

# ST. NICHOLAS CHURCH PLAN

**BROCKLEY  
APR 2025**

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## **Part A - Current Report**

Church Introduction & Significance  
Current Use & Voluntary Activity  
Facilities & Collections  
Conservation Reports  
Income, Expenditure & Balances  
Local Community Officer's Summary

## **Part B – Survey**

Results of our open survey conducted in Summer and Autumn 2020, [open and available at this location](#) for initial or repeated surveys.



## **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.

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# 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 relies on its communities. These communities keep the spaces alive, as well as helping to generate sufficient funds for maintenance to keep it in a good state of repair and campaigning to raise funds for specific repair and improvement projects.

Local Community Officers facilitate these aims by working with communities to co-create Church Plans.

These plans are living documents, subject to frequent review to ensure that they can meet the changing needs of their churches and communities.

This plan will outline information on the church's history and significance to illustrate why this church is so important, before explaining maintenance and repair needs to address the challenges faced. The document will then look at current use of the church with feedback and recommendations from the community, before concluding with an action plan to set out agreed short-, medium- and long-term goals to support the sustainable use and care of the church.

Further information on the maintenance and repair costs that CCT's churches face can be found in the appendices at the close of the document.

## **Part A - Current Report**

### **Church Introduction & Statement of Significance**

St Nicholas' Church in Brockley, Somerset, England dates from the 12th century, and is recorded in the National Heritage List for England as a designated Grade II\* listed building. The church is a redundant church in the care of the Churches Conservation Trust. It was vested in the Trust on 1 April 1989.

The Norman church has a pinnacled tower which was added in the 15th century, and the whole church was extensively renovated in the 1820s by the Pigott family. The font is Norman and there is a stone pulpit dating from around 1480. Inside the church is a Royal Coat of Arms dating from 1842 by William Edkins.

The building is used as a local arts venue with service generally being held in the church twice a year, however special permission can be obtained for weddings.

### **Current use (bookings) & voluntary activity**

St Nicholas' benefits from the voluntary support of a formal Friends Group and of a few neighbours and members of the local community. Voluntary activity undertaken by this group includes

- Regular calendar of services.
- Running a successful series of events and lectures in the church.
- Other fundraising for the Friends group and church such as musical evenings
- Occasional cleaning
- Voluntary maintenance of the vested churchyard.
- Ad hoc reporting of building change

They are also currently working with the University of West England and non-profit organisation Supersum to carry out some in-depth community research and development, the aim of which is to build a more varied and engaging path for use of this church. The LCO is involved in discussions with both the Friends and Brockley to advance and advise this aim.

## Collection Review

General Information	
Open Churches Policy status:	Open
Local Community Officer:	Philippa Wood
Current project:	None
Parking:	One or two spaces on road. Otherwise in farmyard for events (by permission and with agreement from local farmer)
Accessibility details:	Available on website
Building services:	Electric lights, sockets and water
Organ:	Playable pipe organ.
Churchyard:	Not vested. Maintained by PCC
Ringable bells:	2. One (on the roof) struck by clock. One hung for swing chiming
Pews:	Yes.
Volunteering	
Keyholder role:	Present
Key representative role:	Fulfilled (remittances, maintenance reporting)
Area volunteer role:	None
Fundraising roles:	No formal roles, though the Friends Group do a lot of Fundraising
Cleaning	Before services / events
Stewardship roles:	No formal roles
Research, interpretation & talks:	No formal roles
CCT Items	
Welcome table:	Present
Visitor book:	Provided
Gift Aid envelopes:	Provided
CCT silver plaque:	Installed, poor condition
CCT information board:	Installed in churchyard drive
Oak post:	Not installed.
CCT freestanding board:	Provided
Wall safe poster:	Installed, current
CCT A board:	None.
Tourism and Marketing	
Nearby attractions:	Bristol. Puxton Park. Weston-Super-Mare.
Public transport:	Bristol and Weston-Super-Mare bus route (short walk to main road)

Social media presence:	Friends Facebook page
CCT webpage:	<a href="https://www.visitchurches.org.uk/visit/our-churches/st-nicholas-church-brockley-somerset">https://www.visitchurches.org.uk/visit/our-churches/st-nicholas-church-brockley-somerset</a>
Regular feature parish news:	Friends of Brockley email bulletin
<b>Events and Activities</b>	
Services per year:	2-3
CofE support for services:	Yes
Heritage Open Days:	No.
Ride & Stride:	No.
Christmas memory tree:	No
Tea Party:	No
Historic Church Tour:	No
Learning/ Participation events:	No
Explorer tags	No
Retail:	Yes. Postcards and booklets
Champing:	No
<b>Health &amp; Safety</b>	
Fire rated capacity:	125
Seating capacity:	Not determined
Site plan:	Available
Risk assessment general:	March 2022. Requires review
Risk assessment fire:	March 2022. Requires review
COSHH listing:	Current
Portable appliance listing:	March 2024. Requires review
Security Audit:	2015

## Conservation & Maintenance

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.

