

Hutton + Rostron Environmental Investigations Limited

Southleigh Park House: Joinery condition investigation

Site note A3 for 26 January 2021, job no. 152.09

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Distribution:

Steve Coull – Director, FSL Group

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1 INTRODUCTION

1.1 AUTHORITY AND REFERENCES

Hutton + Rostron Environmental Investigations Limited carried out a site visit to Southleigh Park on 26 January 2021 in accordance with instructions from Steve Coull of FSL Group by email, on 10 November 2020 at 13:09. Drawings were provided by the client. For the purpose of orientation in this report, the principal façade was taken as facing south

1.2 AIM

The aim of this survey was to investigate the condition of the timber joinery including shutters, architraves, panelling and doors and to provide remedial advice to inform refurbishment

1.3 LIMITATIONS

This survey was confined to the accessible structures. Concealed timbers and cavities have been investigated where necessary. The condition of concealed timbers may be deduced from the general condition and moisture content of the adjacent structure. Only demolition or exposure work can enable the condition of timber to be determined with certainty, and this destroys what it is intended to preserve. Specialist investigative techniques are therefore employed as aids to the surveyor. No such technique can be 100 per cent reliable, but their use allows deductions to be made about the most probable condition of materials at the time of examination. Structures were not examined in detail except as described in this report, and no liability can be accepted for defects that may exist in other parts of the building. We have not inspected any 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 or in the event that such part of the property is not free from defect it will not contaminate and/or affect any other part of the property. Any design work carried out in conjunction with this report has taken account of available pre-construction or construction phase information to assist in the management of health and safety risks. The sample remedial details and other recommendations in this report are included to advise and inform the design team appointed by the client. The contents of this report do not imply the adoption of the role of Principal Designer by H+R for the purposes of the Construction (Design and Management) (CDM) Regulations 2015. No formal investigation of moisture distribution was made

2 STAFF ON SITE AND CONTACTS

2.1 H+R STAFF ON SITE

Izzie Mar
Clive Stonehill
Michael Almond

2.2 PERSONNEL CONTACTED

Steve Coull – FSL Group Site Staff

3 OBSERVATIONS AND RECOMMENDATIONS

3.1 SUMMARY OF CONSTRUCTION

3.1.1 History

The building listing describes a mid C19th flint walled country house. The grade II listed building had had several alterations over the years, principally ~1930s, ~1970s, ~2000. Shutters, architraves, panelling and door joinery had often been repaired/replaced/alterd during these works

3.1.2 Build-up

- 1 Shutters: these were solid shutters in varying timbers, styles and sizes but generally softwood structure. The majority of shutters featured multiple hinged leaf panels and could be folded back and stored in the architraves to form the window reveals. Typical iron bars and matching housings were used to secure the shutters when closed. There were also vertical sliding shutters and tier on tier shutters
- 2 Architraves: Many door and window architraves were of a simple design and were constructed of softwood. There were more complicated architraves surrounding the south and west elevations and in some localised areas on the north elevation. These were also of softwood construction and generally featured simple panels with mortise and tenon joints. Some door architraves had timbers wedges inserted at the base indicating altered floor levels
- 3 Panelling: Library panelling was finished in a mixture of solid and veneered oak, the majority of joints appeared to be mortise and tenon, the edges of cupboard doors remained unfinished
- 4 Doors: there were multiple styles of doors throughout the building. On the ground floor doors were generally panelled on one side and veneered on the other. Veneered surfaces were book matched in the centre with a border with mitred joints
- 5 Skirting boards: Skirting boards were in many styles and sizes and were mainly made of softwood timber, apart from the library when they were constructed from oak
- 6 Other: There were varying sizes of built-in cupboards with softwood timber shaker style doors and mortise and tenon joints

3.2 SUMMARY OF CONDITION

3.2.1 Timber decay

The timber elements were generally found to be in good structural condition

No chemical remedial treatments are either necessary or advised for the treatment of timber decay. All timber elements investigated are able to be retained, potentially in-situ, although some small number of more significant remediation may warrant total retrieval of units to an off-site workshop for repair mainly veneered items

3.2.2 Superficial wear

Corners and edges in high traffic or usage areas were often superficially worn

Superficial defects of this kind may be prepared and made good using a wood filler/resin prior to decoration

3.2.3 Decoration

Paintwork had generally suffered damage in heavy traffic areas, tending to be at low level. There was also localised damage and total removal of paint in some areas due to general use of doors and shutter bars

Joinery surfaces should be cleaned, prepared and decorated in a microporous air-permeable paint system. On future occupancy, allow to inspect and re-decorate joinery on a 5 year cycle

3.2.4 Operation

Although all doors and the majority of shutters could be opened, some shutters had become stuck shut due to a build-up of paint over the years around the release buttons. There was also a door handle to a cupboard which was unattached at time of survey

Allow to ease all stiff mechanisms and reattach or replace as necessary and loose or missing door furniture

4 H+R WORK ON SITE

- 4.1** H+R followed the numbering system devised by Terence O'Rourke Ltd reference 245001 (see plans at attachment B).
- 4.2** The directions 'left' and 'right' refer to locations as seen from the interior face of the structures
- 4.3** H+R inspected all timber elements mentioned in this site note by visual inspection and probing, as necessary, as to determine their decay state and general condition

5 PROPOSED ACTION BY H+R

- 5.1** H+R will advise on repair and conservation of timber elements, so as to minimise the risk of decay after refurbishment
- 5.2** H+R will advise on remedial detailing, so as to minimise the risk of damp and decay problems after refurbishment
- 5.3** H+R will advise on conservation of original fabric with regard to damp, decay and salt damage, as necessary
- 5.4** H+R will review proposed remedial details as these become available
- 5.5** H+R will return to site to inspect sample remedial details, if instructed
- 5.6** H+R will liaise with conservation and historic building authorities, if instructed, so as to ensure the cost-effective conservation of original fabric
- 5.7** H+R will liaise with building guarantors, so as to ensure the issuing of collateral warranties and building guarantees at practical completion, if required

6 INFORMATION REQUIRED BY H+R

- 6.1** H+R require copies of up-to-date copies of project programmes, as these become available
- 6.2** H+R require copies of up-to-date lists of project personnel and contact lists as these become available
- 6.3** H+R require copies of proposed remedial details for comment as these become available
- 6.4** H+R should be informed as a matter of urgency if further significant water penetration occurs onto site; so that advice can be given on cost-effective remedial measures, to minimise the risk of cost or programme overruns and so as to minimise the risk of damp or decay problems during the latent defect period

7 ADMINISTRATION REQUIREMENTS

- 7.1** H+R require formal instructions for further investigations and consultancy on this project
- 7.2** H+R require confirmation of distribution of digital and printed copies of reports and site notes

Attachment A

SCHEDULE OF OBSERVATIONS AND RECOMMENDATIONS

REFERENCE	ITEM	OBSERVATIONS	RECOMMENDATIONS	CLIENT COMMENTS
SNA3.1 FIRST FLOOR				
SNA3.1.1 F.12 Main Office	Door frame and architrave df.19	Softwood timber deep panelled door reveal and Ogee moulding to architraves. There were MDF 'wedges' to the base of the panelled reveal suggesting previously altered floor level Localised cosmetic damage generally towards the base	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Door, door frame and architrave df.01	Softwood timber panelled fire door with deep panelled door reveal and Ogee moulding to architraves. There were MDF 'wedges' to the base of the panelled reveal suggesting previously altered floor level. Door furniture appeared to be brass There was wear to the door furniture from general use There was also slight opening up of joints causing cracking to the paint surface. Localised cosmetic damage generally towards the base of the architrave	- <i>No action required</i> <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Doors, door frame and architrave df.02	Softwood timber panelled double cupboard doors and simplified Ogee moulding to architraves. Door furniture appeared to be brass Localised cosmetic damage generally towards the base of the architrave	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Doors, door frame and architrave df.03	Softwood timber panelled double cupboard doors and simplified Ogee moulding to architraves. Door furniture appeared to be brass Localised cosmetic damage generally towards the base of the architrave	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Door, door frame and architrave df.04	Softwood timber panelled door with deep panelled door reveal and simple moulding to architraves. There were MDF 'wedges' to the base of the panelled reveal suggesting previously altered floor level. Door furniture appeared to be brass There was wear to the door furniture from general use Localised cosmetic damage generally towards the base of the architrave	- <i>No action required</i> <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Window architrave wf.03	MDF constructed panels most likely glued in place to MDF back board Localised cosmetic damage mainly to the base	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Skirting	Softwood timber no moulding with localised wear/tear from use General wear/tear from use and localised damage toward north-west corner	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	

