Attach 12

SANDWICH TOLL BRIDGE FUND

GRANT APPLICATION FORM

Application Summary:

Name of organisation / individual:	PCC of St Clement's Church Sandwich
Brief project / event description:	Cleaning and associated maintenance work on the church organ in St Clements Church together with provision of an octave coupler, certain tonal changes and the provision of properly installed and modern CCTV screen
Total cost of project / event:	In the region of £60,000
How much grant is requested from Sandwich Toll Bridge Fund?	£5,000

.....

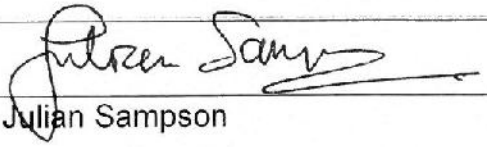
FOR OFFICE USE ONLY:

Charitable purposes covered:	5. THE ADVANCEMENT OF RELIGION
Are two sets of financial accounts included?	2 YEARS INCLUDED ON AICS @ 31/12/2021
Other information attached to this application:	3 SEPERATE REPORTS & RECOMMENDATIONS ON CONDITION OF THE CHURCH ORGAN.
Approved to be considered by Sandwich Toll Bridge Fund? (RFO to sign here):	K Palmer

.....

Declaration:

I hereby declare that I have the authority to submit this application on behalf of the organisation or individual detailed above.

Signed:	
Name	Julian Sampson
Date:	7th January 2023
Status (e.g. Chairperson, Secretary):	Director of Music

The Applicant:

Name of organisation / individual:	PCC of St Clements Church Sandwich
Primary Contact regarding application:	Julian Sampson
Address:	Keymer Cottage Longmete Road Preston Canterbury Kent CT3 1DL
Telephone no. (daytime):	0777 333 2517
Telephone no. (evening):	01227 721697
What is the main purpose of your organisation?	The Parish Church in Sandwich
When was your organisation founded?	The earliest parts of the current church building date from the 12th century and the church would have been present in Sandwich for a minimum of approximately a thousand years.
If your organisation is a club with membership, please provide the following details: Membership: Number of adult members: Number of junior members: Does your club charge for membership? Yes / No If yes, please give details of the membership scheme and charges applicable	N/a

What activities are available for members?	Church Services. Baptism, marriage, funerals and memorial services. Civic services – Mayor making, Remembrance Sunday, Speakers of the Cinque Ports Services. Other special services – eg WI, Rotary and school Carol Services. Annual organ recitals and other musical events. Recordings. A base for the Church Choir which sings the services and also sometimes at Worth. The choir sings regularly at Canterbury and Rochester Cathedrals and in the last 15 years has sung at most cathedrals and abbeys in the Southeast and East Anglia within a comfortable day's coach trip. The choir has held weekend residencies at Norwich and Peterborough Cathedrals and will again be at St Alban's Cathedral again in autumn 2023. The choir has now sung five times at Westminster Abbey and in 2024 will be singing at St George's Chapel Windsor.
Is club membership restricted in any way? If yes, please give details:	No – the church is open to all. During the summer it is open to visitors under the Church-watch Scheme and is also open daily during winter.
Is your club affiliated to any national or local organisations (e.g. Sports Council?) Please list any affiliations:	The Diocese of Canterbury

If you are an individual applying for a personal grant, please give details about yourself to support your application:

N/a

The project / event:

Project Title:

The cleaning, essential maintenance and overhaul work and some upgrading to the organ in St Clements Church Sandwich.

Description of project / event (please put as much detail as possible here):

St Clement's Church has a proud history of raising money to finance the repair preservation and enhancement of its fine parish church in the Cinque Port Town of Sandwich in East Kent. Over the past 30 years the church has been fully restored including the Norman tower, the angel adorned nave roof and more recently the provision of internal meeting rooms, toilet facilities and kitchen. The organ, a fine one built by Nicholsons using mechanical action is now in need of cleaning, essential maintenance and overhaul work and some upgrading to enable it to more fully enhance the strong musical life of this parish in the future.

The organ is central to the life of the parish, the community and the town :-

- It is used to accompany the weekly services.
- It features in civic and school events as well as marriages, funerals and memorial services.
- It has featured for over 25 years in a long series of organ recitals given by national players including many of the top London organists. Other notable recitalists have been Stephen Cleobury (Cambridge) and Ian Tracey (Liverpool). The late Peter Hurford gave the opening recital.
- It is used to accompany the church choir who have been fortunate to sing frequently in their local cathedrals and elsewhere (see above).
- Recordings have been made using the organ for accompaniment.
- It is a favoured instrument for nearby cathedral organists to come and practice upon.

The organ is relatively unusual because it relies mainly upon mechanical action to transmit the force of the players hands and feet to open and close the pipes to produce the sound, rather than use electric based action. Whilst this system ensures longevity, it requires more maintenance and is much more susceptible to atmospheric conditions and the salt laden air in this exposed east coast location.

The time has now come to address various matters to include :-

- The thorough cleaning of the instrument and all its 1,430 pipes, including lubrication of parts which are routinely inaccessible, so as to prolong the life of the action but also to enable tuning stability.
- The replacement of rusting metalwork within the action and replacement with phosphor-bronze that can withstand the salt laden air and improvements to the ventilation and humidity controls within the body of the organ.
- Provision of a swell "octave coupler" to enable the player to control sound dynamics more effectively as well as increase tonal colour which will assist

considerably when accompanying the choir and congregation.

- Some minor tonal alterations with the swell reeds, and the reorganisation of the great and swell mixtures to achieve a better blend.
- Making full use of the capability of the current piston system from four to six per department, which will enable the player to grade volume and tonal alterations in a more effective way.
- Providing a properly installed tv screen so the player can more easily see the conductor and critical views within the building so he can more easily follow the services at key points (processions, collections, commencement of services etc). Currently the player is blind to many of these actions.

The PCC has taken the advice of the former Canterbury Diocesan Organ Advisor Adrian Bawtree and the current DOA – Paul Isom, who both fully support these proposals. They have resolved to appoint Clevedon Organs to carry out the work commencing hopefully in 2023. This follows receipt of various technical reports, advice and quotations from a number of organ builders familiar with this type of instrument and having the necessary craft skills to carry out their specialist work.

Clevedon were chosen because:-

- Anthony Hall is the principal of this firm. He was the chief designer of the instrument at Nicholson's when the organ was built. He knows the instrument intimately.
- Following competitive bidding, the firm offered the cheapest quote and offered best value for money
- Clevedon uses specialist sub-contractors for specific areas of technical skill and craftsmanship as well as employing ex Nicholson staff within the business.

An application for a faculty is being prepared and will be submitted to the Diocese in January 2023 with work hopefully commencing in the summer. The work involves the complete dismantling of the organ and removal to their premises in Malvern, Worcestershire, with re-assembly in the church within a four-month period.

The cost is estimated to be in the region of £60,000 and the PCC have agreed that 2/3rds of this will be met by various legacies. We are approaching various grant making bodies for 1/3rd of the cost - a figure of £20,000.

We are very positive about the future of the organ and its central role in music making in this fine church. We hope that with your financial assistance this can continue and enhance the building and all the community activities which the organ supports.

What are your aims of the project / event?

In very simple terms, to prolong the life of the instrument which is essential for the long-term use of St Clements as the Parish Church of Sandwich. The salt laden air is causing problems with the action and the new phosphor-bronze metalwork will not suffer from the same rusting problems as the current materials used in the organ. If the work is not done the organ will eventually become unusable. The tonal and other changes will make the organ a much more effective and versatile instruments for accompanying the choir and congregation albeit respecting the original classical design and voicing of the instrument.

If the application is for an annual or recurring local event, please answer	N/a

the following additional questions: 1. For how many years has the event run? 2. What was the estimated attendance at the last event, and what is the anticipated attendance at the planned event? Attendance at last event: Anticipated attendance at planned event:	

What was achieved at the last event which you consider to have been of benefit to Sandwich?

The Town Council will have seen in the past how effectively the PCC of St Clements has diligently looked after the church and co-ordinated various appeals for the restoration of the fabric and the Norman tower. The benefit as an asset for the town is enormous and something to be proud of whether as a regular church goer, occasional visitor or as tourist. St Clements needs to have a reliable and effective organ and the success of this scheme will be demonstrated for many years to come to this fine building.

It will also hopefully foster more music making in the church. Music has seen a revival here since the organ was first built in 1994/5. A good and well-maintained organ is at the heart of this and encourages more to develop around it as has been proved in the last 20 or so years. One can quote the last Rector of Sandwich who clearly stated words on many occasions that at the time the organ was installed he would have never believed for one moment that in time that the choir would have subsequently grown so enormously and sung at so many prestigious national cathedrals and abbeys. That shows the "acorn into oak tree" effect that investment in music has in a setting such as this.

Why do you think that the Charity should support this event / project?

The Toll Bridge Fund is a charity for Sandwich and St Clements lies at the heart of this proud Cinque Port Town. In its aims, it supports religious organisations and where there is a clear resulting benefit to the people of this town. Most residents and others in the surrounding area will have been or a likely to go to St Clements during their lifetime whether as worshippers or attendance for a marriage or funeral, or as s school child. So many will directly or indirectly benefit from this investment made in the organ.

Project / event planning

Date that you propose to commence the project or hold the event	July 2023
What is the proposed duration of the project / event?	3 months
If the project is land or property related, what is the nature of the interest to be acquired or already held? (If leasehold, please give the length of the lease and date of termination)	N/a
Is planning consent required? If yes, what is the status of your application? (Not yet submitted / submitted not determined / granted)	No
Planning reference no.:	N/a
If planning consent has been granted, are any conditions attached?	N/a
If yes, please provide details:	N/a
Is your building listed?	Yes Grade 2
If yes, have you received the appropriate listed building consent?	Listed Building Consent is not relevant here, but a Faculty issued by the Canterbury Diocese is necessary. The project is supported by the Diocesan Organ Advisor and on that basis, assurances have been given that the appropriate Faculty will be granted.

Financial details

Estimated total cost (including any fees)	£60,000
Contribution from Sandwich Toll Bridge Fund:	£5,000
Contribution from your funds:	£40,000
Contribution from other organisations (please specify):	We are seeking to raise £20,000, being one third of the costs from grant making bodies. We do not yet have indications of level of grants to be awarded, as in some cases we are not able to apply until the Faculty has been granted. It is likely that the Tory Family

	Foundation will grant £5,000 as will also the Roger de Haan Charitable Trust. We are applying to various small charities which have an interest in church music and churches where there is a strong music ethic. Contributions, even if forthcoming, are likely not to exceed £500 at the most from the following :- Pilling Trust ON Organ Fund Allchurches/Benefact Trust Greys Charitable Trust It is extremely frustrating that we are not able to get a grant from Viridor Waste Credits as the church is 10.5 miles from Shelford Waste Site in Canterbury. The limit is locations within a 10 mile radius.
Does the estimated total cost of the project / event include payments in kind, e.g. free labour / materials etc.? If yes, please provide details below, i.e. assumed number of hours x hourly rates etc. And total assumed cost £.	No

Check list

Please tick to indicate if you have enclosed the following documents to support your application:

Financial accounts (2 years)	Audited accounts for year ending 31st December 2021 attached which also includes the figures for the 2020 financial year. By means of further explanation, the financial results of the General PCC Fund for the earlier years are:-

St Clement's Church General Fund – Income and Expenditure Summa

2017	
Income	£111,971.00
Expenditure	£117,513.00
Deficit	£5,542.00

2018	
Income	£116,303.00
Expenditure	£121,475.00
Deficit	£5,172.00

2019	
Income	£121,227.00
Expenditure	£122,276.00
Deficit	£1,049.00

2020	
Income	£106,860.00
Expenditure	£107,824.00
Deficit	£964.00

2021	
Income	£115,993.00
Expenditure	£116,393.00
Deficit	£400.00

Three estimates

We obtained three specialist reports/quotes on the organ which are attached. Please note :-

a) these figures are exclusive of VAT which cannot all be reclaimed.
b) All figures will have to be updated as only apply where an order (following faculty) is made prior to 31/12/22.
c) There will be some extras which cannot be quantified at present namely scaffolding, purchase of CCTV screen and associated wiring/camera

Clevedon Organs £49,000
Nicholsons £56,490 Updated from their 2020 estimate of £53,253
Harrisons £86,557

Other supporting informati

Please let me know if you need anything further

on	

SANDWICH TOLL BRIDGE FUND
INFORMATION REQUIRED (WHERE APPLICABLE) WITH GRANT APPLICATIONS

Information / assurance required	
Please confirm that you have appropriate insurance & current insurance certificate	Yes
Please confirm that statutory obligations under the Human Rights Act have been considered	Yes
Please confirm that statutory obligations under the Disability Discrimination Act have been considered. Please give details opposite or on a separate sheet.	Yes For your information the organ already has an adjustable height organ bench so that enables players of all heights are able to comfortably play it.
How will your project / event help the Sandwich Toll Bridge Fund to fulfil its obligation to promote racial equality? Please give details opposite or on a separate sheet.	Sadly it will have no impact on racial equality.
Evidence that all health & safety issues have been properly considered - please give brief details opposite and enclose a copy of your risk assessment.	The Risk Assessment will be provided by Clevedon Organs following instruction. It should be noted that we are also proposing to add some further timber hand and back rails in the organ chamber so as to make safer entry and working spaces for personnel when tuning the organ.

Do you have a policy on environmental awareness? Please give details opposite or on a separate sheet.	No
The Charity has an obligation under s17 of the Crime & Disorder Act to consider the impact of all its functions, activities and decisions on crime and disorder in its area. What implications will your project / event have for this requirement and how, in particular, will it assist the Charity to meet its obligation? Please give details opposite or on a separate sheet.	No impact.

SANDWICH TOLL BRIDGE FUND

CHILD PROTECTION & VULNERABLE ADULTS PROFORMA
GUIDANCE NOTES

Please read the following notes carefully before completing the proforma

Sandwich Toll Bridge Fund recognises that the protection and safety of children, young people and vulnerable adults is everyone's responsibility. The Charity is committed to this principle and to the development of best practice within those community groups which it supports.

Definition of Children and Young People
Those who have not yet reached their eighteenth birthday.

Definition of Vulnerable Adults
The Charity defines a vulnerable adult based on the Law Commission's definition – that is, a person who:
'is or may be in need of community care services by reason of mental or other disability, age or illness; and who is or may be unable to take care of him or herself against significant harm or exploitation'.
In clarifying this further, the Charity adopts the Department of Health's guidance in that an 'adult' refers to a person aged 18 years or over and that people with learning difficulties, mental health problems, older people and people with a disability or impairment will be included within this definition, particularly when their situation is complicated by additional factors, such as physical frailty or chronic illness, sensory impairment, challenging behaviour, drug or alcohol problems, social or emotional problems, poverty or homelessness.

The approach that the Charity will take is based on and reflects the principles of both legislation and guidance and is that:

- the welfare of the child, young person or vulnerable adult is the paramount consideration

- all children, young people and vulnerable adults, regardless of age, disability, gender, racial or ethnic origin, religious belief and sexual orientation have a right to protection from harm or abuse.

The Charity requires that all groups seeking funding for activities which involve the delivery of services to children and young people have the following in place:

- an acceptable child protection policy, which addresses recruitment and selection procedures, and issues of confidentiality;

- relevant procedures for reporting concerns relating to the protection of children and young people, which have been designed to complement local area Child Protection Committee procedure;

- a Code of Practice highlighting acceptable behaviour with children and young people.

What if we are a community centre?
If you are a Community Centre you should have appropriate policies in place which ensure that your users are aware of their duty of care for children, young people and vulnerable adults.

What if our organisation does not work with children, young people or vulnerable adults?
There may be instances where you do not currently work with children, young people or vulnerable adults. In such cases it is reasonable that you do not have policies in place. However, you must be aware that, if at any time during the life of the project these circumstances change and you do start to work with these groups, you will be required to introduce the appropriate policies and comply with all necessary legislation.

What if we work with children, young people or vulnerable adults and we don't have an appropriate policy?
If your organisation works with children, young people or vulnerable adults, it is your responsibility to ensure their safety and well-being during their time with you. You must have appropriate policies in place to help you meet your responsibilities.

For child protection related issues there is the NSPCC help and advice helpline for enquiries from adults (0808 800 5000) or if you have queries about protecting vulnerable adults you should contact the social services department of your local authority.

