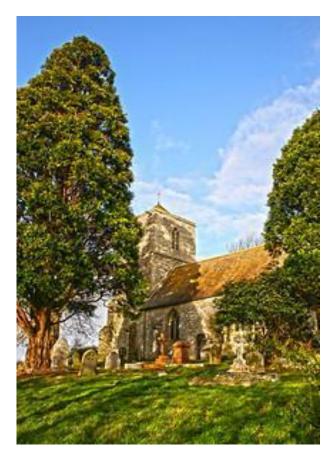


# OLD CHURCH, PENDOCK CHURCH PLAN



## Part D - Action Plan

# Introduction

## Part A - Current Report

Church Introduction and Statement of Significance Current Use (bookings) and voluntary activity Collection Review Conservation Reports Income, Expenditure and Balances Local Community Officers Report

# Part B – Survey

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

# Part C - Community Recommendations

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

Details of short, medium and long term actions agreed upon through Community Recommendations, assigned to community participants or Churches Conservation Trust staff

Version Updated November 2023

#### Introduction

The Churches Conservations Trust's strategy is to empower and support communities to care for historic places of worship, for the benefit of all. A sustainable CCT church is well used by its communities, generates sufficient funds for the maintenance that keeps it in a good state of repair and is able to raise funds for specific repair and improvement projects. Local Community Officers facilitate this through their work with the community to co-create Church Plans.

Church plans are a living document which combines information on the church's history, significance, maintenance and repair needs and the current use of the church, with feedback and recommendations from the community, and concludes with an action plan setting out agreed short, medium and long term actions to support the sustainable use and care of the church.

### Part A - Current Report

#### **Church Introduction & Statement of Significance**

The church dates from the 12th century. Alterations and additions were made to it in the 14th century, and again in the 15th century when the west tower was built. The church was vested in the Churches Conservation Trust on 1 November 1987.

It is constructed in sandstone rubble and has a tiled roof. Its plan consists of a two-bay nave with a north porch, a chancel with a roof at a lower level than the nave, a vestry to the north of the chancel, and a west tower. The nave measures 37 feet (11.3 m) by 18 feet (5.5 m), and the chancel 18 feet (5.5 m) by 12 feet (3.7 m). The tower is in three stages. In its lowest stage are diagonal buttresses, and a two-light west window; in the stage above is a thin rectangular window. The upper stage contains a two-light louvred bell opening on each side, and at the top is a parapet behind which is a pyramidal roof. The porch is timber-framed and the round-headed inner doorway is decorated with carvings, including chevrons. Also in the north wall of the nave is a two-light window under a pointed head. The south wall of the nave has two two-light windows between which is another round-headed doorway that is plain rather than decorated with carving. The south and east walls of the chancel each have a two-light window.

The nave and chancel ceilings are plastered. Above and to the left of the chancel arch are fragments of wall painting. In the chancel is a piscina with a triangular head. The communion rails dated from the 17th century and have turned balusters, and the pews contain linenfold panels. There are boards in the nave painted with the Lord's Prayer and the Creed. Under the tower are tiles with the Ten Commandments and the names of the churchwardens of 1851. The font dates from the 10th century; it is plain and simple, with a circular bowl on a circular base. The organ is a chamber organ of unknown date that was restored in 1978 by Nicholson & Co of Worcester. It is thought that Sir Edward Elgar may have played this organ. There is a ring of four bells. The oldest is dated 1686 by an unknown maker, there are two bells by Abel Rudhall, one cast in 1745 and 1753, and the fourth, originally of 1745 was recast in 1908 by H. Bond of Burford. The church plate includes a paten and flagon dated 1740, a bread knife with a silver handle of 1750, and a cup dated 1766.

#### Current use (bookings) & voluntary activity

Pendock Old Church currently enjoys permission from The Church of England for six Sunday services each year and an unlimited number of additional services on an occasional basis. During the last three years the church has held annual Easter services, as well as the occasional funeral. The church has also been opened by local volunteers for Heritage Open Days.

Voluntary activity undertaken by local volunteers includes:-

- Unlocking of the church as and when requested.
- Cleaning .
- Ad hoc reporting of building change.
- Maintenance of the churchyard.
- Organising organisations to support with maintenance of the churchyard.

