

ST JAMES' CHURCH, CAMELEY

CHURCH PLAN



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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 is well used by its community(ies), generates sufficient funds for the maintenance that keeps it in a good state of repair and is able to raise funds for specific repair and improvement projects. Local Community Officers facilitate this through their work with the community to co-create Church Plans.

Church plans are a living document which combines information on the church's history, significance, maintenance and repair needs and the current use of the church, with feedback and recommendations from the community, and concludes with an action plan setting out agreed short, medium and long term goals to support the sustainable use and care of the church.

Part A - Current Report

Church Introduction & Statement of Significance

The Church of St James is in Cameley, Somerset, and dates from the late 12th century. It is recorded in the National Heritage List for England as a designated Grade I listed building, and is in the care of the Churches Conservation Trust. It is dedicated to St. James of Compostela.

The church was declared redundant on 1 January 1980, and was vested in the Trust on 18 March 1981.

There are fragments of wall paintings, first uncovered in the 1960s, on the nave north and south walls dating from the 12th to the 18th centuries. One of the most interesting is a jester or knave on the north wall who has a hare-lip and forked tongue and is holding his marotte. The north post of the chancel arch has a depiction of the three lions of the pre-1340 Royal Arms of England. On the south post is a coat of arms with three red chevrons, which is believed to be of the de Clare arms - the Earls of Gloucester - who were over lords here until 1314.

The fine, 17th-century representation of the Ten Commandments over the chancel arch is framed in twining leaves with cherubs' faces. These remained hidden behind whitewash until the 1960s and, in turn, were painted over a Mediaeval (doom?) painting of which only an image of the sun "Lux in tenebris" (the sun in splendour) remains. John Betjeman to describe it as "Rip Van Winkle's Church".

The west gallery is dated 1711 but with Jacobean style balusters. Attached is a rare Charles I royal coat of arms which had been whitewashed and painted over with The Lords Prayer until the 1960s. The south gallery is dated 1819. There are two early-19th-century monuments to the Rees-Mogg family on the north wall of the nave, and a brass plaque commemorating the nine people from the village who died in World War I. The church is surrounded by ancient yew trees. Three chest-tombs in the churchyard are Grade II listed.

The 15th century tower is built of red Mendip stone which contrasts with the local blue lias limestone of the rest of the church. The tower contains two C15th bells (one of them from Bristol) and a bell dated 1779, by William Bilbie of Chew Stoke.

The Church was vested with the Churches Conservation Trust (CCT) on 18 March 1981.

Current use (bookings) & voluntary activity

St James' Church currently has permission from The Church of England for up to six Sunday services each year, plus an unlimited number of occasional services. CCT are very thankful for the support of the local incumbent and the Church hosts a number of services throughout the year, including at Christmas, Easter, Ascension, a Patronal service, Harvest and Armistice Day.

The candlelit Christmas Carol Service, followed by traditional mulled wine and mince pies, is particularly popular.

There have been occasional weddings and funerals at St James' in the last few years and it was visited in 2019 on one of CCT's Historic Church Tours.

The Church is well known for its beautiful wall-paintings and it attracts a significant number of visitors each year.

The Church is extremely well supported by local residents who care very deeply about the Church, and CCT are very grateful for their support.

Voluntary activity undertaken by local residents includes:

- Daily unlocking and locking
- Ad hoc cleaning of the building when required
- Remittance of wall safe and service funds
- Planning and delivery of all bookings including services
- Six-monthly inspections
- Arranging minor works directly with CCT's contractors
- Setting up and packing away of the Christmas Memory Tree.

The Local Community Officer also completes regular mandatory checks and actions including regular Control of Substances Hazardous to Health (COSHH) checks, visual electrical inspections, Fire Risk assessments and Building and General Risk Assessments at the Church. In addition St James' also receives two maintenance visits per year from CCT's specialist maintenance contractor, a detailed Condition report from the allocated Architect, electrical safety and lightning conductor inspections (where present).

