

ST ANTHONY'S CHURCH, ROSELAND

Oct 2023 CHURCH PLAN



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.

Part A - Current Report

Church Introduction & Statement of Significance

St Anthony's Church on the Roseland Peninsula, Cornwall, was built in 1150 and dedicated to St Antoninus King and Martyr. It has been designated as a Grade II* listed building.

The church was established by the prior of the Augustinian Priory at Plympton in Devon. The site of the former priory is now the site of the house of the Spry family, Place, which was built in 1840 in front of the church, and the night door of the Priory still connects the Church and the house. After the dissolution of 1538 part of the priory was used as a residence and parts were pulled down: much of the stone went towards the building of St Mawes Castle.

The church still has its original mediaeval cruciform plan, more or less as it was built in the 12th and 13th centuries, despite having been extensively restored in the 19th century. The nave has a Norman doorway to the south wall which was possibly originally from Plympton Priory with Agnus Dei and a reset 13th Century lancet. The tower is above the crossing and has a broach spire of timber and lead with 4 Gothic lucarnes.

The restoration was commissioned by Samuel Thomas Spry, Member of Parliament (MP) for Bodmin between 1832 and 1841, who employed his cousin, the Revd Clement Carlyon to rebuild the chancel, and install the wooden roofs, floor tiles and stained glass. Carlyon also designed many of the furnishings, including the chunky pulpit and pews, some of which he may have carved himself. The church contains monuments to members of the Spry family, with the Spry family pew in the north aisle including highly significant monuments in the north transept to the Spry family spanning three centuries. The most noteworthy is to Rear-Admiral Sir Richard Spry who died in 1775.

Pevsner thought it 'the best example in the county of what a parish church was like in the twelfth and thirteenth centuries'.

The church was vested with the Churches Conservation Trust on 1 August 1991.

Current use (bookings) & voluntary activity

St Anthony's Church currently has permission from the Church of England for up to six Sunday services each year, plus an unlimited number of occasional services. There have not been any church services at St Anthony's in the last few years, but recently there have been growing numbers of requests for weddings, blessings and post-wedding celebrations. Many of these bookings are from guests of the adjoining accommodation next door, and these wedding and blessing bookings will provide much needed funds towards the annualised maintenance costs of the church. St Anthony's one of the churches included in a project with University of Exeter, and funded by National Lottery Heritage Fund, on the history and folklore of Cornish Maritime Churches.

The churchyard (not CCT owned) is well maintained and CCT are extremely grateful to Place House and their Estate Manager for all the drainage and maintenance work that has been carried out in the churchyard which has benefited the fabric of the church.

CCT would also like to say a huge thank you to the volunteers who keep an eye on the church, empty the wall safe and clean the church, and whose support and care for the church is very much appreciated.

Voluntary activity undertaken includes:

- Remittance of wall safe funds
- Ad hoc reporting of building change

The Local Community Officer (LCO) carries out biannual building condition checks, collects the visitor numbers, and completes regular mandatory checks and actions, including regular Control of Substances Hazardous to Health (COSHH) checks, visual electrical inspections, Fire Risk assessments and Building and General Risk Assessments. In addition the church also receives two maintenance visits per year from CCTs specialist maintenance contractor and detailed Condition Reports from the allocated Architect.

Collection Review

Open Churches Policy status:	Open
Local Community Officer:	Marie Leverett
Current project:	None
Cleaning schedule:	Nothing formal
Welcome table:	Missing walkaround guide; maintains stock of current leaflets (note unavailability of future leaflets for re-stock)
Keyholder role:	Fulfilled
Key representative role:	Fulfilled (remittances, CCT liaison, maintenance reporting)
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 CCT 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
CCT A board:	Installed
Gift Aid envelopes:	Provided
Visitor book:	Installed
Building services:	None
Parking:	Very limited, 1 or 2 spaces by side of road opposite path to the church
Organ:	Not present
Churchyard:	Not owned by CCT
Ringable bells:	Yes, 1, chiming
Pews:	Sound, no defects
Fire rated capacity:	60 (Could be increased with additional measures in place)
Seating capacity:	100
Site plan:	Available
Roof alarm:	Uninstalled

