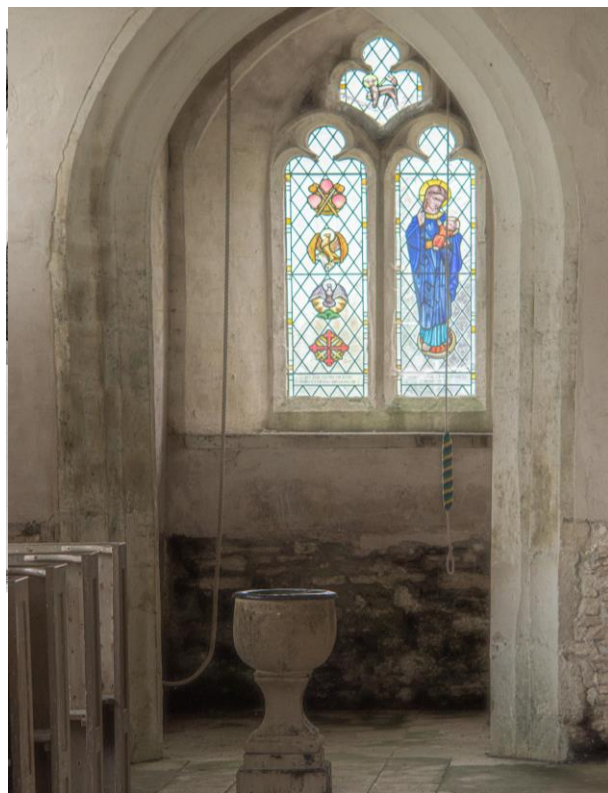


ST. PETER'S CHURCH, WALLINGFORD

CHURCH PLAN



Introduction

Part A - Current Report

Church Introduction and Statement of Significance
Current Use (bookings) and voluntary activity
Collection Review
Conservation Reports
Income, Expenditure and Balances
Local Community Officers Report

Part B - Survey

Results of our open survey conducted in 2020, canvassing all community contacts for feedback on the current report.

Part C - Community Recommendations

Minutes of community meetings held to discuss opportunities, activities and plans for the church.

Part D - Action Plan

Details of short, medium and long term actions agreed upon through Community Recommendations, assigned to community participants or Churches Conservation Trust staff

Introduction

The Churches Conservations Trust's strategy is to empower and support communities to care for historic places of worship, for the benefit of all. A sustainable CCT church is well used by its community(ies), generates sufficient funds for the maintenance that keeps it in a good state of repair and is able to raise funds for specific repair and improvement projects. Local Community Officers facilitate this through their work with the community to co-create Church Plans.

Church plans are a living document which combines information on the church's history, significance, maintenance and repair needs and the current use of the church, with feedback and recommendations from the community, and concludes with an action plan setting out agreed short, medium and long term goals to support the sustainable use and care of the church.

Part A - Current Report

Church Introduction & Statement of Significance

St Peter's Church is a redundant Anglican church in Wallingford, Oxfordshire. It is recorded in the National Heritage List for England as a designated Grade II* listed building, and is under the care of the Churches Conservation Trust. The church stands at the east side of the town, overlooking the River Thames

An earlier church on the site was destroyed in 1646 during the siege of Wallingford in the Civil War. Building of the present church started in 1763, the contractors being William Toovey and Joseph Tuckwell. In 1767 the interior of the church was paved, pews were added, and the exterior was stuccoed under the supervision of Sir Robert Taylor. A spire designed by Taylor was added in 1776–77. A local resident, Sir William Blackstone, a lawyer and author of the Commentaries on the Laws of England, took an interest in the building of the spire and paid for the clock face visible from his house. The chancel was built in 1904, designed by Sydney Stephenson.

The church was declared redundant on 1 May 1971, and was vested in the Churches Conservation Trust on 26 July 1972. Currently a team of volunteers open and close the church daily. Before COVID a series of chamber music concerts were held during the summer months.

The plan of the church consists of a four-bay nave, a chancel with an apse, and a west tower with a spire. The nave and chancel are constructed in ashlar stone, the nave standing on a flint plinth. The tower is built in knapped flint, with stone quoins and bands. The nave is roofed in Welsh slate and the chancel is tiled. At the top of the tower is a clock face on each side, except the north. Above this is an octagonal belfry surmounted by an openwork stone spire. The nave and tower are in Neoclassical style, and the chancel is Gothic Revival. The church is entered by a double door in a round-headed doorway on the west side of the tower. Above the doorway is a three-light window containing Y-tracery. The nave has a shaped cornice and a plain parapet, and contains four round-headed windows on each side. In the chancel are windows dating from the 20th century, the one on the north side being a rose window.

