

ST NICHOLAS CHURCH PLAN

UPHILL 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.

Part A - Current Report

Church Introduction & Statement of Significance

The Old Church of St Nicholas at Uphill, Somerset, England, dates from around 1080, and was built on the site of previous places of worship. It stands on a cliff top overlooking Weston Bay, Brean Down and the mouth of the River Axe. The cliff beneath the church contained caves which contained evidence of occupation since the Stone age. The caves have since been quarried away and the artefacts removed to museums.

During the Roman period a Romano-British temple was erected on the site overlooking the Roman port of Atrium on the river Axe, probably a key site for the export of lead from the Mendip Hills. Some remains of this Romano-British temple have been found beneath the floor of the open nave. Today the hill is an SSSI due to the Iron Age, Saxon and Roman remains and delicate eco-system.

There is evidence of a wooden church on the site around 700AD during the Anglo-Saxon era, and the port at Uphill may have been a centre for pilgrims travelling to Glastonbury Abbey. The church became the responsibility of the abbot of the monastery dedicated to St Michael, which was on Steep Holm Island in the Bristol Channel.

This mainly medieval church which visitors see today, built in its dramatic setting on the rocky crag, has been much repaired and re-ordered over the centuries. Medieval features include some glass and a sundial, and unusual artwork. There are three carved sundials, one on the east side of a plain tympanum set over a blocked door in the south wall and one to the west of the tympanum. The third sundial, on the window head on the south face of the tower, predates the Norman Conquest and may be Saxo-Norman.

A nearby tower on the hill is the remains of an 18th-century windmill, with a beacon added atop it at the start of the new millennium. The church's nave lost its roof during storms of 1824, with later damage in 1847 and 1865. Restoration was attempted during early 19th century, but the building of a newer church in the main village area meant that old St Nicholas came to the Trust.

Much loved by bell ringers and with an experienced Bath and Wells ringer named as the main contact for visiting groups, the church is known for its full peal of six bells and is often used to ring bells for village or national events such as the annual remembrance service at the memorial on 11th November, monarch's jubilee, national days of thanksgiving e.g. NHS support during the pandemic etc.

Current use (bookings) & voluntary activity

St Nicholas' has a chequered history when it comes to accessibility and public engagement.

Until 2015 the site was rarely open to visitors and subsequently had very low income. This changed thanks to an archaeological dig in the nave organised by the CCT West team in 2015, supported by a legacy from the late Professor Mick Aston, and led by his former Time Team colleague Phil Harding.

The archaeological dig attracted much local and West Country interest. Bi-monthly meetings were established and more community and village society members signed up to volunteer and support the church. Further volunteers were attracted by a new list of events, publicity in the village magazine and a regular presence at the village market. By the early 2020s the volunteer team had begun to operate as an informal CCT Friends Group and consisted of 10 members.

Unfortunately, in 2023 the power supply to the church failed. This has greatly curtailed the group's activities, particularly in the retail side of things where a freezer full of ice creams was always a draw.

Additional factors such as the cessation of the Weston-super-Mare airshow have further impacted on the number of visitors to the hill and the captive audience during such events.

Due to the above factors, volunteer numbers have fallen so that there are now only two key volunteers, though there are still additional supporters in the community and two flag volunteers who lower and raise the flag on the tower for special events and feast days such as St David's Day when the Welsh flag is flown for a week due to public request. There have previously been difficulties when the Welsh flag is flown for too long, but overall the presence of the flag at Old St Nicholas is much appreciated in the community, particularly by the sailing club who use it as a navigational aid and by local golfers lining up their shots.

Today, the following volunteer activity is undertaken:

- Regular locking and unlocking in the spring and summer months, when the church is opened and stewarded at Easter, on weekends and Wednesday afternoons.
- Facilitating "out of hours" visits by groups and individuals upon request.
- Sale of volunteer produced merchandise during open days and events, raising money for the CCT.
- Regular cleaning days
- Regular bell ringing, with the volunteers individually affiliated with Bath and Wells Diocese ringers.
- Provision, repair and regular changing of flags
- Remittance of wall safe and service funds
- Planning and delivery of all bookings including services, Heritage Open Days
- Ad hoc reporting of building change
- Running an active and popular Facebook page for people who are interested in St Nicholas' Old Church
- Arranging for local Historians to talk at the church and accommodating local history displays
- Maintaining a strong relationship with other village groups.

