Caroe & Partners Architects

TAUNTON
St George

Report on the Quinquennial Survey

2022

Caroe & Partners Architects

TAUNTON St George

Diocese of Clifton
Deaconry of Taunton
Parish of Taunton
Last Inspection: Laurence JG Payne 2002

Built in 1858-60 by Benjamin Bucknall in an early C14 style with tower added in 1875. Some late C20 re-ordering.
The church comprises a tower, clerestoried nave with aisles, sanctuary with side chapels, and a sacristy to the SW corner in Monkton stone rubble with dressings of Bath stone under artificial slate roofs with stone-coped gables.

Report on the Quinquennial Survey for 2022

Survey by Jonathan Saunders RIBA AABC
June 2022
71C St Thomas St, Wells, Somerset, BA5 2UY

TAUNTON St George

Report on the Quinquennial Survey for 2022

PART ONE

1. Introduction

1.1 This report on the quinquennial survey of St George's church was carried out on 28 June 2022 on the instructions of Father Tom Dubois.

1.2 The Diocese of Clifton has no formal requirements for the format or scope of Quinquennial Inspections. This report is therefore based on the our standard format for church inspections.

1.3 I have therefore made a thorough general survey of the church, and those parts of the churchyard for which the parish is responsible. My inspection was visual, and such as could readily be made from ground level, ladders, and any accessible roofs, galleries, stagings. No part of the fabric was opened up for inspection, and the report does not therefore include any part of the building which was covered up, unexposed or inaccessible; and no guarantee can therefore be given of the absence of rot or beetle or of any other defect.

1.4 In describing the church, this report assumes it to be traditionally orientated.

1.5 The weather was bright and dry for the inspection after a dry period.

DESIGNATIONS

1.6 The church is listed Grade II*

2. Limitations of Survey

2.1 No ladders were raised to any part of the church as even the aisle gutter are too high for safe use and there is, in any case, no areas that require further inspection.

2.2 Access to the tower roof is available by safe wooden ladders, which are purpose made for the site, including handrails.

2.3 No below ground drains were tested.

3. Recommendations for Further Surveys

3.1 This report recommends that a structural engineer is consulted on the desirability of recording structural cracking at the west end, including the tower.

I emphasise that I do not see any reason for current concern but movement is clearly continuing slowly and accurate base-line information may be valuable for future decision-making.

4. Recent Structural History

4.1 I understand that no significant works have been carried out on the church within the last decade, other than routine maintenance.

5. Summary of Structural Condition

5.1 The church is in generally very fine condition, which is a testament to its structural quality as well as ongoing care by the people.

5.2 Pitched roofs, those that are visible, are sound and I could not see even a single slipped 'slate'. I noted just one defect; the flashing at the east end of the nave south slope.

5.3 Eye level features such as copings, pinnacles and the like are all sound, as is the brick chimney built on the north side of the church to serve the gas boilers in the crypt.

5.4 External walls are hard, red sandstone in generally sound condition though comprehensive repointing in struck cement mortar is both unsightly and, in the long term, ineffectual. I could see no areas where consequential damage to stone caused by the hard mortar justifies its removal at this time.

5.5 There is some structural movement to the west end, manifesting in cracking of stonework and the abutment of the clerestorey with the tower and through the nave, south wall, west window in particular.

5.6 Rainwater goods appear to be in fair condition being of good quality cast iron and in fair decorative order, though I noted two on the north side that were rusting in the bottom sections, which suggests some long term blockage.

5.7 The tower is in good general order, though there is longstanding cracking in various places and very slight bulging, both north and southwards, in the mid- point of its height. I could see no evidence that this has deteriorated since the very slight movement being detected by structural engineers in 1993.

Nevertheless, I believe there is a case for recording the current cracking at various points around the west end as a basis for long term monitoring. In the meantime, I recommend a comprehensive photographic record.

5.8 Doors, both internal and external, are all in good structural condition and in fair decorative order. No action required at present.

5.9 Leaded lights all appear sound, though it must be noted that the stained glass windows at the east end and in the west window are too high to realistically assess.

5.10 Internally, roof structures and ceilings are all sound with no defects of movement noted.

5.11 Internal walls are all in good decorative order and in good condition, other than the settlement at the west end which has resulted in cracking above doors and windows in the first three bays from the west, on both north and south walls and at the junction of the clerestorey to the tower.

5.12 The stone columns in the nave arcades are all in very fine condition with no defects, other than in the westernmost bay of the north arcade, where the structural movement extends through the clerestorey window, through the outer order of the arch.

5.13 Floors appear structurally sound, though I cannot judge the aisles as these are close carpeted in a commercial type carpet.

5.14 Fittings and furniture: the nave benches are of several patterns suggesting there may have been some relocation from other churches, but these are not at all discordant. Generally benches are in pine, though I think some at the west end of the north aisle may be either oak stained of a rather yellow tone. All appear structurally sound.

5.15 The furniture in the chancel and chapels, including the pulpit, are all very fine and in good order other than long standing structural movement in the south wall of the chancel.

