

# Wolfhampcote St Peter's

## October 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

The presence of a church in Wolfhampcote was recorded in the Domesday Book. The earliest fabric in the present church dates from the 13th century and is in the north aisle and the north chapel. During the following century the church was largely rebuilt, and in the 15th century the roof was altered and the clerestory was added. After the Dissolution of the Monasteries, the tower was built in the later part of the 16th century. In 1690 the top of the tower was altered and it was re-roofed; this was confirmed by finding the date and the initials of the churchwardens on the outside of the crenellations at the top of the west side of the tower.

The church then remained virtually unchanged until 1848, when a restoration was carried out, and the mausoleum was added to the east end of the church. After that time the population of the parish declined. More repairs and some restorations were carried out in 1903, at a cost of £425 (equivalent to £46,000 as of 2019). The church closed in 1910, but reopened two years later at the request of the local residents. However it was only used occasionally for services, and closed again soon after the end of the Second World War. It was damaged by vandalism and in the late 1950s the diocese decided to demolish it, leaving just the walls standing. However the charity, the Friends of Friendless Churches, was granted permission to carry out repairs. But more vandalism took place, and the entrances and the lower windows were blocked to prevent entry to the building. Following the Pastoral Measure of 1968 the church was declared redundant, and on 3 March 1972 it was vested in the Redundant Churches Fund (now known as the Churches Conservation Trust). More work has since been carried out to make the building weatherproof and secure from vandalism.

The chancel is constructed in limestone, while the rest of the church is in sandstone. Its plan consists of a three-bay nave with a clerestory, north and south aisles, a two-bay chancel with a chapel to the north, a south porch, and a northwest tower. The tower is in two stages divided by a string course. In the lower stage is a west lancet window and blocked lancet slits on the west and north sides. In the upper stage are paired bell openings. The parapet is battlemented.

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The chancel has a five-light Perpendicular east window, and two and three-light windows with Decorated tracery elsewhere. It has a south doorway, and on its gable is a cross finial. There are windows on the south and east sides of the south aisle, and in the sides of the porch are blocked lancet windows. The clerestory is in two bays, and has two-light Decorated windows on each side. On the north of the church the aisle and the chapel are joined as one unit, forming four bays. These contain three-light north windows, a three-light east window, and a four-light west Perpendicular window.

The interior of the church is plastered. Between the chancel and the chapel is a two-bay arcade supported by an octagonal pier, and between the nave and the north aisle is a similar arcade. The south arcade has three bays. In the south aisle is a simple piscina, and there is a piscina with an ogee arch in the north chapel. The font is a plain tub, dating possibly from the 13th century. The oak chapel screen dates from the 14th century and contains Decorated tracery. The altar rails, from the late 17th century, are carried on barley sugar twist balusters. The pulpit is hexagonal and is dated 1790. Some of the benches date from the 14th century. Above the chancel arch are the painted Royal arms of 1702. There are some painted panels in the north chapel. The wall monuments date from the late 18th and early 19th centuries. The tower contains two bells. The larger of these was cast by John Sturdy of London, probably in the middle of the 15th century. The other is dated 1780 and was cast by Pack and Chapman at the Whitechapel Bell Foundry. Both bells were repaired in the 1970s by John Taylor and Co of Loughborough and were rung for the first time for over 30 years on St Peter's Day, 1976.

In the churchyard are six items that are designated as Grade II listed buildings. One of these is a group of 50 memorials south of the chancel and the south aisle of the church, which date from the 17th, 18th and 19th centuries. A row of three headstones carries dates from the 17th century. Another headstone is dated 1709. A further monument is a chest tomb dated 1687. Elsewhere is a pair of headstones dated 1695 and 1697. The final item is another pair of headstones, dating from the late 17th or early 18th century.

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

St. Peter's currently enjoys permission from The Church of England for six Sunday services each year and an unlimited number of additional services on an occasional basis. The church

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has an annual Christmas service, and has enjoyed the occasional wedding in the last few years. The church is a popular champing site and enjoys regular use throughout the open season from this. More recently a drumming group has found a home here and has used the church for community events including drumming, yoga, and a sound bath. Many of these events have community health and wellbeing in mind, they have proved popular with the local residents and have the support of the friends group. Other private events from the last three years include annual concerts by Fiori Musicali, occasional use for filming, and school trips.

