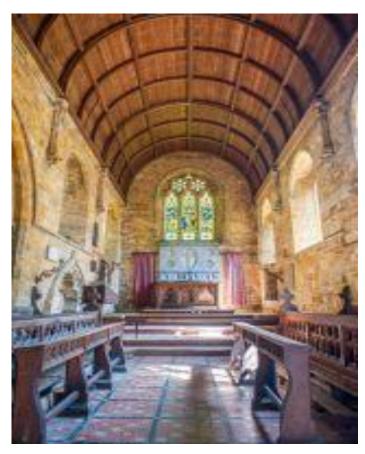


ST JOHN THE BAPTIST CHURCH, AVON DASSETT CHURCH PLAN



Introduction

Part A - Current Report

Church Introduction and Statement of Significance Current Use (bookings) and voluntary activity Collection Review Conservation Reports Income, Expenditure and Balances Local Community Officers Report

Part B - Survey

Results of our open survey conducted in 2020, canvassing all community contacts for feedback on the current report

Part C - Community Recommendations

Minutes of community meetings held to discuss opportunities, activities and plans for the church

Part D - Action Plan

Details of short, medium and long term actions agreed upon through Community Recommendations, assigned to community participants or Churches Conservation Trust staff

Version Updated November 2023

Part A - Current Report

Introduction

The Churches Conservations Trust's strategy is to empower and support communities to care for historic places of worship, for the benefit of all. A sustainable CCT church is well used by its communities, generates sufficient funds for the maintenance that keeps it in a good state of repair and is able to raise funds for specific repair and improvement projects. Local Community Officers facilitate this through their work with the community to co-create Church Plans.

Church plans are a living document which combines information on the church's history, significance, maintenance and repair needs and the current use of the church, with feedback and recommendations from the community, and concludes with an action plan setting out agreed short, medium and long term actions to support the sustainable use and care of the church.

Part A - Current Report

Church Introduction & Statement of Significance

The present church was built in 1868 on the site of an earlier church dating from the Norman era. The architect was Charles Buckeridge. The church was declared redundant on 11 May 1983, and was vested in the Churches Conservation Trust. It is still used occasionally for concerts or community events. Between May 2007 and September 2008 work was carried out on the spire at a cost of about £700,000, with the result that the church bells were rung on 21 February 2009, the first time for some decades.

The church is constructed in Hornton sandstone with tiled roofs. Its plan consists of a three-bay nave with a north aisle and a south porch, a three-bay chancel with a north organ chamber, and a west tower with a spire. The architectural style of the church, other than the north arcade, is Gothic Revival, in the style of the early 14th century. Most of the fabric used was new, although a small amount of fabric from the earlier church was incorporated, including fragments from the 12th century. The tower is in three stages, with angle buttresses, and a stair turret at the southeast angle. The lowest stage has a west window of four lights, which was formerly the east window of the earlier church. In the middle stage is single-light window, and in the upper stage the bell openings have two lights. The tower is surmounted by a tall octagonal spire. The nave measures 44 feet (13.4 m) by 17 feet (5.2 m). In its south wall is a porch and three windows, one with a single light, and the others with two lights. The north aisle is 10 feet (3.0 m) wide, and has three two-light windows. The chancel measures about 34 feet (10.4 m) by 16 feet (4.9 m). Its east window has three lights. The other windows have two lights, two on the north side and three on the south.

The three-bay north arcade is in Norman style, carried on round pillars. In the north wall of the chancel is a recess containing a 13th-century stone coffin with a lid. The lid is carved in high relief with the effigy of a deacon with a tonsure. He is dressed in vestments, including a cassock, an alb, a dalmatic, a maniple, and a stole. It is thought that this is the coffin of Hugh (or Hugo), rector of the church, who died in about 1240. All the furniture of the church dates from the building of the present church, including the font, which is made of grey marble. In the sanctuary are an oak altar and choir stalls, a stone triple sedilia, and a reredos in grey Purbeck marble with a cross in its centre. In the church are memorials dating from the 18th and 19th centuries. The west window contains a few fragments of 15th-century glass. There is a ring of five bells that were cast by William Blews of Birmingham. Since the church was declared redundant, work has been carried out to improve their condition. The parish registers date from 1559.

