



**The Church of St. James,
TEIGNMOUTH, TQ14 9BT**

QUINQUENNIAL REPORT FOLLOWING INSPECTION by R.C. PALMER

EXETER DIOCESE, EXETER ARCHDEACONRY,
KENN DEANERY

Grade 2* Listed and in the Teignmouth Conservation Area

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Report on the condition of the building following Quinquennial Inspection by R.C. Palmer, Dip.Arch, Pg. Dip., M.A., A.A.B.C.

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A PRELIMINARIES**1.0 PROFESSIONAL ADVISOR**

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2.0 THE INSPECTION

- 2.1 The Inspection was carried out on 10th October 2019 when the weather was mild and mostly dry.
- 2.2 Previous surveys were carried out by the author in May 2014 and March 2009, and by Frank Crowe in September 2000.

3.0 BRIEF DESCRIPTION OF THE BUILDING**3.1 Plan**

- a) A plan of the Church is included at the end of the report.
- b) It is one of the few Anglican Churches to have an octagonal plan which accommodates the Nave and Sanctuary and it also has a West Tower, staircases to a gallery with a schoolroom behind, a south porch, a toilet in the previous north porch and a meeting room (Whitford Room), vestry and toilet at the east end.
- c) All compass references in the text relate to liturgical north, which approximates to true north.

3.2 Access and Parking

- a) Pedestrian access to the Churchyard is obtained from streets around the Church to the west, north east and south east corners.
- b) There is no car park but limited on street parking is available nearby.

3.3 Churchyard

The Churchyard is of reasonable size and well maintained.

3.4 Brief Description and History

- a) The Tower dates from the 13th century but the medieval Church was demolished in 1819.
- b) The replacement Church may have been designed by W.E. Rolfe of London and built by Patey of Exeter in 1821; it originally had galleries

on at least 5 sides and the original pews faced inwards towards the centre.

- c) It was altered in 1890 by W.H. Lloyd of Birmingham when most of the galleries were removed and new east-facing pews fitted. A large vestry was added at the south east corner.
- d) It was restored in 1953 after 2nd world war bomb damage.
- e) The walls are of grey Plymouth stone with red sandstone to the Tower. The octagonal roof is mostly slated.

3.5 Internal Photographs



Looking East



Looking West

B MAIN REPORT**1.0 SCHEDULE OF WORK COMPLETED SINCE THE LAST INSPECTION**

Repairs to plaster and decorations, south wall
Conservation of Luny tomb

2.0 GENERAL CONDITION

- 2.1 The Church is generally in good structural condition with little evidence of any movement.
- 2.2 The walls appear drier on the south side now that replastering has been carried out but damp is still evident in other areas.
As noted in the last 2 reports this has been a problem ever since the original external plaster was removed in the late nineteenth century and it may be that it can only be cured by rendering the exterior again.

PRIORITY

KEY: U – Urgent; 1- 1 Year; 2- 2 Years; 5 – 5 Years; D- Desirable; E- 5+ Years
SDE- work required to improve safety, disabled access or energy efficiency.

3.0 ROOF COVERINGS**3.1 Tower**

- a) The Tower roof is flat and covered with lead sheet of good thickness.
- b) It is laid well although the steps between the sheets are low but no defects were seen.
- c) It was noted that the rainwater sumps are quite small and there are no overflow pipes. These would indicate early indications of blockages by seagulls' nests, etc.
- d) At the time of the inspection they were clear, and a flue brush is kept on the roof to clear blockages as they develop.

D

3.2 Main roof

- a) This is pitched with parapet back gutters at the perimeter walls and shallow slate covered slopes away from flat area around the central lantern (see photo overleaf)
- b) The slates are Cornish and mostly in sound condition.
- c) As noted in the previous report the back gutters are covered with lead sheet and the bays are far too long, causing numerous splits to develop. These have been repaired temporarily with flashband and ongoing repairs will be needed regularly until

these gutters are renewed properly with new lead in smaller



bays. I counted 23 separate repairs.

2/5



Above: typical bay in back gutter showing temporary repairs

d) One of the flashband repairs has been displaced, possibly by

seagulls (see photo overleaf)

U



e) The flat area around the central lantern is covered with lead sheet. This is thinning and joints between the boards are showing through.

E

f) The lead rolls are also developing splits at their ends and one has a temporary repair (see photos below and overleaf)

1





3.3 Lantern

- a) This has shallow pitched slopes covered with Cornish slate and lead covered parapet back gutters.
- b) They were not inspected as no ladder assistance was offered at this level.

1

3.4 Porch

- a) This has a flat roof covered with a large single sheet of lead
- b) It has had numerous temporary repairs, and these will be ongoing until the covering is replaced in smaller bays of lead or, due to its vulnerability, terne coated stainless steel (see photo below)

2/5



3.5 Choir Vestry (Whitford Room)

- a) This is pitched and covered with natural slates and lead covered parapet back gutters on the south and east sides.

b) There are 3 part slates missing on the east slope (see photos below)

U



c) The lead back gutter has a bitumen repair (see first photo above)

E

d) The north slope is in poor condition, with several slates missing, and with the roofspace open to the elements in one location (see photos

below)

U



3.6 Vicar's Vestry and Toilet

The roof is flat and was recovered with mineralised felt 5-10 years ago; it is a material with a short life and will need replacing in due course.

