



**Churches
Conservation
Trust**

ST. MARY'S CHURCH, LITTLE WASHBOURNE

CHURCH PLAN



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Version updated September 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 Mary's Church, Little Washbourne, is a historic Anglican church at Little Washbourne in the civil parish of Dumbleton, Gloucestershire, under the care of the Churches Conservation Trust. It is recorded in the National Heritage List for England as a designated Grade II* listed building. The church dates from the 12th century.

St Mary's is constructed in limestone, with Cotswold slate roofs. Its plan is simple, consisting of a five-bay nave and a two-bay chancel with a roof at a slightly lower level. At the west end of the roof of the chancel is a bellcote with rendered walls, some weatherboarding, and a pyramidal roof. In the south wall of the nave are three buttresses, a window under a pointed arch, and a doorway also with a pointed arch. At the west end of the church are pilaster buttresses, and a window under a pointed arch. The north wall of the nave also has three buttresses. The chancel is supported by buttresses, one on both the north and south walls, and two on the east wall. Also in the east wall is a window under a pointed arch. In the north wall of the chancel is a slit window dating from the 12th century.

The floor of the church is flagged, and the walls are limewashed. Inside the church are panelled box pews, an octagonal pulpit with a sounding board, communion rails, and a communion table, all dating from the 18th century. The octagonal stone font dates from a similar period. There are traces of paintings on the walls. On the north wall of the chancel is a monument in white and grey marble to the memory of William Hill who died in 1786.

Current use (bookings) & voluntary activity

St. Mary's is a popular destination for curious walkers who refer to it's simple charm in the visitor's book. Limited parking possibilities would affect significant use by larger groups, although a society of architects have held their annual picnic at the site. The only other known use of the building are an annual service and occasional guided tours for small coach parties. The Churches Conservation Trust has been very grateful for voluntary help in recent years both with a Christmas wishing tree, donated by a Gloucestershire-based supporter, and with remittance of donated funds from the wall-safe.

Voluntary activity undertaken by three local residents includes

- Remittance of wall safe and service funds
- Installation of a Christmas wishing tree

Collection Review

Open Churches Policy status:	Open
Local Community Officer:	Isobel Milne
Current project:	None
Cleaning schedule:	None
Welcome table:	Maintains stock of current leaflets (note unavailability of future leaflets for re-stock)
Keyholder role:	Not required
Key representative role:	Fulfilled (remittances, CCT liaison)
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 adjacent to church yard
Organ:	None
Churchyard:	Not owned by CCT, not maintained by Local Authority
Ringable bells:	Yes

Pews:	Sound, no defects
Fire rated capacity:	70
Seating capacity:	66
Site plan:	Unavailable
Roof alarm:	Uninstalled
CCTV:	Uninstalled
Individual item security measures:	Uninstalled
Nearby attractions:	Sudeley Castle, Winchcombe, Beckford Silk, St. Peter's Dumbleton, Cheltenham
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:	Yes, unsponsored
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

<p>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.</p>	£2,812.44
<p>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.</p>	£522.00
<p>Other maintenance costs (Exclusive of VAT): Additional maintenance needs discovered during twice-yearly maintenance visits, costed and listed individually below.</p>	£925.00
Rainwater goods redecoration	£750.00
Damaged church sign	£25.00
Main door binding on the floor	£150.00
<p>Total short term repairs: Small scale items of limited cost which could be fulfilled with minimal fundraising.</p>	£5,500
Install Lightning conductor	£2,000.00
Repoint hairline cracks	£750.00
Patch repointing in various areas	£2,750.00
<p>Total medium term repairs: More expensive needs such as roof repairs and tower repairs which may require more involved fundraising and grant applications.</p>	£6,000.00
Remove concrete apron to church and replace with a french drain:	£6,000.00
<p>Total long term repairs: Items which are known to require works in the longer term but which are not essential in the near future.</p>	£0.00
<p>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.</p>	£0.00
<p>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.</p>	

