

UPHILL. ST NICHOLAS

May 9th 2023



Part A - Current Report

Part B - Survey

Results of our open survey conducted in Summer and Autumn 2020, canvassing all community contacts for their reaction to Part A. The survey remains [open and available at this location](#). Please feel free to repeat

your survey response or complete the survey for the first time.

Part C - Community Recommendations

Minutes of any community meetings held to discuss the information available in other parts of the Church Plan.

Part D - Action Plan

Details of any actions agreed through Community Recommendations, assigned to community participants, Churches Conservation Trust staff, or to the Churches Conservation Trust Local Community Officer specifically.

Part A - Current Report

Church Introduction & Statement of Significance

The Old Church of St Nicholas at Uphill, Somerset, England, dates from around 1080, and was built on the site of previous places of worship. It stands on a cliff top overlooking Brean Down and the mouth of the River Axe.

This mainly medieval church built on rocky crag overlooking Roman port of Atrium. The hill is a SSSI due to Iron Age, Saxon and Roman remains and delicate eco-system. The church has been much repaired and re-ordered over the centuries and has medieval features including some glass and a sundial, and unusual artwork. It lost the nave roof during storms of 1824, with later damage in 1847 and 1865. Restoration attempted during early 19th century but newer church built in the main village area and thus old St Nicholas came to the Trust. Much loved by bell ringers and with an experienced Bath and Wells ringer named as the main contact for visiting ringers, it is known for its full peal of six bells and is often used to ring bells for village or national events such as the annual remembrance service at the memorial on 11th November, monarch's jubilee, national days of thanksgiving eg NHS support during the pandemic etc.

The church overlooks Weston Bay, Brean Down and the mouth of the River Axe which was used as a port in Roman times, probably for the export of lead from the Mendip Hills. The nearby tower on the hill is the remains of an 18th-century windmill

The cliff beneath the church contained caves which contained evidence of occupation since the Stone age. The caves have since been quarried away and the artefacts removed to museums. During the Roman period a Romano-British temple was erected on the site. Some remains of this have been found beneath the floor of the open nave. There is evidence of a wooden church on the site around 700 AD during the Anglo-Saxon era, and the port at Uphill may have been a centre for pilgrims travelling to Glastonbury Abbey. The church became the responsibility of the abbot of the monastery dedicated to St Michael, which was on Steep Holm island in the Bristol Channel.

There are three carved sundials, one on the east side of a plain tympanum set over a blocked door in the south wall and one to the west of the tympanum. The third sundial, on the window head on the south face of the tower, predates the Norman Conquest and may be Saxo-Norman.

Current use (bookings) & voluntary activity

St Nicholas' was rarely open to visitors and subsequently had very low income until an archaeological dig in the nave organised by the CCT West team in 2015. This was supported by

a legacy from the late Professor Mick Aston, and the dig was led by his former Time Team colleague. It attracted much local and West Country interest.

Bi-monthly meetings were established and more community and village society members signed up to support the church and volunteer. Further volunteers have been attracted by a new list of events, publicity in the village magazine and a regular presence at the village market. The current team strength has expanded to approximately ten, and operate as an informal CCT Friends Group.

Voluntary activity undertaken by this group includes

- Regular locking and unlocking. The church is open at weekends and Wednesday afternoons over the summer months with stewards always in attendance.
- Sale of volunteer produced merchandise and refreshments during open days and events, raising money for the CCT.
- Regular cleaning days
- Regular bell ringing. Two of the friends group are individually affiliated with Bath and Wells Diocese ringers
- Provision, repair and regular changing of flags to celebrate special occasions (Saints days, VE Day, etc)
- Remittance of wall safe and service funds
- Planning and delivery of all bookings including services, Heritage Open Days
- Ad hoc reporting of building change
- Running an active and popular facebook page for people who are interested in St Nicholas' Old Church.
- Organising walks from the church
- Arranging for local Historians to talk at the church.
- Facilitating "out of hours" visits by groups and individuals upon request.
- St Nicholas' friends group has strong connections with Uphill's Village Society.

