

ST MARY CHURCH PLAN

SOUTH TIDWORTH MAR 2025

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.

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 Mary's Church in South Tidworth, Wiltshire, England, was built in 1878 near the site of an older medieval parish church using designs by John Johnson. Commissioned by Sir John Kelk and supervised by G. H. Gordon. Johnson's designs in the Gothic Revival style used a rock faced brown stone.

Kelk, an engineer and major building contractor, had previously worked with Johnson on the construction of the Alexandra Palace. St Mary's cost Kelk £12,000.

The large chancel and nave are flanked by north and south aisles with small chapels to either side of the chancel, with a vestry to the north and a large, handsome porch at the south entrance. There is a bell turret with a tapering spire, also known as a flèche, at the top of a buttress on the west wall.

Famous historian and writer described the bell tower as "perverse and wilful...à la Burges". One past CCT director when the church was being considered for vesting with the Trust described it in rather more modern terms as looking rather like a space shuttle ready for launch. Pevsner wrote that the interior is "sensational, in scale as in everything else". It includes carvings and polished marble shafts in the columns of the arcade piers, while the chancel floor is laid with Italian mosaic. The stained glass is by Clayton and Bell apart from the east window which was designed by Heaton, Butler and Bayne. The altar and stone carvings were built by Farmer & Brindley.

The church is recorded in the National Heritage List for England as a designated Grade I listed building. The church was declared redundant on 1 September 1972 and was vested in the Trust on 19 December 1973. When vested the church plate consisted of a silver chalice and patens of 1837 and 1877 and a silver-gilt flagon of 1869.

The church is situated in the grounds of Tedworth House, which is an MoD property, and has in the past accommodated weddings for military personnel. The military still own the yew walk leading to the church, with the churchyard here being only partially vested.

Current use (bookings) & voluntary activity

St Mary's South Tidworth currently has only one registered volunteer associated with it. Due to previous vandalism and inappropriate use of the church this volunteer currently does not feel able to open the church and leave it unattended, so it is currently accessible by appointment only.

In 2018 the CCT received sponsorship for a Christmas Memory Tree to be hosted in the church from the local Polo Club but due to the access issues this has not been repeated. Occasional requests for use for photo shoots and amateur filming, and there was a wedding held at the church in 2018.

The past decade has seen two long term regular users of the building for worship; a group of Fijian servicemen and their families, and Gateway to Empowering Ministry through Service (GEMS). However, despite early positive relationships with the CCT both groups became problematic and uncommunicative and stopped paying for use of the building, leading to their eventual abandonment and eviction from the building with the existing volunteer being instrumental in helping remove the materials they abandoned at the site. This volunteer and his daughter now hold monthly clothing swaps at the site, putting donations for this into the wall safe.

In 2023 the church experienced an electrical fire during an event, with the electrical systems overhauled afterwards at a cost of more than £6000.

Collection Review

General Information	
Open Churches Policy status:	Open
Local Community Officer:	Philippa Wood
Current project:	None
Parking:	Space for 6 cars in the yew avenue, but curb needs dropping to make it useable.
Accessibility details:	Provided via website
Building services:	Electric lighting and sockets. Water main brought to rear of the church but not connected.
Organ:	Yes. American Organ. Indigenous Willis Organ to South Ham, Basingstoke.
Churchyard:	Partially vested with CCT.
Ringable bells:	1. Hung stationary with trigger-action clapper
Pews:	Yes
Volunteering	
Keyholder role:	Fulfilled.
Key representative role:	Fulfilled
Area volunteer role:	No
Fundraising roles:	No
Cleaning	Occasional
Stewardship roles:	No
Research, interpretation & talks:	No
CCT Items	
Welcome table:	Present. New CCT walk around guidebook
Visitor book:	Present
Gift Aid envelopes:	Supplied
CCT silver plaque:	Installed, poor condition
CCT information board:	Single bay. Installed by main road gate to churchyard.
Oak post:	Installed
CCT freestanding board:	Provided
Wall safe poster:	Installed, current
CCT A board:	Provided
Tourism and Marketing	
Nearby attractions:	St Mary's Mortuary Chapel (not CCT)

