

Pickmere Parish Council

Schedule of Condition

at

Pickmere Village Hall,
Pickmere Lane,
Knutsford
WA16 0JU

Pennington Choices Ltd

January 2018



ISO 9001
Quality management



ISO 14001
Environmental management



OHSAS 18001
Health and safety management



CHAS
Contractors Health and Safety Scheme -accredited



RICS
Corporate member of the RICS



ecmk
Accreditation body for our Domestic Energy Assessors



Gas Safe
Gas Safe registered



UKATA
UKATA Asbestos Awareness Training



Constructionline
Registered firm



ATAC
Asbestos Testing and Consultancy Member



GDAO
Green Deal Advisory Organisation



Exor
Compliance and procurement policies

Mission, Vision and Values

Our company brand is an integral part of how and why we do what we do. It is important to us that any 'new recruits' share our values and are onboard with these and our sense of purpose for the organisation which are captured in our:

Mission, Vision and Values



Innovative

Innovation and creativity - We are passionate about developing new ideas and approaches to meet demand.

Continuous learning and improvement - We encourage and inspire others to learn and grow.

Sincere

Equality and diversity - We respect everyone's individual differences, values and beliefs.

Honesty, integrity and being ethical - We create an open, positive and inspiring working environment.

Trusted

Professionalism - Our ambition is to be the best at what we do.

Respect - We treat others as we would like to be treated ourselves.

Supportive

Quality focused - We have a 'right first time' culture.

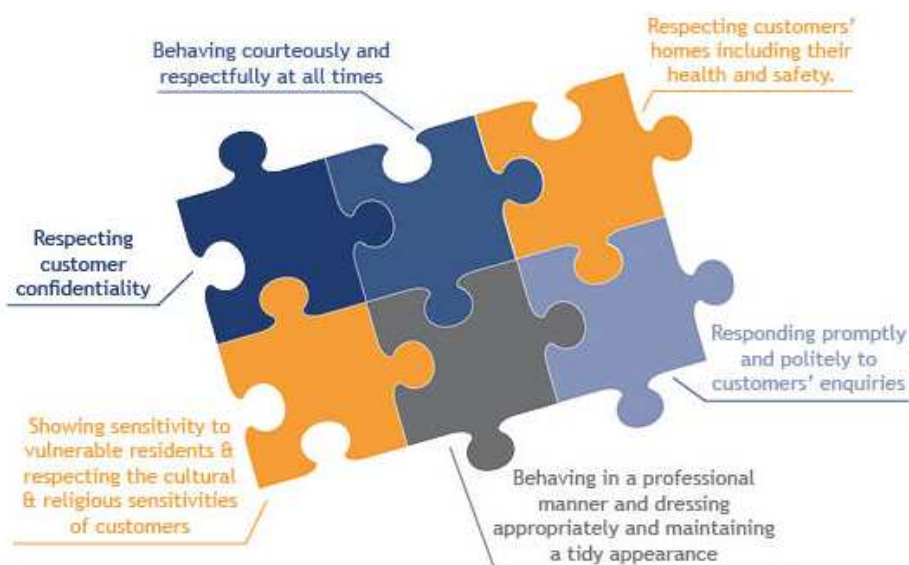
Competence - We have the right people, doing the right things.

Collaborative

Responsive - We are flexible and proactive to meet objectives.

Effective communication - We collaborate and build lasting relationships.

Our behaviour



Preface

Pennington Choices Ltd is a multi-disciplinary organisation providing a wide range of property-related professional services nationally to the public and private sectors.

We develop lasting professional relationships with all our clients. We do this by helping you to meet your strategic objectives by adding real value to your organisation and projects.

