

PARAMOUNT ARCHITECTURE

**CHRIST CHURCH
LONDON ROAD/SILCHESTER ROAD
ST. LEONARDS ON SEA
EAST SUSSEX**

**DIOCESE OF CHICHESTER
CARE OF CHURCHES AND ECCLESIASTICAL JURISDICTION MEASURE 1991**



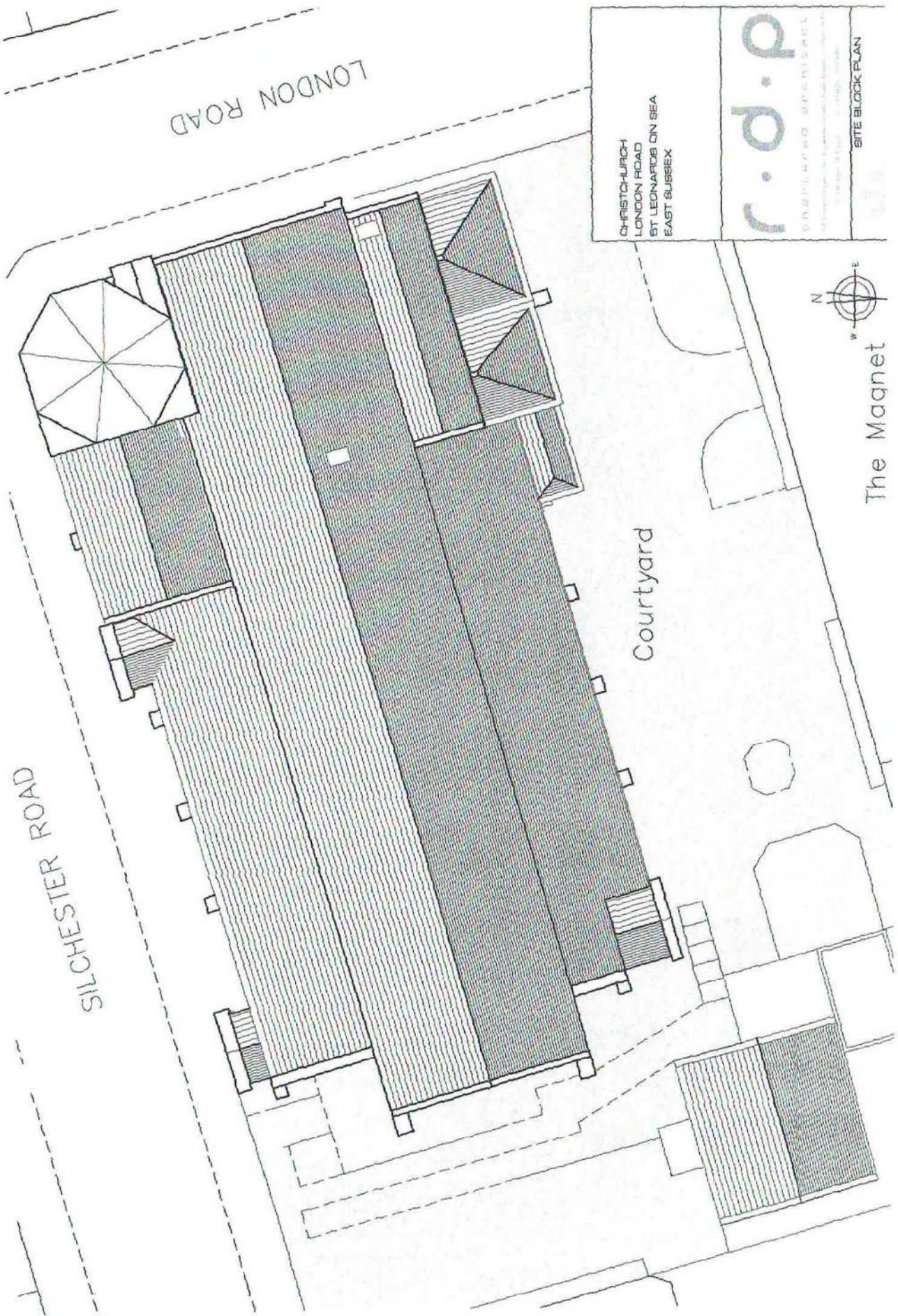
QUINQUENNIAL INSPECTION REPORT

Prepared by

**Peter E V Pritchett, DipArch, RIBA, AABC
Paramount Architecture
34 Summerdown Road
Eastbourne
East Sussex
BN20 8DR**

**07771 536818
peter@paramountarchitecture.co.uk**

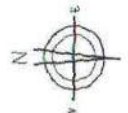
November 2018



LONDON ROAD

SILCHESTER ROAD

Courtyard



The Magnet

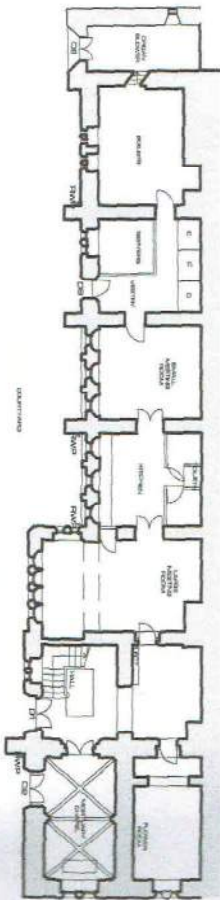
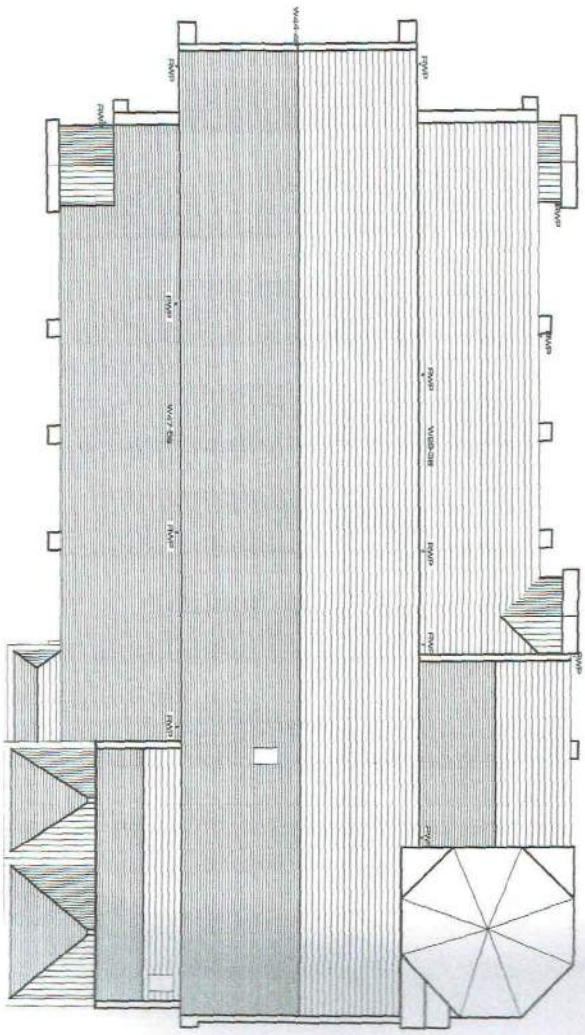
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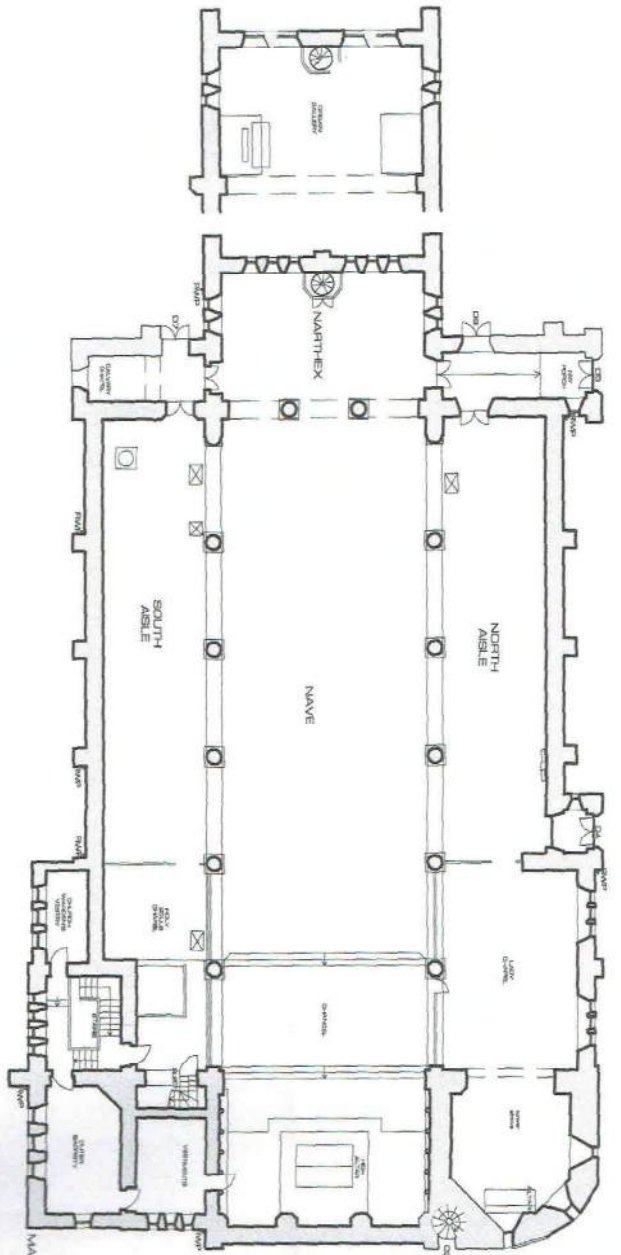
CHRISTCHURCH ARCHITECTS
15 Church Road, Brighton, East Sussex, BN1 1UR
Tel: 01323 551111 Fax: 01323 551112
www.christchurch-architects.co.uk

SITE BLOCK PLAN

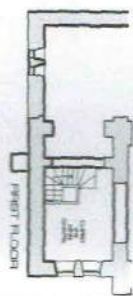
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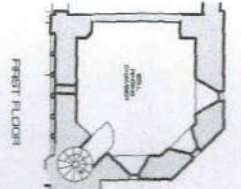
LOWER FLOOR PLAN - DRIVE



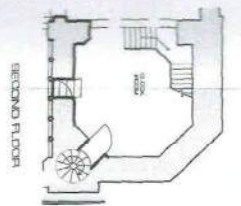
MAIN FLOOR PLAN



FIRST FLOOR



FIRST FLOOR



SECOND FLOOR

PRELIMINARY INFORMATION

Name of the Church:	Christ Church
Address:	London Road/Silchester Road, St. Leonards on Sea, East Sussex TN37 6AY
Diocese:	Chichester
Archdeaconry:	Hastings
Parish:	St. Leonards on Sea
Local Authority:	Hastings Borough Council
County Council:	East Sussex County Council
Conservation Area:	St. Leonards East
Listed Building:	Grade II*
English Heritage Ref No:	293985
Name of Inspector & Qualifications:	Peter E V Pritchett, DipArch, RIBA, AABC Paramount Architecture 34 Summerdown Road Eastbourne East Sussex BN20 8DR 07771 536818 peter@paramountarchitecture.co.uk
Report No:	1
Date of Inspection:	25 th October 2018
Date of Report:	November 2018
Previous Inspection Reports:	December 2015 - RDP Architects
Date for Next Inspection:	2023

1. SITE PARTICULARS

- 1.1 Christ Church stands on the corner of the principal road leading from the seafront through to St. Leonards on Sea and at the corner of Silchester Road.

The tall Tower and Spire are a landmark in the town centre of St. Leonards on Sea and are set on the back edge of the passing pavement. The Tower height is 36.5 metres and the Spire is 19.7 metres; *this information is taken from records.*

- 1.2 It is assumed for the purposes of this report that the Church faces east to London Road and north to Silchester Road.

- 1.3 Christ Church forms the northern wing of buildings owned and occupied by the Church and forms the courtyard to the south of the building. The Rectory to the west and the Old School Buildings, the Parish Centre and the original Church of St. Mary Magdalene now leased by Hastings Borough Council.

This report excludes an inspection of the Rectory and the buildings to the south of the courtyard.

- 1.4 There is vehicular access to the courtyard where there is some vehicle parking facilities.

- 1.5 Ownership and responsibility for the boundaries, where these exist, should be checked with Church records; for example the demarcation line of land that is in the responsibility of the Rectory.

- 1.6 The Church building is at the back edge of the pavements to the passing roads on both the east and north sides. To the north side there is a narrow area of paving up to the external walls of the Church building and ownership and responsibility for this area of land should be checked with Church records. It seems probable that it will be in the ownership of the Church.

- 1.7 The Church buildings are set on a sloping site north to south which results in pavement access and principal access to the Church through the northwest Porch from Silchester Road which gives level access to the main areas of the worship space.

To the south side there is level entry from the courtyard into the lower sections of buildings known as the Crypt with stairs which give access to the upper ground floor level of the Church.

2. CHURCH PARTICULARS

- 2.1 Attached to this report is a plan of the Church for reference.
- 2.2 The Church was Listed as Grade II* by English Heritage on 14th September 1976. This defines the building as a “particularly important” building of “more than special interest”.

The first Church on the site, Old Christ Church, dates from 1859 and was opened on September 9th 1860. The desire and enthusiasm for a Church building in this growing part of St. Leonards was the brainchild of Charles Lyndhurst Vaughan and Lady St. John; the site being a disused quarry.

It soon became evident that the original Church building was insufficient in size to cope with the growing congregation, which was the impetus in building the current Christ Church which opened in 1875; it built with a background of the Catholic Revival.

- 2.3 The new Christ Church building was built on derelict land adjoining the north end of the old Church and the foundation stone laid by Alexander Beresford Hope was laid in November 1873. Construction continued throughout 1874 and the building, although incomplete, was opened for worship in 1875.
- 2.4 Designed by A W Blomfield and said to be at a cost of £15,420.00, the Steeple was built in 1894 at a cost of £2,904.00. The west end, including the two west most Nave bays in 1926-27 by C G Hare.
- 2.5 The Church, built to dramatic scale, with long Nave and northeast Tower beginning as a canted Apse to the northeast Chapel and turning octagonal in the Spire. The Spire with two tiers of Lucarnes.
- 2.6 Rock face sandstone walls contrasting with smooth ashlar dressings with slate roofs.
- 2.7 The interior is wide and tall, no Chancel arch, arcades with cylindrical piers and triple chamfered arches with triple chamfered arches to octagonal pier sections above the Abaci. There are no Aisle windows, but large paired clerestory lancets.
- 2.8 Boarded and panelled roofs with painted decoration in the Chancel and a sub-cusped truss forming the rood beam with rood 1903 by Earp, Son & Hobbs.
- 2.9 Stone west Gallery on three bay arcade of two tiers of lancets above. The organ, originally on the south Chancel Gallery relocated to the west Gallery.
- 2.10 Elaborate Chancel east wall with blind arcade set between a larger three bay arcade with sunk quatrefoils in the spandrels.
- 2.11 Significant interior decoration; a scheme of 1883 redone to the original design in 1908 by Bodley & Hare. Extended along the north and south walls 1908 with figures of Saints set within a blind arcade.
- 2.12 High Altar, Pavement and Clergy stalls, a re-ordering of 1933 by Milner & Craze. Iron screens to the side Chapels 1909, and the low screen 1933.

- 2.13 Painted decoration in the Lady Chapel 1906 by Bodley & Hare. Altar Lady Chapel 1891; Pulpit 1884 carved by Thomas Earp.
- 2.14 Chapel decoration and furnishing 1921-22 by C G Hare; font and tiered cover 1907 by Blomfield.
- 2.15 Stations of the Cross 1903 by Mayer & Co.
- 2.16 Monument brass Chancel floor to the Rev. C L Vaughan 1895.
- 2.17 Stained glass east window 1875 and Chancel clerestory north side 1882 by J Hardman & Co. The bulk of the clerestory windows together with the Chancel south and west window 1903-04 by Burlison & Grylls. Lower west window beneath the Gallery and Chancel north window 1877 by Heaton Butler & Bayne.
- 2.18 Quadripartite rib vault Crypt Chapel with scheme of painted decoration, probably early 20th Century; originally a Mortuary Chapel.
- 2.19 The peel of eight bells in the Tower were installed in 1894 and were first sounded in February 1895. The floor of the bell stage is of steel and Portland stone. The Tower is of Bath stone with Portland stone roof. The bells were cast by Gillett & Johnston.
- 2.20 The rooms in the Crypt give facilities for the Church; with Church Rooms, crèche, toilets and kitchen.
- 2.21 At the time of preparing this report, the Calvary Chapel at the west end of the South Aisle is under consideration of conversion for an accessible cloakroom providing such facilities at the main floor level of the worship space.
- 2.22 The building is impressive both in scale and architecture which is also reflected within the fine interior.

3. GENERAL

3.1 The inspection was carried out when weather conditions were generally overcast and the temperature was approximately 14°C.

3.2 I did not excavate to uncover foundations, if any, and it seems probable with the age of the building that there will be no foundations of any substance. It is known that the building is occupied on a disused quarry site and in all probability arises from original ground stone. Such stonework can be seen in the cellar of the South School and Parish Centre buildings.

There is some minor cracking to the main structure, although this is relatively minimal and confirms the good bearing capabilities of the subsoil.

The cracks seen appear to be historic, and in view of the age of the building and the number of years the buildings have been standing, it seems unlikely that serious trouble from settlement is to be anticipated under normal circumstances.

3.3 Mention has been made earlier in the report of the sloping site to which the building is erected and as such there will be a tendency for ground water to naturally flow in a north to south direction. The method of damp proofing of the semi submerged structure of the Crypt is not known and it is evident that there are areas of rising and penetrating dampness.

More particularly towards the west end of the buildings where there is significant damp, fungus growth and standing water in part of the cellar occupied by the boilers.

I will make mention later in the report of some further investigatory works which would be desirable in order to understand more clearly the reason for this damp penetration.