Church Information	
General Information:	
Open Churches Policy status:	Open
Local Community Officer:	Gurdev Singh
Current projects:	Not at present
Parking:	Field adjacent to the church
Building services:	N/A
Churchyard:	Not owned by CCT, maintained by the Parish Council
Ring-able bells:	Yes
Organ:	Present, working, fixed by community
Volunteering:	· ·
Key holder role:	Fulfilled
Key representative role:	Fulfilled (CCT liaison, maintenance reporting)
Fundraising roles:	Vacant and necessary
Stewardship/events roles:	Vacant and necessary
Research, interp. & talks role:	Vacant and necessary
Cleaning schedule:	Regularly led by volunteers in accordance with CCT guideline
CCT Items:	
CCT silver plaque:	Installed
CCT information board:	Installed, requires updating
Oak post:	Installed
CCT freestanding board:	Installed
Wall safe poster:	Installed, current
CCT A board:	Installed
Gift Aid envelopes:	Provided
Visitor book:	Installed
Welcome table:	Maintains stock of current leaflets (note unavailability of future leaflets for re-stock)

Children' s explorer cart:	Not at present
Children' s trail:	Not at present
Tourism/Marketing:	
Nearby attractions:	Eastnor Castle, Malvern Hills, Three Counties Showground
Social media presence:	Not at present
Images on CCT website:	One of four
Regular feature parish news:	Not at present
Events/Activity:	
Services per year:	Occasional
Christmas memory tree:	Not currently
Heritage Open Days:	Yes
Ride & Stride:	Yes
Champing:	Not currently
Retail:	Not currently
Health & Safety:	
Fire rated capacity:	90
Seating capacity:	Not determined
Site plan:	Available
Roof alarm:	Not installed
CCTV:	Not installed
Individual item security measures:	None
Accessibility details:	Provided via website
Risk assessment general:	Current
Risk assessment fire:	Current
COSHH listing:	Current
Portable appliance listing:	Current
Security Audit:	Current
Pews:	N/A

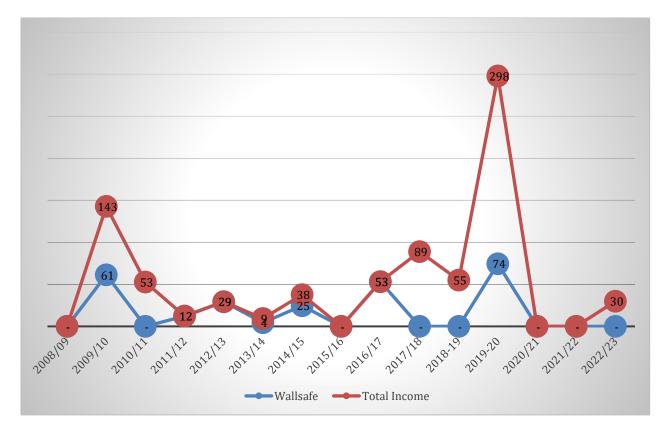
**Conservation Reports** 

Annualised maintenance costs (Exclusive of VAT): Annualised maintenance costs express the total costs of church maintenance divided by 25 years. Every forecasted cost which relates to the maintenance of this church over a period of 25 years is included. Any anticipated repairs are excluded. A list of typical maintenance tasks for any historic church, forecast over the period, is available to view at appendix 2.	£4564.44
Routine maintenance costs (Per annum and exclusive of VAT): These are included in the annualised maintenance costs and are the total cost of two maintenance visits per year. A list of the typical maintenance tasks for any historic church included in the twice-annual maintenance visits is available to view at app. 3.	£552.00
Other maintenance costs total (Exclusive of VAT): Additional maintenance needs discovered during twice-yearly maintenance visits, costed and listed individually below.	£995.00
- Broken window	£95.00
- Broken slates	£500.00
- Decay of timber at junction with ceiling	£400.00
Total short term repairs: Small scale items of limited cost which could be fulfilled with minimal fundraising.	£9,100.00
- Plasterwork repairs	£5,400.00
- Brush down lias and limewash	£3,000.00
- Install new wall safe	£700.00
Total medium term repairs: More expensive needs such as roof repairs and tower repairs which may require more involved fundraising and grant applications.	
- Record fractures to walls and ceilings, make good and decorate. Monitor fractures for further movement.	£6,500.00
<ul> <li>Replace salt damaged plasterwork and limewash on completion</li> </ul>	£3,400.00
- Monitor all monuments	£550.00
Total long term repairs: Items which are known to require works in the longer term but which are not essential in the near future.	£4,250.00
- Assess the condition of the tower lower room timber work	£500.00
- Allow for repairs to monuments	£2,500.00
- Report on organ following theft of internals	£1,250.00
Total desirable repairs: Repairs which are not essential to the conservation health of the church but which might improve aesthetics or usability of the building.	£6,000.00
- Repairs to organ following report	£6,000.00
All cost figures are estimates, exclusive of VAT and professional fees. VAT is charged at 20% of the total costs and can sometimes be recovered. Professional fees vary, but are either charged at an hourly rate or as a percentage of the total project cost. These are usually charged only on larger or more complex projects.	