5.16 The church is served by an electronic organ, which I understand to be in good order, in the north aisle; the pipe organ having been removed from the gallery at the west end when the Patrick Reyntiens window was installed. in 2009 to commemorate the 150th anniversary of the church.

5.17 Electrical and heating services are reported to be in good order, as is the lightning conductor.

6. Description and Historical Summary

6.1 The church comprises a tower, clerestoried nave with aisles, sanctuary with side chapels, and a sacristy to the SW corner.

6.2 Built in 1858-60 by Benjamin Bucknall in an early C14 style with tower added in 1875. Some late C20 re-ordering. It is built on high ground on land bought by the nuns

6.3 Walls are Monkton stone rubble with dressings of Bath stone under roofs covered in late C20 asbestos slates with stone-coped gables

6.4 The List Description notes that as well as natural slates being replaced with artificial In 1969 the stonework was repointed, and worn tower pinnacles were replaced in artificial stone. The evidence of the building does not support complete replacement as there is further damage from continuing rusting if iron cramps which are unlikely at that date.

6.5 The following year the interior was reordered and refurbished by Shirley-Smith & Gibson. The altar was moved forward and the sanctuary rails modified, while a new narthex was installed with a cry room.

6.6 The nave is in the early Gothic style of c1300 with an arcade carried on clustered columns with capitals.

6.7 Within each spandrel of the arcade is a carved stone corbel of a head from which a short stone shaft rises to a further carved corbel in the form of an angel playing a musical instrument just below the clerestory string course. These angel corbels support the arched trusses of the scissor-braced roof. The aisles have lean-to roofs with arch-braced trusses.

6.8 At the E end of each aisle is a small chapel. The N chapel has the relocated carved octagonal stone font, a Gothic reredos of five empty niches, and an altar frontal depicting the Death of St Joseph; the Lady Chapel has a similar Gothic reredos with

statues of the Virgin Mary and female saints, as well as reliefs depicting the Adoration and the Visitation. The tall sanctuary arch is carried on clustered columns with carved capitals.

6.9 The original high altar was separated from the reredos in c1969 and brought forward; at the same time it was given a new mensa of polished Ashburton marble. The reredos has eight statues in gabled niches on either side of the tabernacle and is flanked by matching wall arcades with larger statues of saints.

6.10 To the left of the arch is a stone pulpit which has panels carved with figures of St Mary Magdalene, St George, the Good Shepherd and a bishop, and is supported on a base of coloured marble shafts; on the opposite side is a large statue of the Sacred Heart on a pedestal with marble shafts.

6.11 The designers and makers of most of the stained glass windows are largely unknown but at the east end of the north aisle is a window of Saints Philip and James signed by William Morris & Co and the West window, depicting Christ in Glory, is by Patrick Reyntiens, installed in 2009 to commemorate the 150th anniversary of the church.

6.12 The wooden Stations of the Cross, added in 1977, were carved by Tom Preater of Taunton, and in the narthex is a First World War memorial in the form of a wall-mounted timber Calvary.

PART TWO

Condition of Structure

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7. Roofs and High Level Features

7.1 The roofs of the nave, aisles, chancel and chapels are all in asbestos cement tiles, with corners shaped off. All slates appear to be in good order. I could see none that are slipped, indeed I could see only one historic repair. It is the nature of these slates which almost certainly contain asbestos that they deteriorate by becoming friable rather than brittle, so breakages are actually quite unusual.

7.2 Lead flashings at abutments with parapets and at the top of aisle roofs are all sound as far as I could judge, other than two areas of concern.

A section of flashing at the east end of the nave south slope abutment with the chancel arch has fallen away and there is an open joint above the flashing to the aisle roof immediately below.

7.3 High level features such as copings, parapets and apex stones, all appear sound other than very minor surface loss in isolated areas that requires no action.

7.4 I noted just one area of movement where there is vertical displacement in the copings at the west of the north aisle, west parapet.

8. External Walls

8.1 External walls are all red rubble sandstone with Bath stone dressings.

8.2 The sandstone has all been repointed in a rather unsightly struck cement mortar, which will undoubtedly cause some harm to the underlying stone through preferential decay; because the sandstone is so hard this will be a long process and removal of the cement pointing is not justified.

If, however, there are any areas where the pointing fails these should be left and not repointed as the underlying mortar will almost certainly be sound and serving its purpose.

8.3 Dressings to doors, windows and buttresses are all in fair condition with little to report other than very minor and superficial loss of surface in isolated areas that do not justify action at this stage.

8.4 There are two areas of movement manifesting on the exterior – others are described under the interior:

- In the west window the south aisle. Here, there is significant historic structural movement up to, perhaps, 50mm which has been repointed in cement mortar and since then, perhaps, towards the end of the last century there has been a further 5mm of movement, though I cannot be certain of this timing.
  This movement manifests itself in cracks in the cill, extending through the rubble below and also in the arch above. This movement leads me to recommend that baseline monitoring is at least considered by a structural engineer, and is part of

my recommendations. The same movement has caused a smaller crack above the south door.

- There is quite a wide crack at the east end of the north clerestory abutting the tower. This is longstanding and appears to have gone un-noticed. Deep pack-pointing is required for weathering and to serve as a tell-tale.