Local residents volunteer to empty the wall safe and often report any changes or damage in the building.

Voluntary activity undertaken by volunteers includes

- Cleaning
- Remittance of wall safe and service funds
- Ad hoc reporting of building change

## Collection Review

Open Churches Policy status	Open
Local Community Officer:	Leigh-Anne Beattie
Current project:	None
Cleaning schedule:	Cleaned regularly, led by volunteers in accordance with CCT guidelines
Welcome table:	Maintains stock of current leaflets (note unavailability of future leaflets for re-stock)

Key holder role:	Fulfilled
Key representative role:	Fulfilled (remittances, CCT liaison, volunteer management, maintenance reporting)
Area volunteer role:	Fulfilled
Fundraising roles:	Vacant and necessary
Stewardship roles:	Vacant, not necessary
Research, interp. & talks role:	Vacant, not necessary
Accessibility details:	Provided via website
CCT silver plaque:	Installed
CCT information board:	Installed, requires updating
Oak post:	Installed
CCT freestanding board:	Installed
Wall safe poster:	Installed, current
CCT A board:	Installed
Gift Aid envelopes:	Provided
Visitor book:	Installed
Building services:	N/A

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Parking:	Few spaces
Organ:	N/A
Churchyard:	Owned by CCT
Ring-able bells:	N/A
Pews:	Sound, no defects
Fire rated capacity:	200
Seating capacity:	Not determined
Site plan:	Available
Roof alarm:	Uninstalled
CCTV:	Not installed
Individual item security measures:	Uninstalled
Nearby attractions:	Sulgrave Manor, Coventry Cathedral, St. John's House Museum
Public transport:	Long Buckby Station 7 miles, Rugby station 9 miles
Social media presence:	Nil
Images on CCT website:	One of four
Regular feature parish news:	No

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Services per year:	0
CofE support for services:	No
Christmas memory tree:	Yes, unsponsored
Tea Party:	No
Historic Church Tour:	No
Heritage Open Days:	No
Ride & Stride:	No
Champing:	No
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
Children's trail:	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>	£4,475.61
<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>	£552.00
<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>	£9,850.00
- RWG	£4,500.00
- Replace wall safe	£650.00
- Repair brick drainage channel	£3750.00
- Repoint flashings	£950.00
Total short term repairs:	£27,050.00

Small scale items of limited cost which could be fulfilled with minimal fundraising.	
- Roof repairs	£7,150.00
- RWG	£8,550.00
- Remove plants and carry out minor repairs to the nave transepts chancel and porch	£15,350.00
Total medium term repairs:  More expensive needs such as roof repairs and tower repairs which may require more involved fundraising and grant applications.	£37,200.00
- Repairs to the tower	£6,350.00
- Window and glazing repairs	£18,900.00
- Repair to internal walls	£11,950.00
Total long term repairs:  Items which are known to require works in the longer term but which are not essential in the near future.	£7,250.00
- Floor repairs	£7,250.00
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.	£0.00
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

	Wall Safe	Total Income
2019/20	£279.00	£379.00
2018/19	£306.00	£1,006.00
2017/18	£693.00	£2,776.00
2016/17	£465.00	£465.00
2015/16	£223.00	£598.00

### Visitors

		Wall safe income per visitor
2019-20	8,254	£0.03
2018-19	7,183	£0.04
2017-18	8,966	£0.08
2016-17	7,460	£0.06
2015-16	3,543	£0.06

### Expenditure

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Total spend since vesting (non-maintenance): £164,847

	Conservation (repair) expenditure	Maintenance expenditure
2019-20	£0.00	£1,000.00
2018-19	£1,291.00	£642.00
2017-18	£750.00	£562.00
2016-17	£0.00	£731.00
2015-16	£0.00	£0.00

## 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 2019	£1,681.74
Income less expenditure 2019/20	-£621.00
Income less annualised maintenance 2019/20	-£4,096.61

## Local Community Officer's Summary

This pretty Warwickshire church benefits from very generous support from a small number of regularly active community participants. Additional members of the community support the church well but less regularly through attendance at events. Signatures in the visitor book indicates popular support for the church and for The Churches Conservation Trust throughout the village and from tourism.

