

ST. John The Evangelist Wembley Parish Church

REPORTS AND ACCOUNTS FOR 2022



CHARITY NUMBER 1140226

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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH
OF St. JOHN, WEMBLEY.

Annual Report for the year ended December 31st, 2022.

ADMINISTRATIVE INFORMATION

St. John's Church is situated in the Harrow Road, Wembley, close to the corner of Crawford Avenue. It is part of the Diocese of London, within the Church of England. The address for correspondence is The Vicarage, 3, Crawford Avenue, Wembley, Middlesex, HA0 2HX. The Parochial Church Council of the Ecclesiastical Parish of St. John, Wembley, is a charity registered with the Charity Commission, registration number 1140226.

The governing documents are the Parochial Church Council Powers Measure (1956), as amended, and the Church Representation Rules. The following trustees served as P.C.C. members in 2021.

Priest-in-Charge:	The Rev'd Chinenye Ngozi Njoku
Licensed Lay Minister (Reader):	Carole Bevis-Smith
Churchwardens:	Nkiru Egbochuku Mabel Muwonge
Deanery Synod Representatives:	Carole Bevis-Smith Catherine Miller-Baldwin
Elected Lay Members:	Adetokumbo "Toks" A. Ajayi (to May 29 th) Robert Barker Leslie Bevis-Smith Rita Chiamonmu Shauna Clarke Paul Dembo Venessa George-Poyser (to May 29 th) Leda Hadjigeorgiou (from May 29 th) Obiorah E. Nwanonye Dipath Muwonge Chief Ayodele O.B. Oliyide (to May 29 th) Dr. Joan Telford Ernest Ward

Ifeoma Arinze was co-opted to the P.C.C. on June 1st, and Toks Ajayi on August 4th 2022.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The method of appointment of P.C.C. members is as set out in the Church Representation Rules. All adults who attend services are encouraged to register on the Electoral Roll, and stand for election to the P.C.C. The P.C.C. of a parish the size of St. John's, measured by having between 100 and 200 names on its electoral roll, may have twelve elected lay members. Members of the P.C.C. serve for a term of three years, and traditionally one third of the membership retires by rotation at each A.P.C.M. Robert Barker, Shauna Clarke, Paul Dembo and Ernie Ward are due to retire by rotation in 2023. Ernie Ward has expressed a wish not to offer himself re-election, having served on the P.C.C. since 1995. As the electoral roll is below 152, St. John's has two representatives on the Deanery Synod.

Ifioma Arinze was appointed Treasurer in August 2022. Robert Barker served as Secretary throughout the year. Carole Bevis-Smith was both our Safeguarding Officer, and Lead Checker for the Disclosure and Barring Service until August 2022, when Akuosa Brentuo took over. Simnbo Ajayi has continued to act as Children's Champion. Our Health & Safety Officer in 2022 was Dr. Joan Telford.

OBJECTS AND ACTIVITIES

St. John's P.C.C. has the responsibility of promoting within the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical in co-operation with the Incumbent (Priest-in-Charge). It also oversees the operation of St. John's Community Centre, which it shares with representatives of the Workmen's Hall Trust (Wembley) by means of a joint committee.

The P.C.C. met for seven business meetings and one special meeting to approve the accounts during 2022, with attendance ranging between 8 and 13, and an average of 10.5. Until May, because of the Covid 19 pandemic, meetings were held through the facility of Zoom.

REVIEW OF THE YEAR ENDED DECEMBER 31ST 2021

The year 2022 was the first since 2019 when St. John's, like all Anglican churches was able to offer worship within the church building for a full twelve months. At last year's A.P.C.M., and at P.C.C. meetings, the relaxing of strict precautions to halt the spread of Covid-19 has been considered. It has been thought prudent to wind down slowly and err on the side of caution. On February 6th, 2022, at a beautiful service to commemorate the Platinum Jubilee of Her late Majesty Queen Elizabeth II, a small group of senior members of the congregation received both elements of the Eucharist, by intinction, at the altar rail. This was later extended to all communicants, who now stand as a precaution against spreading infection. Masks and hand sanitiser continue to be offered to those who wish to avail themselves, and the sign of Peace remains a wave. St. John's took part in the national Platinum Jubilee celebrations with an open-

air lunch after worship on Sunday June 5th, shared with the Pentecostal church which meets in the Community Centre.

One effect of the Covid-19 pandemic has been the suspension of confirmation classes, bringing new members fully into the Church. At St. John's, classes began in October to prepare candidates for confirmation at a sung eucharist on February 26th 2023. This brought three young and three more mature candidates into our fold. The presiding bishop was The Rt. Rev'd Lusa Nsenga-Ngoy, Bishop of Willesden, who visited St. John's for the first time. Mothering Sunday 2022 was an opportunity to invigorate the Mothers' Union at St. John's, and enroll new members. Our Priest-in Charge has encouraged widespread participation in worship by permitted members of the laity; all existing permissions expired on December 31st 2021. A list of appropriate church members to lead services and assist in the distribution of Holy Communion, both in Church and to the housebound was compiled for submission to the Bishop of Willesden, at some time after his consecration in late February.

The Church of England finances itself by means of a Common Fund into which all parishes contribute according to their means. Our offer of £26,000 for 2022 was accepted by the London Diocesan Fund. This has been increased for the present year, but meeting the pledge, with increased costs of electricity and gas, will be a cause for concern. The appointment of an Independent Examiner was delegated to the P.C.C. at last year's A.P.C.M. While we have been satisfied with the work performed by Somers, Baker, Prince, Kurz L.L.P., their charge of over £4,000 per year seemed excessive in our financial circumstances. Mrs. Princess Christian-Iwuagwu, a Fellow of the Association of Certified Chartered Accountants, a member of the Church of England and known personally to our Priest-in-Charge, submitted a formal letter of engagement, and offered to examine our accounts for a fee of £2,000. Her appointment was unanimously approved by the P.C.C.

The reason for this concern with finance is one which has taken up a disproportionate amount of the P.C.C.'s time throughout 2022. In a sentence, the electric wiring in the Church was life expired and lacked a safety certificate, but the cost of rewiring threatened to deplete our finances to an unacceptable level. Should we have suffered an electrical fire, our insurers would not have paid out. For logistical reasons, the whole job needed to be done at the same time, and could not be split over two years, which might have been a false economy in these inflationary times. The work was completed and a Test Certificate issued early in 2023, and we are greatly indebted to Leslie Bevis-Smith for the time and professional knowledge he devoted to the project.

The previous major project, installation of security fences on the north side of the Church to prevent misuse of the area by undesirables, was completed by the beginning of April. This was almost entirely financed by grant funding from the Neighbourhood Community Infrastructure Levy, and the Harvist Trust. Sadly the undesirables responded by vandalising our noticeboards, which will not be replaced until the grudge is forgotten. Another project planned at the beginning of the year was the replacement of the one-time oaken gates on the lych gate, but power operated, to secure the church path at night. Our Architect undertook some preliminary work on this, but in view of our current financial plight, the project has been suspended indefinitely.

Offerings by the Congregation do not cover the costs of running the Parish Church, which is subsidised by income from our Community Centre. During the time of Covid, this income stream dried up. Though expenses such as insurance still accrued. When restrictions were lifted, arrears of maintenance had to be faced, and the downstairs kitchen required a deep clean, The solar panels on the roof had also become defective, but have been repaired early in 2023, bringing us some income. Sadly income from letting the halls has not yet returned to pre-pandemic levels.

Independent Examiner's Report

to the PCC of St John, the Evangelist Church, Crawford Avenue, Wembley.

This report on the financial statements of the PCC for the year ended 31 December 2022, as set out, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and sections 43 of the Charities Act 1993 ('the Act').

Respective responsibilities of the PCC and the examiner

As members of the PCC, you are responsible for preparing and producing the financial statements. You consider that the audit requirement of the Regulations and section 43(2) of the Act do not apply. It is my responsibility to issue the independent examiner's report on those financial statements in accordance with the terms of the Regulations.

Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 43(7)(b) of the Acts and are to be found in the Church Guidance, 2006 edition, issued by the Finance Division of the Archbishops' Council.

That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's statement

In connection with my examination, no matter has come to my attention:

1. Which gives me reasonable cause to believe that in any material respect the requirements
 - a) To keep accounting records in accordance with section 41 of the Act; and
 - b) To prepare financial statements which accord with the accounting records and comply with the requirements of the Act and the Regulations

Have not been met; or

2. To which, in my opinion, attention should be drawn to enable a proper understanding of the accounts to be reached.

Christina

Signed:

Date: 13/05/2023

Print Name: Mrs Princess Christian-Iwuagwu

Qualifications: FCCA, MSc, BSc (Hons), Dip Theo, ICAN

Address: The Vicarage, 43A Village Road, Bush Hill Park, Enfield EN1 2ET

The Parochial Church Council of the Ecclesiastical Parish of St. John, Wembley
Statement of financial activities for the year ended 31 December 2022

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2022 £
<u>Incoming resources</u>				
Voluntary receipts	2a	46,758	0	46,758
Activities for generating funds	2b	700	0	700
Church letting and fees	2c	82,984	0	82,984
Grant	2d	24,150	0	24,150
Total receipts		154,592	0	154,592
<u>Resources expended</u>				
Church activities	3a	124,920	0	124,920
Governance costs	3b	1,044	0	1,044
Total payments		125,964	0	125,964
Net income before depreciation		28,628	0	28,628
Less depreciation		3,307	4,000	7,307
Net income after depreciation		25,321	(4,000)	21,321
<u>Other receipts</u>				
Interest receivable	4	48	0	48
Income from investments	5	0	1,310	1,310
Net excess of income over expenditure		25,369	(2,690)	22,679

Statement of financial position as at 31st December 2022

		2022 £	2022 £	2021 £
<u>Fixed assets</u>				
Tangible fixed assets	6		358,664	
<u>Current assets</u>				
Debtor	7	16,136	0	28,349
Cash at bank and short term deposits				
Lloyd current accounts		102,425	0	69,280
CBF Church of England deposit fund	8	100,885	0	99,575
		203,310	0	168,855
Total current assets		219,445		197,204
<u>Current liabilities</u>				
Less creditors due within one year	9	(4,481)		(12,226)
<u>Net current assets</u>			214,964	
Total assets less current liabilities	10		573,628	

Fund details

Unrestricted fund	11	198,616
Restricted fund	12	365,108
Endowment fund	13	9,904
Total Parish Funds		<u><u>573,628</u></u>

The attached notes form part of these financial statements

Approved by the PCC on 18th May 2023 and signed on their behalf by

The Revd' Ngozi Njoku (Chairperson)



The Parochial Church Council of the Ecclesiastical Parish of St. John, Wembley
Financial statements for the year ended 31 December 2022

Notes

1 Accounting policies

The financial statement have been prepared under the historical cost convention and with the Church Accounting Regulations 2006 governing the individual accounts of 1 Act 2011, the Statement of Recommended Practice: Accounting and Reporting by Cl their accounts in accordance with the Financial Reporting Standard applicable in the of Ireland (FRS102).

Funds

Unrestricted funds represent the funds of the PCC that are available for general appli The accounts include all transactions, assets and liabilities for which the PCC is resp They do not include the accounts of church groups that owe their affiliation to anothe those that are informal gatherings of church members.

Restricted funds represent the funds of the PCC that are donated for the application c

Incoming resources

Collections are recognised when received by or on behalf of the PCC. Planned givin Gift Aid is recognised only when received. Grant and legacies to the PCC are accoun PCC is notified of its legal entitlement, the amounts due are quantifiable and their ult PCC is reasonable certain. Funds raised by fairs and similar events and the sales of b from the church bookstall are accounted for gross. Income tax recoverable and all otl are recognised when it is receivable and accounted for gross.

