

OBORNE OLD ST. CUTHBERT'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

The Old St Cuthbert's Church in Osborne, Dorset, England was built in 1533. It is recorded in the National Heritage List for England as a designated Grade II* listed building, and is a redundant church in the care of the Churches Conservation Trust. It was declared redundant on 18 December 1973, and was vested in the Trust on 23 July 1975.

Only the chancel remains of St Cuthbert's Church, which would have been one of the last to be built before the Reformation, following the demolition of the nave in the 1860s. The neglected chancel was restored in the 1930s, when a new incumbent began to restore it, taking advice from A. R. Powys (secretary of the Society for the Protection of Ancient Buildings) who was also responsible for the restoration of St Andrew's Church at Winterborne Tomson.

The parish of Osborne had been given to Sherborne Abbey by the Saxon King Edgar in the 10th century and it remained a chapel of ease to the abbey until the Dissolution in 1539.

The interior includes mediaeval slip tiles and communion rails, pulpit and monuments from the 17th century. The pillar piscina and font were brought to St Cuthbert's from North Wootton. Above the lintels of windows on the east and north sides are inscriptions entreating prayers for the good standing of Abbot John Myer (1533) and Sacristan John Dunster of Sherborne.

A new parish church, designed by William Slater, was built on a fresh site in the village and consecrated in 1862.

Current use (bookings) & voluntary activity

St. Cuthbert's currently enjoys permission from The Church of England for six Sunday services each year and four additional services on an occasional basis. However, due to the size of the church and lack of parking, there are very few services other than the annual Trinity Sunday service. For some years a candle lit carol service led by a local vocal group was held just before

Christmas and was well attended. This event has now ceased due to the lack of heating, parking and the vocal group disbanding.

A request has been made to the Trust from community members to install a plaque and an information board in the church about Robert Goadby, newspaper owner of the Sherborne Mercury which is now the Western Gazette.

Voluntary activity undertaken by a local resident includes

- Unlocking and locking
- Cleaning when required
- Ad hoc reporting of building change and requesting replacement leaflets
- Organising grounds maintenance

Voluntary action undertaken by area volunteer includes

- Remittance of wall safe funds
- Reporting of visitor numbers

Collection Review

Open Churches Policy status:	Unlocked
Local Community Officer:	Tina Osgood
Current project:	None
Cleaning schedule:	As required, led by volunteers in accordance with CCT guidelines
Welcome table:	Maintains stock of current leaflets (note unavailability of future leaflets for re-stock)
Keyholder role:	Fulfilled
Key representative role:	Fulfilled (remittances, CCT liaison, volunteer management, maintenance reporting)
Area volunteer role:	Fulfilled
Fundraising roles:	Vacant
Stewardship roles:	Surplus to requirements
Research, interp & talks role:	Research and interpretation project currently being worked on by local volunteers

Accessibility details:	Provided via website
CCT silver plaque:	Installed
CCT information board:	Installed
Oak post:	Installed
CCT freestanding board:	Not installed
Wall safe poster:	Installed
CCT A board:	Not installed
Gift Aid envelopes:	Provided
Visitor book:	Installed
Building services:	None
Parking:	Limited to nearby roads
Organ:	None
Churchyard:	Not owned by CCT, maintained by local volunteers
Ringable bells:	1, hung for chiming but now impossible since alterations to roof structure and provision of West louvres.
Pews:	Some damage
Fire rated capacity:	40
Seating capacity:	40 (seats are brought in for services)
Site plan:	Unavailable
Roof alarm:	Uninstalled
CCTV:	Uninstalled
Individual item security measures:	Uninstalled
Nearby attractions:	Grange Hotel in Osborne, Sherborne Castle and Gardens, Sherborne Abbey, Sherborne Museum, St John's Almshouse in Sherborne, Sherborne Old Castle
Public transport:	Sherborne Station (1.4 miles)
Social media presence:	Nil
Images on CCT website:	One of three
Regular feature parish news:	No
Services per year:	1 on Trinity Sunday
CofE support for services:	Yes
Christmas memory tree:	No
Tea Party:	No
Heritage Open Days:	No
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, 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>	£2,439.44
<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>	£524.40
<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>	£450.00
<p>Maintenance Liability (Exclusive of VAT):</p>	£350
<p>- Repair door</p>	£300.00
<p>- Repair to northern blocked in mullion</p>	£50.00

