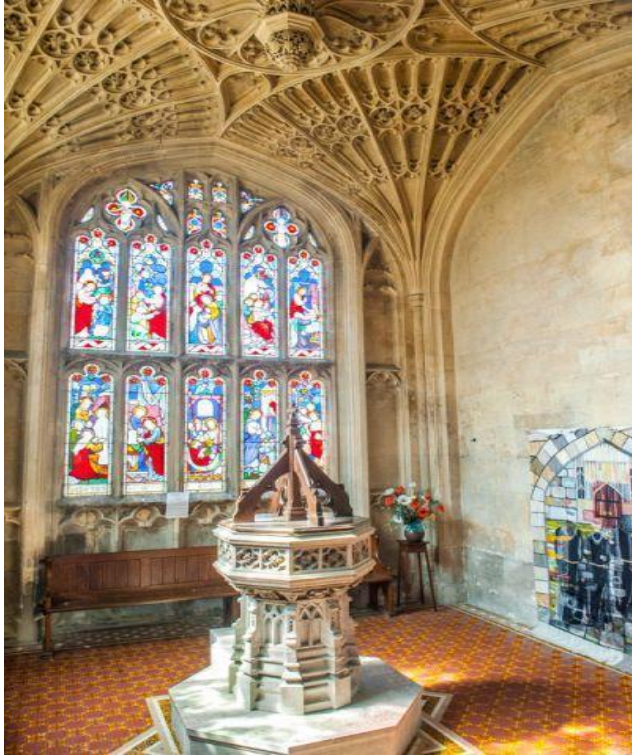


ST. LAWRENCE' S CHURCH, EVESHAM CHURCH PLAN



church

Introduction

Part A - Current Report

Church Introduction and Statement of Significance
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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 communities, 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 actions to support the sustainable use and care of the church.

Part A - Current Report

Church Introduction & Statement Of Significance

St Lawrence's Church and its neighbour All Saints were built by the Benedictine monks of Evesham Abbey in the 12th century. The first documentary evidence of the church is in 1195, and it was dedicated by the Bishop of St Asaph in 1295. This was probably a re-dedication following the Battle of Evesham in 1265. The church was significantly rebuilt in about 1470, replacing the earlier church. From 1659 it ceased to have its own vicar and was served by the clergy of All Saints. The fabric of the church deteriorated and by the winter of 1718 it had become unusable. Repairs started in 1737, but these were done badly, and the roof collapsed in 1800. The church was abandoned. In the early 19th century, Edward Rudge commissioned the architect Harvey Eginton, who carried out a major re-building in 1836–37. This included adding a north aisle in a similar style to the south aisle, and rebuilding the roof. During the 20th century, the size of the congregation declined. In 1978 the parish of St Lawrence united with that of All Saints, and St Lawrence's was declared redundant. It was vested in the Churches Conservation Trust the following year.

There is no chancel arch. Between the nave and the aisles are four-bay arcades, with Tudor-style arches carried on lozenge-shaped piers, and there is a three-bay arcade between the chancel and the chancel chapels. The stone reredos dates from 1838 and consists of canopies over inscriptions of the Creed, the Lord's Prayer and the Ten Commandments. There are carved screens between the chancel and the aisles dating from about 1900. The Jacobean communion table was donated to the church in 1610. The wooden pulpit is polygonal. It dates from 1906, and contains carved figures of the Four Evangelists, Bishop Egwin, and Saint Lawrence. The font is medieval and consists of an octagonal bowl on an octagonal stem. The south chapel has a stone fan vaulted roof and a floor of encaustic tiles. It contains a copy of the medieval font. In the east window is stained glass of 1862 by Thomas Willement, which includes depictions of the Resurrection, the Last Supper, and coats of arms. The windows in the north and south sanctuary walls are by Gibbs. The east window in the south aisle dated 1847 is by O'Connor, and the east window in the chapel is by Hardman & Co. In the north aisle are three windows from the early part of the 20th century by Geoffrey Webb, and there are other windows from later in the 20th century by Evans and Co. of Smethwick, Paul Woodroffe of Stroud, A. L. Wilkinson and Francis Skeat. The two-manual organ was made by Nicholson of Worcester in 1867.