The nave has a shallow-arched coffered ceiling. The pews and font date from the 18th century. In the east window is stained glass dating from 1918 by Morris & Co. On the south wall is a monument to Sir

William Blackstone and his family. It consists of an inscribed panel above three shields, surrounded by an arch.

Current use (bookings) & voluntary activity

St. Peter's benefited from extensive use by the Music at Wallingford group, which averages ten concerts per year at the venue. Adjacent to this busy programme annual photographic exhibitions have added to the popularity of this busy church. These have not taken place since COVID due the group relocating to another larger site. Religious services have been limited to one patronal-day service in recent years.

Situated in the town the church relies on support from an extremely dedicated group of volunteers, who open and close the church daily as well as helping maintain a very high standard of presentation.

Voluntary activity undertaken by local residents includes

- Daily unlocking and locking
- Cleaning days twice annually
- Remittance of service funds
- Planning and delivery of all bookings including services
- Ad hoc reporting of building change

Collection Review

Open Churches Policy status:	Open
Local Community Officer:	Isobel Milne
Current project:	None
Cleaning schedule:	Twice annually, led by volunteers in accordance with CCT guidelines
Welcome table:	Maintains stock of current leaflets (note unavailability of future leaflets for re-stock)
Keyholder role:	Fulfilled
Key representative role:	Fulfilled (CCT liaison, volunteer management, maintenance reporting)
Area volunteer role:	Surplus to requirements
Fundraising roles:	Vacant and necessary
Stewardship roles:	Surplus to requirements
Research, interp & talks role:	Vacant and necessary
Accessibility details:	Provided via website
CCT silver plaque:	Installed
CCT information board:	Not installed, overdue (for affix to noticeboard)
Oak post:	Not installed, not needed
CCT freestanding board:	Not installed
Wall safe poster:	Installed, current
CCT A board:	Not installed
Gift Aid envelopes:	Provided
Visitor book:	Installed
Building services:	Electric lighting, electric sockets
Parking:	Extensive civic parking 50 yards from church
Organ:	None
Churchyard:	Not owned by CCT, not maintained by Local Authority
Ringable bells:	No
Pews:	Sound, no defects
Fire rated capacity:	180
Seating capacity:	180

Site plan:	Unavailable
Roof alarm:	Uninstalled
CCTV:	Uninstalled
Individual item security measures:	Uninstalled
Nearby attractions:	Ribizli Cafe, Newnham Murren St. Mary's, Wallingford Castle Gardens, Cholsey-Wallingford Railway, Wallingford Museum, St. Mary's Wallingford, St. John the Baptist Mongewell
Social media presence:	Nil
Images on CCT website:	One of four
Regular feature parish news:	No
Services per year:	Nil
CofE support for services:	Unknown
Christmas memory tree:	No
Tea Party:	No
Heritage Open Days:	No
Ride & Stride:	No
Champing:	No. For further information, please see Champing introduction and typical church income at appendix 4.
Retail:	No
Risk assessment general:	Current
Risk assessment fire:	Current
COSHH listing:	Current
Portable appliance listing:	Current
Security Audit:	Current
Children's explorer cart:	No, surplus to requirements
Children's trail:	No