Nearby CCT Churches	St Peter's, Everleigh 5.5 miles St Mary's, Chute Forest 6.7 miles All Saints Church, Idmiston 7.9 miles
Public transport:	Buses: Activ8 to Andover and Salisbury (12-minute walk to stop) X67 to Shipton Bellinger, Porton Down, Salisbury (1min)
Social media presence:	No
CCT webpage:	https://www.visitchurches.org.uk/visit/our-churches/st-marys-church-south-tidworth-wiltshire
Regular feature parish news:	Local newsletter
Events and Activities	
Services per year:	0
CofE support for services:	Unsure
Heritage Open Days:	No
Ride & Stride:	No
Christmas memory tree:	2018 only
Historic Church Tour:	No
Learning/ Participation events:	No
Explorer tags	No
Retail:	No
Champing:	No
Health & Safety	
Fire rated capacity:	200
Seating capacity:	Not determined
Site plan:	Available
Risk assessment general:	Mar 2022. Due for review
Risk assessment fire:	Mar 2022. Due for review
COSHH listing:	Current
Portable appliance listing:	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

Maintenance Liability	
Full forecast costs taken from most recent 9-year inspection	£164,848.75
Annualised Maintenance Costs (exc. VAT)	
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.	£5,086.44
Routine Maintenance Costs (exc. VAT)	
Total cost of two maintenance visits per year exclusive of any additional maintenance items included above. See Appendix 3 for tasks included in the twice-annual maintenance visits	£595.20
Other Maintenance Costs (exc. VAT)	
Additional maintenance needs discovered during routine maintenance (see below)	£350.00

Forecast Conservation Costs

Short Term Repairs	
Small scale items of limited cost which could be fulfilled with minimal fundraising.	
Minor roof repairs	£8,650.00
RWG	£3,500.00
Repairs to external windows and doors	£3,500.00
Total	£15,650.00
Medium-Term Repairs	
More expensive needs which may require more involved fundraising and grant applications.	
Relay nave, vestry and boiler room roofs	£100,000.00
High level cleaning and crack filling	£4,000.00
Repair to tower timber and plaster ceilings	£3,000.00
Total	£107,000.00
Total Long-Term Repairs	
Items which are known to require works in the longer term but which are not essential in the near future.	
Pews and other internal joinery repairs	£1,500.00
Total	£1,500.00
Total Desirable Repairs	
Repairs not essential to the conservation health of the church but which might improve aesthetics or usability of the building.	
Total	

Total Essential Repairs:	£124,150.00
Total Desirable Repairs:	£0.00
Other Maintenance Costs:	£350.00
Total Repair Costs:	£124,500.00

Income, Expenditure & Balances

Income

	2023/24	2022/23	2021/22	2020/21	2019/20	2018/19	2017/18	2016/17
Wallsafe	£32	£575	£0	£0	£29	£36	£29	£8
Total	£282	£615	£0	£0	£1,589	£236	£129	£1,218
Visitor #	315	369	811	0	1528	685	2816	2032
Wallsafe per visitor	£0.10	£1.56	£0.00	£0.00	£0.02	£0.05	£0.01	£0.00

Income / Expenditure (2023-2024)

	Unrestricted	Restricted	Grant	Total
Income	£281.50	£0.00	£0.00	£281.50
Expenditure	£2,463.31	£945.87	£0.00	£3,409.18

Restricted Funds			
Opening Balance 23-24	Income	Expenditure	Closing Balance 2023-24
£945.87	£0.00	£945.87	£0.00

Income by Category		
Category	Value	
Parochial Services Fees	£250.00	U
Box Collections	£31.50	U

Expenditure by Category		
Category	Value	
Electricity	£1,079.38	U
Routine Maintenance	£843.00	U
Routine Maintenance	£586.80	R
Planned Maintenance	£540.93	U
Planned Maintenance	£359.07	R

Balances

Income less maintenance / conservation expenditure	- £ 3,127.68
Income less annual maintenance costs	- £ 4,804.94
Restricted balance*	- £ 945.87

Restricted Balance

Restricted balance shows money which has been restricted or covenanted for expenditure at the 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 this table.

Local Community Officer's Summary

Over the past 15 years St Mary's in South Tidworth has had little voluntary support but has had several groups using the church for worship on a regular basis. A Fijian group of soldiers and their families were using the church in 2012 and then later GEMs (Gateway to Empowering Ministry through Service) became the regular users. Unfortunately, relationships with both groups became problematic as hire fees went unpaid and communications became sparse and difficult.

Tedworth House was for some time leased to Help for Heroes who were excellent neighbours, acting as keyholders, allowing visitors to park on their site and even providing material resources such as a skip. However, use of the House has since reverted to the military and this relationship has been lost; it would perhaps be advantageous to reach out and endeavour to rebuild this connection, especially in light of current difficulties at the church.

St Mary's has suffered from several incidences of anti-social behaviour and vandalism, including the breaking of the electronic door lock, drinking and smoking in the church (and associated rubbish) and more recently chalked graffiti on the interior and exterior of the building. This means that the current volunteer does not feel comfortable leaving the site open even during daylight hours.