3.4 It is also evident that some of the internal floor levels will be below general ground level, for example on the north side of the building and partially to the west where it is evident that there is damp penetration and rising dampness; for example, lower levels of decoration in the Lady Chapel and to the eastern end of the Crypt.

3.5 Mention will be made later in the report of the probable inadequacy of rainwater goods in draining water from the roofs during storm and intense rainfall conditions. This is likely to lead to an overspill of the gutters and thereby watershed over external walls and concentrations of wet and dampness to grounds surrounding the building which could exacerbate rising and penetrating damp; the intensity of dampness over external walls is a contributory cause to the stone deterioration.

Mention will also be made later in the report of the need to check surface water drainage to ensure that there is no blockage and that systems are working correctly in taking surface water to the drainage outlet locations; thought to be the main sewer in the passing roads.

3.6 It is evident there have been relatively recent incidents of watermain breakage inside the vehicular entry from London Road where there are some unfinished areas of making good to paving. This may indicate deterioration to service pipes and I advise a review.

3.7 It seems probable that the external walls of the main Church building will be of solid construction relying on their mass to keep dampness from internal faces. The internal faces of the building are generally exposed ashlar stone, painted in part and with stone dressings.

It is important to ensure that the external walls are well pointed and free from gaps and cracks which will allow water to enter. Such defect is apparent.

Such wall constructions containing a significant amount of lime mortar can settle with age and with the ingress of moisture might lead to hollows or holes within the wall thickness and allow water traps and thereby internal dampness. As a result, any repointing works carried out to stonework will need to consider grouting to fill such voids.

- 3.8 It seems probable that some of the internal spaces which have wall decoration have used materials which limit any evaporation of the wall structure, which has caused and will continue to cause a deterioration of the paint surface. This is particularly unfortunate where there is deterioration to impressive interior artistic work.

I advise the appointment of a Consultant Wall Paintings Conservator to give an opinion on the deterioration and recommendations for stabilisation and refurbishment.

It seems probable that some artistic decoration at the east end of the Lady Chapel Sanctuary has been painted out, rather crudely, taking little regard for neat painted edges to surrounds. I advise that records are researched to understand what might be disguised by the over-painting and whether there would be an opportunity to enhance and restore the painting to the original.

See later comment in the report in respect of stonework damage.

- 3.9 The external walls of the building are finished in rock faced ashlar sandstone with limestone dressing. It is thought that much of the stone would have been locally sourced, although it has been recorded that the limestone is a Bath stone, not known for good weathering in buildings close to the coast.
- 3.10 There is significant deterioration, more particularly to the limestone dressings and stringcourses, but also erosion of pointing between main ashlar stonework which requires early restoration; the gaps are such to allow for significant water uptake to the main structure.



The deterioration of stone is a natural process of crystallisation of salts which expand below the surface and can cause spalling or loosening of the surface of the stone resulting in a friable surface which can take up moisture to perpetuate the decay.

- 3.11 The inspection was carried out from ground level and with the aid of binoculars and it is therefore difficult to give any definitive opinion on whether the deterioration of stone, more particularly to the Spire, will lead to any falls of debris to the pavement below. It is known that this has occurred in the past which has resulted in the Fire Authority giving access for inspection.
- 3.12 There will be significant cost in stonework repairs and associated works, in view of the impressive scale of the buildings. I advise a programme of stonework repair to be carried out over a period of time and as and when funds permit.
- 3.13 It will be important with any repairs that are carried out, to use a lime based mix for external pointing and a suitable stone of durability in the salt laden atmosphere so close to the coast. To also use materials that will allow for the adequate breathing and release of moisture and protect the important stonework. In addition internal paintwork to be microporous in order for the release of moisture.

- 3.14 It seems evident that there will be timbers and other structures such as steels built into external walls, including the Tower and Spire, which will be subject to dampness and possible decay. I saw no signs of such decay at the time of this inspection and I advise that this should be kept under regular review.



- 3.15 Internal deterioration of stonework and efflorescence arising from mortar joints etc., is in all probability due in part to condensation and high levels of internal humidity.



- 3.16 The buildings have a comprehensive heating installation, although the efficiency is not known. The control of condensation is the balance between heat, insulation and ventilation. There will be no insulation in the early forms of construction, and there will therefore be significant thermal loss through the structure, particularly the roof. The balance of internal conditions is therefore dictated by the heating levels, preferably 12-16°C, to ensure that the main structure is kept to a warm temperature in order to avoid the take-up of condensation, and natural ventilation. There is very limited ventilation due to the poor condition of opening windows and this should be reviewed.
- 3.17 The buildings are well used and clearly loved and appreciated by those who have the privilege of being part of the local community. However, there is an urgent need for consideration of repair and restoration to the areas which will be identified in this report, which also needs to address the somewhat neglected appearance of many features of the building which are naturally at low level and thereby clearly seen by passers by, giving a somewhat shabby appearance; for example the deterioration of stone referred to earlier, corroding casement windows and metalwork associated with windows, decoration and appearance of external doors and condition of rainwater goods.

See later comment in the report.

4. LIMITATION OF THE SURVEY AND OF THE REPORT

4.1 This report is based upon the findings of an inspection made from ground level and from the level of the lead valley gutters to the various roofs. The inspection has been purely visual and no enclosed spaces or inaccessible parts such as boarded floors, roof spaces or hidden timbers have been opened up for inspection.

The inspection of the interior has been made from ground level only.

4.2 Particular items not inspected or covered by this report are therefore as follows:

1. Voids under any suspended floors.
2. Drains not tested.
3. Heating and plumbing installations not tested.
4. Electrical installation not tested.
5. Sound amplification system not tested.
6. The organ not inspected.
7. Bells not inspected.

4.3 This report indicates the condition of the Church building only and identifies defects. It does not purport to be wholly comprehensive or to give a definitive solution for remedial work. It is a report only and is in no way a Specification for the execution of work and must not be used for such purposes. It is not a document for obtaining estimates from builders.

4.4 Professional advice should be obtained in determining appropriate repair work, insensitive repairs, even minor repairs can easily destroy architectural character or inappropriate technical solutions to defects may prove unsatisfactory in the long run or even aggravate a problem.

4.5 The Legal Authority for the issue of Consent in accordance with the Faculty Jurisdiction Rules 2015 is required before any work beyond routine maintenance is carried out.

4.6 There is a lightning conductor installation; a downtape fitted to the north side of the Tower and Spire and a downtape on the north side at the west end of the building.

This installation has recently been tested by Messrs. Bacon and the additional earthing rod recommended has been installed.

The lightning conductor installation should be tested at least twice in each Quinquennium.

4.7 As part of this report, no tests have been carried out for concrete carbonation or other deleterious materials such as high alumina cement, calcium chloride or asbestos.

Regulations are now in force on owners or managers of non domestic property to positively search for and manage asbestos. This regulation by the Health & Safety Executive can be broadly summarised as requiring an identified person who is responsible for the premises to:

- Establish whether asbestos is or is not likely to be present in the building.
- Take the necessary steps to make the building safe for those visiting it.

- Maintain a record of the investigations and activities in respect of asbestos for future parties.
- To maintain a logbook for the buildings where asbestos is present.

I believe that the building should have an appropriate Asbestos Management Survey and I advise that the quotation for carrying out this survey should be invited from the following companies:

- Core Surveys Ltd.
The Sussex Innovation Centre
Science Park Square
Falmer
Brighton
East Sussex
BN1 9SB

01273 704430

- Tersus Consultancy Limited
Prospect House
The Hyde Business Park
Bevendean
Brighton
East Sussex
BN2 4JE

01273 621100

- ENV
Formula House
12 Upper Hollingdean Road
Brighton
East Sussex
BN1 7GA

01273 506098

- 4.8 I have not reported on the presence of rodents (if any). Rodents can damage cables, pipes and building fabric and should be dealt with by a specialist if they are found in the building.
- 4.9 Notwithstanding any comments made elsewhere in this report, it is not the purpose of the report to define the fire extinguishers or other firefighting equipment which should be installed, or to advise specifically on fire precaution matters such as means of escape, fire warning or Church Officer training. The Local Fire Officer should be consulted for guidance.
- 4.10 This report is not intended to be used as a risk assessment under Health & Safety Legislation or Fire Regulations.

- 4.11 It is also not the purpose of this report to define the levels of security of the Church buildings. It would be wise to check with the local Crime Prevention Officer or the Police Services for such advice.
- 4.12 Notwithstanding the above, I believe that from the limited examination that I have been able to make, the remarks set out in this report represent a reasonable assessment of the state of the Church at the time of this survey.
- 4.13 See later comment in respect of Health & Safety matters.

5. ROOF COVERINGS

- 5.1 The dual pitched roof to the Nave which is continuous over the Chancel and Sanctuary is finished in slate; records indicate that this roof was re-covered in 2004 using natural Welsh slate; Penrhyn and Ffestiniog. It is finished with decorative courses of green slate which are in decreasing courses and finished at the ridge with a pierced terracotta crested ridge tile.

This roof is in good condition and it is understood that the works were carried out by a local Contractor, Clarke Roofing Southern Ltd.

There appears to be lead weatherings at the junctions of the roof to the raised gable walls.

At the apex of the western wall there is an impressive gilt galleon weathervane; the sail of the vessel having fallen during a recent storm and two of the cardinal points are also missing. I advise that the repair of this important weathervane could be the subject of an insurance claim.



There would appear to be a crack and open joint in the gable stone beneath the weathervane on the south side and it would be wise to have this repaired when access is available.

The scaffolding to reach the weathervane would perhaps allow for some external stonework repairs to be carried out to the west wall; this would be outside the insurance claim.

- 5.2 The single slope roofs to the North and South Aisles are also finished in grey slate, generally in fair condition; some slates are held in place with lead tingles. The age of the re-covering of these roofs is not known.

There is some disturbance to eaves slate in the northwest corner beyond the northwest Porch where there appears to be a depression in the timber fixings. Keep under review.



The junction between the roof and the raised walls of the clerestory is with lead apron flashing which appears to be in a generally serviceable condition; there are some gaps in joints, although this is minimal. Keep under review.

- 5.3 Lead weatherings to the single slope roofs appear to be in fair order; there are lead valley gutters where gablets intersect, for example the two Porches on the north side and the single Porch on the south side. It is evident that there are some sections of slate that have slipped at the lead valley position, probably due to inadequate fixings, but do not appear to have affected the weathering.



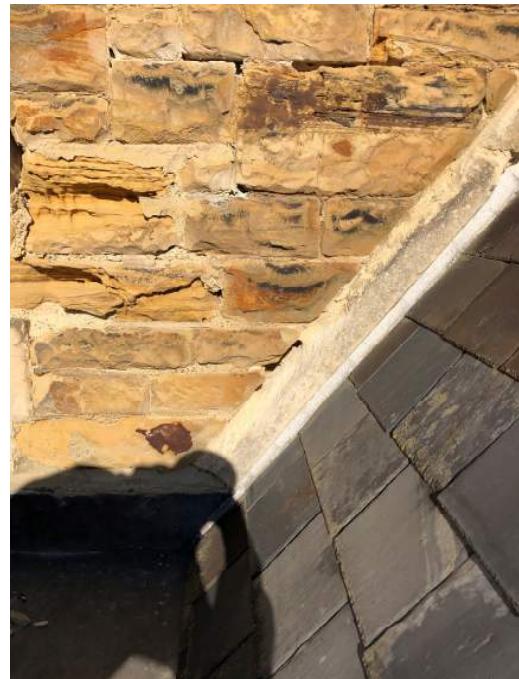
- 5.4 The dual pitched roof to the south Gallery Chapel and above the circulation stair is also finished in slate with terracotta ridge. The northern slope of this roof could not be seen due to limited access. There are lead weatherings at abutments.

A chimneystack penetrates this roof from the south side where there is erosion to the stone. Keep under review. The pots and flaunching to the chimneystack could not be seen. It would appear that this stack is redundant, having originally served fireplaces in the Vestries below.



- 5.5 The dual pitched and hipped roofs to the south side Vestries are also finished in Welsh slate with terracotta ridge and hip tiles. There are lead valleys between the roofs and to the parapet on the south side.

Some repairs are required where slates have slipped, and the valleys and parapet gutters require clearance of debris. In general terms it appears that the lead valley gutters are performing adequately, although they have steps which are not compliant with current recommendations issued by the Lead Sheet Association and as such there may be the occasion of leakage due to capillary attraction, particularly at times when the lead valleys may be blocked in debris. Keep under review. Flashing to the inside of the gutter requires re-setting.





- 5.6 The lead valley gutter between the dual pitched roof of the south Chancel Chapel and Chancel could not be seen due to limited access. There is an outlet to the west end where there is a rainwater head and rainwater pipe. I advise inspection of this lead valley when access is available.

The present vertical timber ladder leading from the Chapel to the roof outlet is not safe to use.

- 5.7 The dual pitched roof to the Lady Chapel on the north side is also finished in Welsh slate with lead weatherings. A short section of lead valley at the junction with the Tower is clear, although as with other areas, is not compliant with the current Lead Sheet Association recommendations.



- 5.8 The valley gutter on the south side of this roof and at the junction with the Nave is finished in lead; much choked in debris and requiring clearance.

There is damp staining at eaves level on this south side of the Chapel which may be caused by some defect. I advise a closer inspection when access is available.



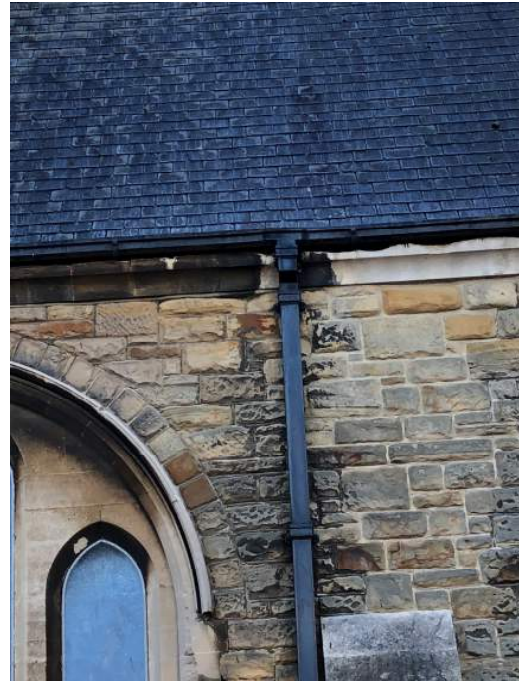
- 5.9 There are a number of lost ornamental crosses or other features at gable apices.



6. RAINWATER GOODS

- 6.1 Generally, with the exception of short sections of gutter to the west end of the South Aisle, rainwater goods are in painted cast iron.

All are in need of overhaul, re-sealing gutter joints etc., and redecoration. It also seems probable that there will be some repairs required when gutters have been cleared, which might identify cracks and defects.



- 6.2 As previously mentioned, it is probable that with the accepted increase in the intensity of storms and heavy rainfall, that the present arrangements will be inadequate during such times and will lead to watershed over external walls which could lead to internal dampness and stone decay.

I advise that the present installation should be checked to ensure that there are no obstructions which will inhibit rainwater drainage.

- 6.3 The gutters which are fitted to the eaves of the Nave and Chancel, North and South Aisles sit on stone stringcourses and as such any leakage will be causing deterioration to the stone.



- 6.4 Rainwater pipes are generally in square section with ornamental cast iron rainwater heads. There are a number of bends in the rainwater pipes which might be easily clogged in debris, particularly where moss etc. falls from the north facing roofs.

There is an amount of debris, grass and weeds etc. in the eaves gutters on the north side of the Chancel which requires early clearance. This will be causing overspill and may be a contributory cause to the damp staining seen within the high level of the Chapel.

- 6.5 Stone erosion at either end of the eaves gutter to the south side of the south Chancel Chapel and staircase area may be affecting the stability of the gutter fixing.



- 6.6 Two sections of UPVC gutter are fitted to the short eaves of roofs to the west side of the southwest Porch/entry to the Crypt and at the junction with the South Aisle roof. These gutters should be replaced in cast iron.



- 6.7 The intensity of rainwater disposal during storm conditions will be excessive and may lead to saturation of grounds surrounding the Church. In general terms on the north and south sides this would drain over hard pavings, but on the west side into an area that is finished in gravel.

The gravel is over UPVC netting as weed control, but this may in effect cause ponding or excessive dampness by drainage against the external walls and might be a contributory cause to the dampness showing at the west end of the Crypt. I advise a further investigation.



- 6.8 When funds permit, I advise a review of the size of rainwater gutters fitted to the eaves together with a number of downpipes, to ensure that there is scope for improved drainage. Such work would require scaffold access, as would a redecoration scheme.

Such scaffold would give access to the high levels of the clerestory windows and stonework for repair.

- 6.9 With square section rainwater pipes, the face of the pipe against the wall cannot be seen and may be rusted and decayed. Some of the rainwater pipes are fitted with coach bolts and nuts etc. which will assist in dismantling sections for refurbishment and redecoration on the concealed face. I advise that any replacements would also have such fixings in order to enable appropriate later maintenance.

It is also evident that some pipes are fitted with steel straps etc. There appears to be a circular outlet from the trough gutter from the south side of the Nave into a square section rainwater pipe. The jointing arrangement is not known.

- 6.10 There is a hopper at the outlet to the lead valley between the Lady Chapel and Chancel; this will receive a significant amount of rainwater disposal during storm conditions and is likely therefore to overflow and lead to significant run of rainwater over the North Aisle roof, possibly affecting the west wall of the Chapel. I advise the fitting of some lead deflectors to encourage the rainwater away from this vulnerable location.



- 6.11 The rainwater pipes which serve the lower gutters to the North and South Aisle roofs are of a similar size to the rainwater pipes which serve the higher level gutters to the north and south sides of the Nave, although they take significantly more rainwater.

There seems to be a redundant square section of rainwater pipe to the south side which, if it proves to serve no purpose, it would be wise to remove.



- 6.12 To the east side of the northwest Porch the gutter receives a significant amount of rainwater from the North Aisle roof and overspill is evident by way of green growth on the stonework.



- 6.13 Clean and keep clear all rainwater gullies.