- Professional Building and Quantity Surveying Services
- Asbestos Surveying, Monitoring and Laboratory Analysis
- Property Asset and Facilities Management
- ECO, Energy Performance and Green Deal Assessments
- Regeneration and Development
- Project and Procurement Management
- Gas and Electrical Auditing Services
- Specialist Housing & Finance Consultancy
- Professional Training

We pride ourselves on helping clients to meet their objectives, while using our unique approach to deliver real added value.

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Version Control

Version	Date modified	Modified by	Reason for Modification
V1			
V2	22/01/2019	NT	Change in Brief

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1.0 INTRODUCTION / BRIEF

Instructions

- 1.1 Pennington Choices received an instruction by Jack Steel of Pickmere Parish Council
- 1.2 Our instructions were to inspect the Village Hall and prepare a full schedule of condition and indicative costs for refurbishment works.
- 1.3 We (Christopher Smith & Niall Twomey) undertook the inspection and confirm that we have taken an independent view of these matters as directed.
- 1.4 The investigation was limited to a visual inspection only. It is conventional for me to confirm that our standard terms and conditions apply to this commission. A copy of which has been provided to Pickmere Parish Council and is available from our website or from me directly.
- 1.5 We inspected the property on Wednesday, 19th December 2018. We have not previously visited this property.
- 1.6 Any directions in the text such as 'front' or 'left' or 'LH' (left hand) are given as one stands outside looking at the front elevation of the property.

2.0 THE PARTIES

For ease of reference, I record details of the principal parties as known to me at this time:

Pickmere Parish Council
1 Merehaven Close
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3.0 THE SITE

The building

The building was built in the 19th century and is of traditional solid wall construction in flemish bond with a truss and purlin roof structure, the type and depth of foundations are unknown but it is assumed that a shallow strip foundation has been used consistent with age. An extension has been added to the front and right side of the building, approximately 10 years ago to provide a new entrance, kitchen and toilet facilities.

Site layout

The building sits at the rear of the site, bound to the left and rear by the boundary with the adjoining land. It is estimated that the site currently has enough room for a maximum of 7 cars to the front.

Usage

The building has been used for a variety of uses since its construction including a schoolroom & church mission room before the Parish Council was given the building by the local Parish Church and it assumed its current use of village hall. It was advised that the building is not currently being used regularly, it is used for monthly meetings and one off event

4.0 SCHEDULE OF CONDITION

Element	Description	Recommended remedial works	Estimated cost
External			
Front Elevation			
Brickwork walls	Walls are of solid brick construction, the brickwork to the original building appears to have spalled in places. This is likely due to the action of freeze thaw weathering over many years combined with the presence of vegetation such as ivy. Repointing works have been previously undertaken to areas of the brickwork the wrong mortar mix has been used and this has contributed to the damage noted to the brickwork as new mortar is stronger than old and it compresses the soft brick. The brickwork to the extension appeared in good condition.	Brickwork should be more closely examined and any defective bricks should be cut out and replaced to match existing as seen in other areas on the front elevation. Any areas where the mortar is missing should be repointed locally.	1,800.00
Sub-floor	There were numerous subfloor vents noted to the front elevation, this will provide adequate ventilation to the sub floor. Some vegetation and soil build up was noted to the LHS of the building	All vents should be cleared of any obstructions including earth and waste, ensuring they remain open to ventilate the sub floor.	175.00
Doors	Two timber doors are present to the front elevation. The main door is fitted with a standard mortice lock. These doors were in working order and average condition overall.	No urgent works are required to the entrance doors. Consideration should be given to replacing the doors with modern UPVC doorsets to give added security.	1750.00
Windows	Three UPVC fixed double glazed window units were present to the front elevation, no defects were noted to the window units. The brick arch lintels appeared sound from a visual inspection. A vent was noted to one of the windows, this was closed from the inside and there was no evidence to suggest this was operational.	Consideration should be given to replacing the fixed windows as they are dated, and provide no ventilation aside from the window vent. These should be replaced with modern UPVC opening casement, double glazed units fitted with trickle ventilators.	1350.00
Access ramps	Two access ramps were present providing disabled access to both entrance doors, these consist of brickwork edge walls, precast concrete flagstones forming the ramp and steel safety rails bolted into the brickwork to the perimeter. The brickwork was noted to be in poor condition, with multiple areas of loose or missing brickwork.	All defective areas of brickwork should be identified and repaired with fresh mortar, using the existing brickwork where possible to maintain a consistent appearance. All areas affected with moss and lichen growth should be cleaned.	550.00

