

# METHOD STATEMENT

PROPOSED REPAIR AND ALTERATION OF  
THE OLD COURTHOUSE  
THE GREEN  
BOLTON BY BOWLAND  
LANCASHIRE  
BB7 4NP



Project Ref- 7184  
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## General Note

All works to be carried out to minimise loss of, and permanent scarring to historic fabric. Only minimal amount of work to be carried out that disturbs existing historic fabric. Where disturbance /removal of minor areas of historic fabric is required, as much of the historic fabric as possible is to be retained and all new fittings / pipes / services are to be discreetly positioned.

## PROPOSED WORKS

### 1.0 CHIMNEY STACKS

1.1 Repair / rebuild chimney stacks as required, replace / repair leadwork as required. Repair existing leadwork.

New scaffolding to be erected for inspection of chimney stack. Careful repair of existing stacks to remove vegetation, brushing down and repointing. Any existing lead work to be carefully repaired to match existing.

1.2 Repair / replace existing leadwork to the timber cupola and repaint in black.

### 2.0 ROOF STRUCTURES AND COVERINGS

2.1 Remove vegetation, full re-roof with replacing any damaged stone slates to match existing.

2.2 Re-bed, repoint ridge tiles. Replace defective ridge tiles as required.

2.3 Re-bed, repoint stone verge copings.

2.4 Lead coverings to verge of porch roof to be removed and existing stone copings (assumed underneath) to be re-bedded.

2.5 Existing flat roof to the rear of the external stone staircase to be re-roofed.

2.6 Remove exiting flue to the rear north roof slope.

New scaffolding to be erected for inspection and working platform.

Prepare and progress associated works listed about to ensure repair of associated detailing to match existing and provide a positive repair to historic fabric.

New stone coping to be lead flashed and fixed down to associated detailing to meet British Standards.

### 3.0 RAINWATER GOODS

3.1 Existing rainwater goods to overhauled and replaced as required with new heritage cast iron rainwater goods in black to match existing. All existing hoppers to be retained and repainted. Installation of new additional downspouts as per drawings.

Existing rainwater goods to be repaired where possible and where failed to be replaced with new heritage goods utilising existing fitting positions to reduce impact on historic fabric.

### 4.0 EXTERNAL WALLS

4.1 Review of gable walls, remove vegetation and repoint in lime mortar throughout.

4.2 Remove render to the west elevation and repoint existing stonework in lime mortar.

4.3 Existing west wall to the south elevation porch to be underpinned due to subsidence in accordance with Structural Engineers Design, Details and Specification.

Underpinning works urgently required to retain existing historic fabric. Associated design detail and structural review to be progressed as part of detailed design stage to fully assess and develop design. Sensitive digging works to be carried out and reviewed.

### 5.0 INTERNAL WALLS AND PARTITIONS

- 5.1 Installation of new internal stud walls to form new ground floor plant room, pantry, and back kitchen. Removal of partition forming cupboard to former cell door in existing dining room.

The proposed timber stud wall is to be surface fixed to the existing walling, ceiling and flooring. Plasterboard and wall finishes are to be scribed around any ceiling cornices and skirting boards where present. Installation of new skirtings and architraves to match existing.

Timber stud to existing doorway to provide reveal of previous opening. New stud walls to Pantry and Store.

Careful removal of existing partition to back of existing cupboard and making good of surround.

- 5.2 Re-configuration of existing ground to first floor staircase. First floor balustrade to be retained.

Careful removal of existing staircase and removed from site. First floor balustrade to remain in situ through works and protected. A new timber staircase to client design and specification, detail to be confirmed as part of detailed design phase and construction works. Structure of staircase to be surface fixed to external walls and sections of floor to be in filled with stud joists to meet existing level and plyboard above. New staircase layout to meet current building regulations to provide better access.

- 5.3 Blocking up of existing ground floor WC doorway and formation of new internal doorway to the repurposed Study.

Careful removal of exiting section of wall and making good of surround and joints, review of structure for staircase. The proposed timber stud wall is to be surface fixed to the existing walling, ceiling and flooring. Plasterboard and wall finishes are to be scribed around any ceiling cornices and skirting boards where present.

