







Inspection of Churches Measure 1955 & Care of Churches Ecclesiastical Jurisdiction Measure 1991		
<b>DIOCESE OF ST ALBANS</b>		
DIOCESAN SCHEME FOR THE INSPECTION OF CHURCHES (The Quinquennial Inspection)		
<b>Church of St. Lawrence</b>		
		
Location of the church:	Church Street Bovingdon SG13 8AY	
Local Authority:	Dacorum	
Listing: Church	Grade II*	
Inspecting Architect:	Francesca Weal MA DipArch (Cantab) RIBA SCA	
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Dates of inspections:	10th July 2018	
Weather:	Sunny and warm	
Date of this report	5th September 2018	




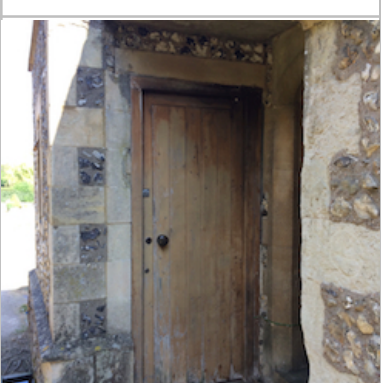
<b>1.01</b>	<b>Context</b>	
	Grade 2* listed church almost completely rebuilt in 1845 by Thomas Talbot Bury FSA. There remains signs of the original fabric, particularly at the base of the tower but in effect the church was almost completely rebuilt. Work was instigated by Hon Granville Ryder. Church comprises a tower at the west end, nave, chancel, side aisles with a vestry to the north (now used as a kitchen) and a WC. Processional entrance via the West door under the tower with a side door with gated porch on the South Elevation. Original origins of the church are not known, but possibly at least early 13C and possibly on an older foundation.	
<b>2</b>	<b>SUMMARY OF WORKS SINCE LAST QIR &amp; TERRIER</b>	
	The log book is incomplete. No entries were made between June 2005 and March 2014 when the churchwardens recommenced entries from April 2014 up to July 2016. However, it is clear from the general condition of the church that works continue to be done. 2.01 to 2.03 show what is listed in the log book. My additional comments in italics.	
2.01	2014 Summary -excluding maintenance, landscaping and 'de minimis' work.	
	Asbestos removed from boiler, partial demolition & rebuild of heat exchange wall; sealing heat exchange unit, replacement of oil burning unit.	
	Repair & refurb the lych gate following a storm	
2.02	2015 Summary -excluding maintenance, landscaping and 'de minimis' work.	
	WC roof repaired: including new structure and recovering.	
	Memorial path installed.	
	Window repairs commenced.	
	Work to oil supply pipe	
2.03	2016 Summary -excluding maintenance, landscaping and 'de minimis' work (to July 2016 where record stops)	
	Clock face refurbished	
	Tower and chancel windows ( <i>but which chancel window? The east window has not been done</i> ) refurbished	
2.04	Other works noted during the inspection but not listed in the logbook	
	Buttress B3 and surrounds comprehensively repaired.	
	Redecoration of WC and wiring of heater.	
	West & south doors decorated.	




2.05	The Terrier was examined. Most of the entries are up to 2011 but it was signed off in 2017. Some issue about the whereabouts of some plate - a silver plated chalice was loaned to Swineshead PCC and the loan extended to 1996 but the whereabouts are unknown. Also, parish reported that some plate was loaned to St Albans Abbey, which had offered to return it, but to date has not done so even though it is not on display now. <i>Recommend that the inventory is updated and checked.</i>	2
<b>3</b>	<b>GENERAL CONDITION OF THE FABRIC</b>	
3.01	Generally, the fabric is in pretty good condition, although there are some specific areas that are concerning.	
3.02	The kitchen (former Vestry) shows signs of dry rot (or perhaps dried-out wet rot - which can exhibit a similar pattern). I note that the roof over has been re-covered; could water ingress here have been a trigger for the outbreak? This needs urgent action and at the same time some work needs to be done to the kitchen set up as at present it is not satisfactory - see later section in the report.	
3.03	The area behind the organ is inaccessible for routine maintenance: at the time of inspection there was no way through to it around the side of the organ. This area suffered water ingress and it would be very prudent to gain access somehow to assess the timber floor etc. I would question the long-term siting of the organ in that area - or see if there are redundant pines which would allow it to be reduced.	
3.04	A separate report was commissioned for repairs to the windows and on examination of the report, it would appear that there are issues that need to be tackled. Though there is some question concerning the report expressing concern about a south aisle window and yet the previous QIR said that it had been recently repaired. The window guards are also rusting in areas. Consideration given to re-painting (with a specialist system designed for galvanised metal) or replacing with powder-coated stainless steel guards.	
3.05	The church looks drab and cluttered. This is because it has had to house furniture and kit that otherwise would be in a nearby parish room in the church itself and there is no adequate space to store things. In addition, a number of items have been put on hold pending potential works to the church.	
3.06	Pointing repairs have been given a priority rating as a small repair at this stage can stave off a more major issue later.	
3.07	The report is not a schedules of works and should not be treated as such. Advice should be sought for the most appropriate specification for the works including pointing mixes and also, preferably, inspection of the works as bad repairs can not only mar the appearance of the building but can also fail or impact on the adjacent work.	

	<b>THE REPORT IN DETAIL</b>		
	The categorisation of priorities have allocated in accordance with the Diocese of St Alban's DAC Advisory Leaflet 3 dated 04/2015. This does differ from the standard set on the ChurchCare website. It also differs slightly from the definitions of the categories in your last QIR.		
	<b>Priorities Key</b>		
<b>1</b>	Of utmost urgency		
<b>2</b>	Essential within the next 18 months		
<b>3</b>	Essential within the next 5 years		
<b>4</b>	Essential within the next 10 years		
<b>5</b>	Items of routine maintenance		
<b>6</b>	Items requiring specialist advice		
<b>4</b>	<b>EXTERNAL WALLS (not including tower)</b>		
	General note. The walls are flint-faced generally with random-coursed knapped and unknapped flints with the occasional inclusion of lumps of puddingstone. There is a substantial amount of 20C repointing evident. From experience elsewhere, I have found that this can hide some severe defects in the mortar behind but there are no obvious areas of bulging, detaching flintwork which would indicate a problem. There are some areas where the harder mortar might be compromising the chalkstone which is particularly vulnerable to the proximity of impervious materials.		
<b>4.01</b>	<b>North Elevation</b>		
	Comprises upper section of nave with 5 clerestorey windows with square hood moulds. Lower level buttressed single -storey north aisle with 5 windows with arched hood moulds. Single storey former vestry (now kitchen) to the NE of the north aisle with small WC extension. Chancel elevation with single window with arched hood mould. Generally sound but with areas that need attention. Walls are flint with stone detailing. Some of the stone is chalkstone (known as 'clunch').		
<b>4.1.1</b>	Chancel - no significant issues. Photo shows WN1 and also the flue from the heating chamber below. Rust staining from window guards evident. <i>See later section on windows for action.</i>		
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4.1.2	Significant spalling to the quoins and cement pointing to NE return to former vestry (from henceforth referred to its current use as the kitchen) . <i>Photo &amp; action</i> in later section.		
4.1.3	Open joint in coping to nave roof near WUN3. <i>Check bedding of coping and point.</i>		2
4.1.4	Spalling to string course to lhs(left hand side) of WUN3 and open joint to parapet coping over WUN3. <i>Repair to prevent further deterioration.</i>		3
4.1.5	Open joint to parapet coping over WUN3. <i>Repair</i>		2
4.1.6	Spalling to bottom end of hood mould to WUN2. <i>Repair.</i>		3
4.1.7	Base of mullion is spalling to WUN5. <i>Repair.</i>		3
4.1.8	Spalling quoins to NW corner of B12. <i>To be reviewed and consolidated to slow down decay.</i>	 	2






4.1.9	Spalling inside of parapet to NE end of north aisle. Also spalled top of coping further down the slope (not shown on photograph). This is quite a severe deterioration and was not evident in 2013 . <i>Assess parapet and repair.</i>		2
4.1.10	Some open joints in parapet coping to north aisle roof. <i>Check bedding and repoint.</i>		2
4.1.11	Cement render to inside of north aisle parapet is cracked in several places (see above photo) and pointing has failed in some areas above the flashings. <i>Investigate for possible rerendering in areas.</i>		2
4.1.12	Stone surround to DE1 (external door into the WC) spalling on left hand side. <i>Repair depending on outcome of proposed works.</i>		4

