

**TEWKESBURY TOWN COUNCIL
BUILDINGS & MOORINGS COMMITTEE
THURSDAY 28th JULY 2022**

To: Councillors C Danter (Chairman), H Bowman, K Brennan, P Devine, R. Gurney, K. Powell, S. Raywood

You are hereby summoned to a meeting of the Buildings & Moorings Committee to be held in the Mayor's Parlour, Town Hall, High Street, Tewkesbury, Thursday 28th July at 5.30pm in the Town Hall

Members of the public and press are welcome to attend.



Debbie Hill
Town Clerk
23rd July 2022

AGENDA

1. Receive apologies for absence
2. Receive declarations of interests
3. Receive dispensations
4. Approve the minutes of the Buildings & Moorings Committee meeting held on 21st June 2022
5. Matters arising from the minutes – for information only
6. Receive correspondence relating to the Buildings & Moorings Committee
7. Public Participation *(to provide members of the public/press with the opportunity to comment on items on the agenda or raise items for future consideration. In accordance with Standing Orders this will not exceed 12 minutes in total and 3 minutes per person.)*
8. Approve payments to be made
9. Review the budget reports and earmarked reserves report
10. Agree the release of earmarked reserves
11. Consider a request from Tewkesbury Museum Trustees to use the Town Hall basement for storage, cataloguing and conservation of items owned by or on loan to Tewkesbury Museum including artefacts, other objects and exhibits and equipment required for their storage
12. Receive an update from the Town Clerk in respect of grant funding applications for works at 64 Barton Street

- 13.** Approve the appointment of Nick Joyce Architects to act as Project Manager for the technical aspects of the full application to the MEND 2 fund for exterior and interior repairs to 64 Barton Street
- 14.** Agree the proposed internal reconfiguration works as requested by the Museum Trustees to 64 Barton Street
- 15.** Receive the Structural Engineer's report on the walls to the rear of the Watson Hall

MINUTES

of the

Buildings & Moorings Committee meeting held on 21st June 2022 at 6pm in the Town Hall, Tewkesbury

Present: Cllrs C Danter (Chair); K Brennan, J Raywood, S Raywood

In attendance: D Hill (Town Clerk), two members of the public and R Blockley

B&M.22.020 Receive apologies for absence

Cllr Gurney, Cllr Devine, Cllr Powell and Cllr Bowman

B&M.22.021 Receive declarations of interest

Cllr J Raywood and Cllr Brennan in relation to items 22.030 and 22.033.

B&M.22.022 Receive dispensations

None.

**B&M.22.023 Approve the minutes of the Buildings & Moorings Committee meeting held on
31st May 2022**

It was RESOLVED to approve the minutes of the meeting held on 31st May 2022, with two small amendments - to add K Brennan and 2 members of the public in attendance.

B&M.22.024 Matters arising from the minutes – for information only

20.093 Defibrillator – Two units are being bought for the Town Hall and the Watson Hall as building specific units due to recent incidents at the Town Hall and the nature of use of the Watson Hall. Respond to Freemasons, need is for High Street, as already a defibrillator at Roses Theatre and Quay Street

20.127 Repairs to window at 64 Barton Street – ongoing

20.139 WH balcony handrail – work being undertaken end June/beginning of July

20.143 Back of Avon retaining wall quote – ongoing

20.187 Lease to Avon Navigation Trust – ongoing

R Blockley gave events update:

- Events being cancelled generally due to cost of living crisis
- Watson Hall, promoters have cancelled some events
- Concrete entrance area at front entrance to be reduced in size due to health and safety concerns
- Concerns on safety of wooden structure in Potters Court. **Action:** raise with Conservation Officer for advice
- Doors and floors projects now at final stage. **Action:** final costs to be confirmed once complete

B&M.22.025 Receive correspondence relating to the Buildings & Moorings Committee

Two emails were received as follows:

First email

On behalf of Tewkesbury Civic Society, I would like to make a few observations for your consideration concerning matters within your remit and the agenda of the extraordinary meeting of the Buildings and Moorings committee on the 21st June.

Item 10 is:

Agree the preferred style of replacement fencing at St Mary's Road mooring and to apply for planning permission for the preferred option

As already said by myself at your last meeting, isn't it appropriate to first agree what the purpose for this parcel of land (and any others too) should be? Normally, we feel this would have best been done in your working group after exhaustively debating the alternatives, we think it still should? This detail of fencing choice only makes sense once the future use of the area has been formally agreed and documented which to our knowledge is not the case?

We acknowledge that at this site almost anything could be an improvement on the present ugly wire fencing, unmanaged and broken moorings strewn grass area. You could just erect any sort of new fencing and let the Victoria Gardens folk put in and maintain a few flower beds. It would be better aesthetically than now.

But here is an opportunity to show ambition and imagination and as the custodian of public land along our valuable Riverside Walk is it not your duty to deal with it a little more creatively than as just an adjunct to moorings.

The Civic Society and others have made the case to you that the space in question should be accessible to the public. We do this because it borders the Riverside Walk which we feel should be high on TTC's priority list. It and the TBC owned piece in front of Tannery Mews are perfect places to rest along that Walk and view the river, but both are ignored presently.

Should you decide to agree to the Civic Society's recommendations there may still be hurdles to overcome, perhaps budget, perhaps overhead wires, perhaps underground voids so, if real, a plan needs to be developed to overcome them. We accept that that may take time and effort, you may have to work out a phased approach, but surely that's what you are constituted for?

The Riverside Walk only recently was improved hugely by connection of the missing link behind Wetherspoons and Elliot Court. The Walk is not perfect and one has to leave the riverside in several places but at least now one does not have to use Church Street and High Street any more.

However, TTC played no part in that achievement, it was the Civic Society and Historical Society first lobbying then working together with TBC (one senior officer particularly) that achieved that. Clearly TTC had not sufficient interest in the Riverside Walk then. You do have the opportunity to change that.

For fencing, we advocate it be sited along the river edge, not the road, with bollards, flowerbeds or some-such to prevent fly-parking. The fence style should be metal three bar as at Mill Bank, along the old "missing link" behind Wetherspoons, Back of Avon and round the slipway on the Hangings. The Conservation Officer has told you he strongly prefers metal three bar fencing too. It gives unity to the Riverside Walk concept.

Certainly, the old Riverside Partnership had determined that wherever new fencing was erected with public money along the Walk, it should be three bar metal. That includes behind Priors Court of course.

Referring to Priors Court moorings, the Society trusts that quotes referred to in B&M.22.017 in the draft minutes of your meeting of 31/05/22, will include metal three bar fencing? Item B&M.22.015 refers to the Architect who had offered a year and a half ago to help with any redrafting of the Planning Application, he is unable to do so now, too much time has elapsed! He may be in a position to offer advice after October. The Civic Society however continues to offer help both in this instance and in the Moorings Working Group generally.

Anyway, we hope these observations are helpful and look forward to reading your documented deliberations and decisions.

Email2

1. With regard to item 11 on the agenda, will the Tewkesbury Museum Trustees pay for any additional insurance required if the request to store items in the Town Hall basement is approved? What assessment has been made of any increased risks e.g. fire from storing the Museum items in the basement?
2. How much time do members of the Town Council staff spend on managing the Watson Hall, the Town Hall and the Moorings, respectively?
3. What is the progress of the legal work being paid for by the Town Council to consider the ownership of the Watson Hall and associated assets? What is the target date for completion of this work? Is it likely that this will be complete before the Town Council elections in 2023?
4. In the absence of any phasing of the Watson Hall budget, it seems that the income from the Tudor Bar is significantly below the budgeted amount at month 3; why is this? In contrast, the total of the actual and committed expenditure on "Events & Services" seems to be considerably higher than budgeted at month 3; why is this? Why is there no commentary against these items in the budget report?
5. What is the apparently unbudgeted "Doors and Floors Project"? Is there a proposal document setting out the aims and objectives of this project, together with a cost/benefit analysis?
6. The committed expenditure on projects for the Watson Hall seems to have exceeded the budgeted amount (£18000) after only three months of the budget cycle. What controls does the B&M Committee use to manage its budget? Where will the money for this apparent overspend come from? Why is there no commentary (i.e. to explain this apparent overspend) against these items in the budget report?
6. The actual and committed expenditure on maintenance of the Moorings appears to be almost double the budgeted amount for this item for the entire year. Why has this apparent overspend been allowed to happen? Why is there no commentary against this item in the budget report to explain the apparent overspend?
7. Is there any risk that the requirements to repair 64 Barton Street and provide the ongoing maintenance of the building, will bankrupt the Town Council?

- B&M.22.026 Public Participation**
None.
- B&M.22.027 Approve payments to be made**
It was RESOLVED to approve the payments list totalling £9,017.06. Proposed by Cllr Danter, seconded by Cllr Brennan.
- B&M.22.028 Review the budgets report and earmarked reserves report**
The reports were reviewed. **Action:** Moorings maintenance Earmarked Reserve 323 and 64 Barton Street Fundraising Earmarked Reserve 364 need to be released – add to next agenda.
- B&M.22.029 Agree the preferred style of replacement fencing at St Mary's Road mooring and to apply for planning permission for the preferred option**
It was RESOLVED to instal hoop top black metal fencing and to apply for planning permission if required. Proposed by Cllr Danter, seconded by Cllr S Raywood. The fence will be in the same location as the existing fence and the grass area will be made more attractive, hopefully through partnership working.
- B&M.22.030 Consider a request from Tewkesbury Museum Trustees to use the Town Hall basement for storage, cataloguing and conservation of items owned by or on loan to Tewkesbury Museum including artefacts, other objects and exhibits and equipment required for their storage**
Tewkesbury Museum Trustees are awaiting a response from Tewkesbury Borough Council who currently owns the artefacts in question. Item deferred until response received.
- B&M.22.031 Receive an update from the Town Clerk in respect of grant funding applications for works at 64 Barton Street**
Two grant applications have been submitted to date; Summerfield Trust £10k for repairs to the decorative ceiling and Historic England £154,574 for external repairs. An Expression of Interest has been submitted to the MEND fund through Arts Council England £430,383 for external and internal repairs and for internal reconfiguration work.
- B&M.22.032 Retrospectively approve the appointment of Nick Joyce Architects and PDQS Ltd. to undertake a costed condition survey of the exterior and interior of 64 Barton Street**
It was RESOLVED to retrospectively approve the appointment of Nick Joyce Architects and PDQS Ltd to undertake a costed condition survey of the exterior and interior of 64 Barton Street. Proposed by Cllr Danter, seconded by Cllr S Raywood.
- B&M.22.033 Note the condition report no. 2 of 64 Barton Street and to agree the additional proposed works as requested by the Museum Trustees**
This item was deferred to the next meeting.

B&M.22.034 Approve the purchase of stage curtains and track at a cost of £2,044 plus £450 site visit fee at the Watson Hall

It was RESOLVED to purchase stage curtains and track at a cost of £2,044 plus £450 site visit fee. Proposed by Cllr Danter, seconded by Cllr S Raywood.

B&M.22.035 Approve the purchase of blackout replacement window curtains at a cost of £1,842 at the Watson Hall

Look at alternative options locally.

B&M.22.036 Approve removal and alterations to the stage blacks/tabs/legs at a cost of £625

Look at alternative options locally.

B&M.22.037 Receive the Structural Engineer's report on the walls to the rear of the Watson Hall

This item was deferred to the next meeting.

There being no further business the meeting closed at 19.25.