The Charity can not make payments if appropriate policies are not in place.
The Charity's policy on the protection of children, young people and vulnerable adults means that it can not make payments to any organisation working with such groups that does not have appropriate policies in place.

Your project can only be processed if:

- you have completed the attached form confirming that you do have appropriate policies in place

OR

- you confirm that you do not work with such groups and that you will take all necessary steps to put policies in place if you do start to work with such groups during the life of the project.

The standard terms and conditions attached to all grants awarded by Sandwich Toll Bridge Fund state that all relevant official legislation (see attached list) and other requirements relating to individuals who are considered vulnerable are to be complied with at all times.

PLEASE KEEP THESE GUIDANCE NOTES FOR YOUR INFORMATION AND ASSISTANCE

RELEVANT LEGISLATION

Child Protection

The Children Act 1989
The Human Rights Act 1998
The Protection of Children Act 1999
The Sexual Offences (Amendment) Act 2000
The Criminal Justice and Court Services Act 2000
Rehabilitation of Offenders Act 1974
Working Together to Safeguard Children, Department of Health 1999
Caring for the Young and Vulnerable, Home Office, 1999

Vulnerable Adults

Carers (Recognition and Services) Act 1995
Chronically Sick and Disabled Persons Act 1970
Data Protection Act 1998
Disability Discrimination Act 1995
Disabled Persons (Services, Consultation and Representation) Act 1986
Employment Rights Act 1996
Health Act 1999
Health Services and Public Health Act 1968
Housing Act 1985 & 1996
Human Rights Act 1998
Local Authority Social Services Act 1948
Mental Health Act 1959 & 1983
National Assistance Act 1948
National Health Service and Community Care Act 1990
National Health Service Act 1977
Police and Criminal Evidence Act 1984
Power of Attorney Act 1971
Public Health Acts 1936 & 1961

Public Interest Disclosure Act 1998
Registered Homes Act 1984
Registered Homes (Amendment) Act 1991
Sexual Offences Act 1956 & 1967
Sexual Offences (Amendment) Act 2000

SANDWICH TOLL BRIDGE FUND

CHILD PROTECTION AND VULNERABLE ADULTS PROFORMA

Please complete this form and return it with your grant application

Name of organisation	Music Department of St Clements Church PCC
Project / event name	The cleaning, essential maintenance and overhaul work and some upgrading to the organ in St Clements Church Sandwich.
Contact name	Julian Sampson
Daytime telephone no.	0777 333 2517
Email address	sampson@supanet.com
Date	7th January 2023

Please answer the following questions:

1. **Do you work with children or young people?**

YES (NO)

If yes, please give details:

The Church does have a junior membership in the form of "Anchors" which meets once a month in St Clements Church Hall and also in church. This is entirely separate from the Music Department

2. **Do you work with any client group that may come under the heading of 'vulnerable'?**

YES

If yes, please give details:
Organ issues – No Choir issues (which is actually nothing to do with the grant which we seek for the organ) - Yes. We are an open access choir, and some adults need assistance from time to time to be able to participate. It is our view that the work to be carried out on the organ has no bearing on Child Welfare/Vulnerable Adult issues but the clarity, see below for our statement in respect of this. Julian Sampson, the Director of Music has an Enhanced Disclosure Certificate 001133102701 dated 3d July 2006

Please note that if you answer 'no' to the above but your application form suggests otherwise, the Charity will be required to ask further questions on this matter. You may be required to implement appropriate policies before any potential grant payment could be made.

3. **Does your organisation have:**

	YES	NO
A Child Protection Statement	[YES]	[ ]
Child Protection Procedures in place and staff are aware of these	[YES]	[ ]
A Vulnerable Adults policy statement	[YES]	[ ]
Vulnerable Adults procedures in place and staff are aware of these	[YES]	[ ]

Your policy / policies should include the following as a **minimum** requirement:

Child Protection Policies	**Vulnerable Adult Policies**
- Recruitment & selection procedures - Confidentiality procedures - Reporting of concerns relating to the protection of children & young people (in line with local Area Child Protection Committee	- Recruitment & selection procedures - Confidentiality procedures - Reporting of concerns relating to the protection of vulnerable adults (in line with local authority policy)

procedures) - Code of Practice (relating to acceptable behaviour with children and young people)	- Code of Practice (relating to acceptable behaviour with vulnerable adults)

Please tick to confirm that your policy / policies include the minimum requirements set out above: [Yes]

STATEMENT

I CONFIRM THAT THE PCC of ST CLEMENTS SANDWICH ARE AWARE OF OUR DUTY OF CARE TO CHILDREN, YOUNG PEOPLE AND VULNERABLE ADULTS. (Where applicable this applies to Community Centres ensuring that there are procedures in place to ensure its users are also aware of their duty of care to Children, Young People and Vulnerable Adults).

I CONFIRM THAT WE HAVE TAKEN ALL NECESSARY STEPS TO COMPLY WITH THE LEGAL REQUIREMENTS IN THIS REGARD.

I CONFIRM THAT IF WE DO START TO WORK WITH CHILDREN, YOUNG PEOPLE AND / OR VULNERABLE ADULTS DURING THE LIFE OF THE PROJECT, WE WILL TAKE ALL NECESSARY STEPS TO COMPLY WITH THE LEGAL REQUIREMENTS IN THIS REGARD.

This document must be signed by an appropriately senior Director, Trustee, Chair or Vice-Chair of your organisation.

Signed:	
Name:	Howard Evans
Position:	Churchwarden. (Note the Parish is in interregnum at present, so no Rector currently appointed)
Date:	13/1/2023

SANDWICH ST CLEMENT PCC

ANNUAL REPORT

&

FINANCIAL STATEMENTS

OF THE

PAROCHIAL CHURCH COUNCIL

FOR THE YEAR ENDED 31 DECEMBER 2021

Independent Examiner:
S R Vines
Taxation & Accountancy Services
St. Margaret's-at-Cliffe

PREFACE to the 2021 ACCOUNTS

The Accounts for 2021 are set out on the following pages.

Due to the ravages of the pandemic over the last two years any sensible, meaningful budgets for this period have been virtually impossible to produce. Almost two years ago it was quickly seen that we would lose large slices of our income, from services collections, PCC fees, Hall income and Fundraising events in particular. Meanwhile most of the expenditure costs still had to be met including a high level of Parish Share.

The Treasurer, in June of both 2020 and 2021, found it necessary to write to all parishioners and some friends of St.Clement's to detail the shortfalls of income and appeal for all regular commitments to be met and where possible increased. In both years the result was for previously planned giving to hold up well and a number of our parishioners felt able to manage extra donations. These sums were added to by some extremely generous donations from outside our regular congregations as well, and the efforts of everyone was very much appreciated. Although in 2020 we were unable to meet the whole of our Parish Share and we still showed a small deficit in our General Fund, in 2021 we struggled to succeed in meeting the whole, slightly lower, Parish Share and our other commitments.

Going forward into 2022 we hope to be returning to somewhere near normal with our usual level of income being attainable, and not be unduly hit by what are expected to be large increases in utility costs. The other positive in our budget is that after a number of years trying to achieve a more realistic level of Parish Share, we have welcomed a reduction of 14% in our required share. It will be important for us to be able to meet this figure of just under £71000 in full, to enable Diocesan House to meet their budget and justify their new reductions in Parish Share. It is hoped that all of us are able to continue to manage our commitments and if possible increase our giving to St.Clement's.

Meanwhile our restricted fund accounts are in a healthy state and have enabled us to cover the cost of some necessary Quinquennial report requirements and to make some excellent improvements to the Church building and the churchyard.

As always we continue to rely on our loyal Church family and the local community, and we are very grateful to you all for your generosity and support. New parishioners, their friends and contributors will be warmly welcomed at St.Clement's Church.

Richard Palmer
Parish Treasurer

SANDWICH ST CLEMENT PCC

We approve the attached Financial Statement for the year ended 31 December 2021 and we confirm that to the best of our knowledge, all transactions relating to the business have been recorded therein and are approved.

Signed _____

R H Palmer (Treasurer)

Signed _____

The Rev Canon J M A Roberts (Rector)

Date 22nd February 2022

ACCOUNTANTS' REPORT

We certify that we have prepared the attached Financial Statement as at 31 December 2021 from the books and records and from information and explanations, all supplied to us by the Treasurer.

SHELAGH VINES
TAXATION & ACCOUNTANCY SERVICES

Lloyds Bank House
High Street
St. Margaret's-at-Cliffe
Dover
Kent
CT15 6AU

_____

Date 22 February 2022

Independent Examiner's Report
to the PCC of Sandwich St Clement PCC

I report to the trustees on my examination of the accounts of the above charity for the Year ended 31 December 2021.

Responsibilities and basis of report

As the members of the PCC you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act).

I report in respect of my examination of the PCC accounts carried out under section 145 of the 2011 Act and in carrying out my examination. I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which give me cause to believe that in, any material respect:

Accounting records were not kept in accordance with section 130 of the Act or

The accounts do not accord with the accounting records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

SHELAGH VINES FMAAT
Lloyds Bank House
High Street
St. Margaret's-at-Cliffe
Dover
Kent
CT15 6AU

HE PARISH OF SANDWICH
NOTES FORMING PART OF THE ACCOUNTS FOR THE YEAR TO 31 DECEMBER 2020
STATEMENT OF ACCOUNTING POLICIES

The financial statements of the PCC are drawn up according to the general accepted accounting standards. The Charity Commission SORP FRS 102, effective 1st January 2015, has been followed

Funds
General funds represent the funds of the PCC that are not subject to any special restrictions regarding their use and are available for application to the general purposes of the PCC. These include funds designated for a particular purpose by the PCC.

The accounts include monetary transactions, assets and liabilities for which the PCC can be held responsible. They do not include the accounts of other church groups that owe an affiliation to another body, nor those that are informal gatherings of church members.

Subject to the above, receipts and payments include income as received and expenditure when irrevocably paid.

R H Palmer
Treasurer PCC of the Parish of Sandwich

SANDWICH ST CLEMENT PCC

STATEMENT OF ASSETS AND LIABILITIES

FOR THE YEAR ENDED 31 DECEMBER 2021

	2021		2020	
	£	£	£	£
GENERAL FUND				
Cash at Bank	83		483	
Creditor	-14450		-14450	
Deposit at CDBF	310		310	
		-14057		-13657
GENERAL FUND (Restricted)				
Cash at Bank	4808		5098	
Creditors	4808		5098	
		0		0
FABRIC FUND				
Cash at Bank	30548		64844	
Deposit at CDBF	955		954	
		31503		65798
BRIDGET RUSSELL LEGACY FUND				
Cash at Bank		58170		58170
BELL FUND				
Cash at Bank/Deposit at CDBF		21468		21366
ORGAN MAINTENANCE FUND				
Cash at Bank/Deposit at CDBF		714		1218
ORGAN RECITALS FUND				
Cash at Bank		853		853
GARDEN OF REMEMBRANCE				
Cash at Bank		10409		9070
		109060		142818

SANDWICH ST CLEMENT PCC

SUMMARY OF FUNDS

FOR THE YEAR ENDED 31 DECEMBER 2021

	2021		2020	
	£	£	£	£
GENERAL FUND				
Opening Balance at 01 January 2021	-13657		1757	
Creditor			-14450	
Deficit for the Year	-400		-964	
		-14057		-13657
FABRIC FUND (Restricted)				
Opening Balance at 01 January 2021	65798		41756	
Deficit/Surplus for the Year	-34295		24042	
		31503		65798
BRIDGET RUSSELL LEGACY FUND				
Opening Balance at 01 January 2021	58170		0	
Surplus for the Year	0		58170	
		58170		58170
BELL FUND (Restricted)				
Opening Balance at 01 January 2021	21366		21258	
Surplus/Deficit for the Year	102		108	
		21468		21366
ORGAN MAINTENANCE FUND (Restricted)				
Opening Balance at 01 January 2021	1218		1455	
Deficit for the Year	-504		-237	
		714		1218
ORGAN RECITALS FUND (Restricted)				
Opening Balance at 01 January 2021	853		853	
Surplus for the Year	0		0	
		853		853
GARDEN OF REMEMBRANCE (Restricted)				
Opening Balance at 01 January 2021	9070		7828	
Surplus for the Year	1339		1242	
		10409		9070
		109060		142818

INVESTMENT ASSETS (Restricted)

The CDBF manage investment funds on behalf of the Parish and value of the funds at 31 December 2021, is estimated at £69,475

ASSETS RETAINED FOR PCC'S OWN USE
Church Hall

SANDWICH ST CLEMENT PCC
GENERAL FUND
FOR THE YEAR ENDED 31 DECEMBER 2021

	2021		2020	
	£	£	£	£
RECEIPTS				
Planned Giving	55940		57122	
Tax Refund	16989		16199	
Collections at Services	2992		2899	
Donations	20036		16369	
PCC Fees	3132		2540	
St. Clements Hall	6049		3422	
Dividends & Interest	1031		1113	
Surplus from Fundraising Events	0		34	
Other Receipts	730		68	
Grants	4941		2500	
Parish Magazine	153		594	
Transfer from Fabric Fund	4000		4000	
		115993		106860
PAYMENTS				
Diocesan Share	82710		70000	
Church Running Expenses	11546		11398	
Churchyard Expenses	2224		2264	
Rectory Expenses	740		485	
Sanctuary	212		965	
Music	2133		3536	
Office & Secretarial	6811		7404	
St. Clements Hall	7721		9813	
PCC Charitable Donations	1100		1200	
Accountancy	510		510	
Churches Together	200		0	
Religious Books	128		169	
Children's Church	67		80	
Other Ministry Expenses	44		0	
Other Expenses	247		0	
		116393		107824
Deficit		-400		-964

GENERAL FUND (Restricted)
FOR THE YEAR ENDED 31 DECEMBER 2021

	2021	2020
	£	£
Donations Received	4808	5098
Charitable Donations Paid	4808	5098
	0	0

SANDWICH ST CLEMENT PCC
RESTRICTED FUNDS
FOR THE YEAR ENDED 31 DECEMBER 2021

	2021		2020	
	£	£	£	£
FABRIC FUND				
RECEIPTS				
Atwood Legacy	28922		28953	
Donations	359		3003	
Interest	7		26	
Transfer to General fund	-4000		-4000	
		25288		27982
PAYMENTS				
General Repairs		59583		3940
Deficit/Surplus		-34295		24042
BRIDGET RUSSELL LEGACY FUND				
Legacy		0		58170
Expenditure		0		0
		0		58170
BELL FUND				
Investment Income		102		108
Expenditure		0		0
Surplus		102		108
ORGAN MAINTENANCE FUND				
Investment Income		0		10
Expenditure		504		247
Deficit		-504		-237
ORGAN RECITAL FUND				
Ticket Sales		0		0
Expenses		0		0
Surplus		0		0
GARDEN OF REMEMBRANCE FUND				
Donations		1824		1327
Interest		1		3
Total Income		1825		1330
Expenditure		486		88
Surplus		1339		1242

Clevedon Organs (UK) Ltd

New Organs, Renovation, Restoration, Tuning and Maintenance
Pine Lodge, 57 Hornyold Rd, Malvern, Worcestershire, WR14 1QH, UK
Tel : 01684 563661 Mob : 07941 526454 Email clevedonorgansuk@gmail.com

ST CLEMENT PARISH CHURCH, SANDWICH
ESTIMATE TO CLEAN, OVERHAUL, IMPROVE THE ORGAN

INTRODUCTION

The organ was built in 1995 by Nicholson & Co (Worcester) Ltd as a new instrument with mechanical key action and dual action stop mechanism. The organ utilises pipework from the previous organ, albeit completely re-voiced by the illustrious voicing trio, Dennis Thurlow, Guy Russell and Arthur Jones, which included lowering the pipe mouth cut-ups and wind pressures. The casework and technical design was undertaken by Rieger-trained Anthony Hall, the author of this report, whilst working as Designer and Project Manager for Nicholson prior to establishing Clevedon Organs. Our Company, employing three Nicholson-trained staff (including Simon Plowman, the last Voicing Apprentice of the late Dennis Thurlow), has a unique connection and affection for the Sandwich instrument. We also utilise the Tonal Consultancy of one of the original Voicers, Guy Russell, who retired from Nicholson a couple of years ago.

