

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? | [ ]  | [ ]  |       |

|  |
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| 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) | [ ]  |       |
|       |

|  |
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| 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: [ ]