



**Churches
Conservation
Trust**

ST. MARY'S CHURCH SHIPTON SOLLARS

CHURCH PLAN



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Updated October 2023

Introduction

The Churches Conservations Trust's strategy is to empower and support communities to care for historic places of worship, for the benefit of all. A sustainable CCT church is well used by its community(ies), generates sufficient funds for the maintenance that keeps it in a good state of repair and is able to raise funds for specific repair and improvement projects. Local Community Officers facilitate this through their work with the community to co-create Church Plans.

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

Part A - Current Report

Church Introduction & Statement of Significance

St Mary's Church is a redundant Anglican church in the village of Shipton Sollars, Gloucestershire, under the care of The Churches Conservation Trust. It is recorded in the National Heritage List for England as a designated Grade I listed building.

The first record of a church on the site is that of a chapel in 1236. By the 17th century the fabric of the building had decayed, and the church was closed. In 1883 Rev Charles Pugh was appointed rector. The church was at that time being used as a cow shed, its windows were blocked, and trees were growing through its roof. With the help of his wife, the rector repaired the church and reopened it the following year. Services were held during the summer months but the condition of the church deteriorated again, and the services were discontinued. In 1929 Ernest Francis Fieldhouse, the patron of the benefice, commissioned the architect W. E. Ellery Anderson to repair and restore the church again. This work included reconstructing the roof, unblocking the north doorway of the nave, and removing whitewash from the internal walls. The church continued in occasional use during the 20th century, but was declared redundant in 2005, and vested in the Churches Conservation Trust on 15 July of that year. The Trust commissioned an architect to organise a programme of repairs, in particular to make the building wind and weatherproof.

St Mary's is constructed in limestone rubble, with Cotswold stone slates. Its style is Perpendicular. The exterior was originally plastered, and some of the plaster remains. Its plan is simple, consisting of a three-bay nave and a single-bay chancel, with a bellcote at the west end. In the north wall of the chancel there is a single lancet window with a cinquefoil head. The east window has three lights and is Perpendicular in style. In the south wall of the chancel is a priest's doorway, standing between a partly blocked two-light window and a small lancet window. In the south wall of the nave is a doorway with a two-light Perpendicular window to its right. The west window has three lights, and again is in Perpendicular style. In the north wall of the nave is a doorway and a single-light window with a cinquefoil head. The bellcote has one bell and is surmounted by a cross finial.

The interior of the church is plastered. Both the nave and the chancel have wagon roofs. To the left of the chancel arch is a small aumbry, and there is another aumbry in the north wall of the chancel. In the south wall of the chancel is a piscina The chancel walls are panelled, the panelling behind the altar

having linenfold decoration. There are remnants of medieval paintings of texts and inscriptions in the nave, and painted crosses in the nave and chancel. Over the chancel arch is painted the date 1212. The floor is flagged. The choirstalls and chairs date from the 20th century. The carved oak pulpit and tester are from the 17th century. On the wall in front of the pulpit is an hourglass on a stand. The font dates from the 15th century, and consists of a plain octagonal bowl on an octagonal shaft. Around the walls of the church are monuments from the 17th and 18th centuries. The chancel windows contain 20th-century stained glass by Geoffrey Webb. The east window contains depictions of Saint Thomas and Mary Magdalene, the north window has the arms of the Fieldhouse family, and the southeast window includes a depiction of the Madonna and Child.

Current use (bookings) & voluntary activity

St. Mary's occupies a conveniently accessible location adjacent within the village of Shipton Sollars, near to the A40 at Cheltenham. However the absence of suitable parking space and the steep, sometimes slippery steps and path up to the small church hinder regular bookings for use, and all religious services but for, very occasionally, Ascension Day.

Nevertheless the attractive and interesting building is popular with walkers, and has recently encouraged local residents to support cleaning days in 2019. Two Gloucestershire volunteers have begun organising events at the church, the first of which will be an introduction to the history and development of the village, as fundraising opportunities towards building maintenance.