Conservation reports

<p>Annualised maintenance costs (Exclusive of VAT): Annualised maintenance costs express the total costs of church maintenance divided by 25 years. Every forecasted cost which relates to the maintenance of this church over a period of 25 years is included. Any anticipated repairs are excluded. A list of typical maintenance tasks for any historic church, forecast over the period, is available to view at Appendix 2.</p>	£5,486.44
<p>Routine maintenance costs: (Per annum and exclusive of VAT): These are included in the annualised maintenance costs and are the total cost of two maintenance visits per year. A list of the typical maintenance tasks for any historic church included in the twice-annual maintenance visits is available to view at Appendix 3.</p>	£552.00
<p>Other maintenance costs(Exclusive of VAT): Additional maintenance needs discovered during twice-yearly maintenance visits, costed and listed individually below.</p>	£1,260.00
Churchyard is very overgrown	£350.00
Ivy is growing up the walls	£560.00
Failing mortar repairs (assess the condition and assess the need for replacements)	£350
<p>Total short term repairs Small scale items of limited cost which could be fulfilled with minimal fundraising.</p>	£9,750.00
Clear moss and minor roof repairs	£2,250.00
Rainwater goods	£7,500.00
<p>Total medium term repairs More expensive needs such as roof repairs and tower repairs which may require more involved fundraising and grant applications.</p>	£175,750.00
External masonry repairs	£110,000.00
Internal tower repairs	£5,750.00
Redecorate nave and chancel interior	£60,000.00
<p>Total long term repairs Items which are known to require works in the longer term but which are not essential in the near future.</p>	£0.00
<p>Total desirable repairs Repairs which are not essential to the conservation health of the church but which might improve aesthetics or usability of the building.</p>	£0.00
<p>All cost figures are estimates, exclusive of VAT and professional fees VAT is charged at 20% of the total costs and can sometimes be recovered. Professional fees vary, but are either charged at an hourly rate or as a percentage of the total project cost. These are usually charged only on larger or more complex projects.</p>	

Income, Expenditure & Balances

Income

	Wall Safe	Service Collection	Services Fees	Donations	Events	Third Party Hire	Total Income
2022/23	£10 text giving	£115					£145
2021/22	£0			£442		£300	£742
2020/21	£0						£0
2019/20	£0						£1979
2018/19	£50						£1620
2017/18	£422						£2458
2016/17	£562						£562

Visitors

Year	Visitor Number	Wall safe income per visitor
2022-23	6888	£0.00
2021-22	1,267	£0.00
2020-21	Data not collected	
2019-20	6265	£0.00
2018-19	7529	£0.01
2017-18	6714	£0.06
2016-17	8115	£0.07
2015-16	7194	£0.01
2014-15	4484	£0.02

Expenditure

Total spend since vesting 28th July 1972 (non-maintenance): £260,935

	Conservation (repair) expenditure	Maintenance expenditure	Utilities
2022-23	£0	£576	£483
2021-22	£0	£1,251	£47
2020-21	£789	£1,364	£138
2019-20	£500	£2,606	£161
2018-19	£0	£708	£1
2017-18	£0	£2,628	£271
2016-17	£987	£1,704	£1

Income less expenditure 2022/23 -£431

(Income from all sources, minus maintenance and conservation expenditure)

Income less annualised maintenance 2022/23 -£5341.44

(Income from all sources, minus the annualised maintenance cost, as shown in the Conservation Report section above)

Balances

The restricted balance is the amount of money which has been covenanted or restricted for expenditure at the church. Any expenditure needs to match the terms of the covenant under which the money was donated, for example, a term expressing that a donation is intended for roof repairs only.

Restricted Balance Report March 2022 £442

Local Community Officer's Summary

An extremely tall landmark at the edge of a prosperous Oxfordshire market town St. Peter's has the opportunity to attract even greater interest and support than at present. Daily opening and closing is enabled by an extremely devoted team of volunteers who provide access thereby for all of the site's 7,000 annual visitors, and standards of presentation are upheld by occasional cleaning days also.

The church generated significant income through the very well patronised Wallingford Music calendar of performances. However these concerts have now moved venue and at their peak the quantity of income generated by concerts, occasional services, wall safe donations and private hire represented just one quarter of annual maintenance costs.

Additional use of the nave and chancel in recent years as gallery space for local artists may indicate one prospective future source of funds for the church, together with offers of hire or shared ticket income to performing artists operating outside the Music at Wallingford scheme. Public awareness of these types of opportunities might be enabled both through the process of church planning and through occasional articles in parish or civic newsletters or websites. The recent cello recital at another Trust church in Oxfordshire might be a model for this type of use.

Finally it should be noted that St. Peter's would be a suitable site for the previously successful Champing™ model as applied to other Trust churches in the area.

A supply of Christmas cards and a sponsor for a Christmas Memory Tree might also help develop useful income against the maintenance liability. However, additional proposals and options for maintaining and repairing the church should derive from community consultation through the church planning process, inviting the maximum response towards creative solutions for the future of this attractive building.

Part B - September 2020 Survey

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), **three** responses were received for **Wallingford St. Peter's** by the deadline of **August 31st**.*

Two responses received were from respondents writing in a **personal capacity**, one from a respondent representing **Wallingford Chameleon Arts (Music at St. Peter's)**. All respondents confirmed that their responses related to **St. Peter's Wallingford**.