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The regularity of events and Champing presents an opportunity to review the level of contribution from wall safe donations, given that visitors may be currently unaware of our annualised maintenance liability. This message could be amplified through information presented in the church. Interest and use by the school may also enable the community to communicate church needs to pupils' parents, and extend offers of booked use to this prospective audience for alternative uses.

Marketing could focus on historical societies with an interest in the history of the local area, seeking bookings to tour the church alongside other popular Warwickshire venues with a related connection. Voluntary effort towards research and interpretation products could facilitate encouragement of these bookings at the same time as enriching the visitor experience further.

The site is open plan with movable pews, making it ideal for alternate uses. The current use of the church for both Champing and drumming workshops has proved to be very popular. Additional revenue could derive from promotion of local, sympathetic businesses seeking to promote services and products through signage at the church.

The Community may need to review some of the options detailed in this summary towards the shortfall against annualised maintenance costs, addressing the risk of necessary repairs wanting for funds in future seasons.

CCT will need to provide a walk around guide and additional notice board signage for visitors early in 2020.

The wall safe has attracted attention from thieves in recent months and as a result review of means for emptying the safe and providing associated signage would be beneficial.

A supply of Christmas cards and a sponsor for the Christmas Memory Tree might also help develop useful income against maintenance liability.

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## Part B - 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), **eight** responses were received for Wolfhamcote St. Peter's by the deadline of August 30th.

The responses received were from respondents writing in a **personal** capacity, who confirmed that their responses related to the St. Peter's, Wolfhamcote.

In addressing the question of a perfect outcome for our work together at the church the respondents indicated **they wanted to save a beautiful building from falling into disrepair, and for it to be used and appreciated for both secular and religious activities and events. Many of the respondents suggested it should be used for community activities, supported by the CCT, and aided through sponsorship from local businesses.**

In writing about challenges anticipated in respect of repair liabilities and running costs, the respondents indicate **the church will need to rely on donations and fundraising, as well as input from well-wishers. Sponsors will need to be persuaded of the value of the church.**

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 respondents indicated **that there were lots of ideas previously that have been paused due to Covid-19 restrictions. In the future hiring the space out would help to raise funds. It was also suggested that schools might get involved for local trips or history lessons. One respondent suggests a wider local survey about the needs of the community.**

Considering if increased use of the church might benefit the community, or if increased use might benefit the church itself, the respondents indicated **they felt that the church must become a community hub and become restored as an integral part of the community. The maintenance of the church and necessity for fundraising would provide a provision people to learn practical skills. Others indicated that saving the church from decay and**

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**vandalism would keep local history alive. The hire of the church by local groups would be beneficial to both CCT and the locality.**

In relation to identifying conservation priorities for the church, some respondents noted that **they do not currently have any knowledge of the existing priorities. Others mentioned protecting and maintaining the fabric of the building and the churchyard, as well as preserving the historic story of the church. It was suggested that volunteer wardens could be recruited to help keep the church secure.**

Regarding priorities, opportunities or ideas for fundraising the respondents noted **that it is crucial to involve businesses in the wider surrounding area, which could be repaid with publicity for the businesses. It also may be beneficial to recruit the local MP to the cause in order to raise awareness. One respondent suggested that we arrange an open day with a local historical group who can do talks on the church. Other suggestions included more activities, such as yoga, and drumming, small scale performances and events, and the sale of Christmas cards.** In respect of means for initiating fundraising activity, the respondents suggested **increased publicity and advertising the church as a venue, the creation of a CIC, and a programme of events run by the community and local council. It was suggested that a small committee might be put together to organise events.** The respondents also indicated that **four respondents would be available to participate in future fundraising, one respondent already does some fundraising. The other three respondents either said no or skipped the question.**

