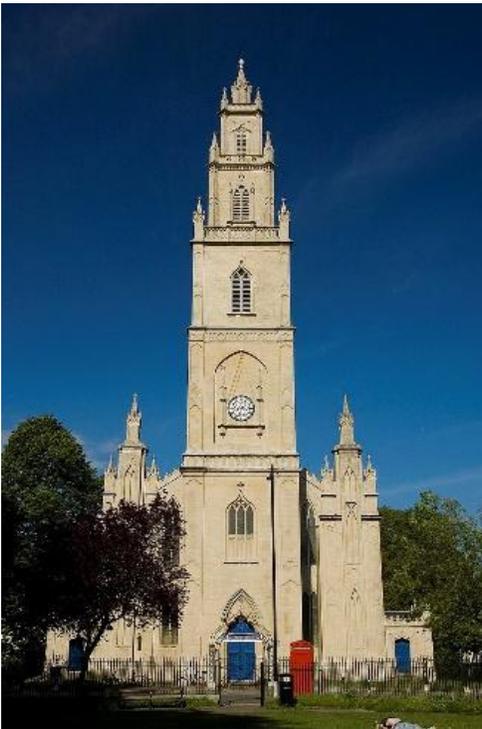


**Churches  
Conservation  
Trust**

# **BRISTOL. ST PAUL'S MARCH 2021 CHURCH PLAN**

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## **Part A - Current Report**

## **Part B - Survey**

Results of our open survey conducted in Summer and Autumn 2020, canvassing all community contacts for their reaction to Part A. The survey remains [open and available at this location](#). Please feel free to repeat your survey response or complete the survey for the first time.

## **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.

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## **Part A - Current Report**

### **Church Introduction & Statement of Significance**

St Paul's Church gives its name to the surrounding St Paul's area of Bristol. It was built in the 1790s but fell into disuse and disrepair by its closure in 1988. It is recorded in the National Heritage List for England as a designated Grade I listed building.

Major renovation work was undertaken to repair and convert the building for use as a performance space and circus skills school Circomedia.

It is in the Georgian Portland Square. It was designed by Daniel Hague although the original St Paul's Church was to be designed by James Allen in a Greek style. Work was started on the church in 1789 and completed in 1794. St Paul's became known as the Wedding Cake Church from the unusual tiered tower. The tower was designed to hold a ring of ten bells, however only four bells were purchased, all cast by John Rudhall of Gloucester, two in 1792 and the 6th and tenor bells of the proposed ring in 1795. The tenor bell is still hung for full-circle ringing. The gates and railings are a grade II\* listed building.

The church closed in 1988 in state of disrepair and was boarded up for many years. A lot of damage was caused by swollen ironwork exploding the Bath Stone and water leaking in, causing erosion to the plaster ceilings.

About £2.3 million from the Heritage Lottery Fund funded the restoration and conversion work. It was declared redundant on 1 November 1988, and was vested in the Trust on 1 April 2000.

In 2005 the church was converted into its present form as the home of Circomedia, a circus school, but remains consecrated. It still boasts an ornate Georgian plaster ceiling, stone columns and a wealth of decorative stained glass, but has now been equipped with aerial and trapeze equipment and a pale Maple wood sprung dance floor.

On 19 October 2007, it won the international RICS Community Benefit Award 2007. St Paul's was chosen as the winner by judges because of the transformation it has undergone under the Churches Conservation Trust.

### **Current use (bookings) & voluntary activity**

St Paul's is leased full time from the CCT by Circomedia.

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## Collection Review

Open Churches Policy status:	Regeneration
Local Community Officer:	Ed McGregor
Current project:	None
Cleaning schedule:	Regular cleaning by Circomedia
Welcome table:	Present. CCT leaflets, visitor book and laminate sheet history
Keyholder role:	Fulfilled by Circomedia staff
Key representative role:	Fulfilled by Circomedia staff.
Area volunteer role:	None
Fundraising roles:	None
Stewardship roles:	None
Research, interp & talks role:	None formal, but staff sometimes give tours.
Accessibility details:	Provided via website
CCT silver plaque:	Installed, fair condition
CCT information board:	Not installed.
Oak post:	Not installed.
CCT freestanding board:	Installed.
Wall safe poster:	Not installed
CCT A board:	None
Gift Aid envelopes:	Provided
Visitor book:	Provided
Building services:	Three phase electricity, water, toilets, wifi, electric heating
Parking:	None formal. Metered parking on Portland Square
Organ:	None
Churchyard:	Churchyard owned by Bristol City Council.
Ringable bells:	Yes.
Pews:	Yes.
Fire rated capacity:	350
Seating capacity:	Not determined