The church is constructed in stone with slate roofs. Its plan consists of a four-bay nave with a clerestory and north and south aisles, and a two-bay chancel. The aisles are almost as wide as

the nave and continue beside the chancel, with the east end of the chancel protruding beyond them to form a short sanctuary. At the west end is a tower with a porch, and there is a chapel on the south side. The tower has diagonal buttresses, and a stair turret to its southeast. On the west side is a Perpendicular doorway, over which is a large four-light window. The top stage contains two-light bell openings. At the top of the tower is a parapet with pinnacles, and it is surmounted by a short spire. The Perpendicular east window is large, with six lights, almost filling the east wall of the chancel. There are gables at the east and west ends of both aisles, which contain three-light Perpendicular windows. In the north aisle are three-light Perpendicular windows, an ogee-arched crocketed doorway, a pierced parapet, and crocketed finials. The chapel projects from the south side of the church, with diagonal buttresses, a pierced parapet, and a five-light transomed south window.

Current Use (Bookings) & Voluntary Activity

St. Lawrence'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, though no services are currently held. During the most recent three years the church has hosted learning events managed and delivered by the Churches Conservation Trust staff including KS1/2 'A Different View', 'Christmas Memories', and 'Simon de Montford'. The church is popular with tourists.

Three local volunteers, along with the local historical society, regularly take on stewardship of the church, and are able to offer guided tours as requested by visitors. The historical society also create and maintain many of the displays in the church.

The church is set in the historical quarter in Evesham, and is situated next to the main parish church, as well as the Abbey ruins. The area is incredibly popular as a tourist attraction and St. Lawrence's benefits from this.

In the last 10 years the Battle of Evesham organization has run various historical themed events which have grown in popularity and now attract tens of thousands of visitors to the town. The location and history of the church make this an ideal opportunity to increase footfall into this beautiful building.

Voluntary activity undertaken by three local residents includes:-

- **Daily unlocking and locking**
- **Cleaning**
- **Remittance of wall safe and donations from visiting groups**
- **Stewarding the church regularly and giving history tours**
- **Ad hoc reporting of building change**
- **Creating and maintaining displays in partnership with CCT**

Church Information

General Information:	
Open Churches Policy status:	Open daily – 9.00am to 12.00 noon except Wednesdays. Plus weekend afternoons April to September.
Local Community Officer:	Tracy Genever
Current projects:	Not at present
Parking:	None on site, available in the town
Building services:	Electric lighting (LED efficient) and power sockets
Churchyard:	Not owned by CCT, maintained by parish council
Ring-able bells:	Chiming
Organ:	Present, not playable
Volunteering:	
Key holder role:	Fulfilled, includes the caretaker of All Saints & Almonry
Key representative role:	Fulfilled (remittances, CCT liaison, maintenance reporting)
Fundraising roles:	Vacant
Stewardship/events roles:	Fulfilled by Vale of Evesham Historical Society partnership
Research, interp. & talks role:	Fulfilled by Vale of Evesham Historical Society partnership
Cleaning schedule:	Regularly led by volunteers in accordance with CCT guideline
CCT Items:	
CCT silver plaque:	Installed
CCT information board:	Installed
Oak post:	Not installed, not required
CCT freestanding board:	Installed
Wall safe poster:	Installed, current QR code
CCT A board:	Installed
Gift Aid envelopes:	Provided
Visitor book:	Installed
Welcome table:	Maintains stock of current leaflets

Children's explorer cart:	No
Children's trail:	No
Tourism/Marketing:	
Nearby attractions:	The Almonry, All Saint's Church, Abbey Ruin gardens
Social media presence:	Not at present
Regular feature parish news:	Not at present
Events/Activity:	
Services per year:	None – the church next door holds all services
Christmas memory tree:	Yes, unsponsored
Heritage Open Days:	Not currently
Ride & Stride:	Not currently
Champing:	Not currently
Retail:	Not currently
Health & Safety:	
Fire rated capacity:	200
Seating capacity:	200
Site plan:	Available
Roof alarm:	Not installed
CCTV:	Installed, requires updates
Individual item security measures:	None
Accessibility details:	Provided via website
Risk assessment general:	Current
Risk assessment fire:	Current
COSHH listing:	Current
Portable appliance listing:	Current
Security Audit:	Current
Pews:	Sound, no defects