Recent successes at Uphill have included their work to have their bell-ropes replaced and bell-clappers restored in 2024/5, with this work entirely funded by community support following volunteer fundraising efforts over the course of two years.

Collection Review

General Information	
Open Churches Policy status:	Partnership 3
Local Community Officer:	Philippa Wood
Current project:	Electrical Issues
Parking:	Car park at foot of steep hill, no public vehicular access to church
Accessibility details:	Provided via website
Building services:	None. Electric system condemned in 2023/4
Organ:	None
Churchyard:	Not owned by CCT, maintained by Local Authority
Ringable bells:	Yes. 6 bells, regularly rung.
Pews:	None. Stacking chairs.
Volunteering	
Keyholder role:	Fulfilled.
Key representative role:	Fulfilled. Multiple Keyholders
Area volunteer role:	Fulfilled (remittances, CCT liaison, volunteer management, maintenance reporting)
Fundraising roles:	Informal
Cleaning	Before opening, led by volunteers
Stewardship roles:	Yes
Research, interpretation & talks:	Vacant
CCT Items	
Welcome table:	Provided. No walkaround guide. Maintains stock of current leaflets
Visitor book:	Provided
Gift Aid envelopes:	Provided
CCT silver plaque:	Installed, poor condition
CCT information board:	Not installed. Volunteers have requested one.
Oak post:	Not installed
CCT freestanding board:	Not installed
Wall safe poster:	None. Wall safe is difficult to operate and needs urgent maintenance.
CCT A board:	Installed
Tourism and Marketing	
Nearby attractions:	Weston-super-Mare, Brean Down, Mendip Hills

Public transport:	Bus 20 to Berrow, Burnham-on-Sea and WsM Pier (11 min walk) Bus 7 to Worle and Locking Parklands (to hospital, 20 min walk)
Social media presence:	https://www.facebook.com/stnicholasonthehill
CCT webpage:	https://www.visitchurches.org.uk/visit/our-churches/st-nicholas-church-uphill
Regular feature parish news:	Yes
Events and Activities	
Services per year:	Maximum of 6 services per year including Carols by Candlelight.
CofE support for services:	Yes. The Rector of St Nicholas with St Barnabas supports the Carols by Candlelight and in the past the Church Reader and Warden of the active church has taken monthly summer services
Heritage Open Days:	Yes
Ride & Stride:	No
Christmas memory tree:	Yes, unsponsored
Historic Church Tour:	No
Learning/ Participation events:	Previous work with local school by HLO. None recently.
Explorer tags	No
Retail:	Yes, volunteer led. No CCT retail.
Champing:	No
Health & Safety	
Fire rated capacity:	60
Seating capacity:	Not determined
Site plan:	Available
Risk assessment general:	Mar 2022. Annual review completed Mar 2025.
Risk assessment fire:	Mar 2022. Annual review completed Mar 2025
COSHH listing:	Current
Portable appliance listing:	N/A
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	£88,271.70
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.	£4,096.44
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	£652.80
Other Maintenance Costs (exc. VAT)	
Additional maintenance needs discovered during routine maintenance (see below)	£0.00

Forecast Conservation Costs

Short Term Repairs 2025 – 2030	
Small scale items of limited cost which could be fulfilled with minimal fundraising.	
Repair and redecorate rainwater goods, ferramenta and gates redecoration	£4,000.00
Minor repointing around chancel door and on tower	£4,000.00
Clean all internal walls and repaint	£3,000.00
Total	£11,000.00
Medium-Term Repairs 2030 – 2035	
More expensive needs which may require more involved fundraising and grant applications.	
Nave repointing	£20,000.00
Internal nave finishes	£18,000.00
Total	£38,000.00
Total Long-Term Repairs 2035 onward	
Items which are known to require works in the longer term but which are not essential in the near future.	
- Repair and tie East masonry	£6,000.00
Total	£6,000.00
Total Desirable Repairs	
Repairs not essential to the conservation health of the church but which might improve aesthetics or usability of the building.	
Total	£0.00

Total Essential Repairs:	£55,000.00
Total Desirable Repairs:	£0.00
Other Maintenance Costs:	£0.00
Total Repair Costs:	£55,000.00

Income, Expenditure & Balances (Apr '23 – Mar '24)

Income

	2023/24	2022/23	2021/22	2020/21	2019/20	2018/19	2017/18	2016/17
Wallsafe	£201	£275	£420	£315	£1,692	£1,348	£550	£652
Total	£1,659	£602	£655	£315	£1,692	£1,721	£1,478	£905
Visitor #	7980	9737	280	0	3797	8295	10706	6722
Wallsafe per visitor	£0.03	£0.03	£1.50	£0.00	£0.45	£0.16	£0.05	£0.10

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.