4.1.13	Stone surround to DE2 (external door into the kitchen) Generally satisfactory - one stone on the right side is split and there is some loss of stone at low level. <i>Repair depending on outcome of proposed works.</i>		4
4.1.14	Open joints in walling above and to the sides of B17 and B16. Photo shows B16. The flints appear to have been pointed in with cement mortar which is not at ideal. <i>Point joints to prevent damp ingress.</i>		2
4.1.15	Missing flint to lhs of B15. <i>Replace.</i>		2
4.1.16	Arched stone window surrounds to WN3, WN4, WN5 and WN6 satisfactory.		
<b>4.02</b>	<b>West Elevation (excludes all of the tower )</b>		
	For this section, only the west elevations of the side aisles and the returns to the clerestory of the nave are relevant as the tower is included elsewhere in accordance with Diocesan guidelines		
4.2.1	Chalkstone quoins to return of B12 are spalling. Otherwise no other significant issues. <i>The quoin stones need attention before more serious loss of materiel occurs.</i>		2











<b>4.03</b>	<b>South Elevation (excluding the porch)</b>		
	The south elevation comprises the south faces of the nave clerestory, the south side aisle and the chancel. As elsewhere, the walls are flint with stone detailing. The clerestorey comprises two-light windows with square hood moulds over and the side aisle windows are three-light windows with elaborate head tracery with square hood moulds over. There is a two-light, rectilinear window over the south door to the chancel and a traceried, two light arched window above the mid string course to the chancel. <i>There are no significant urgent issues but the condition of the stone surrounds and detailing of the clerestorey windows should be dealt with promptly to prevent more costly deterioration.</i>		
<b>4.3.1</b>	Spall to lower edge of string course above and to the left of WUS5. <i>Repair.</i>		4
<b>4.3.2</b>	Crack through stone surround to WUS2. <i>Repair.</i>		2



4.3.3	Crack through stone surround to WUS3. <i>Repair.</i>		2
4.3.4	Spall developing in WUS4 and spall to tracery (not in photo). <i>Repair.</i>		2
4.3.5	Cracks developing in WUS5 and also damaged moulding to hood mould over. <i>Repair.</i>		2
4.3.6	Pointing missing to parapet copings in areas. Cracks developing in cement render - photo of SW return corner. And as seen from the ground (bottom right) and on the SE return corner ( below). There are other areas not shown here. <i>Repair.</i>		2

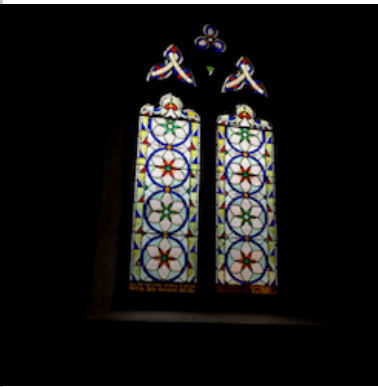


				2
4.3.7	Some loss of face from the chalkstone link stones where the porch meets the wall of the south aisle. <i>Repair.</i>			3
4.3.8	Generally the south elevation of the south aisle appears satisfactory. There is some loss of materiel to the quoins to the buttresses but not enough to cause any major concern. However, if there is a programme of stone repairs elsewhere, <i>it would be wise to include some consolidation of the chalkstone where needed.</i>			3
4.3.9	Buttress B3 has been recently repaired under the auspices of the previous inspecting architect and is in good condition.			
4.3.10	The south elevation of the chancel is satisfactory. There is some developing loss of surface to a detail on the hood mould to DS1 ( <i>repair</i> ) and an emerging sapling growing in the return corner to the East elevation ( <i>which should be removed</i> ).			3 & 1



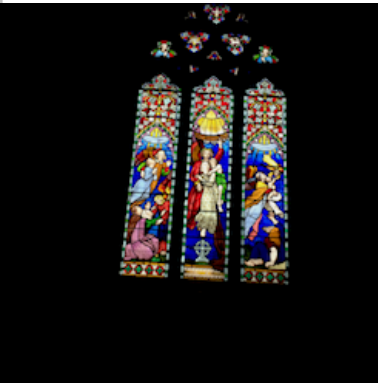
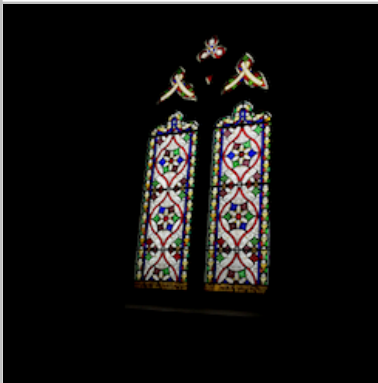

				
<b>4.4</b>	<b>East Elevation</b>			
	The east elevation comprises the east return of the south aisle, the chancel elevation, the east return of the kitchen , WC and north aisle. It includes a 3-light, traceried window at the east end of the south aisle; the principal east window to the chancel which is a tall,arched, 3 light window with elaborate tracery at the top; a square window with two ogee-headed lights to the kitchen.			
4.4.1	The east elevation is generally satisfactory with the exception of the WC elevation & a damaged string course. Photo shows principal east window. There are some minor defects in the stonework in areas (not all listed below) but nothing to give rise to any major concern.			4
4.4.2	Buttress B3 has been repaired (east face shown on photo).			




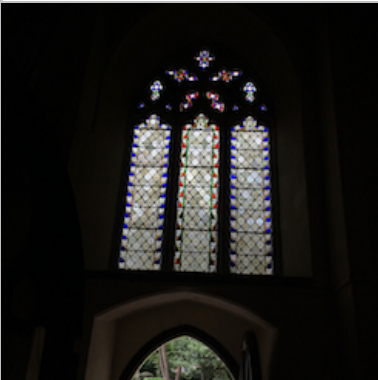
4.4.3	The base of buttress B2 has a joint with missing mortar which should be repointed.		2
4.4.4	There are some defects to the surround & hood mould of WE1. Repair.		3
4.4.5	There is spalling in areas along the raking string course to the kitchen & some loss of face to some chalkstone. Repair.		2
4.4.6	There is significant loss of face and potential loss of face to the quoins of the WC exacerbated by the use of hard cement mortar adjacent.		2
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<b>4.5</b>	<b>South Porch</b>		
	Single storey, centre-pitched gabled-ended porch with buttresses and arched doorway over door. Flint walling with stone detailing including crow-stepped feature under south gable parapets.		
4.5.1	Generally satisfactory but some loss of face off chalkstone link stones. These <i>could be included in a programme of consolidation</i> - but otherwise not urgent.		4
4.5.2	Possible weathering to the cross on the south face as seen from the side aisle. <i>Investigate.</i>		3
<b>4.6</b>	<b>External walls: general</b>		
4.6.1	The buttresses were generally sound except where noted above.		
4.6.2	There was no apparent signs of settlement of the foundations		
<b>5.0</b>	<b>Windows, glazing and ventilation</b>		
	General: access close to windows was only possible at high level on the north and south aisle roofs. Otherwise all observations were made from ground level unless otherwise stated. The previous numbering convention from the past QIR has been retained.		
	Some of the windows have recently been subject to inspection and quotation by specialists. Some have been inspected and repaired previously including WW2 and earlier, the clerestorey and north aisle windows. (according to Chapel Studio).		


5.1	WN1: to chancel. Previous QIR recommended releading the west light but on this inspection I was not able to discern this. Dated 1857. Rust staining to stonework around fixings to galvanised guards. Rectify cause of staining. <i>Get window assessed by specialist.</i>		3 & 6
5.2	WN2: to WC. Modern single-light top vented window with obscured diamond quarries. Frame rusting - <i>decorate.</i>		2
5.3	WN3: north aisle. Window in quatrefoil tracery shows Christ blessing children. Satisfactory.		
5.4	WN4: north aisle. Clear diamond quarries. Satisfactory.		
5.5	WN5: north aisle. 1877 2-light window showing 'the raising of Lazarus'. Heaton Butler & Bayne 1877. Dedicated to the architect Thomas Talbot Bury. Window is likely to need releading and a lot of the detail is fading. Galvanised guards. <i>To be investigated by specialist.</i>		6
5.6	WN6: north aisle. 2-light with quatrefoil tracery. Clear diamond quarries. Galvanised guards. Satisfactory.		
5.7	WN7: north aisle. 2-light with quatrefoil tracery. Clear diamond quarries. Galvanised guards. Satisfactory.		

