

# **ST. NICHOLAS' CHURCH, GLOUCESTER**

## **CHURCH PLAN**

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### **Introduction**

#### **Part A - Current Report**

Church Introduction and Statement of Significance  
Current Use (bookings) and voluntary activity  
Collection Review  
Conservation Reports  
Income, Expenditure and Balances  
Local Community Officers Report

#### **Part B - Survey**

Results of our open survey conducted in 2020, canvassing all community contacts for feedback on the current report.

#### **Part C - Community Recommendations**

Minutes of community meetings held to discuss opportunities, activities and plans for the church.

#### **Part D - Action Plan**

Details of short, medium and long term actions agreed upon through Community Recommendations, assigned to community participants or Churches Conservation Trust staff

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## Introduction

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

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

## Part A - Current Report

### Church Introduction & Statement of Significance

St Nicholas Church is a historic church in Westgate Street, Gloucester. It is recorded in the National Heritage List for England as a designated Grade I listed building and its truncated spire is a landmark in the city centre.

The church was built in or around 1190. By 1203 it was known as "St. Nicholas of the Bridge at Gloucester". It was largely rebuilt in the 13th century, retaining some of its earlier features. Further alterations were made in the 15th century, and the west tower and spire were added. The spire was originally 200 feet high. During the 16th century, the parish was the wealthiest in the city. The northeast vestry was extended in the 16th and 17th centuries. In 1643 during the Siege of Gloucester in the Civil War, the spire suffered a direct hit by cannon fire. It was reduced in height and capped in 1783. In 1865 the church was restored by John Jaques and Son, and repaired following a fire in 1901. The tower was stabilized in 1927, and between 1935 and 1938 the north aisle was rebuilt and the church was re-roofed. The church was declared redundant on 7 May 1971, and was vested in the Churches Conservation Trust on 25 June 1975.

### Current use (bookings) & voluntary activity

St. Nicholas' Gloucester does not feature religious services at present. The church has previously been leased to the Clearspring Evangelical Church, which used the building for religious services twice a week, however the building was too cold for this use in the late Autumn, Winter and Spring despite the addition of plug-in electric radiant heaters. The proximity of the cathedral may be a factor in the very limited religious use of this church, as well as the ample provision for Anglican services at city centre churches locally.

The church has not been exploited in recent years for its potential as a heritage learning venue, other than through the informal learning routes provided by the excellent stewardship of Civic Trust guides.

The Civic Trust guides open the church occasionally each week in the warmer months, providing guided tours free of charge for passing visitors and groups, but the unavailability of large numbers of guides results in many people visiting the city and finding the church closed. Keys are available from the Greek

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taverna on the opposite side of Westgate Street, (and have previously been held by the city's folk museum adjacent, which is currently closed). In addition, this devoted group of guides opens the church for the annual Spring Residents' Weekend and the September Heritage Open Days.

St. Nicholas' has been booked previously by Artspring, which aimed to use the site for retail, catering and craft-based learning, but the associated bid for funding to address the hoped-for installation of visitor facilities halted as a result of conservation considerations. More recently another art exhibition has been successfully mounted within the structure as a result of collaboration by Russell Haines with the city's Marketing Gloucester group. Digital artist and composer George Moorey has used the electrified space as a recording studio, presenting new interpretative compositions captured across the city and capitalizing on a favourable acoustic, as have the Three Choirs festival organisers on one previous occasion.

While St. Nicholas' enjoys a very considerable footprint in the city centre, much of the space is occupied with large numbers of fixed pews. However useful space beneath the west tower, in the vestry and in the chancel is available, with access to power sockets throughout. In addition the proximity of ample parking, accessible lavatories, tea-rooms and other catering facilities offer considerable potential for various uses at the site, especially whenever any heating system might enable continuous occupancy.

Voluntary activity undertaken by seven local residents includes

- Occasional unlocking and locking
- Cleaning days twice annually
- Remittance of wall safe funds
- Provision of guided tours
- Ad hoc reporting of building change or building emergencies.

