

Organs, Clocks & Bells

Survey & Condition Reports

#### For completion by Specialists

# Church:

Pipe Organ Survey & Condition Report

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Is there a contract for tuning the organ? | | Yes: | | |  | | No: | |  |
| Organ tuning firm: |  | | | | | | |
| Blower engineer (if any): |  | | | | | | |
| Condition | | Sound | | | Good for 5 years | | Action Required | | N/A |
| Bellows & wind trunks | |  | | |  | |  | |  |
| Soundboards | |  | | |  | |  | |  |
| Key action | |  | | |  | |  | |  |
| Stop & combination action | |  | | |  | |  | |  |
| Keyboards | |  | | |  | |  | |  |
| Pipework | |  | | |  | |  | |  |
| Organ blower | |  | | |  | |  | |  |
| Humidifier (if any) | |  | | |  | |  | |  |
|  | | | Yes | No | | Comment | | | |
| Is the instrument currently playable? | | |  |  | |  | | | |
| Is any part of the organ/equipment detached, disabled or apparently missing? | | |  |  | |  | | | |
| Does the organ suffer low humidity in winter? | | |  |  | |  | | | |
| Is blow the Watkins & Watson ‘Discus’ type? | | |  |  | |  | | | |
| Is it possible that asbestos may be present within the electric blower or its cabinet? | | |  |  | |  | | | |
| Is damage occurring or threatened due to the surrounding fabric or other wear and tear? | | |  |  | |  | | | |

|  |
| --- |
| Is any action recommended? *Please comment:* |

Photograph attached:

Pipe Organ Survey & Condition Report

|  |  |  |
| --- | --- | --- |
| **Original Builder** | **Date** | **Stop List** |
|  |  |  |
| **History of changes and alterations (by whom?)** | |
|  | |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Tracker** | **Lever** | | **Tubular** | | | **E-pneumatic** | **Dir-electric** | |
| Key action (manual) |  |  | |  | | |  |  | |
| Key action (pedal) |  |  | |  | | |  |  | |
| Stop action |  |  | |  | | |  |  | |
|  | | | Yes | | No | Comment | | |
| Is the church’s inventory on hand to inspect? | | |  | |  |  | | |
| Is the inventory complete? | | |  | |  |  | | |

**Any further comments*:***

|  |  |  |  |
| --- | --- | --- | --- |
| **Signature:** |  | **Date:** |  |
| **Print Name:** |  | **Tel:** |  |

Clock Survey & Condition Report

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Is there a contract for maintaining the clock? | | Yes |  | | | No | |  | | | Name of person or firm: | | | |  | | | | |
|  | | | | | **Excellent** | | | | | **Good** | | | **Fair** | | | **Poor** | | | **Derelict** |
| Condition of clock and chimes: | | | | |  | | | | |  | | |  | | |  | | |  |
|  | | | | Yes | | | | | No | | | | If Yes, since when? | | | | | | |
| Strike/chimes working? | | | |  | | | | |  | | | |  | | | | | | |
| Has anything stopped? | | | |  | | | | |  | | | |  | | | | | | |
|  | | | | | |  | | | | | | | |  | | |  |  | |
| Description of parts & general comments: | | | | | | Condition of parts | | | | | | | | Sound | | | Good for 5 years | Action Required | |
|  | | | | | | Frame | | | | | | | |  | | |  |  | |
| Movement | | | | | | | |  | | |  |  | |
| Escapement | | | | | | | |  | | |  |  | |
| Rods & bevel gears | | | | | | | |  | | |  |  | |
| Dial shafts | | | | | | | |  | | |  |  | |
| Motionwork | | | | | | | |  | | |  |  | |
| Pendulum & bob | | | | | | | |  | | |  |  | |
| Weights, lines, attachments, pulleys | | | | | | | |  | | |  |  | |
| Flys, barrel, clicks etc. | | | | | | | |  | | |  |  | |
| Suspension springs | | | | | | | |  | | |  |  | |
| Chiming | | | | | | | |  | | |  |  | |
| Hammers & wires | | | | | | | |  | | |  |  | |
| Winding Frequency | Daily/30hrs | | | | | |  | | | | | Weekly | |  | | | Other |  | |

### Is any action recommended? Any damage occurring or threatened? *Please comment:*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Operation of Clock | Mechanical |  | Electrical |  |
|  | If electrical, please specify type | |  | |

Clock Survey & Condition Report

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Frame | | Escapement | | Movement | |
| Wood |  | Verge/foliot |  | Time piece only |  |
| Iron birdcage |  | Verge/short pendulum |  | Time & hour strike |  |
| Posted |  | Deadbeat |  | Westminster quarters |  |
| Flat bed |  | Anchor/recoil |  | Ting tang |  |
| ‘Chair’/double frame |  | Pin-wheel |  | Other (please specify) |  |
| Plate & spacer |  | Gravity |  |  | |
| Other (please specify) |  | Other (please specify) |  |
|  | |  | |

|  |  |  |  |
| --- | --- | --- | --- |
| Autowinding (if present) | |  |  |
| Endless chain |  | One/two/all trains? |  |
| ‘Monkey up the rope’ |  | Direct motor drive to hour strike/quarter train? |  |
| Differential |  | Time train direct synchronous motor? |  |
| Power assisted |  | Is any part of clock or a linked device disabled or apparently missing? | |
| Other (please specify) |  |  | |
|  | |

|  |  |  |  |
| --- | --- | --- | --- |
| History of the Clock *(e.g. age; original form; any changes, when, by whom; evidence of alteration; etc.)* | | | |
|  | | | |
|  | Yes | No | Comment |
| Is the church’s inventory on hand to inspect? |  |  |  |
| Is the inventory complete? |  |  |  |

**Any further comments*:***

|  |  |  |  |
| --- | --- | --- | --- |
| **Signature:** |  | **Date:** |  |
| **Print Name:** |  | **Tel:** |  |

Bells & Belfry Survey

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Is there a contract for maintaining the clock? | Yes |  | No |  | Name of person or firm: |  |

|  |  |
| --- | --- |
| Dynamic condition of tower & bellframe during ringing | *Please comment* |
| Go of bells |  |
| Tower movement during ringing |  |
| Integrity of tower structure |  |
| Any cracking to tower walls |  |
| Elements supporting the frame |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Condition | Sound | Good for 5 years | Action Required | N/A |
| Ringing room ceiling |  |  |  |  |
| Ringing room floor |  |  |  |  |
| Roof over bells |  |  |  |  |
| Floor under bells |  |  |  |  |
| Structure supporting bell frame |  |  |  |  |
| General condition of frame |  |  |  |  |
| Frame nuts & bolts |  |  |  |  |
| Louvres |  |  |  |  |
| Bird wire |  |  |  |  |
| Tower clean & tidy? | Yes: |  | No: |  |
| Beam ends clear? | Yes: |  | No: |  |
| Serious fouling by birds? | Yes: |  | No: |  |
| Insect infestation present? | Yes: |  | No: |  |
| If infestation: | Treated? |  | Active? |  |

|  |  |  |
| --- | --- | --- |
| Following inspection: | | Comment: |
| Remedial action to the building fabric required? | |  |
| Closer specialist inspection required? | |  |
| Additional comments: |  | |

Photograph attached: