

ST JUDE'S CHURCH CALENDAR OF CARE - 2026

NB Include regular checks of boiler-house sump filter, UPS, fire alarms and water meter readings (at monthly work parties?)

JAN	<ol style="list-style-type: none"> 1. Focus on clearing church paths, tidying grounds/outhouses. 2. Be sure that the rainwater gutters (especially valley gutters), hopper heads, downspouts, gullies and drains are clean and working satisfactorily. The best time to do this is when it is raining. 3. Double check that all exposed water pipes and heating pipes are protected against severe frost. 4. Check contents of all First Aid boxes, replenishing where necessary. 	PCC meeting
FEB	<ol style="list-style-type: none"> 1. Check the roof, using a pair of binoculars, if necessary, to ensure that no slates have slipped during any gales or snow. If you spot any damage to the roof, arrange for it to be mended as soon as possible. 2. Check the gutters and downspouts for any damage caused by frost. 3. Wardens prepare Log Book and Inventory for end of year. 4. Annual Fire Extinguisher checks in church and halls and cottage due this month. Check all fire safety equipment. Smoke alarms tested and cleaned; batteries replaced as necessary. 	Wardens start Inventory. BMG prepare Fabric Report for PCC prior to the APCM in April. BMG Meeting
MARCH	<ol style="list-style-type: none"> 1. Using a pair of binoculars look at the roof carefully for any frost, snow and wind damage. Also check that gutters and downspouts are in good working order. 2. Carry out a visual examination of all external brickwork and stonework for signs of frost damage. 3. If any damage is spotted, contact architect and also check insurance policy. 4. Check security of church; adjust security light timers for BST. Oil hinges and locks on doors and windows. Check ladders, etc. Gas safety check main church boilers, gas boilers in halls, gas appliances (range and hob) and cottage combi boiler. 	PCC meeting – Annual Fabric Report + BMG Report
APRIL	<ol style="list-style-type: none"> 1. Report state of the buildings and site to the APCM (Fabric Report + Next Era Report) 2. If there has been a change of churchwarden at the APCM, the outgoing churchwardens should run through the inventory with the new ones. 3. Check boundary walls, remove/kill all ivy growth and identify what repairs needed. 4. Check trees and consult a tree surgeon if necessary (last consulted autumn 2020) 5. Pruning; rubbish clearing 	APCM
MAY	<ol style="list-style-type: none"> 1. Clear gutters, downspouts and other rainwater goods (again!) 2. Cut back any new vegetation from around the outside walls of the church. 3. Spring clean the church and halls. 	PCC meeting
JUNE	<ol style="list-style-type: none"> 1. Ventilate the church on dry days when there is somebody in the building. 2. Look for woodworm or death watch beetle on exposed woodwork. June is when the larvae hatch and the beetles fly. 3. Check paint condition of external woodwork and remedy as needed. 4. Check and replenish First Aid boxes. 	BMG Meeting?

JULY	<ol style="list-style-type: none"> 1. Look out for fungus and dry rot. 2. Check any bird screens. 3. Check notice boards. 4. Continue gardening rota and painting of external woodwork. 	PCC meeting + BMG Report
AUG	Enjoy the summer!	Any work which can best be done during school holidays.
SEPT	<ol style="list-style-type: none"> 1. Replace any broken bulbs including outside and security lights; adjust timers as necessary. 2. Test the boilers and check the heating system for leaks. Bleed the radiators. 3. Water pipes protected from frost? Airbricks free from obstruction? 	PCC meeting
OCT	<ol style="list-style-type: none"> 1. Clear fallen leaves from gutters, downspouts and drains. 2. Check that all exposed water pipes and heating pipes are protected against frost. 3. Cut the grass for the final time and service the lawn mowers. 4. Turn on central heating systems; adjust security light timers for GMT as necessary 	BMG meeting?
NOV	<ol style="list-style-type: none"> 1. Keep clearing up the autumn leaves. 2. Check for birds in the tower. 3. Keep the church dry throughout the winter – attend to all fallen slates, broken windows or leaky flashing. 4. Annual Lightning Conductor test (Western Steeplejacks) 	PCC meeting + BMG Report
DEC	<ol style="list-style-type: none"> 1. Check frost protection; be ready for snow 2. Ensure all repairs or alterations have been entered in the Church Log Book. 3. Clean church and decorate for Christmas. 	