In addressing the question of *a perfect outcome for our work together at the church* respondents indicated that there **could be consideration of concert bookings throughout the year, as well as for other types of event and exhibitions, use of the church for recording and live-streamed performance (noting the dependence of the latter on internet connection)**. Respondents also proposed **servicing the organ to fulfil its potential as a working instrument, protection of the graffiti room to enable its opening for visitors, and restoration of the Blackstone Memorial**. In addition respondents suggested **use of the church for occasional weddings, funerals, christenings and blessings, and prioritisation of church yard maintenance for public use as a space of quiet reflection**.

In writing about challenges anticipated in respect of repair liabilities and running costs, respondents indicated that **primary challenges include lack of public interest, the presence of three other churches within half a mile, the need to achieve involvement by historical groups based overseas (USA) in respect of the linkage with the Blackstone Memorial, the need for a higher visitor footfall to increase contributions, and, in detail:**

- **maintenance and repair is needed; the leak over the chancel arch doesn't currently affect use of the building, but if this deteriorates further it will start to do so; the "Quinquennial" inspection (including electrical system testing) is seriously overdue, and likely to identify other issues.**
- **access for visitors and concert audience needs to be improved; the steps from the road up to the church are a significant obstacle for the disabled, possibly the biggest health and safety risk issue, and put people off from coming to events in the church; however, there is simply no room to install a ramp, and any improvements have to respect the character of this listed building. The steps are also an obstacle to bringing in a piano for concerts - one hire company is now refusing to supply because access is too difficult, and others may charge extra.**
- **as the church has no toilets, events are totally dependent on the goodwill of Wallingford Baptist Church (opposite) allowing use of their facilities, which also includes a 'green room' for performers. Bearing these in mind, the suggestion of more concerts and events in the church is not as easy as might appear. Wallingford Chameleon Arts does not have the resources to run more than 9 or 10 concerts a year, so another organiser would be required. The "Music at St Peter's" concerts have had a couple of financially-successful years, but has to budget carefully to try to maintain financial viability and there is very limited scope for CCT to expect additional income from hire fees. St Peter's has an excellent acoustic and atmosphere which makes it very suitable for chamber concerts, but other venues offer better facilities, and might well be a more attractive commercial proposition for concert promoters.**

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, respondents indicated that **repair cafes, bring and buy meets, raffle organisers, Bunkfest and other local music groups and Wallingford Town Council might like to be involved.**

Considering if increased use of the church might benefit the community, or if increased use might benefit the church itself, respondents indicated **a sentiment that the local community could and perhaps should express greater interest in the building, as well as that participation could focus on residents of Thames Street, Wood Street and High Street.** Respondents however also expressed that **it is difficult to identify uses for the benefit of the wider community of Wallingford which are not better met by other churches and facilities.** *'What sets St Peter's apart is the acoustic and size - both ideal for chamber music concerts; however increased use would require attracting an audience from a wider area, not just Wallingford, and that is not easy (we've been trying to do it for years, with limited success...).'*

In relation to identifying conservation priorities for the church, respondents **identified:**

- **roof repairs, in particular the leak over the chancel arch;**
- **proper restoration of the west entrance (not just patching with resin)**
- **ensuring the electrical system passes testing;**
- **attention to the external stonework - crumbling mortar and some spalling of ashlar**
- **redecorating of chancel interior**
- **regular mowing of the church yard**
- **additional desirable improvements - the most significant one being adding a handrail to assist access up the steps**

Regarding priorities, opportunities or ideas for fundraising respondents **noted that their proposals were included in answers provided above.** In respect of means for initiating fundraising activity, respondents **gave no further responses.** Two respondents **gave no indication** that they would or would not be available to participate in fundraising activity, one respondent indicated that they are **already involved** in fundraising activity.

In seeking respondents' participation in a future group discussion regarding church planning

- one respondent indicated that **they would be available either in person or through digital meetings.**
- one respondent indicated that **they would be available in person only.**
- one respondent indicated that **they would be available via phone or digital meetings only.**

In answering our final, open question about any additional church matters not covered in other areas of the survey, one respondent indicated **a desire that church planning represented the beginning of 'much greater communication and consultation by CCT with interested parties'.**

In addition to responses fielded through the questionnaire, a further x respondents wrote back to their Local Community Officer, expressing the following perspectives:

Nil

Part C - Community Recommendations

Community Meeting. 2nd August 2023

Attendees: IM (Local Community Officer) et al.

