Quinquennial Inspection
Cover Sheet

Please populate the following document typing directly into the fields provided and return as a word document (**not** pdf) to listedbuildings@baptist.org.uk along with the associated Report.

|  |  |
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| Recent picture (main façade) |  |
| Name of church | Click or tap here to enter text. |
| Church address line 1 | Click or tap here to enter text. |
| Church address line 2 | Click or tap here to enter text. |
| Church address town/city | Click or tap here to enter text. |
| Church address postcode | Click or tap here to enter text. |
| Church BUGB membership number | Click or tap here to enter text. |
|  |
| Date of inspection | Click or tap here to enter text. |
| Weather at inspection |  |
|  |
| Inspector Name  | Click or tap here to enter text. |
| Inspector post-nomials(e.g. BSc, RIBA, AABC)  | Click or tap here to enter text. |
| Professional Firm | Click or tap here to enter text. |
| Inspector/Firm Contact Number | Click or tap here to enter text. |

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| Date of building | Click or tap here to enter text. |
| Grade of listing | Unlisted [ ]  | Grade II [ ]  | Grade II\* [ ]  | Grade I [ ]  |
| Locally Listed | Yes [ ]  | No [ ]  |  |  |
| Conservation Area | Yes [ ]  | No [ ]  |  |  |
|  | CA Name | Click or tap here to enter text.  |
|  |
|  | Upkeep by tenant/council/other: | Name (if applicable) |
| Buildings /structures identified in listing description /within curtilage of listed building: | Chapel [ ]  | [ ]  | Click or tap here to enter text. |
| Hall [ ]  | [ ]  | Click or tap here to enter text. |
| School / Institute [ ]  | [ ]  | Click or tap here to enter text. |
| House(s) [ ]  | [ ]  | Click or tap here to enter text. |
| Railings/Gateposts [ ]  | [ ]  | Click or tap here to enter text. |
| Other [ ]  | [ ]  | Click or tap here to enter text. |
|  |
| External areas: | Burial ground [ ]  | [ ]  |  |
|  | Car park [ ]  | [ ]  |  |
|  | Other (Please specify) [ ]  | [ ]  | Click or tap here to enter text. |
| List trees surrounding building |  |
| Tree preservation orders:  | Yes [ ]  (leave blank if no) |

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| **Plan(s)** – please insert jpeg/png (this need not be to scale and is to understand layout) |
|  |
| 1: Click or tap here to enter text. |
|  |
| 2: Click or tap here to enter text. |

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| *Please fill in the following fields for the chapel buildings only. If you would like to include the relevant information for halls, schools/institutes or other buildings associated with the chapel please copy this table below.*  |
| Brief description of building / site: | Click or tap here to enter text. |
| Brief description of building’s setting:  | Click or tap here to enter text. |
| Recent alterations to surroundings affecting setting: | Click or tap here to enter text. |
| Predominant walling material | 1: Click or tap here to enter text.2: Click or tap here to enter text. |
| Predominant roofing material | 1: Click or tap here to enter text.2: Click or tap here to enter text. |
| Predominant window details | Material: Click or tap here to enter text.Style (e.g. sash): Click or tap here to enter text.Single-glazed [ ]  Stained glass [ ]  (indicate even if only 1 instance) |
| Architectural Style/Period: | Click or tap here to enter text. |
| Details of key later additions / alterations: | Date/period (1): Click or tap here to enter text.Description (1): Click or tap here to enter text. |
| Date/period (2): Click or tap here to enter text.Description (2): Click or tap here to enter text. |
| Key associations (architects, patrons, ministers of note) | Click or tap here to enter text. |
| Approx. size (m2) | Footprint: Click or tap here to enter text. m2Number of storeys: Click or tap here to enter text. |

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| **Key Features (main chapel)** | *Please note additional information known about features e.g. date / whether original to building / specific period in building’s history; notable details regarding their design, materials, designers, craftspeople, patrons, dedications etc.* |
| Gallery | No [ ]  | End [ ]  | 2-sided [ ]  | 3-sided [ ]  | 4-sided [ ]  |
| Gallery –details: | Click or tap here to enter text. |
| Pulpit [ ]  | Click or tap here to enter text. |
| Baptistry [ ]  | Click or tap here to enter text. |
| Organ [ ]  | Click or tap here to enter text. |
| Pews [ ]  | Click or tap here to enter text. |

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| **Facilities** |
| Catering location: | Chapel [ ]  | Hall [ ]  | School / Instit. [ ]  | Other [ ]  |
| Catering facilities: | Commercial Kitchen [ ]  | Kitchen [ ]  | Kitchenette [ ]  | Tea Point [ ]  |
| WCs (please indicate number) | Chapel | Hall | School/Institute | Other (please specify) |
|  | Unisex  | 0 | 0 | 0 | 0 |
|  | Male | 0 | 0 | 0 | 0 |
|  | Female | 0 | 0 | 0 | 0 |
|  | Accessible  | 0 | 0 | 0 | 0 |

# Condition Rating

|  |
| --- |
| *Information in the following section must be provided by the Inspector who has undertaken the Inspection* |
| Overall Condition | Very Bad [ ]  | Poor [ ]  | Fair [ ]  | Good [ ]  |
| Comment: | Click or tap here to enter text. |
| Structural Stability | Very Bad [ ]  | Poor [ ]  | Fair [ ]  | Good [ ]  |
| Comment: | Click or tap here to enter text. |
| Rainwater Goods | Very Bad [ ]  | Poor [ ]  | Fair [ ]  | Good [ ]  |
| Comment: | Click or tap here to enter text. |
| Roofs | Very Bad [ ]  | Poor [ ]  | Fair [ ]  | Good [ ]  |
| Comment: | Click or tap here to enter text. |
| Walls – High Level | Very Bad [ ]  | Poor [ ]  | Fair [ ]  | Good [ ]  |
| Comment: | Click or tap here to enter text. |
| Walls – Low Level | Very Bad [ ]  | Poor [ ]  | Fair [ ]  | Good [ ]  |
| Comment: | Click or tap here to enter text. |
| Interior | Very Bad [ ]  | Poor [ ]  | Fair [ ]  | Good [ ]  |
| Comment: | Click or tap here to enter text. |
| Facilities\* | Very Bad [ ]  | Poor [ ]  | Fair [ ]  | Good [ ]  |
| Comment: | Click or tap here to enter text. |
| Services\*\*  | Very Bad [ ]  | Poor [ ]  | Fair [ ]  | Good [ ]  |
| Comment: | Click or tap here to enter text. |
| Other\*\*\* | Very Bad [ ]  | Poor [ ]  | Fair [ ]  | Good [ ]  |
| Comment: | Click or tap here to enter text. |

*\*Facilities: Includes toilets, kitchen etc.*

*\*\*Services: Includes heating, electrics, water supply etc.*

\*\*\**Other: Includes access provision, fire protection, lightning protection, presence of asbestos etc.*

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