Voluntary activity undertaken by three local residents includes

- Cleaning days annually

Collection Review

Open Churches Policy status:	Open
Local Community Officer:	Isobel Milne
Current project:	None
Cleaning schedule:	None
Welcome table:	Maintains stock of current leaflets (note unavailability of future leaflets for re-stock)
Keyholder role:	Not required
Key representative role:	Vacant
Area volunteer role:	Surplus to requirements
Fundraising roles:	Vacant and necessary
Stewardship roles:	Surplus to requirements
Research, interp & talks role:	Vacant and necessary
Accessibility details:	Provided via website
CCT silver plaque:	Installed
CCT information board:	Not installed, overdue (for affix to noticeboard)
Oak post:	Not installed, not needed
CCT freestanding board:	Not installed
Wall safe poster:	Installed, current
CCT A board:	Not installed
Gift Aid envelopes:	Provided
Visitor book:	Installed
Building services:	Electric lighting, electric sockets
Parking:	Limited, two on street spaces 20 yards from church yard
Organ:	Present, unknown condition
Churchyard:	Not owned by CCT, not maintained by Local Authority
Ringable bells:	No
Pews:	Sound, no defects
Fire rated capacity:	200
Seating capacity:	200
Site plan:	Unavailable

Roof alarm:	Uninstalled
CCTV:	Uninstalled
Individual item security measures:	Uninstalled
Nearby attractions:	Cheltenham, Chedworth Roman Villa, Lodge Park, Royal Oak Andoversford, St. Michael's Dowdeswell, Winchcombe, Sudeley Castle
Social media presence:	Nil
Images on CCT website:	One of four
Regular feature parish news:	No
Services per year:	Nil
CofE support for services:	Unknown
Christmas memory tree:	Yes, unsponsored
Tea Party:	No
Heritage Open Days:	No
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:	Current
Children's explorer cart:	No, surplus to requirements
Children's trail:	No

Conservation reports

<p>Annualised maintenance costs (Exclusive of VAT): Annualised maintenance costs express the total costs of church maintenance divided by 25 years. Every forecasted cost which relates to the maintenance of this church over a period of 25 years is included. Any anticipated repairs are excluded. A list of typical maintenance tasks for any historic church, forecast over the period, is available to view at Appendix 2.</p>	£2,274.44
<p>Routine maintenance costs: (Per annum and exclusive of VAT): These are included in the annualised maintenance costs and are the total cost of two maintenance visits per year. A list of the typical maintenance tasks for any historic church included in the twice-annual maintenance visits is available to view at Appendix 3.</p>	£552.00
<p>Other maintenance costs: £10,395.00 (Exclusive of VAT): Additional maintenance needs discovered during twice-yearly maintenance visits, costed and listed individually below.</p>	£225.00
Ceiling plaster (check for falls)	£75.00
Cracked gutter	£150.00
<p>Total short term repairs: Small scale items of limited cost which could be fulfilled with minimal fundraising.</p>	£8,900.00
Replacement of haunchings	£750.00
Repair/replacement of the laminating coping stones	£2,650.00
Chancel ceiling	£5,500.00
<p>Total medium term repairs: More expensive needs such as roof repairs and tower repairs which may require more involved fundraising and grant applications.</p>	£2,450.00
Rainwater goods	£2,000.00
Repointing of ridge tiles	£450.00
<p>Total long term repairs: Items which are known to require works in the longer term but which are not essential in the near future.</p>	£10,250.00
Re-bed coping stones	£2,500.00
Repair internal plaster	£5,000.00
Conserve paint on reredos	£2,750.00
<p>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.</p>	£6,750.00
Install french drains	£6,500.00
Replace bell rope	£250.00
<p>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.</p>	

Income, Expenditure & Balances

Income

	Wall Safe	Service Collection	Services Fees	Donations	Events	Third Party Hire	Total Income
2022/23	£28						£28
2021/22	£0			£1000	£590		£1,596
2020/21	£0		£250				£250
2019/20	£0						£0
2018/19	£0	£50					£50
2017/18	£12	£49					£61
2016/17	£0	£50					£50

Visitors

		Wall safe income per visitor
2022-23	574	£0.05
2021-22	175	£0
2020-21	Data not collected	
2019-20	609	-
2018-19	604	-
2017-18	938	£0.01
2016-17	1372	-
2015-16	1015	-
2014-15	616	£0.17

