



# MOVING FORWARD



<i>Revision</i>	<i>Date</i>	<i>By</i>	<i>Notes</i>
draft	Sept 25	CH	Initial outline
1	Sept 25	CH	Additional info added after Sept PCC
2	Oct 25	CH	For review by working group
3	Oct 25	CH	Ready for issue
4	Oct 25	CH	Comments from NS added to section 3
5	Nov 25	CH	Comments from JD added to section 2

Website; <https://www.stjamesrowledge.org.uk/>



### **Purpose of document;**

To collect into one document information that may be of use in establishing a clear and coordinated view of what options might be open for the development of the church buildings to meet current and future ministry needs of the church community.

It is recognised that there are a number of factors that impact and influence how we plan and make provision for the future:

- Needs analysis outcomes (larger space, toilets, storage, youth room, welcoming, capacity, flexible worship)
- Environmental and energy issues
- Needs arising from capital works required in next 5 to 10 years
- Community expectations and faculty limitations
- Limitations of existing site and buildings

A Working Group is in place with the following key objectives with a view to providing feedback to the PCC meeting in November 2025:

- Produce an information pack and outline of requirements
- Identify possible professional teams that we might be able to work and meet with them (see below)
- Share feedback from meetings with professional teams and make a recommendation as to who we might work with going forward to develop more detailed plans
- Look at what other churches have done
- Potential costs
- Are there any quick wins that need to be considered
- Possible terms of reference for working group going forward

Meetings with professional teams and expected outcomes;

- The process for moving forward and how this will be managed
- Key steps in the process
- Examples of work completed with churches in similar situations
- Potential timescales and costs that might apply
- Initial thoughts on the challenges that we face

As we move forward we continue to ask;

- ❖ What is God asking of us at this time?
- ❖ How do we best serve current and future generations?
- ❖ What are the blockages or barriers to us moving forward?
- ❖ What are our fears and worries?



## Contents;

1. Existing church buildings
2. Current use
3. Future needs
4. Areas of possible work identified during discussions
5. Capital works and Environmental issues

### 1. Existing Church Buildings;



The church does not have any form of listing, but has some notable stained glass windows. Key dates:

1869 Built

1896 First of the vestry extensions

1985 Octagon room

1995 Parish room

In 2005 the church was rewired, followed by the existing lighting system, and in 2023 an integrated audio and AV system installed.

Some pews in the nave have been removed to provide space for wheelchairs and a band.

The church has a cast iron pipe heating system with a gas fired boiler which struggles to achieve any form of comfort conditions in the Nave and Chancel. The Parish room and Octagon have a separate gas boiler for heating and hot water

See website; <https://www.stjamesrowledge.org.uk/>



## 2. Current use

### **Regular users;**

Little Fishes pre school – 5 days a week, term times. See notes for additional information

Pilates	- Friday afternoon use
Hungry	- Wednesday evening (Octagon only). School years 7 to 13
Big Fish	- Sundays
Coffee Mug	- Sat am once a month
Explorers	- term time Tuesday 15.30 to 17.00 (Octagon only)
PCC	- every 2 months

### **Occasional use:**

Church lunches	- Sunday
Alpha courses	
Rowledge hand bell ringers	
After 8 Group (couple of times a year)	
Edgefield Estate Management annual meeting	
Training days	- Saturday
Overflow for funerals and reception/catering for funerals	
Occasional talks	
APCM	

### **Sacred Space;**

Traditional service	- Sunday
Contemporary Service	- Sunday
Evening service	- once a month
Prayer meeting	- evening every two weeks
School services	
Pre school services	
Weddings	
Funerals	

The church has a seating capacity of 130, with average attendance across two services of 60 to 70. There are 139 on the church electoral role.

