

Room Ref.	Window Ref.	Internal Image	Description	Proposed Works/Notes
GROUND FLOOR – MEND FUNDED AREAS				
G5 EXHIBITION	G5.Wo1		Existing Window: Window not fully visible at time of inspection. Forms part of Exhibition space, window overlined internally with secondary glazing/lightbox arrangement (opaque glazing used with lighting behind).	Internal Works: No proposed works to window G5.Wo1 due to incorporation withing existing Exhibition space.
G8 FAMILY ROOM	G8.Wo1		Existing Window: Single glazed painted timber framed vertical sliding sash (3 x 4). Panelled reveal beneath window and architrave surround. Folding painted timber shutters and shutter boxes. Existing Ironmongery: - Sash lock/fastener - Restrictors (fixed to side rails of top sash) - Pulley fixed to underside of top frame (no longer functioning)	Internal Works: - Overhaul existing window and shutters, prepare and redecorate to match existing. - Overhaul all sashes and mechanisms. Introduce new discreet draught stripping around perimeter of window sashes. - Allow for new sash cords, rebalance weights and ensure window operates satisfactorily. - Remove overpainting to glazing. - Remove mastic sealant where evident to glazed panes in isolated locations. - Provisional Item: Allow for rebedding approx. 30% of glazing. - Provisional Item: Subject to confirmation of requirements, allow for the supply and installation of a new applied film to glazing in full for UV protection. Specification TBC. - On removal of face fixed cabling, make good redundant fixing positions in architrave and through internal cill. - Make good mitred corners of staff beads. Replace fixing of staff beads where missing and ensure all are flush, flat slotted head screw fixings. - Overhaul existing ironmongery fittings. - Provisional Item: Allow for the supply and installation of new unlacquered polished brass sash pulls to the bottom sash to assist with opening and to match elsewhere. - Provisional Item: Allow for replacement of existing sash lock and restrictors with new unlacquered polished brass fittings for a consistent finish.

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Internal Window Repair Schedule

Scale	NA@A3	Job No	7440
Date	June 2023	Drwg No	200
Drawn	HB	Rev	—

Room Ref.	Window Ref.	Internal Image	Description	Proposed Works/Notes
G8 FAMILY ROOM	G8.Wo2		Existing Window: Single glazed painted timber framed vertical sliding sash (3 x 4). Panelled reveal beneath window and architrave surround. Folding painted timber shutters and shutter boxes. Existing Ironmongery: - Sash lock/fastener - Pulley fixed to underside of top frame (no longer functioning)	Internal Works: - Overhaul existing window and shutters, prepare and redecorate to match existing. - Overhaul all sashes and mechanisms. Introduce new discreet draught stripping around perimeter of window sashes. - Allow for new sash cords, rebalance weights and ensure window operates satisfactorily. - Remove overpainting to glazing. - Remove mastic sealant where evident to glazed panes in isolated locations. - Provisional Item: Allow for rebedding approx. 30% of glazing. - Provisional Item: Subject to confirmation of requirements, allow for the supply and installation of a new applied film to glazing in full for UV protection. Specification TBC. - Scarf in repair to upper RH corner of bottom sash (meeting rail) approx. 200mm back to sound timber, profiled to match existing. - Scarf in repair to LH parting bead above meeting rail of bottom sash approx. 100mm to match existing. - Make good junction between the internal timber cill and lower staff bead. - Make good mitred corners of staff beads. Replace fixing of staff beads where missing and ensure all are flush, flat slotted head screw fixings. - Overhaul existing ironmongery fittings. - Supply and install new restrictors to limit the opening of the bottom sash, fitted in existing locations where items have been removed in an unlacquered polished brass finish. - Provisional Item: Allow for the supply and installation of new unlacquered polished brass sash pulls to the bottom sash to assist with opening and to match elsewhere. - Provisional Item: Allow for replacement of existing sash lock with new unlacquered polished brass fitting for a consistent finish.

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G8 FAMILY ROOM	G8.Wo3		Existing Window: Single glazed painted timber framed vertical sliding sash (3 x 4). Panelled reveal beneath window and architrave surround. Folding painted timber shutters and shutter boxes. Existing Ironmongery: - Sash lock/fastener - Restrictors (fixed to side rails of top sash) - Pulley fixed to underside of top frame (no longer functioning)	Internal Works: - Overhaul existing window and shutters, prepare and redecorate to match existing. - Overhaul all sashes and mechanisms. Introduce new discreet draught stripping around perimeter of window sashes. - Allow for new sash cords, rebalance weights and ensure window operates satisfactorily. - Remove overpainting to glazing. - Provisional Item: Previous use of filler to perimeter of glazed panes have failed. Allow for rebedding glazing in full. - Provisional Item: Subject to confirmation of requirements, allow for the supply and installation of a new applied film to glazing in full for UV protection. Specification TBC. - Make good junction between the internal timber cill and lower staff bead. - Make good mitred corners of staff beads. Replace fixing of staff beads where missing and ensure all are flush, flat slotted head screw fixings. - Overhaul existing ironmongery fittings. - Provisional Item: Allow for the supply and installation of new unlacquered polished brass sash pulls to the bottom sash to assist with opening and to match elsewhere. - Provisional Item: Allow for replacement of existing sash lock and restrictors with new unlacquered polished brass fittings for a consistent finish.