Church Information

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|--------------------------------|---|
| General Information: | |
| Open Churches Policy status: | Open (unlocked/locked daily) |
| Local Community Officer: | Marie Leverett |
| Current projects: | Wall Paintings Project |
| Parking: | Limited - spaces for 1 or 2 cars in lane |
| Building services: | Electric lighting, heaters |
| Churchyard: | Not owned by CCT |
| Ringable bells: | No: 5 bells - not hung for ringing, three broken |
| Organ: | Electronic - playable |
| Volunteering: | |
| Keyholder role: | Fulfilled |
| Area Volunteer role: | Surplus to requirements |
| Key representative role: | Fulfilled (remittances, CCT liaison, volunteer management, maintenance) |
| Fundraising roles: | Fulfilled for wall paintings project |
| Stewardship/events roles: | Fulfilled for wall paintings project |
| Research, interp & talks role: | Fulfilled |
| Cleaning schedule: | Nothing formal, ad hoc cleaning as required |
| CCT Items: | |
| CCT silver plaque: | Installed |
| CCT information board: | Not Installed |
| Oak post: | Not installed, not needed |
| CCT freestanding board: | Yes Installed |
| Wall safe poster: | Installed |
| CCT A board: | No space – bespoke board fitted to gate daily |
| Gift Aid envelopes: | Provided |
| Visitor book: | Provided |
| Welcome table: | Walkaround guide, postcards, stock of current leaflets (note unavailability of future leaflets for re-stock) |
| Children's explorer cart: | No |
| Children's trail: | No |
| Tourism/Marketing: | |
| Nearby attractions: | Mendip Hills AONB, other CCT churches (Emborough, Holcombe, Hemington, Hardington Bampfylde) |
| Social media presence: | No |

| | |
|------------------------------------|---|
| Images on CCT website: | Six |
| Regular feature parish news: | Yes |
| Events/Activity: | |
| Services per year: | 6 |
| Christmas memory tree: | Yes, some years sponsored |
| Heritage Open Days: | Not currently |
| Ride & Stride: | Not currently |
| Champing: | No |
| Retail: | Not currently |
| Health and Safety: | |
| Fire rated capacity: | 60 (or 80 if chancel door unlocked) + 10 in gallery |
| Seating capacity: | 90 + 10 in balcony |
| Site plan: | Unavailable |
| Roof alarm: | Uninstalled |
| CCTV: | Uninstalled |
| Individual item security measures: | Uninstalled |
| Accessibility details: | Provided via CCT website |
| Risk assessment general: | Current |
| Risk assessment fire: | Current |
| COSHH listing: | Current |
| Portable appliance listing: | Current |
| Pews: | Sound, no defects |
| Security Audit | Current |

Conservation reports

| | |
|---|------------------|
| <p>Annualised maintenance costs (Exclusive of VAT):</p> <p>Annualised maintenance costs express the total costs of church maintenance divided by 25 years. Every forecasted cost which relates to the maintenance of this church over a period of 25 years is included. Any anticipated repairs are excluded. A list of typical maintenance tasks for any historic church, forecast over the period, is available to view at Appendix 2.</p> | £2,958.44 |
| <p>Routine maintenance costs (Per annum and exclusive of VAT):</p> <p>Total cost of two maintenance visits per year exclusive of any additional maintenance items included above. A list of the maintenance tasks included in the twice-annual maintenance visits is available to view at appendix 3.</p> | £633.60 |
| <p>Other maintenance costs total (Exclusive of VAT):</p> <p>Additional maintenance needs discovered during twice-yearly maintenance visits, costed and listed individually below.</p> | £265.00 |
| - Replace missing finial clip from the lightning conductor (NB: two are now missing May 23) | £100.00 |
| - Monitor gallery cracking (monitored by volunteer BM) | £165.00 |
| <p>Total short term repairs:</p> <p>Small scale items of limited cost which could be fulfilled with minimal fundraising, costed and listed individually below.</p> | £39,500 |
| - Wall paintings | c.£30,000 |
| - Re-pointing and re-plastering of the nave | £9,500.00 |
| <p>Total medium term repairs:</p> <p>More expensive needs such as roof repairs and tower repairs which may require more involved fundraising and grant applications.</p> | £0 |
| <p>Total long term repairs:</p> <p>Items which are known to require works in the longer term but which are not essential in the near future.</p> | £2,850.00 |
| - Investigate loose plaster around the gallery and south nave window and carry out repairs as needed (update May 23: monitored and reported on by volunteers) | £2,850.00 |
| Total desirable repairs: | £0.00 |