Signature of Chairman upon approval of the minutes 6th September 2022

Detailed Income & Expenditure by Budget Heading 27/07/2022

Month No: 4

Budget Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
Building & Moorings						
<u>200 Moorings</u>						
1300 Moorings Income	2,155	5,722	3,567			
	<u>2,155</u>	<u>5,722</u>	<u>3,567</u>			<u>0</u>
Moorings :- Income						
4450 Maintenance	4,140	4,162	22		22	
4460 Rates	380	1,561	1,181		1,181	
4470 Mooring Leases	0	100	100		100	
4480 Projects - Moorings	1,900	6,500	4,600		4,600	
	<u>6,420</u>	<u>12,323</u>	<u>5,903</u>	<u>0</u>	<u>5,903</u>	<u>0</u>
Moorings :- Indirect Expenditure						
Net Income over Expenditure	<u>(4,265)</u>	<u>(6,601)</u>	<u>(2,336)</u>			
<u>210 64 Barton Street</u>						
4195 Health & Safety	0	300	300		300	
4450 Maintenance	540	15,000	14,460		14,460	
4500 64 Barton Street Projects	1,187	25,000	23,813		23,813	
4505 64 Barton St Fundraising	2,225	0	(2,225)		(2,225)	
	<u>3,952</u>	<u>40,300</u>	<u>36,348</u>	<u>0</u>	<u>36,348</u>	<u>0</u>
64 Barton Street :- Indirect Expenditure						
Net Expenditure	<u>(3,952)</u>	<u>(40,300)</u>	<u>(36,348)</u>			
<u>220 Town Hall</u>						
1400 Garden Income	0	104	104			
1410 Town Hall Income	6,207	20,000	13,793			
1415 TH Merch Income	7	0	(7)			
	<u>6,213</u>	<u>20,104</u>	<u>13,891</u>			<u>0</u>
Town Hall :- Income						
4195 Health & Safety	1,066	500	(566)		(566)	
4450 Maintenance	6,752	12,485	5,733	800	4,933	
4460 Rates	1,259	4,266	3,007		3,007	
4550 Water	408	728	320		320	
4560 Electric	938	2,000	1,062		1,062	
4570 Gas	650	3,000	2,350		2,350	
4580 Garden Expenditure	101	312	211		211	
4590 Projects	1,079	15,606	14,527		14,527	
4960 Equipment	390	2,081	1,691		1,691	
4961 Waste and recycling	144	0	(144)		(144)	
	<u>12,788</u>	<u>40,978</u>	<u>28,190</u>	<u>800</u>	<u>27,390</u>	<u>0</u>
Town Hall :- Indirect Expenditure						
Net Income over Expenditure	<u>(6,574)</u>	<u>(20,874)</u>	<u>(14,300)</u>			

Detailed Income & Expenditure by Budget Heading 27/07/2022

Month No: 4

Budget Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
<u>230 War Memorial</u>						
4450 Maintenance	0	1,040	1,040		1,040	
War Memorial :- Indirect Expenditure	<u>0</u>	<u>1,040</u>	<u>1,040</u>	<u>0</u>	<u>1,040</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>(1,040)</u>	<u>(1,040)</u>			
Building & Moorings :- Income	8,368	25,826	17,458			
Expenditure	23,159	94,641	71,482	800	70,682	
Movement to/(from) Gen Reserve	<u>(14,791)</u>					
Grand Totals:- Income	8,368	25,826	17,458			
Expenditure	23,159	94,641	71,482	800	70,682	
Net Income over Expenditure	<u>(14,791)</u>	<u>(68,815)</u>	<u>(54,024)</u>			
Movement to/(from) Gen Reserve	<u>(14,791)</u>					

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
<u>Watson Hall</u>						
600 <u>Watson Hall</u>						
1800 Watson Hall Income	6,085	22,808	16,723			
1810 Leases	0	300	300			
1820 Tudor Bar Income	9,375	50,000	40,625			
1830 Events Income	1,776	7,000	5,224			
	<u>17,235</u>	<u>80,108</u>	<u>62,873</u>			<u>0</u>
Watson Hall :- Income						
4195 Health & Safety	1,066	500	(566)		(566)	
4221 Telephone/IT (WH)	224	750	527		527	
4280 Events & Services	2,775	7,000	4,225		4,225	
4450 Maintenance	1,082	10,000	8,918	150	8,768	
4550 Water	649	728	79		79	
4560 Electric	1,269	3,000	1,731		1,731	
4570 Gas	521	2,081	1,560		1,560	
4590 Projects	0	18,000	18,000		18,000	
4912 Bar Payroll Processing	53	200	148		148	
4913 Bar Equipment	260	1,500	1,240		1,240	
4914 Bar Card Charges	127	850	723		723	
4915 Events Card Charges	48	0	(48)		(48)	
4919 Doors & Floor Project	0	0	0	13,631	(13,631)	
4950 Bar Stock	5,276	23,000	17,724		17,724	
4955 Bar Salaries	3,934	15,000	11,066		11,066	
4960 Equipment	448	4,000	3,552		3,552	
4961 Waste and recycling	113	0	(113)		(113)	
4990 Sundries/Petty Cash	0	100	100		100	
	<u>17,844</u>	<u>86,709</u>	<u>68,865</u>	<u>13,781</u>	<u>55,084</u>	<u>0</u>
Watson Hall :- Indirect Expenditure						
Net Income over Expenditure	<u>(608)</u>	<u>(6,601)</u>	<u>(5,993)</u>			
Watson Hall :- Income	17,235	80,108	62,873			
Expenditure	17,844	86,709	68,865	13,781	55,084	
Movement to/(from) Gen Reserve	<u>(608)</u>					
Grand Totals:- Income	17,235	80,108	62,873			
Expenditure	17,844	86,709	68,865	13,781	55,084	
Net Income over Expenditure	<u>(608)</u>	<u>(6,601)</u>	<u>(5,993)</u>			
Movement to/(from) Gen Reserve	<u>(608)</u>					

Account	Opening Balance	Net Transfers	Closing Balance
320 EMR B&M 64 BS Maintenance	6,709.00	0.00	6,709.00
321 EMR B&M Town Hall Gardens	250.00		250.00
322 EMR B&M Moorings Prior's Court	19,894.23		19,894.23
323 EMR B&M Moorings Maintenance	335.00		335.00
324 EMR E&A Noticeboards	1,447.00		1,447.00
325 EMR E&A Playground Projects	12,604.00		12,604.00
326 EMR E&A Youth	4,105.00		4,105.00
327 EMR FIN Asset Management Proj	3,821.00		3,821.00
328 EMR B&M War Memorial	5,857.73		5,857.73
329 EMR SH Severn Ham	6,140.00		6,140.00
330 EMR E&A CCTV	2,500.00		2,500.00
331 EMR E&A Tree Maintenance	5,150.00		5,150.00
332 EMR E&A Street Furniture	2,300.00		2,300.00
333 EMR E&A Toilet Block Project	7,902.00		7,902.00
334 EMR E&A Gloucester Road Maint.	0.00		0.00
335 EMR E&A Bus Shelters	2,640.00		2,640.00
336 EMR FIN Regalia	0.00		0.00
337 EMR FIN Website	2,160.00		2,160.00
338 EMR FIN Professional	0.00		0.00
339 EMR FIN Legal	9,087.00		9,087.00
340 EMR FIN Elections	4,000.00		4,000.00
341 EMR FIN Tourism & Marketing	1,474.00		1,474.00
342 EMR FIN Newsletter	1,500.00		1,500.00
343 EMR SH Weeding	7,500.00		7,500.00
344 EMR SH Severn Ham Tree Maint	8,000.00		8,000.00
345 EMR SH Hay Sowing Project	8,675.00		8,675.00
346 EMR SH Carver Knowles	2,050.00		2,050.00
347 EMR PLA Comm. & Display	1,306.00		1,306.00
348 EMR PLA Outreach Sessions	271.00		271.00
349 EMR B&M Moorings Projects	6,363.00		6,363.00
350 EMR B&M Watson Hall Lease *	20,000.00		20,000.00
351 EMR B&M Moorings St Mary's Rd	2,433.00		2,433.00
352 EMR FIN Insurance	1,556.00		1,556.00
353 EMR FIN Shop Windows Project	3,290.02		3,290.02
354 EMR B&M TH Maintenance	9,761.00		9,761.00
355 EMR B&M WH Projects	10,040.00		10,040.00
356 EMR B&M WH Bar Equipment	1,619.00		1,619.00
357 EMR B&M 64 Roof Project	0.00		0.00
358 EMR SH Mythe Nature Reserve	5,000.00		5,000.00
359 EMR PLA Community Devel Planni	1,000.00		1,000.00
360 EMR B&M TH Projects	12,100.00		12,100.00
361 EMR FIN Community Grants	1,822.00		1,822.00
362 EMR FIN Tewkes Live Music Fest	9,892.50		9,892.50
363 EMR B&M WH Doors & Floors Proj	3,402.00		3,402.00
364 EMR B&M 64 BS Fundraising Proj	6,788.00	0.00	6,788.00
	<u>222,744.48</u>	<u>0.00</u>	<u>222,744.48</u>

nickjoycearchitectsltd

architects and historic building consultants

tewkesbury museum,
64 barton street
tewkesbury

condition report
number 2
16 May 2022

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tewkesbury museum, 64 barton street tewkesbury

<i>Local Authority</i>	Tewkesbury Borough Council
<i>County Authority:</i>	Gloucestershire County Council
<i>Report no:</i>	Two
<i>Dates of inspection:</i>	Monday 16 May 2022
<i>Weather conditions:</i>	Raining 16°C
<i>Inspecting architect:</i>	Nick Joyce Nick Joyce Architects Ltd 5 Barbourne Road Worcester WR1 1RS Tel: 01905 726307
<i>present:</i>	Joanne Raywood – Chair of the Trustees

1.0 EXPLANATORY NOTES

1.1 Introduction

This report is not a specification for the execution of work and must not be used as such. The architect is willing to draw up the specification and to assist the Trustees in applying for the appropriate planning consents and to direct the execution of repairs.

Where it is recommended that an architect's specification is drawn up for the essential repairs this is because impartial professional advice is felt to be necessary. Where a building is over approximately sixty years old the advice of a specialist architect used to dealing with historic buildings should always be sought.

1.2 Scope of the Report

The report is made on the findings of an inspection of the interior of the museum. We have not inspected woodwork or other parts of the structure which are covered, unexposed, or inaccessible and we are therefore unable to report that any such part of the property is free from defect. No inspection was made of service installations or any below ground drainage.

1.3 Electrical Installations

The electrical installation should be tested every quinquennium unless otherwise specified by your insurer and immediately if not done within the last five years by an approved NIC EIC electrical contractor. An insulated resistance and earth-continuity test should be obtained on all circuits. The engineer's test report should be kept with the logbook. The Trustees are advised to contact the insurers of the museum to see if more regular inspections are required.

1.4 Heating Installation

The heating installation should be checked at the end of each summer prior to recommencement of heating and it is recommended that the Trustees enter into an annual maintenance contract with a qualified heating engineer to ensure that the installation runs safely and efficiently.

1.5 Lightning Conductors

Any lightning conductor should be tested annually in accordance with the British Standard Code of Practice CP 326, by a qualified electrical engineer and the record of the test results and conditions should be kept with the building log book. The insurers of the Museum will stipulate regularity of testing.

Where no lightning conductor exists, it is recommended that the Trustees notify the insurers of the building to ensure that the building is covered under the terms of the insurance policy for any damage by lightning.

1.6 Fire Protection

Under provisions of the Regulatory Reform (Fire Safety) Order 2005, all public buildings are obliged to carry out a FIRE RISK ASSESSMENT, and this should be updated annually taking into account any changes made.

All extinguishers should be inspected annually by a competent engineer to ensure they are in good working order.

Further advice can be obtained from the Fire Prevention Officer of the local fire brigade and from your insurers.

Recommended Provisions

Location	Type of Extinguisher
General area	Water CO ²
Boilers:	
Solid fuel boiler	Water
Gas fired boiler	Dry powder
Oil fired boiler	Foam (or dry powder if electricity supply to boiler room cannot be easily isolated).

Note: Dry powder extinguishers are not recommended for museum interiors since the use of powder can be damaging to furnishings, exhibits etc.

1.7 Asbestos

Under the Control of Asbestos Regulations 2012 (CAR2012) the Museum has a legal duty to ensure that an asbestos survey is undertaken, and a management plan is maintained and is made available to anyone carrying out work there. This can be a relatively simple document but should be maintained. Guidance on preparation of this can be obtained from the local branch of the Health and Safety Executive or downloaded from their website www.hse.gov.uk/asbestos. The Museum has a legal duty to remove asbestos during a major refurbishment, if materials remain in-situ there is a legal duty to manage any asbestos containing products and an asbestos management plan for the building is required.

1.8 Maintenance Between Inspections

The Trustees are strongly advised to enter into a contract for the annual maintenance of the building. It is particularly important to ensure that all gutters, hopper heads and downpipes are secure and free flowing, and all gullies remain unblocked at all times. Slipped or damaged tiles should be replaced, and flashings and leadwork checked for soundness. The best period for carrying out annual maintenance is at the end of each autumn after leaves have fallen.