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G9 POSTAL HISTORY	G9.Wo1		Existing Window: Single glazed painted timber framed vertical sliding sash (3 x 4). Panelled reveal beneath window, painted internal cill and architrave surround. Folding painted timber shutters and shutter boxes. Existing Ironmongery: - Sash lock/fastener - Pulley fixed to underside of top frame (no longer functioning)	Internal Works: - Overhaul existing window and shutters, prepare and redecorate to match existing. - Overhaul all sashes and mechanisms. Introduce new discreet draught stripping around perimeter of window sashes. - Allow for new sash cords, rebalance weights and ensure window operates satisfactorily. - Remove overpainting to glazing. - Carefully remove failing applied film from 2 no. panes. - Provisional Item: Subject to confirmation of requirements, allow for the supply and installation of a new applied film to glazing in full for UV protection. Specification TBC. - Make good mitred corners of staff beads. Replace fixing of staff beads where missing and ensure all are flush, flat slotted head screw fixings. - Overhaul existing ironmongery fittings. - Provisional Item: Allow for the supply and installation of new unlacquered polished brass sash pulls to the bottom sash to assist with opening in an unlacquered polished brass finish. - Provisional Item: Supply and install new restrictors to limit the opening of the bottom sash to match existing elsewhere. - Provisional Item: Allow for replacement of existing sash lock with new unlacquered polished brass fitting for a consistent finish.
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FIRST FLOOR – MEND FUNDED AREAS				
F1 SEARCH ROOM	F1.Wo1		Existing Window: Single glazed painted timber framed vertical sliding sash (3 x 4). Panelled reveal beneath window and architrave surround. Folding painted timber shutters and shutter boxes. Roller blind installed at head of window. Existing Ironmongery: - Sash lock/fastener - 2 no. modern locks - 2 no. sash pulls - Pulley fixed to underside of top frame (no longer functioning)	Internal Works: - Overhaul existing window and shutters, prepare and redecorate to match existing. - Overhaul all sashes and mechanisms. Introduce new discreet draught stripping around perimeter of window sashes. - Allow for new sash cords, rebalance weights and ensure window operates satisfactorily. - Remove overpainting to glazing. - Make good isolated hole to upper rail to bottom sash and upper rail to top sash. - Where sealant used to bed glazing of lower LH pane of bottom sash, allow for removal and rebed glazing in this location. - Top sash has been fixed closed using small L-shaped brackets. Remove to enable opening and make good redundant fixing positions. - Make good mitred corners of staff beads. Replace fixing of staff beads where missing and ensure all are flush, flat slotted head screw fixings. - Make good open joints to internal cill. - Joinery of shutter boxes have warped and opened up leaving large gaps to the perimeter and between boards. Allow for an overhaul and to make good shutter boxes. - Remove 2 no. modern locks fixed to meeting rail of bottom sash and make good redundant fixing positions. - Overhaul existing ironmongery fittings. - Provisional Item: Supply and install new restrictors to limit the opening of the bottom sash in an unlacquered polished brass finish. - Provisional Item: Allow for replacement of existing sash lock with new unlacquered polished brass fittings for a consistent finish.

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Date	June 2023	Drwg No	200
Drawn	HB	Rev	—

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F2 OFFICE	F2.Wo1		Existing Window: Single glazed painted timber framed vertical sliding sash (3 x 4). Internal painted timber cill. Roller blind installed at head of window. Existing Ironmongery: - Sash lock/fastener	Internal Works: - Overhaul existing window, prepare and redecorate to match existing. - Overhaul all sashes and mechanisms. Introduce new discreet draught stripping around perimeter of window sashes. - Allow for new sash cords, rebalance weights and ensure window operates satisfactorily. - Remove overpainting to glazing. - Provisional Item: Allow for rebedding approx. 30% of glazing. - Previous scarf in repair to lower LH corner of bottom sash is of poor quality and condition, adjoining timber has failed. Remove existing repair and allow for new scarf in repair to bottom rail and corresponding side rail of bottom sash approx. 200mm both sides back to sound timber, making good previous repair and to match existing profiles. - Provisional Item: The glazing bars of the top sash are of different profile to the bottom sash (later replacement). Allow for replacing the glazing bars to the top sash to match the original profile of the bottom sash. - Make good mitred corners of staff beads. Replace fixing of staff beads where missing and ensure all are flush, flat slotted head screw fixings. - Overhaul existing ironmongery fittings. - Provisional Item: Allow for the supply and installation of new unlacquered polished brass sash pulls to the bottom sash to assist with opening and to match elsewhere. - Provisional Item: Supply and install new restrictors to limit the opening of the bottom sash in an unlacquered polished brass finish. - Provisional Item: Allow for replacement of existing sash lock with new unlacquered polished brass fitting for a consistent finish.