CONDITION OF THE ORGAN

The organ is now 27 years old and has given excellent service. It is now due a thorough cleaning and overhaul to enable it to provide many more years of service. Apart from the accumulation of dust inside the mechanisms and pipework, the organ has suffered from sluggish and stiff key and stop action, resulting in occasional cyphers (notes sticking on). There is evident oxidisation of the roller axles on the rollerboards within and behind the console chassis, a result of the high saline content in the atmosphere attacking the chromium plating on the axles. We suspect these rollerboards, in the enclosed lower section of the organ, are more prone to corrosion due to lack of air circularisation in the lower section of the organ case, as the other rollerboards in a more elevated position are not so affected. The grease lubricant in the stop action pivots has hardened and needs cleaning off and replacing and the dust is permeating the stop action solenoids, reducing their power. Rectifying these problems involves complete dismantling of the mechanisms behind the console, a difficult and time consuming exercise. There have also been issues with the thumb pistons and currently the Cancel piston is inoperative. The key actions and Pedal touch point needs adjusting to achieve uniform key and pedal touch. The other parts of the organ, including soundboards and bellows, are in good condition and merely require cleaning. In addition to a routine cleaning and overhaul, there are other aspects of the organ which might be improved. The piston system is basic in function, with limited number of thumb and toe pistons for an instrument of this size. Increasing the number of thumb and toe pistons to six per division and adding an additional reverser is possible and the solid state system employed allows for additional pistons.

SANDWICH PARISH CHURCH – THE PIPE ORGAN

CONDITION OF THE ORGAN (cont'd)

The existing arrangement of CCTV monitor and console lighting is far from satisfactory and needs improvement. We suggest replacing the console soffit, adding discreet LED lighting and a pull-down CCTV monitor, which can ascend into the soffit discreetly when not in use. LED lighting can also be fitted to illuminate the pedal recess.

Tonally, the organ has several idiosyncrasies, which Anthony Hall recalls raised several eyebrows in the workshop at the time the organ was being constructed and voiced. The Swell has no independent 2' stop, an unusual omission, and the Swell Plein Jeu IV starts at 1 1/3', resulting in shrillness and lack of tonal bridging with the Swell Diapason chorus and 16' chorus reed. The result is a lack of cohesion in the Swell *plenum* and *tutti*. The Great Mixture IV starts at 2', which is curious since the Great Diapason chorus contains independent 2 2/3' and 2' ranks. This results in too much duplication of pitches in the tenor and middle octaves and lack of clarity and brilliance in the upper octaves of the Great Chorus. In essence, the composition of the Swell Plein Jeu is too high and the Great Mixture too low. Our feeling is that this imbalance should be corrected, whilst still respecting the original concept of the tonal scheme. Whilst being an undisputed genius as a Voicing technician, Dennis Thurlow undoubtedly had eccentric ideas regarding tonal architecture, particularly in regard to the composition of compound stops, perhaps a result of not being an Organist himself.

The lack of an independent 2' stop on the Swell leads us to consider adding a Swell Octave coupler, which would also add much more flexibility to the instrument when used with the 8' foundation stops. This would add much more nuance to registration, particularly for accompaniment purposes. There is enough space to accommodate a mechanical octave coupler behind and above the rear of the Swell keys. Nevertheless, this is a complicated piece of mechanism and requires ingenuity to interface with the existing mechanical key and stop action.

The detail of the work proposed is as follows, itemised accordingly.

CLEANING / OVERHAUL

PIPEWORK

The pipework will be removed, except the large 16' basses, which will be cleaned in situ. The metal flue pipes will be rounded out, cleaned and speech checked. The wooden pipes will be cleaned and any splits of loose tuning stoppers addressed. The reeds will be taken apart, cleaned and tuning springs burnished where corroded. Upon reinstating the pipes, tonal finishing and fine tuning will be undertaken, respecting the original balances, except regarding the upperwork, as mentioned previously.

SANDWICH PARISH CHURCH – THE PIPE ORGAN

MECHANICAL ACTION

The manual, pedal and coupler rollerboards in and behind the console have badly corroded roller axles, resulting from the chromium plating blistering and binding in their felt bushes. These axles need replacing with either stainless steel or phosphor bronze, impervious to corrosion. The mechanical action in this area needs dismantling, rollerboards extracted and taken back to our workshop for the necessary attention described. The three other rollerboards in the upper section of the organ appear to be in reasonable condition, but the axles will be treated with *Protek* solution, which protects against corrosion and is a special polymer lubricant, developed by Steinway for intricate keyboard mechanisms. Any suspect axles will be replaced where necessary. The mechanical action squares and backfalls have stainless steel pivots and are in good condition, with minimal wear. Upon reinstating the rollerboards, the mechanism will be reassembled and adjusted to optimal performance. Key and pedal touch will be optimised and the couplers re-set accordingly.

STOP ACTION

The stop action will be dismantled and any binding investigated. New grease will be applied to the pivot points to ensure every movement is as free as possible. It is important to understand that certain stop movements will be inherently heavier than others due to convoluted action runs and certain 8' and 16' stops having much wider and heavier sliders, a feature of all mechanical stop mechanisms. Once assembled, the stop action will be adjusted and the stop solenoids cleaned and lubricated to ensure optimal performance. The on / off power controls will be adjusted accordingly to achieve prompt stop movement as far as possible, when used through the capture system.

INTERNAL SURFACES / MECHANISMS

The internal parts of the organ will be cleaned and any minor repairs or adjustments undertaken as part of this process. The keys and pedals will be cleaned and any worn bushing or felt made good where necessary. The Swell shutter mechanism will be checked and greased accordingly. Conveyances and wind trunking will be checked for leakage and left sound.

EXTERNAL SURFACES / CASEWORK

The chancel façade will be cleaned using extension ladders. A scaffold will be required to be erected in front of the main façade to enable cleaning of front pipes, pipeshades and cornices. Please note, the cost of scaffolding is excluded from this estimate and is to be provided for one week during the cleaning process. The front pipes will be cleaned with dry cloths and the woodwork vacuumed using soft brushes and wax polished. The sun bleached access panel will be oiled and treated accordingly.

SANDWICH PARISH CHURCH – THE PIPE ORGAN

PRICE

Our price for the above work includes all labour, accommodation and expenses for our staff of four. It also includes all materials necessary for the work described. The price excludes the cost of scaffolding, to be provided by the client. The price is valid until the 31st December 2022 and my increase in line with inflation at this point. The work would take approximately six weeks to undertake, our loan digital organ also being provided.

£ 29,500 plus VAT

ADDITIONAL IMPROVEMENTS

EXPANDING THE PISTON CAPTURE SYSTEM

The existing piston capture system has a minimal provision of thumb pistons and toe levers for an instrument of this size and an enhanced provision of pistons will allow far greater flexibility and control over the organ. The existing Taylor system has capacity for the expansion of this, allowing the following:

6 thumb pistons to Great
6 thumb pistons to Swell
2 reversible thumb pistons
6 toe levers to Swell
6 toe levers to Pedal
1 reversible toe lever.

The keyboards and toe lever assembly will be removed and taken to either Renatus Ltd or P&S Ltd (who originally manufactured the keyboards) to have the existing units overhauled and additional thumb and toe lever units added in matching style. Upon reinstating the keyboards and toe lever assembly, additional wiring will be fabricated and interfaced with the existing solid state system. The cost of this is all inclusive and the price is valid until 31st December 2022.

£ 4,500 plus VAT

PULL-DOWN CCTV MONITOR / NEW CONSOLE LIGHTS

The existing arrangement of trailing leads and lack of proper mounting for the CCTV monitor is far from satisfactory. Ideally, the monitor should be housed centrally within the soffit in a pull-down, counterbalanced arrangement. When not in use, it can be pushed up so that it disappears discreetly into the soffit, respecting the aesthetic of the console. It would be far easier and cheaper to simply manufacture a new console soffit than attempt to modify the existing soffit. The existing console lighting needs replacing to allow this and discreet LED lighting fitted. The lower pedal recess lighting will also be replaced.

SANDWICH PARISH CHURCH – THE PIPE ORGAN

PULL-DOWN CCTV MONITOR / NEW CONSOLE LIGHTS (cont'd)

Further discussion is required regarding the type and size of monitor and type of LED lighting required. Our price is all inclusive and is valid until 31st December 2022.

£ 3,500 plus VAT

REVISE COMPOSITION OF SWELL AND GREAT MIXTURES

As described previously, our feeling is that the Swell and Great Mixtures are not composed correctly and there is lack of cohesions with the respective Diapason choruses on each manual. The Swell Plein Jeu IV, currently 19.22.26.29, should be recomposed to 15.19.22.26, the existing breaks being maintained to respect the original concept. The Great Mixture, currently 15.19.22.26, should be recomposed to 19.22.26.29, the existing breaks also maintained. The pipes, upperboards and rackboards will be taken to our Voicing workshop and recomposed, utilising most of the existing pipework as far as possible. Where required, additional pipework will be sourced and integrated and the revised Mixtures tonally regulated and racked in. The pipe planting is generous and we do not foresee any difficulty fitting the lower pitched pipes to the Plein Jeu rackboard. The pipes and upperboards will be reinstated and balanced to blend seamlessly with their respective choruses. The price is all inclusive and valid until 31st December 2022.

£ 2,500 plus VAT

SWELL OCTAVE COUPLER (MECHANICAL)

We have examined the viability of adding a Swell Octave coupler using electric coupling and feel this would be more expensive and not in keeping with the original concept of the organ. A mechanical coupler would be less expensive and intrusive on the original mechanism and should not be unduly heavy once the Swell key action is overhauled. The coupler could be accommodated behind and above the Swell keys, operating through a transfer backfall and splayed coupler backfalls, operated mechanically and electrically through a lifting cam and associated linkages and additional stop solenoid. An additional stop knob would be added below the Swell Tremulant knob and could also be activated via the additional reversible thumb piston in the Swell keyslip, if this is preferred to a Swell to Great reverser. The additional mechanism required is an intricate mechanism and requires ingenuity of design to integrate it into the existing mechanism. Our price is all inclusive and valid until 31st December 2022.

£ 9,000 plus VAT

If all of the above items is included with the cleaning and overhaul, the total price would be **£ 49,000 plus VAT**. The duration of work would be 4 months, during which we would provide a digital organ on loan free of charge.

SANDWICH PARISH CHURCH – THE PIPE ORGAN

PAYMENT SCHEDULE

10% deposit to confirm contract.
25% payment upon commencing work.
30% interim payment midway.
25% payment upon re-assembly.
10% balance on completing work.

WARRANTY

The work is guaranteed for 10 years, providing Clevedon Organs UK Ltd takes on the regular annual tuning and maintenance of the organ for the duration of the warranty period. The cost of each Tuning visit would be **£300 plus VAT**. We assume that the organ is tuned at least twice a year.

Prepared by Anthony L. Hall (Managing Director) 18th June 2022

TERMS & CONDITIONS

- A faculty from the Diocese must sought by the Client from the Diocese for any work undertaken by our Company. A certificate must be submitted before placing a contract.
- The estimate assumes that, during the carrying out of the work, the Client will provide all reasonable facilities in connection with the storage of parts when dismantled, and protection against damage as far as possible, including adequate insurance cover.
- The Client shall also provide free use of electricity, gas, water and other facilities required in connection with carrying out the work, and ensure the reasonable comfort of the staff involved. The Client will also ensure silence in the building when tuning and tonal regulation of pipework is being undertaken.
- The work is covered by a guaranty from the organ builders for ten years. This is subject to the tuning and maintenance contract being placed with Clevedon Organs (UK) Ltd for the duration of the guaranty period. The guaranty covers all defective parts and workmanship directly associated with the contractual work undertaken in this estimate, except those covered by a subcontractor's guaranty. The guaranty excludes any damage or alteration caused by factors beyond the control of Clevedon Organs (UK) Ltd, such as fire, water, vermin, malicious damage and excessive heat and humidity levels.
- The price of the work is based on existing rates of remuneration and allowances supplied by the Institute of British Organ building, and also the prices of materials and other manufactured items currently used. It will remain in force until 31st December, 2022, whereby it will be subject to a proportionate increase or decrease for work carried out after this date.
- The cost of scaffolding is not included in this estimate. The cost of any associated mains electrical work is not covered or provided.
- Payment is required upon presentation of each invoice. If payment is not received within 14 days from date of invoice, the Contractor reserves the right to suspend work until payment has been received. Interest will be charged on overdue accounts at 5% APR.
- If for any reason whatsoever the Client terminates the contract after any deposit has been paid, the Contractor reserves the right to deem the deposit non-refundable.
- The estimate covers all necessary repairs and renewals as far as could be ascertained when the organ was inspected. Should it be found upon dismantling and further inspection that further repairs and / or renewals are necessary, the Client will be notified, and an estimate for undertaking the work will be provided.
- Every opportunity will be provided to the Church and its advisors to inspect the work in progress.
- The Client should inform their insurance company before work commences. It is not the responsibility of the Organ builders to provide cover against the risk of theft of damage of parts whilst they are lying in the church.
- Prices are only valid assuming that the ratio of Sterling / Euro does not fall below a 1:1 ratio and that any material purchases from the EU are not subject to import duty.
- The intellectual and financial content of this estimate are copyright and must not be divulged to competitive 3rd parties without the consent of Clevedon Organs (UK) Ltd.
- Clevedon Organs (UK) Ltd is happy to provide references on request.
- Terms of payment are detailed on the previous page.

CLEVEDON ORGANS – OUR REGULAR TEAM

In addition to our close knit in-house team of four, we engage seven regular associates.

Anthony Hall (Managing Director)

Anthony Hall read Law at Manchester University before starting an apprenticeship with Rieger Orgelbau in Austria. He joined Nicholson & Co Ltd as Designer. The first new organ he designed, aged 23, was for Sandwich Parish Church. Over a ten year period, he was responsible for designing many notable instruments, including four Cathedral organs (Portsmouth Cathedral, Southwell Minster, Christchurch Priory and Newport Cathedral). He subsequently worked as a freelance designer and tuner for several firms in the UK and abroad and has established his reputation as being one of the UK's leading experts in pipe organ design. His most notable design commission was the new 60 stop four manual mechanical action instrument built by J. W. Walker organ for St Mark's Episcopal Church, Grand Rapids, Michigan, USA. He also designed the new Kenneth Jones organ for Carlow Cathedral in The Republic of Ireland and is also responsible for Design at J. W. Walker & Sons Ltd. Anthony set up Clevedon Organs Ltd in 2006 and since this time the Company has successfully undertaken over 600 projects of varying size and complexity, in addition to providing regular annual maintenance and care to organs in over 300 churches across the United Kingdom. Anthony Hall is a member of the British Institute of Organ Studies (BIOS) and a member of the Institute of Musical Instrument Technicians, occasionally lecturing on organ design and construction. He is Organist and Director of Music at Holy Rood RC Church in Swindon, a post he has held for over 30 years.

Warren Marsh (Head Voicer)

Warren Marsh served his apprenticeship with J. W. Walker & Sons Ltd, initially working as a pipe maker. He went on to train as a Voicer, under the tutelage of Michael Butler (who worked alongside Dennis Thurlow) and Paul Fulcher. During his time with the firm, he was involved with many of the Company's most significant projects, including Adelaide town Hall and St. Chad's Cathedral, Birmingham. Warren became a freelance Voicer, working on an international scale with notable firms, such as Petty Madden in the USA. He was also regularly engaged by Goetze & Gwynn and worked with them on several restoration projects, the most intriguing being the Convent of Santa Clara in Santiago de Compostela, Spain. Warren is responsible for all scaling, voicing and tonal finishing and manages the West Country division of Clevedon Organs. He is also responsible for Voicing at J. W. Walker & Sons Ltd.

Mark Booth (Works Manager)

Mark Booth trained with Bishop (London), J. W. Walker & Sons (Ruislip) and N. P. Mander Ltd. (London), gaining enormous experience in all aspects of the craft. After a brief period working with Matthew Copley, Mark re-joined J. W. Walker & Sons Ltd in Brandon, working alongside Andrew Pennells as Project Manager. He subsequently worked for Richard Bower, Goetze & Gwynn and E. J. Johnson & Son Ltd. He has significant expertise in historic leather work, working on important restoration projects such as St. Botolph's, Aldersgate. He is equally at home installing modern solid state organ systems. Mark runs our workshop in Snetterton.