REFERENCE	ITEM	OBSERVATIONS	RECOMMENDATIONS	CLIENT COMMENTS
			<i>Repair timber surface, smooth, prepare and paint</i>	
SNA3.1.2 F.13 Office	Door, door frame and architrave	Modern timber and glazed door and simple softwood door frame/architrave. Brass door furniture No damage or decay found at time of survey	- <i>No action required</i>	
	Skirting	Softwood timber no moulding with localised wear/tear from use	<i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
SNA3.1.3 F.14 R & D Office	Architrave and shutters wf.10	Softwood tier-on-tier solid panelled shutters. Each side was divided into three folding sections. Reeded architrave with corner and plinth blocks. Loss of timber to middle section of top right tier. General wear/tear from use and localised damage toward north-west corner. Cracking to paint surface around joints Shutters did not close properly Note water staining to ceiling of bay window Also note hinges still had some original screws but some had been replaced with modern cross heads	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i> <i>Shutter hinges may need to be rehung or altered so that the shutters close flush</i> <i>Further investigation by H+R may be necessary</i> -	
	Door, door frame and architrave df.05	Softwood timber panelled door and reeded architrave with corner and plinth blocks. Door furniture appeared to be brass There was wear to the door furniture from general use Localised cosmetic damage generally towards the base of the architrave and door	- <i>No action required</i> <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Cupboard	Softwood timber panelled cupboard and door Split in timber panels running vertically from top to base across all three panels; evidence of previous remedial repairs. General wear/tear from use and localised damage in several places around the room	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Skirting	Softwood timber three reeded skirting increasing in size towards the floor General wear/tear from use and localised damage in several places around the room	- <i>Remove paint from around surface of break and repair with new timber. Wood filler may be used to fill any gaps to create smooth surface for repainting. Prepare and paint surface with a vapour permeable or microporous paint</i>	
SNA3.1.4 F.15/F.16 R & D Lab 3	Door, door frame and architrave df.06	Softwood timber panelled door and reeded architrave with corner and plinth blocks. Door furniture appeared to be brass Loss of material to the bottom left corner block There was wear to the door furniture from general use	- <i>Remove paint from around surface of break and repair with new timber. Wood filler may be used to fill any gaps to create smooth surface for repainting</i> <i>No action required</i>	

REFERENCE	ITEM	OBSERVATIONS	RECOMMENDATIONS	CLIENT COMMENTS
		Localised cosmetic damage generally towards the base of the architrave and door	<i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Door, door frame and architrave df.07	Softwood timber panelled door and simple architrave. Door furniture appeared to be brass There was wear to the door furniture from general use Localised cosmetic damage generally towards the base of the architrave and door	- <i>No action required</i> <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Cupboard	Softwood timber panelled cupboard door. Door furniture appeared to be brass Localised cosmetic damage generally edges of door	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Skirting	Softwood timber Ogee style skirting General wear/tear from use in several places around the room	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
SNA3.1.6 F.03 Back Corridor	Skirting	Softwood timber Ogee style skirting General wear/tear from use and localised damage in several places especially around corners	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Architrave for lift	Softwood timber Ogee style architrave Localised minor cosmetic damage generally towards the base of the architrave	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
SNA3.1.7 F.04 Toilets	Door, door frame and architrave df.20	Door appears to be modern fire door General wear/tear from use	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Door, door frame and architrave df.21	Door appears to be modern fire door General wear/tear from use	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Door, door frame and architrave df.22	Door appears to be modern fire door General wear/tear from use	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Door, door frame and architrave df.23	Door appears to be modern fire door General wear/tear from use	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Skirting	Softwood timber with no decoration General wear/tear from use	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
SNA3.1.8 F.05 R & D Lab 1	Door, door frame and architrave df.10	Softwood timber panelled door and Ogee style architrave. Door furniture appeared to be brass There was wear to the door furniture from general use Localised cosmetic damage generally towards the base of the architrave and door	- <i>No action required</i> <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	

REFERENCE	ITEM	OBSERVATIONS	RECOMMENDATIONS	CLIENT COMMENTS
	Skirting	Softwood timber Ogee style skirting General wear/tear from use and localised damage in several places especially around corners	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
SNA3.1.9 F.07 R & D Lab 2	Door, door frame and architrave df.11	Softwood timber panelled door and Ogee style architrave. Door furniture appeared to be brass with rim lock and cover There was slight wear to the door furniture from general use Localised cosmetic damage generally towards the base of the architrave and door	- <i>No action required</i> <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Skirting	Softwood timber Ogee style skirting General wear/tear from use and localised damage in several places especially around corners	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
SNA3.1.10 F.08 Kitchenette	Door, door frame and architrave df.12	Softwood timber panelled door and Ogee style architrave. Door furniture appeared to be brass with rim lock and cover There was slight wear to the door furniture from general use Localised cosmetic damage generally towards the base of the architrave and door	- <i>No action required</i> <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Skirting	Softwood timber simple style skirting General wear/tear from use and localised damage in several places especially around corners	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
NA3.1.11 F.09 Landing	Door, door frame and architrave df.13	Modern timber and glazed door with timber and glazed sidelets. Door furniture appears to be a wrought iron handle Very minor localised cosmetic damage generally towards the base of the architrave and door	- <i>No action required</i>	
	Door, door frame and architrave df.14	Softwood timber panelled double cupboard doors. Door furniture appeared to be brass. Right doorknob was unattached and on floor at time of survey Localised cosmetic damage generally edges of door.	- <i>Reattach door furniture and make functional</i> <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Door, door frame and architrave df.15	Softwood timber panelled door and Ogee style architrave. Door furniture appeared to be brass There was slight wear to the door furniture from general use Localised cosmetic damage generally towards the base of the architrave and door	- <i>No action required</i> <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Door, door frame and architrave to roof	Timber panelled door with glazing and simple style architrave. Door furniture appeared to be brass Localised cosmetic damage generally towards the base of the architrave and door	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Skirting	Softwood timber ovolo style skirting General wear/tear from use and localised damage in several places especially around corners and the curved section at the top of the steps	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	

REFERENCE	ITEM	OBSERVATIONS	RECOMMENDATIONS	CLIENT COMMENTS
SNA3.1.12 F.10 Office	Door, door frame and architrave df.16	Softwood timber panelled door and Ogee style architrave. Door furniture appeared to be brass There was damage to the architrave around the handle and lock. Localised cosmetic damage generally towards the base of the architrave and door. There was slight wear to the door furniture from general use	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Shutters wf.35	Shutters were MDF boards built into a softwood timber frame. There were stainless steel sliding bolts to left and right edges and a handle in the top centre The left bolt lock was missing Localised cosmetic damage	- <i>Replace bolt lock to match existing</i> <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Shutters wf.36	Shutters were MDF boards built into a softwood timber frame. There were stainless steel sliding bolts to left and right edges and a handle in the top centre Localised cosmetic damage	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Skirting	Softwood timber Ogee style skirting General wear/tear from use and localised damage/staining in several places	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
SNA3.1.13 F.11 Office	Door, door frame and architrave df.17	Modern door with reinforced glazing pane. Ogee style architrave with plinth blocks. Boarded up on west side Sticky residue from Sellotape and damage to base of door on east side General wear/tear from use and localised damage in several places	- <i>If door to be retained on refurbishment remove sticky residue and fill hole with wood filler and colour to match wood grain and finish</i> <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Door, door frame and architrave df.18	Softwood timber panelled door and Ogee style architrave. Door furniture appeared to be brass There was slight wear to the door furniture from general use Localised cosmetic damage generally towards the base of the architrave and door. There was also slight opening up of joints between the panels and mouldings	- <i>No action required</i> <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Doors	Modern panelled timber double doors with glazing Very localised cosmetic damage	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Architrave and shutters wf.37	Vertical sliding panelled shutters with ring pulls Localised cosmetic damage. There was also slight opening up of joints between the panels	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Architrave and shutters wf.38	Vertical sliding panelled shutters with ring pulls Localised cosmetic damage. There was also slight opening up of joints between the panels	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Skirting	Softwood timber Ogee style skirting	-	