E

3.7 Link Corridor and store

a) The store has a shallow pitched roof covered with mineralised felt

- in good condition. E
- b) The link corridor has a flat roof covered with asphalt, in satisfactory condition
- 3.8 Boiler Room
- The boiler house is largely underground and has a solid concrete roof which is adequate for its function.
- 4.0 **RAINWATER GOODS AND DISPOSAL SYSTEMS**
- 4.1 Gutters
- There are very few gutters as most rainwater outlets are to hoppers.
- 4.2 Rainwater pipes and Hoppers
- a) These are of cast iron and generally appear in satisfactory condition
- b) Decorations are fair, but some will need renewal within the Quinquennium. 5
- c) The South Porch rainwater pipe has been damaged by vandals 1
- 4.3 Drainage Channels and Gullies
- No blockages noted, apart from the south gully, which has been blocked by vandals. U
- 5.0 **BELOW GROUND AND FOUL DRAINAGE**
- 5.1 Storm Drainage
- It is not known where gullies and the channel drain but there appear to be no problems with flooding
- 5.2 Foul Drainage
- a) A foul drain was connected to the sewer in 2011 for the new toilet and no problems were noted.
- b) There is an inspection chamber near window 18 on the drain from the vicar's toilet. As it is an interceptor chamber it should be checked regularly to ensure there are no blockages. 5

6.0 PARAPET, UPSTAND WALLS AND CHIMNEYS

6.1 Tower

The low parapet walls are faced with lead on the inner face and also capped with lead sheet, so they are fully protected against damp.

6.2 Main walls

- a) These have embattled parapets that are rendered internally and externally with a hard cement render, causing any moisture that penetrates to be trapped. D
- b) On the east elevation the top coat of render has failed (see photos below) 2



- c) In some areas the internal render has been covered with bitumen, further sealing in any dampness D
- d) A rendered section above the South Porch roof needs attention (see photo overleaf) 1

6.3 Lantern

- a) This also has embattled rendered walls with the same problems. D
- b) Some of the copings have made up in 4 pieces; ideally these should be replaced with single stones. D
- c) There are cracks by the south west hopper that should be filled 1



6.4 Vestries

Parapet walls appear satisfactory although they are coated with bitumen on the inner faces.

D

6.5 South Porch

The parapet walls are rendered and these need attention where they meet the main walls (see photo above)

1

7.0 **WALLING**

7.1 The main walls are mostly constructed of Plymouth stone, which is squared, and strap pointed in cement mortar.

D

7.2 Dressings to the corner turrets are rendered and this is defective on the east elevation (see photos on previous page)

2

7.3 The Tower is built of red sandstone rubble, generally in good condition but some repointing will be needed in due course.

E

8.0 **EXTERNAL TIMBER, DOORS AND METALWORK**

8.1 The South Porch doors are in poor condition with repairs and redecoration needed. There is graffiti on one of the doors (see photo overleaf)

1

8.2 The steel platform at the top of the permanent roof access ladders is rusting badly and needs attention (see photo overleaf)

1



East door of South Porch



Main roof access platform

9.0 WINDOWS

9.1 External

- a) W1 & W3-W7: satisfactory
- b) W2: Some masonry erosion
- c) W8: Mullion heavily eroded to glass line and erosion to head (see photo below)

E

2



- d) W9: Tracery erosion leaving gaps at junctions with glazing (see photo below)

2



Mullions in very poor condition lower down (see photo below)

2



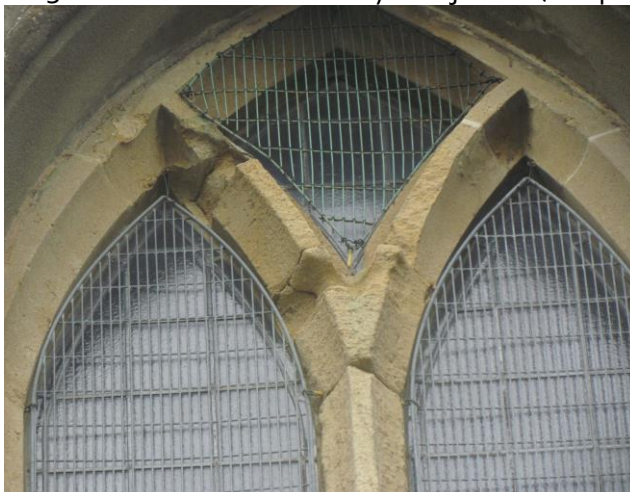
- e) W10: Minor erosion to masonry
f) W11: Tracery erosion
g) W12: Erosion to mullions
h) W13: Much erosion to tracery and jambs (see photo below)

