

TOOLKIT

Church Buildings Strategy Committee



CHURCH BUILDINGS AUDIT

“.....buildings are generally a valuable spiritual and community resource, but this needs to be locally determined, as does finding ways forward with other partners for their upkeep and development.” (Moving On in Mission and Ministry, 2003)

As part of the review of Mission Action Plans after two years of working together, Mission Communities should carry out an audit of their buildings, to discover how best they may enable the work of mission and ministry in their area, and to assess the budgetary implications. This toolkit is intended to provide a basis for this audit.

The **first and second sections**, requiring details about the Mission Community and the Parish should be **completed by the PCC**. The third section on the significance of the building and the impact of any potential changes made should be completed by a consultant. Once completed, this should be submitted to the Archdeacon for their consideration and for discussion by the Church Buildings Strategy Committee.

**ASSESSMENT OF CHURCH BUILDINGS IN THE
DIOCESE OF EXETER to be completed by the PCC**



I. MISSION COMMUNITY

1.1 Name of Mission Community		
1.2 How many Anglican buildings for worship are there? What is the churchmanship of each church?	a. b. c. d. e. f. g. h. i. j.	
1.3 How many places of worship of other denominations are there?		
1.4 How many church halls are there?		
1.5 How many church schools and community schools are there?	CHURCH: STATE:	
1.6 Clergy numbers in the Mission Community?		

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2. PARISH

2.1 Parish and Church name	
2.2 Civil Parish	
2.3 Local Authority	
2.4 Address (inc. post code)	
2.5 Grid Reference (?)	
2.6 Is the building in a conservation area or National Park?	YES/ NO NAME:
2.7 Does the church have a churchyard? Is this open or closed for new burials?	YES/ NO OPEN/ CLOSED
2.8 a. How many Anglican churches/ chapels are there within your parish? b. How many are there in your Mission Community?	a. b.
2.9 How many places of worship of other denominations are there?	
2.10 How many church schools and community schools are there?	CHURCH: STATE:

2.a. PEOPLE

2.11 How many are on the electoral role? Has this increased or decreased over the last few years?	
2.12 What is the population of your parish?	

2.13 How many stipendiary clergy does your parish currently support? Please provide percentages where applicable.	
2.14 What is the worshipping tradition/ churchmanship of your church?	
2.15 Are you able to pay your common fund in full?	
2.16 Who uses your building? Is it used for events other than services, please list: What could be done to make it a better tool for community uses/ mission?	
2.17 Do you have a 'Friends of the church' group?	

2.b. BUILDING

2.18 Is the building listed? If so, which grade?	UNLISTED I II* I
2.19 Approximate age of building	
2.20 What is the setting of the church? (Rural, urban, village etc)	
2.21 What is the seating capacity of the building? Is this sufficient, too much, too little?	TOO LITTLE SUFFICIENT TOO MUCH
2.22 What type of heating do you have? Do you consider it to be effective? How much does it cost per year?	YES NO £

<p>2.23 Is the building in a good state of repair (according to the most recent QI)?</p>	<p style="text-align: right;">Continue overleaf</p>
<p>2.24 List the works carried out to the building in the last 5 years, including approximate costs:</p>	
<p>2.25 Are you planning any future works? Please list them:</p>	
<p>2.26 What percentage of the value of the building is insured?</p>	<p>100% 75% 50% 25% other:</p>
<p>2.27 Is the church kept open all day?</p>	<p>YES/ NO</p> <p>OPENING HOURS.....</p>
<p>2.28 What is the condition of the churchyard?</p>	
<p>2.29 Has the PCC undertaken an Access Audit and made any alterations to comply with the DDA?</p>	

**ASSESSMENT OF CHURCH BUILDINGS IN THE
DIOCESE OF EXETER to be completed by a CONSULTANT**

**DIOCESE
OF EXETER**

3. THE BUILDING, ITS SETTING AND ITS CONTENTS

Please continue on extra sheets if necessary.



3.1 Historical Background

A summary, which could simply be a list of key dates in the foundation of the parish, building, consecration, alteration or extension of the church, or could include information on significant historical or literary associations – patrons, people buried in the churchyard etc. Who was the church built to serve; who does it serve today?

3.2 The Church in its Setting

This section should consider the contribution of the church to the physical character and quality of its surroundings:

a. What impact does a rural church have on the character of the village – how has it affected the development of the settlement around it, is it in the ‘heart of the village’, or has the ‘heart’ moved elsewhere? What impact does an urban church have on the streets around it in terms of architectural style and scale? Was it built as part of the residential neighbourhood of which it is part? Does it have landmark value on an eye-catching site? Are there sightlines and vistas of the church that are valued and worthy of protection?

b. What is the archaeological potential of the building and its site?

c. What is the potential of the church and its setting as a green space and refuge for wildlife?

3.3 The Church and its principal fittings and furnishings

a. Building Materials

b. Plan form and principal construction phases. Highlight structural and architectural features of particular interest or quality: such as piscina, sedilia, Easter sepulchre, image niches, rood loft stair, graffiti etc.

<p>c. Name(s) of architect(s), patron(s)</p> <p>d. Principal furnishings and decorations (monuments, pews, choir stalls, font, pulpit, screen, galleries, stained glass, stations of the cross, wall paintings, hatchments, organ, textiles). Should make clear the historical relationships between furnishings and decorations in different media e.g. where the stained glass, wall paintings etc are all the work of a single architect or designer.</p>	
<p>3.4 Statement of Importance</p> <p>Drawing upon the contents of the report above, explain why this building should be treasured and appreciated. This may reflect historical significance nationally or locally, archaeological importance, architectural quality, or interest, importance and completeness of furnishings. Set out the heritage values attached to the building, addressing where possible their relative and comparative worth.</p>	

3.a. THE IMPACT OF CHANGE

This section of the report should seek to highlight the risk to historic fabric represented by these three scenarios and can only address the issue in general terms. The severity of the perceived risk will reflect the fragility and importance of the building and its furnishings and the degree to which it has been altered/ reordered already.

<p>3.5 To what extent is the building amenable or vulnerable to change?</p> <p>a. As a consequence of liturgical reordering or spatial reorganisation:</p> <p>b. As a consequence of extended or shared use with activities other than regular worship:</p> <p>c. As a consequence of being closed as a place of worship and passing into alternative use in the secular planning environment:</p>	
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3.6 Recommendations for improvements and issues to consider

3.7 Likely archaeological impact of works