St Mary & St Lawrence Stratford Tony

Church Plan May 2025

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# A church with grass and flowers AI-generated content may be incorrect.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](https://www.surveymonkey.co.uk/r/86VTZZL) 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 & St Lawrence's Church in Stratford Tony, Wiltshire, England, was built in the 13th century.

The stone and flint church is on the banks of the River Ebble and accessed down a narrow lane, then across a stream and up a steep bank on foot. The chancel dates from the 14th, but was built on the site of an earlier church. The tower is from the 15th, while the nave was rebuilt in the 18th century. The three-stage west tower has a pyramidal tiled roof and is supported by diagonal buttresses. Around the church walls are a collection of gargoyles.

The interior of the church includes a 14th-century font and box pews with colonnaded tops. The stained glass in the east window was installed by the studio of Charles Eamer Kempe in 1884. The stalls and pews are from the 17th century. Memorials include a marble plaque to George Taunton and a wall tablet to Elizabeth Hill who died in 1715.

There is a large Yew tree in the churchyard with a girth of over 11 feet (3.4 m). Among the graves and tombs in the churchyard is a chest tomb to Anthony Bradbury who dies in 1845.

The National Heritage List for England records the church as a designated Grade I listed building. It was declared redundant on 1 October 1984 and was vested into the care of the Redundant Churches Fund 26 March 1986. The Redundant Churches Fund was renamed as The Churches Conservation Trust in 1999, recognising that these churches still have an active part to play in communities and are of enormous historical and cultural importance.

## Current use (bookings) & voluntary activity

St Mary & St Lawrence’s church has been fortunate to benefit from the support of several local volunteers, neighbours and the incumbent priest and parish team. The church has had little interest from third party hirers in recent history

Voluntary activity undertaken this group includes

* Organising and supporting a regular calendar of services,
* Regular conservation cleaning.
* Remittance of wall safe and service funds
* 6 monthly building inspection
* Ad hoc reporting of building change.

In 2019 a CCT volunteer harmonium expert restored the old harmonium to a playable condition, for which we were extremely grateful.

In 2012 [Lloyd Grossman](https://en.wikipedia.org/wiki/Loyd_Grossman), then chairman of the Churches Conservation Trust, visited and presented certificates to local school children who had researched the history of the church.

## Collection Review

|  |  |
| --- | --- |
| **General Information** | |
| Open Churches Policy status: | Open |
| Local Community Officer: | Philippa Wood |
| Current project: | None |
| Parking: | None formal. Spaces on road. |
| Accessibility details: | Provided via website |
| Building services: | Mains Electricity and sockets |
| Organ: | American – in working order |
| Churchyard: | Not vested with the CCT |
| Ringable bells: | No. 2 bells unhung on first floor of tower |
| Pews: | Yes |
| **Volunteering** | |
| Keyholder role: | Fulfilled. |
| Key representative role: | Fulfilled (remittances, CCT liaison, maintenance reporting) |
| Area volunteer role: | No |
| Fundraising roles: | No |
| Cleaning | Before services |
| Stewardship roles: | No |
| Research, interpretation & talks: | None formal |
| **CCT Items** | |
| Welcome table: | Present. New style CCT walk around guide |
| Visitor book: | Provided |
| Gift Aid envelopes: | Plentiful |
| CCT silver plaque: | Installed |
| CCT information board: | Not installed.. |
| Oak post: | Installed. |
| CCT freestanding board: | Provided |
| Wall safe poster: | Installed, current |
| CCT A board: | Provided |
| **Tourism and Marketing** | |
| Nearby attractions: | Wilton, Salisbury |
| Public transport: | Bus stop for buses 29 to Salisbury / Shaftebury and B1 for Broad Chalke is an 8 minute walk |
| Social media presence: | No |
| CCT webpage: | https://www.visitchurches.org.uk/visit/our-churches/church-of-st-mary-and-st-lawrence-stratford-tony |
| Regular feature parish news: | No |
| **Events and Activities** | |
| Services per year: | 1 - 2 |
| CofE support for services: | Yes |
| Heritage Open Days: | No |
| Ride & Stride: | No |
| Christmas memory tree: | No |
| Historic Church Tour: | No |
| Learning/ Participation events: | No |
| Explorer tags | No |
| Retail: | No |
| Champing: | No |
| **Health & Safety** | |
| Fire rated capacity: | 150 |
| Seating capacity: | Not determined |
| Site plan: | Available |
| Risk assessment general: | Mar 2022. Annual review completed April 2025 |
| Risk assessment fire: | Mar 2022. Annual review completed April 2025 |
| COSHH listing: | Current |
| Portable appliance listing: | FVI completed April 2025 |
| 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 | **£13,773.38** |
| **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. | **£2,414.44** |
| **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 | **£590.40** |
| **Other Maintenance Costs (exc. VAT)**  Additional maintenance needs discovered during routine maintenance (see below) | |
|  | **£0** |