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## Collection Review

Open Churches Policy status:	Open - key available nearby
Local Community Officer:	Isobel Milne
Current project:	Top 15 Roof Repair Project
Cleaning schedule:	Twice annually, led by volunteers in accordance with CCT guidelines
Welcome table:	Maintains stock of current leaflets (note unavailability of future leaflets for re-stock)
Keyholder role:	Fulfilled
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:	Extensive, Westgate car park 50 yards West
Organ:	None
Churchyard:	Owned by The Churches Conservation Trust, small area of lawn, often filled with rubbish
Ringable bells:	Yes
Pews:	Sound, no defects
Fire rated capacity:	240
Seating capacity:	400

Site plan:	Unavailable
Roof alarm:	Uninstalled
CCTV:	Uninstalled
Individual item security measures:	Uninstalled
Nearby attractions:	Gloucester Cathedral, Gloucester Life Museum, Tailor of Gloucester House, Blackfriars Monastery, Gloucester Docks, St. Oswald ' s Priory, St. Swithun ' s Brookthorpe
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:	No
Tea Party:	No
Heritage Open Days:	Guided tours
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><b>Annualised maintenance costs (Exclusive of VAT):</b>  <b>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.</b></p>	<b>£5,238.44</b>
<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>	£1,248.00
<p><b>Repair Liability Total (Less desirable non-essential repairs):</b></p>	<b>£680,810</b>
<p><b>Total short term repairs:</b>  <b>Small scale items of limited cost which could be fulfilled with minimal fundraising.</b></p>	<b>£6,200.00</b>
<p>Rainwater goods repair: remove asbestos guttering, take down gutters to porch, galvanise, reset and redecorate:</p>	£5,000
<p>Arrange a video survey of the drains:</p>	£1,200
<p><b>Total medium term repairs:</b>  <b>More expensive needs such as roof repairs and tower repairs which may require more involved fundraising and grant applications.</b></p>	<b>£70,300</b>
<p>Various masonry repairs to the external walls:</p>	£44,300.00
<p>High level inspection of tower masonry and minor repairs:</p>	£6,000
<p>Sheltercoat tower:</p>	£20,000
<p><b>Total long term repairs:</b>  <b>Items which are known to require works in the longer term but which are not essential in the near future.</b></p>	<b>£604,310</b>
<p>Recover all roofs:</p>	£550,000
<p>Repairs to all external openings:</p>	£23,310
<p>Remove sulphate layer from interior of spire stonework, mortar repair stonework and patch repoint spire internally and repairs/adjustments to the internal tie rods etc.:</p>	£31,000
<p>Additional desirable repairs available to view - 2017 report          Repairs which are not essential to the conservation health of the church but which might improve aesthetics or usability of the building.</p>	
<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>	

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## Income, Expenditure & Balances

### Income

	Wall Safe	Service Collection	Services Fees	Events	Third Party Hire	Total Income
2022/21	£107					£107
2021/22	£0			£150		£150
2020/21	£13			£115		£128
2019/20	£183					£202
2018/19	£177					£306
2017/18	£303					£8165
2016/17	£878					£8358

### Visitors

		Wall safe income per visitor
2022-23	426	£0.25
2021-22	345	£0
2020-21	Data not collected	£0
2019-20	1927	£0.09
2018-19	3266	£0.05
2017-18	3999	£0.08
2016-17	5642	£0.16
2015-16	5145	£0.22
2014-15	7660	£0.10

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## Expenditure

Total spend since vesting 25th June 1975 (non-maintenance): £1,113,966

	Conservation (repair) expenditure	Maintenance expenditure	Utilities
2022-23		£2,799	£189
2021-22	£19,579	£854	£109
2020-21	£2,107	£536	£62
2019-20	£2,400	£2,581	£18
2018-19	£0	£3,126	£295
2017-18	£0	£1,061	£262
2016-17	£1,225	£1,428	£193
2015-16	£0	£0	£121
2014-15	£1,543	£1,543	£100

Income less expenditure 2022/23 **-£2,881**

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

Income less annualised maintenance 2022/23 **-£5,131.44**

(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 Jul 19 **£0**



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## Local Community Officer' s Summary 2022

Underuse of such an astonishing building in Gloucester suggests considerable potential benefit for its maintenance and upkeep, as well as for the citizens and visitors of the city. Extremely high forecast repair costs should encourage the broadest possible review of options for future use which, given the space available, should be highly varied.