Income, Expenditure & Balances

Income

	Wall Safe	Service Collection	Services Fees	Events	Third Party Hire	Total Income
2022/23	£346					£346
2021/22	£0					£0
2020/21	£0	£136				£136
2019/20	£15					£65
2018/19	£5					£5
2017/18	£37					£37
2016/17	£268					£268

Visitors

		Wall safe income per visitor
2022-23	2158	£0.16
2021-22	686	£0
2020-21	Data not collected	
2019-20	2501	£0.01
2018-19	3458	£0.00
2017-18	1431	£0.03
2016-17	4984	£0.05
2015-16	3255	£0.06
2014-15	1156	£0.24

Expenditure

Total spend since vesting 17th March 1976 (non-maintenance): £48,643

	Conservation (repair) expenditure	Maintenance expenditure
2022-23	£1010	£330
2021-22	£0	£727
2020-21	£590	£522
2019-20	£0	£552
2018-19	£0	£846
2017-18	£0	£486
2016-17	£0	£781
2015-16	£696	£696
2014-15	£979	£979

Income less expenditure 2022/23 **-£994**

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

Income less annualised maintenance 2019/20 **-£2,466.44**

(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 **£843.89**

Local Community Officer's Summary

An attractive and popular church, St. Mary's Little Washbourne is accessible to visitors from Cheltenham or Evesham, or for inbound and domestic tourists exploring The Cotswolds, perhaps as part of a church tour including St. Nicholas' Saintbury, St. Lawrence's Evesham and St. Mary's Shipton Sollars.

The relatively high number of visitors express keen interest in the building through their comments in the visitors' book, but this sense of interest is not reflected in wall-safe donations, which are low. As a result, plans might initially focus on interpretation of maintenance and repair costs for visitors to review, so as to support their decisions regarding gifts towards church upkeep. These materials could be supplemented with information describing the means for digital donations.

CCT is extremely grateful for the emergence of voluntary support from one Cheltenham resident in recent years, who has initiated contact with the church group holding an annual service at the church, resulting thereby in their kind contribution to running costs through a collection donated to The Trust. Her care for the church has extended also to include installation of a Christmas wishing tree to encourage donations.

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), **one** response was received for **St. Mary's Little Washbourne** by the deadline of **August 31st**.*

The response received was from a respondent writing in a **personal capacity**, who confirmed that their responses related to **Little Washbourne St. Mary's**.

In addressing the question of *a perfect outcome for our work together at the church* the respondent indicated that there **are many churches local to Little Washbourne with low income and high repair needs, suggesting that some of these should be sold.**

In writing about challenges anticipated in respect of repair liabilities and running costs, the respondent indicates that **there are few parishioners and visitors, generating little income to cover increasing repair needs.**

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 that **there are too many churches chasing too few willing pockets.**

Considering if increased use of the church might benefit the community, or if increased use might benefit the church itself, the respondent indicated **that Little Washbourne is too small to benefit, but that nearby Alderton is growing.**

In relation to identifying conservation priorities for the church, the respondent **identified no particular priorities.**

Regarding priorities, opportunities or ideas for fundraising the respondent noted **the possibility of door-to-door collections in Alderton.** In respect of means for initiating fundraising activity, the respondent gave **no further response.** The respondent also indicated that they **are not** available to participate in fundraising activity.

In seeking respondents' participation in a future group discussion regarding church planning the respondent indicated that **they are not available to meet either in person or through digital meetings.**

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

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

Nil

Part C - Community Recommendations

Community Meeting 2: 15th August 2023.

Attending: Isobel Milne (Local Community Officer) et al

Services

Attendees confirmed that the church was part of the Bredon Hill Group ministry which includes benefices of Bredon and Beckford. They also cover Overbury and its former chapels which include Little Washbourne church. The attendees reported that there have been no services at the church since the pandemic and that there are 2 vicars to cover the 14 churches in the area. It was suggested at the meeting that a lay person could carry out a service at the church.

Local support

Locally there is a Facebook group for Beckford. C to send info to LCO. C reported that within Little Washbourne itself there are 11 residents.

