



**Churches
Conservation
Trust**

ASHLEY ST MARY'S

MARCH 2021 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 Mary's Church is a historic Anglican church in the hamlet of Ashley, Hampshire, England. It is recorded in the National Heritage List for England as a designated Grade II listed building, and is under the care of The Churches Conservation Trust. The church stands adjacent to the site of the former Gains Castle, some 4 miles (6 km) southeast of Stockbridge.

The church dates from the early part of the 12th century, and the chancel was extended later in the century. The windows date from the 15th and 16th centuries, and the porch was added in 1701. Restorations were carried out on 1858 and in 1895. The church closed in 1976.

Architecture

Exterior

St Mary's is constructed in flint rubble with stone dressings and quoins. The walls, other than the east wall, are rendered. The porch is brick and the roofs are tiled. It is a small narrow church with a simple plan, consisting of a nave and a chancel, with a south porch. The three-light square-headed east window dates from the 14th century, and has been restored. At the corners of the east end are 16th-century diagonal buttresses, and on the gable is a stone cross. There are two 12th-century round-headed lancet windows in the south wall of the chancel and one in the north wall. To the west of these, on both north and south sides, is a 15th-century square-headed two-light window. The north wall of the nave contains another 12th-century round-headed lancet window. In both north and south walls is a 19th-century two-light window in Perpendicular style. The porch is gabled and has a round-headed doorway. In each wall is a five-sided window. The west window dates from the 15th century. There are two bell openings in the west gable, which contains the bells, and on the gable is a 12th-century cross.

Interior

Inside the church many of the windows are splayed. In the splay of a window on the south of the chancel is a 13th-century painting of a human figure. There are two monuments dating from the 18th century. On each side of the chancel arch is a round-headed squint. To the east of the door is a damaged piscina, and to its west is a 16th-century alms box that has been carved from a tree trunk. The font is Norman. It is made in Purbeck marble, and consists of a square bowl supported by a moulded stem on a square base. The other fittings date from the 19th century.

Current use (bookings) & voluntary activity

St Mary's Church currently enjoys permission from The Church of England for six regular services per year and additional services on an occasional services. Annual Spring, Harvest Festival, Christmas Carol and Christmas day services are held at St Marys.

In September 2017 the church hosted Heritage Open Days with the Æsc exhibition, examining time through a dialogue between a poet and a ceramicist (Suna Imre and Hugh Greasley). Additional events in 2019 included a memorial service in July and a Limewash Day run by the CCT Conservation Team and Local Community Officers working with local volunteers in September 2019.

The active Friends of St Mary's are working to increase fundraising activity in 2020 including opening the garden of Ashley Manor to the National Garden Scheme and allocating half of the income to St Mary's Church, holding a ceramic exhibition, appealing to the community for regular annual donations and holding an outdoor This is my Theatre performance of The Three Musketeers in August.

St Mary's was due to be visited by the Historic Church tour featuring Anglo Saxon Origins in Hampshire on 21st May, but this was not possible due to lockdown.

Voluntary activity undertaken by local residents and the Friends group includes

- Cleaning as necessary

- Remittance of wall safe and service funds
- Planning and delivery of fundraising activity
- Ad hoc reporting of maintenance needed and liaising with CCT staff and contractors, recently including electrical work in January 2019.

A historic church trail including St Mary's has been drafted by a local volunteer.

Collection Review

Open Churches Policy status:	Open
Local Community Officer:	Tina Osgood
Current project:	Friends group fundraising and planning renovations to church room
Cleaning schedule:	As required, led by volunteers in accordance with CCT guidelines
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, volunteer management, maintenance reporting)
Area volunteer role:	Surplus to requirements
Fundraising roles:	Fulfilled by Friends group
Stewardship roles:	Surplus to requirements
Research, interp & talks role:	Surplus to requirements
Accessibility details:	Provided via website
CCT silver plaque:	Installed
CCT information board:	Not installed, overdue (for affix to noticeboard)
Oak post:	Not installed, not needed
CCT freestanding board:	Installed
Wall safe poster:	Installed, current
CCT A board:	Installed
Gift Aid envelopes:	Provided
Visitor book:	Installed
Building services:	Electric lighting, power sockets

