

# QUINQUENNIAL INSPECTION & REPORT

## St Mark's Church, Harrogate

Diocese of Leeds & Archdeaconry of Richmond and Craven



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#### [Appendix A - Official Listing](#)

Note: Other than inclusion in a list of Harrogate churches, Pevsner makes no detailed reference to this church. There are no records of the church within the Lambeth Palace archive of church plans.

#### [Appendix B - Key Plan of Church](#)

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#### [Appendix Q – Practical Path to Net Zero Carbon \(PPNZC\)](#)

## **Preliminary Information**

### **Methodology**

The inspection has been more detailed than normal and taken approx. 12 months to complete.

The internal condition was inspected during the holiday shutdown of summer 2024 when the church was clear of pews allowing inspection from mobile scaffolding.

During the autumn, winter and spring of 2024 and 2025, considerable works were undertaken to the kitchen, community room and office which affect the content of this report. External inspection took place during the summer of 2025.

The exterior of the church, at high level, was inspected with the aid of a hydraulic platform lift for access. Access to the high level parapet gutters was available from the platform as well as access to the pinnacles and boiler flue.

### **Photographs**

A digital photographic record of inspections for this report has been maintained and a library compiled of sufficient of these to assist with future inspections, particularly with regard to items noted as needing to be monitored.

This includes a record of window inspections that can be used when preparing a schedule of repairs and inviting tenders for remedial works.

### **Limitations**

Although the inspection was detailed, it was limited by available access. Floor coverings were not removed and any other area covered over or inaccessible was not inspected and cannot therefore be reported as free of defect.

### **Building Management**

An Estate Management Group (EMG) act as a sub-committee of the PCC with responsibility for care and management of the building. They meet monthly and share responsibility for general maintenance, compliance with legislation and improvements to the building.

Minutes of the Estate Management Group meetings provide the equivalent of a log book, by detailing any works undertaken in the previous period.

## Climate Change

The following is a statement incorporated into all QI Reports:

On 12 February 2020 General Synod recognised that we are in a climate emergency and committed to an ambitious carbon reduction target of Net Zero by 2030.

The culture is changing fast, both outside and within the Church; questions of sustainability should inform all our buildings-related decisions from now on, and this report highlights opportunities for action.

See also the Practical Path to Net Zero Carbon (PPNZC) document in the appendix, and the Sustainability Countdown to 2030 section below. The Church of England Research and Statistics Team has created an Energy Footprint Tool. This will tell your church what your 'carbon footprint' is, based on the energy you use to heat and light your buildings, and is part of the Online Parish Returns System. You will need to input the data from the most recent year's electricity and gas/oil etc. bills, and the tool will then tell you the amount of carbon produced annually by heating and lighting your church building; it will also offer some helpful tips to reduce your carbon emissions. As you use the tool each year, you will be able to see how your church improves, as you take steps to cut your carbon footprint.

Most dioceses now have a Diocesan Environmental Officer in post, who may be able to offer support, including on questions of ecology and biodiversity, and signpost you to further resources.

Sustainability Countdown to 2030:

It will be for the PCC to set its priorities for sustainability improvements, and you are encouraged to use the Practical Path to Net Zero Carbon (PPNZC) appended to this Report to help set these.

It is recommended, as a matter of urgency, that the EMG study the available footprints and advise the PCC on future steps to take towards Net Zero Carbon.

## 1. Schedule of Works Completed since the Quinquennial Report of 2019

The 2019 Quinquennial report identified repairs, noted below, with the action recommended:

Priority A – Urgent - Replace missing tiles and clean gutters – completed

Priority B – Improve security to North Room door and improve ventilation to accessible WC – completed

Priority C & D – 12 months – 5 years – Decoration to gutters and stonework repairs – no works undertaken

Other works completed included:

Emergency repairs at high level to masonry above the north west single door from the nave to lobby after surface failure.

Repairs to stainless steel roofing and leadwork around roof to spiral stair.

Construction of an audio visual desk and control area to the rear of the nave

Refurbishment and fitting out of the kitchen

Refurbishment and fitting out of the original narthex area to form a community lounge with serving area, new lighting and new flooring

Redecoration and fitting out of the office situated in the original south porch

Creation of a refreshment area within the North Room

Removal of redundant bookcases

Attic room - redecoration and replacement of light fittings

Toilets, lobby's, stairs and circulation areas – introduction of sensor switches

Introduction of improved manifestation to internal glazing.

A willow tree adjacent to the north porch doors was removed in 2024 to prevent a build up of leaves and debris within the adjacent gutters.

The electricity substation was taken out of service approx. 5 years ago and a new substation built within the grounds of the church. Cables were diverted from running below ground adjacent to the North Room to running below the footpath of Langcliffe Avenue, reconnecting with original cables below the north cross over from the church grounds on Leeds Road.

Redundant cables remain in the ground between the original substation and Leeds Road. It is believed none of these are live.

## 2. General Condition

The general condition of the church appears excellent but first impressions are deceptive.

There are problems with the masonry: erosion to the red sandstone feature courses is increasing rapidly, erosion to the face of walling stone is evident and poor joints to coping stones are allowing water to penetrate masonry below. A lack of projecting sills to some windows means that rainwater runs down masonry rather than being projected away from the walls.

There are a few missing or damaged roof tiles.

Coping stones are damaged in places and are allowing water to run down walling.

There are many repairs needed to windows, again to prevent water ingress.

Structural movement to the North Room is obvious and is being monitored.

It is important that repair works to the masonry are undertaken within the next 5 years. Some repairs are more urgent. Failure to stem water ingress can lead to rusting of any iron cramps holding masonry together. Rusting iron expands and can suddenly start a series of masonry fractures.

Internal fixtures and fittings are all well maintained.

General cleaning at low level is excellent but some high level internal cleaning is urgently required.

The inspection and reporting on services and safety measures is excellent.

Ventilation is poor, particularly to the office, vestries and upper rooms used as meeting spaces.

Grounds and boundaries are well maintained with some minor works needed along the north east boundary.

Following the detailed report, recommendations are listed at section 40 with recommended times for implementation of the recommendations.

### **3. Roof coverings**

Unless stated otherwise, roof coverings are of clay rosemary tile. These have a long service life and damaged tiles are easily replaced, subject to safe access.

#### **a. Nave – South elevation**

There is clear evidence that the roof has been patch repaired, particularly against the west gable end.

There are approx. 6 broken or missing tiles on the south elevation. These should be replaced. Ridges are of clay with ventilation gaps to the finials which reduce wind pressure against them. Pointing below the ridges is missing in many places and will need attention within the next quinquennium.

Lead flashings at each end are in good condition.

The roof drains to a lead lined parapet gutter which is clean and free flowing. Lead flashings are satisfactory.

#### **Nave – North elevation**

Construction is similar to the south elevation. There are two broken tiles. Ridges are in reasonable condition on the north side.

#### **b. Chancel**

The chancel roof discharges to cast iron gutters. On the south side two tiles have slipped into the gutter and should be replaced.

The gutter is blocked at the east end with debris and vegetation. It is accessible from the lead lined valley gutter at a lower level.