### **Note on Little Fishes;**

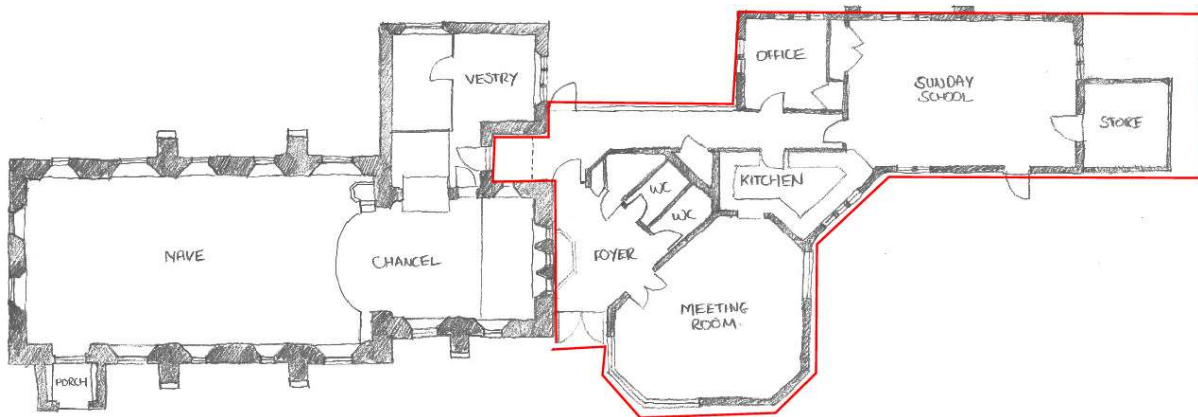
Areas used are indicated on the drawing below.

From 08.00 to 15.30 (no access during this time)

Equipment stays out in the “Sunday school room” Monday to Friday



If the Octagon is required for use in the evenings lunch tables and chairs need to be packed away.



### 3. Future needs

The key points for future ministry needs coming out of the current use review, needs summary and some wider discussions are:

- Mother and toddler group
- More flexible worship space
- Lunches to serve those in the village
- Marriage courses
- Parenting courses
- Church and facilities more welcoming. (No visibility into church )
- Youth ministry Sunday morning
- Youth space
- More space to accommodate larger groups for major festivals, school services, weddings, funerals and other events
- Space for church to meet as one for a meal (current meeting rooms not big enough)
- Large multi use space for community events throughout the year.
- Space for childrens' activities (inc. bouncy castle)
- Meeting of small groups
- Day time Alpha



- Parish activities
- Increased storage space for equipment, particularly for youth and children's work
- Provide a flexible mix of rooms and facilities to support a larger church community of mixed ages

As we move forward it is very likely that additional facilities will allow new ministries to develop that we had not even thought about at this time.

*The Youth worker has specifically identified the following;*

### **Current Limitations**

- **Church building:** *Fixed pews, no toilets in daytime.*
- **Only after 3:30pm:** *Access to nursery rooms and toilets, but nursery equipment remains set up, limiting usable space.*

### **What We Could Potentially Offer with More Flexible Weekday Space:**

#### **Babies & Toddlers**

- *Stay & Play groups (parents, carers, and under-5s)*
- *Tots Praise*

#### **Children (Primary age)**

- *Explorers - More room to run around & play games indoors instead of in graveyard.*
- *Holiday clubs during half-term / summer – instead of using the school.*
- *Homework café / safe quiet space*

#### **Youth (Secondary age)**

- *Youth café or drop-in after school*
- *Youth room where they can come and relax and it's their own space.*
- *Games / sports nights (e.g. table tennis, football, board games)*
- *Youth discipleship sessions – not necessarily on Wednesday evenings.*

#### **Why This Matters**

- *Builds stronger relationships with local families and young people*
- *Provides safe and positive spaces outside school hours*
- *Deepens discipleship opportunities beyond Sundays*
- *Opens doors to families who might not otherwise engage with church*



St.James' Church  
Rowledge



**Facility requirements to meet current and future needs**

Activity	T o i l e t s	A c c e s s i b l e	c h a n g e s	M e t r o n o m	p l a c e s	S t o r a g e	M u l t i u r s e	f r e s h w a t e r	H o t d r i n k s	d r i n k s	V o l u n t e e r s	p l a c e s	S p a c e	K i t c h e n
Hungry														
Little Fishes														
Explorers														
Plates														
Coffee mug														
Alpha courses														
Weddings and funerals														
Big Fish														
Sunday "coffee"														
Mother & Toddlers														
Lunches														
Community and whole church events														

Notes;

1. Little Fishes use limits most other activities during the day (term time) as they require exclusive toilets and a secure area.

