

Maintaining Your Church

How to identify maintenance problems
and what to do about them!

Liz West, Church Buildings Maintenance Officer

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Format for the evening:

- 6.30pm to 7pm: refreshments
- 7pm to 8pm: Practical maintenance session with Liz West
- 8pm to 8.30pm: Bats and maintenance with Diana Spencer
- 8.30pm to 9pm: refreshments

Maintaining your church

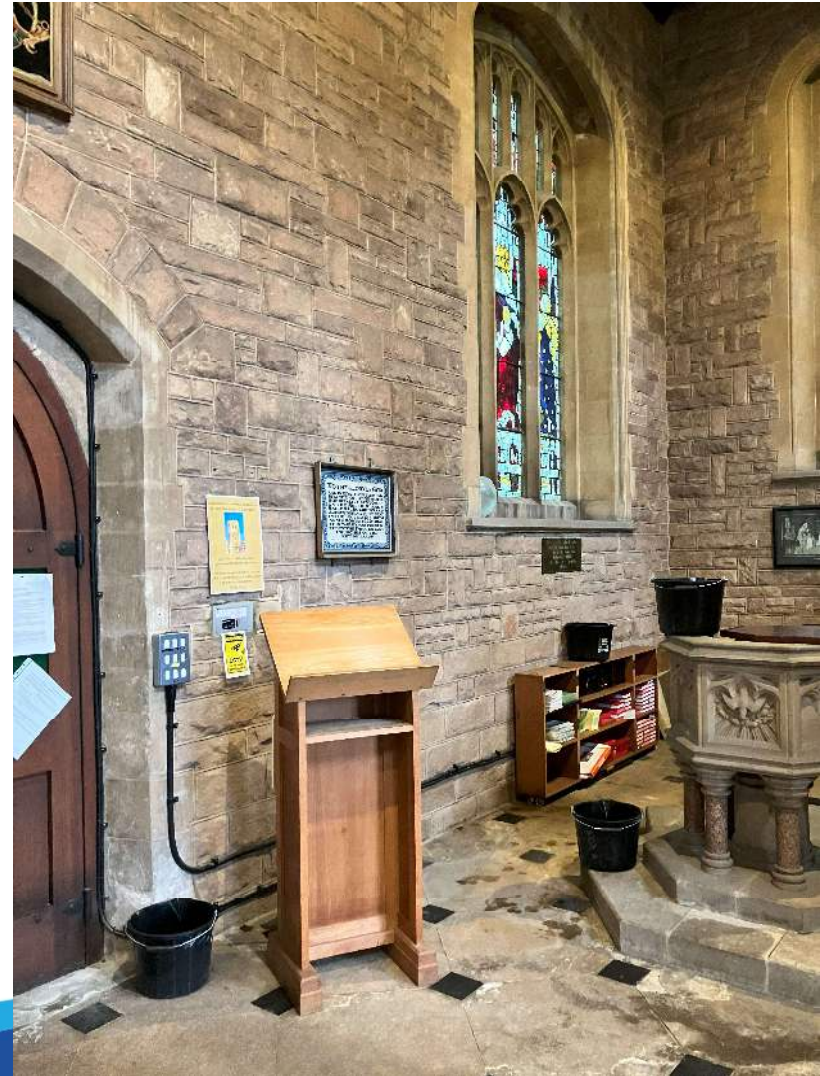
Some topics we will cover today:

- Identifying maintenance issues.
- How to read QI reports.
- Taking the next step after QI/identifying problems
 - How to assess priorities and push forward.
- What can you do yourself or contractor, and what needs permission?
- Funding sources



What is maintenance?







Looking!



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April

Check the roofs for signs of damage:

- Broken tiles on the floor may indicate a problem.
- Check for splits and cracks on flat roofs or sloped sheet roofing.
- Check lead flashing and mortar fillets for signs of decay.

Gutters and rainwater pipes need to be cleared in any area surrounded by trees.

Cast iron rainwater goods may need repainting.

May

Gulleys and drains should be cleared out regularly and drains should rodded out if they overflow during wet weather.

Make sure that the building is properly ventilated and that all opening windows can be opened.

Remove emerging plant growth from the walls and drainage channels. This is likely to be ongoing throughout the summer.

If the heating is being turned off it is a good time to service the boiler and bleed radiators.

June

Inspect the windows and check the glazing, putty, lead cames and wire ties for signs of damage.

Check timberwork for signs of rot including less accessible areas such as floors and roof void, under stairs and in cupboards.

Remove any vermin from floor and roof voids.



July

Check timber windows, doors, fascias and bargeboards. Check for cracked and rotten wood.



August

Take a break!



September

Check for evidence of leaks during heavy rain, especially below the gutters.

Remove plant growth from the walls and drainage channels.