As a covered market, a gallery space, a cinema, a youth centre or through careful design, a combination of all such or any similar uses, St. Nicholas' offers an opportunity to achieve more than its current status as a skyline feature by offering a commercial opportunity for local residents and entrepreneurs. Alternatively its adjacency to the cathedral could lead to consideration of its use as extra space for worship or for other cathedral activity. Any of these approaches could fit the continuing support of The Civic Trust through its programme of occasional stewardship and tours, as well as exploring the potential of better links with the city' s tour programme, visitors through which disembark just a few meters away at the Westgate car and coach park.

A first step in the community-led church plan will necessarily entail broad public consultation to resolve options, preferences and considerations, covering potential for

- Future building use options
- Potential for future fundraising events
- Means for communicating developments in the city
- Historical groups' interests and interpretation of the site
- Suitability for Champing™
- Interim, short term arrangements for opening and using the church

Future plans will need to account not only for the high forecast repair costs, but also for the prospective expense of heating the church to be suitable for year-round use and for practicalities of operating the site daily in its urban setting. However the flexibility of the building itself and of its location near to major transport links should encourage consideration of a plan for the church in an ambitious way, with expressions of interest strongly encouraged from all prospective participants.

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## 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 **Gloucester St. Nicholas** ' 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. Nicholas' Gloucester**.

In addressing the question of *a perfect outcome for our work together at the church* the respondent indicated that they **would love it if it could become some sort of community centre - I think Gloucester needs more places like that. No judgement, just help.**

In writing about challenges anticipated in respect of repair liabilities and running costs, the respondent indicates that **they perceive keeping the church warm is the biggest concern.**

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 opportunities identified.**

Considering if increased use of the church might benefit the community, or if increased use might benefit the church itself, the respondent indicated **yes, 'I think it's a gorgeous space that needs to be used, to help people the best it can. It would help the church stay alive' .**

In relation to identifying conservation priorities for the church, the respondent **identified keeping warm. The church needs to be able to be kept warmer during the colder months.**

Regarding priorities, opportunities or ideas for fundraising the respondent noted **some ideas identified together with the Local Community Officer, a pop up cinema, or stalls selling products created by local artists.** In respect of means for initiating fundraising activity, the respondent **suggested consideration of pew removal as a means for providing space for additional activities.** 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 in person.**

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.**

In addition to responses fielded through the questionnaire, a further **x** respondents wrote back to their Local Community Officer, expressing the following perspectives: **Nil**

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## Part C - Community Recommendations

**Community Meetings August 2023 Isobel Milne (Local Community Officer), Amanda Brocklehurst (Regeneration Officer) Meriel O Dowd ( Conservation Projects Officer) et al.**

### **Gloucester City Homes**

Gloucester City Homes look after the housing estate adjacent to St Nicholas Church. They had a temporary community hub but this has now closed. A residents group has been set up which already work with the Folk. There is also an art group.

The use of St Nics is not high on the radar of the group, whose current focus is the poverty crisis. The demographic for the housing is mostly couples or singles, there are not many families. The housing association felt the residents would want a say in the future of the building. When looking at the Onion Collective review of how to develop activity at the church the the feeling was there may not be the enthusiasm for this community to lead on a project for making the church sustainable.

The group have missed having a space to drop in , they could see the space working as a fair share space and a space for larger creative activities although it was noted the lack of heating and toilet would affect use. Gloucester City Homes work with Strike A light and Creative Gloucester. When thinking about using St Nics as an art space it was noted that locally there is a hub called Jolt on Kings Square which offers art spaces, Voices Gloucester which tells stories about Gloucester’s History and Creative Solutions who bring art and media practice into new location.

