



## CRAIG HAMILTON ARCHITECTS

### THE OLD RECTORY, WITHINGTON

#### APPLICATION FOR PLANNING PERMISSION AND LISTED BUILDING CONSENT FOR SECONDARY GLAZING AND MINOR INTERIOR & EXTERIOR ALTERATIONS

#### DESIGN AND ACCESS STATEMENT



SEPTEMBER 2023

Rev. A. 22.08.2023  
Rev. B. 04.09.2023  
Rev. C. 20.09.2023  
Rev. D. 28.09.2023  
Rev. E. 02.10.2023  
Rev. F. 06.10.2023

Appendix 1: Coping Stone Condition Assessment added.  
Minor amendments to text, stone mullion information added.  
Appendix 3: Drawing Issue Sheet updated.  
Appendix 3: Drawing Issue Sheet updated.  
Appendix 3: Drawing Issue Sheet updated.  
Appendix 3: Drawing Issue Sheet updated.

Craig Hamilton Architects Ltd  
Managing Director: Dr Gail Kenton DipArch MPhil(Cantab) PhD(Cantab) RIBA  
Directors: Craig Hamilton BArch RIBA & Diana Hulton BCom BAFA MA  
Senior Associate: Ettore Brunetti RIBA; Associate: Edmund Browne MArch PGDip RIBA  
HEAD OFFICE: Coed Mawr Farm, Hundred House, Powys LD1 5RP  
HAMPSHIRE OFFICE: Old Stable Block, IncuHive Space, Hursley Park Road, Hursley, Hampshire SO21 2JN  
Tel: 01982 553312  
Company Registered No.4878642 in England.

## CONTENTS:

- 1.0 INTRODUCTION
- 2.0 THE SITE
- 3.0 ARCHITECTURAL HISTORY AND SIGNIFICANCE
- 4.0 DESIGN APPROACH
- 5.0 PROPOSALS:
  - Thermal Upgrades
  - Internal Alterations
  - External Alterations
- 6.0 ACCESS
- 7.0 CONCLUSION
- 8.0 APPENDICES:
  - APPENDIX 1: ASSESSMENT OF CONDITION OF COPING STONES –  
STATEMENT BY STONE SPECIALIST
  - APPENDIX 2: PLANNING HISTORY
  - APPENDIX 3: DRAWING ISSUE SHEET

## **1.0 INTRODUCTION:**

- 1.1 The Old Rectory is a Grade II\* Listed building which has developed over the centuries, with the earliest surviving wing being 14th century in origin but with substantial later work in the 18th century. In the 19th century the house was extended to the north, but this extension was subsequently demolished in the 20th century. The property was purchased by the applicant in recent years, who is committed to residing in and looking after the house with his family for many years to come.
- 1.2 The house has been the subject of a listed building and planning consent, for an extension to the north, that was approved in 2021. The references are as follows:

21 04372 FUL  
21 04373 LBC

Please refer to Appendix II for a full planning history.

The 'Consented Plans' set of drawings, included with this application, include previously consented works that are yet to be implemented and are shown on a current survey of the building as existing. The Proposed Plans show the changes proposed as part of this application. The changes have been identified with red clouds.

- 1.3 The client brief for this application is to replace modern windows and add secondary glazing and thermal and sound insulation to improve the comfort and energy-efficiency of the building.

Internal works include some minor reordering of rooms, all in areas with low heritage significance, to improve the functionality of the existing accommodation.

External works include a lean-to outdoor kitchen, and omission of two modern dormers and four modern rooflights.

The applicant is proposing to carry out important repair work to the existing copings to the western and eastern parapets and their associated gutters, repointing, and improving the floor structure in a small, isolated area in the Snug. There is also repair work to two stone mullions on the west wing of the building.

The building has been carefully surveyed, and the proposals have been designed in a manner which is sympathetic to the existing historic structure.

- 1.4 No changes in the adjoining landscaping are proposed as part of this application.
- 1.5 The application is supported by an in-depth Statement of Significance by Justin Ayton, and that analysis has closely informed the development of the design.

## **2.0 THE SITE**

- 2.1 The development proposes alterations to the existing listed house. No changes are proposed to the other existing structures within the grounds. The site area within the red line comprises 0.887 hectares.
- 2.2 The Old Rectory Withington is a Grade II\* listed building, located in Gloucestershire in the parish of Withington. The building was a former rectory for the St Michaels and All Angels parish church, which is located slightly to the northwest of the rectory and is shown on the Location Plan.

2.3 The house is approached along a gravel driveway from the west which opens out into the entrance courtyard. The house is arranged around the courtyard with views looking south down the garden to a pond.

The west elevation of the house overlooks the graveyard of St Michael's and All Angels church.

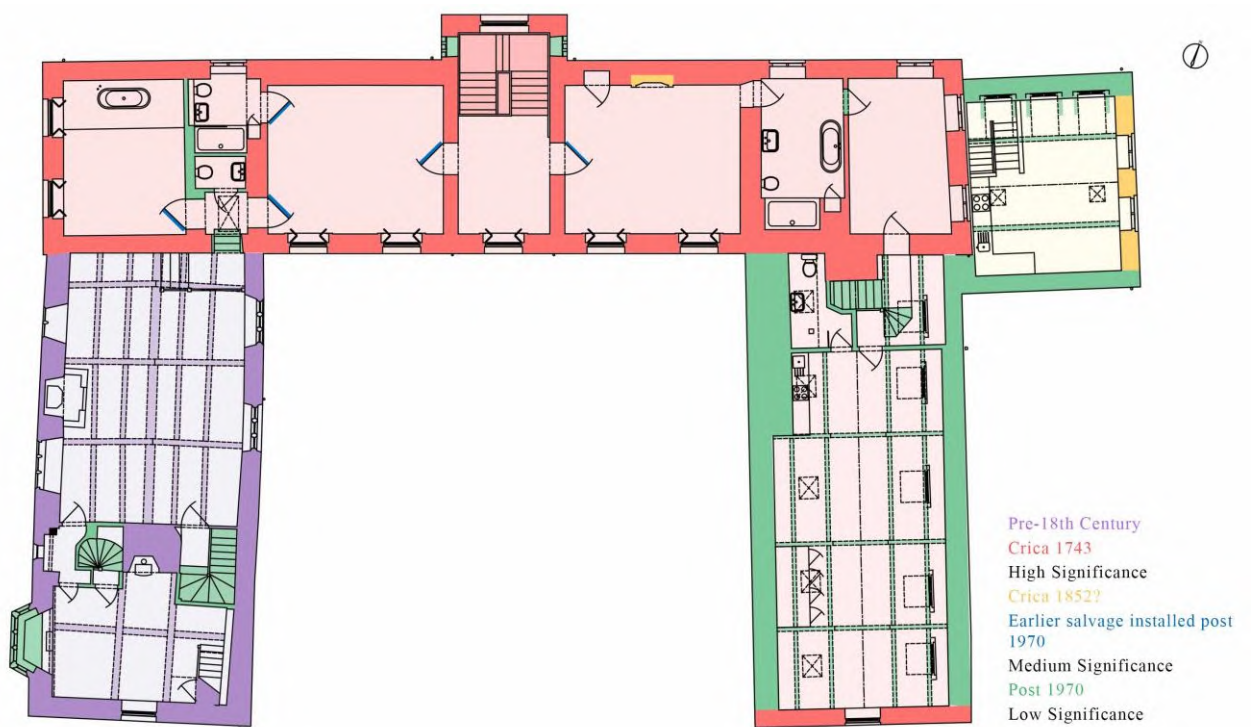
The drive continues round to the north of the house to a gravel parking area. Beyond the gravel, the gardens extend to the south, east and north. The garden is gently undulating grass, with a small existing barn to the east of the house.