Electrical / Gas fittings	<p>Three external lights were present to the front elevation, a bulkhead lighting unit was present above each entrance door and a separate flood light style light fitting at the bottom of the two ramps. These were not tested at the time of inspection and it is not known if they are operational.</p> <p>The gas box is located to the front elevation adjacent to the front door.</p>	<p>Further investigation is required to establish if the external lighting is in working order. It is recommended that the two bulkhead light fittings are replaced with modern flood lights.</p> <p>The boiler should be regularly serviced and tested.</p>	250.00
Rear Elevation			
Brickwork walls	<p>Walls are of solid brick construction, the brickwork to the original building is in poor condition with spalling noted at low level to almost the entire rear elevation. This is likely due to the action of freeze thaw weathering over many years combined with the presence of vegetation such as ivy. The use of the wrong mortar mix has also contributed to the damage to the brickwork as the new mortar is stronger than old and it compresses the soft brick. Some vegetation growth was present at low level to the brickwork, if it is left this has the potential to cause damage and cracking to the external walls. Efflorescence was present at low level across the entire left elevation wall.</p>	<p>brickwork should be examined and any defective bricks should be cut out and replaced to match existing. The vegetation should be cut back and the land immediately adjacent to the external wall cleared. The efflorescence should be removed using a suitable spray.</p>	2,950.00
Sub-floor	<p>There were numerous subfloor vents noted to the rear elevation. It appears that more vents have been added in the past as they vary in style. These will provide adequate ventilation to the sub floor. Some vegetation and soil build up was noted to the LHS of the building</p>	<p>All vents should be cleared of any obstructions including earth and waste, ensuring they remain open to ventilate the sub floor.</p>	175.00
Windows	<p>Three UPVC double glazed window units present to the rear elevation, two fixed windows to the main hall and a top hung opening window to the WC. No defects were noted to the window units. The brick arch lintels appeared sound from a visual inspection. A vent was noted to one of the windows, this was closed from the inside and there was no evidence to suggest this was operational.</p>	<p>Consideration should be given to replacing the fixed windows as they are dated, and provide no ventilation aside from the window vent. These should be replaced with modern UPVC opening casement, double glazed units fitted with trickle ventilators.</p>	1350.00

Left Elevation			
Brickwork walls	Brickwork was badly spalled in places to the left elevation, which is left unchecked may compromise the integrity of the brickwork. This is likely due to the action of freeze thaw weathering over many years combined with the presence of vegetation such as ivy. The wrong mortar mix has been used and this has also contributed to the damage to the brickwork as new mortar is stronger than the old and it compresses the soft brick. Efflorescence was present at low level across the entire left elevation wall. The remnants of previous vegetation growth was present at high level.	The brickwork should be examined closely and any defective brickwork be cut out and replaced to match existing. The efflorescence should be removed using a suitable spray. The remnants of vegetation should be removed.	1,750.00
Sub-floor	There were three subfloor vents noted to the rear elevation. It appears that a new vent has been added in the past as it varies in style. These will provide adequate ventilation to the sub floor. Some vegetation and soil build up was noted to the front side of the elevation.	All vents should be cleared of any obstructions including earth and waste, ensuring they remain open to ventilate the sub floor.	175.00
Windows	A large UPVC double glazed arch window was present to the left elevation, this consists of two side hung opening units and four fixed panels. The brick arch lintel and concrete cill appeared sound from a visual inspection.	None	
Right Elevation			
Brickwork walls	The extension wraps around the building from the front elevation and continues the full length of the right elevation. The brickwork to the extension appeared to be in good condition. The brickwork to the original building, while aged, did not appear to be defective.	None.	
Windows	Two UPVC double glazed window units were present to the right elevation. A window to the kitchen with one fixed glazing panel and one side hung opening panel. A smaller top hung opening window was noted to the ladies toilet. No defects were noted.	None.	
Roof			
Roof structure	The roof structure to the main hall is a central Queenpost truss and timber purlins and ridge board. The ridge to the LHS is showing signs of deterioration and evidence of the 'Pagoda Effect' where the roof starts to bow.	Limited visibility was possible at the time of inspection due to the location of the access hatch into the ceiling void, it is recommended that further investigation is undertaken to establish the exact cause of the issue.	Incl Below