### Maintenance Costs

<b>Annualised Maintenance Costs (exc. VAT)</b>	
Total costs of church maintenance forecast over 25 years divided by 25. Includes all maintenance costs except the twice-yearly maintenance visit and any anticipated repairs are also excluded. See Appendix 2 for a list of typical maintenance tasks.	£3415.24
<b>Routine Maintenance Costs (exc. VAT)</b>	
Routine maintenance costs (two visits per annum). 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.	£652.80
<b>Other Maintenance Costs (exc. VAT)</b>	
Additional maintenance needs discovered during routine maintenance (see below)	
	£0.00

## Forecast Conservation Costs

<b>Short Term Repairs</b>	
Small scale items of limited cost which could be fulfilled with minimal fundraising.	
Minor repairs to the roof covering inc. cleaning and redecoration of the bell frame	£1,450.00
Rainwater goods repairs	£5,820.00
Remove cementitious mortar from the middle and lower stages of the north, west and south elevations	£10,000.00
Window and glazing repairs	£4,500.00
<b>Total</b>	<b>£21,770.00</b>
<b>Medium-Term Repairs</b>	
More expensive needs which may require more involved fundraising and grant applications.	
Internal redecoration	£7,500.00
Conservation of monuments	£2,500.00
<b>Total</b>	<b>£10,000.00</b>
<b>Total Long-Term Repairs</b>	
Items which are known to require works in the longer term but which are not essential in the near future.	
<b>Total</b>	<b>£0.00</b>
<b>Total Desirable Repairs</b>	
Repairs not essential to the conservation health of the church but which might improve aesthetics or usability of the building.	
<b>Total</b>	<b>£0.00</b>

<b>Total Essential Repairs:</b>	<b>£21,770.00</b>
<b>Total Desirable Repairs:</b>	<b>£0.00</b>
<b>Other Maintenance Costs:</b>	<b>£0.00</b>
<b>Total Repair Costs:</b>	<b>£21,770.00</b>

# Income, Expenditure & Balances

## Income

	2023/24	2022/23	2021/22	2020/21	2019/20	2018/19	2017/18	2016/17
<b>Wallsafe</b>	£52	£5	£10	£0	£45	£25	£688	£0
<b>Total</b>	£1,252	£116	£2,670	£500	£1,245	£800	£2,006	£866
<b>Visitor #</b>	1252	896	589	0	1612	1461	1023	1455
<b>Wallsafe per visitor</b>	£0.04	£0.01	£0.02	£0.00	£0.03	£0.02	£0.67	£0.00

## Income / Expenditure (2023 – 2024)

	Unrestricted	Restricted	Grant	Total
<b>Income</b>	£252.45	£1,000.00	£0.00	£1,252.45
<b>Expenditure</b>	£3,542.99	£0.00	£0.00	£3,542.99

Restricted Funds*			
Opening Balance 01-Apr-2023	Income	Expenditure	Closing Balance 31-Mar-2024
-£1,143.63	£1,000.00	£0.00	-£143.63

Income by Category (2023 – 2024)		
Category	Value	
General Donations	£1,000.00	R
Parochial Services Fees	£200.00	U
Box Collections	£42.93	U
Text Giving	£9.52	U

Expenditure by Category (2023 – 2024)		
Category	Value	
Periodic Maintenance	£1,991.88	U
Routine Maintenance	£780.00	U
Electricity	£771.11	U

## Balances (2023 – 2024)

Income less maintenance / conservation expenditure	- £ 2,290.54
Income less annual maintenance costs	- £ 2,162.85
Restricted balance*	- £ 143.63

\* Restricted funds are restricted or covenanted for expenditure at this church. Restricted funds without a covenant will be used for maintenance of the building fabric.

Covenanted funds (those donated for a specific purpose such as roof repairs) must be spent according to the terms of this covenant and are not shown in these figures.



## **Local Community Officer's Summary**

St Nicholas' Church, Brockley has been fortunate to have had the support of a formalised volunteer friends group for quite some years. The group have successfully fundraised for several projects over the years, including the ongoing installation of a water supply to the church and restoration of the tower clock.

St. Nicholas' inspires generous support from a relatively small number of visitors each year, the maximum number of visits limited perhaps by the limited options for parking. The addition of video-directions on the church webpage might encourage additional visits over time, all of which would be certain to encounter an extremely well-presented church thanks to the continuing and extremely dedicated care of its neighbours who visit to clean throughout the season. Improved "open church" and donation signage and interpretation (currently an old CCT guidebook) in the church could improve visitor numbers and donation per head.