Income from investments

Interest entitlements are accounted for as they accrue.

Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that awa obligation on the PCC.

Expenditure is generally recognised when it is incurred and accounted for gross.

Church fees	886	886
	82,984	0
		82,984
2d <u>Grant</u>		
Grant receipt	24,150	24,150
Total incoming resources	154,592	0
		154,592

The Parochial Church Council of the Ecclesiastical Parish of St. John, Wembley
Financial statements for the year ended 31 December 2022

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £
<u>Resources expended</u>			
3a <u>Church activities</u>			
Missionary and charitable giving	140		140
Ministry: London Diocesan Fund	27,100		27,100
Other ministry costs	175		175
Musicians and music	724		724
Organ repair and maintenance	314		314
Church and ground repairs	24,432		24,432
Church utilities	11,521		11,521
Church insurance	3,702		3,702
Church music licence	827		827
Bank charges	268		268
Church security and general expenses	4,709		4,709
<u>Church hall expenses</u>			
Administration	510		510
Salary, NI and pension	12,651		12,651
Stationery, printing and postage	2,621		2,621
Telephone and internet	1,740		1,740
Caretaker	4,703		4,703
Cleaning	6,038		6,038
Utilities	12,659		12,659
Insurance	2,066		2,066
Insurance claim	0		0
Security and maintenance	2,806		2,806
Supplies and sundry expenses	1,354		1,354
Waste	3,860		3,860
	124,920	0	124,920
	124,920		
3b <u>Governance costs</u>			
Legal and professionals	204		204

7 **Debtors**

Tax recoverable (Gift aid)	4,392	9,036
Church railings and boundary fence repairs prepaid	0	9,417
Church insurance	312	270
CCLI licences	794	755
Church security costs	837	438
Church hall insurance	1,780	1,710
Church hall running and maintenance costs	2,039	714
Power generation (Feed in Tariff) income accrued	5,982	6,009
	<u>16,136</u>	<u>28,349</u>

8 **CBF Church deposit fund receipt**

Balance 1st Jan	99,575	99,523
Interest received	1,310	52
Balance 31st Dec	<u>100,885</u>	<u>99,575</u>

9 **Current Liabilities: amount falling due within one year**

Church roof repairs	0	1,433
Church utilities	150	1,313
Church security costs	0	66
Church general expenses	130	0
Church hall running and maintenance costs	0	1,837
Church hall utilities	1,250	849
Church hall cleaning	954	414
Church hall caretaker costs	550	450
Church hall salary	152	184
Church hall telephone	107	146
Legal and professional	408	204
Payroll costs	30	30
Accountancy fees	750	4,200
Church hall refund of deposits	0	1,100
	<u>4,481</u>	<u>12,226</u>

The Parochial Church Council of the Ecclesiastical Parish of St. John, Wembley
Financial statements for the year ended 31 December 2022

10 **Analysis of Total Assets less Current Liabilities**

	Unrestricted Funds £	Restricted Funds £
<u>Fixed Assets</u>		
Tangible fixed assets		
Church furniture and equipment	2,664	0
Church hall		356,000
	<u>2,664</u>	<u>356,000</u>
<u>Current Assets</u>		
Designated Funds		
Structural repairs and long term maintenance of		

the community centre and for the community action	80,000	
General Funds	120,433	9,108
	200,433	9,108

Current Liabilities
General Funds

(4,481)	0
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198,616	365,108
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Fund details

	1st Jan 2022	Excess income over (expense)
	£	£
11 <u>Unrestricted Funds</u>		
Structural repairs and long term maintenance of the community centre and for the community action General fund	80,000	0
	93,246	25,369
	173,246	25,369
12 <u>Restricted Funds</u>		
Woolley Trust Fund	748	1,310
Sudbury, Wembley, Aplerton Youth project	7,050	0
Community Hall	360,000	(4,000)
	367,798	(2,690)
13 <u>Endowment funds</u>		
Woolley Trust Fund	9,904	0
	9,904	0
<u>Total Parish Funds</u>	550,949	22,679

The restricted funds comprise the dividends and interest of £2,058 received from the of £7,050 and the of £400,000 from the Workmen's Hall Trust (registered charity nur

The endowment fund comprises the Woolley Trust Fund.

Priest In- Charge Report

Welcome to the 2022 annual report for St John the Evangelist Parish Church Wembley.

I would like to thank all the members of the Parish Council and all parishioners here at St John's for your hard work in various ways you have dedicated your time over the past year. We exist as a charitable organisation, with all the accountability that should carry.

I praise God that 2022 was a year of consolidation following the pandemic, and my first full liturgical year of worship and festivals entirely unaffected by restrictions. Though, we here at St John's observe some sort of restrictions on our pews and during the administration of Holy Communion.

Since, three years after the pandemic, who would believe that we are now part of long-term change in the ways of doing ministry. We have become a "hybrid Church"; one congregation in the pews and another online, PCC are held in the same manner, while weekly Bible study has become online event. These means less travel at night and opens up opportunities for others to get involved. However, I am yet to see more people get involved in our Bible Study discussions, which happens to be enriching.

Last year, has brought changes in many ways, the Russian invasion of Ukraine which has affected food & energy prices. There is a global economic crisis and I pray that God will see us through.

We celebrated the Jubilee of Her late Majesty Queen Elizabeth II and to the Remembrance Sunday Civic Service. We have welcomed a new Bishop, Lusa to Wilsden Area, we also, of course, with deep sadness lost Her Majesty, hosting books of condolence for the wider community, leading the memorial service prior to the proclamation of the new King. So much has happened last year that I am almost emotional especially losing my cousin and best friend on the 4th of July. We continue to pray for those who have lost their loved ones in the last year. May the God of comfort be our delight in Jesus Name.

In July, we welcomed Bishop Lusa with a community fare and in winter we had a fare to raise money for electricity project.

The nuisance caused by some members of the public in our grave-yard has become a constant challenge. And these has required the police knocking at my door at odd times requesting to have access to the CCTV footage in the Vicarage and in the Parish Office. Subsequently leading to viewing distressing images.

The Nursery, Noah's Ark and the Fifty Plus Memory Café have been our strongest link to the Community. I wish to use this opportunity and commend Nkiru, Carole and Catherine in the dedication.

I give my heartfelt gratitude to Evelyn St John's Office Administrator and to George our unassuming Care-Taker. Working with these two has been an unequivocal source of strength.

As, in my closing report year 2021, I am again reminded to meditate on the words of Saint Paul (Philippian 4:8).

“Finally, brothers, [and sisters], whatever is true, whatever is noble, whatever is right, whatever is pure, whatever is lovely, whatever is admirable, if anything is excellent or praiseworthy – think about such things.”

Yours In Christ

Revd Ngozi Njoku.

St John the Evangelist Church

Wembley

Health and Safety Report

May 2022

It is recommended that this Report be read in conjunction with the Buildings Report submitted by Leslie Bevis-Smith, 2022.

A. Key Actions prior to this report.

As of 19th March 2020, Covid-19 was no longer considered to be a High Consequence Infectious Disease in the UK. However, the World Health Organisation continues to consider Covid-19 as a Public Health Emergency of International Concern. In the UK, cases of Covid-19 are managed by treatment centres and Healthcare workers who are expected to follow the National Infection Prevention and Control manual for England.

B. Current Practice at St John's.

- The signing of a Register, on arrival to Services, is optional for both church members and visitors.
- The wearing of facial masks is optional for both church members and visitors.
- St John's maintains a duty of care for both church members and visitors and will continue to provide facial masks and sanitizers for people who are at higher risk of severe illness from Covid-19 (older people, those who are pregnant, those who are unvaccinated, people of any age with compromised immune systems).
- During services of Holy Communion, the Clergy and those assisting them will wear facial masks during the sharing of sacraments. Administration is done by intinction.

Moving forward, St John's will be considering Health and Safety programmes for the younger members of the congregation. The first of these will focus on the dangers of vaping and will be available to both young people and their parents.

Joan Telford

Dr Joan Telford

Health and Safety Officer

St John the Evangelist Church, Wembley

BUILDING REPORT 12.05.2022

Leslie Bevis-Smith (Chartered Designer)

This document represents the situation as of now and therefore includes recent events in the Church Hall complex.

Note 1

Some items were carried out on the direct instruction of the previous incumbent of which the author of this Report may not be aware of, or not have any detail. Therefore, the Report may not be factually complete & the items below need to be checked by the Wardens. These are believed to be:

- a) *Maintenance contract of fire extinguishers.*
- b) *Maintenance contract of the alarm system.*
- c) *Design, obtaining Diocese authority and installation of a (new) CCTV system and camera mounting outside of the church.*
- d) *Instructions and Policy details regarding Insurances, their conditions and valuations.*
- e) *Electrical contractor's work.*
- f) *Replacement of small boiler now in WC and ongoing maintenance contract for that and main boiler system.*
- g) *Instruction & liaison regarding snagging regarding the internal decoration works carried out in 2017.*
- h) *2018 estimates for restoration of the Lychgate;*
- i) *Building maintenance ie gutters etc. * see below*

Churchwardens are required to make an annual inspection of the fabric and furnishings of their church, and to prepare a report for consideration by the PCC before the Annual Parochial Church Meeting.

As with the 2021 where appropriate it refers back to the "Quinquennial Report 2018" (QR) produced by our consulting architect following his inspection in Summer 2018 mostly attended by the then Vicar, Rev Prebendary Francis Adu-Boachie, (FAB) and the author (LBS). The QR identified a number of matters which had to be addressed, some urgently, and some over a given time. There are some direct quotes from the QR. When points refer to QR items, the item Ref is included in brackets (x).

For ease of future identification each heading in this Report has a #Nos.

Note that the Church, Lychgate & Boundary Wall are separately listed as Grade 2 by 'Historic England'. Key historical dates are appended.

Note 2

This document represents the situation as of now and therefore includes recent events in the Church Hall complex.

EXTERNAL

#1.1 Works to secure the area to the North & East of the church (32.4)

The fencing scheme to the area has been completed (2022).

FB padlocks have been fitted to the 2 access points, and emergency keys boxes have been installed within the church for use when a keyholder is not available, to the North-West Porch Door and the (outside) Vestry Door.

The entire area now needs to be cleared & restored. For H&S reasons the Council may have to be consulted regarding certain areas before any action takes place.

The writer is unsure if this area is covered by CCTV. If not, this should be reviewed.

