ST PETER’S CHURCH EVERLEIGH

CHURCH PLAN APR 2025

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# A stone church with trees around it 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 Peter's Church, in [Everleigh](https://en.wikipedia.org/wiki/Everleigh,_Wiltshire), [Wiltshire](https://en.wikipedia.org/wiki/Wiltshire), England was built in 1813 by John Morlidge for F.D. Astley. It is recorded in the [National Heritage List for England](https://en.wikipedia.org/wiki/National_Heritage_List_for_England) as a Grade II\* [listed building](https://en.wikipedia.org/wiki/Listed_building#England_and_Wales).

Everleigh had a parish church by 1228, when it was granted to the [Benedictine](https://en.wikipedia.org/wiki/Order_of_Saint_Benedict) [Wherwell Abbey](https://en.wikipedia.org/wiki/Wherwell_Abbey) in [Hampshire](https://en.wikipedia.org/wiki/Hampshire). The [advowson](https://en.wikipedia.org/wiki/Advowson) was held by the abbey until the [Dissolution of the Monasteries](https://en.wikipedia.org/wiki/Dissolution_of_the_Monasteries) after which is passed to [Thomas Wriothesley](https://en.wikipedia.org/wiki/Thomas_Wriothesley,_1st_Earl_of_Southampton) and his descendants. The mediaeval parish church was demolished in 1814 and the present [Church of England parish church](https://en.wikipedia.org/wiki/Church_of_England_parish_church) of [Saint Peter](https://en.wikipedia.org/wiki/Saint_Peter) was consecrated on a site about 0.5 miles (800 m) northwest of it. The present church was designed by the architect John Morlidgein a [Georgian](https://en.wikipedia.org/wiki/Georgian_architecture) [Gothic Revival](https://en.wikipedia.org/wiki/Gothic_Revival_architecture) style for [Sir Francis Dugdale Astley](https://en.wikipedia.org/w/index.php?title=Sir_Francis_Dugdale_Astley,_2nd_Baronet_(1805%E2%80%931873)&action=edit&redlink=1).

The church is built of [Bath stone](https://en.wikipedia.org/wiki/Bath_stone). It consists of a [nave](https://en.wikipedia.org/wiki/Nave) with the south porch attached, [chancel](https://en.wikipedia.org/wiki/Chancel) with a south chapel, and a west tower. The nave is 41 feet 6 inches (12.65 m) by 26 feet (7.9 m), while the chancel is 16 feet (4.9 m) long and 14 feet (4.3 m) wide. The tower holds six bells cast by [James Wells of Aldbourne](https://en.wikipedia.org/wiki/Aldbourne#Bell_foundry).

The interior contains the bowl of the [Norman](https://en.wikipedia.org/wiki/Norman_architecture) [font](https://en.wikipedia.org/wiki/Baptismal_font) from the old church, on a later base and shaft. The bowl is decorated with [scallop](https://en.wikipedia.org/wiki/Scallop) shaped decorations separated by inverted "V" shapes. There are many memorials to the [Astley family](https://en.wikipedia.org/wiki/Sir_John_Astley,_1st_Baronet). There is a large gallery above the west end of the nave, which when it was built held a barrel organ. The organ was replaced by one in the vestry in 1879.

The church was declared redundant on 18 April 1974 and was [vested](https://en.wikipedia.org/wiki/Vesting) in the Trust on 22 October 1975. It is open to visitors every day; the key is held locally.

## Current use (bookings) & voluntary activity

St Peter’s Everleigh benefits from the voluntary support of the neighbouring property, the Old Rectory. It also receives support from several other local neighbours, the parish and members of the community, although the CCT is not always made aware of this support and so cannot properly recognise the community’s achievements. This group support the church in many ways including:

* Supporting services held at the church (Christmas)
* Ad hoc reporting of building change
* Care and maintenance of the vested churchyard.

## Collection Review

|  |  |
| --- | --- |
| **General Information** | |
| Open Churches Policy status: | Open |
| Local Community Officer: | Philippa Wood |
| Current project: | None |
| Parking: | Space for one car in layby / drive. Parking at Everleigh Farm / Rectory for services by prior permission. |
| Accessibility details: | Provided via website |
| Building services: | Electric sockets and lights. |
| Organ: | Pipe Organ by Gray & Davison |
| Churchyard: | Vested with CCT. |
| Ringable bells: | Yes. 6. Ringable: Rung for services and by visiting ringers |
| Pews: | Yes. |
| **Volunteering** | |
| Keyholder role: | Present |
| Key representative role: | Fulfilled (CCT liaison, maintenance reporting) |
| Area volunteer role: | None |
| Fundraising roles: | None |
| Cleaning | None |
| Stewardship roles: | None |
| Research, interpretation & talks: | None |
| **CCT Items** | |
| Welcome table: | Present |
| Visitor book: | Provided |
| Gift Aid envelopes: | Provided |
| CCT silver plaque: | Installed, poor condition |
| CCT information board: | Not installed. There is a non-branded noticeboard in the porch. |
| Oak post: | Not installed |
| CCT freestanding board: | Provided |
| Wall safe poster: | Installed, current |
| CCT A board: | Provided |
| **Tourism and Marketing** | |
| Nearby attractions: | Ludgershall Castle, Sidbury Hill, Pewsey White Horse |
| Public transport: | None |
| Social media presence: | None |
| CCT webpage: | https://www.visitchurches.org.uk/visit/our-churches/st-peters-church-everleigh-wiltshire |
| Regular feature parish news: | Yes – the Courier |
| **Events and Activities** | |
| Services per year: | 1 |
| CofE support for services: | Yes, but LCO needs to build stronger link with incumbent |
| Heritage Open Days: | No |
| Ride & Stride: | No |
| Christmas memory tree: | No |
| Tea Party: | No |
| Historic Church Tour: | No |
| Learning and Participation events: | No |
| Explorer tags | No |
| Retail: | Postcards |
| Champing: | No |
| **Health & Safety** | |
| Fire rated capacity: | 140 |
| Seating capacity: | Not determined |
| Site plan: | Available |
| Risk assessment general: | March 2022. Annual Review completed April 2025 |
| Risk assessment fire: | March 2022. Annual Review completed April 2025 |
| COSHH listing: | Current |
| Portable appliance listing: | FVI 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**

|  |  |
| --- | --- |
| **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. | £3,221.62 |
| **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 | £712.80 |
| **Other Maintenance Costs (exc. VAT)**  Additional maintenance needs discovered during routine maintenance (see below) | |
|  | £350.00 |

**Forecast Conservation Costs**

|  |  |
| --- | --- |
| **Short Term Repairs 2025 – 2030**  Small scale items of limited cost which could be fulfilled with minimal fundraising. | |
| Chancel roof repair | £10,000.00 |
| Cleaning glazing | £1,200.00 |
| **Total** | **£11,200.00** |
| **Medium-Term Repairs 2030 – 2035**  More expensive needs which may require more involved fundraising and grant applications. | |
| High Level tower repairs | £17,500.00 |
| Check internal joinery | £1,000.00 |
| **Total** | **£18,500.00** |
| **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. | |
| Organ overhaul | £12,500.00 |
| Install lightning conductor | £1,500.00 |
| **Total** | **£14,000.00** |
| **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** |

|  |  |
| --- | --- |
| **Total Essential Repairs:** | **£43,700.00** |
| **Total Desirable Repairs:** | **£0.00** |
| **Other Maintenance Costs:** | **£0.00** |
|  | |
| **Total Repair Costs:** | **£43,700.00** |

