

St Bartholomew's Church  
LAYSTON : BUNTINGFORD : HERTS

Quinquennial Inspection Report

4 December 1997

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Category

### PREFACE

This report has been prepared in accordance with the provisions of the Inspection of churches Measure, 1955 as amended by the Care of Churches and Ecclesiastical Jurisdiction Measure, 1991.

### Scope

This report is based upon a visual inspection made from the ground or other easily accessible positions and is restricted to the general condition of the building and its contents. Enclosed or inaccessible parts have not been opened up and no assurance can therefore be given that such parts are free from defect. Further examination would be undertaken if desired by the Parochial Church Council accompanied by a builder to open up, or a specialist, if necessary.

### Further action

This is a summary report only, as is required by the Inspection of Churches Measure; it is not a specification for the execution of the work and must not be used as such. The Architect is willing to assist the PCC in implementing the recommendations and will, if so requested, prepare a specification, obtain tenders and oversee the repairs.

The PCC is reminded that most work to a church building or its contents will require authorisation by faculty. PCC minutes must record the fact that application is being made for a faculty and that a copy of that minute must accompany the application, together with the DAC's Certificate of Approval, a full specification, drawings where applicable and an estimate of the cost of the work. In any application for grant aid a full specification is always required.

### Maintenance between inspections

Although the Measure requires the church to be inspected by a suitably qualified person every five years, it should be realised that serious trouble may develop in between these surveys if minor defects are left unattended. Churchwardens are required by the Care of Churches and Ecclesiastical Jurisdiction Measure, 1991 to make an annual inspection of the fabric and furnishings of the church and to prepare a report for consideration of the PCC before the Annual Parochial Church Meeting. This report must then be presented to the APCM, with any amendments made by the PCC.

Arrangements should be made for immediate attention to such minor matters as displaced slates and leaking pipes and the PCC are also strongly recommended to enter into an annual contract with a builder for the cleaning out of gutters, hopperheads, downpipes and gullies twice a year in spring and autumn. Guidance may be had from the booklet 'How to Look after your Church' obtainable from Church House Bookshop, Great Smith Street, London SW1.

Category

Electrical installation

Any electrical installation should be tested annually and immediately if not done within the last five years (except as may be recommended in this Report) by a competent electrical engineer, and a resistance and earth continuity test should be obtained on all circuits. The engineers' test report should be kept with the Church Log Book. This present report is based upon a visual inspection of the main switchboard and of certain sections of the wiring selected at random, without the use of instruments.

Heating installation

A proper examination and test should be made of the heating apparatus by a qualified engineer, each summer before the heating season begins.

Lightning conductor

Any lightning conductor should be tested at least in alternate years (in addition to any works which may be recommended in this Report) in accordance with the British Standard Code of Practice No 1013 : 1965 'Earthing', by a competent electrical engineer and the record of the test results and conditions should be kept with the Church Log Book.

Insurance and Fire prevention

The PCC is reminded that insurance cover should be index-linked so that adequate cover is maintained against inflation of building costs. It is, of course, important to ensure that the basic sum insured is adequate at inception of index-linking, as this will deal only with future inflation. The Ecclesiastical Insurance Group which covers the majority of churches in this country will send its regional surveyors without charge to offer guidance as to the appropriate level of assessment in every case.

A minimum of two water type fire extinguishers should be provided and sited next to the main exits from the building. Additional extinguishers should be provided in the boiler house and next to the organ of a type suitable for use on oil or electrical fires. All extinguishers should be inspected annually by a competent engineer to ensure they are in proper working order.

Advice on all aspects of fire prevention and other measures to be employed in cases of emergency can be obtained from the fire prevention officer of the local Fire Brigade and from your insurers.

Trees in churchyards

The PCC is reminded of its responsibility to arrange an inspection and obtain a report on any tree subject to a tree preservation order and on all other trees in the churchyard in accordance with the guidance notes circulated by the Diocesan Chancellor.

