BUILDING ELEMENTS LTD

Town Planning and Architecture

Duckpond Farm Cottage,
Moorgate Rd,
Barnoldswick,
Lancs, BB18 5SQ

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Method Statement for New Stone Façade Construction

Former Post Office, 83 The Square, Waddington, BB7 3HZ

Listed Building Grade II — List Entry 1163638 Applications 3/2026/0320 & 3/2026/0321

1. Introduction and Heritage Context

This method statement sets out the proposed approach for dismantling the existing post office frontage and constructing a new traditionally detailed stone façade at the Former Post Office, 83 The Square, Waddington. The building is Grade II listed and forms part of the historic core of the village. All works have been designed to preserve and enhance the architectural character of the listed building while ensuring compliance with current Building Regulations. The new façade reinstates a traditional frontage using natural stone, heritage joinery, and appropriate detailing, with reclaimed materials incorporated wherever possible.

2. Preliminary Works

The building has already been recorded through a full LiDAR survey and measured drawings, providing an accurate digital model of the existing frontage. Before dismantling begins, additional high-resolution photographs will be taken to document the condition of the façade immediately prior to intervention. The site will be secured with protective fencing and clear signage to protect the public and the surrounding historic fabric.
A detailed visual inspection will be undertaken to identify any stone or architectural elements suitable for reuse. These will be carefully removed, labelled, and stored under cover. Dismantling of the existing frontage will be carried out by hand using non-vibratory tools to avoid damage to adjacent historic masonry and to preserve any salvageable material.

3. Foundations and Floor Construction

The new façade will be supported on a concrete foundation poured directly onto competent, load-bearing natural ground. Excavation will proceed only to the depth required to expose suitable bearing strata and prevent frost heave, as confirmed by the structural engineer. Once the excavation is complete, the concrete foundation will be cast in situ and levelled to receive the new walling.
A new section of concrete floor will be poured internally where required to support the new façade. This slab will be structurally tied into the existing floor using dowels or reinforcement specified by the structural engineer, ensuring continuity and preventing differential movement between new and existing construction.

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4. **Wall Construction**

The walling below the new stone sill will be constructed entirely in natural random reclaimed stone sourced locally. This lower section forms the plinth and base walling and will be laid in lime mortar to ensure breathability and compatibility with the historic structure. The stone will be selected to match the existing building in colour, texture, and geological type.
Above the stone sill, the façade will transition to the dressed and detailed stonework shown on the approved drawings. This includes the ashlar-faced stone elements, pilasters, mullions, and stone heads that define the architectural composition of the new frontage. These components will be set out with care to ensure correct proportions and alignment with the existing building. Lime-based mortar (NHL 3.5) will be used throughout for bedding and pointing, and the new masonry will be bonded and aligned with the existing structure to ensure a coherent and seamless appearance.

5. **Roof and Cornice Construction**

A new stone cornice will be formed at the wall head, incorporating a lead-lined gutter detailed in accordance with the approved section. The gutter will be lined in Code 5 lead with welted joints and drips at appropriate intervals to ensure long-term durability.
The roof structure above will be formed using rafters installed to the structural engineer's specification. A high-quality breathable roofing membrane will be installed directly over the rafters to allow the roof structure to breathe while providing weather protection. Timber battens will be fixed over the membrane, and the blue slate roof will be laid using galvanised nails with appropriate headlaps and side laps. Adequate ventilation will be maintained in accordance with Building Regulations. Lead flashings and soakers will be installed at all abutments to ensure weatherproofing.

6. **Joinery and Glazing**

Traditional timber sash windows will be installed, replicating the original proportions and operating on cords and weights. Glazing will be slimline heritage double glazing where approved, or single glazing where required by the Conservation Officer. The windows will be primed and painted in a heritage colour appropriate to the building and its setting. Stone sills and surrounds will be installed flush with the façade to maintain the traditional appearance.

7. **Finishes and External Detailing**

All external joints will be pointed with lime mortar and brushed back to expose the aggregate.

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Stonework will be cleaned using soft bristle brushes only, with no chemical cleaning permitted. Any surface finishes will be breathable and mineral-based. Any retained signage or architectural features will be reinstated in accordance with heritage guidance and the approved drawings.

8. Compliance and Quality Assurance

All works will be carried out in accordance with Building Regulations 2010 (as amended), BS 7913:2013 (Guide to the Conservation of Historic Buildings), and relevant Historic England technical guidance. Regular inspections will be undertaken by the Conservation Officer and structural engineer. A photographic record will be maintained throughout the works to document progress and compliance.

9. Environmental and Heritage Considerations

Reclaimed stone, roof slate and timber will be reused wherever feasible to maintain the building's historic character and reduce environmental impact. Waste will be minimised, and cement-based mortars will be avoided. Adjacent historic fabric will be protected from vibration, dust, and water ingress throughout the works. All interventions will be designed to be reversible wherever possible.

10. Completion

Upon completion of the works, a final inspection will be carried out with the Conservation Officer. As-built drawings and a photographic record will be provided. The site will be cleaned and reinstated, and a completion certificate and heritage compliance statement will be submitted.