

ST JOHN THE BAPTIST CHURCH, AVON DASSETT

CHURCH PLAN



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Part A - Current Report

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 communities, 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 actions to support the sustainable use and care of the church.

Part A - Current Report

Church Introduction & Statement of Significance

The present church was built in 1868 on the site of an earlier church dating from the Norman era. The architect was Charles Buckeridge. The church was declared redundant on 11 May 1983, and was vested in the Churches Conservation Trust. It is still used occasionally for concerts or community events. Between May 2007 and September 2008 work was carried out on the spire at a cost of about £700,000, with the result that the church bells were rung on 21 February 2009, the first time for some decades.

The church is constructed in Hornton sandstone with tiled roofs. Its plan consists of a three-bay nave with a north aisle and a south porch, a three-bay chancel with a north organ chamber, and a west tower with a spire. The architectural style of the church, other than the north arcade, is Gothic Revival, in the style of the early 14th century. Most of the fabric used was new, although a small amount of fabric from the earlier church was incorporated, including fragments from the 12th century. The tower is in three stages, with angle buttresses, and a stair turret at the southeast angle. The lowest stage has a west window of four lights, which was formerly the east window of the earlier church. In the middle stage is single-light window, and in the upper stage the bell openings have two lights. The tower is surmounted by a tall octagonal spire. The nave measures 44 feet (13.4 m) by 17 feet (5.2 m). In its south wall is a porch and three windows, one with a single light, and the others with two lights. The north aisle is 10 feet (3.0 m) wide, and has three two-light windows. The chancel measures about 34 feet (10.4 m) by 16 feet (4.9 m). Its east window has three lights. The other windows have two lights, two on the north side and three on the south.

The three-bay north arcade is in Norman style, carried on round pillars. In the north wall of the chancel is a recess containing a 13th-century stone coffin with a lid. The lid is carved in high relief with the effigy of a deacon with a tonsure. He is dressed in vestments, including a cassock, an alb, a dalmatic, a maniple, and a stole. It is thought that this is the coffin of Hugh (or Hugo), rector of the church, who died in about 1240. All the furniture of the church dates from the building of the present church, including the font, which is made of grey marble. In the sanctuary are an oak altar and choir stalls, a stone triple sedilia, and a reredos in grey Purbeck marble with a cross in its centre. In the church are memorials dating from the 18th and 19th centuries. The west window contains a few fragments of 15th-century glass. There is a ring of five bells that were cast by William Blews of Birmingham. Since the church was declared redundant, work has been carried out to improve their condition. The parish registers date from 1559.

In the churchyard are six headstones and a chest tomb, each of which is designated as a Grade II listed building. The headstones consist of one dated 1687, another from the mid-late 17th century, a further one dated 1699,

another dated 1681, one dated 1706, and another, this one dated 1719. The chest tomb dates from the middle of the 17th century.

Current use (bookings) & voluntary activity

St. John the Baptist's currently enjoys permission from The Church of England for six Sunday services each year and an unlimited number of additional services on an occasional basis. During the most recent three years the church has hosted an annual Christmas gathering. Local volunteers have also organised an open gardens and a tea party.

Voluntary activity undertaken by three local residents includes:-

- **Cleaning**
- **Remittance of wall safe and service funds**
- **Ad hoc reporting of building change**
- **Organising of services and events**

Church Information

| General Information: | |
|---------------------------------|---|
| Open Churches Policy status: | Open |
| Local Community Officer: | Tracy Genever |
| Current projects: | Not at present |
| Parking: | None on site |
| Building services: | Electric lighting |
| Churchyard: | Not owned by CCT, owned by Parish Council |
| Ring-able bells: | No ringing allowed at present due to the condition of the floor under bells through water ingress |
| Organ: | None |
| Volunteering: | |
| Key holder role: | Fulfilled |
| Key representative role: | Fulfilled (remittances, CCT liaison, Volunteer management, etc.) |
| Fundraising roles: | Vacant and necessary |
| Stewardship/events roles: | Vacant and necessary |
| Research, interp. & talks role: | Vacant and necessary |
| Cleaning schedule: | Cleaned regularly, led by volunteers in accordance with CCT guidelines |
| CCT Items: | |
| CCT silver plaque: | Installed, requires removing |
| CCT information board: | Installed, requires updating |
| Oak post: | Not installed, not needed |
| CCT freestanding board: | Installed |
| Wall safe poster: | Installed, current |
| CCT A board: | Installed |
| Gift Aid envelopes: | Provided |
| Visitor book: | Installed |
| Welcome table: | Maintains stock of current leaflets (note unavailability of future leaflets for re-stock) |