Expenditure

Total spend since vesting 14th July 2005 (non maintenance): £161,904

	Conservation (repair) expenditure	Maintenance expenditure
2022-23	£0	£1185
2021-22	£0	£684
2020-21	£0	£330
2019-20	£0	£1,714
2018-19	£0	£1,524
2017-18	£190	£512
2016-17	£0	£729
2015-16	£0	£0
2014-15	£2,717	£2,717

Income less expenditure 2022/23 **-£1157.00**

(Income from all sources, minus maintenance and conservation expenditure)

Income less annualised maintenance 2019/20 **-£2246.44**

(Income from all sources, minus the annualised maintenance cost, as shown in the Conservation Report section above)

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 March 2022 **£1,000**

Local Community Officer' s Summary

A compact, pleasing church with an intriguing history, St. Mary' s at Shipton Sollars is particularly accessible to visitors from Cheltenham, or for inbound and domestic tourists exploring The Cotswolds.

A low visitor number is partly explicable in relation to the limited publication of interesting background material about the site online, and the relatively obscure position of the church from the road below - explorers will have to intend St. Mary' s as a destination rather than encounter the church in passing. This limited public appeal also results in minimal financial support via the wall-safe, however this appears to be supplemented by an annual donation of £50 which is most gratefully received.

The Trust is extremely grateful for the emergence of voluntary support from one Cheltenham resident in recent years, who has initiated options for a first event at the site, a historical talk which will certainly be of interest to local residents and Gloucestershire historians. Her care for the church has extended also to include installation of a Christmas wishing tree to encourage donations, and organisation of occasional cleaning days supported by kind help from local residents and promoted through the parish newsletter.

As an electrified church it should be noted that St. Mary' s would be a suitable site for the previously successful Champing™ model as applied to other Trust churches in the area, however additional proposals and options for maintaining and repairing the church should derive from community consultation through the church planning process, inviting the maximum response towards creative solutions for the future of this attractive building.

Part B - September 2020 Survey

Summary of consultation responses received by end August 2020

*Following distribution of fifteen questions through our standard church plan questionnaire in summer 2020 to existing Churches Conservation Trust correspondents, (together with an invitation for correspondents to share the survey and associated Church Plan Part A), **one** response was received for **St. Mary's Shipton Sollars** by the deadline of **August 31st**.*

The response received was from a respondent writing in a **personal capacity**, who confirmed that their responses related to **St. Mary's Shipton Sollars**.

In addressing the question of *a perfect outcome for our work together at the church* the respondent indicated that **the wall safe needs replacing. Better publicity material could appeal to walkers passing, but the church is so damp that paper left on the table is quickly rendered unattractive. The local community cares for the other church to a very high standard.** The respondent also noted **Shipton is not a poor village. Somehow there has to be an appeal to the people's sense of community and heritage.**

In writing about challenges anticipated in respect of repair liabilities and running costs, the respondent referred to their **previous answer**.

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 **skipped this question**.

Considering if increased use of the church might benefit the community, or if increased use might benefit the church itself, the respondent indicated **that they consider it difficult to see how increased use would benefit the community. It is not close to the main village though it is close to the village pub, the Frogmill. Publicity and even some outreach activity from the pub is a possibility.**

In relation to identifying conservation priorities for the church, the respondent **identified damp as the primary priority**.

Regarding priorities, opportunities or ideas for fundraising the respondent noted an **invite to archaeologists to carry out minor investigation and publicise dates with a charge for admission or an invited donation might generate income. Similarly an invite to architectural historians to do the same - to walk round and conduct recognition teach-ins to anyone coming on the day. It's not far from Cheltenham, where there are lots of people!**

In respect of means for initiating fundraising activity, the respondent **gave no further answer**. The respondent also indicated that they **are** available to participate in fundraising activity.

In seeking respondents' participation in a future group discussion regarding church planning the respondent indicated that **they would be happy to meet either in person or through digital meetings**.

In answering our final, open question about any additional church matters not covered in other areas of the survey, the respondent indicated **no further response**.

Part C - Community Recommendations

Community Meeting 2: 7th September 2023

Attending: Isobel Milne (Local Community Officer) et al.