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Drawn	HB	Rev	—

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F3 STORE	F3.Wo1		Existing Window: Window not visible at time of inspection due to items stored in Room F3.	Internal Works: Include provision for the following items, TBC when access available: - Overhaul existing window and shutters, prepare and redecorate to match existing. - Overhaul all sashes and mechanisms. Introduce new discreet draught stripping around perimeter of window sashes. - Allow for new sash cords, rebalance weights and ensure window operates satisfactorily. - Remove overpainting to glazing. - Make good mitred corners of staff beads. Replace fixing of staff beads where missing and ensure all are flush, flat slotted head screw fixings. - Overhaul existing ironmongery fittings. - Allow for replacement of existing sash lock, sash pulls and restrictors with new unlacquered polished brass fittings for a consistent finish.
F4 SOUTH GALLERY	F4.Wo1		Existing Window: Single glazed painted timber framed vertical sliding sash (3 x 4). Panelled reveal beneath window and architrave surround. Folding painted timber shutters and shutter boxes. Roller blind installed at head of window. Existing Ironmongery: - Sash lock/fastener - Restrictors (fixed to side rails of top sash) - 2 no. sash pulls (fixed with unsuitable screw fixings)	Internal Works: - Overhaul existing window and shutters, prepare and redecorate to match existing. - Overhaul all sashes and mechanisms. Introduce new discreet draught stripping around perimeter of window sashes. - Allow for new sash cords, rebalance weights and ensure window operates satisfactorily. - Remove overpainting to glazing. - Provisional Item: Subject to confirmation of requirements, allow for the supply and installation of a new applied film to glazing in full for UV protection. Specification TBC. - Provisional Item: Allow for rebedding approx. 30% of glazing. - Make good mitred corners of staff beads. Replace fixing of staff beads where missing and ensure all are flush, flat slotted head screw fixings. - Provisional Item: Allow for repair of LH shutter box where damaged. - Overhaul existing ironmongery fittings. - Replace screw fixings of sash pulls with new flat slotted head brass screw fixings. - Provisional Item: Allow for replacement of existing sash lock and restrictors with new unlacquered polished brass fittings for a consistent finish.

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Date	June 2023	Drwg No	200
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F4 SOUTH GALLERY	F4.Wo2		Existing Window: Single glazed painted timber framed vertical sliding sash (3 x 4). Panelled reveal beneath window and architrave surround. Folding painted timber shutters and shutter boxes. Roller blind installed at head of window. Existing Ironmongery: - Sash lock/fastener - Restrictors (fixed to side rails of top sash) - 2 no. sash pulls (fixed with unsuitable screw fixings) - Pulley fixed to underside of top frame (no longer functioning)	Internal Works: - Overhaul existing window and shutters, prepare and redecorate to match existing. - Overhaul all sashes and mechanisms. Introduce new discreet draught stripping around perimeter of window sashes. - Allow for new sash cords, rebalance weights and ensure window operates satisfactorily. - Remove overpainting to glazing. - Provisional Item: Allow for rebedding approx. 30% of glazing. - Where applied film has previously been removed, carefully remove remaining residue from internal face of glazing. - Provisional Item: Subject to confirmation of requirements, allow for the supply and installation of a new applied film to glazing in full for UV protection. Specification TBC. - Provisional Item: Subject to further inspection at high level, allow for replacement of upper rail to top sash to match existing profile. - Joint of internal cill between boards to be raked out, filled and made good. - Make good mitred corners of staff beads. Replace fixing of staff beads where missing and ensure all are flush, flat slotted head screw fixings. - Overhaul existing ironmongery fittings. - Replace screw fixings of sash pulls with new flat slotted head brass screw fixings. - Provisional Item: Allow for replacement of existing sash lock and restrictors with new unlacquered polished brass fittings for a consistent finish.