CCTs Heritage Learning Officer has worked with the local school in the past but currently there are no plans to do so again.

Collection Review

Open Churches Policy status:	Partnership 3
Local Community Officer:	Rachel Whitty
Current project:	None
Cleaning schedule:	Before openings, led by volunteers.
Welcome table:	No walkaround guide. Maintains stock of current leaflets
Keyholder role:	Fulfilled. Multiple Keyholders
Key representative role:	Fulfilled (remittances, CCT liaison, volunteer management, maintenance reporting)
Area volunteer role:	None
Fundraising roles:	None formal
Stewardship roles:	Multiple in place
Research, interp & talks role:	Vacant and necessary
Accessibility details:	Provided via website
CCT silver plaque:	Installed, good condition
CCT information board:	Not installed. Volunteers have requested one.
Oak post:	Not installed
CCT freestanding board:	Not installed
Wall safe poster:	None. Wall safe is difficult to operate and needs urgent maintenance.
CCT A board:	Installed
Gift Aid envelopes:	Provided
Visitor book:	Provided
Building services:	Electric lighting (LED efficient), electric sockets, portable water (carried by volunteers!)
Parking:	No vehicle access. Up a very steep hill.
Organ:	None
Churchyard:	Not owned by CCT, maintained by Local Authority
Ringable bells:	Yes. 6 bells, regularly rung.
Pews:	None. Stacking chairs.

Fire rated capacity:	60
Seating capacity:	Not determined
Site plan:	Available
Roof alarm:	Uninstalled
CCTV:	Uninstalled
Individual item security measures:	Uninstalled
Nearby attractions:	Weston Super Mare.
Public transport:	
Social media presence:	Active Friends Facebook group.
Images on CCT website:	One of four
Regular feature parish news:	Yes. In Comments and Recommendations sections.
Services per year:	Minimum of 6 services per year including Carols by Candlelight.
CofE support for services:	Yes. The Rector of St Nicholas with St Barnabas supports the Carols by Candlelight and The Church Reader and Warden takes the monthly summer services. A volunteer works with them on the programme of support.
Christmas memory tree:	Yes, unsponsored
Tea Party:	No
Historic Church Tour:	Not suitable due to difficult access
Heritage Open Days:	Yes
Ride & Stride:	No
Champing:	No. For further information, please see Champing introduction and typical church income at appendix 4.
Retail:	Yes, volunteer led. No CCT retail.
Risk assessment general:	Current
Risk assessment fire:	Current
COSHH listing:	Current
Portable appliance listing:	Current
Security Audit:	Unsure

Learning and Participation events	Previously the HLO worked with the local school.
Explorer tags	No

Conservation reports

Annualised maintenance costs (Exclusive of VAT): Annualised maintenance costs express the total costs of church maintenance divided by 25 years. Every cost which relates to maintenance is included except the twice-yearly maintenance visit. Any anticipated repairs are also excluded. A list of typical maintenance tasks for any historic church, forecast over the period, is available to view at appendix 2.	£4,096
Routine maintenance costs (Per annum and exclusive of VAT): Total cost of two maintenance visits per year exclusive of any additional maintenance items included above. A list of the maintenance tasks included in the twice-annual maintenance visits is available to view at appendix 3.	£652.80
Other maintenance costs total (Exclusive of VAT):	
Additional maintenance needs discovered during twice-yearly maintenance visits, costed and listed individually below.	£55,000 (repairs)
- Carry out a structural survey of the cracking on the tower	£1,500.00
Total short term repairs: Small scale items of limited cost which could be fulfilled with minimal fundraising.	£11,000.00
- Repair and redecorate rainwater goods, ferramenta and gates redecoration	£4,000.00
- Minor repointing around chancel door and on tower	£4,000.00
- Clean all internal walls and repaint	£3,000.00
Total medium term repairs: More expensive needs such as roof repairs and tower repairs which may require more involved fundraising and grant applications.	£38,000.00