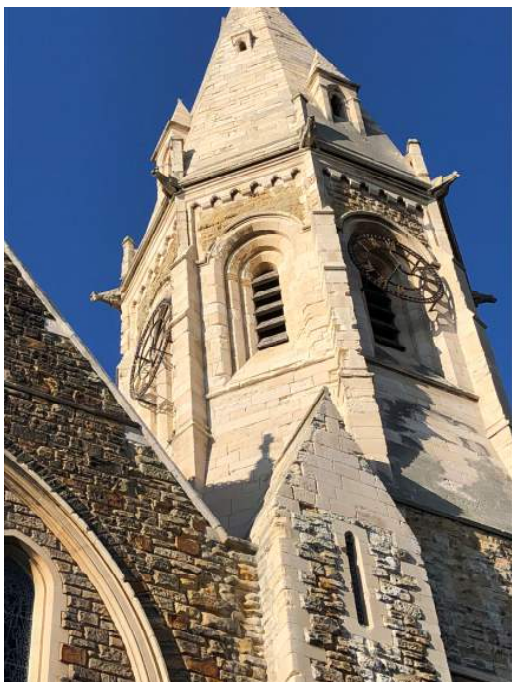
7. EXTERNAL WALLS

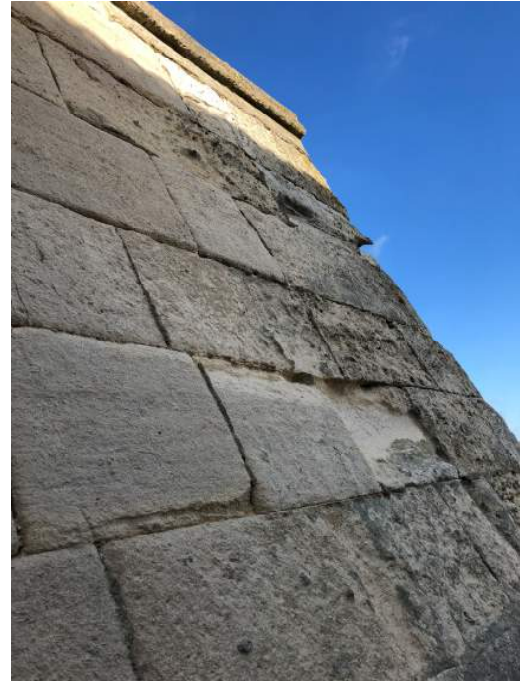
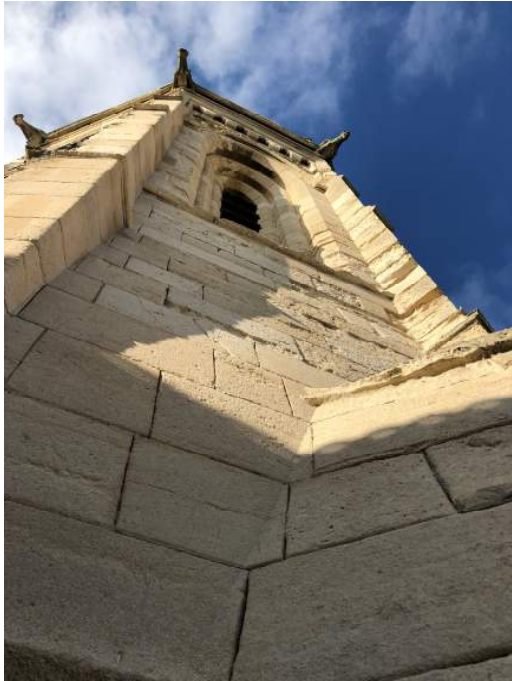
7.1 The external walls of the Church in rock faced sandstone and stone dressings is an attractive feature of the building and there are many fine details.

There is however significant deterioration of stone, both to the random rock face ashlar and to the ornamental stringcourses and features of the building.

The deterioration is such that this will allow the take-up of water and moisture into the structure of the building, leading to further deterioration and decay and possible damp penetration. I advise an early review to a programme of stonework repairs.

7.2 The extent of erosion is more significant to the south and west elevations due to exposure, and particularly to the high levels of the Tower and Spire.





The extent of review of stonework to the Spire is limited due to means of access, but it is evident that many details have eroded and sections of stone, in all probability, have already fallen to the grounds below.

It is difficult to advise in respect of urgency, without a closer examination. For example the pinnacles to the intersections of the octagonal Spire show early deep erosion which may be affecting stability.

It is evident that there have been past repairs to the Spire stonework. It is also evident that there are many open joints to stone and eroding stone faces. Such erosion is showing as “dust run” down the faces of some of the Tower.

Deep open joints to stonework will require gravity fill by way of grouting, together with pointing in an appropriate lime based mix. Some stones will require replacement.

- 7.3 Some stonework is being affected by rusting steel, being part of window framework and protection, both externally and internally where there is spalling of saddlebars; for example the main east window.



- 7.4 It is evident that there is a horizontal damp proof course to the external walls, in whole or in part, evident by way of slate DPC above ground level on the courtyard elevation. As previously mentioned, the method of damp proofing to the main structures where part is semi-submerged, is not known.

There may be areas of damp proof course below surrounding grounds which may have risen due to succeeding surface coatings etc.

- 7.5 There is erosion of stonework to where this is subject to water splash and surface dirt; to the elevations to London Road and Silchester Road.



- 7.6 The erosion of stonework around windows with deep fissures will be affecting the weathering between the leading of the window and stonework and will result in gaps which will allow water penetration. This is clearly the case to the west window above the organ Gallery.



- 7.7 There is deterioration to the plinths close to the entry/exit doors to the northeast and northwest Porches.



- 7.8 Corroding metal airbricks in external walls require replacement. The rusting will cause spalling to stonework and the corrosion is limiting air movement.



- 7.9 I advise that the disused flagstaff fittings fixed to the lower section of the Spire to the south elevation are removed, before extensive damage is caused to the stonework.
- 7.10 The extent of erosion of stone will cause and continue to cause a significant buildup of dust in the lead valley gutters.
- 7.11 Some movement by way of cracking is detected to external walls, for example cracking to the inside stonework above the organ Gallery, north and south sides. Keep under review.

This may be the junction with the later extension to the Nave.

8. WINDOWS

- 8.1 The various windows to the main Church spaces are a very fine feature of the building with some excellent and important stained glass.

The windows are of an age where due to the drying of the cement between the glass and the lead comes there may be some natural leakage during storm conditions.

- 8.2 The inspection of the windows was made from ground level only and some windows are covered in guards and perspex sheets and the condition of leading could not be seen in detail. Generally however, the windows seem to be in fair condition.

Where windows have ferrous metal casements and fittings such as saddlebars and ferramenta, these are generally in a corroded state, not unsurprising in the aggressive environment. Early repair and restoration is advised in order to avoid extensive damage to stonework, but also to window glass which will be under pressure and subject to cracking and breakage.



- 8.3 As previously mentioned, erosion to stone surrounds by deep fissures will be causing some gaps at the junction of leaded windows to stonework allowing for rain and wind entry. This is evident through the fine west windows where daylight can be seen; such air passage will exacerbate erosion.



- 8.4 Windows are protected in various arrangements. To the higher levels of the west, north and south sides in black powder coated stainless steel guards which generally appear to be in fair order, although it is unfortunate that the fixings are not through the mortar joints in the stone.

Where window grilles are provided in galvanised metal or rusting metal, these are unsightly and display a neglected appearance. If there is continuing cause for concern in respect of security these grilles would benefit from being replaced; if not the grilles could be dispensed with.



The stout metal on the outside face of the windows known as ferramenta, is, I believe, an important historic feature and should be retained. Where it is rusted, it can be replaced in non ferrous metal and painted.

8.5 There could be a review on the extent of opening windows, dispensing with some and extending the leaded window to match the surrounding. I advise that where windows are to be retained, they should be removed, grit blast cleaned, galvanised, primed and painted; refix with non ferrous fixings. It may be found that some windows are beyond repair, in which case they should be replaced to match the original in a similar specification to that specified for the repair.

8.6 It is evident that a number of windows have internal saddlebars, some of which appear to be light in size. These are important to maintain and stabilise the leaded windows and avoid windows being subject to thermal stresses which lead to slumping. It is evident that some window glass is out of alignment, probably due to the failure of the saddlebars and or rusting.



8.7 Mention has been made earlier in the report of the effect of rusting at the end of saddlebars, causing spalling of the stonework into which they are fixed, resulting in a lack of support, but also damage to the stone.

8.8 It would appear that the clerestory windows have bronzed casements in the upper section and where these could be seen, it is evident that some of the putty have failed; this may be a contributory cause to some leakage. There are no means of opening the windows.

When access is available, I suggest a closer examination to see whether such windows can be made operable, which would provide the high level ventilation as referred to earlier in this report.

- 8.9 The three lancets in two window forms to the Lady Chapel on the north elevation and to the east facing windows are protected with outer glass sheet in a frame. One section of glass appears to be cracked.



This form of protection is not considered appropriate as it can lead to a microclimate being formed between the two sections of glass, the leaded window and the outer glass, which can cause movement in the leading and stained glass. There is also no means of cleaning any debris that may arise between the two sections of glass.

Such features give a rather bland sheet like appearance to the exterior which is unsightly.

I advise that where windows have such protection, which includes the two high level windows to the Chapel on the south side of the Chancel/staircase, this should be replaced in black powder coated stainless steel.

- 8.10 The white glass diamond leaded window in the west elevation of the Lady Chapel and single lancet shows streaks on the glass and evident leakage.
- 8.11 Metal casement windows to other areas, for example the ringing chamber, are in poor condition and require refurbishment for adequate ventilation.
- 8.12 The principal east window in the form of five lancets is not protected. There is the suggestion, by way of staining on the stone, that at one time there were copper guards. Review vulnerability to breakage.

9. DOORS

- 9.1 There are a number of timbered doors giving access and egress from the building at the various levels, the majority of which require the repair and redecoration of surface ironwork and I advise that the hinge mechanisms should also be lubricated.

9.2 It is also evident that some doorways are closed and out of use and I advise that the weathering at junctions is reviewed to overcome any possible damp and water penetration, for example the two doorways in the west walls of the northwest Porch and Calvary Chapel.



9.3 It is also evident that many of the doorways have level thresholds and as such, during storm conditions, water penetration will occur and this could lead to a further situation of damp penetration in structures.

For example to the escape door from the lobby outside the Servers Vestry, the paving is higher than the door and without any threshold.



9.4 The pair of doors which originally led into the Mortuary Chapel, south side, have been boarded over on the inside. On the outside of the door there is an open drainage channel which is clogged and I advise this should be cleared, along with a review of the damp proofing.

10. TOWER

- 10.1 Access to the imposing Tower is by way of single doorway leading from the street, London Road, in the east elevation. The single door requires repair and refurbishment.

It seems probable that during storm conditions, water may run under the doorway into the space below the spiral stair. This will be adding to the probability of dampness within the structure.



- 10.2 This door leads to a stone spiral with open risers giving access to the three levels; the clock room, bell ringing level, and Belfry.
- 10.3 The spiral is without handrail and I advise that consideration is given to providing a central rope to the shaft. In general terms it appears that the stonework is in fair condition, although there is some laminating and frittering of some surfaces. There is a crack in the main shaft close to the entry point and I advise that this should be checked and pin repaired. The space at the bottom of the stair should be cleared of debris.
- 10.4 The clock room level houses the clock mechanism within a timbered enclosure against the north wall. It does not appear that this is operable.

There are skeletal clock face dials in each elevation of the Tower, four in number and which are without hands. The method of fixing of the skeletal clock face dials could not easily be seen from the ground level inspection, but I saw no reason to be concerned. Apparently the clock face hands were removed in order to protect against storm damage.

The clock mechanism linking to the clock faces is in a partially dilapidated state and no doubt would be at some expense to fix. It would however be a fine feature to have the clock fully operable in this central town location.

10.5 From this space access can be made to the south side of the Tower and leaded gutter at the junction of the Chancel roof where there is also access by way of vertical ladder to the lower lead valley gutters. Such access is not considered to be to a safety standard and great care needs to be exercised. I advise the use of lanyards and safety harness which should be in position.

10.6 Leading from the clock room is a timbered stair leading to the Belfry. The timber framework of the stair appears to be stout, but the handrail arrangement is not compliant with current safety expectations. Care needs to be taken to ensure adequate footing on the upper landing which is holed in part.

There are cross gangways in timber to assist in the access and maintenance, the condition of which is not known, and these were not used during this inspection.

10.7 The bell ringing level is a generous space in a tidy formal layout for eight bell ringers.

The walls are in exposed stonework with gathering in each corner to the octagonal Spire shape.

Timbered ceiling with timber panelled dado. This timberwork may be against damp external walls and thereby subject to decay. I saw no signs of decay at the time of this inspection.

The floor is finished in aged lino.

10.8 Within the Belfry the bells are supported within a metal bell frame which in turn is supported on steel beams. There are eight bells and one Sanctus bell; the Sanctus bell is operable.

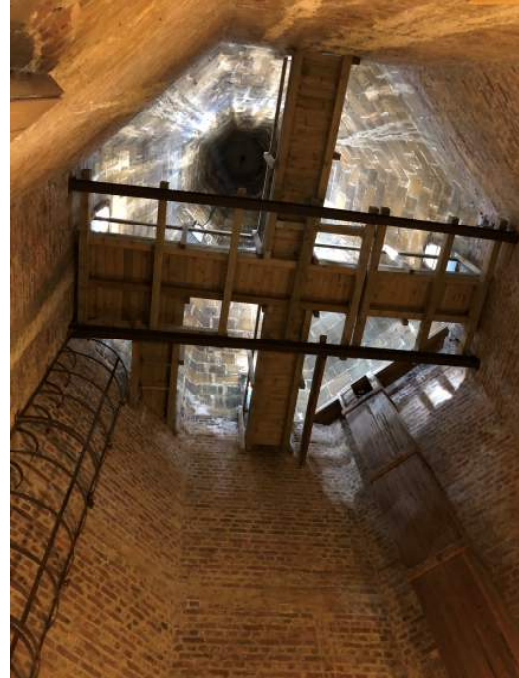
There are rusted fixing bolts to the steelwork and I advise that these should be cleaned off and decorated.

10.9 I advise that the bells should be maintained in accordance with recommended maintenance details of which are attached to this Quinquennial Report for reference.

I have not witnessed the ringing of the bells and I can therefore give no comment in respect of any dynamic movement that may occur within the bell frame which might affect the external structure.

10.10 The upper walls of the Tower within the Belfry are in brick up to the lower section of the lucarnes and from there to the apex in exposed stone. There are a number of runs on the stone suggesting water and damp penetration; it is not known whether this may be historic. There is much ventilation between the lucarnes. It is not known whether bats inhabit any of the upper spaces.

10.11 A vertical steel ladder gives access to higher levels of the Spire, but this was not used at the time of this inspection due to safety issues.



INTERIORS

11. CEILINGS AND ROOFS

11.1 The ceilings of the Nave and Chancel are boarded and panelled with painted decoration in the Chancel and a sub-cusped truss forming rood beam and rood between the Chancel and the Nave. There are metal tie bars at roof plate level; all appears to be in fair order.

11.2 Painted boarding to the roof timbers of the Lady Chapel with plastered and decoratively painted vaulted roof with raised ribs to the Sanctuary of the Chapel. Gilt shafts; the one on the north side cracked.



There is damp staining below valley gutter on south side at the junction with the Chancel.

See earlier comment in the report in respect of clogged lead valley gutter.

Ceiling paintwork to the vault is deteriorated in part and I advise inspection by a specialist Conservator.



- 11.3 The underside of the roofs to the North and South Aisles are with exposed large timbers and boarding; generally appears to be in sound condition.
- There is a section of painted timbers to the area of the Memorial Chapel.
- 11.4 Timbered ceiling beneath organ Gallery with part vault and painted decorative ceiling to the Calvary Chapel.
- 11.5 Gallery Chapel south of Chancel, Christ the King, with some water staining to upper levels; may be historic. Keep under review.
- 11.6 Vaulted ceiling, painted, in St. Mary Magdalene's Chapel, Crypt level.
- 11.7 Pine boarded panelled ceilings to the various Vestries; dark stain displaying a rather sombre appearance. Could be covered with some form of sheeting to brighten and lighten the areas.
- 11.8 Some damp staining is showing on plastered beams and downstands within the Servers Vestry first floor south side and may be due to leakage from the lead valley gutters. Keep under review.
- 11.9 Ceilings within the Crypt Room are finished in plaster and paint; vaulted ceiling in the store room. Lowered ceiling and casing for ventilation extract.
- 11.10 There may be areas of plaster on timber laths and I cannot be sure as to the condition and can give no guarantee as to the safety from failure.

12. WALLS

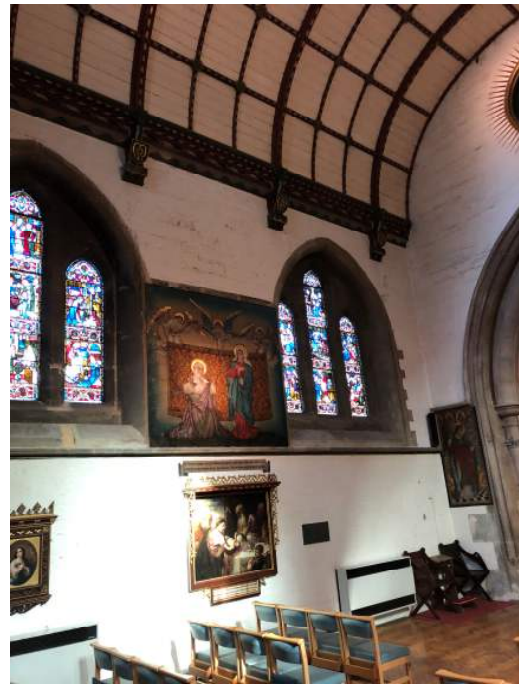
- 12.1 As previously mentioned, many of the interior surfaces within the worship spaces are natural stone; there is some disturbance by way of efflorescence to mortar joints etc. which has been mentioned earlier in the report.

Much of the stone has received artistic decoration which is a fine feature of the building. There is however some crazing and cracking of surfaces, which in all probability is due to the inability of the substructure to naturally breathe. I advise there should be a review by a specialist Conservator.