Category

PRELIMINARY INFORMATION

Address of Church : Layston  
Buntingford  
Herts

Diocese : St Albans

Archdeaconry : Hertford

Deanery : Buntingford

Local Authority : East Hertfordshire District Council

Previous inspection : Gerald W Barrett  
May 1991

1 **GENERAL DESCRIPTION OF BUILDING**

- a The building comprises Nave, Chancel, West Tower and South Porch. Only the Chancel is maintained in a condition suitable for use and that only occasionally. From the Nave the roof, glazing, floor and all fittings have been removed. The Porch remains roofed and is reasonably weathertight but the glazing has been removed from each of the two windows and from the west window of the Tower. The Chancel arch has been infilled with oak folding doors with leaded glazing to the spandrel above. There is no electricity laid on to the church and although the Chancel retains some items of liturgical furniture it lacks the dignity required of a place of worship.
- b Construction is of field flints with dressings of clunch and other limestones. The Porch is faced with knapped flint and some brick and rendering has been used for repairs.
- c The Chancel roof is tiled with overhanging eaves and pointed verge. The Porch roof is covered with corrugated asbestos sheeting draining into parapet gutters. The Tower roof is tiled with a lead covered spike and lead around the base of the roof.

2 **SUMMARY OF WORKS CARRIED OUT SINCE LAST INSPECTION**

- a Renewal of coverings to roof of Tower.
- b Replacement of defective stonework to Belfry openings with concrete (this work is still in hand).

3 **GENERAL CONDITION OF THE FABRIC**

- a The roof covering of the Chancel is in fair condition but moss growth needs to be removed from the north slope and this may reveal the need for more extensive repairs.
- b The corrugated asbestos covering to the Porch roof appears to be serviceable at present but the makeshift lining to the parapet gutter is failing on the east side.

Category

- c The roof coverings to the Tower are generally serviceable but inappropriate repair techniques may cause problems in the future. The concrete lined parapet gutters are unweathered and may also be troublesome in years to come.
- d The rainwater disposal systems are in need of overhaul and constant attention will be required to ensure that they remain serviceable.
- e Significant structural movement has occurred in the past on the north east corner of the Nave causing distortion of the Chancel arch and cracking in the gable wall above. Consequent water penetration through the cracks has caused general deterioration of the masonry which is now loose and unstable.
- f Other unprotected wall tops are deteriorating as a result of water penetration and ivy growth is also causing disruption of masonry in places. Elsewhere, general erosion of dressed stonework and of walling is occurring in places. In some instances this is being encouraged by too hard a mortar mix and by cement repairs.
- g Internally, roof structures are in reasonable condition although some members of the Tower roof structure have been affected by decay and beetle infestation.
- h In the Chancel, water penetration is a problem in the north west corner due to poor detailing and treatment around the head of the disused rood loft stair.
- i There are no services connected to the building.
- j The furnishings in the Chancel are basic but are adequate for the use the building receives.
- k There are five mural monuments in the Chancel but the condition of these is deteriorating. There is some evidence of wall paintings on the exposed east wall of the Nave.
- l The churchyard appears to be untended which is reasonable given the condition and degree of use of the building. However, ivy and other growth needs to be kept cut back as the former is causing disruption of the structure in a number of places.
- m The church had recently been used in connection with the making of a film for which a number of temporary works had been carried out. Whilst most of these had been removed in places a silicone coating had been left on walls and stonework which was somewhat confusing.
- n It is clear that a number of repairs to the fabric had been and were being carried out. Unfortunately, however well intentioned most of these were inappropriate from both an aesthetic and technical point of view and some may be contributing to the erosion and decay.

Category

- o The condition of the east wall of the Nave is a particular cause for concern especially as loose masonry is situated above the large doors which are the main way in to the Chancel. The doors themselves are very difficult to open and the resulting disturbance of doing so could cause the loose masonry to be dislodged. It is therefore strongly recommended that these doors should not be used until they have been overhauled and improved and the loose masonry dealt with.
- 4 **WALLS, INSIDE AND OUT (including masonry of windows and doors but excluding Tower and Spire)**
- Outside
- Chancel
- a On the north wall, the cracking below the blocked north east window opening seems not to have deteriorated since the previous inspection.
- b The condition of the rough cast rendering has deteriorated. In particular there are two defective patches towards the east end which will require attention. C
- c Ivy is beginning to encroach on the base of the wall. This should be cut off and allowed to die before being gently pulled away. The roots should be grubbed out. A
- d On the east wall the cracks adjacent to the south east window appear to be no worse than before but there has been some slight disturbance to the rendering at eaves level, probably caused by slight outward spread of the roof structure. Patching of the rendering is desirable. C
- e On the south wall the deterioration of the stone dressings to the windows continues. One section of the east jamb of the large three light window has broken away and is retained in position only by the fixing of the wire guard. First aid repairs are required together with a shelter coat to slow down the rate of further decay. A/B
- Porch
- f Here also the condition of the dressed stonework continues to deteriorate with the coping, string course and window head on the east side being particularly poor. As mentioned previously, the cement rendered repairs may be accelerating the decay of the soft stonework and some of the repairs themselves are now failing.
- Nave
- g On the east wall the gable has been raised in brickwork above the line of the earlier shallow pitch. There are serious cracks in the brickwork on the north side caused by outward movement of the north east angle of the Nave and the resulting water penetration has caused the mortar to perish and the brickwork to become loose. Substantial rebuilding and repointing is required. A