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Drawn	HB	Rev	—

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F4 SOUTH GALLERY	F4.Wo3		Existing Window: Single glazed painted timber framed vertical sliding sash (3 x 4). Panelled reveal beneath window and architrave surround. Folding painted timber shutters and shutter boxes. Roller blind installed at head of window. Existing Ironmongery: - Sash lock/fastener - Restrictors (fixed to side rails of top sash) - 2 no. sash pulls (fixed with unsuitable screw fixings) - Pulley fixed to underside of top frame (no longer functioning)	Internal Works: - Overhaul existing window and shutters, prepare and redecorate to match existing. - Overhaul all sashes and mechanisms. Introduce new discreet draught stripping around perimeter of window sashes. - Allow for new sash cords, rebalance weights and ensure window operates satisfactorily. - Remove overpainting to glazing. - Replace damaged glazing (central upper pane of top sash) with new glass to match existing. - Provisional Item: Allow for rebedding approx. 50% of glazing. - Carefully remove failing applied film from top sash. - Provisional Item: Subject to confirmation of requirements, allow for the supply and installation of a new applied film to glazing in full for UV protection. Specification TBC. - On removal of face fixed cabling, make good redundant fixing positions in joinery. Make good mitred corners of staff beads. Replace fixing of staff beads where missing and ensure all are flush, flat slotted head screw fixings. - Overhaul existing ironmongery fittings. - Replace screw fixings of sash pulls with new flat slotted head brass screw fixings. - Provisional Item: Allow for replacement of existing sash lock and restrictors with new unlacquered polished brass fittings for a consistent finish.

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F5 OFFICE	F5.Wo1		Existing Window: Single glazed painted timber framed vertical sliding sash (3 x 4). Panelled reveal beneath window and architrave surround. Folding painted timber shutters and shutter boxes. Roller blind installed at head of window. Existing Ironmongery: - Sash lock/fastener	Internal Works: - Overhaul existing window and shutters, prepare and redecorate to match existing. - Overhaul all sashes and mechanisms. Introduce new discreet draught stripping around perimeter of window sashes. - Allow for new sash cords, rebalance weights and ensure window operates satisfactorily. - Remove overpainting to glazing. - Allow for replacing bottom rail of bottom sash to match existing. - Allow for replacing lower staff bead to match existing. - Provisional Item: The glazing bars of the top sash are of different profile to the bottom sash (later replacement). Allow for replacing the glazing bars to the top sash to match the original profile of the bottom sash. Make good mitred corners of staff beads. Replace fixing of staff beads where missing and ensure all are flush, flat slotted head screw fixings. - Overhaul existing ironmongery fittings. - Provisional Item: Allow for the supply and installation of new unlacquered polished brass sash pulls to the bottom sash to assist with opening and to match elsewhere. - Provisional Item: Supply and install new restrictors to limit the opening of the bottom sash in an unlacquered polished brass finish. - Provisional Item: Allow for replacement of existing sash lock with new unlacquered polished brass fittings for a consistent finish.

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F7 OFFICE	F7.Wo1		Existing Window: Single glazed painted timber framed vertical sliding sash (3 x 4). Panelled reveal beneath window and architrave surround. Folding painted timber shutters and shutter boxes. Roller blind installed at head of window. Existing Ironmongery: - Sash lock/fastener (mounted on unfinished timber block) - 2 no. sash pulls (fixed with unsuitable screw fixings) - Pulley fixed to underside of top frame (no longer functioning)	Internal Works: - Overhaul existing window and shutters, prepare and redecorate to match existing. - Overhaul all sashes and mechanisms. Introduce new discreet draught stripping around perimeter of window sashes. - Allow for new sash cords, rebalance weights and ensure window operates satisfactorily. - Remove overpainting to glazing. - Provisional Item: Subject to confirmation of requirements, allow for the supply and installation of a new applied film to glazing in full for UV protection. Specification TBC. - Allow for replacement of bottom rail to bottom sash to match existing. - Remove redundant fixings from face of architrave and make good holes. - Make good mitred corners of staff beads. Replace fixing of staff beads where missing and ensure all are flush, flat slotted head screw fixings. - Remove mounted block fixed to meeting rail of bottom sash and refix sash lock in correct position, making good redundant fixing positions. - Overhaul existing ironmongery fittings. - Replace screw fixings of sash pulls with new flat slotted head brass screw fixings. - Provisional Item: Supply and install new restrictors to limit the opening of the bottom sash in an unlacquered polished brass finish. - Provisional Item: Allow for replacement of existing sash lock with new unlacquered polished brass fittings for a consistent finish.

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Drawn	HB	Rev	—

Room Ref.	Window Ref.	Internal Image	Description	Proposed Works/Notes
F8 OFFICE	F8.Wo1		Existing Window: Single glazed painted timber framed vertical sliding sash (3 x 4). Panelled reveal beneath window and architrave surround. Folding painted timber shutters and shutter boxes. Existing Ironmongery: - Sash lock/fastener - 2 no. sash pulls	Internal Works: - Overhaul existing window and shutters, prepare and redecorate to match existing. - Overhaul all sashes and mechanisms. Introduce new discreet draught stripping around perimeter of window sashes. - Allow for new sash cords, rebalance weights and ensure window operates satisfactorily. - Remove overpainting to glazing. - Provisional Item: Allow for rebedding approx. 30% of glazing. - Provisional Item: Subject to confirmation of requirements, allow for the supply and installation of a new applied film to glazing in full for UV protection. Specification TBC. - Make good redundant fixing positions in the joinery. - Scarf in repair of meeting rail of bottom sash to make good notch in centre of window, approx. 200mm, profile to match existing. - Provisional Item: The glazing bars of the top sash are of different profile to the bottom sash (later replacement). Allow for replacing the glazing bars to the top sash to match the original profile of the bottom sash. - Make good joints between boards of internal timber cill. - It is noted that the staff beads are a modern replacement and not original. Make good mitred corners of staff beads. Replace fixing of staff beads where missing and ensure all are flush, flat slotted head screw fixings. - Overhaul existing ironmongery fittings. - Provisional Item: Supply and install new restrictors to limit the opening of the bottom sash in an unlacquered polished brass finish. - Provisional Item: Allow for replacement of existing sash lock with new unlacquered polished brass fittings for a consistent finish.

