

PRIVETT HOLY TRINITY

MARCH 2021 CHURCH PLAN



Part A - Current Report

Part B - Survey

Results of our open survey conducted in Summer and Autumn 2020, canvassing all community contacts for their reaction to Part A. The survey remains [open and available at this location](#). Please feel free

to repeat your survey response or complete the survey for the first time.

Part C - Community Recommendations

Minutes of any community meetings held to discuss the information available in other parts of the Church Plan.

Part D - Action Plan

Details of any actions agreed through Community Recommendations, assigned to community participants, Churches Conservation Trust staff, or to the Churches Conservation Trust Local Community Officer specifically.

Part A - Current Report

Church Introduction & Statement of Significance

The Church of the Holy Trinity, Privett, is a redundant Anglican church in the parish of Froxfield with Privett, Hampshire. It is recorded in the National Heritage List for England as a designated Grade II* listed building,[1] and is under the care of the Churches Conservation Trust.

In 1863, William Nicholson of the firm of J&W Nicholson & Co, gin distillers, bought the nearby estate of Basing Park. Many of the buildings in Privett (now a conservation area) were built by him for workers on his estate, and the Church of the Holy Trinity was also built at his expense. It was designed by Sir A W Blomfield and built between 1876 and 1878. A Chapel of the Holy Trinity at Privett was first recorded in 1391, but any remaining evidence of it disappeared when the present church was built on the same site. The size of the new church far outstripped the requirements of the small rural parish, and it eventually became redundant in the 1970s.

Sir Nikolaus Pevsner described the church as "exceptionally good" and like "a substantial town church".

The church, in Gothic Revival (Early English) style, is built of flint with Bath Stone dressings. The chancel has north and south chapels or transepts, while the nave has four bays with aisles and clerestory, and a porch to the north. The tower, with broach spire, gargoyles, buttresses and three tiers of lucarnes, is 160 feet (48.8 m) high and forms a prominent landmark.

The nave has four-bay arcades, a lofty tower arch, a square font on pillars with stiff-leaf carving, a round stone pulpit and an intricate wrought iron lectern. The chancel is sumptuously appointed with a mosaic floor, sedilia and reredos with arcading.

Current use (bookings) & voluntary activity

Holy Trinity Church currently enjoys permission from The Church of England for six Sunday services each year and four additional services on an occasional basis. In the last few years

these have included Christmas Carol and Trinity Sunday Services as well as occasional wedding and funeral services. There is hope that Harvest Festival will become a regular service in the future. During the most recent three years the church has hosted multiple bellringing events, flower and Christmas Tree Festivals, Jazz Festivals and concerts from the Petersfield and Froxfield Choirs, as well as a performance of Alice in Wonderland by This is My Theatre.

Holy Trinity was visited in 2018 as part of the CCT Historic Church Tour.

Voluntary activity undertaken by local volunteers includes

- Keyholding
- Cleaning as required
- Remittance of wall safe and 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:	Tina Osgood
Current project:	None
Cleaning schedule:	As required, 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 (remittances, CCT liaison, volunteer management, maintenance reporting)
Area volunteer role:	Surplus to requirements
Fundraising roles:	Fulfilled by volunteers
Stewardship roles:	Fulfilled during events
Research, interp & talks role:	Interpretation in place
Accessibility details:	Provided via website

CCT silver plaque:	Installed
CCT information board:	Not installed
Oak post:	Installed
CCT freestanding board:	Not installed
Wall safe poster:	Installed
CCT A board:	Installed
Gift Aid envelopes:	Provided
Visitor book:	Installed
Building services:	Electric lighting and power sockets
Parking:	Limited to a few spaces adjacent to the church yard
Organ:	Present (property of Froxfield Choir)
Churchyard:	Not owned by CCT, maintained by PCC
Ringable bells:	Yes
Pews:	Loose chairs and 2 pews (1 in need of repair)
Fire rated capacity:	400
Seating capacity:	360
Site plan:	Unavailable
Roof alarm:	Uninstalled
CCTV:	Uninstalled
Individual item security measures:	Uninstalled
Nearby attractions:	Hinton Ampner House and Garden, Uppark House and Garden, Avington Park Historic House, Jane Austen's House in Chawton
Public transport:	Petersfield Train Station (4.7 miles). Bus route number 205 is 10-15 minutes walk away
Social media presence:	Nil
Images on CCT website:	One of four
Regular feature parish news:	No
Services per year:	3+
CofE support for services:	Yes
Christmas memory tree:	Yes, unsponsored
Tea Party:	No
Historic Church Tour:	No
Heritage Open Days:	Yes
Ride & Stride:	Yes
Champing:	No. For further information, please see Champing introduction