| | |
|------------------------------------|---|
| Children' s explorer cart: | Not at present |
| Children' s trail: | Not at present |
| Tourism/Marketing: | |
| Nearby attractions: | Burton Dassett Hills, Upton House & Gardens NT, British Motor Museum Gaydon |
| Social media presence: | Friends Group has a Facebook page: Hub on the Hill, Avon Dassett |
| Images on CCT website: | One of four |
| Regular feature parish news: | Not at present |
| Events/Activity: | |
| Services per year: | Minimum One |
| Christmas memory tree: | Yes, unsponsored |
| Heritage Open Days: | Not currently |
| Ride & Stride: | Not currently |
| Champing: | Not currently |
| Retail: | Not currently |
| Health & Safety: | |
| Fire rated capacity: | 200 |
| Seating capacity: | Not determined |
| Site plan: | Available |
| Roof alarm: | Not installed |
| CCTV: | Not installed |
| Individual item security measures: | None |
| Accessibility details: | Provided via website |
| Risk assessment general: | Current |
| Risk assessment fire: | Current |
| COSHH listing: | Current |
| Portable appliance listing: | Current |
| Security Audit: | Current |
| Pews: | None |

Conservation Reports

| | |
|--|-------------------|
| 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, is available to view at appendix 2. | £3,763.44 |
| 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. | £552.00 |
| Other maintenance costs total (Exclusive of VAT): Additional maintenance needs discovered during twice-yearly maintenance visits, costed and listed individually below. | £280.00 |
| - Damaged Church Sign | £15.00 |
| - Plant growth against North side of the Church | £265.00 |
| Total short term repairs: Small scale items of limited cost which could be fulfilled with minimal fundraising. | £12,850 |
| - RWG repairs and redecoration and drainage investigation/ repairs | £8,400.00 |
| - Replace the decayed coping to the nave/ chancel gable on the south side | £950.00 |
| - Repoint the open joints to the stonework just below the gutter | £3,500.00 |
| Total medium term repairs: More expensive needs such as roof repairs and tower repairs which may require more involved fundraising and grant applications. | £3,300.00 |
| - Repoint the joints in various locations | £1,000.00 |
| - Replacement of the plinth stone | £500.00 |
| - De-moss the roof | £1,800 |
| Total long term repairs: Items which are known to require works in the longer term but which are not essential in the near future. | £43,750.00 |
| - Re-roof the slope of the south chancel | £22,500.00 |
| - Window repairs including conservators report | £16,750.00 |
| - Conservator conservation of the decorative candelabra | £4,500 |
| 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. | £0.00 |
| 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. | |

Income, Expenditure & Balances

Income

| | Wall Safe | Service Collection | Services Fees | Events | Donations | Third Party Hire | Total Income |
|---------|-----------|--------------------|---------------|--------|-----------|------------------|--------------|
| 2023/24 | £170.00 | | | | £600.00 | | £770.00 |
| 2022/23 | £174.00 | | | | | | £174.00 |
| 2021/22 | £0.00 | | | | £500.00 | | £500.00 |
| 2020/21 | £0.00 | | | | £506.00 | | £506.00 |
| 2019/20 | £0.00 | | | | £500.00 | | £500.00 |
| 2018/19 | £85.00 | | | | £500.00 | | £585.00 |
| 2017/18 | £150.00 | | | | | | £150.00 |

Visitors

| | | Wall safe income per visitor |
|---------|--------------------|------------------------------|
| 2023-24 | 1,916 | £0.09 |
| 2022-23 | 1,762 | £0.10 |
| 2021-22 | 189 | £0.16 |
| 2020-21 | Data not collected | £0.00 |
| 2019-20 | 1,736 | £0.08 |
| 2018-19 | 1,656 | £0.05 |
| 2017-18 | 1,742 | £0.09 |
| 2016-17 | 1,270 | £0.09 |