REFERENCE	ITEM	OBSERVATIONS	RECOMMENDATIONS	CLIENT COMMENTS
		General wear/tear from use and localised damage	<i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Window box seat	MDF panels in softwood frame with mouldings General wear/tear from use and localised damage	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Door frame and architrave	Softwood timber Ogee style architraves Localised cosmetic damage generally towards the base	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
SNA3.2 GROUND FLOOR				
SNA3.2.1 G.13 Library	Door, door frame and architrave dg.02	Oak panelled door with deep panelled painted door reveal and Ogee moulding to architraves. Door furniture appeared to be brass There was wear to the door furniture from general use Localised cosmetic damage generally towards the bottom half of the architrave on the outer edges There was also slight opening up of joints between the panels and mouldings.	- <i>No action required</i> <i>Prepare and paint surface with a vapour permeable or microporous paint</i> <i>Gaps between joints were small and not deemed structurally significant, however, for aesthetic reasons wax of a similar colour to the wood could be used to fill the gaps</i>	
	Architrave and shutters wg.01	Oak solid shutters. Each side was divided into two folding sections. The 'flat faces' appeared to be oak veneers and the edges were strips of solid oak. There were small handles 1no. on each side to ease movement when shutters were stored in the window box reveals and a shutter bar and latch to the internal face. The architrave was ogee in style and towards the top featured an oak scalloped rebated edge pelmet The shutter bar and latch had suffered damage in the past due to use and possibly occasional misuse There were scratches to the internal face of the veneer surface from the shutter bar. The external face of the veneer showed evidence of UV damage to the finish The veneer towards the base of the shutters, especially on the external face, had flaked off in sections. Generally, the veneers in this area were cracked and were no longer attached to the surface beneath.	- <i>No action required</i> <i>A UV resistant finish could be applied to the surface. A finish such as Osmo UV-Protection-Oil may be suitable</i> <i>Missing sections of veneer should be replaces using sections of veneer with similar wood grain size and orientation. All loose veneers should be carefully re-adhered to the structure beneath</i>	
	Architrave and shutters wg.02	Oak solid shutters. Each side was divided into two folding sections. The 'flat faces' appeared to be oak veneers and the edges were strips of solid oak. There were small handles 1no. on each side to ease movement when shutters were stored in the window box reveals and a shutter bar and latch to the internal face. The architrave was ogee in style and towards the top featured an oak scalloped rebated edge pelmet The shutter bar and latch had suffered damage in the past due to use a possibly occasional misuse	- <i>No action required</i>	

REFERENCE	ITEM	OBSERVATIONS	RECOMMENDATIONS	CLIENT COMMENTS
		There was also a missing doorknob rose to the right side There were scratches to the internal face of the veneer surface from the shutter bar. The external face of the veneer showed evidence of UV damage to the finish The veneer towards the base of the shutters, especially on the external face, had flaked off in sections. Generally, the veneers in this area were cracked and were no longer attached to the surface beneath.	<i>Replace missing doorknob rose with similar style and material</i> <i>A UV resistant finish could be applied to the surface. A finish such as Osmo UV-Protection-Oil may be suitable</i> <i>Missing sections of veneer should be replaced using sections of veneer with similar wood grain size and orientation. All loose veneers should be carefully re-adhered to the structure beneath</i>	
	Panelling and cupboards	Oak panelling attached to softwood timber battens supported by masonry wall. There may have been battens in alternating directions. Decorative book-matched surfaces suggest veneer may have been used on large flat areas There were localised areas of veneer mainly on the north wall which showed evidence of UV damage to the finish There were gaps between joints due to movement in the structure of the cupboards/shelving units; mainly around the corners which had been previously filled with various materials such as wood filler and wax	- <i>A UV resistant finish could be applied to the surface. A finish such as Osmo UV-Protection-Oil may be suitable</i> <i>Gaps between joints were mainly small and not deemed structurally significant, however, for aesthetic reasons timber wedges of similar material and wood grain could be inserted, adhered in place and then finished. For smaller gaps between woodwork wax of a similar colour to the wood could be used</i>	
	Skirting	Oak Ogee style skirting The skirting around the fireplace also showed evidence of movement or poor workmanship. General wear/tear from use and localised damage around corners and curved sections.	-	
SNA3.2.2 G.14 Electronic Boardroom	Architrave and shutters wg.03	Softwood solid panelled shutters; each side was divided into three folding sections. Architrave featured simple stepped moulding, plinth blocks and painted timber scalloped rebated edge pelmet Loss of timber to middle section of left side of shutter General wear/tear from use and localised damage toward north-west corner. Localised cracking to paint surface around joints	- <i>Skirting should be re-positioned and finished appropriately to high standard</i> <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Door, door frame and architrave dg.03	Oak door with deep panelled painted door reveal and Ogee moulding to architraves. Panelled door to north side and flat veneered surface to the south. Door furniture appeared to be brass There was wear to the door furniture from general use Localised cosmetic damage generally towards the bottom half of the architrave on the outer edges. There was also slight opening up of joints between the panels and mouldings	- <i>No action required</i> <i>Gaps between joints were small and not deemed structurally significant, however, for aesthetic reasons wax of a similar colour to the wood could be used to fill the gaps</i>	
	Folding doors to east	Flush oak book matched and bordered veneered folding double doors, each side had 2no. sections. Door furniture	-	

REFERENCE	ITEM	OBSERVATIONS	RECOMMENDATIONS	CLIENT COMMENTS
		appeared to be brass. Simplified Ogee moulding to architrave The veneer was lifting and flaking and there were some areas which featured unsightly previous repairs of touch-ups. Localised cosmetic damage generally towards the bottom half of the doors.	<i>Missing sections of veneer should be replaces using sections of veneer with similar wood grain size and orientation. All loose veneers should be carefully re-adhered to the structure beneath. Previous repairs should be re-touched or replaced if they can be done by causing no further damage to the surrounding finishes</i>	
	Folding doors to west	Flush oak book matched and bordered veneered folding double doors, each side had 2no. sections. Door furniture appeared to be brass. Simplified Ogee moulding to architrave Localised cosmetic damage generally towards the bottom half of the doors. The veneer was lifting and flaking and there were some areas which featured unsightly previous repairs of touch-ups. There was also very localised staining up to 1.5m	- <i>Missing sections of veneer should be replaces using sections of veneer with similar wood grain size and orientation. All loose veneers should be carefully re-adhered to the structure beneath. Previous repairs should be re-touched or replaced if they can be done by causing no further damage to the surrounding finishes. Cleaning and removal of staining may be possible with minimal intervention, however, this should be done by persons with appropriate training</i>	
	Skirting	Painted timber Ogee style skirting General wear/tear from use and localised damage around corners	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
SNA3.2.3 G.14a Executive Office	Door, door frame and architrave dg.04	Oak door with deep panelled painted door reveal and Ogee moulding to architraves. Panelled door to north side and flat veneered surface to the south. Door furniture appeared to be brass There was wear to the door furniture from general use Localised cosmetic damage generally towards the bottom half of the architrave on the outer edges There was also slight opening up of joints between the panels and mouldings	- <i>No action required</i> <i>Prepare and paint surface with a vapour permeable or microporous paint</i> <i>Gaps between joints were small and not deemed structurally significant, however, for aesthetic reasons wax of a similar colour to the wood could be used to fill the gaps</i>	
	Architrave and shutters wg.04	Painted timber solid panelled shutters. Each side was divided into two folding sections. There were small handles 1no. on each side to ease movement when shutters were stored in the window box reveals and a shutter bar and latch to the internal face. The architrave was stepped with plinth blocks and towards the top featured an oak scalloped rebated pelmet There were scratches to the internal face of the painted shutters and window box reveals which appeared to be from using the latch and letting it drop and stop swinging on its own. There was also cracking to the paintwork around joints in the panelling. There was peeling paintwork above the window and localised damage to paintwork on the edges of the architrave	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Architrave and shutters wg.05	Painted timber solid panelled shutters. Each side was divided into two folding sections. There were small handles	-	

REFERENCE	ITEM	OBSERVATIONS	RECOMMENDATIONS	CLIENT COMMENTS
		1no. on each side to ease movement when shutters were stored in the window box reveals and a shutter bar and latch to the internal face. The architrave was stepped with plinth blocks and towards the top featured an oak scalloped rebated pelmet There was substantial grease staining/build-up from many years of general use and paintwork to the outer section on the right side was worn and revealed the timber beneath. There were scratches to the internal face of the painted shutters and window box reveals which appeared to be from using the latch and letting it drop and stop swinging on its own. There was also cracking to the paintwork around joints in the panelling. There was peeling paintwork above the window and localised damage to paintwork on the edges of the architrave	<i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Skirting	Painted timber Ogee style skirting General wear/tear from use and localised damage around corners	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
SNA3.2.4 G.15 Meeting Room	Door, door frame and architrave dg.05	Oak door with deep panelled painted door reveal and Ogee moulding to architraves. Painted panelled door to west side and flat veneered surface to east. Door furniture appeared to be brass There was wear to the door furniture from general use Localised cosmetic damage generally towards the bottom half of the architrave on the outer edges. There was also slight opening up of joints between the panels and mouldings	- <i>No action required</i> <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Door, door frame and architrave dg.07 and shutters	Painted timber panelled door with deep panelled painted door reveal and intricate Ogee moulding to architraves. Door furniture appeared to be brass. Painted timber solid panelled shutters. Each side was divided into two folding sections. The shutters were generally stored in the window box reveals and there was a shutter bar and latch to the north face There was wear to the door furniture from general use Very localised cosmetic damage generally towards the bottom half of the architrave on the outer edges. There was also slight opening up of panel joints	- <i>No action required</i> <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
SNA3.2.5 G.16 Boardroom	Door, door frame and architrave dg.06	Oak panelled double doors with deep panelled painted door reveal and Ogee moulding to architraves. Door furniture appeared to be brass There was wear to the door furniture from general use Localised cosmetic damage generally towards the bottom half of the architrave on the outer edges	- <i>No action required</i> <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Door, door frame and architrave dg.08	Painted timber panelled door with reinforced glazing pane and deep panelled painted door reveal. The architraves were Ogee style. Door furniture appeared to be brass There was wear to the door furniture from general use	- <i>No action required</i>	

REFERENCE	ITEM	OBSERVATIONS	RECOMMENDATIONS	CLIENT COMMENTS
		Localised cosmetic damage generally towards the bottom half of the architrave on the outer edges. There was also slight opening up of joints between the panels and mouldings	<i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Architrave and shutters wg.09	Painted timber pier-on-pier solid panelled shutters. Each side was divided into a top and bottom tier and each side had two folding sections per tier. There were small handles 1no. on each side and tier to ease movement when shutters were stored in the window box reveals and a shutter bar and latch to the internal face of each tier. The architrave was Ogee style The bottom tier could not be investigated in detail as the latch release button had been over painted so it was not operable There was a crack to the central panel of the left side outer section of the top tier. There was general wear and tear damage to each accessible side and some cracking to the paintwork around joints in the panelling. There was also localised damage to paintwork on the edges of the architrave	- <i>Remove excess paint and lubricate metal button. If still inoperable consult appropriate trade specialist</i> <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Architrave and shutters wg.10	Painted timber pier-on-pier solid panelled shutters. Each side was divided into a top and bottom tier and each side had two folding sections per tier. There were small handles 1no. on each side and tier to ease movement when shutters were stored in the window box reveals and a shutter bar and latch to the internal face of each tier. The architrave was Ogee style There was a crack to the bottom panel of the right side outer section of the top tier. The outer right side panel of the bottom tier was also cracked. There was cracking to the paintwork around the joints of the left side back panel of the window box reveal. There was general wear and tear damage to the paint work and some cracking to the paintwork around joints in the panelling. There was also localised damage to paintwork on the edges of the architrave	- <i>Filling with wood filler may be necessary. Prepare and paint surface with a vapour permeable or microporous paint</i> <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Architrave and shutters wg.11	Painted timber pier-on-pier solid panelled shutters. Each side was divided into a top and bottom tier and each side had two folding sections per tier. There were small handles 1no. on each side and tier to ease movement when shutters were stored in the window box reveals and a shutter bar and latch to the internal face of each tier. The architrave was Ogee style There was general wear and tear damage to the paint work and some cracking to the paintwork around joints in the panelling. There was also localised damage to paintwork on the edges of the architrave	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Skirting	Painted timber Ogee style skirting General wear/tear from use and localised damage around corners	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	

REFERENCE	ITEM	OBSERVATIONS	RECOMMENDATIONS	CLIENT COMMENTS
SNA3.2.6 G.17 former Wine Store	Cupboard doors and frame	Timber paint panelled four doored cupboard; two sets of double doors arranged one above the other. There was 1no. brass doorknob for each door The was a previously repaired crack to the lower panel	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Door, door frame and architrave dg.12	Painted panelled door with metal door studs. The architraves were of simple design. Door furniture appeared to be an iron bolt There was wear to the door furniture from general use Localised cosmetic damage to paint on studs and towards the bottom half of the door. There was also slight opening up of joints between the panels and mouldings	- <i>No action required</i> <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Door frame and architrave	Simple softwood timber construction with small Ogee moulding Localised cosmetic damage to lower third of each side	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
SNA3.2.7 G.18 Office	Cupboard doors and frame	Timber paint panelled four doored cupboard; two sets of double doors arranged one above the other. There was 1no. brass doorknob for each door The was a previously repaired crack to the lower panel	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Door, door frame and architrave dg.09	Painted timber panelled door with Ogee style architraves. Door furniture appeared to be brass There was wear to the door furniture from general use Localised cosmetic damage generally towards the bottom half of the architrave and door	- <i>No action required</i> <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
SNA3.2.8 G.04 Back Corridor	Door, door frame and architrave dg.10 to basement	Painted timber fire door with panelling towards the north and flush to south. Door furniture appeared to be brass There was wear to the door furniture from general use Localised cosmetic damage generally towards the bottom half of the panelled side of the door	- <i>No action required</i> <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Door, door frame and architrave xd.08	Painted timber panelled door with glazing and glazed toplight. Door furniture appeared to be brass with rim lock and cover There was wear to the door furniture from general use Localised cosmetic damage generally towards the bottom outer corner of the door	- <i>No action required</i> <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Door, door frame and architrave dg.32	Painted timber fire door with panelling towards the east and flush to south. Door furniture was a modern handle in what appeared to be an antique brass finish Localised cosmetic damage generally towards the bottom half of the door	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	

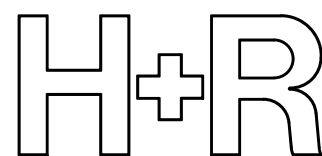
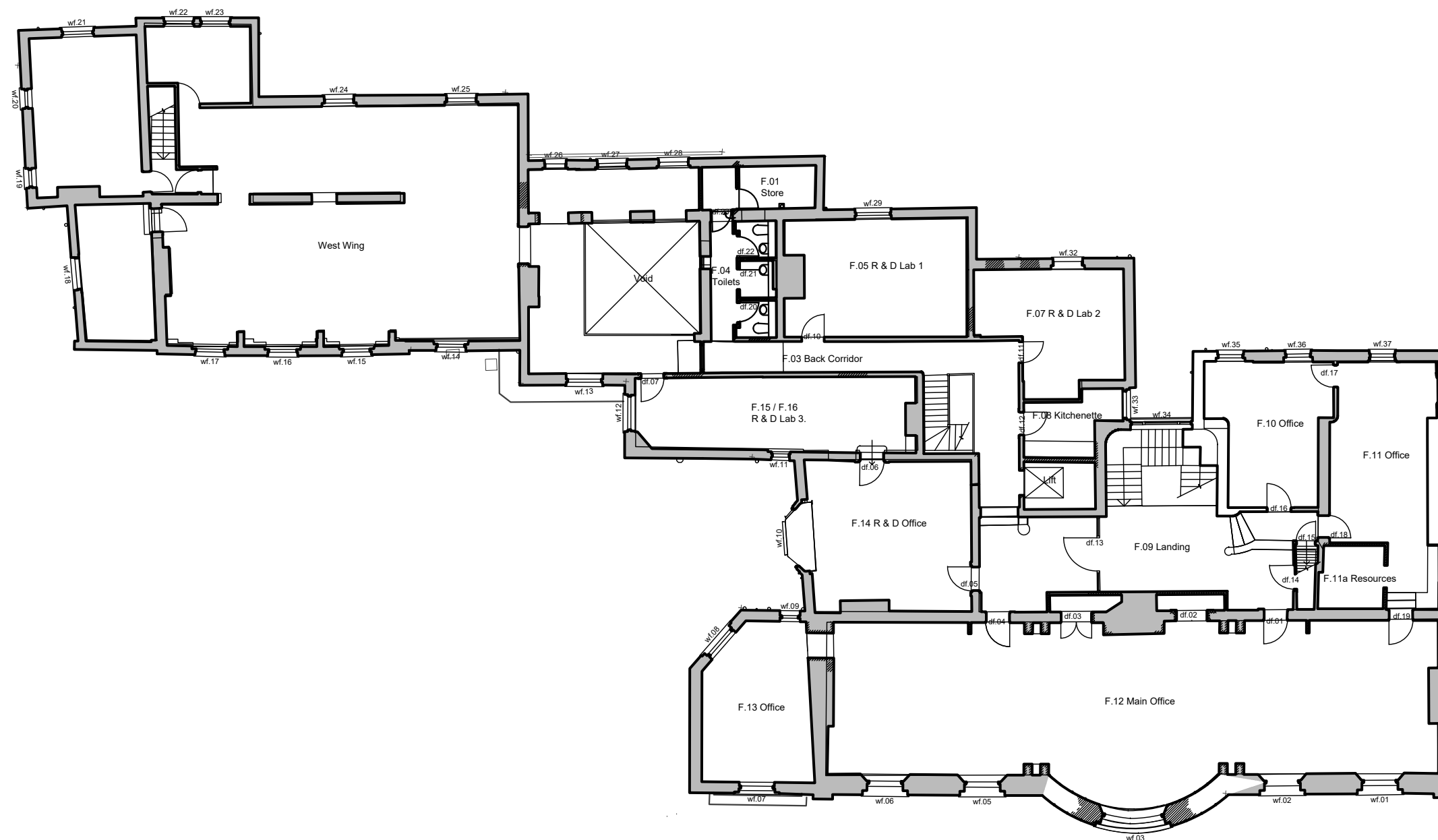
REFERENCE	ITEM	OBSERVATIONS	RECOMMENDATIONS	CLIENT COMMENTS
	Door, door frame and architrave dg.16	Painted timber panelled door with one panel glazed and deep panelled painted door reveal. Door furniture appeared to be brass There was wear to the door furniture from general use Localised cosmetic damage generally towards the bottom half of the door	- <i>No action required</i> <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Cupboards	Timber paint panelled four doored cupboard; two sets of double doors arranged one above the other with brick arch. There was 1no. brass doorknob for each door Localised cosmetic damage generally towards the bottom half of the lower doors	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
SNA3.2.9 G.05 R&D Lab	Door, door frame and architrave dg.28	Painted timber panelled door. Door furniture appeared to be brass There was wear to the door furniture from general use Localised cosmetic damage generally towards the bottom half of the door	- <i>No action required</i> <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Door, door frame and architrave – timber door to former silver safe	Painted timber panelled door. Door furniture appeared to be brass with rim lock and cover There was wear to the door furniture from general use Localised cosmetic damage generally towards the bottom half of the door. There was also slight opening up of joints between the panels and mouldings	- <i>No action required</i> <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Panelled half wall	Timber panelling with what appeared to be tongue and groove construction There had been hole drilled through the panelling at skirting height for service wiring and cosmetic damage to paintwork just above skirting height	- <i>If to be retained on refurbishment prepare and paint surface with a vapour permeable or microporous paint</i>	
	Skirting	Painted high timber Ogee style skirting The skirting surrounding the old silver safe appeared to be partially detached from the wall General wear/tear from use and localised damage around corners	- <i>Re-attach skirting board, prepare and paint surface with a vapour permeable or microporous paint</i> <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
SNA3.2.10 G.06 IT Workshop	Door, door frame and architrave dg.31	Painted timber panelled door. Door furniture appeared to be brass There was wear to the brass door furniture from general use There was a crack to the top left panel near to the hinges. Localised cosmetic damage generally towards the bottom half of the door	- <i>No action required</i> <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Door, door frame and architrave dg.13	Painted timber panelled door. Door furniture appeared to be brass with an iron handle	-	