Simon Plowman (Site Manager)

Simon Plowman served his apprenticeship with Nicholson & Co, studying all aspects of the craft over nearly 20 years with company. During this time, he received extensive voicing training with the legendary tonal team of Dennis Thurlow, Arthur Jones and Guy Russell. Simon spent two years working in Australia with Peter Jewkes before working for many years with Kenneth Jones & Associates in Bray, Ireland. He was responsible for the installation of many notable mechanical action organs by Jones, including Rugby School, Waterford Cathedral, Monahan Cathedral, Vancouver Cathedral, Carlow Cathedral and The Conservatoire, Beijing. For the past seven years, Simon has been Site Manager for Clevedon Organs.

CLEVEDON ORGANS – OUR REGULAR TEAM

Colin Marks and Craig Aldom (Master Organ Builders)

Colin Marks and Craig Aldom each served 40 years with Daniel & Co of Clevedon before it was taken over by Clevedon Organs. They have considerable experience been involved with many notable projects, including re-constructing the new tracker action for Ledbury Parish Church.

Reuben Anstey

Reuben Anstey served his apprenticeship with Richard Bower, before becoming a freelance Organ Builder. He has been employed by J. W. Walker & Son Ltd, Holmes & Swift and regularly works for us both on site and at our Snetterton workshop, assisting Mark Booth. Reuben's particular expertise lies in historic restoration of mechanical action and historic leatherwork.

David Gates and Craig Lockwood

Most recently, we are proud to welcome two more members to our regular team. David Gates and Craig Lockwood now run E. J. Johnson & Son (Cambridge) Ltd, following the recent death of William Johnson. They share our workshop at Snetterton and now assist us with larger projects when required, in addition to running a large tuning connection. David Gates has notable experience in Voicing and tonal finishing and Craig Lockwood is a seasoned Organ Builder.

David Gallichan

David trained with Nicholson, starting at the age of 16 years old and worked with them for many years before starting his own Organ Building enterprise in Malvern. David has enormous experience in all aspects of Organ Building, tuning and voicing, having been engaged in the craft for over 45 years. David has worked with us on several projects and we welcome his expertise as and when he is able to assist us on certain projects.

Edward Plowman

Edward is the younger brother of Simon Plowman and is our trainee Organ Builder, in addition to being our Tuning Representative for the past five years. Edward has particular aptitude for tuning and tonal finishing, having a natural ability with pipework.

NICHOLSON & Co.
PIPE ORGAN BUILDERS EST. 1841

Lower Interfields
Malvern
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United Kingdom

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amc@nicholsonorgans.co.uk

11 March 2020

Dr Andrew Larner
Melrose House
Lower Street
Eastry
CT13 0JG

Dear Dr Larner,

ORGAN OF ST CLEMENT'S CHURCH, SANDWICH

Thank you for providing a warm welcome to my colleague, Kelvin Kent, on his recent visit to St Clement's Church.

I have pleasure in enclosing our report on the condition of the organ and our recommendations for work to clean and overhaul the instrument.

We hope that this will be of interest and look forward to hearing from you. If we can help clarify any point, please do not hesitate to be in touch.

Yours sincerely,
NICHOLSON & CO. LTD

AM Caskie

Andrew M Caskie
Managing Director

ST CLEMENT'S CHURCH
SANDWICH

THE ORGAN

REPORT AND PROPOSALS

MARCH 2020

NICHOLSON & CO. LTD
MALVERN

NICHOLSON & CO.
PIPE ORGAN BUILDERS EST. 1841

ST CLEMENT'S CHURCH SANDWICH

THE ORGAN

Introduction

The organ of St Clement's Church was built by Nicholson & Co. in 1995. Much of the pipework was retained from an earlier organ built by A.E. Davies & Sons of Northampton, albeit revoiced to form part of the overall tonal design of the new organ. The result is an instrument of musical diversity and mechanical ingenuity.

This report is divided into two parts. The first discusses the condition of each part of the instrument, with proposals for what renovation might be appropriate; the second

takes the form of a detailed schedule of work that could eventually become part of a contract of work.

Appraisal

Pipework

The pipework is generally in good overall physical condition. Some larger pipes are made of wood but the majority are of metal.

The pipes are relatively dirty with a build-up of dust which has accumulated inside the organ. The dust is having a negative effect on the stability of tuning of the reed pipes. These are pipes that produce sound by amplifying the vibration of a brass tongue.

Dust and dirt becomes trapped underneath the tongue which causes instability in tuning and speech; we recommend that all of the pipework should be carefully cleaned, which will involve the individual dismantling of the reeds. Once cleaned, the speech of the pipework will be regulated to ensure that the organ speaks with consistency and much-improved tuning stability.

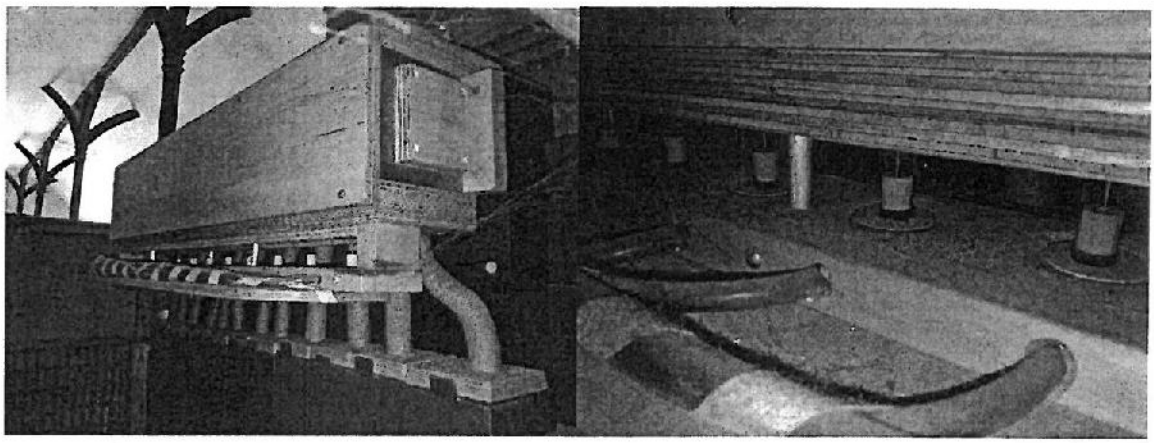
Great pipework showing dust build-up

Soundboards and chests

The organ is divided into three divisions, or departments, which the organist controls from the console. Two manual departments, known as the Great and Swell Organs, and a Pedal department. The majority of the organ's pipework for the Great and Swell

Organs sits on two large soundboards. These are large wooden units which house part of the mechanism that provides the pipes with pressurised air (known as 'wind'). Larger pipes that are too big to stand on the soundboards are supplied with wind from independent chests. There are two such chests inside the organ with an individual mechanism to supply each pipe with wind as required. The high quality of construction has meant that the overall condition of the soundboards and chests is good. We propose that these can be left in the organ and cleaned on site. Once all the pipes are removed, the cleaning of the soundboards will entail removal and cleaning/lubrication of the rackboards, upperboards and sliders. We have noted over the years that some of the upperboards would benefit from some additional screws, which we will install.

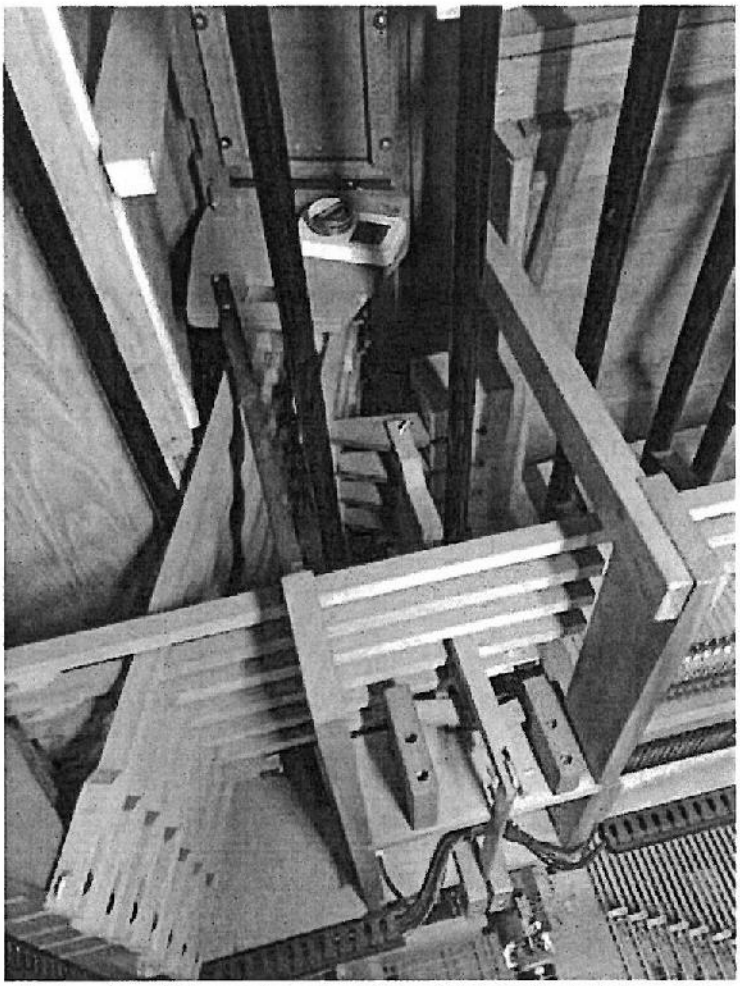
Although the operation of the two off-note chests is currently fine, it is likely that there mechanisms will need to be re-leathered in the medium term. This could be done at a later date as a separate operation, though it would be more cost-effective to undertake this work in the context of a cleaning and overhaul when the organ is partly dismantled.



Left – Chest for Swell Gedackt 8' bass pipes
Right – closeup of the chest action showing build-up of dirt on the leather purses

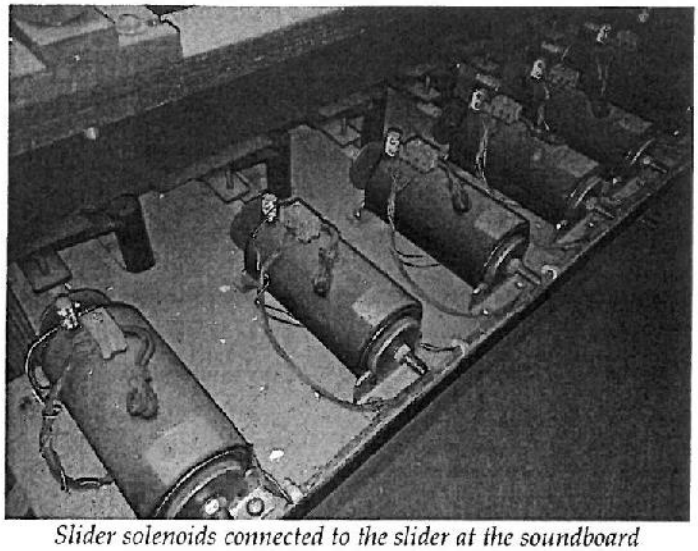
Slider actions

The organ employs a dual slider action system. Each soundboard has a primary mechanical mechanism which allows the organist to select or deselect ('stop') a rank of pipes from playing when the relevant keys are pressed. This works by way of a slide which sits between the top of the soundboard and the pipes. When an organist draws a stop at the console the slide is moved, via a mechanical linkage, which allows holes in the slide to correspond with holes in the top of the soundboard to line up with pipes in each rank. The mechanical slider action is in good physical condition, though some stiffness has developed due to a build-up of dirt. We recommend that the slider action be cleaned, adjusted as necessary and lubricated.



Rods and multiple moving connections of the mechanical stop action

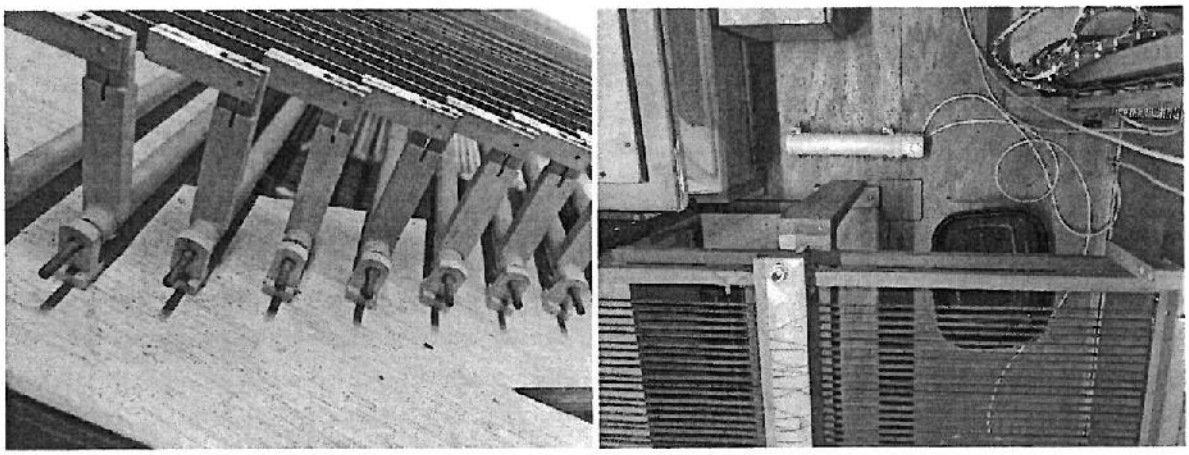
The organ is unusual - unique in our output, in fact - in employing a secondary electro-mechanical mechanism which moves the slides when a signal is received from the electronic combination action. The combination action itself will be described later in the report. Some of the the electric slider solenoids which operate the slides are now struggling to move the slides due to the build-up of friction as described above. The cleaning and reapplication of a suitable lubricant to the mechanical slider action will allow the electric slider motors to work freely and efficiently once more.



Slider solenoids connected to the slider at the soundboard

Key actions

The mechanism that converts the player's pressing of a key to a valve which admits air to a pipe is known as the action. This instrument has mechanical key action. When the organist presses a key at the console there is a mechanical link between the key and the valve (known as a pallet) which allows wind to the relevant pipes. This physical link between the key and the pallet is made up of wooden trackers and pivoting components called squares and rollerboards. The overall condition of these components is generally good, but there is evidence of some corrosion on the steel axles of the pivoting parts in the rollerboards. The corrosion impedes free movement and adds extra friction which makes the keys at the console feel heavier to play, makes them more likely to stick 'on', and can cause squeaks in the action. We recommend that all corroded rollerboard pins be replaced with new; those most affected are located at floor level behind the console. The effect of humidity on the organ appears to have caused some confusion. Inside the organ are two conflicting measures: i) buckets filled with water in an attempt to **increase** low humidity levels; and ii) damp chaser electric heaters to **lower** humidity levels. Looking through our files it appears that occasional problems have been caused from especially high humidity, hence the installation of these damp chasers back in 2001. We recommend that the buckets of water be removed (even in organs where low humidity levels are a problem, the evaporation rate from buckets is so slow that the risk of damage from knocking over a bucket far outweighs any marginal benefit to humidity levels) and the damp chasers be connected to a humidistat to ensure that they operate at the right times of year. For reasons that were not immediately apparent, they were not functioning during our visit.



Left – corroded axles in the rollers
Right – ineffective damp chasers being counteracted with buckets of water

Winding

The wind for the organ is supplied by a large fan, or blower, powered by an electric motor. The blower is housed in a wooden sound-proofed box in the base of the organ and connects to the organ via a wooden trunk. The operation of the blower appears to be sound and in good order, though was not inspected in detail.

The wind passes from the blower into a reservoir with a single frame covered by leather. The reservoir, often called bellows, stores wind at a steady and equalised pressure to be distributed to soundboards and chests within the organ. The leather on the reservoir is in good condition. When the wind has been passed from the reservoir via trunks to the soundboards there is a further means of stabilising the wind supply. Built into the bottom of each soundboard is a device called a schwimmer, which acts as a regulating device to compensate for any momentary drop in pressure when the pipes receive wind from the soundboard. The schwimmers are of early design and their internal mechanisms will now be worn. We recommend that these be upgraded by re-leathering their diaphragms and replacing the nylon internal linkages (which have a tendency to stretch) with steel.

The reservoir in the base of the organ is a little small, and under extreme demands can bottom out. The static output pressure of the blower must be within the range that the schwimmers can adjust to, however, as in this rare scenario there is no audible difference in tone.