E

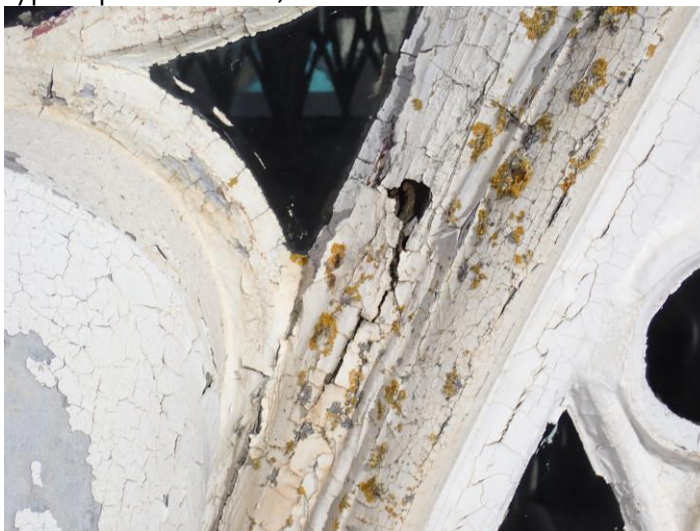
E

5

2



- i) W13A: Timber window needs repair to beads and redecoration 2
- j) Lantern windows: Many repairs and redecoration needed (see typical photos below) 1



9.2 Internal/Glazing

- a) The cills of the lantern windows are flaking where they are affected by the defects shown above D
- b) Iron saddle bars are starting to cause damage to the internal masonry including W1, W9, W12 and W15 D/E

10.0 TOWER**10.1** Bell Chamber

- a) The floor is substantial and in satisfactory condition.
- b) There is a ring of 8 bells hung for ringing in a cast iron low-side frame by Taylor, 1963, with cast iron headstocks.
- c) All appeared in good condition.
- d) The frame will require redecoration. 5

10.2 Other chambers

- a) The clock chamber is in good condition.
- b) The ringing chamber is in the base of the Tower, which also acts as the main entrance to the Church, which causes difficulties at times. D
- c) The ceiling of this chamber is very stained from previous leaks D
- d) There is a crack in the plaster over the west door. E

11.0 CLOCK

- 11.1 The clock is flat-bed by Smith of Derby, 1896, with gravity escapement and Cambridge quarters. It appears in good condition.
- 11.2 Unusually the clock has 3 faces.

12.0 ROOF AND CEILING VOIDS

No defects were seen from the access hatch in the Tower. I was unable to access the main roof space however, without assistance, and a visual inspection from the crawling boards should be carried out. 1

13.0 EXPOSED ROOF STRUCTURES AND CEILINGS

- 13.1 The main ceiling is vaulted and of lath and plaster with a composite structure in the void, supported on slender cast iron columns which also support the lantern. These columns have minor deflection which is judged to be long standing and of no concern.
- 13.2 Decorations are flaking on several ribs and staining on the ceiling in the south-south east corner. D

14.0 UPPER FLOORS, BALCONIES AND ACCESS STAIRWAYS

- 14.1 There is a gallery at the west side of the Church with two access stairs from the link between the main body of the Church and the Tower. One of these stairs has been closed off at the top. No defects were noted but the front of the gallery is low by current standards and should be raised with a rail or similar for safety. SDE
- 14.2 There is a disused schoolroom behind the organ which is fairly basic and plaster finishes and decorations are poor in some areas.

15.0 PARTITIONS, SCREENS, PANELLING AND DOORS

No defects noted.

16.0 GROUND FLOOR**16.1 Main Church Area**

- a) The pew platforms are pine boarded and unventilated. D
- b) The surrounding walkways are solid and paved with flagstones and covered with carpet.
- c) There is a suspended timber floor in the Chancel area which is mostly covered with carpet and lacking ventilation. D
- d) A number of the cast iron grilles over the heating ducts are very loose. SDE
- e) The platform in front of the choir stalls is very loose. 1

16.2 Other areas

The link to the tower has a flagstone floor which is uneven.

17.0 INTERNAL FINISHES

- 17.1 Walls are mostly finished in a limewashed lime plaster.
- 17.2 Dampness is still evident in several areas affecting both the plaster and decorations. D
- 17.3 If they continue to remain damp then further repointing, grouting, or external plastering will need to be considered. E
- 17.4 As stated before there is dado boarding to a height of 1.5 metres around most of the Church and with the general damp problems it is likely that some of the boarding and supporting timbers will need replacing. E

18.0 FIXTURES, FITTINGS AND FURNITURE

- 18.1 The pews date from the 1890 re-ordering; they are in rows facing east, whereas the original layout facing the centre would work better with the design of the Church.
- 18.2 The reredos is being affected by the damp in the walls at low level. D/E

19.0 TOILETS, KITCHEN AND VESTRY**19.1 East end**

- a) The Whitford Room lobby has a tiled floor, boarded ceiling and a large fitted cupboard. No defects were noted.
- b) The Whitford Room has a fitted carpet on a suspended timber floor; this appeared firm and it does have some ventilation.
- c) There is a kitchen area next to the east wall; no defects were seen.
- d) The vicar's vestry has a carpeted suspended timber floor with no ventilation. Boards should be lifted regularly to check for possible decay and ventilation added. D
- e) The toilet opens off the vicar's vestry; the door knob is broken. 1

19.2 West End

A fully accessible toilet for all other users of the Church has been added at the west end and this is in very good condition.

20.0 ORGAN

- 20.1 There is located on the west gallery in the Tower.
- 20.2 It appears to be unused.