- #1.2 SE Door** As previously discussed with Wardens & Architect this is the issue of persons loitering around the SE door steps. On a number of occasions, it has been necessary to move persons on from the area before & during services as conversations there can be heard within the church. The area is unfortunately a popular area for sitting and drinking alcohol. The door provides access to the basement below the organ & inside the organ itself.
A fencing scheme has been discussed with the Architect, but the situation needs to be reviewed with the Architect & PCC.
- #1.3 Boundary revision.** The boundary between church property and the Council Graveyard needs to be clarified. If it is finalised as believed with the boundary *beyond* the path, there may be insurance/maintenance implications. The writer has been recently made aware that the Council is involved in the area between the main pathway & the High Road and clarification is needed and he *must therefore refer this back to the Priest-in-Charge and Church Secretary.*
- #1.5 Repair railings to Crawford Ave:** A recent decision is NOT to take action.
- #1.6 In order to facilitate roof repairs** the roof alarm keys have been located within the church instead of the church office.
- #1.7 Regarding a recent request to clean/restore an old grave headstone** this is a current matter which is very relevant to item #1.3 above & the division of responsibilities between Church & Council.
- #1.8 Growth to outside walls**
must be cleared ASAP, together with saplings etc around the church building.
- #1.9 Planting areas**
It is now clear that a more sympathetic approach is required to planting areas, and that an active church member is needed to supervise.
- #1.10 Roof**
There had been some covering slippage which has been addressed by the Architect.
- #2.1 Lychgate & Main Road Railings (35.1/3/4/5/6/7)**
THIS IS A MATTER OF CONCERN – see previous reports.
Regarding these historic structures which are separately Listed Grade 2, no action has been taken since the last report. Without doubt this is partly due to Covid.
Due to the delays, the seriously damaged timber will shortly have a further application of preservative.
Following requests & regarding security matters the Architect was requested to prepare a scheme to (a) reinstate the lost timber gates & (b) a modern alternative. This is a current on-going matter & an initial estimate is now to hand for new gates.
- #3 Pathway**
- #3.1 Legal signing & No Cycling sign (35.7)**
The improperly fitted no cycling signs have been removed from the Lychgate and one fitted to the new sign board together with a stainless steel 'Legal' sign. Another similar sign and another 'No Cycling' sign will be mounted by the West Gate, but the before these are fitted the paint to the railings should be made good.
- #3.2 External Lighting**
The lighting repair is part of the new electrical works.
- #3.3 Lamp Standards (32.3)**
There a 2 concrete standards and ensuring complete electrical isolation (so they could be removed at a later date) forms part of the new electrical works.
- #3.4 Notice Boards**
The lettering has yet to be updated although costs had been obtained. Further amendments need to be considered.

The glazing (plastics) have been vandalised to the boards at the W end. An estimate has been requested from the supplier for replacement material.

The board glazing facing the High Road has weathered badly & needs to be replaced to ensure the notices can be read properly.

#4 ESSENTIAL WORKS

#4.1 Maintenance works to all rainwater systems overhead and ground level (4.3)

A maintenance contract has been taken out for high level works. Ground level works are to be addressed.

#5 ADVISED WORKS (2018 Quinquennial Report)

#5.1 Removal or thinning of nearby trees (4.2) (36.1 & 2)

NO ACTION TO REPORT.

CHURCH INTERNAL

#6.1 Means of Escape

SEE 2021 REPORT.

#6.2 KEYS

Vestry keys were issued to persons specified by FAB, and a record of key holders must be maintained in the **Parish Key Register** by the Wardens.

#7.1 Heating Controls

No action but to repeat the info' that the actual boiler settings are pre-set & SHOULD NOT BE ADJUSTED (other than by CB-S). ALL DEMANDS FOR HEAT (ON/OFF) should be made with the wall control units – **NOT on the actual boilers. If the heat is found to be unnecessarily on when entering the church SWITCH IF OFF ON THE WALL CONTROLS.**

#7.2 The connection of the thermostat in the lounge area heating connections forms part of the new electrical works.

#7.3 PORCH & PEW HEATERS

These are to be removed as part of the new electrical works, but any appliances that have water connections will be just electrically isolated so a heating engineer can remove them at a later date. (The heater under the E window remains as is).

#9.1 Repair to West Door of South Aisle (15.2) (& Organ Completion)

NO ACTION, awaiting the organ builders attendance.

#10.1 Secure floor gratings (16.4)

Gratings are sometimes disturbed when electrical works are carried out and it is essential that they are carefully replaced. Some cast iron gratings are damaged. Security wires had been fitted to secure gratings together where loose but not always replaced. Their seating's to be further reviewed and if necessary, made good.

#10.2 Re-fix loose floor-board (16.3)

A loose board to the pew platform north side of north aisle could not be checked due to carpet covering.

#10.3 The wood block flooring to the West end has been sanded & sealed. Some blocks may be still loose and there are some small missing sections,

#11.1 Stained glass Windows (9.3)

Chappell Glass (an established contractor to the church) had quoted for repairs to the stained-glass windows, including removal of unnecessary internal plastic facing . PCC approval was awaited but the estimate will now need updating. *Chappell have so far failed to respond to our new estimate request.*

#12 Decorations: (17)

The decorative work of 2017 was not well completed, with paint on arch stonework and roof joists which should be cleaned off.

#13 Lighting

See #18

#15 Audio Visual distribution (20)

The isolator for the aisle projectors will be relocated by the sound desk during new electrical works.

It is now necessary for an amendment to be made to the position of the chancel L'speaker volume control.

#16. Artifacts & Monuments**#16.1 The King & Queen's British Empire Exhibition thrones** from the 1924 & 1925 Wembley Empire Exhibitions (18) :

See 2021 Report for more detail.

It was previously suggested to the PCC that there might be grant aid for this item and that this be addressed to *Brent Council as early as possible*, & now that *Wembley History Society* be also involved. No action has yet been taken.

#17.2 The 'Synchronome' master clock

See 2021 Report for more detail.

#17.3 Internal monuments, plaques (21)

See 2021 Report for more detail.

Outstanding item is that a Memorial plate for a small reredos requires re-fixing.

#18.1 Electrical inspection (24.1 – Essential items to completed in 2020)

Following many delays and consulting 3 contractors, a new electrical contractor (HMT) has been appointed for work, at present mainly to distribution & power circuits and testing the system, **starting on 6.June**. Exterior lighting is included as noted above. This includes the proper installation of new wall light switches for high level lights, as the present situation using the MCBs is not acceptable practise.

#18.2 Lighting

We have a scheme for a new lighting installation. This will again be reviewed in due course.

ARCHITECT'S ADVICE OF ESSENTIAL WORK by Autumn 2022**#19 Lightning Conductor**

to be tested by Autumn 2022. A new installation was fitted at the time of the roof recovering (2017) and there is a requirement for it to be tested every 5 years in accordance with the current British Standard by a competent engineer, and the record of the test results and conditions kept with the church logbook.

ARCHITECT'S ADVICE OF ESSENTIAL WORK by Autumn 2023**#20.1 Fill cracks** left by past settlements in the building (7.2)**#20.2 Recoat external doors** to north porch and paint ornamental hinges (8.2) & recoat to SE (organ) door & install further draught seal.**#20.3 Repaint windows** to lounge & vestry windows (9.3)**ARCHITECT TO EXAMINE****#21.1 Cracking in walls** especially west elevation of **choir vestry/lounge** and within the area **below the organ** chamber & to exterior of **SW porch**.**#21.2 Recently noted internal cracking** around middle **window of South Aisle** and recently noted cracking to internal face of **chancel organ arch**.**#21.3 Settlement** of floors, especially those to the north aisle and (South) organ chamber (2.1.4) (16)

Movement was noted in 2018 in the floor of the north aisle, which has dropped by about 20mm in the centre leaving the pew platforms partly unsupported ('springy'), and in the sleeper wall below the organ chamber floor, where the brickwork has dropped away from the timber plate above. In both cases, the movement may be reversed to some extent in the coming months and should be monitored. (No recovery noted.)

If the floor does not return to its original level during the Autumn, it will be necessary to introduce packings below the timbers to eliminate the springiness.

- #21.3** There has clearly been some movement to the **E** of the **organ console over 2020** as the door to the L of the organ console cannot now be closed & the L console door exhibits some issues.

#22 Various other items to be monitored incl' External

Dampness and failing plaster to the west wall of lounge.

Dampness & movement below the organ chamber

Bell chamber cladding for new woodpecker damage

Loose woodblocks & floorboards

Condition & safety of CHURCHYARD monuments & gravestones

Further movement in south boundary wall.

Paths and paving are uneven and must be expected to continue to move. They should be kept under observation and trip hazards removed from time to time. The covering of the main pathway across the churchyard is relatively recent but cracking is developing.

#23. Rain ingress to the SE corner of the Memorial Chapel (NEW ITEM May 2021).

After heavy rain the floor becomes wet, and the adjacent pillar area exhibits evidence of damp. See #1.8 above.

PAST MAJOR WORKS & NOTES

- #24.1** In **2006 underpinning** of chancel and organ chamber and part of south aisle took place and in **2009** underpinning of north and south porches and north aisle
- #24.2** **2017 Roof(s) recovered** with new & existing tiles, insulation and lightning conductors. together with internal decorations to plaster work, chancel ceiling and re-finishing SW main doors.
- #24.3** **The architect observed in 2018** that despite an extended drought period in 2018, circumstances which had previously resulted in major cracking, the building appears not to have been significantly affected by structural movement.

#24.3 Key Events & Dates

The principal dates in the development of the church appear to be:

1846	<i>The nave, chancel and vestry were built to the designs of George Gilbert Scott (1811-78), then at the beginning of a long career and in partnership with W B Moffat.</i>
1859	<i>North aisle, with organ gallery & organ, was added by Scott c1870</i>
1883-6	<i>Organ relocated to N aisle</i>
	<i>Church railings constructed</i>
1900	<i>South aisle added by Harold Brakspear</i>
	<i>Former south porch of 1846 relocated to become the Lychgate.</i>
	<i>Electric master clock & slave devices was installed in several locations.</i>
	<i>The restored master clock is displayed in the South Aisle.</i>
c1910	<i>Organ chamber built. 1915-20. No details available of this organ.</i>
1920	<i>War Memorial Chapel created by Herbert Kenchington in S aisle.</i>
1921	<i>Entirely new organ by Ingrams of Edinburgh installed, with hydraulic blowing machinery.</i>
1925	<i>Royal Thrones donated to the church on conclusion of the British Empire Exhibitions at Wembley Park. Displayed in the North Aisle.</i>
	<i>Porches and a linking narthex were referred to as 'existing' in 1933.</i>
1935	<i>Baptistery and choir vestry at west end by GP Pratt (1856- 1936) .</i>
	<i>Electric organ blower installed.</i>
1949	<i>East window replaced with glass by Nuttgens.</i>
1979	<i>Church, Lychgate & Boundary Wall were each separately listed as Grade II structures.</i>

2006	<i>Underpinning of chancel and organ chamber and part of south aisle</i>
2009	<i>Underpinning of north and south porches and north aisle.</i>
2009/21	<i>Organ restoration and new solid-state action etc (one stop 'prepared for)</i>
	<i>Organ chamber east window repaired</i>
2017	<i>Complete re-roofing with insulation & internal re-decoration.</i>
	<i>Bell mechanism restored as necessary with new pull rope.</i>
2022	<i>Add security fencing to N & NW areas.</i>

##H.0 COMMUNITY HALLS

Up to recently, the author has had little or no involvement with the operation & maintenance of the Halls but was previously involved at Design & Build stage by & on behalf of the previous incumbent.

##H.1

The author was asked to intervene over the failure of the gas cooking range: This appeared to be an issue with the extractor canopy and an interconnection with the electrically operated fire-safety gas valve.

The directory & maintenance schedules which are kept in the Church Office was consulted and the designers of the kitchen contacted. Following a site inspection, the designers/suppliers of the equipment advised that they did not install.

The author contacted the Mechanical Ventilation contractors and after some delay has been advised that they are unable to assist. Accordingly, the Electrical Contractor was contacted & they advised that they only provided power for specialists to connect to. The main contractor for the Community Centre (& associated housing) (Galliford Try) was contacted at their head office but unable to help. Following more investigation, a main panel in the plant room indicates where the failures are and have been re-contacted.

H#1.2

The Diocese has been advised & asked for their assistance.