2.4 The barn does not form part of this application, which solely concerns the house.

### 3.0 ARCHITECTURAL HISTORY AND SIGNIFICANCE

3.1 Justin Ayton, the Heritage Consultant, has prepared a series of Phasing and Significance Plans for The Old Rectory, which provide a useful reference point for the evolution of the building.

3.2



Above: First Floor Phasing Plan, after Justin Ayton, showing phasing and significance.

3.3 The house is 'u' shaped in plan. The western wing is the oldest part of the house and is pre-18<sup>th</sup> century. The main entrance and basement level of the north and east wings were constructed circa 1743 and are considered to be of high significance.

3.4 The 'Cottage', which is located in the north-eastern corner of the house has a footprint dating back to circa 1852, however the upper level is much newer post 1970, and of low historical significance.

3.5 The 'Studio' which is the upper floor of the east wing, and essentially a 'loft conversion' is also post 1970 work and of low heritage significance.

3.6 The applicant obtained consent for an extension to the north façade of the house in May 2022. Construction of the extension has not started, however it is shown on the plans as part of the context for the proposed works.

3.7 The house has undergone significant repair and alteration since the 1970's. Historic photographs indicate the following:

- A number of windows have been added to the north and west facades of the house, and cottage since the 1970's.
- The medieval hall and west wing originating prior to 1743 has undergone major reconstruction since the 1990's. The roof covering was removed completely and repairs to the original timber roof structure were undertaken.

3.8 There are works proposed at every level of the building, however these are of a minor nature with minimal impact upon the fabric of the listed building.

#### **4.0 DESIGN APPROACH:**

4.1 The design approach has been led by the analysis of the historic fabric of the house and its history as set out in Justin Ayton's Statement of Significance. Fabric is retained unless it requires repair or reinstatement due to significant degradation.

A short summary of the approach to the areas of application is given below.

1. Thermal upgrades to include windows, rooflights, insulation to the Studio Roof.
2. Internal alterations to include acoustic upgrades and minor re-ordering of rooms with modern partitions.
3. External works to include an outdoor kitchen, repairs to lead gutters and copings, upgrade of the existing rainwater discharge system.

#### **5.0 PROPOSALS**

##### **5.1 THERMAL UPGRADES**

The applicant wishes to upgrade the building thermally. This encompasses upgrades to windows and rooflights, a dormer to the Cottage and the roof over the Studio (East wing). Refer to Drawing No.s 0503/PL20-26 and 0503/PL31-35.

##### **5.2 Windows Summary:**

- Single-glazed leaded lights in timber frames: - located on the north and west elevations. Some of the windows are historic, and others were inserted after 1970. All of these windows are to have secondary double-glazing. In addition, the modern leaded lights (WF01, 11, 12, 13, 14, 16, 18, 19, 20-24) would be replaced with a new single-glazed flat iron leaded light detailed to match the existing historic pattern.
- Dormer windows: single glazed leaded lights in timber frames. These windows are to have secondary double glazing.
- Rooflights – existing modern double-glazed velux-style windows to the East Wing roof are to be replaced with double-glazed conservation rooflights.
- Basement windows – single glazed timber windows to be replaced with double glazed architectural bronze casements.

The design approach with the windows is to intervene as little as possible with the existing fabric and retain the integrity and authenticity of the listed building by retaining single-glazed leaded-lights to the façade, all in accordance with guidance by Historic England.

A full set of window details accompanies this application – see 5.1 for drawing numbers.

5.3 **Basement windows:** These timber windows are rotting due to the wet masonry walls of the



basement. The walls around the windows require some making good and stabilising locally. The windows are held in place with metal straps and the existing installation is not robust.

5.4



Above: Existing Basement Window

5.5 The Basement area is used for the mechanical and electrical installations for the house and is utilitarian in nature. The windows are very low on the façade at garden level, and are consequently not visually prominent (see cover photograph). It is proposed that these windows are replaced with double-glazed architectural bronze casements with a Heritage profile. The outer panes would be 4mm kiln-distorted glass which will retain the historic appearance.

5.6 **Leaded Lights:** The building has both historic leaded lights and modern ones as follows: –  
Historic single-glazed leaded lights: Window numbers WG11, WG12, WG14, WG15, WG16, WG17

Modern leaded lights: WG18 (replaces door shown in image below), WF01, WF11, WF12, WF18, WF19

5.7



East Wing: East Elevation circa 1970. No windows are visible at first floor level to the area now designed as Laundry Room. Note that only two dormers at Attic level were existing (area identified

as the Annexe on First Floor Plan).

5.8



View looking at the North range with the cottage in the foreground, post 1973. Note there are no windows to the house at First Floor level or dormers on the Cottage.

5.9 The pattern for the historic windows is a cruciform timber frame with single-glazed leaded lights. The new windows would mirror the cruciform pattern.

5.10



North Range post 1973. Note there were no windows at first floor level in the locations of the proposed Laundry Room and Bathroom 7.

- 5.11 The proposals for both the new and historic windows would be to insert a secondary timber subframe to take new double-glazed architectural bronze casement windows on the interior side of the window. The secondary glazing would have mullions and transoms to match the positions of the timber cruciform frames, but would otherwise be clear glazing so as not to interfere visually with the pattern of the existing windows.
- 5.12 The architectural bronze casements are high-quality windows, and the finish would match the existing leaded lights. The casements would be inward opening so that the gap between the existing and proposed windows can be cleaned.
- 5.13 The modern leaded light outer windows (WF01, 11, 12,18,19) are to be replaced with an exact replica of the existing windows; single-glazed with kiln-distorted glass, flat iron frames and spiked

iron hinge pins driven into the timber window jambs.

