

REPAIR METHODOLOGY STATEMENT

FOR
THE EXISTING TIMBER PORCH TO BE REBUILT LIKE FOR
LIKE AND THE WINDOW AND TIMBER PORCH
REPAIR/REDECORATION WORKS

AT
MOUNTFORD HOUSE,
7 TOTTENHAM GREEN EAST,
LONDON,
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BY



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B1.0 SCHEDULE OF WORKS -

B1.1 This document is produced to accompany the Listed Building Application for the porch replacement and window repair at Eastgate House, 118 Eastgate Street, Bury St Edmunds, IP33 1YQ.

B1.2 The property consists of two Doric porches with fluted columns, a frieze of triglyphs and guttae, mutule cornice and blocking course with a decorated door surround. All elements of which are to be retained/replaced as close as possible.

B2.0 Porch Replacement/Repairs

B2.1 NOTE: For clarity, the left porch timber elements are to be completely replaced. The right porch is to be partially repaired/replaced where necessary. Please see the drawings for clarity.

B2.2 The existing porch construction is to be inspected by the Contractor with all elements repaired to match the existing. Photographs and detailed measurements should be taken prior to any removal works.

B2.3 PLEASE NOTE: The Joiner responsible for mould creation should be contacted prior to any works completed on the porches and site visit arrangements should be organised if necessary.

B2.4 The Contractor is to ensure all tools and equipment are suitable for careful removal and handling of the porch to avoid unnecessary damage. Specialist tools are to be used for detaching fragile timber and potentially masonry elements where required.

Left Porch

B2.5 Allow for isolating and temporarily disconnecting services where necessary for external lighting and all associated cabling etc prior to removal and make safe. Clear away all debris from the site.

B2.6 Allow to carefully and safely remove the metal railings above the porch. It has been assumed railings are embedded into brickwork, contractor is to inspect the method and the removal should be altered accordingly. Removal should be completed safely without damaging the surrounding brickwork.

B2.7 Allow to carefully set aside railings in location to be agreed with client and allow for re-fixing upon completion of replacement porch. If it is deemed railings are defective or in poor condition, C.A. is to be notified for further instructions.

B2.8 Temporary protection of brickwork is to be installed to prevent water penetration or deterioration during the period between removal and reattachment.

- B2.9 Contractor is to carefully and completely dismantle the porch, ensuring no damage is done to the surrounding brickwork or any retained original elements. Use non-invasive methods such as hand tools for the dismantling process to avoid excessive vibrations/damage. Clear away all debris from the site.
- B2.10 All elements and areas which are salvageable must be labelled and stored in the location agreed with client and C.A.
- B2.11 Safe transport must be organised to transport the porch components to the joiner's workshop for mould creation.
- B2.12 Ensure the joiner is able to complete and create detailed moulds of the existing porch elements, including the fluted columns, capitals, bases and any other decorative features. The new porch must replicate the original design as closely as possible using traditional methods and materials.
- B2.13 Ensure all new elements are fabricated using high-quality materials that are sympathetic to the original, ensuring durability and compliance with listed building requirements.
- B2.14 Following the removal of the porch, structural elements are to be inspected. It is assumed steel rods and concrete are embedded within the columns.
- B2.15 Structural engineer is to thoroughly inspect all elements and instruct any necessary treatments or replacements to maintain the structural integrity of the new porch. Concrete elements should be assessed for any signs of degradation or cracking, and appropriate repairs or replacements should be carried out as necessary.
- B2.16 A building inspector should be contacted to inspect the condition of the steel rods and concrete, ensuring that the new porch will meet structural safety standards and follow compliance with the approved building regulations application.
- B2.17 The new porch must be fabricated based on the joiner's moulds, ensuring that it is as accurate a replica as possible. All elements should be constructed with attention to detail, particularly the fluting on the columns and the Doric capitals.
- B2.18 Any modern materials or techniques used must be approved by the conservation officer and building inspector to ensure compatibility with the listed building.
- B2.19 Once porch is complete, it will need to be safely transported back to site for reinstallation.
- B2.20 The new porch must be installed in the exact original location, ensuring that it is level, plumb, and securely fixed. Any fixings or reinforcement must be discreet and in line with heritage best practices, avoiding any visible modern interventions where possible. Final adjustments should be made to ensure that the new porch blends seamlessly with the existing structure.

- B2.21 Following the installation of the new porch, allow to reinstall railings into their original positions using existing sockets in brickwork.
- B2.22 Allow to make good all areas following the reinstatement.
Right Porch
- B2.23 The Contractor is to inspect the right porch and clarify elements which need to be replaced/repared to match the existing. C.A. is to be notified for all works to be proposed prior to any removal works.
- B2.24 For pricing purposes, works to the right porch will only include the replacement of 1no. rounded fluted column to match existing and redecorating all other areas.
- B2.25 Contractor is to carefully and completely dismantle right fluted column as shown on the drawings, allowing to retain all surrounding elements ensuring no damage is done to the surrounding brickwork or any retained original elements. Use non-invasive methods such as hand tools for the dismantling process to avoid excessive vibrations/damage. Clear away all debris from the site.
- B2.26 Safe transport must be organised to transport the porch column to the joiner's workshop for mould creation. Allow to organise transportation during same time left porch is transferred
- B2.27 Ensure the joiner is able to complete and create detailed moulds of the existing porch fluted column, replicating the original design as closely as possible using traditional methods and materials.
- B2.28 Ensure new column is fabricated using high-quality materials that are sympathetic to the original, ensuring durability and compliance with listed building requirements.
- B2.29 Following the removal of column, structural elements are to be inspected. It is assumed steel rods and concrete are embedded within the columns.
- B2.30 Structural engineer is to thoroughly inspect all elements and instruct any necessary treatments or replacements to maintain the structural integrity of the orch. Concrete elements should be assessed for any signs of degradation or cracking, and appropriate repairs or replacements should be carried out as necessary.
- B2.31 A building inspector should be contacted to inspect the condition of the steel rods and concrete, ensuring that the new porch will meet structural safety standards and follow compliance with the approved building regulations application.
- B2.32 The new column must be fabricated based on the joiner's moulds, ensuring that it is as accurate a replica as possible.
- B2.33 Any modern materials or techniques used must be approved by the conservation officer and building inspector to ensure compatibility with the listed building.