### Income, Expenditure & Balances

#### Income

	Wall Safe	Service Collection	Services Fees	Events	Donations	Third Party Hire	Total Income
2022/23	£0.00				£30.00		£30.00
2021/22	£0.00						£0.00
2020/21	£0.00						£0.00
2019/20	£74.00				£324.00		£398.00
2018/19	£0.00				£55.00		£55.00
2017/18	£0.00				£119.00		£119.00



#### Visitors

		Wall safe income per visitor
2022-23	1,253	0.00
2021-22	210	0.00
2020-21	Data not collected	£0.00
2019-20	280	£0.27
2018-19	60	£0.00
2017-18	100	£0.00
2016-17	156	£0.34
2015-16	231	£0.00



#### Expenditure

#### Total spend since vesting (non-maintenance): £205,112

	Conservation (repair) expenditure	Maintenance expenditure
2022-23	£0.00	£1,888.00
2021-22	£0.00	£858.00
2020-21	£0.00	£366.00
2019-20	£0.00	£1,728.00
2018-19	£0.00	£1,538.00
2017-18	£0.00	£820.00
2016-17	£0.00	£744.00

Income less expenditure 2022/23 -£1,858.00 (Income from all sources, minus maintenance, and conservation expenditure)

Income less annualised maintenance 2022/23 -f1,858.00

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

#### **Balances**

The restricted balance is the amount of money which has been covenanted or restricted for expenditure at the church. Any expenditure needs to match the terms of the covenant under which the money was donated, for example, a term expressing that a donation is intended for roof repairs only.-

Restricted Balance Report 2023/23 £0

#### Local Community Officer's Summary

This pretty Worcestershire church is certainly a hidden gem, though benefits from very generous support from a small number of community participants. Additional members of the community support the church well but less regularly through attendance at events.

Annual services give an opportunity to review collection donations, given that visitors may be currently unaware of our annualised maintenance liability. This message could be amplified through information presented in the church.

Marketing could focus on historical societies with an interest in the history of the local area, including Elgar links, seeking bookings to tour the church alongside other popular local venues with a related connection. Voluntary effort towards research and interpretation products could facilitate encouragement of these bookings at the same time as enriching the visitor experience further.

The site has limited open floor space for alternative use. Additional revenue could derive from promotion of local, sympathetic businesses seeking to promote services and products through signage at the church. The Community may need to give consideration to the sustainability of the opening and closing regime at the church, currently the church is locked and visitors must call ahead for the key, and to review some of the options detailed in this summary towards the shortfall against annualised maintenance costs, addressing the risk of necessary repairs wanting for funds in future seasons.

CCT will need to provide a walk around guide and additional notice board signage for visitors early in 2020. The wall safe has attracted attention from thieves in recent months and as a result review of means for emptying the safe and providing associated signage would be beneficial.

A supply of Christmas cards and a sponsor for the Christmas Memory Tree might also help develop useful income against maintenance liability.

## Part B – Survey

#### Summary of consultation responses received by end August 2020

Following distribution of fifteen questions through our standard church plan questionnaire in summer 2020 to existing Churches Conservation Trust correspondents, (together with an invitation for correspondents to share the survey and associated Church Plan Part A), no response was received for **Pendock Old Church** by the deadline of August 30th. An example of the survey is in appendix 1.

