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**REF: RG/IAMH/12-190**

**REPORT ON**

**OUR LADY & ST. PETER'S CATHOLIC CHURCH  
GARFIELD ROAD,  
LEATHERHEAD,  
SURREY KT22 7EZ**

**For**

**REVD FR. MICHAEL K. MASTERSON OBE  
OUR LADY & ST. PETERS CATHOLIC CHURCH  
THE PRESBYTERY,  
GARLANDS ROAD,  
LEATHERHEAD,  
SURREY  
KT22 7EZ**

**Date of Inspection: 11 October 2021**

## **INSTRUCTIONS**

R.G Associates were instructed on behalf of Our Lady and St. Peter's Catholic Church in Leatherhead to prepare a quinquennial survey of the Church, Presbytery, Parish Hall and adjacent building known as The Pottery. The survey is to identify any serious defects or expenditure which may be required over the next five years. The survey was undertaken on Monday 11 October when the weather was dry and bright.

In order to discover evidence of present or potential defects to enable us to report as outlined above, our inspection extended to all areas accessible to both the interior and exterior as was practical without carrying out damaging exposure works or the use of long ladders. In addition, no furniture was moved.

We have not lifted floor coverings that were not already uncovered or have emptied contents of fitted cupboards which would have required the assistance of tradesmen and/or special permission from the vendor. There are in any building, many other elements which remain concealed after initial construction and cannot be effectively inspected subsequently.

We have not inspected woodwork or other parts of the structure which were covered, unexposed or inaccessible and cannot therefore report that such parts of the property are free from rot, beetle infestation, corrosion or other such defects.

We would confirm that we have not tested any of the service installations, incoming mains, waste and drainage etc. nor have they been exposed or checked in the detail necessary to form a precise account of their safety, adequacy and standard of installation.

The surveyor's liability for this report extends to the addressee only.

## **INSPECTION FINDINGS:**

### **CHURCH:**

#### **Externally:**

The church is constructed of stone, in the main, with some brick additions and dressed stone surrounds to window and door openings. The main roof is pitched and covered with plain tiles with valleys leading to lower pitched roofs.

Generally the pitched roofs are in good condition, there are odd slipped tiles, the only issue being the area where the sacristy flat roof meets the tiles where there are several cracked and missing tiles. These in particular should be replaced.

The flat roofs are finished in felt over the sacristy and office to the rear of the church. There are three separate sections of flat roofs. Water was found to be trapped between the layers of felt above the office and the small roof adjacent, over the linking passage. These two roofs will require replacement. The sacristy roof is reasonable as far as can be seen. It may however be prudent to replace this at the same time.

The link roof between the presbytery and church is covered with asphalt. This was in relatively good repair; minor slumping was noted adjacent to the church. It is felt that this roof does not need any works at present.

The roof over the circular extension could not be inspected. Over the main entrance the roof is protected by a parapet wall. It is a barrel shaped roof finished with bituminous liquid and lead flashings. Generally, no defects were noted, although the lead flashings could have been pointed-in more neatly.

External masonry is brick and stone with dressed stone detailing to church windows. Weathering has occurred to the detailing, but no repairs are warranted.

Stained glass windows have been protected externally with acrylic sheets.

Doors are generally in good repair.

Heating is provided by a gas fired boiler in the basement area below the sacristy. As is to be expected, this area is damp and some ponding of water was noted. Water does seem to penetrate via the services inlet. A sump collects the water and a pump drains it away. This was not seen in operation but it is presumed that this manages the situation adequately. It is assumed that there is a maintenance plan in operation for the pump.

The stone steps leading down to the basement boiler room are covered in moss and could be slippery. Cleaning the steps should be a safety issue.

#### **Internally:**

The ancillary areas round the church have plaster ceilings, generally showing some minor cracking which is not an issue at present. Damp staining was noted in the rear office area and streaks were evident on the wall plaster. This is thought to be linked to the trapped water in the felt roof referred to earlier.

It is not thought that any remedial works are necessary once the felt roof has been repaired other than decorating if required.

No major remedial works are considered to be necessary within the church.

#### **PRESBYTERY**

##### **Externally:**

The Presbytery is a two storey, double fronted brick-built house under a plain tiled roof. Windows are PVCu finished double glazed units. There are two, two storey bays located at the front with dressed stone window surrounds.

There is a central valley on the roof, accessed from a dormer window from the roof space. A small number of cracked or damaged tiles were noted, no major repairs are thought to be necessary.

Moss is growing on the felt in the valley, this is not a major defect but should, ideally, be removed.

Two chimney stacks are located at the front and rear of each flank wall, constructed of brick with lead flashings and back gutters. Staining on the timbers in the roof void and readings with an electric moisture meter indicated that there is a leak on the rear right-hand stack. The position would suggest that the leak is from the gutter behind the stack. Further investigation is required, renewal of the gutter is anticipated. From viewing from the dormer window, there does appear to be a line of mastic on the back gutter which may be an attempt to repair a leak.

