 The PCC are to arrange for an asbestos management survey to be completed. The report should be retained at the church.
- 33 The church should complete the 'Practical Path to Net Zero Checklist' appended to this document.

## **8.2 Work Within the Next Twelve Months (Category 2)**

- 10.1 Rake out and secure the perimeter flashings.
- 10.2 Rake out and secure the perimeter flashings.
- 10.3 Secure the flashings to the west gable.
- 10.3 Refix the missing slate to the south slope.
- 10.3 Refix the slipped and missing slates to the north slope.
- 10.3 Remove the vegetation growth to the wall cap and repoint.
- 10.8 The slipped slates to the west slope need to be refixed.
- 10.8 Arrange for the east and west parapet gutters to be inspected by a competent contractor and report to the church architect.
- 10.9 Arrange for the east and west parapet gutters to be inspected by a competent contractor and report to the church architect.
- 10.12 Arrange for access and an inspection of the roof covering by a competent contractor.
- 10.13 Arrange for access and an inspection of the roof covering by a competent contractor.

- 12.1 Arrange for structural investigation works to be completed.
- 12.5 Remove the established vegetation in two locations, treat with weed killer and point the open joint.
- 12.10 Arrange for structural investigation works to be completed.
- 12.12 Remove the ivy from the east buttress and point open joints.
- 12.14 Remove the established vegetation to the east and west and point the open joints.
- 18.2 Arrange for the damaged grille to be replaced.
- 18.4 Arrange for the damaged grille to be repaired.
- 32 Any leaning grave markers will need to be checked for stability.
- 32 Arrange for the trees to be surveyed by a specialist.

### **8.3 Work Within the Next Two Years (Category 3)**

- 10.5 Replace the porch roof and parapet gutters.
- 11.3 Prepare and decorate the cast iron rainwater goods.
- 11.3 Repair and re-seal the damaged rainwater goods
- 11.4 Prepare and decorate the cast iron rainwater goods.
- 12.3 Rake out and point the open joints to each side of the window.
- 12.7 Rake out and point the open joints over the arched opening to the door.
- 12.8 Rake out and point the open joints to each side at high level.
- 12.12 Rake out and point the open joints at high level.
- 12.12 Rake out and point the open joints to the parapet.
- 12.12 Rake out point the open joints to the buttress.
- 12.15 Rake out and point the open joints to the east.
- 19.8 Repair the area of damaged plaster to the east wall.

### **8.4 Work Within Five Years (Category 4)**

- 33 The PCC are encouraged to consider taking steps to reduce energy usage in the building.

### **8.5 A Desirable Improvement with No Timescale (Category 5)**

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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 2019).

If still in doubt in this matter after discussion with your Quinquennial Inspector, contact your DAC Secretary.

#### *Maintenance Between Inspections*

Although the Measure requires the Church to be inspected by an architect or other suitably qualified person every five years, it should be realised that issues may develop between surveys if minor defects, such as blocked gutters and downpipes, displaced slates and tiles, and leaking pipes are left unattended.

The following link to the Churchcare website provides guidance and advice on a wide range of issues which impact on your church building including day-to-day maintenance, health and safety and security.

<http://www.churchcare.co.uk/churches/guidance-advice/looking-after-your-church>

#### *The Construction (Design and Management) Regulations 2015*

The PCC are reminded that construction and maintenance works undertaken may require the appointment of a competent Principal Designer, Designer and Principal Contractor.

On the 6th April 2015 the new Construction (Design and Management) Regulations 2015, (CDM 2015) came into force. The 2015 edition replaces the previous 2007 regulations. The new regulations replace the role of CDM Coordinator with a Principal Designer for the planning, managing, monitoring and coordination of pre-construction phase health and safety.

As the church architect I will advise you accordingly when you want to undertake any repairs.

- It is strongly recommended that nobody - this includes your professional adviser and church wardens - should climb vertical ladders over 3m in height.
- All ladders must be sound safe and securely fixed. 'Footing' of ladders by a second person is considered a last resort.
- Hatches should have counterweights.
- There should be ladder extensions of about 1m or handholds beyond the plane of the hatch to assist in getting on and off the ladder.

#### *Insurance*

The PCC are reminded that the insurance cover should be index-linked so that adequate cover is maintained to guard against inflation. It is imperative that the basic sum insured is adequate at the inception of index linking.

The PCC's insurers may be expected to provide free advice upon the appropriate level of cover. However, an independent assessment of the insurers' recommendations should be considered.

## 9. Archaeology

Nothing to report

## 10. Roofs

### 10.1 Northwest Transept Roof

The flat roof is covered with TCSS laid with solid rolls in the direction of fall. There is a single parapet gutter to the north with a central sump and outlet through the parapet wall. There is an access hatch to the south.

There are lead perimeter flashings to each parapet.

The lead flashings are becoming loose and will need to be raked out and pointed. The roof slope and gutter have a significant amount of moss which will need to be cleared. The moss could block the gutter and result in water ingress.



Rake out and secure the perimeter **2** flashings.



Clear the moss to the roof covering **1** and north gutter.

### 10.2 Southwest Transept Roof

The pitched roof is covered with TCSS with standing seam joints to the north and south slopes. There is a walkway to the west and parapet gutters to the north and south parapets falling to a single sump each side with an outlet through the parapet wall.

There are lead perimeter flashings to each parapet.

The stone stair tower rises in the southwest corner providing access to the roof with a small timber door.

The lead flashings are becoming loose and will need to be raked out and pointed. The gutters and outlets have a significant amount of vegetation which will need to be cleared. The vegetation could block the gutter and result in water ingress.



Rake out and secure the perimeter **2**  
flashings.



Clear the vegetation to the roof gutters **1**  
and outlets.

### 10.3 Nave Roof

The steeply pitched roof is covered with regularly coursed slate with mortar bedded ridge tiles. There are stepped lead parapet gutters to the north and south slopes falling to six outlets with outlets through the parapet wall to each side.

To the abutment with the Northwest and Southwest Transepts there are lead abutment gutters falling to the North and South parapet gutters.

Lead abutment flashing to the Crossing Tower. Lead cover flashing to the west gable.

The lead cover flashing to the west gable has been installed in small sections, several sections are dislodged and will need to be refixed.

There is missing slate which has resulted in a small hole to the south slope which will need to be refixed.

There are slipped slates to the north slope to the east end which will need to be resecured.

The vegetation growth to the stone wall cap to the west needs to be removed and the open joints pointed.



Secure the flashings to the west gable. **2**



Refix the missing slate to the south **2** slope.



Refix the slipped and missing slates to **2** the north slope.



Remove the vegetation growth to the **2** wall cap and repoint.

#### 10.4 South Aisle Roof

The lean-to roof is covered with regularly coursed slate with a lead abutment to the Nave. The roof falls to a lead parapet gutter to the south falling to six outlets through the parapet wall.

Lead abutments flashings to the east and west slopes and to the parapet gutter.

### 10.5 South Porch Roof

The pitched roof is covered with slate to both slopes with mortar bedded ridge tiles. There are lead parapet gutters to the east and west slopes falling to a single outlet to each side.

The roof is in poor condition, the lead gutters have been stolen and the slate coverings damaged. The roof slopes are beyond repair and will need complete replacement.



Replace the porch roof and parapet **3**  
gutters.

### 10.6 North Aisle Roof

The lean-to roof is covered with regularly coursed slate with a lead abutment to the Nave. The roof falls to a lead parapet gutter to the north falling to six outlets through the parapet wall.

Lead abutments flashings to the east and west slopes and to the parapet gutter.

### 10.7 North Meeting Room

The flat roof is covered with lead laid with solid rolls in the direction of the fall. The roof falls to a parapet gutter to the north. The gutter is stepped and falls to a single outlet at the east with an outlet through the parapet wall.

There is a build-up of moss within the parapet gutter which will need to be removed. The vegetation could block the gutter and result in water ingress



Remove the vegetation growth to the **1**  
parapet gutter.

### 10.8 South Transept Roof

The steeply pitched roof is covered with regularly coursed slate with mortar bedded ridge tiles. The slopes fall to lead parapet gutters to the east and west, each with a single outlet through the parapet wall.

Lead abutment flashings to the Crossing Tower and a mortar flashing to the south gable.

There are slipped slates to the west slope which will need to be refixed. The condition of the parapet gutters needs to be inspected.