Expenditure

Total spend since vesting (non-maintenance): £935,374.00

| | Conservation (repair) expenditure | Maintenance expenditure |
|---------|-----------------------------------|-------------------------|
| 2023-24 | £0.00 | £903.00 |
| 2022-23 | £0.00 | £552.00 |
| 2021-22 | £0.00 | £1,783.00 |
| 2020-21 | £769.00 | £966.00 |
| 2019-20 | £120.00 | £1,574.00 |
| 2018-19 | £0.00 | £936.00 |
| 2017-18 | £0.00 | £486.00 |
| 2016-17 | £0.00 | £697.00 |

Income less expenditure 2023/24 (770-903) - £133.00

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

Income less annualised maintenance 2023/24 (770-3763) -£2993.00

(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 2023/24 £356

Local Community Officer's Summary

This pretty and popular Warwickshire churches benefits from very generous support from a small number of regularly active community participants from the village of Avon Dassett. Additional members of the community support the church well but less regularly through attendance at events.

More regular services or events could present an opportunity to review the level of contribution from wall safe donations, given that visitors may be currently unaware of our annualised maintenance liability. This message could be amplified through information presented in the church and through regular updates to the parish newsletter and inclusion of church reports at parish council meetings. Interest and use by local bell ringers may also enable the community to communicate church needs once the tower is fixed, and extend offers of booked use to this prospective audience for alternative uses.

Marketing could focus on historical societies with an interest in the history of the local area, including the link to the politician John Profumo who lived in the local area, seeking bookings to tour the church alongside other popular Cotswold venues with a related connection. Voluntary effort towards research and interpretation products could facilitate encouragement of these bookings at the same time as enriching the visitor experience further.

The site has limited open floor space for alternative use, however the pews are not fixed and can be moved. Additional revenue could derive from promotion of local, sympathetic businesses seeking to promote services and products through signage at the church.

The local volunteers deserve considerable recognition for having adopted the requisites of support for a CCT site so fully. Attendance at services and events would give an opportunity to thank them for their efforts.

The Community may need to give consideration to the sustainability of the opening and closing regime at the church, ably managed by local residents at present, and to review some of the options detailed in this summary towards the shortfall against annualised maintenance costs, addressing the risk of necessary repairs wanting for funds in future seasons.

The wall safe has attracted attention from thieves in the past and as a result review regular emptying of the safe is beneficial.

A supply of Christmas cards and a sponsor for the Christmas Memory Tree might also help develop useful income against maintenance liability.

Part B – 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), no response was received for **St. John The Baptist Church, Avon Dassett** by the deadline of August 30th. An example of the survey is in appendix 1.

Part C - Community Recommendations

Avon Dassett set up a Friends group in October 2024 with a constitution. It is called the Hub on the Hill Avon Dassett and is not a registered charity.

Avon Dassett Church Planning meeting held July 2024. Attending TAG (Local Community Officer and 2 volunteers TBG and LFH

Facilities

The local community has been very proactive in getting improvements in facilities at the church such as electricity sockets and meter which are industrial standard. They have a Community Initiative Project to add lighting and are looking at ways of adding toilet facilities for events. These are likely to be portable toilets as they are only needed occasionally. They would like CCT to hold any money raised in a project account.

In the future they would like to improve the finish on the pews by sanding and polishing. LCO to find out from Estates what is allowed and best method.

The electricity meter is very high and needs a ladder to read it. They would like a smart meter to make readings automatic.

Access to the church is via steep steps and the community are exploring how to gain ramped access in the future for visitors with mobility issues via a public footpath on the north of the church. There is no parking outside the church.

The church is currently left open all the time and the wall safe regularly emptied by TBG. All seems okay at present.

Volunteers

The volunteers are discussing forming a Friends Group and they have the CCT guidance on doing this.

Events

A Christmas gathering and the Open Garden scheme next door bring visitors. They have also had musical events in the church and there is a funeral next week.

They would like to use the church as a wedding/blessing venue in conjunction with the village pub – The Yew Tree which is owned by the village. The benefice is currently in Interregnum.

They are looking at what events they can attract or organise. They would like to know if they are allowed to sell alcohol on the premises and what licence is needed.