Category

h The movement referred to above is probably of long standing as it has caused distortion of the masonry forming the Chancel arch. The difficulties experienced with opening the doors (see below) are probably caused by the design of the doors themselves rather than by the structural movement.

i On both north and south sides of the Nave the part rendered brick coping is breaking up and in places ivy growth and other vegetation is beginning to become established. Fairly extensive repairs and repointing will be required to ensure that water penetration into the wall is kept to a minimum.

B

j Ivy growth is a continuing problem on both north and south sides of the Nave and requires attention as described

A

k On the south wall the deterioration of dressed stonework and areas of walling continues. Those areas of particular concern include :-

- The dressings on the south east angle.
- The two windows to the east of the Porch where the problem is exacerbated by rusting ends of iron saddlebars and the use of inappropriate cement repairs.
- The copings on the south west angle which are allowing the penetration of water and the consequent deterioration of the masonry below and the establishment of ivy growth.

Repointing of selected areas is required to prevent continued water penetration into the core of the wall together with shelter coating to slow down the rate of decay. Some stone replacement will be required together with the bronze-tipping or removal of the ferramenta.

B/C/D

l There is also ivy growth at the base of the wall at the west end which should be removed.

A

m On the north wall there is a distinct outward curve on the parapet which may have been caused by the lateral thrust of the roof structure but no recent movement seems to have occurred.

n As mentioned previously, there has been outward movement of the northern abutment of the Chancel arch. This is probably of long standing as it has clearly been repaired in blue brick, possibly on several occasions. The movement may not be continuing but decay of the stone dressings and walling continues, most notably in the following areas :-

- On the north west angle, where there are areas of missing flintwork and ivy growth.
- On the part stone part rendered brick coping.



Category

- On the string course, much of which is lost and some of which has been replaced in brick, now largely unpointed.
- On the north east angle where the poor weathering of the copings is allowing water to enter to the general detriment of the walling.
- On the north west window where between 35% and 40% of the cross sectional area of the mullion has been lost.
- On the surface of the walling generally, particularly on and around the blocked north door opening.

As on the north side, repointing of selected areas is required followed by more general repointing and replacement of defective weathering courses.

A/B

- o Ivy growth around the base of the wall should be removed.

A

Inside

Chancel

- p Cracks were noted in the following positions :-

- In the north east corner for the full height of the wall.
- Below the recess to the north of the table.
- Above and below the piscina.
- Below the east window on the south side.
- In the north west and south west corners.

- q None are particularly serious at present and do not warrant formal monitoring at this stage.

- r There is evidence of rising dampness in the south west corner, possibly associated with hard cement rendered panels on the east wall of the Nave adjacent. These should ideally be removed.

B

- s There is penetrating damp in the north west corner for the full height of the wall. This is due to the defective parapet mentioned above and also to weaknesses in the infilling etc. to the roof loft stair (see below). Once the underlying problems have been addressed the wall should eventually be dry out.

- t There are one or two areas of loose plaster, especially to the west of the south door and at low levels. These may be left for the time being.

Category

Nave

- u Except on the east and west walls the wall plaster has been stripped and the underlying flintwork pointed. It is in fair condition.
- v The remaining render is in poor condition on both east and west walls. On the east wall there are remains of polychrome decoration which requires further investigation to establish whether it is worthy of conservation and protection. F
- w There is an area of weakness above the former rood loft staircase which is feeding water into the wall. The rendered face of the splay prevents the moisture from drying out and the resulting build up of dampness is affecting the adjacent wall of the Chancel as described above. Improved detailing is required together with the removal of hard cement to facilitate the drying out of the wall. A
- x The window cills have been protected with blue clay tiles. Those in the south west corner are broken and require replacement. A
- y Exposed stone dressings are deteriorating in a number of areas including :-  
- Over the blocked north door.  
- Around the blocked door to the roof loft stair.  
- Over the main door in the south wall.  
- At the bottom of the south jamb of the Chancel arch.
- z Attention will be required to these areas in due course in the form of shelter coating or limited stone replacement. D
- S **WINDOWS, GLAZING AND VENTILATION**
- a Only the windows in the Chancel are glazed.
- b The glazing remains in fair condition apart from some buckling of the leadwork in the south facing windows.
- c The only opening light, in the south east window is operable. This should be brought back into use to allow the interior to be ventilated. A
- d Saddlebars and standards are rusting and would benefit from repainting. B
- e All windows have been provided with galvanised wire guards which are in fair condition.

