

LITTLE SOMBORNE ALL SAINTS'

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

All Saints' Church is a redundant Anglican church in the hamlet of Little Somborne, 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 is situated some 4 miles (6 km) southeast of Stockbridge, to the east of the A3057 road.

All Saints has its origin in the Saxon era, and it is recorded in the Domesday book. The original church had a nave and a chancel, but in 1170 the chancel was removed, the nave was extended towards the east, and a very small chancel was added at the east end. The chancel was removed during the 17th century, the chancel arch was filled in with a wall and a window was inserted.

The church is constructed in flint rubble with stone dressings. The walls have been rendered and colourwashed. The roof is tiled. Its plan is simple, consisting of a nave and a chancel in a single range, with a weatherboarded bellcote at the west end. At the east end, within the former chancel arch, is a three-light square-headed window, and above this are two lancet windows. In the north wall of the chancel is a 12th-century single-light window. To the west of this is a blocked door dating from the same period. Also in the north wall is a Saxon pilaster strip made in Binstead stone from the Isle of Wight. In the south wall of the chancel is a 13th-century lancet window. To the west of this are two single-light square-headed windows. Between these is a Norman round-headed doorway. The west window dates from the 14th century and has two lights with trefoil heads, and there is a quatrefoil window above it.

The plaster has been stripped from the interior of the walls, and the floor has been partly removed and replaced by flags. To the south of the chancel arch is a small round-headed niche. The font dates from the 19th century.

In the churchyard is the grave of Thomas Sopwith, the pioneer aviator, who developed the Sopwith Camel, and died in 1989.

Current use (bookings) & voluntary activity

All Saints' Church currently enjoys permission from The Church of England for six Sunday services each year and four additional services on an occasional basis. In the last couple of years services have included Rogation and Harvest Festival Services as well as a Christening. During the most recent three years the church has also hosted visits and tours for the U3A and several performances from This is My Theatre. The church is popular with walkers, and was due to form part of the 2020 CCT Historic Church Tour, which was unfortunately cancelled due to lockdown.

Voluntary activity undertaken by a local residents includes

- Cleaning as required
- Remittance of wall safe and service funds
- Planning and delivery of all bookings including services
- Ad hoc reporting of building change

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: | Missing walk around 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: | Vacant |
| Stewardship roles: | Surplus to requirements |

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|------------------------------------|---|
| Research, interp & talks role: | Vacant, but individual project fulfilled by community |
| Accessibility details: | Provided via website |
| CCT silver plaque: | Not installed, not due |
| CCT information board: | Not installed |
| Oak post: | Not installed |
| CCT freestanding board: | Installed |
| Wall safe poster: | Installed |
| CCT A board: | Not installed |
| Gift Aid envelopes: | Provided |
| Visitor book: | Installed |
| Building services: | None |
| Parking: | Limited to a few spaces on grass at edge of church yard |
| Organ: | Harmonium |
| Churchyard: | Not 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 |
| Nearby attractions: | Danebury Hill Fort, Houghton Lodge Gardens, Danebury Vineyards at Nether Wallop, Mottisfont Historic House, Winchester Cathedral, Sir Harold Hilliar Gardens and the Museum of Army Flying at Middle Wallop |
| Public trasport: | WinchesterTrain Station (6.1 miles) |
| Social media presence: | Nil |
| Images on CCT website: | One of four |
| Regular feature parish news: | No |
| Services per year: | 1+ |
| CofE support for services: | Yes |
| Christmas memory tree: | No |
| Tea Party: | No |
| Historic Church Tour: | Planned for 2020, postponed to 2021 |

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| Heritage Open Days: | No |
| Ride & Stride: | No |
| Champing: | No. For further information, please see Champing introduction and typical church income at appendix 4. |
| Retail: | Cards for sale |
| 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

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|---|-----------|
| <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> | £1,828.44 |
| <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> | £1,120.00 |
| <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> | |
| Maintenance Liability (Exclusive of VAT): | 455.00 |
| | £275.00 |

