Churches Conservation Trust

ST. JOHN'S CHURCH, MONGEWELL

CHURCH PLAN



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Version updated October 2023

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 community(ies), 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 goals to support the sustainable use and care of the church.

Part A - Current Report

Church Introduction & Statement of Significance

St John the Baptist's Church is a closed, redundant Anglican church, partly in ruins, in what has reverted to the hamlet of Mongewell, Oxfordshire. 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 ruins stand on the east bank of the River Thames, next to the former Carmel College, to the north of Mongewell Park, 2.5 miles south of Wallingford, and near The Ridgeway long-distance path.

The church probably dates from the 12th century. It was remodelled in picturesque Gothick style for Rt. Rev. Shute Barrington late in the 18th century. Barrington was Bishop of Durham and the penultimate with highly exceptional great non-church powers, namely by the position being one of Palatinate Prince-Bishop. When he died in 1826, he was buried in the family vault in the church. The church was restored under the direction of the architect Lewis Wyatt in 1880. It was designated a Grade II listed building on 9 February 1959. The church was declared redundant on 1 July 1981 and was vested in the Churches Conservation Trust on 31 July 1985.

The church consists of a nave and a chancel with a west tower. It is built of flint with stone dressings. Brick buttresses support the nave walls. The tower is brick, and the chancel roof is tiled. The nave has no roof. The lower part of the tower is round, and the upper part is hexagonal with a battlemented parapet. The chancel is Norman style and contains two 18th-century monuments. One of these consists of a tomb with the effigy of a man dressed in "Eastern costume" including a turban.

Current use (bookings) & voluntary activity

Situated in the grounds of a mysterious and atmospheric abandoned estate and at the start of the popular Ridgeway ancient path, the church at Mongewell is a popular destination for church tourists and, as one of three Trust sites at Wallingford, is extremely well looked after by its local voluntary supporters. Their efforts in recent years have resulted in a successful tea party, a history walk and picnic, regular cleaning parties at the church and clearance of the church yard and, remarkably for such a tiny building, very well attended services at Christmas and Harvest.

The flexibility of access to the site has also resulted in occasional filming contract, including for the BBC's Little Drummer Girl and for ITV's Midsummer Murders, both of which bookings relied on the generous support of neighbours who helped liaise with film crews throughout. In terms of private hire, Mongewell has also been booked for a wedding photo-shoot, adding to its profile as a site popular in the field of digital creativity.

Voluntary activity undertaken by three local residents includes

- Unlocking and locking
- Cleaning days annually
- 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:	Open
Local Community Officer:	Isobel Milne
Current project:	None
Cleaning schedule:	Twice annually, 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:	Surplus to requirements
Fundraising roles:	Vacant and necessary
Stewardship roles:	Surplus to requirements
Research, interp & talks role:	Vacant and necessary
Accessibility details:	Provided via website
CCT silver plaque:	Installed
CCT information board:	Not installed, overdue (for affix to noticeboard)
Oak post:	Not installed, not needed
CCT freestanding board:	Not installed
Wall safe poster:	Installed, current
CCT A board:	Not installed
Gift Aid envelopes:	Provided
Visitor book:	Installed
Building services:	None
Parking:	Limited, two spaces 50 yards from churchyard
Organ:	None
Churchyard:	Owned by CCT
Ringable bells:	No
Pews:	None
Fire rated capacity:	20
Seating capacity:	60
Site plan:	Unavailable
Roof alarm:	Uninstalled
CCTV:	Uninstalled

Individual item security measures:	Uninstalled
Nearby attractions:	Ribizli Cafe, Wallingford St. Peter's, Wallingford Castle Gardens, Cholsey-Wallingford Railway, Wallingford, Museum, St. Mary's Wallingford, St. Mary's Newnham Murren
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
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
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

