

**STATEMENT OF PROPOSED REPAIR AND REPLACEMENT OF  
EXISTING WINDOWS.**

**CLIENT:**

**DATE: 19/04/22**

Fraser McLeod

**ADDRESS IN QUESTION:**

1 Bamburgh Castle,  
Dunbar,  
EH42 1EN

**PROPOSED WORK:**

**Description of work.**

**1. Double Glazed Upgrades into existing case.**

Manufacture and install new sashes in sustainable redwood to match originals. Use exact dimensions and window profiles to replicate original design. Solid timber sections. High performance double glazed units with Argon filled gas, low E heritage glass, warm edged spacer bar and a putty finish externally. Astragaled windows are manufactured using a 'through astragal' technique with individual double glazed panes. Complete restoration of existing case and repair or replace any rotting or damaged timber. Install upgraded ironmongery in a polished brass or polished chrome finish. Install draught proofing. (Toughened glass to windows below 800mm from ground).

**2. Manufacture New Sash and Case.**

Manufacture and install new sash and case window in sustainable timber with double glazed sashes and draught proofing.

High performance double glazed units with argon filled gas, heritage low E glass, warm edged spacer bar and a putty finish externally. Astragaled windows are manufactured using a mortise and tenon technique with individual double glazed panes. Install upgraded ironmongery in a polished brass or polished chrome finish. (Toughened Glass to windows below 800mm from ground).

---

**Registered Office: 44 Howdenhall Crescent, EH16 6UR. SCO Company Number: 577795**

VAT Number: 291460402

Website: hermitagewindows.co.uk

**Please Note:** we require 40% deposit prior to window or door manufacture and 20% for restoration work.

**Payment Terms:** 7 days from completion of works.

### **3. Window Painting.**

Sand and prepare all surfaces. Apply first coat of preservative base primer.

Apply two coats of primer.

Caulk all seams. Apply first coat of undercoat.

Finely sand surfaces between coats.

Apply a final coat to all surfaces.

The painting quotation covers any colours provided they are matched with Johnstone's paints.

## DETAILED SCHEDULE OF WORKS:

### 1. Double Glazed Upgrade into existing case.

Protect carpets with roll and stroll throughout house.  
Dust sheet room. Remove existing baton rods and parting beads.  
Remove existing top and bottom sashes. Remove pockets and weights from case.  
Remove all paintwork from case. Assess for rotting or damaged timber and replace if necessary. Solid timber sections. Replace sill if necessary.  
Sand and fill case to a smooth finish. Rake out existing pointing and install new seal around case externally.  
Install new bead of external sand mastic around entire case.  
Install heavy duty pulley wheels. Re-rope case using heavy duty sash cord.  
Weigh new manufactured sashes and add weight as required.  
Install new manufactured top and bottom sash. Install new upgraded ironmongery as per specification.  
Remove and dispose of all rubbish.

Supply and fit easy clean simplex system (fire escape) to all windows above ground floor.

High performance double glazed units with Argon filled gas, low E heritage glass, warm edged spacer bar and a putty finish externally. Astragaled windows are manufactured using a 'through astragal' technique with individual double glazed panes.  
(Toughened glass to windows below 800mm from ground).

Draught Proofing Installation: Install manufactured parting beads and baton rods with hidden brush strip to match originals. Router a groove into mid-rail of bottom sash and install brush strip. Install specially run moulding with brush strip on sill.

### 2. Manufacture New Sash and Case.

Protect carpets with roll and stroll throughout the house.  
Dust sheet room. Remove existing baton rods and parting beads.  
Remove existing top and bottom sashes. Remove pockets and weights from case.  
Rake out existing pointing and install new seal around case externally.  
Install new manufactured case and reinstate existing shutters and panel work.  
Install new bead of external sand mastic around entire case.  
Install heavy duty pulley wheels. Rope case using heavy duty sash cord.  
Weigh new manufactured sashes and add weight as required.  
Install new manufactured top and bottom sash. Install new upgraded ironmongery as per specification.  
Remove and dispose of all rubbish.

---

**Registered Office: 44 Howdenhall Crescent, EH16 6UR.** SCO Company Number: 577795  
VAT Number: 291460402 Website: [hermitagewindows.co.uk](http://hermitagewindows.co.uk)

**Please Note:** we require 40% deposit prior to window or door manufacture and 20% for restoration work.

**Payment Terms:** 7 days from completion of works.

Supply and fit easy clean simplex system (fire escape) to all windows above ground floor.

High performance double glazed units with argon filled gas, low E heritage glass, warm edged spacer bar and a putty finish externally. Astragaled windows are manufactured using a 'through astragal' technique with individual double glazed panes.  
(Toughened glass to windows below 800mm from ground).