In the churchyard are six headstones and a chest tomb, each of which is designated as a Grade II listed building. The headstones consist of one dated 1687, another from the mid-late 17th century, a further one dated 1699, another dated 1681, one dated 1706, and another, this one dated 1719. The chest tomb dates from the middle of the 17th century.

Current use (bookings) & voluntary activity

St. John the Baptist's currently enjoys permission from The Church of England for six Sunday services each year and an unlimited number of additional services on an occasional basis. During the most recent three years the church has hosted an annual carol service. Local volunteers have also organised an open gardens and a tea party.

Voluntary activity undertaken by three local residents includes:-

- Cleaning
- Remittance of wall safe and service funds
- Ad hoc reporting of building change
- Organising of services and events

Church Information

General Information:	
Open Churches Policy status:	Open
Local Community Officer:	Gurdev Singh
Current projects:	Not at present
Parking:	None on site
Building services:	Electric lighting
Churchyard:	Not owned by CCT, owned by Parish Council
Ring-able bells:	No ringing allowed at present due to the condition of the floor under bells through water ingress
Organ:	None
Volunteering:	
Key holder role:	Fulfilled
Key representative role:	Fulfilled (remittances, CCT liaison, Volunteer management, etc.)
Fundraising roles:	Vacant and necessary
Stewardship/events roles:	Vacant and necessary
Research, interp. & talks role:	Vacant and necessary
Cleaning schedule:	Cleaned regularly, led by volunteers in accordance with CCT guidelines
CCT Items:	
CCT silver plaque:	Installed, requires removing
CCT information board:	Installed, requires updating
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
Welcome table:	Maintains stock of current leaflets (note unavailability of future leaflets for re-stock)