H#1.3

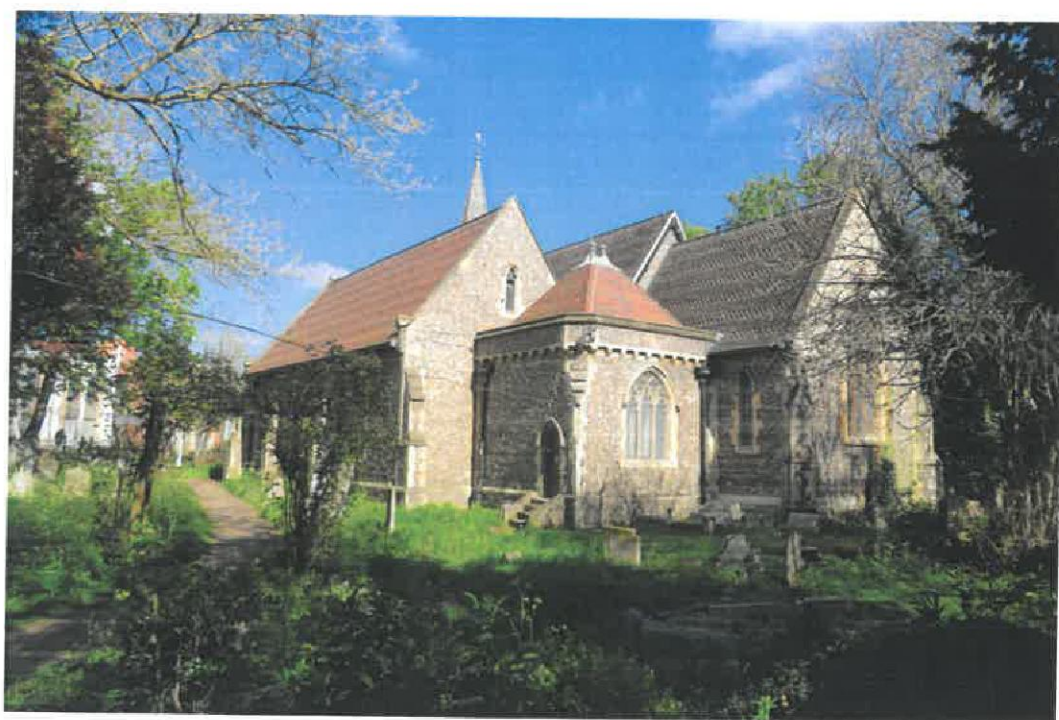
The Community Hall (& Vicarage) when built contained many innovations in terms of design and services. It appears that a thorough review of servicing & maintenance should take place. The gas cooker gas safety shut-off valve operation appears to be caused by fan failure.

END OF REPORT

E&OE

LB-S 12.5.2022

ST JOHN THE EVANGELIST, WEMBLEY



QUINQUENNIAL INSPECTION • APRIL 2023 • REES BOLTER ARCHITECTS

**ST JOHN THE EVANGELIST, WEMBLEY
QUINQUENNIAL INSPECTION 2023**

PRELIMINARY INFORMATION

Diocese: Diocese of London
Archdeaconry: Northolt
Parish: St John, Wembley
Church: St John the Evangelist
Crawford Avenue,
Wembley HA0 2HX
Grid reference TQ 178851

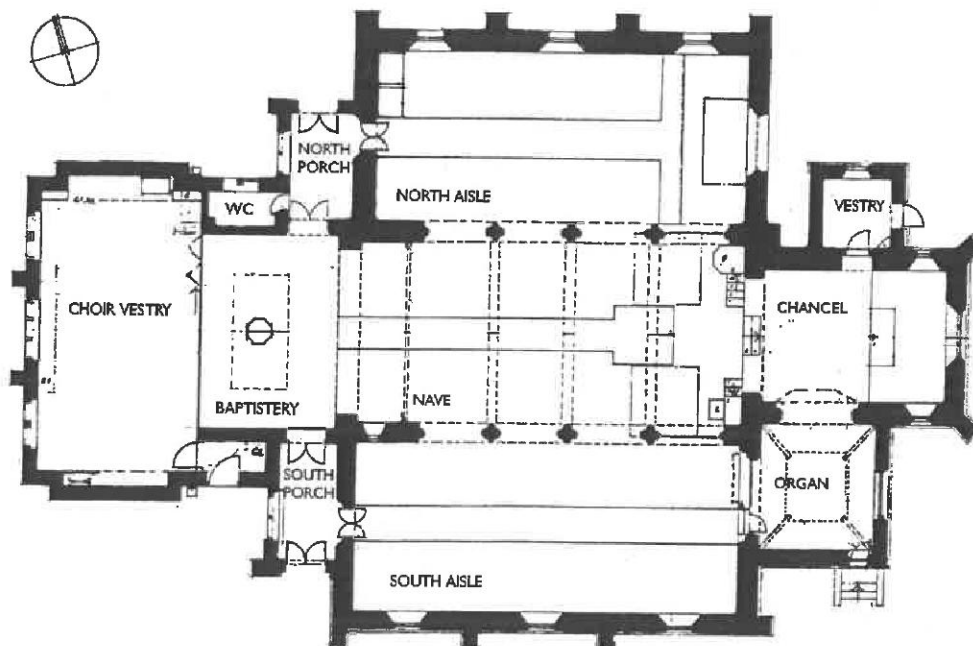
Inspecting Architect: Jon Bolter
Rees Bolter Architects
Park House
1 Parkholme Road
London E8 3AD
tel 020 7254 3034
jonbolter@reesbolter.co.uk

Previous inspection: August 2018

Date of inspection: 25 April 2023

Date of report: 4 May 2023

Weather: Cold and clear



Key plan (north at top)



General view of the nave, looking east.



North aisle, looking east

Description of the building

The accommodation comprises; a 4 bay nave with aisles of equal height; a chancel flanked by a small vestry to the north and an organ loft to the south; a large flat roofed western extension comprising baptistery and choir vestry with north and south porches. A small bell tower sits above the west end of the nave. There is no crypt. The churchyard around the building is now closed although the contiguous municipal cemetery to the east remains open. The building is approached through a lych gate on the High Street.

The churchyard is bounded by the church hall to the west, two storey housing, including the vicarage to the north, the cemetery to the east and the High Street to the south.

The loadbearing superstructure is faced externally with knapped flint with Bath stone dressings. The pitched roofs of the church are all of plain clay tiles. The flat roofs are covered with a high performance membrane.

The walls are finished with plaster and the roof structure is exposed internally. The nave, north aisle passageways and chancel are finished in mosaic. The sanctuary and south aisle passageway are carpeted. The south aisle passageway is ramped to allow wheelchair access to the raised pew platform. Woodblock flooring in the nave and north aisle, and suspended boarding in the south aisle.

The church was listed Grade II in 1979 and is not in a Conservation Area. The boundary wall and lych gate were separately listed at Grade II in 1979. The Local Planning Authority is the London Borough of Brent.

The present seating capacity is for approximately 240 persons.

The churchyard is approximately 0.4 ha in area. There are many graves and headstones to the south and west of the church but few on the north side of the church.

The church is not usually open to the public outside the times of services. The church are reminded that, whilst arrangements were suspended during Covid, there will have been conditions attached to grants received for the HLF supported works such as the roofing project, requiring the church to offer public access outside the times of services, probably for 40 days a year or its equivalent for a period of 10 years from completion of the work.

Key events

The principal events in the development of the church appear to be:

- | | |
|---------|---|
| 1846 | The nave, chancel and vestry to north of chancel were built to the designs of George Gilbert Scott (1811-78), then at the beginning of a long career and in partnership with W B Moffat. |
| 1859 | North aisle, with organ gallery, was added by Scott |
| c1870 | Organ relocated |
| 1883-6 | Church railings constructed |
| 1900 | South aisle added by Harold Brakspear in 1900. Former south porch of 1846 relocated to become the present lych gate. |
| 1915-20 | Alterations, including enlargement of organ |
| 1920 | War Memorial Chapel added by Herbert Kenchington. Location unclear but also referred to as a side chapel. |
| 1921 | New organ dedicated |
| 1935 | Baptistery and choir vestry at west end by George Percy Pratt (1856-1936) . Organ further enlarged at this time to occupy whole of area then shared between organ and choir vestry. |
| 1949 | East window replaced with glass by Nuttgens in 1949 |
| | The date of construction of the north and south porches and of the organ chamber is not certain. The organ chamber was complete by c1910. The porches and a linking narthex were referred to as 'existing' in 1933. |
| 2006 | Underpinning of chancel and organ chamber and part of south aisle |
| 2009 | Underpinning of north and south porches and north aisle. Works to front railings and lych gate |
| 2017 | Complete re-roofing |

B LIMITATIONS

- 1 This inspection is based on a visual survey, made from ground level, without the use of ladders. Inspections of the services installations are visual made without testing or the use of instruments.
- 2 We have not inspected woodwork or other parts of the structure which are covered, unexposed or inaccessible and we are therefore unable to report that any such part of the property is free from defect.
- 3 This is a summary report only as is required by the Inspection of Churches Measure; it is not a specification for the execution of the work and must not be used as such.
- 4 The inspection covers the church itself but does not cover the church hall or the municipal cemetery which adjoins the churchyard.

1 WORKS CARRIED OUT SINCE THE LAST INSPECTION

The church report that the following works have been carried out since the time of the last inspection:

Works recommended in the last report

Construction of security fencing around the area on the north side of the church.

Clock on lych gate refinished and connected to mains.

Signage removed from lych gate.

Items of emergency repair

Electrical supplies to lamp posts permanently disconnected,

Alterations, additions and demolitions

Addition of external cameras and security lights.

New sound system.

LED lamps fitted to spotlights.

Removal of warm air curtains in the south porch.



1. Archway between organ chamber and chancel.



2. East end of south aisle.



3. Chamber below the organ. Blower on the left. Settlement of ground supported structures.



4. Gap appearing above the brick sleeper wall which no longer supports the joists above.



5. Recent cracking above door between baptistery and south porch.



6. Ponding to small flat roofs.



7. Blocked gutter to north side of chancel



8. Access ladder damages the NW corner of the nave roof.



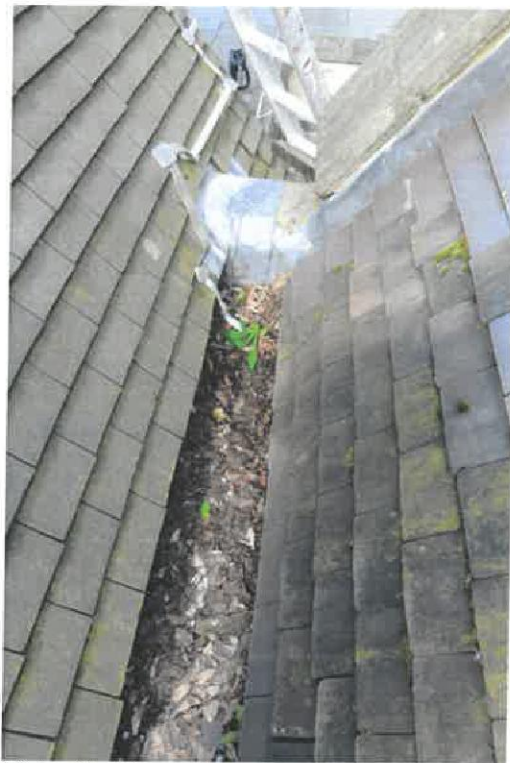
9. Clerestory over baptistery requires repairs to the cills,



10. Ornamental hopper on the south side of the south aisle provides a nesting box for pigeons.



11. Saturated masonry of the buttress at the east end of the south aisle.



12. Leaf build up at the west end of the gutter between the nave and north aisle.



13. Gully to north aisle filled with leaves.



14. Gully to vestry filled with leaves.



15. Cracked downpipe to south side of organ chamber.



16. Trailing cables beside ladder to chamber below organ.



17. Gaps opening up in stained glass windows to south aisle.



18. Evidence of saturated masonry behind the pulpit.



19. Churchyard path looking towards the lych gate.



20. Ashes area.



21. Railings to western boundary.



22. Peeling paint to front boundary.



23. Movement in the front boundary railings.



24. General view of the lych gate.



25. Timber decay to the exterior of the lych gate.



26. Timber decay to the interior of the lych gate.

2 GENERAL CONDITION

The recently installed security fencing is intrusive but appears to have been successful, at least for the moment, in dealing with the problems of anti social behaviour on the north side of the building.

