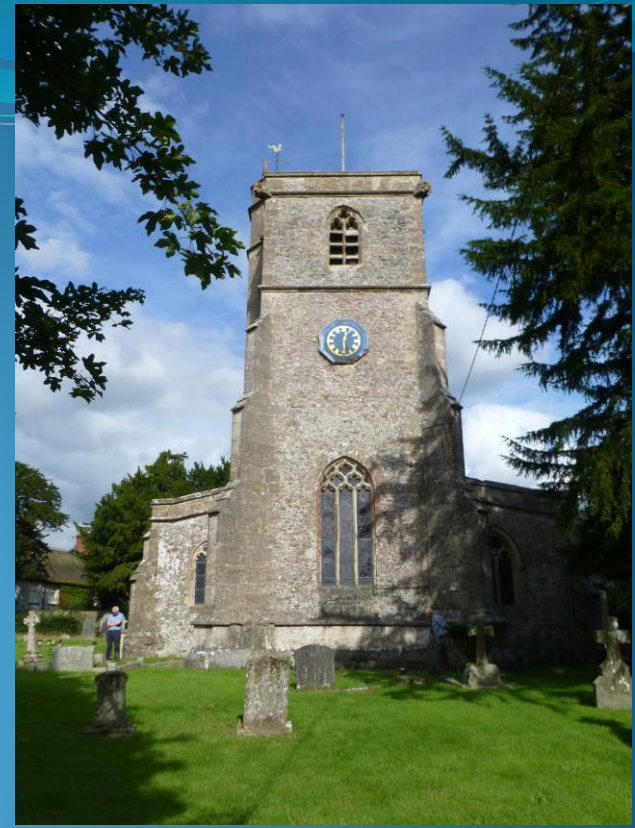


Top Ten Tips for preparing your tower and bells for ringing -



CCCBR Stewardship & Management Workgroup

Workgroup Lead - Alison Hodge

24th January 2021



1. Permission, preliminaries ...

- Discuss preparations for ringing with incumbent and Church Wardens
- Obtain their agreement, ideally in writing, in PCC minutes



... and formalities

- Consider Health & Safety, Risk Assessments, Safeguarding, Insurance, other relevant policies, electrical (PAT), lightning, conductor



*More information - <https://cccbr.org.uk/resources/stewardship-and-management/>
(Tower Operation tab)*

2. The team

- Church Warden / member of the church authorities
- Ringer competent to undertake tower checks and maintenance



3. What to prepare

- Suitable protective clothing, lights, keys, functional mobile phone, note pad and pens, camera, chalk



4. Record keeping

- Record checks and observations, plus recommended actions
- Advise Church Wardens and PCC

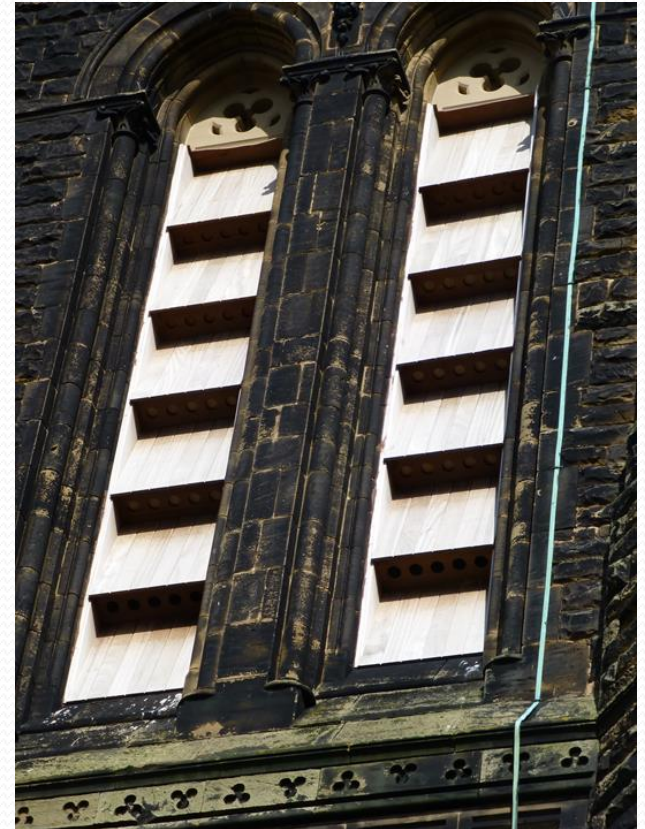
*More information -
<https://cccbr.org.uk/resources/stewardship-and-management/>*

(Tower Infrastructure tab)