Fundraising

The group discussed the successful talk by A in 2021 on the history of Shipton and felt that another historical talk would be popular or an informal event to share memories of the area. A said she would be interested in taking part in an informal event. For the event in 2021 A promoted it by putting leaflets through the doors of the village.

P to get details from his daughter of websites to list the church on as a TV and film location

Stevie Winwood leads the local Turkdean choir. Could be potential to ask them to perform. L mentioned the Cheltenham Music Festival which takes place in July. L to approach to see if there is a potential to be part of it. Baroque music was suggested and L offered accommodation to performers if there was a music event at the church.

P suggested that artist could use churches to display their work. A felt that publicity would be key and promoting that you can use the church. L confirmed you can provide land to park on. The group agreed that toilets were not that key for events but if needed they could be put on land adjacent.

Attendees mentioned that Whittington Press, an artisan printing company, is local to the church and might be interested in putting together a display in the church. Nearby there is a medieval village called Whittington. The group discussed the possibility of a display about it.

The group talked about the church being used as a music recording space. The group thought that the organ no longer works.

The attendees discussed walks in the area which could include the church. A and P to talk to the local walking group which they are part of and also ask what events they might be interested in.

The group talked about having a memory tree but were not that keen on the idea. They did if there was one they suggest that the Frogmill could sponsor it.

A offered to help with selling tickets online. There are 45 chairs in the church so events would be small. At previous events they have served drinks in the church.

Building

The sounding board above the pulpit is loose. The community have tried to fit it. The project stalled before but the community would still like to try to fix it. IM suggested a Community Initiative Project might be the best way to move this forward with the conservation team.

Attendees confirmed that the communion bowl is at Gloucester Cathedral.

A dehumidifier was discovered underneath the desk, it was noted that it only has a small reservoir for water. L said that her electrician would check if it was functioning.

The attendees confirmed that there are no keys held locally.

Champing

The meeting attendees were not keen on the church being used for champing as the access is not very good and there is no toilet.

Services

There is an Ascension Day service annually in May at the church. Level access for services can be provided from the adjacent property. The church is cleaned by AB before the service.

Promotion

The group thought Facebook would be a good way to promote use of the church and community involvement. The local website could also be updated to include more information on the church. There is also a parish magazine of the Coln River Group of Parishes which could be used to promote the potential hire of the church and any fundraising events.

Community Meeting 1: 1st March 2021

Attending: PJ (Local Community Officer) et al.

- A indicates that volunteers and community supporters will be asked about event planning and so will need to be aware of event booking arrangements and any necessary procedure. PJ provides a brief overview of event booking procedures and indicates that various forms are available, noting further that the associated application forms are available as needed.
- A mentions the Ascension Day service, in particular planning to contact the vicar to ask about repetition of that service in 2021.
- A notes that spare guidebooks for the church are available, stored at the church.
- A notes that there is an open invitation from the parish to insert written notices regarding St. Mary's with the editor of the local newsletter, particularly regarding cleaning days, services or other events.
- B notes that the statement of significance might require review. PJ proposes that the church planning group could review any suggested text B might submit.
- B indicates that we need to cultivate a relationship with the parish of Shipton Oliffe, noting particularly that there are two adjacent parishes as well as a deserted medieval village there. A footpath runs from the A40 to the rear of the manor. Permission to extend the footpath to join with the church yard might enable emergence of a new walk, between Shipton Oliffe, Shipton Sollars and the church. The group begins discussing that The Frogmill pub might support such a walk, as well as any future events. Limited pedestrian crossing over the A40 from The Frogmill may mean that prospective walkers could use the pub for lunch, explore the area, drive across to park at Shipton Oliffe and continue walking there.
- B notes that Champing would be unsuitable at the church given the damp, and further suggests that the damp problem should feature as the priority repair for the church in order to encourage future use. A notes further that the site would be bad for Champing due to limited parking and due to damp, as well as slippery, narrow path.
- B notes that the wall safe is missing, although the church plan currently suggests it is in place.
- B notes that Manor House barn might be a useful facility for the church.