5.14



Figure: Existing historic cruciform window in the Well Room, with single-glazed leaded lights.

These proposals would not cause any detriment to the existing windows and could be reversed with no adverse effects on the fabric of the existing building.

**5.15 East Wing: Gable window: WF25**

WF25 is a bull's eye window to the southern gable façade of the East Wing. The existing window would be retained and secondary glazing inserted to the interior of the window reveal. The window chosen is a double-glazed architectural bronze casement which would be opening to allow for cleaning, and which would enable the existing window to remain intact.

5.16



WF 25 seen from the interior.

**5.17 Cottage: Bathroom Window WG13**

WG13 is a modern window. As the figure in 5.7 shows, the cottage at that level was originally a bicycle store with no windows. The window is currently a slit window, with glass block to the

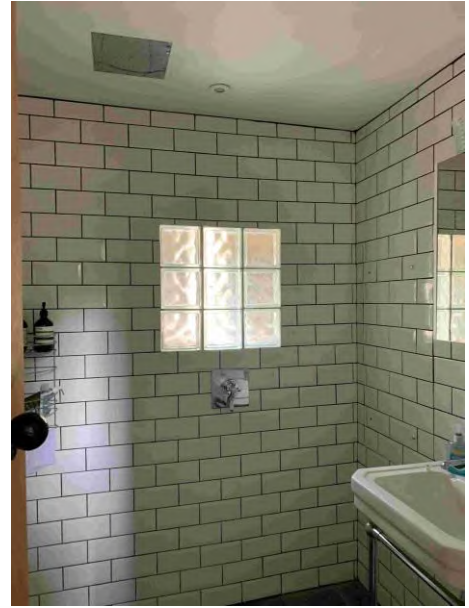


interior as it sits within a wet room. It is very small and does not provide any ventilation to the room. The proposal is to enlarge the window in width and fit it with an opening casement.

5.18



Above Left: Cottage Bathroom window WG13 as existing – exterior view



Above Right: Cottage Bathroom window WG13 as existing – interior view

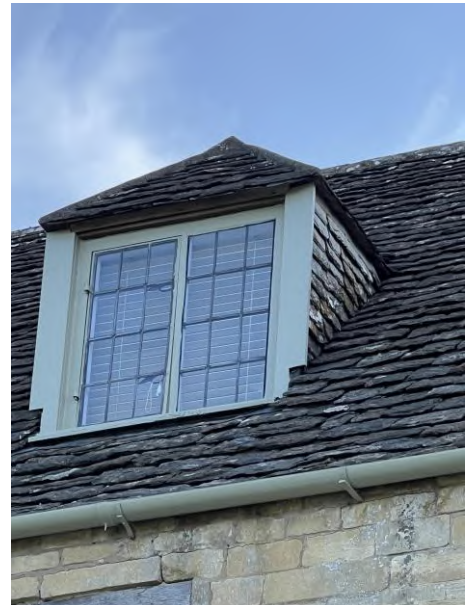
5.19 **Dormer Windows:** The existing dormer windows are numbered WF15, WF16, WF17 on the Cottage, WF20, WF21, WF22, WF23, WF24 at first floor level within the Studio. WF21 and WF22 existed before the 1970's as indicated by the photograph shown at 5.7, however all of the others are new.

The dormer windows are casement windows with leaded lights. The consistency of the window material and details indicate that all of the leaded lights are post-1970 fabric.

5.20



Above left: Typical dormer window to the Studio, comprising single-glazed leaded lights.



Above right: Typical dormer to the Studio, viewed from the exterior.

5.21 The proposal for the secondary glazing to these windows would be single-glazed horizontal sliding windows. Sliding windows have been chosen due to the small amount of space available within the window reveal. This will allow the window to be open without disturbing the window blinds.

The existing modern leaded light window is to be replaced with an exact replica, single-glazed with kiln-distorted glass, flat iron frames and spiked iron hinge pins driven into the timber window jambs.

## 5.22 **Rooflights**

RFL03, RFL05 and RFL 07 are existing modern velux-style windows. These are to be replaced with conservation rooflights from the Rooflight Company.

5.23



Left: RFL03-07 seen from a distance and bottom left: in detail

Above: View of RFL01 and RFL02 on the Cottage, both of which would be omitted completely.

5.24 RFL01, RFL02 (Cottage), RFL04 and RFL06 to the Studio are all modern, and are to be omitted completely and the roof made good in those areas.

This would reduce the number of modern interventions in the roof and improve the thermal performance of the building.

## 5.25 **Cottage Dormers**

The existing dormers to the cottage are modern, constructed post 1970. The photograph (see 5.8) of the building from the 1970's shows the north façade before the dormers were constructed.

5.26 The dormers do not meet current thermal standards and the upper level of the Cottage is very cold. The proposals omit the two dormers numbered WF15 and WF17. The north façade to the cottage is consequently simplified and the visual impact of the cottage on the overall composition is reduced.

5.27 WF16 would be thermally upgraded with additional insulation and secondary glazing to the dormer window as described above.



## 5.28 Studio Roof Construction

The construction of the existing Studio roof is unknown, however the applicant has found that the space is extremely cold in winter and proposes to upgrade the roof thermally. This roof was constructed post 1970. The modern plasterboard finish would be removed and new insulation, a vapour control layer, wood wool board and natural hydraulic lime plaster finish would be installed. The proposed building materials would be environmentally friendly and appropriate for the listed building.

## 5.29 INTERNAL ALTERATIONS

The internal alterations for the building include the following:

1. Sound-proofing measures to the cellar ceiling
2. Remedial work to a small area of the Snug Floor
3. Sound-proofing measures to the Snug ceiling
4. Rationalise Bathroom arrangements at First Floor level (Bathroom 5) and create Master Dressing Room
5. Creation of Laundry Room at First Floor Level
6. Enlargement of the Bathroom within the Studio (Cloakroom 3)

These proposals are described in further detail below.

## 5.30 Sound-proofing to cellar ceilings

The mechanical and electrical equipment for the house is located in the basement Cellar 1 predominantly. All of the basement rooms are connected and sound travels easily between the rooms. This is exacerbated because the walls and floors are unbroken sound-reflecting surfaces. At ceiling level the only separation with the rooms above is timber floorboards.

The applicant wishes to isolate the basement plant from the upper rooms of the house with sound insulation. The proposal is to use acoustic insulation between the joists and soundbloc plasterboard running below the timber joists. The plasterboard would be suspended from the existing timber joists on Pliteq clips to create acoustic isolation. This intervention would be easily reversible, and is in an utilitarian area of the building. Note the presence of modern battens to Cellar 1 (5.31), indicating evidence of an earlier modern ceiling located within this area.