St Mary's is a well located and equipped building with electricity supply and ample storage space, which has potential to be developed and used much more by the local community if desired. GEMs initiated many positive practical developments at the church during their term including management of the wooded driveway to the church and laying bark chippings to make it accessible to vehicles. They also initiated a relationship with the new housing development on the other side of the road which resulted in a mains water supply pipe being brought to the North side of the church, ready for installation to the building when the Conservation Team see fit.

Increased access hours, perhaps with the installation of CCTV or similar safeguards, improved visitor interpretation (currently a CCT Walk around guide leaflet) and scheduled guided tours could increase the donation per head at St Mary's. South Tidworth has good potential to be used as a champing site, once the rubbish is removed from site, and the current volunteer is supportive of this.

I hope that new ideas and supporters for the church might emerge from the church planning and community consultation process. There are indications that the town council might be open to partnering events and activities at the church, if a relationship could be forged with them.

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), **no response** was received for **South Tidworth, St Mary's** by the deadline of **August 30th**.*

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

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

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

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

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

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

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

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

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

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

Nil

Part C - Community Recommendations

Following the survey sent out in summer 2020, an invitation to an online meeting to discuss the church plan was sent to existing Churches Conservation Trust correspondents. No responses were received for St Mary's South Tidworth by the deadline of 8 January 2021. No records of church plan meetings could be located between 2020 and 2023

Community Meeting 2

16th January 2025

Present: Philippa Wood (LCO), Volunteer (F)

Grounds and Access

- F informed LCO that she could drive up the yew avenue if wished as the army would not object and as the church's car park was marked out at the top of the avenue. LCO to look into past communications
- Tedworth House car park bears clear signage which indicates visitors are unlikely to be welcome to park in this space. LCO to contact MOD to clarify and to review website.
- Lawnmower is unserviceable – replacement needed

Building Use

- Events at Christmas and Easter (not services as F believes services are not allowed)
- Monthly clothes swap being held in the church. No booking forms being received for this
- After School events in church
- Donations for all the above being placed in Wall Safe (LCO to empty)
- F is very keen to have more events in the space, suggesting flower and art exhibitions. Suggests that pews could be altered to be made mobile so that a larger space for temporary events could be created in the nave
- Church is kept locked, with F providing access on request. F strongly opposes the repair of the electronic door lock, stating that he would resign as keyholder and volunteer if an open church policy was enforced due to previous experiences with antisocial behaviour in the space (drugs and alcohol, rough sleeping, graffiti).
 - F's phone number is on website and poster in noticeboard
- Church is left open and lights on whenever Fred is nearby, though currently materials from clothing swap do have an impact on the appearance of the interior.

Champing

- CCT and F both keen to see Champing established on this site
- Storage is available on site for champing kit when not in use
- F feels the site could hold a large number of visitors; he said that he and previous LCO had discussed having an event where several families could have a 'sleepover' sort of event, but LCO explained this was not the norm for Champing

Maintenance

- An electrical fire Christmas 2022 melted the church's fuse board. This has now been replaced, though to spotlights from the nave to the chancel have not been reconnected. F is very keen to have new fire extinguishers in the space.
- 1 smashed diamond pane of glass in stained window; F informed LCO that the previous LCO was keen to avoid Salisbury Glaziers due to costs.
- Woodworm in roof causing lots of frass on benches. Estates are aware.

- Organs unserviceable due to antisocial behaviour – bellows have failed
- Stonework in NW corner of nave near spire is deteriorating – Estates aware of issues, but F feels it is worsening. Some other cracks visible in stonework, though nothing critical.
- F spotted two trespassers on roof last year, but no damage noted
- F has verbal agreement of £1500 grant from Wiltshire Council for CCTV and external lighting, but CCT needs to engage with this process for finance to be confirmed
- Bell tower screens are loose and flapping – Estates aware.

Community Meeting 1

January 2023

Meeting with one community supporter (referred to as **A1**) took place after meeting up with a family hoping to book the church for a wedding.

RW had met **A1** on a couple of occasions previously as a result of vandalism to the stained-glass window and leaks in the roof. RW updated **A1** that quotes for the stained-glass repair as well as the leaking roof and the electrics were being progress with Conservation. RW thanked **A1** for sending on quotes from their contacts which had been passed onto the Conservation team.

A discussion took place about what could be done to improve the current opening arrangements as it was difficult to leave the church open during the day as so much petty vandalism had been occurring and with the lack of electricity due to the fire, and lack of any other volunteers other than **A1** to be on site. RW suggested and **A1** agreed that a sign should be put up on the noticeboard with **A1**'s mobile 'phone number to call and arrange a visit, a call out for volunteers and that the church could be hired and also on the CCT website.