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.**	**£2,392.44**
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 (Exclusive of VAT): **Additional maintenance needs discovered during twice-yearly maintenance visits, costed and listed individually below.**	**£350.00**
Remove moss from roof slopes	£250.00
Check CCT sign and remove if damaged	£15.00
Get key for base of tower (allowing for locksmith as worst case)	£85.00
Total short-term repairs: **Small scale items of limited cost which could be fulfilled with minimal fundraising.**	**£10,450.00**
Steeplejack survey of the tower	£2,300.00
Improve chancel ventilation	£2,450.00
Rainwater goods and tower spout	£5,750.00
Total medium term repairs: **More expensive needs such as roof repairs and tower repairs which may require more involved fundraising and grant applications.**	**£51,500.00**
Brick wall and buttress repairs, wall top repairs	£34,500.00
Various repairs to external walls	£9,500.00
Reset footpath	£7,500.00
Total long term repairs: **Items which are known to require works in the longer term but which are not essential in the near future.**	£70,250.00
Re-tile chancel roof	£55,000.00
Conservators report on the monuments	£1,500.00
Window and door repairs (frames glazing doors etc.)	£13,750.00
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	Service Collection	Services Fees	Donations	Events	Third Party Hire	Total Income
2022/23	£0						£0
2021/22	£0			£442			£442
2020/21	£0						£0
2019/20	£14						£14
2018/19	£0						£100
2017/18	£139						£397
2016/17	£514						£1720

Visitors

		Wall safe income per visitor
2022-23	3732	£0.00
2021-22	1512	£0.00
2020-21	Data not collected	
2019-20	3665	£0.00
2018-19	3801	£0.00
2017-18	5136	£0.03
2016-17	5742	£0.09
2015-16	3124	£0.04
2014-15	2850	£0.00

Expenditure

Total spend since vesting 31st July 1985 (non maintenance): £103,016

	Conservation (repair) expenditure	Maintenance expenditure
2022-23	£0	£345
2021-22	£3,600	£2,454
2020-21	£0	£276
2019-20	£0	£648
2018-19	£0	£699
2017-18	£0	£512
2016-17	£0	£739
2015-16	£0	£0
2014-15	£660	£930

Income less expenditure 2022/23 -£345

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

Income less annualised maintenance 2021/22 **-£2,392.44**

(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 Jul 19 £442

Local Community Officer's Summary

This extremely atmospheric church benefits from the support of regularly active community participants living nearby. Members of the community support the church through cleaning and two well-attended services each year. There may be an opportunity to review the level of contribution from congregants' collections by publicising information about the repair and maintenance needs of this much-loved local place. This message could be amplified through regular updates to the parish newsletter and inclusion of church reports at parish council meetings.

Interest in the site and use by schools nearby 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, weddings and additional audio recordings may prove fruitful. Additional marketing could focus on the potential for domestic and inbound tourism in Oxfordshire, seeking bookings to tour the church alongside other Trust sites nearby at Wallingford and at Newnham Murren. Voluntary work towards research and interpretation could facilitate these bookings at the same time as enriching the general visitor experience.

The site has limited open floor space for alternative use but could be considered as a venue for Champing, albeit without an electricity supply. Additional revenue could derive from promotion of local, sympathetic businesses seeking to promote services and products through signage at the church, as could information describing the repair and maintenance needs of the church for visitors' interest.

A supply of Christmas cards and a sponsor for the Christmas Memory Tree might also help develop useful income against maintenance liability. However, additional proposals and options for maintaining and repairing the church should derive from community consultation through the church planning process, inviting the maximum response towards creative solutions for the future of this attractive building.

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* ***Mongewell St. John's*** *by the deadline of* ***August 31st****.A copy of the survey is in Appendix 1.*

The response received was from a respondent writing in a **[no response]** capacity, who confirmed that

Part C - Community Recommendations

Community Meeting 2: 14th August 2023 – Isobel Milne (Local Community Officer), Meriel O'Dowd (Conservation Projects Offcier) et al.

The LCO introduced herself to the community and outlined that her role was to increase use of the building and fundraising to help cover the maintenance costs.

Fundraising

When discussing raising the funds required to replace the failing roof, the meeting attendees reported that there is a nice local community, but they felt that did not have much capacity to help with fundraising. There was a lot of activity when the roof issue first happened raising funds through a match funding website. The group said that they had looked at funding from Grundon but noted that they had changed their rules.

The group confirmed the building works taking place adjacent to the church site were being completed by the Comer Group. They were not sure if there would be opportunities to approach them for funding.

The group also mentioned that the church had links to the founder of the co-op.

