

# **THE CHURCH OF ST MARY THE VIRGIN, HEMINGTON**

## **CHURCH PLAN**

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### **Introduction**

#### **Part A - Current Report**

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#### **Part B - Survey**

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

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

#### **Part D - Action Plan**

Details of short, medium and long term actions agreed upon through Community

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## 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

The Church of St Mary the Virgin in Hemington is an extremely significant example of a grade I listed Medieval Parish Church with a fine Somerset style tower.

The earliest fabric dates from the 12<sup>th</sup> and 13<sup>th</sup> centuries, although it is predominantly Perpendicular throughout with some 19<sup>th</sup> century restoration by the office of Sir George Gilbert Scott. The construction is coursed and squared rubble with some ashlar, embattled parapets, with stone tile and lead roofs. The church has a clerestoried nave, south aisle, south porch, chancel with south chapel, north vestry and 3-stage west tower with diagonal buttresses, embattled parapet, corner pinnacles and a stair turret.

The porch is dated to 1869 but has an Early English inner doorway with Purbeck shafts and a 15<sup>th</sup> century door. A Pilgrim's Cross was recently discovered by a visiting academic carved into the stone doorway which could date from the 1400s. The nave has a 19<sup>th</sup> century roof on large 15<sup>th</sup> century carved angel corbels; the aisle roof is 15<sup>th</sup> century with ribs and bosses on small allegorical corbels. There is a Norman chancel arch with two pairs of shafts; an Early English 4 bay arcade to south aisle, of similar date two bay arcade between the chancel and south chapel, and the centre pier has detached Purbeck shafts and a piscina on the east respond.

Fixtures and fittings of particular significance include: Norman tub font; Jacobean font cover, 16<sup>th</sup> century chest; 17<sup>th</sup> century pews; a pair of coffin stools, the organ dated 1869 by Vowles of Bristol, 17<sup>th</sup> and 18<sup>th</sup> century wall monuments, five early bells and a late 16<sup>th</sup> century painted text on nave wall. Of particular note are the Anglo Saxon horse head sculpture re-used as a corbel, and the bee bole above the nave.

The Church was vested with the Churches Conservation Trust in November 2019.

### Current use (bookings) & voluntary activity

St Mary the Virgin currently has permission from The Church of England for up to six Sunday services each year, plus an unlimited number of occasional services. Since being vested with CCT the Church has hosted funeral services, a well-attended Harvest Service, and weekly ecumenical Bible study meetings. The churchyard (not CCT owned) is open, active and very well maintained.

In previous years the Church has also been used by the local Primary school for their Harvest celebrations, and it is hoped that the school's Harvest celebrations will continue as before now that the programme of repairs has been completed.

The Church has been extremely well maintained and cared for by the local community prior to the vesting, and we are extremely grateful that this voluntary involvement will be continuing.

Voluntary activity undertaken by three local residents includes:

- Daily unlocking and locking of the church
- Remittance of wall safe and service funds
- Research on the history of the building and contents
- Overseeing the heating of the building as necessary
- Liaison with the PCC and incumbent regarding access and practicalities for ad hoc services
- Ad hoc reporting of building and fabric changes or concerns

The Church receives two maintenance visits per year from CCTs specialist maintenance contractor, and a detailed Condition report from the allocated Architect. The Local Community Officer (LCO) completes regular mandatory checks and actions including regular Control of Substances Hazardous to Health (COSHH) checks, visual electrical inspections, Fire Risk assessments and Building and General Risk Assessments.

## Church Information

Open Churches Policy status:	Open 7 days a week, unlocked daily
Local Community Officer:	Marie Leverett
Current project:	A large programme of repairs has recently been completed
Cleaning schedule:	Nothing formal
Welcome table:	Walkaround guides, maintains stock of current leaflets (note unavailability of future leaflets for re-stock)
Keyholder role:	Fulfilled
Key representative role:	Fulfilled (remittances, CCT liaison, volunteer management, maintenance reporting)
Area volunteer role:	Not required
Fundraising roles:	Vacant and necessary
Stewardship roles:	Not required
Research, interp & talks role:	Fulfilled
Accessibility details:	Provided via CCT website
CCT silver plaque:	Not installed, not due
CCT information board:	Not installed, not needed (double noticeboard already in place in