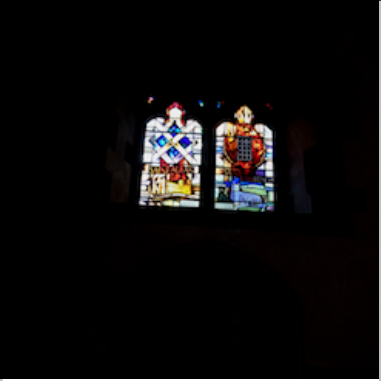







5.8	WE1: kitchen. 2-light window with diamond quarries. Vented light has a cracked quarry which is slipping from its comes. The north light is buckling. Galvanised guards: satisfactory. <i>This window needs attention.</i>		3
5.9	WE2: east end of chancel. 3- light window of 'Judgment Day'. W.C Cope of Lavers 1857. From ground level it looks as if a pane is coming away in the edge of blue area in the lower third of the right hand (as looking from the inside) pane. Inkwork is fading in places. Has been assessed recently by a specialist. Galvanised guards rusting. <i>PCC to assess priorities for repairing the window and attend to rusting guards.</i>		3
5.10	WE3: east end of south aisle. Access to view from the inside is just not possible as the organ is in the way. There is concern that this cannot be assessed properly. <i>Access to be organised.</i> Galvanised guards satisfactory.		2
5.11	WS1: chancel, south elevation. 2-light stained glass, 1857. Previous QIR mentioned slight bulging - from below this was not obvious. Galvanised guards rusting. <i>Attend to rusting guards.</i>		3
5.12	WS2 : east end of south aisle. 3-light window. Crucifixion scene. Clayton & Bell 1874. Painted glass face is very faded. Proper access to inspect potential bulging etc. impeded by organ. Has been recently assessed by a specialist. Some sign of rusting of galvanised guards. This window has been described as being in poor condition and needing attention. <i>The rusting of the guards also needs attention.</i>		2


5.13	WS3: south aisle. 3-light stained glass window. Clayton & Bell 1874. Some lights fading. Galvanised guards rusting. <i>Attend to guards.</i>		3
5.14	WS4: south aisle. 3-light stained glass window. 'The Risen Christ at the tomb'. Clayton & Bell 1884. Slight bulging of the leading but appears generally satisfactory. Noticed stains perhaps indicating water coming in at low level at the junction with the cill. <i>Investigate cause of ingress of water.</i>		2
5.15	WS5: south aisle. 3-light window with centre vent by children's area. Vertical centre bar to the centre light goes through the glazing of the centre vent. Previous QIR writes that the fixed parts were releaded in 2003 though the vent leading is older. Has been recently assessed by a specialist who reported that the releading was weak and also quoted for swapping it with WS3 as instructed. Galvanised guards satisfactory. <i>Investigate why the window needs work when it was done not long ago according to the last QIR.</i>		1
5.16	WW1: north aisle. 2-light window . Satisfactory		
5.17	WW2: 3-light window above west door. Grisaille-patterned with decorative borders. Quarries painted to resemble double-leading. Previous report referred to 7 smashed quarries - not evident at this inspection - I understand that it was repaired in the last Quinquennium. Cupric staining from fixing of guards. <i>Investigate non-staining fixings.</i>		2




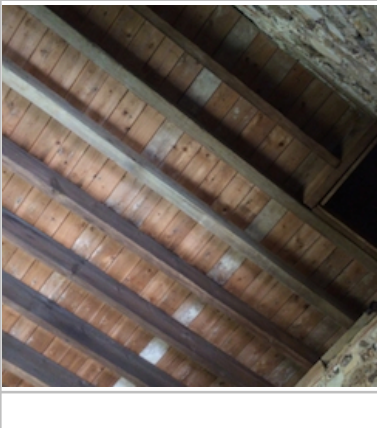

5.18	WW3: west end of south aisle. 2-light stained-glass window of SS Barnabas & John. Clayton Bell 1874. Hole noticed in St John's green robe. Galvanised guards are satisfactory. <i>Investigate if hole can be simply repaired.</i>		3
5.19	WUN1: to north clerestorey. 2-light window with clear diamond-lead quarries. Vent to east light. Satisfactory.		
5.20	WUN2: to north clerestorey. 2-light window with clear diamond-lead quarries. Satisfactory.		
5.21	WUN3: to north clerestorey. 2-light window with clear diamond-lead quarries. One quarry is cracked and previous QIR stated concern about bat ingress. Otherwise satisfactory.		
5.22	WUN5: to north clerestorey. 2-light window with clear diamond-lead quarries. Vent to west light. Satisfactory		
5.23	WUS1: to east end of south clerestorey. 2-light window with clear diamond-lead quarries. Satisfactory. Rust streaking from galvanised guard fixings staining the stonework. <i>Attend to cause of staining.</i>		2
5.24	WUS2: to south clerestorey. 2-light window with clear diamond-lead quarries. Satisfactory.		
5.25	WUS3: to south clerestorey. 2-light window with clear diamond-lead quarries. Western light is vented. Satisfactory		
5.26	WUS4: to south clerestorey. 2-light window with clear diamond-lead quarries. Satisfactory.		
5.27	WUS5: to south clerestorey. 2-light window with clear diamond-lead quarries. Satisfactory.		



5.28	WUS6: 2-light stained glass window over south door to chancel. St. Alban & St. Lawrence. Chapel Studio. 1983		
	For tower window, see tower section below.		
6.00	<b>TOWER</b>		
	<p>The Tower is square, in the centre of the west end. In three stages with triple-stepped buttresses B10 and B12 on the NW and SW corners and single stepped buttresses at side aisle roof level B 9 and B12 on the SE and SW corners. It terminates in an embattled parapet of merlons (upstands) &amp; embrasures (gaps between the upstands) with four crocketed pinnacles at the corners. <i>A crocket is a hooked detail resembling an archbishop's crozier.</i> The tower is flint-faced with stone dressings.</p>		
6.1	<b>Tower external walls</b>		
6.1.1	<p>Tower north external face. Comprises semi-coursed flint with occasional puddingstones with what appears to be heavy use of cement-based pointing. Buttress B12 has spalling quoins (see earlier section) and the NW chalkstone quoins of the tower at the upper level are also losing material. <i>Ideally the erosion of the quoins should be reviewed and slowed.</i></p>		3
6.1.2	Tower east external face: overlooks nave roof. From ground level, it looked satisfactory.		

6.1.3	<p>Tower south external face. Construction as described before. Some of the return chalkstone quoins against buttress B10 are losing face. Surrounding pointing is cement based. There are some indentations around the left of the centre of the wall lining just above the halfway point of the second stage of buttress B10. These would appear to be where puddingstones have been used. Previously-reported erosion gash in the quoin 6 stones above the top of B9 is patent. I have no metric to see if it has got worse since the last QIR. Zoom-in of top photo for record purposes.</p> <p><i>If there is a programme of stone repairs elsewhere, it would be worth incorporating work to the tower chalkstone quoins.</i></p>		3
6.1.4	<p>Tower west external face. General image at start of this section. Approximately coursed, unknapped flint with hard cement-based pointing. Some erosion on the SW corners of B10 particularly on the second stage - there have been some new inserts here. Also erosion on the NW corner (previously noted) and a stone in the west quoin of the upper stage of B11 is missing some stone. The stonework to the bell-chamber west opening and the quatrefoil window (not numbered) appears satisfactory. <i>Consolidation to quoins desirable.</i></p>		3
6.1.5	<p>Opening to Doorway DW1. Square-headed doorway some loss of detail to the mouldings and generally detail of the chalkstone has eroded but at present appears in stable condition. Note the previous QIR had recommended dressing-off friable eroded stone which may have been carried out and at some point lime-watering had been used.</p>		




6.1.6	Stone surround to WW2. 3 light window with reticulated tracery ( <i>a style of decorated tracery characterised by circular shapes drawn at top and bottom into ogees, resulting in a netlike framework</i> ). Generally satisfactory - though the stone is being stained with copper wash-off, possibly from fixings of the guards (see earlier comment). A small loss of a corner for a surround stone on the left hand side under the area of reticulated tracery.		