They would like to put a link to the CCT church page for Avon Dassett on the village website, etc. LCO to send link.

Avon Dassett Church Planning Meeting Held - January 2023, Attending GS (Local Community Officer) et al.

Local Community

Very active and proactive local community.

It was agreed that new and more volunteers would be required from the village.

Events

When required for events heaters have been kindly donated by a local community member. If heating is required for future events then options will be considered and where necessary approval will be sought from the CCT. It is not envisaged that to restore the heating infrastructure in the church is either viable or desirable.

The National Garden Scheme Day is held next door to the church and visitors are encouraged to go into the church.

The Christmas gathering alternates with the Catholic church and is always a big success.

It was agreed that weddings could be held at the church in partnership with the Yew Tree pub, including parking at the pub, ceremonies at the church and receptions at the pub.

Detailed discussions took place and agreed that it would be great for the church to be used more for services and events.

Champing

There is the potential to use the church site for Champing in the future but there will need to be an extensive review of the facilities and other concerns before this can be progressed.

General Comments

A toilet is required for events and various options were discussed including hiring when required and also possibly installing toilets inside the building without there being an impact on the structure of the building.

Low level lighting also required at the church especially for events, and careful consideration will need to be given to the funding of this as the Parish Council is not able legally to fund enhancements or maintenance of the church.

Part D - Action Plan

Community Actions

Short term actions (to end Dec 24)

- **Hold a Christmas gathering**

Medium term actions (to end Dec 2025)

- Avon Dassett community will explore extending the limited use of the church for future events which could include the Parish Council using the church for more meetings.
- The community will set up a Friends Group. TBG
- Local community (**TBG**) also has good contacts at Kineton Art Club and he will contact them to see if they would like to hold a possible art exhibition.
- Raise funds for lighting project.

Long term actions (to end June 2027)

- Arrange meeting with the with the Yew Tree pub management, to discuss possibilities of working together e.g. weddings at the church and receptions at the pub, this would be mutually beneficial.
- Identify and approach contacts who may wish to use the church for exhibitions, use as gallery space or for other events.
- Investigate suitability of church for more regular religious use.
- Post regular church related features, parish newsletter and inclusion of church updates in parish council meetings and on village Whats App group.
- Consider means for increasing footfall and consequent donations.
- Explore level access from public footpath to the north of the church.

Actions complete (to end July 2024)

- Electricity upgrade has been completed; the funding for this work was facilitated by the Parish Council buy the sale of plaques that were placed on the steps leading to the church.
- Successful Annual Garden Scheme Day held.

Local Community Officer Actions

Short term actions (to end July 2023)

- Let community know the dates for the tower work.
- Send link for CCT webpage
- Request budget code for CIP funds
- Find out about requirements for alcohol sales
- Find out from Estates about pew sanding and polishing.

Medium term actions (to end July 2024)

- Arrange meetings with the community at Avon Dassett community on a regular basis e.g., about 3 meetings a year.
- Engage in regular and on-going communications with the community, also support them as required.

Long term actions (to end January 2026)

- Consider means for increasing footfall and consequent donations.

Actions complete (to end July 2024)

- Structural Engineer visit took place in early 2023 to assess the damage to the floor in the Tower.
- Provided CCT financial details as requested.
- CIP approved for electrical work

Appendix 1: Summer 2020 Questionnaire

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!)

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.

People are involved with our sites in so many different ways. In your own words, please describe your relationship with the church building.

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.

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?

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?

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?

Here are two questions together... Could increased use of the church benefit the community? How would this increased use benefit the church itself?

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.

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.

What do you think might be the best ways to get started with any fundraising activities you have suggested?

If you don't already, would you be interested and available to take part in future fundraising activity?

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?

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 for a CCT Church over 25 Years

The list below gives examples of items that CCT needs to maintain in its churches. Some items on this list will not relate to this church but give guidance as to the typical items we cover. These estimations are based on the cost in 2020, please note we are not able to predict inflation costs and therefore these are not included.

A specific report is created for each church every nine years by an experienced and trained building inspector. This details the repair needs of the building and lists the repairs required according to their priority. Please contact your Local Community Officer if you wish to see this report.

| 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 amply 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 |