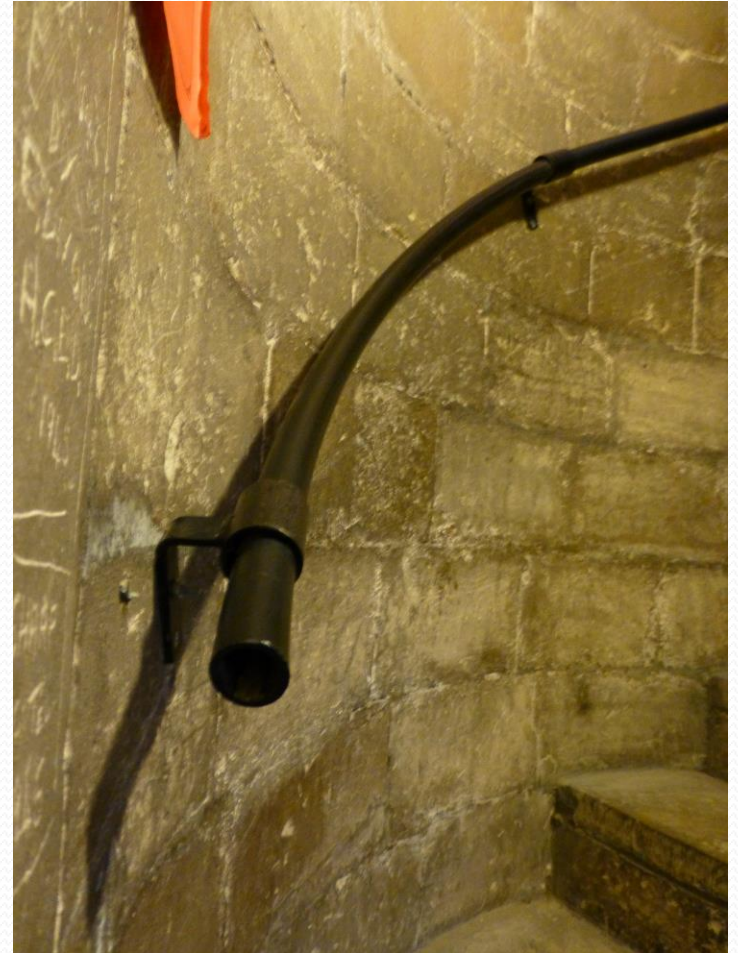
5. Things may have changed since the last ringing! Check -

- External visual appearance of tower, louvres, windows, lightning conductor, flag pole



... is it safe to enter?

Are stairs,
ladders, trap
doors, floors still
safe and secure?



... look for changes

- Evidence of
- Damp, water leaks
- Unauthorised access by people
- Clock – stopped, weights bottomed out, links broken, hammers on / off bells

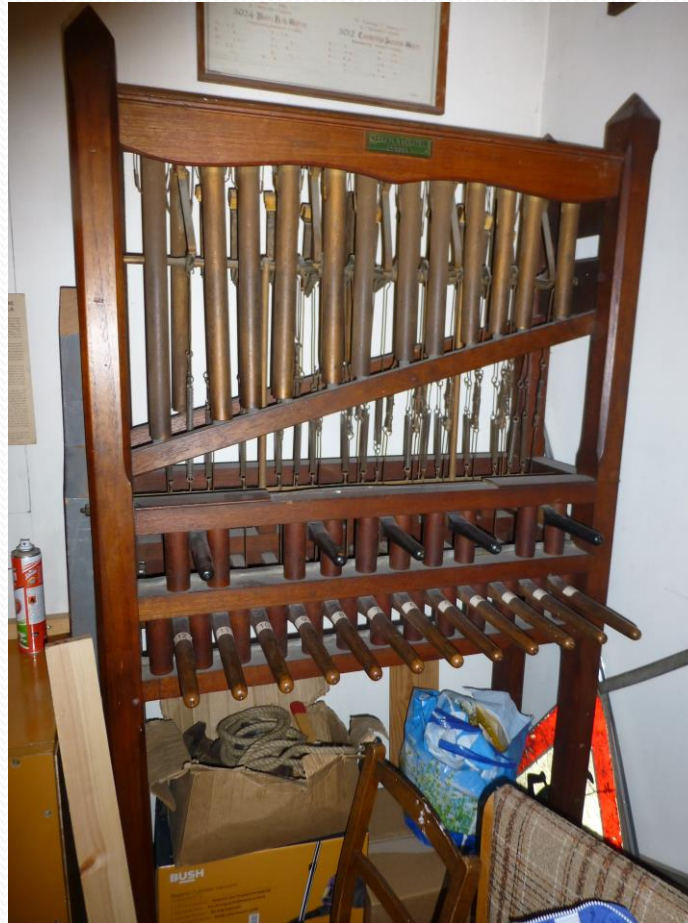


... visit all levels

- Ground floor
 - Access ways
 - Intermediate chambers
 - Ringing room
 - Bell chamber
 - Roof
-
- Are the bells down?