REFERENCE	ITEM	OBSERVATIONS	RECOMMENDATIONS	CLIENT COMMENTS
		There was wear to the brass door furniture from general use There was a crack to the middle panel near to the handle. Localised cosmetic damage generally towards the bottom half of the door	<i>No action required</i> <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Architrave and shutters wg.27	Painted timber solid panelled shutters. The left side was divided into three folding sections and the right side had two folding sections. The shutter folded into the window box reveals and there was a shutter bar and latch to the internal face. The architrave was Ogee style There was general wear and tear damage to the paint work and some cracking to the paintwork around joints in the panelling. There was also localised damage to paintwork on the edges of the architrave	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
SNA3.2.11 G.07 IT Office	Door, door frame and architrave dg.15	Painted timber panelled door. Door furniture appeared to be brass with iron clothes hooks There was wear to the brass door furniture from general use Localised cosmetic damage generally towards the bottom half of the door	- <i>No action required</i> <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Architrave and shutters wg.29	Painted timber solid panelled sliding shutters on cords. There were ring pulls to the top edge of the top and bottom shutters. There was tongue and groove panelling below the window. The architrave was Ogee style and featured plinth blocks There was general wear and tear damage to the paint work to all elements and some cracking to the paintwork around joints in the panelling. There was also localised damage to paintwork on the edges of the architrave	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Architrave and shutters wg.30	Painted timber solid panelled sliding shutters on cords. There were ring pulls to the top edge of the top and bottom shutters. There was tongue and groove panelling below the window. The architrave was Ogee style and featured plinth blocks There was general wear and tear damage to the paint work to all elements and some cracking to the paintwork around joints in the panelling. There was also localised damage to paintwork on the edges of the architrave	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Skirting	Painted timber Ogee style skirting General wear/tear from use and localised damage around corners	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
SNA3.2.12 G.09 Main Hall	Door, door frame and architrave dg.01	Timber double doors with 10no. glazing panes to each door. Door furniture appeared to be brass finger plates Localised cosmetic damage generally to the bottom panel of each door	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Door, door frame and architrave dg.18	Oak panelled door with deep panelled painted door reveal and Ogee moulding to architraves. Door furniture appeared to be brass	-	

REFERENCE	ITEM	OBSERVATIONS	RECOMMENDATIONS	CLIENT COMMENTS
		There was wear to the door furniture from general use Localised cosmetic damage generally towards the bottom half of the architrave on the outer edges.	<i>No action required</i> <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Skirting	Painted high timber Ogee style skirting General wear/tear from use and localised damage around corners	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
SNA3.2.13 G.10 Toilets	Door, door frame and architrave dg.19	Oak panelled door with deep panelled painted door reveal and Ogee moulding to architraves. Door furniture appeared to be brass There was wear to the door furniture from general use Localised cosmetic damage generally towards the bottom half of the architrave on the outer edges. There was also slight opening up of joints between the panels and mouldings	- <i>No action required</i> <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Door, door frame and architrave dg.20	Flush veneered door. Door furniture appeared to be 2no. brass finger plate, handle and modern twist lock Localised cosmetic damage generally towards the bottom half of the architrave and door which appeared to be due to water damage, possible from mopping and other cleaning/building maintenance	- <i>If to be retained on refurbishment an appropriate finish should be applied</i>	
	Door, door frame and architrave dg.21	Flush veneered door. Door furniture appeared to be 2no. brass finger plate, handle and modern twist lock Localised cosmetic damage generally towards the bottom half of the architrave and door which appeared to be due to water damage, possible from mopping and other cleaning/building maintenance	- <i>If to be retained on refurbishment an appropriate finish should be applied</i>	
	Door, door frame and architrave dg.22	Flush veneered door. Door furniture appeared to be 2no. brass finger plate, handle and modern twist lock Localised cosmetic damage generally towards the bottom half of the architrave and door which appeared to be due to water damage, possible from mopping and other cleaning/building maintenance	- <i>If to be retained on refurbishment an appropriate finish should be applied</i>	
	Door, door frame and architrave dg.23	Flush book matched and bordered veneered door. Door furniture appeared to be 2no. brass finger plate, handle and modern twist lock Localised cosmetic damage generally towards the bottom half of the architrave and door which appeared to be due to water damage, possible from mopping and other cleaning/building maintenance	- <i>If to be retained on refurbishment an appropriate finish should be applied</i>	
	Additional cupboard doors 2no.	See above dg.20-23	<i>See above dg.20-23</i>	
	Panelling	Flush book matched and bordered veneered panels which look the same as the adjacent doors Localised cosmetic damage generally towards the bottom half of the architrave and door which appeared to be due to	- <i>If to be retained on refurbishment an appropriate finish should be applied</i>	

REFERENCE	ITEM	OBSERVATIONS	RECOMMENDATIONS	CLIENT COMMENTS
		water damage, possible from mopping and other cleaning/building maintenance		
SNA3.2.14 G.11 Office	Door, door frame and architrave dg.24	Oak panelled door with deep panelled painted door reveal and Ogee moulding to architraves. Door furniture appeared to be brass There was wear to the door furniture from general use Localised cosmetic damage generally towards the bottom half of the architrave and to paintwork around the door handle Localised cosmetic damage generally towards the bottom half of the door and outer edges	- <i>No action required</i> <i>Prepare and paint surface with a vapour permeable or microporous paint</i> <i>If to be retained on refurbishment an appropriate finish should be applied</i>	
	Architrave, panelling and shutters wg.33	Softwood solid panelled shutters. Each side was divided into two folding sections. Architrave featured Ogee moulding and painted panelling below window. General wear/tear from use and localised damage toward north-west corner. Panelling below window showed cracking to the central right panel and loosening to joints between panels and stiles	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
	Skirting	Painted timber Ogee style skirting General wear/tear from use and localised damage around corners	- <i>Prepare and paint surface with a vapour permeable or microporous paint</i>	
SNA3.2.15 G.12 Reception	Door, door frame and architrave xd.09	Oak panelled double door with a simplified Ogee moulding to architraves. Door furniture appeared to be brass There was wear to the door furniture from general use Localised cosmetic damage generally towards the bottom half of the door	- <i>No action required</i> <i>If to be retained on refurbishment an appropriate finish should be applied</i>	

Attachment B



Southleigh Park, Mansion House - First Floor
Joinery frame condition investigation
26 January 2020

Hutton + Rostron Environmental Investigations Ltd
Netley House, Gomshall, Surrey, GU5 9QA Tel: 01483 203221
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Notes: Window and door numbering system as devised by
Terrence O'Rourke Ltd reference 245001

Attachment C



Fig 1:

First floor, F.12 Main Office; showing window wf.03 panelling constructed using MDF with only localised cosmetic damage



Fig 2:

First floor, F.12 Main Office; showing df.19 softwood timber with only localised cosmetic damage



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Fig 3:

First floor, F.12 Main Office; showing df.19 with MDF wedge suggesting previously altered floor levels



Fig 4:

First floor, F.12 Main Office; showing df.01 softwood timber with only localised cosmetic damage



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Fig 5:

First floor, F.12 Main Office; showing df.02 softwood timber with only localised cosmetic damage



Fig 6:

First floor, F.12 Main Office; showing df.03 softwood timber with only localised cosmetic damage



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Fig 7:

First floor, F.12 Main Office; showing df.04 softwood timber with generally localised cosmetic damage



Fig 8:

First floor, F.12 Main Office; showing df.04 softwood timber architrave showing more extensive localised cosmetic damage



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Fig 9:

First floor, F.12 Main Office; showing softwood timber skirting with only localised cosmetic damage



Fig 10:

First floor, F.13 Office; showing modern door



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Fig 11:

First floor, F.13 Office; showing softwood timber skirting with very localised cosmetic damage



Fig 12:

First floor, F.14 R & D Office; showing df.05 softwood timber with only localised cosmetic damage



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Fig 13:

First floor, F.14 R & D Office; showing
df.05 general damage to door furniture



Fig 14:

First floor, F.14 R & D Office; showing
softwood timber skirting with localised
damage



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Fig 15:

First floor, F.14 R & D Office; showing df.06 softwood timber with generally localised cosmetic damage



Fig 16:

First floor, F.14 R & D Office; showing df.06 softwood timber right plinth block with timber section missing



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Fig 17:

First floor, F.14 R & D Office; showing softwood timber cupboard with generally localised cosmetic damage and split down panelling



Fig 18:

First floor, F.14 R & D Office; showing wf.10 softwood timber with generally localised cosmetic damage



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Fig 19:

First floor, F.14 R & D Office; showing df.06 with damage to timber surface



Fig 20:

First floor, F.14 R & D Office; showing df.06 hinges with both historic and modern screws



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Fig 21:

First floor, F.14 R & D Office; showing df.06 shutters were out of alignment



Fig 22:

First floor, F.14 R & D Office; showing ceiling above df.06 further investigation may be necessary



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Fig 23:

First floor, F.15/F16 R & D Lab 3;
showing softwood timber cupboard and
skirting with generally localised
cosmetic damage



Fig 24:

First floor, F.15/F16 R & D Lab 3;
showing df.07 softwood timber with
generally localised cosmetic damage



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Fig 25:

First floor, F.04 Toilets; showing softwood timber df.20, df.21, df.22 and df.23 with generally localised cosmetic damage



Fig 26:

First floor, F.05 R & D Lab 1; showing df.10 softwood timber with generally localised cosmetic damage



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Fig 27:

First floor, F.05 R & D Lab 1; showing softwood timber skirtings with generally localised cosmetic damage to corners



Fig 28:

First floor, F.07 R & D Lab 2; showing df.11 softwood timber with generally localised cosmetic damage



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Fig 29:

First floor, F.08 Kitchenette; showing
df.12 softwood timber with generally
localised cosmetic damage



Fig 30:

First floor, F.03 Back Corridor; showing
softwood timber architrave with
generally localised cosmetic damage



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Fig 31:

First floor, F.09 Landing; showing df.13 modern timber glazed double doors with very localised cosmetic damage



Fig 32:

First floor, F.09 Landing; showing df.14 softwood timber with generally localised cosmetic damage and detached right handle



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Fig 33:

First floor, F.10 Office; showing df.16 softwood timber with generally localised cosmetic damage



Fig 34:

First floor, F.10 Office; showing wf.35 MDF sheets in softwood timber frame with generally localised cosmetic damage, however, the left bolt lock was missing



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Fig 35:

First floor, F.10 Office; showing wf.36
MDF sheets in softwood timber frame
with generally localised cosmetic
damage



Fig 36:

First floor, F.10 Office; showing df.17
boarded up from west



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Fig 37:

First floor, F.11 Office; showing df.17 modern timber door with reinforced glazing. Localised damage to painted architrave and dent to lower half of door



Fig 38:

First floor, F.11 Office; showing df.18 softwood timber with generally localised cosmetic damage



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Fig 39:

First floor, F.11 Office; showing wf.37 softwood timber panelled shutters with generally localised cosmetic damage



Fig 40:

First floor, F.11 Office; showing wf.37 softwood timber panelled shutters with generally localised cosmetic damage



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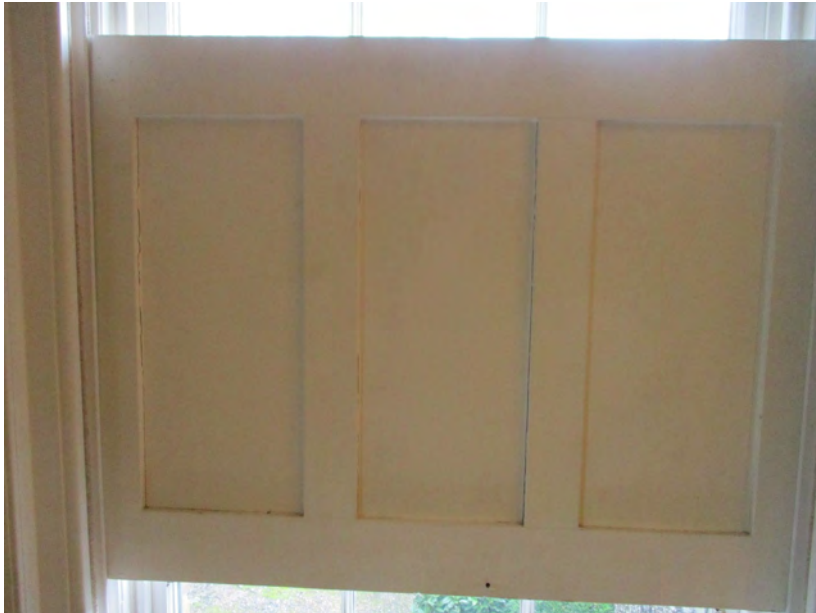


Fig 41:

First floor, F.11 Office; showing wf.38 softwood timber panelled shutters with generally localised cosmetic damage

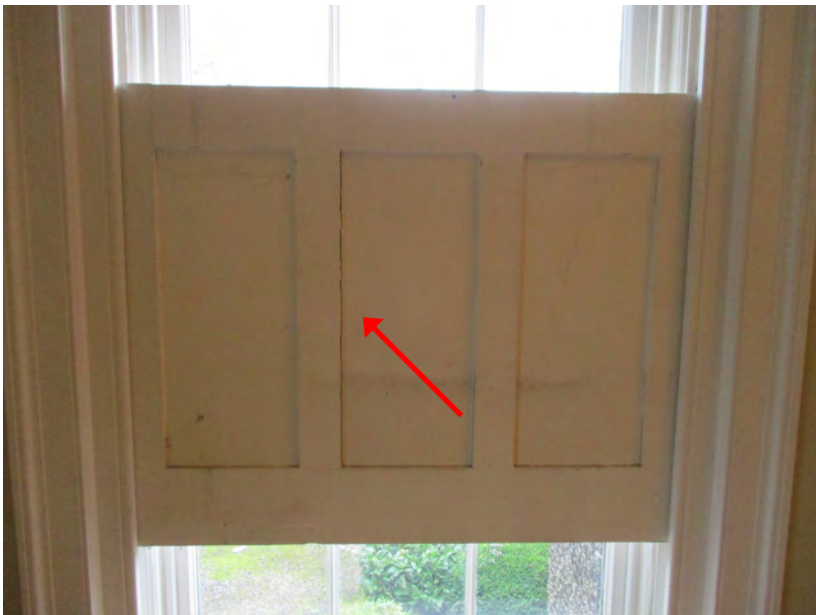


Fig 42:

First floor, F.11 Office; showing wf.38 softwood timber panelled shutters with generally localised cosmetic damage and opening up of joints was not structurally significant



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Fig 43:

First floor, F.11 Office; showing MDF and softwood timber frame panelled window box with generally localised cosmetic damage



Fig 44:

First floor, F.11 Office; showing modern doors softwood timber with glazing panes. Painted timber panels had localised cosmetic damage



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Fig 45:

First floor, F.11 Office; showing wf.38 softwood timber panelled architrave with generally localised cosmetic damage



Fig 46:

Ground floor, G.13 Library; showing dg.02 softwood timber architrave and deep panelled reveal with oak veneered door. Localised cosmetic damage to paintwork and slight opening up of joints in panels of oak door



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Fig 47:

Ground floor, G.13 Library; showing general view from west looking towards south-east corner



Fig 48:

Ground floor, G.13 Library; showing wg.01 oak veneered shutters and architrave. There were scratches to the internal face of the veneer surface from the shutter bar and corresponding damage to the shutter bar



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Fig 49:

Ground floor, G.13 Library; showing wg.01 oak veneered shutters and architrave. The external face of the veneer showed evidence of UV damage to the finish



Fig 50:

Ground floor, G.13 Library; showing wg.02 oak veneered shutters and architrave. There were scratches to the internal face of the veneer surface from the shutter bar and corresponding damage to the shutter bar



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Fig 51:

Ground floor, G.13 Library; showing wg.02 oak veneered shutters and architrave. The external face of the veneer showed evidence of UV damage to the finish