6.1.7	<b>Tower parapets</b>		3 & 4
	<p>None appeared to be unstable when pushed. Noted that the crocketed pinnacles are truncated - having lost some stonework and one is more than the others. Some spalling of the chalkstone at the base of some embrasures and at the base of the NW pinnacle. Cementitious render to the rear of the parapet is relatively impervious and holds damp against the stone making it vulnerable to frost damage. Minor cracks in some areas to the render. <i>Point minor cracks but long term assess redoing the render in a non-cementitious render</i></p>		
	<b>Tower: roof structure, coverings and flashings</b>		
	<p>Roof structure is modern, with ceiling joists onto a wallplate with sw boards and appears in good condition. New lift-off pine hatch clad in stainless steel over.</p>		
	<p>Roof covering: virtually flat, capped, stainless-steel roof set to fall to an off-centre east-west gutter. Lead flashings are unclipped which can cause them to raise- which they have done in the past. There is moss in the gutter. This should be removed regularly and flashings checked &amp; dressed down as necessary.</p>		

<b>6.2</b>	<b>TOWER INTERIORS</b>		
6.2.1	Internal access to upper levels		
	Internal access up tower is via a ladder from the inside the west porch rising up the tall base stage to a trapdoor in the clock chamber floor. Not satisfactory. Wooden ladders rise to tower roof from the clock chamber floor into the bell chamber and to the roof. Rungs are wearing. Access to the roof is via a trapdoor which is relatively new. <i>Ladder access to be reviewed and made safer.</i>		2
6.2.2	<b>Tower: ground level</b>		
	Fairly level threshold in from the west door. Divided from the nave by a timber screen (see later comments). Flagged floor with a step up to the nave Plastered walls. Corner boxes for the redundant clock weights(according to last QIR) in the west corners. No apparent structural defect but decorations need attention. The ceiling to the clock chamber over appears satisfactory and there are hatches for lowering the bells and a rather unsatisfactory access hatch at the top of the ladder. More comments later in QIR.	 	
	<i>Renew contrast strip to step</i>		2
	<i>Tower walls to be redecorated following works to the ladder.</i>		3
6.2.3	<b>Tower: clock chamber</b>		
	Boarded floor - a mix of timbers. Plastered walls - plaster is crazing. Lancet window reported as damaged in last QIR has been repaired. Oak ceiling structure over supported on large oak corbels. Signs of beetle damage over the years. PCC to advise me if any treatment has been carried out.		






6.2.4	<b>Tower: bell chamber</b>		
	Floor is partially boarded with oak boards. Lime plastered walls but has eroded in areas exposing mixed masonry: stone, brick, flint. Four belfry openings with stone baffles in reasonable condition. Ideally the eroded lime should be repaired but at present it is not an urgent issue.		
7.00	<b>BELLS FRAME &amp; CLOCK</b>		
	<i>(I have inserted this here as it makes more sense than siting it further into the report as suggested in the 2015 guidelines)</i>		
7.1	Old cruck-like bell-frame (rather special) built originally for swing chiming and certainly pre-dates the Talbot-Bury rebuild. Appears generally in good order despite the odd beetle hole.		
7.2	Bells have been converted to static-mounting and are now rung from an Ellicombe frame in the tower base. The previous QIR reports that they 'retain their canons and now have enlarged wooded headstock beams which are fixed over the top of the frame stalls. The three bells are dated 1663 by Chandler, 1654 by Whitmore and 1845 by Mears.'		





7.3	<p>Clock is mounted on the west bell-chamber opening but the mechanism is at the lower level. Ball pendulum and enclosed mechanism. 1863, Thwaites &amp; Reed. Was working during the inspection. Electric motor-driven winding and chiming. Clock face has been re-conditioned.</p>	
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8.3.2	Kitchen: internal		
	Gloss painted boarding, condition of structure behind not known. Streaking noticed on the walls which might reflect the condition of the roof before the re-covering but may also indicate a current problem if the flashings are inadequate. <i>Survey when rot works are done.</i>		1
8.3.3	WC Roof		
	Short section of flat roof with parapet surround. Felt roof. Dressed up behind cement render. Some cracking in the render but at present not serious. DPC under parapet stones is partly visible.		
8.4	North Aisle Roof		
8.4.1	External: Mono pitched roof with capped stainless steel sheeting. Have been advised that this dates from 1980. Pitches towards north parapet gutter. Lead flashing working loose (see earlier photo) in some areas. Sheet metal (not lead) cover flashing fixed up part of the raking east parapet. Previously noted at being loose. Roof otherwise appears satisfactory for its age. See other sections for work to parapets etc. <i>Refix lead flashings following completion of parapet work.</i>		2
8.4.2	Internal: Exposed stained chamfer-stopped sw rafters with stained sw boarding over. No apparent defect.		


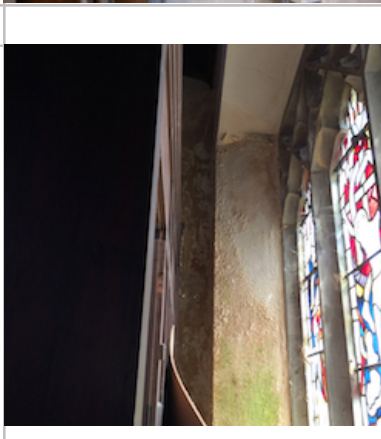






<b>8.5</b>	<b>South Aisle Roof</b>		
8.5.1	<p>External: Mono pitched roof with raised seam stainless steel sheeting. Have been advised that this dates from 1981. Pitches towards south parapet gutter with lead cover flashings.</p> <p>No apparent defect in covering but clearly there has been an issue at the junction of the upstand and the cill of one of the clerestory windows. The seal between the two appears cracked and overcoated. <i>Repair seal.</i></p> 		2
8.5.2	<i>Check and fix back lead flashings to parapet after other works.</i>		2
8.5.3	<p>Internal: Exposed stained chamfer-stopped sw rafters with stained sw boarding over. No apparent defect.</p> 		
<b>8.6</b>	<b>South porch roof</b>		
8.6.1	<p>Duo-pitched roof with a mix of slates. Some slates have been fixed back with tingles but there other slipped slates. Was advised that the porch roof was reslated in 1988. <i>Refix slipped slates.</i></p> 		1





8.3.2	Chamfer-stopped rafters with pine boarding over. Satisfactory.		
8.3.3	Timber fillet decayed at junction with the parapet. <i>This should be repaired.</i> The east side is also somewhat decayed. <i>Weathering at this junction to be reviewed and rectified.</i>		2
9.0	<b>Lightning conductor</b>		
	There is no lightning conductor and the previous QIR, whilst acknowledging the tall trees nearby which might offset the threat, had recommended that consideration be given to installing lightning protection. In the light of more severe storms with global climate change, it would be prudent to see if this is now necessary.		2
10.0	<b>Rainwater, gutters, downpipes and surface water drainage systems</b>		
10.1	The church has its main rainwater system in the form of parapet gutters which discharge into hopper-headed downpipes via what appear to be recently-made lead chutes and gargoyles. The chancel & kitchen have cast iron gutters. There are no gutters to the south porch. Most of the cast iron downpipes need repainting. Previous QIR drew attention to the junction of the western end of the chancel's south gutter and the downpipe (shown right) and recommended checking during heavy rainfall.		5


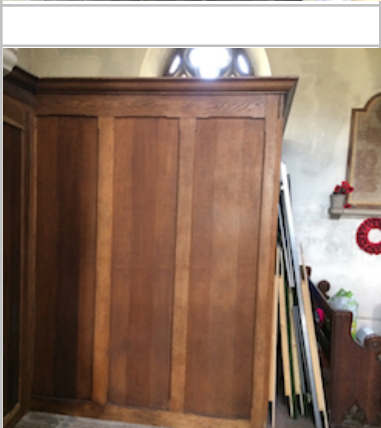

10.2	The cast iron gutter to the north side of the chancel needs attention. <i>Consideration to be given to reviewing the chancel gutters and discharge arrangements given threat of increased rainfall.</i>		2
10.3	Sapling growing by the gully next the south chancel door. Remove. (not illustrated). Gully full of water by WC. This is still full during a dry period.		1
10.4	All gullies should be cleared. Existing system of surface water drainage also to be checked to see if blocked or the soakaways have silted up.		5
11.0	<b>INTERNAL WALLS, PLASTER, PANELLING, AND DECORATIVE STATE</b>		
11.1	There are no apparent structural cracks. But there are significant issues otherwise.		




