

## **A STEEPLE-KEEPER'S CHECK LIST**

Check your tower, bells and fittings regularly, keeping the following points in mind:

### **IN THE TOWER**

1) Who knows you are up there? 2) Have you got the key in your pocket? 3) Do you have the correct tools and a spare length of rope? 4) How is the lighting? 5) Is the ladder safe? 6) Is the floor safe? 7) Watch the trap hatches 8) Is rain getting in? 9) Are the birds getting in? 10) Is there debris in the offsets? 11) Are there cracks in the masonry?

### **TIMBER BELL FRAMES**

1) Look for decay (near the walls) and debris between the walls and the frame. 2) Look for evidence of beetle attack (woodworm?). 3) Is the frame wedged against the walls? (remove). 4) Check the dogs and angle plates. 5) Look at the tie bolts, is there enough thread left to tighten?

### **METAL BELL FRAMES**

1) Look for rust in the foundation steelwork and frame sides. 2) Check the lightning conductor is connected to the frame. 3) Check for loose bolts and masonry cracks around the foundation beam ends.

### **COMPOSITE FRAMES**

1) Check the holding down bolts are tight.

### **BELLS**

1) Are they odd struck? Check they are clapping correctly and look for wear and cracks. 2) Are the cannons intact? 3) Are they dirty or greasy?

### **CLAPPERS**

1) Is the pin secure? 2) Is the crown-staple tight? 3) Do they swing in line or roll? 4) Is the liner or bush worn? 5) Check lubrication. Is there a grease cup?

### **TIMBER HEADSTOCKS**

1) Are they cracked or worm eaten? 2) Check the gudgeon bolts. 3) Check the bell straps or bolts, Argon U-bolt or crown staple.

### **METAL HEADSTOCKS**

1) Check the crown staple nut with lock nut / split pin. 2) Check the bell bolts. 3) Are the gudgeons loose? 4) Any evidence of rust?

### **PLAIN BEARINGS**

1) Are the boxes loose or the bearings loose in the boxes? 2) Are the caps in place? 3) Is the lubrication correct?

### **BALL RACE BEARINGS**

1) Are they noisy / need professional attention? 2) Check the holding down bolts.

### **WHEELS**

1) Are they true? 2) Is the shrouding secure? 3) Is the soling split or cracked? 4) Are the bolts tight? 5) Is the garter-hole smooth?

### **STAYS**

1) Are they made from the correct material? 2) Are they lightly sprung? 3) Are they the correct length, size and shape? 4) Are they loose? 5) Is there evidence of woodworm?  
6) With Hastings stays: Is the dingler free and the pivot bolt secure?

## SLIDERS

- 1) Are they clean and sound? 2) Can they jump out of their slots?
- 3) With Hastings stays: Are they lightly lubricated?

## RUNNER BOARDS

- 1) Are they sound and clean?

## PULLEYS

- 1) Do they spin easily and straight? 2) Is the pin or face worn? 3) Do they require lubrication?
- 4) Are they tight in the box?

## CLOCK HAMMERS / CHIMING HAMMERS

- 1) Do they strike in the correct place? 2) Are they at the correct angle, and pull off clear of the bell?
- 3) Check the pull off levers in the ringing room.

## ROPES

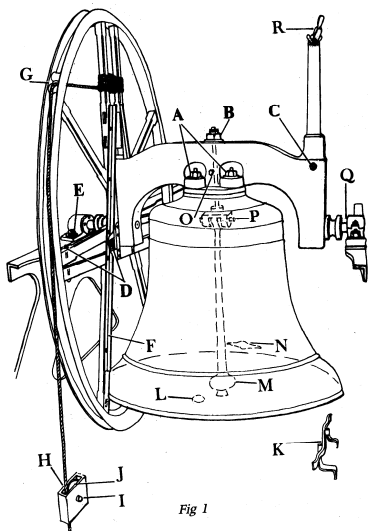
- 1) Are they properly secured to the wheel? 2) Are they frayed or worn (check in the garter hole).
- 3) Are the chutes or flapping boards secure? 4) Do the tops and tails require treatment?

## RINGING ROOM

- 1) Are the rope guides / ceiling bosses secure? 2) Check the spider cord and height. 3) Are the ropes tidy? 2) Are the clock pull offs labelled?

## IF IN DOUBT

- 1) Consult a good book such as Central Council Publications "A schedule of regular maintenance" or "Towers and bells handbook". 2) Seek advice from an expert.



### Bell with iron headstock and gear

A Bell bolts	J Ground pulley
B Crown staple nut with lock nut or split pin	K 'Hastings' stay slide bar
C Stay securing bolt	L Normal clapper wear on soundbow
D Wheel securing bolts	M Ball of clapper
E Bearing holding-down bolt	O Crown staple centring bolts (each side)
F Steel angle wheel stay	P Clapper pivot grease cup
G Garter hole with bobbins	Q Main ball bearing grease seal
H Ground pulley box	N Grooved soundbow from loose clapper
I Grease reservoir	R 'Hastings' stay toggle

Steeplekeeper's check list — for correction of faults see text

- 1 Are nuts A — E loose?
- 2 Is wheel true, do stays F need tightening?
- 3 Is grease leaking from bearing at Q?
- 4 Is rope worn at G or H?
- 5 Is pulley J worn by rope, is it free-running?
- 6 Do grease cups I or P need ½ turn or the reservoirs refilling?
- 7 Is slider, or Hastings stay toggle R and slide assembly smooth and free running?
- 8 Is clapper loose and causing soundbow grooving as N?
- 9 Is clapper, measured at ball M, not properly centred, do centring bolts O, if fitted, need adjustment?