Children's sexplorer cart: Children's trail: Not at present Tourism/Marketing: Nearby attractions: Burton Dassett Hills Social media presence: Not at present Images on CCT website: One of four Regular feature parish news: Not at present Events/Activity: Services per year: Minimum One Christmas memory tree: Yes, unsponsored Heritage Open Days: Not currently Ride & Stride: Not currently Retail: Not currently Health & Safety: Fire rated capacity: Site plan: Available Roof alarm: Not installed CCTV: Not installed
Tourism/Marketing: Nearby attractions: Burton Dassett Hills Social media presence: Not at present Images on CCT website: One of four Regular feature parish news: Not at present Events/Activity: Services per year: Minimum One Christmas memory tree: Heritage Open Days: Not currently Ride & Stride: Not currently Champing: Not currently Health & Safety: Fire rated capacity: Site plan: Available Roof alarm: Not installed
Nearby attractions: Burton Dassett Hills Social media presence: Images on CCT website: One of four Regular feature parish news: Not at present Events/Activity: Services per year: Christmas memory tree: Heritage Open Days: Not currently Ride & Stride: Not currently Champing: Not currently Retail: Not currently Health & Safety: Fire rated capacity: Seating capacity: Not determined Roof alarm: Not installed
Social media presence: Not at present Images on CCT website: One of four Regular feature parish news: Not at present Events/Activity: Services per year: Minimum One Christmas memory tree: Yes, unsponsored Heritage Open Days: Not currently Ride & Stride: Not currently Champing: Not currently Retail: Not currently Health & Safety: Fire rated capacity: 200 Seating capacity: Not determined Site plan: Available Roof alarm: Not installed
Images on CCT website: Regular feature parish news: Not at present Events/Activity: Services per year: Christmas memory tree: Heritage Open Days: Not currently Ride & Stride: Not currently Champing: Not currently Retail: Not currently Health & Safety: Fire rated capacity: Seating capacity: Not determined Site plan: Not installed
Regular feature parish news: Not at present Events/Activity: Services per year: Minimum One Christmas memory tree: Heritage Open Days: Not currently Ride & Stride: Not currently Champing: Not currently Retail: Not currently Health & Safety: Fire rated capacity: Seating capacity: Not determined Site plan: Not installed
Events/Activity: Services per year: Christmas memory tree: Heritage Open Days: Ride & Stride: Not currently Champing: Not currently Retail: Not currently Health & Safety: Fire rated capacity: Seating capacity: Not determined Site plan: Not installed
Services per year: Christmas memory tree: Yes, unsponsored Heritage Open Days: Not currently Ride & Stride: Not currently Champing: Not currently Retail: Not currently Health & Safety: Fire rated capacity: Seating capacity: Not determined Site plan: Not installed
Christmas memory tree: Yes, unsponsored Heritage Open Days: Not currently Ride & Stride: Not currently Champing: Not currently Retail: Not currently Health & Safety: Fire rated capacity: 200 Seating capacity: Not determined Site plan: Available Roof alarm: Not installed
Heritage Open Days: Ride & Stride: Not currently Champing: Not currently Retail: Not currently Health & Safety: Fire rated capacity: Seating capacity: Not determined Site plan: Roof alarm: Not installed
Ride & Stride: Champing: Not currently Retail: Not currently Health & Safety: Fire rated capacity: Seating capacity: Not determined Site plan: Roof alarm: Not installed
Champing: Not currently Retail: Not currently Health & Safety: Fire rated capacity: 200 Seating capacity: Not determined Site plan: Available Roof alarm: Not installed
Retail: Not currently Health & Safety: Fire rated capacity: 200 Seating capacity: Not determined Site plan: Available Roof alarm: Not installed
Health & Safety: Fire rated capacity: 200 Seating capacity: Not determined Site plan: Available Roof alarm: Not installed
Fire rated capacity: Seating capacity: Not determined Site plan: Available Roof alarm: Not installed
Seating capacity: Not determined Site plan: Roof alarm: Not installed
Site plan: Roof alarm: Not installed
Roof alarm: Not installed
CCTV: Not installed
Individual item security measures: None
Accessibility details: Provided via website
Risk assessment general: Current
Risk assessment fire: Current
COSHH listing: Current
Portable appliance listing: Current
Security Audit: Current
Pews: None