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Internal Window Repair Schedule

Scale	NA@A3	Job No	7440
Date	June 2023	Drwg No	200
Drawn	HB	Rev	—

Room Ref.	Window Ref.	Internal Image	Description	Proposed Works/Notes
F10 STORE	F10.W01		Existing Window: Single glazed painted timber framed vertical sliding sash (3 x 3) with arched head and fanned glazing arrangement to top section. Panelled reveal beneath window and architrave surround. Folding painted timber shutters and shutter boxes. Existing Ironmongery: - Sash lock/fastener - 2 no. modern locks - Pulley fixed to underside of top frame (no longer functioning)	Internal Works: - Existing paint finish is crazed and failing generally (incorrect finish applied to unsuitable base). Carefully remove all existing failing finishes. - Overhaul existing window and shutters, prepare and redecorate to match existing. - Overhaul all sashes and mechanisms. Introduce new discreet draught stripping around perimeter of window sashes. - Allow for new sash cords, rebalance weights and ensure window operates satisfactorily. - Remove overpainting to glazing. - Make good 2 no. isolated holes in meeting rail of bottom sash. - Remove visible screw fixings within arched head of top sash and replace with flush flat headed screw fixings. - Make good mitred corners of staff beads. Replace fixing of staff beads where missing and ensure all are flush, flat slotted head screw fixings. - Overhaul existing ironmongery fittings. - Remove 2 no. modern locks fixed to meeting rail of bottom sash and make good redundant fixing positions. - Provisional Item: Allow for the supply and installation of new brass sash pulls to the bottom sash to assist with opening in an unlacquered polished brass finish. - Provisional Item: Supply and install new restrictors to limit the opening of the bottom sash in an unlacquered polished brass finish. - Provisional Item: Allow for replacement of existing sash lock with new unlacquered polished brass fittings for a consistent finish.

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Internal Window Repair Schedule

Scale	NA@A3	Job No	7440
Date	June 2023	Drwg No	200
Drawn	HB	Rev	—

Room Ref.	Window Ref.	Internal Image	Description	Proposed Works/Notes
F11 GREEN ROOM / EDUCATION ROOM	F11.Wo1		Existing Window: Single glazed painted timber framed vertical sliding sash (3 x 4). Upper casement with arched head. Panelled reveal beneath window and architrave surround. Folding painted timber shutters and shutter boxes. Existing Ironmongery: - Sash lock/fastener - Restrictors (fixed to side rails of top sash) - 2 no. sash pulls (fixed with unsuitable screw fixings) - Pulley fixed to underside of top frame (no longer functioning)	Internal Works: - Overhaul existing window and shutters, prepare and redecorate to match existing. - Overhaul all sashes and mechanisms. Introduce new discreet draught stripping around perimeter of window sashes. - Allow for new sash cords, rebalance weights and ensure window operates satisfactorily. - Remove overpainting to glazing. - Provisional Item: Allow for rebedding approx. 30% of glazing. - Remove redundant fixings from face of architrave and make good holes. - Make good mitred corners of staff beads. Replace fixing of staff beads where missing and ensure all are flush, flat slotted head screw fixings. - Overhaul existing ironmongery fittings. - Replace screw fixings of sash pulls with new flat slotted head brass screw fixings. - Provisional Item: Allow for replacement of existing sash lock and restrictors with new unlacquered polished brass fittings for a consistent finish.
F11 GREEN ROOM / EDUCATION ROOM	F11.Wo2		Existing Window: Single glazed painted timber framed vertical sliding sash (3 x 4). Upper casement with arched head. Panelled reveal beneath window and architrave surround. Folding painted timber shutters and shutter boxes. Leadwork dressed over lower staff bead from face of external cill. Existing Ironmongery: - Original sash lock/fastener - Modern sash lock (missing parts) - Restrictors (fixed to side rails of top sash) - 2 no. sash pulls (fixed with unsuitable screw fixings) - Pulley fixed to underside of top frame (no longer functioning)	Internal Works: - Overhaul existing window and shutters, prepare and redecorate to match existing. - Overhaul all sashes and mechanisms. Introduce new discreet draught stripping around perimeter of window sashes. - Allow for new sash cords, rebalance weights and ensure window operates satisfactorily. - Remove overpainting to glazing. - Allow for localised repair to upper face of central section horizontal glazing bar to bottom sash, profile to match existing. - Allow for scarf in repair to base of LH glazing bar to top sash approx. 100mm back to sound timber to match existing. - Make good mitred corners of staff beads. Replace fixing of staff beads where missing and ensure all are flush, flat slotted head screw fixings. - Remove modern sash lock (with missing parts) and make good redundant fixing positions. - Overhaul existing ironmongery fittings. - Replace screw fixings of sash pulls with new flat slotted head brass screw fixings. - Provisional Item: Allow for replacement of existing sash lock and restrictors with new unlacquered polished brass fittings for a consistent finish.