Restricted Funds			
Opening Balance 23-24	Income	Expenditure	Closing Balance 2023-24
£159.40	£1,061.00	£1,220.40	£0.00

Income / Expenditure

	Unrestricted	Restricted	Grant	Total
Income	£597.78	£1,061.00	£0.00	£1,658.78
Expenditure	£2,488.80	£344.40	£0.00	£2,833.20

Income by Category		
Category	Value	
General Donations	£1,040.00	R
General Donations	£340.00	U
Box Collections	£170.00	U
Merchandise Sales	£57.00	U
Text Giving	£30.78	U
Supporters Scheme Fee	£21.00	R

Expenditure by Category		
Category	Value	
Electricity	£1,454.40	U
Planned Maintenance	£550.80	U
Routine Maintenance	£483.60	U
Routine Maintenance	£344.40	R

Local Community Officer's Summary

This partially ruined church is a well-known local landmark commanding an impressive view over Weston-super-Mare and the Bristol Channel.

The informal Friends group, established in 2015, has dramatically improved the access to the church by visitors by establishing a timetable of regular opening. However, the church remains closed for visitors much of the year. One of the CCTs priorities must be to improve the frequency of opening and to explore more methods for doing this with the local community without detracting from the great efforts already made by the team.

The regular open days and stewarding presence in the church presents an opportunity to review the level of contribution from visitors, with the current 16p per head being on the low side for a stewarded church. On-site messaging around annualised maintenance costs could be one way to improve this. The Friends Group have expressed an interest and are motivated by the potential to restrict funds raised locally to the church. The volunteers have expressed an interest in selling CCT merchandise at their events, which could raise additional income. It has also been noted that the ability to take contactless donations would increase the amount taken at the church as many of the visitors are walkers who don't carry cash.

The Friends of St Nicholas' are sure that much of the attraction for visitors to the church comes from the ringing of the bells, so they are keen to increase the frequency of this. One step they've already suggested is the church becoming affiliated with the Diocese of Bath and Wells ringers' society so that this activity can be covered by their insurance and to encourage more ringers.

Due to the site's impressive location, open floor space and proximity to the Boathouse café it could potentially be considered for champing. The absence of a toilet and practical considerations of bringing a chemical toilet to the top of the hill or creating a compostable toilet have so far prevented this, however. Having a toilet on site would potentially increase the Friend's ability to recruit new volunteers in the future, and thus potentially increase opening hours.

The voluntary team deserves considerable recognition for having adopted improved the circumstances at the church so dramatically since 2015, and it is the LCOs responsibility to do this.

The volunteers at the church have previously identified a gazebo and a small PA system as being of potential benefit for fundraising. However, this was prior to the electrical failure of December 2023. Since that failure, driving events and activities at the site has been substantially more difficult due to the inability to light the church, heat water for teas and coffees, power the ice-cream freezer that was previously such a good income generator or run the keyboard which was previously used for musical accompaniment at services. Reconnecting the site to electricity is very challenging because the replacement electrical cables would need to be laid deeper into the rock to meet modern safety standards as the site is an SSSI this raises considerable challenges. An additional complication comes from the fact that North Somerset Council who originally installed the cables and Weston Town Council who paid electricity charges for the external floodlights are not terribly concerned about reinstating the supply. It therefore seems that the best option for the community at the church would be a small portable battery or a mini generator to power events, although this would not of course power the external floodlights which previously made this site such a spectacle on the local horizon. I feel that looking at ways that this could be reinstated with the Uphill Village Society and Weston Town Council would be worthwhile, even if it were only possible to power them on key occasions.

Additional proposals and options for maintaining and repairing the church should derive from community consultation through the church planning process, inviting the maximum response towards creative solutions for the future of this attractive building.