Conservation Reports

Annualised maintenance costs (Exclusive of VAT): Annualised maintenance costs express the total costs of church maintenance divided by 25 years. Every forecasted cost which relates to the maintenance of this church over a period of 25 years is included. Any anticipated repairs are excluded. A list of typical maintenance tasks for any historic church, forecast over the period, is available to view at appendix 2.	£4,486.44
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.	£624.00
Other maintenance costs total (Exclusive of VAT): Additional maintenance needs discovered during twice-yearly maintenance visits, costed and listed individually below.	£0.00
Total short-term repairs: Small scale items of limited cost which could be fulfilled with minimal fundraising.	£25,550.00
- Masonry repairs to the tower	£20,000.00
- RWG	£2,550.00
- Minor roof repairs	£3,000.00
Total medium-term repairs: More expensive needs such as roof repairs and tower repairs which may require more involved fundraising and grant applications.	£22,700
- Electrical sockets not working	£1,500.00
- Carry out window repairs- masonry glazing and ferramenta	£18,200.00
- Masonry repairs	£3,000.00
Total long-term repairs: Items which are known to require works in the longer term, but which are not essential in the near future.	£18,050.00
- Repoint the spire as rope access report	£8,000.00
- Internal repairs as spec	£10,050.00
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	

Income, Expenditure & Balances

Income

	Wall Safe	Service Collection	Services Fees	Events	Donations	Third Party Hire	Total Income
2023/24	£153.00				£527		£680.00
2022/23	£354.00				£243.00		£597.00
2021/22	£0.00				£1,053.00		£1,053.00
2020/21	£0.00						£0.00
2019/20	£3,656.00				£1,157.00		£4,813.00
2018/19	£3,506.00				£434.00		£3,940.00
2017/18	£4,245.00				£235.00		£4,480.00

Visitors

		Wall safe income per visitor
2023-24	9,457	£0.02
2022-23	5,621	£0.06
2021-22	1,498	£0.16
2020-21	Data not collected	£0.00
2019-20	69,876	£0.05
2018-19	73,131	£0.05
2017-18	81,194	£0.05
2016-17	78,428	£0.05
2015-16	57,108	£0.06

Expenditure

Total spend since vesting (non-maintenance): £715,682.00

	Conservation (repair) expenditure	Maintenance expenditure
2023-24	£0.00	£2,213
2022-23	£10.00	£4,306.00
2021-22	£9,935.00	£1,023.00
2020-21	£218,525.00	£0.00
2019-20	£2,454.00	£1,988.00
2018-19	£0.00	£889.00
2017-18	£0.00	£512.00
2016-17	£0.00	£852.00

Income less expenditure 2023/24 **-£1,533**
(Income from all sources, minus maintenance, and conservation expenditure)

Income less annualised maintenance 2023/24 **-£3,806.00**

(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 2023/24 £0

Local Community Officer's Summary

This pretty and popular Worcestershire church benefits from very generous support from a small number of regularly active community participants from the town of Evesham. 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 town and from tourism.

The regularity of stewardship 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, including Preedy and Simon de Montford links, seeking bookings to tour the church alongside other popular Cotswold 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 has limited open floor space for alternative use but could be a good music venue in the warmer months.

The voluntary team deserves considerable recognition for having adopted the requisites of support for a CCT site. Recent drop in volunteer numbers has meant the church is not open every day and is not always manned when open. This has seen a reduction in visitor numbers since Covid.

The Community may need to give consideration to the sustainability of the opening and closing regime at the church, and 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.

The wall safe has attracted attention from thieves in the past 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.

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), no response was received for **Evesham St. Lawrence's** by the deadline of August 30th. An example of the survey is in appendix 1.

Part C - Community Recommendations

Evesham Church Planning Meeting held 7th January 2025. Attending TG (Local Community Officer) and 7 volunteers (CL, GH, RB, JD, JyD, PW, KR)

Church opening

It is felt that the caretaker at All Saints is not opening the church, maybe due to ill health. The Almonry now holds a key which volunteers can borrow to open up. The education officer at the Almonry is free to access the church with groups and will report numbers to CCT.