- Nave repointing	£20,000.00
- Internal nave finishes	£18,000.00
Total long term repairs: Items which are known to require works in the longer term but which are not essential in the near future.	£6,000.00
- Repair and tie East masonry	£6,000.00
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
<p>All cost figures are estimates, exclusive of VAT and professional fees.</p> <p>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.</p>	

Income, Expenditure & Balances

Income

	2015/16	2016/17	2017/18	2018/19	2019/20
Wallsafe income	50	652	550	1,348	1,692
Total income	360	905	1,478	1,721	1,692

Visitors

	2015/16	2016/17	2017/18	2018/19	2019/20
Numbers of visitors	11,362	6,722	10,706	8,295	3,797
Wallsafe income per visitor (£)	0.00	0.10	0.05	0.16	0.45

Expenditure

Total expenditure since vesting: £139,487

	2015/16	2016/17	2017/18	2018/19	2019/20
Maintenance	105	-	-	-	-
Conservation	105	2,393	1,508	585	544
Electricity	60	60	60	60	61

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	£0
Income less expenditure '19/20	+£1087
Income less ann. maint.'19/20:	-£2,404

Local Community Officer's Summary

This partially ruined church is a well known local landmark commanding an impressive view over Weston Super Mare and the Severn estuary. The informal Friends group, established in 2015, has dramatically improved the access to the church by visitors by establishing a timetable of regular opening. However, the church remains closed for visitors the majority of the year. One of the CCTs priorities must be to improve the frequency of opening, and to explore more methods for doing this with the local community, without detracting from the great efforts already made by the team.

The regular open days and stewarding presence in the church presents an opportunity to review the level of contribution from visitors, with the current 16p per head being on the low side for a stewarded church. On site messaging around annualised maintenance costs could be one way to improve this. The Friends Group have expressed an interest and are motivated by the potential to restrict funds raised locally to the church.

It has also been noted that the ability to take contactless donations would increase the amount taken at the church, as many of the visitors are walkers who don't carry cash.

The Friends of St Nicholas' are sure that much of the attraction for visitors to the church comes from the ringing of the bells, so they are keen to increase the frequency of this. One step they've already suggested is the church becoming affiliated with the Diocese of Bath and Wells ringers society, in order for this activity to be covered by their insurance and to encourage more ringers.

Due to the sites impressive location, open floor space, electricity provision and proximity to the wharf café, it could potentially be considered for champing. However the one main limitation for this though would be the siting of a toilet, as it would not be practical to locate either a chemical or compost toilet at the top the hill, given the LCOs current knowledge of these things.

The voluntary team deserves considerable recognition for having adopted improved the circumstances at the church so dramatically since 2015, and it is the LCOs responsibility to do this.

The volunteers have expressed an interest in selling CCT merchandise at their events, which could raise additional income.

The team have identified the following small scale investments which would help them raise additional income at the church:

- Small PA system (£150)
- Swapping the external lamp for a PIR floodlight (£100)
- Gazebo (£300)
- Portaloo / composting toilet.

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 September 17th 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), **One response** was received for **Uphill, St Nicholas' on the Hill** by the deadline of **August 30th**.*

The response received was from a respondent writing in a **personal capacity** who confirmed that their responses related to **St Nicholas' on the Hill, Uphill**.