	churchyard (owned by PCC), and noticeboards in porch.
Oak post:	Not installed, not due
CCT freestanding board:	Not installed
Wall safe poster:	Installed
CCT A board:	Installed
Gift Aid envelopes:	Provided
Visitor book:	Installed
Building services:	Electric lighting, oil fueled heating (timer), sink and water supply in church, toilet in separate building (CCT owned) in churchyard.
Parking:	Limited parking in road outside churchyard
Organ:	Present, playable
Churchyard:	Not owned by CCT, not maintained by Local Authority
Ringable bells:	Yes
Pews:	Sound, no defects
Fire rated capacity:	200
Seating capacity:	Not determined
Site plan:	In Vesting Book + architect plan in vestry
Roof alarm:	Yes
CCTV:	Not installed
Individual item security measures:	Not installed
Nearby attractions:	Mendip Hills AONB, Longleat, Centre Parcs, Glastonbury, Somerset Museum of Rural Life, Clarks Village, Wells, Frome, Bath, and other CCT Churches nearby: Cameley, Old Dilton and Imber.
Social media presence:	None
Images on CCT website:	One of two
Regular feature parish news:	Yes
Services per year:	1 or 2
CofE support for services:	Yes
Christmas memory tree:	Not currently
Tea Party:	No
Heritage Open Days:	No
Ride & Stride:	No

Champing:	No
Retail:	No
Risk assessment general:	Current
Risk assessment fire:	Current
COSHH listing:	Current
Portable appliance listing:	Current
Security Audit:	Not current
Children's explorer cart:	No, surplus to requirements
Children's trail:	No

## Conservation reports

<p><b>Annualised maintenance costs (Exclusive of VAT):</b>  <b>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.</b></p>	
<p><b>*This excludes maintenance of the toilet, and electric, water and oil bills.</b></p>	<b>£3,218.62*</b>
<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>	£633.60
<p><b>Other maintenance costs total (Exclusive of VAT):</b>  <b>Additional maintenance needs discovered during twice-yearly maintenance visits.</b></p>	<b>None</b>
<p><b>Total short term repairs:</b>  <b>Small scale items of limited cost which could be fulfilled with minimal fundraising (costed and listed individually below).</b></p>	<b>£650.00</b>
<p>- Repair and upkeep of the toilet and septic tank</p>	£650.00
<p><b>Total medium term repairs:</b>  <b>More expensive needs such as roof repairs and tower repairs which may require more involved fundraising and grant applications.</b></p>	<b>None</b>
<p><b>Total long term repairs:</b>  <b>Items which are known to require works in the longer term but which are not essential in the near future (costed and listed individually below).</b></p>	<b>£4,000.00</b>

- Replacement of oil tank and buried pipework	£4,000.00
<b>Total desirable repairs:</b>	
<b>Repairs which are not essential to the conservation health of the church but which might improve aesthetics or usability of the building.</b>	<b>To be updated</b>
<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

Year	Wall Safe	Service Collection	Services Fees	Donations	Events	Third Party Hire	Total Income
2022/23	£147	£241					£1779
2021/22	£110	£204	£400	£325			£1038
2020/21	£0						£326
2019/20	£20						£120
2018/19	Not available						Not available
2017/18	Not available						Not available
2016/17	Not available						Not available

### Visitors

Year	Visitor Numbers	Wall safe income per visitor
2022-23	2429	0.06
2021-22	Not available	Not available
2020-21	Not available	Not available
2019-20	Not available	Not available
2018-19	Not available	Not available
2017-18	Not available	Not available
2016-17	Not available	Not available

2015-16	Not available	Not available
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## Expenditure

Total spend since vesting (non maintenance): £367,900

	Conservation (repair) expenditure	Maintenance expenditure	Utilities
2022-23	£12,008	£1374	£263
2021-22	£45,863	£1,120	£584
2020-21	£367,900	£797	£908
2019-20	Not available	Not available	Not available
2018-19	Not available	Not available	Not available
2017-18	Not available	Not available	Not available
2016-17	Not available	Not available	Not available
2015-16	Not available	Not available	Not available

## 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 August 2021                      £0

Income\* less expenditure 2022/23    **-£11,866**

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

Income less annualised maintenance 2021/22    **-£1,440**

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

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## Local Community Officer's Summary

An extensive period of repair work was completed at St Mary the Virgin in Autumn 2021, and the church reopened to visitors 7 days a week. This was marked by a very successful and well attended Harvest Service in October 2021, and CCT is very grateful to everyone who organised and who attended this celebratory event.

The community continue to enjoy several church services a year which increases the use of the church, and helps with the annualised maintenance costs through collection contributions. Other activities which the community have organised which have helped raise funds towards the annualised maintenance costs are a rogation walk (which took in nearby Hardington Vale) and a poetry evening. The community have also raised funds to display some pieces of medieval glass discovered during conservation works.