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- B suggests that signage in the roadway indicating the entrance to the church would be useful. It should be possible to identify arrival at the church.
 - A repeats her observation about the distress local people and many visitors feel regarding the plaster fall in the ceiling. A particularly asks about the possibility that plaster reinstatement could be reflected in the repair priorities listed by conservators in Part A.
 - A remembers that the pre-Covid19 proposal remains that B's talk on local history could be raising funds for a particular project, perhaps plaster reinstatement or investigation of damp, in a restricted way. A further notes that video of the talk might also encourage further donations. PJ notes that it will be essential for conservators to agree any such work before restricted fundraising takes place in order to avoid disappointment.
 - B and A propose reinstating plans for a talk in June, proposing an additional Church Plan meeting in April to organise plans.

Part D - Action Plan

Community Actions

Short-term actions (to end March 2024)

- Investigate if Turkdean choir would be interested in performing in the church
- L to see if we could link an event to the Cheltenham Music Festival.
- Contact Whittington Press regarding a display in the church
- Organise a local history talk or a memory sharing event in the church
- L to ask her electrician to check the heating and the dehumidifier.
- P and A propose investigating the possibility of walks in the area surrounding St. Mary's, for public interest.

Medium term actions (to end March 2025)

- A will draft text for amending the church plan statement of significance to share with the church plan group.
- Identify means for appealing to a local sense of community and heritage.
- Consider means for improving public information online and in print as necessary.
- Initiate contact with Frogmill pub in case of prospective opportunities to promote church visits.
- Identify improved directions for indicating church location to prospective visitors.
- Further investigate talks / tours led by archaeologists or architectural historians
- Consider suitability of repeating Christmas Tree initiative and identifying sponsors.
- Review potential to initiate the schedule of cleaning days.

Long term actions (to end September 2026)

Actions complete (to end August 2023)

- Agree dates for face-to-face or digital meeting to review interim church plan (September 2020 edition)
- A and B will investigate the feasibility of a talk in June on local history.
- A will contact the vicar regarding plans to reinstate the Ascension Day service in 2021.
- Identify means for replacing wall-safe.
- Review suitability of church for Champing.

Local Community Officer Actions

Short term actions (to end March 2024)

- Update the donations poster with one with a QR code.
- Pass on Community Initiative Project forms for Font.
- Identify ways to promote that the church can be hired.
- Contact the incumbent about services.

Medium term actions (to end March 2025)

- Provide improved signage indicating the church entrance.
- Identify means for appealing to a local sense of community and heritage.
- Consider means for improving public information online and in print as necessary.
- Initiate contact with Frogmill pub in case of prospective opportunities to promote church visits.
- Identify improved directions for indicating church location to prospective visitors.
- Further investigate talks / tours led by archaeologists or architectural historians
- Consider suitability of repeating Christmas Tree initiative and identifying sponsors.
- Review potential to initiate schedule of cleaning days.

Long term actions (to end September 2026)

Actions complete (to end August 2023)

- Update the wall safe poster
- Agree dates for face-to-face or digital meeting to review interim church plan (September 2020 edition)
- Publish Part A, B & D as Interim Church Plan to colleagues by end September 2020
- Update the initial church plan according to staff and community feedback
- 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'
- 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
- Identify means for replacing wall-safe.
- Review the suitability of the church for Champing.
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CCT Actions Other

Short term actions (to end March 2024)

Medium term actions (to end March 2025)

- Consider prioritisation of repairs or maintenance work in respect of fallen plaster and / or damp problems, particularly in order to help fulfil community aspirations and related fundraising plans.

Long term actions (to end September 2026)

Actions complete (to end August 2023)

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

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

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
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	2017	2018	2019	2020	2021	2022
Langport, Somerset	£10,47	£2,766	£3,810	£3,128	£7,748	£4,938
Emborough, Somerset	/	£2,024	£1,378	£2,625	£5,270	/
Chiselhampton, Oxfordshire	£10,156	£2,696	£5,864	£1,705	/	/
Wolfhamcote, Warwickshire	/	£3,001	£2,214	£1,624	£4,763	£5,924
Holme Lacy, Herefordshire	/	£4,369	£4,759	£1,004	£7,501	£4,144
TOTAL	£20,628	£14,856	£18,025	£10,086	£25,282	£15,006