Similarly, on the ceiling in the front left-hand bedroom, there is some damp staining and again readings were obtained on the moisture meter. This is also thought to be from the back gutter although no defects were visible from the external inspection.

The inspection of each back gutter was from a distance.

The decorations on the dormer window are non-existent, to prevent any further deterioration, it is recommended that these are painted.

There is evidence of a damp-proof course in the external walls at ground level and also evidence of a more recent damp-proof course having been inserted. On the front right-hand bay, in particular the ground level has been raised to almost cover the new damp proof course.

Readings with an electric moisture meter in the internal walls have revealed damp readings in both plaster and skirting boards. It is not known when the new damp proof course was installed or whether any plaster was renewed at the time. Plaster which has been affected by rising damp contains salts which cause the plaster to remain damp after replacement of the damp proof course. This may be the cause of the damp readings in the plaster.

The areas of dampness are located in various parts of the ground floor, it may be that the new damp proof course has proved ineffective or that the plaster remains salt contaminated. As an initial measure, investigations should be undertaken of the scope of work, its date of completion and whether or not there is a guarantee in existence. A close examination of all ground floor walls was not possible due to the furniture and fittings, the costs indicated later in the report cannot be considered anything other than a guide without further investigation. As well as any damp proofing works which may be necessary, plaster may have to be renewed which will obviously affect decorations and skirting boards.

Other than the damp issue, masonry is generally in good condition. There are some minor cracks but none are serious, mainly extending through two or three bricks.

Windows are relatively new double-glazed replacements. No issues were noted although one on the left-hand side first floor bay is slightly proud of the frame.

A plastic wastepipe takes the condensate from the boiler to a drain at the rear. The pipe is broken in several places allowing the condensate to drip on to the ground. This should be refixed.

### **Internally:**

Generally, the issues internally are as a result of the damp problems externally, both to the damp proof course and the chimney stacks. Areas of plaster have perished; some sections of skirting have been affected by rot and repairs are necessary.

Timber which is damp can give rise to attack by wood rotting fungi and beetle. Some condensation mould growth is evident in places, particularly the front left-hand room on the ground floor. Here mould is evident on the wall above the windows. This is thought to be the result of cold bridging, where the lintel extends the full thickness of the wall. Cold from outside is conducted internally to lower the surface temperature allowing condensation to occur. Increasing heating and ventilation in the rooms will help to alleviate mould growth.

Fireplaces have been removed in several of the rooms. Due to the furniture, it was not possible to determine whether all openings have been vented at room level. It was noted to be the case in some rooms and is assumed to be throughout.

An exposed timber at high level in the laundry room has possibly been damp in the past but is now dry although it has flaked slightly.

Internal decorations are generally good.

The roof void is insulated, this could be better and does not comply with modern regulations (which are not retrospective). No costings have been included for this.

## **PARISH HALL**

### **Externally:**

The Parish Hall consists of a steel framed building enclosed with brickwork under a pitched roof covered with artificial slates. Adjacent are other older brick built structures under flat felted roofs. These areas contain the WCs. The kitchen and meeting room are under pitched roofs.

Windows and doors are all PVC finished.

Generally, no issues were noted with the sloping roofs. Joints in the felt in the flat roof over the rear corridor have been over painted with a waterproof liquid indicating issues in the past. This is evidenced by the damp staining on the corridor ceiling. Renewal is not considered necessary within the next five years but consideration should be given to renewal within the next ten years.

The main flat areas all appear in fair condition. It is the joints and details which may require attention. It is not thought that full recovering will be necessary within the timeframe.

Staining on the kitchen ceiling would indicate there has been leaking in this area in the past. This area coincides with a tricky detail where the sloping felt roof and gutter meet the sloping slated roof. This has also been treated with a waterproof liquid.

These details may need attention in the near future.

Brickwork is generally in good condition, no major issues with pointing were noted. Minor cracking in the brickwork in the Parish Hall walls is not serious.

Rainwater goods are PVCu, a downpipe has become detached from the gutter outlet and should be refixed.

There is evidence of a damp-proof course in the Parish Hall walls, in some areas this is in a French drain, a trench filled with pea shingle. Dpc level is low in relation to ground level here.

### **Internally:**

Problems from roof leaks have been mentioned above.

Within the WCs there are signs of condensation mould. This section of the building is older and constructed with solid rather than cavity brick walls and there is likely to be cold bridging as well as only intermittent heating. As the areas are not used for full time occupation, no works are considered necessary other than cleaning off the mould with a fungicide from time to time.

Dampness was however noted in the store within the ladies WC. It is suspected that some of the plaster may have been renewed here and the damp is showing beyond the extent of the new plaster.

The external walls in this area are close to a retaining wall for the church grounds. The gap which is quite small is filling with debris which will hold water and bridge any damp-proof course in the walls. These areas should, ideally, be cleaned out.

A section of skirting in the rear passage where it meets the hall has rotted and the plaster is also damp. This would appear to be localised failure of the damp proof course or a defective detail where the floor meets the wall.