- B2.34 Once column is complete, it will need to be safely transported back to site for reinstallation. Allow to organise transportation during same time as left porch.
- B2.35 The new column is be installed in the exact original location, ensuring that it is level, plumb, and securely fixed. Any fixings or reinforcement must be discreet and in line with heritage best practices, avoiding any visible modern interventions where possible. Final adjustments should be made to ensure that the new column blends seamlessly with the existing structure.
- B2.36 Following the installation of the new column, allow redecorating all other areas right porch.
- B2.37 Allow to make good all areas following the reinstallation.

B3.0 Window Repairs

- B3.1 Contractor shall be responsible for inspecting external timbers items of windows, including cills, frames etc. Contractor to notify the C.A. immediately thereafter of any necessary timber repairs for an instruction thereafter.
- B3.2 All timber repairs are to be undertaken with DRY FIX/DRY FLEX repair products, manufactured and supplied by Repair Care International Ltd. (Tel: 01827302517, Website: www.repair-care.co.uk).
- B3.3 For Pricing purposes, all timber repairs to be allowed for should be 'large resin repairs' (min 50mm thickness), incorporating insertion on timber pieces in strict accordance with manufacturer's recommendations.
- B3.4 Contractor to be responsible for selecting the appropriate DRY FIX/FRY FLEX system (1, 2 or 16) per timber repair required depending on temperature on site at the time of the repair being undertaken, the volume/size of repair being undertaken etc in strict accordance with the manufacturer's recommendations.
- B3.5 To all areas of rotten timber, completely remove all paint back to bare timber a minimum of 10mm away from the area to be treated/repared. Remove all decayed and soft timber using the Repair Care Mini-PROFITM router and round cutter in strict accordance with the manufacturer's recommendations. Where repairs are in excess of 50mm, timber inserts are to be provided allowing for minimum 5mm resin gaps between contact surfaces and the inserts, and over the top of the insert.
- B3.6 Ensure that the moisture content in the sections of timber to remain is no higher than 18% and apply DRY FIX primer as per manufacturer's recommendations. Once cured, apply appropriate level of DRY FLEX two part resin following manufacturer's mixing instructions at all times. Allow to work and finish the resin ensuring that all repairs are perfectly flush with the existing timber fenestrations members and all profiles are matched.
- B3.7 Once cured, allow to prime in strict accordance with the manufacturer's instructions, and decorate as specified elsewhere.

B4.0 Timber Re-Decoration (Window and retained elements of Right Porch)

- B4.1 Contractor to ensure surfaces are sound, dry and free from grease, wax and oil. Use a suitable oil and grease remover to clean all surfaces as necessary. Remove all loose or defective paintwork back to a firm edge and allow to thoroughly rub down adjacent areas to feather the edges. Allow to remove all loose scale and rust by thorough scraping and wire brushing to produce a clean surface.
- B4.2 Allow for inspecting all previously painted timber and where necessary, such as any blistered, poorly adhere, flaking or otherwise defective existing coatings are present, allow for completely stripping off all existing varnish/paint back to bare timber. Thereafter thoroughly rub down to remove/feather out any lip between adjacent sound surfaces.
- B4.3 Allow to thoroughly remove all dirt, grease, grit by washing down and scrubbing with sugar soap and water. Treat any areas affected by mould, algae, fungi, or lichen with an appropriate fungicidal wash such as Weathershield Multi-Surface Fungicidal Wash.
- B4.4 Allow to fill any voids, damaged sections of finishes. Former fixing holes, cracks etc to be filled with suitable external grade two part filler and rubbed down to a perfect finish prior to re-decoration. This is to be applied to all timber materials throughout the works area. Rub down all surfaces in strict accordance with the paint manufacturer's instructions to provide a sufficient key for the new finishes.
- B4.5 Allow to stop (with proprietary approved product) and prime with Weathershield Exterior Preservative Primer+ wiping off any excess. Once cured in accordance with the manufacturer's timescales, make good all cracks, nail holes, open joints and any other imperfections with an approved Polycell exterior grade wood filling agent. Allow for all additional primers as stipulated by the manufacturer.
- B4.6 Allow for rubbing down all filler thereafter and repeating the process as necessary until a perfect finish is achieved throughout.
- B4.7 Apply 2 coats of Dulux Weathershield Exterior Flexible Quick Dry undercoat and 2 coats of Dulux Weathershield Exterior Satin. Paint colour **TO MATCH EXISTING** and be applied in strict accordance with the manufacturer's recommendations. Contractor to allow for test section/area to be completed and approved by C.A. prior to all external redecorations commencing.
- B4.8 Contractor to allow for storing all materials, application of all materials, including drying time and application method etc in strict accordance with manufacturer's best practice recommendations.