Roof covering	The roof covering was found to be rosemary clay tiles. The roof covering overall was in average to poor condition with numerous replacement tiles having been added in as patch repairs to previous problems. Numerous tiles were noted to be lifting or out of place, moss growth was present to the entirety of the roof. The roof pitch was boarded internally in the roof void.	A complete overhaul of the roof is recommended, all roof battens should be checked for signs of damage. The ridge should be examined and the cause of the dip should be remedied. It is recommended that the internal boarding is removed and a full inspection on the condition of the roofs weatherproofing is undertaken.	3,500.00
Soffits & Fascia	The timber fascia boards to the extension were in good condition at the time of inspection.	Re-paint the fascia boards. (Incl Scaffold)	750.00
Flashing	Lead flashing was noted to the abutments between the extension and the original building, this appeared to be in fair condition.	None.	
Drainage			
Guttering	The building has UPVC guttering to the entirety. This feeds into two RWP located at the junction of the rear and RHS elevation and to the abutment of the extension and original building to the front elevation. The RWP for the rear elevation has been taken round to the RHS elevation where it feeds into the downpipe. Leaves and waste appear to block the valley where the extension abuts the original building to the front elevation. An inspection hatch was noted to the RHS elevation.	The guttering appeared to be in good condition, there was no evidence that there were any issues with drainage however no testing was undertaken to the drains. The valley should be unblocked however this should form part of the works to the roof. The guttering should be checked for leaks, any defective joints should be broken out and replaced to match existing.	250.00
Waste pipes	Two waste pipes serving the two sinks in the kitchen were noted, these appeared sound and free from leaking however no testing was undertaken. One soil vent stack was noted to the RHS elevation.	None.	
Land & Boundaries			
	Entrance into the village hall is via a gate onto a dirt and stone surface which also acts as a car park (a max of 7 Cars). It is uneven with undulations that could manifest into potholes depending on use. A mixture of hedgerows and picket fencing form the land boundaries, these are not in good condition but fit for purpose.	Consideration should be given to covering the buildings front with tarmacadam or similar surface with painted car parking space to create an even surface which will make the building more accessible. Any areas of damaged fencing should be replaced with new to match existing (subject to ownership).	6,325.00
Misc			
DPC	No DPC was noted to the original building, no drill holes were present to suggest a retrofitted chemical DPC had been fitted. A concrete render had been applied at low level. A physical plastic DPC was noted to the newer extension.	Further investigation is required to establish what, if any, damp proofing measures are in place to the original building. If no DPC exists it would be advisable to have a chemical DPC injection applied to the original building. The concrete base plinth should be removed prior to the injection of the chemical DPC.	750.00