One tile is missing half way up the north slope.

The north elevation is punctured by the pitched roof from the organ loft joining the main roof part way up.

There is a serious defect where the west side of the organ loft joins the north side of the chancel roof. A tile is missing, the gutter damaged and debris blocking the lead valley below. As shown in the following photograph.

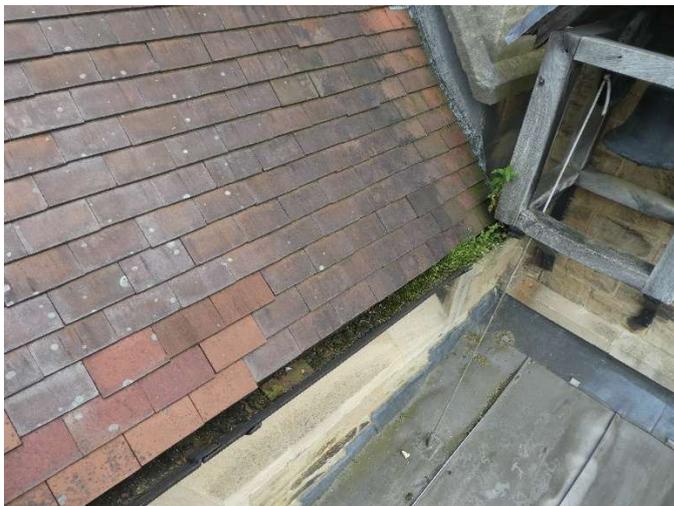


#### **c. North redundant entrance**

The roof is covered with coated stainless steel. No problems identified.

#### **d. Organ Roof**

The gutter on the north side is blocked against the main building by vegetation, adjacent to the bell.



#### **e. Vestry, Attic & Loft area**

Separate pitched roofs serve the Attic and Loft areas. They are at different levels and are joined together with a lead lined valley gutter.

The upper roof is served by a cast iron gutter. The rainwater pipe from this gutter, just above the lead lined valley gutter between roofs, has fallen away and landed on the lead. In falling, the pipe has broken tiles on the adjacent roof. The damage needs repairing and the rainwater pipe needs replacing with a more suitable pipe. The lead valley gutter should be checked when accessible.



Rainwater pipe shown in gutter

**f. South entrance**

The roof has been replaced with stainless steel sheets and is in good condition.

**h. West entrance**

This roof was constructed at the time of reordering in 1997. Constructed of rosemary tiles it is in good condition,

**j. Redundant south entrance**

The area below this roof has been converted into an office. The covering is of stainless steel and in good condition.

It is essential that all roof repairs noted above are undertaken within a twelve month period.

## **4. Rainwater goods & disposal systems**

Rainwater goods comprise cast iron to roofs without parapet walls and seamless aluminium to the North Room. Except where noted, are in good condition but will require re-decoration internally and externally within the next 5 years as part of routine maintenance.

A cast iron hopper adjacent to window W4 (see appendix D for location) appears cracked or blocked. Water is running down walling behind the rainwater pipe.

Lead lined gutters have been commented on under the appropriate roof. All should be cleaned within the next twelve months.

At the same time as cleaning, any damage to pointing between lead flashings and masonry should be repaired. Minor areas of damage were noted at the time of inspection.

## **5. Drainage**

Some storm water drainage problems were reported in 2024 with at least one overflowing gully on the south side. It is believed this stems from root damage in branch drains.

It is recommended that a full drainage survey be undertaken within the next 5 years and the results analysed.

All drainage runs to the east of the building and to outfall manholes in the rear grassed area before discharging into a sewer in Langcliffe Avenue.

Surface water to the south side has been running into cellars but this has been abated by use of concrete haunching to the top basement step. The rear carpark floods quickly in heavy rain. Drainage ditches to the lower grassed areas have assisted in preventing this but the outlets need regularly keeping clear of grass and debris.

## **6. Parapets and upstand walls**

It is important to distinguish between parapet walls and upstand walls.

### **a. Parapet Walls**

Parapet walls are predominantly located to the south and north elevations of the original nave, both at high level and at low level to the side aisles. There is a parapet wall to the south

porch with ornate tracery. There is a simpler parapet wall to the redundant north entrance. The location of parapet walls are shown on the following photographs.

Parapet walls are capped with shaped coping stones incorporating drip moulds to project water away from the building.

Coping stones to parapet walls vary in condition, they are generally well butted up but there are some open joints. On the north elevation particularly, many coping stones have fractured or, in some cases, parts of the ornamental drip mould have broken away.

There are some locations where water penetrating between the coping stones has soaked into the masonry below and causing the wall surface and pointing to deteriorate.



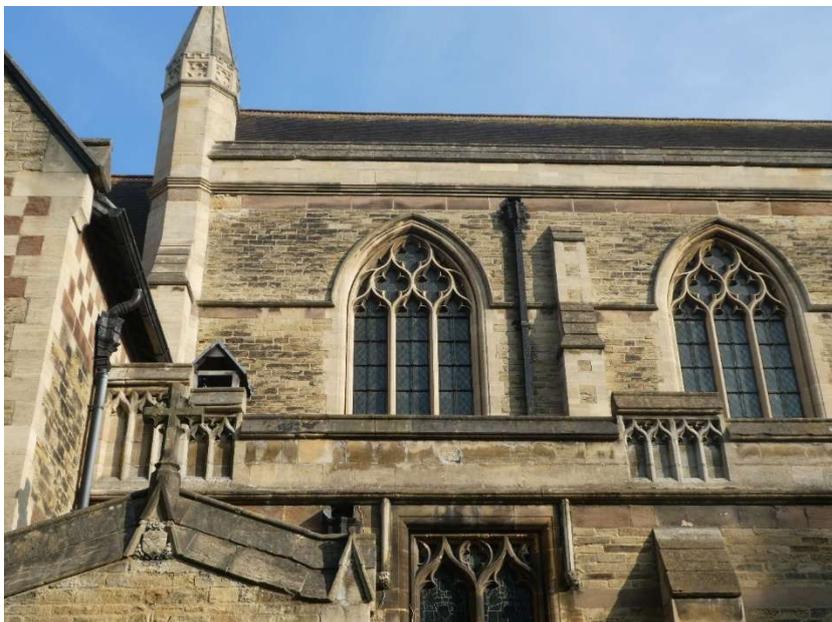
South elevation – location of parapet walls



South porch – parapet wall with ornate tracery



North west elevation – parapet walls



North east elevation – parapet walls, also showing redundant north entrance

The following photographs illustrate defective copings and walls



Broken and fractured coping stones



Open joints in parapet walling



Defective walling and pointing

### **a. Upstand Walls**

Upstand walls occur generally at gable ends.

Upstand walls are capped with flat coping stones which overhang the wall below and are also designed to project water away from the building and prevent water penetration.

Coping stones to upstand walls however have wide joints which in some locations have eroded back causing open joints and allowing rainwater to pass through the open joint onto and into the masonry below. This causes characteristic staining but also means the adjacent masonry soaks up the water and starts to disintegrate and erode with the effects of frost and wind.

All open joints should be pointed up as a matter of some urgency to prevent further deterioration.

Examples of open joints and staining are shown in the photographs below.



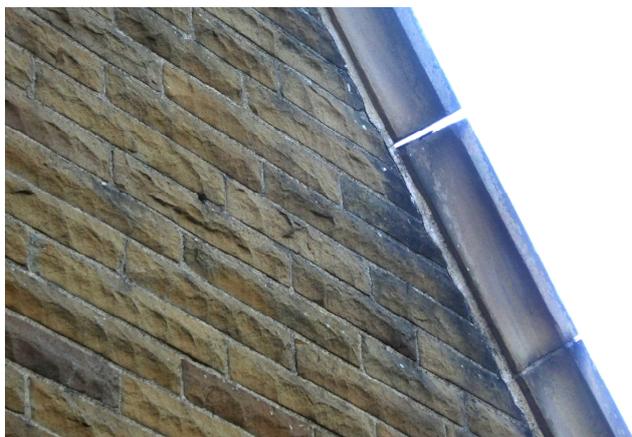
Water ingress from defective joint in copings

South east elevation



East elevation – upstand walls and

copings



West elevation, open joints

Repairs to defective parapet walling and copings needs to be part of a comprehensive review of necessary repair works.

## 7. External walls

External walls comprise:

- A foundation of engineering bricks
- Some evidence of a damp proof course
- A plinth course of limestone
- Walling of local buff sandstone
- Ashlar surrounds to windows, doors and features such as abutments
- Feature bands of red sandstone
- Feature areas of red and yellow sandstone in a chequerboard pattern

The west wall, with ornate buttresses and pinnacles, was constructed in 1956 and included a pair of entrance doors. The original plan was for a tower to be constructed but this was abandoned due to the cost involved.

Plinth courses have eroded and/or fractured in many locations. This has been the result of moisture penetrating the relatively soft stone and aggravated in places by the build up of vegetation around the church. Much of the vegetation has been cut back recently, allowing the walls to dry naturally. Other failures result from the red sandstone course above the plinth eroding, leaving the plinth below vulnerable.



Fracture of damp plinth (south elevation)



Erosion of red band and plinth

The buff sandstone used for walling is formed of close bound sedimentary layers, bound together by the intense pressure built up on them over thousands of years. The edges are prone to easy erosion, particularly by wind and frost action. Intermediate layers are harder

than neighbouring layers and so characteristic erosion of the softer layer is seen when the stone has become wet from excessive run off, dripping or wind driven moisture.

There are a considerable number of instances where such erosion is taking place. Typical examples follow:



Sedimentary nature of masonry, showing erosion

General erosion

Wind erosion

Wall to south side of chancel.



Gap in coping allowing water to run down wall

Water staining and erosion

The effect of this erosion is to allow moisture to penetrate into the external walls. This has occurred above the south choir door where internal plaster is defective as a result of water

penetration. The condition should be monitored after repairs to copings have been completed.

Ashlar stonework is generally in excellent condition. There are a very few locations where wind driven erosion has occurred. In these places, the defective stone should be cut out and replaced, as in the following example.



South porch

Feature bands of red sandstone occur at high level, mid height and above the plinth course.

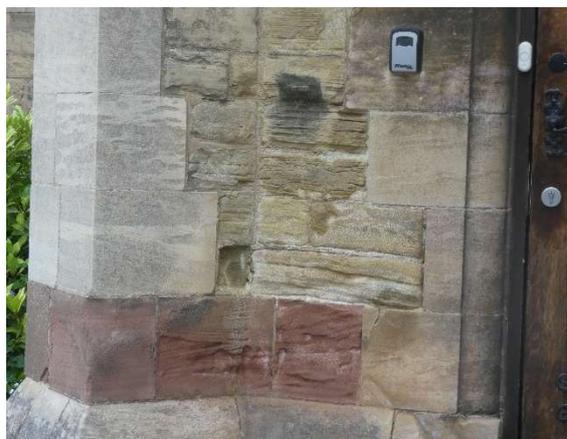
This is a softer stone than used generally and there are serious areas of weathering and erosion. These indicate that some of the stone has been laid incorrectly, leaving the face to spawl and in some cases, blocks have been cut at an angle to the bed.

Wherever there are defective blocks, they should be repaired. The extent and type of repairs needs further consideration but in many cases it should be possible to cut up to 100mm from the face of the block and replace with new stonework held in position with stainless steel rods glued into position.

The main defects are to the south and west elevations, around the base of the porch and nearby buttresses as shown below:



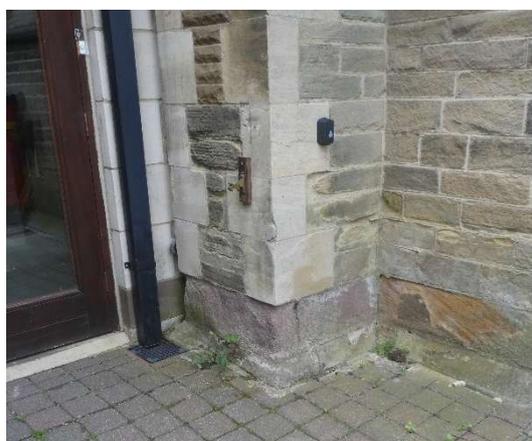
East side of old porch



West side of choir door



South west buttress



Adjacent north porch entrance

It is likely approx. 20 such stone blocks will need to be replaced within the next 2 years.

Checkerboard patterns are shown in photographs at page 10 and are generally sound. Isolated repairs are required to the red stone blocks and should be undertaken at the same time as other masonry repairs.

There is considerable water penetration into the walling of the main gable, west elevation, particularly where joints in contrasting bands have opened up and are allowing water penetration.



Open joints and staining. West elevation

### Internal

Movement cracking above the organ was noticed 18 months ago and should be monitored. There is no reciprocal cracking externally. There are a number of vertical cracks to the curved masonry adjacent to the organ loft.



Open joints above organ and behind staircase

Vertical cracking is evident behind the spiral staircase. This is not evident externally although there is cracking through window surrounds nearby. All cracking should be monitored.



### **Recommendation to monitor:**

As well as undertaking repairs detailed above, the condition of the stonework should be monitored over the next 5 and 10 years. A detailed photographic survey is attached to this report in a digital format so that the rate of deterioration can be monitored by comparing future photographs with the ones attached. This will help to inform on future repairs.

### **Repointing:**

It is recommended that a stone mason be employed to cut out defective pointing around open joints and repoint with lime mortar. This work should be supervised to ensure the correct joints are repaired. Access equipment will be required for this work. It is envisaged that the works would take approx. 3 weeks,

## **8. Porches doors and canopies**

The main entrance porch comprises a hardwood glazed screen, masonry walls and a Rosemary tiled roof constructed in the 1990's. One panel of double glazing has failed and should be replaced.

The original south entrance has been converted into an office. The external walls are in poor condition and have been commented on under external walls.