Parking:	Limited, at bottom of path
Organ:	Harmonium maintained by Friends
Churchyard:	Owned by CCT
Ringable bells:	Yes
Pews:	Sound, no defects
Fire rated capacity:	60
Seating capacity:	60
Site plan:	Unavailable
Roof alarm:	Uninstalled
CCTV:	Uninstalled
Individual item security measures:	Uninstalled
Public transport:	Winchester train station (5.8 miles)
Nearby attractions:	Gains Castle grounds adjoining the churchyard, Little Somborne and Lower Eldon CCT churches with 2.5 miles.
Social media presence:	Nil
Images on CCT website:	One of four
Regular feature parish news:	No
Services per year:	4+
CofE support for services:	Yes
Christmas memory tree:	No
Tea Party:	No
Historic Church Tour:	Planned for 2020, rescheduled for 2021
Heritage Open Days:	Not since 2017
Ride & Stride:	No
Champing:	No. For further information, please see Champing introduction and typical church income at appendix 4.
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
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>	£2,719.44
<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>	£1,332.00
<p>Other maintenance costs for churchyard total (Exclusive of VAT):</p> <p>Additional maintenance needs discovered during twice-yearly maintenance visits, costed and listed individually below.</p>	£300.00
<p>Total short term repairs:</p> <p>Small scale items of limited cost which could be fulfilled with minimal fundraising.</p>	£10,500.00
- Re-limewashing	£8,000.00
- Church room window repairs	£2,500.00
<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>	£4,600.00
- Internal plaster repairs and decoration	£4,000.00
- Repairs to monument	£600.00

Total long term repairs: Items which are known to require works in the longer term but which are not essential in the near future.	£2,000.00
- Resurface path	£2,000.00
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	Total Income
2019/20	£378	£626
2018/19	£167	£254
2017/18	£120	£821
2016/17	£95	£273
2015/16	£44	£573

Visitors

		Wall safe income per visitor
2019-20	2,815	£0.13
2018-19	3,899	£0.04
2017-18	3,448	£0.03
2016-17	2,708	£0.04
2015-16	4,593	£0.01

Expenditure

Total spend since vesting 28th July 1980 (non maintenance): £34,699

	Conservation (repair) expenditure	Maintenance expenditure
2019-20	£0	£3,158
2018-19	£0	£1,332
2017-18	£0	£486
2016-17	£0	£729
2015-16	£398	£398

	Electricity cost
2019-20	£1
2018-19	£321
2017-18	£306
2016-17	£260
2015-16	£302

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	£3,448.54
Income less expenditure 2019/20	-£2,537
Income less annualised maintenance 2019/20	-£2,093.44

Local Community Officer's Summary

This pretty church is well supported by the Friends of St Mary's. The church is well supported by the wider community of Ashley attending events such as the Limewash day in September 2019 and community events and services.

The regularity of church services presents an opportunity to review the level of contribution from congregants' collections, given they may be currently unaware of our annualised maintenance liability. This message could be amplified through regular updates to the parish newsletter and inclusion of church reports at parish council meetings. Interest and use by the primary school in King's Somborne may also enable the community to communicate church needs to pupils' parents, and extend offers of booked use of the church of church room to this prospective audience for alternative uses.

Hire of the church for audio recording suggests that marketing the venue through location agents for filming, photography, weddings and additional audio recordings may prove fruitful. Additional marketing could focus on historical societies with an interest in the history of Gains Castle, seeking bookings to tour the church alongside other popular Test Valley 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 church has been considered for champing, but was considered unsuitable by the local community due to parking restrictions.

The Friends group deserves considerable recognition for having adopted the requisites of support for a CCT site so fully and planning fundraising events for the coming year including the generous offer donate funds from Ashley Manor opening to the National Garden Scheme and hosting an outdoor performance of The Three Musketeers by This is my Theatre in August.

The Community may need to give consideration to the sustainability 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 for visitors early in 2020.

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

Part B - September 2020 Survey

Summary of consultation responses received by end August 2020

*Following distribution of fifteen questions through our standard church plan questionnaire in summer 2020 to existing Churches Conservation Trust correspondents, (together with an invitation for correspondents to share the survey and associated Church Plan Part A), **no response** was received for **Ashley St Mary's** by the deadline of **August 30th**.*

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

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

Minutes of Zoom Meeting on 11 February 2021

Present: Attendee A
 Attendee B
 Attendee C
 Attendee D
 Attendee E
 Attendee F
 Attendee G
 LCO (CCT Local Community Officer)

The first performance by This is my Theatre has been booked for 4th June.

Limewash Days - successful limewash day was held in 2019 and it was agreed that repeat days could be organised. Attendee A has the details of the colour.

Work is planned for the church room. **ACTION:** LCO to check with the CCT Estates Officer what work can be done by the community and local tradesmen.

The community reported a very successful outdoor Carol Concert at Christmas.

ACTION: LCO to arrange a meeting with the community and the CCT Estates Officer to discuss the Conservation Report when lockdown restrictions permit.