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|---|------------|
| - Repairs to glazing | |
| - Cut back encroaching plants | £180.00 |
| Total short term repairs: Small scale items of limited cost which could be fulfilled with minimal fundraising. | £3,800.00 |
| - Clear moss and check tiles | £1,200.00 |
| - Check weatherboard turret | £600.00 |
| - Redecorate rain water goods | £2,000.00 |
| Total medium term repairs: More expensive needs such as roof repairs and tower repairs which may require more involved fundraising and grant applications. | £11,000.00 |
| - Re-limewash exterior | £8,000.00 |
| - Interior plaster repairs | £3,000.00 |
| Total long term repairs: Items which are known to require works in the longer term but which are not essential in the near future. | £1,500.00 |
| - Alter door and threshold to improve access | £1,500.00 |
| 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. | £1,000.00 |
| - Reduce brickwork against East wall | £1,000.00 |
| 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 | £62 | £740 |
| 2018/19 | £270 | £595 |
| 2017/18 | £62 | £332 |
| 2016/17 | £221 | £221 |
| 2015/16 | £270 | £270 |

Visitors

| | | Wall safe income per visitor |
|---------|-------|------------------------------|
| 2019-20 | 1,816 | £0.03 |
| 2018-19 | 1,637 | £0.16 |
| 2017-18 | 1,381 | £0.04 |
| 2016-17 | 1,911 | £0.12 |
| 2015-16 | 1,842 | £0.15 |

Expenditure

Total spend since vesting 25th November 1975 (non maintenance): £76,794

| | Conservation (repair) expenditure | Maintenance expenditure |
|---------|-----------------------------------|-------------------------|
| 2019-20 | £0 | £2,016 |
| 2018-19 | £0 | £2,304 |
| 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.

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| Restricted Balance Report Jul 2019 | £21.72 |
| Income less expenditure 2019/20 | -£1,276 |
| Income less annualised maintenance 2019/20 | -£1,088.44 |

Local Community Officer's Summary

This pretty rustic Hampshire church benefits from very generous support from neighbours who ensure that All Saints' is always beautifully presented with fresh floral displays and a range of cards for sale (cards are of watercolours produced by one talented artist volunteer) as well as a remarkable display of wild flowers in the church yard. Additional members of the community support the church well but less regularly through attendance at events such as the services and This is My Theatre performances and a limewash day is planned post lockdown.

These occasional church services present 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 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.

Marketing the venue through location agents for filming, photography, concerts, weddings and audio recordings may prove fruitful. Additional marketing could focus on historical societies with an interest in aviation or Saxon and Norman churches, (as well as to the Ride & Stride scheme), seeking bookings to tour the church alongside other Hampshire venues with a related connection. The considerable voluntary efforts that have been made towards research and interpretation products would certainly facilitate encouragement of these bookings at the same time as enriching the visitor experience further.

The site has limited open floor space for alternative use but could be 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 voluntary efforts that go into supporting this church deserves considerable recognition, and a fundraising tea party or barbecue, sponsored by a local business, could provide good means for such acknowledgement. The community might also like to consider fundraising events such as concerts, or flower or Christmas tree festivals.

The Community may need to give consideration to the sustainability of the care of this church being managed by one local resident at present, 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 a 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), **three** responses were received for **Little Somborne All Saints'** by the deadline of **August 30th**.*

Two responses received were from respondents writing in a **personal capacity**, one from a respondent representing **Little Somborne Parish**. All respondents confirmed that their responses related to **All Saints' Little Somborne**.

In addressing the question of *a perfect outcome for our work together at the church* respondents **indicated that the church plan is a step in the right direction, clearly setting out the conservation report and the costs to maintain the church along with fundraising opportunities and that this clear information will make fundraising in the community easier**. Respondents **questioned the necessity and cost of some of the works detailed in the Conservation Report and suggested that costs can be reduced by some of the work being completed by community members**. Respondents also **detailed the good work that is already taking place with services, Ride and Stride and fundraising events and encouraged further services, educational and cultural events**. In addition respondents **gave mixed feedback to the suggestion of Champing at Little Somborne**.

In writing about challenges anticipated in respect of repair liabilities and running costs, one respondent **indicated that they foresee few challenges, but that commercialising the church could complicate matters and that the existing status-quo should be maintained**. The second respondent **indicated that raising the funds to cover all costs to maintain the church is difficult in such a small community, but suggested a need to encourage the entirety of service collections to go towards the maintenance of the church and that donations might increase if this were the case**. The third respondent **expressed optimism and suggested that online communication similar to the online lectures that have been produced by the CCT since lockdown could be used to raise awareness of the need to**

fundraise for the church with an appeal at the end. The respondent offered to support/be involved in such a project.

