
From: [REDACTED]
Sent: 28 November 2018 11:45
To: Henry, Kate
Subject: 8 Kelly Street - follow-up notes

Hi Kate,

hope you're well.

Thanks so much to you and Colette for coming to the property on Monday.

As promised, below are some follow-up notes regarding what we would like start doing inside the house, in order to be able to further investigate the various issues discussed - and the additional info we said we'd supply you.

Thanks in advance for looping Colette in. I think it's conservation department than needs to specifically to be aware of anything we plan to touch internally for investigation just now. (Excuse me if I've misunderstood that!)

1) In the first instance, we would like to begin the following as soon as possible, in order to be able to get more information for ourselves and to be able to share it with you. I believe we went through all of this verbally, but I just wanted to make sure it was all listed in writing.

Let me know if it's OK to go ahead.

- Ground floor:
 - Open up the floors in living room, kitchen, store cupboards under the bathroom, to check condition of joists, wall plates etc... affected by rising damp or water leaks from above.
 - Remove skirting throughout (non original) to expose and investigate walls and floors
 - Open up around the living room hearth to investigate upward leak
 - Open up in kitchen cupboards and open concrete slab near soil pipe and manhole in rear garden to investigate the internal drainage set up.
 - Remove kitchen units to access / investigate full floor and wall condition
 - Remove cupboards and shelves etc from living room, to expose and explore
 - Remove wallpaper from walls and ceilings where possible to investigate the existing condition

- 1st Floor:
 - Remove and dispose of carpets, and remove first floor chipboard flooring to investigate damage caused by roof leaks
 - Remove cupboards and shelves etc.. from front bedroom, to expose and explore
 - Remove wallpaper from walls and ceilings where possible to investigate the existing condition
 - Remove existing bathroom fittings, tiling and disintegrated flooring to determine extent of rot / full state of the room

- External
 - Investigate/remove damaged concrete at the front of the house to be below the ground floor finished floor level by 150 mm.
 - Wisteria causing water ingress needs to be removed - although this may not need to immediate and I will follow-up with further information / damp report details

2) Once we can complete these investigations I'll send you both further details on the following, as quickly as possible:

- Status and state of joists
 - I don't believe any of the joists are original but will check throughout the house to confirm and document this, and also determine which are sound and which are rotten
- Further images of the ceiling / walls (internally)
 - Once we're OK to remove the wallpaper we'll be able to send further images of the state of the walls and ceilings, particularly in the living room where it looks like it's being held up by the wallpaper.

3) Additionally, I'll get the following to you asap. (Rather than bombard you with lots of mails, I'll get all the information together for you in a file and send it over):

- Recommendations by the specialist contractors we've had visit the property for the render of the front and rear facades / external walls.
- Recommendations by the damp proof specialists for the waterproof render for the internal walls
 - I will send through full damp report details
- Additional photos and existing specs of the roof(s)
- Updated rear elevation drawings to include the historical sill above the 'extension'
- **NB** - regarding the sill. Since meeting on Monday we've had a look into this and the essential roof works, and it may not be possible to replace the rear extension roof in a way that meets building regs i.e. - to include required insulation etc... in the space below the sill. We will continue to investigate this, but I wanted to also explore the idea of building up and around the sill. So essentially raising the height of this room (as we have the scope to, especially being end of terrace) and internalising the sill to avoid touching it. It maybe the only way to meet building regs, so it would be great to discuss this option. I'll send over a sketch of the potential design asap.

I think that's everything for now. Look forward to hearing your feedback.

Thanks very much again and all the very best,

[Redacted]

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