St Nicholas' shows low income in CCT financial information. Where many Friends groups will give a set percentage of income to the CCT for the maintenance of the church, this is not currently the case at Brockley where most income is held for community projects. This is something the LCO will need to explore through the site's Church Plan meeting, and which needs to be taken into account as the Friends of Brockley are re-writing their constitution.

In 2019 Ed McGregor, then the LCO for this area, began working in partnership with the Universities of Bristol and West of England and a non-profit organisation called Supersum to trial a new approach to community consultation and church planning, titled "Let's Gather In" in two churches in North Somerset, one of which was Brockley St Nicholas'. The project was funded by the Brigstow institute at Bristol University, and aimed to better understand the local community around the church and to ascertain if and how the church can be used as an asset towards positive change in the community. Work began in earnest in 2020 with detailed oral interviews of community members being recorded and transcribed, leading to the current proposal of the installation of an interactive audio recording device to capture people's opinions and aspirations for the church and surrounding community. In mid-2021 Supersum began a schedule of weekly meetings with core members of the Friends of St Nicholas' church, and the interactive audio device was installed. Due to this ongoing body of work, the community survey which normally forms Part B of this document was not carried out, being instead replaced by the project's findings.

## Part B - September 2020 Survey

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

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

*The Church Plan survey was not circulated due to the reasoning in the LCO summary above. Therefore), **no responses** were received for **Brockley, St Nicholas'** by the deadline of **August 30th**.*

The response received was from **no** respondent writing in a **undefined** capacity, who confirmed that their responses related to **St. Nicholas', Brockley**.

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

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

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

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

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

Regarding priorities, opportunities or ideas for fundraising the respondent noted **[No response]**. In respect of means for initiating fundraising activity, the respondent gave **[no response]**. The respondent also indicated that they **no response** to partake in future fundraising activity for the church.

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

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

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

**Nil**

## Part C - Community Recommendations

No previous church plan notes have been found from prior LCOs.

### Meeting between LCO and T (SuperSum/Friends of Brockley) Thursday 30<sup>th</sup> January 2025

T from SuperSum requested a meeting to discuss the 2019 - 2021 project mentioned in the LCO Summary.

T explained Brockley's constitution to LCO, explaining that it had been self-designed and was in the middle of being reviewed, with Supersum and T suggesting a redesign in the model used. New structure has a chair (R) to drive the activities and a secretary, communications officer and treasurer who have limited commitment. The Friends have 1 annual meeting a year which is used as a celebration of the past year.

T is very keen on looking at seasonality of use in churches and are keen to establish events before looking at any adaptations to a church. They have now built up to 10-15 events per year plus a patronal service, keeping arrangements pragmatic and simple. T mentioned that Brockley is not a particularly strong community but is starting to build

T very much focussing on looking at what people want from the church, focussing on a culture of place, belonging and connecting to the past. Supersum working on codesigned tolls for groups new to the church and interested in the idea of creating 'clusters' or 'ribbons' of churches, with one suggestion to cement this being an annual cycle ride from Bristol St John's to Uphill via Brockley and Puxton.

T/Supersum looking at funding ideas to further development, such as the Vinehill Trust and the Bristol Airport Community Fund. Feels it is important to balance tensions between the site and its operations.

One idea recently implemented was the seedcorn fund, created to encourage groups who might not feel comfortable using the church to give it a try. This money came through Bristol University, and so far £600 has been spent. The Friends of Brockley have negotiated with the local farmer that his farmyard can be used for parking by prior arrangement and that visitors can use the outside heated toilet in the churchyard, though for events at night-time some lighting would be required to help it feel accessible and reduce trip hazards.

Events currently in the calendar include:

- |   |                              |
|---|------------------------------|
| - Chilli and Crumhorn Medieval Music Night    | - Private events (D & D)     |
| - Summer Fete                                 | - Music Concerts (e.g. folk) |
| - Film / Quiz Nights                          | - Lectures                   |
| - Patronal Service with choir from University | - Bat Watch                  |
| - Winter Warmer                               | - Myths of Brockley          |

Generally speaking the Friends limit themselves to 2-3 events per year involving catering

The Friends have been creating retail display with postcards and booklets, and these are selling well.

LCO raised the question of the relationship between the CCT and the Friends, suggesting that it would be good for the LCO to be invited to the annual meeting and to be sent annual accounts.

LCO also mentioned that there is currently quite a lot of new support at Puxton for the church there, and asked whether it might be possible to arrange an information-sharing event between the two to support them. T supportive.