The choir entrance has also been commented on elsewhere. The entrance door should be treated within 5 years. Repairs have been undertaken to one of the door hinges which seem successful but should be checked periodically. There is erosion to masonry internally caused by moisture penetration at low level. This should be monitored and brushed clean but otherwise can be left for another five years.

The north east entrance has been blocked up and rendered, faced with the original door. This is in need of treatment..

The entrance to the North Room comprises a hardwood screen and glazed door. The door is distorted and is a poor fit, leading to excessive heat loss. It is recommended that the door be rehung and the frame rebated to suit.

## 9. Windows

The windows have been inspected carefully internally and externally. Each has been numbered and the location plan, with window numbers, is annexed at [Appendix D](#)

A schedule of condition of each window is included below with suggested repairs noted.

The defects can be summarised as follows:

Structural movement through masonry causing open joints, erosion and water ingress.

Open joints above windows internally and externally allowing water penetration into the window surrounds

Some historic repairs now failing

Vents require cleaning and recording and brought into use to ventilate the building.

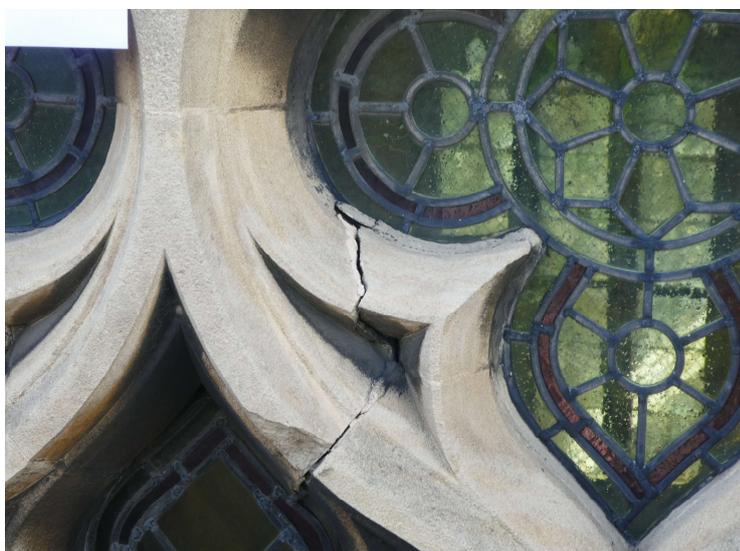
Efflorescence where moisture is drying out

Glazing putties missing or loose

Broken and cracked quarries (glazing)

It was noted that almost all internal surrounds and cills are dirty with a build up of cobwebs in many window head reveals. Water runs evident at cill level should be prevented when external pointing repairs are completed.

The following shows typical window defects:



Movement through tracery



Missing putties & pointing



Open joints in cills

The following window schedule should be read in conjunction with the annotated drawing at Appendix D. Photographs are available that indicate defects.

**Window Schedule**  
**Quinquennial Inspection 2025**

Ref - W	External - notes	Internal - notes
1	-	Broken quarry bottom right hand side. Vent has been wedged shut. Should be eased, re-corded and made operational.
2	Movement through window causing open joint to head of frame and left hand side of tracery. Open joint in string course above allowing water to seep into stone work below. Note also fractured and loose roll moulding to parapet coping above.	Vent in working order. Window needs cleaning after building works.
3	Window altered as part of reordering to allow head room for new access below. Water staining from parapet also showing internally. May be historic but monitor.	The original window has been cut down to provide ground floor access to the North Room. The remaining window has excessive water staining – probably historic. On the original church side, glazing covered with georgian wired polished glass to provide half hour fire resistance.
4	-	Hole in green painted quarry covered with green insulation tape. Open joint at base of mullion and to wall and cill below window.
5	Open joints in parapet allowing water ingress. More investigation needed.	Efflorescence to window arched head. Excess of cobwebs – needs cleaning
6	Some erosion to top right of tracery. Historic movement pointed up previously. Some erosion to parapet wall and open joints.	Staining to left hand side – possibly drying out.
6a	Evidence of blocked hopper. Ivy growth now cut back. Some open joints. Damage to parapet copings above.	Evidence of historic water ingress causing staining and erosion of stone. Monitor. Loose pointing to adjacent wall
7	-	Organ chamber – no access
8	-	ditto
9	Previous water ingress from below coping. Monitor	Masonry staining. May result from external defects. Historic water ingress. Monitor.

10	Open joint between window and cill allowing water ingress.	Window excessively dirty. Water staining – some may be current – monitor. Many cracked quarries (8+) Open joint in cill – point up Repair defective pointing to glazing at cill level.
11	Some putties missing. Pointing damaged between lead and cill to base of glazing. Repoint.	-
12	Open joint to right of arch apex. Minor movement in tracery – monitor. Missing and damaged pointing between glazing and cill. Open joint between glass and mullions caused by structural movement leaving gaps between glass and mullions.	Main east window – arguably the most important one. Stained glass in good condition. Excess of cobwebs need removing Small hole at cill level below words Draw All Men. Evidence of historic water ingress to left hand side and bottom Glazing support bars solid but some beginning to rust. Consider repairs & repainting support bars.
13	Open joints to tracery. Pointing missing between glass and cill. Repoint.	Water ingress through hole, bottom right hand. Allowing staining to wall below. Movement cracks to bottom right of window
14	-	-
15	Open joint in cill.	Original Lady Chapel window (now vestry). Dedicated to Chadwick family. Broken painted quarry to right trefoil of left hand window
16	No access	
16a	No access	
17	-	Doorway infilled with modern glass. Single glazed bedded in mastic. No evidence that this is toughened glass.
18	-	Vent not working – needs easing. Open joint to cill
19	-	Vent seized up – release and new cord. Otherwise good condition.
20	Damp penetration from coping	Lamination of stonework to base of circular quatrefoil window
21	Damage to top moulding. Open joints between ashlar and stone walling.	Weak stone used for window. Deterioration externally mirrors internal . Excess of erosion to 75% of window.

		Open joints to arched lintol – point up Apparent damp to cill - investigate
22	Fractured window surround extending approx. 900mm towards adjacent rainwater pipe. Open joints to head mould. Hole in surround.	Staining to left hand side, Consider with analysis of external defects. Staining/efflorescence of stonework.
23	Open joints to parapet and head. Erosion to head, rh side. Fractured and eroded stone to rh side of surround. Open joints to base of mullion and cill.	-
24	Open joint to lh side of head previously pointed now open. Open joint to cill. Indent to red snastone, lh side needed to remove 75mm diameter defect.	-
25	Structural movement has caused open joints and fracture to tracery. Moisture ingress as a result.	This window is affected internally as a result of external defects. Efflorescence to lintol top. Damp above.
26	-	-
27	Open joints. Indent required to damage within niche to left hand side.	Site of original south entrance doors. Now a modern window to office. Single glazed to arch head – very dirty externally. Glass covered with adhesive film. No ventilation to office.
28		-
29	Putty repairs to glazing required. Open joints in cill.	Window covered with Perspex – prevents vent opening which needs repairing in any case.
30	-	Double glazed roof and vertical window, One of the sloping panes is cracked and will render the double glazing ineffective. All glass is very soiled and needs washing internally and externally. The window latches are difficult to fully shut. The glazing contributes to difficult acoustics in the room which could be improved if fabric blinds were incorporated to the slope and curtains hung at the window.