Decorations internally are generally good although the use of the hall may mean more frequent redecoration is necessary.

It was noted that an extract fan and light in the ladies WC was not working. The WC cistern in the disabled WC needs attention.

Flooring is generally good, one or two damaged floor tiles were noted.

The PAT tests on the electrical equipment were noted to be out of date.

Heating is by localised gas fired heaters. We are not qualified to comment upon gas installations.

## **THE POTTERY**

### **Externally:**

The Pottery is a single storey brick building under a flat felt roof. One wall containing the entrance door is glazed and timber framed. Ground level on the flank and rear is above internal floor level.

Staining internally on the ceiling indicates that the roof is leaking and recovering is required. Modern regulations require that in such a situation the insulation is improved. Renewal should be in the not-too-distant future.

The glazed wall is in poor condition. Glass is cracked, one window is missing and has been boarded over. Timber framing is rotting and in need of decoration.

The future use of the building is not known, to preserve the structure however recovering the roof and repairs to the framing are required. In the budget figures attached, the assumption has been made to prevent further deterioration rather than any improvement.

Masonry generally is in reasonable condition, no urgent items of disrepair were noted.

### **Internally:**

The Pottery, inside, is a single open space with some kitchen units, sink and water heater. Some damp readings were obtained on the flank wall, plaster and skirting probably as a result of failure of the damp proof course or penetrating dampness. The areas of damp were limited and depending on future use of the area, it may be acceptable.

The kitchen units, sink and water heater are past their best and should be replaced, again depending upon the intended use.

It is recommended there is an electrical test, further works may become necessary as a result.

The timber steps are somewhat slippery and should be cleaned and perhaps fitted with a slip resistant finish.

**CONCLUSIONS AND RECOMMENDATIONS**

The survey has not revealed major items of disrepair (except to the Pottery) but has revealed some issues which could prove to be an expense after investigation. The main cost concern here is with the damp-proof course in the presbytery. Readings were obtained in various areas; the furniture and fittings hampered a more complete survey. If there is a guarantee in existence, then the financial outcome may not be so great but there will be disruption and a lot of redecoration may be required.

Early repairs should be undertaken to the leaks around the chimney stacks, access to these areas will be a major part of the cost. Allowing the leaks to continue could give rise to rot in timbers in the roof space.

As far as the Church is concerned, the works required are to the flat roofs at the rear, these should be recovered in the next two years at latest, 2022 would be preferable. The small area of tiles adjacent to the roof over the sacristy could be repaired at the same time.

Works to the Parish Hall would be limited to rectifying the damp issue in the passage and storeroom as well as the plumbing and electrical issues in the WC's. PAT tests are overdue and should be undertaken immediately.

The main expense otherwise will be to the Pottery, the roof needs recovering, the timber and glass screen needs repair, and it is recommended that there is an electrical test. No allowance has been included for the renewal of the kitchen units as the future use is not known.

The works considered to be the urgent works to prevent further deterioration or are a health and safety issue are:

Church	Clean moss growth from steps to basement Roof repairs (would be preferable in 2022)
Presbytery	Roof works (it would be cost effective to paint the dormer window at the same time)
Parish Hall	Electrical PAT Testing
The Pottery	Clean moss growth from steps

We trust that this provides the information you require but if not or you need any clarification, please do not hesitate to contact us.

**Signed.....**  
**R Glew**  
**For and on behalf of R G Associates**

5<sup>th</sup> November 2021

**SCHEDULE OF WORK**

<b>LOCATION</b>	<b>DESCRIPTION</b>	<b>BUDGET</b>	<b>CLASS</b>
<b>CHURCH</b>			
	Replace flat roofs at rear, including insulation.	£7,500	B
	Repair missing tiles over sacristy	£150	B
	Clear moss growth from basement steps	£250	A
	Internal decorations following roof repair	£1,200	C
<b>PRESBYTERY</b>			
	Replace cracked/missing tiles	£250	A
	Repair back gutters to chimney stacks	£2,400	A
	Paint dormer window	£250	B
	Renew condensate pipe	£300	B
	Investigate damp issues	£3,000 <sup>1</sup>	B
<b>PARISH HALL</b>			
	Rectify damp in corridor touch in decorations, renew section of skirting	£650	B
	Rectify defective lights in WCs.	£300	B
	Localised repairs to roof details	£650	C
	Electrical PAT testing	£500	A
<b>THE POTTERY</b>			
	Recover roof including insulation	£8,500	B
	Repairs and decorations to timber screen	£3,000 <sup>2</sup>	B
	Damp proofing works	£2,000	B

Electrical Test	£350	B
Clean steps, non-slip finish	£400	A

1. Allowance only, subject to further investigation, Excludes any redecoration work.

2. Repairs to prevent further deterioration only, to be revised when future use confirmed.

**A** – urgent / health and safety: to be undertaken immediately

**B** – to be undertaken within 12 months of the survey date

**C** – to be undertaken within 5 years