CCTV:	Uninstalled
Individual item security measures:	Uninstalled
Nearby attractions:	St Anthony Head (National Trust), St Anthony Lighthouse, St Anthony Beach, St Mawes, Porthbeor Beach, St Just-in-Roseland, Portscatho, Falmouth and Truro.
Social media presence:	Nil
Images on CCT website:	One of five
Regular feature parish news:	Not known
Services per year:	0
CofE support for services:	Not known
Christmas memory tree:	No
Tea Party:	No
Heritage Open Days:	No
Ride & Stride:	No
Champing:	No, possible
Retail:	No, possible
Risk assessment general:	Current
Risk assessment fire:	Current
COSHH listing:	Current
Portable appliance listing:	Current
Security Audit:	Current
Children's explorer cart:	No, surplus to requirements
Children's trail:	No

Conservation reports

<p>Annualised maintenance costs (Exclusive of VAT):</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>	£4,152.60
<p>Routine maintenance costs (Per annum and exclusive of VAT):</p> <p>Total cost of two maintenance visits per year exclusive of any additional maintenance items included above. A list of the maintenance tasks included in the twice-annual maintenance visits is available to view at appendix 3.</p>	£1,272.00
<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>	£45.00
- Check for leaks around tower roof abutment	£45.00
<p>Total short term repairs:</p> <p>Small scale items of limited cost which could be fulfilled with minimal fundraising.</p>	£20,800.00
- Roof repairs	£9,500.00
- Lucarne window repairs inc scaffold	£6,500.00
- Mortar repairs to filets at edge of roof/tower abutments	£4,800.00

<p>Total medium term repairs:</p> <p>More expensive needs such as roof repairs and tower repairs which may require more involved fundraising and grant applications.</p>	£11,000.00
- Rainwater goods	£4,600.00
- Repair plaster areas	£3,000.00
- Minor pointing repairs	£3,400.00
<p>Total long term repairs:</p> <p>Items which are known to require works in the longer term but which are not essential in the near future.</p>	£25,000.00
- Re-plaster south transept	£25,000.00
<p>Total desirable repairs:</p> <p>Repairs which are not essential to the conservation health of the church but which might improve aesthetics or usability of the building.</p>	None
<p>All cost figures are estimates, exclusive of VAT and professional fees.</p> <p>VAT is charged at 20% of the total costs and can sometimes be recovered. Professional fees vary, but are either charged at an hourly rate or as a percentage of the total project cost. These are usually charged only on larger or more complex projects.</p>	

Income, Expenditure & Balances

Income

	Wall Safe	Service Collection	Services Fees	Donations	Events	Third Party Hire	Total Income
2022/23	£2,518						£2973
2021/22	£2,617						£2,617
2020/21	£1,579			£25			£1,620
2019/20	£2,393						£2,393
2018/19	£844			£252			£1,096
2017/18	£1,177						£1,477
2016/17	£983			£274			£1,257

Visitors

		Wall safe income per visitor
2022-23	23,731	£0.10
2021-22	6,573	£0.39
2020-21	Data not collected	
2019-20	31,085	£0.08
2018-19	33,086	£0.03
2017-18	33,539	£0.04
2016-17	41,531	£0.02
2015-16	43,584	£0.03

Expenditure

Total spend since vesting (non maintenance): £167,380

	Conservation (repair) expenditure	Maintenance expenditure
2022-23	£0	£1212
2021-22	£0	£1,096
2020-21	£0	£840
2019-20	£0	£1,152
2018-19	£0	£1,828

2017-18	£0	£486
2016-17	£0	£697
2015-16	£0	£0

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	£0
Income less expenditure 2022/23	£407

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

Income less annualised maintenance 2021/22 - £2902

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

Local Community Officer's Summary

This pretty Cornish church benefits from generous support from a small number of active community members. Due to its position on the South West Coastal Path the church is very popular with walkers, and the visitor numbers are high. Although the number of visitors dropped slightly in 2019-20 the average amount of wall safe donations per visitor actually increased to match the average nationally at CCT churches of £0.08p per visitor. This is a large increase from the average of £0.03p per visitor in the previous year, and we hope this trend upwards will continue.