Total short term repairs:	£4,450.00
Small scale items of limited cost which could be fulfilled with minimal fundraising.	
- Repointing of ridge tiles	£1,950.00
- Conservation of windows and door frames	£2,500.00
Total medium term repairs:	
More expensive needs such as roof repairs and tower repairs which may require more involved fundraising and grant applications.	£2,750.00
- Making good of internal plaster finishes	£2,750.00
Total long term repairs:	
Items which are known to require works in the longer term but which are not essential in the near future.	£16,250.00
- Removal of external cement pointing and repointing	£14,500.00
- Window guards	£1,250.00
- Fencing	£500.00
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	£105	£105
2018/19	£146	£146
2017/18	£400	£400
2016/17	£59	£59
2015/16	£212	£212

Visitors

		Wall safe income per visitor
2019-20	1,933	£0.05
2018-19	2,692	£0.05
2017-18	2,667	£0.15
2016-17	2,505	£0.02
2015-16	4,032	£0.05

Expenditure

Total spend since vesting 23rd July 1975 (non maintenance): £45,671

	Conservation (repair) expenditure	Maintenance expenditure
2019-20	£0	£577
2018-19	£0	£871
2017-18	£0	£646

2016-17	£0	£958
2015-16	£823	£823

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 2019/20	-£105
Income less annualised maintenance 2019/20	-£2,334.44

Local Community Officer's Summary

This pretty chancel benefits greatly from the care of a dedicated local volunteer who keeps a regular eye, ensuring that it is kept clean and the churchyard maintained with the help of his son, as well as reporting any issues to the Trust.

Due to the lack of regular services at St Cuthbert's there are no service collections and the local community are very unlikely to be aware of the repair liability costs. This information could be shared through updates to the parish newsletter and inclusion of church reports at parish council meetings. Potential involvement, interest and use by the local 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.

The chancel could be promoted through location agents for filming, photography, small weddings, concerts and audio recordings. Additional marketing could focus on historical societies with an interest in the history of journalism and the press with its links to Robert Goadby, which has been written about by Roger Gutteridge, local journalist and writer.

The site has very limited open floor space for alternative use but could be considered as a venue for Champing. Additional revenue could derive from promotion of local, sympathetic businesses seeking to promote services and products through signage at the church.

The Community may need to give consideration to the sustainability of the current keyholding, cleaning and grounds maintenance arrangements, 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.

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 **Oborne St Cuthbert Old Chancel** 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. Cuthbert Old Chancel Oborne**.

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 **one** respondent wrote back to their Local Community Officer, expressing the following perspectives:

The respondent queried the restricted funds due to a recent donation.

Part C - Community Recommendations

Minutes of telephone meeting on 14th January 2021

Present: Attendee A
 LCO (CCT Local Community Officer)

Roles of volunteers were discussed and the proposal to hand over Attendee A's responsibilities and if expenses would be covered. This was proposed some time ago. **ACTION:** LCO to follow up with CCT.

Audio and video guides were discussed. The new 4G coverage has made it possible to download at the church. It was agreed that foam boards would be the best solution for Goadby interpretation.

Hire information is already being displayed on the noticeboard. It was acknowledged that a power supply would be needed for live streaming of performances from the church. It might be possible that a neighbour could provide a supply for one off events.

Attendee A updated that the church yard had been mowed using a hired mower which had been expensive, but when the hire company closed a neighbour offered to do the mowing which is much cheaper.

The Annual Trinity Sunday service attended by approx 20 who bring chairs.