Following an exceptionally long dry summer there have been further settlements requiring attention.

The overall general condition of the building is good but the clearing regime of roofs and rainwater drainage need to be improved so that areas such as the east end of the north aisle do not become saturated.

2.1 Structural movements

- 2.1.1 There is a long history of movement and cracking in the walls of the church. The principal cause appears to be ground movement caused by adjoining trees. Movements of paths, gravestones and walls can be seen throughout the churchyard.
- 2.1.2 Following a long period of monitoring the external walls of chancel, organ chamber and east end of the south aisle were underpinned using specialist piling systems in 2005. In September 2006 further severe cracking appeared in areas not significantly affected during the earlier monitoring and a further phase of underpinning took place, again with specialist piling.
- 2.1.3 New cracking and movement was noted during the course of 2022, which had been another unusually long dry summer, precisely the conditions in which the churchyard trees are likely to cause issues. The structural engineer made an inspection at the end of the year and his report has been attached as an appendix which should be considered to be part of this report.
- 2.1.4 Movement had occurred involving the settlement of the subfloor structures below the organ (photos 3 & 4), cracking in the archways between the organ chamber and the chancel (photo 1) and south aisle (photo 2). Cracking below the centre window of the south aisle had been noted before. Cracking above the door between the baptistery and south porch (photo 5) was evident during our inspection but had not been noted during the engineers visit.
- 2.1.5 The engineers key recommendations are:
 - a In the medium term the joists below the organ should be strengthened so that they do not rely on the sleeper wall, which is prone to further future movement, to support them at their midpoint. This could be done either by doubling up the existing joists or inserting a steel beam adjacent to the sleeper wall.
 - b In the short term the gap between the timber plate and the sleeper wall should have timber folding wedges inserted, which should be periodically inspected and adjusted as necessary.

- c Desirable to infill gap between RC ground beam and the ground bearing concrete upstand with flexible filler
- d An arboricultuarlist should be commissioned to undertake a survey of the trees close to SE corner of the building and to make recommendations on management and/or felling to reduce the risk of future movements.
- e Management of the trees is likely to be more appropriate and certainly considerably less expensive than current and/or future underpinning costs.

2.2 Damp

- 2.2.1 There are currently some significant problems related to rainwater disposal issues
- 2.2.2 The projecting buttress at the east end of the north aisle is saturated for its full height and supporting vegetation including some ferns (photo 11). The impact can be seen in those sections of masonry visible internally (photo 18) but much of the internal face is covered by the pulpit and the the reredos of the north aisle, and so there are concerns about what may be happening within those concealed areas.
- 2.2.3 The defective plaster noted at the last inspection in the west wall of the choir vestry has extended and the external buttresses in this area are clearly particularly damp. This may simply be exposure to the prevailing rain but might be linked to the gutter above.
- 2.2.4 Blistering paint and elevated damp levels were noted to the right of the door from the choir vestry to the vestry entrance porch. The source of this is not clear but it could be linked to either roof covering defects or to the adjoining downpipe.

2.3 General areas of damage and decay

None

2.4 Work outside the churchyard which may affect the church

None

3 Roof coverings

- 3.1 The roof coverings were all replaced in 2017. The chancel, vestry, nave and north aisles were covered in sound original plain clay tiles. The south aisle and organ chamber were covered in new plain clay tiles. The oak shingles to the tower were replaced. The flat roof coverings were overlaid with a new membrane.
- 3.2 The shingles to the tower had suffered significant woodpecker damage, something not easily seen from the ground. The tower should be monitored for further woodpecker activity but appear in good order.
- 3.3 A number of minor defects in the roofing were noted during our inspection..
I was able to refix three whilst on the inspection leaving
1 slipped/ missing tile to south side of south aisle
2 south side of nave
1 north side of nave
1 south side of north aisle
1 east slope of organ chamber roof
1 fishtail tile to the east side of vestry
- 3.4 There is noticeable ponding to the smaller flat roofs at the west end (photo 6). This is because these roofs were overlaid rather than reconstructed. Ponding is not a problem in itself whilst the roofs remain watertight.
- 3.5 Mortar fill to the verge at the NW corner of the north slope of the nave (photo 8) has been knocked out and should be remade. This is an issue related to the ladder in that area, (refer 30.1) which needs to be attended to first as it will otherwise happen again.

4 Rainwater disposal

- 4.1 Gutters and downpipes are a mixture of cast iron and plastic. Downpipes generally discharge to gullies, the majority of which are now connected to the underground drainage system.
- 4.2 The proximity of the churchyard trees creates significant challenges in keeping the rainwater disposal clear. At the time of the inspection there were accumulations of leaves in a number of places, including the west ends of the main valleys on both sides of the nave roof (photo 12), the gutters of the chancel (photo 7) and vestry. Inspecting and clearing the hoppers, gullies and valley gutters needs to remain a high priority. Removal or thinning of nearby trees, particularly on the north side, would be of great benefit. This ties in with the engineer's recommendation to reduce tree volumes for other reasons (refer 2.1).
- 4.3 The rainwater hoppers around the building are vulnerable to blockage because of the many trees in the churchyard. In addition, the three large hoppers to the south aisle have been taken over as nesting boxes by pigeons who seem to have displaced the swan necks below the gutters (photo 10) above with the result that the gutters do not entirely discharge into the hoppers. Once the current nesting season is over, the ineffective

mesh infills to the hoppers should be removed, the swan necks reinstated, the hoppers cleared and new mesh screens installed. These should include removeable sections to enable ongoing maintenance.

- 4.4 There are some locations where damp marking indicates that the rainwater goods may be defective but what exactly is happening. The following areas should be monitored from time to time during heavy rain to see what actually happens.
- The area above the buttress at the east end of the north aisle (photo 11)
 - ' The area above the two projecting buttresses at the west end of the choir vestry
 - The area adjacent to the blistering plasterwork beside the internal door from the choir vestry into the vestry lobby
- 4.5 A cracked pipe requiring replacement was noted on the south side of the organ chamber (photo 15).
- 4.6 The downpipe at the east end of the north aisle appears to have lost the very lowest section and so does not discharge properly (photo 11). This may be contributing to the significant dampness in that area.
- 4.7 Gullies at ground level were mostly blocked by leaves at the time of inspection (photos 11, 13 and 14) and may be contributing to damp problems, particularly at the east end of the north aisle. Because of the leaf fall intensity it is desirable that the gullies be fitted with removeable covers of a type not easily displaced. If possible, clearing of gullies should be included on the maintenance schedule of the Diocesan gutter clearance scheme.
- 4.8 The gutter along the north side of the chancel appears to block very easily with leaves, clearly has limited fall and is likely to be at least partly responsible for the significant dampness in the buttress at the east end of the north aisle (photos 7 & 11). We recommend that an additional downpipe be fitted at the west end of this gutter, discharging into the existing gulley below.

5 Below ground drainage

Drainage below ground was not inspected. There are no signs of defects although the general disruption caused by trees and tree roots are quite likely to create problems. Refer 4.7 for comments on gullies.

6 Parapets and upstand walls

- 6.1 Parapets to the gables of roofs and the parapet around the organ chamber are of flint, generally on a brick backing and with a stone capping. Parapets around the baptistery roofs are of stone, probably on a brick backing and with a stone capping.
- 6.2 Following the works of 2017, the parapets remain in good condition.

7 Walling

- 7.1 The walls of the main body of the church are faced in roughly coursed knapped flints, with Bath stone dressings. The chancel walls have a rubble core but other areas appear to have a brick backing. The choir vestry is faced with artificial stone.
- 7.2 The wall surfaces are in fair condition. As noted at the last inspection, a number of fractures and open joints remain from the subsidence which led to the 2008-9 works. These should now be pointed up. They are most evident around the north and south porches and the windows and buttresses of the north aisle. In addition, there are some open joints in the west wall of the choir vestry which should also be attended to.
- 7.3 Ivy needs to be kept under control to avoid invasion of the flintwork. At the time of the inspection, the east side of the chancel required further work but there were a number of locations where ivy growth was beginning.

8 Timber, porches, doors and canopies

- 8.1 External doors are in fair condition. Locks and fastenings to external doors appear adequate.
- 8.2 The external doors will require recoating and ornamental iron hinges will require repainting during the quinquennium.

9 Windows

- 9.1 Stained glass is of good quality and in good general condition except where being affected by building movement.
- East window of 1949 by Joseph Nuttgens;
 -
 - Three south aisle windows of good quality 1899-1900 (contemporary with construction of south aisle);
 -
 - Three good quality north aisle windows of 1884- 1929.
 -
 - Other chancel windows of patterned C19 glass.
 -
 - Window in choir vestry includes Wembley coat of arms dating from 1937 removed when the borough was absorbed into GLC
- 9.2 Plain glazing is in fair condition. Stone guards fitted to windows appear adequate. Some damaged glazing was noted as follows. Repair is desirable.
- 1 cracked quarry to the norther most of the three windows on the west side of choir vestry
1 cracked quarry to south porch window
2 cracked quarries to the north porch/ boiler area
- 9.3 Some areas of glazing have been affected by movement in the building and are likely to deteriorate without remedial action. A glass conservator should be asked to inspect and report on:
- The left hand lancet (viewed from inside) of the westernmost window in the south aisle where daylight can be seen between some pieces of glass and the leads (photo 17).
 - The left hand lancet (viewed from inside) of the south porch window, where gaps between the glazing and the stone jamb are evident.
 - The left hand lancet (viewed from inside) and traceries above of the easternmost window in the south aisle, where daylight can be seen between some pieces of glass and the leads.
 - The window to the north side of the chancel which is loose.
- 9.4 The stained glass to the easternmost south aisle window and the chancel south window are covered internally with polycarbonate sheet. This is presumably a comfort measure. The advice of the glass conservator on whether this might lead to damage to the surface of the stained glass should be sought during the section noted above.
- 9.5 The catch to one of the toilet windows is defective and difficult to operate. As a short term measure this vent should be fixed shut and use only be made of the other vent, but replacement of the catch is the long term solution.

- 9.6 Other areas requiring attention were noted as follows:

The metal windows of the choir vestry and the cills of the lantern above the baptistery should be repainted during the quinquennium. The clerestorey cill needs repairing before repainting (photo 9).

INTERNAL

- 10 Towers, spires and bells

- 10.1 The interior of the bell tower was inspected for the first time in many years during the works of 2017. The structure is not original but dates from the works of the 1940s and was in fair condition. The access door was relocated from the north elevation to the east to make it easier for access in the future using a roof ladder to the ridge of the nave roof. The bellchamber has a fully boarded floor pierced only by a hole for the bellrope.

- 10.2 There is a single 5 cwt bell within the bell tower, installed in 1946. It was inspected during the works of 2017 and found to be in fair condition. The bellrope and bell support bolts were replaced and the clapper was re-bushed.

- 11 **Clocks and their enclosures**

There is no clock on the church itself but there is an electric clock on the lych gate. This was refinished and connected to a mains supply during the quinquennium.

- 12 **Roof and ceilings voids**

None

- 13 **Roof structures, ceilings**

Existing roof structures appear satisfactory.