- 12.2 See also earlier comments in respect of the wall decoration within the Sanctuary of the Lady Chapel.

- 12.3 It is unfortunate that the outer walls of the Chapel have also been painted. This gives a rather stark appearance when looking into the Chapel from the Nave; an improvement might see a softer colour.

There is some disturbance to lower levels of painted decoration caused by rising and penetrating dampness.



- 12.4 There is some disturbance to stonework and jointing etc. where walls are below external ground levels; for example on the north side of the Church, northwest Porch and low levels in the Calvary Chapel.
- 12.5 There is also disturbance to internal stonework where this has been affected by salts and has caused decay; for example the north window of the Lady Chapel and stone window framework in the St. Mary Magdalene Chapel. I advise repair.

Where the damage is caused to the Lady Chapel window, this may be due in part to the external sheeted window guards limiting natural evaporation.

- 12.6 Deterioration of stonework and pointing to the window embrasures of the clerestory windows and west end windows is evident, which is due to salts build up and migration through the structure which has been mentioned earlier in this report. I advise repair as this is a weakness in the structure which will lead to damp and water penetration.



13. FLOORS

- 13.1 The main Nave floor leading into the Lady Chapel and Chancel is with woodblock at one level. The pattern of flooring distinguishes the Aisles.
- 13.2 There is a raised section of pine boarded dais where pews are fixed in the North and South Aisles. The method of damp proofing in the floor and any ventilation that may be required for suspended timber areas is not known. There is some unevenness in the woodblocks with some widened joints and this may be caused by damp.
- 13.3 Narrow section concrete circulation step between floors within the south lobby with timbered floor. There is timbered floor in the Churchwardens Vestry and outer Sacristy.
- 13.4 Inner Sacristy with painted concrete floor.
- 13.5 Winder hardwood stair leading to Christ the King Chapel, south of the Chancel, with timbered floor partially covered.

The height of the Gallery rail is not compliant with current regulations.

- 13.6 The Chancel and Sanctuary floor in marble with raised floor in encaustic clay tiles with decorative pattern.
- 13.7 Lady Chapel Chancel also with encaustic tiled floor and marbled steps.
- 13.8 Further marble tiles in the area of the font and Remembrance Chapel.
- 13.9 Cast iron spiral within timber enclosure leading to the organ Gallery.

Spiral set into west wall limiting the thickness of the wall in this location. No obvious effect upon weathering.

- 13.10 Gallery level appears to have been raised in timber from what was originally constructed and is with two steps beyond the spiral to a floor finished in vinyl sheet.

The balcony frontage has been raised with light metal framework.

- 13.11 Solid floors to the Crypt room with encaustic and clay tile to the St. Mary Magdalene Chapel.

Vinyl sheet flooring to the meeting room and kitchen; bubbling in part and may be due to damp penetration. Some carpet floor covering.

- 13.12 Boiler room and organ blower room with concrete floor finish; channel cast in the floor towards the west to provide drainage to sump and to receive the condensate drain from the boilers.

- 13.13 A number of floors were covered, limiting the inspection.

14. FIXTURES AND FITTINGS

14.1 I am not reporting in detail of all fixtures and fittings.

The interior of the worship space displays some very fine and impressive features, decoration and artefacts.

Mention has been made in the building particulars of the very fine works of art by highly regarded Ecclesiastical Artists and craftsmen.

14.2 The organ which is sited on the Gallery at the west end of the Nave was originally placed in Christ the King Chapel to the south of the High Altar with the console overhanging the Sanctuary; built by G M Holdich in 1882 it was said to be one of Holdich's last great works and a fine instrument.

The organ was moved to the west Gallery and rebuilt there in 1930 without a case by Henry Willis & Sons Ltd. The organ case designed by Messrs. Milner & Craze of London was granted in 1936. The organ is now maintained by Colin Jilks.

It is known that the organ requires careful maintenance in order to give the instrument the best sound, and it is believed that there will be a need in the short term for some major works. The inspection of the organ and the electrical installation associated with the instrument is outside the scope of this report.

14.3 There are many cupboards and drawer units throughout the Church and not all were opened and inspected.

14.4 The enclosure within the south entry lobby which contains the electrical switch gear and fuses is said to be a fire rated structure; this would not meet with current regulations.

There is also condensation to the inside face of the doors of the enclosure.

14.5 Water boilers were noticed within the temporary catering facilities in the Calvary Chapel; such equipment causes much humidity and will exacerbate condensation.

14.6 Glass to the internal glazed doors at the west end of the Church and to the Narthex Porch etc. is not indicated as being of a safety standard and I advise that a film should be applied.

14.7 The range of laminate cupboard fittings in the Crypt kitchen is aged. There is evidence of condensation damage to the ceiling decoration from the water boiler.

I advise that the extract ventilation should be checked in size for this area and to be activated by way of a sensor.

14.8 Toilets are approached from within the kitchen enclosure space; the west most toilet has a very noisy fan which would benefit from adjustment or replacement.

14.9 Where door escapes are indicated as a fire escape route, consideration should be given to appropriate door furniture which will have easy release in the event of an emergency; for example the door leading from the Crypt lobby adjacent to the Servers Vestry.

14.10 Carpet floor covering at the boiler entry is rucked and could be hazardous.

**15. THE DISABILITY DISCRIMINATION ACT 1995
(REPLACED BY THE EQUALITIES ACT 2010)**

- 15.1 The Church Officers are aware of their responsibilities in respect of this Act which is designed to give adequate level access and facilities to all persons with disabilities.
- 15.2 There is level access into the main worship space through the northwest Porch and this is achieved by way of a relatively steep ramp over probable steps. It is surfaced in a ribbed rubber matting which in all probability gives sufficient foothold, but may be slippery at times of extreme wet. The ramp is with handrails.
- 15.3 Mention has been made earlier in the report of the current consideration for conversion of the Calvary Chapel into an accessible cloakroom which will give toilet facilities to those visiting the Church at the main worship level.
- 15.4 There is level access to the Crypt floor level where toilets are provided, although the present arrangement is not compliant with the current recommendations.
- 15.5 A car parking space is designated for use by a disabled car driver in the courtyard to the south side of the Church building.

SERVICES AND INSTALLATIONS

16. HEATING INSTALLATION

- 16.1 The main boilers for the heating installation are located in the boiler room at the western end of the Crypt. Two number MHS balanced flue boilers believed to have been installed in 1999 by SMS Southern Ltd.

The boilers have twin flue pipes that penetrate the window close to the boilers to arise through the south wall and taken to South Aisle eaves level. This is visually a somewhat unfortunate element of the installation which could be said to be inappropriate in this special courtyard setting.

- 16.2 The boilers are linked to pipework which radiates throughout the building and is connected to a system of fan convectors and cast iron radiators giving heating to most areas.

It seems evident that there will be pipework below ground level and as such could be subject to damp. I advise a regular review of the pressure vessels indicator to ensure that there is no water loss.

At the time of this inspection there was a gradual drip from a flanged connection close to the boilers which needs repair.

The efficiency of the boiler and heating installation is not known. However, fan convectors can be disturbing to quiet periods of worship and may need some special consideration for control.

- 16.3 Cast iron grids to ducts within the Nave accommodate circulation pipework. I advise that these grids should be lifted to inspect the ducts and the opportunity can then be taken to clean and clear of any debris.
- 16.4 The boiler installation should be regularly serviced and a current Gas Safety Certificate issued.
- 16.5 As previously mentioned, I advise that the heating installation should be run at a steady state temperature, not below 12°C in order to ensure that all internal wall surfaces are kept at a temperature to avoid/limit condensation.

17. GAS SERVICE INSTALLATION

- 17.1 Gas services to the Church have not been tested.

18. ELECTRICAL INSTALLATION

- 18.1 The electrical installations have been tested by Hannington Gilbert & Co. a local Electrical Contracting Company who are familiar with the electrical installations within this building. A copy of the latest inspection report is attached to this Quinquennial Report for reference.

- 18.2 Records indicate that there was some upgrading of the lighting installation in 2008, but it is not known whether this was a designed installation and whether the current lighting levels are sufficient and appropriate.
- 18.3 Checks and tests for electrical installations have become more vigorous over time. The recommended inspection frequency is usually five years or where there is a public entertainment licence, the frequency is three years.
- 18.4 In addition to these, an inspection and test should be carried out after any building work, change of occupancy or whenever there is damage apparent. A routine check should be carried out by someone who is competent to understand the electrical system but need not be electrically qualified. The check should look for anywhere there is deterioration, missing parts, correct labelling and operation of test buttons etc.
- 18.5 Portable electrical equipment should also be inspected, and this covers items which have a lead (cable) and plug and can be moved around. A visual inspection on a regular basis by a competent but not necessarily professionally qualified Church member is important to ensure the safety of these items. All earthed equipment and most leads and plugs should also have a regular electrical test, particularly when a fault is suspected or after a repair. It is best to discourage visitors from bringing their own electrical equipment into the premises, but where this is unavoidable it should be made clear that the visitor is responsible for their safe operation.

19. WATER SERVICES AND DRAINAGE INSTALLATIONS

- 19.1 Rainwater and surface water drainage together with foul water drainage has not been tested. I advise that the surface water and other drainage installations are tested, particularly in view of the continuing water and damp penetration at the west end of the Church.
- 19.2 Mains water services to the Church have not been tested.

See earlier comment in the report in respect of recent repair to the watermain.

20. OTHER SERVICES

- 20.1 The sound system has not been tested.
- 20.2 I advise a regular review of the hearing impaired loop.

21. EXTERNALS

- 21.1 There are limited grounds associated with the Church and mention has been made earlier in the report of the recommendation that records should be checked for responsibility and ownership.

It is understood that the courtyard between the Church and the School buildings etc. is in the ownership of the Christ Church Old Buildings Trust and consists of an epoxy bound gravel finish over a probable tarmac or similar surface. It seems probable that resurfacing over the years will have raised levels, as can be seen in the doorway leading to and from the lobby by the Servers Vestry.

- 21.2 There is some disturbance to the gravel surface where there has been some excavation and repair to the watermain. This is an unfortunate scar to the surface and requires improvement. The York stone blocks to the pavement crossing in the gateway also require re-setting in order to avoid any possible hazard.

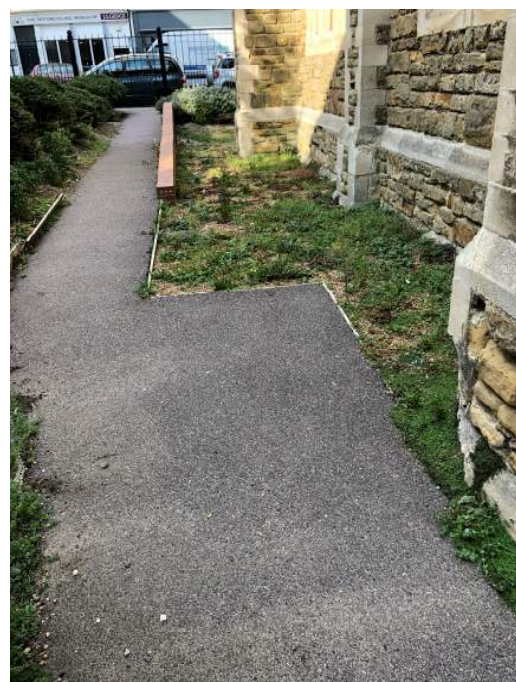
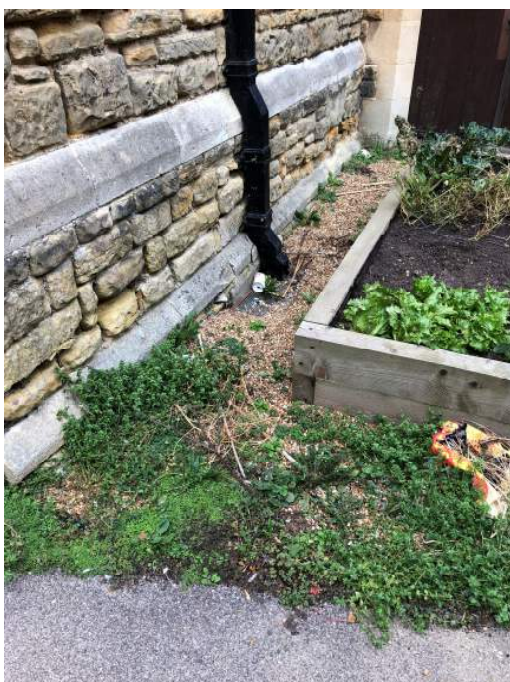
I believe that this should be the responsibility of the original Contractor employed for the repair.

- 21.3 There is a fine memorial in the courtyard to Charles Lyndhurst Vaughan with granite base and shaft and carved stone capital. It is a significant and appropriate feature.

To the perimeter of the paved area are planted beds.

- 21.4 Stone steps lead from the paving to the Rectory level to the west; there is some movement detected to the stone and some edges of the steps are chipped. There is a handrail to one side only and ideally a handrail should be provided to both sides.

- 21.5 The upper garden to the Rectory and to the west of the Church is to varying levels with sloping paving towards the Church. This will be a contributory factor to the build up of rainwater against this west wall and possible water penetration at Crypt level.



Mention was made earlier in the report of the shingle that has been used over plastic weed control sheeting and this may be inhibiting evaporation of moisture and may lead to ponding of water against the external wall.

A raised garden bed at the west end of the South Aisle is also with plastic liner and similar comments will apply.

21.6 The tarmac path slopes down towards the Church and to the Rectory.

Mention has been made earlier in the report of the height of grounds level in relation to internal floor level and the possibility of damp penetration.

21.7 There is a fine gate and railings to Silchester Road which gives access to the Rectory drive and the west end of the Church. Stone steps at the side of the path, west of the Porch, show some movement. Keep under review.

21.8 Raised concrete paving on the north side of the Church is level with the footpath. This seems to be at a height which is above internal floor level and as such may be a contributory cause to penetrating and rising dampness. Fortunately the paving falls away from the building, but it is not a particularly attractive feature, especially around the gully.

21.9 Mention was made earlier in the report of the possibility of rainwater run-off into the Tower entry from the footpath.

21.10 There is a raised section of paving to the east end of the Chapel and Vestries which will be above internal floor level and thereby exacerbate the possibility of rising and penetrating damp.

21.11 Fine Fleur-de-Lys finished metal railings with stone piers give the boundary a feature at the London Road entrance. One stone pier and wall have recently been rebuilt following a motor vehicle incident. There are some open joints to the original pier and one of the Fleur-de-Lys is missing.

21.12 Mention has been made earlier in the report of the clearing of rainwater gullies, including the open grid drain in front of the doors that originally entered the Funerary Chapel.

The position of a waste bin in this location is a little unfortunate visually and might be better placed further within the site; also the current position may encourage use by unauthorised persons.

22. HEALTH & SAFETY

22.1 I am not reporting in detail in respect of Health & Safety matters. This report is not intended to be used as a Risk Assessment under appropriate legislation.

22.2 Health & Safety legislation is detailed and varied and the following comprehensive publication is available from HSE Books and is recommended:

“The Health & Safety Toolbox”

This can be downloaded from www.hse.gov.uk/pubns/books/hsg268.htm

Also the publication “Health & Safety Made Simple” which can also be downloaded at www.hse.gov.uk/pubns/indg449.htm

22.3 It is important for the Church Officers to understand responsibilities in respect of Health & Safety and this will rest with those who manage the property; usually the Priest and Churchwardens. It may be helpful to appoint a Fabric Steward or a Health & Safety Officer to monitor Health & Safety issues on a day to day basis.

22.4 The main piece of Health & Safety legislation is the Health & Safety at Work Act 1974 and its associated regulations. This legislation applies when a Church is an Employer because it has at least one paid Employee. However the Health & Safety Executive (HSE) considers it good practice for a Church to provide volunteers with the same level of Health & Safety protection as they would in an Employer/Employee relationship.

The Act says that you must do what is reasonably practical to ensure the Health & Safety of all who come or are likely to come into Church land or premises, even if they are trespassing.

It is not always possible to find prescriptive advice on what needs to be undertaken to meet Health & Safety responsibilities. It can be a judgement as to what is reasonable in all the circumstances, giving proper attention to the risks that may exist, the precautions which are already in place and the resources available.

However the following is considered essential:

- Have a written Health & Safety Policy if five or more people are employed (take into consideration volunteer workers).
- Notify certain types of injuries and accidents.
- Display a current Certificate as required by the Employers Liability (Compulsory Insurance) Regulations 1998.
- Carry out a Health & Safety Risk Assessment to identify potential hazards.

22.5 A Health & Safety Risk Assessment should:

- Identify the hazards.
- Decide who might be harmed and how.
- Consider the likelihood and severity of hazards.
- Identify existing precautions and decide whether they are adequate or whether more should be done to overcome the hazard.
- Record the findings of your Risk Assessment.
- Review your assessment from time to time.

22.6 The Church Officers can carry out a Health & Safety Risk Assessment and in deciding the amount of effort you put into assessing risks, you have to judge whether the hazards are significant and whether they are already managed by satisfactory precautions so that the risks are small. If higher risks remain, write an action list of what else needs to be done, giving priority to the highest risks and those that could affect the greatest number of people. This needs to take into consideration all who use the building, but paying special attention to vulnerable groups such as children, people with disabilities and lone workers.

22.7 The assessment should also include for burial grounds and the Ministry of Justice publish useful guidance on managing the safety of burial grounds and recommend that the overall assessment of the ground includes for a visual and hand test of memorials.

Detailed advice can be obtained from the Church Insurance Group where a guide can be obtained.

22.8 The Work at Height Regulations 2005 apply to all work at height where there is a risk of a fall liable to cause personal injury; this places duties on the Employers, the self employed or any person who controls the work of others to the extent that they control the work. The overriding principle is that you must do all that is reasonably practical to prevent anybody falling.

Where work at height is unavoidable, and this can often be the case with Church buildings, appropriate equipment or measures to prevent falls should be implemented. The use of competent persons with properly planned and organised works. Employed persons should use their own maintained equipment. Further guidance issued by the Ecclesiastical Insurance Group and www.hse.gov.uk/work-at-height

It is particularly important where there are ladders giving access and working at height, that these must comply with current safety regulations.