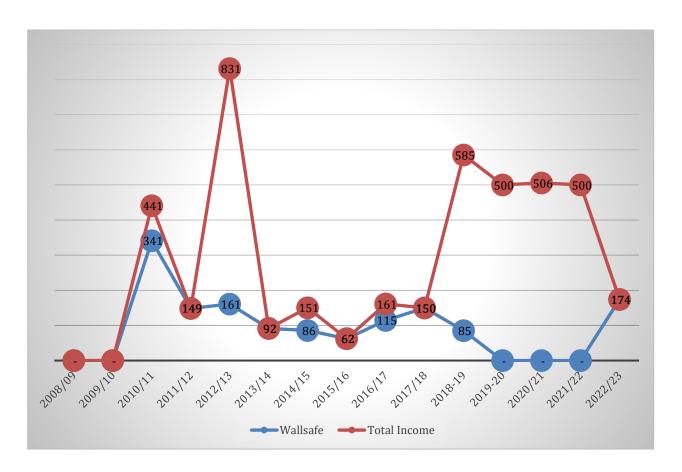
Conservation Reports

Annualised maintenance costs (Exclusive of VAT): Annualised maintenance costs express the total costs of church maintenance divided by 25 years. Every forecasted cost which relates to the maintenance of this church over a period of 25 years is included. Any anticipated repairs are excluded. A list of typical maintenance tasks for any historic church, forecast over the period, is available to view at appendix 2.	£3,763.44
Routine maintenance costs (Per annum and exclusive of VAT): These are included in the annualised maintenance costs and are the total cost of two maintenance visits per year. A list of the typical maintenance tasks for any historic church included in the twice-annual maintenance visits is available to view at appendix 3.	£552.00
Other maintenance costs total (Exclusive of VAT): Additional maintenance needs discovered during twice-yearly maintenance visits, costed and listed individually below.	£280.00
- Damaged Church Sign	£15.00
- Plant growth against North side of the Church	£265.00
Total short term repairs: Small scale items of limited cost which could be fulfilled with minimal fundraising.	£12,850
- RWG repairs and redecoration and drainage investigation/ repairs	£8,400.00
- Replace the decayed coping to the nave/ chancel gable on the south side	£950.00
- Repoint the open joints to the stone work just below the gutter	£3,500.00
Total medium term repairs: More expensive needs such as roof repairs and tower repairs which may require more involved fundraising and grant applications.	£3,300.00
- Repoint the joints in various locations	£1,000.00
- Replacement of the plinth stone	£500.00
- De-moss the roof	£1,800
Total long term repairs: Items which are known to require works in the longer term but which are not essential in the near future.	£43,750.00
- Re-roof the slope of the south chancel	£22,500.00
- Window repairs including conservators report	£16,750.00
- Conservator conservation of the decorative chandelabra	£4,500
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. 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.	£0.00

Income, Expenditure & Balances

Income

		Service	Services			Third Party	Total
	Wall Safe	Collection	Fees	Events	Donations	Hire	Income
2022/23	£174.00						£174.00
2021/22	£0.00				£500.00		£500.00
2020/21	£0.00				£506.00		£506.00
2019/20	£0.00				£500.00		£500.00
2018/19	£85.00				£500.00		£585.00
2017/18	£150.00						£150.00



Visitors

		Wall safe income per visitor
2022-23	1,762	£0.10
2021-22	189	£0.16
2020-21	Data not collected	£0.00
2019-20	1,736	£0.08
2018-19	1,656	£0.05
2017-18	1,742	£0.09
2016-17	1,270	£0.09



Expenditure

Total spend since vesting (non-maintenance): £935,374.00

	Conservation (repair) expenditure	Maintenance expenditure
2022-23	£0.00	£552.00
2021-22	£0.00	£1,783.00
2020-21	£769.00	£966.00
2019-20	£120.00	£1,574.00
2018-19	£0.00	£936.00
2017-18	£0.00	£486.00
2016-17	£0.00	£697.00

Income less expenditure 2022/23

-£378.00

(Income from all sources, minus maintenance, and conservation expenditure) Income less annualised maintenance 2022/23 -£378.00

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

Balances

The restricted balance is the amount of money which has been covenanted or restricted for expenditure at the church. Any expenditure needs to match the terms of the covenant under which the money was donated, for example, a term expressing that a donation is intended for roof repairs only.-

Restricted Balance Report 2023/23

£0

Local Community Officer's Summary

This pretty and popular Warwickshire churches benefits from very generous support from a small number of regularly active community participants from the village of Avon Dassett. Additional members of the community support the church well but less regularly through attendance at events.

More regular services or events could present an opportunity to review the level of contribution from wall safe donations, given that visitors may be currently unaware of our annualised maintenance liability. This message could be amplified through information presented in the church and through regular updates to the parish newsletter and inclusion of church reports at parish council meetings. Interest and use by local bell ringers may also enable the community to communicate church needs, and extend offers of booked use to this prospective audience for alternative uses.

Marketing could focus on historical societies with an interest in the history of the local area, including the link to the politician John Profumo who lived in the local area, seeking bookings to tour the church alongside other popular Cotswold venues with a related connection. Voluntary effort towards research and interpretation products could facilitate encouragement of these bookings at the same time as enriching the visitor experience further.

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

The local volunteers deserve considerable recognition for having adopted the requisites of support for a CCT site so fully. Attendance at services and events would give an opportunity to thank them for their efforts.

The Community may need to give consideration to the sustainability of the opening and closing regime at the church, ably managed by local residents 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.

CCT will need to provide a walk around guide and additional notice board signage for visitors early in 2020.

The wall safe has attracted attention from thieves in recent months and as a result review of means for emptying the safe and providing associated signage would be beneficial.