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Internal Window Repair Schedule

Scale	NA@A3	Job No	7440
Date	June 2023	Drwg No	200
Drawn	HB	Rev	—

Room Ref.	Window Ref.	Internal Image	Description	Proposed Works/Notes
F11 GREEN ROOM / EDUCATION ROOM	F11.Wo3		Existing Window: Single glazed painted timber framed vertical sliding sash (3 x 4). Painted timber linings and architrave surround. Adhesive vinyl applied to face of internal cill. Existing Ironmongery: - Sash lock/fastener - Restrictors (fixed to side rails of top sash) - 2 no. sash pulls (fixed with unsuitable screw fixings) - Pulley fixed to underside of top frame (no longer functioning)	Internal Works: - Allow for removal of existing adhesive vinyl from internal cill and make good timber cill beneath including decorations. - Overhaul existing window and shutters, prepare and redecorate to match existing. - Overhaul all sashes and mechanisms. Introduce new discreet draught stripping around perimeter of window sashes. - Allow for new sash cords, rebalance weights and ensure window operates satisfactorily. - Remove overpainting to glazing. - Allow for replacement of bottom rail to bottom sash, scarf in repair to side rails both sides approx. 200mm back to sound timber, profile to match existing. - Make good mitred corners of staff beads. Replace fixing of staff beads where missing and ensure all are flush, flat slotted head screw fixings. - Overhaul existing ironmongery fittings. - Replace screw fixings of sash pulls with new flat slotted head brass screw fixings. - Provisional Item: Allow for replacement of existing sash lock and restrictors with new unlacquered polished brass fittings for a consistent finish.
F12 STORE	F12.Wo1		Existing Window: Window not visible at time of inspection due to items stored in Room F12.	Internal Works: Include provision for the following items, TBC when access available: - <i>Overhaul existing window and shutters, prepare and redecorate to match existing.</i> - <i>Overhaul all sashes and mechanisms. Introduce new discreet draught stripping around perimeter of window sashes.</i> - <i>Allow for new sash cords, rebalance weights and ensure window operates satisfactorily.</i> - <i>Remove overpainting to glazing.</i> - <i>Make good mitred corners of staff beads. Replace fixing of staff beads where missing and ensure all are flush, flat head screw fixings.</i> - <i>Overhaul existing ironmongery fittings.</i> - <i>Allow for replacement of existing sash lock, sash pulls and restrictors with new unlacquered polished brass fittings for a consistent finish.</i>

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Internal Window Repair Schedule

Scale	NA@A3	Job No	7440
Date	June 2023	Drwg No	200
Drawn	HB	Rev	—

Room Ref.	Window Ref.	Internal Image	Description	Proposed Works/Notes
F15 NORTH GALLERY	F15.Wo1		Existing Window: Single glazed painted timber framed vertical sliding sash (3 x 4). Upper casement with arched head. Painted internal cill and architrave surround. Folding painted timber shutters and shutter boxes. Roller blind installed at head of window. Existing Ironmongery: - Sash lock/fastener - Restrictors (fixed to side rails of top sash) - 2 no. sash pulls (fixed with unsuitable screw fixings) - Pulley fixed to underside of top frame (no longer functioning)	Internal Works: - Overhaul existing window and shutters, prepare and redecorate to match existing. - Overhaul all sashes and mechanisms. Introduce new discreet draught stripping around perimeter of window sashes. - Allow for new sash cords, rebalance weights and ensure window operates satisfactorily. - Remove overpainting to glazing. - Provisional Item: Subject to confirmation of requirements, allow for the supply and installation of a new applied film to glazing in full for UV protection. Specification TBC. - Make good mitred corners of staff beads. Replace fixing of staff beads where missing and ensure all are flush, flat slotted head screw fixings. - Overhaul existing ironmongery fittings. - Replace screw fixings of sash pulls with new flat slotted head brass screw fixings. - Provisional Item: Allow for replacement of existing sash lock and restrictors with new unlacquered polished brass fittings for a consistent finish.
F15 NORTH GALLERY	F15.Wo2		Existing Window: Single glazed painted timber framed vertical sliding sash (3 x 4). Upper casement with arched head. Painted internal cill and architrave surround. Folding painted timber shutters and shutter boxes. Roller blind installed at head of window. Existing Ironmongery: - Sash lock/fastener - Restrictors (fixed to side rails of top sash) - 2 no. sash pulls (fixed with unsuitable screw fixings) - Pulley fixed to underside of top frame (no longer functioning)	Internal Works: - Overhaul existing window and shutters, prepare and redecorate to match existing. - Overhaul all sashes and mechanisms. Introduce new discreet draught stripping around perimeter of window sashes. - Allow for new sash cords, rebalance weights and ensure window operates satisfactorily. - Remove overpainting to glazing. - Provisional Item: Subject to confirmation of requirements, allow for the supply and installation of a new applied film to glazing in full for UV protection. Specification TBC. - Allow for replacement of bottom rail to bottom sash to match existing and scarf in repair of side rails both sides back to sound timber. - Allow for replacement of bottom rail of top sash to match existing and scarf in repair of side rails both sides back to sound timber. - Make good mitred corners of staff beads. Replace fixing of staff beads where missing and ensure all are flush, flat slotted head screw fixings. - Overhaul existing ironmongery fittings. - Replace screw fixings of sash pulls with new flat slotted head brass screw fixings. - Provisional Item: Allow for replacement of existing sash lock and restrictors with new unlacquered polished brass fittings for a consistent finish.