The slipped slates to the west slope **2**  
need to be refixed.



Arrange for the east and west parapet  
gutters to be inspected by a competent  
contractor and report to the church  
architect. **2**

#### 10.9 North Transept Roof

The steeply pitched roof is covered with regularly coursed slate with mortar bedded ridge tiles. The slopes fall to lead parapet gutters to the east and west, each with a single outlet through the parapet wall.

Lead abutment flashings to the Crossing Tower and a mortar flashing to the north gable.

There is visible vegetation growth to the east gutter over the parapet wall which will need to be removed. The condition of the parapet gutters needs to be inspected.



Remove the vegetation growth to the  
east gutter. **1**



Arrange for the east and west parapet gutters to be inspected by a competent contractor and report to the church architect. 2

#### 10.10 Crossing Tower

The modern tower roof has perimeter glazing with a central spire clad with galvanised panels and apron to the perimeter. There is an internal asphalt gutter with outlets to the north and south sides.

Although there was no safe access to the roof the structure inspection carried out in 2019 has indicated that the roof is in poor condition with dislodged galvanised panels to the spire skirt with damage to the timber substrate.

The asphalt gutter is cracked, and the glazed panels are damaged and letting in water.



Galvanised panels failed to the spire skirt and timber substrate need to be repaired. 1



The perimeter glazing needs to be replaced with a new system 1



The internal asphalt gutters and outlets **1** need to be replaced.

#### 10.11 **Chancel**

The steeply pitched roof is covered with regularly coursed slate with mortar bedded ridge tiles. The slopes fall to lead parapet gutters to the north and south, each with a single outlet through the parapet wall.

Lead abutment flashings to the Crossing Tower and a mortar flashing to the west gable.

#### 10.12 **Lady Chapel**

The lead roof covering was not accessed or inspected at the time of the survey.

Arrangements will be made to review the roof when safe access is in place.



Arrange for access and an inspection **2** of the roof covering by a competent contractor.

#### 10.13 **East Extension Roof**

The asphalt roof covering was not accessed or inspected at the time of the survey.

Arrangements will be made to review the roof when safe access is in place.



Arrange for access and an inspection of the roof covering by a competent contractor. 2

## 11. Rainwater Goods Etc

### 11.1 Northwest Transept Roof

There are lead chutes to the north and south discharging through the parapet wall over the central stone boss.

### 11.2 Southwest Transept Roof

There are lead chutes to the north and south discharging through the parapet wall with the spout through the central gargoyle.

### 11.3 Nave Roof

There are six outlets to both the north and south sides with lead chutes through the parapet wall discharging into cast iron hoppers with downpipes below with decorative brackets and shoes over the lower aisle roof coverings.

The cast iron rainwater goods have patches of visible rust. The rainwater goods will need to be prepared and decorated.

There is visible staining to the wall behind suggesting that some of the downpipes may be leaking from the joints or cracks. The downpipes may need to be repaired.



Prepare and decorate the cast iron rainwater goods. 3

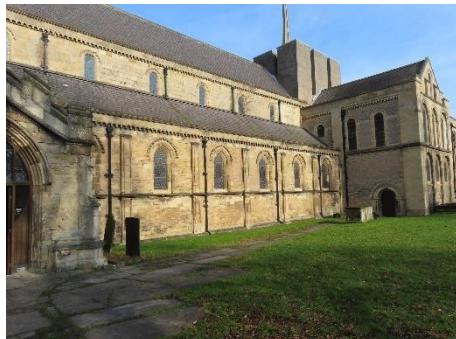


Repair and re-seal the damaged rainwater goods **3**

#### **11.4 South Aisle Roof**

There are six lead outlets through the parapet wall each discharging into cast iron hoppers with downpipes supported on decorative brackets and dropping to an open perimeter drainage channel.

The cast iron rainwater goods have patches of visible rust. The rainwater goods will need to be prepared and decorated.



Prepare and decorate the cast iron rainwater goods. **3**

#### **11.5 South Porch**

There is a single lead chute through the east and west parapets discharging into cast iron hoppers and downpipes.

The downpipes are coated with anti-climb paint.

#### **11.6 North Aisle Roof**

There are six lead outlets through the parapet wall each discharging into cast iron hoppers with downpipes supported on decorative brackets and dropping to an open perimeter drainage channel.

The western most downpipe discharges over the lower Meeting Room roof.

#### **11.7 North Meeting Room**

There is a single outlet to the east elevation with a chute through the parapet wall over a cast iron hopper and downpipe discharging into the below ground drainage system.

**11.8 South Transept**

There is a single outlet to each side with a lead chute through the parapet wall and a simple cast iron hopper and downpipe to each side.

The west downpipe discharges at ground level and the east downpipe discharges over the lower Chapel roof.

The lower section of the downpipe to the west is disconnect and will need to be reinstated to ensure the surface water discharges to the drainage system.



Reinstate the disconnected section of 1  
downpipe to the west.

**11.9 North Transept**

There is a single outlet to each side with a lead chute through the parapet wall. There is a simple cast iron hopper and downpipe to each side discharging to ground level.

**11.10 Crossing Tower**

There are two outlets at low level through the tower (east and west) discharging over the lower slate roof slopes.

**11.11 Chancel**

There are no outlets from the parapet gutters visible.

**11.12 Lady Chapel Roof**

There is a single outlet to the north and south parapet gutters with a lead chute through the wall. Each outlet has a cast iron hopper with downpipe.

The south downpipe discharges to ground and the north downpipe discharges over the lower roof.

**11.13 East Extension Roof**

There are no external downpipes or outlets to the roof.

**11.14 Surface Water Drainage**

All downpipes discharge over open gullies connected to a surface water drainage system.

The surface water system discharges into the water course to the north.

## 12. Walling

### 12.1 Crossing Tower

The modern tower is constructed in coursed stone with galvanised metal trims to the parapet and each face is divided into three equal segments by two tall narrow windows.

There is a fixed access ladder to the north side that shouldn't be used.

There is some concern over the condition of the modern tower and a structural inspection has identified the need for further investigation works to better understand the issues.



Arrange for structural investigation works to be completed. **2**

### 12.2 Northwest Transept

The transept tower is in four stages constructed in coursed stone to all sides with an embattled parapet and pinnacles to each corner.

There are a pair of two light openings to the Belfry with simple stone surrounds and arched heads and hood mouldings. Stone string course below the openings.

Metal tie rods from east to west.

To each face, there is a single narrow lancet window to the level below with a simple stone surround. Two further lower string courses.

Stone buttresses to each corner rising to Belfry level.

Low level plinth.

#### *North Face*

There is a single central window to the ringing floor with a simple stone surround and arched head with hood moulding.

#### *West Face*

There is a single central door with a decorative stone surround, arched head and hood moulding. There are three steps up to the entrance.

#### *South Face*

Abutment with the Nave roof.

#### *East Face*

Abutment with the North Aisle roof.

### 12.3 Nave West Elevation

The central elevation is flanked by the northwest and southwest transepts. The elevation is constructed in regularly coursed stone under a corbelled parapet wall and small gable set back from the face.

There is a large central window with a simple stone surround and arched head. There is a stone string course below the window.

At ground level the central double door has a decorative stone surround with arched head and hood moulding.

There are large areas of open joints either side of the window which will need to be raked out and pointed with lime mortar.



Rake out and point the open joints to **3** each side of the window.

### 12.4 Southwest Transept

The transept tower is in four stages constructed in coursed stone to all sides with an embattled parapet and pinnacles to each corner.

There are a pair of two light openings to the Belfry with simple stone surrounds and arched heads and hood mouldings. Stone string course below the openings.

To each face, there is a single narrow lancet window to the level below with a simple stone surround. Two further lower string courses.

Stone buttresses to each corner rising to Belfry level.

Low level plinth.

*North Face*

Abutment with the Nave roof.

*West Face*

There is a single central door with a decorative stone surround, arched head and hood moulding. There are three steps up to the entrance.

*South Face*

There is a clock face below the string course.

There is a single central window to the ringing floor with a simple stone surround and arched head with hood moulding.

A further window at ground level with a simple stone surround and arched head with hood moulding.

East Face

Abutment with the North Aisle roof.

#### **12.5 Nave South Elevation**

The elevation rises above the aisle roof and is constructed in coursed stone under a corbelled stone parapet.