Internal			
Entrance Porch			
Walls	The walls to the entrance porch are in reasonable condition, with an assumed plaster and white paint finish, some staining and marks were noted.	Re-decorate the walls with two coats of good quality paint.	250.00
Ceiling	Ceiling is clad with timber boarding across the mono pitch, this appeared in good condition.	None	
Floor	Floor covering was carpet and appeared to be in average condition.	None	
Electrical fittings	Two bulkhead light fittings and a wireless smoke detector were present to the ceiling, the lights appeared to be in full working order, no tests were undertaken to the detector.	None.	
Kitchen			
Walls	The walls to the kitchen are in reasonable condition, with an assumed plaster and paint finish, some staining and marks were noted. Tiled splashbacks were present to the kitchen units and wash hand basin, these appeared in fair condition.	Re-decorate the walls with two coats of good quality paint.	450.00
Ceiling	Ceiling finish is in average condition.	Re-decorate the ceiling finish along with the walls.	Incl above
Floor	Floor covering was ceramic tiles, these were in good condition.	None	
Heating	A modern gas fired ideal logic + boiler has been installed with a horizontal flue. It is assumed this is in full working order however no tests were undertaken and the heating was off at the time of inspection. It is recommended that the pipework feeding from the boiler are covered with timber boxing and painted to match the wall covering. One radiator was present adjacent to the door opening.	Supply, fit and paint timber boxing to the pipework.	75.00
Kitchen units	Fitted kitchen units were aged but in working condition.	To align with the high standards required by the client, a new fitted kitchen should be supplied and fitted, Howdens or similar.	5,500.00
Electrical fittings	One tube light present to the ceiling, this was in working order at the time of inspection.	None.	

Internal doors	The door to the kitchen was in full working order however it is not a fire door. The kitchen should be constructed to give 30 minutes fire protection as per HM Government Guide "Fire Safety Risk Assessment – Small and Medium places of assembly".	Supply and fit an FD30s fire doorset, fitted by a third party accredited contractor, providing a certificate upon completion.	1200
Main Hall			
Walls	<p>Whitewash wall finish was present to the majority of the walls, this has started to deteriorate in places. Black mould growth was noted at low level to multiple areas. This is caused by condensation, likely due to the lack of ventilation, with all window vents and trickle vents being closed combined with the sporadic use of the central heating.</p> <p>Black mould was also noted at high level, in a pattern of black mould growth sections across the span of the stage. This is caused by a lack of insulation between the joists.</p> <p>Cracking was noted at high level to the LHS wall which is mirrored externally, it is unknown if this is structural or damage resulting from previously present vegetation.</p>	<p>It is recommended that the programmable heating is set to provide a background heat of around 15 degrees throughout the winter months, the extract fans to the windows and the trickle vents should be used more frequently when the building is in use. In addition to this, all doors to areas that create large amounts of moisture such as the kitchen should be kept closed when in use. All walls affected with black mould should be cleaned with a fungicidal wash.</p> <p>The areas of black mould at high level should be remedied with insulation. rigid Kingspan board or similar and fitted with a ventilation tray.</p> <p>Further investigation is required to establish the cause of the cracking, if it is not live, the area should be slate wedged and repointed externally and redecorated internally.</p> <p>Once the above works have been completed it is recommended that all walls to the hall are fitted with a foil backed plasterboard, fixed using dot and dab, which is skimmed and painted. New timber skirting boards should be fitted.</p>	5,500.00
Ceiling	A false ceiling has been installed to the main hall, this is assumed to consist of plasterboard fixed to timber joists. Insulation has been laid on top of the false ceiling.	It is recommended that the false ceiling be removed and disposed of and the original roof structure is exposed. It is recommended that 150mm rigid board insulation is fitted between the timber purlins, before boarding and decorating these sections and the exposed timber be re-painted.	4,250.00