31	Rot to bottom of hardwood window. Cut out and repair with two part epoxy filler.	-
31a	No access	Roof level window. The opening gear has been removed. Consider re-instatement to provide ventilation.
32	Structural movement and open joints causing water ingress. Cracks in tracery with 10mm movement. Open joints between glazing and stone surround due to movement. Some rust to glazing bars.	Extensive efflorescence to head of window may be related to historic problems with water penetration from parapet wall or gutter above. This, and three other windows in the room have aluminium framed secondary glazing units fitted. They were for a trial period which has expired. No problems noted but they need removing in order to clean behind which should be done at least every 5 years.
32a	-	All ok. Vents working and should be opened to change air regularly. Window covered with diy plastic secondary glazing. Very dirty.
33	-	Modern double glazed window in aluminium frame.
34	Fracture and erosion to head of arch.	Serious horizontal fracture shows in photographic analysis and needs further investigation. Evidence of water run off to cills.
35	Fracture to right hand mullion, in line with internal fracture.	3 cracked quarries. Fracture at base of left hand mullion needs further investigation Open joint to arch head should be pointed up to prevent water ingress Vent not corded
36	-	Some stonework erosion. High damp level to right hand side. Open joints to arch head and quatrefoil windows. Further investigation needed Vent not corded.
37	Poor detailing at surround allowing water to run off and into walling	Westend Rose Window. Good condition. Covered internally with diy plastic glazing

38	Open joints to head of arch Putties missing/worn Wide joint to cill	Efflorescence to top of right hand side of arched head. Salting to left hand side
39	Open joints in tracery	Water staining to both sides of reveals Water runs to cill
40	-	Water runs. Open joints to cill. Excessive staining and salting to left hand side. Vent not corded
41	-	Staining to left hand reveal and arched head. Erosion to centre section, allowing water ingress. needs pointing up. Vent not corded.
42	-	Some loose pointing to glazing Staining to left hand side Vent not corded
43	Fractured stone to top of tracery	

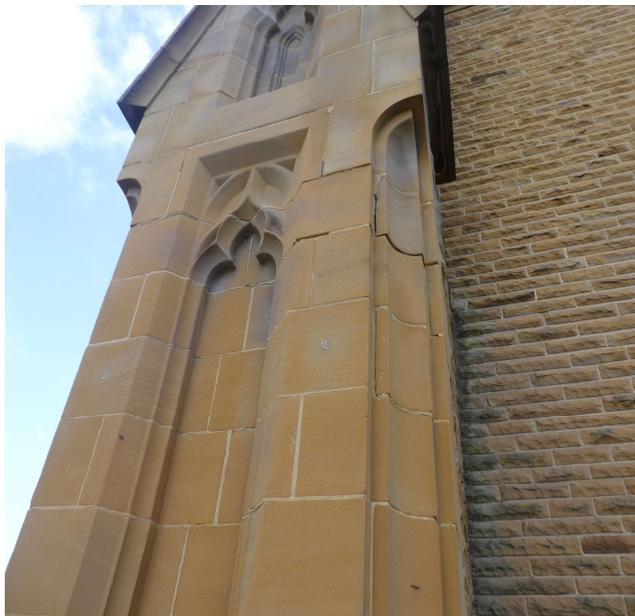
External window survey completed 05.08.25

A scheme of monitoring and repair should be considered in order that all repairs can be completed within 5 years. It would make economic sense to undertake these repairs at the same time as repairing walling, parapet walls and copings.

Accordingly, the cost of repairs is contained in the footnote at page 46.

## 10. Towers and spires

Pinnacles are positioned to the four corners of the Nave. They have considerable detailing and sit atop a buttress on each corner to the west and above external walls to the east.



West elevation & North west buttress

There are open joints to both west end pinnacles and buttresses which need to be repaired to prevent moisture entering the structure.

The faults need further investigation to ensure structural stability and to check whether any ferrous ironwork within the walling is affected by moisture.

The upper part of the north west buttress is illustrated above to show movement.

Examples of movement and open joints to the south west buttress are shown in the following photographs.

The stone block shown a little above the intruder alarm light was protruding approx. 25mm at the start of the inspection but was pushed back into position.



South west buttress

There is a diagonal fracture to the walling of the southeast pinnacle and part of the roll detail has broken away.

The northeast pinnacle appears to be in good order.

All crosses sitting above ridges were checked from a distance and appear to be free of defects.

## 11. Clocks and enclosures

Not applicable.

## 12. Roof and ceiling voids

Roof voids only apply to the eaves level of the chancel and sanctuary area as shown in the following photograph, where a void is formed between the sloping roof structure and the curved eaves detailing. There are no signs of defects when viewed from floor level.

With the exception of the kitchen, no other ceiling voids are accessible for inspection.



Curved chancel ceiling

## 13. Ceilings

All ceilings to the original church including the north and south aisles are boarded over rafters or supports. The internal eaves detail, where walls join roof construction, comprises a triangular void faced with timber. Voids created between rafters are sealed with timber fillets. Where inspected, all areas were very dusty with a build up of cobwebs. All junctions of walls with roof construction should be cleaned at least once in a five year period.

The north room ceiling comprises boards (probably plasterboard) with taped joints and covered with a stipple finish.

Most boarding joints are grinning through where the tape used to cover them has lost its bond and is pulling away. This is a little unsightly but not serious at this stage.

A new ceiling has been created in the kitchen with access for maintenance.

## 14. Upper floors balconies and access stairways

Upper floors comprise timber joists and boards to original church construction and solid, concrete construction to the Rose Room and above the new vestry area.

All floors seem sound and free of settlement defects.

The Rose Room floor lacks any form of insulation to prevent noise transfer which is a serious problem to building users on the ground floor who can hear activity at Rose Room level.

### a. Rose Room

The Rose Room is accessed via a concrete spiral staircase from the original Narthex. The stair is used as an emergency exit now although was designed as the main entrance stairway. There is noticeable bounce in the stair although it is not defective.

There is a straight staircase with interim landings, designed as an emergency exit but used day to day for access. All in good condition.

### b. North Room attic

The open attic area is accessed via a loft type ladder. The area was designed for storage. It is extremely dusty with an excess of cobwebs and must be a hazard for anyone with breathing problems using the North Room.

### **c. Loft Room and Attic Room**

These are accessed from a timber staircase adjacent to the choir entry door. All in good order.

Provision was made during church alterations in the 1990's for a lift to be installed to serve the Rose Room. A shaft and lift pit were provided but the area is currently used as storage.

The Rose Room would be far more useable if access and acoustics were improved.

## **15. Partitions, screens and doors**

All partitions, screens and internal doors are in satisfactory condition.

Door closers need adjusting to prevent excessive closing speeds which cause noise and vibration to the adjoining frame and wall.

The internal partition/screen between the Rose Room and nave is of masonry and glass construction supported back to a steel frame. There is no provision of sound deadening material to this screen and hence noise transfer is a problem during services when both church and this area are in use.