In addressing the question of *a perfect outcome for our work together at the church* the respondent indicated **I'd like to see the Church open more frequently in summer. Signage can be improved and we could do more to make it possible to raise money by sale of postcards etc.**

In writing about challenges anticipated in respect of repair liabilities and running costs, the respondent indicates **Before the COVID pandemic we were able to raise more or less enough to cover the running costs each year. The challenge will be when significant repairs and changes are needed as it will be hard to raise the likely sums involved.**

Thinking about local life away from the church, in relation to other community projects or activities which might combine with our work to protect the church for the future, the respondent indicated **I think we could approach groups like Scouts and Guides, local schools and offer guided tours of the inside of the Church for a small fee.**

Considering if increased use of the church might benefit the community, or if increased use might benefit the church itself, the respondent indicated **Yes, the building is a focus for life in Uphill because of its prominence. Any activity which brought more people in would make it clear that it is not just a ruin.**

In relation to identifying conservation priorities for the church, the respondents provided **Improvements to the open nave could make it more attractive to visit (benches, landscaping what is just scrubby grass at present). Clear signage for some of the key features - a new short leaflet to highlight key points of interest.**

Regarding priorities, opportunities or ideas for fundraising the respondent noted **Better presentation of souvenirs / postcards etc would certainly raise more money. Start a local "sponsor a stone" scheme to help with the upkeep costs.**

In respect of means for initiating fundraising activity, the respondent gave **[no response]**. The respondent also indicated that they **already** participate in fundraising activity.

In seeking respondents' participation in a future group discussion regarding church planning the respondent indicated **They would be willing to meet either online or in person.**

In answering our final, open question about any additional church matters not covered in other areas of the survey, the respondent indicated **[no response]**

(In addition to responses fielded through the questionnaire, a further **[no response]** respondents wrote back to their Local Community Officer, expressing the following perspectives:

Nil

Part C - Community Recommendations

Following the survey sent out in summer 2020, an invitation to an online meeting to discuss the church plan was sent to existing Churches Conservation Trust correspondents. No responses were received for St Nicholas' on the Hill, Uphill by the deadline of 8 January 2021.

Community Meeting 1. 20th September 2021

Attending: Ed McGregor (Local Community Officer), one of the main volunteers referred as A1

A1 reflects that online meetings are practical for church planning as it can be difficult to arrange large face to face meetings with the group.

A1 feels that there is a huge amount of support from Uphill Village Society particularly in relation to the electricity / lighting installation needed.

A1 requested that CCT follow up on obtaining quotes for potential solar electrical system.

A1 reflects that the text donate option is now in place but they would like smaller donation amounts on the poster. The church has a very short dwell time and thinks smaller donations would be more appropriate. EM to send SM text numbers.

A1 flags up the Friends of St Nicholas' are very restricted in their activities due to the lack of electrical supply to the church at present which will impact on the visitor numbers and level of donations until remedied. The cannot serve refreshments as usual and it also poses a H&S risk in terms of bell ringing.

A1 reflects that the scale of charges for third party hire is not conducive to helping people to use the buildings. Churches such as St Nicholas with very difficult access and no facilities should be cheaper than others in the portfolio. EM explains the scale of charges as being discretionary. A1 particularly notes that the £500 fee for a blessing is much too expensive given the venue, which is particularly suitable for very small groups, but EM advises that this fee is not negotiable. A1 feels that individual "live" churches have the ability to negotiate their own rates for weddings / blessings and thinks St Nicholas' should be the same.

A1 reflects that the relationship with the incumbent priest has dramatically improved of late thanks to the efforts of members of the Friends.

A1 notes that the wall-safe lock is still broken. It has been on the maintenance list for several years now and a progress update should be made an urgent priority.

A1 notes that some of the comments made in part B particularly around future activities and fundraising, such as "sponsor a stone" were perhaps optimistic and not agreed with the Friends group, and not backed up with actions or a plan for delivery. The Friends group provides a supportive structure for any ideas to be developed.

A1 reflects that the draft of the audio guide which was sent to the group by EM was unsatisfactory and needs a lot more work.