1.9 Insurance

The Trustees are advised to maintain adequate cover for building and contents insurance and to ensure that they comply with the terms of the insurance policy in terms of any loss or damage to the structure and contents, which may occur. The insurer will advise on what measures are deemed to be minimum requirements and may reduce premiums if more stringent methods of protection are adopted. For guidance on insurance levels a leaflet prepared by Historic England is available from:

1.10 Log Book

It is recommended that the Trustees retain a log book which records all work undertaken at the Museum together with the name of contractors and costs. Routine inspections of the fabric should also be recorded together with any incidents of water ingress, beetle or dry rot outbreak.

1.11 Recommendations for Repairs

The report will identify defects that were recorded at the time of the inspection prioritising those items where it is felt that the defect may lead to further and potentially serious damage to the fabric of the building or where there is a risk of personal injury.

Where action is needed, the report gives this on a scale from 1 to 5 according to the urgency of the repair:

The categories are as follows:

1. Urgent, requiring immediate attention
2. Requires attention within 12 months
3. Requires attention within the next 12-24 months
4. Requires attention within the quinquennial period
5. A desirable improvement with no timescale

Other categories of work which may be identified in the report are as follows:

- TR Works of maintenance which may be safely carried out from ground level by trustees or helpers of the museum
- FIR Areas of work where further investigation is required to identify potentially defective parts of the building which could not be satisfactorily examined during the course of the inspection
- MON Areas of work that should be monitored

In considering any programme of work however, it may be appropriate to group certain related areas of work, which may not fall into the same category in order to form a viable building contract.

1.12 Costs

Any estimates of costs given should be regarded as approximate and are intended to serve only as general guidance for the Museum.

Where estimated costs are given, they do not include any allowance for professional fees or VAT. The level of fee will depend upon the extent and nature of the work undertaken at any one time.

2.0 DESCRIPTION OF THE BUILDING

2.1 Location

Tewkesbury Museum is located in the centre of the Tewkesbury– one of Alec Clifton Taylors’s ‘Six English Towns’ significant for the exceptional Norman Benedictine Abbey Church of St Mary and survival of so many medieval timber framed buildings in the town.

The museum sits on the south side of Barton Street with its frontage facing onto the street.

2.2 Historical Background and comment

Number 64 Barton Street dates to the mid- C17th, and was originally constructed as a pair of town houses now combined and serving as the Town Museum. It is of timber framed construction incorporating close-studwork on the principal street elevation, a display which demonstrated the relatively high status of the building. It is jettied at first and second floor over the street. The interior is notable for the survival of oak panelled rooms and a decorative plaster ceiling on the second floor. Later alterations including rebuilding of the west elevation in brick and a lean-to brick extension to the rear.

2.3 Listed Building Status

The Museum is a grade II* listed.

The museum is in the Tewkesbury Conservation Area.

Planning authority Local: Tewkesbury Borough Council.

Regional: Gloucestershire County Council.

This Museum is on the Heritage at Risk Register.

2.4 Parking provision

There is no off-street parking provision.

2.5 Date of Previous and Next Inspections

A previous inspection of the museum was made in 2019.

3.0 MAJOR WORKS CARRIED OUT SINCE THE REPORT

3.1 The following works have been carried out in recent years.

Re-tiling of internal roof slopes and provision of roof-lights for access to internal valleys.

3.2 Outstanding works.

Roof repairs, repairs to the timber framed structure, joinery repairs and repair of the decorative ceilings.

3.3. Areas of concern identified by the Trustees

Water ingress through the roof on the west side of the building.

Poor condition of the second floor ceilings.

Thermal performance of the building.

Access for people with mobility issues.

No fire break between museum and Number 63 Barton Street.

4.0 CONDITION OF THE MUSEUM

4.1 Summary of General Condition

It is 3 years since the museum was last inspected and although a limited amount of roof repair was carried out following this inspection a significant amount of structural repair remains to be done to restore the building to a structurally sound and safe building. Of particular concern is the condition of the plaster ceilings to the principal second floor rooms – the East Room retains a rare surviving decorative ceiling. Both the West and East Exhibition Rooms at this level have been affected over many years from leaking roof coverings which has resulted in loss of key to the plasterwork and potential wet rot decay of the floor structures.

My other major concern is the risk of fire. Although there is a fire detection and alarm system there is very little compartmentation of the building, no fire doors, no under - boarding of the main stair from the cellar, no compartmentation of the roof space nor fire break with the neighbouring property. The display boards and stands which are generally of flammable material and other archive material which is not held in fireproof cabinets contribute to this fire risk.

The immediate requirement is ensuring the roof coverings and rainwater goods are in sound condition.

5.0 INSPECTION FINDINGS

Priority

5.1 MUSEUM INTERNALLY

i) **General Condition**

The general condition of the interior of the Museum, with the exception of the second floor exhibition rooms is fair. I have already highlighted my concerns in respect of the fire risk, and condition of the second floor ceilings. Other than these areas of concern the interior does present itself well with an interesting and eclectic mix of exhibits.

ii) **Roof Structure**

Refer to Appendix B for more detailed information.

iii) **Access**

There is level access from the street to the point of entry into the Museum but the nature of the historic interior permits only restricted access for those with mobility difficulties and there is no opportunity for wheelchair users to access the upper floors.

Refer to Appendix B for more detailed information.

5.2 SERVICES

Refer to Appendix B for more detailed information.

i) **Electrical Installation – see electrical inspection report**

The mains electrical enters the Museum from below ground with the distribution board located in the cellar.

Heating is by means of wall mounted and free-standing electric radiators.

Lighting generally is by spotlights.

ii) **Gas**

There is a sealed off gas supply to the building.

iii) **Water Supply**

There is a water supply to the museum with stop tap located in the wc.

There is non-accessible toilet provision and a small kitchen.

iv) **Security**

Theft

The Museum is open to the public on weekdays and on Sundays.

There is a burglar alarm system.

v) Fire

The museum is provided with a fire detection and alarm system.

Fire extinguishers are located in the entrance corridor and stairwell at the ground first and second floor levels and were inspected in February 2022.

5.3 Maintenance Issues

The form of the building with internal valley gutters and a parapet gutter have resulted in the past in significant water ingress and water related damage to the fabric. It is absolutely essential to ensure that the roof coverings are in good condition and remain in good condition by regular inspection and that all gutters and rainwater goods are free flowing.

5.4 Asbestos

The Museum's responsibilities are outlined in item 1.7 earlier in this report. Bearing in mind the age of this building the majority of the structure would not have incorporated any asbestos when first built. Although subsequent alterations may have incorporated asbestos no areas were specifically identified as being likely to incorporate this.

5.5 Environmental Sustainability

The constructional form of the building does restrict the ability to make significant improvements to the thermal performance of the structure. However major routes for heat loss are through the roof and through window openings. Provision of good layers of insulation in the roof space is easily achieved and it is possible to reduce heat loss through windows by installing internal secondary glazing.

Energy consumption will be reduced by using LED bulbs.

5.6 Museum Externally

The general condition of the exterior of the building is fair. The recent roof repairs have addressed the most serious concerns regarding water ingress but the outer roof slopes are unfelted and there remains defective areas of tiling particularly on the west slope and rear range east slope. Rainwater goods are in poor decorative order and with increased rainfalls would benefit from increased sections.

The timber frame of the front (north) elevation is in good condition. Additional weatherings on the west and east elevations would improve the protection of the most exposed areas.

The brickwork of the south gable of the rear range is suffering from a past regime of cementitious repointing and damage will continue unless this is cut out and the brickwork repointed in a lime mortar.

5.7 REPORTS

The following up-to-date reports and inspections were available for inspection and are appended to this report where noted.

	Available	Appended
Copy of the previous Inspection Report	✓	✓
A copy of floor plans of the Museum at ground and first floor levels	✓	✓
Copies of Test Reports:		
• Electrical Installation Test Report	✓	
• Portable Appliance Test Report	x	
• Fire Appliances (extinguishers) Test Report	✓	

Signed



Date 31 May 2022

Photographs
General



View of the Museum from the north.



View of the Museum from the north west.



View of the Muesum from the west.



View of the Museum from the south.

General (Contd.)



View of the Museum from the south.



View of the Museum from the south east.

Exterior



South gable with dense cementitious mortar pointing.



Moulded fascia at north-west corner – with decay.



Missing moulded fascia north-east corner.

Interior



West exhibition room showing propping of ceiling.



West exhibition room showing water ingress.



East exhibition room showing propping of ceiling.



East exhibition room with evidence of past structural movement.

Interior (Contd.)

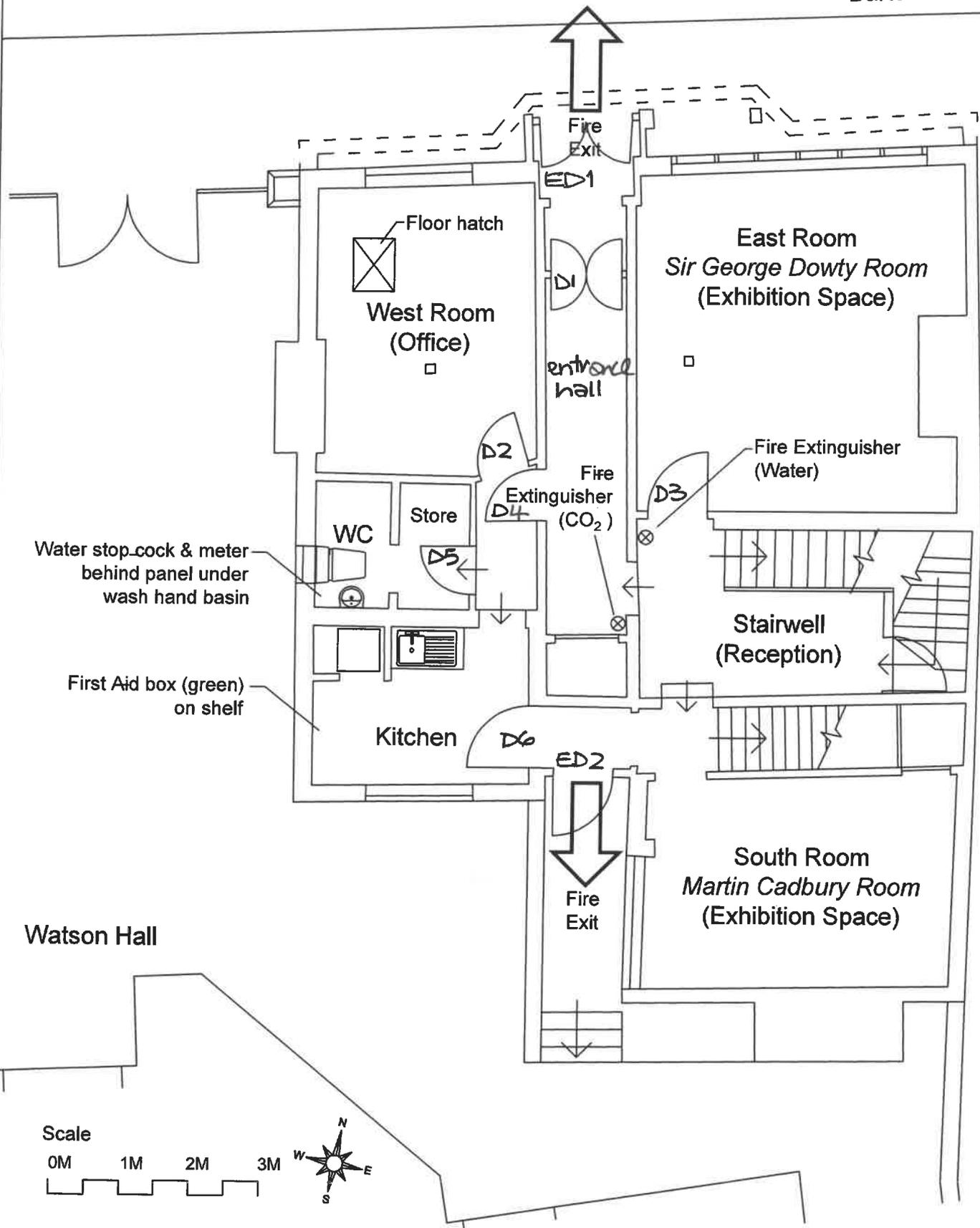


Main stair with no underboarding.