Draught Proofing Installation: Install manufactured parting beads and baton rods with hidden brush strip to match originals. Router a groove into mid-rail of bottom sash and install brush strip. Install specially run moulding with brush strip on sill.

### **3. Window painting.**

Sand and prepare all surfaces. Apply first coat of preservative base primer.  
Apply two coats of primer.  
Caulk all seams. Apply first coat of undercoat.  
Finely sand surfaces between coats.  
Apply a final coat to all surfaces.

Painting works are dependent on weather conditions and as such may not be finished externally immediately after installation of your windows.

The painting quotation covers any colours provided they are matched with Johnstone's paints.



## PROPOSED WORK TO EACH WINDOW:

### Front Elevation. First floor.

#### Window 1: Bedroom Right.

Manufacture and install new sash and case window in sustainable timber with double glazed sashes and draught proofing. High performance double glazed units with argon filled gas, heritage low E glass, warm edged spacer bar and a putty finish externally. Astragaled windows are manufactured using a mortise and tenon technique with individual double glazed panes. Install upgraded ironmongery. (Toughened Glass to windows below 800mm from ground).

1 x 6/6 Style New manufactured sash and case.

1 x Window painting.

#### Window 2: Bathroom.

Manufacture and install new sash and case window in sustainable timber with double glazed sashes and draught proofing. High performance double glazed units with argon filled gas, heritage low E glass, warm edged spacer bar and a putty finish externally. Astragaled windows are manufactured using a mortise and tenon technique with individual double glazed panes. Install upgraded ironmongery. (Toughened Glass to windows below 800mm from ground).

1 x 6/6 Style New manufactured sash and case.

1 x Window painting.

#### Window 3: Bedroom Left.

Manufacture and install new sash and case window in sustainable timber with double glazed sashes and draught proofing. High performance double glazed units with argon filled gas, heritage low E glass, warm edged spacer bar and a putty finish externally. Astragaled windows are manufactured using a mortise and tenon technique with individual double glazed panes. Install upgraded ironmongery. (Toughened Glass to windows below 800mm from ground).

1 x 6/6 Style New manufactured sash and case.

1 x Window painting.

### Side Elevation. First floor.

#### Window 4: Master Bedroom.

Manufacture and install new sash and case window in sustainable timber with double glazed sashes and draught proofing. High performance double glazed units with argon filled gas, heritage low E glass, warm edged spacer bar and a putty finish externally. Astragaled windows are manufactured using a mortise and tenon technique with individual double glazed panes. Install upgraded ironmongery. (Toughened Glass to windows below 800mm from ground).

1 x 6/6 Style New manufactured sash and case.

1 x Window painting.

---

**Registered Office: 44 Howdenhall Crescent, EH16 6UR. SCO Company Number: 577795**

VAT Number: 291460402

Website: [hermitagewindows.co.uk](http://hermitagewindows.co.uk)

**Please Note:** we require 40% deposit prior to window or door manufacture and 20% for restoration work.

**Payment Terms:** 7 days from completion of works.

**Window 5: Bedroom left Casement.**

Manufacture and install new casement window in sustainable timber with a double glazed sash and draught proofing. High performance double glazed units with argon filled gas, heritage low E glass, warm edged spacer bar and a putty finish externally. Astragaled windows are manufactured using a mortise and tenon technique with individual double glazed panes. Install upgraded ironmongery.

(Toughened Glass to windows below 800mm from ground).

1 x 4 Pane Style New manufactured casement window.

1 x Window painting.

**Rear Elevation. First floor.**

**Window 6: Master Bedroom Casement.**

Manufacture and install new casement window in sustainable timber with a double glazed sash and draught proofing. High performance double glazed units with argon filled gas, heritage low E glass, warm edged spacer bar and a putty finish externally. Astragaled windows are manufactured using a mortise and tenon technique with individual double glazed panes. Install upgraded ironmongery.

(Toughened Glass to windows below 800mm from ground).

1 x 6 Pane Style New manufactured casement window.

1 x Window painting.

**Window 7: Bedroom Right Casement.**

Manufacture and install new casement window in sustainable timber with a double glazed sash and draught proofing. High performance double glazed units with argon filled gas, heritage low E glass, warm edged spacer bar and a putty finish externally. Astragaled windows are manufactured using a mortise and tenon technique with individual double glazed panes. Install upgraded ironmongery.

(Toughened Glass to windows below 800mm from ground).

1 x 8 Pane Style New manufactured casement window.

1 x Window painting.

**Front Elevation. Ground floor.**

**Window 8: Dining Room.**

Complete restoration of existing case. Repair or replace any rotting or damaged timber. Manufacture new 6 over 6 style sashes as per existing design. Particular focus on retaining original window mould, dimension of astragal and all other relevant sizes. Install draught proofing. Install new upgraded ironmongery in a finish of polished brass or polished chrome. Window re-fitted to operate correctly and efficiently.