Consequently there is currently a large gap between the existing income and the annualised maintenance costs, and we would need to explore additional income generating activities.

It would be great to build links with the incumbent and to hold one or two services a year at St Anthony's. It would be lovely for the church to be used more, and services would also provide opportunities to raise awareness of the annualised maintenance costs and encourage additional collection contribution. Updates to the parish newsletter and inclusion of church reports at parish council meetings could also highlight the annualised maintenance costs.

Any events or services that did take place could be promoted via the Parish newsletter and at parish council meetings, on the CCT website, in CCT newsletters and in other locations locally, and would be helpful in increasing visitor numbers, service collections and donations.

Other activities and events the community could consider to raise additional income are tea parties, musical concerts, poetry evenings, theatre performances, lecture or speaker events, evensongs, clothes swaps, bake sales, art or photography exhibitions, craft skills events etc.

There are also possibilities for the church being used by location agents for filming and photography, and more weddings or blessings would also be possible depending upon Archbishops Special Licenses being obtained.

Additional marketing of the Church could focus on local historical, archaeology, ecological or other relevant special interest societies with an interest in the history of the local area. Voluntary effort towards research and interpretation products could encourage these kinds of bookings with tours of the site and details about its architecture and history (eg for Heritage Open Day to encourage donations or ticketed special events during the Summer), at the same time as enriching the visitor

experience further. The Church could also be promoted through inclusion on local walking routes or heritage trails.

As all the printed guidebooks have now run out and CCT are no longer printing physical guidebooks, it would be beneficial to have some information and interpretation in the church to tell visitors about its fascinating history. People might also feel more inclined to put money in the wall safe if they have been able to read about the church's history.

Additional revenue could derive from promotion of local, sympathetic businesses seeking to promote services and products through signage at the church.

The Church would benefit from a CCT noticeboard and insert, upon which site specific health and safety and historical information, and details about upcoming events and local information. A supply of CCT Christmas cards or a Christmas memory tree might also help develop useful income against maintenance costs.

It would be fantastic to find one or two people locally to have a role in arranging a service, or completing basic building checks and collecting visitor numbers twice a year. All necessary training would be provided for these roles.

Part B - September 2020 Survey

Summary of consultation responses received

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 **St Anthony's Church at St Anthony-in-Roseland**.

The response received was from a respondent writing in a **[no response]** capacity, who confirmed that their responses related to **St Anthony's Church**.

In addressing the question of a perfect outcome for our work together at the church the respondent indicated **[no response]**

In writing about challenges anticipated in respect of repair liabilities and running costs, the respondent indicates **[no response]**

Thinking about local life away from the church, in relation to other community projects or activities which might combine with our work to protect the church for the future, the respondent indicated **[no response]**

Considering if increased use of the church might benefit the community, or if increased use might benefit the church itself, the respondent indicated **[no response]**

In relation to identifying conservation priorities for the church, the respondent provided **[no response]**

Regarding priorities, opportunities or ideas for fundraising the respondent noted **[no response]**. In respect of means for initiating fundraising activity, the respondent gave **[no response]**. The respondent also indicated that they would **[no response]** be available to participate in fundraising activity.

In seeking respondents' participation in a future group discussion regarding church planning the respondent indicated **[no response]**.

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

In addition to responses fielded through the questionnaire, a further **[no response]** respondents wrote back to their Local Community Officer, expressing the following perspectives:

Nil

Part C - Community Recommendations

Summary of community consultation meeting #1

A Church Plan meeting for St Anthony in Roseland was held via Zoom on Friday 19th May 2023 with the Local Community Officer (LCO) and a CCT community volunteer (their input added below as C1. Items discussed were:

1. Maintenance Issues

C1 visits the church regularly to empty the wall safe and check for maintenance concerns. They think that essentially the church is structurally sound with no water ingress. C1 expressed concern about missing light fittings.

2. Income

The challenges of raising money for the annualised maintenance costs was discussed. There is no easy access to the church (very limited parking) and no facilities (toilets, electricity or water) making it difficult to run events and services at St Anthony. Making contact with Place House next door would be really useful in discussing possible support for events. The main income is from the donation box which C1 empties every month during the summer. The possibility of finding a local volunteer who could help with this, particularly over the summer months, was discussed.