Part B - September 2020 Survey

Summary of consultation responses received by end August 2020

*Following distribution of fifteen questions through our standard church plan questionnaire in summer 2020 to existing Churches Conservation Trust correspondents, (together with an invitation for correspondents to share the survey and associated Church Plan Part A), **One response** was received for **Uphill, St Nicholas' on the Hill** 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 **St Nicholas' on the Hill, Uphill**.

In addressing the question of *a perfect outcome for our work together at the church* the respondent indicated **I'd like to see the Church open more frequently in summer. Signage can be improved and we could do more to make it possible to raise money by sale of postcards etc.**

In writing about challenges anticipated in respect of repair liabilities and running costs, the respondent indicates **Before the COVID pandemic we were able to raise more or less enough to cover the running costs each year. The challenge will be when significant repairs and changes are needed as it will be hard to raise the likely sums involved.**

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 **I think we could approach groups like Scouts and Guides, local schools and offer guided tours of the inside of the Church for a small fee.**

Considering if increased use of the church might benefit the community, or if increased use might benefit the church itself, the respondent indicated **Yes, the building is a focus for life in Uphill because of its prominence. Any activity which brought more people in would make it clear that it is not just a ruin.**

In relation to identifying conservation priorities for the church, the respondents provided **Improvements to the open nave could make it more attractive to visit (benches, landscaping what is just scrubby grass at present). Clear signage for some of the key features - a new short leaflet to highlight key points of interest.**

Regarding priorities, opportunities or ideas for fundraising the respondent noted **Better presentation of souvenirs / postcards etc would certainly raise more money. Start a local "sponsor a stone" scheme to help with the upkeep costs.**

In respect of means for initiating fundraising activity, the respondent gave **[no response]**. The respondent also indicated that they **already** participate in fundraising activity.

In seeking respondents' participation in a future group discussion regarding church planning the respondent indicated **They would be willing to meet either online or in person.**

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 Nicholas' on the Hill, Uphill by the deadline of 8 January 2021.

Community Meeting 3

28th March 2025

Present: Philippa Wood (LCO), 2 Volunteers (SE & SM)

- The meeting opened with greetings and a discussion about the Welsh flag that was flying, about which the LCO had received an email of complaint.
- SM & SE informed PW that there are sometimes local complaints that the church is not open every day, but that they are concerned about vandalism after incidents at the beacon tower nearby.
 - Access currently available on Sundays during the summer or by request via email or Facebook
 - Volunteers have recently received reports of members of public walking on top of nave ruin walls – very dangerous.

Community Initiative Project (CIP) – Future - Electricity Project

Background

- The volunteers explained previous events and discussions to LCO
- LCO explained that Chute Forest (CHF) project that the previous LCO had been planning to use as a case study has been delayed. LCO updated group that volunteers at that site were buying a portable battery at the moment with the plan to extend later into purchasing fixed electrics and a solar panel.
 - Volunteers at Uphill said they would be able and willing to purchase a portable battery to charge at home and bring up the hill for events. **LCO to send further information.**
 - ↳ This would not serve external floodlights, which were in any case the responsibility of the Town Council. **LCO to discuss this with Stewart from the Village Society and volunteers from the church.**
 - ↳ Discussions of putting solar panels on tower roof as discussed at other sites would not work here due to implications on access to tower for flag maintenance and tower tours as they used to do.
 - ↳ Tower tours not run recently as not able to power lighting on tower stairs. Would hope battery would be able to power lights for this.
 - ↳ Issues with volunteers continuing ability to run these tours.
 - Little natural lighting in area of the church due to very small windows. Better light in sanctuary due to larger windows where old Priest's Doors were when this was the mortuary chapel.

Needs and Timeline

- Immediate future - Power required for
 - Musical instruments for services (e.g. carols by candlelight)
 - Urns/kettles for refreshments
 - First stage portable lighting only
- Aspirations

