

May 2023

# BERWICK ST LEONARD. ST LEONARD'S CHURCH PLAN

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## **Part A - [Current Report](#)**

The report current at the time of first issue summarises known activity at the church, stakeholders, trends, site resources and results in hand.

## **Part B - [Consultation](#)**

Open consultation findings summarise notes provided by survey recipients in reaction to Part A, the current report and specifies community planning meeting details.

## **Part C - [Community Recommendations](#)**

Community recommendations include the full resolutions set at the community planning meeting.

## **Part D - [Action Plan](#)**

The action plan splits tasks agreed at and implied by the community recommendations.

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## Part A - Current Report

### Church Introduction & Statement of Significance

St Leonard's Church in Berwick St Leonard, Wiltshire, England, was built in the 12th century. It is recorded in the National Heritage List for England as a designated Grade II\* listed building. It was declared redundant on 22 June 1973, and was vested in the Trust on 9 June 1976.

The manor was held by Shaftesbury Abbey's manor of Tisbury. The right of advowson was later held by a variety of individuals, including a dispute over the right between John Benett and John MacIntyre, a general serving the East India Company during the early 19th century.

The small church was built of flint and limestone, in the 12th century. The three bay nave is 33 feet 6 inches (10.21 m) by 16 feet 4 inches (4.98 m), while the chancel is just 18 feet 9 inches (5.72 m) long and 13 feet 3 inches (4.04 m) wide. The entrance is beneath the small two-stage south tower which was added in the 14th century, and is supported by diagonal buttresses. The tower holds two bells dating from 1725 and 1766. The church roof is tiled in a fishscale pattern. Monuments inside the church include those to George Howe, who dies in 1647, and his six children. The cylindrical stone font with a brass cover and a sculptured relief of the Lamb of God over the south doorway date from the Norman era.

By the 19th century the fabric of the building was decaying and, in 1859 a major restoration was undertaken. The parish was combined with Fonthill Bishop in 1916 and subsequently became part of a larger team parish. The church was closed in 1966.

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## Current use (bookings) & voluntary activity

St Leonard's is fortunate to have benefited from the voluntary support of several neighbors local community members, as well as the local parish who hold occasional services in the church. More recently St Leonard's has had the support of a CCT Area Volunteer.

Voluntary activity undertaken by this group includes:

- Organising and supporting occasional services in the church.
- Occasional Cleaning
- 6 monthly site inspection
- Voluntary maintenance of the CCT vested churchyard.
- Ad hoc reporting of building change

## Collection Review

Open Churches Policy status:	Open
Local Community Officer:	Rachel Whitty
Closest Church Classification:	Open
Classification outstanding items:	Keyholder volunteer. Laminated Church History

Visitor nos. 2016/ 17 (est):	1722
Visitor nos. 2017/18 (est):	1330
Visitor nos. 2018/19 (est):	1120
Current project:	None
Cleaning schedule:	Before services
Welcome table:	Present
Keyholder role:	None. Required
Key representative role:	None
Area volunteer role:	None
Fundraising roles:	None
Stewardship roles:	None.
Research, interp & talks role:	None formal.

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Accessibility details:	Provided via website
CCT silver plaque:	Installed, poor condition
CCT information board:	Installed.
Oak post:	Not installed.
CCT freestanding board:	Provided
Wall safe poster:	Installed, current
CCT A board:	None. Surplus to requirements
Gift Aid envelopes:	Provided
Visitor book:	Provided
Building services:	No electricity, no heating
Parking:	None formal. 2 – 3 Spaces on driveway next to the churchyard.
Organ:	None
Churchyard:	Vested CCT, need to check on maintenance
Ringable bells:	Two. Hung for swing-chiming only.
Pews:	Yes.
Fire rated capacity:	60
Seating capacity:	Not determined
Site plan:	Available
Roof alarm:	None
CCTV:	None
Individual item security measures:	None
Nearby attractions:	
Public transport:	
Social media presence:	None.
Images on CCT website:	One of three
Regular feature parish news:	Unsure
Services per year:	2-3
CofE support for services:	Unknown
Christmas memory tree:	No.
Tea Party:	No.
Historic Church Tour:	No
Heritage Open Days:	No
Ride & Stride:	No

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Champing:	No.
Retail:	No.
Risk assessment general:	Current
Risk assessment fire:	Current
COSHH listing:	Current
Portable appliance listing:	Current
Security Audit:	2015
Children's explorer cart:	No, surplus to requirements
Children's trail:	No.