11.2	<p>The kitchen walls are lined with tongued &amp; grooved boarding and the boarding and adjacent trims etc are showing signs of rot in the form of cuboidal cracking. This is manifest on the north wall and around to the wall next the north aisle. Units &amp; cupboards etc preclude examination of the east wall and south walls . This was not logged in the last QIR which was done in great detail, so the assumption has to be that it has developed as a result of the very damp walls drying out following the subsequent roof works. <i>Urgent action is needed to identify the rot (suspected dry rot) and remove infected timber before planning further remedial measures.</i> Note that the usual response from standard timber treatment companies is not suitable for historic construction whether listed or not.</p>		1
11.3	<p>The walls behind the organ are inaccessible. By viewing down the side and over the top of the organ, the walls can be seen to be 'blowing' with salts migrating through the plaster. This area was affected by a defective buttress (now rebuilt) and issues with the discharge of rainwater into the gutter. Photo shows east jamb of WS2 on the south aisle. <i>Access to be made available to be able to check the woodwork behind now that the walls are drying out and assess what to do with the decorative state of the walls (and the windows - see window section)</i></p>		1
11.4	<p>There areas of blowing skim plaster/paint at low level in the tower. This is almost inevitable given the juxtaposition of absorbent, very thick walls by impervious surfaces all facing prevailing winds. <i>Loose material to be brushed off between painting cycles.</i></p>		5



11.5	The east gable wall to the north aisle shows the ghost outline of what must have been a flue. Difference in construction or texture of construction would affect the deposit of dirt on the walls over the years highlighting the former location of the removed feature. <i>All walls need decorating.</i>		3
11.6	The walls are grubby, particularly on the north aisle and paint is flaking off in many areas including the arcade arches. The north aisle walls apparently were limewashed. The history behind the redecoration is uncertain. The previous QIR reported that the limewash is peeling because it was applied to an impervious paint. This is likely to be the case. <i>Decorate.</i>	 	3
11.7	Kitchen walls are in a very poor decorative state. Previous QIR recommended waiting until the roof works were done and the walls dried out. <i>The issue with the rot will need to be dealt with before any redecoration takes place</i>		2
11.8	Generally the upper levels of the nave were in reasonable decorative state if getting a little dirty. <i>Decorate with the rest of the walls.</i>		3






11.9	The east end of the south aisle wall is in a very unsatisfactory state and can be glimpsed from the nave over the top of the organ case. <i>Access and redecorate.</i>		2
11.10	Decorations to WC were relatively satisfactory - some flaking at low level.		4
11.11	The base level of the tower is not satisfactory. The parish is already aware that this area needs some attention including making the ladder access safer. Works here will then drive redecoration. See earlier section in tower interiors.		3
11.12	There are bands of decorative lettering above the nave arch to the tower and the crossing arch to the chancel and over the east window. Satisfactory condition. These are important assets.		
12.0	<b>Screens and Doors</b>		




12.1	<p>The tower screen traceried , dark varnished sw with plain glazing and diamond- leaded glazing above the door. Decorative text from scripture. Satisfactory - though some joinery detail has been lost on the right hand west side and a missing bead. <i>Repair joinery</i>. Glazing is not safety glazing but the glazing is not at low level. <i>Church to be aware and review</i> .</p>		3 & 5
	<p>Screen to new vestry in west end of north aisle: modern, panelled oak screen with chamfer-stopped panel framing; in good condition</p>		
	<p><b>Doors</b></p>		
12.2	<p>DN1: The flat-arched external door to the kitchen. Braced horizontal rail framing with painted softwood external bead&amp; butt t&amp;g cladding. Latch and lock, bolt and a Yale 5-lever lock. Timber surround frame. Satisfactory but <i>needs decoration where lock has been altered</i>.</p>		3




12.3	Door DE1: The external door to the w.c. Painted softwood t&g boarding. Yale lock, fixed knob handle and vacancy sign . The surrounding wood frame needs minor repairs and is slightly loose. Poor decorative state externally. <i>Repair and Decorate.</i>		2
12.4	Door DE2: Door from north aisle into the kitchen. A 5-lever lock. Satisfactory.		
12.5	Door DS1: An external softwood chancel door. Not used. Three painted vertical panels with ribbed joints. Latch and lock set plus knob handle. The external paintwork is peeling. <i>Decorate.</i>		2
12.6	Gates DS2: Modern iron rail outer gates to the porch. Secured by chain and padlock. Recently decorated		
12.7	Door DS3: The inside oak door to the porch. Plain boarded with decorative external hinges. Latch and a large bolt. A bird net frame is fitted outside the door. Recently decorated.		
12.8	Door DW1: The tower west door, of softwood. Framed boards externally, fixed to an internal horizontal rail frame. Recently redecorated externally. There are large decorative hinges and studs. It has a wood-encased lock, another lever lock, a separate latch, a bolt and an external ring handle.		




12.9	Door DW2: A wide glazed door within and matching the tower screen. Missing a horizontal beading on the west face to the mid rail. Unstained timber piece added to the bottom. Knob. <i>Piece in missing timber (needs careful joinery work) and stain new insert.</i>		3
12.10	Door DW3: Internal door in vestry screen, detail matching screen. 5-lever security lock. Knob. Good condition		
<b>13</b>	<b>FLOORS</b>		
	Note: where carpet is laid over any solid floor there is a risk of underside condensation and black mould. The underside should be checked with some regularity - particularly with extreme changes in weather. Rubber underlay is not recommended.		5
13.1	<b>Kitchen:</b> Carpetted floor in poor condition over what feels underfoot to be a timber floor. There is a sag in the floor. Entry into the heating chamber below revealed a defect in the brickwork arches over (see later) but the exact relationship of the sag to the arch is not known. Given the presence of probable dry rot elsewhere, a rot cannot be ruled out. Carpet is not suitable for a kitchen area.		
	<i>Removel carpet and investigate floor. Consider replacing carpet with a more suitable covering.</i>		1






13.2	<p><b>Sanctuary:</b> Dark close,jointed flags probably Purbeck marble. Carpet strip runs up from chancel over limestone step. Satisfactory. Inscribed marble (?) band around purbeck stone offset-rectangled memorial behind altar. Partly obscured.</p>		
13.3	<p><b>Chancel:</b> mix of Purbeck stones (some darker) ledgers and brasses partly obscured by softwood choir platforms. Carpet strip cut around underfloor warm air heating outlet. Choir platforms compromise brass memorials in floor. See photo below.</p>		
13.4	<p><b>Chancel choir stalls platforms:</b> Wide softwood planks . Satisfactory. Previous QIR recommended annual inspection though access panel.</p>		




13.5	<b>Nave and south aisle floors.</b> 19C pine boards under pew positions flush to adjacent yorkstone flag alleys. One area damaged. Some alleys have been sealed with a gloss seal. Previous QIR warned against carpetting over due to risk of delamination. Noticed an area of delamination at the east end of the north aisle arcade A section of the subfloor was examined last year and the structure was found to be 19C timber joists on 19C sleeper walls. <i>Damaged floorboard in pew platform on eastern end of north side of aisle to be repaired.</i>		3
13.6	Nave floor has been infilled with ply where some pews at the rear had been removed. Not attractive but not failing. <i>Consider more worthy infill.</i>		4
13.7	<b>North aisle floor:</b> Carpet over timber pew platforms (flush with floor) & over flags to new vestry at the west end and up to kitchen wall at the east. Carpet is beginning to show its age. <i>Carpet to be replaced.</i>		4
13.8	<b>Tower ground floor:</b> Yorkstone flags, delaminating slightly with age. Floor is lower than the rest of the church and laid on ground. Important to maintain adequate ventilation to this part of the church in order to prevent a build-up of the damp. Satisfactory. Rather tired fibre mat. <i>Replace mat and repaint step for contrast.</i>		2
13.9	<b>South porch floor:</b> Stone flags; satisfactory		
13.10	<b>WC floor:</b> Modern red quarries. Satisfactory		





<b>14</b>	<b>FURNITURE AND FITTINGS</b>		
<b>14.01</b>	<b>Sanctuary/Chancel</b>		
14.1.1	Sanctuary Reredos: Cloth embroidery with a perspective effect. Satisfactory.		
14.1.2	Altar: Oak altar with 8-sided legs, leg fronts with long niches, on timber rail base. Satisfactory.		
	Altar rails: Robust, traceried oak rails with gates. Satisfactory. Attractive kneeler in good condition.		
14.1.3	Bishops chairs: A pair of high-backed chairs in good condition either side of sanctuary. Chair on south side shown here, next to a modern hanging.		



14.1.4	Choir stalls, etc: A set of light oak stalls with poppyhead ends (integral: unlike nave), traceried fronts and open backs. Satisfactory.		
14.1.5	Nave seating: Gated and numbered softwood pews extending under the arcades. The bench ends on the alley side all have detachable poppyhead tops. Very unlikely to be by Talbot-Bury according to a report. Satisfactory but the varnish is wearing in places.		
14.1.6	South Aisle seating: A set of pews of the same order as those in the nave but without gates or poppyheads. Altered in the area by the organ to accommodate the choir & musicians. Satisfactory.		
14.1.7	Pulpit: A hexagonal dark oak pulpit with carved tracery panels. Feels a bit wobbly otherwise satisfactory.		
14.1.8	Font: Victorian octagonal stone font with carved panels on a sturdy octagonal base column. Wood cover. Brass collar mentioned in the last QIR appears to be sitting on the ground. Satisfactory. <i>Find a suitable place for the collar (if used in the font) so it does not go missing.</i>		1





14.1.9	Eagle Lectern: 20C carved wood eagle lectern mounted on a timber platform with an additional riser on the platform. Satisfactory but not very safe for some users and with no lighting. <i>Access for less able to read at the Eagle Lectern to be reviewed. Some beetle attack to the platform by the chancel arch end. Repair.</i>		5 and 2
14.1.10	Lectern: portable, height adjustable lectern with microphone. Satisfactory.		
14.1.11	Light oak glass topped table housing a book. Satisfactory.		