In seeking respondents' participation in a future group discussion regarding church planning the respondents indicated **that three were happy to meet either way, one is happy to meet virtually, and the remaining four respondents either did not want to meet or skipped the question.**

In answering our final, open question about any additional church matters not covered in other areas of the survey, the respondent indicated **due to current circumstances there are greater levels of loneliness being experienced, and people therefore may be more ready to respond to social initiatives as a result of this, in particular young people.**

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In addition to responses fielded through the questionnaire, a further **0** respondents wrote back to their Local Community Officer, expressing the following perspectives:

**Nil**

## **Part C - Community Recommendations**

### **Community meeting 1: 27th April 2021**

**Attending: Leigh-Anne Beattie (LAB), Patrick Joel (PJ), Meriel O'Dowd (M'OD), James Routledge (JR), Christine Sanderson (CS), Fiona Myers (FM), Jim Thompson (JT)**

- Church plan approach is a different way of working to the previous methods.
- Main concern is getting the church open, day to day maintenance, and securing funding for the windows.
- There are two separate windows, the test window in the south aisle, and the belfry window. There were contributions made to the belfry window by local residents.
- Total cost for south aisle window was £26,000 + VAT. A grant has been awarded for £12476+VAT which covers the glazing. This leaves the cost for the masonry, which is £11,000+VAT
- Tower window: quoted about £12,500 total.
- Fundraising are currently having to prioritise other projects, such as lead theft.
- Previous work was done towards a bid with Warwickshire County Council.
- LAB to send MO'D the template for the Divisional Fund letter.
- All the information has already been collated from the previous grant application so it is usable for future bids.
- It may be better to wait until after May 8th to contact councillors due to the upcoming election.
- Restricted funds to be set up through CCT for this project. The two windows are separate projects and so will need separate funds.
- There were previously people interested in sponsoring the belfry window, and the idea of plaques to acknowledge them was raised.

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- PJ to research the current balance in hand for the belfry window and to check with JR and MO'D that the costs are up to date by the end of June.
  - MO'D to put together information sheets for potential donors.
  - PJ to ensure that Covid secure reopening arrangements are in place during his next visit.
  - Ladder in belfry is high risk, and the trap door is still broken. Liability for this falls to CCT.
  - The maintenance contractor will be removing the ladder when he comes to do the spring maintenance visit in the next two to three weeks.
  - Community are happy for the church to be open again, but there is still a question about what to do about vandals - to be discussed during the next meeting.
  - Date and time of next meeting: **Tuesday 29th June, 5.30pm.**

## **Community meeting 2: 3rd August 2021**

**Attending: Christine Sanderson (CS), Meriel O'Dowd (MOD), James Routledge (JR), Kelly Evans (KE), Patrick Joel (PJ)**

Update on actions to June 2021

Local Community Officer Actions:

- *Resolve a plan regarding the security of the building with other colleagues and community members*

Attendees note that the interim plan, whereby keys are held at The Boathouse pub and where the ladder has been removed from the tower, is in place. CS notes that this system appears to be working well with local residents expressing relief that vandalism appears to have ceased.

KE notes that The Champing Team at CCT has reported lost items, rubbish and access to the church during a champing booking. CS notes that it might be possible that a key has been borrowed from a local resident and not returned. KE will ring The Boathouse, to confirm they still have their key. Attendees note that the missing items and rubbish might be related to champing itself, or other authorized visits wherein visitors' behaviour is beyond control. KE queries whether champing booking details are being shared with The Boathouse and CS / PJ propose that this will not be happening. PJ proposes an additional action that The Champing Team could provide signage for champers' use to indicate occupancy. CS / PJ also propose that all will monitor

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removal of items from the Champing kit, rubbish and unauthorized access, and consider changing locks if absolutely necessary. Attendees also query whether the key has been stolen in the past from the Champing lavatory, and if on this evidence it might be ideal to direct all champers to collect keys from The Boathouse in the first instance.