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

Part B – Survey

Summary of consultation responses received by end August 2020

Following distribution of fifteen questions through our standard church plan questionnaire in summer 2020 to existing Churches Conservation Trust correspondents, (together with an invitation for correspondents to share the survey and associated Church Plan Part A), no response was received for **St. Johm The Baptist Church, Avon Dassett** by the deadline of August 30th. An example of the survey is in appendix 1.

Part C - Community Recommendations

Avon Dassett Church Planning Meeting Held - January 2023, Attending GS (Local Community Officer) et al.

Local Community

Very active and proactive local community.

It was agreed that new and more volunteers would be required from the village.

Events

When required for events heaters have been kindly donated by a local community member. If heating is required for future events then options will be considered and where necessary approval will be sought from the CCT. It is not envisaged that to restore the heating infrastructure in the church is either viable or desirable.

The National Garden Scheme Day is held next door to the church and visitors are encouraged to go into the church.

The Christmas gathering alternates with the Catholic church and is always a big success.

It was agreed that weddings could be held at the church in partnership with the Yew Tree pub, including parking at the pub, ceremonies at the church and receptions at the pub.

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

Champing

There is the potential to use the church site for Champing in the future but there will need to be an extensive review of the facilities and other concerns before this can be progressed.

General Comments

A toilet is required for events and various options were discussed including hiring when required and also possibly installing toilets inside the building without there being and impact on the structure of the building.

Low level lighting also required at the church especially for events, and careful consideration will need to be given to the funding of this as the Parish Council is not able legally to fund enhancements or maintenance of the church.

Part D - Action Plan

Community Actions

Short term actions (to end July 2023)

Medium term actions (to end July 2024)

- Avon Dasssett community will explore extending the limited use of the church for future events which could include the Parish Council using the church for more meetings.
- Try to recruit new volunteers.
- Local community (**TG**) also has good contacts at Kineton Art Club and he will contact them to see if they would like to hold a possible art exhibition.
- **LHF** to contact local people to see if they want to be involved with the church.

Long term actions (to end January 2026)

- Arrange meeting with the with the Yew Tree pub management, to discuss possibilities of working together e.g. weddings at the church and receptions at the pub, this would be mutually beneficial.
- Identify and approach contacts who may wish to use the church for exhibitions, use as gallery space or for other
 events.
- Investigate suitability of church for more regular religious use.
- Discuss potential for regular church related features, parish newsletter and inclusion of church updates in parish council meetings.
- Consider means for increasing footfall and consequent donations.
- Investigate if local funding sources are available for the low-level lighting at the church especially for events.

Actions complete (to end July 2024)

- Electricity upgrade has been completed; the funding for this work was facilitated by the Parish Council buy the sale of plaques that were placed on the steps leading to the church.
- Successful Annual Garden Scheme Day held.

Local Community Officer Actions

Short term actions (to end July 2023)

Medium term actions (to end July 2024)

- Inform the CCT Eastes team that work and prevention of water ingress should be a priority to prevent further deterioration of the fabric. This was surveyed by CCT some years ago and recommendations made.
- Arrange meetings with the community at Avon Dassett community on a regular basis e.g., about 3 meetings a year.
- Try to recruit new volunteers.
- Engage in regular and on-going communications with the community, also support them as required.

Long term actions (to end January 2026)

- Investigate suitability of church for hire to increase usage and income.
- Consider means for increasing footfall and consequent donations.

Actions complete (to end July 2024)

- Structural Engineer visit took place in early 2023 to assess the damage to the floor in the Tower.
- Provided CCT financial details as requested.

Appendix 1: Summer 2020 Questionnaire

This is the first of fourteen questions in the survey - thank you in advance for working through each one. First of all, we need to know if you're completing the survey on behalf of an organisation or writing in a personal capacity (If you're writing on behalf of an organisation, please use the text box to let us know which one. Thank you!)

Which church are you writing about? (Don't worry, you can complete additional questionnaires for other sites if you like!) Please state the location and dedication, as in 'Sapperton, St. Kenelm's'. Thank you.

People are involved with our sites in so many different ways. In your own words, please describe your relationship with the church building.