Extensive storage area is also required for Little Fishes

If Little Fishes is key to future ministry additional toilet facilities and space is essential

2. The need for a large multi use space and the limited site space pushes towards a more radical approach to the use of the church building throughout the year





#### **4. Areas of possible work identified during discussions**

Areas of possible building development that we have identified at this time are listed below, but it is recognised that all have challenges or problems associated:

- Extension to the Parish room (Sunday school on drawing) with toilets to try and accommodate Little Fishes in one area
- Changes to the vestry – accessible toilet, kitchenet
- Chancel – removal of choir stalls and some local heating
- Nave – remove pews and reorder
- Nave – extension to the west / north



## 5. Capital works and Environmental issues

<b>Possible Building and Other costs in next 5 to 10 years</b>	
Updated June 2025	
<i>Item</i>	<i>Notes</i>
<b>Church Building</b>	
Church south, malmstone pointing	From QI report
Church, corroded gutter brackets	From QI report
Church east, lightwell malstone needs consolidation	From QI report
Church Heating system	Operation of existing gas boiler still possible whilst spares available. Unlikely to be allowed to replace with similar. May have to use infra red. See Energy conservation notes
Church lighting system	Current system still operational, although some dimmer racks have failed. Controller is now dated and light fittings not most efficient
Fire alarm system	One old mains powered detector above font. Currently no detectors in rest of building, vestry or organ loft. Wireless system may be possible.
Security system	Only door detector and one PIR operational. Not currently being used.
Moss on church roof	Differing views on how this should be dealt with.
Boiler room sump pump and pipes	Failure possible due to age. Existing discharge pipes were put in as a temporary solution.
<b>Church External areas</b>	
Flood lights	All still operational at present, but fittings will probably need upgrading
Graveyard fencing, south side	Picket fencing and posts starting to rot
Paths	General repairs, root damage
Rainwater soakaways and drains	Some may need replacing or clearing
Sunken area to path and outside play area	Probably caused by rainwater run off and collapse of soakaway. Will require replacement of outside play surface.
Canopy over outside play area, replacement of plastic sheets and timber.	
<b>Parish Rooms and Octagon</b>	
External decoration of Octagon	All woodwork
Decoration of Parish room	
Decoration of toilets	Including mixer taps, extract fans
Decoration of Octagon	
Glazing	Some glazing showing signs of failure and reduced performance
Kitchen refurbishment	
Carpets in Octagon, Parish rooms (150 sq m)	
Lighting in all areas	Propose rolling programme to upgrade fittings to be energy efficient.
Flat roof over Octagon may need some repairs	
Low pressure to water supply	Bore of existing pipe too small. New pipe required
Fire alarm all areas	
Notes;	
1. See also energy and environment report	
2. All costs are estimates, including labour and materials, at this stage and will require further work to firm up costs	
3. Some work may be done using volunteers reducing costs	



We have in place a planned maintenance schedule seeking to make sure that planned maintenance as well as breakdown repairs are managed and coordinated.

There is a desire to improve our use of energy and the impact we have on the environment.

The following is a first draft of areas that we may want to look at.

ENERGY AND ENVIRONMENTAL ISSUES FOR CONSIDERATION		
<i>Item</i>	<i>Notes</i>	<i>Impact</i>
Improve thermal performance of church building	There is little that can be done to improved the performance of the existing building structure	
Reduce the heat lost in church through drafts	Inner and outer doors on a porch would provide some improvement, but existing porch design does not easily facilitate this. Could consider secondary glazing on windows.	
Improve thermal comfort in the main church	The existing building has a heat up time of over 5 hours and with the heat losses there is not a solution to achieve the "comfort" levels we expect in buildings at an acceptable, economical and environmental cost. What are the options for improving thermal performance? What could be added to esisting structure?	
Improve efficiency of heating system of church	Existing system is gas fired with cast iron pipes. A replacement could be an air source heat pump, but lower circulating temperarure will not suit existing installation. Underfloor heating might be possile but longer operating times would be reuired. Current push in churches is the use of electric infrared panels. Which have limitations - cold head or cold feet!	
Improve controls to church and parish rooms	Simplify operation and time control. Regular checks on settings. Include an optimiser if possible. Set up data logger to check operation	
Improve efficiency of heating system in parish rooms	Exisiting radiators are not very efficient and there are long heat up times	Energy, comfort
Upgrade old lighting fittings in all areas	Propose a rolling programme as lights fail	Energy, comfort
Check window and door seals	Reduce air losses	
Hot water temperature	Better control temerature	Energy
Water usage		
Consider solar panels on roof of church or parish rooms	Could be planning issues	
Materials, and their source, for building work		
Limit black bin waste		
Maximise recycling of materials		
Limit, reduce, printing		
Heating and insulation in office	Investigate and review	