There are eight windows each with a single light in a simple stone surround with arched head and decorative hood moulding.

Stone string over the abutment flashing.

There is significant vegetation to the string course at the east and west ends that will need to be removed, treated with weedkiller and pointed with lime.



Remove the established vegetation in two locations, treat with weed killer and point the open joint. 2

#### **12.6 South Aisle South Elevation**

The elevation is constructed in coursed stone under a corbelled parapet, the elevation is divided into eight bays by shallow buttresses and the south porch towards the west.

There is a central window to each bay with a single light with a simple stone surround and arched head with decorative hood moulding. String course below the windows.

Low level plinth and drainage channel.

#### **12.7 South Porch**

The porch is constructed with coursed stone. The south gable elevation has an embattled parapet with a central stone finial. Sun dial to the apex of the parapet.

The large central door opening has a simple stone surround with arched head and hood moulding.

There are buttresses to the east and west corners.

Low level plinth.

The east and west elevations have an embattled parapet over a stone string course. The elevations are divided into three bays with three buttresses.

Low level plinth with drainage channel.

There are open joints to the stonework over the arch which will need to be raked out and pointed with lime.



Rake out and point the open joints over the arched opening to the door. 3

## 12.8 South Transept

### *West Elevation*

The elevation is constructed in coursed stone with two recessed panels in random coursed stone. The elevation is topped with a stone corbelled parapet.

There are three windows to the clerestory level, two larger windows to the south and a smaller window over the aisle roof. The windows have a simple stone surround with arched head and hood moulding.

At ground level there is a single door with a simple stone surround with an arched head and hood moulding.

### *South Elevation*

The gable elevation has a parapet wall with a simple stone capping set back from the main elevation over a stone weathering.

There is a single central window to the apex of the gable with a simple stone surround and arched head.

There are three windows to the clerestory over three windows at ground level each set within a three-arch arcade. There is a string course below the clerestory windows. The windows have a simple stone surround with arched head.

There are open joints at high level to the east and west sides which will need to be raked out and pointed.



Rake out and point the open joints to each side at high level. 3

*East Elevation*

The elevation is obscured by the Southeast Chapel.

**12.9 Lady Chapel***South Elevation*

The elevation is constructed in coursed stone with a parapet wall and string course below. The elevation is divided into two bays with two buttresses.

There are six single lancet windows, three to each bay. The windows have simple stone surrounds with arched heads and hood mouldings. There is a stone string below the windows.

Low level plinth.

*East Elevation*

The elevation is constructed in coursed stone with a parapet wall and string course below. The elevation has buttresses to the north and south corners. There is a short central buttress under the central window.

There are three windows each with single lights. The windows have simple stone surrounds with arched heads and hood mouldings. There is a stone string below the windows.

Low level plinth.

**12.10 Chancel***South Elevation*

The modern elevation is constructed in coursed stone under a parapet wall with a galvanised capping.

There is a tall narrow modern window at the junction with the tower set back from the face of the elevation.

*East Elevation*

The modern elevation is constructed in coursed stone under a parapet wall with a galvanised capping.

There are three modern windows set back into recessed panels.

*North Elevation*

The modern elevation is constructed in coursed stone under a parapet wall with a galvanised capping.

There is a tall narrow modern window at the junction with the tower set back from the face of the elevation.

There is some concern over the condition of the modern tower and a structural inspection has identified the need for further investigation works to better understand the issues.



Arrange for structural investigation **2**  
works to be completed.

## 12.11 East Extension

### *East Elevation*

The modern elevation is constructed in coursed stone under a parapet wall with a galvanised capping.

There are seven modern windows at first floor level and six at ground floor level with a modern central exit door all within recessed stone panels.

### *North Elevation*

The modern elevation is constructed in coursed stone under a parapet wall with a galvanised capping.

There are four modern windows at first floor level and four at ground floor level.

There are two flue pipes rising from the basement plantroom.

## 12.12 North Transept

### *East Elevation*

The elevation is constructed in random coursed stone with a buttress to the north corner and a central tower. There is a parapet with simple stone capping and string course below. The tower is in stone and rises above the parapet wall with a stone hipped roof, there are blind openings to the north side.

Two lancet windows to the north side of the tower, the windows have simple stone surrounds with arched heads and hood mouldings. String course below the windows.

Single blind arched opening at ground level with brick arch.

There are open joints at high level which will need to be raked out and pointed with lime.



Rake out and point the open joints at **3** high level.

*North Elevation*

The gable elevation is constructed in random stone with a parapet wall and simple stone capping. There are buttresses to the east and west corners.

The single central window to the gable has a simple stone surround with arched head and hood moulding. Three lancet windows below each with a simple stone surround with arched head and hood mouldings. Stone string course below the windows.

Low level plinth.

There is ivy growth to the east buttress which will need to be removed, and the open joints pointed will lime.



Remove the ivy from the east buttress **2** and point open joints.

*West Elevation*

The elevation is constructed in coursed stone with two recessed panels in random coursed stone. There is a stone corbelled parapet.

Three windows to the clerestory level, two larger windows to the south and a smaller window over the aisle roof. All windows have a simple stone surround with arched heads and hood mouldings.

At ground level there is a single door with a simple stone surround with columns to each side, an arched head and hood moulding.

There is an area of open joints below the parapet wall which will need to be raked out and pointed with lime. There are also open joints to the north buttress in need of pointing with lime.



Rake out and point the open joints to the parapet. 3



Rake out point the open joints to the buttress. 3

#### **12.13 North Aisle North Elevation**

The elevation is constructed in coursed stone under a corbelled parapet.

There are eight windows each with a single light within a simple stone surround and with an arched head and hood moulding. String course below the windows.

There is a single door to the west in an arched opening with decorative stone surround. A blind opening to the east with arched head and decorative stone surround.

#### **12.14 Nave North Elevation**

The elevation rises above the aisle roof and is constructed in coursed stone under a corbelled stone parapet.

There are eight windows each with a single light in a simple stone surround and arched head with hood moulding over.

Stone string over the abutment flashing.

There is established vegetation to the string course at the east and west that will need to be removed and the open joints pointed.



Remove the established vegetation to the east and west and point the open joints. 2

#### **12.15 North Meeting Room**

##### *East Elevation*

The elevation is constructed in rubble walling with a dressed stone parapet. Dressed stone to the north corner.

There is a single window with two lights divided by a central stone mullion with cusped arched heads to each side. The window has a dressed stone surround with arched head and hood moulding.

Gravel margin at ground level.

##### *North Elevation*

The elevation is constructed in rubble walling with a dressed stone parapet. Dressed stone to the east corner. There is a single arched opening with a pair of timber doors with simple stone surround.

Gravel margin at ground level.

There are open joints to the east below the parapet wall which will need to be raked out and pointed with lime.



Rake out and point the open joints to the east. 3

##### *West Elevation*

The elevation is constructed in rubble walling with a dressed stone parapet.

There is a single door opening with arched head and a decorative stone surround with arched head and hood moulding.

The remains of the cloister wall extend to the north constructed in rubble walling with a partial dressed stone capping to the southern part of the wall. There are four openings with dressed stone elements and areas of collapsed stone.

## 13. Doors

### 13.1 West Doors

#### *Nave*

The opening has an arched head with decorative stone surround and columns to each side. There is a hood moulding to the arched head. The threshold has three steps.

There are a pair of timber vertical boarded double doors with decorative strap hinges to both.

#### *Northwest Transept*

The opening has an arched head with decorative stone surround and columns to each side. There is a hood moulding to the arched head. The threshold has four steps.

There is a timber vertical boarded door with decorative strap hinges.

#### *North Meeting Room*

The opening has an arched head with decorative stone surround and columns to each side. There is a hood moulding to the arched head. The threshold has a single step.

There is a timber vertical boarded door with decorative strap hinges.

### 13.2 South Doors

#### *Porch Outer Doors*

The large central door opening has a simple stone surround with arched head and hood moulding.

There are a pair of modern timber and glazed doors within the arched opening.

#### *Porch Inner Doors*

The entrance has a stone surround with a layered arched head and columns to each side. There is a stone hood moulding. There is a level threshold into the church with internal ramp and steps.

There are a pair of timber double doors with decorative metal work.

#### *South Transept*

The single door to the west has a simple stone surround and columns to each side with an arched head and hood moulding.

There is a single timber vertical boarded door with external metal studs and strap hinges.

### 13.3 East Doors

#### *Extension Door*

There is a single aluminium glazed door within a rectangular stone surround, the door is fitted with a panic bar. There is a single step into the church.

### 13.4 North Doors

#### *North Transept Door*

There is a single door with a simple stone surround with columns to each side, an arched head and hood moulding. The threshold has a single step.

There is a single timber vertical boarded door with external metal studs and strap hinges.

#### *North Aisle Door*

The opening has an arched head with decorative stone surround and columns to each side. There is a hood moulding to the arched head. The threshold has a single step.

There are a pair of timber vertical boarded doors.

## 14. Windows

### 14.1 Crossing Tower Windows

To each face there are two opening rising full height with simple stone surrounds. Each opening has a narrow aluminium framed window with clear glazing.

### 14.2 Northwest Transept Windows

#### *Belfry Windows*

To each face there are two windows each with two lights divided by stone mullions within simple stone surrounds with arched heads and hood mouldings over.

The openings are filled with timber louvres protected with an internal mesh.

#### *Lower Belfry Window*

To each face, there is a single narrow lancet window with a simple stone surround.

Each opening is infilled with timber louvres protected with an internal mesh.

#### *North Window*

There is a single central window to the ringing floor with a simple stone surround and arched head with hood moulding.

The window is glazed with clear leaded glass supported on internal ferramenta. There is an opening hopper vent.

**14.3 Nave West Window**

The large central window has a decorative stone surround and arched head.

The window is glazed with stained leaded glass supported in a cast iron frame.  
There is an external wire guard.

**14.4 Southwest Transept Windows***Belfry Windows*

To each face there are two windows, each with two lights divided by stone mullions within simple stone surrounds with arched heads and hood mouldings over.

The openings are filled with timber louvres protected with an internal mesh.

*Lower Belfry Window*

To each face, there is a single narrow lancet window with a simple stone surround.

Each opening is infilled with timber louvres protected with an internal mesh.

*South Window*

There is a single central window to the ringing floor with a simple stone surround and arched head with hood moulding.

The window is glazed with clear leaded glass supported on internal ferramenta.  
There is an opening hopper vent.

**14.5 Nave South Windows**

There are eight windows, each with a single opening within a simple stone surround with decorative hood moulding over.

The windows are glazed with clear leaded glass supported on internal ferramenta.

The three windows to the west have external metal window guards.

**14.6 South Aisle South Windows**

There are seven windows, each with a single opening within a simple stone surround with decorative hood moulding over.

The windows are glazed with clear and stained leaded glass supported on internal ferramenta.

The windows have external metal window guards.

**14.7 South Transept Windows***West Windows*

There are three windows to the clerestory level, two larger windows to the south and a smaller window over the aisle roof. The windows have a simple stone surround with arched head and hood moulding.

The windows are glazed with clear leaded glass supported on internal ferramenta.

All three windows have external metal bars.

#### *South Windows*

There is a single central window to the apex of the gable with a simple stone surround and arched head.

The window is glazed with clear leaded glass supported on internal ferramenta.

External metal window bars.

There are three windows to the clerestory over three windows at ground level each set within a three-arch arcade. There is a string course below the clerestory windows. The windows have a simple stone surround with arched head.

The windows are glazed with clear leaded glass supported on internal ferramenta.

External metal window bars and external wire window guards.

### **14.8 Lady Chapel**

#### *South Windows*

There are six single lancet windows, three to each bay. The windows have simple stone surrounds with arched heads and hood mouldings.

The windows are glazed with clear leaded glass supported on internal ferramenta.

External metal bars and wire guards to each opening.

#### *East Windows*

There are three windows each with single lights. The windows have simple stone surrounds with arched heads and hood mouldings.

The windows are glazed with clear and stained leaded glass supported on internal ferramenta.

External metal bars and wire guards to each opening.

### **14.9 Chancel Windows**

#### *South Elevation*

There are three aluminium framed windows in simple modern stone surrounds to the full height of the elevation.

The windows are glazed with clear glass incorporating leaded stained glass panels supported in aluminium frames.

#### *East Windows*

There are three aluminium framed windows in simple modern stone surrounds to the full height of the elevation.

The windows are glazed with clear glass incorporating leaded stained glass panels supported in aluminium frames.

*North Windows*

There are three aluminium framed windows in simple modern stone surrounds to the full height of the elevation.

The windows are glazed with clear glass incorporating leaded stained glass panels supported in aluminium frames.

**14.10 East Extension Windows***East Elevation*

There are seven modern windows at first floor level and six at ground floor level with a modern central exit door all within recessed stone panels.

Each window is glazed with clear glass supported in aluminium frames.

*North Elevation*

There are four modern windows at first floor level and four at ground floor level.

Each window is glazed with clear glass supported in aluminium frames.

**14.11 North Transept***East Elevation*

Two lancet windows to the north side of the tower, the windows have simple stone surrounds with arched heads and hood mouldings.

The windows are glazed with clear leaded glass supported on internal ferramenta.

External metal bars and wire guards to each opening.

*North Elevation*

The single central window to the gable has a simple stone surround with arched head and hood moulding. Three lancet windows below each with a simple stone surround with arched head and hood mouldings.

The windows are glazed with stained leaded glass supported on internal ferramenta.

External metal bars and wire guards to each opening.

*West Elevation*

Three windows to the clerestory level two larger windows to the south and a smaller window over the aisle roof. All windows have simple stone surround with arched heads and hood mouldings.

The windows are glazed with clear leaded glass supported on internal ferramenta.

External metal bars and wire guards to each opening.

**14.12 North Aisle North Windows**

There are eight windows each with a single light within a simple stone surround and with an arched head and hood moulding.

The windows are glazed with clear and stained leaded glass supported on internal ferramenta.

The windows have external metal window guards.

#### 14.13 Nave North Windows

There are eight windows each with a single light in a simple stone surround and arched head with hood moulding over.

The windows are glazed with clear leaded glass supported on internal ferramenta.

#### 14.14 North Meeting Room Window

*East Elevation*

There is a single window with two lights divided by a central stone mullion with cusped arched heads to each side. The window has a dressed stone surround with arched head and hood moulding.

The windows are glazed with clear leaded glass supported on internal ferramenta.

External metal bars.

### 15. Tower

*Northwest Transept:*

Access is from the triforium walkway across the west end from the south stair. At triforium level there is a ringing floor with eight bell ropes. The solid floor is covered with carpet and the walls are painted masonry. There is a timber boarded ceiling with trap door.

The stone spiral stair provides access to the Belfry, there is a timber boarded floor, and a metal bell frame suspended above the floor carrying eight bells. Masonry walls to the Belfry and spiral stair.

There is access over the bell frame to the tower roof.

The roof structure is exposed with a central beam and timber rafters with boarding over.

*Southwest Transept:*

The spiral stair in the southwest corner provides access to both the South and Northwest Transepts.

At triforium level there is a storage area with a solid floor and painted masonry walls. A fixed timber ladder provides access to a partial upper floor with the clock mechanism. The walls are unpainted at the higher level.

The roof structure is exposed with a central beam and timber rafters with boarding over.

*Crossing Tower:*

There are no upper levels to the Crossing Tower.

## 16. Clock and Enclosure

**16.1** The clock has a black painted face to the south face of the Southwest Transept, with gold painted numerals and gold hands.

The mechanism is by Hutchinson Worksop and is dated 1753 and is located on a separate floor within the Southwest Transept.

The clock is mechanically wound and is keeping time.

## 17. Roof Structures, Ceilings

### 17.1 Nave

The steeply pitched roof is carried on a series of raised tie timber trusses with a central ridge beam. There is timber boarding over the trusses.

Wall plates to the north and south walls over stone corbels.

### 17.2 South Aisle

The aisle has a stone vaulted ceiling behind each arch with exposed stone ribs and a plastered and painted soffit.

### 17.3 South Porch

The stone pitched roof has regularly spaced stone ribs with dressed stone infill.

### 17.4 North Aisle

The aisle has a stone vaulted ceiling behind each arch with exposed stone ribs and a plastered and painted soffit.

### 17.5 North Meeting Room

The ceiling is stone vaulted with a series of three vaults. The ribs are in dressed stone with coursed stone soffits. Stone corbels at the arch intersections.

### 17.6 Crossing Tower

The roof is supported on concrete beams with a central concrete roof. There are lean to glazed panels to the perimeter of the roof.

### 17.7 South Transept

The pitched roof is supported on three timber trusses with wall posts on decorative stone corbels. There are two purlins either side with a central ridge beam supporting common rafters to each slope. Plastered and painted infill panels between the rafters.

### 17.8 North Transept

The level ceiling is coffered with timber beams and cross beams leaving twenty-eight plastered and painted panels.

There is a timber wall plate to all sides.

**17.9      Lady Chapel**

The level ceiling is coffered with chamfered timber beams and cross beams leaving ninety-six timber boarded panels. The main north south beams are supported on stone corbels.

There is a timber wall plate to all sides.

**17.10     Chancel**

The steeply pitched roof is supported on a series of timber trusses with a central ridge beam and timber boarding over.

**17.11     East Extension**

The east extension is divided into a number of rooms all with modern plastered and painted ceilings.

**18.      Floor Structure****18.1      Nave**

The solid floors are covered with stone flags to all areas with a single step at the Crossing Tower.

Loose chairs are arranged either side of a central aisle.

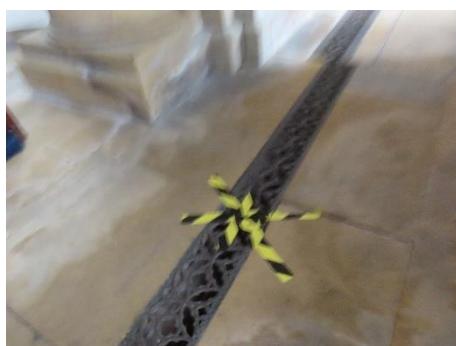
The font is located on the axis of the cross aisle and central aisle and has a single step to all sides.

**18.2      South Aisle**

The solid floor is covered with stone with a continuous metal grille towards to the centre of the aisle. The aisle is level with the Nave.

There are two steps from the south porch and a solid ramp along the south wall providing level access.

A section of the metal grille is damaged and marked with hazard tape. The area of grille will need to be repaired or replaced. There are metal grilles stored in the Southwest Transept which may be of a suitable pattern and size.



Arrange for the damaged grille to be **2** replaced.

**18.3 South Porch**

The solid floor is covered with stone flags and ramped down from the outer entrance doors to the inner doors.

Stone benches to the east and west walls.

**18.4 North Aisle**

The solid floor is covered with stone with a continuous metal grille towards to the centre of the aisle. The aisle is level with the Nave.

A Kitchen area is located at the west end of the aisle. There is a cast iron covering to the heating duct.

A section of the metal grille is damaged and marked with hazard tape. It appears that the stone support to each side is damaged and will need to be replaced. It may be possible to provide alternative support within the duct.



Arrange for the damaged grille to be **2** repaired.

**18.5 North Meeting Room**

There are three steps down to the lower floor level. The floor is covered with a modern engineered timber floor finish with underfloor heating.

**18.6 Crossing Tower**

The solid floor is covered with modern square paving and is one step up from the Nave and Transepts.

The alter is located in the centre of the space on a paved plinth with a further two steps.

**18.7 South Transept**

The solid floor is covered with stone paving with a cast iron grating and duct to the south and east sides. There are three effigies located against the south wall. There are loose chairs laid out to the centre of the space.

The floor is level with the South Aisle with one step to the Crossing Tower.

**18.8 North Transept**

The solid floor is covered with stone flags with two steps up to the altar to the east. There are loose chairs laid out to the centre of the space.

The floor is level with the North Aisle with one step to the Crossing Tower.

**18.9      Lady Chapel**

The solid floor is covered with carpet with two steps leading to the altar at the east. The floor is one step above the South Transept.

There are loose pews either side of a central aisle.

**18.10     Chancel**

The solid floor is covered with modern stone paving with three steps up from the Crossing Tower. There are four timber steps down to the north and south sides.

There is fixed curved seating to the Chancel.

**18.11     East Extension**

The ground and upper floors are solid and covered with carpet. The stair between the floors is solid and covered with carpet with contrast nosings.

Vinyl flooring has been laid in the toilet and kitchen areas.

**19.       Wall Finishes****19.1       Nave**

The walls are constructed in coursed stone. To the north and south aisles there is a ten-arch arcade with dressed stone columns and arches, there is an additional shorter corresponding colonnade to the triforium.

There is a stone arch to the Crossing Tower.

Simple stone surrounds to the windows. There is a round window into the Crossing Tower with a simple stone surround and stained leaded glass.

**19.2       South Aisle**

The walls are constructed in coursed stone with a string course below the windows. The ten-arch colonnade to the north has dressed stone arches and columns. There is a further arch to the South Transept at the east end with dressed stone arches and columns.

Simple stone surrounds to the windows.

**19.3       South Porch**

The walls are in dressed stone, the north and south walls have double door openings with arched heads and decorative stone surrounds.

There are stone benches to the east and west walls.

**19.4       North Aisle**

The walls are faced with coursed stone with a string course below the windows. The ten-arch colonnade to the south has dressed stone arches and columns. There is a further arch to the North Transept at the east end with dressed stone arches and columns. Simple stone surrounds to the windows.

The Kitchen at the west is formed with timber panelling to two sides with a matching door.

#### 19.5 **North Meeting room**

There are rubble stone walls to all sides with dressed stone surrounds to the window and door openings.

#### 19.6 **Crossing Tower**

The walls are finished with modern plaster. To each face of the tower there is a dressed stone arch with columns.

There is a round window into the Nave with a simple stone surround and stained leaded glass.

#### 19.7 **South Transept**

The walls are plastered and painted with dressed stone arches to the Crossing Tower, South Aisle, Lady Chapel and Chancel.

The windows and doors have dressed stone surrounds and decorative features.

#### 19.8 **North Transept**

The walls are plastered and painted with dressed stone arches to the Crossing Tower, North Aisle and Chancel.

The windows and doors have dressed stone surrounds and decorative features. There is a string course below the windows.

Six seat sedilia to the north wall.

The water ingress at high level has caused some plaster damage to the northeast corner which will need to be repaired.



Repair the area of damaged plaster to **3** the east wall.

#### 19.9 **Lady Chapel**

The walls are in dressed stone with blind arcading to the north wall with decorative stone windows and panels to the Chancel at low level.

There are windows to the east and south walls with simple stone surrounds with a string course below and blind arched openings.

**19.10 Chancel**

The walls are modern plaster and painted. The organ and console are located on the east wall with exposed pipes in a simple timber case. Dressed stone arch to the Crossing Tower.

Plastered reveals to the windows.

**19.11 East Extension**

The extension is divided into several smaller spaces. The walls are finished with modern plaster and painted.

Plastered reveals to the windows and doors.

**20. Fittings, Fixtures and Furniture**

The church is simply furnished with good quality furniture.

**Chancel:**

Organ and Console

Bespoke seating and curved pews

**Crossing Tower:**

Altar

Four freestanding candlesticks

**North Transept**

Timber altar

Timber Lectern

Loose timber chairs

**South Transept**

Loose timber chairs

**Nave:**

Timber Frontal Chest

Timber freestanding altar rails

Brass Lectern

Freestanding timber chairs

Modern furniture

**South Aisle:**

Stone font

**North Aisle:**

Kitchen

Stacked table

## 21. Organ etc.

The organ and console are located under the east Chancel window. The case and console are fabricated by Peter Collins of Melton Mowbray as part of the modern alterations.

The organ is regularly used and maintained.

## 22. Monuments and Tombs

Nave	West Wall	1no stone memorial 1no effigy slab 5no monument slabs
South Aisle	South Wall	16no memorials
North Aisle	North Wall	2no memorials 2no statues
South Transept	South Wall	3no effigies 1no memorial
North Transept	West wall	1no plaque

## 23. Services Generally

The church benefits from the following services.

- Mains electricity
- Mains water
- Gas
- Telephone line

## 24. Heating

The plant room is located in a basement below the East Extension. There are two new gas boilers with vertical flues rising to the north side of the extension. The plant room was not inspected.

There are modern fan convector radiators to the perimeter of the church which provide a comfortable level of heat.

The North Meeting Room has a separate gas boiler and underfloor heating system. There are electric convector heaters located in the North Meeting Room.