### **Heritage Action Zone**

It was noted that the town centre was left behind when other areas of the city were developed. Current work concentrates on the Kings Square, Bus and Railway Stations. The HAZ project finishes in March 2024 and there are no plans set after this yet. It was noted there is some deprivation in Westgate Street and that Gloucester is more gritty than other Gloucestershire towns. HAZ aim is to have more shops open in Westgate Street. The “Futures of Gloucester” project sets out a vision for Gloucester. The plan is to create a new development plan with 4 different zones including the Cathedral Quarter in which ST Nics sits in.

The HAZ project is nearly complete and many architectural gems in the area celebrated but shops are still closing. There is a move towards café culture. It was suggested with future development there could

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be a potential to link with Dick Whittington Pub next door as it is currently closed, dependent on its future plans. There is also a public realm project to improve the Shire Hall access and surrounding area which is next to St Nics. This would improve the area from the coach drop off point to Gloucester Cathedral and therefore the area around St Nics. There is also a consultation of extending the pedestrian zone so that it would go past the church but highways were not keen.

### **The Folk/Gloucester Civic Trust**

The Folk (previously the Gloucester Folk Museum) opposite the church has been taken over by the Gloucester Civic Trust. The Folk struggles with footfall as there is a perception that it is closed and also an issue with the fact it is beyond the pedestrian zone. They are hosting community events and investigating how The Folk can be developed to make it sustainable. They want St Nics/ The Folk and the Cathedral to be the cultural quare of Gloucester and felt ST Nics could work as a flexible exhibition space. They felt there were opportunities to lean into the historical element of the building but that the pews were a challenge to future use. When asked about both St Nics and The Folk being exhibition spaces there was a hope that there could be cross-working with the aim to not be competing.

There was a discussion about the issue with heating the church for all-year use and also if there was a way that tables could be put over the pews if the space was to be used for markets or similar. It was noted the pews are Victorian and some had umbrella stands. MOD noted the possible potential to remove some pews in the south Ailse to create a more versatile space.

### **Gloucester Cathedral**

Attendees felt there was potential to link up with Gloucester Cathedral for future funded projects, and St could act as a home for smaller satellite pieces when there are installations in the Cathedral. Their next phase of development will focus on outdoor spaces and linking different part of the city which could have a positive impact on St Nics.

They suggested the potential to link with Treasure Seekers who work with vulnerable and disadvantaged people in Gloucester if they need a larger space. They also suggested linking with the Cathedrals Heritage Learning Officer.

Other suggested opportunities were acting as a venue for the Three Choirs Festival. Gloucester Cathedral hold large events, one example is the UWE graduation. There was a suggestion that the church could be used for robing for the graduation. IM to forward hire information to Gloucester

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Cathedral. Also discussed was the potential to work with Pascale and stonemasons apprentices who work on the Cathedral. It was noted that Pilgrims Yard, a bar and event venue had not had its license extended and may be looking for a new home.

### **Strike A Light**

Strike A Light are a Gloucester arts based charity who tell stories through performance. On viewing the church they felt they would be interested in holding events in the space. They already work with residents of the housing adjacent to the church. They would be interested in the potential to remove the pews to diversify use. They discussed whether there could be potential to put in tiered seating and 3 phase electrics. IM fed back that listed building consent would be required and it would need to be for a use that would make the church sustainable, raising enough income to look after the maintenance of the building year on year. They would be interested in trying a performance in 2024, perhaps with a trampoline artist. MOD to share floor plan information so that can see if this is feasible.

### **Gloucester Archives**

Gloucester Archives leads on the Gloucester Heritage Hub. They will consider how St Nics can be included in future funding bids for Gloucester. They will invite IM to the next meeting. IM to share hire information so that it can be added to the information put together by this group.

### ***Community Meeting 21st March 2022***

#### ***DM & Lead Local Community Officer Patrick Joel***

- To establish a committee for church planning, DM and PJ plans to audit suitable contacts.
- To work towards representation from residents' groups at forthcoming meetings on a rotating basis.
- To deliver regular cleaning days exterior and interior, following CCT guidance on housekeeping method, via a maintenance and housekeeping sub-cttee, with an emphasis on sustainability.
- To liaise with the office of the MP regarding updates to the church plan.
- To compare building repair needs between and across city church buildings in Gloucester, inviting expressions of interest in fundraising objectives.
- To locate fundraising research and bid writing expertise.
- To respond to the recent report of The Onion Collective.

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- To explore the options for use of space which relate to commercial
  - Youth interests and equal access perspectives, with a need to introduce university views. To ensure the inclusion of cathedral voices. To ensure prevention of excluding any groups from representation. To explore options for including representation by construction-related business, and to invite representation from new media and digital representatives.
  - To host meetings via MS Teams.
  - To explore the potential for wedding blessings at the church.
  - To meet again on ... to resolve actions pursuant to the principles above.
  - To supply pictures for community use
  - To investigate specification for bid invited by Architectural Heritage Fund
  - To consider particularly potential for funding a fundraising researcher
  - To investigate long term care of historic chattels inside the church
  - To investigate working with V&A to explore options for care of altar frontal
  - To investigate value and potential of photographic material
  - Consider commercial use of church specific designs / motifs under licence
  - How to research and understand comprehensively the church collection at the time of vesting in The Churches Conservation Trust.
  - Identify key unique points of interest - burials, marriages, Civil War stories. Explore existing interpretative information for details of key stories.
  - To consider archeological survey
  - To prioritize research into options for heating.
  - To prepare introductory text for invitation to church plan committee
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***Community Meeting 12th July 2022 - in person  
DM & Patrick Joel***

- DM has moved the altar frontal to a dry situation mid-nave

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## Part D - Action Plan

### Community Actions

#### Short term actions (to end February 2024)

- Agree dates for face-to-face or digital meeting to review interim church plan (September 2020 edition)
- Review feasibility of extending cathedral operations to make use of available church space

#### Medium term actions (to end February 2025)

- Consider including uses such as covered market, gallery space, pop up cinema, youth centre, community centre or combined use.
- Further, ensure appraisal includes consideration of options for historical groups' use of space for re-enactment or similar
- Assess suitability for Champing
- Consider prioritising commercial use of space to support local urban regeneration projects and economic priorities
- Consult City tour programme to identify means of linkage between church opening and coach tours parking at nearby Westgate Street car park
- Review means for heating church in order to extend period of feasible use year-round
- Consider relative merits of pew removal

#### Long term actions (to end August 2026)

#### Actions complete (to end August 2023)

- Consider means for broad-based appraisal for options in terms of future use
- Consult Civic Trust regarding plans and proposals related to Folk Museum opposite

### Local Community Officer Actions

#### Short term actions (to end February 2024)

- Review feasibility of extending cathedral operations to make use of available church space
- Send hire information to Gloucester Cathedral.
- Send hire information to Gloucester Heritage Hub

#### Medium term actions (to end February 2025)

- Consider including uses such as covered market, gallery space, pop up cinema, youth centre, community centre or combined use.
- Further, ensure appraisal includes consideration of options for historical groups' use of space for re-enactment or similar
- Assess suitability for Champing
- Consider prioritising commercial use of space to support local urban regeneration projects and economic priorities
- Consult Civic Trust regarding plans and proposals related to Folk Museum opposite
- Consult City tour programme to identify means of linkage between church opening and coach tours parking at nearby Westgate Street car park
- Review means for heating church in order to extend period of feasible use year-round
- Consider relative merits of pew removal

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## Long term actions (to end August 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
- Undertake staff and community consultation against Interim Church Plan an update plan accordingly
- 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
- Consider means for broad-based appraisal for options in terms of future use

## CCT Actions Other

### Short term actions (to end February 2024)

- Send floor plan to Strike A Light

### Medium term actions (to end February 2025)

### Long term actions (to end August 2026)

### Actions complete (to end August 2023)

- Provide interpretation of maintenance and repair plans to further explain anticipated costs described in part A above.
- Review risk assessment in respect of lighting project proposed by Gloucester Council



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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 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 (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
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.

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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 ample 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	£10,472	£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