## Part C - Community Recommendations

#### Pendock Church Planning Meeting Held - January 2023, Attending GS (Local Community Officer) et al.

#### Volunteers

Discussion about lack of volunteers and lack of local interest from the community, CCT to find volunteers as the current small team require more help and support.

#### Events

Annual service at Easter will be organised.

Detailed discussions took place and agreed that it would be great for the church to be used more for services and events.

#### Churchyard/ Maintenance

The local community (committed couple of people) maintain the churchyard, the Probation service will be attending over several weeks. However, it is the Parsh Council's responsibility for the maintenance.

Local community also painted the kissing gates.

#### **General Discussion**

The organ has been 'fixed' by a keen local organist, this was kindly organised by Revd. J.

A Guidebook for Pendock was produced by the community.

Current lack of volunteers means limited as to what can be achieved at the church.

There is possible connection with Elgar and the organ at the church, also wall paintings drawn by Miss Matin Moore.

The small team of volunteers are very committed and do there very best, but do require more support.

## Part D - Action Plan

#### **Community Actions**

#### Short term actions (to end June 2023

#### Medium term actions (to end June 2024)

- Another organisation that could be approached by **Revd. J** in the future is the Justice Service UPW – they help with looking after churchyards.
- Try to recruit new volunteers.
- Explore whether Heritage Open Days and history/culture tours/nature walk of local churches could be organised and would be popular as so much history at the church.

#### Long term actions (to end December 2025)

- **Revd. J** possibly explore Ride and Stride that could be another possible project involving the Diocese.
- Investigate suitability of church for more regular religious use.
- Discuss potential for regular church related features, parish newsletter and inclusion of church updates in parish council meetings.
- Consider means for increasing footfall and consequent donations.

#### Actions complete (to end June 2023)

- A very successful annual morning Easter service held organised by **Revd. J** and local Parish volunteers.
- **Revd.J** organised for the Probation service to attend over several weeks and clear up the churchyard, they have done an amazing job and this is greatly appreciated by CCT.
- Organ is working and again thanks to Revd. J for sorting this out.
- Electrician arranged by the community and very kindly resolved electrical issues.

#### **Local Community Officer Actions**

#### Short term actions (to end June 2023)

#### Medium term actions (to end June 2024)

- The inside of the church as requested by the community would benefit from a decent display of the history of the church.
- Try to recruit new volunteers.
- Church needs to be regularly cleaned so that it is attractive for visitors, CCT need to find volunteers to undertake these tasks.
- Organise regular meetings with the community.

#### Long term actions (to end December 2025)

- Investigate suitability of church for hire to increase usage and income.
- Consider means for increasing footfall and consequent donations.

#### Actions complete (to end June 2023)

- Wording changed on CCT website, church plan, etc as requested to Pendock Old Church.
- Contacted local family, response received, waiting for them to provide date for a meeting.
- CCT Estates team informed of repairs that are required to be undertaken e.g. lights need replacing, also that plaster is falling off in places, the wood in the porch and the door opposite the porch are in need of repairs.
- Booklets have been ordered and placed at the church.
- New display stand for the leaflets has been replaced.

## Appendix 1: Summer 2020 Questionnaire

This is the first of fourteen questions in the survey - thank you in advance for working through each one. First of all, we need to know if you're completing the survey on behalf of an organisation or writing in a personal capacity (If you're writing on behalf of an organisation, please use the text box to let us know which one. Thank you!)

Which church are you writing about? (Don't worry, you can complete additional questionnaires for other sites if you like!) Please state the location and dedication, as in 'Sapperton, St. Kenelm's'. Thank you.

People are involved with our sites in so many different ways. In your own words, please describe your relationship with the church building.

Some people are actively involved at the churches we look after together. If you're part of this group, tell us about your involvement. Cleaning, attending services and fundraising are just a few of the most frequent activities we share, but we'd appreciate as much detail as you might be happy to provide.

In your own words, and having reviewed 'Part A' of our church plan (sent to you by email with the invitation to this questionnaire), please describe a perfect outcome for our work together at the church. What would you like to see happen in terms of community involvement and other use of the building?

Bearing in mind the repair liabilities and running costs described in the report you've read, what challenges do you anticipate for a sustainable future at your church?