Events

IM outlined the costs associated with maintaining the building and the hope that income could be raised to cover these costs through activities taking place in the church. The group confirmed that there have not been any events held at the church since COVID. Music @ St Peters moved to the nearby larger St Mary's church after the pandemic so that it was easier for people to space out. The group felt like they would not want to move back as St Mary's have toilets and a kitchen.

The group commented on the good acoustics of the space and noted that the stage and cushions on the pews which had been installed as part of the Music @ St Peter's events still remained. For previous events, the toilets at the nearby Baptist church were used and wine and soft drinks were served.

The group mentioned that there had previously been a photography exhibition at the church.

The group discussed whether the church could be promoted as a place for groups and businesses to use for meetings. IM asked for information on possible contacts. The group mentioned the local U3A, and the church being possible space for choir rehearsals.

The group highlighted the local connection to Agatha Christie. IM suggested a lecture on the subject could be held but the group felt this was already covered by other groups. They also mentioned Bunkfest – a local music festival but were not sure if the church would work as a venue as the festival mostly takes place in the local pubs and can get quite lively.

Other potential events discussed were arts and crafts lectures, as the church has William Morris style windows, Midsummer Murders events as it is filmed locally and a potential organ recital as there is an organ expert locally.

IM suggested that the "This Is My Theatre" group who perform in other CCT churches could perform at the church, taking advantage of the stage which is already in situ. The group mentioned the Mikron Theatre company who travel in a barge along the Thames and perform in local venues and the Puppet Theatre Barge which had sold out performances this year and may be interested in using the church as a larger venue.

B reported that the Wallingford Open Garden event which the church took part in was very successful and whilst the volunteers had managed to clear some of the churchyard there were still areas that needed clearing and an issue with saplings

IM mentioned the successful afternoon tea event at one of her CCT churches. T noted there was no water available. IM confirmed there was none at the church she had mentioned, and they used bottled water and that she had mugs at the west office that could be used. One member of the community confirmed they would be happy to help with teas but would need to see others could be recruited to help.

The group mentioned there would be potential to work with Wallingford School or the Primary school who would be able to walk to the site.

Services

The group mentioned an evensong event in June and that they are in Interregnum as the reverend has left his role and has not yet been replaced

Marketing

The group discussed marketing the church as a place to hire in the local magazine “Windows on Wallingford” which is delivered free once a month and creating a poster to display within the church. Other places suggested to promote using the space include Facebook groups Wallingford Matters, Wallingford Pipers and Bygone Wallingford.

Additional marketing might be provided by the link to Judge William Blackstone who has his gravestone in the aisle of the church and has a link to American Independence.

Local connections

The attendees informed the LCO that there was a local History Group run by Judy Dewey who would be good to contact. They currently organise local historic walks which visit the church. IM suggested using at the church for a stop for refreshments at the church might be a way to raise funds to help go towards the maintenance of the building.

V confirmed that although she had moved back to the area recently she had contacts that may be able to help with funding.

The Graffiti Room

The group would be interested in having the graffiti room open more often and believe that it would need protection and that a sprinkler system would need to be installed and that they would need a risk assessment to ensure it is safe to access.

It was noted that the graffiti rooms contained lots of surnames of people who whose ancestors are still in the area which might draw interest from those with a local connection. Once access can be established a leaflet could be produced to promote this.

The Clock

The clock does not currently work. The group reported that someone had previously complained about the bells at night, so they had been switched off. They were then switched back on and just turned off at night. Now they are not on. The clock has been looked after locally by Chris Gamester. T to pass on contact details to IM.

Churchyard

T mentioned the pillar at the entrance gate may need repairing as a car has knocked into it.

B reported that the Wallingford Open Garden event which the church took part in was very successful and whilst the volunteers had managed to clear some of the churchyard there were still areas that needed clearing and an issue with saplings. R said he could approach Root One the local garden centre

who had been supportive of the Open Gardens event to see if they may be able to help with the Churchyard.

The group discussed the floodlights around the church, situated on the boundary wall which are not currently working properly and with some of the cabling coming away from the wall. The group reported that they thought they were the responsibility of the town council. R stated that he would check.

The group toured the churchyard and identified areas of overgrowth, large saplings and ivy on the historical boundary wall. IM stated that she would talk to conservation about how to move forward with maintenance now that it is not covered by CCTs routine maintenance visits. The group stated they felt they would be able to upkeep the churchyard once the overgrowth was under control and it was cleared of saplings and brambles.