The tremulant, a machine that expels wind from the soundboard when activated (for a vibrato effect) is also in good working order.

Console

The console is an attractive display of both design and finish. The general condition of the console timbers and structure is sound. The key coverings on both manuals are

likewise in good condition. However, significant lateral movement in the keys has developed. The keys should be removed, with their frames, to be re-bushed to take up this wear. Conversely, the pedalboard is in good order with only slight wear evident; we recommend that it be cleaned, polished and adjusted as necessary. The thumb pistons on both manuals have become stiff and need to be freed to allow smooth operation. The General Cancel piston is not working at all. We recommend that the piston units be replaced with new throughout.

Piston capture system

The organ has a low voltage electrical system called the piston capture system. This acts as a basic memory system which allows the organist to save a selection of stops which may then be assigned to a piston for the organist to change the registration quickly and efficiently. When a piston is pressed an electrical signal is sent to the relevant electromagnets (known as slider solenoids) to select or deselect and move a slider at the soundboards. The slider solenoid thus moves the whole mechanical connection between the slider and the drawstop at the console. As previously mentioned the operation of the slider action is slow when moved by these solenoids. Cleaning and lubricating the mechanical elements of the slider action will reduce the friction and resulting strain on the solenoids.

The capture system is reliable but has only a basic provision of memory levels. Although 25 years old, there is no reason that it should not continue to work well for many more years. The system could be upgraded to incorporate more memory levels if desired. This would be more economical to undertake in the context of other work than in isolation at a later date.

Case

The overall condition of the organ casework is in good order. This will be cleaned and given a wax polish to restore the appearance of the timber.

Options to consider

Two considerations were discussed during our visit which may enhance the flexibility of the instrument and help the organist to fulfil the role of accompanying the liturgy of the church. These are discussed below and costed as optional extras.

Console lighting and CCTV

The present position of the console light behind a glass panel makes changing the bulb difficult. The quality and spread of light is limited and there would be some benefit from its replacement by a modern LED warm-white strip light. This would free up space above the music desk in which a new CCTV display could be discretely mounted on a retractable housing. This would allow for a more convenient location above the scores used by the organist, resulting in a more natural visual position.

Tonal changes

During our visit we were asked if it might be possible to add a Fifteenth 2′ stop to the Swell Organ. The organ has a modest but cleverly designed musical specification which is not without compromise; a Fifteenth 2′ would certainly help bridge a musical gap between more gentle registrations and a fuller ensemble. Because of the mechanical design of the instrument, there is not sufficient space to add an additional stop to the instrment without compromising the quality of the work. However, a suitable solution could be found if instead of adding another stop, an existing stop was replaced; the two-rank Sesquialtera stop would be the most appropriate stop to remove from the organ to accommodate a Fifteenth 2′. This would of course lead to the loss of a distinctive solo colour in the instrument, but we can see the issue from both sides and the church must balance the benefit of the Sesquialtera as a solo stop against the practical use of the instrument in the liturgy. It would be possible to replace the Sesquialtera II with a Fifteenth 2′ in such a way that would allow the change to be reversed at a future date; the pipework and associated upperboards and rackboards could be stored carefully within the organ.

Conclusion

The organ in St. Clement's Church is a well built and musical instrument with an effective musical scope from a modest specification. After twenty-five years of use most instruments will be in need of some additional attention on top of the usual tuning and maintenance schedule. The condition of the instrument is typically indicative of a well-used mechanical action organ, with the exception of some unusual corrosion which may well be caused by exposure to unduly humidity and salt air associated with being in close proximity to the sea. The cleaning and overhaul of the organ will be a relatively straightforward operation which will see the instrument returned to good voice and service. The tuning and maintenance will be made easier and more stable as a result of cleaning the pipework and mechanisms.

NICHOLSON & CO.

History and experience

Since our founding in 1841 by John Nicholson (1815–1895), we have been building and restoring pipe organs in the finest traditions of English organ building for 177 years.

In 2017, we completed the largest new pipe organ to be built in Britain for ecclesiastical use in 75 years – a four-manual 92-stop instrument for Holy Trinity Cathedral in Auckland (see https://www.youtube.com/watch?v=VTp827dcggE for a video demonstration of the instrument); in 2013, we completed a new four-manual 76-stop organ for Llandaff Cathedral, the largest new cathedral organ to be completed in Britain for half a century.

Details of all these and our many other projects can be found at www.nicholsonorgans.co.uk.

Our 23 staff are based in a modern, purpose-built and well-equipped workshop in the Worcestershire countryside, which representatives of the church would be most welcome to visit by prior arrangement.

Accreditation

We are accredited by the Institute of British Organ Building (www.ibo.co.uk) for quality work in all categories: new mechanical action organs, new electro-pneumatic action organs, historic restoration of mechanical action organs, historic restoration of pneumatic action organs, cleaning and overhaul, and tuning and maintenance.

After-care

Committed after-care to the organ is assured: we operate a nation-wide tuning and maintenance service and have around 1,000 organs in our care across the UK.

Educational outreachP

Educational outreach is a key part of our work. We would be delighted to explain our work to the congregation and/or the pupils of a local school.

Safe working

Ensuring safe working practices and conditions for our staff is a key priority for us. All our staff receive regular training in safe working. We would be pleased to provide a method statement and risk assessment for all work undertaken in this project.

nicholsonorgans nicholsonorgans nicholsonorgans

SCHEDULE OF WORK

Preparation

The organ will be partially dismantled. All of the pipework will be removed to our workshop along with the manual keyboards, schwimmer units and the rollerboards. The remainder of the instrument will be thoroughly cleaned on site.

Pipework

The pipework will be cleaned, repaired and regulated as detailed below

1. Every pipe will be thoroughly cleaned.
2. Pipework will carefully be repaired as required with speech adjusted and reset.
3. Wooden pipes will have any splits repaired and flooded with glue to seal joints.
4. Stopped pipes will have stoppers repaired and refitted and greased.
5. Reed pipes will be dismantled. Tongues and shallots will be cleaned. Broken wedges will be replaced with new material in the same style. Any weak or broken tuning springs will be replaced with new of phosphor bronze.
6. The pipework will be reinstated. The voicing department will fine-tune, assess and regulate every pipe for optimum speech in the church.

Soundboards

The soundboards will left inside the organ and cleaned on site as described below:

1. The rackboards will be removed and cleaned.
2. The upperboards will be removed, cleaned and lubricated. Additional screws will be fitted.
3. The sliders will be removed, cleaned and lubricated.
4. The soundboard table will be cleaned and lubricated.
5. The pallet valves will be disconnected, removed and cleaned. The pallet box will be cleaned. Once cleaned the pallets will be replaced in the pallet box and reconnected to the key action.
6. Sliders and upperboards will be replaced and the operation of the sliders checked for freedom of movement.

Chests

The off-note chests will be disconnected from the soundboards. The chests will be opened up and cleaned. The operation of valves will be checked and reset as necessary. The purse rails will be re-leathered. Tubes from the soundboards will be reconnected with new sheepskin.

Wind system

Both schwimmer units will be taken apart. The diaphragms will be renewed in sheepskin, and the internal mechanism wholly replaced with new with steel linkages.

Key action

The key action will be partially dismantled to allow the removal of the rollerboards. The rollerboards will be returned to the workshop and cleaned as described below.

1. Rollers will be removed from the rollerboard frame and cleaned. Arms will be checked for sound connections to rollers and repaired as necessary.
2. Corroded steel axles will be removed from rollers and replaced.
3. Rollers will be refitted to their housings and the operation checked and adjusted. Bushings shall be checked and re-bushed as necessary.

Trackers will be left on site. On reassembly of the key action the trackers will be cleaned and reconnected with any repairs made as necessary.

Slider action

The slider action will be disconnected throughout the organ. Individual components will be cleaned. Hardened grease will be removed and new lubricant applied to moving joints.

Slider solenoids will be cleaned and their operation checked. Upon reassembly of the mechanical slider action components the slider solenoids will be tested to ensure freedom of movement and swift action when the combination action is activated by the relevant pistons at the console.

Console

The console will be partially dismantled. Both keyboards will be returned to the workshop and cleaned as described below

1. The key coverings will be cleaned and polished.
2. The keys will be adjusted and re-bushed to eliminate the excess sideways movement.
3. The operation of the pistons will be checked to ensure smooth operation.
4. Piston contacts will be replaced.

The console woodwork will be cleaned and polished with wax. The pedals will be polished.

Reassembly

The organ will be reassembled. Key actions will be regulated and couplers adjusted. Pipework will be reinstalled and tuned. The speech and regulation will be checked and adjusted.

Optional addition for altered console lighting / CCTV screen fitting

The existing console lighting will be replaced with new, the exact design and configuration being subject to agreement with the church in due course. We will be pleased to fit a hinged CCTV screen provided to us by the church.

Optional addition to replace the Sesquialtera II with a Fifteenth 2'

The Sesquialtera upperboards, rackboards, pipework and drawstop head will be removed and stored carefully within the organ to allow reversal of this alteration if ever desired.

New upperboards and rackboards will be made in matching style. A new Fifteenth 2' of spotted metal will be scaled, made and voiced by our specialist staff in our workshop. A new drawstop head in matching style will be provided and fitted.

ESTABLISHED 1841

QUOTATION

Costs

The cost of the work detailed in the above schedule will be:

£45,198

Optional addition for console alterations: new lighting / incorporation of CCTV screen *£2,791*

Optional addition to replace Sesquialtera II with a new Fifteenth 2' *£5,264*

Terms

15% with order
25% on commencement of the work
25% stage payment midway through the work
25% on completion of the work
10% 30 days after completion

These costs are inclusive of all labour, materials, and transport, accommodation and meals for our staff during site-based phases of the work. The following items are excluded:

- VAT at standard rate. As the church building is listed, all VAT paid to Nicholson & Co. should be recoverable from the government under the Listed Places of Worship grant scheme (see www.lpwscheme.org.uk).
- Mains electrical work (none anticipated other than disconnection and reconnection of the console lights if they are to be changed).
- Any work on existing blowing and/or humidification equipment.
- Any work on the church fabric.
- Any increase in costs after 31 December 2020. On 1 January 2021 and annually thereafter, the tender price, or – after contract signature – the outstanding balance of the contract price, will be increased by the indexation set each year by the Institute of British Organ Building (www.ibo.co.uk). Over the last 20 years, this has averaged around 3.25% each year, though future changes may be greater or lesser.

Andrew M Caskie
Managing Director
NICHOLSON & CO. LTD
11 March 2020

ST CLEMENT'S CHURCH
SANDWICH

Nicholson & Co., Malvern, 1995

PEDAL ORGAN (C to f^1)		Feet	Pipes	Remarks
1.	Sub Bass	16	30	wood, stopped
2.	Diapason	8	30	metal, open, part in façade
3.	Flute	8	30	wood, stopped
4.	Trombone	16	30	metal

Great to Pedal *Swell to Pedal*

GREAT ORGAN (C to c^4)		Feet	Pipes	Remarks
5.	Open Diapason	8	58	metal, part in façade
6.	Stopped Diapason	8	58	wood & metal trebles
7.	Principal	4	58	
8.	Nason Flute	4	58	
9.	Fifteenth	2	58	
10.	Mixture	IV	232	
11.	Trumpet	8	58	

Swell to Great

SWELL ORGAN (C to c^4)		Feet	Pipes	Remarks
12.	Diapason	8	58	
13.	Gedact	8	58	
14.	Viola	8	46	C1–B12 from 13
15.	Vox Angelica	8	46	from tenor C
16.	Gemshorn	4	58	
17.	Sesquialtera	II	116	
18.	Plein Jeu	IV	232	
19.	Double Horn	16	58	
20.	Oboe	8	58	

Tremulant

Actions

Manuals: mechanical (balanced)
Couplers: mechanical
Pedals: mechanical
Sliders: electro-mechanical

Accessories

Balanced expression pedal to Swell Organ
4 divisional toe pistons to the Pedal Organ
4 divisional thumb pistons to the Great Organ
4 divisional toe and thumb pistons to the Swell Organ
Reversible thumb piston: *Swell to Great*
Reversible foot piston: *Great to Pedal*
Setter thumb piston
General cancel thumb piston

John Nicholson founded his firm in 1841 to build musical organs of the highest quality. This is still our vision over 175 years later.

NEW ORGANS

IV/92 New organ for Holy Trinity Cathedral, Auckland, 2017.

REBUILDING

Old High Church, Inverness - 1892 'Father' Willis, later converted to pneumatic action, rebuilt with new mechanical action.

HISTORICAL RESTORATION

St Mary's Church, Tottenham – 1889/1892 William Hill & Son three-manual 28-stop organ with Barker Lever.

TUNING & MAINTENANCE

We offer a comprehensive tuning and maintenance service for your instrument. We currently look after almost 1,000 organs throughout the UK.

NICHOLSON & CO.