## **16. Ground floor structure**

The original Nave floor is of solid construction, mostly covered with carpet.

Natural stone paving surrounds the font.

The Chancel floor comprises solid construction covered with natural stone paving and incorporates a service duct using stone paving as a duct cover. The Chancel floor has been extended into the Nave with two steps for access between Nave to Chancel floor levels.

Other floors are covered with wood block, carpet or a combination.

New carpet replaced original re-ordering carpet and ceramic tiles as part of the Narthex and kitchen refurbishment of 2024 and 2025.

Most floors incorporate underfloor heating.

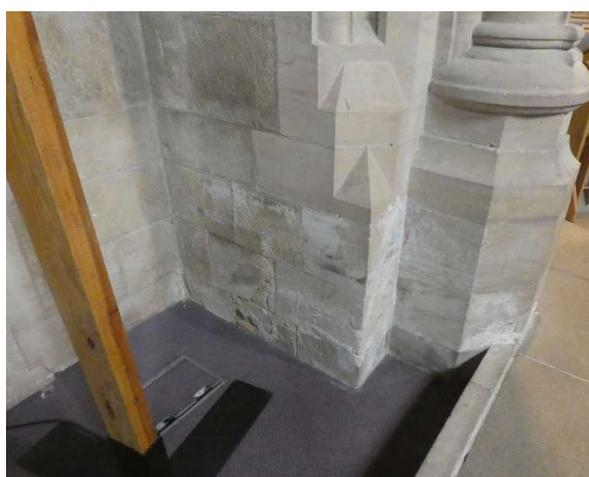
There are no obvious serious defects to floors.

A historic issue between a column and floor to the right of the font seems to have been corrected. It is understood that there were stress issues possibly caused by installation of a solid floor and underfloor heating. There were some problems with rising damp, possibly related to the new concrete floors drying out. No problems are obvious now although some efflorescence is visible suggesting drying out continues. As can be seen in the photograph below, vents have been incorporated to encourage drying out and to prevent any further expansion damage.



The column to the west side of the one noted above (and forming part of the same arch) has a number of small fractures and loose masonry. There is no damp. This should be monitored.

There is stress cracking at the base of columns adjacent the organ loft which should be monitored.



Adjacent organ

## **16a. Cellars and under floor voids**

There are three cellars to the original church. The south cellar containing the heating boilers.

The original church pulpit is stored in this area.

The centre cellar is used by the Scout group for the storage of equipment.

The north cellar contains the organ blower.

Service apertures have been sealed with intumescent foam since the last inspection.

The cellars comprise reinforced concrete ceilings forming the floor of the areas above and built into steel beams. – Vicars vestry, chancel and organ room. The concrete ceiling to the boiler room is cracked at right angles to supporting steelwork. This is not of concern. The ceiling above the organ blower is cracked in many places and is of slight concern and should be monitored over the next 5 year period.

There was no mention of cracking in the last Quinquennial Report

Doors to the cellars are of oak and should ideally be treated with linseed oil to reduce deterioration. Ironmongery is in good condition.

There is an under floor void within the chancel This was created at the time of re-ordering and includes an access duct between north and south. Covers could not be lifted for inspection.

A void below the North Room is free of obvious defects.

## **17. Internal finishes**

Generally finishes comprise oak panelling fixed to a brickwork skin at low level and natural masonry or render to the upper walls. The overall condition is good although problems around windows have been highlighted already in this report.

An emergency repair at clerestory level in 2020 to the north west corner of the Nave was a result of summer condensation soaking into the combed face of the masonry causing delamination. Humidity levels at the time were excessive but are now brought under control by the sensible use of heating to keep the building below dew point.

There is erosion to masonry just above floor level to parts of the chancel, south entrance and walls adjacent to the office. These should be monitored to check that no further deterioration

occurs. Remedial work would involve cutting away masonry to a depth of 100mm and fixing matching indents with stainless steel pins.

Painted surfaces are in good condition.

## **18. Fittings, fixtures and moveable articles**

A schedule of these together with their condition is beyond the scope of this report.

It is recommended that the Terrier is updated and annexed to this report, particularly noting equipment and fittings purchased as part of the kitchen, office and Narthex refurbishment.

The Terrier is an important document and it is a mandatory requirement that it be kept up to date.

## **19. Toilets, kitchens and vestries**

Male, female and accessible toilets are provided as part of the north room construction. These are serviceable although now 25 years old. Hot water provision is poor, running from an electric storage heater off the kitchen entrance with a considerable run off length.

A clergy WC is provided off the vestry.

The main kitchen was refurbished in 2024 and now incorporates stainless steel fittings, fridge and pass through dishwasher. All surfaces are of hygienic wall cladding fixed back to battens. A new Polysafe floor was laid. The area was designed to separate out food preparation from wash up. User storage lockers ensure that personal belongings are not brought into the kitchen. Hand wash facilities are provided.

A serving counter and back bar has been incorporated into the Narthex space, now referred to as Community Room or Lounge.

A perforated ceiling has been applied as part of the refurbishment works in the Narthex to improve the acoustic problems encountered previously. This appears successful.

The North Room includes a beverage station to allow for local drink making.

A Vicars Vestry and Choir Vesty are in good condition.

## 20. Organ

Condition of the organ is beyond the scope of this report. It is recommended that a copy of the service records for the organ are annexed to this report for ease of future reference.

## 21. Monuments, tombs and plaques

There is a memorial tablet on the north wall of the Nave in good condition.

The Reredos is intricate and carved in marble and forms the feature wall of the Emmaus Chapel – an area formed by reducing the size of the Chancel with a moveable screen.

## 22. Service installations generally

### a. Fire alarms

### b. Door access

### c. Emergency Lighting

### d. Portable appliances

### e. Heating Controls

These are all regularly maintained with weekly and periodic testing. Certificates of compliance are appended, **Appendix E** as follows:

**Fire Alarm** – Inspected 28<sup>th</sup> May 2025. Additional detector in solar cupboard recommended. This was fitted on 10<sup>th</sup> July 2025

**Emergency Lighting** – Inspected 28<sup>th</sup> May 2025. A single faulty light to the spiral staircase was replaced on 10<sup>th</sup> July 2025

**Portable Appliance Testing** – all appliances have been tested, Spring 2025

## 23. Heating installation

Heating Controls – These were checked as part of the boiler servicing. The work was undertaken by Keep Keen Controls Limited. A fault was discovered with Boiler No 2 which it is understood has been corrected. A copy of the report on the defect is appended. **Appendix F.**

A current gas safe certificate (which expires on 26<sup>th</sup> February 2026) is appended. **Appendix F**

The heating installation comprises 2 no gas boilers manufactured by Beeston. Primary flow and return circuits serve underfloor heating to the main church area and community room. These are old and will need replacement within a very few years, possibly as part of achieving net zero carbon status.

The Rose Room, North Room and Vestry areas are served by traditional radiators, some fan assisted.

A fan assisted radiator is also positioned in the community room. It is not known whether the fan assisted radiators have been checked and cleaned recently.