- 5.4 Remove existing internal north stud wall to the first-floor bedroom 01

Careful removal of exiting section of wall and making good of surround and connections to proposed works. The proposed timber stud wall is to be surface fixed to the existing walling, ceiling and flooring. Plasterboard and wall finishes are to be scribed around any ceiling cornices and skirting boards where present.

- 5.5 Remove existing first floor staircase and form new staircase leading to second floor.

Careful removal of existing staircase and removed from site. Existing sections of wall to be re-plastered and made good. A new timber staircase to client design and specification, detail to be confirmed as part of detailed design phase and construction works. Structure of staircase to be surface fixed to new internal. New staircase layout to meet current building regulations to provide better access.

- 5.6 Form new internal stud wall to the north side of first floor bedroom 01.

The proposed timber stud wall is to be surface fixed to the existing walling, ceiling and flooring. Plasterboard and wall finishes are to be scribed around any ceiling cornices and skirting boards where present. Installation of new skirtings and architraves to match existing.

- 5.7 Remove existing steps and infill existing door opening to the first floor living room.

Carefully remove existing timber steps and make good reveal.

The proposed timber stud wall is to be surface fixed to the existing walling, ceiling and flooring. Plasterboard and wall finishes are to be scribed around any ceiling cornices and skirting boards where present. Installation of new skirtings and architraves to match existing. Timber stud to existing doorway to provide reveal of previous opening.

- 5.8 Form new doorway into the first floor living room.

Carefully form new doorway by assessing existing structure. If propping required, carefully form openings and prop, installation of new door lintel above opening providing a minimum of 2.5m clear opening. Lintel detail to be assessed and design by Structural Engineer as part of detailed design stage. Lintel to be plastered and covered. Install new timber door casing and woodwork to match existing.

- 5.9 Remove internal stud wall to existing first floor landing and shower room.

Careful removal of existing structure through breaking out of existing and flush finish. All areas to be made good to former position with woodwork continued and matched to match existing.

- 5.10 Form new internal stud wall to the north side of second floor bedroom 03 as part of new first floor staircase.

The proposed timber stud wall is to be surface fixed to the existing walling, ceiling and flooring. Plasterboard and wall finishes are to be scribed around any ceiling cornices and skirting boards where present. Installation of new skirtings and architraves to match existing.

Any structural review to be integrated with the staircase design to be confirmed by Structural Engineer as part of detailed design stage.

- 5.11 Form new internal stud wall lining with timber stud and insulation on new insulated slab to existing rear outbuilding.

The proposed timber wall to be fixed to new ground slab and ceiling level creating cavity to external wall. This is to be insulated to provide a thermally protected internal space for use.

Ground to be sensitively excavated to accommodate 150mm slab, 100mm insulation and 65mm screed and floor finish. All to be integrated with new internal wall build up construction and roof build up to make the space inhabitable.

- 5.12 Alterations to existing door way to the south elevation of the existing rear outbuilding.

Existing doorway to be retained with formation of extended opening by reducing window sill level. Existing non-historic steel lintel to be removed and replaced with new stone surround with door and window installation to convert the existing outbuilding. New timber door and window to be installed.

- 5.13 Installation of new conservation roof light and new window opening to the existing rear outbuilding.

New opening to be formed in existing roof with associated noggins to form new rooflight opening. Installation of conservation rooflight and associated flashing to existing roof, existing roof to be made good and existing finishes retained.

Carefully form new window by assessing existing structure. If propping required, carefully form openings and prop, installation of new window lintel above opening. Lintel detail to be assessed and design by Structural Engineer as part of detailed design stage. Lintel to be plastered and covered internally, new external stone surround to match existing. Install new timber window to match existing.

- 5.14 Formation of new en-suite to bedroom 5 to replace cylinder cupboard.

Careful removal of former cylinder tank cupboard and make good. The proposed timber stud wall is to be surface fixed to the existing walling, ceiling and flooring. Plasterboard and wall finishes are to be scribed around any ceiling cornices and skirting boards where present. Installation of new skirtings and architraves to match existing.