- *Share template letter for divisional fund appeal*

PJ offers to supply Leigh-Anne Beattie's sample letter text, but CS notes that MO'D will need to supply the following background material:

- Window illustration (in hand)
  - Agreement that the first window is part of a thirteen-window pilgrimage (in hand)
  - Agreement on cost of the first window (in hand)
  - Resolution in church plan to fundraise to specific project outcome(s) (to follow)
  - Description of the considerations for installation (steps described to follow)
  - Commitment from local community regarding fundraising past (to follow)
  - Undertaking from CCT Conservation to fulfil project within a specific period (to follow)
- *PJ to research balances on restricted funds in hand and confirm forecast costs for belfry window*
    - PJ confirms that CCT acknowledges the full amount of FM's original gift, held as a restricted fund by CCT of £1,687 for the purpose of window installation.
    - CS notes that she has collected in the region of £6,500 pledges of support towards the same project. PJ suggests that this emphasizes the priority need for an agreed project plan as described in the previous item. CS also describes £2,000 held in Wolfhamcote Friends account, but those funds are not accessible to Friends for two years from the time of writing, (which followed redistribution of business accounts to Co-op from NatWest, attracting the government funded incentive for that purpose and as authorised by Jim Thompson and Brian Sanderson).
    - Attendees resolve an action to define the project as an appendix to the church plan before the next meeting.

### **Community meeting 3: 21st September 2021**

**Attending: Christine Sanderson (CS), Kelly Evans (KE) Steve Eggleton (SG), Gill Eggleton (GE) (Via Beata)**

Waystation / sculpture installation proposal-

- St Peter's is on an important pilgrimage walking route, which stretches across the centre of country which is approximately 440 miles long. Via Beata are undertaking a project of installing 'waystations' along the route. Waystations act as destinations for each day's walking and are approximately 10 miles apart.

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- CS commented that the sculpture is an attractive piece of art, and visitor footfall might increase with people wanting the visit each site where artwork made by the project is installed.
  - They propose the sculpture to be installed on the south wall of the church, and provide an oak table / plinth for it's display, making it free-standing.
  - Via Beata would take full responsibility for the installation and maintenance costs of the sculpture, and there are plans for a 'passport' to be created so visitors could record each waystation they have visited.
  - CS said that the community thought that being part of the project would increase visitor footfall as the route is a national community enterprise and the church would benefit from additional advertising this way. She also said that they feel that the pilgrimage walks are an important initiative.
  - They thought that bookings for Champing may increase due to the installation, as the church would be 'put on the map' due to the association with the project and it might be a welcome stop along the route for walkers to stay and enjoy the church.

## Part D - Action Plan

The action plan below has been written for the *interim edition* of the church plan, published at the end of **March 2021**. The action plan, summary of consultation responses in part B above and the initial report (part A) will form the reference material for face-to-face and / or digital meetings between Autumn 2020 and Spring 2021. These meetings, together with review of findings by expert colleagues at The Churches Conservation Trust, will lead to a first full edition of the church plan to be published at the end of March 2021.

As inclusions in the *interim* church plan, the suggested actions listed below under **community actions**, indicated by the survey responses summarised in part B above as well as in the Local Community Officer's summary (part A), are subject to confirmation by community participants.

## Community Actions

### Short term actions (to end January 2021)

- Resolution in church plan to fundraise to specific project outcome(s) (to follow)
- Commitment from local community regarding fundraising (to follow)
- Use template letter to approach Warwickshire councillors for funding towards the cost of windows
- Agree a new opening and closing pattern or local keyholder
- Attendees resolve an action to define the project as an appendix to the church plan before the next meeting.

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

- 
- Investigate suitability of church for concerts or other uses, and of promotion to prospective local audiences or audiences travelling from the surrounding area
  - Consider use of St. Peter's as gallery space, offering local artists and makers a chance to mount exhibitions, or providing community groups and educational establishments with a suitable venue for temporary displays

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

#### Actions complete (to end October 2021)

- Agree dates for face-to-face or digital meeting to review church plan

### Local Community Officer Actions

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

- Follow up waystation proposal with other colleagues and keep community updated on progress.
- Resolution in church plan to fundraise to specific project outcome(s) (to follow)
- Attendees resolve an action to define the project as an appendix to the church plan before the next meeting.