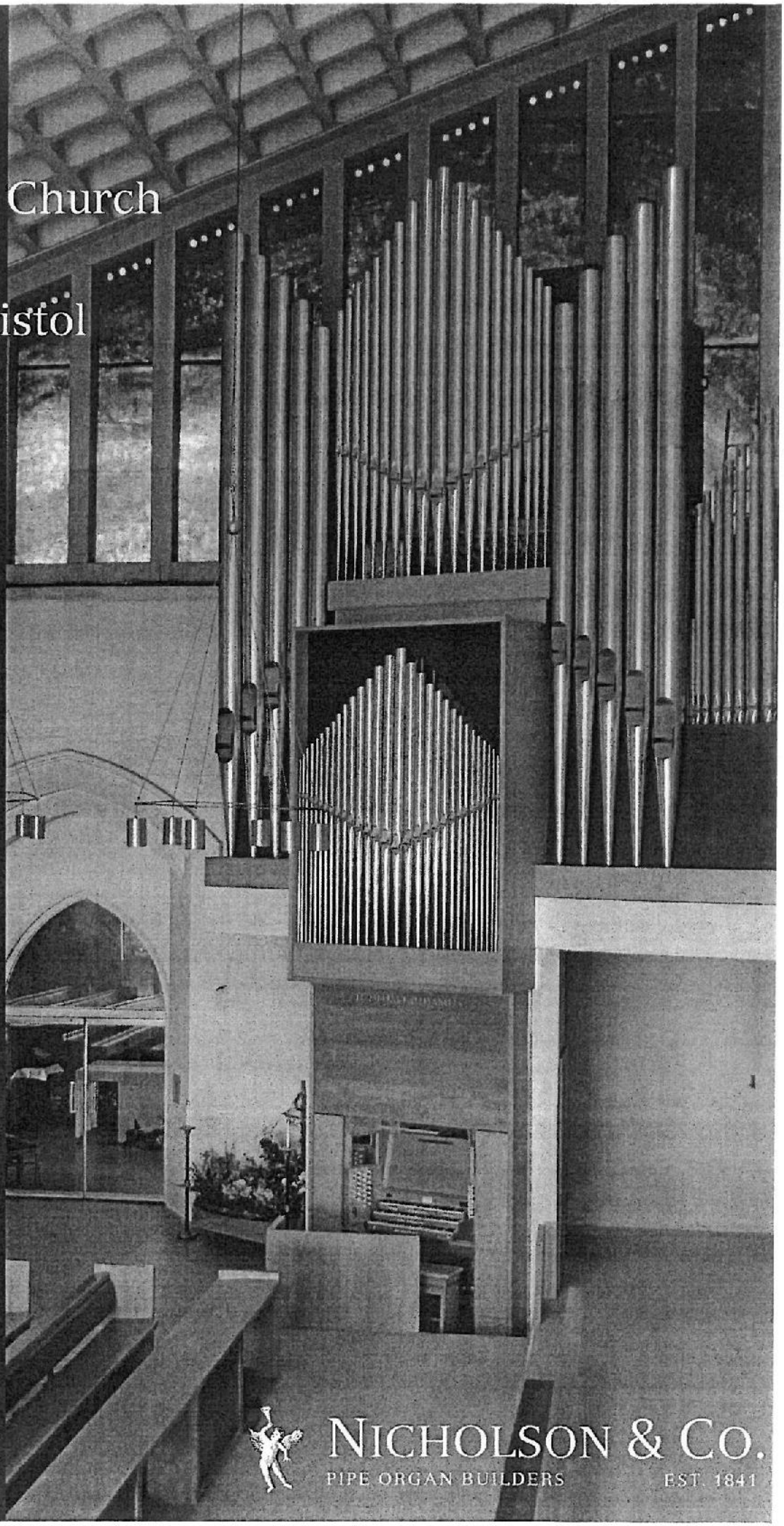
PIPE ORGAN BUILDERS EST. 1841

Lower Interfields, Malvern, Worcestershire WR14 1UU

01886 833338 amc@nicholsonorgans.co.uk www.nicholsonorgans.co.uk

All Saints' Church

Clifton, Bristol



Built 1967 by J.W. Walker & Sons

Re-built 2015 with new mechanical action and tonal Improvements

3 manuals
39 stops

NICHOLSON & CO.
PIPE ORGAN BUILDERS EST. 1841

St Peter's Church

Kington Langley
Wiltshire

Built 1899 by
Griffen &
Stroud, Bath

2 manuals
14 stops

Overhauled
2019

NICHOLSON & CO.
PIPE ORGAN BUILDERS EST. 1841

Bethel
Welsh Baptist Chapel

Aberystwyth

Built 1924 by
Frederick
Rothwell,
Harrow

2 manuals
14 stops

Restored 2015
with original
pneumatic
action

NICHOLSON & CO.
PIPE ORGAN BUILDERS
EST. 1841

Little Malvern Priory

Built 1882 by William Hill & Son

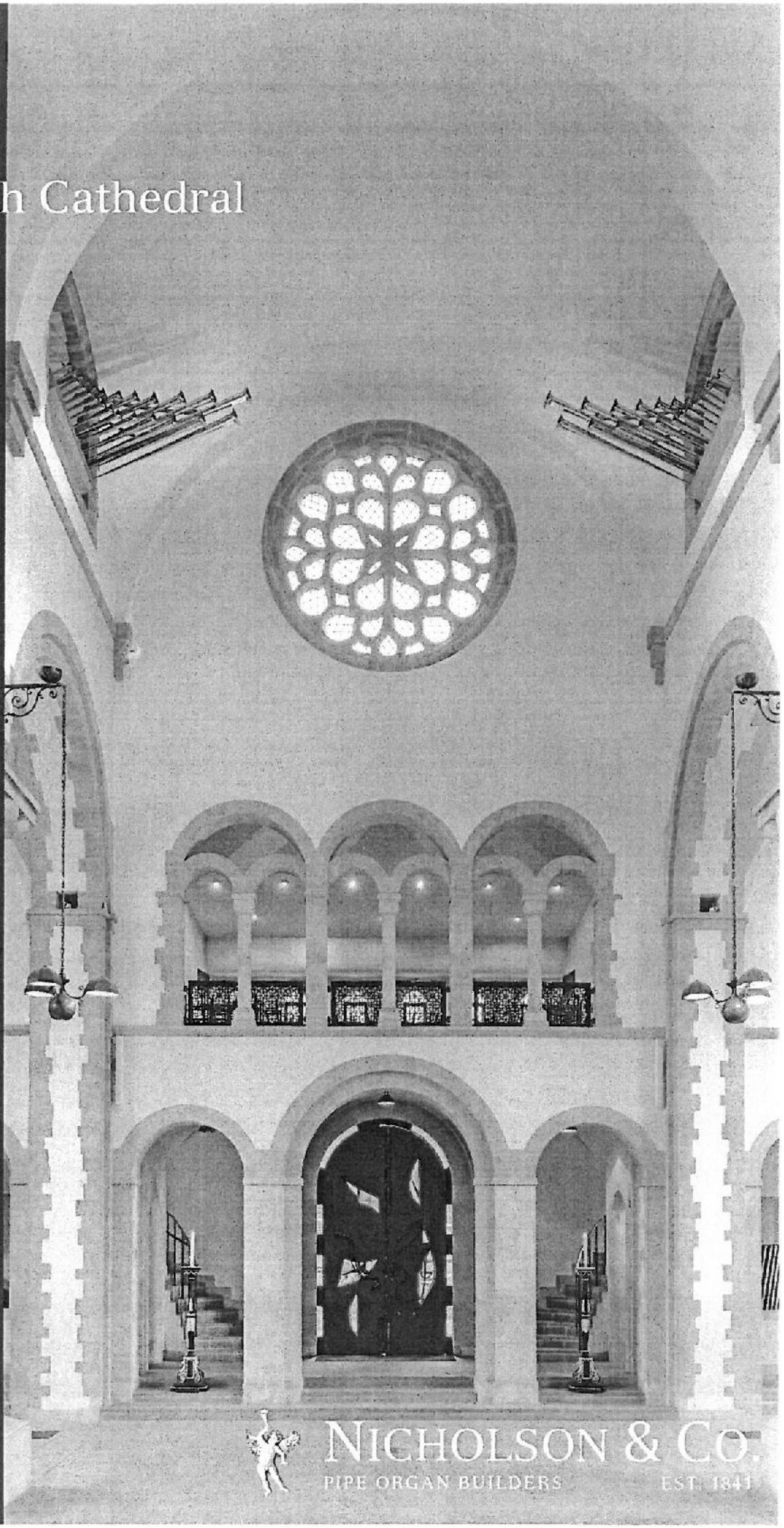
Historical restoration 2019

NICHOLSON & Co.
PIPE ORGAN BUILDERS EST. 1841

Portsmouth Cathedral

New
fanfare reed

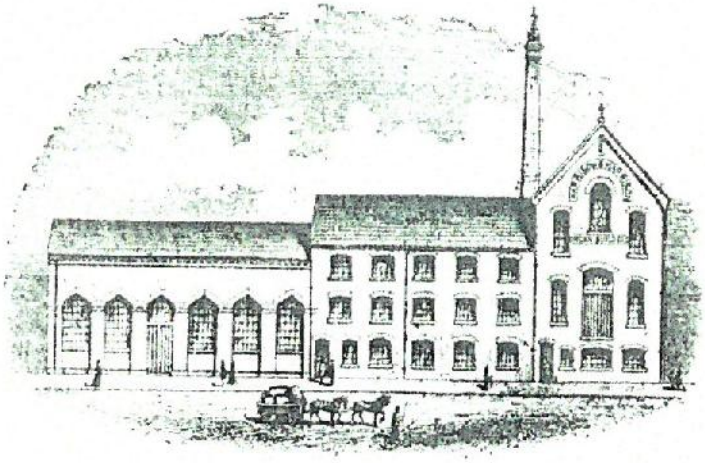
Completed
2017



NICHOLSON & CO.
PIPE ORGAN BUILDERS EST. 1841

St Clement's, Sandwich
Organ quotation inflation
Nicholson & Co. Ltd

Original quotation - 11 March 2020		*Jan 2021 uplift*	*New cost*	*Jan 2022 uplift*	*New cost*
Basic scope	£45,198.00	1.9%	£46,056.76	4.1%	£47,945.09
Console alterations	£2,791.00	1.9%	£2,844.03	4.1%	£2,960.63
New Fifteenth 2'	£5,264.00	1.9%	£5,364.02	4.1%	£5,583.94
Total	**£53,253.00**		**£54,264.81**		**£56,489.66**



ST CLEMENT'S CHURCH

SANDWICH

REPORT ON THE ORGAN

JUNE 2022

HARRISON & HARRISON LTD
ORGAN BUILDERS
DURHAM

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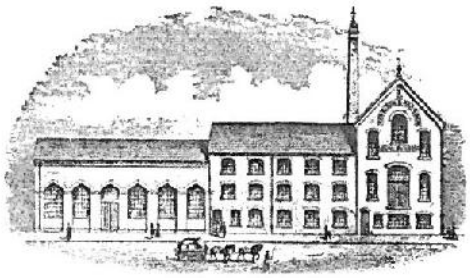


St Clement's Church, Sandwich

Report on the Organ

Introduction

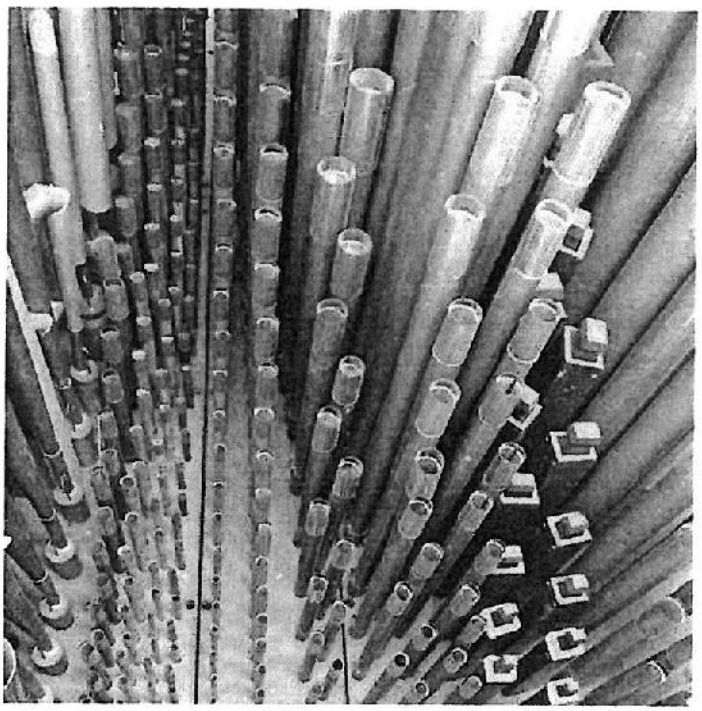
Our area tuner Sam Keeler-Walker and I visited St Clement's Church on 7th February 2022, where we were met by the Director of Music, Julian Sampson.

The organ in its present form dates from 1995, and was built by Nicholson & Co. A substantial amount of the pipework is from a nineteenth-century organ by F H Browne rebuilt in 1950 by Alfred E Davies & Son.

In its present incarnation, the organ is a fine example of its type, and in many ways a highly successful instrument. It is well worth keeping in good order, and we support the idea of undertaking work within the next few years which will sustain it for the next three decades or so. Within that time a further regulation of the mechanical action is likely to be needed, but otherwise we would expect no major intervention to be necessary, unless there is considerable further damage to the keys or other adverse conditions.

Pipework

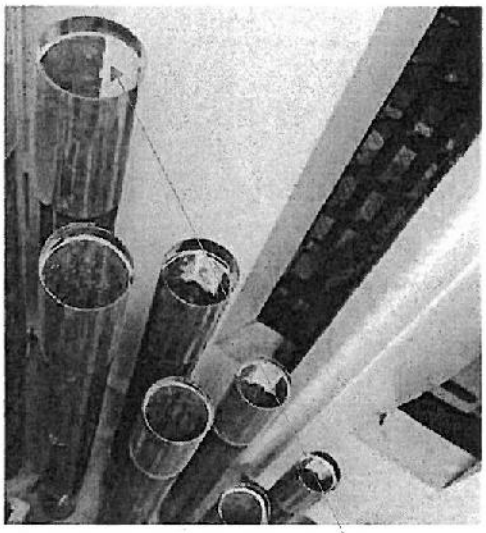
Several ranks of pipework are taken from the previous organ (or possibly similar material). These includes the wooden ranks, which are largely unaltered, though metal adjuncts have been provi led to the upper lips of some pipes to lower the cut-up of the mouths. In certain cases, previous metal pipework has been extended in order to reduce its scale; this technique can be seen on some of the reed regulators in particular. Other ranks appear to have been retained, and there is also a sizeable amount of new pipework.



Pipes of the Great Organ. Note the different ages and styles of pipes: the wooden pipes, some of which are painted green; new flue pipes with brighter metal; old flue pipes with duller metal; and old reed pipes, the resonators of which have been extended to reduce their scale

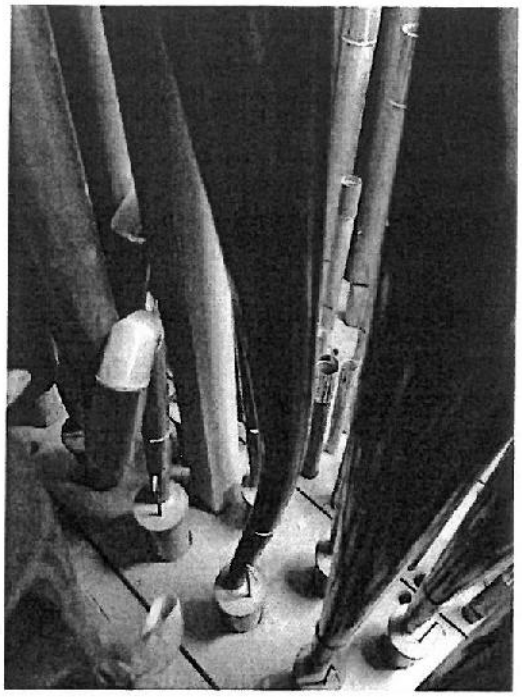
Hooded reed pipes. Old plain metal pipes have been cut and a new spotted metal section and hood has been added

The pipework is generally in good condition. There is a certain amount of dust on the pipes, which would benefit from cleaning, though the need for this does not appear to be too urgent. A white deposit, which we presume to be saline-related due to proximity to the sea, has formed on the insides of several metal pipes, and it would be sensible to clean the pipes to remove this. Some wooden pipes within the organ are painted green, the paint being in reasonable condition.



Swell pipes with a saline deposit inside

A few pipes have bowed a little, particularly some of the larger (and therefore heavier) reed pipes in the Swell. The addition of mid-level rails to the reed basses would improve their stability.



A bowed Swell 16ft Double Horn pipe

The pitch of the organ is A = 437 Hz at 14.5°C, which is fairly close to modern standard pitch (A = 440 Hz). This would sharpen slightly at a higher temperature, which is probably more normal for services, taking it towards A = 440 Hz.

Although the cleaning of the pipework is not critical yet, the need to check through the operation of the sliders and drawstop action (see below) means that we would in any case need to remove all pipework from the organ. In these circumstances, we recommend therefore that cleaning be undertaken at this point, to avoid duplication of removing pipework at a later stage. Metal pipes 4ft or smaller would be washed, while longer metal and wooden pipes would be cleaned down. The four reed ranks would be removed to our workshop in Durham, stripped down, straightened or repaired where necessary, their tongues refitted, and the pipes regulated, before being returned to the organ. Additional staying would be provided where necessary to better support the reed pipes.

On site, all ranks would be regulated to ensure appropriate balance from note to note. We would pay particular attention to the following:

- The Great 8ft Open Diapason basses are slow, and we would improve their speech and attack.
- We would improve the speech and solidity of the bass octave of the Great 8ft Stopped Diapason. Voicing at the top of the stop is rough in places, and would be tidied.
- Regulation of the Great 4ft Principal and 2ft Fifteenth is not even in the treble: we would adjust this.
- We would regulate the Swell 8ft Gedeckt and 8ft Viola and Vox Angelica which are irregular from note to note in several registers.
- We would improve regulation of the Swell Mixture and the middle octave of the Swell Sesquialtera.

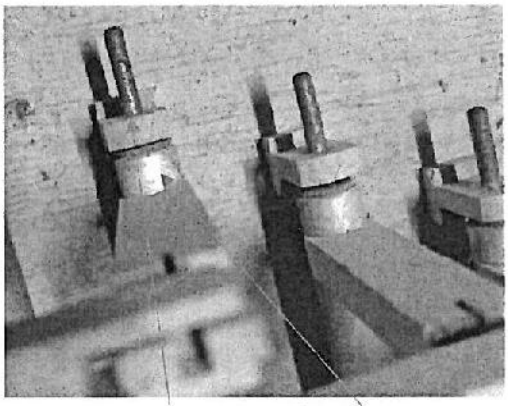
- There is presently a difference in output between the Pedal 16ft Subbass pipes in the case and those inside the organ. We would therefore strengthen the output of the top seven pipes.
- We would relax the transients for the Pedal 8ft Principal which are strong in the tenor octave where this moves to the case.

Soundboards

There are slider soundboards to the Great, Swell and Pedal Organs. All were new in 1995, and appear to be in good condition. At the time of our visit there were no obvious signs of problems, as should be expected. The pallets, pulldowns and springs we examined were in good condition. We would check them over, but have not budgeted for, nor would expect to have to undertake, any major work to these. We would check over the sliders and upperboards, with particular attention paid to ensuring free movement of the drawstop action.

Action and electrical system

The key actions to both manuals and pedal are mechanical. While most components are in good condition, many of the steel pins in the ends of the rollers have begun to rust, particularly those in the lower part of the organ. The salt sea air and some historic damp (evidenced by the presence of two damp chasers) is likely to be the cause. While a selective approach to replacement of the pins is possible, we would recommend that all *c.*600 rollers be replaced in phosphor bronze in order to ensure the longevity and reliability of this part of the action.