Attendee C suggested a second cost should be sought for limewash and assessment of the plasterwork inside the church and work to the church room so that the community have a detailed report of essential works for fundraising purposes.

Attendees C and E asked if the bells have been included in the quinquennial report. **ACTION:** LCO to ask CCT Estates Officer if the quinquennial report can be shared.

Attendee A confirmed that there have been plenty of visitors over the past year despite restrictions.

Attendee A shares updates on the church and events through the Kings Somborne Gazette and the Gauntlet, but has nothing to report at present.

Attendee F highlighted that it would be helpful for the Friends group to know what CCT budget there is so that the Friends know what fundraising is needed.

Attendee C has organised an estimate for work to the church room for approx £1,000 and will pass it on to Attendee F.

The work recommended in the last electrical report has been done.

Attendee A asked LCO for the address to send cheques to CCT. **ACTION:** LCO to email the appropriate address to Attendee A.

Attendee C also has a quote from a local tradesman for the West wall for 4 coats of limewash for £400 and work to windows that is cheaper than in Conservation Report. **ACTION:** Attendee C to email quotes to LCO and Attendee F.

Attendee E asked what policy is for work to be done to the church by contractors, community or local tradespeople and/or methods/materials necessary. **ACTION:** LCO to seek advice from CCT Estates Officer.

The potential for contractors/tradesman to limewash the west wall while the community limewash the North and South walls as they are easier to access was discussed.

The community confirmed that Ride and Stride do visit and the Friends provide refreshments.

ACTION: LCO to investigate card of Ashley Church by Lady Caroline Hervey-Bathurst and the existing ink drawing to be made into a card.

Attendee A reported that churchyard maintenance has been taken over by Test Valley Borough Council.

The Friends agreed that they would like to move forward with a clear plan that could be done during lockdown or this spring/summer.

Attendee G confirmed that clearer figures are needed before fundraising can commence.

Part D - Action Plan

Community Actions

Short term actions (to end June 2021)

- Agree dates for face-to-face or digital meeting to review interim church plan (September 2020 edition)
- Share quotes obtained from local tradesmen for limewashing and work to church room.

Medium term actions (to end June 2022)

- Investigate potential for scheduled cleaning days
- Investigate potential for repeat lime wash day
- Investigate suitability of church for exhibitions or use as gallery space
- Investigate suitability of church for recording and live-streaming of performances
- Identify means and suitability of Christmas card sales and the sponsored Christmas Memory Tree initiative
- Identify school parents', governors' and staff's interest in church updates
- Review the level of contribution from congregants' collections, given they may be currently unaware of our annualised maintenance liability
- Review methods for promoting church to location agents, wedding companies et cetera
- Review methods for promoting church to historical societies
- Consider means for increasing footfall and consequent donations

Long term actions (to end March 2024)

Complete

Local Community Officer Actions

Short term actions (to end June 2021)

- 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'
- Share CCT Cleaning Churches standard and report
- Investigate potential for scheduled cleaning and lime wash days
- Liaise with CCT Estates Officer on sharing of quinquennial report with Friends Group and clearer figures for fundraising
- Agree date for a meeting with Friends Group and Estates Officer to discuss figures, priorities and best approach to complete work to church and church room

Medium term actions (to end June 2022)

- Investigate suitability of church for exhibitions or use as gallery space
- Investigate suitability of church for recording and live-streaming of performances
- Consider means for increasing footfall and consequent donations
- Publish walk around guide
- Identify means and suitability of Christmas card sales

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- Review the level of contribution from congregants' collections, given they may be currently unaware of our annualised maintenance liability (currently 50% with King's Somborne Parish)
 - Review methods for promoting church to location agents, wedding companies et cetera
 - Review methods for promoting church to historical societies such as Somborne and District Historical Society and build on existing link with Hampshire Medieval Grafitti Society
 - Propose a fundraising tea party or barbecue to recognise and acknowledge community support for the church - this event could be tied in with local garden openings

Long term actions (to end June 2024)

Complete

- 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
- Resolve initial findings, conclusions and recommendations based on Part A & B, expressed as short, medium and long-term actions
- Agree dates for face-to-face or digital meeting to review interim church plan (September 2020 edition)
- Update wall safe signage

CCT Actions Other

Short term actions (to end June 2021)

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

Medium term actions (to end June 2022)

Long term actions (to end March 2024)

Complete

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?

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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,	Annual servicing of the heating system to ensure the efficiency and	1	£ 384.00	£ 9,600.00

servicing	safe working order of the boiler etc.			
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	9	£ 450.00	£ 1,250.00

	all required repairs will be created.			
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	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