Interaction with Uphill by Rachel Whitty LCO

RW met with the 2 lead volunteers back in December and a meeting with the rest of the Friends Group was scheduled for February, Unfortunately, that had to be cancelled due RW being ill so was rescheduled to May 9th

May 9th meeting at the Ship Inn 7 in attendance plus Parish Administrator joined the meeting half way through.

Meeting notes kindly taken by one of the main volunteers referred to as A1

After introductions, RW gave us some news on a book being written about the CCT and its churches possibly including St Nicholas Uphill . As our most famous person buried is Sgt Frost who instigated the capture of Dr Crippen by using wireless telegraphy. We gave her John Crockford Hawley as a point of reference.

Rachel told us a bit about her background, being with the John Lewis Partnership for over 30 years. She has a degree in Archaeology and a masters. She has 29 churches in her care and aims to visit every 6 months for a catch up (as the last meeting was cancelled) the next one will be early October. **A1** will give as much notice as I can for this and venue.

RW is also going to set up QR codes on our CCT page for Uphill church maintenance and another for the Bells, so more money can be directed to our church as well as CCT funds.

A big discussion was then had on who owns what regarding land, and permissions so the electricity issue might progress..... there is a zoom meeting with RW and Uphill village society arranged and RW is going to link **A1 and other main volunteer B2** so **A1** will give you all a update if anything moves forward on that.

So you have the info if anyone asks:-

North Somerset owns the hill, with advisors Natural England on the triple SI
The church Diocese still own the graveyard
CCT own the church.

All will need to be involved to reinstate the electricity supply.

We then asked if something can be done about the east path through the kissing gate.
Parish admin will come back to us on permissions to install a path from the gate to the existing path on the east side of the church, and if the dioceses would fund this. They are also looking to get a sign saying " please shut the gate" on the north side so we do not get anymore cattle in there.

Again we brought up the condition of the church doors and if they can be repaired properly and painted as a matter of urgency as the left hand door cannot be safely opened and with a lot of people visiting over the summer both doors should be open. RW will chase this. Also the condition of the plastic leaflet holders and if it could be removed for a notice board.

We are looking to see with a new disclaimer if we can start tower tours again for the summer holidays and also advertise on the CCT web site that camera clubs would be welcome to boost funds.

We also had a discussion on putting a memorial board up in the porch in slate so that people could have their own personal plaque done in slate and added to it for a loved one that's passed away. Two names were mentioned that might do this and one of the group offered to follow this

up.

We also have a number of pews that need a lot of attention and one of the volunteers is also following this up with some names RW and Parish Administrator supplied.

A1 awaits information from Clapton in Gordano on some work needed on the bells, as I already have one quote but would like a second before going ahead. RW is going to chase them.

There was also a discussion on a composting toilet – RW will work with Parish Administrator to see whether one could be installed where the gravediggers tool shed used to be.

RW summarised the meeting and agreed the actions with all and finished by thanking them all once again for their hard work and support at Uphill and was looking forward to working with them in the future.

This is just a brief overview of some long discussions, but if you have any questions I will be happy to elaborate or find out for you.

Part D - Action Plan.

Community Actions

Short term actions (to end September 2023)

- Work with LCO on supporting moving the electricity issues forward
- Work with LOC on updating risk assessments for Tower Tours
- Investigate options for slate memorial boards
- Review CCT Cleaning Churches standard and report

Medium term actions (to end March 2024)

- Investigate suitability of church for concerts or other uses, and of promotion to prospective local audiences.
- Consider the suitability of the site for Champing (but need toilet and electricity)

Long term actions (to end March 2024)

Actions complete (to end March 2023)

- Agree dates for meetings
- Consider making progress on items suggested in part B, notably offering paid for scheduled guided tours, introducing a “sponsor a stone” scheme, and improving signage for merchandise point of sale.