Site plan:	Available
Roof alarm:	None
CCTV:	Unsure of Circomedia's security arrangements.
Individual item security measures:	Unsure of Circomedia's security arrangements
Nearby attractions:	Bristol city centre.
Public transport:	
Social media presence:	Circomedia have their own marketing and social media presence.
Images on CCT website:	One of three
Regular feature parish news:	No
Services per year:	0
CofE support for services:	Unsure
Christmas memory tree:	Previously. Not successful.
Tea Party:	No
Historic Church Tour:	No
Heritage Open Days:	Yes. Circomedia always take part.
Ride & Stride:	No
Champing:	No. For further information, please see Champing introduction and typical church income at appendix 4.
Retail:	No.
Risk assessment general:	Current
Risk assessment fire:	Current
COSHH listing:	Current
Portable appliance listing:	Current
Security Audit:	No
Learning and Participation events	Yes. Circomedia organise a lot of their own including Heritage Open Days
Explorer tags	No

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## 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 cost which relates to maintenance is included except the twice-yearly maintenance visit. Any anticipated repairs are also excluded. A list of typical maintenance tasks for any historic church, forecast over the period, is available to view at appendix 2.</p>	£6947.44
<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>	£1,344.00
<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>	£2,400.00
Loose handrail to pulpit	£500.00
Loose boards on stairs to seating gallery	£350.00
Missing gate	£1200.00
South nave light	£350.00
<p>Total short term repairs:</p> <p>Small scale items of limited cost which could be fulfilled with minimal fundraising.</p>	£11,500.00
Re-fix loose 'ears' to downpipes and repaint rainwater goods.	£8,000.00
Inspect and repair vestry roof and inspect roof voids	£1,500.00
Patch repoint cover flashings	£2,000.00

Total medium term repairs:	
More expensive needs such as roof repairs and tower repairs which may require more involved fundraising and grant applications.	£4,500.00
Check tower top parapet gutter and outlets regularly using steeplejacks/rope access	£1,800.00
Obtain structural engineer's advice on the movement. Allow to monitor	£2,000.00
Renew 2no. coping stones to south chapel parapet and reset loose sections	£700.00
Total long term repairs:	
Items which are known to require works in the longer term but which are not essential in the near future.	£122,900.00
Undertake rope access inspection of stonework at high level Periodically	£1,800.00
Repairs to ceilings	£17,300.00
Repair and make good internal walls	£25,700.00
Conservation repairs to internal sculptural items	£13,100.00
Renew and modify heating	£65,000.00
Total desirable repairs:	
Repairs which are not essential to the conservation health of the church but which might improve aesthetics or usability of the building.	£0
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.	

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## Income, Expenditure & Balances

### Income

	2015/16	2016/17	2017/18	2018/19	2019/20
Wallsafe income	-	-	-	-	-
Total income	21,531	17,083	23,475	18,583	31,333

### Visitors

	2015/16	2016/17	2017/18	2018/19	2019/20
Numbers of visitors	14,523	16,649	15,616	22,446	23,545
Wallsafe income per visitor (£)	-	-	-	-	-

### Expenditure

Total expenditure since vesting: £1,588,851

	2015/16	2016/17	2017/18	2018/19	2019/20
Maintenance	10,419	2,860	3,248	1,572	2,928
Conservation	10,419	5,184	1,621	4,224	-

### 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 Jul '19	£0
Income less expenditure '19/'20	£28,405
Income less ann. maint.'19/'20:	£26,833

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## **Local Community Officer's Summary**

In my 8 years with the CCT I've had very little to do with the lease of St Paul's church to Circomedia and therefore I feel ill qualified to comment on its future use and plans. I suggest that a consultation with CCT staff take place before any attempt is made at external community consultation (Part B)

The installation of a functioning donation box would be one small way to encourage some wall safe income.

A team of volunteer stewards and improved interpretation (currently only an improvised laminated display) could provide a better visitor experience and increase donations per head.

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## Part B - September 2020 Survey

*The Church Plan survey was not circulated due to justification given in the LCO summary above.*

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**

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## **Part C - Community Recommendations**

*No responses were received.*

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## **Part D - Action Plan**

### **Community Actions**

**Short term actions (to end June 2021)**

**Medium term actions (to end June 2022)**

**Long term actions (to end March 2024)**

**Actions complete (to end March 2021)**

### **Local Community Officer Actions**

**Short term actions (to end June 2021)**

- 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

**Medium term actions (to end June 2022)**

**Long term actions (to end March 2024)**

**Actions complete (to end March 2021)**

- 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)

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- Publish Church Plan Version '2021-22'

## **CCT Actions Other**

### **Short term actions (to end June 2021)**

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

### **Medium term actions (to end June 2022)**

### **Long term actions (to end March 2024)**

### **Actions complete (to end March 2021)**

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## 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

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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.

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## Appendix 2: Typical Maintenance Tasks Forecast - 25 Years (Not Including Twice-Annual Maintenance Visits)

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 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
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

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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](http://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
<b>TOTAL</b>	<b>£20,628.69</b>	<b>£14,856.10</b>	<b>£18,024.86</b>	<b>£10,086.00</b>	<b>£63,595.65</b>