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## Conservation reports

Condition Report:

Repairs liability: £18,675  
Annualised maintenance: £2,273.44

• <b>Short term:</b>	<b>£7,525.00</b>
- Replacement of tiles and gutter adjustments	£1,780.00
- RWG	£1,250.00
- Repointing and limited stone replacements	£4,225.00
• <b>Medium term:</b>	<b>£1,700.00</b>
- Repair and redecorate D1 and D2	£700.00
- Internal redecoration	£1,000.00
• <b>Long term:</b>	<b>£9,450.00</b>
- Repairs to various Plaques	£1,000.00
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- Repairs and repointing to boundary walls	£8,450.00
• <b>Desirable:</b>	<b>£</b>

All cost figures are estimates, exclusive of VAT and professional fees

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## Income, Expenditure & Balances

### Income

Income 2019 – 2020:	£240
Wall safe 2018-2019 (incl. above):	£0
Income 2018-2019:	£25
Wall safe 2018-2019 (incl. above):	£25
Income 2017-2018:	£83
Wall safe 2017-2018: (incl. above):	£83
Income 2016-2017:	£60
Wall safe 2016-2017: (incl. above):	£60

### Expenditure

Conservation expenditure '18/'19:	£0
Maintenance expenditure '18/'19:	£1140
Maintenance expenditure '17/'18:	£936
Electricity '18/'19:	£0
Electricity '17/'18:	£0

### Balances

Restricted Balance Report Jul '19	£0
Income less expenditure '18/'19	-£1,115
Income less ann. maint.'18/'19:	-£2,248.44

## Local Community Officer's Summary

St Leonard's Church is fortunate to have the support of the owners of the adjoining farm complex. They have voluntarily kept the churchyard in a good condition for many years.

The church has also benefitted from the more recent support of a CCT Area Volunteer, who has conducted 6 monthly building surveys. **This support seems to have ceased now.**

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St Leonard's a very quiet church with little evidence of activity other than occasional services. We know that these do take place at the church but historically the CCT have not been informed in advance of this, and we find out about it usually via the visitor book.

The lack of a consistent contactable keyholder volunteer is a bit of a gap at St Leonard's.

St Leonard's inspires generous support from a relatively small number of visitors each year, the maximum number of visits limited perhaps by the limited options for parking, and poor signposting to the church. The addition of video-directions on the church webpage might encourage additional visits over time, all of which would be certain to encounter a well-presented church thanks to the continuing and extremely dedicated care of its volunteers and neighbours who visit to clean throughout the season.

Improved "open church" and donation signage and interpretation (no current guidebook in print) in the church could increase visitor numbers and donation per head.

The availability of an electrical supply could enable flexible use of the interior for occasional performances, especially where any such would be of interest to local residents from nearby residential centres, or where audiences of sufficient number might be able to walk to the venue from other parts of the village.

It is hoped that new ideas for use and potential supporters might emerge from the church planning process.



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## Part B - Consultation (Interim Round September 2020)

### Summary of consultation responses received by end August 2020

*Following distribution of fifteen questions through our standard church plan questionnaire in summer 2020 to existing Churches Conservation Trust correspondents, (together with an invitation for correspondents to share the survey and associated Church Plan Part A), **no response** was received for **Berwick St Leonard, St Leonard's** by the deadline of **August 30th**.*

The response received was from a respondent writing in a **[no response]** capacity, who confirmed that their responses related to **St. Leonard's, Berwick St Leonard**.

In addressing the question of *a perfect outcome for our work together at the church* the respondent indicated **[no response]**

In writing about challenges anticipated in respect of repair liabilities and running costs, the respondent indicates **[no response]**

Thinking about local life away from the church, in relation to other community projects or activities which might combine with our work to protect the church for the future, the respondent indicated **[no response]**

Considering if increased use of the church might benefit the community, or if increased use might benefit the church itself, the respondent indicated **[no response]**

In relation to identifying conservation priorities for the church, the respondent provided **[no response]**

Regarding priorities, opportunities or ideas for fundraising the respondent noted **[no response]**. In respect of means for initiating fundraising activity, the respondent gave **[no response]**. The respondent also indicated that they would **[no response]** be available to participate in fundraising activity.

In seeking respondents' participation in a future group discussion regarding church planning the respondent indicated **[no response]**.

In answering our final, open question about any additional church matters not covered in other areas of the survey, the respondent indicated **[no response]**.

In addition to responses fielded through the questionnaire, a further **[no response]** respondents wrote back to their Local Community Officer, expressing the following perspectives:

**Nil**

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**Part C - Community Recommendations (to follow meetings scheduled for October 2020 - January 2021 ahead of final report April 2021).**

**May 2023 – update from RW LCO –** Have visited the church twice in late 2022 and March 2023(managing to empty the offertory box which had not been emptied for some considerable time) and left a note with my contact details. To date I have had no response and have also emailed the incumbent.

Once I have established contact with the incumbent, I will also be putting up Volunteer recruitment posters at the church and organising a cleaning party in the hope of attracting interest in the church.

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## Part D - Action Plan (Interim Plan September 2020)

The action plan below has been written following the *interim edition* of the church plan, published at the end of **September 2020** and post the publication of the first full edition of the church plan at the end of March 2021.