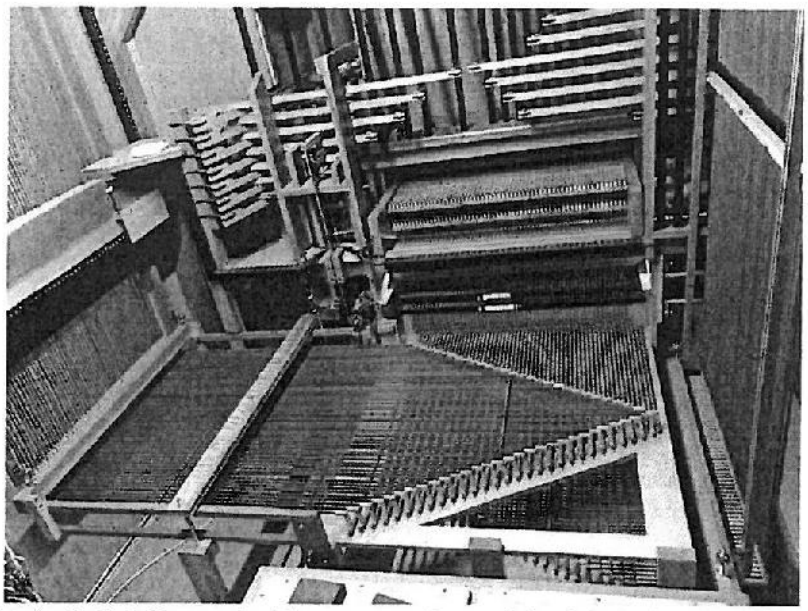
Rusting pins in the rollers

Squeaks are audible in the action of the Great and in the treble of the Swell. These may well be occasioned by the pins; if not we would investigate the cause further and reduce the effects as far as possible. If any further action parts needed replacing to enable this, we would bring this to the attention of the church and agree a suitable course of action. If minor replacements only were required, however, we would absorb the cost of this.

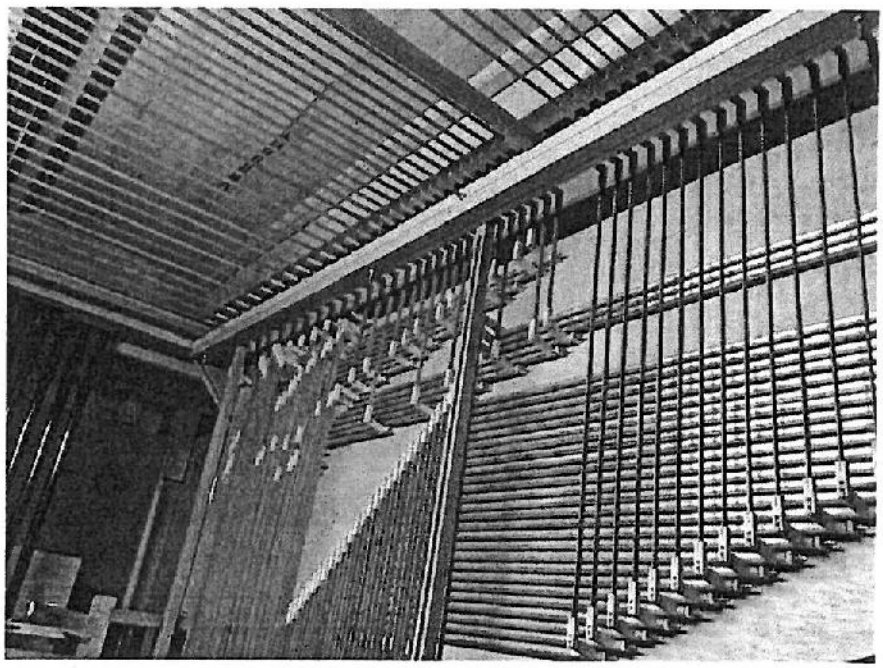
Springs have been added to certain notes to help them return. On our visit bottom F of the Great was tending to stick on when relatively few stops were drawn. We would check through all the actions and undertake remedial measures to ensure good reliability.

All the actions would be regulated to ensure a good match from note to note. This is a time-consuming job, which should ideally be done every decade or so for mechanical actions.

It is not easy to reach and adjust the action and coupling system behind the console. We would create a removeable passageboard over the action in order to access this area.

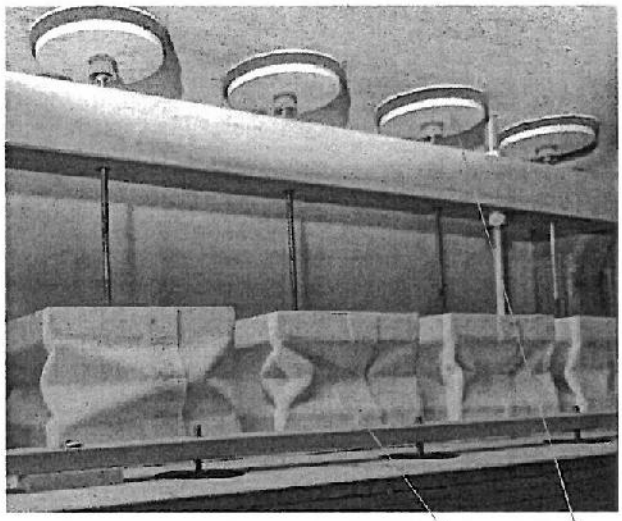


Mechanical action behind the console. The two rows of action behind the keyboards can be seen, together with the stop action, the motor initiating the coupler action, and the action laid out in grids to transfer to soundboards in different parts of the organ (Swell and Great). The Pedal action is at the bottom. A passageboard would be constructed over this area to enable access to parts of the mechanism



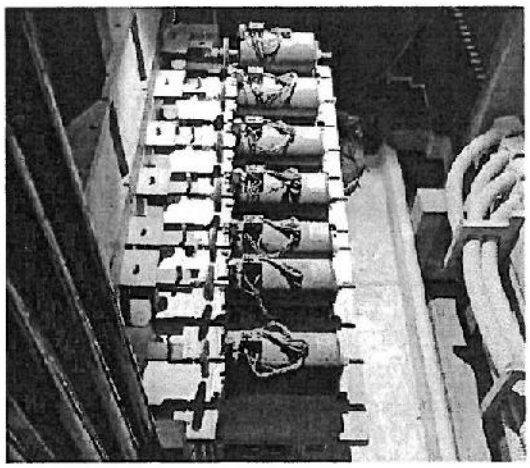
Great action. The rollers transfer the trackers from the width of the keyboard to the width of the soundboard

Twelve notes of the Swell Gedeckt bass and 23 notes of the Pedal Subbass are operated by pneumatic actions, consisting of a motor and a valve, tubed from the upperboards. The leathered motors for the Swell Gedeckt were in good condition, and we would expect the same of the Pedal Subbass. All copex and plastic tubing also looked to be in good order. We do not propose any work to these, but would check them all over.



Pneumatic action to the Swell off-note basses, with a motor and a valve for each note

The stop action is a dual mechanical and electrical system. This means that the stops can be drawn by hand on the mechanical system, but can also be operated through the pistons via solenoids at the sliders. The solenoids are not powerful enough to pull all the sliders easily, and operate at different times when pistons are depressed. We propose replacing them with more powerful solenoids. Due to the cost of the individual units, this is not a cheap solution, but we believe it will significantly improve reliability. We would also check through the whole of the drawstop action to ensure that all is moving freely. While we propose no other changes, and can see the reasons for the dual nature of the installation, it should be noted that such a system will always be more sluggish on the electric pistons than a purely electrical arrangement, since the mechanical component of the action is heavy, though solenoids with greater power will improve its performance.



Solenoids controlling the slider stop action at the soundboard

A simple Taylor electrical system controls the pistons. While this is no longer made, it is presently possible to obtain support for the system, and we propose its retention for now. One possible option, however, would be to replace it with a simple Solid State Organ Systems (SSOS) system, and we give an estimate for this option separately in the Estimates section below. The replacement of the electrical system need not be done consecutively with the cleaning and overhaul of the organ.

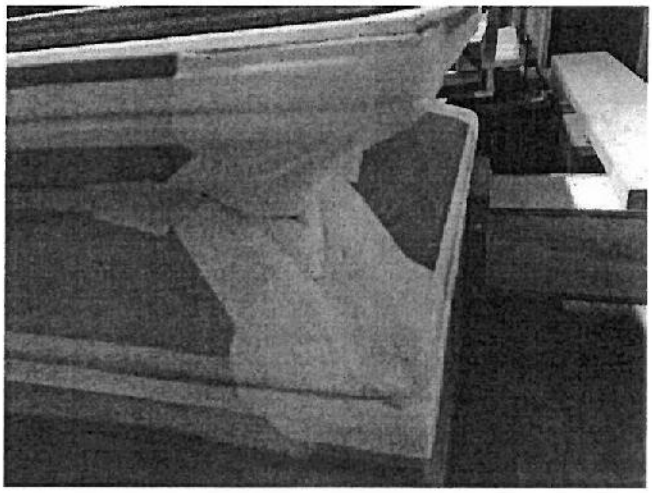
The General Cancel piston is not operational: we would investigate this and return it to use.

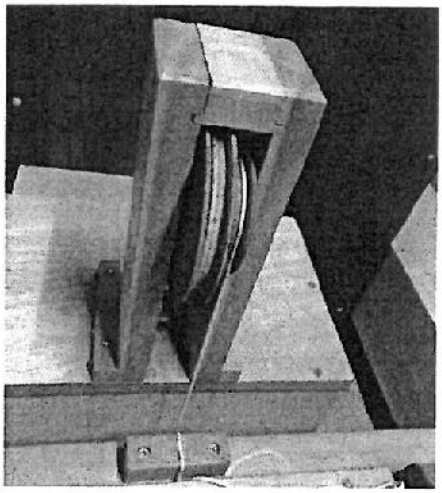
The two transformer rectifiers are modern units presumably dating from the work in 1995, and would be retained.

Wind system

The blower superficially looks to be in good condition, but a regime should be put in place for a regular check to be undertaken by an expert in this field. The blower is contained within a solid box which is in good order.

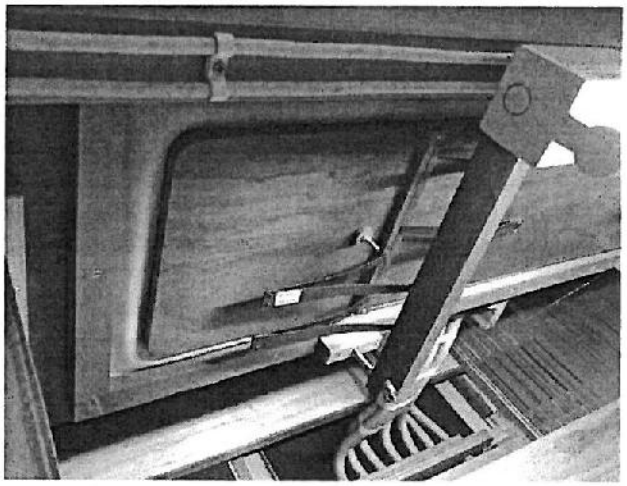
Leading from the blower, a small single-rise breakdown reservoir is controlled by a roller valve. There is no reason to suspect there to be any problems with this, but we would dismantle and check it, and replace the cord which is likely to be prone to wear and failure over time.





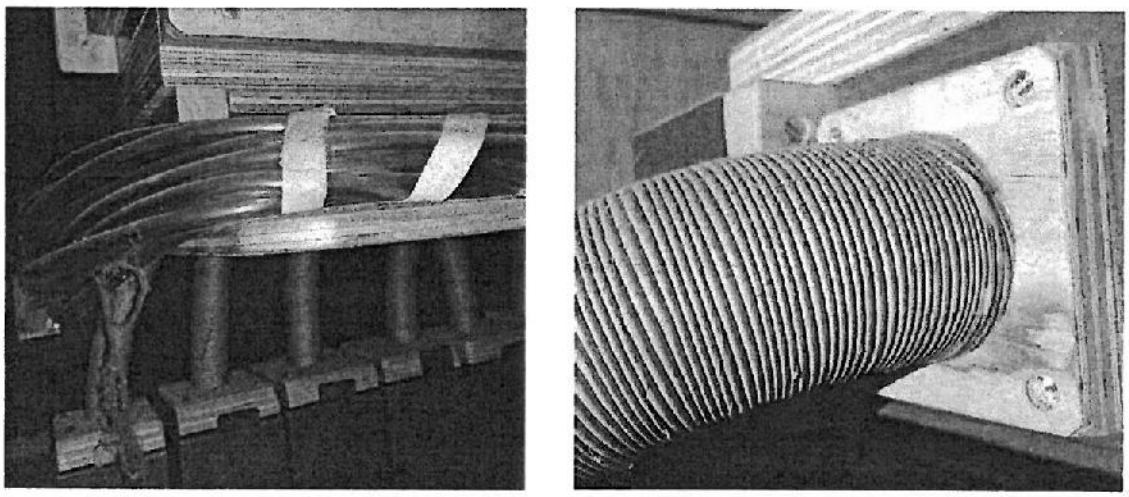
Supple and well fitted leather at a gusset of the breakdown reservoir (L); roller valve 'pulleys' (R)

In common with many new organs of this period, the wind system to the pipework is based on regulators (Schwimmers) set into the bottom of the soundboards. The material on the manual regulators looks to be in good condition and would be retained. The regulator for the Pedal chest appears to be inside the soundboard and was not checked, but we would expect it to be in a similar state to the manual ones. We would check it during the course of the work.



Schwimmer reservoir built into the bottom board of the Swell soundboard to regulate wind, controlled by springs. The leather is in good condition

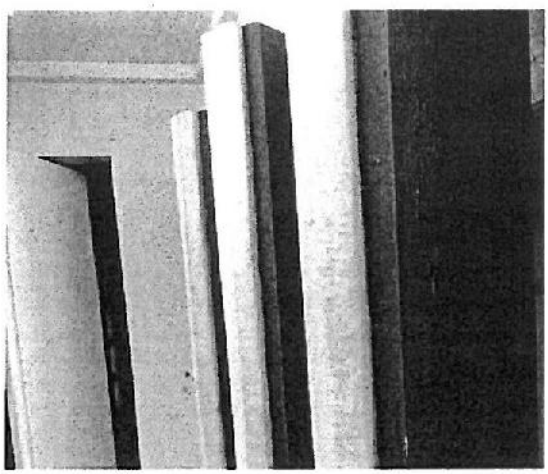
The wooden trunking is in good condition, though we would check it over. Other trunking is of Kopex, typical of this type of instrument, and this again appears to be in good condition. We would replace any that is damaged.



Plastic tubing from the upperboard to the pneumatic action for the Swell basses (L); copex trunking which has become slightly damaged (R)

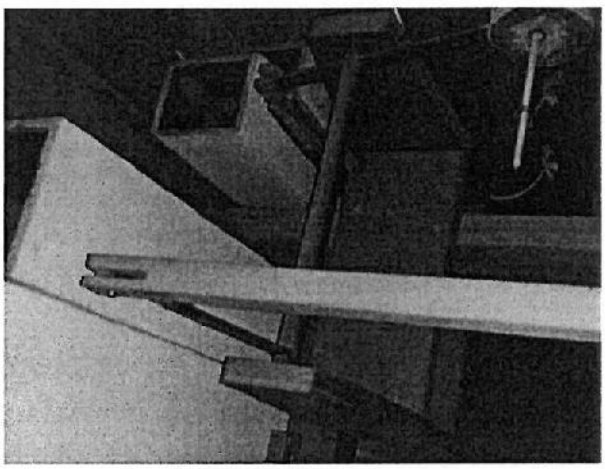
Swell box

The swell box is in good condition, though due to its shape and tight layout access for tuning is difficult. The centre of the box is taller than the sides, but access is from the sides. This is a design feature related to the shape of the western case façade and the roof beams and ties. There are vertical shutters to the north and west sides, with more on the west and consequently better egress to the congregation than the choir. The short length of the shutters and shape of the box restrict egress to some extent, though the shutters open widely. The shutter felts are thick and in good condition.



