

TAUNTON St Teresa of Lisieux



Report on the Quinquennial Survey

TAUNTON St Teresa of Lisieux

Diocese of Clifton

Deaconry of Taunton

Parish of Taunton

Last Inspection: Laurence J G Payne FRICS FFB 28 May 2002



St Theresa's comprises a longitudinal plan with narrow circulation aisles to a wide nave, a narrower apsidal sanctuary, two square projections at the west end (the Lady Chapel and a baptistery), a sacristy, and a south tower. The church was built in 1958-59 in response to the growth of Taunton's post war Catholic community, designed by the architect Eric Carwardine Francis

Report on the Quinquennial Survey for 2022

Survey by Jonathan Saunders RIBA AABC

5th July 2022

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PART ONE

1. Introduction

- 1.1 This report on the quinquennial survey of St Teresa of Lisieux church was carried out on Tuesday, 5 July 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 sunny and warm on the day of the inspection, after a period of relatively dry weather.

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 internally or externally.
- 2.2 There is no access to the interior of the tower.
- 2.3 No underground drains were tested.

3. Recommendations for Further Surveys

- 3.1 This report recommends that, when next on site, roofers are asked to inspect the roof over the north porch and the baptistery, which are flat areas and not visible from the ground.

4. Recent Structural History

- 4.1 The church has been redecorated internally in the fairly recent past but there have been no other significant capital works.

5. Summary of Structural Condition

- 5.1 The church is in excellent overall condition being structurally sound and well decorated, as a consequence of careful 'daily' attention.
- 5.2 Roofs are in good overall condition. There has been some patching, as evidenced by non-matching tiles and there is inevitably a few slipped tiles at the time of the inspection.
- 5.3 External walls are all in good order and surprisingly free of structural movement. I would normally expect some structural cracking from this type of construction, which will be cement-based mortars. There is just one crack below the west window extending down to the ground, which is longstanding and I could not detect this extending above the window.
- 5.4 Rainwater goods are cast iron and in good decorative order with no evidence of leaking but redecoration, particularly on the north side will be required within the quinquennium.
- 5.5 Doors and windows are in fair overall condition, but many of the windows are in need of redecoration with some requiring quite extensive preparation.
- 5.6 The ground around the church comprises a car park to the south, roughly mown grass to the north-west and south. The car park has been resurfaced in the relatively recent past and is consequently in good order. The grass is mown to a practical extent rather than 'decoratively'.

6. Description and Historical Summary

- 6.1 St Theresa's comprises a longitudinal plan with narrow circulation aisles to a wide nave, a narrower apsidal sanctuary, two square projections at the W end (a former porch, now the Lady Chapel, to the N and a baptistery to the S), a sacristy, and a S tower. The presbytery is to the south attached to the sacristy.
- 6.2 The church was built in 1958-59 in response to the growth of Taunton's post war Catholic community. It was designed by the architect Eric Carwardine Francis of Taunton, and was his only known church design; he otherwise specialised in domestic work. The dedication was chosen in recognition of the 1955 twinning agreement between Taunton and Lisieux. EC Francis also designed the attached presbytery, erected shortly after the church, but a planned parish hall was never built.
- 6.3 The finished church differed slightly from Francis' original plans which showed the baptistery at the west end of the nave, and a symmetrical arrangement of opposing entrances in projecting bays to either side of the nave.

However, the baptistery is located within the south projecting bay and the principal entrance leads into a narthex which was originally intended to be the baptistery.
- 6.4 The builders were Messrs Stansell & Son Ltd.
- 6.5 Construction is red brick in Flemish bond under plain tile roofs with large brick and tile kneelers to the gable ends of the church. Windows are timber throughout.