Encouraging closer links with, and more use by, the school may also enable the community to communicate church needs to pupils' parents, and extend offers of booked use to this prospective audience for alternative uses.

Other activities and events the community could consider holding are musical concerts, theatre performances, lecture or speaker events, evensongs, clothes swaps, bake sales, art or photography exhibitions, craft skills events, barbeques etc. Heritage Open Days events can also be a good way to encourage new visitors into the church and raise funds through tea and cake.

There are also possibilities for the church being used by location agents for filming and photography and wedding blessings can be held with the permission of the incumbent (weddings require an Archbishops Special License).

Interpretation material (information and activities for visitors to learn more about the church and Hemington) was installed in the Church in 2022. A local volunteer currently offers ad hoc tours and talks to groups, and encourages donations. It would be great if this amazing local knowledge could be expanded to offer more tours or ticketed special events to boost visitor numbers and donations. The Church could also be promoted through inclusion on local walking or cycling routes and heritage trails, and could be linked up with other nearby CCT churches.

As the church has a toilet, electricity and running water it could also be considered as a possible venue for Champing (camping overnight in churches). The installation of a Christmas Memory Tree and selling CCT christmas cards might also help develop useful income against maintenance liability.

The community need to give consideration to the future sustainability of the volunteer support, with the current opening and closing regime at the church, currently very ably and successfully managed by two local residents, and to review some of the options detailed in this summary towards the shortfall against annualised maintenance costs. Finding additional volunteers and supporters to help share the duties of caring for St Mary's, such as fundraising, cleaning etc, is a priority.



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## Part B - Consultation (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 **The Church of St Mary the Virgin, Hemington**.

The response received was from someone writing in a **personal capacity**, rather than on behalf of an organisation, and where they gave more than one answer to questions this is reflected below.

In addressing the question of **a perfect outcome for our work together at the church and what they would like to see happen in terms of community involvement and other use of the building** the respondent indicated the following:

- For the church to:
  - Hold at least two major festival services annually
  - Continue with the weekly prayer meetings
  - Become a popular wedding venue
  - Host concerts and performances
  - Become a community hub
  - Welcome increasing numbers of visitors

In writing about challenges anticipated in respect of repair liabilities and running costs, the respondent indicated that **the challenges they anticipated for a sustainable future at the church included:**

- Fundraising events and sponsorship should cover costs, and the church has generous benefactors

Thinking about local life away from the church, when asked **which other community projects or activities might combine with our work to protect the church for the future**, the respondent stated the following:

- Hemington County Primary School, who hold a remembrance service and Christmas play at the church
- The church is the only community meeting place in the village and has hosted secular events in the past; hopeful that after the repairs the church will provide facilities for a community hub the village can be proud of

Considering **if increased use of the church might benefit the community, or if increased use might benefit the church itself**, the respondent replied:

- The church is the only community meeting place in the village and has hosted secular events in the past; hopeful that after the repairs the church will provide facilities for a community hub the village can be proud of
- Collections could be taken at each event

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- A flow of visitors is good for the building and people are more generous if they have a sense of ownership

In relation to identifying **the most important conservation priorities for the Church**, the respondent stated:

- The intention of the conservation project is to restore the condition of the church

Regarding priorities, opportunities or ideas for fundraising, the respondent suggested the following **ideas and opportunities for fundraising** for the church:

- Develop the link with Hardington Bampfylde eg offering joint guided tours with refreshments at Hemington.

Also when asked what would be **the best ways to get started with the above suggested fundraising** the respondent stated:

- A service to celebrate the completion of the conservation, which would provide the opportunity to promote formation of a supporters group, which could be reinforced in the parish magazine and in the community Whatsapp group.

When asked whether they would be **interested and available to take part in future fundraising** the respondent answered accordingly:

- I already take part in fundraising activity

In seeking the respondents' **participation in a future group discussion regarding church planning**:

- Available 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 following response was received:

- The Friends Group looks after the churchyard, but may respond favourably to an invitation from CCT to join a Support Group for the church.

In addition to responses fielded through the questionnaire, a further **0** respondents wrote back to their Local Community Officer, expressing the following perspectives:

**Nil**

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## Part C - Community Recommendations

### Summary of Community Meeting 1: 3<sup>rd</sup> March 2022 (online)

#### Attending: Local Community Officer, Estates Officer & 2 members of the community

C2 is keen to put together a guide for children about the Church and the village in partnership with Hemington Primary School, probably in the summer term.