Category

6 TOWER AND SPIRE, including all walls, internal floors and roof

Roof

a The lead covering to the central post is in poor condition and is perforated in a number of places. The iron bands securing the weathervane are bolted through the lead thus reducing further its waterproofing qualities. Attention to each of these problems is required.

B

b The octagonal roof has been retiled with the concrete hip tiles being replaced in Code 4 lead. The lead has been laid in long strips and fixed in place with galvanised nails and washers. This is an inappropriate repair technique and deterioration of the lead through excessive thermal movement may well occur. Some broken tiles have been repaired with mastic or replaced with mortar.

c The triangular areas of roof have been recovered using lead, on two of the areas in one piece and on the other two with a welted joint. One, in the north west corner, had been covered with polythene although the reason for this was not clear.

d The parapet gutters are formed of concrete, trowelled smooth and with no waterproof finish. They were reasonably clear except for some fragments of broken render. They should be cleared at least quarterly as matter of routine maintenance.

E

e The parapet openings were blocked and should be cleared.

A

f The zinc corner chutes are in poor condition and require replacement.

A

Belfry

g As noted previously the main east/west beam supporting the roof structure has been badly decayed in the centre by wet rot and beetle activity and at its east end its bearing on the wall plate is only slight. The wall plate also is badly decayed on the back and on the east side its bearing on the wall is only slight. However, there is no obvious sign of recent movement having taken place.

h A rafter has been replaced on the west side and has been secured with galvanised steel straps and mild steel bolts.

i New galvanised wire mesh on softwood frames has been provided over the Belfry openings.

j New stained softwood louvres have been provided to each of the Belfry openings except that on the north. The louvres have been mounted outside the mullions which gives the openings a curious appearance.

Category

- k The stonework to the east Belfry opening has been replaced in concrete painted white.
- l Repairs were in hand to the stonework of the north opening. A temporary wooden staging had been erected which looked unsafe. The mullion had been removed from the window and the stonework to the head had been left unsupported. A cast concrete mullion had been made ready for fixing.
- m The floor was covered with bird's nesting material, building materials and timber etc and in consequence could not be inspected from above. From below it appeared to be in sound condition.
- Intermediate chamber
- n Within this chamber there is large number of stored items including timber, building materials, electrical equipment and furniture etc and this made a thorough inspection impossible.
- o As noted previously, almost all timber within this chamber has been affected by wood boring beetle. This needs to be kept under observation to determine whether it remains active and if necessary treatment should be carried out. It would be an advantage to remove all unwanted stored items especially timber which will encourage infestation and to allow a proper circulation of air around walls and floors to ensure that any dampness is able to dry out quickly.
- p Some staining of timbers by water penetration was noted but this is most likely due to leaks which have now been cured.
- Ground level
- q No significant change has occurred in this area since the previous inspection. The old commandment boards, panelling and other extraneous timber should be removed to enhance the dignity of the ruin.
- External walls
- r The ivy growth should be removed from all faces as described above. It is having a particularly detrimental effect on the south face where it is causing serious damage to the south east buttress.
- s All round the Tower there are open joints in string courses and plinths which will allow water to penetrate to the fabric of the walls. These require repointing.
- t The walling and dressed stones continue to deteriorate. In a number of instances a hard cement has been used to reface soft stone and this is accelerating the process of erosion. This was particularly noticeable on the surround to the west door and to the window above. Repairs will be required in the long term.

E

B

A

B

D

Category

u In the previous report reference was made to cracks around the quoins and water tabling of the north east buttress and in the east face. No significant deterioration seems to have occurred.

7 BELLS, BELLFRAME AND CLOCK

a The timber bellframe has been partly covered with sheet material etc to form a working platform. Where visible it appears to be in fair condition apart from a small pocket of rot in the south east corner. It has been much repaired and reinforced in the past.

b The frame stands on the Belfry floor which has been reinforced from below. No signs of distress were noted.

c There are five bell pits. The treble and fourth are missing (believed to have been stolen some time ago) and those remaining are inscribed as follows :-

- 2/3 March 1633  
Alex Stayng Vicar  
Anith \* Garrett  
Fra \* Sennocke Chu \* War

- 5 Pack Chapman of London Fecit  
Mr W Seamer Ch : Warden 1776

All fittings are in poor condition and the bells are not ringable.

d There is no clock.