- 6.6 Pevsner describes the style as a mix of 'Georgian and Swedish Modern'. The W end has a tall round-arched window with intersecting glazing bars.
- 6.7 The south elevation has an entrance with a pair of timber doors to the left-hand bay. To the right, the flat-roofed baptistery breaks forwards, beyond which is the tower. This is square and slightly tapering, with concave chamfers to the top corners, and is topped by a glazed octagon and a needle spirelet.
- The lantern comprises alternative louvred and glazed faces, the former of which is not described in the listing. Glazing bars and layout look unconvincing as originals but it is difficult to judge from the ground.
- The lantern cornice has been re-faced in uPVC with consequential loss of detail and character.
- 6.8 To the right of the tower are two flat-arched casement windows and two pedimented dormers. The opposing north elevation has a similar arrangement of openings, though there are three pedimented dormers.
- 6.9 Both sides of the sanctuary have a tall, multi-paned window, and the east end has a low apse with domed roof clad with modern membrane sheeting.
- 6.10 Internal walls are exposed brickwork except for the sanctuary and which are plastered and painted white as are the ceilings throughout. The west bay serves as the narthex, separated from the rest of the church by a timber screen.
- 6.11 The broad nave is lit by the dormers and the west window. It has a woodblock floor and plain timber pews. The five-bay arcade has round-arched openings through to the side aisles; though these are no more than narrow passages under lateral brick arches behind the high nave arcade.
- The nave roof is supported by arched, transverse concrete trusses which rise from scrolled brackets with dentilled cornices, each supporting a hanging light fitting.
- 6.12 Sanctuary furnishings are all of matching stone and probably date from a post-Vatican II reordering. The wooden sanctuary crucifix might be that by Estcourt Clack, described in accounts of the opening (Architectural History Practice).
- 6.13 The former N porch is now the Lady Chapel and contains a statue of the Virgin Mary and Child set on an octagonal timber pedestal which supports a timber canopy on a fluted pillar.
- 6.14 Opposite is the baptistery which has an octagonal stone font on a stepped stone base with an elaborate, painted scrolled timber cover topped by a bird. The organ at the east end of the north aisle is by George Osmond of Taunton.

PART TWO

Condition of Structure

7. Roofs and High Level Features

- 7.1 The main roof is plain clay tiles, extending over the full length of the nave and sanctuary, with a wing over the sacristy extending into the roof slope of the former presbytery. There are two flat roofs behind parapets over the baptistery and north porch. I do not know the condition of these.
- 7.2 Plain tiles appear to be in good overall condition with no significant signs of displacement in courses, suggesting no problems with battens or nails. There are, inevitably, a few slipped and missing tiles and I noted the following, though there may well be others:
- nave south slope: one missing or broken tile adjacent to the west parapet, near the bottom of the slope;
 - nave south slope: one slipped tile just to the north-west of the tower;
 - nave north slope north-west corner: one slightly slipped tile and one broken above the narthex near the bottom of the slope;
 - above the north porch: one slightly displaced tile about a third of the way up and a number with broken tails;
 - north aisle below the middle and west dormer: an area of displaced, broken and previously repaired tiles between the dormers. I cannot account for this area of more extensive past patching and I recommend that a roofer is asked to report on this when they next repair this area;
 - east end of the nave north slope: there are a number of tiles with chipped tails over, perhaps, the eastern half but none of these are so damaged that repair is required at present.
- 7.3 I noted woody growth growing from the back gutter of one of the south dormer cheeks, with further growth, currently dried out against the east wall of the tower.
- 7.4 Copings to the east and west gables are special bricks on edge, which all appear to be generally sound though it appears from a very oblique viewpoint that there may be open joints in the south channel coping. Inspection when there is access for other purposes is recommended.
- 7.5 Ridges to the main roof and to the sacristy wing all appear sound and well-bedded. Some gaps between the tiles are evident, suggesting pointing has weathered away, but this does not mean that there is necessarily a defect provided the bedding remains intact.
- When access is next required to the top of the slope for other reasons, such as the repair of missing tiles, I recommend that the roofer is asked to comment on the ridges.
- 7.6 Lead flashings to parapets to both slopes and at both ends all appear sound.
- 7.7 I am unable to inspect the back gutter to the tower for obvious reasons.
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8. External Walls

GENERAL

8.1 Walls to all areas of the church are made in common bricks, in what is likely to be a cement-based mortar, though I cannot be certain of this. It seems very hard to the touch, but it is really well selected and applied with a very gritty mixture and exposed on the surface. This construction appears to be original and remains in excellent condition.

8.2 It would not be usual to see structural movement from this type of 'brittle' construction, but here I can only see a crack below the west window extending from the cill to the ground. This is clearly longstanding, probably developing soon after construction as a consequence of initial settlement, concentrated here by the weakness in the wall created by the window itself. I do not see this cracking extending above the window to the parapet.