	and typical church income at appendix 4.
Retail:	No, possible
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):</p> <p>Annualised maintenance costs express the total costs of church maintenance divided by 25 years. Every cost which relates to maintenance is included except the twice-yearly maintenance visit. Any anticipated repairs are also excluded. A list of typical maintenance tasks for any historic church, forecast over the period, is available to view at appendix 2.</p>	£5,556.44
<p>Routine maintenance costs (Per annum and exclusive of VAT):</p> <p>Total cost of two maintenance visits per year exclusive of any additional maintenance items included above. A list of the maintenance tasks included in the twice-annual maintenance visits is available to view at appendix 3.</p>	£2,280.00
<p>Other maintenance costs total (Exclusive of VAT):</p> <p>Additional maintenance needs discovered during twice-yearly maintenance visits, costed and listed individually below.</p>	
Maintenance Liability (Exclusive of VAT):	£450.00
- Glazing ferramenta repairs	£450.00
- Relevel main path (on PCC property)	£0

Total short term repairs:	
Small scale items of limited cost which could be fulfilled with minimal fundraising.	£8,000.00
- Rainwater goods	£4,500.00
- High level survey of the tower and spire and report	£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.	£122,600.00
- North roof and north aisle roof repairs	£87,100.00
- Repairs to the following external areas: Flint repair and abutments and chimney above, check and secure high level flint work, Copings, masonry repairs, clean rust stains, Conservation of moulded stonework	£25,000.00
Total long term repairs:	
Items which are known to require works in the longer term but which are not essential in the near future.	£2,500.00
- Re-boarding the tower floor	£2,500.00
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	Total Income
2019/20	£207	£1,241
2018/19	£764	£12,026
2017/18	£951	£2,636
2016/17	£718	£2,782
2015/16	£157	£532

Visitors

		Wall safe income per visitor
2019-20	4,073	£0.05
2018-19	7,207	£0.11
2017-18	6,479	£0.15
2016-17	4,868	£0.15
2015-16	5,300	£0.03

Expenditure

Total spend since vesting 11th November 1980 (non maintenance): £241,940

	Conservation (repair) expenditure	Maintenance expenditure
2019-20	£0	£4,751
2018-19	£0	£1,368
2017-18	£0	£10,482
2016-17	£0	£824

2015-16	£1,579	£1,579
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	Electricity cost
2019-20	£487
2018-19	£1
2017-18	£1,263
2016-17	£1,122
2015-16	£1,065

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 Jul 2019	£335
Income less expenditure 2019/20	-£3,997
Income less annualised maintenance 2019/20	-£4,315.44

Local Community Officer's Summary

This pretty and popular Hampshire church benefits from very generous support from a small number of regularly active community participants from the village of Privett. Additional members of the community support the church well supporting and attending events and services.

The regularity of church services presents an opportunity to review the level of contribution from congregants' collections, given they may be currently unaware of our annualised maintenance liability. This message could be amplified through regular updates to the parish newsletter and inclusion of church reports at parish council meetings. Interest and use from the

local schools may also enable the community to communicate church needs to pupils' parents and extend offers of booked use to this prospective audience for alternative uses.

Marketing the venue through location agents for filming, photography, concerts, weddings and audio recordings may prove fruitful. Additional marketing could focus on historical societies with an interest in Gothic architecture and the church's links with Nicholson family (producers of Nicholson's Gin), seeking bookings to tour the church alongside other popular Hampshire venues with a related connection. The efforts of the volunteers who researched to create the interpretation products in the church will facilitate encouragement of these bookings at the same time as enriching the visitor experience further.

Additional revenue could derive from promotion of local, sympathetic businesses seeking to promote services and products through signage at the church.

The voluntary team deserves considerable recognition for their support of Holy Trinity Church, and a fundraising tea party or barbecue, sponsored by a local business, could provide good means for such acknowledgement. The community have been extremely successful at organising fundraising events such as concerts, theatre performances, flower and Christmas tree festivals.

The Community may need to review some of the options detailed in this summary towards future shortfalls against annualised maintenance costs, addressing the risk of necessary repairs wanting for funds in future seasons.

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

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), **one** response was received for **Privett Holy Trinity** by the deadline of **August 30th**.*

The response received was from a respondent writing in a **personal capacity**, who confirmed that their responses related to **Holy Trinity Privett**.