Local Community Officer Actions

Short term actions (to end September 2023)

- Work with main volunteers to progress electricity supply reconnection
- Chase Clapton-in-Gordano to meet up re bell-ringing
- Work with Parish administrator to progress composting toilet
- Create QR codes
- Investigate the potential to provide contactless donation facility at Uphill
- Review church web page to ensure clear directions available for all visitors
- Share details ref pew restoration
- Share CCT Cleaning Churches standard and report

Medium term actions (to end March 2024)

- Consider adding video directions to the church for prospective visitors' information
- Investigate suitability of church for concerts or other uses, and of promotion to prospective local audiences.
- Consider the suitability of the site for Champing

Long term actions (to end September 2024)

Actions complete (to end May 2023)

- Distribution Part A reports for each church to all existing correspondents, together with survey
- Receive, anonymise and collate survey responses and add to Church Plan Part B
- Resolve initial findings, conclusions and recommendations based on Part A & B, expressed as short, medium and long-term actions
- Publish Part A, B & D as Interim Church Plan to colleagues by end September 2020
- Undertake staff consultation against Interim Church Plan by end November 2020
- By end November 2020 review colleagues' feedback regarding updates to church plan part A, to include
 - Conservation interpretations
 - Presentation improvements
 - Champing data
- Resolve updated findings, conclusions and recommendations based on Part A, B & C expressed as short, medium and long-term actions for each site (Part D)
- Publish Church Plan Version '2021-22'
- Complete community audit to identify additional survey respondents and participants in face-to-face or digital meetings by end November 2020
- Repeat survey for additional respondents by end January 2021
- Agree dates for face-to-face or digital community meetings by end January 2021
- Contact church plan survey (part B) respondent who gave very helpful answers with multiple lines of enquiry.
- Consider producing an online audio guide for the church, to address the lack of printed interpretation.

CCT Actions Other

Short term actions (to end September 2023)

- Provide interpretation of maintenance and repair plans to further explain anticipated costs described in part A above.
- Chase up on condition of the doors and repainting required with Estates Officer
- Wall safe replacement still outstanding

Medium term actions (to end March 2024)

Long term actions (to end September 2024)

Actions complete (to end May 2023)

Appendix 1: Summer 2020 Questionnaire

1. This is the first of fourteen questions in the survey - thank you in advance for working through each one. First of all, we need to know if you're completing the survey on behalf of an organisation or writing in a personal capacity (If you're writing on behalf of an organisation, please use the text box to let us know which one. Thank you!)
2. Which church are you writing about? (Don't worry, you can complete additional questionnaires for other sites if you like!) Please state the location and dedication, as in 'Sapperton, St. Kenelm's'. Thank you.
3. People are involved with our sites in so many different ways. In your own words, please describe your relationship with the church building.
4. Some people are actively involved at the churches we look after together. If you're part of this group, tell us about your involvement. Cleaning, attending services and fundraising are just a few of the most frequent activities we share, but we'd appreciate as much detail as you might be happy to provide.
5. In your own words, and having reviewed 'Part A' of our church plan (sent to you by email with the invitation to this questionnaire), please describe a perfect outcome for our work together at the church. What would you like to see happen in terms of community involvement and other use of the building?
6. Bearing in mind the repair liabilities and running costs described in the report you've read, what challenges do you anticipate for a sustainable future at your church?
7. Thinking about local life away from the church, which other community projects or activities are you aware of that could combine with our work to protect the church for the future?
8. Here are two questions together... Could increased use of the church benefit the community? How would this increased use benefit the church itself?
9. What do you think are the most important conservation priorities at your church? For each or all of these priorities, please also let us know about any ideas you have for addressing them.
10. Income and expenditure for the church is detailed in 'Part A' of the report we sent you. Addressing conservation priorities will entail finding new ways to raise funds. Tell us

about any ideas or opportunities you have identified for raising additional income at the church.