During the winter months (Nov to March) the church is not opened by volunteers currently as it is too cold. Discussed ways of making the church more accessible to visitors during winter. During the warmer months the church is open at weekends and sometimes during the week. CL is happy to give group tours and arrange individual openings as requested.

A wall safe has been requested by the LCO to make donating near the front door more obvious as most visitors enter via the North door and exit through the larger front door and sign the book. TG has put some volunteer badges in the welcome desk for volunteers to wear when on duty, if they wish.

TG will put up a notice for the public so they understand how to access the church and also update the website. There is now a desk diary on the welcome desk for people to write what they have been doing and flag up any issues.

Cleaning

A cleaning list had been drawn up and laminated for use when volunteers are on duty to keep the church looking good and make it easier for volunteers to know what needs to be done. Cleaning materials are kept in the vestry and new items have been added including soft cloths and litter pickers.

The LCO will look at how the crypt steps can be cleared of rubbish and brambles and how ivy can be removed from the north vestry outer wall to keep the stonework drier. The pew in the north vestry has been moved away from the wall to allow more air to circulate. The North door is scruffy and needs repainting as many people access the church this way.

CL reads the meter monthly and bank the money from the donation boxes, etc. There is a good supply of booklets and gift aid envelopes at present.

The meeting agreed to have a cleaning party before Easter to get the church ready to be opened.

Safety

The light bulbs have been replaced and the church is now much safer to walk around in the darker evenings. An additional light fitting near the North door would make this easier to find when exiting the building as it is a dark corner. Also additional lock would make North door more secure.

Risk assessments for the building and for volunteer activity were circulated by email and copies kept in the volunteer folder in the welcome desk.

Use of church for events

The November Christmas market in 2024 was sadly cancelled due to high winds and it is unknown currently whether this event will still go ahead in 2025.

The group looked at events scheduled in 2025 in Evesham that may increase visitor numbers into the church and agreed to look at when rowing regattas are held too. There may be a theatre performance in the summer as a touring company are coming to look at the venue. Help would be needed with this.

The volunteers felt that history tours would be a good way to celebrate the CCT week in June and the HODS in September where the theme is architecture.

CL had a copy of the order of service from 1837 when the church was reopened following extensive restoration. It was felt that it would be nice to recreate this event in 2027 in the summer and that we may be able to get help from a local choir to sing Handel's Messiah.

Volunteer recruitment

More volunteers are needed to keep the church open as it cannot be left for very long unattended. The LCO explained that we are happy to recruit people who can help regularly with opening up or those that can just help at events for a few hours.

Evesham Church Planning Meeting Held 5th August 2024. Attending TG (Local Community Officer) and 3 volunteers (CL, GH & RH)

Church opening

The caretaker of All Saints kindly opens and closed the church on Monday, Tuesday, Thursday, Friday and Saturday mornings. Volunteers also come along to the church in the mornings. April to September volunteers attend on Saturday and Sunday afternoons.

The key to the side door is held by several volunteers and CL is able to lend a key to those who need it. The front door can then be opened from the inside so no key is needed. Some keys were possibly in the possession of retired volunteers.

Donation money is regularly banked.

Safety

Many light bulbs are no longer working which makes opening in the dark unsafe until these are fixed. This limits the opening/hiring of the church in the evening in winter.

CCTV cameras are present but no one knows if they work or who monitors the footage.

The bell tower is not accessed by volunteers as the staircase is very dark and has no safety rope to hold.

When asked if volunteers felt safe to be in the building alone, they said they did and were not worried about antisocial behaviour.

Events

Currently the church is hired occasionally by third parties for events such as the May medieval market and choirs.

May festival - There is an opportunity to have a CCT activity in the church during town events if more volunteers are recruited as the current active volunteers are busy with History Society duties at these times.

Battle of Evesham August – could open and have church tours. Currently rather quiet around the church area but plans to include the town area more in the event could increase footfall.

Christmas market November – had a stall outside as church too dark and cold. If lighting and volunteer numbers improve we could make the church more welcoming. We no longer host the Christmas tree festival as it was moved to All Saints.