21.0 MONUMENTS, TOMBS AND PLAQUES

- 21.1 The Lucy Townshend memorial on the south wall has been removed since the last inspection for safety reasons.
- 21.2 Dampness is affecting the Carey monument (see photo below) D



- 21.3 Because of the level of dampness in the walls it is likely that the iron fixings of the wall monuments are rusting, and all should be checked for stability.

SDE

C SERVICES

22.0 SERVICE SYSTEMS & INSTALLATIONS

22.1 General

This report is based on a visual examination only, and no tests have been applied.

22.2 Heating

- a) This comprises a wet system with a boiler in the heating chamber at the north east side of the Church.
- b) The existing system is now reported to be satisfactory.

22.3 Electrical

The installation requires testing within the Quinquennium.

5

22.4 Mechanical

Fan in new toilet working satisfactorily.

22.5 Water Supply

The mains supply is metered.

22.6 Audio Visual and Sound

The sound system is reported to be satisfactory. There is no hearing loop.

22.7 Telecommunications

There is a land line in the vicar's vestry (01626 778575)

22.8 Fire Precautions

- a) Fire extinguishers are provided and are tested annually.
- b) The fire precautions in the Church are regularly reviewed by your "Responsible Person" (see Advice to Parishes in Appendix)

22.9 Insulation

Due to the age of the roofcoverings it is very unlikely there will be any effective insulation.

22.10 Lightning Conductor

None

22.11 Renewable Energy

No provision.

22.12 Energy Efficiency

All light fittings have been fitted with low energy bulbs.

D CURTILAGE**23.0 CHURCHYARD GENERALLY**

This is grassed and well kept

24.0 RUINS

None

25.0 MONUMENTS, TOMBS and VAULTS

25.1 There is one separately Grade 2 Listed tomb to Thomas Luny (and James Wallace) located approx. 35 metres NNW of the Church (English Heritage ID 461125)

25.2 Conservation work has been carried out in the Quinquennium and this is now in good condition.

25.3 The Sullock and Bartlett tomb has some defects.

E

26.0 BOUNDARIES**26.1 General**

The Churchyard is enclosed by walls on all 4 sides which are separately Grade 2 Listed, along with the gate piers and gates (EH ID 461124).

26.1 North

a) This comprises a high stone wall mostly attached to outbuildings belonging to properties in Daimonds Lane.

- b) There is some ivy on the wall next to the south gable of the adjacent house. 1
- c) There is ivy at the east end as well 1
- 26.2 East
- a) This wall is in fair condition with a few gaps in the copings. 5
- b) There is some Valerian near the vicar's vestry and erosion of the stone. D/E
- c) There is ivy near the sooth end. 1
- 26.3 South
- a) This comprises a high stone wall next to Bitton park Road with a hedge along most of its length except near the west end.
- b) As the wall is over 3 metres high at this point you should consider extending the hedge or providing a safety rail. SDE
- c) There is patched cement repointing and render repairs in some areas . E
- 26.4 West
- The top of the wall has been renewed.
- 27.0 TREES and SHRUBS**
- 27.1 There is a large holly close to the Tower, 2 yews near the south east Gate, 3 trees near the north boundary and 3 near the south boundary.
- 27.2 Most trees are regularly pruned or pollarded.
- 28.0 HARDSTANDING AREAS**
- 28.1 The concrete path has been repaired and is satisfactory
- 28.2 The tarmac path is in satisfactory condition.
- 29.0 OTHER CHURCHYARD FEATURES**
- 29.1 The gates and gate piers are separately Grade 2 Listed with the walls of the Churchyard.
- 29.2 The gates need redecoration. 2
- E MISCELLANEOUS**
- 30.0 SAFETY**
- 30.1 If you have not already done so, you are now legally required to carry

- out an asbestos survey. Unfortunately, this is not something I am able to do, but if you need any advice on the legal requirements, please let me know. I know a good qualified surveyor in East Devon who would carry out the survey for a reasonable fee. 1
- 30.2 The other items concerning safety are the fixings of the wall monuments and the unprotected length of the south boundary wall. SDE
- 30.3 In addition the access ladder to the Tower upper chambers is a safety hazard, although historic. SDE
- 30.4 There is a hole in the Churchyard to the north of the Church SDE
- 30.5 Other ladders and platforms in the Tower should be better protected as mentioned in the last report. SDE

31.0 DISABLED ACCESS

This is via the main Church entrance and is good.

32.0 SECURITY

Provide Smartwater to external metalwork, including lead, if not already applied. 1

33.0 BATS

I saw no evidence of bats, but the main roof space was not fully inspected.