**Forecast Conservation Costs**

|  |  |
| --- | --- |
| **Short Term Repairs**  Small scale items of limited cost which could be fulfilled with minimal fundraising. | |
| Consider lightning protection | £2,500.00 |
| Remove moss and repair tiles | £ 450.00 |
| Reroof tower, replace louvres, repair timbers and masonry | £9,500.00 |
| **Total** | **£12,450.00** |
| **Medium-Term Repairs**  More expensive needs which may require more involved fundraising and grant applications. | |
| Various masonry repairs | £2,000.00 |
| Repoint and grout N buttress | £2,475.00 |
| Investigate damp and ventilation | £3,500.00 |
| **Total** | **£7,975.00** |
| **Total Long-Term Repairs**  Items which are known to require works in the longer term but which are not essential in the near future. | |
| Repairs to concrete apron | £1,850.00 |
| Repairs to internal plaster | £1,750.00 |
| Carpentry repairs | £680.00 |
| Conservation of the font | £650.00 |
| **Total** | **£4,930.00** |
| **Total Desirable Repairs**  Repairs not essential to the conservation health of the church but which might improve aesthetics or usability of the building. | |
| Redecoration of nave ceiling | £1,200.00 |
| **Total** | **£1,200.00** |

|  |  |
| --- | --- |
| **Total Essential Repairs:** | **£25,355.00** |
| **Total Desirable Repairs:** | **£1,200.00** |
| **Other Maintenance Costs:** | **£0.00** |
|  | |
| **Total Repair Costs:** | **£26,555.00** |

## Income, Expenditure & Balances

**Income**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **2023/24** | **2022/23** | **2021/22** | **2020/21** | **2019/20** | **2018/19** | **2017/18** | **2016/17** |
| **Wallsafe** | £78 | £45 | £142 | £69 | £418 | £219 | £290 | £328 |
| **Total** | £478 | £90 | £142 | £89 | £695 | £539 | £875 | £900 |
| **Visitor #** | 2208 | 1953 | 833 | 0 | 2124 | 2138 | 4498 | 3358 |
| **Wallsafe per visitor** | £0.04 | £0.02 | £0.17 | £0.00 | £0.20 | £0.10 | £0.06 | £0.10 |

**Income / Expenditure (2023 – 2024)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Unrestricted** | **Restricted** | **Grant** | **Total** |
| **Income** | £446.00 | £32.00 | £0.00 | £478.00 |
| **Expenditure** | £1,692.70 | £780.00 | £0.00 | £2,472.70 |

|  |  |  |  |
| --- | --- | --- | --- |
| **Restricted Funds\*** | | | |
| Opening Balance  01-Apr-2023 | Income | Expenditure | Closing Balance  31-Mar-2024 |
| £45.00 | £32.00 | £780.00 | -£703.00 |

|  |  |  |
| --- | --- | --- |
| **Income by Category (2023 – 2024)** | | |
| **Category** | **Value** |  |
| Service Collection | £368.00 | U |
| Box Collections | £78.00 | U |
| Supporters Scheme Fee | £30.00 | R |
| General Donations | £2.00 | R |

|  |  |  |
| --- | --- | --- |
| **Expenditure by Category (2023 – 2024)** | | |
| **Category** | **Value** |  |
| Routine Maintenance | £1,170.00 | U |
| Planned Maintenance | £780.00 | R |
| Periodic Maintenance | £390.00 | U |
| Electricity | £132.70 | U |

**Balances (2023 – 2024)**

|  |  |
| --- | --- |
| Income less maintenance / conservation expenditure | - £960.46 |
| Income less annual maintenance costs | - £2,538.72 |
| Restricted balance\* | * £201.33 |

\* Restricted funds are restricted or covenanted for expenditure at this church. Restricted funds without a covenant will be used for maintenance of the building fabric. Covenanted funds (those donated for a specific purpose such as roof repairs) must be spent according to the terms of this covenant and are not shown in these figures.

## Local Community Officer’s Summary

St Mary & St Lawrence’s church has been fortunate to benefit from the support of several local volunteers who have between them coordinated and supported services, reported on building use and maintenance and generally kept a good eye on the church, for which CCT is extremely grateful.

The church inspires generous support from a relatively small number of visitors each year, the maximum number of visits limited perhaps by the poor signposting to the church which is very well tucked away and can be difficult to navigate to. All visitors encounter a well-presented church thanks to the continuing and extremely dedicated care of its volunteers who visit to clean throughout the season.

There was clearly a productive partnership in place with the local school in 2012 when the Walk around guide was published. It is a shame that this has fallen by the wayside and perhaps it could be revisited at some point in future.