Marketing

The group talked about the potential to market the church at the Hobnail Inn which is a short walk away. The Hobnail Inn owners have added a gate and a new bridge, making the walk to the church much easier. The group mentioned that the pub is run by Quality Inns and that the director lives locally and that there is a new manager.

Churchyard

The group discussed the gate and fence which were broken when a horse escaped into the churchyard. C reported that he was organising with the owner of the horse for the fence to be finished as it is only currently a rail and post, and for the gate to be replaced which has been temporarily replaced with a metal fire bar gate. C stated he would follow up on completion.

The LCO suggested the churchyard could be made into a wildflower garden to attract more visitors. The attendees thought this was a good idea but noted that they can be hard to maintain. The LCO offered to share resources from Caring for Gods Acre. C stated that he owned part of the churchyard and had offered it for sheep grazing to keep the grass down but did not have anyone currently interested.

C also mentioned the beehives adjacent to the churchyard. C confirms that honey from them is used by local producer Harry's Honey. The LCO questioned if there would be a way to raise funds from honey with an honest box in the church.

The group reported that they have an arrangement where they pay to have the churchyard mowed.

Building

The group toured the church and looked at the buttress to the rear where the large tree beside the church has affected the foundation on the corner of the church. The LCO confirmed that she had been following up on work to rectify the issue as well as some damage to internal woodwork.

The strips of land by the roadside to the church which should be maintained by highways are being maintained by C, which allow a space for parking on a neighbouring property's land. The LCO thanked C for this contribution.

Wallsafe

The LCO thanked C for emptying the wall safe and stated that she would be bringing a new poster to put above the wallsafe with a QR code for donations online.

Champing

The attendees discussed the option of Champing taking place at the church and were happy for it to happen with the potential to use the Hobnail Inn for breakfast. They commented on how good the site was for star gazing. They did note there is no electricity or toilet at the site.

Walkers and Cyclists

The group noted that the church was popular with walkers and cyclists. Attendees noted that the Ride n Stride event happened locally and that bike racks at the church might be a nice addition.

Events and fundraising

The LCO outlined the maintenance cost to look after the site and the current repair that were required and asked if there were suggestions of events or way to raise income from the site. A, who attended the meeting offered to do a talk on the site for any informal events. The group noted the difficulties with holding events with the box pews. The LCO asked the group to feedback on any events they think might work in the church.

The LCO suggested a memory tree might work in the church as a way to attract people in the winter as the Christmas wreath had been a lovely addition.

The LCO mentioned that the visitor books reveal a strong American connection as there are many families that visit with the surname Washbourne who feel they have a historical connection to the site. The LCO wondered if this could be used to appeal for donations.

Community Meeting 1: 1st March 2021

Attending: PJ (Local Community Officer) et al

- A queries definition - should the building be referred to as a church or a chapel? PJ proposes that A might provide a summary report to initiate colleagues' consideration of the question.
- A also raises the question of means for updating the church plan to indicate that there is a relationship between this site and others in the vicinity, particularly Allstone and Great Washbourne. In this way, A effectively proposes promotion of the church plan to a wider local audience. C indicates that St. Mary's is one of the Bredon Parish Churches. C further indicates that a person in the parish is responsible for Little Washbourne. PJ and C agree that PJ will introduce C to the local parish church contact for review of the church plan and invitation to a church gathering.
- A further indicates that the statement of significance might be expressed in a more interesting way. PJ proposes that the church planning group could review any suggested text A might submit.