Neat, well fitting thick felt on the swell box shutters

The operation of the box is mechanical, and is solid and durable, with both metal and wooden components. It is in good adjustment. We would check everything over, but there is little work to do in this area other than cleaning.



Robust swell box mechanism transferring the movement of the swell pedal to the movement of the shutters

Structure

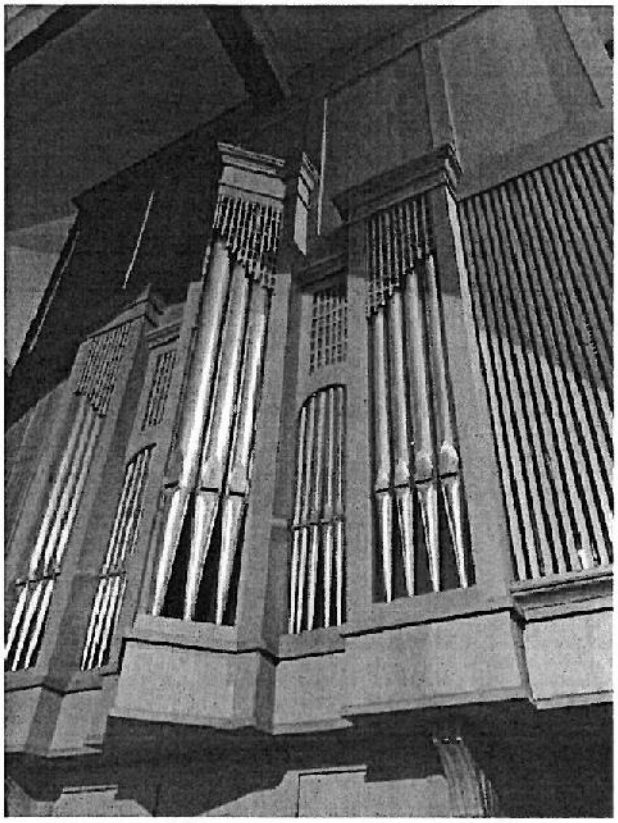
The main frame of the organ appears solidly built. This is important because the mechanical action would be free to move out of adjustment if it were not the case.

A canopy board is placed over the Great pipework to reflect the sound downwards and out into the chancel. This is constructed of thin timber which will act to some extent to absorb sound, especially that of the lower frequencies. We would experiment with removing it to see if any improvement of output resulted. The canopy collects dust, and this would be a further consideration in any decision, which would be taken in collaboration with a representative of the church.

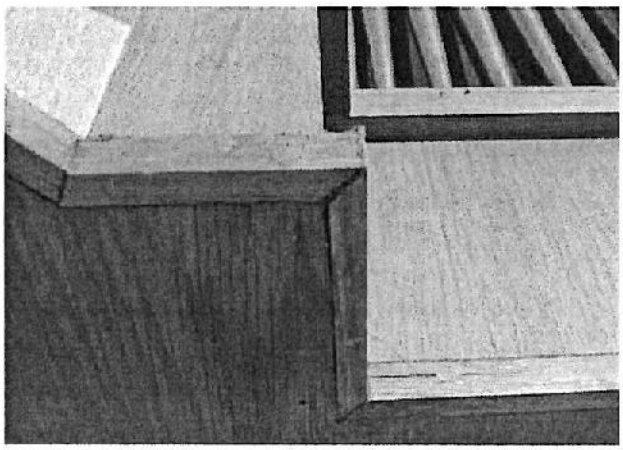
There are good ladder and internal access routes within the organ, except to the action behind the console to which (as stated above) we would add a passageboard. We would provide a rail at the upper level east of the passageboard to the back of the swell box in order to make access for tuning and maintenance safer.

Casework

The case is formed of solid wooden frame members with plywood boards and trimming, and, in different forms on each side, extends around all four sides of the organ. Its condition is reasonable, though the trimmings look a little tired in places on the south-facing case. We would clean it down but otherwise propose no work in this area. The red felt backing is in good condition and would be left.



The north-facing façade above the console



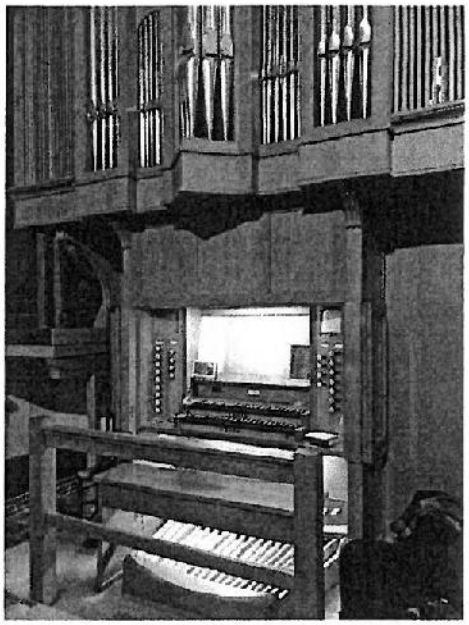
Detail of the trimming around the north-facing façade

Three of the sides of the organ feature pipework. In addition to the 23 white-painted wooden Subbass pipes in the eastern side of the case, the north and west façades feature

27 and 50 pipes respectively, which are mainly of spotted metal, though some zinc pipes contrast with this on the west façade. We would wash metal pipes 4ft or shorter and clean the others, removing bird dirt on one pipe. The finger marks on some case pipes cannot easily be eliminated, however. The Subbass pipes are in reasonable condition and would not be repainted.

Console

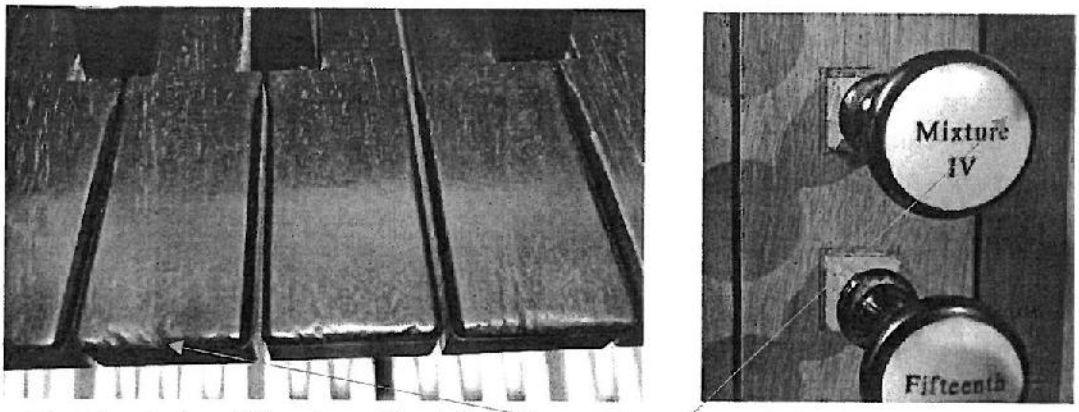
The console is generally well made with a good quality of woodwork. We would attend to a few minor blemishes in the light oak.



The console

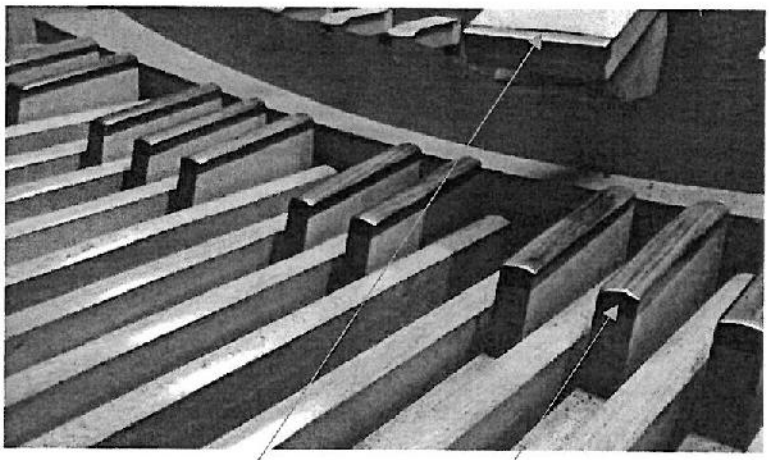
There is a noticeable amount of lateral front pin wear on the manual keys which we would take up. Although there is some wear on the wooden key coverings, particularly those in the centre of the Great manual, this is to be expected and is tolerable at present and likely to last for several more years: we would not propose any alterations at this stage. If it became necessary, the key coverings could be replaced as a separate exercise, but they should last until the next major work.

The curved shank sides of some stopknobs have discoloured a little due to touch, but their condition is acceptable. The bone inserts are well made and the engraving is generally good. Some form of deposit or discolouration has affected the edge of a small number of bone inserts, and we would clean these as far as possible. The thin felt bushings are in reasonable condition and would be retained.



Great keys in the middle register with minimal damage (L); staining on the bone inserts of the Great Mixture stop knob (R)

The pedals are not greatly worn and would simply be cleaned, their springs being in good order. The covering on the swell pedal is becoming detached from the wood beneath, and we would replace it, but the 'hen hole' around the swell pedal remains in good condition. The composition pedals are in good order but dirty, and would be cleaned.



Swell pedal with cover working loose. The caps on the pedal sharps show relatively little wear and do not need replacement at this stage

The top surface of the adjustable bench has become discoloured over the years. We would plane it down and re-finish it.

The console doors appear to be in good condition and are well affixed.

We understand that the arrangement of the CCTV, mirror and light require attention. The CCTV monitor is not permanently fitted. Boxes above the jambs were built to house this equipment, but these are not immediately above the music desk and are not particularly straightforward to use.

The optimal arrangements for these three fittings to the console require further discussion. We include the cost of a visit, discussion and 12 hours of work within our main estimate price. If, following discussion, further work is required, this can be estimated for or charged by the hour, depending on the nature of the proposed solution.

General

The area of the church containing the organ is in good condition, and we did not see any evidence of risk to the organ on the inside of the building around it. Though there are what appear to be some woodworm holes in a wooden beam above and across the organ, we did not see evidence of recent boring.

There is some evidence of mould, rust and saline deposits. These are likely to be a product of the church's closeness to the sea. We propose to address them where we find them, except where this is cosmetic yet involves major dismantling.

A water-based heating system, such as is evident in the church, if appropriately regulated, should heat the fabric slowly and help avoid quick swings in humidity which are damaging to wooden parts of the fabric.

The report above comprises the work included in our main estimate below.

Tonal alterations

Tonally, the organ of St Clement's is a child of its time. We are led to understand that Dennis Thurlow presided over its tonal finishing, and certainly we notice hallmarks of his style in the general scheme, pipe scaling and in several voicing details. We are presently restoring his tonal work to the organ of Liverpool Metropolitan Cathedral without proposing voicing alterations.

It would be possible to retain the musical scheme of the instrument in its current form, and consideration should be given to this possibility. There is always a danger when altering some elements of voicing that the balance of the whole is disrupted, not least since, on a small organ particularly, many of the stops undertake more than one function.

In addition to the more subtle changes to the regulation of the instrument mentioned above, there are, however, changes that could be undertaken to increase the flexibility of the instrument without radically altering its essential character. These changes would take the organ in a slightly more Romantic direction in places, and adjust some of the most uncompromising Neo-Classical aspects of the scheme. In the hands of a trained and skilled voicer, the benefits and risks of different paths can be assessed, and the whole instrument held together musically across all interventions. It is in this context that we propose alterations as follows:

Great

- We would 'tame' the quint ranks and accentuate the unisons in the Mixture. The composition of the Mixture would be revised with the nineteenth rank breaking back an octave or so earlier and the fifth rank (which supports a sub-unison stop even though none exists) in the top octave altered to a unison. This would make the Mixture less gritty in the top octave, and sit more comfortably with the rest of the chorus.

Swell

- We would lower the Swell Mixture to pull it into the ensemble, thus removing the extreme pitch gap between the Gemshorn and Mixture in the bass (accentuated by the extra fifth supplied in the Sesquialtera, and at a point where there is no 2ft

component to the sound). We would propose in doing so to bring the Swell Mixture below that of the Great, recognising that this is to change the *Werkprinzip* construct upon which the composition of the Mixtures is presently based. We would likely alter the Swell Mixture to 15.19.22 composition if space allows, accentuating the fifteenth rank. A voicer would make this decision upon listening to the pipework, and further discussion would be possible.

- We would remove the caps on the 8ft Swell Oboe and strengthen its output to enable the stop to hold its own against the 16ft Double Horn.
- The Double Horn would be attenuated a little, especially in the tenor octave where it currently dominates and thickens the Swell ensemble considerably. There is a limit as to how far this reduction should go, however, since there is no 16ft flue register on the Great, so that the Double Horn has to provide the only 16ft manual tone for the organ. In other words, the Double Horn has to act both for Full Swell and for the ensemble of the whole instrument. (This is a common feature in several other Nicholson instruments of the period, and indeed in some of our own.)

Unusually, there is currently no open flute on the organ. Our assessment is that the Great 4ft Nason Flute is useful for balance with the Stopped Diapason when accompanying solos on the Swell Double Horn or Sesquialtera combinations, or to form a bridge from the Stopped Diapason to the Open Diapason on the Great. We could, however, construct an Open Flute in place of the Nason Flute, and give a separate price for this, subject to voicer and designer assessment.

Conclusion

St Clement's has a fine organ which has been well looked after across the past 27 years. It is one of the most successful examples of similar instruments we have seen, and is mechanically robust and in decent order. A clean and overhaul, with attention to a few replacements such as the rusting pins and slider solenoids, should put the instrument in good shape for the next three decades or so. We would expect an adjustment of the action to be required in that time, but no other major work, excepting possibly replacing the electrical system if it is retained during the proposed work.

The tonal side of the instrument is coherent and has integrity. Some musical frustrations arise because the scheme of the organ and its requirements for choral services are not in alignment. We propose a scheme of possible adjustments to address these somewhat, but recognise that they involve changing a period piece, even if one which dates back fewer than three decades.

Estimate

To clean and overhaul the organ, with tonal regulation, as detailed above would cost £86,557 at 2022 prices.

The installation of a simple SSOS system in place of the Taylor system would cost a further £16,408 if the work were undertaken in tandem with the main work.

The cost of the voicing work proposed under **Tonal Alterations** above would add £11,644 to the overall cost of the project.

To include an Open Flute at 4ft pitch in place of the present Nason Flute, including various associated operations, would add a further sum of £5,700 to the price.

These estimates are offered within the terms of the present standard Institute of British Organ Building (IBO) contract. They exclude the following:

- VAT. This may be reclaimable under the Listed Places of Worship Scheme;
- Provision of scaffolding and lifting gear, other than a tower scaffold which we would bring to site. We do not anticipate anything further being required;
- Any work on the blower;
- Mains electrical work;
- Provision of working facilities in the church;
- Any work on the fabric of the church. We do not anticipate any requirement;
- Any work relating to the disposal of dangerous materials, including, but not limited to, asbestos. We have seen no evidence of these during our inspection;
- Transport of parts between the church and our workshop, which would be charged at cost. We would not anticipate this to be required;
- Any increase in costs after 31 December 2022.

Please note that travel, food and accommodation for our organ builders attending site is included in our prices.

Andrew Reid
Managing Director
Harrison & Harrison
6 June 2022

St Clement's Church, Sandwich

Specification of the Organ

Nicholson & Co. 1995

PEDAL

1.	Subbass		16
2.	Diapason		8
3.	Flute		8
4.	Trombone		16

i Great to Pedal
ii Swell to Pedal

GREAT

5.	Open Diapason		8
6.	Stopped Diapason		8
7.	Principal		4
8.	Nason Flute		4
9.	Fifteenth		2
10.	Mixture	15.19.22.26	IV
11.	Trumpet		8

iii Swell to Great

SWELL

12.	Diapason		8
13.	Gedeckt		8
14.	Viola		8
15.	Vox Angelica	tenor c	8
16.	Gemshorn		4
17.	Sesquialtera	12.17	II
18.	Plein Jeu	19.22.26.29	IV
19.	Double Horn		16
20.	Oboe		8

iv Swell Tremulant

Accessories

Four pistons to the Great & Pedal Organs
Four pistons to the Swell Organ
Reversible piston to Swell to Great
Four foot pistons to the Pedal Organ
Four General foot pistons
Reversible foot piston to Great to Pedal
General Cancel piston

The manual compass is 58 notes, the pedal 30 notes.

Harrison & Harrison
6 June 2022