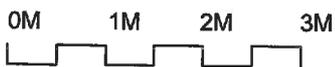
PLANS OF THE MUSEUM

Ground Floor Plan

Barton Street

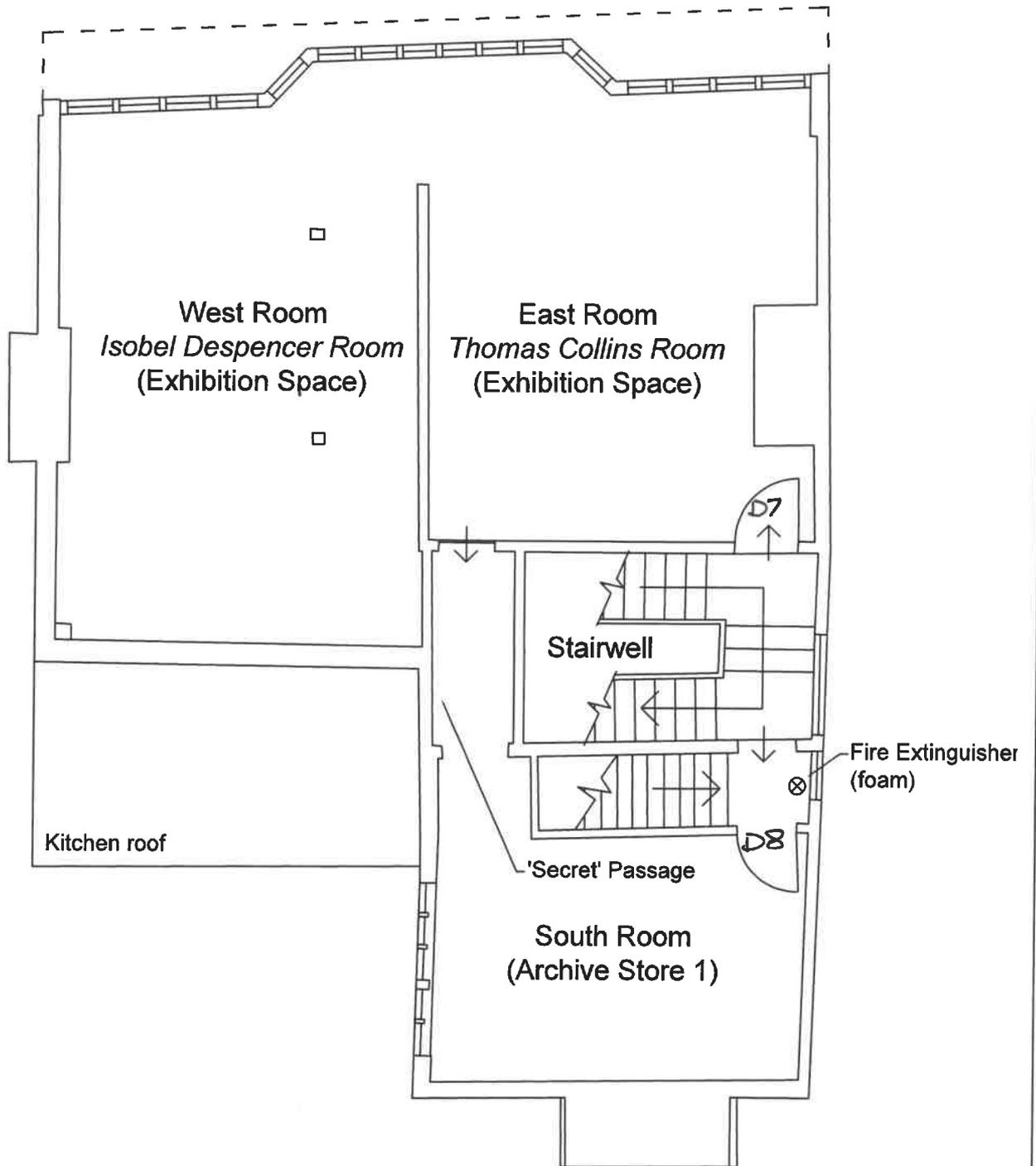


Scale

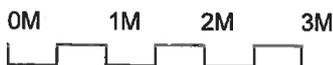


Tewkesbury Museum, 64 Barton Street, Tewkesbury, GL20 5PX

First Floor Plan

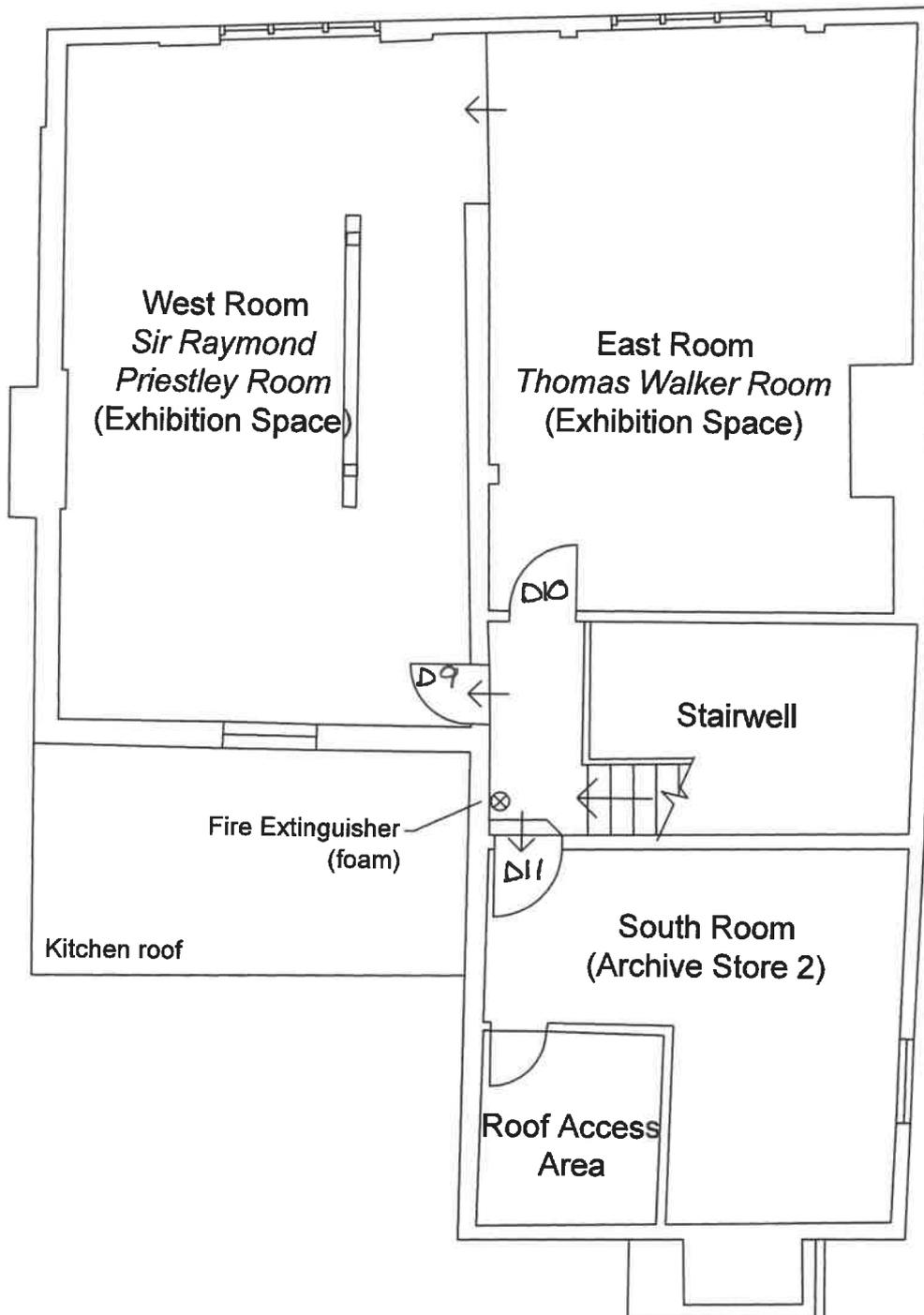


Scale



Tewkesbury Museum, 64 Barton Street, Tewkesbury, GL20 5PX

Second Floor Plan

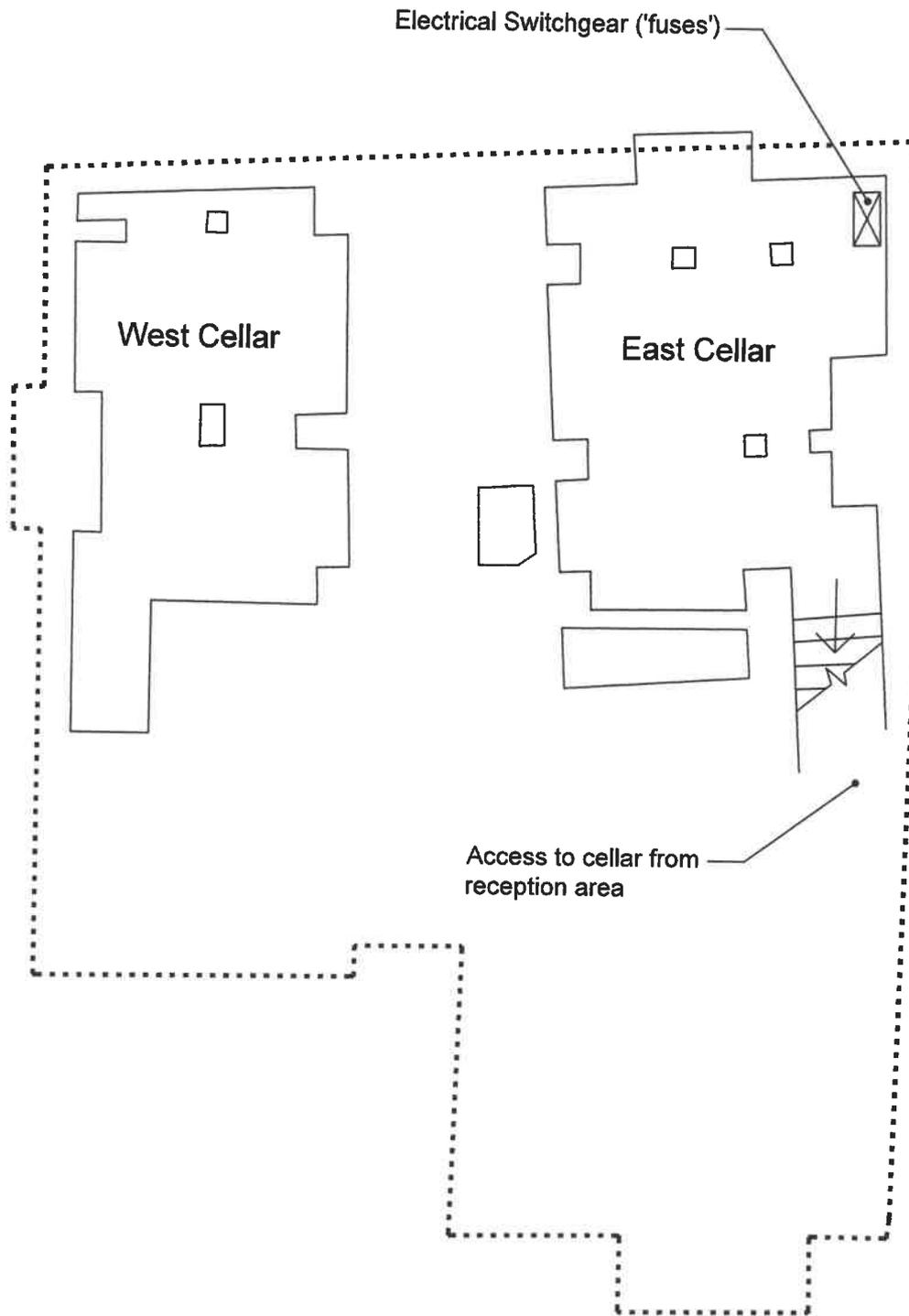


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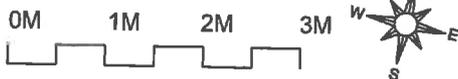


Tewkesbury Museum, 64 Barton Street, Tewkesbury, GL20 5PX

Cellar Plan



Scale



Tewkesbury Museum, 64 Barton Street, Tewkesbury, GL20 5PX

APPENDICES

APPENDIX A
Listing Description

List Description

Official list entry

Heritage Category: Listed Building

Grade: II*

List Entry Number: 1204935

Date first listed: 04-Mar-1952

Statutory Address 1: TEWKESBURY MUSEUM AND ATTACHED RAILINGS, 64, BARTON STREET

Location

Statutory Address:

TEWKESBURY MUSEUM AND ATTACHED RAILINGS, 64, BARTON STREET

The building or site itself may lie within the boundary of more than one authority.