No one should be asked or allowed to do inspection work or simple repairs alone and without a colleague accompanying them. It is good practice to have a mobile telephone with you and let someone else know what you are doing and approximately how long you expect to be carrying out any task.

- 22.9 The Local Authority together with the Health & Safety Executive has the legal obligation to enforce Health & Safety Regulations and has the right to come into the Church premises which are “Places of Work” to undertake inspections. Whilst Churches may not automatically be places of work, a balance is needed and good, reasonable and sensible recommendations should be noted and where possible followed.
- 22.10 There are specific regulations that apply to building work, known as the Construction Design Management Regulations 2015, which place specific duties on the Client (those representing the Church); such duty applies to building work that will take more than 30 days to complete or more than 500 person days of work, when a Principal Designer must be appointed and the project notified to the HSE.
- 22.11 Where part of the Church premises are used by outside organisations there is a responsibility on the Church to liaise with the organisation concerned regarding Health & Safety matters, including fire precautions, so that it is clear where the responsibility lies.
- 22.12 The Health & Safety Executive has published an approved Code of Practice and Guidance on the control of Legionella Bacteria in water systems which outlines how the spread of the Legionella Bacteria can be prevented. Further guidance can be found at www.hse.gov.uk/legionnaires

This recommends avoiding water temperatures between 20°C and 45°C, avoiding water stagnation, keeping the system clean and ensuring that the system operates safely and correctly and with a suitable water treatment programme where appropriate.

- 22.13 Where appropriate and dependent upon the extent of refreshment and food service, Churches are advised to contact their local Environmental Health Department for advice on Food Hygiene Regulations. Legal requirements will vary dependent upon the extent to which food is handled on the premises and how often the activities include an element of catering. Food Hygiene Regulations apply whether or not a charge is made for refreshments.

23. FIRE PRECAUTIONS

23.1 I am not reporting in detail in respect of fire proofing or lack of fire proofing between various areas of the building and compartmentation between the various spaces.

23.2 It was noted that there are fire extinguishers in some locations. These fire extinguishers and other firefighting equipment should be regularly inspected each year. I advise an estimate be obtained from:

Pyrotec Fire Protection
Unit 8 Caburn Enterprise Park
The Broyle
Ringmer
East Sussex
BN8 5NP

01273 812376

23.3 The Church Officers are advised to carry out a fire safety audit in accordance with the Regulatory Reform (Fire Safety) Order 2005. These new regulations cover general fire precautions and other fire safety duties that are needed to protect persons using the building.

Responsibility for complying with the Fire Safety Regulations rests with the Churchwardens.

A responsible person should carry out the fire risk assessment which will focus on the safety of all relevant persons using the building, in case of fire; paying particular attention to those at special risk, such as the disabled and those with special needs.

24. CONCLUSION

- 24.1 It is known that a Log Book is maintained and kept in the Church for use of the Church and Inspecting Architect. I was able to refer to recent information regarding inspections and reports.
- 24.2 In the nature of things I could not examine the concealed surfaces of the roof, floors or similar timbers or other parts of the structure which were covered, unexposed or inaccessible. The Church was furnished at the time of my inspection and therefore carpets and hangings etc. would have obscured some surfaces.
- 24.3 I am therefore unable to give any guarantee or assurance that the timbers and woodwork are free from wet rot, dry rot, wood boring beetle attack, or any other timber defect particularly where I have alluded to the signs of attack which are self evident. Defects of this sort can exist on concealed surfaces and affect the timbers which are apparently sound.

Similarly, I cannot report as free from other defects parts of the structure which were covered, unexposed or inaccessible.

- 24.4 Notwithstanding the above, I believe that from the limited examination that I have been able to make, the remarks set out in this report represent a reasonable assessment of the state of the Church at the time of my inspection.

**Peter E V Pritchett, DipArch, RIBA, AABC
PARAMOUNT ARCHITECTURE**

SUMMARY OF WORKS REQUIRING ATTENTION

The priorities listed are intended to indicate the general importance of work and the possible effect upon the remainder of the fabric. They are not necessarily in any order. The summary of works may be subject to variation to take advantage of access, scaffolding, further investigation and research.

The costings given are very approximate and will be subject to a more detailed review and investigation. The costs exclude professional fees and VAT.

1. PRIORITY A – WITHIN 12 MONTHS

1.1	Works as identified under Code 1 and Code 2 in the Test and Inspection Report for the electrical installation. 18.1	£	250.00
1.2	Asbestos Material Survey Report. 4.7	£	485.00
1.3	Repair to the weathervane. (<i>Possible insurance claim</i>). 5.1	£	
1.4	With access scaffold in position for the weathervane, repair the coping stone on the south side. 5.1	£	7,500.00
1.5	Roof repairs and resetting flashings to the pitched roofs and valley gutters above the south Vestries. 5.5	£	1,750.00
1.6	Inspect high level valleys and clear. Assume inspection and accessed by way of cherry picker). 5.5 , 5.6 & 5.8	£	
1.7	Clear lead valley and gutter on the north side of the Nave. 6.4	£	3,750.00
1.8	General rainwater gutters and rainwater pipe clearance and repairs. 6.1 & 6.2	£	
1.9	Clear rainwater gullies. 3.5 & 6.13	£	650.00
1.10	Refurbish and redecorate rainwater goods. 6.1	£	22,500.00
1.11	Handrail to Tower Spiral and stone repair to the lower shaft. 10.3	£	450.00
1.12	Safety harness access to levels to the Tower. 10.5	£	1,200.00
1.13	Bells maintenance. 10.9	£	
1.14	Improve fire rated enclosure to electrical meters and switchgear. 14.4	£	800.00
1.15	Improve safety to glass panels in doors. 14.6	£	600.00
1.16	Allow for fans within the kitchen and toilet to activate with sensor. 14.7	£	

1.17	Change the fan in the cloakroom for a quieter type. 14.8	£
1.18	Improve means of egress in the event of an emergency with appropriate door gear. 14.9	£
1.19	Further investigation and works relating to water penetration at the west end of the Church. 3.3, 6.7 & 21.5	£ 5,000.00
1.20	Attend to boiler pipework leak. 16.2	£
1.21	Replace the water boilers with direct acting hot water taps. ZIP water taps or similar. 14.7	£
1.22	Fire action plan review. 22.2	£
1.23	Health & Safety review. 23.3	£
2.	PRIORITY B – WITHIN TWO YEARS	
2.1	Stonework repairs south and west elevations; phased programme. 3.10, 3.12, 7.1 & 7.2	£ 65,000.00
2.2	Replace deteriorated airbricks. 7.8	£ 750.00
2.3	Remove flagstaff fittings; south side of Tower. 7.9	£ 400.00
2.4	Repair works to window casements. 8.2	£ 25,000.00
2.5	Repair works to saddlebars and ferramenta to windows. 8.4	£ 6,000.00
2.6	Door repairs and decoration; including water bar across entry door to Tower. 9.2, 9.3 & 10.1	£ 2,500.00
2.7	Handrails to steps with additional handrail to the external steps leading from the courtyard to the Rectory. 21.4	£ 650.00
3.	PRIORITY C – WITHIN QUINQUENNium	
3.1	Consult Wall Painting Conservator/Specialist in respect of deterioration to wall paintings. 3.8, 11.2 & 12.1	£
3.2	Consider removal or redecoration of paintwork to the walls of the Lady Chapel. 3.8 & 12.3	£ 3,250.00
3.3	Further stonework repairs Tower and east elevations; phased. 3.10, 3.12, 7.1 & 7.2	£125,000.00

3.4	Improve outer protection to windows with the removal of the perspex/glass sheets and rusting wire guards and replace with black powder coated guards. 8.9	£ 12,500.00
3.5	Reactivate clock and refurbish skeletal dials (with access included in 3.2) 10.4	£ 15,000.00
3.6	Refurbishment of fixing bolts to metal framework of bell housings and frame. 10.8	£ 500.00
3.7	Internal stonework repair to window embrasures. 8.3	£ 7,500.00
3.8	Internal repair to Lady Chapel north window. 12.5	£ 1,750.00
3.9	Improvement to external pavings; make good defects. 21.2	£ 2,000.00

4. SUGGESTED PHASING OF PRINCIPAL REPAIR WORKS

- 4.1 Refurbish rainwater goods with high level stonework repairs accessed by scaffold.
- 4.2 West wall scaffold for repair of weathervane and stonework repair.
- 4.3 Stonework repairs south side of Church; high level south Chapel and stair enclosure.
- 4.4 Stonework repairs; lower levels south side.
- 4.5 Stonework repairs and reinstatement of clock mechanisms; Tower and Spire.
- 4.6 Stonework repairs to the north and east walls.

BELFRY MAINTENANCE

NUTS & BOLTS.

To retain maximum rigidity in the bell frame and ringing fittings, it is essential to keep all nuts and bolts fully tightened.

BELL FRAME.

All bolts should be periodically tested. This is particularly necessary with a timber frame where looseness due to shrinkage is more likely. Tighten annually, preferably after a spell of dry weather.

HEADSTOCKS.

Where lock nuts are used, loosen these first, then tighten the nuts on the bell bolts a little at a time in rotation until fully tight. Hold each main nut with one spanner, then tighten the lock nut with a second spanner, locking them firmly together. Then tighten the centre staple bolt in the same way. (Where staple adjusting screws are fitted, these need not be disturbed other than for the purposes of adjusting for true striking).

BALL BEARINGS.

As supplied, ready packed, these require no further lubrication for twenty five years. When the grease needs replacing, clean away as much of the old grease as possible before replacing with B.P. Energrease LS2. Do not overfill the housing as this will impair the 'go' of the ball.

CLAPPER JOINTS.

Our latest design needs no lubrication, however a few drops of oil may be applied annually if the clapper tends to squeak. Where lubricators are fitted, use B.P. Energrease LS2 annually. Do not overgrease. Wipe away surplus lubricant.

PULLEYS.

Our latest design needs no lubrication. Where lubricators are fitted, treat as with clapper joints.

STEEL & IRONWORK.

This should at all times be kept well painted, before rust appears.

ROPES.

To distribute the wear at the part which passes through the rim of the wheel, shift the ropes up or down an inch or two occasionally.

GENERAL.

All tower chambers and accessways should be well lit and kept clean. Dirt and rubbish, particularly in the belfry, encourages decay in woodwork and rust in ironwork.

WHITECHAPEL BELL FOUNDRY LTD.,

34 Whitechapel Road, London E1 1DY

Telephone: 0171-247 2599

Facsimile: 0171-375 1979

Established 1570

**ELECTRICAL INSTALLATION
CONDITION REPORT**

897 - Master

**Hannington-Gilbert
& Co Ltd**

A. Details of the Client/Person Ordering the Report		B. Reason for Producing this Report	
Client:	PCC of Christ Church, St Lds	Purpose of this report:	To ensure the installation is not damaged or deteriorated as to impair safety and identify non-compliances with the current edition of BS7671
Address:	No 2, Christ Church Court Yard London Road St Leonards-on-Sea East Sussex TN37 6GL	Date(s) on which inspection and testing was carried out:	08/10/2018

C. Details of the Installation which is the Subject of this Report		Domestic	Commercial	Industrial
Installation:	Church	Description of premises:	N/A	N/A
Occupier:	Church	Other:	church	
Address:	London Road St Leonards-on-Sea East Sussex TN37 6GL	Estimated age of wiring system:	10	yrs
Record of Installation available:	N/A	Evidence of alterations or additions:	<input checked="" type="checkbox"/>	If yes estimated Age 3 yrs
Records held By:	N/A	Date of previous inspection:	05/09/2013	

D. Extent and Limitations Inspection and Testing	
Extent of Electrical Installation covered by this report: Inspection of meter, tails, earthing, earth bonding, visible --See Additional Page--	Agreed limitations including the reasons (See regulation 634.2) Appliances, organ wiring, heating controls, clock controls, --See Additional Page--
Operational Limitations including the reasons (See page No 23)	Client
Insulation resistance test on lighting circuits between L-N only tested as far as switches due to lamps and control gear. --See Additional Page--	
This inspection and testing detailed in this report and accompanying schedules have been carried out in accordance with BS7671:2008 (IET Wiring Regulations) as amended to July 2016 It should be noted that cables concealed within trunking and conduits, under floors, in roof spaces, and generally within the fabric of the building or underground, have NOT been inspected unless specifically agreed between the client and inspector prior to the inspection. An inspection should be made within an accessible roof space housing other electrical equipment.	

E. Summary of the Condition of the Installation		General condition of the installations (In terms of electrical safety)
The installation is generally in a good condition apart from the defects listed in section K		
Overall assessment of the installation	Unsatisfactory	*An unsatisfactory assessment indicates that dangerous (code C1) and/or potentially dangerous (code C2) conditions have been identified.

F. Recommendations	
Where the overall assessment of the suitability of the installation for continued use above is stated as UNSATISFACTORY, We recommend that any observations classified as 'Danger present' (code C1) or 'Potentially dangerous' (code C2) are acted upon as a matter of urgency. Investigation without delay is recommended for observations identified as 'further investigation required' (code F1). Observation classified as 'Improvement recommended' (code C3) should be given due consideration. Subject to the necessary remedial action being taken We recommend that the installation is further inspected and tested by 26/10/2023	

G. Declaration		We, being the person(s) responsible for the inspection and testing of the electrical installation (as indicated by Our signatures below), particulars of which are described above, having exercised reasonable skill and care when carrying out the inspection and testing, hereby declare that the information in this report, including the observations and attached schedules, provides an accurate assessment of the condition of the electrical installation taking into account the stated extent and limitations in section D of this report.	
Trading Title and address	Hannington-Gilbert & Co Ltd, 24 North Ridge Park, Haywood Way, Hastings, East Sussex, TN35 4PP	NICEIC Enrolment Number	007115
Inspected and tested by:			
Name	Peter Chapman	Position	Approved Electrician
Signature		Date	26/10/2018
Report authorised for issue by:			
Name	Dave Gilbert	Position	Electrician
Signature		Date	26/10/2018

H. Schedule(s)		The attached schedule(s) are part of this document and this report is valid only when they are attached to it.	
0	Schedule(s) of inspection and	8	Schedule(s) of test results are attached

I. Supply Characteristics and Earthing Arrangements				Nature of Supply Parameters		Supply protective device			
Earthing Arrangements		Number and Type of Live Conductors							
TN-S	<input checked="" type="checkbox"/>	a.c.	<input checked="" type="checkbox"/>	d.c.	N/A	Nominal Voltage $U^{(1)}$	400	V	BS(EN)
TN-C-S	N/A	1-Phase (2 wire)	N/A	1-Phase (3 wire)	N/A	Nominal Voltage $U_0^{(1)}$	230	V	LIM
TN-C	N/A	2-Phase (3 wire)	N/A	2 Wire	N/A	Nominal frequency $f^{(1)}$	50	Hz	Type
TT	N/A	3-Phase (3 wire)	N/A	3 Wire	N/A	Prospective fault current $I_{pf}^{(2)}$	1.74	kA	N/A
IT	N/A	Other	N/A		N/A	External loop impedance $Z_e^{(2)}$	0.14	Ω	Nominal current rating
				Confirmation of supply polarity		Number of supplies		1	LIM A
						(Note: (1) by enquiry, (2) by enquiry or by measurement)		Short circuit capacity	N/A kA

J. Particulars of Installation Referred to in the Report

Means of earthing		Details of installation Earth Electrode (where applicable)		
Distributor's facility	<input checked="" type="checkbox"/>	Type (e.g. rod(s), tape etc.)	N/A	
Installation earth electrode	N/A	Resistance to Earth	N/A Ω	
		Location	N/A	
		Method of measurement	N/A	

Main Protective Conductors Tick boxes and enter details as applicable

Earthing Conductor	Material	Copper	csa	16	mm ²	Connection and Continuity Verified	<input checked="" type="checkbox"/>
Main protective bonding conductors	Material	Copper	csa	35	mm ²	Connection and Continuity Verified	<input checked="" type="checkbox"/>
Bonding of Incoming Service						Maximum Demand (Load)	
Water installation pipes	<input checked="" type="checkbox"/>	Gas installation pipes	<input checked="" type="checkbox"/>	Structural Steel	<input checked="" type="checkbox"/>	Lightning protection	<input checked="" type="checkbox"/>
Oil installation pipes	N/A	Please State				50	Amps
Other incoming service(s)				N/A	N/A	Protective measure(s) against electric shock	
				ADS			

Main Switch / Switch-Fuse / Circuit-Breaker / RCD

Location	Crypt cupboard			Current rating	100	A	if RCD main switch	
Type BS(EN)	60947-3	No of poles	3	Fuse/Device rating or setting	100	A	Rated residual operation current, I _{Δn}	N/A mA
Supply Conductors material	Copper	Supply Conductors csa	25	Voltage rating	400	V	Rated time delay	N/A ms
						RCD Operating time at I _{Δn}		N/A ms

K. Observations

Referring to the attached schedule(s) of Inspection and Test Results, and subject to the limitations specified at the Extent and Limitations of the Inspection and testing section.

No remedial action is required. N/A The following observations are made

Item No.	Observations	Code
1	4 CONSUMER UNIT (S) / DISTRIBUTION BOARD(S) 4.20 Confirmation of indication that SPD is functional (534.2.8), Comment: There is no surge protection for the installation	C3
2	5 FINAL CIRCUITS 5.18 Condition of accessories including socket-outlets, switches and joint boxes (621.2 (iii)), Comment: The 40A pull switch is faulty for the water heater	C2
3	5 FINAL CIRCUITS 5.20 Adequacy of working space / accessibility to equipment (132.12; 513.1), Comment: --Observations continue on continuation sheet(s)--	C3

One of the following codes, as appropriate, has been allocated to each of the observations made above to indicate to the person(s) responsible for the installation the degree of urgency for remedial action.