Action – short term- RW to amend the website and send appropriate posters to A1

RW went through the detail of the church plan with **A1**. They had not realised that services could be held in the church and RW explained that they would need to contact the local incumbent if they wanted to pursue this further. **A1** was keen to explore all options for church use as it could be such a fantastic community space, coffee mornings, art workshop, flower arranging, mother and toddler groups, yoga to name a few and also champing. The issue at the moment was facilities with the lack of lighting and no toilets although **A1** had provided portaloos which they were happy to be kept at the church.

RW said that there was no reason that some activities couldn't go ahead without electricity and it would be a good way of raising the profile of the church and much needed funds. All that would be required would be the complete of the necessary venue hire and booking forms. **A1** agreed and said that they had been shown how to complete the paperwork by the previous LCO.

RW and **A1** completed a tour of the interior and exterior of the church. **A1** explained that they been putting woodchips down to level up the parking area and had plans on how to extend the parking with the necessary permissions from the MOD. They also moved the area around the church and kept it tidy.

The meeting concluded with the action points being agreed.

RW thanked **A1** for all their support with the church and that would meet later in the year and to keep in touch via email/phone calls as things progressed.

Part D - Action Plan

Community Actions

Short term actions (to end June 2025)

- Fill in booking forms for any events, group visits etc. and notify LCO when these are happening
- Clearly mark events income as being such and donate online or put in wallsafe in marked envelopes to allow proper coding.
- Work with LCO and CCTEL to arrange Champing at the site
- Continue to keep church clean, reviewing CCT Cleaning Churches standard and report
- Communicate opening days in Spring/Summer with LCO so that these can be publicised more widely for increased accessibility
- Clear clothes exchange materials to a concealed space before Champing process begins.

Medium term actions (to end June 2026)

- Look at increasing number of opening days and events at the church.
- Investigate suitability of church for concerts or other uses, and of promotion to prospective local audiences.
- 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

Long term actions (to end January 2028)

Local Community Officer Actions

Short term actions (to end June 2025)

- Email FG with:
 - Community Booking Form
 - Fundraising information
 - CCT Cleaning Churches standard and report
- Work with FG and CCTEL to arrange Champing at the site
- Email Estates with maintenance updates arising & images from visit
- Update access and parking information on CCT website
- Contact Tedworth House with introduction and information

Medium term actions (to end June 2026)

- Liaise with community regarding possible events
- Update audio guide
- Improve access information and video/photo guide on how to reach church from road

Long term actions (to end January 2028)

- Build relationships with community groups and local authorities

CCT Actions Other

Short term actions (to end March 2022)

- Work with LCO and volunteer to arrange Champing at St Mary's
- Organise maintenance work / survey for wall of nave (W) and belltower and clarify other conservation costings and timescales.

Medium term actions (to end March 2023)

Long term actions (to end March 2024)

Actions Complete (to end April 2025)

Community Actions

- Agree dates for face-to-face or digital meeting to review interim church plan (September 2020 edition)
- Consider the suitability of the site for Champing

LCO Actions

- Publish Church Plan Version 2023
- Ensure posters are displayed for contact to open church, volunteers and hiring
- Publish Church Plan Version '2021-22'
- Distribution Part A reports for each church to all existing correspondents, together with survey
- Receive, anonymise and collate survey responses and add to Church Plan Part B
- Resolve initial findings, conclusions and recommendations based on Part A & B, expressed as short, medium and long-term actions
- Publish Part A, B & D as Interim Church Plan to colleagues by end September 2020
- Undertake staff consultation against Interim Church Plan by end November 2020
- By end November 2020 review colleagues' feedback regarding updates to church plan part A, to include
 - Conservation interpretations
 - Presentation improvements
 - Champing data
- 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)

CCT Actions

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

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 targeted lightning conductors and they may need replacing.	3	£ 480.00	£ 4,000.00
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

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 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	2020	2019	2018	2017	Total
Langport, Somerset	£3,128.00	£3,809.94	£2,765.60	£10,472.40	£20,175.94
Emborough, Somerset	£2,625.00	£1,378.49	£2,024.30	-	£6,027.79
Chiselhampton, Oxfordshire	£1,705.00	£5,864.11	£2,696.40	£10,156.29	£20,421.80
Wolfhamcote, Warwickshire	£1,624.00	£2,213.77	£3,001.00	-	£6,838.77
Holme Lacy, Herefordshire	£1,004.00	£4,758.55	£4,368.80	-	£10,131.35
TOTAL	£10,086.00	£18,024.86	£14,856.10	£20,628.69	£63,595.65