In addressing the question of *a perfect outcome for our work together at the church* the respondent indicated that **they would like to see more use of the church to enable more revenue along with an additional service such as the proposed Harvest Festival that had been planned prior to lockdown, and some larger (possibly annual) fundraising events.**

In writing about challenges anticipated in respect of repair liabilities and running costs, the respondent indicates that **with a bit of drive and enthusiasm, at present the community would support fundraising events for specific maintenance work, especially if they are enjoyable events that will attract money from outside of the village. The biggest challenge anticipated would be raising the funds needed to repair the roof.**

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 that **the current project in Privett is the church yard project. There has recently been a large project focussing on extending and maintaining the village hall which is now complete. The PCC of Froxfield and Privett have an ongoing project to install a kitchen and toilet in the church at Froxfield and improve the Froxfield village hall car park.**

Considering if increased use of the church might benefit the community, or if increased use might benefit the church itself, the respondent indicated **that increased use of the church would raise funds that wouldn't need to be raised by the community to maintain the**

church. Increased use of the church would also benefit the church as it would keep it aired etc.

In relation to identifying conservation priorities for the church, the respondent **responded as follows:**

- 1. The removal of the trees at the East end followed by the cleaning of the windows, to preserve the windows and keep them in better condition with less maintenance needed in the future. This is hopefully work in progress with the church yard project.**
- 2. Lighting in the belfry to enable work to be carried out safely on the bells when necessary.**
- 3. Any works that are a danger to the public or could cause further damage to the church.**

Regarding priorities, opportunities or ideas for fundraising the respondent noted **that fundraising plans have been curtailed during Covid-19, but would like to plan another flower festival (possibly in 2022), a Local Business Show in the church to promote local businesses and to promote the church as a venue and the work of the CCT as soon as practical with Covid-19 restrictions, a Mad Hatters Tea Party and/or a Harvest Event that would be separate to the Church Harvest Service, an old style Michalmas Fayre or Lammas Festival and possibly a concert with the Royal Marine Band. The respondent is considering further ideas for the future.** In respect of means for initiating fundraising activity, the respondent **suggested planning events in an event such as a spreadsheet and setting dates for each event and planning what would need to be coordinated for each event and then work with community members/form a small committee if necessary to plan delivery.** The respondent also indicated that they **would** be available to participate in fundraising activity.

In seeking respondents' participation in a future group discussion regarding church planning the respondent indicated that **they would be available in person.**

In answering our final, open question about any additional church matters not covered in other areas of the survey, the respondent indicated **that they find the church to be a very peaceful place with a fantastic history/story behind it.**

In addition to responses fielded through the questionnaire, a further **0** respondents wrote back to their Local Community Officer, expressing the following perspectives:

Nil

Part C - Community Recommendations

Minutes of Zoom meeting held on 18 January 2021

Present: Attendee A
 Attendee B
 Attendee C
 Attendee D
 LCO (CCT Local Community Officer)

Apologies: Attendee E

Noted suggested change to be made to Collection Review section: There is a wooden sign at the entrance.

LCO update the group on notes provided by from Attendee E, which were that the reference to a Thanksgiving Service needs to be removed as inaccurate, falcon nest box is no longer planned for the tower and highlighting the limits of what is possible to arrange at the church to be supported by the local community and that some of the actions might be ambitious.

Update from Attendee B: They live in Froxfield and stressed the need for caution with regards to fundraising. Attendee B updated that Froxfield choir love using the church, but Froxfield Choir are Froxfield based and their fundraising efforts will be focussed on Froxfield. Attendee B feels that there would definitely be ways to raise funds commercially. The reported that the church works very well for recording with great acoustics. This would resolve the issue of having too many events drawing on community support.

Attendee D highlighted that the church is very large as a parish church and there are limited resources in the PCC and within the diocese. The church yard is still currently open. Attendee D would like to see more use of the church, but not necessarily church events.

Attendees agreed that there is huge support from the community, but a need to channel the focus for further income to come from commercial means or walkers. There have been a lot

more visits to the church yard, which could be built on. The use of social media has certainly helped.

The necessity for avoiding conflict with other fundraising activities in the community was acknowledged.

The necessity to raise awareness of the need for funds locally to individuals was also acknowledged as there may be individuals who might like to support the church.

Over the years the church community have built a relationship with the Privett Centre and the choir have used it for several events. It is fully equipped with toilets, showers, kitchen etc, so works well to hire the two together, particularly for weddings.

The opportunity of a post lockdown celebration of recent achievements in church yard was discussed. Attendee C suggested a free bring your own event to alleviate any risk associated with providing refreshments.

The fact that the Privett Centre is a charity was raised highlighting that there might be an opportunity to join forces in fundraising efforts. It is used very regularly during non-covid times and there are safeguarding considerations that need to be made when it is in use.

The need for a brown sign for the church on the main road was raised. **ACTION:** LCO to raise this issue with CCT.