C1 - Danger present. Risk of injury. Immediate remedial action required	<input type="text" value="0"/>
C2 - Potentially dangerous - urgent remedial action required	<input type="text" value="3"/>
C3 - Improvement recommended	<input type="text" value="2"/>
F1 - Further investigation required without delay	<input type="text" value="0"/>

CONDITION REPORT INSPECTION SCHEDULE FOR DOMESTIC AND SIMILAR PREMISES WITH UP TO 100A SUPPLY

Note: this form is suitable for many types of smaller installations not exclusively domestic.

Outcomes	Acceptable condition	✓	Unacceptable condition	State C1 or C2	Improvement recommended	State C3	Further investigation	FI	Not verified	N/V	Limitation	LIM	Not applicable	N/A
Item No	Description										Outcome	Comments		
1.0	DISTRIBUTOR'S / SUPPLY INTAKE EQUIPMENT													
1.1	Condition of service cable										✓	No		
1.2	Condition of Service head										✓	No		
1.3	Condition of distributor's earthing arrangement										✓	No		
1.4	Condition of meter tails - Distributor/Consumer										✓	No		
1.5	Condition of metering equipment										✓	No		
1.6	Condition of Isolator (where present)										N/A	No		
2.0	PRESENCE OF ADEQUATE ARRANGEMENTS FOR PARALLEL OR SWITCHED ALTERNATIVE SOURCES										N/A	No		
3.0	EARTHING / BONDING ARRANGEMENTS (411.3; Chap 54)													
3.1	Presence and condition of distributor's earthing arrangement (542.1.2.1; 542.1.2.2)										✓	No		
3.2	Presence and condition of earth electrode connection where applicable (542.1.2.3)										✓	No		
3.3	Provision of earthing/bonding labels at all appropriate locations (514.13.1)										✓	No		
3.4	Confirmation of earthing conductor size (542.3; 543.1.1)										✓	No		
3.5	Accessibility and condition of earthing conductor at MET (543.3.2)										✓	No		
3.6	Confirmation of main protective bonding conductor sizes (544.1)										✓	No		
3.7	Condition and accessibility of main protective bonding conductor connections (543.3.2; 544.1.2)										✓	No		
3.8	Accessibility and condition of other protective bonding connections (543.3.2)										N/A	No		
4.0	CONSUMER UNIT (S) / DISTRIBUTION BOARD(S)													
4.1	Adequacy of working space / accessibility to consumer unit / distribution board (132.12; 513.1)										✓	No		
4.2	Security of fixing (134.1.1)										✓	No		
4.3	Condition of enclosure(s) in terms of IP rating etc (416.2)										✓	No		
4.4	Condition of enclosure(s) in terms of fire rating etc (421.1.201; 526.5)										✓	No		
4.5	Enclosure not damaged/deteriorated so as to impair safety (Regulation 621.2 (iii))										✓	No		
4.6	Presence of linked main switch (as required by 537.1.4)										✓	No		
4.7	Operation of main switch (functional check) (612.13.2)										✓	No		
4.8	Manual operation of circuit-breakers and RCDs to prove disconnection (612.13.2)										✓	No		
4.9	Correct identification of circuit details and protective devices (514.8.1;514.9.1)										✓	No		
4.10	Presence of RCD quarterly test notice at or near consumer unit / distribution board (514.12.2)										✓	No		
4.11	Presence of non-standard (mixed) cable colour warning notice at or near consumer unit / distribution board (514.14)										✓	No		
4.12	Presence of alternative supply warning notice at or near consumer unit / distribution board (514.15)										N/A	No		
4.13	Presence of other required labelling (please specify)(Section 514)										✓	No		
4.14	Examination of protective device(s) and base(s); correct type and rating (no signs of unacceptable thermal damage, arcing or overheating)(421.1.3)										✓	No		
4.15	Single-pole switching or protective devices in line conductor only (132.14.1; 530.3.2)										✓	No		
4.16	Protection against mechanical damage where cables enter consumer unit / distribution board (522.8.1; 522.8.11)										✓	No		
4.17	Protection against electromagnetic effects where cables enter consumer unit / distribution board / enclosures (521.5.1)										✓	No		
4.18	RCD(s) provided for fault protection – includes RCBOs(411.4.9; 411.5.2; 531.2)										✓	No		
4.19	RCD(s) provided for additional protection - includes RCBOs (411.3.3; 415.1)										✓	No		
4.20	Confirmation of indication that SPD is functional (534.2.8)										C3 (see section K)	Yes		
4.21	Confirmation that ALL conductor connections, including connections to busbars are correctly located in terminals and are tight and secure (526.1)										✓	No		
4.22	Adequate arrangements where a generating set operates as a switched alternative to the public supply (551.6)										N/A	No		
4.23	Adequate arrangements where a generating set operates in parallel with the public supply (551.7)										N/A	No		
5.0	FINAL CIRCUITS													
5.1	Identification of conductors (514.3.1)										✓	No		
5.2	Cables correctly supported throughout their run (522.8.5)										✓	No		
5.3	Condition of insulation of live parts (416.1)										✓	No		

CONDITION REPORT INSPECTION SCHEDULE FOR DOMESTIC AND SIMILAR PREMISES WITH UP TO 100A SUPPLY CONTINUED

897 - Master

Note: this form is suitable for many types of smaller installations not exclusively domestic.

Outcomes	Acceptable condition	✓	Unacceptable condition	State C1 or C2	Improvement recommended	State C3	Further investigation	FI	Not verified	N/V	Limitation	LIM	Not applicable	N/A
Item No	Description										Outcome	Comments		
5.0	FINAL CIRCUITS (Continued)													
5.4.0	Non-sheathed cables protected by enclosure in conduit, ducting or trunking (521.10.1)										✓	No		
5.4.1	To include the integrity of conduit and trunking systems (metallic and plastic)										✓	No		
5.5	Adequacy of cables for current-carrying capacity with regard for the type and nature of installation (Section 523)										✓	No		
5.6	Coordination between conductors and overload protective devices (433.1; 533.2.1)										✓	No		
5.7	Adequacy of protective devices; type and rated current for fault protection (411.3)										✓	No		
5.8	Presence and adequacy of circuit protective conductors (411.3.1.1; 543.1)										✓	No		
5.9	Wiring system(s) appropriate for the type and nature of the installation and external influences (Section 522)										C2 (see section K)	Yes		
5.10	Concealed cables installed in prescribed zones (see section D. Extent and limitations) (522.6.202)										✓	No		
5.11	Cables concealed under floors, above ceilings or in walls / partitions, adequately protected against damage (see Section D. Extent and limitations) (522.6.204)										✓	No		
5.12.0	Provision of additional protection by RCD not exceeding 30mA													
5.12.1	For all socket-outlets of rating 20 A or less, unless an exception is permitted (411.3.3)										C2 (see section K)	Yes		
5.12.2	For supply to mobile equipment not exceeding 32 A rating for use outdoors (411.3.3)										✓	No		
5.12.3	For cables concealed in walls at a depth of less than 50mm (522.6.202; 522.6.203)										✓	No		
5.12.4	For cables concealed in walls / partitions containing metal parts regardless of depth (522.6.203)										✓	No		
5.13	Provision of fire barriers, sealing arrangements and protection against thermal effects (Section 527)										✓	No		
5.14	Band II Cables segregated / separated from Band I cables (528.1)										✓	No		
5.15	Cables segregated / separated from communications cabling (528.2)										✓	No		
5.16	Cables segregated / separated from non-electrical services (528.3)										✓	No		
5.17.0	Termination of cables at enclosures – indicate extent of sampling in Section D of the report (Section 526)													
5.17.1	Connections soundly made and under no undue strain (526.6)										✓	No		
5.17.2	No basic insulation of a conductor visible outside enclosure (526.8)										✓	No		
5.17.3	Connections of live conductors adequately enclosed (526.5)										✓	No		
5.17.4	Adequately connected at point of entry to enclosure (glands, bushes etc...) (522.8.5)										✓	No		
5.18	Condition of accessories including socket-outlets, switches and joint boxes (621.2 (iii))										C2 (see section K)	Yes		
5.19	Suitability of accessories for external influences (512.2)										✓	No		
5.20	Adequacy of working space / accessibility to equipment (132.12; 513.1)										C3 (see section K)	Yes		
5.21	Single-pole switching or protective devices in line conductors only (132.14.1; 530.3.2)										✓	No		
6.0	LOCATION(S) CONTAINING A BATH OR SHOWER													
6.1	Additional protection for all low voltage (LV) circuits by RCD not exceeding 30mA (701.411.3.3)										N/A	No		
6.2	Where used as a protective measure, requirements for SELV or PELV met (701.414.4.5)										N/A	No		
6.3	Shaver sockets comply with BS EN 61559-2-5 formally BS 3535 (701.512.3)										N/A	No		
6.4	Presence of supplementary bonding conductors, unless not required by BS 7671: 2008 (701.415.2)										N/A	No		
6.5	Low Voltage (e.g. 230 volts) socket outlets at least 3m from Zone 1 (701.512.3)										N/A	No		
6.6	Suitability of equipment for external influences for installed location in terms of IP rating (701.512.2)										N/A	No		
6.7	Suitability of accessories and control gear etc. for a particular zone (701.512.3)										N/A	No		
6.8	Suitability of current-using equipment for particular position within the location (701.55)										N/A	No		
7.0	OTHER PART 7 SPECIAL INSTALLATIONS OR LOCATIONS													
7.1	List all other special installations or locations present, if any. (Record separately the results of particular inspections applied).										Number of locations	0	No	

Inspected By

Name: Peter Chapman

Date: 26/10/2018

Signature:



Board Details

TO BE COMPLETED IN EVERY CASE

ONLY TO BE COMPLETED IF THE DISTRIBUTION BOARD IS NOT CONNECTED DIRECTLY TO THE ORIGIN OF THE INSTALLATION

Location of Distribution Board

Cupboard in Crypt

Distribution board designation

DB 1

Supply to distribution board is from

N/A

No of phases

N/A

Nominal Voltage N/A V

Overcurrent protective device for the distribution circuit

Type BS(EN)

N/A

Rating N/A A

Associated RCD (if any)

BS(EN)

N/A

RCD No of Poles

N/A

RCD Rating

N/A

mA

Circuit Details

Circuit number and phase	Circuit designation	Type of wiring	Reference method	No of points served	Circuit conductors csa		Max permitted disconnection times	Overcurrent protective device				RCD	Max permitted Zs Ω
					Live mm ²	cpc mm ²		BS(EN)	Type No	Rating A	Short circuit capacity kA	Op. current I _{Δn}	
1/TP	Sub Mains(DB 3,DB 2)	A	B	2	25	16	5	88 Fuse HRC	gG	100	80	N/A	0.44

Wiring Code

A	B	C	D	E	F	G	H	O
PVC/PVC cables	PVC cables in metallic conduit	PVC cables in non-metallic conduit	PVC cables in metallic trunking	PVC cables in non-metallic trunking	PVC/SWA cables	XLPE/SWA cables	Mineral insulated cables	Other

Board Tests

ONLY TO BE COMPLETED IF THE DISTRIBUTION BOARD IS NOT CONNECTED DIRECTLY TO THE ORIGIN OF THE INSTALLATION

TEST INSTRUMENTS (SERIAL NUMBERS) USED

Zs Ω Operating times of associated RCD (if any) At I_{Δn} ms
 Ipf kA At 5I_{Δn} ms
 Correct supply polarity confirmed Phase sequence confirmed (where appropriate)

Earth fault loop impedance RCD
 Insulation resistance Other
 Continuity Other

Details of circuits and/or equipment vulnerable to damage

None known

Circuit Tests

Circuit number and phase	Circuit Impedances Ω					Insulation resistance				polarity	Maximum measured earth fault loop impedance Ω	RCD operating times			Remarks see continuation sheet
	Ring final circuits only (measure end to end)			All circuits (At least one column to be completed)		Live/Live	Live/Neutral	Live/Earth	Earth/Neutral			At I _{Δn}	At 5I _{Δn}	Test button operation	
	r ₁ (Line)	r _n (Neutral)	r ₂ (cpc)	(R ₁ + R ₂)	(R ₂)	MΩ	MΩ	MΩ	MΩ			ms	ms		
1/TP	N/A	N/A	N/A	0.01	N/A	299	299	299	299	✓	0.14	N/A	N/A	N/A	NO

Tested By

Signature
 Name

Position
 Date of testing

Board Details

TO BE COMPLETED IN EVERY CASE		ONLY TO BE COMPLETED IF THE DISTRIBUTION BOARD IS NOT CONNECTED DIRECTLY TO THE ORIGIN OF THE INSTALLATION			
Location of Distribution Board	Cupboard in Crypt	Supply to distribution board is from	SubMains(DB 1, 1/TP)		Associated RCD (if any)
Distribution board designation	DB 2	No of phases	3	Nominal Voltage	400 V
		Overcurrent protective device for the distribution circuit			BS(EN)
		Type BS(EN)	88 Fuse HRC	Rating	100 A
					RCD No of Poles
					N/A
					RCD Rating
					N/A mA

Circuit Details

Circuit number and phase	Circuit designation	Type of wiring	Reference method	No of points served	Circuit conductors csa		Max permitted disconnection times	Overcurrent protective device				RCD	Max permitted Zs Ω
					Live mm ²	cpc mm ²		BS(EN)	Type No	Rating A	Short circuit capacity kA		
1/TP	SPARE	-	-	-	-	-	-	-	-	-	-	-	-
2/L1	SPARE	-	-	-	-	-	-	-	-	-	-	-	-
2/L2	SPARE	-	-	-	-	-	-	-	-	-	-	-	-
2/L3	Soc Crypt chap & flow rm	B	A	3	2.5	2.5	0.4	61009 RCD/RCBO	C	16	6	30	1.50
3/L1	SPARE	-	-	-	-	-	-	-	-	-	-	-	-
3/L2	SPARE	-	-	-	-	-	-	-	-	-	-	-	-
3/L3	Sockets entrance & hall	A	A	2	2.5	2.5	0.4	61009 RCD/RCBO	C	16	6	30	1.50
4/L1	SPARE	-	-	-	-	-	-	-	-	-	-	-	-
4/L2	SPARE	-	-	-	-	-	-	-	-	-	-	-	-
4/L3	Socket meeting room	B	A	1	6	6	0.4	61009 RCD/RCBO	C	32	6	30	0.75
5/L1	SPARE	-	-	-	-	-	-	-	-	-	-	-	-
5/L2	Sub Mains(DB 6)	F	A	3	16	46	0.4	60898 MCB	C	32	10	N/A	0.72
5/L3	Lig ent & east end Crypt	B	A	12	1.5	1.5	0.4	60898 MCB	C	6	10	N/A	3.63
6/L1	SPARE	-	-	-	-	-	-	-	-	-	-	-	-
6/L2	SPARE	-	-	-	-	-	-	-	-	-	-	-	-
6/L3	Sub Mains(DB 5)	B	A	1	16	10	0.4	60898 MCB	C	63	10	N/A	0.36
7/TP	SPARE	-	-	-	-	-	-	-	-	-	-	-	-
8/TP	SPARE	-	-	-	-	-	-	-	-	-	-	-	-
9/L1	SPARE	-	-	-	-	-	-	-	-	-	-	-	-
9/L2	SPARE	-	-	-	-	-	-	-	-	-	-	-	-
9/L3	Lig Crypt chap & flow rm	B	A	6	1.5	1.5	0.4	60898 MCB	C	6	10	N/A	3.63
10/L1	SPARE	-	-	-	-	-	-	-	-	-	-	-	-
10/L2	SPARE	-	-	-	-	-	-	-	-	-	-	-	-
10/L3	Lights west end of crypt	B	A	12	1.5	1.5	0.4	60898 MCB	C	6	10	N/A	3.63

Wiring Code

A	B	C	D	E	F	G	H	O
PVC/PVC cables	PVC cables in metallic conduit	PVC cables in non-metallic conduit	PVC cables in metallic trunking	PVC cables in non-metallic trunking	PVC/SWA cables	XLPE/SWA cables	Mineral insulated cables	Other

Board Tests

ONLY TO BE COMPLETED IF THE DISTRIBUTION BOARD IS NOT CONNECTED DIRECTLY TO THE ORIGIN OF THE INSTALLATION

TEST INSTRUMENTS (SERIAL NUMBERS) USED

Zs Ω Operating times of associated RCD (if any) At I Δ_n ms
 Ipf kA At SI Δ_n ms
 Correct supply polarity confirmed Phase sequence confirmed (where appropriate)

Earth fault loop impedance RCD
 Insulation resistance Other
 Continuity Other

Details of circuits and/or equipment vulnerable to damage

N/A

Circuit Tests

Circuit number and phase	Circuit Impedances Ω					Insulation resistance				polarity	Maximum measured earth fault loop impedance Ω	RCD operating times			Remarks see continuation sheet
	Ring final circuits only (measure end to end)			All circuits (At least one column to be completed)		Live/Live	Live/Neutral	Live/Earth	Earth/Neutral			At I Δ _n	At SI Δ _n	Test button operation	
	r ₁ (Line)	r _n (Neutral)	r ₂ (cpc)	(R ₁ + R ₂)	(R ₂)	MΩ	MΩ	MΩ	MΩ			ms	ms		
1/TP	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2/L1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2/L2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2/L3	N/A	N/A	N/A	0.11	N/A	N/A	299	299	299	✓	0.42	36.8	10.0	✓	NO
3/L1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3/L2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3/L3	N/A	N/A	N/A	0.39	N/A	N/A	299	299	299	✓	0.27	36.4	10.0	✓	NO
4/L1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4/L2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4/L3	N/A	N/A	N/A	0.39	N/A	N/A	299	299	299	✓	0.53	36.8	10.0	✓	NO
5/L1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5/L2	N/A	N/A	N/A	0.22	N/A	N/A	299	299	299	✓	0.32	N/A	N/A	N/A	NO
5/L3	N/A	N/A	N/A	0.60	N/A	N/A	299	50	50	✓	0.48	N/A	N/A	N/A	NO
6/L1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
6/L2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
6/L3	N/A	N/A	N/A	0.05	N/A	N/A	299	299	299	✓	0.15	N/A	N/A	N/A	NO
7/TP	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8/TP	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
9/L1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
9/L2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
9/L3	N/A	N/A	N/A	0.29	N/A	N/A	50	50	50	✓	0.48	N/A	N/A	N/A	NO
10/L1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
10/L2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
10/L3	N/A	N/A	N/A	0.90	N/A	N/A	50	50	50	✓	0.95	N/A	N/A	N/A	NO