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| Repairs which are not essential to the conservation health of the church but which might improve aesthetics or usability of the building. | |
|--|--|

All cost figures are estimates, exclusive of VAT and professional fees.

VAT is charged at 20% of the total costs and can sometimes be recovered. Professional fees vary, but are either charged at an hourly rate or as a percentage of the total project cost. These are usually charged only on larger or more complex projects.

Income, Expenditure & Balances

Income

| Year | Wall Safe | Total Income |
|---------|-----------|--------------|
| 2023/24 | £437 | £4832 |
| 2022/23 | £490 | £590 |
| 2021/22 | £543 | TBC |
| 2020/21 | £99 | TBC |
| 2019/20 | £570 | £778 |
| 2018/19 | £694 | £813 |
| 2017/18 | £397 | £763 |
| 2016/17 | £579 | £1,083 |
| 2015/16 | £515 | £815 |

Visitors

| Year | Visitor Numbers | Wall safe income per visitor |
|---------|-----------------|------------------------------|
| 2023/24 | 3,526 | £0.12 |
| 2022-23 | 3,843 | £0.13 |
| 2021-22 | 1,920 | £0.28 |
| 2020-21 | 0 | £0 |
| 2019-20 | 3,233 | £0.18 |
| 2018-19 | 3,365 | £0.21 |

| | | |
|---------|-------|-------|
| 2017-18 | 2,925 | £0.14 |
| 2016-17 | 4,415 | £0.13 |
| 2015-16 | 3,056 | £0.17 |

Expenditure

Total spend since vesting (non maintenance): £165,056

| Year | Conservation (repair) expenditure | Maintenance expenditure | Utilities |
|---------|-----------------------------------|-------------------------|-----------|
| 2023/24 | £0 | £4,600 | £502 |
| 2022-23 | £0 | £708 | £664 |
| 2021-22 | £0 | £1206 | -£262 |
| 2020-21 | £0 | £264 | -£1672 |
| 2019-20 | £0 | £528 | £1,376 |
| 2018-19 | £0 | £528 | £1,370 |
| 2017-18 | £688 | £2,015 | £1,132 |
| 2016-17 | £150 | £1,362 | £1,415 |
| 2015-16 | £1,057 | £1,057 | £1,344 |

Balances

The restricted balance is the amount of money which has been covenanted or restricted for expenditure at the church. Any expenditure needs to match the terms of the covenant under which the money was donated, for example, a term expressing that a donation is intended for roof repairs only.

Restricted Balance Report 1st April 2025 -£175

Income less maintenance expenditure 2022/23 - £232 (not including utilities)

Income less annualised maintenance 2019/20 £1874

Local Community Officer' s Summary

This pretty Church has a spectacular collection of wall paintings and benefits from very generous support from a number of community members, along with additional community support and attendance at services.

There is local support for two major future projects at St James' , one focusing on the stabilising and conserving the wall paintings (estimated cost is c.£30,000), and one to repair and rehang the bells (estimated cost is £50,000). Both projects would require significant fundraising and relevant permissions. In terms of the conservation priorities for the Church the stabilisation of the wall paintings is a more urgent project due to their fragile condition and the community are currently commencing on a project to fundraise for the wall paintings as a first priority.

The church has regular services organised by Cameley Friends which are well attended and contribute to church based income through service collections.

It would be fantastic to make more use of the resource of local and voluntary knowledge about the history and fabric of the Church, to run new events to boost visitor numbers and donations, possibly for Heritage Open Days or during the summer. This kind of voluntary effort towards research and interpretation products could facilitate encouragement of more visits from local specialist groups, such as Archaeology and History societies, at the same time as enriching the visitor experience further.