County: Gloucestershire

District: Tewkesbury (District Authority)

Parish: Tewkesbury

National Grid Reference: SO 89434 32702

Details

TEWKESBURY

SO8932 BARTON STREET 859-1/6/56 (South side) 04/03/52 No.64 Tewkesbury Museum and attached railings

GV II*

Formerly 2 houses in row, now town museum. Early C17 or more likely mid C17, but incorporating some C16 work. Close-studded timber-framing, rendering, brickwork, tile roof, brick stacks. PLAN: a double-jettied front block, staircase hall off to left, paired front rooms, with back room giving an L plan. The off-centre entrance has a stone-flagged passage, probably originally a throughway. EXTERIOR: 3 storeys, 2-windowed. At second floor are 3-light ovolo-moulded casements with transom under projecting 3-part eaves course to a concealed gutter, and on 3 console brackets. The first floor has full-width range of ovolo-moulded casements with transom, including central canted oriel under moulded bressumer to jetty with end brackets. Ground floor, under moulded bressumer, has replacement 6-light and a low 3-light casement, with a pair of 2-panel doors in plastered cheeks. Windows all with rectangular leading. To left of entrance a section of close-set oak railings of C16 or C17, set forward from front wall. Hipped roof, large brick stack to left. Return wall to right in brick, with broad external stack. The back wing, in modified English bond, has a plain brick gable with a large external stack. INTERIOR: the front ground floor has been modified, but the back room, beyond the staircase, has a very large rough transverse beam, with added mouldings, and a 5-light casement. The open-well stair with quarter-landings has a solid string, with stick balusters and square newels. It is lit by a 5-light casement. First-floor front, left, has complete C17 panelled walls, wide floorboards, central plastered beam. Above the window is a continuous frieze

of C17 chip-carving. The right room is not panelled, and has 2 plastered beams with mouldings to the front only. The small back room, lit by 3+2-light casements, has central moulded plaster beam, and wide floor boards. Second-floor front left has large late C17 oval enriched plaster panel as central compartment with heavy plastered and moulded beams, at one point carried on a post with console bracket; a modillion cornice in part, and the cornice carries through the rear partition. Pilasters to decorative scroll-like heads and panelled plinths flank the window. Room to right has 2 heavy sagging plastered beams, but is otherwise plain. At the stair-head, leading to the back room, a C17 six-panel door in very thin members. The hipped front block with deep eaves and window strips is similar to No.100 Church Street (qv) as in exhibiting application of broadly Renaissance forms to a traditional timber-frame structure. This property is also notable for representing a departure from the traditional (for town houses up to the mid C17) side-entry plan, in having a central passageway between 2 heated rooms and a staircase (since replaced) in the back wing. (Victoria County History: Gloucestershire: London: 1968-: 131-2).

Listing NGR: SO8943432702

Tewkesbury Museum and attached Railings, 64, Barton Street, Tewkesbury

Pair of mostly C17 timber framed houses, now combined and used as the town museum. The museum received a COVID recovery grant in 2021 for roof repairs but when the protective scaffolding was taken down it emerged that a new leak had formed, in a chimney previously screened from the elements by the scaffolding. There is active water ingress into the upper two floors and the roof space. In addition, the earlier leak has caused damage to an elaborate Jacobean plaster ceiling on the second floor. Historic England is working with the museum trustees and the town council to find a solution.



©Historic England

07/10/2021

Civil Parish:	Tewkesbury
Location (primary):	Tewkesbury, Gloucestershire, South West, GL205PX
LPA:	Tewkesbury
Parliamentary Constituency:	Tewkesbury
Designation:	Listed Building grade II*, CA
List Entry Number:	1204935
Heritage category:	Listed Building
Risk methodology:	Building or structure
Risk assessment:	At risk
On HAR Register?	Yes
Condition:	Very bad
Occupancy/use:	Occupied/in use
Vulnerability:	High
Trend:	Declining
Management action:	No action/strategy identified or agreed
Priority category:	A - Immediate risk of further rapid deterioration or loss of fabric; no solution agreed
New entry on Register?:	Yes
Owner type:	Local authority
Contact:	Katy Hoskyn 0117 975 1311

TEWKESBURY MUSEUM

15th June 2022

Element	Type	Condition	Recommendations	Priority				Cost £
CELLAR								
Ceiling	exposed timber joints, insulated between	good						Nil
Walls	Exposed brick	good						
Floor	Brick paved	Some loose bricks	reset loose bricks	3	Item			£500.00
Stair to first floor	Timber with exposed treads & risers	The stair is not underboarded and presents a significant risk of fire spread in the event of a cellar fire	underboard stair with a fire line board	1	4	m2	£50.00	£200.00
General comment on use of cellar for storage								
Fire in cellars are a difficult to extinguish and can result in fire spreading throughout the building generally it is not an area where flammable materials such as paint, timber, or paper should be stored.								
GROUND FLOOR								
WEST ROOM (OFFICE)								
Ceiling	part lath and plaster, part plaster board with moulded cornice to a north side of floor beam	good						Nil
Walls	plastered to N, W, & E walls. East wall with dado panelling, south wall plaster boarded	Minor damage to south wall	make good to damaged plaster work	4	Item			£900.00
Floor	oak boarded	good						Nil
Joinery	corner cupboard in NW corner	good						Nil
	D2 - panelled with glazed top half with non-toughened reeded glass	upper glazed panels should be toughened	reglaze upper panels with obscure toughened glass	3	1	No.	£400.00	£400.00
ENTRANCE HALL								
Ceiling	lath and plaster	good						Nil
Walls	east wall timber framed with rendered infill panels. West wall plastered	damaged plaster east wall by ED1	hack off decayed plaster and replaster with lime plaster	3	Item			£300.00
Floor	stone flags	good						Nil
D1	pair of painted softwood glazed doors	glass not toughened	reglaze with toughened glass	3	2	No.	£350.00	£700.00
ED1	pair of painted panelled doors	good						Nil
EAST ROOM								
Ceiling	lath and plaster	good						Nil
Walls	oak panelled	good						Nil

Floor	carpet tiled over suspended timber floor	timberwork not inspected			Prov Sum			£200.00
Joinery	D3 -6 panelled painted door	North face of door and architrave chipped and scuffed	redecorate	2	1	No.	£150.00	£150.00
STAIRWELL - GROUND								
Ceiling	lath and plaster	fair						
Walls	plastered	some impact of damage over D3	patch	2	1	No.	£60.00	£60.00
Floor	quarry tiled laid in octagonal pattern with buff and black tiles.	good						Nil
Joinery	newel ballusters and & newel post with elm treads & risers; pine handrail	newel post scuffed	replaster	2	1	No.	£150.00	£150.00
WC, STORE & LOBBY & KITCHEN								
Ceiling	plaster board	hole in ceiling in kitchen	patch ceiling	4	1	No.	£60.00	£60.00
Walls	plastered with tiled splash back to sink	good						Nil
Floor	boarded in lobby, store & WC, quarry tiled in kitchen	good						Nil
Doors								Nil
D4	oak boarded	good						Nil
D5	painted flush panel	good						Nil
D6	flush panel painted	good						Nil
ED2	oak boarded	good						Nil
SOUTH ROOM								
Ceiling	lath and plaster with cornice to each side of floor beam	good						Nil
Walls	north wall, plasterboarded; plastered with quarry tiled skirting S, W, & E walls	1 missing quarry tile west wall	replace 1 quarry tile	4	1	No.	£30.00	£30.00
Floor	carpet tiled over solid floor	good						Nil
Stair	elm boarded treads and risers oak handrail	good						Nil
FIRST FLOOR								
West Room								
Ceiling	lath and plaster with cornice to north side of floor beams	good						Nil
Walls	plastered	obscured by display panels so not inspected				Prov Sum		£300.00

Floor	mix of pine and elm boarding	good						Nil
EAST ROOM								
Ceiling	lath and plaster with cornice to north and south sides of the floor beam	good						Nil
Walls	oak panelled	good						Nil
Floor	mix elm and some pine boards	good						Nil
D7	oak panelled	good						Nil
SOUTH STORE								
Ceiling	lath and plaster with cornice to floor beam and east wall	good						Nil
Walls	plastered	good						Nil
F1	elm boarded; some pine boards	good						Nil
D8	painted softwood	not a fire door	change to a fire door	1	1	No.	£900.00	£900.00
SECOND FLOOR								
WEST EXHIBITION SPACE								
Ceiling	lath and plaster	very poor with acrow props supporting loose sections of ceiling and water ingress along west wall. Floor beam propped	resolution of water ingress from roofs priority. Then room to be cleared and detailed survey of ceiling required followed by conservation of ceiling	1	Prov Sum			£2,000.00
Walls	plastered	good						Nil
Floor	part elm, part pine boarded	good						Nil
D9	oak panelled	good						Nil
EAST EXHIBITION SPACE								
Ceiling	lath and plaster with decorative plasterwork and cornicing	partially collapsed and in very poor condition. Evidence of water ingress. Ceiling now temporarily propped	detailed survey required by historic plaster specialist followed by conservation of ceiling	1	Prov Sum			£23,000.00
			<i>Overheads profit & attendances</i>					£4,000.00
Walls	plastered	some evidence of structural movement on S & E walls. Fair decorative order	monitor over next 12 months	MON	Prov Sum			£2,000.00
Floor	part oak, elm & pine boarded	good						Nil
D10	oak panelled	good						Nil
SOUTH ROOM (Archive store) including roof access area								
Ceiling	lath and plaster	good						Nil

Walls	plastered	some cracking; fair decorative order	cut and fill cracks and redecorate	2	40	m2	£15.00	£600.00
Floor	vinyl and sheet covered floor. Lime ash floor exposed in roof access area	Fair						Nil
D11	painted softwood boards	not a fire door	change to a fire door	1	1	No.	£900.00	£900.00
ROOF SPACE								
	part insulated above second floor ceiling with sheep's wool insulation which obscures structure so not inspected							Nil
	With the exception of the internal roof slopes which have a roofing felt, the roofs are unfelted with tiles fixed to sawn softwood battens	The roof structure is un-compartmented and there is no fire break between the museum and the neighbouring east property (N ^o . 63)	Provide compartmentation of the roof, including fire separation with N ^o . 63	1	Item			£1,500.00
EXTERIOR								
Roof coverings	A mix of handmade and machine made plain clay tiles. With exception of the inner roof slopes which were recently stripped and re-laid, all the roofs are unfelted	A hole in the roof was noted on the east slope of the rear south range. There is water ingress on the west slope of the main range adjacent to the chimney stack. The verge pointing to the south gable is poor.	With exception of the inner roof slopes, strip and relay all roof slopes. Renew lead back gutters. Point up verges	2				
			<i>Scaffold</i>		134	m	£50.00	£6,700.00
			<i>Strip</i>		137	m2	£20.00	£2,740.00
			<i>Recovering</i>		137	m2	£95.00	£13,015.00
			<i>Ridges</i>		35	m	£80.00	£2,800.00
			<i>Valleys</i>		10	m	£130.00	£1,300.00
			<i>Eaves</i>		47	m	£25.00	£1,175.00
			<i>Verges</i>		11	m	£35.00	£385.00
			<i>Hips</i>		11	m	£80.00	£880.00
			<i>Stainless steel central roof including stripping</i>		33	m2	£460.00	£15,180.00
			<i>Strengthen existing structure</i>		Item			£4,000.00
			<i>Insulation</i>		137	m2	£35.00	£4,795.00
			<i>Provisional Sum repairs and treatment</i>		Item			£4,000.00
			<i>Parapet gutters stainless</i>		28	m	£190.00	£5,320.00
			<i>Chimney leadwork</i>		3	No.	£350.00	£1,050.00