Some people are actively involved at the churches we look after together. If you're part of this group, tell us about your involvement. Cleaning, attending services and fundraising are just a few of the most frequent activities we share, but we'd appreciate as much detail as you might be happy to provide.

In your own words, and having reviewed 'Part A' of our church plan (sent to you by email with the invitation to this questionnaire), please describe a perfect outcome for our work together at the church. What would you like to see happen in terms of community involvement and other use of the building?

Bearing in mind the repair liabilities and running costs described in the report you've read, what challenges do you anticipate for a sustainable future at your church?

Thinking about local life away from the church, which other community projects or activities are you aware of that could combine with our work to protect the church for the future?

Here are two questions together... Could increased use of the church benefit the community? How would this increased use benefit the church itself?

What do you think are the most important conservation priorities at your church? For each or all of these priorities, please also let us know about any ideas you have for addressing them.

Income and expenditure for the church is detailed in 'Part A' of the report we sent you. Addressing conservation priorities will entail finding new ways to raise funds. Tell us about any ideas or opportunities you have identified for raising additional income at the church.

What do you think might be the best ways to get started with any fundraising activities you have suggested?

If you don't already, would you be interested and available to take part in future fundraising activity?

Almost done! We'd like to invite you to join us in a group discussion about the church later this year, either in person or through 'phone / video conference. Would you be willing to join the discussion?

Last question! Is there anything else you'd like to share about your interest in the church which we haven't asked you already? Otherwise, thank you again so much for reflecting on the future of the church through your answers.

Appendix 2: Typical Maintenance Tasks Forecast for a CCT Church over 25 Years

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

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

Item	Method & Purpose	Cycle/Yrs	Estimated Cost per visit (present day levels)	Cumulative Estimated Total Cost After 25 Years (2020 values)
Drains, rodding	Below-ground drains can be blocked by debris which stops the rain water dispersing properly and potentially leading to water backing up and overflowing. To prevent this they require rodding and cleaning even ten years.	1	£ 39.00	£ 975.00
Soakaways, inspection and clearance of silt build-up	Soakaways consist of a large pit filled with gravel of varying sizes which act as a filter to allow rainwater to slowly seep into the surrounding ground. Over time material carried into the soakaway in the rain water fills in the gaps and slows the rate of dispersal which can lead to water backing up and potentially damaging or even flooding the church	10	£ 600.00	£ 1,500.00
Mansafe hatchway system	Man safe systems are steel cables or anchor points which are fixed to the roofs of churches to allow people to safely access and work on the roof. As these systems are used for safety it is a legal requirement that they are tested every year for loose fittings or damaged cables.	1	£ 360.00	£ 9,000.00
Lightning conductor testing	Lightning conductors are required to be checked every three years to make sure that they are still performing correctly and will be able to disperse a lightning strike effectively. Metal thefts have often targeted lightning conductors and they may need replacing.	3	£ 480.00	£ 4,000.00

Organ maintenance	Organs are complex machines built using numerous natural materials which can be damaged by moisture, heat and animal attack. It is recommended that organs are checked every year to carry out minor repairs and to be re-tuned as required. Regular servicing can also reduce the likelihood of large unexpected repair bills.		£ 140.00	£ 3,500.00
Fire extinguisher inspection	Fire extinguishers servicing checks that the fire extinguishers are functional and maintaining adequate pressure for use in an emergency. Note the CCT only provides fire extinguisher in churches which are either stewarded, used for Champing™ or have significant timber items.	1	£ 166.00	£ 4,150.00
Electrical periodic inspection testing	Electrical tests ensure that the electrical system of the church is both safe and fully functioning. The test will check all elements of the system and highlight any concerns.	5	£ 350.00	£ 1,750.00
Replacement of electrical fittings	As items are highlighted as faulty through periodic testing and maintenance visits they will need to be replaced.	15	£ 1,500.00	£ 2,500.00
Replacement of lamps	General wear and tear - Bulbs require regular replacement. Note LED bulbs will be used where possible	2	£ 250.00	£ 3,125.00
Heating installation, servicing	Annual servicing of the heating system to ensure the efficiency and safe working order of the boiler etc.	1	£ 384.00	£ 9,600.00
Roof alarm, servicing	Roof alarms require annual servicing to check that the system is in good working order and to replace minor parts such as the batteries in sensors.	1	£ 316.80	£ 7,920.00
Rainwater goods, redecoration	All external rainwater Goods (RWG) require redecoration as they are in exposed locations and are exposed to significant amounts of water. The redecoration significantly extends the lifespan of the RWGs and ensures that they are working correctly and are securely fixed in position.	7	£ 1,560.00	£ 5,571.43
Internal & external ironwork redecoration	Redecorating the ironwork prolongs the life of the item and improves the aesthetic of the church. The redecoration of ironwork also provides a good opportunity to inspect the item for damage.	7	£ 1,500.00	£ 5,357.14