5.31



Above Left: Basement Cellar 1.

Opposite: Hall: The floorboards are clearly visible above the joists.



## 5.32 Remedial Work to Snug Floor/ Basement Ceiling

The house has a stone spiral staircase which formerly connected the Snug to the basement. This

connection has been crudely closed off with a chipboard floor on modern timber posts and studwork.

There is evidence of both wet and dry rot in the modern timbers which support the Snug floor.

5.33



Above: View of existing spiral stair and the timber support for the chipboard floor to the Snug.



Above: View of timber supports to the chipboard floor to the Snug above.

5.34 It is proposed that the supporting structure is omitted and replaced with timber joists on joist hangers. The basement walls and floors are damp, and the timber needs to be kept away from those damp surfaces. The joist hangers would provide the required isolation, and would also be easily reversible should the staircase be opened up again in the future. The space at Basement level would also be easier to access with the timber posts removed.

### 5.35 **Sound-proofing to Snug Ceiling**

The Snug ceiling is currently separated from the Medieval Hall above with a single layer of floorboards. The applicant would like to sound-proof the ceiling to improve the acoustic separation between the two spaces.

5.36



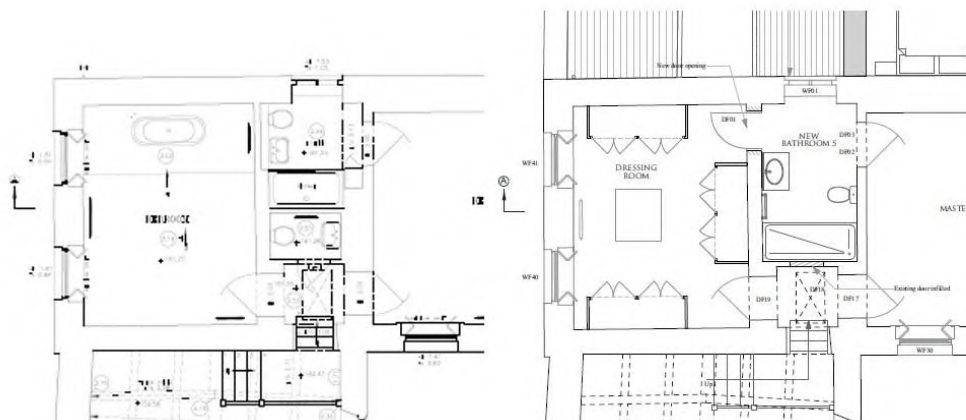
Above: View of the Snug ceiling structure

5.37 The Snug ceiling has a large central beam traversing the room, and the floor joists span from the beam to the room's walls. Improved sound-proofing would be achieved by fitting sound insulation below the floorboards, and finishing with a lath and plaster ceiling between the joists. The underside of the joists would remain exposed.

### 5.38 Master Dressing Room and Bathroom 5 – First Floor Level

These two rooms occupy the north-western corner of the building at first floor level. The current arrangements include a bathroom, a small cloak room and a bath situated within the north-western corner bedroom (plan excerpt to the left below). The partitions creating the bathrooms are post 1970 according to Justin Ayton's phasing plan (refer to phasing diagram on page 4).

5.39



Left: Plan excerpt from measured survey showing room arrangement as existing

Right: Plan excerpt showing room arrangement as proposed

5.40 Consolidating the bathroom arrangements into one room would rationalise the plan, and would allow for the removal of the bath within the bedroom. The new door opening is in a modern 1970 partition and will therefore not have any impact on the fabric of the listed building.

### 5.41 Laundry at First Floor Level

The proposed Laundry room would be situated on the north-eastern corner of the north range. There would be no material change to the fabric of the listed building. There is drainage servicing the bathrooms in that corner in-situ, and the existing soil stack would be utilised accordingly.

### 5.42 Enlargement of Bathroom within the Studio

The existing bathroom and partitions within the Studio were constructed post 1970 and consequently the fabric is modern. The proposals allow for enlarging the room as it is small and awkward, and the existing galley kitchen in the Studio room would be removed accordingly. There would be no change to the position of the WC to allow the existing drainage positions to remain the same. There is therefore no impact to the fabric of the listed building as a consequence of this change.

### 5.43 EXTERNAL ALTERATIONS

1. Addition of new outdoor Kitchen



2. Repair work to copings to the east and west parapet walls
3. Remedial work to lead parapet gutters
4. Increase capacity of existing rainwater drainage system.

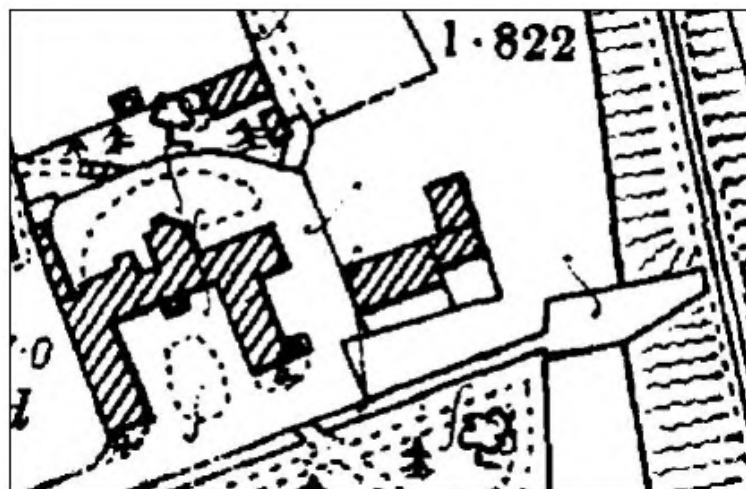
These proposals are described in further detail below.

#### 5.44 Outdoor Kitchen

The proposed Outdoor Kitchen is located to the north of the existing kitchen. A lean-to roof would be constructed against the boundary wall, creating a covered walkway. New masonry to form an end wall would be located away from the listed building and would have no impact on its structure. There has also historically been a lean-to structure against the boundary wall and this is visible in old ordnance survey maps. See below for an excerpt of the 1905 Ordnance Survey map which shows a structure in the position of the proposed outdoor kitchen along the boundary wall.

See also the right-hand side of the image in 5.10 for a view of the former extension.

5.45



Above: Detail of Ordnance Survey Map 1905.

5.46



Figure 1 North front, extent of elevation covered by other structures until the latter half of the 20<sup>th</sup> century. Encircled openings: 18<sup>th</sup> century; 19<sup>th</sup> century; 20<sup>th</sup> century (n.b. first-floor right appears to contain an 18<sup>th</sup>-century casement reused from elsewhere in the building).