Tested By

Signature
 Name

Position
 Date of testing

Board Details

TO BE COMPLETED IN EVERY CASE		ONLY TO BE COMPLETED IF THE DISTRIBUTION BOARD IS NOT CONNECTED DIRECTLY TO THE ORIGIN OF THE INSTALLATION	
Location of Distribution Board	Cupboard in Crypt	Supply to distribution board is from	SubMains(DB 1, 1/TP)
Distribution board designation	DB 2	No of phases	3
		Nominal Voltage	400 V
		Overcurrent protective device for the distribution circuit	
		Type BS(EN)	88 Fuse HRC
		Rating	100 A
		Associated RCD (if any)	
		BS(EN)	N/A
		RCD No of Poles	N/A
		RCD Rating	N/A mA

Circuit Details

Circuit number and phase	Circuit designation	Type of wiring	Reference method	No of points served	Circuit conductors csa		Max permitted disconnection times	Overcurrent protective device				RCD Op. current I _{Δn}	Max permitted Zs Ω
					Live mm ²	cpc mm ²		BS(EN)	Type No	Rating A	Short circuit capacity kA		
11/L1	SPARE	-	-	-	-	-	-	-	-	-	-	-	-
11/L2	SPARE	-	-	-	-	-	-	-	-	-	-	-	-
11/L3	Boiler supply	F	A	1	10	10	0.4	60898 MCB	C	32	10	N/A	0.72
12/L1	Sub Mains(DB 6)	B	A	1	16	10	5	60898 MCB	C	63	6	N/A	0.38
12/L2	Sub Mains(DB 4)	B	A	1	16	10	5	60898 MCB	C	63	6	N/A	0.38
12/L3	Sub Mains(DB 7)	A	A	1	16	10	5	60898 MCB	C	63	6	N/A	0.38

Wiring Code

A	B	C	D	E	F	G	H	O
PVC/PVC cables	PVC cables in metallic conduit	PVC cables in non-metallic conduit	PVC cables in metallic trunking	PVC cables in non-metallic trunking	PVC/SAA cables	XLPE/SAA cables	Mineral insulated cables	Other

Board Tests

ONLY TO BE COMPLETED IF THE DISTRIBUTION BOARD IS NOT CONNECTED DIRECTLY TO THE ORIGIN OF THE INSTALLATION

TEST INSTRUMENTS (SERIAL NUMBERS) USED

Zs **0.14** Ω Operating times of associated RCD (if any) At 1 Δ_n **N/A** ms
 Ipf **1.74** kA At 5I Δ_n **N/A** ms
 Correct supply polarity confirmed Phase sequence confirmed (where appropriate)

Earth fault loop impedance **071107-2998** RCD **071107-2998**
 Insulation resistance **071107-2998** Other **37H-0807**
 Continuity **071107-2998** Other **37H-0807**


Details of circuits and/or equipment vulnerable to damage

N/A

Circuit Tests

Circuit number and phase	Circuit Impedances Ω					Insulation resistance				polarity	Maximum measured earth fault loop impedance Ω	RCD operating times			Remarks see continuation sheet
	Ring final circuits only (measure end to end)			All circuits (At least one column to be completed)		Live/Live	Live/Neutral	Live/Earth	Earth/Neutral			At 1 Δ _n	At 5I Δ _n	Test button operation	
	r ₁ (Line)	r _n (Neutral)	r ₂ (cpc)	(R ₁ + R ₂)	(R ₂)	MΩ	MΩ	MΩ	MΩ			ms	ms		
11/L1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
11/L2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
11/L3	N/A	N/A	N/A	0.15	N/A	N/A	299	299	299	✓	0.32	N/A	N/A	N/A	NO
12/L1	N/A	N/A	N/A	0.04	N/A	N/A	299	299	299	✓	0.17	N/A	N/A	N/A	NO
12/L2	N/A	N/A	N/A	0.04	N/A	N/A	299	299	299	✓	0.17	N/A	N/A	N/A	NO
12/L3	N/A	N/A	N/A	0.04	N/A	N/A	299	299	299	✓	0.18	N/A	N/A	N/A	NO

Tested By

Signature 
 Name **Peter Chapman**

Position **Approved Electrician**
 Date of testing **08/10/2018**

Board Details

TO BE COMPLETED IN EVERY CASE		ONLY TO BE COMPLETED IF THE DISTRIBUTION BOARD IS NOT CONNECTED DIRECTLY TO THE ORIGIN OF THE INSTALLATION	
Location of Distribution Board	Cupboard in Crypt	Supply to distribution board is from	SubMains(DB 1, 1/TP)
Distribution board designation	DB 3	No of phases	3
		Nominal Voltage	400 V
		Overcurrent protective device for the distribution circuit	
		Type BS(EN)	88 Fuse HRC
		Rating	100 A
		Associated RCD (if any)	
		BS(EN)	N/A
		RCD No of Poles	N/A
		RCD Rating	N/A mA

Circuit Details

Circuit number and phase	Circuit designation	Type of wiring	Reference method	No of points served	Circuit conductors csa		Max permitted disconnection times	Overcurrent protective device				RCD	Max permitted Zs Ω
					Live mm ²	cpc mm ²		BS(EN)	Type No	Rating A	Short circuit capacity kA	Op. current I _{Δn}	
1/TP	Organ blower	F	A	1	16	46	5	88 Fuse HRC	gG	63	80	N/A	0.88

Wiring Code

A	B	C	D	E	F	G	H	O
PVC/PVC cables	PVC cables in metallic conduit	PVC cables in non-metallic conduit	PVC cables in metallic trunking	PVC cables in non-metallic trunking	PVC/SWA cables	XLPE/SWA cables	Mineral insulated cables	Other

Board Tests

ONLY TO BE COMPLETED IF THE DISTRIBUTION BOARD IS NOT CONNECTED DIRECTLY TO THE ORIGIN OF THE INSTALLATION

Zs Ω Operating times of associated RCD (if any) At $I \Delta n$ ms

Ipf KA At $5I \Delta n$ ms

Correct supply polarity confirmed Phase sequence confirmed (where appropriate)

TEST INSTRUMENTS (SERIAL NUMBERS) USED

Earth fault loop impedance RCD

Insulation resistance Other

Continuity Other

Details of circuits and/or equipment vulnerable to damage

Organ controls

Circuit Tests

Circuit number and phase	Circuit Impedances Ω					Insulation resistance				polarity	Maximum measured earth fault loop impedance Ω	RCD operating times			Remarks see continuation sheet
	Ring final circuits only (measure end to end)			All circuits (At least one column to be completed)		Live/Live	Live/Neutral	Live/Earth	Earth/Neutral			At $I \Delta n$	At $5I \Delta n$	Test button operation	
	r_1 (Line)	r_n (Neutral)	r_2 (cpc)	($R_1 + R_2$)	(R_2)	M Ω	M Ω	M Ω	M Ω			ms	ms		
1/TP	N/A	N/A	N/A	0.16	N/A	299	299	299	299	<input checked="" type="checkbox"/>	0.39	N/A	N/A	N/A	NO

Tested By

Signature Position

Name Date of testing

Board Details

TO BE COMPLETED IN EVERY CASE		ONLY TO BE COMPLETED IF THE DISTRIBUTION BOARD IS NOT CONNECTED DIRECTLY TO THE ORIGIN OF THE INSTALLATION			
Location of Distribution Board	Church electrical cupboard	Supply to distribution board is from	SubMains(DB 2, 12/L2)		
Distribution board designation	DB 4	No of phases	1	Nominal Voltage 230 V	
		Overcurrent protective device for the distribution circuit			
		Type BS(EN)	60898 MCB C	Rating 63 A	Associated RCD (if any)
					BS(EN) N/A
					RCD No of Poles N/A
					RCD Rating N/A mA

Circuit Details

Circuit number and phase	Circuit designation	Type of wiring	Reference method	No of points served	Circuit conductors csa		Max permitted disconnection times	Overcurrent protective device				RCD	Max permitted Zs Ω
					Live mm ²	cpc mm ²		BS(EN)	Type No	Rating A	Short circuit capacity kA		
1/L2	Sockets Vestries	O	A	6	2.5	1.5	0.4	61009 RCD/RCBO	C	32	10	30	0.75
2/L2	Sockets South Aisle	O	A	3	2.5	1.5	0.4	61009 RCD/RCBO	C	16	10	30	1.50
3/L2	Soc All Souls/Christ King	O	A	4	2.5	1.5	0.4	61009 RCD/RCBO	C	16	10	30	1.50
4/L2	Soc Nth Aisle/Lady Chapel	O	A	5	2.5	1.5	0.4	61009 RCD/RCBO	C	16	10	30	1.50
5/L2	Sockets Altar	O	A	3	2.5	1.5	0.4	61009 RCD/RCBO	C	16	10	30	1.50
6/L2	Sockets Organ Gallery	O	A	2	2.5	1.5	0.4	61009 RCD/RCBO	C	16	10	30	1.50
7/L2	Soc bot Organ Gall Stairs	O	A	2	2.5	1.5	0.4	61009 RCD/RCBO	C	16	10	30	1.50
8/L2	Soc Narthex/Calvary Chap	O	A	2	2.5	1.5	0.4	61009 RCD/RCBO	C	16	10	30	1.50
9/L2	Lig Narthex ent Calvary	O	A	9	1.5	1.5	0.4	60898 MCB	C	6	10	N/A	3.83
10/L2	Lights Organ gall stairs	O	A	3	1.5	1.5	0.4	60898 MCB	C	6	10	N/A	3.83
11/L2	Lig North Organ gallery	O	A	6	1.5	1.5	0.4	60898 MCB	C	6	10	N/A	3.83
12/L2	Lig South Organ gallery	O	A	7	1.5	1.5	0.4	60898 MCB	C	6	10	N/A	3.83
13/L2	Lig All Souls/Christ King	O	A	5	1.5	1.5	0.4	60898 MCB	C	6	10	N/A	3.83
14/L2	Light Pulpit	O	A	1	1.5	1.5	0.4	60898 MCB	C	6	10	N/A	3.83
15/L2	Lig Vestries/Stairs/outsi	O	A	14	1.5	1.5	0.4	60898 MCB	C	6	10	N/A	3.83

Wiring Code

A	B	C	D	E	F	G	H	O
PVC/PVC cables	PVC cables in metallic conduit	PVC cables in non-metallic conduit	PVC cables in metallic trunking	PVC cables in non-metallic trunking	PVC/SWA cables	XLPE/SWA cables	Mineral insulated cables	Other

Board Tests

ONLY TO BE COMPLETED IF THE DISTRIBUTION BOARD IS NOT CONNECTED DIRECTLY TO THE ORIGIN OF THE INSTALLATION

TEST INSTRUMENTS (SERIAL NUMBERS) USED

Z_s 0.17 Ω Operating times of associated RCD (if any) At $1 \Delta_n$ N/A ms
 I_{pf} 1.60 kA At $5I_{\Delta_n}$ N/A ms
 Correct supply polarity confirmed Phase sequence confirmed (where appropriate)

Earth fault loop impedance 071107-2998 RCD 071107-2998
 Insulation resistance 071107-2998 Other 37H-0807
 Continuity 071107-2998 Other 37H-0807


Details of circuits and/or equipment vulnerable to damage

Light control gear, security alarm

Circuit Tests

Circuit number and phase	Circuit Impedances Ω					Insulation resistance				polarity	Maximum measured earth fault loop impedance Ω	RCD operating times			Remarks see continuation sheet
	Ring final circuits only (measure end to end)			All circuits (At least one column to be completed)		Live/Live	Live/Neutral	Live/Earth	Earth/Neutral			At $1 \Delta_n$	At $5I_{\Delta_n}$	Test button operation	
	r_1 (Line)	r_n (Neutral)	r_2 (cpc)	$(R_1 + R_2)$	(R_2)	M Ω	M Ω	M Ω	M Ω			ms	ms		
1/L2	0.30	0.30	0.27	0.30	N/A	N/A	299	299	299	✓	0.35	30.4	16.0	✓	NO
2/L2	N/A	N/A	N/A	0.45	N/A	N/A	299	299	299	✓	0.95	35.4	10.0	✓	NO
3/L2	N/A	N/A	N/A	0.20	N/A	N/A	299	299	299	✓	0.36	36.8	10.0	✓	NO
4/L2	N/A	N/A	N/A	0.85	N/A	N/A	299	299	299	✓	1.01	36.4	10.0	✓	NO
5/L2	N/A	N/A	N/A	0.40	N/A	N/A	299	299	299	✓	0.54	26.0	16.4	✓	NO
6/L2	N/A	N/A	N/A	0.50	N/A	N/A	299	299	299	✓	0.88	30.8	10.0	✓	NO
7/L2	N/A	N/A	N/A	0.76	N/A	N/A	299	299	299	✓	0.90	36.8	10.0	✓	NO
8/L2	N/A	N/A	N/A	0.85	N/A	N/A	299	299	299	✓	1.09	36.4	10.0	✓	NO
9/L2	N/A	N/A	N/A	2.67	N/A	N/A	299	299	299	✓	2.96	N/A	N/A	N/A	NO
10/L2	N/A	N/A	N/A	1.54	N/A	N/A	299	299	299	✓	1.62	N/A	N/A	N/A	NO
11/L2	N/A	N/A	N/A	1.10	N/A	N/A	299	299	299	✓	1.39	N/A	N/A	N/A	NO
12/L2	N/A	N/A	N/A	1.10	N/A	N/A	299	299	299	✓	1.25	N/A	N/A	N/A	NO
13/L2	N/A	N/A	N/A	0.60	N/A	N/A	299	299	299	✓	0.72	N/A	N/A	N/A	NO
14/L2	N/A	N/A	N/A	0.96	N/A	N/A	299	299	299	✓	1.27	N/A	N/A	N/A	NO
15/L2	N/A	N/A	N/A	0.30	N/A	N/A	299	299	299	✓	0.46	N/A	N/A	N/A	NO

Tested By

Signature 
 Name Peter Chapman

Position Approved Electrician
 Date of testing 08/10/2018

SCHEDULE OF CIRCUIT DETAILS FOR THE INSTALLATION

897 - Master

Board Details

TO BE COMPLETED IN EVERY CASE	ONLY TO BE COMPLETED IF THE DISTRIBUTION BOARD IS NOT CONNECTED DIRECTLY TO THE ORIGIN OF THE INSTALLATION	
Location of Distribution Board Church electrical cupboard (Mode panel 1)	Supply to distribution board is from SubMains(DB 2, 6/L3)	Associated RCD (if any)
Distribution board designation DB 5	No of phases 1	BS(EN) N/A
	Nominal Voltage 230 V	RCD No of Poles N/A
	Overcurrent protective device for the distribution circuit	RCD Rating N/A mA
	Type BS(EN) 60898 MCB C	Rating 63 A

Circuit Details

Circuit number and phase	Circuit designation	Type of wiring	Reference method	No of points served	Circuit conductors csa		Max permitted disconnection times	Overcurrent protective device				RCD	Max permitted Zs Ω
					Live mm ²	cpc mm ²		BS(EN)	Type No	Rating A	Short circuit capacity kA	Op. current I Δn	
1/L3	Lig high Altar low level	O	A	3	1.5	1.5	0.4	60898 MCB	C	10	6	N/A	2.30
2/L3	Lig high Altar high level	O	A	3	1.5	1.5	0.4	60898 MCB	C	10	6	N/A	2.30
3/L3	Lig high Altar uplights	O	A	5	1.5	1.5	0.4	60898 MCB	C	10	6	N/A	2.30
4/L3	Lig Altar track metal hal	O	A	4	1.5	1.5	0.4	60898 MCB	C	10	6	N/A	2.30
5/L3	Lig Altar track sodium	O	A	2	1.5	1.5	0.4	60898 MCB	C	10	6	N/A	2.30
8/L3	Lights Rood beam LED's	O	A	3	1.5	1.5	0.4	60898 MCB	C	10	6	N/A	2.30
7/L3	Lig Nave windows LED's	O	A	20	1.5	1.5	0.4	60898 MCB	C	10	6	N/A	2.30
8/L3	Lig Chancel spots Altar	O	A	2	1.5	1.5	0.4	60898 MCB	C	10	6	N/A	2.30
9/L3	Lights Nave down low volt	O	A	16	1.5	1.5	0.4	60898 MCB	C	10	6	N/A	2.30
10/L3	Lig Nave down metal hal	O	A	8	1.5	1.5	0.4	60898 MCB	C	10	6	N/A	2.30
11/L3	Lights Nave uplights	O	A	5	1.5	1.5	0.4	60898 MCB	C	10	6	N/A	2.30
12/L3	Lights South Aisle	O	A	4	1.5	1.5	0.4	60898 MCB	C	10	6	N/A	2.30

Wiring Code

A	B	C	D	E	F	G	H	O
PVC/PVC cables	PVC cables in metallic conduit	PVC cables in non-metallic conduit	PVC cables in metallic trunking	PVC cables in non-metallic trunking	PVC/SWA cables	XLPE/SWA cables	Mineral insulated cables	Other

Board Details	
TO BE COMPLETED IN EVERY CASE	ONLY TO BE COMPLETED IF THE DISTRIBUTION BOARD IS NOT CONNECTED DIRECTLY TO THE ORIGIN OF THE INSTALLATION
Location of Distribution Board Church electrical cupboard (Mode panel 2)	Supply to distribution board is from SubMains(DB 2, 12/L1)
Distribution board designation DB 6	No of phases 1 Nominal Voltage 230 V
	Overcurrent protective device for the distribution circuit
	Type BS(EN) 60898 MCB C Rating 63 A
	Associated RCD (if any) BS(EN) N/A RCD No of Poles N/A RCD Rating N/A mA