The LCO to put the HLO in touch with C2 to discuss the children's guide.

C1 feels that the organ is a key part of the church which would benefit from being played regularly to keep it in the best condition, but could also be utilised to bring in extra income, for instance with an organ concert. C2 suggested creating a CD of organ music to sell.

The group remembered a previous CD which was made within the village of a story which was acted out at various locations throughout the village, including in the church, and recorded. This led to discussion about whether something similar could be produced about the history of the village and the church, with scenes being acted out at different locations in the village.

C1 explained that during some work on the windows by Dan Humphries, prior to the church being vested with CCT, it was discovered that a beautiful piece of Medieval glass showing Christ's head was no longer fixed into the window. Thankfully the piece was saved before it fell and C1 is now currently working with Dan on plans to create a purpose built back lit cabinet to display the glass, which has been made possible due to a generous local benefactor. C1 is awaiting the quote and design.

C1 to continue to liaise with Dan Humphries, and when possible to forward details of the designs to the LCO and the EM to apply for Conservation approval prior to the work beginning.

C1 also explained that his son found an enameled item in one of the fields around the church which was identified by the Somerset Portable Antiquities Scheme Finds Officer as part of a Limoges reliquary. C1's son is happy for the item to be displayed in the church and C1 would like to display the reliquary piece along with an image of what the complete reliquary would have looked like.

## Summary of community consultation meeting 2

### Summary of Community Meeting 2: 7<sup>th</sup> June 2023, at Hemington St Mary's

#### Attending: Local Community Officer & 4 members of the community

##### 1. Events/Fundraisers

Services, events and activities which increase visitor footfall all help to raise funds for the annualised maintenance costs at St Mary's. PE told the LCO about a successful rogation walk that was held the previous weekend which raised over £200 for the CCT. 40 people walked from Laverton to Hardington Bampfylde (CCT church) then finished at St Mary's Hemington where tea was served (all donated). The LCO thanked the group for running this event which sounded really enjoyable and was a big help in fund raising.

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The group explained that St Mary's is the only public space in Hemington so it's the centre of the community and there's a lot of interest in the church. There was a community meeting at St Mary's earlier in the year which lots of people came to and the group expressed interest in holding another one. PE added that the organ and PA system are a real plus point for events.

There are also 1 or 2 services a year at St Mary's, the last one had 75 people and the local Hardington Vale scratch choir (a choir put together for events) led it. PE suggested an evensong would be nice and the group would like to hold another service in the autumn. A quaker group may also be interested in using the church for a session.

## **2. Education**

J is very interested in involving the school and would be interested in helping with learning sessions. The new headmaster is very positive about engaging with the CCT. J is very interested in link building between the church and community.

## **3. Pop up Display Boards**

PA is interested in the idea of a rolling display at the church which rotates theme regularly. There are a few people who are interested in photography in the village/area so maybe it could be photography displays, or perhaps other things local groups are interested in. R has some good quality exhibition boards which he could loan to St Mary's so they could trial the display idea. The LCO suggested a trial during Heritage Open Days but the group would rather keep the trial low key.

## **4. Champing**

The LCO brought up Champing. Champing is where a group (one group booking, not multiple separate groups) pay to stay at a church for a night or two and the income helps to raise money for the church. Since St Mary's has electricity, water, a kitchen area and toilets it would be an option to explore to help towards the £3218 annualised maintenance costs for St Mary's. The Champing team can specify how many people the church would suit to stay, dependent on the space available. The group were concerned that this would be a lot of voluntary work but the LCO explained that a local Champing assistant is employed by the Champing team to set up the beds and take them down. The group also expressed concern about whether Champing would interfere with their current activities – the LCO explained that current use of the church could be booked out so Changers cannot stay. There needs to be local support for Champing so the LCO asked the group to have a think about it. If there is support the LCO could contact the Champing team to see whether they would consider St Mary's as a Champing venue.

## **Summary of Community Meeting 3: 18<sup>th</sup> Oct 2023, at Hemington St Mary's**

**Attending: Local Community Officer and 4 members of the community**

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## Projects

The medieval stained glass is now on display and just needs some interpretation displaying alongside it. PE showed the LCO a reliquary piece found by a local resident which they would like to get on display as well. If it involves altering the fabric of the building (drilling holes etc) the display would need to be progressed as a Community Initiative Project. J still wants to help with the school but the CCT don't currently have any work set up with them. J is doing a school visit soon with the local incumbent and is interested in doing something on botany.