### Community Actions

#### Short term actions (to end September 2023)

- Agree dates for face-to-face or digital meeting to review current church plan
- Review CCT Cleaning Churches standard and report

#### Medium term actions (to end March 2024)

- Investigate suitability of church for concerts or other uses, and of promotion to prospective local audiences.
- Consider use of St. Leonard's as gallery space, offering local artists and makers a chance to mount exhibitions, or providing community groups and educational establishments with a suitable venue for temporary displays
- Consider the suitability of the site for Champing

#### Long term actions (to end March 2024)

#### Actions complete

### Local Community Officer Actions

#### Short term actions (to end September 2023)

- Make contact with local incumbent to build a relationship, learn if Church is used for occasional services and advise of booking process.
- Distribute flyers to properties surrounding the church
- Identify and recruit potential new volunteers for the church.
- Review church web page to ensure clear directions available for all visitors
- Make contact with owners of the neighbouring farm to confirm arrangements for ongoing maintenance of the vested churchyard
- Organise a cleaning party

#### Medium term actions (to end March 2024)

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- Investigate producing / working with volunteers to produce an online audio guide to address the lack of printed interpretation.
  - Consider adding video directions to the church for prospective visitors' information
  - Investigate suitability of church for concerts or other uses, and of promotion to prospective local audiences.
  - Consider the suitability of the site for Champing

### **Long term actions (to end March 2024)**

#### **Actions complete (to end May 2023)**

- Distribution Part A reports for each church to all existing correspondents, together with survey
- Receive, anonymise and collate survey responses and add to Church Plan Part B
- Resolve initial findings, conclusions and recommendations based on Part A & B, expressed as short, medium and long-term actions
- Publish Part A, B & D as Interim Church Plan to colleagues by end September 2020
- Undertake staff consultation against Interim Church Plan by end November 2020
- By end November 2020 review colleagues' feedback regarding updates to church plan part A, to include
  - Conservation interpretations
  - Presentation improvements
  - Champing data
- Complete community audit to identify additional survey respondents and participants in face-to-face or digital meetings by end November 2020
- Repeat survey for additional respondents by end January 2021
- Agree dates for face-to-face or digital community meetings by end January 2021
- Resolve updated findings, conclusions and recommendations based on Part A, B & C expressed as short, medium and long-term actions for each site (Part D)
- Publish Church Plan Version '2021-22'

### **CCT Actions Other**

#### **Short term actions (to end September)**

- Provide interpretation of maintenance and repair plans to further explain anticipated costs described in part A above.
- Provide current financial figures

#### **Medium term actions (to end March 2024)**

#### **Long term actions (to end September 2024)**

#### **Actions complete**

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## Appendix 1: Summer 2020 Questionnaire

1. This is the first of fourteen questions in the survey - thank you in advance for working through each one. First of all, we need to know if you're completing the survey on behalf of an organisation or writing in a personal capacity (If you're writing on behalf of an organisation, please use the text box to let us know which one. Thank you!)
2. Which church are you writing about? (Don't worry, you can complete additional questionnaires for other sites if you like!) Please state the location and dedication, as in 'Sapperton, St. Kenelm's'. Thank you.
3. People are involved with our sites in so many different ways. In your own words, please describe your relationship with the church building.
4. Some people are actively involved at the churches we look after together. If you're part of this group, tell us about your involvement. Cleaning, attending services and fundraising are just a few of the most frequent activities we share, but we'd appreciate as much detail as you might be happy to provide.
5. In your own words, and having reviewed 'Part A' of our church plan (sent to you by email with the invitation to this questionnaire), please describe a perfect outcome for our work together at the church. What would you like to see happen in terms of community involvement and other use of the building?
6. Bearing in mind the repair liabilities and running costs described in the report you've read, what challenges do you anticipate for a sustainable future at your church?
7. Thinking about local life away from the church, which other community projects or activities are you aware of that could combine with our work to protect the church for the future?
8. Here are two questions together... Could increased use of the church benefit the community? How would this increased use benefit the church itself?
9. What do you think are the most important conservation priorities at your church? For each or all of these priorities, please also let us know about any ideas you have for addressing them.

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10. Income and expenditure for the church is detailed in 'Part A' of the report we sent you. Addressing conservation priorities will entail finding new ways to raise funds. Tell us about any ideas or opportunities you have identified for raising additional income at the church.
  
  11. What do you think might be the best ways to get started with any fundraising activities you have suggested?
  
  12. If you don't already, would you be interested and available to take part in future fundraising activity?
  
  13. Almost done! We'd like to invite you to join us in a group discussion about the church later this year, either in person or through 'phone / video conference. Would you be willing to join the discussion?
  
  14. Last question! Is there anything else you'd like to share about your interest in the church which we haven't asked you already? Otherwise, thank you again so much for reflecting on the future of the church through your answers.