

From your DAC Team

The DAC Team has highlighted the advice below for a suggested routine for weekly building checks whilst our churches are closed at this time:

- Visit the site once a week and walk around the building checking from ground level
- Vary times and days if possible - a visit whilst it's raining can be particularly instructive
- Once a month if possible also check from high level vantage point (eg top of tower, gallery windows)
- Doors & windows – for any damage or signs of forced entry
- Slated/ tiled roofs – for any slipped or missing slates or tiles
- Lightning conductor tape(s) –in place and connected to earthing points on the ground
- Metal roofing –in place and no sign of attempts to remove
- Lead flashings –in place, not torn off
- Metal down pipes and water spouts –in place not removed
- Water butts –not knocked over or moved
- Wheelie bins in the right place
- Oil tanks - in place, no smell of kerosene or signs of leaks
- External boilers or heat pumps –in place
- Nothing piled up to give illicit access to the roof
- Functioning of gutters – clear of grass and leaves, not overflowing
- Hoppers – not overflowing (look for green stains or during or soon after rain, darker colour of the surrounding stone)
- Downpipes – not overflowing from joins between sections and no water flowing down the outside (this indicates a blockage). If raining, water should be seen exiting
- Gullies – clear of leaves, grass and debris, water draining away and not ponding
- Don't forget to check other structures in the churchyard such as lych gates or sheds
- Walk around the boundary, checking for any new damage and review monuments
- Trees – no fallen branches or whole trees
- Look out for fly tipping and dumping
- Take electricity, gas and water meter readings. This will identify any leakage or unnecessary consumption and will help to get a baseline of consumption of ticking-over services
- To encourage air movement, consider opening any high level windows

Legionella risk

With water not being used, there is a risk of Legionella bacteria growing in stagnant pipe runs and water tanks.

- Ideally, (if the boiler is not being left on) turn the water off and drain the system down
- OR work out a route around the building and turn each cold tap on full and flush every toilet, then return on the circuit and turn them all off again
- Hot water to taps should be provided via local sealed hot water systems, if not and provided that the header tank has a cover and is lagged, flush these too