9. Doors and Windows

9.1 External doors are good quality pine in sound structural order and fair decorative condition. Some redecoration may be desirable within the quinquennium, but purely for aesthetic purposes and I recommend these are not 'over-finished'.

9.2 Leaded lights in the east end, three in the east wall and also the north wall of the Chapel are all in different styles, suggesting different makers. They are too high to make a certain assessment, but I could see no signs of serious misalignment in any of them.

9.3 The west window, depicting Christ in Glory, is by Patrick Reyntiens and was installed in 2009 to commemorate the 150th anniversary of the church.

9.4 Other lights in the church are plain and rectangular quarries and leaded lights to the north and south aisles some of which include opening hoppers. Perhaps rashly I opened the hopper in the south aisle westernmost window and was surprised that it operates freely.

9.5 In this same window there is one broken quarry as a consequence of the structural movement in this area where replacement is desirable.

10. Tower

10.1 The original design for the church included a tower with a high spire; however, it was not added until 1875, some 15 years after the main part of the church. The Listing Description notes that the spire had to be omitted for 'structural reasons'.

10.2 The tower is in four stages in red sandstone, with limestone dressings to buttresses at each corner. There is a large west window taking up much of the second tier.

10.3 Construction is sandstone rubble as the rest of the church, with extensive limestone dressings. The third tier comprises pierced ashlar blocks to the ringing chamber and the fourth which is the bell chamber, comprising more extensively pierced tracery.

10.4 The top of the tower has a tall pierced parapet, with large corner turrets. Steel 'strapping was added to the inside face of the re[ort following a structural engineers report in 1993.

10.5 That same report suggested strapping at ringing chamber floor and gallery levels but it is not clear whether this was implemented.

ROOF LEVEL

10.6 The roof comprises lead sheet falling to stone gutters around each side of the tower which, in turn, discharge through lined stone spouts to the north, west and the south sides.

10.7 Lead is heavily soiled with bird droppings and a fingertip inspection is not realistic but, as far as I could judge, there are no splits in the lead and, although the sheets are over-sized, there is no cause for concern.

10.8 The unlined, shallow stone channels around each side of the roof are in good condition; there are very minor areas where pointing is 'light', but this is not causing water penetration.

10.9 There is extensive vegetation in these channels, particularly the south-west corner and this should be cleared as soon as practical; there is at present a pair of unfledged gulls and, at the time of my inspection, a very anxious mother overhead.

10.10 The parapet, including the corner turrets, appears to be structurally sound though suffering from expansion of rusted cramps, which has caused some spalling and lifting of copings. This is a very difficult defect to address because there will be multiple cramps embedded in the structure and the only sure way is completely dismantling.

However, at the present time this is not causing structural instability and I recommend that the open joints, on the inside face, are pointed-in in lime mortar to give a small measure of projection and increase the life of the span. Rust treatment would be appropriate to the exposed face of any ironwork, though this is by definition fairly limited treatment.

10.11 The hatch to the roof access is presently covered in roofing felt which is in good condition though is, of course, not long-lived. Furthermore, although it is admirably lightweight for lifting off, there is a risk that it could blow off in particular weather conditions and I recommend that a simple arrangement for cabin hooks are introduced to provide some resistance from wind uplift.

BELL CHAMBER

10.12 The bells are tubular with eight hanging on a very simple, softwood structure built off the floor. As far as I could judge, this all appears structurally sound with no obvious defects in joints.

10.13 The pierced infill panels are backed with chicken wire in which presently appears to be intact, but is extensively rusted and may not be far away from failure. I recommend replacement in black, powder-coated weld mesh when the times comes, and this will be much longer lived.

10.14 The floor structure at this level comprises softwood boarding on softwood beams and it is surprising that there are not any areas of rot inside at least some of the pierced tracery from windblown rain, but that is the case.

RINGING CHAMBER

10.15 Bells are rung from a simple wooden frame at this level and as with the bell frame itself, all appears sound.

10.16 At this level the pierced tracery is backed by Perspex which will provide draught resistance and, although it is discoloured, it is all intact and fit for purpose.

11. Rainwater Disposal System

11.1 The above ground installation of gutters and downpipes is cast iron and in good overall condition with the exception of two on the north side that were rusting in the bottom sections. This may indicate long term blockage which should be investigated.

11.2 RWPs discharge into gullies all of which were clear at the time of the inspaection.

12. Churchyard

12.1 There is a relatively small area of churchyard to the north of the church serving as a car park. This is fully tarmacked, other than small beds against the walls and trees along the north bondary. The tarmac appears to be in fair condition.

12.2 To the south of the church there is a grassed area which forms a court along with the rectory at its eastern side.

12.3 The gateway at the south west corner of the site is mentioned in the listing description of the rectory but not the church, as are the railings to Billet Street.

The arch structure is all sound, the railings are also in fair order but may need redecoration within the quinquennium.

12.4 The garage to the north of the church is not included in this survey, nor are the trees along this boundary.

12.5 The modern railings to the service road east of the church have been damaged, presumably by vehicle impact. I assume that repairs are in hand.