Leadwork	There is a lead lined parapet gutter to the north elevation. Internal valleys are lead lined. There is a back gutter to the west chimney stack.	The back gutter to the chimney stack has failed	See above	1	3	No.	£350.00	£1,050.00
Rainwater goods	There are cast iron ogee deep section gutter to the south slope of the main range and west slope of the rear range with cast iron downpipes	The decorative condition of the rainwater goods is poor	Rub down, rust treat and repaint rainwater goods	3	Item			£1,200.00
External walls	Of timber framed construction, though rest of the ground floor framing to the north elevation, and the west elevation has been rebuilt in brick. There has been considerable repair of the timber frame with replacement timber or plastered on timber boards applied over the frame. Infill panels generally appear to have been renewed with a cement based render.	Generally the condition of the frame appears sound. The more exposed west end east wall frames would benefit from applied pentice boards.	Add continuous pentice boards at level of ground and 1st floor windows	2	20	m	£60.00	£1,200.00
		The applied moulded fascia to the west and east returns on the north elevation at 1st floor level are rotten or missing.	Renew moulded fascia	3	18	m	£120.00	£2,160.00
		The painted timber fascia to the south and east elevations is in poor decorative order	Rub down and repaint fascia	3	18	m	£10.00	£180.00
	The south gable of the rear range has been rebuilt in brick	The re-pointing to the brickwork has been carried out in a dense cementitious mortar which is resulting in frost damage to the soft bricks	Rake out - all cement based mortar and repoint in a weak lime mortar	3	56	m2	£110.00	£6,160.00
Windows	Defective areas noted only	The window to the ground floor area is in poor decorative order	Rub down and repoint window	2	Item			£1,500.00
NORTH ELEVATION								

Roof coverings	machine made plain clay tiles with hogs back ridge tiles and bonnet hips	no defects noted but roof is unfelted	strip and relay tiles with new tile underlay	1				Inc
Rainwater goods including leadwork	lead line parapet gutter with internal drainage channel	channel prone to overflowing during heavy rain	reconfigure roof drainage to eliminate internal drainage	1				Inc
Walls	close-stud timber framing to 1st and 2nd floor levels with ground floor underbuilt in brick, rendered to west face of entrance, parapet gutter weather boarded	good						Nil
External joinery	applied mounded oak fascias at 1st and 2nd floor levels	good						Nil
	mullion and transom windows at 1st and 2nd floor levels with opening metal casements, all glazed with leaded glass	good						Nil
	pair painted softwood entrance doors	good						Nil
	oak railings to east side of entrance	good						Nil
WEST ELEVATION -MAIN RANGE								
Roof coverings	machine made plain clay tiles, hogs back ridge tiles and bonnet hip tiles	water ingress noted in position of start. Hip tile missing at south end. Roof unfelted	strip and relay roof, with new tile underlay	1				Inc
Rainwater goods	cast iron hopper and downpipe	good						Nil
Walls	generally hand made bricks with the exposed timber frame return to the jettied 2nd floor	good						Nil
	West elevation Chimney:	Removed c. 10 years ago	Rebuild:					
			<i>Scaffold</i>		Item			£1,500.00
			<i>Adjust structure</i>		Item			£2,000.00
			<i>Rebuilding</i>		Item			£12,000.00
Joinery	moulded fascia to 1st floor frame	moulded fascia rotten	renew fascia	1				Inc
	fixed painted softwood window to ground floor W.C.	poor decorative condition and sill rotten	renew sill, and rub down and repaint frame	1	Item			£250.00
WEST ELEVATION - REAR RANGE								

Roof coverings	hand made plain clay tiles with hogs back ridge tiles	missing tiles at eaves level north end and at ridge south end	strip and relay roof tiles onto new underlay	1				Inc
		roof tiles unfelted						Inc
		one tile missing to offset of gable end chimney stack	fix new tile to offset of chimney stack	1	Item			£50.00
Rainwater goods including leadwork	cast iron ogee section gutter and downpipe. One short section of lead lined parapet at north end	rainwater goods in poor condition	rub down and redecorate rainwater goods	1				Inc
Walls	Timber box framing with brick infill panels. Rendered brick plinth	weathering to the frame is poor	add pentice boards at 1st and 2nd floor levels	2				Inc
Joinery	mullioned windows with opening metal casements, all glazed with leaded lights	first floor window in poor decorative condition	rub down and redecorate	1	1	No.	£60.00	£60.00
	painted softwood boards to parapet gutter	boards in poor decorative condition	rub down and redecorate	1	Item			£300.00
SOUTH ELEVATION								
Roof coverings	hand made plain clay tiles with hogs back ridge tiles	one missing tile at ridge height. Verge pointing to south gable in poor condition. Roof unfelted.	strip and relay tiles on new underlay. Point up verge	1				Inc
Rainwater goods	cast iron ogee gutter	poor decorative order	rub down and repaint	1				Inc
Walls	hand made brick. South gable of rear range re-pointed in dense cementitious mortar	mortar causing damage to brickwork	rake out all cement based mortar and repoint in lime mortar	1				Inc
	South elevation re-pointed in dense cementitious mortar	mortar causing damage to brickwork	rake out all cement based mortar and repoint in lime mortar	1	15	m2	£115.00	£1,725.00
	Replacing bricks			1	10	No.	£18.00	£180.00
Joinery	painted softwood boards to parapet gutter	boards in poor decorative condition and some wet rot decay	renew decayed boards, and rub down and repaint	1	Item			£300.00
	2nd floor window to main range mullioned with opening metal casements, glazed with leaded lights	poor decorative condition	rub down and repaint	1	1	No.	£60.00	£60.00
	ground floor window to kitchen painted softwood with opening metal casements, clear plain glazing	poor decorative condition	rub down and repaint	1	1	No.	£60.00	£60.00
	oak boarded external door	good						Nil
EAST ELEVATION - only viewed from Watson Hall								

Roof coverings	hand made plain clay tiles	missing tiles at south end near ridge. Roof unfelted	strip and relay roof on new underlay	1				Inc
	lead back gutter to chimney stack							Inc
Rainwater goods	cast iron gutters and downpipe	poor decorative order	rub down and repaint	1				Inc
Walls	timber box framed with brick infill panels	poor weathering	add pentice board at 2nd floor	2				Inc
Joinery	Mullioned window with opening metal casement at second floor level glazed with leaded lights	poor decorative condition	rub down and repaint	1	1	No.	£60.00	£60.00
	fixed glazed windows at 1st floor level and double height window to stair both glazed with leaded lights	poor decorative condition	rub down and repaint	1	1	No.	£60.00	£60.00

PROPOSED WORKS - AS DRAWING 2187-10**Ground Floor:****Reception Room:**

Remove toilets	Item				£250.00
Remove partitions to toilets and stores	Item				£450.00
Remove partitions to corridor	Item				£150.00
Make good walls and ceilings	Item				1500
Adapting electrics and heating	Item				£1,000.00
Redecoration	Item				£2,400.00
Provision for Kitchen and services	Item				£5,000.00
Forming Ramp up to wc	2	m2	£240.00		£480.00

Entrance:

Removing end wall and screen	Item				£200.00
Removing back wall and inserting lintel	Item				£900.00
Make good walls and ceilings	Item				£1,200.00
Redecoration	Item				£900.00

Disabled Toilet:

Removing wall inserting steel and making good around D6	Item				£2,500.00
Removing kitchen and associated plumbing	Item				£300.00
Removing partition	Item				£100.00
Make good walls and ceilings	Item				£1,200.00
New partition	8	m2	£75.00		£600.00

Door and frame	1	No.	£1,200.00	£1,200.00
Adapting electrics and heating inc disbled alarm	Item			£1,200.00
Supply and fix new Disabled toilet inc DocM pack	Item			£1,500.00
Altro flooring or the like	5	m2	£90.00	£450.00
Tiling fixtures and fittings	Item			£1,000.00
Redecoration	Item			£1,200.00
<u>Exhibition Room:</u>				
Removing staircase	Item			£750.00
Removing partitions	Item			£450.00
Make good walls and ceilings	Item			£1,800.00
Adapting electrics and heating	Item			£1,000.00
Redecoration	Item			£2,400.00
<u>New Platform Lift/stairwell:</u>				
Provisional Sum - New Platform Lift	Item			£20,000.00
Cutting and trimming through first floor	Item			£1,200.00
Electrical Supply	Item			£1,000.00
Builders work and attendances	Item			£2,000.00
Make good walls and ceilings	Item			£1,800.00
Redecoration	Item			£2,400.00
Handrails to steps and staircases:				
Ground floor exhibition to stairwell	1	No.	£500.00	£500.00
First floor landing to East Exhibition room	1	No.	£500.00	£500.00
Stairs to first and second floors	2	No.	£1,000.00	£2,000.00
<u>First Floor:</u>				
<u>South Room Exhibition Space:</u>				
Removing partitioning	Item			£300.00
Making good floor structure	Item			£900.00
New floorboarding	5	m2	£160.00	£800.00
New skirting	8	m	£20.00	£160.00
Moving door D8	1	No.	£250.00	£250.00
New door and frame to 'Secret' Passage - D10	1	No.	£900.00	£900.00
Make good walls and ceilings	Item			£1,200.00
Adapting electrics and heating	Item			£500.00
Redecoration	Item			£1,800.00
<u>East Room:</u>				
New Fire Door D7	1	No.	£900.00	£900.00
Redecoration	Item			£1,800.00
<u>General:</u>				
Provision for upgrading fire detection system to connect doors	Item			£5,000.00

- 8 Annual checks
- 9 Upgrading Mains supply for lift
- 10 Matwells and frames
- 11 New fixtures, fittings and furniture
- 12 Dealing with window bars

NB: Unlikely to be necessary as only low level

APPENDIX C
Service Reports

DETAILS OF THE PERSON ORDERING THE REPORT

Client: Tewkesbury Town Council
 Address: Town Hall, High Street, Tewkesbury, Gloucestershire, GL20 5AL

REASON FOR PRODUCING THIS REPORT

Reason for producing this report:
 5 Year EICR

Date(s) on which inspection and testing was carried out: 14/09/2020

DETAILS OF THE INSTALLATION WHICH IS THE SUBJECT OF THIS REPORT

Installation Address: Tewkesbury Museum, 64 Barton Street, Tewkesbury, Gloucestershire, GL20 5PX

Description of premises: Domestic N/A Commercial Industrial N/A Other: N/A
 Estimated age of wiring system: 20 years Evidence of additions/alterations: Yes If yes, estimated age: 1 years
 Installation records available? (Regulation 651.1) No Date of last inspection: 14/09/2020

EXTENT AND LIMITATIONS OF INSPECTION AND TESTING

Extent of the electrical installation covered by this report:
 100% of the installation.

Agreed limitations including the reasons (see Regulation 653.2):
 10% of all accessories on each circuit have been removed to inspect for loose connections, bare copper, defects and general damage.

Agreed with: Client

Operational limitations including the reasons:
 N/A

The inspection and testing detailed in this report and accompanying schedules have been carried out in accordance with BS 7671:2018 (IET Wiring Regulations) as amended to 2018. It should be noted that cables concealed within trunking and conduits, under floors, in roof spaces, and generally within the fabric of the building or underground, have not been inspected unless specifically agreed between the client and inspector prior to the inspection. An inspection should be made within an accessible roof space housing other electrical equipment.

SUMMARY OF THE CONDITION OF THE INSTALLATION

See page 3 for a summary of the general condition of the installation in terms of electrical safety.

Overall assessment of the installation in terms of it's suitability for continued use*:

SATISFACTORY

* An unsatisfactory assessment indicates that dangerous (Code C1) and/or potentially dangerous (Code C2) conditions have been identified.

RECOMMENDATIONS

Where the overall assessment of the suitability of the installation for continued use on page 1 is stated as 'UNSATISFACTORY', I/We recommend that any observations classified as 'Code 1 - Danger Present' or 'Code 2 - Potentially dangerous' are acted upon as a matter of urgency. Investigation without delay is recommended for observations identified as 'FI - Further Investigation Required'. Observations classified as 'Code 3 - Improvement recommended' should be given due consideration. Subject to the necessary remedial action being taken, I/we recommend that the installation is further inspected and tested by: 5 Years

Note: The proposed date for the next inspection should take into consideration the frequency and quality of maintenance that the installation can reasonably be expected to receive during its intended life. The period should be agreed between relevant parties.