14.1.12	<p>A large number of folding tables, storage boxes and upholstered chairs for refreshments and meetings are stacked around the edge of the church particularly in the north aisle. This makes the church look cluttered and detracts from its numen. But it is inevitable at present as there is nowhere else for these items. See also earlier photo of font with furniture behind. The condition of these was not checked.</p>		
			
14.1.13	<p>Other furniture and fittings include a grand piano at the east end of the north aisle, and items in the children's corner in the west end of the south aisle including bookcases tables and storage boxes with a storage cupboards. These too could do with being better located (apart from the piano) - though there is nowhere otherwise . The condition of these was not checked.</p>		
14.1.14	<p>Music stands and music storage items in the choir and musician's area. Long term it would be good to organise this area to work better.</p>		
14.1.15	<p>8 modern banners listing fruits of the spirit hang along the nave at the intersections of the arcade arches. Appear sound.</p>		



15.0	MONUMENTS, BRASSES AND WALL PAINTINGS		
	All easily accessible wall-mounted monuments appeared secure to one-hand pushing at the base. Photos of the set of monuments (but not all the RAF shields) appear as an appendix to this report but some particular monuments are commented on below.		
15.1	A chest tomb of a recumbent knight is placed to the north side of the south aisle at the east end of the nave. This has been moved from other, earlier locations in the course of the church's history before and after the rebuild. Some older parishioners recall it being in the west tower and a pre-rebuild engraving locates it in the one of the arcades of the south aisle - but not in the current location. It appears satisfactory.		
15.2	The Ryder family memorial is a set of nine continuous panels on the chancel north wall, detailing the family's local associations, including its part in the 1845 restoration of the church. Located in the chancel. It appears satisfactory. Many other memorials to Ryder family members can be found in the church.		
15.3	A 3 section timber tablet on the north wall of the tower lists benefactors of the parish from 1701 and culminates in an 1809 date. Not easy to access to assess condition for beetle attack etc. But otherwise appears satisfactory, if rather visually compromised by the information panel underneath.		
15.4	There are a series of RAF shields along the arcades intersections. One intersection (over the sound desk) does not have a shield. Otherwise satisfactory.		



15.5	There are wall paintings of scripture on both sides of the chancel east window. Appear satisfactory. Other wall paintings previously commented on.		
16.0	<b>VESTRY</b>		
16.1	The vestry is at the west end of the north aisle and houses the safe and vestments. The condition of the walls and floor is similar to the rest of the north aisle . The vestment cupboard matches the vestry partition. Other storage is provided by kitchen units and worktops which may not be adequate. There is no adjacent handwash facility.		
16.2	<i>Storage &amp; facilities in this area could do with a review as part of other plans for the church.</i>		4
17.0	<b>HEATING</b>		
17.1	Heating is warm air, distributed by ducts under the floor with and up through cast-iron vents in the alleys. It is primitive and relies on the air being warmed in a chamber (accessed by a crawl-hole) and only when it is sufficiently hot, does it rise and distribute throughout the church. The result is not satisfactory and the parish complains of the cold. In addition, the air will contain particles of dust and dirt which contributes to the shabby appearance of the church and may even be hazardous. <i>Alternative solution to this system is needed particularly as regular maintenance is not possible.</i>		3
17.2	According to the logbook, the heating unit was replaced, along with removal of asbestos between April - Nov 2014 and a safety valve and pipework fitted to the oil supply pipe in 2015.		



17.3	<p>The 'boiler' house is sited under the kitchen and is approached by external steps down by the kitchen's east wall. A large diameter flue rises up the north wall of the chancel . Originally solid fuel, the furnace is now an oil-fired burner . The parish has been advised that it is NOT possible to service this without dismantling it every time. There is a vented softwood door with a Yale lock. The boiler house roof is formed by a brick arch and the walls are also of bare brick. The brick arches over the castiron heat distributors did not look in good condition.<i>Brick arches to be professionally assessed and recommendations for repairs put in hand</i></p>		1
17.4	<p>The steps have a protecting iron railing fence and a gate which is meant to be chained and padlocked. The fence and gate are starting to rust. Rubbish tends to collect at the bottom and I am advised that some of this is done deliberately.</p>		
	<i>New padlock needed</i>		1
17.5	<p>The oil tank is sited by the north wall of the churchyard. It is plastic and relatively new (installed before the last QIR). Satisfactory.</p>		
17.6	<p>I cannot comment with any figures on the safety and efficiency of this installation. Empirically, it seems very inefficient and a specialist installer should advise on safety in the absence of any regular service being possible. The inadequacy of the installation is highlighted by the evidence of a number of local electric heaters placed around the church. Which is not satisfactory for areas used by vulnerable groups. Image taken in the north aisle.</p>		6
<b>18.0</b>	<b>ELECTRICAL SYSTEM</b>		
18.1	<p>According to the Ecclesiastical Insurance Group, numerous church fires are attributed to faulty wiring or apparatus.</p>		

18.2	<p>The electrical system should be tested at least every 5 years and in accordance with IET Regulations Guidance Note 3 and an electrical installation and conditioning report issued in every case.</p> <p><i>'Only electrical contractors with full scope registration or membership to work on commercial installations with the National Inspection Council for Electrical Installation Contracting (NICEIC), The Electrical Contractors Association (ECA) or The National Association of Professional Inspectors and Testers (NAPIT) should be employed.'</i> (from the EIG website ecclesiastical.com)</p>		
18.3	<p><i>The last test was in January 2013. At the time of inspection the system had not been tested. Needs a test now.</i></p>		1
18.4	<p>Portable appliances must also be checked. This will include kettles and the photocopier in the nave. <i>'Churches should conduct regular, thorough physical examinations of all portable appliances and document their findings. The Electricity at Work Regulations 1989 require all systems to be maintained so as to prevent danger and the Work Equipment Regulations 1998 require work equipment (which includes portable electrical appliances) to be maintained in an efficient state, in efficient working order and in good repair.</i></p> <p><i>There are also general duties under the Health and Safety at Work Act 1974 for employers to provide a safe place of work and plant and systems that are safe and without risks to health.</i></p> <p><i>There is no statutory frequency for inspection and testing, but the frequency should reflect the risk of the appliance causing damage or injury and this increases with the amount the appliance is used and the harshness of the working environment.</i></p> <p><i>Ecclesiastical suggests inspection and testing on an annual basis initially, reducing or increasing the inspection periods according to experience. Records must be kept of all inspections, examination and maintenance carried out.</i></p>		
	<p><i>Inspection and testing must be carried out by a competent person – this is someone with electrical knowledge and experience who understands the equipment and the hazards which could arise.'</i></p>		1
18.5	<p>Parish to check the asbestos register to see if there is any risk of asbestos-containing materials in any older boards (if any) in order to advise any electrician working on them.</p>		1




18.6	A consumer unit in the kitchen is mounted at high level and not easily accessible		
18.7	The lighting in the church is somewhat dim and could do with reassessment when funds permit. I was not able to examine the condition of the fittings as they were too high off the ground. I do not know the type of lamp (bulb) used within them.		
18.8	Generally, the ancillary areas have fluorescent lamps in the fittings.		
18.9	<i>It would be prudent within the next Quinquennium to assess the type of lamp (bulb) in the fittings and to see if equivalent LED lamps could be substituted and if this would be an advantage or not. This should be considered within a framework of establishing a replacement strategy using safe access.</i>		3
18.10	Sound system: Loudspeakers mounted above the arcade columns with larger ones towards the eastern end. The sound desk is in the middle of the north side pews to the nave. This is somewhat intrusive and looks a little precarious. When the sound system is reviewed for any upgrade, the siting and design of this should be considered.		5