INTERIOR

13. Roof Structures and Ceilings

13.1 The nave roof comprises six bays comprising steep, pine scissor braced trusses with tie cross braces supported off ashlar posts and corbels in the form of angels playing musical instruments. There is a diagonally boarded, stained pine ceiling above. I could see no defect in any part of this structure, nor any historic staining suggesting past leaks.

13.2 The aisle roofs are similar in style, though lean-to in form and with rather plainer corbels. Again, all in good condition with nothing to note.

13.3 The chancel ceiling comprises three bays divided by braced trusses of similar styles to the nave, but here with panelled infills to each face, comprising painted fields between trusses. The easternmost bays are the chancel arch decorated with fleur-de-lis; all in very fine condition with no signs of staining.

13.4 The ceilings of the two chapels are similar in style to the chancel but plainer with fewer bays and, here, simply painted in a fine tone of blue. All in fine order.

14. Walls

14.1 Walls to the aisles are painted plaster in fine general condition, with just limited pattern staining at low level from the perimeter radiators.

14.2 As noted generally, there is structural movement at the east end; here comprising cracking above windows in the three westernmost bays and extending through the clerestorey, adjacent to the tower.

14.3 The settlement at this end is clearly manifested in the line of the dado on the north wall of the north aisle, which dips away markedly from the middle of the second window from the west having dropped, perhaps, 100-150mm. It should be noted that there is also some inward bowing of the wall over this section.

I recommend that this cracking is included in the assessment by structural engineers.

14.4 Walls in the chapels are similarly decorated and in a similar condition though here there are ornate carved reredoses and pierced screens between the chancel and chapels.

14.5 There is some slight outward movement of the east wall manifested in movement in the niche in the south wall of the chancel and at the north end of the reredos. I do not consider this to be serious or requiring any action at present but for completeness should be included in the structural engineers review.

15. Floors

15.1 Floors in the nave are timber below the pews and in the north and south aisles generally. The centre aisle appears to be stone, as is probably the front of the nave below the chancel step, but I cannot judge this because of close fitted carpet.

15.2 Pew areas have vinyl tiles which all appear sound. The risk of asbestos in these tiles will have been noted in the asbestos report and is not a problem until work is done that disturbs them.

15.3 The floors in the chancel and chapels are large areas of vinyl or linoleum divided by tesserae infill, with stone steps, probably Portland, that change the level. The centre of these floors are carpeted, as are the altar platforms and steps but I could see no areas of concern.

16. Monuments

16.1 There is a war memorial in the form of a timber calvary in the narthex in good order.

16.2 Otherwise there are no memorials of note.

17. Fittings and Furniture

17.1 There is a wealth of fine fittings through the church.

17.2 The original altar was separated from the reredos in 1949 and brought forward and at that time given a new menso. The altar and the reredos are in good order.

17.3 The relocated octagonal carved font is in the north chapel along with a reredos with four empty niches and carved altar frontal, all in good order.

17.4 The Lady Chapel has a similar reredos but here with statues including the Virgin Mary and these too are in good order.

17.5 The pulpit is to the north of the chancel arch has carved panels over a base of coloured marble shafts.

18. Organ

18.1 There is an electronic organ; replacement for the pipe organ removed from the west gallery when the Reyntiens window was installed.

19. Electrical Installation

19.1 The electrical installation was tested in 2018 and found to be satisfactory with no recommendations for action

20. Heating Installation

20.1 The heating installation is gas fired with two boilers in the basement. These were serviced in July 2021 and all is in good order.

21. Lightning Conductor

21.1 The lightning conductor was tested in September 2021 and all is satisfactory.

21.2 A further test is recommended after 11 months but this is a longstanding pattern that may have been superceded. Church insures are best able to advise on this.

22. Access for All

22.1 The Disability Discrimination Act 1995 requires that churches, as with other 'service providers', should have considered and where appropriate, provided means to ensure equal access to the church by the disabled.

Physical Access

22.2 There is a shallow concrete ramp to the south door which gives wheelchair access to the nave and aisles up to the church steps.

22.3 There is a reasonable space in the aisles for wheelchair users to sit near family and friends.

Sight

22.4 The church has good natural light and I anticipate that artificial lighting will be adequate for those with impaired eyesight.

22.5 I do not know whether the church has large print hymn books.

Sound

22.6 I am not aware whether the church has hearing loop.

23. Asbestos

23.1 Asbestos was removed from the boiler room in approximately 2004.

23.2 The asbestos survey report dated 2004 identifies other asbestos containing materaio;l which requires management but for removal.

24. Bats

24.1 I could detect no evidence of bats using the church and none was reported.

PART THREE

Recommendations in Order of Priority

NOTE: the budget costs are for each item as briefly described, without specification or detailed investigation and are to give a broad indication only of likely costs. Costs exclude contractors' preliminaries, high level scaffolding, professional fees and VAT.