1 x 6/6 Style double glazed upgrade.

---

**Registered Office: 44 Howdenhall Crescent, EH16 6UR. SCO Company Number: 577795**

VAT Number: 291460402

Website: [hermitagewindows.co.uk](http://hermitagewindows.co.uk)

**Please Note:** we require 40% deposit prior to window or door manufacture and 20% for restoration work.

**Payment Terms:** 7 days from completion of works.

1 x Window painting.

**Window 9: Kitchen.**

Complete restoration of existing case. Repair or replace any rotting or damaged timber. Manufacture new 6 over 6 style sashes as per existing design. Particular focus on retaining original window mould, dimension of astragal and all other relevant sizes. Install draught proofing. Install new upgraded ironmongery in a finish of polished brass or polished chrome. Window re-fitted to operate correctly and efficiently.

1 x 6/6 Style double glazed upgrade.

1 x Window painting.

**Side Elevation. Ground floor.**

**Window 10: Living Room Right.**

Complete restoration of existing case. Repair or replace any rotting or damaged timber. Manufacture new 6 over 6 style sashes as per existing design. Particular focus on retaining original window mould, dimension of astragal and all other relevant sizes. Install draught proofing. Install new upgraded ironmongery in a finish of polished brass or polished chrome. Window re-fitted to operate correctly and efficiently.

1 x 6/6 Style double glazed upgrade.

1 x Window painting.

**Rear Elevation. First floor.**

**Window 11: Living Room Middle.**

Complete restoration of existing case. Repair or replace any rotting or damaged timber. Manufacture new 6 over 6 style sashes as per existing design. Particular focus on retaining original window mould, dimension of astragal and all other relevant sizes. Install draught proofing. Install new upgraded ironmongery in a finish of polished brass or polished chrome. Window re-fitted to operate correctly and efficiently.

1 x 6/6 Style double glazed upgrade.

1 x Window painting.

**Window 12: Living Room Left.**

Complete restoration of existing case. Repair or replace any rotting or damaged timber. Manufacture new 6 over 6 style sashes as per existing design. Particular focus on retaining original window mould, dimension of astragal and all other relevant sizes. Install draught proofing. Install new upgraded

---

**Registered Office: 44 Howdenhall Crescent, EH16 6UR. SCO Company Number: 577795**

VAT Number: 291460402

Website: [hermitagewindows.co.uk](http://hermitagewindows.co.uk)

**Please Note:** we require 40% deposit prior to window or door manufacture and 20% for restoration work.

**Payment Terms:** 7 days from completion of works.



ironmongery in a finish of polished brass or polished chrome. Window re-fitted to operate correctly and efficiently.

1 x 6/6 Style double glazed upgrade.

1 x Window painting.

#### **Window 13: Bathroom.**

Complete restoration of existing case. Repair or replace any rotting or damaged timber. Manufacture new 6 over 6 style sashes as per existing design. Particular focus on retaining original window mould, dimension of astragal and all other relevant sizes. Install draught proofing. Install new upgraded ironmongery in a finish of polished brass or polished chrome. Window re-fitted to operate correctly and efficiently.

1 x 6/6 Style double glazed upgrade.

1 x Window painting.

#### **Window 14: Hallway.**

Complete restoration of existing case. Repair or replace any rotting or damaged timber. Manufacture new 6 over 6 style sashes as per existing design. Particular focus on retaining original window mould, dimension of astragal and all other relevant sizes. Install draught proofing. Install new upgraded ironmongery in a finish of polished brass or polished chrome. Window re-fitted to operate correctly and efficiently.

1 x 6/6 Style double glazed upgrade.

1 x Window painting.

#### **Window 15: Stairs.**

Complete restoration of existing case. Repair or replace any rotting or damaged timber. Manufacture new 6 over 6 style sashes as per existing design. Particular focus on retaining original window mould, dimension of astragal and all other relevant sizes. Install draught proofing. Install new upgraded ironmongery in a finish of polished brass or polished chrome. Window re-fitted to operate correctly and efficiently.

1 x 4/4 Style double glazed upgrade.

1 x Window painting.

#### **Front Elevation. Basement.**

#### **Window 16: Basement Right.**

Complete restoration of existing case. Repair or replace any rotting or damaged timber. Manufacture new 6 over 6 style sashes as per existing design. Particular focus on retaining original window mould, dimension of astragal and all other relevant sizes. Install draught proofing. Install new upgraded

---

**Registered Office: 44 Howdenhall Crescent, EH16 6UR. SCO Company Number: 577795**

VAT Number: 291460402

Website: [hermitagewindows.co.uk](http://hermitagewindows.co.uk)

**Please Note:** we require 40% deposit prior to window or door manufacture and 20% for restoration work.

**Payment Terms:** 7 days from completion of works.



ironmongery in a finish of polished brass or polished chrome. Window re-fitted to operate correctly and efficiently.