- Fixed lighting once use of building has increased and funding can be found
- Potential for projected lighting in the chapel to increase appeal
- Not considered possible
 - ↳ Electronic keypad for door to facilitate accessibility
 - ↳ Outside floodlighting (originally provided by North Somerset council then by Weston Town Council)
 - ↳ Huge potential for PR impact
- Require funding code to ensure fundraising for electricity project is only used for this.
- Timeline:
 1. LCO to send information on CHF plan and purchase outline to volunteers
 2. Volunteers to write CIP paperwork and send to LCO for attention of Regional Management Team (RMT) and await further questions / information
 3. Once project approved LCO to request project code from Finance
 4. Volunteers and community to fundraise for and purchase battery and any lighting accessories required (extension cables, battery lighting, uplighters etc.)
 5. LCO to ask Estates Officer to investigate whether any further maintenance is needed on existing electrical equipment to make it safe.
 6. Meeting with LCO and volunteers to discuss next steps (if appropriate)

Events / Activities

- Summer display of archival materials which attracts considerable interest
 - Would benefit from artificial lighting to make materials more readable
- Christmas Service
- Weekly open days in summer – stewarded by volunteers

Community Initiative Project – Current – Bells Restoration

- Previous LCO filled in Community Initiative Project form and told the volunteers they could go ahead. Volunteers had raised £2772.50 for the project and Taylors foundry had an opening in the schedule so the work went ahead. The community have also bought new ringing ropes from Mendip ropes
- **SE to send LCO report and quotations from Taylors, or best contact details to request these from.**
- Bells due for return in early April. Removal and installation of bells was handled by bell captains from this and surrounding towers.

Maintenance

- Tiles lost from roof after storm Darragh not yet replaced, and more lost in early 2025
- One hinge-plate on door has detached from frame
- 2 windowpanes cracked or broken

Flag Policy

- Church flag policy to be amended to state that flags flown for feasts or celebrations should be taken down within a week, H&S permitting

Community Meeting 2

9th May 2023

Interaction with Uphill by Rachel Whitty LCO

Meeting at the Ship Inn.

Attendance: 7 plus Parish Administrator who joined the meeting half way through.

Meeting notes kindly taken by one of the main volunteers referred to as A1

After introductions, RW gave us some news on a book being written about the CCT and its churches possibly including St Nicholas Uphill . As our most famous person buried is Sgt Frost who instigated the capture of Dr Crippen by using wireless telegraphy. We gave her John Crockford Hawley as a point of reference.

Rachel told us a bit about her background, being with the John Lewis Partnership for over 30 years. She has a degree in Archaeology and a masters. She has 29 churches in her care and aims to visit every 6 months for a catch up (as the last meeting was cancelled) the next one will early October. A1 will give as much notice as I can for this and venue.

RW is also going to set up QR codes on our CCT page for Uphill church maintenance and another for the Bells, so more money can be directed to our church as well as CCT funds. A big discussion was then had on who owns what regarding land, and permissions so the electricity issue might progress. there is a zoom meeting with RW and Uphill village society arranged and RW is going to link A1 and other main volunteer B2 so A1 will give you all a update if anything moves forward on that. So you have the info if anyone asks:- North Somerset owns the hill, with advisors Natural England on the triple SI The church Diocese still own the graveyard CCT own the church. All will need to be involved to reinstate the electricity supply. We then asked if something can be done about the east path though the kissing gate. Parish admin will come back to us on permissions to install a path from the gate to the existing path on the east side of the church, and if the dioceses would fund this. They are also looking to get a sign saying “ please shut the gate” on the north side so we do not get anymore cattle in there.

Again we brought up the condition of the church doors and if they can be repaired properly and painted as a matter of urgency as the left-hand door cannot be safely opened and with a lot of people visiting over the summer both doors should be open. RW will chase this. Also the condition of the plastic leaflet holders and if it could be removed for a notice board.

We are looking to see with a new disclaimer if we can start tower tours again for the summer holidays and also advertise on the CCT web site that camera clubs would be welcome to boost funds.

We also had a discussion on putting a memorial board up in the porch in slate so that people could have their own personal plaque done in slate and added to it for a loved one that's passed away. Two names were mentioned that might do this and one of the group offered to follow this 15 up.

We also have a number of pews that need a lot of attention and one of the volunteers is also following this up with some names RW and Parish Administrator supplied.

A1 awaits information from Clapton in Gordano on some work needed on the bells, as I already have one quote but would like a second before going ahead. RW is going to chase them.

There was also a discussion on a composting toilet – RW will work with Parish Administrator to see whether one could be installed where the gravediggers tool shed used to be.

RW summarised the meeting and agreed the actions with all and finished by thanking them all once again for their hard work and support at Uphill and was looking forward to working with them in the future.