Thinking about local life away from the church, which other community projects or activities are you aware of that could combine with our work to protect the church for the future?

Here are two questions together... Could increased use of the church benefit the community? How would this increased use benefit the church itself?

What do you think are the most important conservation priorities at your church? For each or all of these priorities, please also let us know about any ideas you have for addressing them.

Income and expenditure for the church is detailed in 'Part A' of the report we sent you. Addressing conservation priorities will entail finding new ways to raise funds. Tell us about any ideas or opportunities you have identified for raising additional income at the church.

What do you think might be the best ways to get started with any fundraising activities you have suggested?

If you don't already, would you be interested and available to take part in future fundraising activity?

Almost done! We'd like to invite you to join us in a group discussion about the church later this year, either in person or through 'phone / video conference. Would you be willing to join the discussion?

Last question! Is there anything else you'd like to share about your interest in the church which we haven't asked you already? Otherwise, thank you again so much for reflecting on the future of the church through your answers.

# Appendix 2: Typical Maintenance Tasks Forecast For A CCT Church Over 25 Years

The list below gives examples of items that CCT needs to maintain in its churches. Some items on this list will not relate to this church but give guidance as to the typical items we cover. These estimations are based on the cost in 2020, please note we are not able to predict inflation costs and therefore these are not included.

A specific report is created for each church every nine years by an experienced and trained building inspector. This details the repair needs of the building and lists the repairs required according to their priority. Please contact your Local Community Officer if you wish to see this report.

Item	Method & Purpose	Cycle/ Yrs	Estimated Cost per visit (present day levels)	Cumulative Estimated Total Cost After 25 Years (2020 values)
Drains, rodding	Below-ground drains can be blocked by debris which stops the rain water dispersing properly and potentially leading to water backing up and overflowing. To prevent this they require rodding and cleaning even ten years.	1	£ 39.00	£ 975.00
Soakaways, inspection and clearance of silt build-up	Soakaways consist of a large pit filled with gravel of varying sizes which act as a filter to allow rainwater to slowly seep into the surrounding ground. Over time material carried into the soakaway in the rain water fills in the gaps and slows the rate of dispersal which can lead to water backing up and potentially damaging or even flooding the church	10	£ 600.00	£ 1,500.00
Mansafe hatchway system	Man safe systems are steel cables or anchor points which are fixed to the roofs of churches to allow people to safely access and work on the roof. As these systems are used for safety it is a legal requirement that they are tested every year for loose fittings or damaged cables.	1	£ 360.00	£ 9,000.00
Lightning conductor testing	Lightning conductors are required to be checked every three years to make sure that they are still performing correctly and will be able to disperse a lightning strike effectively. Metal thefts have often targeted lightning conductors and they may need replacing.	3	£ 480.00	£ 4,000.00

Organ maintenance	Organs are complex machines built using numerous natural materials which can be damaged by moisture, heat and animal attack. It is recommended that organs are checked every year to carry out minor repairs and to be re-tuned as required. Regular servicing can also reduce the likelihood of large unexpected repair bills.	1	£ 140.00	£ 3,500.00
Fire extinguisher inspection	Fire extinguishers servicing checks that the fire extinguishers are functional and maintaining adequate pressure for use in an emergency. Note the CCT only provides fire extinguisher in churches which are either stewarded, used for Champing <sup>™</sup> or have significant timber items.	1	£ 166.00	£ 4,150.00
Electrical periodic inspection testing	Electrical tests ensure that the electrical system of the church is both safe and fully functioning. The test will check all elements of the system and highlight any concerns.	5	£ 350.00	£ 1,750.00
Replacement of electrical fittings	As items are highlighted as faulty through periodic testing and maintenance visits they will need to be replaced.	15	£ 1,500.00	£ 2,500.00
Replacement of lamps	General wear and tear - Bulbs require regular replacement. Note LED bulbs will be used where possible	2	£ 250.00	£ 3,125.00
Heating installation, servicing	Annual servicing of the heating system to ensure the efficiency and safe working order of the boiler etc.	1	£ 384.00	£ 9,600.00
Roof alarm, servicing	Roof alarms require annual servicing to check that the system is in good working order and to replace minor parts such as the batteries in sensors.	1	£ 316.80	£ 7,920.00
Rainwater goods, redecoration	All external rainwater Goods (RWG) require redecoration as they are in exposed locations and are exposed to significant amounts of water. The redecoration significantly extends the lifespan of the RWGs and ensures that they are working correctly and are securely fixed in position.	7	£ 1,560.00	£ 5,571.43
Internal & external ironwork redecoration	Redecorating the ironwork prolongs the life of the item and improves the aesthetic of the church. The redecoration of ironwork also provides a good opportunity to inspect the item for damage.	7	£ 1,500.00	£ 5,357.14