1 x 6/6 Style double glazed upgrade.

1 x Window painting.

**Window 17: Basement Left.**

Complete restoration of existing case. Repair or replace any rotting or damaged timber. Manufacture new 6 over 6 style sashes as per existing design. Particular focus on retaining original window mould, dimension of astragal and all other relevant sizes. Install draught proofing. Install new upgraded ironmongery in a finish of polished brass or polished chrome. Window re-fitted to operate correctly and efficiently.

1 x 3/3 Style double glazed upgrade.

1 x Window painting.

## CONSIDERATIONS TAKEN INTO ACCOUNT IN RELATION TO PROPOSED WORKS.

A full condition report was carried out by Hermitage Windows Ltd of **1 Bamburgh Castle, Dunbar, EH42 1EN on 17/03/22.**

Current condition of each window are as follows:

Extremely poor condition of existing windows. Please see all photographs attached.

Rectification and making good of long-term water ingress requires immediate attention.

Regard for energy conservation in addressing climate change and reducing heating costs as all elements of external building fabric are of low energy efficiency.

Regard to original timbers of sash window cases, windows to receive repairs and essential material replacement only. Hermitage Windows have assessed the condition of the existing sashes to be beyond repair and require immediate replacement to prevent further damage to existing cases and internal fabric of the building. Existing timbers are found to be extremely soft and rotten.

Reference to Historic Environment Scotland "Managing Change in Historic Environment: Windows"  
Page 4. Paragraph 7:

"Where a window is of limited interest or beyond repair, its replacement should be permitted if they can closely match the original window design, detail and materials."

Hermitage Windows Ltd have carried out restorations, replacement and repairs on many sash and case windows throughout Edinburgh and the surrounding areas.

Buildings of historical interest that Hermitage Windows Ltd have carried out repairs on:

Birkhill House, Earlston – East Lothian

Stenton Galleries, Stenton – East Lothian

Whittinghame House – East Lothian

Stenton House – Stenton – East Lothian

Sir Walter Scott's Former Residence, 39 North Castle Street – Edinburgh

50 George Street – Edinburgh

The Royal Burgess Golfing Society

Caldzield House, Dumfries – Dumfries and Galloway (Curved glass – double glazed upgrades)

---

**Registered Office: 44 Howdenhall Crescent, EH16 6UR. SCO Company Number: 577795**

VAT Number: 291460402

Website: [hermitagewindows.co.uk](http://hermitagewindows.co.uk)

**Please Note:** we require 40% deposit prior to window or door manufacture and 20% for restoration work.

**Payment Terms:** 7 days from completion of works.

Office: 0131 258 5248

Email: [info@hermitagewindows.co.uk](mailto:info@hermitagewindows.co.uk)

---

Knockbrex Castle, Kirkcudbright – Dumfries and Galloway

---

**Registered Office: 44 Howdenhall Crescent, EH16 6UR.** SCO Company Number: 577795

VAT Number: 291460402

Website: [hermitagewindows.co.uk](http://hermitagewindows.co.uk)

**Please Note:** we require 40% deposit prior to window or door manufacture and 20% for restoration work.

**Payment Terms:** 7 days from completion of works.

CONDITION RE

TOGRAPHIC EVIDENCE.



Photograph 1: Sh

, Dunbar, EH42 1EN.



Photograph 2: Showing Front Elevation of 1 Bamburgh Castle, Dunbar, EH42 1EN.

**Registered Office:**

VAT Number: 291460402

pany Number: 577795

Website: hermitagewindows.co.uk

**Please Note:** we require 40% deposit prior to window or door manufacture and 20% for restoration work.

**Payment Terms:** 7 days from completion of works.





**Photograph 3: Showing Side Elevation of 1 Bamburgh Castle, Dunbar, EH42 1EN.**

---

**Registered Office: 44 Howdenhall Crescent, EH16 6UR.** SCO Company Number: 577795  
VAT Number: 291460402 Website: [hermitagewindows.co.uk](http://hermitagewindows.co.uk)

**Please Note:** we require 40% deposit prior to window or door manufacture and 20% for restoration work.

**Payment Terms:** 7 days from completion of works.



**Photograph 4: Showing Rear Elevation of 1 Bamburgh Castle, Dunbar, EH42 1EN.**

---

**Registered Office: 44 Howdenhall Crescent, EH16 6UR.** SCO Company Number: 577795  
VAT Number: 291460402 Website: [hermitagewindows.co.uk](http://hermitagewindows.co.uk)

**Please Note:** we require 40% deposit prior to window or door manufacture and 20% for restoration work.  
**Payment Terms:** 7 days from completion of works.