This is just a brief overview of some long discussions, but if you have any questions I will be happy to elaborate or find out for you.

Attending: Ed McGregor (Local Community Officer), Susan Marshall (SM)

SM reflects that online meetings are practical for church planning as it can be difficult to arrange large face to face meetings with the group.

SM feels that there is a huge amount of support from Uphill Village Society particularly in relation to the electricity / lighting installation needed.

SM requested that CCT follow up on obtaining quotes for potential solar electrical system.

SM reflects that the text donate option is now in place but they would like smaller donation amounts on the poster. The church has a very short dwell time and thinks smaller donations would be more appropriate. EM to send SM text numbers.

SM flags up the Friends of St Nicholas' are very restricted in their activities due to the lack of electrical supply to the church at present which will impact on the visitor numbers and level of donations until remedied. They cannot serve refreshments as usual and it also poses a H&S risk in terms of bell ringing.

SM reflects that the scale of charges for third party hire is not conducive to helping people to use the buildings. Churches such as St Nicholas with very difficult access and no facilities should be cheaper than others in the portfolio. EM explains the scale of charges as being discretionary. SM particularly notes that the £500 fee for a blessing is much too expensive given the venue, which is particularly suitable for very small groups, but EM advises that this fee is not negotiable. She feels that individual "live" churches have the ability to negotiate their own rates for weddings / blessings and thinks St Nicholas' should be the same.

SM reflects that the relationship with the incumbent priest has dramatically improved of late thanks to the efforts of members of the Friends.

SM notes that the wall-safe lock is still broken. It has been on the maintenance list for several years now and a progress update should be made an urgent priority.

SM notes that some of the comments made in part B particularly around future activities and fundraising, such as "sponsor a stone" were perhaps optimistic and not agreed with the Friends group and not backed up with actions or a plan for delivery. The Friends group provides a supportive structure for any ideas to be developed.

SM reflects that the draft of the audio guide which was sent to the group by EM was unsatisfactory and needs a lot more work.

Part D - Action Plan

Community Actions

Short term actions (to end September 2025)

- Amend flag policy to reflect flags for feasts or celebrations to be flown for 1 week or until weather conditions permit after removal. Forecast to be checked before flag is changed.
- Send LCO details re: bell restoration and invoice for conservation records
- Work with LCO on supporting moving the electricity issues forward
- Work with LOC on updating risk assessments for Tower Tours
- Review CCT Cleaning Churches standard and report
- Share details ref pew restoration

Medium term actions (to end September 2026)

- Look at ways to increase use of the church through art displays or services
- Investigate suitability of church for concerts or other uses, and of promotion to prospective local audiences
- Consider the suitability of the site for Champing

Long term actions (to end March 2028)

- Consider the creation of an audio guide for visitors

Local Community Officer Actions

Short term actions (to end September 2025)

- Work with main volunteers to progress electricity supply reconnection and arrange meeting with Uphill Village Society
- Talk to Clapton-in-Gordano to arrange a meet up re: bellringing
- Send volunteers information about the Chute Forest CIP and evaluate successes of methods used there.
- Request finance code for electrical project once CIP approved
- Create QR codes
- Review church web page to ensure clear directions available for all visitors
- Share CCT Cleaning Churches standard and report

Medium term actions (to end September 2026)

- Investigate the potential to provide contactless donation facility at Uphill
- Work with community on CIP once established

Long term actions (to end March 2028)

- Work with Parish administrator to progress composting toilet

CCT Actions Other

Short term actions (to end September 2025)

Medium term actions (to end September 2026)

Long term actions (to end March 2028)

Actions Complete (to end April 2025)

Community Actions

- Investigate options for slate memorial boards
- Agree dates for meetings
- Consider making progress on items suggested in part B, notably offering paid for scheduled guided tours, introducing a “sponsor a stone” scheme, and improving signage for merchandise point of sale.

LCO Actions

- 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
- 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’
- 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
- Contact church plan survey (part B) respondent who gave very helpful answers with multiple lines of enquiry.
- Consider producing an online audio guide for the church, to address the lack of printed interpretation.

CCT Actions

- Provide interpretation of maintenance and repair plans to further explain anticipated costs described in part A above
- Meet with North Somerset Council, Village Society and Volunteers re: electrical issues and commission surveys

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