Make sure that water tanks and exposed water and heating pipes are protected from frost.

Make sure that any airbricks or underfloor ventilators are clear.

For further advice contact



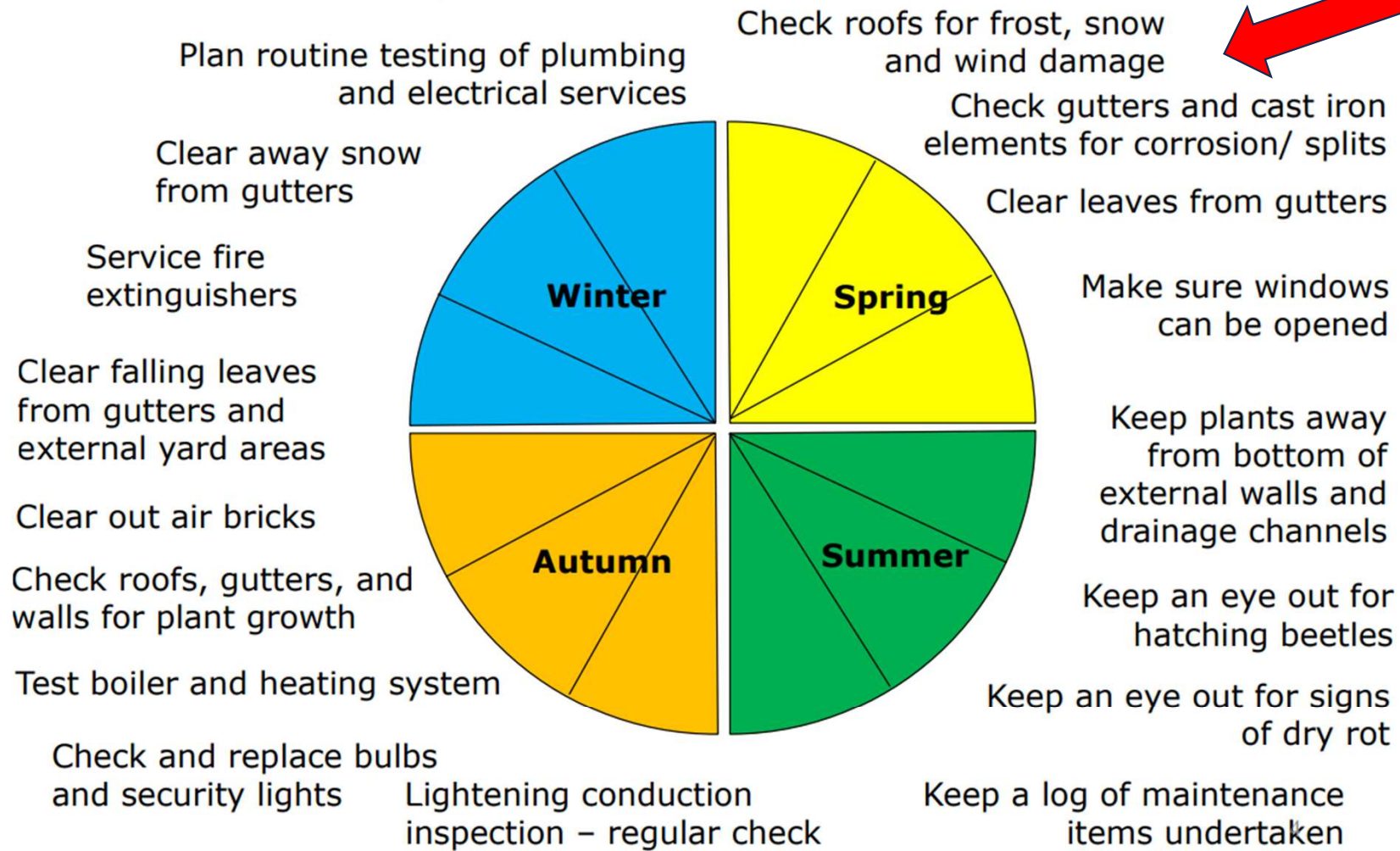
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Heritage Lottery Fund