34.0 LOG BOOK

The log book needs updating. 1

F RECOMMENDATIONS

(only items marked * to be entrusted to voluntary labour; items marked **MW** considered to be minor repair works provided that the specification has been agreed first with the DAC- see Appendix 2)

1.0 URGENT WORK REQUIRING IMMEDIATE ATTENTION (U)

- 1.1 Make good parapet back gutter repair (B3.2d) MW
- 1.2 Replace slates to Whitford room roof (B3.5b+d) MW
- 1.3 Unblock gully (B4.3) MW

2.0 WORKS RECOMMENDED TO BE CARRIED OUT DURING THE NEXT 12 MONTHS (1) (In order of priority)

- 2.1 Repair ends of lead rolls (B6.3.2f) MW
- 2.2 Repair and redecorate lantern windows (B9.1j) MW
- 2.3 Repair South Porch rainwater pipe (B4.2c) MW
- 2.4 Repair and redecorate* South Porch doors (B8.1) MW
- 2.5 Inspect lantern roof and main roof space (B3.3b and B12) MW
- 2.6 Repair render (B6.2d and 6.5) MW
- 2.7 Fill cracks (B6.3c) MW
- 2.8 Repair and redecorate steel platform (B8.2) MW
- 2.9 Secure platform in front of choir stalls (B16.1e) MW
- 2.10 Replace broken door knob (B19.1e) MW
- 2.11 Remove ivy (D26.1b+c and 26.2c)* MW
- 2.12 Provide Smartwater (E32)* MW
- 2.13 Improve log book (E34)* MW
- 2.14 Organise asbestos survey (E30.1)* MW

3.0 WORKS RECOMMENDED TO BE CARRIED OUT DURING THE NEXT TWO YEARS (2) - In order of Priority

- 3.1 Likely ongoing repairs to back gutters and South Porch roof (B3.2c + 3.4) MW
- 3.2 Repairs to windows W8, 9, 13 and 13A (B9.1c + d and h + i) MW
- 3.3 Redecoration of gates (D29.2)* MW
- 3.4 Repairs to render to turrets (B6.2b and 7.2) MW

4.0 WORKS RECOMMENDED TO BE CARRIED OUT DURING THE NEXT FIVE YEARS (5) - In order of Priority

- 4.1 Redecorate some rainwater goods (B4.2b) MW
- 4.2 Repairs to window 12 (B9.1g) MW
- 4.3 Renewal of lead to parapet back gutters and Porch roof (B3.2c + 3.4b) MW
- 4.4 Electrical test and report (C22.3) MW
- 4.5 Continue to check inspection chamber (B5.2b)* MW
- 4.6 Redecorate bell frame (B10.1d) MW
- 4.7 Fill gaps in boundary wall copings (D26.2a) MW

5.0 WORKS NEEDING CONSIDERATION BEYOND THIS QUINQUENNIUM (E) AND DESIRABLE ALTERATIONS OR REPAIRS (D)

- 5.1 Provision of sump overflows (B3.1c) D
- 5.2 New lead to flat area of roof by lantern (B3.2e) E
- 5.3 New lead to Whitford Room east gutter (B3.5c)
- 5.4 New felt to vicar's vestry roof (B3.6+7) E
- 5.5 Replacement of cement render with lime plaster and removal of bitumen (B6.2a+b + 6.3a+6.4) D

- 5.6 Replacement coping stones(B6.3b) D
- 5.7 Renewal of all pointing (B7.1) D
- 5.8 Tower repointing (B7.3) E
- 5.9 Further window masonry repairs (B9.1a, e and f) E
- 5.10 Redecoration of lantern windows internally after repair (B9.2a) D
- 5.11 Replacement of saddle bars in phosphor bronze and making good of masonry (B9.2b) D/E
- 5.12 Move main entrance to South Porch to avoid ringers and keep children away from ladder (B10.2b) D
- 5.13 Redecorate when all surface dry (B10.2c, 13.2 and 17.2) D
- 5.14 Plaster repairs (B10.2d) E
- 5.15 Provide ventilation to floor voids (B16.1a+c and 19.1d) D
- 5.16 Possible grouting and rendering of external walls (B17.3) E
- 5.17 Replacement of dado boarding and supports (B17.4) E
- 5.18 Reredos conservation (D18.2) D/E
- 5.19 Conservation of monument (B21.2) E
- 5.20 Repairs to tomb (D25.3) E
- 5.21 Removal of valerian and repointing/making good of wall (D26.2b) D/E
- 5.22 Repairs to south wall (D26.3c) D/E

6.0 WORKS REQUIRED TO IMPROVE DISABLED ACCESS, SAFETY AND SECURITY

All items marked SDE in text.

Signed:

Date:

R.C. Palmer,
Dip. Arch., Pg. Dip (Architectural Conservation),
M.A. (Architectural Conservation),
Architect Accredited in Building Conservation