8.3 The construction is likely to be a cavity construction, possibly with a full brick outer skin judging by the Flemish bond, though this cannot be certain as it can be made in snapped headers.

It is possible too that this is solid masonry though I would have expected over time there to be quite extensive water penetration affecting internal decorations from such construction. Although the church has clearly been redecorated in the recent past, there is no evidence of persistent damage to plaster.

8.4 The brickwork at the bottom of the east gable south slope has moved outward, with resultant cracking behind the corbelled work and lifting of the copings. Kneelers can be a point of weakness because of the weight of the copings over the whole length of the gable, but it is surprising that this is only occurring in one of the four such locations kneelers.

This movement is not new and it would be interesting to know from earlier reports, had they been available, how long this has been evident. Remedial work at this stage would probably involve dowelling with stainless steel dowels to secure the kneeler rather than rebuilding, and I think this should be planned for within the next couple of years.

8.5 There is very minor cracking below the window cills of the north aisle, but no action required.

TOWER

8.6 The tower is an unusual, slightly tapering structure in brick, surmounted by a lantern which has been refurbished with a consequential change in character.

8.7 The brick walls here are clearly cavity, as evidenced by the copper weep pipes at mid-height and just above the nave eaves level, though I cannot see any strong sign of a cavity tray at these points.

8.8 There is water ingress into the tower, manifesting in two types of defect. There is extensive staining and marking to the ceiling over the confessional and there is also

some surface staining, possibly salts, in the wall of the south aisle arcade and the east fact of the baptistery, where there is also some ceiling damage.

- 8.9 I know that the tower is to be scaffolded to investigate the top of the lantern, but it is possible that it is a problem with the masonry allowing water to track down; or in the flashing at the back of the tower.
- 8.10 I suspect that this has been a longstanding problem because the tower has been repointed at some stage, rather less elegantly than the original work. It is possible this was done to address a persistent problem. It will be interesting to see what the scaffold access shows, but I think it is possible that it is a problem with walls as much as roofs and roof junctions.
- 8.11 The lantern at the top of the tower, as noted above, has been 'refurbished' with uPVC cornice and facings to the lantern. The louvred faces look unconvincing for their period, but that is a 'top of the head' impression.

9. Rainwater Disposal System

- 9.1 Rainwater goods are all cast iron in fair structural condition though there is evidence of leakage judging by staining and rust, particularly on the north side of the church.
- 9.2 Redecoration is required and I recommend these are overhauled within the next five years, ideally sooner. Some of the rainwater pipes have been replaced in plastic.
- 9.3 Rainwater pipes generally discharge through shoes to gullies which were clear at the time of my inspection but I recommend that all gutters, pipes and gullies are inspected during heavy rain for defects.

10. Windows and Doors

- 10.1 Windows are generally painted softwood and in various styles. The joinery is high quality and appears eminently repairable but in need of redecoration virtually throughout.
- 10.2 Preparation needs to be very thorough including paint stripping where required and good repairs.
- 10.3 There is a Perspex facing to some of the lights in the west window. I am not sure the purpose but in time this will discolour.
- 10.4 Doors are all in good order other than the hatch to the chancel roof space in the east gable which requires redecoration and, quite likely repair.

11. Churchyard

- 11.1 There is a newly resurfaced car park to the south of the church, all in good order.
- 11.2 To the north there is a narrow area of grass and a larger area to the east both with a slightly overgrown boundary hedge which might usefully be trimmed.

INTERIOR

12. Roof Structures and Ceilings

- 12.1 The long roof over the church is divided by concrete trusses into six bays for the nave, the westernmost of which has a narthex sub-division with a further bay to the east behind a brick chancel arch.
- 12.2 The lower part of all roof slopes is divided into two bays; a plastered ceiling with a horizontal section below the ceiling at 'collar' level. All is structurally sound with no sign of any movement.
- 12.3 There is no access to ceiling spaces from inside the church, though I suspect the hatch at high level in the east gable is for this purpose, this will require a scaffold over the apse.
- 12.4 There is an old leak in the east dormer on the north slope which has recently been addressed by re-leading the dormer. The resultant peeling of paint is unfortunate, but does not detract unduly from the interior.
- 12.5 As noted above, the ceiling over the confessional has extensive signs of water ingress which has been so extensive that it is also damaging the joinery of the confessional itself.
- 12.6 This damaged ceiling extends into the east side of the baptistery and, indeed, cracking in the cornice on the south side, indicating there may be some water ingress there.
- I also note slight mould in the ceiling in the south-west corner of the baptistery, but this need not mean a leak; it could just be a 'dead' area in terms of ventilation.
- 12.7 There are elegant brackets below each 'truss' and these host the original lighting.