8 ROOFS, COVERINGS, STRUCTURES AND CEILINGS

Chancel

a Both slopes are covered with a mixture of peg tiles and machine made tiles. The tiling on the south slope is in fair condition although there are several broken tiles which should be replaced.

A

b On the north slope the tiling has a heavy covering of moss which will cause the tiles to deteriorate more rapidly. This should be carefully removed by spray treating the moss to kill it off and then gently removing it once it is dead.

A

c Where tiles are visible some delamination was noted and it is possible that once the moss has been removed the need for tile replacement will be revealed.

d The detailing of the tiling at eaves level is rather weak and should be improved if major repairs are put in hand.

B

e Lead weatherings are in fair condition as is the internal structure.

Porch

Category

- f The corrugated asbestos sheeting is entirely moss covered but there was no evidence to suggest it is not watertight.
- g The defective lead lining to the parapet gutters remains in place but on each side half round pvc gutters have been added to catch the water running off the roof. On the west side the gutter is adequate but on the east side the outlet has been poorly connected to the parapet opening and water is able to leak into the structure. This connection requires improvement although preferably the lead lining to the gutters should be renewed.
- h The structure is being stained by the water penetration mentioned above but otherwise is in fair condition.
- 9 **LIGHTNING CONDUCTOR**
- a None
- 10 **RAINWATER GUTTERS, DOWNPIPES AND DRAINAGE SYSTEM**
- a On the Chancel there are pvc gutters on each side which are fixed to stained softwood fascia boards. They are in serviceable condition.
- b The cast iron downpipes remain in serviceable condition although they require repainting and refixing clear of the wall.
- c On the Porch the cast iron hopper heads and downpipes also require repainting. The one on the east is blocked and requires clearing.
- d With the exception of the pipe on the south side of the Chancel all downpipes discharge over concrete channels. These should be kept clear at all times and repointed as necessary to prevent concentration of water in any one place.
- e The downpipe on the south side of the Chancel discharges over a tank which is in serviceable condition.
- 11 **INTERNAL PARTITIONS, SCREENS, DOORS, PLASTER AND DECORATIVE STATE**
- a The south door to the Chancel is oak framed and boarded and is fitted with a wood cased lock. It is in fair condition but sticks at the head where it requires easing.
- b The Chancel arch is enclosed with a series of oak framed and panelled doors in oak frames with leaded glazing in the spandrel above. There are four door leaves, each very high in proportion to its width. The inner doors are hung from the outer ones which, in turn are hung from the frame. Because of the stresses involved the doors have distorted and the frame is pulling away from the wall at the head. Also, the transome at the head of the doors is very slight and it has deflected downwards

A

B

A/B

E

B

Category

onto the doors and makes them impossible to open without considerable force. My concern is that the vibration and disturbance set up by the movement of these doors will dislodge the loose masonry of the wall above. I recommend, therefore, that the doors should not be used until improvements can be carried out and repairs effected to the masonry.

- c The wrought iron gate to the outer opening of the Porch is rusting but is in serviceable condition.
- d The main south door is softwood framed with ply panels hung in a rebated frame. It was not opened but appears adequate although prone to malicious damage.
- e The main west doors are oak framed and panelled. They are in serviceable condition. The mortice lock is unusable but the doors are secured by a stout padlock.

12 FLOORS AND GALLERIES

- a The Chancel is paved with quarry tiles which are in fair condition.

13 FURNITURE AND FITTINGS

- a Furnishings comprise the following :-
  - Varnished softwood communion table (without coverings and with a collection of building materials and other items below).
  - Oak communion rails.
  - An oak pulpit/reading desk.
  - A pentagonal stone font.
  - A variety of chairs for congregational seating.
- b Each of the above items is of 19th Century date or later. None has any particular distinction. Their condition is adequate although some items display evidence of former beetle infestation.

14 ORGANS, HARMONIUMS, ETC

- a There is no organ nor any other means of making music.

15 MONUMENTS, BRASSES ETC

- a As noted previously there are a number of fine mural monuments in the Chancel of 17th and 18th Century date. Perhaps the best are :-
  - To the Barchham Family, on the north wall.
  - To Pyke Crouch (d.1712) and to members of his family, also on the north wall.

