

THE APPOINTMENT OF YOUR CHURCH ARCHITECT

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| The Practice | Nick Joyce Architects was set up in 1989 by Nick and has since grown to a practice of 4 architects, an architectural technician, architectural assistant, practice manager and business support assistant. |
| Practice Expertise | <p>The practice specialises in the care, repair and alterations of historic buildings and we generally work within a 30 mile radius of Worcester which is where the office is based.</p> <p>Nick has a particular interest in timber framed structures but as a practice we also look after approximately 50 churches in the region. Besides our ecclesiastical work we carry out work for the National Trust, local authorities, commercial firms as well as private individuals.</p> <p>2 partners are Registered Architects accredited in building conservation, an essential pre-requisite for all grant aided historical work. Nick is an architect member of the Worcester Diocesan Advisory Committee.</p> |
| The role of the Architect and Services offered. | <p>Every Church of England has a responsibility to appoint an individual architect whose duty it is to look after the fabric of the church building.</p> <p>The role of an architect can be quite diverse but a minimum requirement is to carry out a five yearly (quinquennial) inspection of the church, following which a report is issued which identifies the defects noted at the time of the inspection and prioritises the nature of repairs.</p> |
| (i) General Enquiries on a day to day basis | <p>During the course of the year building issues may crop up where the PCC requires professional advice.</p> <p>We are always contactable by telephone or email and if we can we will try to sort out queries in this manner, or refer you to other specialists or tradespeople who may be able to assist.</p> <p>If the enquiry necessitates a visit we will make arrangements with the PCC and if possible we will try to coordinate visits with other out of office activities.</p> |
| (i) Particular Needs | <p>Between the Quinquennial Inspections other works may become necessary, either as a result of the timings of the inspection or from changing needs of the church. For example provision of new facilities (toilets, kitchen etc). Whilst there is no requirement to appoint the architect responsible for the QI, it is the most common way of proceeding because you will have already established a working relationship with the architect and there will be a familiarity with your church.</p> |
| Fee Structure | Architects generally charge their fee for their time in three ways; on a time basis, a fixed fee, or as a percentage of the building works but in each case this will relate back to the hourly rates for architectural staff. |

Quinquennial Inspections and Day to Day Enquiries Our practice charges for Quinquennial inspections on a time basis. The first inspection typically takes longer than subsequent inspections and the time taken is dependent on the size and complexity of the church and its general condition. Obviously the more the PCC can do to assist the architect in the preparation of this the less time it will take to produce it.

For day to day enquiries if they can be resolved simply over the phone there will be no charge. However if a visit is required or time is spent in researching information and in writing letters or reports the work will be charged for on a time and expenses basis.

For one off easily identifiable elements of work it is generally possible to agree a fixed fee.

For more major projects, such as re-roofing work, services are generally provided on the basis of a percentage of cost of the building work. The percentage is variable dependent upon the nature and complexity of the work.

Choosing Your Architect Choose an architect with proven experience in dealing with historic buildings and with particular experience on churches. You will need someone who understands how traditional buildings perform and who also understands the needs and workings of the church.

Choose an architect accredited in building conservation if you think you will ever be in need of grant assistance.

Above all choose someone you can get on with, Although there is inevitably a changing personnel in the PCC you should choose someone you feel you can work with and who is sympathetic to your needs.