It is not known when the boilers were last inspected. A GasSAFE certificate is required annually.



Arrange for the boilers to be serviced **1**  
and a GasSAFE certificate to be issued.

## 25. Electrical

The church has a relatively modern electrical installation with the main distribution board and meters located in the South Aisle.

The electrical installation should be tested every five years, the last inspection was completed in January 2020 and is now overdue.

All electrical appliances should be PAT tested on a regular basis; the testing was last completed in April 21 and is now overdue.

The church has a modern lighting system.



Arrange for the 5 yearly electrical **1**  
inspection to be completed.



Arrange for the PAT testing to be **1**  
completed.

## 26. Sound

The church benefits from a sound system and induction loop.

## 27. Lightning Conductor

The church has a lightning protection system with down tapes on the west face of the North and Southwest Transepts and spikes to each pinnacle. There is a further installation to the Crossing Tower with the down tape over the North Transept.

It is not known when the installation was last tested and inspected.

A lightning protection system should be tested every 29 months so that it is tested through the cycle of seasons and variations in readings recorded.

(EIG recommend every 30 months)

The lightning protection system needs to be inspected and tested in accordance with BS EN 62305.



Arrange for the lightning protection **1**  
installation to be inspected and tested.

## 28. Fire Precautions

Fire extinguishers are provided as follows:

Nave	Water	CO <sup>2</sup>	
North Aisle	Water	CO <sup>2</sup> (Kitchen)	Blanket (Kitchen)
South Aisle	Water	CO <sup>2</sup>	
North Transept	Water		
South Transept	Water		
Chancel	Water	CO <sup>2</sup>	
East Extension	Water	Aqua Spray	3xCO <sup>2</sup>

The firefighting equipment was last tested in November 2024.

All extinguishers should be inspected annually by a reputable company to ensure that they are in good working order and a record made in the Church Log-Book.

*Means of Escape:*

There is more than one exit from the church. Fire procedures will need to be in place to assist those who are unfamiliar with the building.

The loose chairs may present a hazard when evacuating the building.

*Alarms:*

There is no fire alarm or emergency lighting system installed in the church.

## 29. Disabled Access

There is parking at the west end of the church with level access to the South Porch and South Transept. The South Porch slopes to the main entrance with a ramp within the South Aisle.

Internally the Nave, North and South Aisles are level with stepped and ramped access to the Crossing Tower and the North and South Transept. There is level access to the ground floor of the East Extension. Access to the first floor is not possible. Alternative spaces are available on the ground floor. The building is relatively easy to navigate.

There are two steps up to the Chancel.

The loose chairs provide inclusive access for wheelchair users.

The lighting level is good.

There is a sound system with induction loop.

## 30. Safety

An asbestos management survey should be carried out to identify the risk areas within the church and a copy of the report kept in the church. Due to the age of construction the Laurence King works are high risk.

The North and Southwest Transept roofs are safely accessed with parapets to protect the perimeter.



The PCC are to arrange for an asbestos management survey to be completed. The report should be retained at the church.

1

### 31. Bats

Evidence of bats was not noted during the inspection.

A bat survey may be required to complete certain works. The PCC will need to take advise when undertaking works to the roofs or towers.

### 32. Churchyard

The church yard is large with the church located to the north west. The church yard includes additional buildings which include the Priorswell Centre (Grade II) to the north and Priory Gatehouse (Grade I) to the South.

To the south the church yard is predominately open with grassed areas and paved footpaths. There is a cobble drive from the gatehouse leading to the west front with mature trees each side. Metal railing to the west boundary.

Grave markers have been relocated to the east boundary.

The church yard to the north and east has a large number of grave markers and tombs with an area of cremated remains to the northwest adjacent the remains of the cloister wall.

There are brick walls to the south and east boundaries with access from Cemetery Road. The north boundary is against the water course. There are a large number of trees to the east and north boundaries and the centre of the east cemetery.

There is metal fencing to the eastern end of the churchyard.

To the west front of the church there is a cobbled driveway and tarmac parking area for the Priorswell Centre. There is a brick wall to the northwest boundary.

There are a small number of grave markers which are leaning, any markers close to toppling over should be laid flat.

A tree survey should be carried out to ensure that they remain well maintained.



Any leaning grave markers will need to 2 be checked for stability.



Arrange for the trees to be surveyed by **2** a specialist.

### 33. Climate Change

The Church of England's General Synod in February 2020 set new targets for all parts of the church to work to become carbon 'net zero' by 2030.

Members voted for all parts of the Church of England to take action and ramp-up efforts to reduce emissions and called for urgent steps to examine requirements to reach the new target and draw up an action plan.

Initially there are some simple steps that can be made to improve efficiency. These include:

Continue with good building maintenance and regularly clear gutters and outlets. Repair and replace the slipped and missing roof slates.

Consider the installation of an electrical heating system and utilising a 'green' tariff from your energy supplier.

The PCC may wish to form a subcommittee to consider appropriate changes to meet the target.

More information on 'Shrinking the Footprint' can be found on the churchcare website.

<https://www.churchofengland.org/about/environment-and-climate-change>

The PCC are encouraged to consider taking steps to reduce energy usage in **4** the building.

The church should complete the 'Practical Path to Net Zero Checklist' appended **1** to this document.

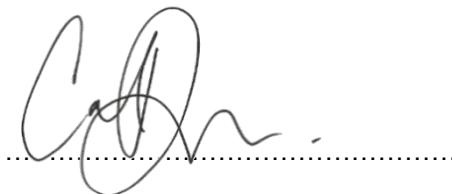
### 34. Logbook

A church logbook was not available for inspection at the time of the visit.

The PCC are encouraged to complete and maintain a log book.

**35. Date of Next Inspection**

February 2030.

A handwritten signature in black ink, appearing to read "Carl Andrews". It is written over a horizontal dotted line.

Carl Andrews RIBA AABC IHBC EASA

**Soul Architects Ltd**

**Checklist of items required by the Inspecting Architect / Surveyor from the PCC to enable the completion of the Quinquennial Inspection Report**

	<b>Seen</b> (please tick)	<b>Unavailable</b> (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)		✓

	<b>Date</b>	<b>Pass/Fail</b>	<b>Unavailable</b>	<b>N/A</b>
Copy of Electrical Installation Test Report	Mar20	✓		
Copy of Quinquennial Tree Report			✓	
<hr/>				
Copies of Test Reports etc:				
Lightning Conductor Test	??		✓	
PAT Certificate	Apr 21	✓		
Asbestos Register/ Report			✓	
Access/ Disability Audit			✓	
Fire Risk Assessment			✓	
Health & Safety Risk Assessment			✓	
Gas Safety/ Boiler Service	??	✓		
Fire Appliance Test	Nov 24	✓		
Fire Alarm & Emergency Lighting Test				✓
Security Alarm Test				✓
Insurance Recommendations			✓	
Inventory of Fixtures, Fittings & 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.

**Appendix A Calendar of Care**

## Guidance note Calendar of Care

# ChurchCare



16,000 buildings. One resource



### **January**

1. Check the church boiler and make sure that the frost thermostat is working.
2. Be sure that the rainwater gutters (especially valley gutters), hopper heads, downspouts, gullies and drains are clean and working satisfactorily. The best time to do this is when it is raining.
3. Double check that all exposed water tanks, water pipes, heating pipes and oilfeed pipes are protected against severe frost.

### **February**

1. Check the roof, using a pair of binoculars if necessary, to ensure that no slates have slipped during the snow. If you spot any damage to the roof, arrange for it to be mended as soon as possible.
2. Check the gutters and downspouts for any damage caused by frost.
3. Now is a good time to plan spring-cleaning for April. Is a working party needed?

### **March**

1. Using a pair of binoculars, look at the roof carefully for any frost, snow and wind damage. Also check that gutters and downspouts are in good working order.
2. Carry out a visual examination of all external brickwork and stonework for signs of frost damage.
3. If any damage is spotted, contact your architect/surveyor quickly. Also check your insurance policy to see if any of the damage is covered. Contact your DAC Secretary about the necessary permissions prior to carrying out repairs.



# ChurchCare



16,000 buildings. One resource

4. Think about how secure your church building is; is any action necessary?

5. Prepare a report for PCC meeting before the Annual Parochial Church Meeting on the fabric and furnishings of the church, and on actions taken in the past year, and proposed for the future. Check the last Quinquennial Inspection to ensure all recommended works have been put in hand. Produce the terrier/inventory and log book to the PCC at the same meeting with a signed statement that their contents are accurate.