The church has a relatively healthy amount of income coming in from the annual service and from the wall safe, but there is still a significant gap to bridge in terms of meeting the annualised maintenance cost.

Improved signage and visitor interpretation (currently CCT Walk around guide) and scheduled guided tours could increase the donation per head at the church.

Stratford Tony might be a suitable site for the previously successful Champing ™ model as

applied to other Trust churches in the area.

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),* ***no response*** *was received for* ***Stratford Tony, St Mary and St Lawrence’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 and St Lawrence’s, Stratford Tony.**

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 and St Lawrence’s Stratford Tony by the deadline of 8 January 2021.

**No previous church plan meetings between 2021 and 2023 could be located.**

### Correspondence Autumn-Winter 2024 May 2025

Sadly, I have as yet been unable to meet the community at Stratford Tony since taking up my post as Local Community Officer in November 2024 due to ill health on the planned date for a church plan meeting in February.

I have been in email contact with the main volunteers and supporters at the site, however. These are A as the CCT Representative who sends electricity meter readings and monitors the church with LV and LC as further volunteers who plan events and help to maintain the church.

A kindly sent photographs of areas of the church she is concerned about; LCO to raise these with the Estates Officer before attending a church plan meeting to enable a better update on conservation matters.

LCO to arrange a meeting in June 2025 to suit the community’s schedules.

### Community Meeting 1 28th April 2023

**Community Meeting April 28th with Rachel Whitty Local Community Officer and 3 volunteers referred to as A1, B1 and C1 at the church.**

RW thanked everybody for attending the meeting that had to be postponed to her illness back in February.

RW also thanked the volunteers for their continued support in cleaning and decorating the church, taking meter readings, ad-hoc reporting of maintenance issues, reporting of visitor numbers and for emptying the wall safe, it was very much appreciated.

RW went through the details of the church plan with the group, shared the latest wall safe income figures and electricity bills. The group updated her on their involvement and activities in the church over the years and how the dynamics of the community and parish had changed.

The following themes emerged:

* Falling cash income in the wall safe which could be addressed/improved with the addition of a card payment reader. The church had electricity and a good mobile signal 4G so could be a candidate for the rollout of card readers in the future

**Action – RW – short term – include STT as strong candidate for card payment reader rollout**

* Competing community spaces such as nearby village hall, community café in Bishopstone which impact ability to fundraise in the CCT church. **A1** gave RW copy of “Stab” (Stratford Tony and Bishopstone) Parish Magazine and also Churchwarden’s details for RW to contact with a view of putting a call out for support of the CCT church in the magazine and attending a Parish Council meeting in the future. The annual service was booked and there was a new incumbent. RW spoke about completing a booking form which A1 agreed to do once the date was set. The group were keen to support events in the church and would put their thinking caps on to come up with some thoughts – possible speaker as part of the Chalke Valley Festival in the future?

**Action – RW - short term to make contact with Churchwarden and Parish Magazine Editor**

**Action – booking form to be completed for annual service by community and ideas for future events which could work with competing community spaces.**

* Maintenance concerns with crack in the tower which had been reported in the past and RW would follow up with Conservation. RW and the group walked around the interior and exterior of the church. The churchyard was maintained by the PCC and B1 raised that the number of burials listed in the church leaflet seemed massively overstated!

**Actions – RW – short term**

* **Follow up with Conservation on crack in the tower**
* **Check out accuracy of walk around leaflet**

**The meeting concluded with group agreeing to meet up in October and to keep in contact via email**

# Part D - Action Plan

## Community Actions

### Short term actions (to end June 2025)

* Complete service booking form for annual service
* Consider ideas for future events which could work with competing community spaces in the area

### Medium term actions (to end June 2026)

* 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
* Consider the suitability of the site for Champing

### Long term actions (to end January 2028)

## Local Community Officer Actions

### Short term actions (to end November 2025)

* Arrange a church plan meeting in June 2025
* Contact Estates Officer about conservation concerns expressed by AF
* Update church plan and finances ahead of meeting with the community
* Check out accuracy of walk around leaflet
* Contact with Churchwarden and Parish Magazine Editor
* Include STT as strong candidate for card payment reader rollout

### Medium term actions (to end November 2026)

* Consider adding video directions to the church for prospective visitors’ information
* 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 May 2028)

## CCT Actions Other

### Short term actions (to end March 2022)

* Provide interpretation of maintenance and repair plans to further explain anticipated costs described in part A above.

### 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)
* Review CCT Cleaning Churches standard and report

### 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
* 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)
* 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
* Review church web page to ensure clear directions available for all visitors
* Share CCT Cleaning Churches standard and report
* Consider producing an online audio guide to address the lack of printed interpretation available with Covid-19 restrictions

### 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 |