Champing

The group agreed that they would be supportive of the church being used for champing, if there was someone local employed to set up and clear the church.

Wallsafe

The community noted that the wall safe had been damaged previously when someone had tried to take money and that no one had a key that would open it. IM confirmed that she was trying to organise a replacement.

Part D - Action Plan

Community Actions

Short term actions (to end Feb 2024)

- V to pass on details for local organist
- T to pass on details for the local clock expert
- R to confirm ownership of the floodlights on boundary wall.
- R to approach Root One garden centre to see if there is support available for maintaining the churchyard

Medium term actions (to end Feb 2025)

- Identify and approach contacts who may wish to use the church for exhibitions or use as gallery space
- Investigate suitability of church for hire or shared ticket income in collaboration with performing arts in addition to the Music at Wallingford scheme, as well as of hire throughout the year
- Investigate suitability of church for more regular religious use once new incumbent is in place
- Discuss potential for regular church related features, parish newsletter and inclusion of church updates in parish council meetings
- Identify means and suitability of Christmas card sales and continuation of the sponsored Christmas Memory Tree initiative
- Consider means for increasing footfall and consequent donations
- Identify options for the provision of lavatories for events
- Identify contacts to promote venue to, to encourage prospective new participants including: Repair cafes, Bring and buy meets, Raffle organisers, Bunkfest and other local music groups, Wallingford Town Council, Residents of Thames, Wood and High Streets, Event audiences from Wallingford hinterland
- Review prioritisation of and means for repair / conservation works
 - Organ
 - Graffiti room towards public access
 - Blackstone Memorial
 - Church yard maintenance toward public access for quiet reflection
 - Leak over chancel arch
 - Restoration of the West entrance
 - General repairs to crumbling exterior stone work
 - Redecoration of chancel
 - Completion of quinquennial survey
 - Electrical system testing
 - Accessibility improvements at West entrance steps (including hand rail)
 - Means for temporary installation of pianos

Long term actions (to end Aug 2026)

Actions complete (to end Aug 2023)

- Approach Benjamin Dry cellist in case of availability and interest in concert Summer 2021
- Consider the suitability of the site for Champing

Local Community Officer Actions

Short term actions (to end Feb 2024)

- Discuss damage to pillar at entrance gate with conservation
- Discuss issues with the overgrown areas and wall of the churchyard with conservation
- Follow up on replacement of the wallsafe
- Identify means and suitability of Christmas card sales and continuation of the sponsored Christmas Memory Tree initiative

Medium term actions (to end Feb 2025)

- Investigate suitability of church for exhibitions or use as gallery space
- Investigate suitability of church for hire or shared ticket income in collaboration with performing arts in addition to the Music at Wallingford scheme, as well as of hire throughout the year
- Investigate suitability of church for religious use when new incumbent is in place
- Discuss potential for regular church related features, parish newsletter and inclusion of church updates in parish council meetings
- Consider means for increasing footfall and consequent donations
- Identify options for the provision of lavatories for events
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 - Completion of quinquennial survey
 - Electrical system testing
 - Accessibility improvements at West entrance steps (including hand rail)
 - Means for temporary installation of pianos

Long term actions (to end Aug 2026)

Actions complete (to end Aug 2023)

- Update wall safe signage
- Consider the suitability of the site for Champing
- Update and publish initial church plan following feedback from staff and the community
- Repeat survey for additional respondents by end January 2021
- Agree dates for face-to-face or digital community meetings by end January 2021
- Resolve initial findings, conclusions and recommendations based on Part A & B, expressed as short, medium and long-term actions

CCT Actions Other

Short term actions (to end Feb 2024)

- Conservation to feedback on damage to pillar at entrance gate
- Conservation to feedback on issues with the overgrown areas and wall of the churchyard
- Conservation to follow up on replacement of the wallsafe

Medium term actions (to end June 2022)

- Advise on prioritisation of and means for repair / conservation works for:
 - Organ
 - Graffiti room towards public access
 - Blackstone Memorial
 - Church yard maintenance toward public access for quiet reflection
 - Leak over chancel arch
 - Restoration of the West entrance
 - General repairs to crumbling exterior stone work
 - Redecoration of chancel
 - Completion of quinquennial survey
 - Electrical system testing
 - Accessibility improvements at West entrance steps (including hand rail)
 - Means for temporary installation of pianos

Long term actions (to end Aug 2026)

Actions complete (to end Aug 2023)

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

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.
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.