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Internal Window Repair Schedule

Scale	NA@A3	Job No	7440
Date	June 2023	Drwg No	200
Drawn	HB	Rev	—

Room Ref.	Window Ref.	Internal Image	Description	Proposed Works/Notes
F15 NORTH GALLERY	F15.Wo3		Existing Window: Single glazed painted timber framed vertical sliding sash (3 x 4). Upper casement with arched head. Painted internal cill and architrave surround. Folding painted timber shutters and shutter boxes. Roller blind installed at head of window. Existing Ironmongery: - Sash lock/fastener - Restrictors (fixed to side rails of top sash) - 2 no. sash pulls (fixed with unsuitable screw fixings) - Pulley fixed to underside of top frame (no longer functioning)	Internal Works: - Overhaul existing window and shutters, prepare and redecorate to match existing. - Overhaul all sashes and mechanisms. Introduce new discreet draught stripping around perimeter of window sashes. - Allow for new sash cords, rebalance weights and ensure window operates satisfactorily. - Remove overpainting to glazing. - Carefully remove failing applied film where currently applied. - Provisional Item: Subject to confirmation of requirements, allow for the supply and installation of a new applied film to glazing in full for UV protection. Specification TBC. - Remove wooden block temporarily used to wedge window. - Make good mitred corners of staff beads. Replace fixing of staff beads where missing and ensure all are flush, flat slotted head screw fixings. - Overhaul existing ironmongery fittings. - Replace screw fixings of sash pulls with new flat slotted head brass screw fixings. - Provisional Item: Allow for replacement of existing sash lock and restrictors with new unlacquered polished brass fittings for a consistent finish.
F15 NORTH GALLERY	F15.Wo4		Existing Window: Single glazed painted timber framed vertical sliding sash (3 x 4). Upper casement with arched head. Painted internal cill and architrave surround. Folding painted timber shutters and shutter boxes. Roller blind installed at head of window. Existing Ironmongery: - Sash lock/fastener - Restrictors (fixed to side rails of top sash) - 2 no. sash pulls (fixed with unsuitable screw fixings) - Pulley fixed to underside of top frame (no longer functioning)	Internal Works: - Overhaul existing window and shutters, prepare and redecorate to match existing. - Overhaul all sashes and mechanisms. Introduce new discreet draught stripping around perimeter of window sashes. - Allow for new sash cords, rebalance weights and ensure window operates satisfactorily. - Remove overpainting to glazing. - Provisional Item: Allow for scarf in repair to arched head of top sash where existing timber profile appears incomplete, approx. 200mm wide section to the centre of the top rail to match existing. - Allow for replacement of bottom rail of bottom sash with new to match existing and scarf in repair of side rails both sides back to sound timber. - Make good mitred corners of staff beads. Replace fixing of staff beads where missing and ensure all are flush, flat slotted head screw fixings. - Overhaul existing ironmongery fittings. - Replace screw fixings of sash pulls with new flat slotted head brass screw fixings. - Provisional Item: Allow for replacement of existing sash lock and restrictors with new unlacquered polished brass fittings for a consistent finish.