Above: Image from Justin Ayton showing extent of the rear elevation previously covered by other structures until the latter half of the 20<sup>th</sup> century, as well as providing dates for the openings in the existing elevation. Note that the kitchen door was previously covered by a lean-to structure of the same shape as the proposed lean-to outdoor kitchen.

The masonry for the outdoor kitchen would be rubblestone to match the house, with Cotswold stone tiles laid in diminishing courses, and cast iron painted rainwater goods, all in keeping with the house.

#### 5.47 **Repair to Copings of East and West Wing Parapet Walls**

The existing copings to the east and west parapet gutters are in very poor condition with spalling stone falling into the gutters. The copings are set flush with the external wall surface so there is no drip to throw water away from the façade. This leads to black staining on the stone at the tops of the walls. At the gable ends the copings have drips either side of the wall surface.

5.48

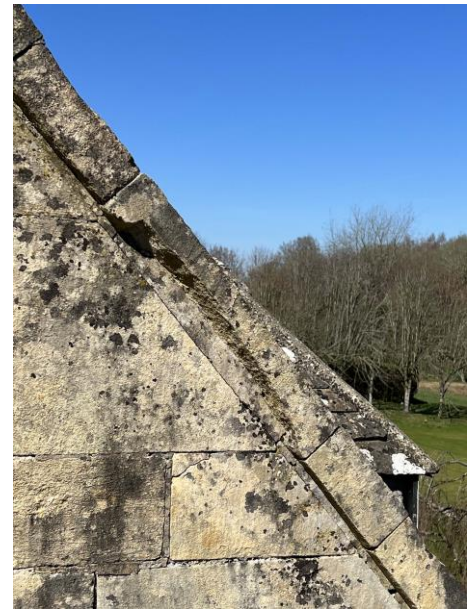


Above: Detail view of copings to east wing. Black staining is visible on the façade as well as erosion to the copings.

- 5.49 The condition of the existing copings has been surveyed and advice obtained from a stone specialist, Mr Andre Vrona, owner of Ketton Stone (Masonry and Fixing) Ltd. Mr Vrona has provided a written assessment of the copings - see Appendix 1.
- 5.50 It is recommended that the copings are replaced with a small overhang to match those on the existing gables. The stone needs to be protected with lead drips to secure its longevity. The lead drips will further help to throw water away from the façade.
- 5.51 The replacement stone would be Clipsham to match the existing.
- 5.52 These works are essential to repair and maintain damaged masonry and for the protection of the facades.



5.53



Above: View of east wing gable. The overhang on the gable copings is visible. There is black staining to the stone façade where pointing has come away between the copings.

Above: Detail View of the east wing gable copings. Damaged copings require replacement and the wall and copings need repointing with natural hydraulic lime mortar..

5.54



View looking south down west wing gutter

View looking south down east wing valley gutter

#### 5.54 Repair to East and West Wing Parapet Gutters

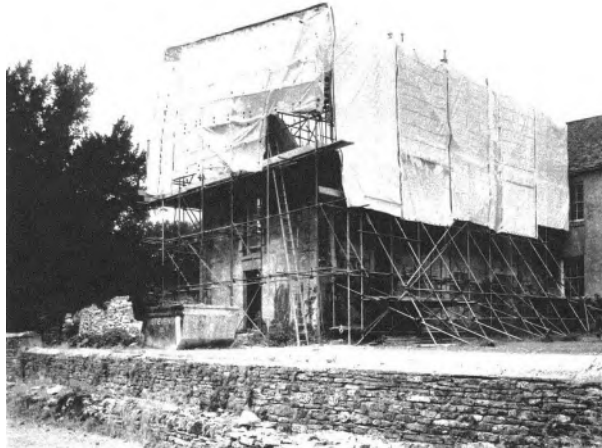
The existing lead parapet gutters were surveyed with the parapets. The measured survey of these gutters is included with the applicant's drawing pack.

5.55 Measurement of the gutters indicates that they do not meet current Lead Sheet Training Academy requirements. The drips (i.e. steps in the gutter) currently range from 30-40mm, while the current standards requires drip heights of 70mm. Mr Kevin Smith, a conservation leadwork specialist has

been consulted. He has indicated that the fabric supporting the sole of the gutters will be wet or damp due to the inadequate drip heights.

5.56 The roof of the medieval hall to the west wing was very substantially repaired in the 1970's. The entire roof covering was stripped under cover of a protective temporary roof. Record photographs indicate that the material to the gutters is therefore new and not historic fabric.

5.57



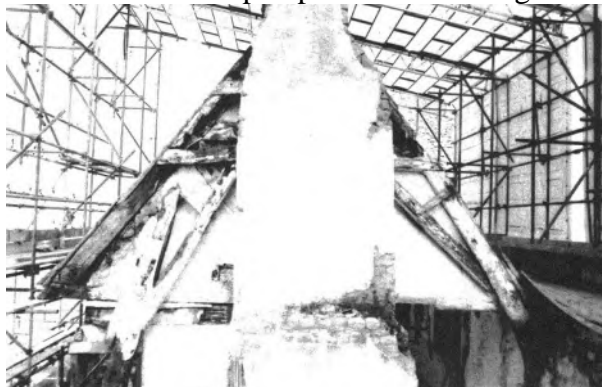
View of the west wing with protective roof covering during significant building repair works undertaken during the 1970's.

5.58



View from the Kitchen/ Parlour of the Staff Flat at the southern end of the west wing. The roof structure has been entirely removed with the parapet wall on the right hand side.

5.59



View of the parapet on the right hand side of the image – it is clear the lead gutter is new as part of the reconstruction works to the roof.

5.60 The configuration of the gutters would be considerably improved by replacing the existing lead with a higher lead code. The longer pieces of lead would allow for fewer drips, which would be increased in size to meet current guidelines. This would help keep the gutter sole dry and improve the building's longevity.

5.61 It would also be beneficial to introduce ventilation below the gutter sole. This would ideally run on both sides of the length of the gutter, however if this does not prove to be possible, ventilation on



one side would be better than the unventilated state which exists at present. Ventilation is essential to prevent condensation damage to the sole of the gutter.

5.62 Both of the lead parapet gutters to the west and east wings would benefit from these remedial works. As the gutter linings and leadwork are new, it is hoped that the local authority would support these works.

