

Statement of Works & Methodology

3 Church Street, Clitheroe

1. Introduction

This Statement of Works & Methodology has been prepared for the proposed internal works at 3 Church Street, Clitheroe. The purpose of this document is to ensure that all works are undertaken in accordance with conservation best practice, with full regard for the protection and preservation of the building's historic fabric. No works will commence until written approval has been granted by the Local Planning Authority.

Comprehensive photographic evidence will be taken before, during, and after works to document the building's condition and all interventions.

2. General Conservation Principles

- All interventions will be the minimum necessary and fully reversible wherever possible.
- Any element or structure removed during the works will be rebuilt using the same materials and traditional construction methods, unless otherwise agreed in writing with the Local Planning Authority.
- All contractors will be briefed regarding the heritage sensitivity of the property.
- Any previously unknown historic features uncovered during the works will be reported immediately to the Local Planning Authority.

3. Works Methodology

3.1 Removal and Refurbishment of Suspended Ceilings

3.1.1 Preliminary Survey

- A written and photographic record will be made of the suspended ceilings and underlying original ceilings.
- Fragile areas of historic fabric will be identified.

3.1.2 Careful Removal

- Suspended ceilings will be dismantled manually using hand tools.
- Materials will be removed with minimal vibration to prevent damage to underlying historic surfaces.

3.1.3 Inspection and Refurbishment of Original Ceilings

- Exposed original ceilings will be inspected by a conservation specialist.
- Repairs will be carried out using appropriate traditional materials, such as lime plaster.

3.1.4 Reinstatement

- Ceilings will be reinstated only where necessary, with fixings positioned to avoid further impact on historic fabric.

3.2 Installation of New Studwork Partitions

3.2.1 Setting Out

- Stud wall locations will be planned to avoid historic features.
- Where possible, new partitions will be free-standing or fixed to non-historic building elements.

3.2.2 Construction

- Studwork will be installed using minimal, reversible fixings.
- Isolating pads will be used where the studwork meets historic surfaces.

3.2.3 Protection Measures

- Breathable protective coverings will be applied to adjacent historic surfaces.
- Tools and materials will not be placed directly on historic floors or features.

3.3 Floorboard Removal and Replacement

3.3.1 Recording and Survey

- Each floorboard will be individually photographed, numbered, and mapped.
- Existing defects or wear will be noted.

3.3.2 Removal

- Boards will be lifted manually to avoid damage to joists and substructure.
- Fixings will be removed with minimal disturbance.

3.3.3 Installation of New Pipework

- New pipework routes will be coordinated to avoid cutting or notching historic joists.
- Any necessary work to joists will follow conservation and structural engineer guidance.

3.3.4 Reinstatement

- Floorboards will be reinstated in their original positions.
- Damaged boards will be repaired using matching timber and traditional carpentry.

3.4 Reinstatement of Previously Covered Fireplace

3.4.1 Opening Up

- Coverings will be removed manually with vibration-free methods.
- Dust protection will be used to safeguard surrounding historic masonry.

3.4.2 Assessment

- A conservation specialist will inspect the fireplace for condition, materials, and historic significance.

3.4.3 Conservation and Repair

- Repairs will be undertaken using appropriate like-for-like traditional materials.
- Missing features will be reinstated only where supported by evidence.

3.4.4 Final Presentation

- The fireplace will be left exposed as a historic interior feature.
- Finishes will be agreed with the conservation specialist and Local Planning Authority.

4. Rebuilding of Removed Structures

Any structural or decorative element that requires removal will be rebuilt using the same materials and construction methods, ensuring historical accuracy. This process will be fully documented with photographs and notes.

5. Monitoring and Reporting Procedures

- A conservation-accredited professional will oversee key stages of work.
- Any unexpected discoveries, defects, or heritage risks will be reported immediately to the Local Planning Authority.
- On completion, a final photographic and written report will be submitted, documenting all works undertaken.

6. Conclusion

This Statement of Works & Methodology outlines a careful and conservation-led approach to the proposed internal works at 3 Church Street, Clitheroe. The procedures detailed here ensure that all historic fabric is protected, restored, and recorded in accordance with the requirements of the Local Planning Authority.