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Internal Window Repair Schedule

Scale	NA@A3	Job No	7440
Date	June 2023	Drwg No	200
Drawn	HB	Rev	—

Room Ref.	Window Ref.	Internal Image	Description	Proposed Works/Notes
SECOND FLOOR – MEND FUNDED AREAS				
S8 ATTIC STORE	S8.Wo1		Existing Window: Single glazed painted timber framed vertical sliding sash (3 x 2). Internal painted timber cill, lined reveals and architrave surround. Roller blind installed at head of window. Existing Ironmongery: - Sash lock/fastener	Internal Works: - Overhaul existing window, prepare and redecorate to match existing. - Overhaul all sashes and mechanisms. Introduce new discreet draught stripping around perimeter of window sashes. - Allow for new sash cords, rebalance weights and ensure window operates satisfactorily. - Remove overpainting to glazing. - Make good mitred corners of staff beads. Replace fixing of staff beads where missing and ensure all are flush, flat slotted head screw fixings. - Overhaul existing ironmongery fittings. - Provisional Item: Allow for the supply and installation of new unlacquered polished brass sash pulls to the bottom sash to assist with opening and to match elsewhere. - Provisional Item: Supply and install new restrictors to limit the opening of the bottom sash in an unlacquered polished brass finish. - Provisional Item: Allow for replacement of existing sash lock with new unlacquered polished brass fittings for a consistent finish.

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Scale	NA@A3	Job No	7440
Date	June 2023	Drwg No	200
Drawn	HB	Rev	—

Room Ref.	Window Ref.	Internal Image	Description	Proposed Works/Notes
S8 ATTIC STORE	S8.Wo2		Existing Window: Single glazed painted timber framed vertical sliding sash (3 x 2). Internal painted timber cill, lined reveals and architrave surround. Roller blind installed at head of window. Existing Ironmongery: - Sash lock/fastener	Internal Works: - Overhaul existing window, prepare and redecorate to match existing. - Overhaul all sashes and mechanisms. Introduce new discreet draught stripping around perimeter of window sashes. - Allow for new sash cords, rebalance weights and ensure window operates satisfactorily. - Remove overpainting to glazing. - Scarf in repair to LH side rail of lower sash approx. 200mm back to sound timber. - Allow for replacing lower staff bead to length of bottom frame with new to match existing. - Make good mitred corners of staff beads. Replace fixing of staff beads where missing and ensure all are flush, flat slotted head screw fixings. - Overhaul existing ironmongery fittings. - Provisional Item: Allow for the supply and installation of new unlacquered polished brass sash pulls to the bottom sash to assist with opening and to match elsewhere. - Provisional Item: Supply and install new restrictors to limit the opening of the bottom sash in an unlacquered polished brass finish. - Provisional Item: Allow for replacement of existing sash lock with new unlacquered polished brass fittings for a consistent finish.
S8 ATTIC STORE	S8.Wo3		Existing Window: Window not visible at time of inspection due to items stored in Room S8 in this location.	Internal Works: Include provision for the following items TBC when access available: - Overhaul existing window, prepare and redecorate to match existing. - Overhaul all sashes and mechanisms. Introduce new discreet draught stripping around perimeter of window sashes. - Allow for new sash cords, rebalance weights and ensure window operates satisfactorily. - Remove overpainting to glazing. - Make good mitred corners of staff beads. Replace fixing of staff beads where missing and ensure all are flush, flat slotted head screw fixings. - Overhaul existing ironmongery fittings. - Allow for the supply and installation of new unlacquered polished brass sash pulls to the bottom sash to assist with opening and to match elsewhere. - Supply and install new restrictors to limit the opening of the bottom sash in an unlacquered polished brass finish. - Allow for replacement of existing sash lock with new unlacquered polished brass fittings for a consistent finish.

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Internal Window Repair Schedule

Scale	NA@A3	Job No	7440
Date	June 2023	Drwg No	200
Drawn	HB	Rev	—

Room Ref.	Window Ref.	Internal Image	Description	Proposed Works/Notes
S9 ATTIC STORE	S9.Wo1		Existing Window: Single glazed painted timber framed vertical sliding sash (3 x 2). Internal painted timber cill, lined reveals and architrave surround. Roller blind installed at head of window. Existing Ironmongery: - Sash lock/fastener	Internal Works: - Overhaul existing window, prepare and redecorate to match existing. - Overhaul all sashes and mechanisms. Introduce new discreet draught stripping around perimeter of window sashes. - Allow for new sash cords, rebalance weights and ensure window operates satisfactorily. - Remove overpainting to glazing. - Make good mitred corners of staff beads. Replace fixing of staff beads where missing and ensure all are flush, flat slotted head screw fixings. - Overhaul existing ironmongery fittings. - Provisional Item: Allow for the supply and installation of new unlacquered polished brass sash pulls to the bottom sash to assist with opening and to match elsewhere. - Provisional Item: Supply and install new restrictors to limit the opening of the bottom sash in an unlacquered polished brass finish. - Provisional Item: Allow for replacement of existing sash lock with new unlacquered polished brass fittings for a consistent finish.

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Scale	NA@A3	Job No	7440
Date	June 2023	Drwg No	200
Drawn	HB	Rev	—