



Clopton Hall, Rattlesden, Suffolk, IP30 0RN

## SCHEDULE OF WORKS

2124-SoW-1  
July 2023

Gregori I Chiarotti Projects

United House North Road London N7 9DP  
Telephone +44 (0)20 7619 0522  
e-mail gc@gregori-chiarotti.com

# Contents

1. WORKS GENERALLY	<u>3</u>
2. SCHEDULE OF WORKS	<u>7</u>
3. SCHEDULE OF WORKS TIMESCALE	<u>20</u>

# 1. Works Generally

## 1 ROOF

*Tile vents to be installed on the main house roof - See item 8 of Schedule of Works Section*

- 1.1 Install tile vent for new bathroom ventilation. Carefully strip one tile and cut out roof felt where the rear of the vent will sit. Fit and nail the tile vent, make good the adjacent tiles.

## 2 EXISTING RAINWATER GOODS REPAIRS

*These repairs are for all existing rainwater goods - See item 6 of Schedule of Works Section*

- 2.1 Overhaul and reinstate salvageable rainwater goods. Reinstall missing or irreparable parts of the system with cast iron. Clean rainwater goods through to inspection chambers and generally ensure that all rainwater run-off is conducted to drain; re-paint.

## 3 BRICKWORK

*Brickwork repairs are for all chimneys, boot room and cloakroom external walls and existing boundary walls - Refer to items 5 & 36 of Schedule of Works Section*

- 3.1 Cut back and treat all plant growth in external brickwork using a systemic killer; leave to die and then carefully remove. Remove root growth from internal plaster and brickwork in similar manner.
- 3.2 Erect boarded scaffolding and carry out repairs to chimney brickwork, including where necessary repair chimneys, re-lay parapet copings on damp proof course and point all joints in copings
- 3.3 Remove un-salvageable existing bricks / coping stone. Replace with bricks / coping stone to match existing and fill areas where redundant vents/pipes have been removed. Rake out loose or defective mortar joints at brickwork (do not use hammer and chisel or pick hammer). Re-point using lime mortar and finish to a flush joint.

## 4 CHIMNEY

*These repairs are for all chimneys - Refer to items 5, 12, & 13 of Schedule of Works Section*

- 4.1 Replace broken chimney pots to match. Ensure all fireplace flues are clear throughout their height, install chimney lining if required. Install rain caps at all disused flues, for ventilation.

## 5 RENDER AND EXTERNAL REPAIRS

*These repairs are for all Clopton Hall external walls and dormers - Refer to items 1, 4 & 7 of Schedule of Works Section*

- 5.1 Repair external rendering in texture and composition to match the existing; renew existing rendered finish wherever this is cracked or has lost its bond, including sills, window mouldings and decoration. Repairs to mouldings and decorative work shall be carried out with the use of running moulds and squeezes. Prepare, prime and paint, colour to be agreed.
- 5.2 Isolated areas of decayed wood of external joinery (including cornices, sills and dormers) shall be replaced by piecing in new matching treated timber. Strip away existing damaged paintwork and re-paint.

- 5.3 Cast iron vent grille to be installed for bathroom and kitchen ventilation, refer to drawings 2124- 2004-1.

## 6 **WINDOWS & DOORS REPAIRS**

*These repairs are for all Clopton Hall windows and doors - Refer to items 2, 3, 20, 21 & 22 of Schedule of Works Section and drawings 2124-3100-0/ 3002-0.*

- 6.1 All damaged windows are to be treated by removing excess paint to ensure no sash malfunctions . Overhaul all windows and frames by replacing missing panes and parts; re-puttying and re-pointing externally; lubricating moving parts; refitting missing or defective ironmongery, cords and weights (adjusted as required for balance); preparing priming and redecorating including undercoat and two top coats to all bare wood, using good-quality gloss paint in accordance with the paint manufacturer's recommendations, the colour is to match existing; easing and adjusting to ensure smooth operation.
- 6.2 All existing internal door panels are to be retained, made good and polished; defective parts are to be spliced and replaced to match existing profile. Any defective ironmongery shall be restored/replaced. Any missing/removed door panels are to be re-instated to match existing. Prepare, prime and paint, the colour is to match existing.
- 6.3 External doors: remove excess paint to ensure no hinge malfunction; all defective hinges to be repaired/replaced. Any defective ironmongery shall be restored/replaced, if joinery decay found, splice defective area and replace to match existing; preparing priming and redecorating including undercoat and two top coats to all bare wood, using good-quality gloss paint in accordance with the paint manufacturer's recommendations, the colour is to match existing; easing and adjusting to ensure smooth operation. Isolated areas of decayed wood of external joinery (including cornice and sills) shall be replaced by piecing in new matching treated timber.
- 6.4 Draught- proofing of existing windows and external doors, refer to drawings 2124-3100-0/3101-0.