Building, grounds and its contents

The community reported that the altar cloth was deteriorating and that they were looking for somewhere to store it and wondered if there was somewhere at St Peters at Wallingford. CCT staff to confirm if there is there is an inventory for the church and if the altar cloth is listed on it as this will dictate how they can move forward.

The group reported that tree surgeons had been paid for work at the site but the community did not feel they had carried out the work.

The group reported that they did know where a key was for the tower.

The group toured the church and noted some other building issues including a small hole in the window in the chancel and mortar missing from the capping stones. Meriel confirmed she would organise someone to visit the site to assess the capping stones.

Services

The group confirmed they held a service on Good Friday and they would hold something at Christmas, which would probably be candlelit. The group discussed the possibility of a pet service.

Community Meeting 1: 18th February 2021 - Patrick Joel (Local Community Officer) et al.

- A notes that details of voluntary activity in above needs to include mention of micro-volunteering also, notwithstanding the recent removal of signs during Covid 19
- B and A also note that the plan should reflect regular church yard maintenance and presentation of fresh flowers.
- C notes that the church is a focus on community interest and collaboration.
- B notes that younger audiences always ask about the possibility of visiting the church and helping with cleaning!
- A proposes re-circulating the survey from July 2020
- A suggests reviewing maintenance items listed above.
- All attendees indicate uncertainty and concern regarding the estimates listed under repairs liability - estimated costs seem excessive, (as with £7,500 for path repair).
- A identifies then that The Trust's strategy could apply by identifying community supporters' aspirations for repair and maintenance, listing proposals for conservators' consideration.
- B queries means for restricting funds. PJ describes means for covenanting funds by any donor. PJ notes however that wall-safe income cannot be restricted.
- A indicates that a suitable priority for fundraising could be roof repair, on grounds of recent research. PJ offers to append November 2020 notes regarding means for roof repair below in order to indicate necessary steps to permission for a fundable project.
- A, B and C propose holding a meeting of Friends of St. John's to speculatively identify fundraising objectives and means.
- A offers to contact CCT conservators directly regarding the prior item.

Mongewell Roof Meeting Minutes: 4th November 2020

Attendees: Patrick Joel; CPM Meriel O'Dowd, Estate Officer James, Friends of St. John's 'A',

1. Roof damage

Meriel identifies that the problem of roof leakage is likely to be related to rusted nails. James relates that one area on the North side indicates that both slippage of tiles, movement of lead and rusting of nails has contributed to the problem there.

A describes that a local roofer has recommended wide scaffolding to enable safe access to that level, without the need for ladders which might be dangerous. The roofer has also suggested that ladder-based access might lead to the failure of the whole roof.

Meriel indicates that the CCT emergency fund would enable application of temporary roof covering including access, materials purchase and labour. A queries whether application of temporary roofing will lead to sudden loss of existing roof.

Meriel notes that CCT lacks funds currently to address proper full repair, and recommends instead alternative approaches to funding repair. Meriel enquires whether A will be aware of any local funds such as landfill offset-funds. Meriel also suggests CCT fundraising team colleagues may be able to identify suitable county-specific funds.

Meriel proposes that interim measures could include reviewing the situation with local CCT maintenance contractor Peter Hawkins. PJ queries whether water damage prevention measures could be installed inside.

A refers to local contractor Shire Roofing, referencing the quotation they have provided. Meriel notes that any later expenditure will need to evidence the tender process by acquiring three quotes for work.

Conversation shifts to review of means for funding work. A mentions discussion with Co-Op, founded by Chute-Barrington, buried at the church.

Meriel notes that professional fees might need to account for two visits from retained architect Ian Angus, and therefore suggests the following staged approach:

1. Temporary works (to be defined by MOD / JR and funded by emergency fund)

2. Invite quotes for roof replacement including Shire Roofing (in hand), Inglesham company and any third other contact - MoD / JR

3. Account for full cost recovery in estimate (e.g. costs of staff time in planning, scaffolding, stripping roof, cost of replacement with battens, breathable membrane, ecologist re. bat survey, tree survey, MoD / JR

4. Consider (unlikely) need for architect's schedule of works, MoD / JR

5. Consider (preferable alternative?) for architect's review of works before and after, MoD / JR

6. Consider possible need to add tree reduction where yews are veiling the church and tower, possibly adding to damp atmosphere, MoD / JR