6. If the PCC revises the fabric report, amend it for presentation to the annual Parochial church Meeting.

7. Is a Quinquennial Inspection due this year? Contact your architect/surveyor to arrange one if necessary.

## April

1. The Annual Parochial Church Meeting will normally be held in April. At this meeting the churchwardens will present the report on the state of the building and of the progress of any necessary work. Will a fundraising effort

be necessary this year to pay for building repairs? The parish meeting is a good time to plan this.

2. If there has been a change of churchwarden at the annual meeting, the outgoing churchwardens should run through the duties with the new ones.

3. Respond to the Articles of Enquiry sent by the archdeacon prior to the visitation.

4. The spring clean that was planned in February can take place in April. Ensure all areas of the church are cleaned but remember that old furnishings, monuments, floors and windows may be damaged by cleaning and that no chemicals should be used on them. For advice on how to clean such things, search the Conservation pages on this site for the particular item or contact your DAC Secretary.

5. Ask the bell captain to check the bells and ringing chamber are in good order and that the steps and ladders in the tower are safe.

6. Tidy the churchyard and start to cut the grass if necessary.

## May

1. Shut down the heating system, have the boiler serviced.

2. Clear gutters, downspouts and other rainwater goods (again!).

3. Cut back any new vegetation from around the outside walls of the church.

4. A management plan for the churchyard is very useful for planning future use of the churchyard and the care of its wildlife. Now is a good time to set up a small group to draw up such a plan.

## June

1. Check that windows which open are in good working order. Ventilate the church on dry days.

2. Look for woodworm or death watch beetle on exposed woodwork June is when the larvae hatch and the beetles fly.

3. Continue work in the churchyard.

## July

1. Look out for fungus and dry rot.

This guidance is issued by the Church Buildings Council under section 55(1)(d) of the Dioceses, Mission and Pastoral Measure 2007. As it is statutory guidance, it must be considered with great care. The standards of good practice set out in the guidance should not be departed from unless the departure is justified by reasons that are spelled out clearly, logically and convincingly.



# ChurchCare



16,000 buildings. One resource

2. Check any bird screens.

3. Take a good look at the notice board a well-presented notice board can greatly enhance the image of your church. Is it in good order and tidy? Are the notices up-to-date?

4. Are there any ways in which the energy efficiency of the church could be improved ready for next winter? Discuss this with your architect/surveyor.

## August

Enjoy the summer!

## September

1. Replace any broken bulbs including outside and security lights.

2. Test the boiler and check the heating system

3. If your church is heated using oil or Calor Gas make sure you will have adequate fuel for the winter.

4. Does the organ need tuning? Clear out any rubbish accumulating round the organ.

## October

1. Treat the snowboards with creosote or similar and repair any which have broken. Put them in place.

2. Check that all exposed water tanks, water pipes, heating pipes and oilfeed pipes are protected against severe frost.

3. Cut the grass for the final time and service the lawn mower.

4. When Daylight Saving Time finishes at the end of the month take the opportunity to check your turret clock.

serviced before any candlelit events.

Updated August 2016

## November

1. Clear fallen leaves from gutters, downspouts and drains.

## December

1. Check frost protection.

2. Be ready for snow.

3. Ensure all repairs or alterations have been entered in the Church Log Book.

4. Clean church and decorate for Christmas.

5. Ensure that all fire extinguishers have been

This guidance is issued by the Church Buildings Council under section 55(1)(d) of the Dioceses, Mission and Pastoral Measure 2007. As it is statutory guidance, it must be considered with great care. The standards of good practice set out in the guidance should not be departed from unless the departure is justified by reasons that are spelled out clearly, logically and convincingly.



**Appendix B A Practical Path to Net Zero Carbon**

# A practical path to net zero carbon

## A checklist for your church

### Welcome to the Net Zero Checklist.

The Church of England's General Synod has recognised the climate emergency and called on all parts of the Church to become net zero carbon by 2030.

This commitment requires us all to take action to reduce our carbon footprint. This will involve making material changes to our buildings and adopting new behaviours that both reduce our energy use and switch usage to renewable sources.

This checklist is a tool for reviewing the carbon emissions of your church building(s) and identifying actions that can be taken to help your church reduce its energy use and associated carbon emissions. It should be used alongside the "Practical path to net zero carbon for churches" guide which provides additional advice and information to help you in this journey.

The actions recommended have been developed based on the findings of a national church energy audit programme and with input from a range of professionals in the field. Depending on the size and complexity of your church, you may also wish to commission a specialist energy audit. Contact your Diocesan Environment Officer to find out more.

**To use this checklist tool**, complete the tick boxes in each section, before identifying which actions you will take as a church. The tool can be printed off or completed by clicking and typing into the pdf form.

We suggest you review progress towards implementing these actions at a PCC meeting.

If you require any support, please contact your Diocesan Environment Officer.

Please note: Many of the actions suggested in this checklist require a faculty. Please seek advice from your DAC before taking action, especially if the church interior is of historic, architectural or artistic interest; stabilising the environment for these interiors is important to minimise cycles of treatment, with their inherent carbon cost.



# Our collective approach to net zero is underpinned by six principles:



## Well maintained

Reduce heat loss by keeping on top of basic maintenance and ensuring the building is wind and watertight. Maintain the roof and gutters, to prevent water from entering the building and warm air escaping. Fix any broken window panes and make sure opening windows shut tightly.



## Buy renewable

Switch to 100% renewable electricity, for example through Parish Buying's energy basket, and 'green' gas. Whilst this does not reduce the energy you use, it means it comes from a cleaner source. It is the simplest thing you can do to cut your net carbon footprint.



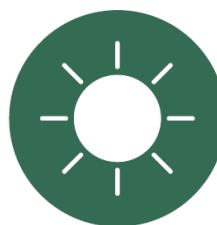
## Waste less

Waste less electricity, waste less gas/oil, tackle any food waste, reduce leaks and wasting water, and avoid unnecessary purchases. Read the "Practical Path to Net Zero" and "Energy Efficiency Guidance" for a wide range of ideas.



## Electric not gas/oil

Burning oil and gas to heat our churches is contributing greenhouse gasses to the atmosphere. We need to 'decarbonise' our heating. Where possible, move to electric heating, using electricity that comes from 100% renewable sources. There are many options such as heat pumps, pew heaters, and infra-red panel heaters and chandeliers.



## Generate more

For some churches, there are opportunities to generate electricity onsite from solar PV panels, or very occasionally wind turbines or small-scale hydro.



## Offset the rest

Once you have made real reductions in your energy use, you can offset the small remaining amount through Climate Stewards or other reputable schemes to become 'net zero'. Churches with grounds can also consider if there is an area where they could let vegetation or a tree grow, as a natural way to capture carbon from the air.

# CHECKLIST

## Part A - Where do we start?

These are actions that nearly all churches can benefit from, even those primarily used only on a Sunday.

They are relatively easy and are a good place for churches to start, when trying to move towards 'net zero'.

		Already done / up-to-date	Not applicable	Not a priority right now	Explore further / get advice	Priority
<b>The building itself:</b>						
A1.	Maintain the roof and gutters, to prevent damp entering the building and warm air escaping.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A2	Fix any broken window panes* and make sure opening windows shut tightly, to reduce heat loss.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A3	Insulate around heating pipes to direct heat where you want it; this may allow other sources of heat to be reduced in this area.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A4	If draughts from doors are problematic, draught-proof the gaps or put up a door-curtain*.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A5	Consider using rugs/floor-coverings (with breathable backings) and cushions on/around the pews/chairs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Heating and lighting:</b>						
A6	Switch to 100% renewable electricity (for example through Parish Buying's energy basket) and 'green' gas.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A7	Match heating settings better to usage, so you only run the heating when necessary*.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A8.	If you have water-filled radiators, try turning off the heating 15 minutes before the service ends; for most churches this allows the heating system to continue to radiate residual warmth*.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A9.	If you have radiators, add a glycol based 'anti-freeze' to your radiator system and review your frost setting.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A10.	Replace lightbulbs with LEDs, where simple replacement is possible.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A11.	Replace floodlights with new LED units.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A12.	If you have internet connection, install a HIVE- or NEST-type heating controller, to better control heating.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A13.	If your current appliances fail, then replace with A+++ appliances.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>People and policies:</b>						
A14.	Complete the Energy Footprint Tool each year, as part of your Parish Return, and communicate the results.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A15.	Create an Energy Champion who monitors bills and encourages people to turn things off when not needed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A16.	Write an energy efficiency procurement policy; commit to renewable electricity and A+++ rated appliances.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A17.	Consider moving PCC meetings elsewhere during cold months, rather than running the church heating.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>Offset the rest:</b>						
A18.	For most low usage 'Sunday' churches, once they have taken steps like these, their remaining non-renewable energy use will be very small. For the majority, all they need to do now to be 'net zero' is offset the small remaining amount of energy through Climate Stewards or other reputable schemes.	<input type="checkbox"/>				
A19.	Also, think about your church grounds. Is there an area where you could let vegetation or a tree grow?	<input type="checkbox"/>				

\* If interiors are of historic, architectural or artistic interest, seek professional and DAC advice first.