## 7 **INTERNAL TIMBER REPAIRS**

*These repairs are for Clopton Hall interior - Refer to items 9, 11, 17, 19, 22 , 23, 25 & 26 of Schedule of Works Section*

- 7.1 Floorboards are simple, softwood, square edged boards, not of any particular merit per se, but in good condition. Restore/replace any damaged floorboards if necessary. Floor boards to bathrooms to be covered with WPB ply and tiles.
- 7.2 Structural timber is in good condition, to be treated if found affected by insect attack and rot, rising or penetrating damp in accordance with a COSHH assessment and the standards of the British Wood Preservation and Damp Proofing Association.
- 7.3 Repair all damaged or defective skirtings, panelling, joinery, original door architraves, window frames, sills, etc. and reinstate loose items and missing parts of these to match original construction and patterns.
- 7.4 Decorate all internal woodwork surfaces using good-quality paint in accordance with the paint manufacturer's recommendations.

## 8 LATH & PLASTER REPAIRS

*These repairs are for GR\_01 porch/hallway and SR\_01 bedroom 5 (knee walls to be reinstated, opening to be closed off on attic wall and ceiling repairs); Refer to items 10, 26, 27 & 28 of Schedule of Works Section*

- 8.1 Repair and reinstate ceilings and walls with damaged lath and plaster. Wherever practical existing plaster of historical significance is to be retained and repaired as necessary. Where plaster is debonded / damages to such an extent that retention is impractical, such plaster is to be carefully removed to minimise the risk of damage of adjacent sound plaster. Make good where necessary, patch-in missing with like-for-like construction. Areas are to be made good with lime based 'horsehair' plaster with final coat to the same overall thickness as the existing plaster. Final coat to be carefully feathered into existing finish to maintain smooth finish.
- 8.2 Decorate all internal plaster surfaces using good-quality paint in accordance with the paint manufacturer's recommendations.

## 9 FITTINGS & RADIATORS

*These works are for Clopton Hall - Refer to items 11, 14, 17, 19 & 23 of Schedule of Works Section*

- 9.1 All kitchen and sanitary fittings to be removed to allow restoration of the building. Modern floor and wall finishes to be removed. Replace all sanitary and kitchen fittings to suit new layout.
- 9.2 Existing radiators to be retained; installation of new cast iron radiators in rooms where radiators are missing and heated towel rails for bathrooms.

## 10 PROVISIONS OF SERVICES

*Generally - Refer to items 31, 32 & 33 of Schedule of Works Section*

- 10.1 Existing redundant services are to be carefully removed to minimise damage to existing retained structures and features.
- 10.2 New drainage for new bedroom en-suite on second floor (SR\_04) will be routed through existing routes or new construction and connected to existing underground drainage. All interventions to be reversible.
- 10.3 New boiler flue, cast iron grilles and tile vents to be installed in existing position where possible or carefully located to cause less visual impact, refer to drawings 2124-2004-1, 2005-1 & 2015-1.
- 10.4 Installation of new electric services as part of the general refurbishment and new garages. In the main house the new cables will be pulled through existing routes and run voids already in place. Where necessary, exposed surface mounted conduit will be applied with minimal fixing to avoid chasing / cutting into historic fabric.
- 10.5 Air source heat pump system to be installed, existing heating system to be retained. Installation of the air source heat pumps system by an accredited Microgeneration Certification Scheme (MCS) installer. Refer to manufacturers' brochure and drawings 2124-2000-1, 2124-2001-2 & 2124-2008-1.
- 10.6 Photovoltaic solar panels will be installed on new garage roof, existing solar panels to be removed. Refer to manufacturers' brochure and drawing 2124-2016-0.
- 10.7 Existing oil tank to be relocated and replaced with double skin underground fuel oil tank to be installed and connected to the existing boiler. Refer to manufacturers' brochure and drawing 2124-2000-1.