FAITH IN MAINTENANCE

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2. SPAB Maintenance Cycle











Checklists

Equipment

Make it fun

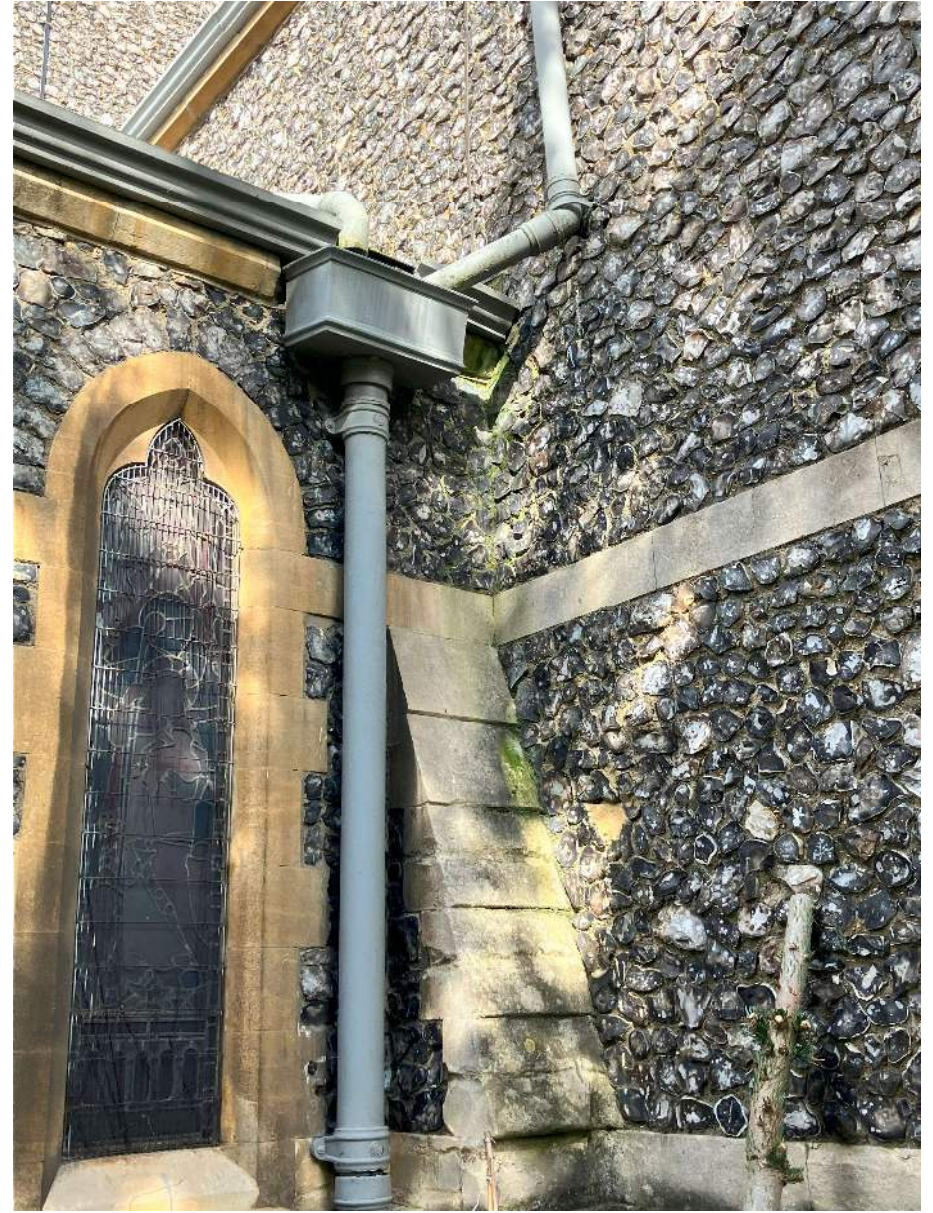
QIs

Know your building

Walk around!











Who does what? – Parish Volunteers

- Inspecting the church from the ground and other places with safe access
- Unblocking gullies and ends of down pipes
- Using ladders at certain heights if happy and safe – clear those gutters of leaves and debris
- Removing plants and vegetation at low level

Who does what? – Maintenance Contractors

- Maintenance and inspection at low levels like parish volunteers plus:
 - Inspect and clean valleys, gutters, hoppers and downpipes at a higher level including parapet gutters.
 - Inspect and clean accessible drains e.g. when you need to drain cover off and rod.
- But can't compensate for the regular maintenance by the parish.

QI Reports

The number in the right hand column of each page indicates the order or priority of recommended works of repair under the following headings:-

CATEGORY 1 - Urgent / dangerous items - repair within 6 months

CATEGORY 2 – Essential work - repair within the next 2 years

CATEGORY 3 – Recommended within the next quinquennium

CATEGORY 4 – Eventual, desirable repairs, renewals, and redecoration.

CATEGORY 5 – Items of routine maintenance

CATEGORY 6 – Items requiring specialist advice.



Bats!

Diana Spencer, formally with Bats in Churches and now working with Buildings for Mission.





Fundraising for projects

This workshop will be led by Ann Wise, the Historic Church Buildings Support Officer.

Venue: Letchworth, Wilbury, St Thomas

Date: Tuesday 25 June 2024, 9.45am – 12.30pm

This [workshop](#) will guide you through how to apply for grants and who to apply to, with hints and tips and much more!

This will be an opportunity to share ideas for fundraising and a chance to chat to others about their experiences – good and bad.

Thank you