## Part B - Where do we go next?

These actions may cost more than the ones in Part A and some will require specialist advice and/or installers.

They are often good next steps for churches ready to take the next step towards 'net zero'.

		Already done / up-to-date	Not applicable	Not a priority right now	Explore further / get advice	Priority
<b>The building itself:</b>						
B1.	If you have an uninsulated, easy-to-access roof void, consult with your Quinquennial Inspector (QI) about insulating the loft*.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B2.	If you have problematic draughts from your door, and a door-curtain wouldn't work, consult with your QI about installing a glazed door within your porch, or even a draught-lobby*.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B3.	Consider creating one or more smaller (separately heatable) spaces for smaller events.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B4.	Consider fabric wall-hangings or panels, with an air gap behind, as a barrier between people and cold walls.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Heating and lighting:</b>						
B5.	Learn how your building heats/cools and the link to comfort, by using data loggers (with good guidance).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B6.	Improve your heating zones and controls, so you only warm the areas you are using.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B7.	Install TRVs on radiators in meeting rooms and offices, to allow you to control them individually.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B8.	Consider under-pew electric heaters and/or infra-red radiant panel heaters*, which keep people warm without trying to heat the whole church space. Radiant panels are especially good for specific spaces like chapels and transepts, which you might want warm when you don't need the whole church to be warm.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B9.	If you have radiators, install a magnetic sediment 'sludge' filter to extend the life of the system.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B10.	Consider thermal and/or motion sensors to automatically light the church when visitors come in, for security lights, and for kitchens and WCs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B11.	Install an energy-saving device such as Savawatt on your fridge or other commercial appliances.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B12.	Get your energy supplier to install a smart meter, to better measure the energy you use.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>People and policies:</b>							
B13.	Vary service times with the seasons, so in winter you meet early afternoon when the building is warmer.	<input type="checkbox"/>					

\* If interiors are of historic, architectural or artistic interest, seek professional and DAC advice first.

## Part C - Getting to zero

These are bigger, more complex actions, which only churches with high energy use are likely to consider.

They could reduce energy use significantly, but require substantial work (which itself has a carbon cost) and have a longer payback.

***They all require professional advice, including input from your DAC.***

Already done / up-to-date	Not applicable	Not a priority right now	Explore further / get advice	Priority

<b>The building itself:</b>						
C1.	Draught-proof windows*.	<input type="checkbox"/>				
C2.	If you have an open tower void, insulate or draught-proof the tower ceiling *.	<input type="checkbox"/>				
C3.	Double-glaze or secondary-glaze suitable windows in well-used areas such as offices, vestries and halls*.	<input type="checkbox"/>				
C4.	Internally insulate walls in well-used areas such as offices, vestries and halls*.	<input type="checkbox"/>				
C5.	If you have pew platforms, consider insulating under the wooden platform with breathable materials*.	<input type="checkbox"/>				
C6.	Reinstate ceilings, and insulate above*.	<input type="checkbox"/>				
<b>Heating and lighting:</b>						
C7.	Install a new LED lighting system, including all harder-to-reach lights, new fittings and controls.	<input type="checkbox"/>				
C8.	Install solar PV, if you have an appropriate roof and use sufficient daytime electricity in the summer.	<input type="checkbox"/>				

\* If interiors are of historic, architectural or artistic interest, seek professional and DAC advice first.

## Part D - “Only if....”

These are actions which a church might undertake at specific times (such as when reordering is happening) or in very specific circumstances. They nearly all require professional advice, including input from your DAC.

		Already done / up-to-date	Not applicable	Not a priority right now	Explore further / get advice	Priority
	<b>The building itself:</b>					
D1.	If you are reroofing anyway, then insulate the roof, if appropriate for your roof*.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D2.	If you have an uninsulated wall with a cavity (typically built 1940 onwards), then insulate the cavity.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D3.	If the building is regularly used and suitable, such as a church hall, consider appropriate external insulation or render, appropriate for the age and nature of the building*.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<b>Heating and lighting:</b>					
D4.	If there's no alternative that does not run on fossil-fuels, then replace an old gas boiler or an oil boiler with a new efficient gas boiler.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D5.	If yours is a well-used church which you want to keep warm throughout the week, then consider an air or ground source heat pump. Ground source heat pumps are more expensive and invasive to install than air source heat pumps, but run more efficiently once installed, depending on ground conditions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D6.	If you are doing a major reordering or lifting the floor anyway, and yours is a very regularly used church, then consider under-floor heating. This can work well in combination with a heat pump (above).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<b>Church grounds:</b>					
D7.	If you have car parking that is sufficiently used, EV charging points for electric cars can work out cost neutral or earn a small amount of income for the church. Note, they will increase the church's own energy use, but will support the uptake of electric cars. They could be good in combination with solar PV panels.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

\* If interiors are of historic, architectural or artistic interest, seek professional and DAC advice first.

## IDENTIFYING NEXT STEPS

<b>Checklist completed by:</b>	<b>Date of the PCC meeting checklist results will be reported to?</b>
<b>Date completed:</b>	

- A) Actions we have marked as 'Already done' which have positively impacted our carbon footprint are:**

1	
2	
3	

- B) Priority Actions:**

*Identify the next step for those actions which you have marked as a priority.*

*Who will be responsible for taking these forward. By when?*

Action	Who's responsible?	Target date for completion	Date of review by PCC
1			
2			
3			
4			

- C) Further Actions**

*Identify any actions which you have marked as 'explore further'.*

*Who will be responsible for exploring these. By when?*

Action	Who's responsible?	Target date for completion	Date of review by PCC
1			
2			
3			
4			

*If more space is required for creating your 'Next steps action plan', please use additional sheets or your own document template.*

# Church of England guidance and support, to help you take action:

## Net zero carbon church suite of guidance

<https://www.churchofengland.org/resources/churchcare/net-zero-carbon-church>

## Case studies

[https://www.churchofengland.org/more/policy-and-thinking/our-views/environment-and-climate-change/towards-netzero-carbon-case](https://www.churchofengland.org/more/policy-and-thinking/our-views/environment-and-climate-change/towards-net-zero-carbon-case)

## Net Zero Webinars

<https://www.churchofengland.org/more/policy-and-thinking/our-views/environment-and-climate-change/webinars-getting-net-zero-carbon>

## To calculate your carbon footprint

- Energy Footprint Tool: <https://www.churchofengland.org/more/policy-and-thinking/our-views/environment-and-climate-change/energyfootprinting>
- 360 Carbon: <https://360carbon.org/>

## Sources of funding

<https://www.parishresources.org.uk/resources-for-treasurers/funding/>  
(Section 4 “National List of Charitable Grants”)

## Parish Buying (for switching to green electricity, energy audits, and LED lighting)

<https://www.parishbuying.org.uk/>

## Find your Diocesan Environment Officer

<https://www.churchofengland.org/more/policy-and-thinking/our-views/environment-and-climate-change/deo-map>

## Your DAC Secretary

Details available via your diocesan website. Many DACs have heating and sustainability advisors, who give free advice.

# External partners offering useful resources

## Historic England

<https://historicengland.org.uk/advice/technical-advice/energy-efficiency-and-historic-buildings/>

## A Rocha (Eco Church)

<https://ecochurch.arocha.org.uk/>

## SPAB

<https://www.spab.org.uk/advice/knowledge-base>

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