7. Consider possibly including plans for professional advice on altar frontal long term care and storage, Friends of St. John's Mongewell / PJ

8. Consider best means for funding 1-7 above through third party grant-giving / funding bodies, to be identified by Friends of St. John's Mongewell / PJ

9. Identify next meeting of Friends of St. John's Mongewell for discussion of items 1-8 above alongside Church Plan. PJ

Part D - Action Plan

Community Actions

Short term actions (to end March 2024)

- Review the level of contribution from congregants' collections, given they may be currently unaware of our annualised maintenance liability

Medium term actions (to end March 2025)

- Work with CCT conservators regarding means for identifying a suitable, fundable project.
- Discuss potential for regular church-related features, parish newsletter and inclusion of church updates in parish council meetings
- Identify local schools or other community participants who might begin a fundraising committee
- Review suitability of the church for filming, photography or audio recording
- Approach other CCT churches in the area to collaborate on fundraising and walking tours
- Identify prospective sponsors for published material, events or other church initiatives
- Identify sponsor for Christmas memory tree
- Consider sale of Christmas cards

Long term actions (to end August 2026)

- Start fundraising for roof replacement

Actions complete (to end August 2023)

- Agree dates for face-to-face or digital meeting to review interim church plan (September 2020 edition)
- Agree next church plan meeting dates
- Review Part A Collection Review for detailing any anomalies
- Consider the suitability of the site for Champing

Local Community Officer Actions

Short term actions (to end March 2024)

- Review the level of contribution from congregants' collections, given they may be currently unaware of our annualised maintenance liability
- Liaise with the conservation team to understand the plan for the roof replacement and work with CCT conservators regarding means for identifying a suitable, fundable project.

Medium term actions (to end March 2025)

- Discuss potential for regular church related features, parish newsletter and inclusion of church updates in parish council meetings
- Identify local schools or other community participants who might begin a fundraising committee
- Review suitability of the church for filming, photography or audio recording
- Approach other CCT churches in the area to collaborate on fundraising and walking tours
- Consider the suitability of the site for Champing
- Identify prospective sponsors for published material, events or other church initiatives

- Identify sponsor for Christmas memory tree
- Consider sale of Christmas cards
- Work with conservation to see if the lock on the tower can be replaced

Long term actions (to end August 2026)

- Start fundraising for roof replacement

Actions complete (to end August 2023)

- Publish Part A, B & D as Interim Church Plan
- Update interim church plan according to staff and community feedback to colleagues
- Repeat survey for additional respondents by end January 2021
- Agree dates for face-to-face or digital community meetings by end January 2021
- Resolve 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'
- Receive, anonymise and collate survey responses and add to Church Plan Part B
- To append November 2020 notes regarding means for roof repair below
- Update Part A collections review regarding churchyard status - CCT does own this closed church yard
- Review wall safe-related information and publication of maintenance needs inside the church

CCT Actions Other

Short term actions (to end March 2024)

- Confirm plans for roof replacement
- Confirm if there is an itinerary for the building and if there is what is listed.
- Organise someone to look at the capping stones for the roof and remove any that are loose
- Review if works have been completed to trees close to church and whether further works are required.

Medium term actions (to end March 2025)

- Review if the lock on the tower can be replaced so that it can be accessed.

Long term actions (to end August 2026)

Actions complete (to end August 2023)

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

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

Item	Method & Purpose	Cycle/ Yrs	Estimated Cost per visit (present day levels)	Cumulative Estimated Total Cost After 25 Years (2020 values)
Drains, rodding	Below-ground drains can be blocked by debris which stops the rain water dispersing properly and potentially leading to water backing up and overflowing. To prevent this they require rodding and cleaning even ten years.	1	£ 39.00	£ 975.00
Soakaways, inspection and clearance of silt build-up	Soakaways consist of a large pit filled with gravel of varying sizes which act as a filter to allow rainwater to slowly seep into the surrounding ground. Over time material carried into the soakaway in the rain water fills in the gaps and slows the rate of dispersal which can lead to water backing up and potentially damaging or even flooding the church	10	£ 600.00	£ 1,500.00
Mansafe hatchway system	Man safe systems are steel cables or anchor points which are fixed to the roofs of churches to allow people to safely access and work on the roof. As these systems are used for safety it is a legal requirement that they are tested every year for loose fittings or damaged cables.	1	£ 360.00	£ 9,000.00
Lightning conductor testing	Lightning conductors are required to be checked every three years to make sure that they are still performing correctly and will be able to disperse a lightning strike effectively. Metal thefts have often targeted lightning conductors and they may need replacing.	3	£ 480.00	£ 4,000.00
Organ maintenance	Organs are complex machines built using numerous natural materials which can be damaged by moisture, heat and animal attack. It is recommended that organs are checked every year to carry out minor repairs and to be re-tuned as required. Regular servicing can also reduce the likelihood of large unexpected repair bills.	1	£ 140.00	£ 3,500.00