### 5.63 Increase capacity of existing rainwater drainage system

The existing building has been the subject of a damp survey by damp specialist Robert Demaus. He noted in his report:

4.14. In general, the guttering and rainwater disposal system overall should be overhauled and re-aligned to ensure correct falls. Given the increase in frequency and intensity of very heavy downpours due to climate warming, it is quite likely that the gutters, downpipes and gulleys are all undersized, and consideration should be given to increasing the gutter size (this would be barely discernible from ground level) and increasing the size and/or number of downpipes. Even with increased capacity systems, it can be difficult (and is

5.64 A visual inspection by Craig Hamilton Architects has also confirmed the misalignment of some of the existing cast iron gutters which do not fall towards downpipes.

5.65 Hoppers and gutters look undersized – for example the hoppers serving the east and west lead parapet gutters are undersized. It has been noted by Justin Ayton that the hoppers are not of any historical merit.

5.66



View looking down east wing lead parapet gutter with its hopper in the foreground. The hopper is very undersized in relation to the size of the outlet.



Above: existing half round gutter on the north range. The gutter is supported on delicate brackets, however over time the gutter falls have become misaligned – in this section the gutter is falling away from the downpipe. The capacity of the gutter is also insufficient to cope with water draining from the roof surface area.

5.67 The eaves running along the west elevation of the west wing have no gutters, allowing water to soak the stone walls below. As the prevailing wind is from the west, this will be a common occurrence.





Above: Photograph of the house taken in the 1970's. The photograph indicates that there was historically a gutter and downpipes running along this façade, prior to the work carried out in the 1990's.

- 5.69 A painted cast-iron gutter on traditional metal brackets is therefore proposed to be reinstated to this elevation.
- 5.70 Enhancements to the existing rainwater system would be carried out sympathetically to the listed building. Rainwater goods will all be of a traditional pattern in painted cast iron. Painted cast iron gutters will be supported on traditional metal rise and fall brackets. Hoppers will be cast from traditional patterns in painted cast iron.

These works are important to secure the long-term future of the building, particularly given the context of climate change, and the likely increase in intensity and frequency of heavy rainfall.

#### 5.71 **Repairs to Stone Mullions**

An inspection of the existing stone mullions with the stone expert, Andre Vrona, has confirmed that there are two stone mullions in the west wing which require replacement. The windows are numbered WG26 and WG31 respectively on the plans.

- 5.72 The other stone mullions on the west wing have been repaired, probably as part of the works carried out in the 1990's. A visual inspection indicates that these are in good order.

5.73



Above: West wing – west elevation as existing. The red circle indicates the affected window (WG31).



Above: West wing – east elevation as existing. The red circle indicates the affected window (WG26).

5.74



Above: Window WG31 detail. The central mullion has eroded significantly, and it is proposed that this is carefully replaced.



Above: Window WG26 detail. The left-hand mullion is significantly eroded, and it is proposed that this is carefully partially replaced. The right-hand mullion has already been replaced.

5.75 The exterior of the mullion would be carefully dressed back to the plane of the glazing, by hand using traditional methods (mullet and chisel), and then a new section of mullion would be carefully pinned and dowelled to the outside face of the existing mullion. This would ensure as much historic fabric is retained as possible, and that it is protected for the future.

## 6.0 ACCESS STATEMENT

6.1 Level access is provided at the proposed entrance to the Kitchen. This level access extends between the proposed extension and the existing stair hall and adjoining drawing and dining rooms/ kitchen. Vehicular access is available a reasonable distance away.

The proposed outdoor kitchen would not have any effect on this arrangement, and in fact would enhance the provision of level access under cover into the kitchen.

## 7.0 CONCLUSION:

- 7.1 This design and access statement has described the proposed thermal upgrades, minor internal and external alterations that form the subject of this application.
- 7.2 These proposals have been very carefully considered to ensure that the integrity of the listed building stays intact. The proposals for secondary glazing to windows would retain the original single glazing to the outside face of each window, in accordance with English Heritage guidance. The proposals to upgrade the rooflights to conservation rooflights will be an enhancement to the building, as will the omission of the rooflights to the Cottage, and the reduction in rooflights to the Studio roof. The energy-efficiency and comfort of the building will also be improved.
- 7.3 The internal rearrangements to the Studio bathroom (Cloakroom 3) and the rationalisation of the bathrooms to the north-western corner of the house concerns modern partitions that are post 1970 interventions. There will be no change to the soil and vent pipes draining these areas and consequently there will be minimal disruption to the listed building.
- 7.4 The proposed sound-proofing to the basement plant areas is utilitarian in nature in keeping with the nature of the space. It can be easily reversed, and will be an important measure to improve the liveability of the house, particularly as the principal Dining Room and Drawing Room are located directly overhead.

The sound-proofing to the Snug is finished with a lime-plaster finish to be in keeping with the fabric of the listed building, while providing improved sound separation between the Medieval Hall and the Snug.

- 7.5 The upgrade to the structure supporting the Snug floor will be a further enhancement to the existing building, through the removal of untidy work that is also not robust to withstand the dampness of the basement areas.
- 7.6 The applicant is seeking to repair and enhance the existing copings and lead valley gutters, as well as increase the capacity of the rainwater discharge system on the building. This will be an important step towards securing the future of the listed building as the climate becomes wetter with frequent, intense patterns of rainfall.
- 7.7 The addition of the outdoor kitchen will have minimal impact on the listed building, as it is a lean-to structure, carefully designed to be in keeping with the house. It is in the position of an earlier lean-to structure and takes the same form.
- 7.8 Considerable care has been taken in the design development of these proposals, and it is very much hoped that this application can be supported.

## APPENDIX 1: ASSESSMENT OF COPING STONES & STONE MULLIONS

## ASSESSMENT OF COPING STONES & MULLIONS

*Prepared by: Andre Vrona, Stone specialist.*

Rev A 08.09.2023 Mullion assessment added.

### **Stone copings:**

On my site visit I came to the conclusion that the stone looks very much like the Cotswold from the old Headington quarry that is no longer operating and hasn't been for some considerable time. The stone is quite shelly and in generally, good order when used within the facades.

Looking at the parapet copings, it would be too harsh to judge that these stones were badly selected. It is a fact that there are very few of the Cotswold stones that weather and perform well as copings or similar weathering conditions. At various times through history, quarry beds have been available that have found to be better performing than others. Clearly the copings have been in place for some considerable time, and it is clear that the copings have now deteriorated over some considerable time as well. The deterioration of these copings as can be seen in the photographs of the DAS report (article 5.48 and 5.54) have now got to a level of where they no longer function in their intent to divert water into the lead gutter or to prevent water ingress into the top of the parapet walls.

It can be noted that the top 2 ashlar courses as shown in photo 5.48, though unmolested by weathering, are starting to loose their joints due to water ingress from above and no doubt freeze/thaw process that is slowly decaying the lime mortar jointing to these stones. There is no doubt that with the copings in their current situation, further deterioration of the parapet walls will continue. There are a couple of areas where these ashlar courses are being dislodged by water ingress and freeze/thaw cycles.