10.8 Proposed upgrade to three phase power supply by UKNP, refer to drawing UKPN's drawing.





**INFORMATIVE:**

All new external and internal works, and works of making good to the existing fabric, should match the existing adjacent work with regard to the methods used and to material, colour, texture and profile, unless specified otherwise in the above schedule, or agreed otherwise in writing by the local planning authority.





## 2. Schedule of Works





To be read in conjunction with architect's drawings




Item	Location / Use / Item	Work	Method / Action	Photo Reference
	<b>CLOPTON HALL ELEVATIONS:</b>			
1	Clopton Hall external walls	Make good and paint; installation of vent grille	See paragraph 5 of <i>Works Generally</i> section.	
2	Windows	Make good and paint	See paragraph 6 of <i>Works Generally</i> section.	
3	External doors	Make good and paint	See paragraph 6 of <i>Works Generally</i> section.	
4	Dormers, dormers cheeks	Anticipate repairs	All are to be inspected to determine condition and specify appropriate repairs, reconstruction or reinstatement of existing leadwork - firmly fastening to secure weather tightness. Re-paint. See paragraph 5 of <i>Works Generally</i> section.	




Item	Location / Use / Item	Work	Method / Action	Photo Reference
5	Chimney Stack	Repair to brickwork	There is an axial chimney of red bricks at the centre of the property along with external early 17th century red bricked chimneys on either wing with diaper-patterned terracotta friezes around base of shafts. Some part of chimney stacks have open brick joints and evidence of spoilt brickwork. See paragraphs 3 & 4 of <i>Works Generally</i> section for repair works.	
6	Gutters and downpipes	Overhaul and paint rainwater goods	See paragraph 2 of <i>Works Generally</i> section.	
7	Cornice & External Joinery	Make good and paint	See subparagraph 5.2 of <i>Works Generally</i> section.	
8	Rear Elevation Roof	Install tile vents	See paragraph 1 of <i>Works Generally</i> section and drawings 2124-2015-1 & 2004-1 .	







Item	Location / Use / Item	Work	Method / Action	Photo Reference
CLOPTON HALL INTERNAL REPAIRS GENERALLY:				
9	Floorboards throughout	Anticipate repairs	See subparagraph 7.1 of <i>Works Generally</i> section.	
<b>GROUND FLOOR:</b>				
10	GR_01 Porch/hallway	Insertion of new staircase S5 & ceiling repair	<p>New staircase S5; new newel post and banister spindles. Removal of modern vinyl floor and installation of new floor finish. Refer to drawings 2124-3000-1/3002-0</p> <p>Repair ceiling hole, patch-in missing with like-for-like construction. See paragraph 8 of <i>Works Generally</i> section.</p>	 
11	GR_02 WC	New WC	Removal of wc fittings and fixtures and installation of new WC. Removal of modern vinyl floor and installation of new floor finish. See subparagraphs 7.1 & 9.1 of <i>Works Generally</i> section.	





Item	Location / Use / Item	Work	Method / Action	Photo Reference
12	GR_04 Library	Works to fireplace	Non original firebox lining, hood and insert to be removed; wood burner to be fitted. Repair the back liner and side slips if necessary after removal of modern lining (cracks to be filled with fire cement; wire brush area to remove the soot). Ensure fireplace flue are clear throughout their height, install chimney lining if required, see paragraph 4 of <i>Works Generally</i> section.	
13	GR_07 Kitchen / Breakfast room - Kitchen	Removal of wood burner	Removal of modern wood burner. Clean and re-point existing brick hearth, back liner and side slips. Cast iron grate and front bars to be fitted. Ensure fireplace flues- are clear throughout their height, install chimney lining if required, see paragraph 4 of <i>Works Generally</i> section.	
14	GR_07 Kitchen / Breakfast room - Kitchen	New kitchen installation	Removal of kitchen fittings and fixtures. Installation of new kitchen. See subparagraph 9.1. of <i>Works Generally</i> section.	
15	GR_07 Kitchen / Breakfast room - terracotta tiled floor	Floor repairs	Re grouting of the terracotta floor partially where necessary. Strip off the old polish and sealers using specialist sealer remover chemicals. Once all the old finishes have been removed, the tiles are deep cleaned to remove ingrained soil. The tiles are then left to dry before they are re-sealed. The tiles are given a final finish using an Acrylic water based sealer or a beeswax floor polish.	