Fire extinguisher inspection	Fire extinguishers servicing checks that the fire extinguishers are functional and maintaining adequate pressure for use in an emergency. Note the CCT only provides fire extinguisher in churches which are either stewarded, used for Champing™ or have significant timber items.	1	£ 166.00	£ 4,150.00
Electrical periodic inspection testing	Electrical tests ensure that the electrical system of the church is both safe and fully functioning. The test will check all elements of the system and highlight any concerns.	5	£ 350.00	£ 1,750.00
Replacement of electrical fittings	As items are highlighted as faulty through periodic testing and maintenance visits they will need to be replaced.	15	£ 1,500.00	£ 2,500.00
Replacement of lamps	General wear and tear - Bulbs require regular replacement. Note LED bulbs will be used where possible	2	£ 250.00	£ 3,125.00
Heating installation, servicing	Annual servicing of the heating system to ensure the efficiency and safe working order of the boiler etc.	1	£ 384.00	£ 9,600.00
Roof alarm, servicing	Roof alarms require annual servicing to check that the system is in good working order and to replace minor parts such as the batteries in sensors.	1	£ 316.80	£ 7,920.00
Rainwater goods, redecoration	All external rainwater Goods (RWG) require redecoration as they are in exposed locations and are exposed to significant amounts of water. The redecoration significantly extends the lifespan of the RWGs and ensures that they are working correctly and are securely fixed in position.	7	£ 1,560.00	£ 5,571.43
Internal & external ironwork redecoration	Redecorating the ironwork prolongs the life of the item and improves the aesthetic of the church. The redecoration of ironwork also provides a good opportunity to inspect the item for damage.	7	£ 1,500.00	£ 5,357.14
External joinery, redecoration	Redecorating external joinery prolongs the life of the item and improves the aesthetic of the church. The redecoration of ironwork also provides a very good opportunity to inspect the item for damage.	7	£ 1,875.00	£ 6,696.43

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

Appendix 3: Typical Maintenance Tasks Forecast - (Twice-Annual Maintenance Visits)

Item	Method & Purpose
Gutters, downpipes and gully clearance	Gutters, hoppers and downpipes are easily blocked by leaves and debris both windborne and dropped by birds which can lead to overflowing and water damage to the building.
Roof, inspection & replacing slipped/missing slates/tiles	Over time some slates/tiles or the pegs/nails which hold them will reach the end of their useful lifespan. When this happens it will allow slates to move from their correct position which can let rain in to the building and potentially poses a risk to visitors as the slate/tiles can fall.
Vegetation, control of growth	Overgrown vegetation against walls and buildings can hold moisture against the building potentially causing damage and some plant species are invasive. Vegetation can also obscure the building hiding potential damage and can provide shelter for vermin such as mice.
Tower stairs & boiler room steps, sweeping	Leaves and other debris can build up on steps which could lead to accidents if people slip. Regular sweeping reduces the risk for potential accidents.
Principal steps and paths, clearance	Leaves and other debris can build up on steps which could lead to accidents if people slip. This is especially the case for churches with trees in the area. Regular sweeping of the steps reduces the risk for potential accidents.
Wall Safe, servicing	Servicing of the wall safe helps to ensure that the donations can be easily collected and also checks to ensure that there hasn't been an attempt to steal from the safe.

Appendix 4: Typical Champing™ Arrangements and Related Income

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

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

Champers don't expect much in the way of facilities and understand that these are ancient buildings. For most churches we've installed eco-loos either inside or outside in wooden cabins. We don't allow candles but provide battery lanterns and fairy lights. As most of our churches don't have heating we only operate Champing™ between the end of 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