The nearest public toilets are in the park and open until 6pm. Parking is in public car parks locally as there is no parking at the church.

One volunteer is an organist and is keen to find out if the organ is playable which would be nice at events.

Volunteers give tours of the church to booked groups. These are usually given for a donation.

Increasing footfall

Having more volunteers around to keep the church open and speak to visitors would help. Previously a volunteer was always there and numbers pre-Covid were very high. Discussed

playing recorded or live music in the background and decided this would need a CCLI licence. <https://uk.ccli.com/wp-content/uploads/sites/4/fact-file-playing-music.pdf>

Regular opening hours would mean we could market the church to tourists more.

Interpretation information about the history of the church could be bigger and better. We could even have life-sized cutouts of historical figures such as Simon de Montfort. This would make a good grant bid. In the meantime TG can print on A3 and laminate them if volunteers send document.

Recruiting volunteers – discussed that volunteers to be in church needed to be happy to do 3 hours sessions to be useful (10-1 & 1-4 perhaps).

Maintenance

Light bulbs and power sockets need fixing so church can be used in evenings and hired out more.

The vestry rood let in water when the rain was driving at a certain angle.

Can the volunteers paint the side door? They will clean the outside paint work as its dirty.

More St Lawrence's books needed to sell.

General

The volunteers work well together and have a good system of running the building. Filling in gaps of provision would mean that it could be opened more fully on festival days.

A contactless donation machine was tried, however, it would not connect to 4G. Will try again when church electrics are checked.

Evesham Church Planning Meeting Held - December 2022, Attending GS (Local Community Officer) et al.

Church Opening

The biggest priority is for the church to be opened and closed and volunteers to undertake this task need to be found.

Events

A great deal of activity takes places in and around the church as organised by the people of Evesham including the Medieval Market in May, over 20,000 visitors, Battle Of Evesham Festival is held in August and attracts over 35,000 visitors.

Detailed discussions took place and agreed that it would be great for the church to be used more for services and events.

ML is a musical, lighting and technology expert and he had many innovative ideas about using the church for events.

M said the site is a high foot fall area and events like a concert, art exhibition, etc, would be very successful because the church is very popular.

General Comments

CL reminded CCT that items that belong to CCT are currently on loan at the Armoury Museum and can be returned when requested by CCT.

The church is very much supported by the volunteers from the Vale of Evesham Historical Society, who are also the main volunteers at the church.

Part D - Action Plan

Community Actions

Short term actions (to end June 2025)

- Hold cleaning day in spring before church is opened more fully over Easter
- Recruit more volunteers to enable regular opening hours
- Plan tours for CCT week in June 25

Medium term actions (to end June 2026)

- Community at the meeting agreed to appeal for volunteers to be in the local newspaper.
- Everyone to approach local organisations e.g. local choirs, U3A, etc, to see if they would like to start using the church.
- RH to explore use of the organ

Long term actions (to end Dec 2027)

- Identify and approach contacts who may wish to use the church for exhibitions, use as gallery space or for other events.
- Investigate suitability of church for more regular religious use.
- Discuss potential for regular church related features, parish newsletter and inclusion of church updates in parish council meetings.
- Consider means for increasing footfall and consequent donations.

Actions complete (to end Jan 2025)

- Find out all key holders and collect keys no longer in use
- Plan for activity at Christmas Fayre 23-24th November 2024 -cancelled
- Leaflets have been very kindly displayed by the volunteers.
- Successful annual events held in Evesham.

Local Community Officer Actions

Short term actions (to end June 2025)

- Recruit volunteers through volunteer centre
- Ask estates to investigate electric socket functioning and painting of North Door and additional lock.
- Meet with All Saints about closer working together for Heritage Open Days, Christmas cards, etc.
- Arrange to remove rubbish from crypt steps and cut back brambles.

Medium term actions (to end June 2026)

- Organise regular meetings with the community.
- Engage in regular and on-going communications with the community, also support them as required.
- Train team of new volunteers to give history tours and manage stands at Evesham festivals to allow the church to be open and a central feature.

Long term actions (to end Dec 2027)

- Make church electric sockets fit for hire to increase usage and income.
- Increase footfall and consequent donations.