C1 raised the idea of leaving his own art on display at St Anthony and asking for donations to raise money for the church.

3. Services

As an ordained pastor C1 is happy to lead a service. We would need to check this with the priest in charge of the area (in the absence of an incumbent vicar).

4. Visitors

St Anthony is on the Roseland peninsula and most visitors come via the ferry. It travels backwards and forwards from St Mawes from about 10am to 7pm carrying about 12 people. People also walk to St Anthony locally or when walking the South West coast path.

Summary of community consultation meeting #2

A Church Plan meeting at St Anthony in Roseland was held on Tuesday 25th July 2023 with the Local Community Officer (LCO) and 7 members of the community/CCT volunteers (their input added below as C1-7). The group were also joined by the Oversight Minister for the Roseland towards the end of the meeting. Items discussed were:

1. Maintenance and care

C1 visits the church regularly to empty the wall safe (the main source of income towards the annualised maintenance costs) and check for maintenance concerns. C2 has offered to help with this since they live near the church and the wall safe needs emptying monthly during the summer. The

churchyard is not owned by the CCT and is maintained by Place House. There was interest in the group in supporting the churchyard upkeep and church building cleaning with a (possibly regular) cleaning and maintenance event. C2 will look into organising this. C1 and C4 pointed out the loose plaster in the south transept and the fallen down beam trims in the altar area.

2. Fundraising and Events

C3 said that the last service at St Anthony's was 8-10 years ago. The Oversight Minister could support a service once a year if there was a group within the community interested in this and it would fulfil a need or purpose locally. No other organised events currently take place at the church to help with the annualised maintenance costs and to bring the community together. The problems of lack of parking, no electricity and toilets or running water were discussed. The fact that the church is a charming, unique venue and the need for imagination when thinking about events/fundraisers were also discussed. C2 may be able to help with a musical event. Neighbours may be prepared to open a nearby field for parking for a summer event once/twice a year.

3. Interpretation Materials

C4 is part of the Old Cornwall Society and interested in creating bilingual interpretation materials in Cornish and English. One option for this is a temporary display during Heritage Open Days, another is creating reusable (laminated?) sheets which fit in the leaflet rack and which visitors can look at and leave in the church. A third route is fundraising for permanent display materials as a Community Initiative Project which would need community support and leadership.

Summary of community consultation meeting #3

A Church Plan meeting at St Anthony in Roseland was held on Wednesday 27th Sept 2023 with the Local Community Officer (LCO) and 10 members of the community. Items discussed were:

1. Maintenance and care

A group has met to clean the church and intends to make it a regular occasion with the next cleaning session being in November. C1 now has keys to the wall safe and is helping with emptying and banking donations. The churchyard is not owned by the CCT and is maintained by Place House. The group could potentially support churchyard upkeep if it was simple tasks but some overgrowing trees which were noted during the 6 month maintenance checks would need management by a professional. The loose plaster in the south transept is making a mess on the floor and regular cleaning is helping to prevent further damage to the tiles.

The issue of replacing the lights currently stored in the church was discussed. The feeling seemed to be that it would be nice if they could be re-hung. The idea of replacing the wooden beam trims under the benches in the north transept was mentioned again, although they are possibly too rotten to re-use.

C2 raised the possibility of a composting toilet at St Anthony. There was a mixed reaction with some of the group wanting to keep the church as it is and hiring in portaloos for larger events. The LCO

shared that there would need to be good community support and drive for installing a composting toilet and also pointed out that fact that Place House own the grounds and would need to approve this. If local support increases it could be looked at again in future.

2. Fundraising and Events

There aren't currently any events planned which might help towards the annualised maintenance costs for St Anthony. From February next year there is a festival looking at Roseland music culminating in a concert at the cathedral. In early May the festival will look at folk traditions of the Roseland and it's possible that St Anthony's could tie in with this. The group raised the idea of having a target and specific project to aim for with fundraising events which would raise money at St Anthony's.

C2 is doing a 4 mile walk on the 10th August 2024 for the St Anthony Saints Day which will end at St Anthony in Roseland. There was general agreement that this was a really positive event but no definite ideas were raised on how to tie this into a broader community event or service.