## Events

M could help with a display and possibly encourage others to get involved with an event for Heritage Open Days in 2024. PE is planning another John Clare poetry event.

## Summary of Community Meeting 4: 3<sup>rd</sup> May 2024, at Hemington St Mary's

### Attending: Local Community Officer and 3 members of the community

#### Events and Services

The incumbent is leaving on 30<sup>th</sup> June so Hemington will then be without a vicar until someone new is recruited. It is hoped that the harvest festival will go ahead with someone else from the church community leading.

Ideas for taking part in Heritage Open Days this year were discussed with tours, tea and cake and possibly artefacts on display discussed as ideas.

The Quakers would like to have a meeting at Hemington St Mary's and a walk to Hardington with their group with locals welcome.

An evening about writer and poet Christina Rossetti and Caleb Simper (who produced high Victorian choral works) is planned.

CCT's Heritage Learning Officer has now visited the church with the school and has more events in the planning stages including one in July.

#### Maintenance

There is mould in the upper area of the nave which is causing discolouration. The Conservation team are aware of the issue and think that the mould might be due to airflow around the clerestory. The plan is to let it dry out over summer and then get a glazier out to adjust the ventilation as currently the air is going in and circling around because there are no vents on one side.

The LCO asked if someone could do meter readings once a month.

It is unclear how often the heating should be on over the winter. Last winter it was on for a couple of hours every day.

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## Part D - Action Plan

### Community Actions

#### Short Term Actions (to end Dec 2024)

- Progress ideas for a Heritage Open Days event Sept 2024
- PA to send a meter reading once a month.
- Keep LCO updated re events

#### Medium/Long Term Actions (to end Dec 2025)

- PA and J to look into the rolling display boards idea and liaise with R about borrowing the exhibition stands.
- Progress the reliquary display as a Community initiative Project if it involves altering the fabric of the building.

#### Actions complete

- The group mentioned they would like to organise another service and hopefully another community event in the autumn – the group organised a Harvest Festival and Xmas get together.
- PA will help PE to complete the interpretation material for the medieval glass.
- Consider use of St Mary's for Champing (Update: this idea was discussed further in June 2024 as the opportunity arose to receive Champing equipment from another church. The volunteers were not keen because of perceived recruitment problems and the difficulty in getting stakeholders on board).

### Local Community Officer Actions

#### Short Term Actions (to end March 2024)

- Support Heritage Open Days event and add to HODs website.
- Seek advice on how the heating should be used this winter.

#### Medium Term Actions (to end Dec 2025)

- Keep group updated re mould issues

#### Long term actions (to end Dec 2026)

- Continue to investigate options for recruiting additional volunteers and community members, particularly for research about the Church, organising events, activities and services, helping with cleaning, forming a supporters group and for general fundraising
- Continue to consider means for increasing additional public interest, footfall and consequent donations

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- Review methods for promoting church to historical, archaeological or ecological societies, and inclusion in local heritage trails or walking/cycling routes.
  - Investigate musicians, artists, theatre companies or poets who might wish to use the church
  - Consider potential for introduction of venue to prospective new participants for events, hires, group visits etc
  - Develop closer links with St Mary's Church at Hardington Bampfylde and other nearby churches

### **Actions complete**

- Talk to the Heritage Learning Officer (HLO) about J getting involved in learning activities. The LCO has spoken to the HLO. They have contacted Hemington school and hope to run sessions there. They will get in touch about J getting involved when something is booked in.
- Send a Community Initiative Project leaflet and enquiry form to PE.
- Liaise with M re Heritage Open Days event.
- J and PA are new volunteers so the LCO to send out any information they need about volunteering for the CCT and enter them onto our database of supporters as volunteers.
- Follow up re brown tourism signs (Update: the LCO has contacted Traffic Management at Somerset Council who have now signed what they consider to be the most suitable route off the A366 with 3 new signs).

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## 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 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 costs so some may not be relevant to this church. The annualised maintenance costs for St Mary's, Hemington (see Conservation Report in Part A) are worked out depending on which items in this task list apply.

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
<b>TOTAL (Excluding VAT)</b>	Typical Maintenance Tasks Forecast over 25 Years			<b>£107,598.57</b>
<b>TOTAL (Excluding VAT) / 25 years</b>	<b>Annualised maintenance costs express the total costs of church maintenance divided by 25 years.</b>			<b>£4,303.94</b>

### 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.

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