- 14 **Upper floors, balconies, access stairs**

None

15 Partitions, screens, panelling, doors and door furniture

15.1 Generally satisfactory

15.2 As noted at the last inspection, the west door to south aisle has stained glass panels, one of which has missing moulded timber sections at top and one missing piece of glass. The glass panel is becoming loose and has been secured with tape. The mouldings should be reinstated or replaced.

15.3 The north aisle door, which is still double swing, has large gaps around the leafs and, because of the considerable fresh air intake needed for the boiler in the adjoining porch, this makes that end of the north aisle cold and draughty. This could be improved by converting the door to single swing action, closing against a door stop but this might require adjustment to the floor closer.

16 Ground floor structures, timber platforms

16.1 Floors are generally solid, with raised timber platforms below pewed areas. The floors are generally satisfactory. The solid floors contain a number of cracks probably related to the recent subsidence and settlement of the north aisle and organ chamber floors (see section 2.1)

16.2 As noted at the last inspection, the pew platform on the north side of the north aisle is now springy because of the settlement of the floor below. Timber folding wedges should be inserted below the timbers to remove the springiness.

16.3 A number of the gratings to the heating pipe trenches are noisy under foot and ought to be properly seated and/ or secured. One grille in the choir vestry floor kicked up when trodden on and should be secured. Following settlement of the north aisle floor, one of the gratings in that area is projecting and may have to be reset.

16.4 Some looseness was noted in the woodblock flooring of the baptistery, again possibly the result of movement in the floor below. A number of small triangular sections of woodblock are now missing.

17 Internal finishes

Plaster finishes are in good general condition.

There is a small section of damp and defective plaster between the central and left hand windows (viewed from inside) in the west wall of the choir vestry which has enlarged during the quinquennium. It is likely to be linked to the dampness on the external buttresses in this location. (Refer also section 2.2.3 and 4.4).

There are small areas of blistering beside the door from the choir vestry into the vestry lobby. The cause of this is not clear (refer 2.2.4 and 4.4)

18 Fittings, fixtures, furniture

Church fittings:

Altars: High altar of timber, altar in north aisle of oak with screen behind, centre part canopied. Small reredos with carved and painted panels in south aisle, formerly above the communion table

Lectern: of carved wood, on oak stand. Canopied screen behind

Pulpit: Oak, with tester supported on columns. Forms pair with lectern

Oak communion rails to high altar of modern design, to south aisle also of C20 but more traditional design

Organ screen of oak, choir stalls reduced to single seat on each side, oak panelling around high altar walls. No other choir stalls remaining, moved to south aisle. The recent structural movement has affected one of the doors, which should be eased and adjusted.

Stations of the cross: None

Font: painted stone font of 1845 with timber cover set on plinth

Other fittings: Pair of large timber thrones at west end in north aisle. From British Empire Exhibition of 1924, presented to the church in the following year.

The fittings are in fair general condition, although the British Empire thrones would benefit from cleaning and securing of the roundels above the seat backs. It is possible that a small project of this kind might be able to attract grant aid.

The dampness at the east end of the north aisle (refer 2.2.2) presents a risk of damage and decay to the pulpit and north aisle reredos.

19 Toilets, kitchens, vestries

There is a toilet opening off the north porch and tea-making facilities are provided within the choir vestry. WCs for wheelchair users are available within the nearby church hall.

20 Organs and other musical instruments

The organ is from Ingram & Co Edinburgh and, following extensive recent work is reported to be in good condition. The blower sits within a pit below the organ. The organ completely fills the organ chamber, making access for inspection and maintenance difficult.

Sound distribution issues noted at the last inspection have been dealt with.

21 Monuments, tombs, plaques

Four memorial tablets in the chancel principally to the Copland family. The south aisle has a stone tablet, a brass plate and two shields. The north aisle: has two alabaster tablets and five brass plates. The south porch has two stone tablets, a donor list and a list of incumbents. All appear to be in satisfactory condition.

22 Services installations generally

The comments below are based on a visual examination only and no tests of services have been undertaken.

23 Heating installation

23.1 The present church heating system comprises a large open flued Powrmatic Sime RMG10 gas fired boiler installed in 1996 and a recently installed Worcester instantaneous heater in the toilet for hot water. The open flued boiler requires a substantial amount of ventilation through the windows of the north porch, making that area particularly cold. The church report that the heating engineers have stated that the ventilation cannot be reduced.

23.2 The main boiler runs a low pressure hot water heating system comprising radiators around the perimeter of the building. The heating appears effective. There is an electric heater in the vestry.

24 Electrical installation

24.1 A Periodic Report was issued in February 2023. The system was found to be of satisfactory although with a number of Code 3 advisories mostly relating to fixings. Three unidentified circuits were locked off; the church report that there have been no systems unexpectedly not working. These circuits could be permanently removed at the next inspection. The next test will fall due in 2028.

24.2 We also noted incompletely fixed cables but suggest that those close to the top of the ladder into the blower chamber should be treated more urgently as they might catch users of the ladder (photo 16).

25 Lighting system

25.1 As there is no clerestory to the nave, the centre of the church tends to be dark and requires the use of artificial light. The interior lighting to nave and aisles comprises a series of spotlights at wallplate level. The chancel is lit by fluorescent lights on the rear of the chancel arch; these are surprisingly effective but the fittings are very intrusive viewed from within the chancel. The choir vestry has a mixture of spotlights and fluorescent lights.

25.2 Additional architectural lighting directed at the roof structures would be welcome.

26 Sound system

A completely new system has been installed

27 Lightning conductor

The system was upgraded during recent works to a system meeting the requirements of BS EN 62305. The most recent test certificate dates from November 2022 when a satisfactory overall reading of 0.6 ohms. A further test will be required at some time during the quinquennium. Advice on the frequency of testing should be sought from the church's insurers

28 Fire precautions

The provision of firefighting equipment, means of escape and structural fire protection all appear generally satisfactory.

The number of fire extinguishers is adequate and extinguishers have been inspected within the last twelve months. The powder extinguisher in the north porch/ boiler area ought to be on a stand rather than loose.

We suggest that the escape route to be taken from the vestry escape door be indicated. The key provided works on both gates but the route to the one by the cemetery path is currently obstructed by Heras fencing.

29 Disabled provision and access

Access into the church for people in wheelchairs is good but there are no toilets suitable for wheelchair users. These are provided in the nearby church hall

An audio loop has been installed for users with hearing difficulties.

30 Safety

30.1 Ladder access to the two valleys, to the north and south of the nave roof is unsafe and tending to cause damage the roof coverings and making maintenance of the roofs more difficult. The north valley needs a dedicated ladder making up, with hooks that can go over the bar provided so that it is safe to use at a shallow enough angle to avoid resting on the corner of the nave roof. The south valley could probably be provided with some fixed points to secure the same ladder. Unless it would contravene insurance requirements, this ladder could remain on the roof for the benefit of maintenance persons

- 30.2 The ladder used for access down into organ blower chamber is balanced on a piece of wood and not safe. A larger timber section could provide suitable support, or a ladder could be adapted with unequal legs.

31 Bats

There is no evidence of bat activity in or around the building.

CURTILAGE

32 Churchyard

- 32.1 The churchyard is closed for burials. The general appearance of the churchyard is untidy, partly due to overgrown trees and partly to irregular paths and leaning headstones (photo 19). The ashes area (photo 20) would benefit from tidying and clearance.
- 32.2 One notice board is fixed to the building beside the main entrance and has a cracked plastic panel. A second notice board is on posts adjacent to the main road. The clear panels are becoming slightly obscured.
- 32.3 The streetlamps in the churchyard (photo 19) have now been disconnected. Ideally, the redundant damaged concrete posts should be removed
- 32.4 Redundant HERAS fencing within the secured area to the north of the church remains should be removed, or at the very least stacked neatly, as it prevents maintenance work and may obstruct an escape route (refer 28)
- 32.5 External lights are reported to be on timers rather than movement detectors. They would have a detrimental effect on any bat population and care is needed to avoid light nuisance to adjoining properties.

33 Ruins

None

34 Monuments tombs and vaults

The churchyard contains a wide variety of monuments, mostly of small scale. Many have been affected by ground movement and a number have been partially dismantled for safety reasons. Monuments require periodic inspection to check that they are safe.

35 Boundary walls, lychgates and fencing

- 35.1 The north and west boundaries are formed with new metal railings, the east side is partly open to the adjoining municipal cemetery and partly screened

by the new security railings. The listed wall and railings form the southern boundary, extending to both sides of the lych gate.

- 35.2 There are paint losses on the railings to the north and west boundaries, something particularly noticeable on the section between the church and the hall (photo 21). As these railings appear to be galvanised, this is largely a cosmetic issue but is unsightly. It should perhaps be clarified where the responsibility for the maintenance of these railings lies, as they were erected during the redevelopment which created the new hall and housing.
- 35.3 The section of railing and copings to the west of the lych gate is beginning to replicate the problems faced in 2009 when the railings were taken off and re-set. The coping and railing are being pushed back at the slight change of direction (photo 23) because of thermal movement and the joints between the panels are getting cracked. We suggest that some kind of expansion joint is introduced into the railing at this point. This would probably require the addition of some metalwork which might be intrusive but ought to reduce the risk of having to rebuild again in the future.
- 35.4 On the railings along the High Street, it seems that the dark green top coat, applied at some time after the lighter green used in the 2009 works, was applied with inadequate preparation and is now peeling away quite freely to reveal the largely intact lighter green below (photo 22). The lighter colour is still providing reasonable protection to the cast iron panel and so the dark green could be left to finish peeling away. If visual improvement is required it will be necessary to ensure that all of the dark green is removed before then preparing and painting.
- 35.5 The lychgate needs repair and redecoration. The exposed areas (photos 25 and 26) have areas of decay requiring careful carpentry repair prior to decorators work. Ivy which is beginning to attach to the sides should be removed.

36 Trees and shrubs

- 36.1 The churchyard is extensively planted with trees, many of which are responsible for the recent subsidence. It is essential that existing trees are kept under control and that any new saplings are not allowed to remain.
- 36.2 Removal or reduction of trees adjacent to the church is desirable. This will have three benefits – reduction in the quantity of leaves and twigs having to be cleared from the roofs, reduction in risk of structural movement and increased visibility of the church itself.

37 Hardstanding areas

The pathways are uneven, and must be expected to continue to move. They should be kept under observation and trip hazards removed from time to time. The tarmac of the main pathway across the churchyard is relatively recent but cracking is already developing,

38 **Miscellaneous matters**
None

39 **Logbook**

The logbook was not available for inspection.