External	Pedecorating external joinary prolongs	7	£ 1,875.00	£ 6,696.43
	Redecorating external joinery prolongs	'	L 1,0/3.00	L 0,090.43
joinery, redecoration	the life of the item and improves the aesthetic of the church. The redecoration			
redecoration				
	of ironwork also provides a very good			
	opportunity to inspect the item for			
Window	damage. Minor repairs to the windows such as	5	£ 350.00	£ 1,750.00
	broken panes of glass, replacement of	5	1 330.00	1,750.00
repairs	glazing bars, mortar repairs or lead work			
	repairs are important to exclude the			
	weather and birds and other animals.			
Bell	weather and birds and other animals.	5	£ 235.00	£ 1,175.00
maintenance	Bells require ad hoc inspection and minor	3	233.00	£ 1,175.00
maintenance	maintenance to fixtures and fittings			
Condition	We have a 9 yearly architect or surveyors	9	£ 450.00	£ 1,250.00
inspection	inspection plan. When the survey is			
report, all	undertaken all elements of the church			
specialists	will be inspected and a prioritised plan			
•	for all required repairs will be created.			
Roof overhaul	Roofs require constant minor	7	£ 2,500.00	£ 8,928.57
	maintenance with a major overhaul every			
	seven years			
Clock	An annual service of the clock with minor	1	£ 140.00	£ 3,500.00
maintenance	repairs and checks to ensure good			
	timekeeping			
Tree	A five yearly inspection of all the trees in	5	£ 225.00	£ 1,125.00
inspection	the churchyards we are responsible for to			
	check for defects and enable us to plan			
	for any required works.			
Churchyard	Grass cutting and minor trimming of	0.5	£ 200.00	£ 10,000.00
maintenance	plants and bushes etc.			
Overheads	Office costs to support maintenance	1	£ 20.00	£ 500.00
	planning etc.			
Staff Costs	Staff costs incurred in preparing the	1	£ 97.00	£ 2,425.00
	required inspections and reports			
TOTAL				£107,598.57
(Excluding				
VAT)				
TOTAL				£4,303.94
(Excluding				
VAT) / 25				
years				

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 Marchand the end of October, and we recommend Champers bring warm sleeping bags and extra blankets. We also supply bedding and breakfasts but this option isn't available at all churches. Most Champers will eat out locally or may bring their own picnic. For those churches without electricity we provide a gas camping stove and we also provide amply bottled water for Champers and all visitors to use.

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

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

Church	2017	2018	2019	2020	2021	2022
Langport, Somerset	£10,47	£2,766	£3,810	£3,128	£7,748	£4,938
Emborough, Somerset	/	£2,024	£1,378	£2,625	£5,270	/
Chiselhampton, Oxfordshire	£10,156	£2,696	£5,864	£1,705	/	/
Wolfhamcote, Warwickshire	/	£3,001	£2,214	£1,624	£4,763	£5,924
Holme Lacy, Herefordshire	/	£4,369	£4,759	£1,004	£7,501	£4,144
TOTAL	£20,628	£14,856	£18,025	£10,086	£25,282	£15,006