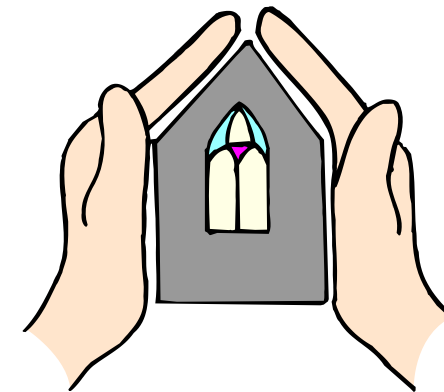


	Item	Checked
18	SANITARY FITTINGS Water closets, number, type and condition Urinals, number, type and condition Sinks, number, type and condition Wash hand basins, number, type and condition Baths/showers, number, type and condition	
19	GAS INSTALLATION Note visual condition and efficiency in Lighting? Pilot Lighting? Fires? Water Heaters? Water-filled column radiators? Panel heaters? Cookers? Central Heating Boiler? Has CORGI registered gas installer certified the gas installation?	
20	ELECTRICAL INSTALLATION Date of installation last test and report..... System condition and efficiency? Lighting (flood, pendants, fluorescent, LED)? Fires? Tube heaters? Cookers? Water heaters? Central Heating Boiler? Has portable appliance testing been undertaken? Has Periodic Inspection and Testing been undertaken? - (Required every 5 years)	
21	CENTRAL HEATING Type of installation? Does it heat premises adequately? Is it serviced annually?	
22	VENTILATION Is the space below the floor well ventilated by air grids, etc? Other forms of mechanical ventilation? – Please list	



Thames North Synod



Annual Inspection of Church Properties

(2017)

N.B. Items requiring comment shall be cross-referenced to this form and reported on a separate sheet.

ANNUAL INSPECTION OF CHURCH PROPERTIES

The annual inspection and report on the state and condition of all church properties including the Manse, should be conducted along the lines of the following questionnaire. In cases of doubt the Church Members are strongly advised to obtain the opinion of an expert on the state of its properties. In all cases copies of the annual inspection sheets should be passed to the professional Surveyor when carrying out the Quinquennial Inspection.

ADDRESS:.....

DATE:..... PREPARED BY:.....

	Item	Checked
1	LAND Is the land fenced on all sides?	
2	FENCING Condition of fencing and gates?	
3	DRIVES, CAR PARKS & PATHS Condition?	
4	IS ANY PORTION OF THE LAND being used by any outside body without payment of rent?	
5	BUILDINGS Amount for which insured?	
6	ROOF Condition of roof coverings? Are there any visible leaks? Flashings – Loose or requiring pointing? Is any lead missing or stolen?	
7	WALLS Condition of wall material, any decay? Condition of pointing? Are walls noticeably out of plumb? Condition of chimneys? Condition of parapets?	

	Item	Checked
8	DAMP PROOF COURSES Are they effective? Has the garden been piled above the DPC or over the vent grids?	
9	EAVES, GUTTERS Condition (cracked, corroded, holed, clean?)	
10	PARAPET GUTTERS AND VALLEY GUTTERS Condition (cracked, corroded, holed, clean?)	
11	FLOORS What is the condition of the surface of the wooden floors: are they badly worn, cracked or uneven? Any sign of rot?	
12	CEILINGS Are there any signs of water staining to the ceiling? Are they out of level or showing sign of collapse/cracking?	
13	WALL PLASTER Condition – Loose, cracked, disintegrating?	
14	GLASS Leaded lights condition: are they loose, cracked, broken? Other glass: cracked or broken. Are the putties in good condition?	
15	PAINTING External condition and date last painted? Woodwork? Steelwork and Ironwork Eaves, gutters, rainwater pipes? Gates and railings? INTERNAL DECORATION Nature and date of last decoration?	
16	DRAINS Are they clean and running free and well ventilated?	
17	WATER SUPPLY Condition of pipes? Condition of tanks? Note and defects, leaking pipes, dribbling overflows, etc.	