13. Walls

- 13.1 Internal walls are brick of the same type as externally, though here the pointing is rather more functional with a bucket handle finish rather than exposed aggregate.
- Nevertheless, it all looks very fine and a coherent part of the overall character.
- 13.2 Apart from water staining, or possibly efflorescence in the wall at the south arcade below the tower and in the east wall of the baptistery which betrays longstanding water ingress, internal walls are in good condition.
- 13.3 I gather this is a long-standing issue and major works were carried out on 1993, apparently without success.
- 13.4 The sanctuary is plastered internally and all redecorated in the relatively recent past, judging by its freshness. No defects apparent at present.

14. Floors

- 14.1 Floors throughout the nave and aisles, the narthex and the porch are woodblock flooring of high standard, well finished and I could see no sign of any current defects.

- 14.2 The sanctuary has steps that have been completely carpeted and I cannot, therefore, make any comment on the underlying structure.

15. Fittings and Furniture

- 15.1 Sanctuary furniture seems to be the original; pieces of stone lectern and altar which look very well. Pews comprise simple benches in oak which are clearly part of the original concept and an important part of the interior.

- 15.2 The font is an octagonal basin and stem in one piece on two steps, clearly part of the same fittings as the sanctuary furniture.

There is an elaborate font cover which is raised on a pulley with a coir or hemp rope. Although I could see no obvious defects in the rope, the pulleys do not look very substantial and I recommend that these checked for soundness. Although the cover is not excessively heavy, there is the risk that it could swing dangerously if the ceiling pulleys failed.

- 15.3 The narthex is formed in a plain screen which is almost original, because it fits so well with the rear bench, but does look slightly incongruous in style to the remainder of the church but is part of the original design.

- 15.4 The ceiling of the narthex has an Artex covering which I would normally think to have the risk of asbestos content, but this is not identified in the asbestos report.

16. Organ

- 16.1 There is a small pipe organ at the east end of the north aisle and I understand this works efficiently with no current issues.

17. Heating Installation

- 17.1 The heating is a gas-powered boiler located in the plant room just off the sacristy. The service is now due and I understand this is in hand.

- 17.2 This serves radiators along the north and south walls and in the baptistery and porch. This, I understand, all works efficiently and it is difficult to justify replacement with a more 'carbon friendly' system.

18. Electrical Installation

- 18.1 Lighting in the church comprises the original pendants incorporated in the truss 'corbels', but it is clear these would not have given a huge amount of light. These are now supplemented with large led floods which will be much more effective, but not a very modulated or sympathetic light.

- 18.2 The electrical installation was last inspected in 2019 and the next inspection is, therefore, due in 2024.

19. Lightning Conductor

- 19.1 The lightning conductor was tested in September 2021. According to the test certificate a further test is now due in accordance with the BS but this is a recommendation and could be checked with insurers to confirm their requirements.

20. Fire extinguishers

- 20.1 Tested in March 2022

21. Access for All

Physical Access

- 21.1 There is level access to the north porch, though this does mean quite a long route from the car park. Inside the church there is level access throughout the nave and aisles and there is a wide aisle so that wheelchairs could be placed near other family member if desired.

Sight

- 21.2 The church is a very light space in daylight and I imagine the artificial lighting gives a good level at other times.

Hearing

- 21.3 There is an amplification system but I do not know whether this includes a hearing loop.

22. Asbestos

- 22.1 A management survey has been commissioned and this has not identified any areas of urgent concern.