18.11	The cables generally trail in areas around the church. At the time of inspection, the cables to the small lectern by the front pew were trailing on the floor and were a trip hazard. On a subsequent visit they were tidied up and made more secure. An unsightly orange cable trails around the rear wall of the nave and across the screen at the west end and detracts from it. When future works are proposed to the system, it would be advantageous to have the cable routes and colours (or methods of concealment) etc agreed in advance of any works.		5
18.12	There are floodlights on the nave parapets which, according to the last QIR are there to light the tower. I did not examine these. There appear to be security lights on the north and south aisles, nave and the tower roof. Some concern expressed in the previous QIR about the fixings cracking the parapet render.		
19.0	<b>EXTERNAL IRON AND WOOD SURFACES AND PAINTWORK</b>		
19.1	See under window, door and rainwater goods comments		
19.2	In addition to comments in previous sections the following will need attention within the next quinquennium:		
	A) The railing and gate to the steps to the boiler room		3
	B) Rainwater downpipes and gutters		3
19.3	Additionally, the external ironwork in the churchyard needs attention. The front gate in particular is at risk of deterioration as there are areas which are now becoming badly rusted. See churchyard section below.		
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<b>20.0</b>	<b>FIRE PRECAUTIONS</b>		
20.1	The fire risk assessment and fire plan should be made available to view and procedures put in place to review and update it. Guidance from the Ecclesiastical Insurance Group can be found on <a href="http://www.ecclesiastical.com/churchmatters/churchguidance/fireguidance/index.aspx">http://www.ecclesiastical.com/churchmatters/churchguidance/fireguidance/index.aspx</a>		1
20.2	Keys to parts of the building normally kept locked should be available from a secure source at all times, in order for fire risks to be minimised. It is advisable to check with the fire service to check that hydrant positions and water pressure are adequate to ensure that the fire service could deal with a fire in the tower.		1
20.3	There are a few doors which can be used as escape ways in case of fire. The previous QIR recommended installing key boxes. If these are to be lockable key boxes then the distribution of the code will need to be considered. The routes should be reviewed for adequacy in terms of lighting, signage and ironmongery that will permit egress and/or a management procedure otherwise. This is important as the exits (also with steps) do not have conforming ironmongery.		2
20.4	There is also a downloadable .pdf with a lot of useful advice from: <a href="http://www.ecclesiastical.com/churchmatters/images/pdf%20-%20church%20insurance%20guidance%20notes%20-%20fire.pdf">http://www.ecclesiastical.com/churchmatters/images/pdf%20-%20church%20insurance%20guidance%20notes%20-%20fire.pdf</a>		
20.5	This document also highlights the potential fire risk of organs, any ad hoc heating & wiring arrangements in towers and gives detailed advice concerning the number type and distribution of fire extinguishers.		
20.6	The insurers do not generally recommend dry powder extinguishers as they can cause harm to the fabric due to the corrosive nature of the discharge.		






20.7	Recommend that the parish checks its provision against pages 9 - 12 of the notes - or consults a specialist to do the same.		2
20.8	Fire-fighting equipment should be checked annually. System due to be reviewed on the date of this inspection.		1
20.9	The fire detection system should be checked annually.		1





<b>21.0</b>	<b>FACILITIES etc. &amp; FOUL DRAINAGE</b>		
	<b>Kitchen</b>		
21.1	The former vestry has been converted into a kitchen with a fridge but no cooker but there are questions about its adequacy particularly for cold food preparation and assembly if that is done in this kitchen. There is no separate sink for flower arranging and cleaning and there is no separate handrinse sink apart from the WC which is outside. It is noted however, that a plastic bowl is used in addition to the sink. The units are reaching the end of their useful life. The hot water supply is defective.		
21.2	The decorative condition is very poor following damp ingress and there is rot in the timber (see earlier comments) . Cleaning & flower arranging materials, a folding table and other equipment are s stored in open view. The kitchen also contains cupboards, clearly used previously for vestments, which are satisfactory.		
21.3	It is understood that this area is awaiting longer term plans for the church. In the meantime, procedures should be reviewed to enable the best possible hygienic use of the kitchen for basic refreshments. Perhaps at least a double sink, decent, thermostatically-controlled hot water and tiling the wall behind and some temporary tall storage cupboards. This would need to be done after the works dealing with the rot.		2
21.4	<b>WC</b>		
	The WC has a hand basin and a tubular wall heater. Previous QIR reported that the wall heater is loose and not wired in. I did not test the heater but it appeared now to be fixed and wired. It has been repainted since the last QIR though some paint on the east wall is starting to flake.		


	<b>Drainage generally</b>		
21.5	A partial land survey has indicated that the drains run parallel to the north side of the church. It is not known if these are combined or foul only. At the time of inspection there were no reported issues with the foul drainage.		
21.6	A gulley appears to be permanently blocked on the north side of the church near the WC. (seen on a number of visits). This might indicate a blocked soakaway. The previous QIR had mentioned that the external tap over was dripping. At the time of inspection this was now not happening - but the gulley was still full. <i>Check and clear.</i>		2
<b>22.0</b>	<b>CHURCHYARD</b>		
22.1	The churchyard is substantial and well maintained. It comprises a main tarmac walkway from south to north past the west door which lined with cylindrically trimmed yew trees. A secondary path leads down the north side of the church towards the east boundary. Recently, a circular route around the perimeter of the church yard has been put in. All satisfactory.		
22.2	Vehicular access is at the NW corner via modern gates in modern brick piers. This leads to a car park surfaced with consolidated chippings. Satisfactory.		
22.3	There is also an area of consolidated chippings by the south porch.		



22.4	<p>At the north end of the main walkway there is a lych gate which has been substantially repaired. The structure is of an open frame of oak set on two brick side walls. The duopitched roof is tiled with machine-made tiles. The roof is supported on five trusses. The roof ridge is finished by two timber finial crosses. There are two timber gates which tend to pick up dirt from splashed water leading to algae growth. The pavings in the lych gate are diamond patterned blue engineering pavers. The dwarf wall on the west side has been partly rebuilt. The one in the image below shows the east wall.</p> 	 	
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22.5	There are recent additions of sculptures in several areas and a garden of remembrance put in in 2012 on the west side of the church.		
22.6	The churchyard has many headstones and table monuments. Some in a better condition than others. Some have a noticeable lean. It would be prudent to check these to see if they are loose or not. If they fall they could injure somebody. Some of the table monuments are not in good condition. Prudent to check to see if there are any risks or if some repairs need to be put in hand.	 	
22.7	The north boundary wall has been damaged recently when a car lost control and crashed through it, damaging a tree which then damaged some headstones. The wall has been rebuilt but cement-based mortar appears to have been used for the copings which is less satisfactory.	 	

22.8	The boundary walls for much of the churchyard comprise brick piers with flint infill panels topped with bullnosed copings on plinths on headers. Generally in good condition.		
22.9	The west boundary has some remnants of old wrought-iron railings which are not in the best condition. Ideally they should be repainted but at present this is not a high priority.		4
22.10	By the vehicular entrance on the south-west corner there is a modern iron gate for vehicles with a timber pedestrian gate and timber fence alongside. The vehicular gate needs repainting - this will not keep good condition unpainted as well as the older wrought iron fence above. The timber gate looks as if the top rail has been patch-repaired but otherwise is satisfactory.	 	
	<i>Redecorate gates.</i>		2

22.11	Notwithstanding all the gates, walls and fences around the churchyard, there is a wide, unguarded or gated gap giving access into the churchyard between houses on the north side of Church Road. Does this matter? Is there an historic reason for this?		
23.0	<b>TREE PRESERVATION ORDERS/TREES</b>		
23.1	The churchyard is within the Bovingdon Conservation area so all trees are protected by the provisions of section 211 of the Town and Country Planning Act 1990 which requires a Section 211 notice 6 weeks before carry out certain work. The local authority then has 3 options: to decide whether to make a TPO on the tree; decide not to make the order and inform the person giving notice to proceed; do nothing in which case the proposed work can be carried out within 2 years of the expiry of the 6 week notice. Note that an application for a TPO can be challenged. <i>Recommend that checks are made to see if there are any tree preservation orders on any trees in the churchyard. This will also have a bearing on any potential works on the site.</i>		2
23.2	Trees which are growing close to the church should be kept well-pruned. Historic walls need the benefit of good ventilation and exposure to sunlight to keep dry. Any objection by the local authority can be challenged as there is a statutory duty to maintain & preserve the historic asset.		5
23.3	Trees in the churchyard should be inspected regularly by an arboriculturalist to reduce the risk of potential harm to the public from dangerous trees. I doubt whether the council will do this for free now, notwithstanding comments in the previous QIR.		2