Manifolds are contained in designated cupboards. No leaks are evident.

The kitchen is heated by a ceiling mounted infrared heater.

The office is heated by an infrared heater.

The Rose Room is due to have infrared heaters fitted as a means of reducing reliance on gas and to boost the comfort level.

The boilers discharge to a single flue outlet which exits from a stainless steel lined chimney stack. Original vertical vents have been filled in with sand and cement mortar. There is erosion to the stonework. There is no cap to the flue to prevent water ingress. Advice should be taken on whether a cap would be beneficial.



## 24. Electrical installation

An Electrical installation Certificate in respect of the kitchen & community room is appended. **Appendix G.** This is dated 22<sup>nd</sup> November 2024 and was issued following installation of a new supply to these areas.

These rooms are served by a distribution board in the kitchen which is fed by a new underground supply from the main switchboard in the northwest cellar.

An Electrical Installation Condition Report for the remainder of the building is appended. **Appendix G.**

This is broken down into areas to reflect main and sub distribution boards as follows:

Main panel – in organ motor room – page 8

Sub distribution board 1 – in store room adjacent vestry areas page 10

Sub distribution board 2 – in cupboard in Community Room page 13

Sub distribution board 3 – in cleaners cupboard adjacent toilets page 17

Sub distribution board 4 - in Organ motor room (adjacent Main distribution board) page 19

The test results are classified with a code C1 Danger present, C2 – Potentially dangerous C3 – Improvement recommended F1 Further investigation required.

No C1 classifications were recorded.

C2, C3 and F1 classifications were recorded – see page 2 of report.

Some of these items have been corrected but an up to date schedule of outstanding items does not appear to be available. There is no record of testing the repairs.

It is particularly recommended that action should be taken to deal with Item 1 – “No presence of diagrams, charts or schedules at or near equipment.”

There is no record of checking or maintaining the solar panels. These should be maintained in accordance with the church guidance, Solar Panels – Guidance, **Appendix G**

## 25. Sound and visual system

The sound system and audio visual equipment has been updated and diverted to the new AV Desk since the last inspection.

The AV equipment is listed in the Terrier and was updated September 2025 and is appended. **Appendix H**

The safety of this equipment falls under the Portable Appliance Testing rules. It is understood that all equipment has been tested and is satisfactory.

At the time of inspection, there were numerous leads across the floor in the worship music area creating trip hazards. All cables should be tidied up, clipped together where possible and no leads should cross the floor without protection.

## 26. Lightning conductor

Lightning conductors are affixed to both ends of the Nave, with antenna fixed to the rear of the stone crosses.

Tests were undertaken in August 2025 resulting in some upgrading work being required. It is understood that this work has been requested.

Test Certificates and documentation are appended. [Appendix J](#)

## 27. Fire precautions:

Fire precautions should stem from the Government Publication:

Fire safety risk assessment: small and medium places of assembly.

It is beyond the scope of the quinquennial inspection to report on the adequacy of fire precautions but to ensure the PCC has a fire risk assessment in place together with suitable fire fighting equipment and that recommendations are actioned.

A copy of the Fire Risk Assessment is appended to this report. [Appendix K](#)

Fire extinguishers are positioned throughout the building and comprise:

- 5 no water extinguishers
- 5 no 6 litre foam extinguishers
- 1 no 9 litre foam extinguisher
- 1 no fire blanket

These were checked or installed on 28<sup>th</sup> May 2025

Fire drills are held on an occasional basis.

A fire assembly point is designated beyond the rear carpark. The access to this area is let out for commercial use during the week and therefore not easily accessible. There is debate as to

whether a single assembly point is sufficient or whether there should be two points. It is recommended that this is re-considered as part of the Fire Risk Assessment going forward.

## **28. Disabled access**

General access to the church is good for those with ambulant disability. It could be improved by the introduction of an automatic door opening mechanism.

Seats with arms are available, although not integrated into the church furniture layout, to assist those with movement difficulties.

An accessible WC is provided that doubles up as an area for nappy changing. It is a cluttered room and restricts wheelchair use.

An access report has been prepared dated 13<sup>th</sup> May 2024 and is appended to this report. **Appendix L**. This has been reviewed and improvements either made or proposed.

## **29. Safety**

- a. Access**
- b. Escape**
- c. Health and safety**
- d. Risk assessments**
- e. Asbestos Survey & Report**
- f. Food hygiene**
- g. Ventilation**
- h. Legionellosis**

There is easy level access from adjacent public footpaths although it is well known that church users largely ignore the designated path into the church and instead walk across the car park entrance and exits.

Safety within the church building is taken seriously. Magnetic door locks are fitted and used whenever there is not a primary service taking place.

Thumb turns are fitted to the main entrance door and north room doors. A push pad is fitted to the south door.

Since this building is a place of assembly, any final exit door should be fitted with push bars or a push pad.

Occasionally it is noted that thumb turns are in the locked position whilst the building is occupied. This is incorrect in respect of fire regulations.

A system is in place to check that daily and weekly checks are made to confirm that the exit doors are unlocked, the fire alarm tested and defibrillator power supply correct.

Emergency lighting checks are scheduled monthly.

A random check of the Daily log shows that it is frequently ignored. Weekly and monthly checks are correctly recorded. A copy of the log sheet is appended. [Appendix J](#)

A Health and Safety officer is appointed, has received training and is responsible for health and safety within the building.

A Health and Safety Policy for general use of the building is in place. [Appendix M](#)

There does not appear to be a general Risk Assessment. A copy of the guidance on this is enclosed [Appendix M](#)

No asbestos survey or report is available. It is a mandatory requirement that those responsible for managing buildings commission an up-to-date survey and report. It is recommended that if a report has not been compiled then one should be commissioned as a matter of urgency.

The kitchen area is kept reasonably clean and free of debris. Food hygiene is one of the most important aspects of church safety and a copy of guidance on this is appended. [Appendix M](#)

Ventilation to the whole building should be encouraged. As stated under section 9 – Windows – a number of windows should have their vents repaired and used.

There is a concerning lack of ventilation to the office, vestries, and rooms above the vestries. There is a duty on the PCC to ensure compliance with the regulations governing ventilation.

Inspection of the water services should take place and be recorded as set out in the Health and Safety Policy. There is no record of these inspections taking place. Whilst the design of the water installation avoids likely sources of contamination, checks should be carried out regularly.

Some work has been done in maintaining operating instructions for equipment. It is recommended that instructions for all equipment are filed for easy access.

### **30. Bats**

None noted.

### **31. Churchyard**

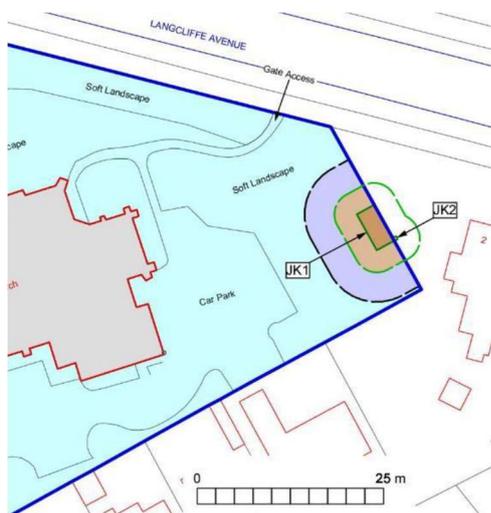
The church is set in extensive grounds that comprise lawned areas, paths and car parking.