10.00 Works of repair in order of priority

(numbers in brackets refer to the relevant paragraph in this report)

WORKS OF THE UTMOST URGENCY

Clear blocked gutters and gullies of leaves (4.2, 4.7)
Make safe the organ chamber ladder* (30.2)

WORKS ESSENTIAL WITHIN THE NEXT 12 MONTHS

Insert folding wedges into the gap in the sleeper wall below the organ gallery (2.1.5b)
Obtain arboriculturalists report on trees to the SE of the church and implement recommendations† (2.1.5d)
Maintenance works to roof tiles (3.3 & 3.5)
Undertake improvements of the south aisle hoppers (4.3)
Repairs to downpipes (4.5 & 4.6)
Obtain specialist report on stained glass (9.3)
Repair and paint lantern above baptistery (9.6)
Repair to west door of south aisle (15.2)
Insert wedges below north aisle pew platform (16.2)
Secure gratings (16.3)
Ease and adjust door in organ screen (18)
Secure loose cables around organ blower chamber ladder* (24.2)
Improvements to ladder access to the main valleys (30.1)
Remove or restack Heras fencing to north of chancel* (32.4)
Repair and redecoration of lych gate (35.5)

WORKS ESSENTIAL WITHIN THE NEXT 5 YEARS

Strengthen floor below organ† (2.1.5a)
Infill gap below ground beam in organ gallery (2.1.5c)
Fit additional downpipe at west end of north chancel gutter † (4.8)
Fill cracks left by past settlements in the building (7.2)
Recoat external doors and paint ornamental hinges (8.2)
Undertake works recommended by glass specialist † (9.3)
Replace toilet window catch (9.5)
Repaint choir vestry windows (9.6)
Repairs to notice boards (32.2)
Expansion joint to front railings (35.3)

DESIRABLE WORKS

Repair cracked glazing (9.2)
Removal or thinning of nearby trees (2.1, 4.2 & 36.2)
Cleaning of British Empire thrones (18)
Improvements to lighting (25.2)
Provide stand for north porch fire extinguisher* (28)
Tidying of churchyard* (32.1)
Removal of redundant concrete lamp standards (32.3)
Repainting of railings (35.2 & 35.4)

AREAS TO BE MONITORED

Rainwater goods (4.4)
Woodpecker damage to the spire (3.2)
Loose woodblocks in baptistery floor (16.4)
Condition of churchyard monuments (34)
Further movement in south boundary wall (35.3)
Paths and paving (37)

Most of these works are considered to be routine maintenance in connection with the Faculty Jurisdiction (Amendment) Rules 2019. Those which are not are indicated with a dagger †
Items which could be carried out by unskilled labour are marked with an asterisk*.

STANDARD EXPLANATORY NOTES

- A Any electrical installation should be tested at least every quinquennium by a registered NICEIC electrician, and a resistance and earth continuity test should be obtained on all circuits. The engineer's test report should be kept with the church logbook. The present report is based upon a visual inspection of the main switchboard and of certain sections of the wiring selected at random, without the use of instruments
- B Any lightning conductor should be tested every quinquennium in accordance with the current British Standard by a competent engineer, and the record of the test results and conditions should be kept with the church logbook
- C A proper examination and test should be made of the heating apparatus by a qualified engineer each summer before the heating season begins.
- D A minimum of two water type fire extinguishers (sited adjacent to each exit) should be provided plus additional special extinguishers for the organ and boiler house, as detailed below.

Large churches will require more extinguishers. As a general rule of thumb, one water extinguisher should be provided for every 250 square metres of floor area.

Location	Type of Extinguisher
General	Water
Organ	Carbon dioxide
Boiler House	
Solid fuel boiler	Water
Gas fired boiler	Dry powder
Oil fired boiler	Foam, or dry powder if electricity supply to boiler room cannot easily be isolated

All extinguishers should be inspected annually by a competent engineer to ensure they are in good working order. Further advice can be obtained from the Fire Prevention Officer of the local Fire Brigade and from your insurers.

- E This is a summary report only, as required by the Inspection of Churches Measure 1955 as amended by the Care of Churches and Ecclesiastical Exemption Measure 1991 ("the Measure").

The quinquennial inspector is willing to advise the PCC on implementing the recommendations, and will if so requested prepare a specification, seek tenders and direct the repairs.

- F Although the Measure requires the church to be inspected every five years, it should be realised that serious trouble may develop in between these surveys

if minor defects are left unattended. Churchwardens are required by the Measure to make an annual inspection of the fabric and furnishings of the church, and to prepare a report for consideration by the meeting of the PCC before the Annual Parochial Church Meeting. This then must be presented with any amendments made by the PCC, to the Annual Parochial Church Meeting. The PCC are strongly advised to join the Diocese of London Gutter Maintenance Scheme if they have not already done so.

- G Woodwork or other parts of the building that are covered, unexposed or inaccessible have not been inspected. Your quinquennial inspector cannot therefore report that any such part of the building is free from defect.
- H The repairs recommended in the report will, with the exception of some maintenance items as explained in the "Minor Works" list on the Buildings page of the Diocese's website, require a Faculty before they may be carried out. If you have any questions please consult the Care of Churches Team.
- I The PCC are reminded that insurance cover should be index-linked so that adequate cover is maintained against inflation of building costs. Contact should be made with the insurance provider to ensure that cover remains adequate.

APPENDIX

STRUCTURAL ENGINEERS REPORT ON CRACKING AT THE CHURCH

Our ref: PC/22129-01b

16th December 2022

PCC St John the Evangelist
1 Crawford Avenue
Wembley
Middlesex
HA0 2HX

By email only:

Dear Sir/ Madam

RE: ST JOHN THE EVANGELIST, WEMBLEY: STRUCTURAL MOVEMENT

Further to your email dated 15th November 2022 confirming our proposed fee to undertake a site inspection to review the recent movement I can confirm that the inspection was carried out on 24th November 2022. Our findings are below.

I was shown to the relevant area by Mr Bevis-Smith, a volunteer at the church whom I know from our previous involvement. The first area of inspection was the undercroft to the church organ, directly to the south of the Chancel. This is a small area comprising a concrete ground bearing floor approximately 1.4m below the church floor level. The church floor is a suspended timber joisted floor construction supported on the external east wall and the main internal wall located between the organ gallery and south aisle with intermediate support provided by a sleeper wall within the undercroft.

The external walls in this area and the chancel were underpinned in 2005 using a pile and ground beam system. Partial underpinning was carried out at this time as funds were not available to undertake a full underpinning scheme. The extent of underpinning and arrangement of sleeper walls is identified on the part plan below:

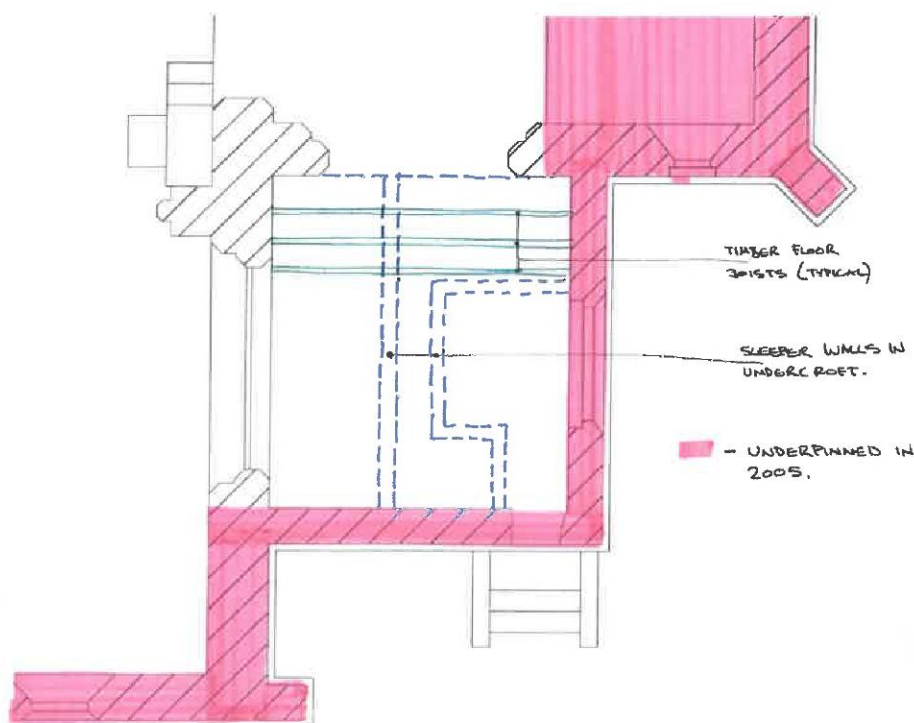


Diagram 1: Part Plan of south east corner of church showing previous underpinning and sleeper walls in undercroft.

There does not appear to be any noticeable movement to the external walls that have been previously underpinned. We inspected the external walls and these are free from any new or recent movement or cracking. Partial underpinning was carried out to the external walls of the north side of the church in 2008 and these also show no signs of recent movement.

A number of recent areas of movement and cracking were identified within the undercroft. A number of cracks to the ground bearing concrete slab were identified.



Photograph 1: Cracking between the RC ground beam and ground bearing concrete upstand indicating differential settlement.

There was also significant settlement occurring to the internal sleeper walls. The main sleeper wall that supports the floor joists has settled to such an extent that the timber joists and wallplate are no longer bearing onto the wall and there is a large gap between the wall and timber plate.



Photograph 2: Sleeper wall has settled allowing a gap to form under the timber wall plate

Cracking was noted to many of the sleeper walls (some of which do not provide support to the floor structure but an enclosure to the organ blower) and these walls have clearly dropped. In one location a timber post was notched and inserted between the underside of joist and an internal sleeper walls and the vertical movement recorded in this location was



Photograph 3: 15mm vertical settlement between timber post on internal sleeper wall and floor joist.



Photograph 4: vertical cracking to the internal sleeper walls to the undercroft.

As well as movement and cracking observed within the undercroft, additional movement was noted to the structure above. Cracking was observed to the floor slab within the chancel, in front of the organ gallery. It was also noted that the joinery forming the casing to the organ keyboard has moved and no longer closes fully.

Cracking was also noted to the arch between the organ loft and south aisle. The cracking was on both sides of the wall. the cracking internally within the organ loft was to each side of the arch. It was also noted that a stone voussoir within the arch had dropped slightly.



Photograph 5: Cracking above the arch between the south aisle and organ loft.



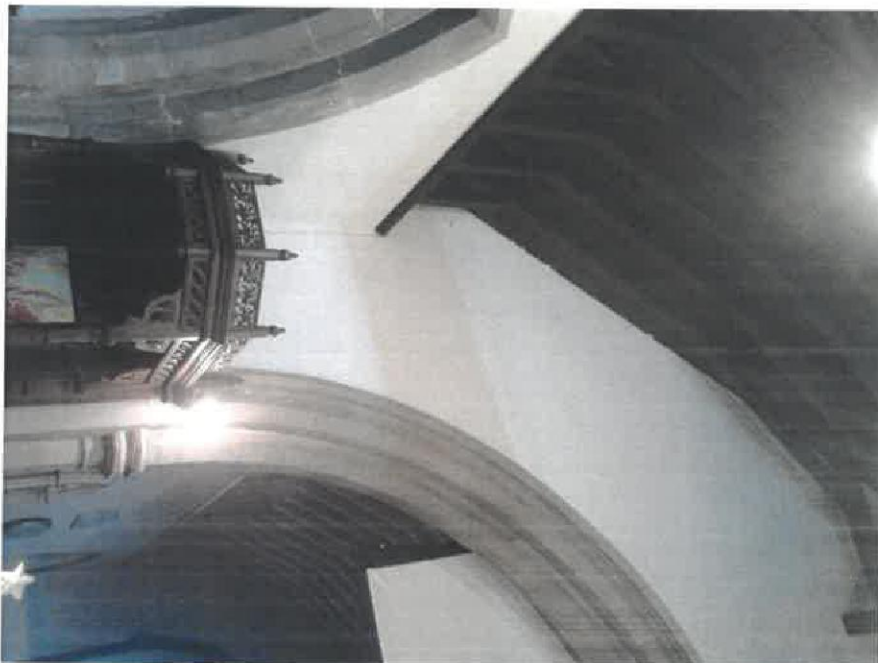
Photograph 6: cracking to south aisle wall from within organ loft.

Cracking was also evident to the wall and arch between the organ loft and the chancel. Cracking could be seen on the chancel side of the wall however this was difficult to fully observe as this was concealed by the organ pipes. Cracking was also evident to this wall internally.



Photograph 7: Cracks from within organ loft of arch into the chancel area.