Appendix 2: Typical Maintenance Tasks Forecast - 25 Years

Item	Method & Purpose	Cycle/Yr s	Estimated Cost per visit (present day levels)	Cumulative Estimated Total Cost After 25 Years (2020 values)
Drains, rodding	Below-ground drains can be blocked by debris which stops the rain water dispersing properly and potentially leading to water backing up and overflowing. To prevent this they require rodding and cleaning even ten years.	1	£ 39.00	£ 975.00
Soakaways, inspection and clearance of silt build-up	Soakaways consist of a large pit filled with gravel of varying sizes which act as a filter to allow rainwater to slowly seep into the surrounding ground. Over time material carried into the soakaway in the rain water fills in the gaps and slows the rate of dispersal which can lead to water backing up and potentially damaging or even flooding the church	10	£ 600.00	£ 1,500.00
Mansafe hatchway system	Man safe systems are steel cables or anchor points which are fixed to the roofs of churches to allow people to safely access and work on the roof. As these systems are used for safety it is a legal requirement that they are tested every year for loose fittings or damaged cables.	1	£ 360.00	£ 9,000.00
Lightning conductor testing	Lightning conductors are required to be checked every three years to make sure that they are still performing correctly and will be able to disperse a lightning strike effectively. Metal thefts have often targeted lightning conductors and they may need replacing.	3	£ 480.00	£ 4,000.00
Organ maintenance	Organs are complex machines built using numerous natural materials which can be damaged by moisture, heat and animal attack. It is recommended that organs are checked every year to carry out minor repairs and to be re-tuned as required. Regular servicing can also reduce the likelihood of large unexpected repair bills.	1	£ 140.00	£ 3,500.00

Fire extinguisher inspection	Fire extinguishers servicing checks that the fire extinguishers are functional and maintaining adequate pressure for use in an emergency. Note the CCT only provides fire extinguisher in churches which are either stewarded, used for Champing™ or have significant timber items.	1	£ 166.00	£ 4,150.00
Electrical periodic inspection testing	Electrical tests ensure that the electrical system of the church is both safe and fully functioning. The test will check all elements of the system and highlight any concerns.	5	£ 350.00	£ 1,750.00
Replacement of electrical fittings	As items are highlighted as faulty through periodic testing and maintenance visits they will need to be replaced.	15	£ 1,500.00	£ 2,500.00
Replacement of lamps	General wear and tear - Bulbs require regular replacement. Note LED bulbs will be used where possible	2	£ 250.00	£ 3,125.00
Heating installation, servicing	Annual servicing of the heating system to ensure the efficiency and safe working order of the boiler etc.	1	£ 384.00	£ 9,600.00
Roof alarm, servicing	Roof alarms require annual servicing to check that the system is in good working order and to replace minor parts such as the batteries in sensors.	1	£ 316.80	£ 7,920.00
Rainwater goods, redecoration	All external rainwater Goods (RWG) require redecoration as they are in exposed locations and are exposed to significant amounts of water. The redecoration significantly extends the lifespan of the RWGs and ensures that they are working correctly and are securely fixed in position.	7	£ 1,560.00	£ 5,571.43
Internal & external ironwork redecoration	Redecorating the ironwork prolongs the life of the item and improves the aesthetic of the church. The redecoration of ironwork also provides a good opportunity to inspect the item for damage.	7	£ 1,500.00	£ 5,357.14
External joinery, redecoration	Redecorating external joinery prolongs the life of the item and improves the aesthetic of the church. The redecoration of ironwork also provides a very good opportunity to inspect the item for damage.	7	£ 1,875.00	£ 6,696.43