I agree with the DAS report articles 5.47 - 5.53 and in conclusion I propose that these copings be replaced with a selected bed of either Clipsham limestone or Cadeby limestone and by means of understanding the term of "selected bed", I refer to the fact that the appropriate beds out of the quarry must be chosen to achieve the optimum selection of stone in regard to its impervious nature, as not all the beds in either quarry will perform to the optimum as required here for copings.

There will need to be a contingency to have a further understanding of the status/condition of the wall underneath the copings on the parapet side as there could be a possibility that the integrity of the wall through water ingress over the last decade may need stabilising prior to replacing the copings i.e., if we find that the lime mortar integrity of the rear of the wall is in deterioration that holds the masonry units in place.

Further to the aforesaid, there is also a possibility upon removal of the copings that the 2 courses of ashlar underneath the copings are not completely stable (for the same reasoning as given above) and there may have to be an element of removing these stones and replacing in fresh lime mortar bedding.



### **Stone mullions:**

Status of the mullions in windows WG31 and WG26:

During my site inspection and noted that these mullions were in quite a decayed state and are rapidly heading towards failure.

It is relevant that there are 2 issues concerning ongoing failure of these mullions the first being water ingress into the building, and the second being more serious that these mullions do act as a structural support of the lintel above and therefore the facade above. Therefore it can be understood that replacement of these mullions is necessary, not just for aesthetic reasons, but importantly for the wellbeing of the building.

Ketton would initially propose only replacing the external section of the mullion and such would be hand dressed away to the line of the frame whilst the lintel above was temporarily supported. It can be noted that hopefully such an approach would be able to be carried out in a manner that leaves the window frame in place.

Having stated the above, there needs to be an understanding that such can only be regarded as a provisional approach with good intent. Should it evolve that the integral structural nature of the internal section of the stone not be deemed sufficient in condition to be able to perform as a load bearing mullion (following the placement of an external section of mullion being pinned to such) then of course it may be necessary to remove the window frames and replace the whole mullion section.

In either instance, it is my own evaluation that these mullions do need replacing in some format.

## APPENDIX 2: PLANNING HISTORY

PLANNING HISTORY  
The Old Rectory, Withington, GL54 4BG

Date Validated	LPA Reference	Type of Application	Description	Decision	Date of Decision
1/09/2023	23/02732/FUL	Discharge of condition	Variation of condition 2 (plans) and condition 4 (materials) to adjust garage siting of permission 20/00532/FUL - Amendments to planning permission ref. 19/00249/FUL (Erection of garage outbuilding and alterations to driveway layout) including enclosing bays and additional hardstanding	Pending Determination	Pending Determination
24/05/2022	22/01805/COMPLY	Discharge of condition	Compliance with conditions 2 (Stone samples), 3 (Haha northern wall section) and 4 (Lime mortar mix) for consent 21/03977/LBC - Repair of South entrance steps, East side steps, two bridges and passageway walls	Granted	05/08/2022
02/12/2021	21/04373/LBC	Listed Building Consent	Erection of two-storey extension to the north elevation and associated works	Granted	27/05/2022
2/12/2021	21/04372/FUL	Full	Erection of two-storey extension to the north elevation and associated works	Granted	27/05/2022
20/10/2021	21/03977/LBC	Listed Building Consent	Repair of South entrance steps, East side steps, two bridges and passageway walls	Granted	18/01/2022
26/02/2020	20/00532/FUL	Full	Amendments to planning permission ref. 19/00249/FUL (Erection of garage outbuilding and alterations to driveway layout) including enclosing bays and additional hardstanding	Granted	04/05/2020
23/01/2019	19/00249/FUL	Full	Erection of garage outbuilding and alterations to driveway layout	Granted	12/04/2019
21/01/2019	19/00214/COMPLY	Discharge of condition	Compliance with Conditions 4 (design details) Consent 18/03072/LBC - Enlarge log store, demolition of greenhouse, removal of steel balustrade, conversion of windows to doors on	Granted	06/03/2019

PLANNING HISTORY  
The Old Rectory, Withington, GL54 4BG

			Annex, conversion of integral stables to domestic accommodation and various internal works.		
20/08/2018	18/03072/LBC	Listed Building Consent	Enlarge log store, demolition of greenhouse, removal of steel balustrade, conversion of windows to doors on Annex, conversion of integral stables to domestic accommodation and various internal works.	Granted	14/12/2018
21/08/2018	18/03071/FUL	Full	Enlarged log store and various landscaping works	Granted	14/12/2018
12/04/2018	18/01303/LBC	Listed Building Consent	Internal alterations	Granted	06/06/2018
02/11/2017	17/03344/LBC	Listed Building Consent	Internal alterations comprising: - reforming opening between 2 wings at first floor level where previous opening exists - remove shower and alter modern fittings to connect bathroom to bedroom - install small en suite shower room in existing dressing room which is formed from modern fabric - install shower and wc in ground floor store room	Granted	02/11/2017
31/03/2009	09/00430/FUL	Full	To provide a concrete subbase for the installation of a new bunded oil tank and 2 no. air to water heat pump compressors	Granted	01/05/2009
08/11/2008	08/03208/FUL	Full (Retrospective)	Retrospective application for a swimming pool and garden landscaping	Granted	16/12/2008
01/12/1997	97.02349	Full	Reconstruction of partly collapsed mediaeval wing incorporating minor modifications	Granted	16/04/1998
04/09/1991	91.01605	Full	Replacing chimney - piece in dining room with larger marble Georgian or Georgian style piece.	Granted	10/01/1992

PLANNING HISTORY  
The Old Rectory, Withington, GL54 4BG

15/04/1991	91.00705	Full	Works to the 'Brew House' consisting of: Insertion of two first floor windows to the North elevation; Insertion of a window on the east elevation; Insertion of a rooflight on south elevation; Internal alterations.	Granted	17/07/1991
------------	----------	------	---	---------	------------