23. Bats

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

PART THREE

Sacristy and Vestry

24. Sacristy and Vestry

- 24.1 The church is linked to the presbytery with a pitched roof wing of the same construction and contemporary with the church.
- 24.2 I think that the original construction would have comprised the sacristy itself with a toilet off to the east. This was subsequently extended to include a kitchen/plant room and an office as part of the presbytery, presumably with a link as the floor at the end of the corridor appears to continue under the partition.
- 24.3 For the purposes of the report I am considering this section of the building as a whole as it is very much of an entity of common construction; comprising simple plasterboard with plain joinery, a quarry tiled floor in the sacristy and toilet, woodblock in the presbytery extension area.
- 24.4 Construction is all sound, with no defects to report though, as with the main part of the church, this has been fairly recently decorated and it is possible that some things would be covered up at that time.
- 24.5 I understand that there was a leak in the toilet extension roof and this is now fixed.

PART FOUR

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

25.	Items for Immediate Attention	Ref.	£
25.1	Initiate a programme of roof tile replacement based on pragmatic use of resources for access.	7.2	1b
25.2	Remove woody growth from the dormer back gutter and humus from the aisle roof abutment with the tower.	7.3	1a
25.3	Inspect rainwater goods and gutters periodically during heavy rain for signs of blockage, overflow or leaks.	9.3	-
26.	Items for Attention within Two Years		
26.1	Continue roof tile repairs probably biennially.	7.2	1b
26.2	Inspect the joints in parapet copings when access is required for other purposes.	7.4	-
26.3	Take the opportunity of access to roof slopes for other reasons to inspect the condition of bedding of ridge tiles.	7.5	-
26.4	Repair the displaced kneeler at the south east corner of the chancel, method to be determined but probably by dowelling.	8.4	1b
26.5	Commence a programme of window redecoration planned around access which might include roof repairs.	10.2, 4	3
27.	Items for Attention within the Quinquennium		
27.1	Damp penetration through the tower as manifesting in efflorescence in brickwork and marking on ceilings is a long-standing problem. The 'major works' undertaken in 1993 have not been successful. Well planned research is required and the solution is likely to be complex.	8.8 – 8.10	4
27.2	Redecorate rainwater goods.	9.2	2b



Fig 1
Woody growth in the back gutter to the south dormer.



Fig 2
Dried vegetation due to the very hot summer indicates accumulation of humus.



Fig 3
The south east kneeler to the chancel is moving slightly outwards. This is not yet urgent but some 'pinning' is desirable to ensure that the issue does not get worse.



Fig 4
Copings to the chancel parapet have some open joints and one at the base of the chimney, both sides.



Fig 5
Crack below the west window is long-standing and there is no evidence if it progressing.



Fig 6
Weep holes, with copper drain pipes, in the tower suggest cavity construction with tray at this level. The damp in the baptistry area may well be associated with this feature.



Fig 7
The 'hatch' into the chancel roof space is in need of redecoration and, quite likely, repair.



Fig 8
One of the north dormers is showing cill in particular requiring redecoration but all should be done when access is available.



Fig 9
The west window showing need for redecoration. The partial Perspex secondary glazing detracts from the appearance of the window.



Fig 10
Tower south window in need of redecoration. Note the weep holes to each side of the window.



Fig 11
Further window requiring redecoration.



Fig 12
Damp staining at high level in the
south arcade below the north wall
of the tower.



Fig 13
Ditto below the west wall of the
tower.

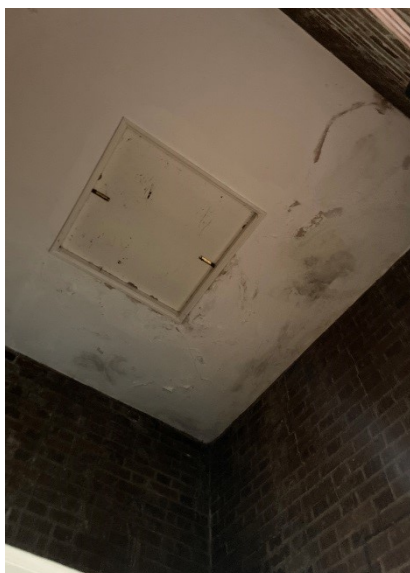


Fig 14
Damp in the ceiling at the base of
the tower.

APPENDIX I: NOTES ON THIS REPORT

NOTE MANY OF THE REFERENCES ARE FOR CHURCH OF ENGLAND RESOURCES AND SOME TERMINOLOGY WILL NOT BE APPLICABLE AT THIS CHURCH

- 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 Carbon 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_sustainability_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 sought 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
Ring 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.