OBSERVATIONS AND RECOMMENDATIONS FOR ACTIONS TO BE TAKEN

Referring to the attached schedules of inspection and test results, and subject to the limitations specified on page 1 of this report under 'Extent of the Installation and Limitations of Inspection and Testing':

✓ There are no items adversely affecting electrical safety

or

N/A The following observations and recommendations are made

Item No	Observations	Classification Code
1	Inspection Schedule Item 1.2: Service head is recommended for improvement. - loose fixings on main service fuse	C3
2	Inspection Schedule Item 1.4: Meter tails is recommended for improvement.- Tails between main head and meter have old insulation that is degrading.	C3
3	Inspection Schedule Item 3.1.2: Adequacy of earthing conductor size (542.3; 543.1.1) is recommended for improvement. - main earth connection is becoming corroded	C3
4	Unable to verify some of the heater points due to displays	C3
5	it is Recommended that the DNO (Western power) is contacted to repair / replace the main supply intake as it is extremely loose and could cause issues if extra strain is added to the supply cable.	C3

One of the following codes, as appropriate, has been allocated to each of the observations made above to indicate to the person(s) responsible for the installation the degree of urgency for remedial action.

C1 Danger Present
Risk of injury. Immediate remedial action required

C2 Potentially dangerous
Urgent remedial action required

C3 Improvement recommended

FI Further investigation required without delay

Immediate remedial action required for items: N/A

Urgent remedial action required for items: N/A

Improvement recommended for items: 1, 2, 3, 4, 5

Further investigation required for items: N/A

APPENDIX D
Glossary of Terms

GLOSSARY OF TERMS

Abutment - this word can be used in two senses. It is the point at which a roof meets a wall head and also a massive structure supporting the ends of a bridge.

Ashlar - masonry that has been shaped into regular squared blocks and given a smooth face. It is laid in level courses and tends to have very fine mortar joints.

Bargeboard - bargeboards are fixed to the gable ends of the roof to conceal and protect the ends of the roof timbers or thatch. They often project over the wall face and are frequently decorative.

Buttress - a masonry support that gives additional strength to a wall and resists outward thrust.

Came - a strip of lead with an H-shaped profile used to join pieces of glass together in a leaded window.

Clerestory - the section of the main wall below the eaves and about the top of the aisle roof which is pierced with windows giving light into the interior.

Conservation - action necessary to preserve anything of acknowledged value.

Coping - a protective covering of brick or stone on the top of a wall. The coping will usually project to help throw rainwater away from the wall.

Corbel - a block of masonry that projects from the wall and carries the end of a roof truss or beam. Corbels are often carved with grotesque human or animal figures.

Cornice - a continuous horizontal feature running around the top of a wall or the top of a room.

Crypt - an underground chamber or vault often used for burials.

Curtilage - it is difficult to define curtilage exactly but it is generally taken to be a piece of ground ancillary to a building and necessary to the function and/or enjoyment of that building. The important factors are the physical relationship between the ground and the building; past and present ownership; and the past and present use.

Eaves - the underside of a sloping roof where it overhangs the wall below.

Efflorescence - this is a white powdery deposit found on the surface of stone, brick or plaster. It occurs when excessive moisture causes the soluble salts present in the masonry to dissolve. They are then drawn towards the internal surface of the wall, as this is usually warmer than the external surface. Once they reach the inside face of the wall the water evaporates and the salts re-crystallise on the surface. Efflorescence is unsightly but relatively harmless and can be brushed off when dry, although it is often a sign that there may be too much moisture in the fabric. The underlying causes must therefore be investigated and addressed.

Fabric - the materials from which a building is constructed.

Faculty - a faculty is a licence authorising an agreed package of work granted by an ecclesiastical body.

Fascia - a strip of timber boarding fixed to the ends of the rafters or fitted below a wallhead on a building with a flat or low-pitched roof. It is sometimes decorative but often supports the gutter fixings.

Ferramenta - the metal framework of internal saddle-bars and external stanchions used to support the glazing in large windows. Ferramenta were originally made from wrought

iron but are now more likely to be manufactured from mild steel or sometimes stainless steel.

Fillet - a fillet is a thin flat band, running between mouldings, the purpose of which is to separate and define them. It is also a wedge shaped strip of mortar used to protect a junction such as that between a roof and a wall from the weather.

Flashing - a protective strip of lead, copper or zinc covering a joint that is exposed to the weather. Where a horizontal surface meets a vertical surface, flashings are often in two parts- an upstand, which turns up the vertical surface and a cover (counter) flashing, which turns down over it. Soakers are small individual flashings laid with each course of slate or tile.

Gargoyle - a projecting water spout, usually grotesquely carved in the form of an animal or human figure.

Hood mouldings - a projecting stone moulding over an arch, door or window, which is designed to throw rainwater clear of the building.

Ironmongery - a general name for door and window fittings including hinges, locks and catches, handles and knobs.

Jamb - blocks of masonry forming the side of a door or window.

Lime - quicklime (calcium oxide) is made by heating limestone or chalk (calcium carbonate) to drive off the carbon dioxide. When water is added to the quicklime (slaking) heat is given off. If slacked lime is mixed with sharp sand in the right proportions, it can be used as a mortar or to be accurately specified, mixed and applied in the right conditions. Slacked lime can also be mixed with water and used as a coating for masonry or render. It is known as limewash.

Maintenance - the process of slowing down the rate of decay by keeping the fabric of a building in good condition.

Mullion - a vertical timber or stone bar dividing a window into 'lights'

Parapet- a low wall built around a roof to prevent people from falling over the edge.

Pier - a solid vertical mass or masonry supporting a vertical load.

Pinnacle - a tall pointed decorative feature, usually at a corner of a building or above the top of a buttress.

Putty - glazier's putty is a mixture of whiting (crushed chalk) and linseed oil and is used to fix glass paned into a window frame. Lime putty is the product of slaking quicklime with water.

Quoin - a large, dressed stone used to form the corner of a building.

Rafter - the sloping beam in a timber roof structure that connects the ridge beam to the wall plate. A roof may have principle rafters and/or common rafters. A purlin is a horizontal timber member that transfers the load from the common rafters to the principle rafter.

Repair - work that is carried out to put right defects, significant decay or damage.

Sill (or cill) - the horizontal bottom member of a window or screen.

Soffit - the flat ceiling under a lintel, gallery, beam, stair or overhanging roof etc.

Tracery- slender moulded stone bars which intersect to form patterns at the head of a window. Tracery is usually a feature of the Gothic style of architecture.

Transom- in any large window with mullions, the transom is a horizontal bar of wood or stone running across the whole window. It will usually have a similar profile to the mullions.

Vestment - any of the various garments worn ceremonially by members of the clergy and church choirs.

Wallhead - the top of a masonry wall sometimes visible from the roof space.

Wall plate- horizontal timber member placed on top of the wall to support the load imposed upon it by the roof structure.

APPENDIX E
Maintenance Checklist

MAINTENANCE CHECKLIST

Rainwater Goods and Drains

Gutters and Downpipes	<p>Do the gutters slope correctly? Is the water carried away effectively? Are there any stains on the wall suggesting blocked or damaged goods? Are the fixings secure? Do the gutters and downpipes need to be repainted?</p>	<ul style="list-style-type: none"> • Clear away leaves and debris regularly • Consider fitting bird/leaf guards
Gulleys	<p>Does the gully catch all the water from the downpipe? Are the gulleys free from leaves and other debris? Does the water flow away effectively after rainfall?</p>	<ul style="list-style-type: none"> • Clean gulleys regularly and remove any silt and debris • Clean any blockages using drain rods • Empty an silt traps every three months
Ground gutters	<p>Is the pointing between the bricks or flags in good condition or does it need to be repaired?</p>	
Surface water drains	<p>Is water satisfactorily carried away from the structure?</p>	<ul style="list-style-type: none"> • Consider installing a water butt to collect rainwater
Foul and combined drains	<p>Are accessible drains, manholes inspection chambers and outlets clear and in good condition?</p>	
Soakaways	<p>Does the water drain away and quickly after rainfall?</p>	<ul style="list-style-type: none"> • Check for silting or contamination every few months or so • Remove any silt deposits when the soakaway chamber is empty

Roofs

Clay tiles, natural slate and stone	<p>Is there any sign of frost, snow or wind damage? Is there debris from the broken slates and tiles on the ground?</p>	<ul style="list-style-type: none"> • Record this location of slipped slates and tiles before having them replaced
-------------------------------------	--	--

	<p>Are there any loose, slipped or missing slates or tiles?</p> <p>Are there any large areas of moss on the roof covering?</p>	
Ridges and hips	<p>Are there any missing ridge or hip tiles?</p> <p>Are there any areas where the pointing is missing?</p>	<ul style="list-style-type: none"> • Use mastic or repair tapes as an emergency measure until a proper repair can be carried out • Consider having heating tapes fitted in inaccessible gutters
Roof valleys and parapet gutters	<p>Are plants, birds' nests or other materials blocking the passage of water in valley and parapet gutters?</p>	<ul style="list-style-type: none"> • Clear debris from roof valleys and parapet gutters at least twice a year • Clear away snow from parapet and valley gutters in the winter
Flashings	<p>Are any flashings in good condition, without holes or splits?</p> <p>Are flashings securely fixed?</p> <p>Is the mortar pointing in good condition?</p>	<ul style="list-style-type: none"> • Remove leaves and other debris that has become trapped underneath duckboards

Walls

Structural issues	<p>Have you noticed any unusual or progressive cracks, bumps or bulges?</p> <p>Have you observed any spalling of the edges and corners of the blocks of masonry?</p>	<ul style="list-style-type: none"> • Note down the position of any existing cracks, bulges or any other such defects in your logbook. Take advice from your architect or surveyor about whether monitoring is required • Report significant changes in any cracks to your architect or surveyor
Masonry	<p>Are there any signs of damage, particularly to key features such as string courses, cornices and hood moulds?</p>	<ul style="list-style-type: none"> • Clean gulleys regularly and remove silt and debris • Clear any blockages using drain rods • Empty any silt traps every three months

	Are there any areas of masonry that have become deeply eroded? Is the pointing in good condition or are there areas where it is deeply recessed, crumbly, loose or missing?	
Render	Are there any areas where the lime render has worn away exposing the stone underneath? Are there any cracks in the cement render that could be allowing water to penetrate into the core of the wall?	
Timber	Are there any signs of timber decay or possible insect infestation?	<ul style="list-style-type: none"> • Ensure that the integrity of paint finishes is maintained by repainting external timberwork every few years
Plants	Are there any plants or shrubs growing close to the wall and blocking air bricks or ventilators? Are there any plants growing on the walls that may cause damage?	<ul style="list-style-type: none"> • Clear away plant growth from around the building • Consider removing ivy and other climbing plants
Ground levels	Does the water drain quickly after rainfall?	<ul style="list-style-type: none"> • Clean air bricks or ventilators if necessary • Consider fitting fine mesh behind the ventilator to exclude rodents and insects
Air bricks and ventilators	Are air bricks or ventilation grilles in good condition and free of obstruction?	<ul style="list-style-type: none"> • Clean air bricks or ventilators if necessary • Consider fitting fine mesh behind the ventilator to exclude rodents and insects

Doors and Windows

Doors	Is it possible to open and close doors easily, without using any force? Are there any metal coverings and flashings intact?	<ul style="list-style-type: none"> • Lubricate door ironmongery • Check the security of any locks
Timber windows	Do timber windows 'stick' or are they difficult to open? Is the timber in good condition and free from decay?	<ul style="list-style-type: none"> • Ensure that the integrity of paint finishes is maintained by repainting timber windows every few years • Make sure that windows can be opened easily so that the building can be ventilated

	Are any paint finishes in good condition?	<ul style="list-style-type: none"> Lubricate window ironmongery Check the security of any locks
Metal windows	Do metal windows 'stick' or are they difficult to open? Is the metal in good condition and free from corrosion? Are any paint finished in good condition?	<ul style="list-style-type: none"> Ensure that the integrity of paint finishes is maintained by repainting metal windows every few years Make sure that windows can be opened easily so that the building can be ventilated Lubricate window ironmongery Check the security of any locks
Leaded windows	Is the lead matrix in good condition? Are any opening lights easy to operate?	<ul style="list-style-type: none"> Make sure that windows can be opened easily so that the building can be ventilated Clear away any dirt condensation drainage channels
Glass	Are there any broken, cracked or missing panes of glass?	
Ferramenta	Are the metal supports in good condition and free from corrosion? Are any paint finishes in good condition?	<ul style="list-style-type: none"> Check for silting or contamination Remove any silt deposits when the soakaway chamber is empty
External joinery	Are there any areas of cracked or rotten wood?	<ul style="list-style-type: none"> Ensure that the integrity of paint finishes is maintained by