Window repairs	Minor repairs to the windows such as broken panes of glass, replacement of glazing bars, mortar repairs or lead work repairs are important to exclude the weather and birds and other animals.	5	£ 350.00	£ 1,750.00
Bell maintenance	Bells require ad hoc inspection and minor maintenance to fixtures and fittings	5	£ 235.00	£ 1,175.00
Condition inspection report, all specialists	We have a 9 yearly architect or surveyors inspection plan. When the survey is undertaken all elements of the church will be inspected and a prioritised plan for all required repairs will be created.	9	£ 450.00	£ 1,250.00
Roof overhaul	Roofs require constant minor maintenance with a major overhaul every seven years	7	£ 2,500.00	£ 8,928.57
Clock maintenance	An annual service of the clock with minor repairs and checks to ensure good timekeeping	1	£ 140.00	£ 3,500.00
Tree inspection	A five yearly inspection of all the trees in the churchyards we are responsible for to check for defects and enable us to plan for any required works.	5	£ 225.00	£ 1,125.00
Churchyard maintenance	Grass cutting and minor trimming of plants and bushes etc.	0.5	£ 200.00	£ 10,000.00
Overheads	Office costs to support maintenance planning etc.	1	£ 20.00	£ 500.00
Staff Costs	Staff costs incurred in preparing the required inspections and reports	1	£ 97.00	£ 2,425.00
TOTAL (Excluding VAT)				£107,598.57
TOTAL (Excluding VAT) / 25 years				£4,303.94

Appendix 3: Typical Maintenance Tasks Forecast - (Twice-Annual Maintenance Visits)

Item	Method & Purpose
Gutters, downpipes and gully clearance	Gutters, hoppers and downpipes are easily blocked by leaves and debris both windborne and dropped by birds which can lead to overflowing and water damage to the building.
Roof, inspection & replacing slipped/missing slates/tiles	Over time some slates/tiles or the pegs/nails which hold them will reach the end of their useful lifespan. When this happens it will allow slates to move from their correct position which can let rain in to the building and potentially poses a risk to visitors as the slate/tiles can fall.
Vegetation, control of growth	Overgrown vegetation against walls and buildings can hold moisture against the building potentially causing damage and some plant species are invasive. Vegetation can also obscure the building hiding potential damage and can provide shelter for vermin such as mice.
Tower stairs & boiler room steps, sweeping	Leaves and other debris can build up on steps which could lead to accidents if people slip. Regular sweeping reduces the risk for potential accidents.
Principal steps and paths, clearance	Leaves and other debris can build up on steps which could lead to accidents if people slip. This is especially the case for churches with trees in the area. Regular sweeping of the steps reduces the risk for potential accidents.
Wall Safe, servicing	Servicing of the wall safe helps to ensure that the donations can be easily collected and also checks to ensure that there hasn't been an attempt to steal from the safe.

Appendix 4: Typical Champing™ Arrangements and Related Income

Champing™ is the exclusive overnight hire of a church to visitors. Camp beds and chairs are set up inside the church, along with tea making provisions, battery lighting, and cushions and blankets to give guests a cosy stay.

Guests book online through the Champing™ website www.champing.co.uk and these bookings are related to local contacts so everyone knows when visitors are staying. A local member of staff sets out equipment for the night and removes all gear each morning. Guests have exclusive access to the church between 6.00 p.m. until 10.00 a.m. so visitors can enjoy the church during the day.

Champers don't expect much in the way of facilities and understand that these are ancient buildings. For most churches we've installed eco-loos either inside or outside in wooden cabins. We don't allow candles but provide battery lanterns and fairy lights. As most of our churches don't have heating we only operate Champing™ between the end of March and the end of October, and we recommend Champers bring warm sleeping bags and extra blankets. We also supply bedding and breakfasts but this option isn't available at all churches. Most Champers will eat out locally or may bring their own picnic.

For those churches without electricity we provide a gas camping stove and we also provide ample bottled water for Champers and all visitors to use.

Typically Champers are couples and families. Some of our churches are large enough to welcome groups of up to 16 people. We are dog-friendly, and child-friendly. Many Champers appreciate the history, architecture, and unique features of their surroundings, and come to learn about the building and its locale through this unique accommodation. We offer those staying for the first time a free CCT membership so they can learn more about our work and consider support for The Trust after their visit.

You can evaluate typical income which derives from Champing™ in the table below.

Church	2017	2018	2019	2020	2021	2022
Langport, Somerset	£10,47	£2,766	£3,810	£3,128	£7,748	£4,938
Emborough, Somerset	/	£2,024	£1,378	£2,625	£5,270	/
Chiselhampton, Oxfordshire	£10,156	£2,696	£5,864	£1,705	/	/
Wolfhamcote, Warwickshire	/	£3,001	£2,214	£1,624	£4,763	£5,924
Holme Lacy, Herefordshire	/	£4,369	£4,759	£1,004	£7,501	£4,144
TOTAL	£20,628	£14,856	£18,025	£10,086	£25,282	£15,006