The following cost bands 1 to 6 are as Church of England Guidance in our typical reports. We have split some of the categories into a and b as we feel this may be more helpful to parishes in planning work:

1a	£0 - £500	4	£30,000 - £50,000
1b	£500 - £2,000	5a	£50,000 - £100,000
2a	£2,000 - £5,000	5b	£100,000 - £250,000
2b	£5,000 - £10,000	6	£250,000
3	£10,000 - £30,000		

25.	**Items for Immediate Attention**	**Ref.**	**£**
25.1	Repair flashings at the east end of the nave south slope.	7.2	1a
25.2	Investigate displacement of coping at east end of south aisle and re-bed or repoint as necessary.	7.4	1a
25.3	Repair the broken quarry in the south aisle westernmost window.	9.5	1a
25.4	Clear vegetation from lower roof parapet gutters from tower roof gutters and repoint open joints in the stone channels.	10.7, 10.8	1a
25.5	Introduce cabin hooks to the roof access hatch to minimise risk of wind lift.	10.10	
25.6	Inspect two RWPs on the north side of the church during heavy rain for indications of blockage as suggested by surface rusting. Indeed, this is wise periodic inspection regime for all rainwater goods	11.1	DIY
26.	**Items for Attention within Eighteen Months**		
26.1	Commission a structural engineer to advise on the desirability of recording movement at the west end. For completeness include assessment of the east wall in this review	8.4, 14.5	1b
26.2	Repoint areas of stone pointing to the tower parapet after treatment of the exposed ironwork with rust preventative.	10.9	1b
26.3	Monitor the condition of bird mesh in the bell chamber and replace when necessary with stainless steel mesh, ideally powder coated.	10.13	1b
27.	**Items for Attention within the Quinquennium**		
27.1	Decorate railings at the west end	12.3	1b
28.	**Work to be anticipated in the next Quinquennium**		
28.1	Replace the tower access hatch with a more durable type possibly copper-clad.	10.10	1b

Fig1
Displaced flashing at the east end of the nave south slope.

Fig 2
Displaced flashing at the west end of the north aisle.

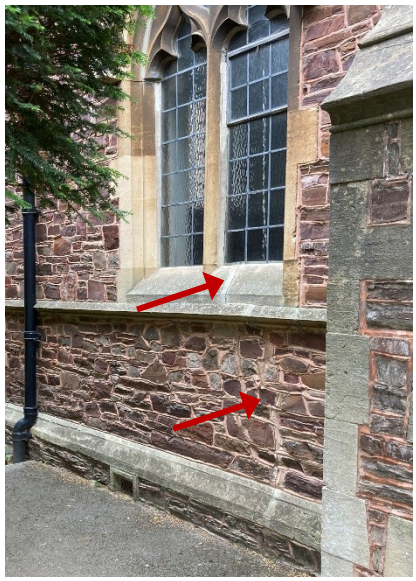


Fig 3
Cracking between the north clerestory and the tower. This is long-standing but should be pack-pointed.

Fig 4
The window adjacent to the south porch has long-standing cement repairs possibly 30 or 40 years old to fill settlement cracks but movement continues due to slight movement of the tower.

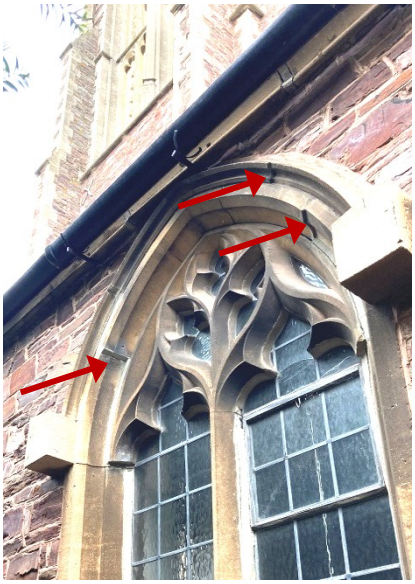
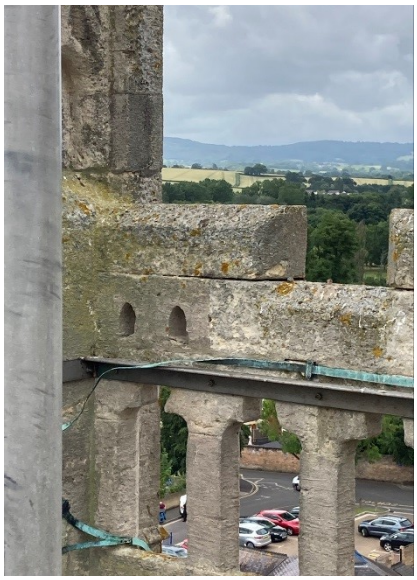


Fig 5
Upper part of the same window.

Fig 6
Lesser, but also long-standing cracking above the south door has the same cause.

Figs 7 and 8
Extensive vegetation in tower parapet gutters need to be cleared and any open joints repointed. If it appears that roots are established it would be wise to pre-kill before removal.



Figs 9 and 10
There is evidence of quite extensive damage and jacking from rusting iron cramps. There will almost certainly be further instances on the outside face of turrets and parapets. This is not unusual in work of this period but remedy is both difficult and costly, particularly at this height.

