

### 3. Activity 2 – Building Inspections

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| <p>EXTERNAL INSPECTION:</p> | <p>INTERNAL INSEPCION:</p> |
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## 4. Examples of what to look out for when inspecting

| EXTERNAL             | What to look for?   |
|----------------------|---|
| Roof areas generally | Is there any loss or damage to the roof coverings?  |
| Slate roofs          | Is there debris from broken slates / tiles on the ground  |
|                      | Are there any loose, slipped or missing slates?   |
| Lead flashing        | Are there any splits in flashings or holes in associated mortar pointing?                           |
| Rain water goods     | Are any of the gutters blocked?   |
|                      | Is there staining below gutters & behind downpipes suggesting blocked or damaged sections?          |
|                      | Are the gulleys blocked by leaves or debris?  |
|                      | Does water drain away slowly from gullies after rainfall, suggesting blocked or damaged drain runs? |
|                      | Are paint finishes peeling or flaking or signs of corrosion?  |
|                      | Is there excessive moss or plant growth at the base of the wall or to the joints of ground gutters? |
|                      | Are any large trees near building/touching the building or overhanging the roof?                    |
| External walls       | Are there any cracks or other signs of movement?  |
|                      | Are there any areas of masonry that have become badly eroded?                                       |
|                      | Is there any plant growth on the walls that may cause damage?                                       |
|                      | Are any air bricks or vent grilles obstructed by vegetation or raised ground levels?                |
| Windows and doors    | Is there any cracking or de-lamination of the stonework to the surrounds or tracery                 |
|                      | Are there leaded lights or stained glass panels that need attention?                                |
|                      | Are there any signs of decay or insect infestation?   |
|                      | Are locks, bolts and hinges stiff/rusting?  |

| INTERNAL             | <b>What to look for?</b>  |
|----------------------|---|
| Internal walls       | Are there any patches of staining or other signs of excessive dampness?   |
|                      | Are there any patches of damaged or flaking plaster or paint?   |
| Fixture and fittings | Are there any signs of timber decay or insect attack on the pews, panelling or other joinery including cupboards? |
| Windows and doors    | Do you need to use force to open or close windows/doors?  |
|                      | Are there any broken, cracked or missing panes of glass?  |
| Ceiling              | Are there any cracks or other signs of movement?  |
|                      | Are there patches of damp or staining on the roof or ceiling?   |
| Floors               | Do any floor coverings show signs of excess wear and tear or movement that may present a hazard?                  |
|                      | Are any air bricks/vents at the base of the walls blocked, restricting air flow?                                  |
|                      | Are there any signs of timber decay or insect attack to floors or pews?   |
| Building services    | Do the lightening conductors need checking?   |
|                      | Do electrical appliances need testing and marking as such?  |
|                      | Does the fire risk assessment need updating and do your fire extinguishers need checking?                         |
|                      | Does the heating system need to be checked to ensure it is operating correctly?                                   |
|                      | Does your first aid kit need checking and updating  |