Other activities and events the community could consider holding are tea parties, musical concerts, poetry evenings, theatre performances, lecture or speaker events, evensongs, clothes swaps, bake sales, art or photography exhibitions, craft skills events etc. A lot of ideas for fundraising are likely to be developed as part of the wall paintings project.

Part B – Consultation (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), **six responses** were received for **St James' Church, Cameley** by the deadline of **31st August**. The questionnaire can be viewed as **Appendix 1**.

From the responses a couple of main points were that people were interested in conserving the wall paintings and bells with 5 people considering the wall paintings the conservation priority. Holding more weddings at the church as a source of income was noted by 3 people (NB – a special license is required). All 6 responders thought increased use of the church would benefit the community and the church.

NB: The full responses to the Local Community Officer have now been archived and can be sent on request.

Part C - Community Recommendations

NB: Earlier meeting notes have now been archived and can be sent on request.

Community meeting 10th May 2023

A Church Plan meeting was held at Cameley St James' Church on Wednesday 10th May 2023 with eight members of the community (their input added below as C1-8). Items discussed were:

1. Friends of Cameley Church

The attendees were members of Friends of Cameley Church (FoCC). This supportive local group started in the 1960s to fundraise for a new church roof and gallery restoration. C1 explained that the group supports the costs, maintenance and repairs at St James on an ongoing basis, paying contractors for minor works. The group are currently paying CCT's contractor, Minerva to carry out work to the tower flashing mortar fillet, micro-pinning the South side window mullion and repair and re-pointing to the porch and nave/chancel abutment. The group are also carrying out repair and monitoring work (e.g. 10 Commandments wall painting monitoring) which does not require a specialist contractor. Recognition from the CCT for the huge amount of work volunteers carry out at St James which saves the CCT money as 'payment in kind' was raised, as this contribution feels undervalued at present.

2. Wall Paintings

The FoCC started a campaign to raise money for repairs to the wall paintings in the past and are interested in re-launching this. C3 explained that there is a lot of support nearby for this cause and frustration from the group that the campaign didn't gain momentum or sufficient support from the CCT. The expert conservation contractor has agreed to break down the quote into manageable pieces so work can commence in stages as fundraising targets are achieved. The LCO suggested this fundraiser could work as a Community Initiative Project – a new scheme the CCT is using to try and support communities with specific fundraisers. The long term vision of raising money for the bells was voiced by C2 but there was general agreement that the wall paintings take priority for now. C2 knows the fundraising team from nearby East Harptree and wants to talk to them about how they raised the funds needed.

3. Bees

There's a problem with resident bees at Cameley and there's a swarm currently active in the church. Some of the community don't mind the bees but they represent a risk to any members of the community or visitors with an allergy to bee stings. There is already a notice on the CCT's web page for Cameley about the presence of bees and the FoCC have a sign on the door.

4. Fundraising events

The FoCC raise money from their annual Christmas Carol Concert. The date is set for 2023 – 17th Dec 6.30pm. The LCO was invited to attend and hopes to do so. C1 also gives guided tours and the group have taken part in Heritage Open Days before but didn't find it was well attended. A visiting soprano sang in the church for an Easter service and C2 would like to organise another visit since it was so popular. There are 6 services a year at Cameley which have about a dozen people. There is also a wedding this summer. C2 expressed general frustration that weddings are not more easily allowed at

CCT churches and wasn't satisfied with the CoE requirements that couples need to get a special license and demonstrate a strong connection to the CCT church. C2 wants to explore this further.

5. Champing

The pros and cons of Champing were discussed. Champing can be a great fundraiser for a church but the lack of toilets at Cameley makes going ahead more difficult since composting loos would be needed. There would also need to be strong support from the community and interest from someone to be a Champing Assistant. Places very nearby for breakfast and evening meals are also a requirement.