## APPENDIX 3: DRAWING ISSUE SHEET



**CRAIG HAMILTON ARCHITECTS DRAWING REGISTER**



<b>PROJECT:</b> The Old Rectory Withington				06					
<b>Date:</b> September 2023				10					
				23					
<b>ISSUE:</b> Tender - T Planning - PL Information - I Construction - C As Built - AB Prelim - PRE				PL					
<b>FORMAT:</b> Paper - P Electronic - E				E					
Drawing No	Drawing Title	Size	Scale	Rev					
0503/PL01	Location Plan	A1	1:1250	A					
0503/PL02	Site Plan as Proposed	A1	1:200	B					
0503/PL03	Basement Plan as Proposed	A0	1:50	A					
0503/PL04	Ground Floor Plan as Proposed	A0	1:50	C					
0503/PL05	First Floor Plan as Proposed	A0	1:50	A					
0503/PL06	Second Floor Plan as Proposed	A0	1:50	B					
0503/PL07	Roof Plan	A0	1:50	B					
0503/PL08	South West Sectional Elevation	A1	1:50	B					
0503/PL09	South East Elevation	A1	1:50	A					
0503/PL10	South East Sectional Elevation	A1	1:50	A					
0503/PL11	North Elevation as Proposed	A1	1:50	B					
0503/PL12	West Elevation	A1	1:50	A					
0503/PL13	East Elevation	A1	1:50	B					
0503/PL14	Outdoor Kitchen Plan & Elevations	A2	1:50	B					
0503/PL15	Proposed Bat Box Locations	A1	1:500	A					
0503/PL16	Window Schedule - Sheet 1	A1	1:5; 1:20	A					
0503/PL17	Window Schedule - Sheet 2	A1	1:20	A					
0503/PL18	Window Schedule - Sheet 3	A1	1:5; 1:20	A					
0503/PL19	Stone Mullion Repairs	A1	1:50	/					
0503/PL20	Bathroom 7 & New Laundry Window Details	A1	1:5; 1:10	A					
0503/PL21	Bathroom 5 Windows	A1	1:5; 1:10	A					
0503/PL22	Studio Dormer Windows Details	A1	1:5; 1:10	A					
0503/PL23	Studio North Window Details	A1	1:5; 1:10	A					
0503/PL24	Rooflight Details	A1	1:5; 1:50	A					
0503/PL25	Well Room Windows Details	A1	1:5; 1:10	B					
0503/PL26	Basement Windows Details	A1	1:5; 1:10	A					
0503/PL27	South West Gutter	A0	1:5; 1:20	A					
0503/PL28	South East Gutter	A0	1:20	A					
0503/PL29	Snug Acoustic Ceiling Details	A1	1:5; 1:20; 1:50	B					
0503/PL30	Basement Acoustic Ceiling Details	A0	1:5; 1:20; 1:50	B					
0503/PL31	Sliding Secondary Glazing Details	A1	1:5; 1:10	B					
<b>Distribution:</b>									
Chris Daniels - Client				/					
Graham Oliver - Gerald Eve LLP - Planning Consultants				/					
Rosalind Price - Gerald Eve LLP - Planning Consultants				/					
Sophie King - Gerald Eve LLP - Planning Consultants				/					
Justin Ayton - Justin Ayton Ltd - Historic Buildings Consultant				/					



CRAIG HAMILTON ARCHITECTS DRAWING REGISTER



<b>PROJECT:</b> The Old Rectory Withington				06							
<b>Date:</b> September 2023				10							
				23							
<b>ISSUE:</b> Tender - T Planning - PL Information - I Construction - C As Built - AB Prelim - PRE				PL							
<b>FORMAT:</b> Paper - P Electronic - E				E							
Drawing No	Drawing Title	Size	Scale	Rev							
0503/PL32	Bedroom 2 Sash Window Details	A1	1:5; 1:10	A							
0503/PL33	New Laundry East Window Details	A1	1:5; 1:10	A							
0503/PL34	Cottage Living Area Window Details	A1	1:5; 1:10	A							
0503/PL35	Cottage Dormer Window Details	A1	1:5; 1:10	A							
0503/PL36	Snug Floor Details	A1	1:20	A							
0503/PL37	Cottage Bathroom Window Details	A1	1:5; 1:20	B							
0503/PL38	Studio Suggested Roof Build-up	A2	1:5	B							
0503/PL39	Site Plan - Consented Plans	A1	1:200	B							
0503/PL40	Basement Plan - Consented Plans	A0	1:50	A							
0503/PL41	Ground Floor Plan - Consented Plans	A0	1:50	A							
0503/PL42	First Floor Plan - Consented Plans	A0	1:50	A							
0503/PL43	Roof Plan - Consented Plans	A0	1:50	B							
0503/PL44	South West Sectional Elevation - Consented Plans	A1	1:50	A							
0503/PL45	South East Elevation - Consented Plans	A1	1:50	A							
0503/PL46	South East Sectional Elevation - Consented Plans	A1	1:50	A							
0503/PL47	North Elevation - Consented Plans	A1	1:50	A							
0503/PL48	West Elevation - Consented Plans	A1	1:50	A							
0503/PL49	East Elevation - Consented Plans	A1	1:50	A							
	Design & Access Statement			F							
	<b>As Existing (On Centre Survey Ltd.)</b>										
27141C-1	Land Survey	A1	1:200	/							
27141C-2-1	Basement Plan	A0	1:50	/							
27141C-2-2	Ground Floor Plan	A0	1:50	/							
27141C-2-3	First Floor Plan	A0	1:50	/							
27141C-2-4	Second Floor Plan	A0	1:50	/							
27141C-2-5	Roof Plan	A0	1:50	/							
27141C-2-5-1	Elevations	A1	1:50	/							
27141C-2-5-2	Elevations	A1	1:50	/							
27141C-2-5-3	Elevations	A1	1:50	/							
<b>Distribution:</b>											
Chris Daniels - Client				/							
Graham Oliver - Gerald Eve LLP - Planning Consultants				/							
Rosalind Price - Gerald Eve LLP - Planning Consultants				/							
Sophie King - Gerald Eve LLP - Planning Consultants				/							
Justin Ayton - Justin Ayton Ltd - Historic Buildings Consultant				/							



CRAIG HAMILTON ARCHITECTS DRAWING REGISTER



<b>PROJECT:</b> The Old Rectory Withington			06						
<b>Date:</b> September 2023			10						
			23						
<b>ISSUE:</b> Tender - T Planning - PL Information - I Construction - C As Built - AB Prelim - PRE			PL						
<b>FORMAT:</b> Paper - P Electronic - E			E						
Drawing No	Drawing Title	Size	Scale	Rev					
27141C-2-5-4	Elevations	A1	1:50	/					
27141C-2-5-5	Section A-A	A1	1:50	/					
27141C-2-5-6	Section B-B & C-C	A1	1:50	/					
27141C-2-5-7	Section D-D	A2	1:50	/					
<b>Distribution:</b>									
Chris Daniels - Client				/					
Graham Oliver - Gerald Eve LLP - Planning Consultants				/					
Rosalind Price - Gerald Eve LLP - Planning Consultants				/					
Sophie King - Gerald Eve LLP - Planning Consultants				/					
Justin Ayton - Justin Ayton Ltd - Historic Buildings Consultant				/					