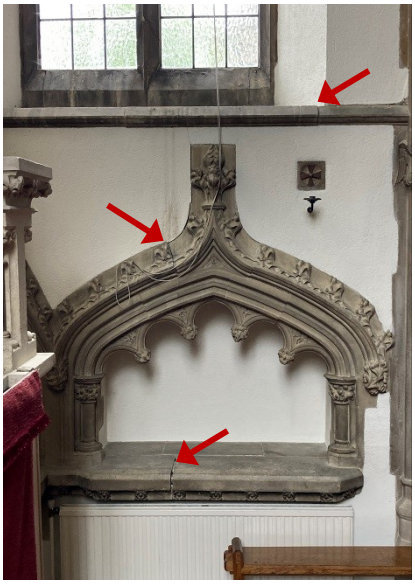


Fig 11
Long-standing structural movement in the chancel south wall niche.

Fig 12
Ditto at the north end of the chancel reredos.

Fig 13
Structural cracking at the west end of the north clerestorey. See also Fig 3.

Fig 14
Similar cracking around the west end window of the north aisle.

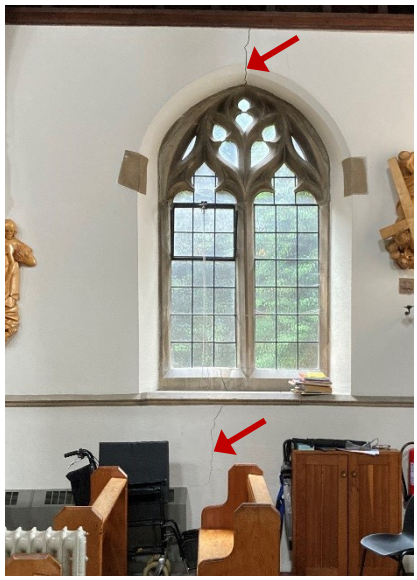


Fig 15
Movement above the south door.

Fig 16
Similar movement around the south aisle window as the south aisle. See also Fig 4.

This movement is long-standing and unlikely to be serious but baseline monitoring is recommended. The photographs are included for identification purposes of typical cracking and are not an exhaustive catalogue.

APPENDIX 1: NOTES ON THIS REPORT

- This is a summary report; it is not a specification for the execution of the work and must not be used as such.
- Caroe & Partners will be pleased to advise the PCC on implementing the recommendations and will if so requested prepare a specification, seek tenders and oversee the repairs.
- The PCC is advised to seek ongoing advice from a professional adviser on problems with the building and Caroe & Partners will be pleased to provide this.
- The PCC is strongly advised to enter into a contract with a local builder for the cleaning out of gutters and downpipes at least twice a year.
- Contact should be made with the insurance company to ensure that cover is adequate.
- The repairs recommended in the report will (with the exception of some minor maintenance items) be subject to the Faculty Jurisdiction. Guidance on whether particular work is subject to faculty can be obtained from the DAC Office.
- When carrying out repairs and a Faculty is not required, work on A & B lists which are minor matters or require an Archdeacon's permission, should always be recorded in the church log book.
- **Sustainable buildings and 2030 Zero Carbon challenge**

  Church of England Guidance on addressing Net Caron Zero targets may be found at the following links and sources.

  http://www.churchcare.co.uk/churches/open-sustainable including the Practical Path to Net Zero Carbon and http://www.churchcare.co.uk/shrinking-the-footprint

  Complementary guidance is available from Ecclesiastical Architects & Surveyors Association on project work https://www.easa.org.uk/images/Sustainability/projects_sustainablity_BPN_April2021.pdf

  SPAB have technical guidance on energy efficiency and insulation for traditional buildings including places of worship but building-specific advice should always be south before any 'improvements' are implemented.
- **Fire Safety Advice**

  From 1 October 2006 the Regulatory Reform (Fire Safety) Order 2005 came in to force. It applies to places of worship and requires a Responsible Person to carry out a comprehensive risk assessment. See http://www.churchcare.co.uk/churches/guidance-advice/looking-after-your-church/health-safety-security/fire-precautions for further information.

  Dry Powder fire extinguishers should not be kept in the church due to the damage they can cause. See guidance from Ecclesiastical Insurance for more information

  https://www.ecclesiastical.com/ChurchMatters/Churchguidance/Fireguidance/Drypowderextinguishers/index.aspx
- **Electrical Installation**

  Any electrical installation should be tested at least every five years in accordance with the recommendations of the Church Buildings Council. The inspection and testing should be carried out in accordance with IEE Regulations, Guidance Note No. 3, and an inspection certificate obtained in every case. The certificate should be kept with the church log book.
- **Heating Installation**

  A proper examination and test should be made of the heating system by a qualified engineer annually before the heating season begins, and the report kept with the Church Log Book.

- **Lightning Protection**

  Any lightning conductor should be tested at least every five years in accordance with the current British Standard by a competent engineer. The record of the test results and conditions should be kept with the Church Log Book.

- **Asbestos**

  A suitable and sufficient assessment should be made as to whether asbestos is or is liable to be present in the premises. Further details on making an assessment are available on http://www.churchcare.co.uk/churches/guidance-advice/looking-after-your-church/health-safety-security/asbestos

  The assessment has not been covered by this report and it is the duty of the PCC to ensure that this has been, or is carried out.