Appendix One**GLOSSARY OF ARCHITECTURAL AND TECHNICAL TERMS**

- Aisle: Part of a church alongside the nave or choir divided from it by an arcade.
- Apse: A polygonal or semi-circular plan to the sanctuary.
- Arcade: A series of arches and supporting columns.
- Arris: Sharp edge produced from the meeting of two edges
- Ashlar: Masonry of squared blocks with dressed faces and laid in horizontal courses
- Aumbry: Wall cupboard for sacred vessels.
- Barge board: Timber boarding on the gable end of the roof.
- Barrel vault: Internal shape of a simple semicircular shaped roof
- Batter: Deliberate inclination of a wall face.
- Battlement: A parapet with alternating raised portions (merlons) and spaces (embrasures). Also called crenellation.
- Belfry: The chamber, or stage of a tower in which the bells are hung.
- Bellcote: Housing for bells on a roof or gable.
- Bell fleche: Slender spire usually of wood containing bell(s)
- Bell louvres: Horizontal slats in the window type openings within a bell chamber
- Bench: Open seat, sometimes with a carved bench end.
- Boss: An ornamental carving at the intersection of ribs in a ceiling or vault.
- Brace: A subsidiary timber providing stiffness to a frame.
- Broaches: Sloping half pyramids adapting an octagonal spire to a square tower
- Buttress: Projecting masonry or brickwork built against a wall for additional strength.
- Came: a flat strip of lead which secures the glass in leaded windows
- Capital: The head of a column.
- Cementitious: Made of or containing cement.
- Chamfer: The surface made when a square edge is cut away at an angle.
- Chancel: The part of the east end of the church containing the altar and reserved for the clergy and choir.
- Chert: A local flint stone from East Devon and West Dorset
- Choir: The part of the church, usually within the chancel, where divine service is sung.
- Ciborium: 1. A receptacle used to hold the eucharist. 2. A canopy over the altar.
- Cinquefoil: A leaf shaped curve of 5 parts within an arch, window head etc.
- Clerestory: Windows located above the arcade.
- Communion rail: Low rail around an altar.
- Coping: A capping or covering, usually of masonry, to the top of a wall.
- Corbel: A projecting block of stone or timber, usually supporting a beam.
- Cornice: A projecting moulding along the top of a wall.
- Credence: A shelf or table beside the piscina for the sacramental elements.
- Crenellation: See battlement.
- Crossing: Central space at the junction of nave, chancel and transepts.
- Cruciform: In the form of a cross.
- Curtilage: The land surrounding a Church or other building, especially when Listed.
- Cusps: Projecting points between foils in gothic tracery.
- Dado: The lower part of an interior wall, sometimes panelled.
- Dressings: Worked stones, with smooth or moulded finish, used round angles or openings in masonry.
- Drip Mould: A projecting stone etc from which water drips clear of the face of a building.
- Dripstone: See hoodmould.
- Easter sepulchre: A decorated recess in the north wall of a chancel used in celebration of the Easter liturgy.

- Eaves: Overhanging edge of a roof.
- Elevation: Face of a building.
- Embrasure: The lower part to the battlements of a parapet wall.
- Fascia: Horizontal section usually at the junction of a wall and the lower edge of the roof.
- Ferramenta: Metal framing to which window glazing is fixed.
- Finial: Ornament at the top of a gable, pinnacle etc.
- Flashing: A strip of metal used to seal junctions of roofs with adjacent construction.
- Flaunching: Mortar shaped to shed water.
- Frontal: Covering for the front of an altar.
- Gable: Upper, usually triangular, part of a wall at the end of a pitched roof.
- Gargoyle: Projecting rainwater spout, sometimes decorated.
- Haunching: A sloping fillet of mortar.
- Hip: The external angle formed by the intersection of two roof slopes.
- Hoodmould: Projecting moulding above a door or window opening.
- Hopper: 1. A box collecting water at the top of a rainwater pipe. 2. An inward opening ventilator in a window.
- Jamb: The side of a doorway, window or arch.
- Joist: Horizontal timber supporting a floor, ceiling or flat roof.
- Kneeler: Block of stone at the foot of a gable slope supporting the coping stones.
- Lancet: A tall narrow single light window, usually with a pointed head.
- Leading: Strips of lead between individual pieces of glass in a leaded window.
- Ledger: Floor slab monument.
- Light: A single window opening or compartment of a window between mullions.
- Lime Method: a technique to extend the life of limestone using limewater and shelter coating
- Lintel: A beam over an opening.
- Louvres: Angled boards or slates in a belfry opening.
- Lychgate: Roofed gateway at a churchyard entrance, providing resting place for a coffin.
- Merlon: See battlement.
- Moulding: The shaping of a continuous strip of wood or masonry.
- Mullion: A vertical member, in wood or stone, dividing a window or other opening into individual lights.
- Nave: The body of a church, west of the chancel or crossing.
- Newel: Central post to a staircase.
- NICEIC: The National Inspecting Council for Electrical Installation Contractors
- Nosing: Projecting edge of the tread of a stair.
- Obelisk: A free standing tapering stone pillar of square or rectangular cross section.
- Ogee: A double curve with convex and concave section, occurring in arches, window and door heads and rainwater gutters.
- Parapet: A low wall, usually concealing a roof or gutter.
- Parclose: A screen enclosing a chapel.
- Perpendicular: The third period of Gothic Architecture dating from about 1340-1540.
- Pew: Enclosed fixed wooden seat.
- Pier: A solid masonry support, pillar of square section or masonry between doors and windows.
- Pilaster: A shallow pier or square section column projecting from the face of a wall.
- Pinnacle: A small pointed turret on a tower, buttress etc.
- Piscina: A stone basin with a drain, in a niche near the altar for washing the sacred vessels.
- Pointing: Exposed mortar in joints in masonry and brickwork.