3. Interpretation Materials

C2 is part of the Old Cornwall Society and interested in creating bilingual interpretation materials in Cornish and English. C2 shared two A4 sheets they have produced with the group which would be reusable sheets which visitors can look at and leave in the church.

4. Celtic Quiet Places

C2 approached the LCO about St Anthony's joining the Celtic Quiet Places scheme in September before it closed for the year. The site promotes quiet, out of the way churches and St Anthony's is now a part of the scheme. C2 explained that it includes 100 churches across Cornwall, people visiting can get a passport and get a sticker from each church. The passports are in the church and people are asked to make a donation for them.

Part D - Action Plan

Community Actions

Short Term Actions (arising from Meeting 3, September 2023)

- C2 has made links with the Celtic Quiet Places scheme and is managing the literature for this on an ongoing basis. The LCO has suggested leaving small envelopes in the church for passport donations so money can be banked separately.
- C1 to investigate whether St Anthony could tie in with the music festival in the Roseland next year.

Actions complete (from meetings in 2023)

- Wall safe now being emptied regularly and paid in by local volunteer who now has a key and paying in book. They have also organised a get together for a cleaning day and want to make this a regular occasion.
- A local volunteer is now looking at interpretation material and has produced two A4 guides which can be laminated. One side will be written in Cornish.

Local Community Officer Actions

Short Term Actions (arising from Meeting 3, Sept 2023)

- To discuss the overgrown trees with Place House and follow up with conservation re fallen plaster and fallen down beam trims. Also to ask re bats and whether any action needs to be taken.
- (Ongoing) LCO can offer support and advice re interpretation materials and events.
- LCO to discuss with conservation a desirable project which could be a fundraising focus at St Anthony's.

Actions complete (2023)

- Investigation after meeting 1 revealed that the light fittings belong to Place House and are on loan to the church. They were removed for a funeral and are stored safely in the church. At the Sept 23 meeting a few people suggested rehanging them.
- The LCO held a Zoom meeting with Place House and made contact with people in the local community and the Priest in Charge. An in-person Church Plan meeting was held July.
- LCO sent C2 a wall safe key and organised paying in book and sent the CCT cleaning guide to group.

Local Community Officer & Community Medium/Long term actions (discussed with previous LCO – look at during next Church Plan meeting)

- Investigate options for recruiting additional volunteers and community members, particularly for organising events, activities and services, creating interpretation, and for general fundraising
- Consider means for increasing additional public interest, footfall and consequent donations
- Investigate possibility of one or two church services a year

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- Review methods for promoting church to historical, archaeological or ecological societies, and inclusion in local heritage trails or walking/cycling routes.
 - Identify means and suitability of Christmas card sales
 - Consider potential for introduction of venue to prospective new participants for events, hires, group visits etc
 - Investigate participation in Ride & Stride scheme
 - Investigate musicians, artists, theatre companies or poets who might wish to use the church
 - Review methods for promoting church to location agents, wedding companies etc
 - Discuss potential for regular church related features, parish newsletter and inclusion of church updates in parish council meetings
 - Investigate whether it is possible to obtain a CCT noticeboard and insert and what permissions would be necessary

Actions complete

- Investigate potential for scheduled cleaning days (this is now happening)
- Make contact with the incumbent (the Oversight Minister came along to a Church Plan meeting)

CCT Actions Other

Short term actions

- None as yet

Actions complete

- None as yet

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.

Appendix 4: Typical Champing™ Arrangements and Related Income

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

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

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

For those churches without electricity we provide a gas camping stove and we also provide amply bottled water for Champers and all visitors to use.

Typically Champers are couples and families. Some of our churches are large enough to welcome groups of up to 16 people. We are dog-friendly, and child-friendly. Many Champers appreciate the history, architecture, and unique features of their surroundings, and come to learn about the building and its locale through this unique accommodation. We offer those staying for the first time a free CCT membership so they can learn more about our work and consider support for The Trust after their visit.

You can evaluate typical income which derives from Champing™ in the table below.

Church	2017	2018	2019	2020	2021	2022
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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