Redecorating external joinery prolongs the life of the item and improves the aesthetic of the church. The redecoration of ironwork also provides a very good opportunity to inspect the item for damage.	7	£ 1,875.00	£ 6,696.43
Minor repairs to the windows such as broken panes of glass, replacement of glazing bars, mortar repairs or lead work repairs are important to exclude the weather and birds and other animals.	5	£ 350.00	£ 1,750.00
Bells require ad hoc inspection and minor maintenance to fixtures and fittings	5	£ 235.00	£ 1,175.00
We have a 9 yearly architect or surveyors inspection plan. When the survey is undertaken all elements of the church will be inspected and a prioritised plan for all required repairs will be created.	9	£ 450.00	£ 1,250.00
Roofs require constant minor maintenance with a major overhaul every seven years	7	£ 2,500.00	£ 8,928.57
An annual service of the clock with minor repairs and checks to ensure good timekeeping	1	£ 140.00	£ 3,500.00
A five yearly inspection of all the trees in the churchyards we are responsible for to check for defects and enable us to plan for any required works.	5	£ 225.00	£ 1,125.00
Grass cutting and minor trimming of plants and bushes etc.	0.5	£ 200.00	£ 10,000.00
Office costs to support maintenance planning etc.	1	£ 20.00	£ 500.00
Staff costs incurred in preparing the required inspections and reports	1	£ 97.00	£ 2,425.00
	the item and improves the aesthetic of the church. The redecoration of ironwork also provides a very good opportunity to inspect the item for damage. Minor repairs to the windows such as broken panes of glass, replacement of glazing bars, mortar repairs or lead work repairs are important to exclude the weather and birds and other animals. Bells require ad hoc inspection and minor maintenance to fixtures and fittings We have a 9 yearly architect or surveyors inspection plan. When the survey is undertaken all elements of the church will be inspected and a prioritised plan for all required repairs will be created. Roofs require constant minor maintenance with a major overhaul every seven years An annual service of the clock with minor repairs and checks to ensure good timekeeping A five yearly inspection of all the trees in the churchyards we are responsible for to check for defects and enable us to plan for any required works. Grass cutting and minor trimming of plants and bushes etc. Office costs to support maintenance planning etc. Staff costs incurred in preparing the required	the item and improves the aesthetic of the church. The redecoration of ironwork also provides a very good opportunity to inspect the item for damage.7Minor repairs to the windows such as broken panes of glass, replacement of glazing bars, mortar repairs or lead work repairs are important to exclude the weather and birds and other animals.5Bells require ad hoc inspection and minor maintenance to fixtures and fittings5We have a 9 yearly architect or surveyors inspection plan. When the survey is undertaken all elements of the church will be inspected and a prioritised plan for all required repairs will be created.9Roofs require constant minor maintenance with a major overhaul every seven years7An annual service of the clock with minor repairs and checks to ensure good timekeeping1A five yearly inspection of all the trees in the churchyards we are responsible for to check for defects and enable us to plan for any required works.0.5Office costs to support maintenance planning etc.1Staff costs incurred in preparing the required to staff costs incurred in preparing the required1	the item and improves the aesthetic of the church. The redecoration of ironwork also provides a very good opportunity to inspect the item for damage.7£ 1,875.00Minor repairs to the windows such as broken panes of glass, replacement of glazing bars, mortar repairs or lead work repairs are important to exclude the weather and birds and other animals.5£ 350.00Bells require ad hoc inspection and minor maintenance to fixtures and fittings5£ 235.00We have a 9 yearly architect or surveyors inspection plan. When the survey is undertaken all elements of the church will be inspected and a prioritised plan for all required repairs will be created.7£ 2,500.00Roofs require constant minor maintenance with a major overhaul every seven years7£ 2,500.00A five yearly inspection of all the trees in the churchyards we are responsible for to check for defects and enable us to plan for any required works.5£ 225.00Grass cutting and minor trimming of plants and bushes etc.0.5£ 200.00Staff costs incurred in preparing the required1£ 97.00