Inside the Building

Roof spaces	Is there any evidence of roof leaks or damage to the roof covering during heavy rain? Does the roof insulation restrict ventilation?	
Ceilings	Can you see any patches of staining on the underside of the roof or ceiling?	<ul style="list-style-type: none"> Consider carrying out an inspection of the roof covering if you observe any new stains
Internal walls	Are there any patches of staining on the walls or other signs of excessive dampness?	<ul style="list-style-type: none"> Identify and address the cause of any dampness indication by patches of staining or peeling paint

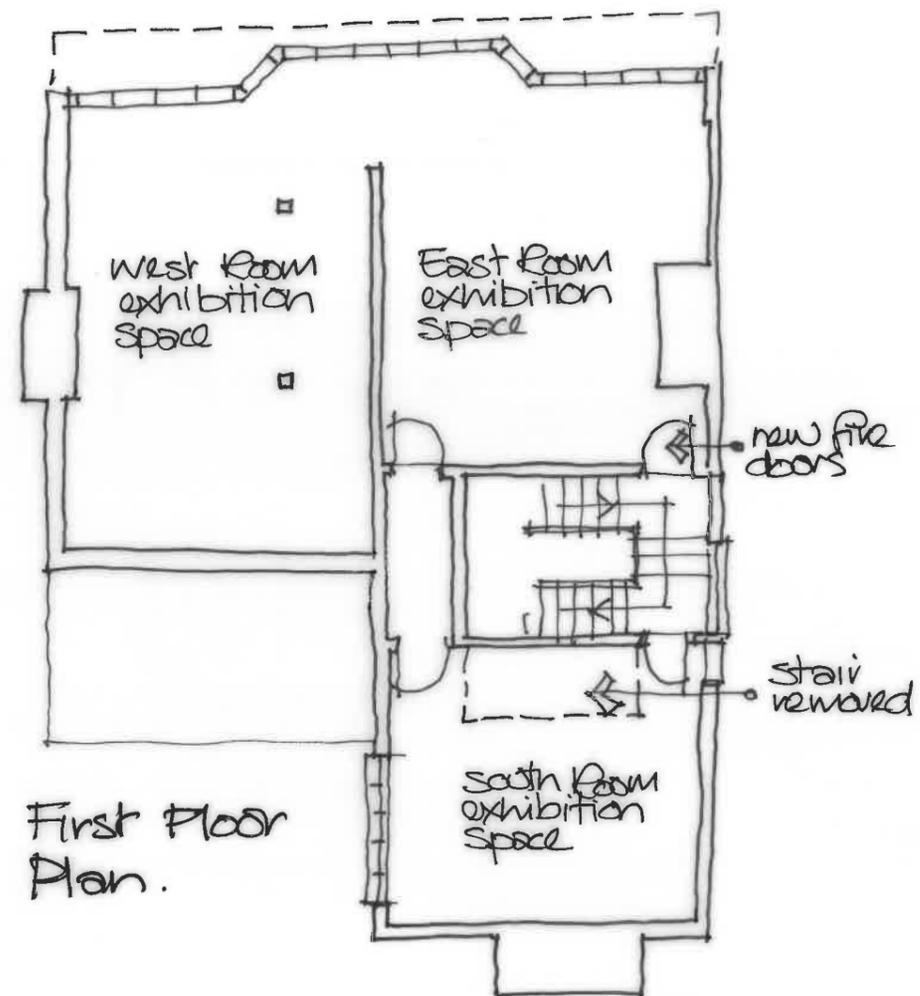
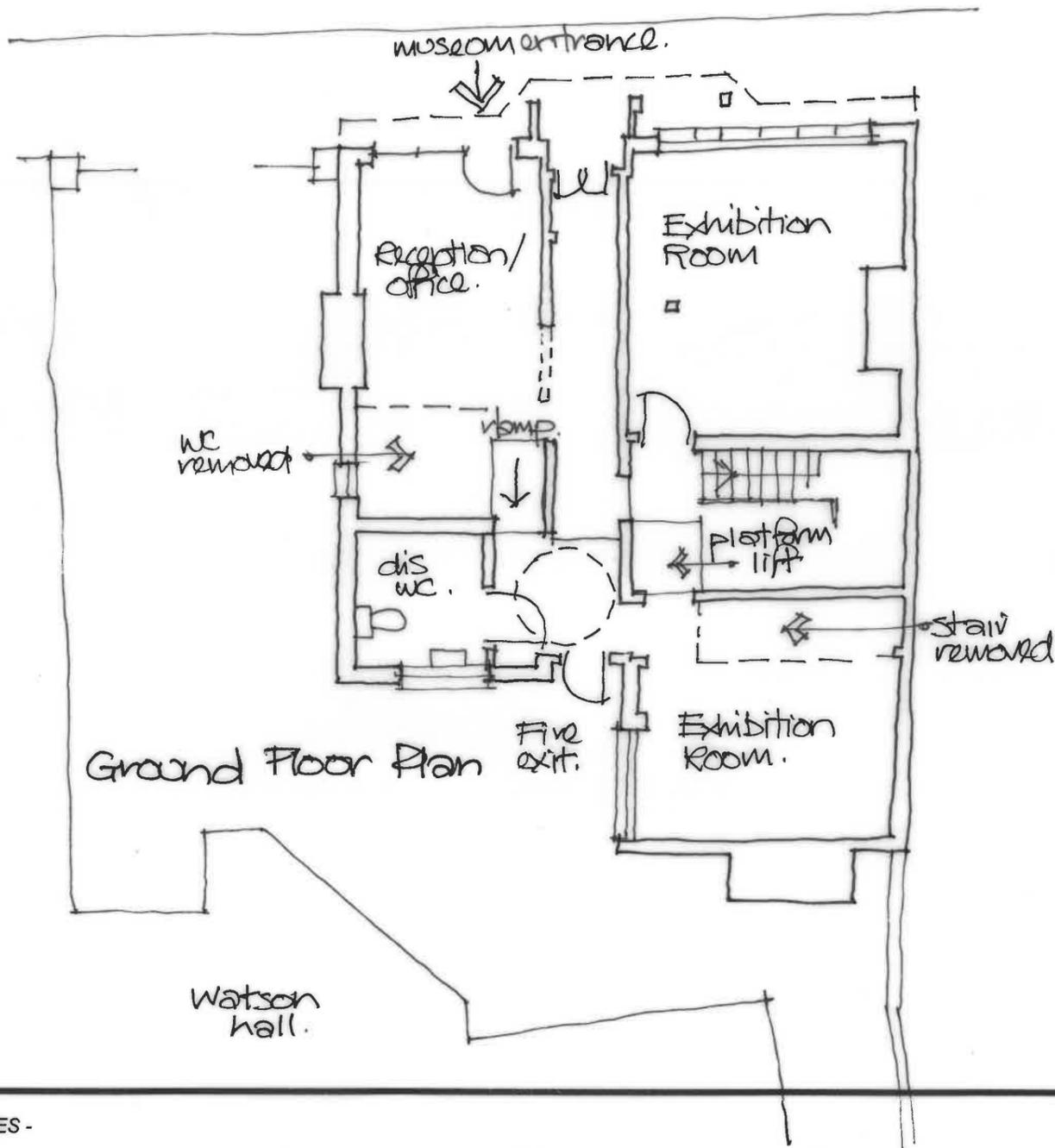
		<ul style="list-style-type: none"> • Open windows and doors on dry days during the summer months to allow water vapour to escape
Internal joinery	<p>Are there any signs of timber decay or insect attack?</p> <p>Have you checked less accessible areas such as floor and roof voids, under stairs and in cupboards?</p>	

Services

Plumbing	<p>Have you checked that all toilets, cisterns, urinals, washbasins and sinks are functioning properly?</p> <p>Are they securely fixed and not broken?</p> <p>Are there any leaks or drips?</p>	<ul style="list-style-type: none"> • Fix dripping taps and leaks immediately to prevent moisture seeping into nearby timber or masonry and causing decay
Electrical systems	<p>Are there any faulty appliances that should be taken out of use and replaced?</p> <p>Are there any extension cables running under carpet?</p>	<ul style="list-style-type: none"> • Commission an electrical inspection by a qualified person at least once every five years
Heating systems	<p>Is the heating system operation correctly?</p> <p>Have you checked that all exposed water tanks and heating pipes are protected against severe frost?</p>	<ul style="list-style-type: none"> • Shut down the heating system once a year and have the boiler serviced
Fire safety	<p>Have you carried out a fire risk assessment and placed a copy in your log book?</p>	<ul style="list-style-type: none"> • Test and clean smoke alarms regularly • Arrange for fire extinguishers to receive an annual maintenance check and service • Consider having your lighting conductor system tested at least once every five years



Barton Street.



NOTES -

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TEWKESBURY MUSEUM, 64 BARTON STREET, TEWKESBURY.

plans as proposed.

SCALE - 1:100 @A3

DRAWN - AAS

DRG No -

DATE - May 2022

CHECKED -

2187 - 10

Seasons Business Complex
Quat Goose Lane, Swindon Village
Cheltenham, Gloucestershire. GL51 9RX

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**REPORT
ON
GARDEN WALL
TO
WATSON HALL BAND ROOM
SAFFRON ROAD
TEWKESBURY
FOR
TEWKESBURY TOWN COUNCIL**

11362/C
March 2022

SYNOPSIS

This Report was commissioned by Tewkesbury Town Council, Nicole Finnegan Finance and Events Officer, and deals with the visual defects of the Garden Wall of the Town Band Room at Watson Hall with the corner of Saffron Road toilet block. No intrusive investigations were carried out to the wall.

INTRODUCTION

CNM Engineer David Gemmell carried out the inspection and Survey on Monday the 28th February 2022. Record photographs were taken on both sides of the wall, access into the garden was provided by the occupier of 2 Saffron Road, with a local dimensional survey taken where possible. This is within the Tewkesbury Conservation Area.

FINDINGS

The boundary walls consist of

- Saffron Road is approximately 8.3m long, 350mm wide at the top increasing to 450mm at Road level, 2.6m high adjacent the gate increasing to 3.0m at corner. This wall would appear to have been re-pointed in the recent past
- The boundary wall running perpendicular to Saffron Road returns to the rear wall of Watson Hall and parallel to the Toilet Block is 215mm wide at the top varying from approximately 2.8m high at Saffron Road to 2.4m adjacent the rear wall of Watson Hall.
- Access to toilet block area is via a ramp from the road to its upper level and continues to the rear Watson Hall emergency exit.
- The garden is generally level, approximately 0.6m above road level at the gate, with a raised boxed border adjacent the road.
- There is a build up of soil and broken paving slabs at the corner behind the tree & wooden shed.
- There are two large trees blocking access to this corner adjacent the shed.
- There is some bed and perp joint movement in both walls at the upper level localised at the corner

Conclusions

- Wall construction is generally sound but with a localised area requiring reinstatement and re-pointing with replacement of individual bricks as required.
- The overall stability of the walls does not appear to be a problem at this time.

Recommended Remedial Measures

- All vegetation attached to the wall including roots to be removed from behind the wall
- Wall to be carefully taken down for a length of approximately 1m in either direction from the corner for a height of approximately 1.5m, removing all timber inserts and rebuilt to match existing construction.
- The rebuilt walls should be
 - Bonded using M4(iii) mortar or to match existing
 - Continuous Helifix bars, 2m long, inserted into bed joints around the corner, set 50mm from each face at approximately 450mm vertical centres.
 - The walls should be re-pointed where required to match existing

We would further recommend that

- The build-up of paving slabs and other items adjacent the shed should be removed and the level reduced to that of the existing garden.
- Access into this corner should be improved to allow for maintenance.

Signed



D.Gemmell BEng (Hons)
For and on behalf of CLARKE NICHOLL & MARCEL LTD

APPENDIX

CNM Drawing 11362/C/01p1
Record Photos of Wall as of March 2022

PHOTOS



Rear Wall Saffron Road



Boundary Wall Toilet Block



Rear Wall Garden



Boundary Wall Garden



Defective Masonry Areas



Build Up Paving Slabs

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Architect/Client
 Tewkesbury Town Council

Contract
 GARDEN WALL WATSON
 HALL-SAFFRON ROAD
 TEWKESBURY

Drawing
 EXISTING LAYOUT

Drawing Status
 PRELIMINARY

Drawn By
 DJG

Checked By

Date
 DJG

Scale @ A4
 1:100

Drawing No.
 11362/C/01

P1

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