The fact that parking is an issue at Privett during the winter was acknowledged by the group and that they are looking into who owns the grassed area in front of the wall to investigate if any parking can be developed there. **ACTION:** Attendee D offered to follow up on this.

ACTION: Attendee C and LCO to work together to add venue to more websites as a venue.

The group discussed the various channels of income for the CCT including wall safes, personal donations, grants and service collections.

It was agreed that the best way forward to further develop income for the church would be on the venue for music, jazz, links with gin, and in partnership with the Privett Centre.

Part D - Action Plan

Community Actions

Short term actions (to end June 2021)

- Agree dates for face-to-face or digital meeting to review interim church plan (September 2020 edition)
- Investigate potential for scheduled cleaning days including windows

Medium term actions (to end June 2022)

- Investigate options for recruiting additional volunteers where necessary
- Investigate suitability of church for exhibitions or use as gallery space
- Investigate suitability of church for recording and live-streaming of performances
- Discuss potential for further church related features, parish newsletter and inclusion of church updates in parish council meetings
- Consider the suitability of the site for Champing
- Identify means and suitability of Christmas card sales and continuation of the sponsored Christmas Memory Tree initiative
- Identify school parents', governors' and staff's interest in church updates
- Review the level of contribution from congregants' collections, given they may be currently unaware of our annualised maintenance liability
- Review methods for promoting church to location agents, wedding companies et cetera
- Review methods for promoting church to historical societies
- Review prioritisation of and means for repair / conservation works outlined in the Conservation Report
- Consider means for increasing footfall and consequent donations
- Investigate possibilities for developing parking

Long term actions (to end March 2024)

- Build on existing use and community support of the church

Complete

Local Community Officer Actions

Short term actions (to end June 2021)

- 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
- Investigate potential for scheduled cleaning days and a day to clean the windows when trees have been removed from East end of church
- Publish walk around guide

Medium term actions (to end June 2022)

- Investigate options for recruiting additional volunteers where necessary
- Investigate suitability of church for exhibitions or use as gallery space
- Investigate suitability of church for recording and live-streaming of performances
- Discuss potential for further church related features, parish newsletter and inclusion of church updates in parish council meetings
- Consider the suitability of the site for Champing
- Consider means for attracting additional public interest in spite of multiple neighbouring churches

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- Consider means for increasing footfall and consequent donations
 - Identify means and suitability of Christmas card sales and continuation of the sponsored Christmas Memory Tree initiative
 - Identify school parents', governors' and staff's interest in church updates
 - Review the level of contribution from congregants' collections, given they may be currently unaware of our annualised maintenance liability
 - Review methods for promoting church to location agents, wedding companies et cetera
 - Review methods for promoting church to historical societies
 - Review prioritisation of and means for repair / conservation works outlined in the Conservation Report
 - Explore potential fundraising events with community. Suggestions to date have included:
 - Flower Festival
 - Mad Hatters Tea Party
 - Local Business show
 - Harvest Event
 - Michalmas Fayre
 - Lammas Festival
 - Royal Marine Band Concert
 - Decide on arrangements for a fundraising community event to recognise and acknowledge community support for the church

Long term actions (to end March 2024)

- Build on existing use and community support of the church

Complete

- 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

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- Resolve initial findings, conclusions and recommendations based on Part A & B, expressed as short, medium and long-term actions
 - Agree dates for face-to-face or digital meeting to review interim church plan (September 2020 edition)

CCT Actions Other

Short term actions (to end June 2021)

- Provide interpretation of maintenance and repair plans to further explain anticipated costs described in part A above.
- Maintenance work on steeple and church roof and cleaning of high level windows and East window.
- Consider installing a brown sign for the church.

Medium term actions (to end June 2022)

Long term actions (to end March 2024)

Complete

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?

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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 (Not Including Twice-Annual Maintenance Visits)

Item	Method & Purpose	Cycle/Yrs	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,	Annual servicing of the heating system to ensure the efficiency and	1	£ 384.00	£ 9,600.00

servicing	safe working order of the boiler etc.			
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	9	£ 450.00	£ 1,250.00

	all required repairs will be created.			
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	Total
Langport, Somerset	£10,472.40	£2,765.60	£3,809.94	£3,128.00	£20,175.94
Emborough, Somerset		£2,024.30	£1,378.49	£2,625.00	£6,027.79
Chiselhampton, Oxfordshire	£10,156.29	£2,696.40	£5,864.11	£1,705.00	£20,421.80
Wolfhamcote, Warwickshire		£3,001.00	£2,213.77	£1,624.00	£6,838.77
Holme Lacy, Herefordshire		£4,368.80	£4,758.55	£1,004.00	£10,131.35
TOTAL	£20,628.69	£14,856.10	£18,024.86	£10,086.00	£63,595.65