Services are announced through the parish newsletter. This would not be an appropriate channel to update on costs involved to maintain St Chuthbert's as it would conflict with the need for funds for the active church.

Raising funds was discussed. Attendee A has asked visitors and local people for their feedback and they all comment on what a beautiful spot St Cuthberts is. Attendee A also asked for feedback on how funds could be raised and if they make donations. Attendee A supports the text giving and feels that options of £2 and £5 would be perfect. Attendee A received unanimous feedback that the text giving poster isn't prominent enough and that it should be in more forceful/urgent language.

The postcards on sale in the church are making 200%. There is a notice in the visitors book to appeal for donations. The notice should highlight the cost per week to put it into context.

A local resident who is an expert in bulbs has very kindly offered to plant bulbs in the church yard to create a focus. Attendee A has very generously purchased two new trees to replace the elms that he planted 20 years ago. He plans to plant the new trees next month.

Attendee A asked what the proportion of funds to CCT come from institutions and from donors. **ACTION:** LCO to provide this information.

Attendee A would like confirmation of CCT policy on the likelihood of there being paid custodians again in future as well as the future policy on what expenses can be claimed. **ACTION:** LCO to enquire with colleagues and feedback.

The importance of linking with Sherborne Tourist Office was discussed as a lot of walkers visit. Numbers increased 7-8 years ago, which seems to be a direct result of a walk promoted by the Tourist Office. **ACTION:** Attendee A will meet Tourist Information and ask how we can get promoted and put them in contact with LCO for photos etc.

It is not considered a suitable site for champing, but Attendee A rents land adjoining that could be used in some way for an event and water could be provided.

Ride and Stride **ACTION:** LCO to put Attendee A in contact with the Dorset coordinator.

Attendee A suggests getting several quotes and queried the necessity to use contractors vs local tradespeople. Attendee A recommends volunteers seeking quotes locally and appealing to those tradespeople to support the church within their community. **ACTION:** LCO to consult with Conservation colleagues on this suggestion.

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)
- Establish communication with Tourist Office
- Plant replacement trees

Medium term actions (to end June 2022)

- Investigate options for recruiting additional volunteers
- Investigate best method to display Robert Goadby interpretation
- Consider the suitability of the site for Champing
- Link with Dorset Ride & Stride coordinator
- Identify school parents', governors' and staff's interest in church updates
- Review methods for promoting church to historical societies and groups with an interest in local press
- Review prioritisation of and means for repair / conservation works outlined in the Conservation Report
- Consider means for increasing footfall and consequent donations
- Consider viability of sale of Christmas cards and Memory Christmas Tree
- Work with LCO to produce video to promote St Cuthbert's on CCT website and social media
- Implement bulb planting plans in churchyard and how to make the most of the opportunities that will arise from the improved environment to attract more visitors

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'

Medium term actions (to end June 2022)

- Seek confirmation on CCT future policy on paid custodians and volunteer expenses
- Investigate best method to display Robert Goadby interpretation
- Share CCT Cleaning Churches standard and report
- Investigate necessity and potential for scheduled cleaning days
- Publish walk around guide
- Review church web page to ensure clear directions available for all visitors including the parking options
- Investigate options for recruiting additional volunteers
- Investigate suitability of church for recording and live-streaming of performances
- Investigate suitability of church for religious use
- Link volunteer with Ride and Stride Dorset coordinator

-
- Discuss potential for regular church related features, parish newsletter and inclusion of church updates in parish council meetings
 - Consider the suitability of the site for Champing
 - Consider means for increasing footfall and consequent donations
 - Identify school parents', governors' and staff's interest in church updates
 - Review methods for promoting church to location agents, wedding companies et cetera
 - Review methods for promoting church to historical societies and groups with interest in local press
 - Review prioritisation of and means for repair / conservation works outline in Conservation Report

Long term actions (to end March 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
- Provide volunteer with latest report on CCT income
- Initiate consultation with Conservation colleagues on possibility of using local tradespeople to fulfil some task on Conservation Report

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.

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?

-
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