- **Equality Act**

  The PCC should ensure that they have understood their responsibilities under the Equality Act 2010. Further details and guidance are available at

  http://www.churchcare.co.uk/churches/guidance-advice/making-changes-to-your-building/detailed-advice/disabled-access

- **Health and Safety**

  Overall responsibility for the health and safety of the church and churchyard lies with the Incumbent and PCC. This report may identify areas of risk as part of the inspection but this does not equate to a thorough and complete risk assessment by the PCC of the building and churchyard.

  Expert advice on working at height should be obtained from the church's insurers. There have been recent cases of serious accidents involving falls from vertical ladders in churches.

- **CDM**

  The Construction (Design and Management) Regulations (2015), which concern health and safety during construction work, place obligations for health and safety on everyone commissioning building work.

  Additional information can be found in the booklet 'A short guide for clients on the Construction (Design and Management) Regulations 2015', available on the HSE website.

- **Headstones**

  Should be checked by hand to ensure that they are secure. An advisory publication on managing the safety of burial grounds has been published by the Ministry of Justice. See http://www.justice.gov.uk/downloads/burials-and-coroners/safety-burial-grounds.pdf to download the document.

- **Bats and other protected species**

  The PCC should be aware of its responsibilities where protected species are present in a church. Guidance can be found at: http://www.churchcare.co.uk/shrinking-the-footprint/ways-to-take-action/wildlife

- **Sustainable buildings**

  A quinquennial inspection is a good opportunity for a PCC to reflect on the sustainability of the building and its use. This may include adapting the building to allow greater community use, considering how to increase resilience in the face of predicted changes to the climate, as well as increasing energy efficiency and considering other environmental issues. Further guidance is available from:

  http://www.churchcare.co.uk/churches/open-sustainable http://www.churchcare.co.uk/shrinking-the-footprint

APPENDIX 2: GLOSSARY OF ARCHITECTURAL AND TECHNICAL TERMS

Aisle:	Part of a church alongside the nave or choir divided from it by an arcade.
Apse:	A polygonal or semi-circular plan to the sanctuary.
Arcade:	A series of arches and supporting columns.
Arris:	Sharp edge produced from the meeting of two edges
Ashlar:	Masonry of squared blocks with dressed faces and laid in horizontal courses
Aumbry:	Wall cupboard for sacred vessels.
Barge board:	Timber boarding on the gable end of the roof.
Barrel vault:	Internal shape of a simple semicircular shaped roof
Batter:	Deliberate inclination of a wall face.
Battlement:	A parapet with alternate raised portions (merlons) and spaces (embrasures). Also called crenellation.
Belfry:	The chamber, or stage of a tower in which the bells are hung.
Bellcote:	Housing for bells on a roof or gable.
Bell fleche:	Slender spire usually of wood containing bell(s)
Bell louvres:	Horizontal slats in the window type openings within a bell chamber
Bench:	Open seat, sometimes with a carved bench end.
Boss:	An ornamental carving at the intersection of ribs in a ceiling or vault.
Brace:	A subsidiary timber providing stiffness to a frame.
Broaches:	Sloping half pyramids adapting an octagonal spire to a square tower
Buttress:	Projecting masonry or brickwork built against a wall for additional strength.
Capital:	The head of a column.
Cementitious:	Made of or containing cement.
Chamfer:	The surface made when a square edge is cut away at an angle.
Chancel:	The part of the east end of the church containing the altar and reserved for the clergy and choir.
Choir:	The part of the church, usually within the chancel, where divine service is sung.
Ciborium:	A receptacle used to hold the Eucharist. 2. A canopy over the altar.
Cinquefoil:	A leaf shaped curve of 5 parts within an arch, window head etc.
Clerestory:	Windows located above the arcade.
Communion rail:	Low rail around an altar.
Coping:	A capping or covering, usually of masonry, to the top of a wall.
Corbel:	A projecting block of stone or timber, usually supporting a beam.
Cornice:	A projecting moulding along the top of a wall.
Credence:	A shelf or table beside the piscina for the sacramental elements.
Crenellation:	See battlement.
Crossing:	Central space at the junction of nave, chancel and transepts.
Cruciform:	In the form of a cross.
Cusps:	Projecting points between foils in gothic tracery.
Dado:	The lower part of an interior wall, sometimes panelled.
Dressings:	Worked stones, with smooth or moulded finish, used round angles or openings in masonry.
Drip:	A projecting stone etc from which water drips clear of the face of a building.
Dripstone:	See hood mould.
Easter sepulchre:	A decorated recess in the north wall of a chancel used in celebration of the Easter liturgy.
Eaves:	Overhanging edge of a roof.
Elevation:	Face of a building.
Embrasure:	See battlement.
Fascia:	Horizontal section usually at the junction of a wall and the lower edge of the roof.
Ferramenta:	Metal framing to which window glazing is fixed.
Finial:	Ornament at the top of a gable, pinnacle etc.
Flashing:	A strip of metal used to seal junctions of roofs with adjacent construction.
Flaunching:	Mortar shaped to shed water.