## Income, Expenditure & Balances

## Income

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **2023/24** | **2022/23** | **2021/22** | **2020/21** | **2019/20** | **2018/19** | **2017/18** | **2016/17** |
| **Wallsafe** | £12 | £0 | £0 | £0 | £7 | £40 | £17 | £94 |
| **Total** | £419 | £453 | £52 | £0 | £1,131 | £722 | £2,910 | £791 |
| **Visitor #** | 1014 | 1011 | 539 | 0 | 2359 | 2647 | 2552 | 2657 |
| **Wallsafe per visitor** | £0.01 | £0.00 | £0.00 | £0.00 | £0.00 | £0.01 | £0.01 | £0.04 |

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Unrestricted** | **Restricted** | **Grant** | **Total** |
| **Income** | £263.76 | £155.00 | £0.00 | £418.76 |
| **Expenditure** | £1,716.29 | £155.00 | £0.00 | £1,871.29 |

|  |  |  |
| --- | --- | --- |
| **Expenditure by Category (2023 – 2024)** | | |
| **Category** | **Value** |  |
| Planned Maintenance | £630.00 | U |
| Routine Maintenance | £545.44 | U |
| Periodic Maintenance | £390.00 | U |
| Routine Maintenance | £155.00 | R |
| Electricity | £150.85 | U |

|  |  |  |  |
| --- | --- | --- | --- |
| **Restricted Funds** | | | |
| Opening Balance 23-24 | Income | Expenditure | Closing Balance 2023-24 |
| £0.00 | £155.00 | £155.00 | £0.00 |

|  |  |  |
| --- | --- | --- |
| **Income by Category (2023 – 2024)** | | |
| **Category** | **Value** |  |
| General Donations | £155.00 | R |
| Service Collection | £101.60 | U |
| Parochial Services Fees | £100.00 | U |
| Hire Fee | £50.00 | U |
| Box Collections | £12.16 | U |

## Balances (2023 – 2024)

|  |  |
| --- | --- |
| Income less maintenance / conservation expenditure | - £960.46 |
| Income less annual maintenance costs | - £2,538.72 |
| Restricted balance\* | £ 0.00 |

\* 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

Updated by Philippa Wood, April 2025

St Peter’s church is a handsome stone structure which retains most of its original fixtures and fittings.

## The Church is very fortunate to have benefited from the support of the local neighbours and community, in particular the owners of the Old Rectory and farm, for many years. They have raised thousands of pounds for the church and fostered community support for the building through organising the popular annual Mid-Summer Tea Party, though this sadly ended due to ill health on the part of one of the leading volunteers. They have also generously cared for the vested churchyard and kept it in a fine condition.

St Peter’s is difficultly located, with a small driveway off a fast main road, with no signage other than the CCT A-Board situated by the churchyard fence. Improved on road signage to the church could increase visitor numbers, although parking would be an issue for more than one car. The residents at the Rectory next door do sometimes kindly allow parking on their drive, but this is only by prior arrangement for CCT staff and for event visitors.

St Peter’s inspires generous support from a relatively small number of visitors each year, the maximum number of visits limited perhaps by the limited options for parking, and poor signposting to the church. The addition of video-directions on the church webpage might encourage additional visits over time, all of which would be certain to encounter a well-presented church thanks to the continuing and extremely dedicated care of its volunteers and neighbours who visit to clean throughout the season.

A team of volunteer stewards (occasional) and improved interpretation (currently and old brand CCT guidebook) could provide a better visitor experience and increase donations per head.

It is hoped that alternative uses for the building and potential new supporters might emerge as part of the church planning consultation.

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* ***Everleigh, St Peter’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. Peter’s Everleigh**.

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

### Community Meeting 2 Friday 7th April 2025

Present: Philippa Wood (LCO) and Volunteer (A)

LCO wrote to A prior to a church site inspection in April 2025 to inform her of the planned 6-month site inspection and arrived to find a note on the church door with an invitation to visit A at home. A is no longer able to do much at the church but still keeps an eye on the site and was happy to share information with the new LCO.

**Community**

* PW asked about whether additional members of the community are interested in the church, as the site is in frequent use but CCT is not always kept informed.
  + AH replied that there is a good amount of interest, and that she has been encouraging another lady from the village (E) to take a more active role.