Item	Location / Use / Item	Work	Method / Action	Photo Reference
16	GR_08 Boot Room & GR_09 Cloakroom	New Flooring	Modern tiled floor to be replaced	
17	GR_09 Cloakroom	New cloakroom installation	Removal of cloakroom fittings and fixtures and installation of new cloakroom. See subparagraphs 7.1 & 9.1 of <i>Works Generally</i> section.	
18	GR_08 Boot Room & GR_09 Cloakroom	New roof	Removal of modern glass roof. New sky-light set flush with lead roof. Refer to drawing 2124-2015-0.	

Item	Location / Use / Item	Work	Method / Action	Photo Reference
<b>FIRST FLOOR:</b>				
19	FR_02 Ensuite 1	New bathromm installation	Removal of bathroom fittings and fixtures and installation of new bathroom. Removal of modern parquet floor and installation of new floor finish. See subparagraphs 7.1 & 9.1 of <i>Works Generally</i> section.	
20	FR_03 Studio / New hallway	New hallway and staircases	<p>Modern tiled floor and fixtures to be removed. Removal of portion of floor for insertion of staircases S5 &amp; S6, new newel post and banister spindles. Refer to drawings 2124-3000-1 &amp; 2124-2003-2.</p> <p>Removal of door - to be retained and repositioned (DF12). See subparagraph 6.2 of <i>Works Generally</i> section and drawings 2124-3000-1/ 3002-1.</p>	 

Item	Location / Use / Item	Work	Method / Action	Photo Reference
21	FR_04 Existing hallway / Proposed Ensuite 2	New hallway	<p>Removal of staircase, partition wall and doors, doors to be retained (DF11). Door DF9 to be kept and adjusted to suit the modified opening. See subparagraph 6.2 of <i>Works Generally</i> section and drawings 2124-3000-1/ 3003-0.</p> <p>New section of partition wall and existing door repositioned (DF11). See subparagraph 6.2 of <i>Works Generally</i> section and drawings 2124-3000-1/ 3003-0.</p> <p>Existing door (DF10) repositioned in new partition wall; new frame to match existing to opening to bedroom 1 FR_01. See subparagraph 6.2 of <i>Works Generally</i> section and drawings 2124-3000-1/ 3003-0.</p>	





Item	Location / Use / Item	Work	Method / Action	Photo Reference
22	FR_04 Existing hallway / Proposed En-suite 2	New shower room	<p>Removal of door panel to be repositioned (DF8); door frame to be retained. See subparagraph 6.2 of <i>Works Generally</i> section and drawings 2124-3000-1/ 3003-0.</p> <p>Construction of new partition walls and installation of En-suite 2. Existing DF8 door panel repositioned with new door frame to match existing. See paragraph 7 of <i>Works Generally</i> section and drawings 2124-3001-0/ 3003-0.</p> <p>Glass panels in new shower room En-suite 2 to protect timber framed wall with lath and plaster infill. Existing wall to be lined/boxed out to allow for hygienic finishing to shower room. Refer to drawings 2124-3001-0.</p>	  
23	FR_10 Bathroom	New bathroom	<p>Removal of bathroom fittings and fixtures and installation on new bathroom. Removal of modern carpet floor and installation of new floor finish. See subparagraphs 7.1 &amp; 9.1 of <i>Works Generally</i> section.</p>	

Item	Location / Use / Item	Work	Method / Action	Photo Reference
<b>SECOND FLOOR:</b>				
24	SR_02 Hallway	New staircase	<p>Removal of portion of floor for insertion of new staircase. Refer to drawings 2124-3000-1/3002-1.</p> <p>Floor filled after stair removal to match existing construction.</p> <p>New door to match existing (DS5) to be installed in existing opening between SR_02 Hallway and SR_01 Bedroom 5. Refer to drawings 2124-3000-1/3002-1 &amp; 2124-3102-0.</p>	  
25	SR_03 Shower Room / SR_04 Store room	New Shower Room	<p>New partition wall and existing door repositioned (DF12) and installation of new shower room. New shower room; existing walls to be lined/boxed out to allow for hygienic finishing to shower room. See subparagraph 7.1 of <i>Works Generally</i> section and drawing 2124-2003-2.</p>	