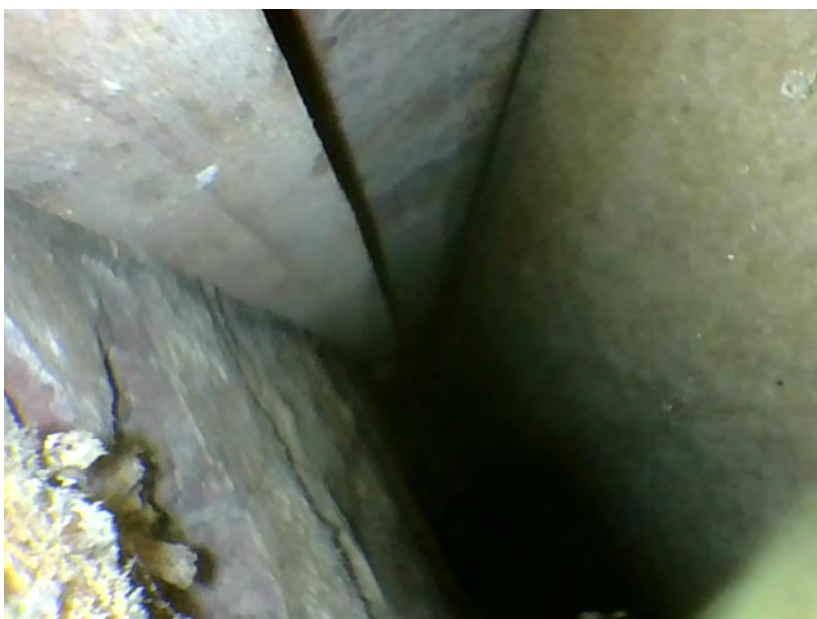


Fig 52:

Ground floor, G.13 Library; showing videoscope behind panelling showing structure supported by battens attached to the masonry



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Fig 53:

Ground floor, G.13 Library; showing opening up of south-west corner joint of sill to built in cabinets



Fig 54:

Ground floor, G.13 Library; showing opening up of south-west corner joint of sill to built in cabinets from different view

Note evidence of previous repairs using wax and wood filler



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Fig 55:

Ground floor, G.14 Electronic Boardroom; showing dg.03 softwood timber architrave and deep panelled reveal with oak veneered door. Localised cosmetic damage to paintwork and opening up of panelling joints of oak door



Fig 56:

Ground floor, G.14 Electronic Boardroom; showing dg.03 split in oak veneer



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Fig 57:

Ground floor, G.14 Electronic Boardroom; showing general view of east folding doors



Fig 58:

Ground floor, G.14 Electronic Boardroom; showing east folding doors with localised missing veneer



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Fig 59:

Ground floor, G.14 Electronic Boardroom; showing general view of west folding doors

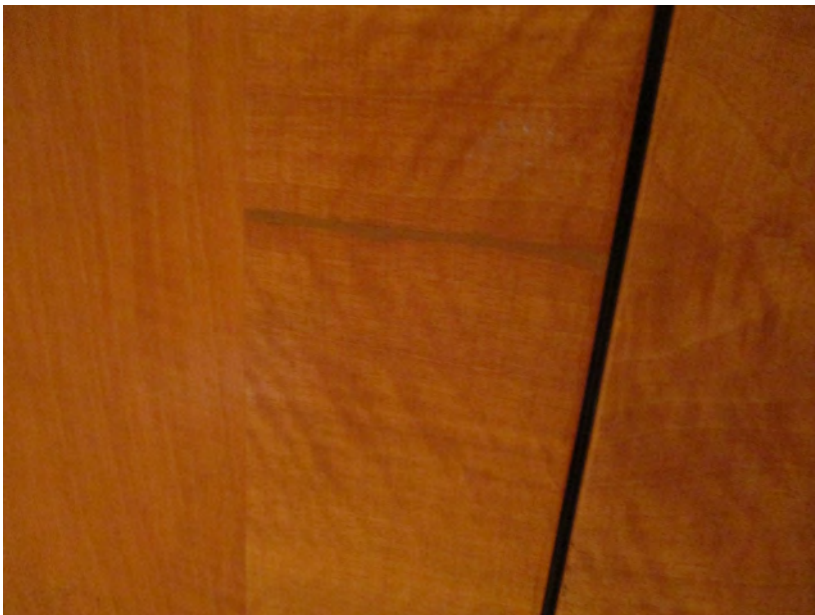


Fig 60:

Ground floor, G.14 Electronic Boardroom; showing west folding doors with poor previous repair/touch-up



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Fig 61:

Ground floor, G.14 Electronic Boardroom; showing west folding doors with staining to surface



Fig 62:

Ground floor, G.14 Electronic Boardroom; showing general view of wg.03 softwood timber shutters architrave and skirting



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Fig 63:

Ground floor, G.14 Electronic Boardroom; showing wg.03 with damage to paintwork and localised damage towards base



Fig 64:

Ground floor, G.14a Executive Office; showing dg.04 softwood timber architrave and deep panelled reveal with oak veneered door. Localised cosmetic damage to paintwork and opening up of panelling joints of oak door



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Fig 65:

Ground floor, G.14a Executive Office;
showing general view of east folding
doors with general wear



Fig 66:

Ground floor, G.14a Executive Office;
showing general view of wg.04
softwood timber shutters architrave
and skirting



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Fig 67:

Ground floor, G.14a Executive Office;
showing wg.04 with damage to
paintwork due to shutter bar and
localised damage towards base



Fig 68:

Ground floor, G.14a Executive Office;
showing general view of wg.05
softwood timber shutters architrave
and skirting



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Fig 69:

Ground floor, G.14a Executive Office;
showing wg.05 with damage to
paintwork due to shutter bar and
localised damage towards base



Fig 70:

Ground floor, G.15 Meeting Room;
showing dg.05 softwood timber
architrave and deep panelled reveal
with painted timber door. Localised
cosmetic damage to paintwork and
opening up of panelling joints



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Fig 71:

Ground floor, G.15 Meeting Room;
showing dg.05 opening up of joints in
panelling



Fig 72:

Ground floor, G.15 Meeting Room;
showing dg.07 softwood timber
architrave and deep panelled reveal
with painted timber door. Localised
cosmetic damage to paintwork and
opening up of panelling joints



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Fig 73:

Ground floor, G.15 Meeting Room;
showing dg.07 softwood timber
shutters with localised cosmetic
damage to paintwork



Fig 74:

Ground floor, G.15 Meeting Room;
showing dg.07 opening up of joints in
panelling



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Fig 75:

Ground floor, G.16 Boardroom;
showing wg.09, wg.10, wg.11 softwood
timber shutters with localised cosmetic
damage to paintwork



Fig 76:

Ground floor, G.16 Boardroom;
showing wg.10, with split to outer panel



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Fig 77:

Ground floor, G.16 Boardroom;
showing wg 11 with damage to
paintwork



Fig 78:

Ground floor, G.16 Boardroom;
showing dg.08 softwood timber
architrave and deep panelled reveal,
painted timber door with reinforced
glazing pane. Localised cosmetic
damage to paintwork and opening up
of panelling joints of door



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Fig 79:

Ground floor, G.16 Boardroom;
showing dg.06 painted softwood timber
architrave and deep panelled reveal
with oak door. Localised cosmetic
damage to paintwork



Fig 80:

Ground floor, G.16 Boardroom;
showing dg.06 with joints opening up



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Fig 81:

Ground floor, G.18 Office; showing softwood timber cupboard with split to one panel and evidence of previous repair

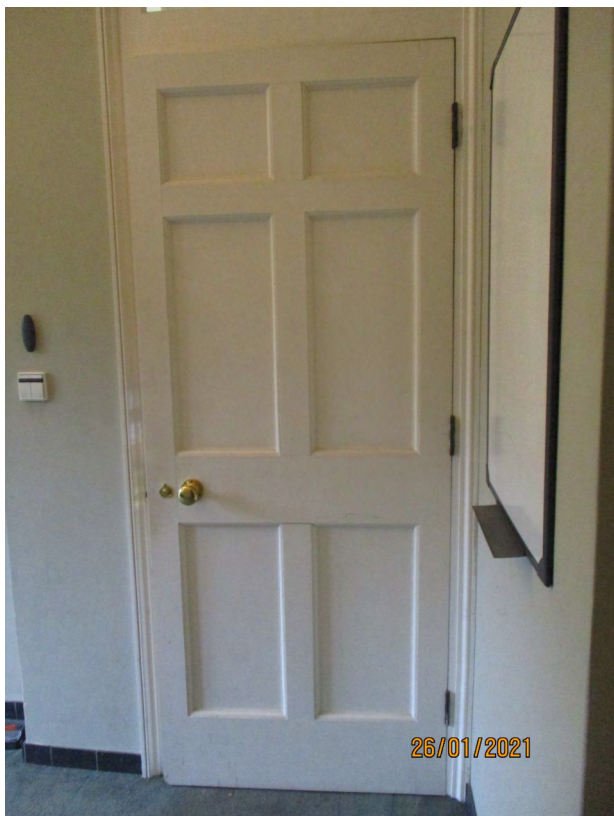


Fig 82:

Ground floor, G.18 Office; showing dg.09 softwood timber architrave. Localised cosmetic damage to paintwork at low level



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Fig 83:

Ground floor, G.04 Back Corridor;
showing dg.32 softwood timber
architrave. Localised cosmetic damage
to paintwork at low level



Fig 84:

Ground floor, softwood timber door.
Localised cosmetic damage to
paintwork at low level



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Fig 85:

Ground floor, G.05 R&D Lab; showing dg.28 softwood timber architrave. Localised cosmetic damage to paintwork at low level



Fig 86:

Ground floor, G.05 R&D Lab; showing former silver safe softwood timber door and architrave. Localised cosmetic damage to paintwork at low level



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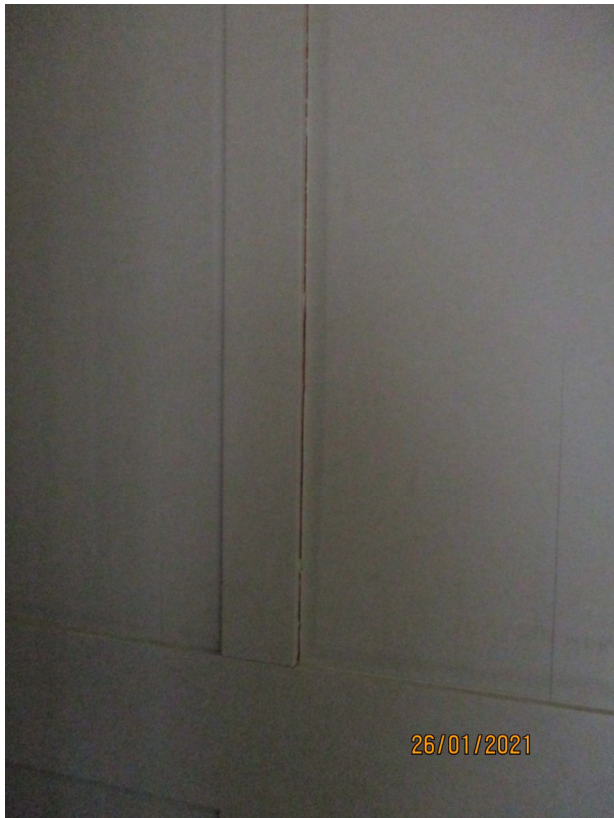


Fig 87:

Ground floor, G.05 R&D Lab; showing former silver safe softwood painted timber door and architrave. There was opening up of panelling joints



Fig 88:

Ground floor, G.05 R&D Lab; showing panelled half wall section. Minimal damage to paintwork and a small hole had been drilled at skirting level for services



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Fig 89:

Ground floor, G.05 R&D Lab; showing detachment of skirting around corners



Fig 90:

Ground floor, G.04 Back Corridor; showing dg.10 softwood timber and architrave. Very localised damage to low level paintwork



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Fig 91:

Ground floor, G.17 former Wine Store;
showing softwood timber architrave.
Very localised damage to low level
paintwork



Fig 92:

Ground floor, G.17 former Wine Store;
showing softwood timber cupboard and
architrave. Very localised damage to
paintwork at low level and around
handles



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Fig 93:

Ground floor, G.17 former Wine Store;
showing dg.17 softwood timber
architrave with iron door studs and
bolt. Very localised damage to
paintwork at low level from general use



Fig 94:

Ground floor, G.06 IT Workshop;
showing dg.13 softwood timber
architrave . Very localised damage to
paintwork at low level from general use
and a crack to the middle panel near
the door handle



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Fig 95:

Ground floor, G.06 IT Workshop;
showing dg.31 softwood timber
architrave . Very localised damage to
paintwork at low level from general use
and a crack to the top left panel near
the hinges



Fig 96:

Ground floor, G.06 IT Workshop;
showing wg.27 softwood timber
shutters and architrave . Very localised
damage to paintwork from general use



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Fig 97:

Ground floor, G.04 Back Corridor;
showing softwood timber architrave .
Very localised damage to paintwork at
low level from general use and a crack
to the middle panel near the door
handle



Fig 98:

Ground floor, G.04 Back Corridor;
showing xd.08 softwood timber door
with glazing and architrave. Localised
damage to paintwork at low level from
general use



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Fig 99:

Ground floor, G.07 IT Office; showing dg.15 softwood timber door and architrave . Very localised damage to paintwork at low level from general use



Fig 100:

Ground floor, G.07 IT Office; showing wg.29 softwood timber panelled vertical sliding shutters and architrave. There was general wear and tear damage to the paint work to all elements and some cracking to the paintwork around joints in the panelling. Localised damage to paintwork on the edges of the architrave



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Fig 101:

Ground floor, G.07 IT Office; showing wg.30 softwood timber panelled vertical sliding shutters. There was general wear and tear damage to the paint work to all elements and some cracking to the paintwork around joints in the panelling. There was also localised damage to paintwork on the edges of the architrave



Fig 102:

Ground floor, G.07 IT Office; showing wg.30 with cracking to the paintwork around joints in the panelling



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Fig 103:

Ground floor, G.04 Back Corridor;
showing dg.16 softwood timber door
with glazing pane. There was general
wear and tear damage to the paint
work to all elements



Fig 104:

Ground floor, G.04 Back Corridor;
showing softwood timber architrave to
lift. There was general wear and tear
damage to the paintwork



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Fig 105:

Ground floor, G.09 Main Hall; showing dg.18 oak panelled door with deep panelled painted door reveal. There was general wear and tear damage to the elements at low level



Fig 106:

Ground floor, G.09 Main Hall; showing dg.18 oak panelled door. There was opening up of joints of the panelling



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Fig 107:

Ground floor, G.10 Toilets; showing dg.19 oak panelled door with deep panelled painted door reveal. There was general wear and tear damage to the elements at low level



Fig 108:

Ground floor, G.10 Toilets; showing dg.19 oak panelled door. There was opening up of the joints of the panelling



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Fig 109:

Ground floor, G.10 Toilets; showing general view of doors and panels. There was slight damage to the base of the panelling and doors which was likely due to water damage, possible from mopping and other cleaning/building maintenance



Fig 110

Ground floor, G.10 Toilets; showing general view of doors and panels. There was very localised wear above finger plates



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Fig 111:

Ground floor, G.11 Office (former morning room; showing dg.24 oak panelled door with deep panelled painted door reveal. There was general wear and tear damage to the elements at low level

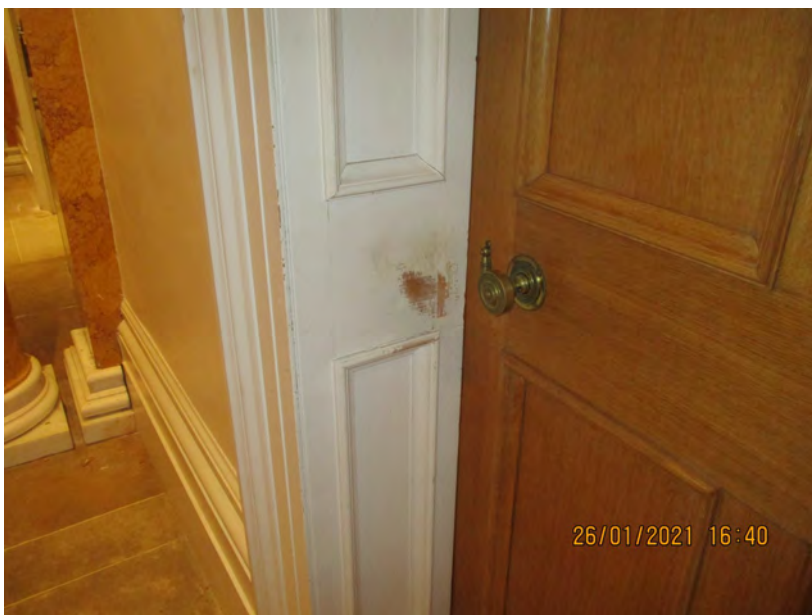


Fig 112:

Ground floor, G.11 Office (former morning room; showing dg.24 deep panelled painted door reveal. There was damage to the paintwork around the door handle



Southleigh Park House

Photographs
26 February 2021
Not to scale



Fig 113:

Ground floor, G.011 Office (former morning room); showing wg.33 solid softwood timber panelled shutters. There was general wear/tear from use and localised damage toward north-west corner of the skirting



Fig 114:

Ground floor, G.011 Office (former morning room); showing wg.33 solid softwood timber panels. Evidence of cracking to the central right panel and loosening to joints between panels and stiles



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Fig 115:

Ground floor, G.09 Main Hall; showing dg.01 timber double doors with 10no. glazing panes to each door. There was general wear and tear damage to the elements at low level



Fig 116:

Ground floor, G.12 Reception; showing xd.09 oak panelled double doors. Localised cosmetic damage generally towards the bottom half of the door



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