Frontal:	Covering for the front of an altar.
Gable:	Upper, usually triangular, part of a wall at the end of a pitched roof.
Gargoyle:	Projecting rainwater spout, sometimes decorated.
Haunching:	A sloping fillet of mortar.
Hip:	The external angle formed by the intersection of two roof slopes.
Hood mould:	Projecting moulding above a door or window opening.
Hopper:	A box collecting water at the top of a rainwater pipe. 2. An inward opening ventilator in a window.
Jamb:	The side of a doorway, window or arch.
Joist:	Horizontal timber supporting a floor, ceiling or flat roof.
Kneeler:	Block of stone at the foot of a gable slope supporting the coping stones.
Label	A projecting moulding above a window or door opening.
Lancet:	A tall narrow single light window, usually with a pointed head.
Leading:	Strips of lead between individual pieces of glass in a leaded window.
Ledger:	Floor slab monument.
Light:	A single window opening or compartment of a window between mullions.
Lintel:	A beam over an opening.
Louvres:	Angled boards or slates in a belfry opening.
Lychgate:	Roofed gateway at a churchyard entrance, providing resting place for a coffin.
Merlon:	See battlement.
Moulding:	The shaping of a continuous strip of wood or masonry.
Mullion:	A vertical member, in wood or stone, dividing a window or other opening into individual lights.
Nave:	The body of a church, west of the chancel or crossing.
Newel:	Central post to a staircase.
Nosing:	Projecting edge of the tread of a stair.
Obelisk:	A free standing tapering stone pillar of square or rectangular cross section.
Ogee:	A double curve with convex and concave section, occurring in arches, window and door heads and rainwater gutters.
Parapet:	A low wall, usually concealing a roof or gutter.
Parclose:	A screen enclosing a chapel.
Pew:	Enclosed fixed wooden seat.
Pier:	A solid masonry support, pillar of square section or masonry between doors and windows.
Pilaster:	A shallow pier or square section column projecting from the face of a wall.
Pinnacle:	A small pointed turret on a tower, buttress etc.
Piscina:	A stone basin with a drain, in a niche near the altar for washing the sacred vessels.
Pointing:	Exposed mortar in joints in masonry and brickwork.
Purlin:	A horizontal roof timber, usually supporting rafters and spanning between walls and / or trusses.
Quarry:	A small diamond shaped or rectangular piece of glass in a leaded window.
Quatrefoil:	A leaf shaped curve of 4 parts within an arch, window head etc.
Quoins:	Dressed stones at the corners of a building.
Rafter:	Sloping roof timbers supporting laths or battens to the roof coverings.
Relieving arch:	A rough arch positioned in a wall above a door or window opening to relieve it of structural loading.
Rendering:	A coating of mortar on a wall face.
Reredos:	A decorated wall or screen behind an altar.
Reveal:	The side of a door or window opening or recess.
Rib:	A curved member or projecting moulding on the underside of a vault or ceiling.
Ridge roll:	Lead dressed capping to the top of a pitched roof
Ringing chamber:	The chamber or stage of a tower where the bell ringers stand.
Rood:	A crucifix over the entrance to the chancel, usually supported on a rood screen.
Rood stair:	A staircase formerly providing access to the rood loft on top of the rood screen.
Rubble:	Rough unsquared stones used for walling.
Saddle bar:	Horizontal metal bar to which window glazing is attached.

Sanctuary:	Area around the main altar.
Sarking:	Boards or felt over which roof slating or tiling is laid.
Sedilia:	Stone seats for clergy in south wall of chancel.
Shake:	A natural cleft or fissure (in timber).
Soaker:	Strip of metal interleaved with roofing slates or tiles at junctions with walls etc.
Soffit:	Underside of a building element
Spandrel:	Triangular area in an arch window or doorway
Squint:	An oblique opening through a wall giving a view of the altar.
Stoup:	Stone basin for holy water.
Swan neck:	A curved section of rainwater pipe connecting to the gutter.
Tingle:	A metal clip used to secure a roofing slate or tile.
Tomb chest:	Stone monument in the form of a chest.
Tracery:	Ornamental stonework in the upper part of a window, screen etc.
Transept:	Arm of a cruciform church plan projecting at right angles to the nave.
Transom:	Horizontal bar of wood or stone in a window, panel etc.
Tread:	Horizontal surface of a step.
Trefoil:	A leaf shaped curve of 3 parts within an arch, window head etc.
Truss:	Timber framing, spanning between walls, usually part of a roof structure.
Turret:	Small tower attached to a building.
Two-centred:	A pointed arch shape formed from the intersection of two curves.
Valley:	The internal angle formed by the intersection of two roof slopes.
Verge:	Junction at the edge of a roof and the wall below
Vice:	Small turning stair within the masonry of a wall or tower.
Voussoir:	Wedge-shaped stone forming part of an arch.
Wagon roof:	A roof structure of closely spaced rafters and arch braces with the internal appearance of the canvas cover to a wagon.
Wallplate:	A horizontal timber on the top of a wall, to which a roof structure is fixed.