Item	Location / Use / Item	Work	Method / Action	Photo Reference
26	SR_01 Bedroom 5	Close attic walls	Reinstate knee walls to match that existing in SR_04 Bedroom 6 (proposed shower room and dressing room). See subparagraph 7.3, 8.1 & 8.2 of <i>Works Generally</i> section.	
27	SR_01 Bedroom 5	Close off opening	Opening to be closed off on attic wall with like for like construction. See paragraph 8 of <i>Works Generally</i> section.	
28	SR_01 Bedroom 5	Ceiling repair	Damaged ceiling to be repaired with like for like construction. See paragraph 8 of <i>Works Generally</i> section.	



Item	Location / Use / Item	Work	Method / Action	Photo Reference
NEW GARAGES				
29	New Barn	Demolition works	Shed and oil tank to be removed. Refer to drawing 2124-100-2 & 2124-1006-1.	
30	New Barn	Construction of new barn	The new barn will provide garage and storage space. The proposed materials are: exposed oak posts and beams with wide profile feather edge cladding and red clay tiled roof to match existing. Refer to drawings 2124-2008-1 / 2012-1.	
31	New Barn	Solar panels	Installation of solar panel on barn /garage roof. See subparagraph 10.6 of <i>Works Generally</i> section and drawing 2124-2016-0.	
WORKS ON THE GROUNDS				
32		Upgrade to three phase power supply	Proposed upgrade to three phase power supply by UKNP, refer to drawing UKPN drawing.	
33		Installation of air source heat pump system	See subparagraph 10.5 of <i>Works Generally</i> section	

Item	Location / Use / Item	Work	Method / Action	Photo Reference
34		Demolition of bridge on the moat and the introduction of new grass ground banks	Demolition of damaged bridge with concrete base on the moat and the introduction of new grass ground banks. The moat is to be retained. Refer to drawings 2124-100-1 / 2000-1.	
35		The construction of new front and side gates	New brick walls and pillars to match existing and new wrought iron style metal gates. Refer to drawings 2124-2013-0 & 2124-2012-1.	
36		The repairing of existing boundary walls	See paragraph 3 of <i>Works Generally</i> section.	
37		Existing solar panels to be removed	Existing solar panels on north-west of the garden to be removed. See drawing 2124-100-1.	

Item	Location / Use / Item	Work	Method / Action	Photo Reference
38		New rear driveway and landscaping	Proposed stone paving to match existing, gravel, plants and hedges as drawing 2124-2000-1.	
39		New front driveway and landscaped garden	Proposed stone paving to match existing, gravel, plants and hedges as drawing 2124-2000-1.	
40		Installation of underground fuel tank	Double skin underground oil tank to be installed on concrete slab, pea gravel to cover installation area. See subparagraph 10.7 of <i>Works Generally</i> section and drawing 2124-2000-1.	

### 3. Schedule of Works Timescale

CLOPTON HALL	Year 1												Year 2							
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
<b>Main House</b>																				
Internal works:																				
Stripping out works																				
New stair & associated works																				
New bootroom roof																				
New bathrooms																				
New kitchen																				
Painting & decoration																				
Renwal of electrical installation																				
Renewal of plumbing installation																				
External works:																				
Window repairs																				
Render / mouldings repairs																				
Painting																				
<b>New Garage / Storage Building</b>																				
Construction of new garage / storage building																				
Demolition of dilapidated shed, oil tank																				
<b>Landscaping</b>																				
Hard Landscaping:																				
Demolition of damaged moat crossing and the introduction of new grass ground banks																				
Reparing of existing bondary walls																				
Construction of new front and side gates																				
New garage path																				
New rear garage forecourt & driveway																				
New front driveway																				
<b>Soft Landscaping:</b>																				
Removal of tress & shrubs																				
New planting - <i>subject to seasonal correction</i>																				
<b>Services Works</b>																				
Removal of existing solar panels in Orchard garden																				
Installation of new solar panels on garage roof																				
Installation of ground source heat pump system																				
Installation of double skin underground oil tank																				