Community Meeting 2nd Feb 2024

Attending: Local Community Officer, Estates Officer, Conservation Projects Manager, Conservator and 5 members of the community

Items discussed were:

1. Wallpaintings project

This was an on site meeting with a conservator to start the process of getting quotes for a condition report which would break down the costs for restoring the wall paintings. The community are supporting the restoration of the wall paintings as a Community Initiative Project and the first step is to understand them and prioritise the restoration by need and significance.

On 3rd May 2024 the LCO also met one of the volunteers taking a lead on the fundraising to discuss plans for fundriasing. At this stage the Condition Report was not yet published so plans to set up a fundriasing group were on hold until the amount needed to be raised was understood. In June 2024 the Condition Report was published and the costs for the wall paintings are quoted as £22,400 + VAT.

Community Meeting 5th Dec 2024

Attending: Local Community Officer and 4 members of the community

Items discussed were:

1. Wallpaintings project

The community are keen to get going with fundraising for the wall paintings project. A timeline was agreed: fundraising over 2025 through a series of events, private donations and grants with the aim of achieving target by January 2026 so work can be commissioned for Summer 2026. The fundraising group have produced leaflets raising awareness of the project which they are posting in nearby areas. They have also created a Just Giving page: <https://www.justgiving.com/crowdfunding/cameley-church>. Ideas for events were discussed.

Community Meeting 10th Feb 2025

Attending: Local Community Officer, Conservation Project Manager and 4 members of the community

Items discussed were:

1. Wallpaintings project

The main focus of this meeting was to finalise the fundraising event on April 9th: a joint lecture with SPAB and the Friends of Cameley church, focused on the wall paintings. The roles on the day and who needs to bring what were discussed. The Listed Places of Worship Scheme is continuing for another year with a £25,000 limit which could benefit the Cameley Wall Paintings Project. The CCT's fundraising team have provided a list of possible funders which the Friends could apply to as themselves. If wanting to apply through CCT they'd need to liaise with CCT.

2. Celebrate Your CCT Church Week

The CCT is having a week long celebration in June to focus on raising the profile of our churches and it was discussed whether the Friends would like to take part to share the wall paintings project with the wider community. After the meeting the dates of **10th and 14th June** were agreed.

3. Maintenance

The east end of the nave roof needs investigation and repairs to the flashings, ridge tiles and copings carrying out (several cracked) before the wall paintings restoration is carried out. At west end of tower there is damp ingress (maybe from the flashing against the tower).

Part D - Action Plan

Community Actions

Short Term Actions (to end June 2024)

- Friends to organise refreshments for the April 9th event
- M to create posters and Friends to help publicise April 9th event
- S to send the Case for Support and Fundraising Plan so the fundraising team have a better understanding of the project

Medium Term Actions (to end June 2025)

- Aim to have completed fundraising for the wall paintings project by Dec 2024 and commission the conservator to undertake work by summer 2025

Actions complete

- S sent Fundraising plan

Local Community Officer Actions

Short Term Actions (to end June 2024)

- Support April 9th event (bring donation machine, QR code leaflets for the Crowdfunding page)
- ask re CCT social media sharing of wall paintings campaign
- Add info about the project to the CCT website (To do after new CCT website launched end March 2025)

Medium Term Actions (to end June 2025)

- To support the community with the wall paintings project

Actions complete

- Pass on info from CCT Fundraising team about possible funders (Done 6/12/24)

Medium/Long term actions (to end Dec 2026)

- Investigate options for recruiting additional volunteers and community members, particularly for organising events, activities and services, and for general fundraising
- Consider means for increasing additional public interest, footfall and consequent donations
- Review methods for promoting church to historical, archaeological or ecological societies, and inclusion in local heritage trails or walking/cycling routes.
- Investigate musicians, artists, theatre companies or poets who might wish to use the church
- Consider potential for introduction of venue to prospective new participants for events, hires, group visits etc
- Investigate whether any other nearby CCT churches would be interested in linking up and creating a trail to, and with, nearby churches

