

Record of Site Visit with Charlie Rose 9 December 2013

1. Communication and ways of working

Agreed that all of us want the same ultimate end result and that we need to improve how we communicate in order to achieve a smooth realisation of a beautifully presented and well preserved Georgian family home.

We agreed that there would be a single point of communication which would be Katherine William-Powlett. In order to allow work flow and good communication, discussions on site would be recorded in a meeting note. C. Rose would respond to confirm that the note represented his understanding of what was agreed. Where things had thus been agreed, the 31GJS team would be able to continue with the work on the understanding that it would be formalised by discharge of a condition at a later date.

C Rose would prefer one complete application for discharge of conditions when all information was ready with provision of information required to be agreed on an ongoing basis by discussion and email confirmation. Email confirmation would be seen as sufficient comfort to proceed. This was the case for example with the rear steels which and been discussed at meeting on 21 November, recorded in a meeting note and agreed by C Rose in a subsequent email.

2. Tuck pointing

We agreed that the sample below was the sample to work to for the tuck pointing.



3. Bricks on front

Where bricks needed replacing we agreed the sample bricks as shown in the image below, the top bricks being the replacement bricks and the lower ones being the originals.



4. Rear pointing

Further inspection of existing rear pointing has revealed that it is in poor condition and spot repairs will not be sufficient. We plan to repoint rear with lime mortar. Samples will be prepared for viewing.

5. Front windows

Agreed in principle that all front windows would use the same moulding as previously provided, 35mm deep and 35mm wide. This had previously been thought not to be possible throughout due to slightly different design of window boxes on second floor. However with some small adjustments and moving parting bead we think it is possible to keep all mouldings same on front windows. The joiners would now measure up and draw for all front windows and these drawings will be presented to C Rose as part of the process to discharge condition 5(c). All window boxes will be retained and repaired where necessary.

6. Rear windows

As per planning application, only four windows at rear are to be replaced/ new. Three at the top because they are not in keeping with the rest of the rear and one in basement where we are replacing a door with a window. The plan 1257/501 submitted with application ref PP-03052071 to discharge the conditions is agreed in principle. Joiners will provide detailed manufacture drawings to show exactly how each window will be made to fit existing window boxes.

7. Sprinklers

A method statement regarding the sprinkler system is currently being drafted and will be provided prior to commencement of work. It will cover appearance of sprinkler heads, route to them and size of holes through beams.

K William-Powlett

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