- Have single bells or an Ellacombe been used and left connected?



Physical disturbance or damage - equipment, tools, materials left, wind damage, louvres and items displaced, broken



Signs of any ingress - Animal /
vermin entry – birds, squirrels, bats,
mice, rats, flies



6. Bell installation checks

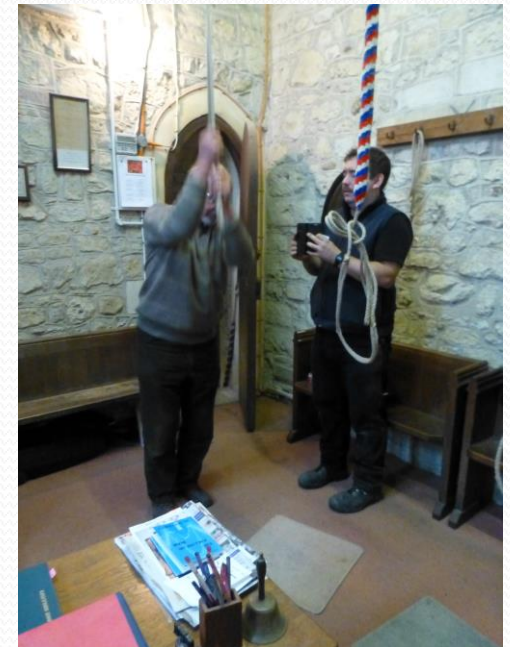
- Clock hammers, mechanism and weights
- Bolts and screws tight
- Chiming equipment
- Whole bell installation
(displace each movable item by hand slightly)
- Clappers, wheels, sliders, stays, bearings
- Ropes, rope path, pulleys

*More information - <https://cccbr.org.uk/resources/stewardship-and-r>
(Infrastructure tab)*



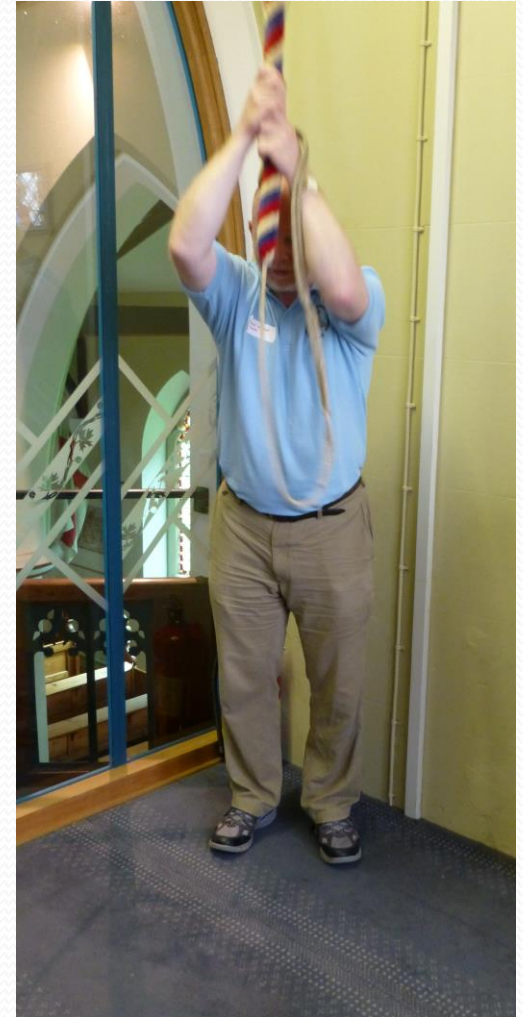
7. Ring!

- Silence each bell so clapper does not strike
- Ring up each individual bell carefully –
ONLY IF all appears SAFE AND SOUND



8. Bells down

- Ring down each bell and recheck in bell chamber



9. Overall environment

- Tidy up, remove out of date notices and rubbish
- Prepare for welcoming back ringers



10. Next steps

- Plan remedial actions (get permission)
- Plan the first ringing with a band, capable of judging that all is well when they ring
- Plan future refresher sessions, recruitment, celebratory ringing and events
- Inform neighbours and parish – a media opportunity!
- *(Remember that neighbours may not have been disturbed by bells for many months!)*



More information:

- CCCBR website
- Ringers Guild / Association bell advisers
- Church and heritage organisations
- Foundries and bellhangers

- Restoration and fund raising

More information - <https://ccabr.org.uk/resources/stewardship-and-management/> (Projects tab)