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

- Consider adding video directions to the church for prospective visitors' information
- Investigate suitability of church for concerts or other uses, and of promotion to prospective local audiences or audiences travelling from the surrounding area
- Consider use of St Peter's as gallery space, offering local artists and makers a chance to mount exhibitions, or providing community groups and educational establishments with a suitable venue for temporary displays

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

#### Actions complete (to end October 2021)

- KE will ring The Boathouse, to confirm they still have their key
  - KE queries whether champing booking details are being shared with The Boathouse
  - Resolve a plan regarding the security of the building with other colleagues and community members
  - Share template letter for divisional fund appeal
  - PJ to research balances on restricted funds in hand and confirm forecast costs for belfry window
- 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

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- Resolve initial findings, conclusions and recommendations based on Part A & B, expressed as short, medium and long-term actions
  - Publish Part A, B & D as Interim Church Plan to colleagues by end September 2020
  - Undertake staff consultation against Interim Church Plan by end November 2020
  - By end November 2020 review colleagues' feedback regarding updates to church plan part A, to include
    - Conservation interpretations
    - Presentation improvements
    - Champing data
  - Complete community audit to identify additional survey respondents and participants in face-to-face or digital meetings by end November 2020
  - Repeat survey for additional respondents by end January 2021
  - Agree dates for face-to-face or digital community meetings by end January 2021
  - Resolve updated findings, conclusions and recommendations based on Part A, B & C expressed as short, medium and long-term actions for each site (Part D)
  - Publish Church Plan Version '2021-22'
  - Review church web page to ensure clear directions available for all visitors
  - Share CCT Cleaning Churches standard and report

## **CCT Actions Other**

### **Short term actions (to end January 2022)**

- PJ proposes an additional action that The Champing Team could provide signage for champers' use to indicate occupancy
- It might be ideal to direct all champers to collect keys from The Boathouse
- Resolution in church plan to fundraise to specific project outcome(s) (to follow)
- Description of the considerations for installation (steps described to follow)
- Undertaking from CCT Conservation to fulfil project within a specific period (to follow)
- Attendees resolve an action to define the project as an appendix to the church plan before the next meeting.
- Provide interpretation of maintenance and repair plans to further explain anticipated costs described in part A above.
- Resolve a plan regarding the security of the building with other colleagues and community members
- MOD to approach SH re. reviewing Warks funders
- MOD to prepare information sheets re. windows

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

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

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

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## Appendix 1: Summer 2020 Questionnaire

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!)

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.

People are involved with our sites in so many different ways. In your own words, please describe your relationship with the church building.

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.

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?

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?

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?

Here are two questions together... Could increased use of the church benefit the community?  
How would this increased use benefit the church itself?

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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.

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.

What do you think might be the best ways to get started with any fundraising activities you have suggested?

If you don't already, would you be interested and available to take part in future fundraising activity?

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?

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 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
TOTAL	£20,628.69	£14,856.10	£18,024.86	£10,086.00	£63,595.65

## Appendix 5: Waystation Proposal Overview

VIA BEATA and the community at St. Peter's, Wolfhamcote have proposed making the church a 'waystation' on the walking pilgrimage route from Lowestoft to St David's. They propose installing a sculptural work, providing interpretation information alongside the installation in the church and advertising the church's participation in the project on the Via Beata website.

The information below outlines:

- A statement from Via Beata, outlining the proposed artwork installation, how it fits in the wider context of their waystation project; their liability for the creation, installation and maintenance of the sculpture.
- Images of the proposed artwork



Figure 1 The proposed sculpture -(840 mm x 450 mm)



Figure 2 View through the 'peep hole' in the sheep's eye

Statement from Via Beata, Sent via email after the Church Plan meeting

The Via Beata project began in 2009. Its aim is to establish a trail of artworks across the widest part of the U.K. It runs from Lowestoft in the East, to St. David's in the West. Our initial aim is to establish 'way-stations' at intervals of about 10 miles, which is a comfortable distance for most people to walk in a day. This is an unashamedly Christian initiative. The

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sculptures and art-works all have some sort of biblical basis, so that this is a pilgrimage of sorts, but the journey is as important as reaching a destination.