LCO supplied a spare business card and suggested that she arranges a second visit when this lady can attend.

* LCO asked about relationship with the incumbent
  + AH feels that the local incumbent is very helpful indeed and is keen to facilitate services at the church. LCO to contact her.
* There is a history of activity with local artists, schools and other community groups, but this is not presently the case.

**Events**

* A is not able to co-ordinate events but a Christmas service was organised by members of the local community and the incumbent.
* A’s husband is buried near path from church to rectory, and A showed LCO the papers marking her own area and checked these were still in order. LCO said she was sure they were.

**Maintenance**

* Graveyard is very overgrown.

**Other**

* LCO asked A whether she was aware that the silver plate from Everleigh was housed at Salisbury Cathedral. A not aware but delighted to hear it.
* A mentioned that she had some years ago noticed that the finials had been stolen from some ornamental staffs in the church. This was reported to the police, but the items were never found. This has been the only heritage crime at the site that A is aware of.
* A’s cleaner has recently been sorting out papers and has put CCT related items into a box with other materials. A asked if LCO would mind having a look through to make sure there was nothing important, so LCO did so and took a few items related to previous research about / activity at the church.

### Community Meeting 1 7th February 2023

**February 7th 2023 update: There had been no responses to previous surveys or church plan meetings recorded .**RW had received a ‘phone call from the main contact (referred to as A in this update**)** which had been in response to a message and flyer left by RW in the Visitors’ book. A meeting was arranged and RW met with the main contact at their property. **A** explained their connection and support of the church for many years. It was becoming increasingly difficult for them to organise events due to full-time caring commitments for a family member. However, they were happy to continue supporting the church with getting help to clean the church on a regular basis and also presented RW with a CAF cheque. They were keen to see the church used more regularly not only for occasional worship but for events as well and shared contact details of other potential contacts within the community to could help make this happen. They were also happy for visitors/people attending events to park outside their property. **A** also gave RW a copy of the Courier, the local Parish Magazine.

**Action – short term** RW LCO to follow up on contacts given and also with local incumbent on the services held in the Church and the booking forms that needed to be completed.RW to also contact the editor of the Courier to put an advert/feature about the St Peters’.  **A to** send through further community contacts and speak to local incumbent about booking services as well as sharing CCT cleaning standards.

RW explained the purpose of the Church Plan and worked through the detail with **A.**

RW noted that the figures in the current Church Plan required updating so would be used a guide for this meeting. Once more up to date figures were available, the Church Plan would be amended accordingly and recirculated.

RW and **A** then walked to the church and continued discussions around the churchyard maintenance and any issues within the church that needed to reported to the Conservation Team. RW noted that on a previous visit the wall safe key worked and was able to empty the contents but not on this occasion. RW took a meter reading.

**Action- short term –** RW to follow up with Conservation/Maintenance regarding the wall safe.

# Part D - Action Plan

## Community Actions

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

* Share LCO’s contact information with E
* Work with LCO to arrange a further meeting in the late summer with LCO, E and other interested members of the community.
* Keep LCO informed about events/activities at the church.
* Provide LCO with further community contact details when possible

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

* Advise LCO in building stronger relationships with wider community.

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

## Local Community Officer Actions

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

* Contact local incumbent to explore ways to strengthen relationship with the community and make sure the CCT are aware of activities at the church.
* Follow up on any contacts received from A
* Look at putting a feature in the Courier about the 50th anniversary of St Peters’ vesting.
* Review potential for improving “church open” signage
* Review church web page to ensure clear directions available for all visitors

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

* Share CCT Cleaning Churches standard and report
* Consider producing an online audio guide for the church to address the lack of printed interpretation

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

* Consider the suitability of the church for Champing.

## CCT Actions Other

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

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

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

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

### Actions Complete (to end April 2025)

### Community Actions

### 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
* 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
* 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’

### 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 | |

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# 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. |

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# 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 |