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, respondents indicated that **This Is My Theatre performances at the church have proved very successful and should be continue and that greater links could be made with King's Somborne Primary School as well as engaging with children who live locally. Concerts by local musicians and choirs could be encouraged as fundraising events and the church could be a venue for local adult education providers for activities such as photography or watercolour workshops.**

Considering if increased use of the church might benefit the community, or if increased use might benefit the church itself, respondents indicated **that the current number of services should remain, but more cultural events would ensure that the church is the vibrant central building in the community. This would increase footfall and donations in turn.**

In relation to identifying conservation priorities for the church, respondents **identified:**

- **External repairs including lime wash, rainwater goods and roof**
- **Preservation of working bell**
- **Repair to plasterwork**

Regarding priorities, opportunities or ideas for fundraising respondents **suggested that additional income could be raised from wedding, baptism and funeral services and 100% of service collections going to the Trust as well as online fundraising leading to a community limewash day appealing for donations to the church. Respondents highlighted the need to ensure that the church remains a tranquil and spiritual place and that displaying advertisements from local businesses would detract from this.** In respect of means for initiating fundraising activity, respondents **suggested raising funds from wedding, baptism and funeral services, approaching the incumbent about 100% of service collections going to the Trust, planning cultural fundraising events when social distancing is no longer necessary and one respondent invited the CCT to work with them to develop online opportunities.** All three respondents **indicated** that they participate in fundraising activities.

In seeking respondents' participation in a future group discussion regarding church planning

- Two respondents indicated that **they would be available either in person or through digital meetings.**
- one respondent indicated that **they would be available in person only.**

In answering our final, open question about any additional church matters not covered in other areas of the survey, the respondents indicated **that there is an immense affection for the church within the community who put a lot of effort into supporting and maintaining the church and it's beautiful church yard, drawing attention to events that do take place at the church, but are not listed in the Church Plan such as Ride and Stride. One respondent indicated that the Church Plan is a great leap forward for the community being able to work with the CCT to maintain the church. One respondent indicated the necessity to maintain the unspoilt, peaceful, timeless nature of the church, which are the qualities that make it so appealing.**

In addition to responses fielded through the questionnaire, a further 1 respondents wrote back to their Local Community Officer, expressing the following perspectives:

Changes proposed to the door and threshold in the Conservation Report are not necessary.

The estimated cost of external repairs outlined in the Conservation Report seem excessive and could be greatly reduced by organising a limewash day with volunteers.
(NOTE ON BEHALF OF CCT: This was planned pre-lockdown and will be rearranged in more settled times.)

Champing would not be appropriate at All Saints' Church Little Somborne.

Part C - Community Recommendations

It has been agreed that a church planning meeting will be held after lockdown restrictions when they will be able to meet with the Local Community Officer and Conservation Team to discuss the church plan and hold a limewash day at the church.

Part D - Action Plan

Community Actions

Short term actions (to end June 2021)

- Agree dates for face-to-face meeting to review interim church plan (September 2020 edition)
- Investigate possibilities for fundraising using online communication/videos/zoom
- Investigate local musicians and choirs for future fundraising events
- Agree date for limewash day with CCT staff (Covid-19 restrictions permitting)

Medium term actions (to end June 2022)

- Investigate options for recruiting additional volunteers where necessary
- Investigate suitability of church for concerts
- Investigate suitability of church for exhibitions or use as gallery space
- Investigate suitability of church for recording and live-streaming of performances
- 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
- 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 and local adult education providers
- Review prioritisation of and means for repair / conservation works outlined in the Conservation Report

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'
- Agree dates for face-to-face meeting to review interim church plan (September 2020 edition)
- Investigate possibilities for working with the community to fundraise using online communication/videos/zoom
- Publish walk around guide
- Review church web page to ensure clear directions and parking information is available for all visitors
- Introduce musicians who have successfully performed in CCT churches to community for consideration
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Medium term actions (to end June 2022)

- Investigate suitability of church for concerts

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- Investigate suitability of church for exhibitions or use as gallery space
 - Investigate suitability of church for adult education workshops e.g. photography and watercolour painting
 - Investigate suitability of church for recording and live-streaming of performances
 - Discuss potential for regular/further 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 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 and local adult education providers
 - Review prioritisation of and means for repair / conservation works outlined in the conservation Report
 - Decide on arrangements for a fundraising tea party or barbecue to recognise and acknowledge community support for the church

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
- 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.

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 |

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| 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 |

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|--|---|---|------------|------------|
| 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 |

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| | 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 |