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) | Cumulative Estimated Total Cost After 25 Years (2020 values) |
|--|--|------------|---|--|
| Drains, rodding | Below-ground drains can be blocked by debris which stops the rain water dispersing properly and potentially leading to water backing up and overflowing. To prevent this they require rodding and cleaning even ten years. | 1 | £ 39.00 | £ 975.00 |
| Soakaways, inspection and clearance of silt build-up | Soakaways consist of a large pit filled with gravel of varying sizes which act as a filter to allow rainwater to slowly seep into the surrounding ground. Over time material carried into the soakaway in the rain water fills in the gaps and slows the rate of dispersal which can lead to water backing up and potentially damaging or even flooding the church | 10 | £ 600.00 | £ 1,500.00 |
| Mansafe hatchway system | Man safe systems are steel cables or anchor points which are fixed to the roofs of churches to allow people to safely access and work on the roof. As these systems are used for safety it is a legal requirement that they are tested every year for loose fittings or damaged cables. | 1 | £ 360.00 | £ 9,000.00 |
| Lightning conductor testing | Lightning conductors are required to be checked every three years to make sure that they are still performing correctly and will be able to disperse a lightning strike effectively. Metal thefts have often targeted lightning conductors and they may need replacing. | 3 | £ 480.00 | £ 4,000.00 |
| Organ maintenance | Organs are complex machines built using numerous natural materials which can be damaged by moisture, heat and animal attack. It is recommended that organs are checked every year to carry out minor repairs and to be re-tuned as required. Regular servicing can also reduce the likelihood of large unexpected repair bills. | 1 | £ 140.00 | £ 3,500.00 |
| Fire extinguisher inspection | Fire extinguishers servicing checks that the fire extinguishers are functional and maintaining adequate pressure for use in an emergency. Note the CCT only provides fire extinguisher in churches which are either stewarded, used for Champing™ or have significant timber items. | 1 | £ 166.00 | £ 4,150.00 |
| Electrical 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 |

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|--|---|-----|------------|-------------|
| Replacement of electrical fittings | As items are highlighted as faulty through periodic testing and maintenance visits they will need to be replaced. | 15 | £ 1,500.00 | £ 2,500.00 |
| Replacement of lamps | General wear and tear - Bulbs require regular replacement. Note LED bulbs will be used where possible | 2 | £ 250.00 | £ 3,125.00 |
| Heating installation, servicing | Annual servicing of the heating system to ensure the efficiency and safe working order of the boiler etc. | 1 | £ 384.00 | £ 9,600.00 |
| Roof alarm, servicing | Roof alarms require annual servicing to check that the system is in good working order and to replace minor parts such as the batteries in sensors. | 1 | £ 316.80 | £ 7,920.00 |
| Rainwater goods, redecoration | All external rainwater Goods (RWG) require redecoration as they are in exposed locations and are exposed to significant amounts of water. The redecoration significantly extends the lifespan of the RWGs and ensures that they are working correctly and are securely fixed in position. | 7 | £ 1,560.00 | £ 5,571.43 |
| Internal & external ironwork redecoration | Redecorating the ironwork prolongs the life of the item and improves the aesthetic of the church. The redecoration of ironwork also provides a good opportunity to inspect the item for damage. | 7 | £ 1,500.00 | £ 5,357.14 |
| External joinery, redecoration | Redecorating external joinery prolongs the life of the item and improves the aesthetic of the church. The redecoration of ironwork also provides a very good opportunity to inspect the item for damage. | 7 | £ 1,875.00 | £ 6,696.43 |
| Window repairs | Minor repairs to the windows such as broken panes of glass, replacement of glazing bars, mortar repairs or lead work repairs are important to exclude the weather and birds and other animals. | 5 | £ 350.00 | £ 1,750.00 |
| Bell maintenance | Bells require ad hoc inspection and minor maintenance to fixtures and fittings | 5 | £ 235.00 | £ 1,175.00 |
| Condition inspection report, all specialists | We have a 9 yearly architect or surveyors inspection plan. When the survey is undertaken all elements of the church will be inspected and a prioritised plan for all required repairs will be created. | 9 | £ 450.00 | £ 1,250.00 |
| Roof overhaul | Roofs require constant minor maintenance with a major overhaul every seven years | 7 | £ 2,500.00 | £ 8,928.57 |
| Clock maintenance | An annual service of the clock with minor repairs and checks to ensure good timekeeping | 1 | £ 140.00 | £ 3,500.00 |
| Tree inspection | A five yearly inspection of all the trees in the churchyards we are responsible for to check for defects and enable us to plan for any required works. | 5 | £ 225.00 | £ 1,125.00 |
| Churchyard maintenance | Grass cutting and minor trimming of plants and bushes etc. | 0.5 | £ 200.00 | £ 10,000.00 |
| Overheads | Office costs to support maintenance planning etc. | 1 | £ 20.00 | £ 500.00 |
| Staff Costs | Staff costs incurred in preparing the required inspections and reports | 1 | £ 97.00 | £ 2,425.00 |