<b>24.0</b>	<b>Recommendations as to steps to be taken for the general care of the building and its contents</b>	
24.1	This is a general report and not a specification of works and must not be used as such. Where ready to proceed with any works, the PCC should consult the Architect and instruct where necessary. Applications may need to be made for and Archdeacon's letter or Faculty as may be required to comply with regulations.	
24.2	The PCC needs to be aware that serious problems can occur in between Quinquennial Inspections if some minor defects are not attended to. It is recommended strongly that the churchwardens inspect the fabric on a regular basis and arrange for immediate work to any blocked or leaking pipes. Advice is available on the ChurchCare website. <a href="http://www.churchcare.co.uk/churches/guidance-advice/looking-after-your-church">http://www.churchcare.co.uk/churches/guidance-advice/looking-after-your-church</a>	
24.3	See relevant sections above for testing services etc.	
24.4	The PCC needs to be aware that the Work at Height Regulations 2005 (as amended) deem building owners to be 'duty holders' and amongst other measures, place requirements on them to avoid work at height or where not possible, to ensure suitable measures are undertaken to prevent falls. Inspections of the roofs and clearing gutters are particular risks and measures need to be undertaken to reduce these risks. Guidance notes are available on the Health and Safety Executive (HSE) website: <a href="http://www.hse.gov.uk/pubns/indg401.pdf">http://www.hse.gov.uk/pubns/indg401.pdf</a> .	
25.5	The PCC is reminded that insurance cover should be index-linked so that adequate cover is maintained against building cost inflation. Even though the economy is flat, prices of commodities - particularly lead and copper - are rising. The Ecclesiastical Insurance Group is able to offer advice.	
25.6	Control of Asbestos. The PCC needs to be aware of the requirements for the management of asbestos in premises. The Control of Asbestos Act 2012 is now in force. The duties of the persons responsible for managing the building are set out on the HSE website: <a href="http://www.hse.gov.uk/asbestos/duty.htm">http://www.hse.gov.uk/asbestos/duty.htm</a> This includes the responsibility in maintaining an up-to-date register of the location and condition of any asbestos in the church.	

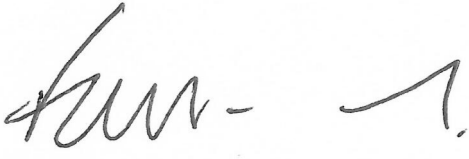
<b>26.0</b>	<b>Recommendations to meet the requirements of the Disability Discrimination Act.</b>		
26.1	It is difficult to bring an older church building up to full modern standards - particularly as disability not only covers loss of limb function but also hearing, partial-sightedness and mental disability among other categories. It should also be acknowledged that some ambulant disabled persons prefer to use low steps rather than ramps due to problems of balance and use of textured pavings etc. can aggravate issues for those with arthritis in the feet or with balance issues. There are some general issues to consider particularly with any new work and these would include considering appropriate ironmongery, opening and closing devices for doors, use of adequate lighting levels and colour contrast. It would be very beneficial to review current issues surrounding disabled access & experience in and around the church particularly as alterations are envisaged.		2
26.2	Without a full disabled access Audit by an accredited auditor, I cannot give complete recommendations to meet the requirements of the DDA, however there are some immediate issues which ought to be reviewed and considered as set out below.		
26.3	The church has parking in reasonable proximity of the church, although gravel is not an ideal surface for a wheelchair. There is level access into the church at the west end but from then on, under the current arrangements, temporary ramps need to be used both through the west tower screen and up to, and into the south porch entry. There is no designated bay for disabled persons in the parking area. This should be explored for inclusion but there will be a visual impact. Ideally it should be hard paved and allowing immediate access to the north-south path.		3
26.4	There is level access into the church at the west end but from then on, under the current arrangements, temporary ramps need to be used both through the west tower screen and up to, and into the south porch entry.		5
26.5	The steps would not allow egress for a wheelchair user in case of fire unless the ramps were left in place. The doors, manoeuvring space and ironmongery are also not compatible with modern escape practice. Advice should be taken as to how best to manage this within the constraints of the building. This is also linked with the Fire Plan previously mentioned.		2
26.6	At the time of writing the report, the representatives could not confirm if a hearing loop is present. This is to be checked and all new volunteers be given information about this and its use for services and events if it is present.		1

<b>27.0</b>	<b>Notes on Grants</b>	
27.1	The PCC needs to note that the Heritage Lottery Fund has taken over English Heritage's (now Historic England) role in distributing grant aid both for Grants for Places of Worship and Grants for Conservation Projects. There are HLF grants for repair and certain improvements for churches and a new programme of grants has	
27.2	Detailed advice and guidance on funding sources generally is available online at <a href="http://www.churchcare.co.uk/churches/funding-and-grants">http://www.churchcare.co.uk/churches/funding-and-grants</a> ; the Herts and Beds Historic Churches trust site: <a href="http://www.bedshertshct.org.uk/">http://www.bedshertshct.org.uk/</a> ; and Funds for Historic Buildings site <a href="http://www.fundsforhistoricbuildings.org.uk/">http://www.fundsforhistoricbuildings.org.uk/</a>	
27.3	One point to note however is that grant applications often require an reasonably up to date quinquennial report. I found recently that a grant assessor advising the HLF would not recognise the priority numbering system that St Albans prefers and has required the priorities to be changed to the standards on the Churchcare website. If any grant application is made, it would be wise to check what is expected. I can advise accordingly.	
<b>28.0</b>	<b>SECURITY</b>	
28.1	The door locks are to be checked to see if they do comply with BS 3621. Locks should also prevent unauthorised egress from the building (this needs to be checked against provisions for means of escape) . A register should be maintained of everyone who holds a key which should be updated manually.The door section also lists generally the type of locks to the doors.	1
28.2	The safe should be securely anchored to the building. It was possible to access the vestry from above the screen and therefore procedures and storage of the safe keys needs to be considered. Given the accessibility, valuables should not be kept in the vestry.	1
28.3	The padlock to the steps down to the boiler room needs replacing.	1
28.4	I noted the Smartwater signs - to be checked to see if it needs replacing.	1
28.5	General guidance can be found on the Ecclesiastical Insurance Group website <a href="http://www.ecclesiastical.com/churchmatters/churchguidance/churchsecurity/index.aspx">http://www.ecclesiastical.com/churchmatters/churchguidance/churchsecurity/index.aspx</a> . This includes a downloaded .pdf specifically on security measures. <a href="http://www.ecclesiastical.com/churchmatters/images/pdf%20-%20church%20insurance%20guidance%20notes%20-%20security.pdf">http://www.ecclesiastical.com/churchmatters/images/pdf%20-%20church%20insurance%20guidance%20notes%20-%20security.pdf</a>	
	<b>Summary of work (to category 3)</b>	
	Much on the list refers to small areas of work or inspections and tests required: it looks more onerous than it actually is.	
2018 QIR Church of St. Lawrence		

	Category 1	4.3.10 & 10.3(sapling)	
		5.15	
		8.2.1	
		8.3.1	
		8.3.2	
		8.6.1	
		11.2	
		11.3 (access)	
		14.1.8	
		17.3	
		17.4	
		18.3	
		18.4	
		18.5	
		20.1	
		20.2	
		20.8	
		20.9	
		26.6	
		28.0 all sections	
	Category 2	4.1.2	
		4.1.5	
		4.1.8	
		4.1.9	
		4.1.10	
		4.1.11	
		4.1.14	
		4.1.15	
		4.2.1	
		4.3.2	
		4.3.3	
		4.3.4	
		4.3.5	
		4.3.6	
		4.4.3	
		4.4.5	
		4.4.6	
		5.2	
		5.10	
		5.14	
		5.17	
		5.23	
		6.2.1	
		6.2.2 (step)	
		8.3.3	



		8.4.1	
		8.5.1	
		8.5.2	
		9.0	
		10.2	
		11.7	
		11.9	
		12.3	
		12.5	
		13.1	
		13.8	
		14.1.9	
		20.3	
		20.7	
		21.3	
		21.6	
		22.10	
		23.3	
		26.1	
		26.5	
	Category 3		
		4.1.4	
		4.1.6	
		4.1.7	
		4.3.7	
		4.3.8	
		4.3.10 (stone)	
		4.4.4	
		4.5.2	
		5.1	
		5.8	
		5.9	
		5.11	
		5.12	
		5.13	
		5.18	
		6.1.1	
		6.1.3	
		6.1.7	
		6.2.2 (decorations)	
		11.5, 11.6 & 11.8	
		11.11	
		12.1	
		12.2	
		12.9	
		13.5	

		17.1	
		18.9	
		19.2	
		26.3	
	Date of Report: 26th September 2018		
			
	Signature of Architect		
	Francesca Weal MA DipArch (Cantab) RIBA SCA		