-
- Work with rector at All Saints to increase use of church for services including weddings (currently none permitted).

Actions complete (to end Jan 2025)

- Find out how the CCTV works – not working
- Meet with Battle of Evesham organisation to see their plans for any use of the church and surrounding area.
- 14 light bulbs replaced – Nov 24
- Meeting held with **Revd, S C and GS** and now the church is open in the mornings, this is a great team effort between All Saints staff and the volunteers at St. Lawrence' s.

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?

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 For A CCT Church Over 25 Years

The list below gives examples of items that CCT needs to maintain in its churches. Some items on this list will not relate to this church but give guidance as to the typical items we cover. These estimations are based on the cost in 2020, please note we are not able to predict inflation costs and therefore these are not included.

A specific report is created for each church every nine years by an experienced and trained building inspector. This details the repair needs of the building and lists the repairs required according to their priority. Please contact your Local Community Officer if you wish to see this report.

Item	Method & Purpose	Cycle/ Yrs	Estimated Cost per visit (present day levels)	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

The total cost over 25 years for this example of a typical church is £107,598.57 (exc. VAT)

The average yearly cost for this example of a typical church is £4,303.94 (exc. VAT)

Appendix 3: Typical Maintenance Tasks Forecast - (Twice-Annual Maintenance Visits)

Item	Method & Purpose
Gutters, downpipes and gully clearance	Gutters, hoppers and downpipes are easily blocked by leaves and debris both windborne and dropped by birds which can lead to overflowing and water damage to the building.
Roof, inspection & replacing slipped/missing slates/tiles	Over time some slates/tiles or the pegs/nails which hold them will reach the end of their useful lifespan. When this happens it will allow slates to move from their correct position which can let rain in to the building and potentially poses a risk to visitors as the slate/tiles can fall.
Vegetation, control of growth	Overgrown vegetation against walls and buildings can hold moisture against the building potentially causing damage and some plant species are invasive. Vegetation can also obscure the building hiding potential damage and can provide shelter for vermin such as mice.
Tower stairs & boiler room steps, sweeping	Leaves and other debris can build up on steps which could lead to accidents if people slip. Regular sweeping reduces the risk for potential accidents.
Principal steps and paths, clearance	Leaves and other debris can build up on steps which could lead to accidents if people slip. This is especially the case for churches with trees in the area. Regular sweeping of the steps reduces the risk for potential accidents.
Wall Safe, servicing	Servicing of the wall safe helps to ensure that the donations can be easily collected and also checks to ensure that there hasn't been an attempt to steal from the safe.

Appendix 4: Typical Champing™ Arrangements And Related Income

Champing™ is the exclusive overnight hire of a church to visitors. Camp beds and chairs are set up inside the church, along with tea making provisions, battery lighting, and cushions and blankets to give guests a cosy stay.

Guests book online through the Champing™ website www.champing.co.uk and these bookings are related to local contacts so everyone knows when visitors are staying. A local member of staff sets out equipment for the night and removes all gear each morning. Guests have exclusive access to the church between 6.00 p.m. until 10.00 a.m. so visitors can enjoy the church during the day.

Champers don't expect much in the way of facilities and understand that these are ancient buildings. For most churches we've installed eco-loos either inside or outside in wooden cabins. We don't allow candles but provide battery lanterns and fairy lights. As most of our churches don't have heating we only operate Champing™ between the end of March and the end of October, and we recommend Champers bring warm sleeping bags and extra blankets. We also supply bedding and breakfasts but this option isn't available at all churches. Most Champers will eat out locally or may bring their own picnic.

For those churches without electricity we provide a gas camping stove and we also provide 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	£10,47	£2,766	£3,810	£3,128	£7,748	£4,938
Emborough, Somerset	/	£2,024	£1,378	£2,625	£5,270	/
Chiselhampton, Oxfordshire	£10,156	£2,696	£5,864	£1,705	/	/
Wolfhamcote, Warwickshire	/	£3,001	£2,214	£1,624	£4,763	£5,924
Holme Lacy, Herefordshire	/	£4,369	£4,759	£1,004	£7,501	£4,144
TOTAL	£20,628	£14,856	£18,025	£10,086	£25,282	£15,006