Circuit Details													
Circuit number and phase	Circuit designation	Type of wiring	Reference method	No of points served	Circuit conductors csa		Max permitted disconnection times	Overcurrent protective device				RCD Op. current I _{Δn}	Max permitted Zs Ω
					Live mm ²	cpc mm ²		BS(EN)	Type No	Rating A	Short circuit capacity kA		
1/L1	Lig spot cross Nth Aisle	O	A	1	1.5	1.5	0.4	60898 MCB	C	10	10	N/A	2.30
2/L1	Lights North Aisle	O	A	4	1.5	1.5	0.4	60898 MCB	C	10	10	N/A	2.30
3/L1	Lights Narthex uplights	O	A	4	1.5	1.5	0.4	60898 MCB	C	10	10	N/A	2.30
4/L1	Lights Font	O	A	4	1.5	1.5	0.4	60898 MCB	C	10	10	N/A	2.30
5/L1	Lights All Souls chapel	O	A	3	1.5	1.5	0.4	60898 MCB	C	10	10	N/A	2.30
6/L1	Lig Lady Chap behind Alta	O	A	1	1.5	1.5	0.4	60898 MCB	C	10	10	N/A	2.30
7/L1	Lig Lady Chap high spot	O	A	1	1.5	1.5	0.4	60898 MCB	C	10	10	N/A	2.30
8/L1	Lig Lady Chap pic spot	O	A	1	1.5	1.5	0.4	60898 MCB	C	10	10	N/A	2.30
9/L1	Lig Lady Chap Altar	O	A	3	1.5	1.5	0.4	60898 MCB	C	10	10	N/A	2.30
10/L1	Lig Lady Chap reading	O	A	1	1.5	1.5	0.4	60898 MCB	C	10	10	N/A	2.30
11/L1	Lig Lady Chap downlight	O	A	1	1.5	1.5	0.4	60898 MCB	C	10	10	N/A	2.30
12/L1	Lights spots statures	O	A	2	1.5	1.5	0.4	60898 MCB	C	10	10	N/A	2.30

Wiring Code								
A	B	C	D	E	F	G	H	O
PVC/PVC cables	PVC cables in metallic conduit	PVC cables in non-metallic conduit	PVC cables in metallic trunking	PVC cables in non-metallic trunking	PVC/SWA cables	XLPE/SWA cables	Mineral insulated cables	Other

Board Tests

ONLY TO BE COMPLETED IF THE DISTRIBUTION BOARD IS NOT CONNECTED DIRECTLY TO THE ORIGIN OF THE INSTALLATION

TEST INSTRUMENTS (SERIAL NUMBERS) USED

Z_e Ω Operating times of associated RCD (if any) At $I_{\Delta n}$ ms
 I_{pf} kA At $5I_{\Delta n}$ ms
 Correct supply polarity confirmed Phase sequence confirmed (where appropriate)

Earth fault loop impedance RCD
 Insulation resistance Other
 Continuity Other

Details of circuits and/or equipment vulnerable to damage

Lighting control gear

Circuit Tests

Circuit number and phase	Circuit Impedances Ω					Insulation resistance				polarity	Maximum measured earth fault loop impedance Ω	RCD operating times			Remarks see continuation sheet
	Ring final circuits only (measure end to end)			All circuits (At least one column to be completed)		Live/Live	Live/Neutral	Live/Earth	Earth/Neutral			At $I_{\Delta n}$	At $5I_{\Delta n}$	Test button operation	
	r_1 (Line)	r_n (Neutral)	r_2 (cpc)	($R_1 + R_2$)	(R_2)	M Ω	M Ω	M Ω	M Ω			ms	ms		
1/L1	N/A	N/A	N/A	0.77	N/A	N/A	LIM	299	299	✓	0.98	N/A	N/A	N/A	NO
2/L1	N/A	N/A	N/A	1.00	N/A	N/A	LIM	299	299	✓	1.20	N/A	N/A	N/A	NO
3/L1	N/A	N/A	N/A	1.25	N/A	N/A	LIM	299	299	✓	1.45	N/A	N/A	N/A	NO
4/L1	N/A	N/A	N/A	0.67	N/A	N/A	LIM	299	299	✓	0.87	N/A	N/A	N/A	NO
5/L1	N/A	N/A	N/A	0.20	N/A	N/A	LIM	299	299	✓	0.42	N/A	N/A	N/A	NO
6/L1	N/A	N/A	N/A	1.10	N/A	N/A	LIM	299	299	✓	1.25	N/A	N/A	N/A	NO
7/L1	N/A	N/A	N/A	1.10	N/A	N/A	LIM	299	299	✓	1.25	N/A	N/A	N/A	NO
8/L1	N/A	N/A	N/A	1.20	N/A	N/A	LIM	299	299	✓	1.40	N/A	N/A	N/A	NO
9/L1	N/A	N/A	N/A	0.65	N/A	N/A	LIM	299	299	✓	0.75	N/A	N/A	N/A	NO
10/L1	N/A	N/A	N/A	0.70	N/A	N/A	LIM	299	299	✓	0.99	N/A	N/A	N/A	NO
11/L1	N/A	N/A	N/A	1.00	N/A	N/A	LIM	299	299	✓	1.10	N/A	N/A	N/A	NO
12/L1	N/A	N/A	N/A	0.95	N/A	N/A	LIM	299	299	✓	1.10	N/A	N/A	N/A	NO

Tested By

Signature Position
 Name Date of testing

SCHEDULE OF CIRCUIT DETAILS FOR THE INSTALLATION

897 - Master

Board Details

TO BE COMPLETED IN EVERY CASE		ONLY TO BE COMPLETED IF THE DISTRIBUTION BOARD IS NOT CONNECTED DIRECTLY TO THE ORIGIN OF THE INSTALLATION			
Location of Distribution Board	Crypt Kitchen	Supply to distribution board is from	SubMains(DB 2, 12/L3)		Associated RCD (if any)
Distribution board designation	DB 7	No of phases	1	Nominal Voltage	230 V
		Overcurrent protective device for the distribution circuit	Type BS(EN)		60898 MCB C
				BS(EN)	N/A
				RCD No of Poles	N/A
				RCD Rating	N/A mA

Circuit Details

Circuit number and phase	Circuit designation	Type of wiring	Reference method	No of points served	Circuit conductors csa		Max permitted disconnection times	Overcurrent protective device				RCD		Max permitted Zs Ω
					Live mm ²	cpc mm ²		BS(EN)	Type No	Rating A	Short circuit capacity kA	Op. current I Δn		
1/L3	Water heater toilet	A	A	1	6	2.5	0.4	60898 MCB	B	40	10	30	1.15	
2/L3	Cooker kitchen	A	A	1	6	2.5	0.4	60898 MCB	B	32	10	30	1.44	
3/L3	Soc kitchen & hall heater	A	A	4	2.5	1.5	0.4	60898 MCB	B	32	6	30	1.50	
4/L3	Water heater kitchen	A	A	1	2.5	1.5	0.4	60898 MCB	B	16	10	30	2.87	
5/L3	Lights toilets	A	A	5	1	1	0.4	60898 MCB	B	6	10	30	7.67	
6/L3	SPARE	-	-	-	-	-	-	-	-	-	-	-	-	

Wiring Code

A	B	C	D	E	F	G	H	O
PVC/PVC cables	PVC cables in metallic conduit	PVC cables in non-metallic conduit	PVC cables in metallic trunking	PVC cables in non-metallic trunking	PVC/SWA cables	XLPE/SWA cables	Mineral insulated cables	Other

Board Tests

ONLY TO BE COMPLETED IF THE DISTRIBUTION BOARD IS NOT CONNECTED DIRECTLY TO THE ORIGIN OF THE INSTALLATION

TEST INSTRUMENTS (SERIAL NUMBERS) USED

Zs Ω Operating times of associated RCD (if any) At I Δ_n ms

I_{pt} kA At 5I Δ_n ms

Correct supply polarity confirmed Phase sequence confirmed (where appropriate)

Earth fault loop impedance RCD

Insulation resistance Other

Continuity Other

Details of circuits and/or equipment vulnerable to damage

None known

Circuit Tests

Circuit number and phase	Circuit Impedances Ω					Insulation resistance				Polarity	Maximum measured earth fault loop impedance Ω	RCD operating times			Remarks see continuation sheet
	Ring final circuits only (measure end to end)			All circuits (At least one column to be completed)		Live/Live	Live/Neutral	Live/Earth	Earth/Neutral			At I Δ _n	At 5I Δ _n	Test button operation	
	r ₁ (Line)	r _n (Neutral)	r ₂ (cpc)	(R ₁ + R ₂)	(R ₂)	MΩ	MΩ	MΩ	MΩ			ms	ms		
1/L3	N/A	N/A	N/A	0.40	N/A	N/A	299	299	299	✓	0.25	34.4	18.0	✓	NO
2/L3	N/A	N/A	N/A	0.40	N/A	N/A	299	299	299	✓	0.52	34.4	18.0	✓	NO
3/L3	N/A	N/A	N/A	0.50	N/A	N/A	299	299	299	✓	0.51	34.4	18.0	✓	NO
4/L3	N/A	N/A	N/A	0.50	N/A	N/A	299	299	299	✓	0.35	34.4	18.0	✓	NO
5/L3	N/A	N/A	N/A	0.59	N/A	N/A	299	299	299	✓	0.77	34.4	18.0	✓	NO
6/L3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Tested By

Signature

Name

Position

Date of testing

Board Details

TO BE COMPLETED IN EVERY CASE		ONLY TO BE COMPLETED IF THE DISTRIBUTION BOARD IS NOT CONNECTED DIRECTLY TO THE ORIGIN OF THE INSTALLATION			
Location of Distribution Board	Tower	Supply to distribution board is from	SubMains(DB 2, 5/L2)		Associated RCD (if any)
Distribution board designation	DB 8	No of phases	1	Nominal Voltage	230 V
		Overcurrent protective device for the distribution circuit	Type BS(EN)		60898 MCB C Rating 32 A
				BS(EN)	N/A
				RCD No of Poles	N/A
				RCD Rating	N/A mA

Circuit Details

Circuit number and phase	Circuit designation	Type of wiring	Reference method	No of points served	Circuit conductors csa		Max permitted disconnection times	Overcurrent protective device				RCD		Max permitted Zs Ω
					Live mm ²	cpc mm ²		BS(EN)	Type No	Rating A	Short circuit capacity kA	Op. current I _{Δn}		
1/L2	Socket South Bell ringing	0	A	1	2.5	1.5	0.4	61009 RCD/RCBO	C	16	10	30	1.50	
2/L2	Soc by unit/Bell ring Nth	0	A	2	2.5	1.5	0.4	61009 RCD/RCBO	C	16	10	30	1.50	
3/L2	Lig bell ringing/stairs	0	A	13	1.5	1.5	0.4	60898 MCB	C	6	10	N/A	3.83	
4/L2	Lights clock and bells	0	A	6	1.5	1.5	0.4	60898 MCB	C	6	10	N/A	3.83	
5/L2	SPARE	-	-	-	-	-	-	-	-	-	-	-	-	
6/L2	SPARE	-	-	-	-	-	-	-	-	-	-	-	-	
7/L2	SPARE	-	-	-	-	-	-	-	-	-	-	-	-	
8/L2	SPARE	-	-	-	-	-	-	-	-	-	-	-	-	
9/L2	SPARE	-	-	-	-	-	-	-	-	-	-	-	-	
10/L2	SPARE	-	-	-	-	-	-	-	-	-	-	-	-	
11/L2	SPARE	-	-	-	-	-	-	-	-	-	-	-	-	
12/L2	SPARE	-	-	-	-	-	-	-	-	-	-	-	-	

Wiring Code

A	B	C	D	E	F	G	H	O
PVC/PVC cables	PVC cables in metallic conduit	PVC cables in non-metallic conduit	PVC cables in metallic trunking	PVC cables in non-metallic trunking	PVC/SWA cables	XLPE/SWA cables	Mineral insulated cables	Other

Board Tests

ONLY TO BE COMPLETED IF THE DISTRIBUTION BOARD IS NOT CONNECTED DIRECTLY TO THE ORIGIN OF THE INSTALLATION

TEST INSTRUMENTS (SERIAL NUMBERS) USED

Zs Ω Operating times of associated RCD (if any) At I Δ_n ms

Ipf kA At 5I Δ_n ms

Correct supply polarity confirmed Phase sequence confirmed (where appropriate)

Earth fault loop impedance RCD

Insulation resistance Other

Continuity Other

Details of circuits and/or equipment vulnerable to damage

Clock controls

Circuit Tests

Circuit number and phase	Circuit Impedances Ω					Insulation resistance				polarity	Maximum measured earth fault loop impedance Ω	RCD operating times			Remarks see continuation sheet
	Ring final circuits only (measure end to end)			All circuits (At least one column to be completed)		Live/Live	Live/Neutral	Live/Earth	Earth/Neutral			At I Δ _n	At 5I Δ _n	Test button operation	
	r ₁ (Line)	r _n (Neutral)	r ₂ (cpc)	(R ₁ + R ₂)	(R ₂)	MΩ	MΩ	MΩ	MΩ			ms	ms		
1/L2	N/A	N/A	N/A	0.10	N/A	N/A	50	50	50	✓	0.49	37.0	12.0	✓	NO
2/L2	N/A	N/A	N/A	0.15	N/A	N/A	50	50	50	✓	0.36	44.8	23.8	✓	NO
3/L2	N/A	N/A	N/A	1.00	N/A	N/A	50	50	50	✓	1.37	N/A	N/A	N/A	NO
4/L2	N/A	N/A	N/A	0.94	N/A	N/A	20	20	20	✓	1.02	N/A	N/A	N/A	NO
5/L2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
6/L2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7/L2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8/L2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
9/L2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
10/L2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
11/L2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
12/L2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Tested By

Signature

Name

Position

Date of testing

Extent of Electrical Installation covered by this report, Continued. from page 1
cables, accessories, 50% of accessory connections and testing to all circuits

Agreed limitations including the reasons, Continued. from page 1
security and fire alarms.
We was unable to access the lights high level on the rood beam

Operational Limitations including the reasons, Continued. from page 1
We was unable to verify the incoming protective device



Hannington
Gilbert & Co Ltd
Domestic & Industrial Electrical Contractors

24 Northridge Park, Haywood Way, Ivyhouse Lane, Hastings, TN35 4PP
T: 01424 428696 W: info@hanningtongilbert.co.uk

VAT Registration No. 201 4094 48 Company Registration No. 1762204 Directors: M. Gilbert, P. Chapman, M.J. Gilbert & D.C. Gilbert

Reference PC/GEA/E9419

29 October 2018

Christ Church St Leonards
FAO Mr Read
No 2 Christ Church Court Yard
London Road
St Leonards on Sea
TN37 6GL

Dear Mr Read

Following our recent Electrical Condition inspection and report, we are pleased to estimate for the repairs as follows:

C2 Items- potentially dangerous

- Item 2 - Replace the water heater pull switch
- Item 4 - Replace the faulty RCD socket on the boiler controls
- Item 5 - Replace the external cable to the outside light with new cable

authorize ?

Labour and Materials £250.00 plus VAT

C3 Items- improvement recommended

- Item 1 - Provide type 1 and 2 surge protection at the mains incoming position
- Item 3 - Install a cooker outlet plate

Labour and Materials £579.82 plus VAT

We look forward to receiving your instruction and assure you of our best attention.

Yours sincerely

Peter Chapman
Hannington-Gilbert & Co Ltd

Observations Continued from Page 2

Item No	Description	Code
	There is no cooker outlet plate	
4	5 FINAL CIRCUITS 5.12.1 For all socket-outlets of rating 20 A or less, unless an exception is permitted (411.3.3), Comment: The socket on the side of the boiler controls RCD is faulty	C2
5	5 FINAL CIRCUITS 5.9 Wiring system(s) appropriate for the type and nature of the installation and external influences (Section 522), Comment: The cable running to the outside light Silchester Road entrance has deteriorated.	C2

Code Key

C1 - Danger present, Risk of injury. Immediate remedial action required

C2 - Potentially dangerous - urgent remedial action required

C3 - Improvement recommended

F1 - Further investigation required without delay

CONDITION REPORT GUIDANCE NOTES FOR RECIPIENTS

This report is an important and valuable document which should be retained for future reference.

1. The purpose of this Condition Report is to confirm, so far as reasonably practicable, whether or not the electrical installation is in a satisfactory condition for continued service (see Section E). The Report should identify any damage, deterioration, defects and/or conditions which may give rise to danger (see Section K).
2. The person ordering the Report should have received the "original" Report and the inspector should have retained a duplicate.
3. The "original" Report should be retained in a safe place and be made available to any person inspecting or undertaking work on the electrical installation in the future. If the property is vacated, this Report will provide the new owner /occupier with details of the condition of the electrical installation at the time the Report was issued.
4. Where the installation incorporates residual current devices (RCD) there should be a notice at or near the device stating that it should be tested quarterly. **For safety reasons it is important that this instruction is followed.**
5. Section D (Extent and Limitations) should identify fully the extent of the installation covered by this Report and any limitations on the inspection and testing. The inspector should have agreed these aspects with the person ordering the Report and with other interested parties (licensing authority, insurance company, mortgage provider and the like) before the inspection was carried out.
6. Some operational limitations such as such as inability to gain access to parts of the installation or an item of equipment may have been encountered during the inspection. The inspector should have noted these in Section D.
7. For items classified in Section K as C1 ("Danger Present"), **the safety of those using the installation is at risk**, and it is recommended that a skilled person competent in electrical installation work undertakes the necessary remedial work immediately.
8. For items classified in Section K as C2 ("Potentially Dangerous"), the safety of those using the installation may be at risk and it is recommended that a competent person undertakes the necessary remedial work as a matter of urgency.
9. Where it has been stated in Section K that an observation requires further investigation (code FI) the inspection has revealed an apparent deficiency which may result in a code C1 or C2, and could not, due to the extent or limitations of the inspection, be fully identified could not, due to the extent or limitations of this inspection, be fully identified. Such observations should be investigated without delay. A further examination of the installation will be necessary, to determine the nature and extent of the apparent deficiency (see Section F).
10. For safety reasons, the electrical installation should be re-inspected at appropriate intervals by a skilled person or persons, competent in such work. The recommended date by which the next inspection is due is stated in Section F of the Report under 'Recommendations' and on a label at or near to the consumer unit / distribution board.