Associated services to connect to existing.

Walls and floors to be tiled throughout.

## 6.0 FLOORS

- 6.1 Existing concrete ground floor slab to be removed to allow for new underfloor heating installation to ground floor throughout.

- 6.2 Remove existing ground floor cracked concrete floor, due to subsidence and replace with new insulated floor build up and underfloor heating.

The construction will be sensitively managed to ensure minimal harm to the listed building fabric.

Preparation of associated site set up, coverings of existing features such as windows and wall coverings.

Removal of existing floor coverings to be recorded as required.

Contractor to reduce dig of concrete base to required level in line with proposed drawings. All loose spoil to be removed and carted from site.

Associated floor build up in line with proposed drawings. Underfloor heating system to be laid within new screed.

Tiled finish to be completed maintaining all associated timber work such as skirtings etc.

Completion to provide a renewable heating source to building.

## **7.0 WINDOWS AND DOORS**

- 7.1 Remove existing modern window and shutter to the north side of the existing ground floor kitchen and infill opening with matching stonework.

Careful removal of modern external shutter by unscrewing units and making good any fixings areas. Careful removal and propping of former kitchen window area in order to remove stone surround. Internal build up to be blockwork internally to be plastered and match existing. External stonework to match existing and tie into existing.

- 7.2 Review and repair existing windows as required.

A detailed window review is to be carried out with any existing frames to be repaired to match existing and painted.

## **8.0 DRAINAGE**

- 8.1 Full review of existing system to be cleared and repaired as required.

Drainage survey to be carried out and associated repairs to be progressed.

All affected stone surfaces i.e. stone setts and paving are to be carefully uplifted, cleaned down and securely stored on site for re-use. Pipe trenches are to be excavated to the required depth, with extreme care taken not to undermine or destabilise the external walls of the listed building. Excavations should be dug by hand in the vicinity of the listed building and should be a suitable distance away from the external walls to reduce the risk of destabilisation and undermining. On completion of the laying of the necessary pipework, the existing stone setts and paving are to be reinstated

## **9.0 SERVICES**

- 9.1 Re-wire of existing building throughout.

- 9.2 Replacement of oil-fired central heating system with 3no air source heat pump and underfloor heating to ground floor.

- 9.3 Installation of new WC and WHB to the ground floor with associated hot and cold water supplies and drainage.

Cold water installation for WC

All new pipe runs, e.g. the cold water supply are to be surface mounted in copper pipe to avoid destructive chasing into historic wall fabric. Pipes to be screw fixed to walling. WC with S Trap to be connected below ground to new manhole on the line of the foul drain discharging to the sewage treatment plant.

Electrical installations

All electrical work including lighting, power, mechanical extract to meet current IEE / building regulations requirements.

Installation to include;

Electrical wiring and fixtures are to be contained within the new stud wall construction to avoid the destructive chasing into historic wall fabric. Electrical light fittings and wiring to the WC ceiling are to be housed in the voids in between floor joists. Openings to be formed in ceiling to house light fittings which are to be kept to the minimum required. Extract fan to be wall mounted and ducting to pass through core-drilled wall penetration to external wall. Extract grille to be fixed with plugs and screws and fixed into existing wall fabric. No electrical wiring is to be housed in wall mounted trunking / conduits.

## **10.0 EXTERNAL WORKS**

10.1 Removal of existing tennis court fencing and return to lawn and parking area.

Careful removal of existing tennis court through excavators and to suit new proposal.

10.2 Proposed new timber entrance gates.

Proposed new gates to be fixed to existing stone walls. Drilled hinges to be carefully installed and gates hung.

10.3 Proposed new garage building.

Proposed excavation for new garage to associated depths to Structural Engineers details as party of detailed design. Construction details to be confirmed as part of detailed design as method of construction.

10.4 Associated external landscaping works.

Associated external works and replanting.

10.5 Boundary wall to external steps - remove vegetation and repair as required.

Carefully removed vegetation, repair and re-point to match existing.