- Principal Rafter: The main rafter of a roof, usually corresponding to the main bay divisions
- Purlin: A horizontal roof timber, usually supporting rafters and spanning between walls and / or trusses.
- Quarry: A small diamond shaped or rectangular piece of glass in a leaded window.
- Quatrefoil: A leaf shaped curve of 4 parts within an arch, window head etc.
- Quoins: Dressed stones at the corners of a building.
- Rafter: Sloping roof timbers supporting laths or battens to the roof coverings.
- Relieving arch: A rough arch positioned in a wall above a door or window opening to relieve it of structural loading.
- Rendering: A coating of mortar on a wall face.
- Reredos: A decorated wall or screen behind an altar.
- Reveal: The side of a door or window opening or recess.
- Rib: A curved member or projecting moulding on the underside of a vault or ceiling.
- Ribbon pointing: A style of pointing where the mortar is taken over the surface of the masonry. It is harmful to most types of stone, although less so with flint.
- Ridge roll: Lead dressed capping to the top of a pitched roof
- Ring chamber: The chamber or stage of a tower where the bell ringers stand.
- Rood: A crucifix over the entrance to the chancel, usually supported on a rood screen.
- Rood stair: A staircase formerly providing access to the rood loft on top of the rood screen.
- Rubble: Rough unsquared stones used for walling.
- Saddle bar: Horizontal metal bar to which window glazing is attached.
- Sanctuary: Area around the main altar.
- Sarking: Boards or felt over which roof slating or tiling is laid.
- Sedilia: Stone seats for clergy in south wall of chancel.
- Shake: A natural cleft or fissure (in timber).
- Shelter coating: A method of applying lime to extend the life of decaying masonry.
- Soaker: A strip of metal interleaved with roofing slates or tiles at junctions with walls
- Soffit: Underside of a building element
- Spandrel: Triangular area in an arch window or doorway
- Squint: An oblique opening through a wall giving a view of the altar.
- Stoup: Stone basin for holy water.
- Swan neck: A curved section of rainwater pipe connecting to the gutter.
- Tingle: A metal clip used to secure a roofing slate or tile.
- Tomb chest: Stone monument in the form of a chest.
- Tracery: Ornamental stonework in the upper part of a window, screen etc.
- Transept: Arm of a cruciform church plan projecting at right angles to the nave.
- Transom: Horizontal bar of wood or stone in a window, panel etc.
- Tread: Horizontal surface of a step.
- Trefoil: A leaf shaped curve of 3 parts within an arch, window head etc.
- Truss: Timber framing, spanning between walls, usually part of a roof structure.
- Turret: Small tower attached to a building.
- Two-centred: A pointed arch shape formed from the intersection of two curves.
- Valley: The internal angle formed by the intersection of two roof slopes.
- Verge: Junction at the edge of a roof and the wall below
- Vice: Small turning stair within the masonry of a wall or tower.
- Voussoir: Wedge-shaped stone forming part of an arch.
- Wagon roof: A roof structure of closely spaced rafters and arch braces with the internal appearance of the canvas cover to a wagon.
- Wallplate: A horizontal timber on the top of a wall, to which a roof structure is fixed.