The lawns are well maintained with regular mowing.

Paths to the front are mostly of block paving. Weed control and cleaning is needed regularly to ensure free drainage between the blocks.

Paths to the rear are of tarmacadam and in good condition.

There is an area of Japanese Knotweed close to the north east boundary, shown in the plan below. This area is fenced off and undergoing treatment. Documentation is appended, **Appendix N**



Area of contaminated ground

## 32. Ruins

Not applicable

## 33. Monuments, tombs and vaults

Not applicable

## 34. Boundary walls, lych-gates and fencing

Boundaries are a mix of brick walls, stone, fencing and hedging. Ownership details are not readily available but it is likely that they are all the responsibility of the church.

The boundary to Langcliffe Road, set at the back of a footpath, comprises pitched regular coursed stonework with a weathered stone coping, intermediate piers, a pair of gates and is backed by a privet hedge.

There is evidence that wrought iron railings were affixed to the wall.

The gates meet correctly but the centre gate stay is bent and does not engage with the socket. This should be repaired.

Ivy is growing up the gate piers and should be removed. Hedging is overgrown to one side and should be cut back. See photograph.



There are intermediate stone posts, capped with ornamental balls. One is missing and the top of the pier is disintegrating and should be rebuilt.



A tree is growing towards the footpath and is pushing the wall away from its correct line. The tree should be removed and the wall corrected before this becomes a greater problem. This is noted in the Tree Survey and referenced T26.

Open joints generally in the wall should be repointed to prevent water penetration.

The privet hedge to the south elevation needs cutting back throughout its length.

## **35. Trees and shrubs**

### **a. Tree Preservation Orders**

There are no tree preservation orders but all trees are protected by virtue of being in a conservation area.

### **b. Arboriculture Reports**

A report is appended, Appendix P dated June 2022. The report recommends an annual inspection of trees by a qualified person. Since it is now 3 years since an inspection, it is recommended that an inspection and report should be commissioned within twelve months.

This document identifies the condition of the trees at that time.

There is one conifer to the north west boundary that is dead and needs removing.

### **b. Shrubs**

The borders contain many shrubs that are regularly maintained. It is important that shrubs against the church building are kept well pruned and at least 600mm of clear space be kept between shrubs and the building. This is to allow free circulation of air and prevent dampness building up in the church walls at low level and to allow access for inspection and maintenance.

## **36. Hard standing areas**

There is parking for approx. 30 vehicles including 3 spaces reserved for disabled access.

The tarmac paving was topped with fine gravel which is extensively worn, exposing the tarmac. This will need repairs in the next quinquennium.

Two banks of cycle racks are set into paved areas.

## **37. Miscellaneous**

A redundant substation was passed to the church following major alterations to the local electrical supplies.

The building is used for storage and is in reasonable condition other than the rear gutter being blocked with leaves and debris. This should be cleared.

A new substation is within the church grounds and is the responsibility of the local power distribution company. It is recommended that the lease for this building is checked to ensure both parties are complying with their obligations. A check should be made that the correct rent is being received by the church.

A timber shed is used for garden equipment storage.

### **38. Log Book**

The official Log Book is empty. It is understood that steps are being taken to compile a retrospective Log Book covering the last 4 – 8 years.

Information for the Log Book is available from Minutes of the Estate Group Meetings and from information held on Sharepoint.

The Log Book, along with the Terrier are mandatory records and should be available at each APM.

Considerable assistance has been given in providing information for this report but it has been time consuming to find and to make sure the latest information is provided.

It is recommended that a separate store for documents and files, including historic records of the building, be provided so that all building related items can be kept together and accessible for future use. Assistance can be given to set this up if required but at its simplest, will include sections for all the structural maintenance, service installations and testing and all the items listed under sections 22 – 29 of this report.

### **39. Sustainability**

Ideally, this report should identify opportunities to improve the goal of net zero carbon by 2030. Much has been done by the Estate Management Group to work towards this including introducing infrared heating to the Rose Room.

Further suggestions are beyond the scope of this report, given the complexities of operating the building.

It is recommended that PPNZC be on the agenda of the Estates Committee with a timeline drawn up and approved by the PCC to ensure net zero carbon by 2030. This will involve, almost certainly, consideration of the use of alternative heat sources.

## RECOMMENDATIONS

The following are main items of recommendation with likely costs:

Indicative costs are shown; however, they do not constitute an estimate – a full specification for pricing can be provided if required.

Section	Item	Likely cost
<b>1. Works required URGENTLY</b>		
	Roof repairs	4,000.00
	Rainwater goods – cracked hopper to repair or replace	750.00
	Check lead valleys at time of repairing tiled roofs. Provision for repairs	500.00
	Prepare a countdown to net zero carbon by 2030 (if not already compiled)	-
	Tidy up wiring to equipment in worship group area	-
	Either locate an Asbestos Survey or commission one	1,200.00
	Clear gutters to rear of old substation	
		<b>£6,450.00</b>
<b>2. Works recommended to be carried out during the next 12 months:</b>		
	Masonry & window repairs	31,000.00
	- West elevation round to the south porch.	
	-	
	Treat exposed oak doors with linseed oil or similar	500.00
	Commence monitoring cracks in organ blower cellar	500.00
	Append terrier and organ service records	
	Prepare diagrams and layouts of electrical wiring	500.00
	Check and service solar panels	1,000.00
	Commission tree survey and report	1,200.00
	Check compliance with lease for substation	-
		<b>£34,700.00</b>
<b>3. Works recommended to be carried out during the next 12 to 60 months</b>		
	Drainage survey	1,000.00
	Remaining elevations – assume approx. £22,000 x 2 packages of work	44,000.00
		<b>£45,000.00</b>

A considerable number of repairs are required to the fabric of the building as detailed in this report.

A detailed estimate of costs is beyond the scope of this report but the PCC should expect costs between £80,000 and £100,000 in order to complete repairs.

It would make sense to phase the works over, say, three or four years working around the building, one section per year.

The most important area is to the west elevation and the likely cost for repairs is noted above at £31,000.00. This figure includes scaffolding, platform lift, labour, replacement stone blocks, skip, fencing, VAT and professional fees.

I have not included recommendations concerning the changing of boilers to a net zero heat source. If the church are to meet their NZC target by 2030, then serious consideration must be given immediately to how this is to be achieved and the costs involved which will be considerable.

It is hoped that this report is self-explanatory but inevitably there will be questions arising from it. I will be pleased to assist the PCC by explaining some of the technical issues, illustrated with photographs.

I am confident that when repairs are completed and there being no further serious defects, the church building will be in a good state of repair for a further 25 years or so without major expenditure being required.

.....  
Stuart C Holland FRICS  
*Chartered Surveyor*  
30<sup>th</sup> September 2025