Category

- To the Slatholme family, dated 1665, on the south wall.
- b Each of these are in poor condition and continue to deteriorate as do some of the lesser monuments. Expert advice is required on how these might be conserved. A/F
- c There are two inscribed ledger stones, one of which is becoming worn. Although the degree of wear is likely to be small it would be useful to record the inscriptions in case they should ever be lost. B
- 16 HEATING SYSTEM
- a There is no heating system within the building.
- 17 ELECTRICAL SYSTEM
- a There is no electrical supply to the building.
- 18 EXTERNAL IRON AND WOOD, INCLUDING CONDITION OF PAINTWORK
- a As noted previously, all ironwork is in need of repainting. This includes :-
  - Rainwater goods
  - Ferramenta to windows and doors
  - Wrought iron gates. B
- b External woodwork is in fair condition but would benefit from appropriate treatment on a quinquennial basis. C
- 19 FIRE PRECAUTIONS
- a There are no fire extinguishers within the building.
- b In view of the isolation of the church and its vulnerability to malicious attack advice should be sought from the local Fire Prevention Department on an appropriate level of protection. F
- 20 SECURITY
- a Again, due to its isolation, the building is at risk from vandals and intruders. Although there is little, if anything, of value, there is the potential for damage to the fabric and injury to the intruders themselves. present security arrangements seem reasonable but further advice should be sought, either from insurers or the Local Crime Prevention Department. F
- 21 SANITARY FACILITIES
- a There are no such facilities.



Category

- 22 CHURCHYARD, INCLUDING BOUNDARY WALLS, FENCES, GATES, PATHS AND TREES
- a The churchyard is mostly unfenced although boundaries are defined by hedgerows (incomplete in places) and hedgerow trees.
- b Paths are now mostly grassed over.
- c A number of trees have dead or dying limbs and a survey of the complete churchyard is required together with recommendations for tree surgery. On the north side of the church some trees are quite close to the building and their roots could cause instability of the walls. A/F
- d As noted previously ivy and other shrubs and saplings are growing on the walls or in close proximity. These should be kept well cut back. E
- e The condition of a number of grave markers gives cause for concern. One, in particular, next to the main gate has had to be temporarily tied back to prevent it collapsing. All grave markers should be checked for stability and any that are potentially hazardous should be made safe. A/F

23 SUMMARY OF RECOMMENDATIONS

Priority of repairs

Category A Requiring immediate attention

- Cut back ivy growth (4c,4j,4l,4o,6r)  
Carry out first aid repairs to south west window of Chancel (4e)  
Rebuild and repoint brickwork to east gable of Nave (4g)  
Carry out selected areas of repointing on north side of Nave, both internally and externally (4n,4v)  
Replace defective cill tiles (4w)  
Overhaul opening light (5c)  
Clear openings from Tower roof and replace chutes (6e,6f)  
Replace broken tiles (8a)  
Remove moss growth (8b)  
Attend to defective gutter on east side of Porch (8g)  
Clear downpipe on east side of Porch (10c)  
Obtain advice on conservation of monuments (15b)  
Clear shrub growth from around building (22c)  
Check grave markers for stability (22e)

Category B Requiring attention within 12 months

- Provide shelter coat to decaying masonry (4e)  
Repair copings etc to both north and south walls of Nave (4i,4k,4n)  
Remove hard cement rendering to east wall of Nave (4q)  
Repaint rusting ironwork (5d,17a)  
Replace lead weathering to centre post of Tower roof (6a)  
Remove derelict boarding etc from Tower (6q)  
Repoint open joints in string courses and plinths (6s)  
Improve detailing to tiling at eaves level (8d)  
Repaint cast iron rainwater goods (10b,10c,18a)

Category

Ease south door to Chancel (11a)  
Record inscriptions on ledger stones (15c)

Category C Requiring attention within 5 years

Patch repair defective rendering (4b,4d)  
Carry out stone replacement and shelter coating (4k)  
Treat external woodwork (18b)

Category D Long Term Repairs

Carry out stone replacement and shelter coating  
(4k,4x,6t)

Category E Requiring routine maintenance

Parapet gutters to Tower (6d)  
Keep Intermediate chamber of Tower clear (6o)  
Keep downpipes etc clear (10d)  
Keep tree and shrub growth well cut back (22d)

Category F Requiring specialist advice

Polychrome decoration to east wall of Nave (4u)  
Conservation of Monuments (15b)  
Fire precautions (19b)  
Security precautions (20a)  
Condition of trees (22c)  
Condition of grave markers (22e)

Dated..... 11 March 1993 .....

Signed.....  .....

Chartered Architect