Appendix Two
ADVICE to P.C.C.s

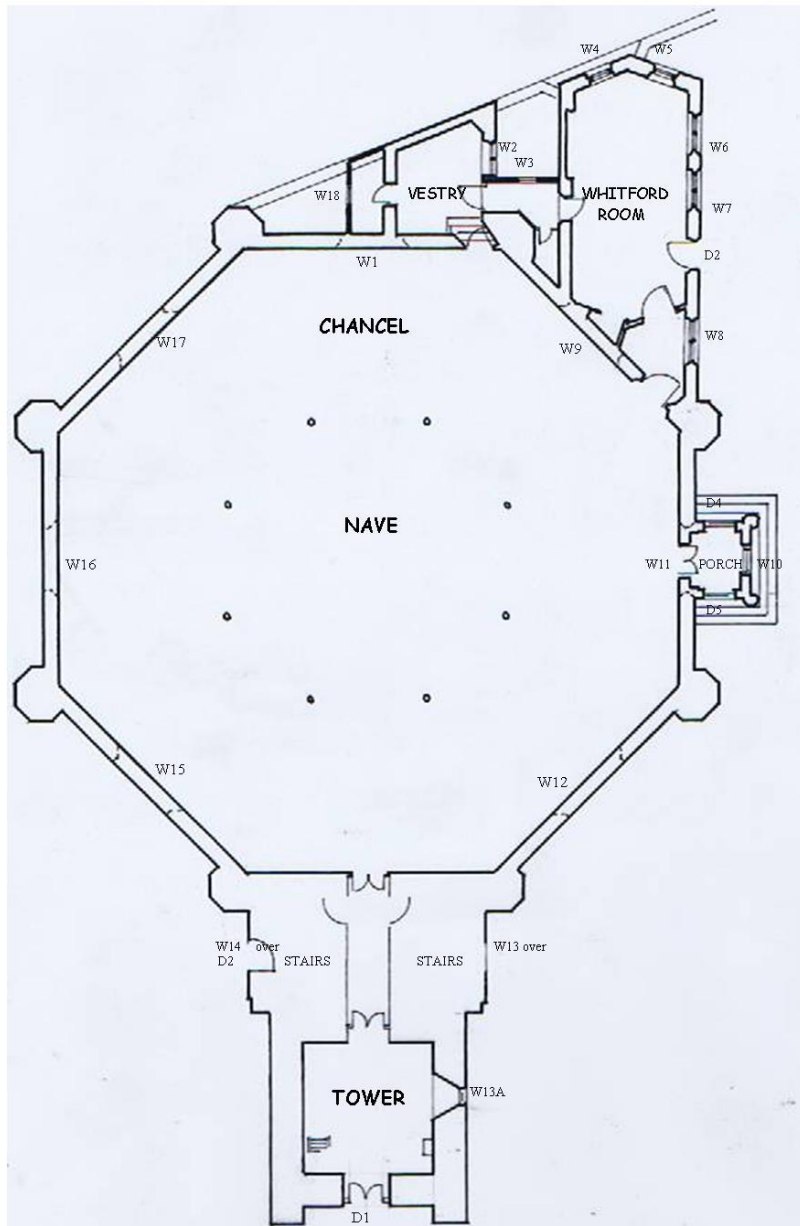
- This is a summary report; it is not a specification for the execution of the work and must not be used as such.
- Woodwork or other parts of the building that are covered, unexposed or inaccessible have not been inspected. The advisor cannot therefore report that any such part of the building is free from defect.
- The professional adviser is willing to advise the PCC on implementing the recommendations and will if so requested prepare a specification, seek tenders and oversee the repairs.
- The PCC is advised to seek ongoing advice from the professional adviser on problems with the building.
- The PCC is strongly advised to enter into a contract with a local builder for the cleaning out of gutters and downpipes at least twice a year.
- Contact should be made with the insurance company to ensure that cover is adequate.
- The repairs recommended in the report will (with the exception of some minor maintenance items) be subject to the Faculty Jurisdiction. Guidance on whether particular work is subject to faculty can be obtained from the DAC Office.
- Fire Safety Advice: From 1 October 2006 the Regulatory Reform (Fire Safety) Order 2005 came in to force. It applies to places of worship and requires a Responsible Person to carry out a comprehensive risk assessment. See <http://www.churchcare.co.uk/churches/guidanceadvice/looking-afteryour-church/health-safety-security/fire-precautions> for further information.
Dry Powder fire extinguishers should not be kept in the church due to the damage they can cause. See guidance from Ecclesiastical Insurance for more information
<https://www.ecclesiastical.com/ChurchMatters/Churchguidance/Fireguidance/Drypowderextinguishers/index.aspx>
- Electrical Installation: Any electrical installation should be tested at least every five years in accordance with the recommendations of the Church Buildings Council. The inspection and testing should be carried out in accordance with IEE Regulations, Guidance Note No. 3, and an inspection certificate obtained in every case. The certificate should be kept with the church log book.
- Heating Installation: A proper examination and test should be made of the heating system by a qualified engineer annually before the heating season begins, and the report kept with the Church Log Book.
- Lightning Protection: Any lightning conductor should be tested at least every five years in accordance with the current British Standard by a competent engineer. The record of the test results and conditions should be kept with the Church Log Book.
- Asbestos: A suitable and sufficient assessment should be made as to whether asbestos is or is liable to be present in the premises. Further details on making

an assessment are available on

<http://www.churchcare.co.uk/churches/guidanceadvice/looking-after-your-church/healthsafety-security/asbestos>

The assessment has not been covered by this report and it is the duty of the PCC to ensure that this has been or is carried out.

- Equality Act: The PCC should ensure that they have understood their responsibilities under the Equality Act 2010. Further details and guidance are available at <http://www.churchcare.co.uk/churches/open-sustainable/welcomingpeople/accessibility>
- Health and Safety: Overall responsibility for the health and safety of the church and churchyard lies with the incumbent and PCC. This report may identify areas of risk as part of the inspection, but this does not equate to a thorough and complete risk assessment by the PCC of the building and churchyard. Expert advice on working at height should be obtained from the church's insurers. There have been recent cases of serious accidents involving falls from vertical ladders in churches.
- Headstones: Should be checked by hand to ensure that they are secure. An advisory publication on managing the safety of burial grounds has been published by the Ministry of Justice. See <http://www.justice.gov.uk/downloads/burials-and-coroners/safety-burial-grounds.pdf> to download the document.
- Bats and other protected species: The PCC should be aware of its responsibilities where protected species are present in a church. Guidance can be found at: <http://www.churchcare.co.uk/shrinking-the-footprint/taking-action/wildlife/bats>
- Sustainable buildings: A Quinquennial inspection is a good opportunity for a PCC to reflect on the sustainability of the building and its use. This may include adapting the building to allow greater community use, considering how to increase resilience in the face of predicted changes to the climate, as well as increasing energy efficiency and considering other environmental issues. Further guidance is available on <http://www.churchcare.co.uk/churches/opensustainable> and <http://www.churchcare.co.uk/shrinking-the-footprint>
- Bells and Bell Frames: The Trustees of The Devon Church Bell Restoration Fund are concerned that the bells of this Diocese should be maintained in good working order, in as far as this is possible. In pursuance of this aim, they have offered to arrange for free inspections of bell installations so that parishes may be made aware of any maintenance issues which face them, in order that they may be addressed before major work becomes necessary. Should it be found that major work is already necessary, advice may be given on the alternatives available to the parish and help that may be made available. Please contact the DAC Office should the PCC wish to take up this offer.



THE CHURCH of St. JAMES the LESS, TEIGNMOUTH, DEVON

PLAN 1:200 RUSS PALMER

The Church of St. James the Less, Teignmouth



LOCATION PLAN