

Fenny Drayton, St Michael & All Angels

Project Brief – Lead Professional Adviser

Introduction

Fenny Drayton Parochial Church Council (PCC) is in the process of applying for a series of grants (including National Lottery Heritage Fund, if possible) to complete a major repair project. We wish to focus on repairs to our tower and spire, including stonework repairs and repointing, renewal of the tower walkway roof, as well as repairs to our Chancel roof and plaster ceiling.

We also wish to install a new heating system within the church building to reduce our carbon footprint by replacing the existing gas systems and we are currently exploring our options for this. Currently our Nave and Chancel are heated by five “Temcarma” direct gas fired heaters with through-wall flues, and our Kitchen and Toilet are heated by a gas boiler with two radiators. The work (including heating) has been broadly estimated to be in the region of £200-250k excl. VAT and professional fees.

Requirements

The PCC is seeking the services of a conservation-accredited architect or building surveyor to act as professional lead for the building project. This will include initially surveying the building as needed, advising on the scope and method of repairs, developing specifications suitable to obtain relevant faculty permissions, production of tender documentation, seeking suitable contractors, tender evaluation, contract administration and oversight of the work. We expect that the professional lead will also liaise with other consultants as part of the project development and delivery including, but not limited to: ecologist, mechanical services consultant re heating, evaluation consultant, and others as necessary and appropriate.

We hope to undertake RIBA Stages 1-4 to give us the necessary information and statutory permissions required for a successful application to the National Lottery Heritage Fund and other funders. The post-contract capital works (RIBA Stages 5+) are dependent on securing grant funding, and therefore the successful candidate will need to satisfy all necessary requirements arising from a National Lottery Heritage Fund bid and/or other grant-giving bodies.

The appointment will also include undertaking the next Quinquennial Inspection, when due, in 2027 and submit the report in accordance with the Diocese of Leicester Scheme. Due to the age of our current QI, this may be brought forward into 2026 if this is felt to assist our applications for funding by providing an up-to-date survey of our church building's condition. The appointment would also be for any other remedial works arising from that inspection.

The role will also include acting as Principal Designer, throughout the project duration, ensuring compliance with CDM Regulations 2015.

Background information

The Church of St Michael & All Angels, in Fenny Drayton, is a Grade II* listed building with a 12th century core, extended and remodelled in the early C14, north aisle added in the C16, and restored 1860. The founder of the Quaker movement, George Fox, was baptised in the church and his father is recorded in the Parish Records as a churchwarden to St Michael and All Angels Church. We also have a rare, incised tomb, monument to the Purefoy Family, along with other distinctive memorials and tombs within the church. We wish to celebrate these as part of our project.

Our most recent QI (2022) highlighted that the tower roof is made from concrete that is not waterproof and is causing the masonry at the head of the tower to become saturated. The spire is pointed in cementitious mortar that is now failing. Recently, the plaster between the rafters of our Chancel roof has also begun to fail. There is a need to better understand the nature of the plaster ceiling panels to inform the repairs, given an area of failure revealed vertically fixed laths; ordinarily

they would be fixed horizontally. Elsewhere, revealed laths also appeared to be very closely spaced.

The church has recently been assessed as 'At Risk' and will appear on the Historic England Heritage at Risk (HAR) Register when published in November 2026.

Additional detailed history of our church is available here: [Fenny Drayton | The Fenn Lanes Benefice - Leicestershire](#)

How we will choose

We will undertake a quality and price assessment before deciding who to appoint. You will be asked to provide a quote for providing a Quinquennial Report, your fee rates for repair projects, and rates or usual prices for other documents such as Maintenance Plans, if separate from the Quinquennial. Upon assessing the applications, the PCC may also wish to undertake interviews of shortlisted candidates. Scores will be allocated on a 60-40 basis between quality and price.

Interested parties should send their tender returns to **Bernie Emm** by email at **bemm@btinternet.com**.

The deadline for returns is **18/04/2026**.

If interviews are undertaken, we expect these will take place week commencing **27/04/2026**.

We aim to inform applicants of the outcome by **Monday 4/5/2026**.

Timings

We are working towards submitting grant applications by Autumn 2026. We hope to know the outcome of a NLHF decision by late 2026/early 2027, with approximate commencement of capital works in Spring/Summer 2027, if the application is successful.

These timescales are indicative; there are some items that may alter this date:

- This is subject to advice from the Professional Adviser on the required methods of repair, as well as any investigative work that may need to be undertaken to inform production of further information, to suit faculty permissions and tender process
- Fenny Drayton, St Michael & All Angels may have a bat roost so advice may be taken from Natural England prior to the commencement of any building work.
- The process of applying for a faculty may take longer than expected.

Supporting documents

- Our most recent Quinquennial Inspection Report

Queries

If you have any queries, or would like to discuss the scope of works further, please contact **Bernie Emm or Michelle Nelson** by email at **bemm@btinternet.com** or **fennychurchmn@gmail.com** or by telephone at **07761232814** or **07929761674**.