### The total cost over 25 years for this example of a typical church is £107,598.57 (exc. VAT)

The average yearly cost for this example of a typical church is £4,303.94 (exc. VAT)

# Appendix 3: Typical Maintenance Tasks Forecast - (Twice-Annual Maintenance Visits)

Item	Method & Purpose
Gutters, downpipes and gully clearance	Gutters, hoppers and downpipes are easily blocked by leaves and debris both windborne and dropped by birds which can lead to overflowing and water damage to the building.
Roof, inspection & replacing slipped/missing slates/tiles	Over time some slates/tiles or the pegs/nails which hold them will reach the end of their useful lifespan. When this happens it will allow slates to move from their correct position which can let rain in to the building and potentially poses a risk to visitors as the slate/tiles can fall.
Vegetation, control of growth	Overgrown vegetation against walls and buildings can hold moisture against the building potentially causing damage and some plant species are invasive. Vegetation can also obscure the building hiding potential damage and can provide shelter for vermin such as mice.
Tower stairs & boiler room steps, sweeping	Leaves and other debris can build up on steps which could lead to accidents if people slip. Regular sweeping reduces the risk for potential accidents.
Principal steps and paths, clearance	Leaves and other debris can build up on steps which could lead to accidents if people slip. This is especially the case for churches with trees in the area. Regular sweeping of the steps reduces the risk for potential accidents.
Wall Safe, servicing	Servicing of the wall safe helps to ensure that the donations can be easily collected and also checks to ensure that there hasn't been an attempt to steal from the safe.

## **Appendix 4: Typical Champing™** Arrangements and Related Income

Champing<sup>™</sup> is the exclusive overnight hire of a church to visitors. Camp beds and chairs are set up inside the church, along with tea making provisions, battery lighting, and cushions and blankets to give guests a cosy stay.

Guests book online through the Champing<sup>™</sup> website www.champing.co.uk and these bookings are related to local contacts so everyone knows when visitors are staying. A local member of staff sets out equipment for the night and removes all gear each morning. Guests have exclusive access to the church between 6.00 p.m. until 10.00 a.m. so visitors can enjoy the church during the day.

Champers don't expect much in the way of facilities and understand that these are ancient buildings. For most churches we've installed eco-loos either inside or outside in wooden cabins. We don't allow candles but provide battery lanterns and fairy lights. As most of our churches don't have heating we only operate Champing<sup>™</sup> between the end of Marchand the end of October, and we recommend Champers bring warm sleeping bags and extra blankets. We also supply bedding and breakfasts but this option isn't available at all churches. Most Champers will eat out locally or may bring their own picnic.

For those churches without electricity we provide a gas camping stove and we also provide amply bottled water for Champers and all visitors to use.

Typically Champers are couples and families. Some of our churches are large enough to welcome groups of up to 16 people. We are dog-friendly, and child-friendly. Many Champers appreciate the history, architecture, and unique features of their surroundings, and come to learn about the building and its locale through this unique accommodation. We offer those staying for the first time a free CCT membership so they can learn more about our work and consider support for The Trust after their visit. You can evaluate typical income which derives from Champing<sup>™</sup> in the table below.

Church	2017	2018	2019	2020	2021	2022
Langport, Somerset	£10,47	£2,766	£3,810	£3,128	£7,748	£4,938
Emborough, Somerset	/	£2,024	£1,378	£2,625	£5,270	/
Chiselhampton, Oxfordshire	£10,156	£2,696	£5,864	£1,705	/	/
Wolfhampcote,						
Warwickshire	/	£3,001	£2,214	£1,624	£4,763	£5,924
Holme Lacy, Herefordshire	/	£4,369	£4,759	£1,004	£7,501	£4,144
TOTAL	£20,628	£14,856	£18,025	£10,086	£25,282	£15,006