11. What do you think might be the best ways to get started with any fundraising activities you have suggested?
12. If you don't already, would you be interested and available to take part in future fundraising activity?
13. Almost done! We'd like to invite you to join us in a group discussion about the church later this year, either in person or through 'phone / video conference. Would you be willing to join the discussion?
14. Last question! Is there anything else you'd like to share about your interest in the church which we haven't asked you already? Otherwise, thank you again so much for reflecting on the future of the church through your answers.

Appendix 2: Typical Maintenance Tasks Forecast - 25 Years (Not Including Twice-Annual Maintenance Visits)

Item	Method & Purpose	Cycle/Yrs	Estimated Cost per visit (present day levels)	Cumulative Estimated Total Cost After 25 Years (2020 values)
Drains, rodding	Below-ground drains can be blocked by debris which stops the rain water dispersing properly and potentially leading to water backing up and overflowing. To prevent this they require rodding and cleaning even ten years.	1	£ 39.00	£ 975.00
Soakaways, inspection and clearance of silt build-up	Soakaways consist of a large pit filled with gravel of varying sizes which act as a filter to allow rainwater to slowly seep into the surrounding ground. Over time material carried into the soakaway in the rain water fills in the gaps and slows the rate of dispersal which can lead to water backing up and potentially damaging or even flooding the church	10	£ 600.00	£ 1,500.00

Mansafe hatchway system	Man safe systems are steel cables or anchor points which are fixed to the roofs of churches to allow people to safely access and work on the roof. As these systems are used for safety it is a legal requirement that they are tested every year for loose fittings or damaged cables.	1	£ 360.00	£ 9,000.00
Lightning conductor testing	Lightning conductors are required to be checked every three years to make sure that they are still performing correctly and will be able to disperse a lightning strike effectively. Metal thefts have often targeted lightning conductors and they may need replacing.	3	£ 480.00	£ 4,000.00
Organ maintenance	Organs are complex machines built using numerous natural materials which can be damaged by moisture, heat and animal attack. It is recommended that organs are checked every year to carry out minor repairs and to be re-tuned as required. Regular servicing can also reduce the likelihood of large unexpected repair bills.	1	£ 140.00	£ 3,500.00

Fire extinguisher inspection	Fire extinguishers servicing checks that the fire extinguishers are functional and maintaining adequate pressure for use in an emergency. Note the CCT only provides fire extinguisher in churches which are either stewarded, used for Champing™ or have significant timber items.	1	£ 166.00	£ 4,150.00
Electrical periodic inspection testing	Electrical tests ensure that the electrical system of the church is both safe and fully functioning. The test will check all elements of the system and highlight any concerns.	5	£ 350.00	£ 1,750.00
Replacement of electrical fittings	As items are highlighted as faulty through periodic testing and maintenance visits they will need to be replaced.	15	£ 1,500.00	£ 2,500.00
Replacement of lamps	General wear and tear - Bulbs require regular replacement. Note LED bulbs will be used where possible	2	£ 250.00	£ 3,125.00
Heating installation, 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 March and the end of October, and we recommend Champers bring warm sleeping bags and extra blankets. We also supply bedding and breakfasts but this option isn't available at all churches. Most Champers will eat out locally or may bring their own picnic.

For those churches without electricity we provide a gas camping stove and we also provide amply bottled water for Champers and all visitors to use.

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

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

Church	2017	2018	2019	2020	Total
Langport, Somerset	£10,472.40	£2,765.60	£3,809.94	£3,128.00	£20,175.94
Emborough, Somerset		£2,024.30	£1,378.49	£2,625.00	£6,027.79
Chiselhampton, Oxfordshire	£10,156.29	£2,696.40	£5,864.11	£1,705.00	£20,421.80
Wolfhamcote, Warwickshire		£3,001.00	£2,213.77	£1,624.00	£6,838.77
Holme Lacy, Herefordshire		£4,368.80	£4,758.55	£1,004.00	£10,131.35
TOTAL	£20,628.69	£14,856.10	£18,024.86	£10,086.00	£63,595.65