T said he was ambitious for the process used at Brockley to be disseminated more widely, asking how this could happen. LCO said she would submit the group for the Marsh Award for Creativity, and that

she was planning to deliver a Volunteer Gathering for her area in the summer which could perhaps be held at Brockley to promote networking and help share ideas.

T feels that E's work at Temple Church in Bristol has some similarities to the work that could be done at Brockley

1. Site activation      Get people in & vary activities
2. Wellbeing            Seasonal use, meditation / yoga, prayer, dungeons & dragons
3. Nature inclusivity   Biodiversity, get people involved in the graveyard.

LCO to speak to line manager about discussion and activities at BRY and call a full church plan meeting in the coming months.

### **Visit by LCO (LCO) to a community event**

**Saturday 11<sup>th</sup> January 2025**

LCO made an informal visit to 'Winter Warmer' event being held at St Nicholas by the Friends of Brockley Church. No formal church plan meeting was undertaken, but LCO introduced herself to the community and there was an informal discussion about membership of the Friends, about LCO's backgrounds, about events planned for 2025 and about maintenance of the site, with the old lights on the ceiling being particularly noted as needing replacement. LCO discussed the Friends constitution with R, chair of the Friends, and agreed to send across a copy of the CCT's updated constitution once available.

## **Part D - Action Plan**

### **Community Actions**

#### **Short term actions (to end October 2025)**

- T to send LCO documents relating to their meeting on 30<sup>th</sup> January 2025
- Attend a Church Plan meeting with the LCO
- Continue to keep LCO informed about activities and events at the church

#### **Medium term actions (to end October 2026)**

- Ensure that service collections are passed to the CCT
- Discuss financial relationship between CCT and Friends with LCO at meeting
- Consider use of the church as gallery space, offering local artists and makers a chance to mount exhibitions, or providing community groups and educational establishments with a suitable venue for temporary displays
- Consider the suitability of the site for Champing

#### **Long term actions (to end April 2028)**

### **Local Community Officer Actions**

#### **Short term actions (to end October 2025)**

- Nominate Friends of Brockley Church for Marsh Award for Creativity.
- Discuss Brockley activities and constitution/finances with line manager
- Arrange Church Plan Meeting with Friends of Brockley Church
- Investigate the possibility of producing an online audio guide for the church to address the lack of printed interpretation.
- Update and publish Church Plan document

#### **Medium term actions (to end October 2026)**

- Support Friends of Brockley Church with activities
- Consider adding video directions to the church for prospective visitors' information
- Consider use of the church as gallery space, offering local artists and makers a chance to mount exhibitions, or providing community groups and educational establishments with a suitable venue for temporary displays
- Consider the suitability of the site for Champing

#### **Long term actions (to end April 2028)**

### **CCT Actions Other**

#### **Short term actions (to end October 2025)**

#### **Medium term actions (to end October 2026)**

#### **Long term actions (to end April 2028)**

## **Actions Complete (to end April 2025)**

### **Community Actions**

- Consider working with LCO in producing an online audio guide for the church, to address the lack of interpretation.
- Attend and participate in weekly Supersum meetings at the church.
- Support Supersum with the installation of the audio device and initiation of “Let’s Gather In” Project

### **LCO Actions**

- Support the community and colleagues in the Conservation Team with the proposal for mains water installation to the church.
- Support the community and colleagues in the Conservation Team with the proposal for the tower clock repair.
- Distribution Part A reports for each church to all existing correspondents, together with survey
- Receive, anonymise and collate survey responses and add to Church Plan Part B
- Resolve initial findings, conclusions and recommendations based on Part A & B, expressed as short, medium and long-term actions
- Publish Part A, B & D as Interim Church Plan to colleagues by end September 2020
- Undertake staff consultation against Interim Church Plan by end November 2020
- By end November 2020 review colleagues’ feedback regarding updates to church plan part A, to include
  - o Conservation interpretations
  - o Presentation improvements
  - o Champing data
- 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’
- Attend and participate in weekly Supersum meetings at the church to record activity and note any learning points.
- Support Supersum with the installation of the audio device and initiation of “Let’s Gather In” Project

### **CCT Actions**

- Provide interpretation of maintenance and repair plans to further explain anticipated costs from project to maintain clock and install water supply.
- Investigate remedial electrical work to automatic door lock.

## 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

### (Not site specific or inclusive of twice-annual maintenance visits)

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 /Yrs	Estimated Cost per visit (present day levels)	25 Years Cumulative Est. Cost (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
Man-safe 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	3	£ 480.00	£ 4,000.00



	targeted lightning conductors and they may need replacing.			
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
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
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](http://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