Cracking also exists to the north side of the Chancel arch above the pulpit. This could be related to the settlement of the south support wall of the arch.



Photograph 8: Cracking to the north side of the chancel arch, above the pulpit.

Additional cracking was noted to the external wall to the south aisle, approximately half way between the organ loft and entrance porch. This cracking was mainly horizontal and hairline in magnitude. This cracking is located close to the transition foundation beam that connects the section of the church that has been underpinned and the section of church that has not been underpinned. This cracking is to be expected as this is the location where differential settlement occurs.



Photograph 8: Horizontal cracking to north aisle external wall

Conclusions and Recommendations

We know from previous investigations that the church is founded on London Clay with a very high plasticity which means that it has a high potential of volumetric change depending on moisture content. We have recently gone through a very hot summer with a prolonged period of very little rainfall and this will have caused nearby trees to extract larger quantities of ground water from the London Clay which will lead to shrinkage of the underlying soils. This shrinkage then results in additional settlement and movement and cracking to the structure. We are of the opinion that the recent prolonged period of dry weather is the main cause for the movement as the tree roots extend further away from the trunk to locate sources of water. We do not believe the movement is related to underground voids formed by burials etc.

We are satisfied that the areas that have been previously underpinned are adequately supported and that there appears to be no movement to these areas. It is evident that there is now further movement to the areas of the church in the south east corner that have not been underpinned. These include the following areas:-

- The ground bearing floor slab to the undercroft under the organ loft.
- The internal sleeper walls within the organ undercroft area which provide support to the suspended timber joists that form the ground floor of the organ loft.
- The southern section of the chancel floor in close proximity to the organ.
- The internal masonry wall/ pier at the intersection of the chancel/ nave/ south aisle and organ loft.

The cracking formation to the arches to the organ loft imply that the internal pier that supports both arches is settling. The cracking is mainly to the side of the arch that is settling and the slight displacement of a voussoir stone would lead us to conclude that settlement is occurring to this internal section of wall/ pier.

We are not concerned about the structure in the immediate future as the movement and cracking to the main arches was not considered significant. We do however believe that some action is required in the medium term.

We would normally recommend some investigations and a period of monitoring when ground movement affects a building or structure. In this instance however, we know the ground conditions and the history of the movement and previous remedial works. There are a number of options available and these are discussed below.

With regards to the movement to the floor slab and sleeper walls in the organ undercroft, it is clear that the existing joists are now spanning between the external east wall and the end wall of the north aisle as the sleeper wall has settled and is no longer providing support. Although the timber floor joists are not designed to accommodate this increased span, they are currently performing the job. Underpinning the internal sleeper walls may not be necessary as we could simply increase the strength of the existing timber floor joists ensuring that they can span over the internal sleeper walls between the main walls. This can be achieved by either installing new joists bolted to the sides of the existing joists or by installing a new steel beam under the joists in the position of the existing sleeper wall spanning between the external south wall and the main chancel wall. We would need to check the bearings of the existing timber joists to ensure they are adequate if we simply double them up as they will be subject to greater shear forces at the end bearing.

A short term option for this issue is to install a number of folding wedges into the gap along the sleeper wall which will transfer the floor load back onto the wall. The wedges will need to be regularly inspected as the support wall has the potential to settle further or even move upwards if the underlying clay swells or expands. The wedges will need to be adjusted as required at regular intervals.

The lower ground bearing floor of the undercroft could be left as is as it is not in a finished area and its only purpose is to provide a base to the organ blower. Provided the organ blower has a flexible hose and can accommodate small levels of movement this should be acceptable to the PCC. There is a gap between the RC ground beam and the ground bearing concrete upstand and this can be infilled with a flexible filler which will prevent water ingress but allow ongoing movement.

We would also recommend that an arboriculturist undertake a survey of the trees in close proximity of the south east corner of the church. An option to avoid expensive underpinning may be to manage or fell some of the trees. If the trees are managed and reduced in bulk, their water demand will reduce and therefore will extract less moisture from the ground. Over time, the moisture content of the London Clay will increase to what it was before the summer and the clay will expand in volume. This could result in some recovery and the cracks closing up slightly. Cracks very seldom fully close as the voids fill with debris. This may resolve the long term issues with the walls to the organ loft and also the chancel floor slab however some redecoration will be required as will some adjustment to the joinery to the organ casing. During the next redecoration phase we would recommend that the existing cracks are exposed by removing the plaster and if the cracks are visible within the masonry we would recommend that the cracks are stitched using stainless steel helical bar reinforcement. The stone voussoirs should also be checked during the redecoration works and if there are concerns about how tightly these are wedged in, they can be pinned to the masonry above.

Another alternative would be to underpin the internal pier and the chancel floor slab. This would be very expensive and require the organ to be fully dismantled and taken off site.

The magnitude of cracking to the chancel floor and walls to the organ loft would not cause concern of the building stability at the moment and we would therefore recommend that a management system is put in place to ensure the trees are regularly reduced in bulk. This should then restore the moisture content to what it was previously and prevent any future changes in moisture content occurring which will lead to further movement.

It may be worth getting in touch with your insurers to discuss appointing an arboriculturist however I believe that any management or pruning of the trees will be down to the PCC. The insurers may pick up the costs for redecoration, crack stitching, strengthening of the organ room floor and making good the organ casing joinery.

Please let me know if you have any comments or queries on the above.

Yours sincerely
For THE MORTON PARTNERSHIP LTD



PETER CORCORAN BSc (Hons) CEng MICE

THE FIFTY PLUS MEMORY CAFÉ – 2022 REPORT TO THE APCM

The café was started in April 2022, and officially launched on 19th August 2022.

We receive Funding from NCIL, Brent council in the sum of £4500, which will be delivered in three instalments; we have just completed the first round. We also received £150 from the Fire Service of Brent, and a large quantity of biscuits and snacks.

The café is open every Friday between 10.30 am and 12.30 pm and attendance fluctuate due to the ability of our members, as is common with people who are living with Dementia, and their weekly attendance is between eight and 12, although, we have guests who go to all the cafés on a different week. We also have daughters and sons who attend as designated carers for their mums or brothers.

With our funding we were able to purchase a Fridge, Smart TV, Big Bingo machine, a soup Kettle and elegant soup mugs that are easy for frail hands to hold.

Many of our members prefer fresh ground coffee, so we have invested in a coffee maker. Alongside the coffee and tea are various snacks and cakes. We regularly have a brunch of hot food or sandwiches, as we are aware that our members live on their own and not always having the ability to make hot food and may just rely on microwave meals. We also acknowledge their birthday and, again, the cakes and sandwiches are provided.

We are supported by Debbie Howe and her staff team at Community Action on Dementia, Brent. Ashford Place.

Debbie arranges visits to the cinema at the Kiln Theatre every month, and we go to the Wigmore Hall and the Marylebone Parish Church regularly to listen to Classical music. Debbie also arranges visits to museums, Kew Gardens, and this week we will be going on a tour of the Wembley stadium.

Debbie is also arranging for flower arranging sessions for the group.

I want to express my gratitude to Francis, a local businessman who comes to our sessions to do singing and keep fit. Those sessions are great for the confidence of our members, and they really look forward to Francis attending.

LUNCH FOR THOSE IN NEED

As we are all aware, the provision of lunch originally started in 2014, when there were an influx of rough sleepers and homeless people, mainly men in Wembley. We had to close our doors during lock down and have now been running since November 2022.

These friends have now migrated to having their own studio flats, and those that are married have obtained one bedroom flat from the housing department. Some have moved to other areas in Brent, and some have found jobs. We are so happy to see that their lives have changed for the better, and in a way, St Johns have been a part of their wellbeing and their integration.

We currently have 10 for lunch each Friday immediately after the Dementia Café. As always Len and I provide the funding for this. Friday 19th, we had a visitor to the group, who would like to provide funding for the lunches, and I have been asked to provide a budget in going forward.

We are grateful to the Church for providing the Copland room for these community initiatives, and

I thank Lil Gordon for her help and assistance over the years, and even coming over to help clean up after she has been cleaning the church all morning. Your God has seen ALL your GOOD DEEDS.

Thank you, Len, for taking me to do the shopping and arranging the tables and chairs in the mornings.

Catherine Miller-Baldwin

TREASURERS REPORT FOR MAY 2022

I am exceedingly grateful for the opportunity provided to me to champion best practice in finance and promote sound stewardship at St John. It has been an incredibly rewarding experience so far and I am growing more confident and will continue to learn new ideas. We also wish to express our deep appreciation for regular donors who has continued to give to the church – both through envelopes and via standing order – during such challenging times. Your generosity and support is truly invaluable. We have been successful in concluding the 2021/2022 financial year and believe that next year will be even more successful.

Income from hall hire has rebounded despite rising costs due to the pandemic, while we have been able to keep a handle on our operational costs, such as heating and lighting, which have had a considerable effect on the church finances along with the recently finished Electricity Project.

Moreover, we carried out an evaluation (appraisal) for the Church Administrator, Evelyn, in April in order to set new objectives and further increase efficiency.

Looking onwards, we propose the following initiatives for the 2022/2023 financial year: the establishment of a finance team, a respective budget for the year, the investment in accounting software for efficient/effective accounting, as well as a review of Administration salaries. Finally, we will continue to monitor our spending and make sure that we are utilizing resources efficiently and effectively to ensure the St John's Church's long term financial stability.

Sunday School and Young St John's Report 2022

Sunday School continues to be a safe and immersive environment where young people learn scripture together. The approach used is to bring the bible alive and make it relevant to our children. We currently have 10 active children attend Sunday School almost every week although there are 18 children currently enrolled on our registers. Absences at Sunday services have usually been due to inconsistent attendance pattern of some of the parents or guardians attending main Church services as well as the effect of the pandemic.

During Sunday School classes, the young people are encouraged to pray themselves at the start of each session. This is followed by the bible text or theme in line with the main Church bible passages. Simple songs or choruses relevant to the theme are also taught and the children have independent time with different activities including quizzes, colouring, puzzles, word search which are all based on the current bible passage. Sunday School will always end with everyone sharing the grace together. The focus for our younger children (who are predominantly of Primary School age) has been on getting back to basics in exploring and learning from bible stories to ensure a solid Christian foundation. Getting them to recite simple memory verses and the Lord's Prayer also reinforces their biblical knowledge and beliefs which they are able to reflect on in and outside Sunday School.

For most of this year, Sunday School curriculum corresponded with the lectionary used in the main Church making it easier and seamless for parents to follow the activities planned for the children. Some of the bible topics that we have covered in the past year include the Good Samaritan, the Widow's mite, Salt and Light of the world. Other topics included God's healing power, avoiding temptation and a series on praying to mention a few.

The older children and teenagers are actively involved in the main Church service including reading bible passages and occasionally leading worship and prayers. Some assist as ushers and as Sunday School Helpers. We are grateful to Pharez for sharing his technical skills with the projector in Church.

It is always a privilege to see the youth actively engaged in the service of God and worthy of note that our children and Young People got together last summer to learn different arts and craft techniques while exploring the scripture. They were able to use the skills learnt to raise money for the Church electricity costs through their Arts and Crafts event. As always, the children performed the Nativity skit with so much talent and zeal! God is indeed pouring out His Spirit on our young people. They will surely prophesy and see visions! (Acts 2:17)!

We appreciate all members of the congregation who have supported the Sunday School children during the year. And finally, God bless the hard work and diligence of fellow Sunday School teachers: Carole, Janet, Morin and Maka who have been amazing as always in planning and organising activities and events for the children/young people at St John's.

Simbo Ajayi

On behalf of Sunday School and Young St John's