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- B notes that C and A have been installing decorations at the church to support increased use. B mentions that in particular the Christmas wreath looks great, several months after installation.
 - A raises the question of remote giving, and PJ notes that there is a poster in the church providing means for text giving. A first proposes that we update the church plan to reflect this installation, and that B might quickly check that the poster is in place whenever he visits, usually once a week.
 - B notes that he holds approximately £300 for remittance to CCT in respect of wall safe contribution. Approximately £130 has been presented between October and March 2021. PJ notes that ensuring the remittance is coded to Little Washbourne specifically will require completion of the income report form, (which can be emailed to finance@thecct.org.uk) indicating the source of income (wall safe), and the location of the church. PJ also expresses kind thanks on behalf of The Trust for this regular voluntary contribution.
 - The group notes that normally cars park on the verge opposite the church yard, to the South of the church gate. This verge is owned by the Hanks' family, at Washbourne House who have not expressed concern about this parking arrangement. The verge is being maintained by B. Occasionally visitors park further along the lane towards the houses there, which is not desirable.
 - PJ confirms that St. Mary's churchyard is owned by The Trust. B notes that flooding has been rotting fence posts in order to retain sheep, but PJ observes that The Trust has not been acknowledging this contribution, describing at the same time that purchases related to this maintenance could be considered a charitable donation for tax purposes. PJ also notes that The Trust is also liable for the repair of the gate therefore.
 - C, A and B all recommend prioritisation of gate repair in terms of the first impression it leaves for visitors, but that the gate repair is not mentioned in the conservation report above.
 - B notes that he has submitted pictures of the badly warped South entrance door, which is not reflected in the priority list for conservation repair above, as well as the complete deterioration of the silver entrance sign.
 - C, A and B all note that the churchyard may be being maintained by volunteers as well as occasionally (twice per year) by Trust maintenance contractors.
 - C queries the security of the altar table, but B confirms that the altar is anchored at the rear at the wall, with two iron brackets.

Part D - Action Plan

Community Actions

Short term actions (to end March 2024)

- Liaise with the PCC to see if occasional services can be arranged.
- C to follow up on the completion of the fence for the churchyard and the replacement of the gate.
- C to pass on details for local Facebook group
- Feedback on possible events that could be held to raise funds for the church

Medium term actions (to end March 2025)

- Create promotion of walk from Hobnails Inn
- Investigate potential to sell Harry's Honey in the church

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- Consider possibility of adding wildflowers to churchyard
 - Investigate if donations can be sought from American visitors with historical family connections
 - Consider means for promoting visits to Little Washbourne for prospective coach visitors or holiday-makers to Cotswolds, perhaps as part of a church tour including Saintbury, Evesham and Shipton Sollars.

Long term actions (to end August 2026)

Actions complete (to end July 2023)

- Agree dates for face-to-face or digital meeting to review interim church plan (September 2020 edition)
- A to provide a summary report regarding designation as chapel instead of as church
- A to propose improvements to statement of significance (Part A above)

Local Community Officer Actions

Short term actions (to end Aug 2023)

- Update wall safe poster to include a QR code
- Share caring for God Acre information
- Discuss the potential of champing with CCT champing team
- Investigate removal or replacement of damaged silver sign
- Follow up with conservation staff on plans for structural issues with buttress and tree

Medium term actions (to end August 2024)

- Consider means for promoting visits to Little Washbourne for prospective coach visitors or holiday-makers to Cotswolds, perhaps as part of a church tour including Saintbury, Evesham and Shipton Sollars.
- Review means to interpret building maintenance and repair needs to encourage wall safe donations and digital donations
- Create promotion of walk from Hobnails Inn
- Follow up on possible fundraising through honey sales
- Investigate if donations can be sought from American visitors with historical family connections.
- LCO to review the statement of significance following feedback

Long term actions (to end March 2026)

Actions complete (to July 2023)

- Update the wall safe poster
- Agree dates for face-to-face or digital meeting to review interim church plan (September 2020 edition)
- Review initial church plan and update according to colleague and community feedback and publish online
- Repeat survey for additional respondents by end January 2021
- Agree dates for face-to-face or digital community meetings by end January 2021
- Distribution Part A reports for each church to all existing correspondents, together with survey

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- 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
 - PJ to introduce C to parish contact regarding their review of church plan and any future meeting

CCT Actions Other

Short term actions (to end March 2024)

- Update LCO and community on plans for buttress repair
- Consider addition of warped door to priority list, and resolve means for repair
- Note full deterioration of silver sign and consider removal
- Consider addition of gate repair to priority list, and resolve means for repair

Medium term actions (to end March 2025)

Long term actions (to end August 2026)

Actions complete (to end July 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

These are typical cost and may not all be relevant to your church

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 ample 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	£10,472	£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