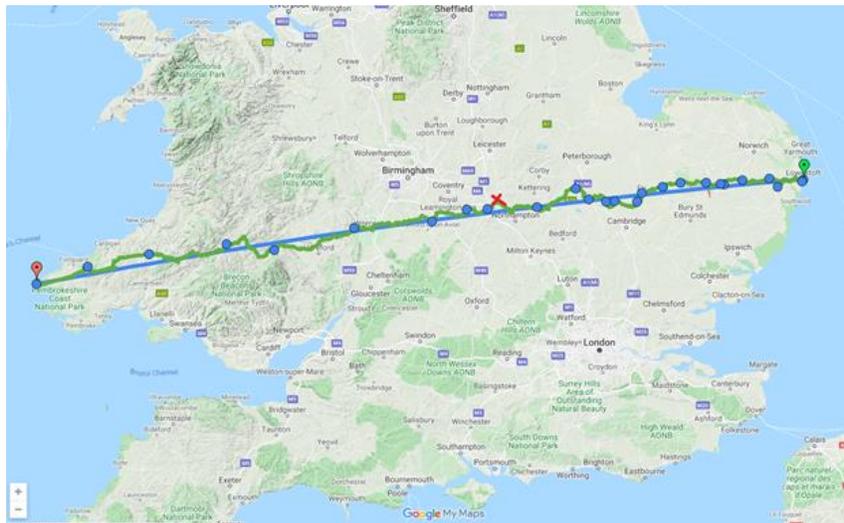


Figure 3 Map showing the Via Beata route and approximate location of St. Peter's, Wolfhamcote. We have a way-station at Leamington Hastings, and we are in the process of getting the necessary permissions to place one in the church-yard at Ashby St. Ledgers. Wolfhamcote would fall between these two.

Our proposal is to place an art-work based on the 23rd Psalm, since there are plenty of sheep in the surrounding fields at Wolfhamcote. The art-work is about 33 inches long(840 mm) and 18 inches high(450 mm), with a painted relief carving of a sheep at rest. There is a peep-show fitted to the back of the carving, so that on looking through the eye of the sheep, the viewer can see the shepherd leading the flock. The relief-carved panel bears the words "The Lord is my shepherd, I have everything I need. He gives me new strength. He guides me in right paths" This wording is in painted relief lettering above the sheep. Beneath the sheep are the words "Even if I go through the deepest darkness, I will not be afraid Lord, for you are with me." These words in incised lettering.

Our plan would be to mount the carving with its peep-show on a heavy oak stand, which would best be limed, to fit in with the general decor of the interior. This would be set below a south-facing window, which would enable the peep-show to take light from the window. We would not envisage making any fastenings to the fabric of the building.

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The provision of this art-work, its care and maintenance would be entirely the responsibility of the Via Beata. We also have public liability insurance should any unforeseen issue arise. We would expect, therefore, that including Wolfhamcote church in the Via Beata trail, would incur no cost to the C.C.T.

We know that there has been a problem in recent times, with some degree of vandalism in the church, however, we would suggest, that those visiting the building, as part of the Via Beata trail, would likely obviate this to some extent. We would also expect that some visitors would want to take advantage of the 'glamping' facilities, and therefore bring some small income to boost the funds. Whilst most walkers/cyclists who use the trail will come as ones, twos, or small groups, it is possible, that from time to time a larger group might use the trail, as happened earlier this year, when 'Through Faith Missions' walked the whole length of the trail in relays, and chose Wolfhamcote church as one of the change-over location. It is probably also worth mentioning, that we have supporters in the locality, who regularly walk their stretch of the route to ensure that all is well. This can only be a good thing for the well-being of Wolfhamcote church.

We thank you for giving this your consideration, and look forward to your response in due course.

We are grateful for all that you are doing to preserve these wonderful buildings for future generations.

God bless you,

Steve and Gill