The **total cost over 25 years** for this example of a typical church is **£107,598.57** (exc. VAT)

The **average yearly cost** for this example of a typical church is **£4303.94** (exc VAT)

Appendix 3: Typical Maintenance Tasks Forecast - (Twice-Annual Maintenance Visits)

| Item | Method & Purpose |
|---|---|
| Gutters, downpipes and gully clearance | Gutters, hoppers and downpipes are easily blocked by leaves and debris both windborne and dropped by birds which can lead to overflowing and water damage to the building. |
| Roof, inspection & replacing slipped/missing slates/tiles | Over time some slates/tiles or the pegs/nails which hold them will reach the end of their useful lifespan. When this happens it will allow slates to move from their correct position which can let rain in to the building and potentially poses a risk to visitors as the slate/tiles can fall. |
| Vegetation, control of growth | Overgrown vegetation against walls and buildings can hold moisture against the building potentially causing damage and some plant species are invasive. Vegetation can also obscure the building hiding potential damage and can provide shelter for vermin such as mice. |
| Tower stairs & boiler room steps, sweeping | Leaves and other debris can build up on steps which could lead to accidents if people slip. Regular sweeping reduces the risk for potential accidents. |
| Principal steps and paths, clearance | Leaves and other debris can build up on steps which could lead to accidents if people slip. This is especially the case for churches with trees in the area. Regular sweeping of the steps reduces the risk for potential accidents. |
| Wall Safe, servicing | Servicing of the wall safe helps to ensure that the donations can be easily collected and also checks to ensure that there hasn't been an attempt to steal from the safe. |

Appendix 4: Typical Champing™ Arrangements and Related Income

Champing™ is the exclusive overnight hire of a church to visitors. Camp beds and chairs are set up inside the church, along with tea making provisions, battery lighting, and cushions and blankets to give guests a cosy stay.

Guests book online through the Champing™ website www.champing.co.uk and these bookings are related to local contacts so everyone knows when visitors are staying. A local member of staff sets out equipment for the night and removes all gear each morning. Guests have exclusive access to the church between 6.00 p.m. until 10.00 a.m. so visitors can enjoy the church during the day.

Champers don't expect much in the way of facilities and understand that these are ancient buildings. For most churches we've installed eco-loos either inside or outside in wooden cabins. We don't allow candles but provide battery lanterns and fairy lights. As most of our churches don't have heating we only operate Champing™ between the end of March and the end of October, and we recommend Champers bring warm sleeping bags and extra blankets. We also supply bedding and breakfasts but this option isn't available at all churches. Most Champers will eat out locally or may bring their own picnic.

For those churches without electricity we provide a gas camping stove and we also provide amply bottled water for Champers and all visitors to use.

Typically Champers are couples and families. Some of our churches are large enough to welcome groups of up to 16 people. We are dog-friendly, and child-friendly. Many Champers appreciate the history, architecture, and unique features of their surroundings, and come to learn about the building and its locale through this unique accommodation. We offer those staying for the first time a free CCT membership so they can learn more about our work and consider support for The Trust after their visit.

You can evaluate typical income which derives from Champing™ in the table below.

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