Floor	The floor covering to the main hall was timber floor boards. This was in poor condition, with numerous areas of wear and discolouration and one area where tape has been used to cover a defect.	The existing floor is considered good for its age; it is recommended that a sub floor inspection be carried out due to springiness noted upon inspection. Any defective or rot affected timbers to be removed and replaced before the flooring is sanded down and applied with two coats of good quality varnish.	6,800.00
Stage	A raised stage was present to the LHS of the hall, the stage is to be removed as required by the client to increase the usable floor space of the building.	The stage should be dismantled and any surplus material removed from site, the timber forming the stage can be used to form the exposed floor underneath to match the existing in style and materials.	2,800.00
Heating	5 water radiators were present to the main hall, the heating was off at the time of inspection and no tests were undertaken to ascertain condition, it is assumed they are in working order. One radiator has been fitted at stage level.	The radiator located to the rear of the stage will need to be relocated to actual floor level once the stage is removed.	150.00
Electrical fittings	Four tube light fittings were present to the main hall, three to the main floor and one to the stage.	The light fittings will need to be relocated once the false ceiling is removed. It is likely that these will be suspended on a chain from the purlins. A full rewire of the building is recommended due to the likely age of existing wiring.	180.00
Toilets			
Toilets	There are three separate toilets (male, female & disabled) consisting of four toilets and three sinks in total. All sanitary wear appeared to be in fair condition. The layout is inadequate for the building.	We are of the opinion that the current layout is not the best use of the space. It is recommended that the non load bearing internal walls of the toilets are taken down and three all purpose toilets are installed in its place, leaving room for a potential access route to any proposed extension to the RHS elevation.	6,500.00

5.0 OPTIONS

The potential future usage of the building will likely create a demand for more storage space to house the required tables, chairs etc needed for daily use, and as such the client has expressed an interest in exploring the feasibility of an extension / acquisition of adjacent land.

The existing site as it stands is constrained in terms of its size, with the building built up to the boundary fence running immediately to the rear and left elevation. The land to the front of the building is currently used as car parking space and it would be impractical to reduce an already limited number of spaces further with the addition of an extension.

All figures indicated within this report are exclusive of VAT, Professional Fees, Regulatory fees and legal fees if required. We would also recommend that an 8% contingency figure is added to all costs to cover any fluctuations in building materials and labour costs.

Acquisition of adjacent land

It was discussed verbally with the client about the ownership of the land adjacent to the building which is currently agricultural land owned by the Crown Estate. They advised that discussions have been held previously and there may be potential to purchase a portion of land from the current owners. This would provide space for an additional 20 car parking spaces, and room for any potential extension required but would come at a significant upfront cost and it would be subject to planning permission for any intended works being granted. It is assumed that an additional half an acre will be needed to provide the space for any proposed extension and additional parking. The estimated costs associated with buying an acre of land are £30,000.00, further costs would be required to convert the purchased land into a carpark suitable for the needs of the Village Hall, indicative cost to construct a 20-space car parking facility would be £25,000.00 (£1,250.00 per car space)

Extension to the right hand elevation

Initial measurements were taken to the right hand elevation to give an indication of space available, from building to boundary the site has approximately 4.3m at the front increasing to 5.09m to the rear of the site. In theory this would provide enough room for a small extension to the right elevation to provide an additional store.

There are certain constraints:

- Two large trees exist to the boundary whose roots would pose an issue to the construction and future performance of the buildings structural stability. These would need to be removed prior to any works commencing, an initial search shows that these trees do not have TPOs but this should be confirmed prior to any removal works. 500/600 per tree
- All work will be subject to the Party Wall etc Act 1996 as the works will be near the boundary.
- All work will be subject to the granting of planning permission.

It is assumed that any extension would be of traditional cavity construction using brickwork similar in appearance to the existing extension and built on strip foundations. The existing roof to the

extension could be adapted to include the proposed extension or alternatively a flat roof could be installed. The estimated cost for these works would be approximately £17,000.00, in addition indicative costs for professional fees for Architectural services, specification, CDM2015 and contract administration would be added at 12% of the contract sum and Building Regulation approval and planning application fees.

Refurbishment

A full refurbishment of the village hall should be considered as a minimum, this will seek to modernise the building and address the major shortcomings of the building, both structural and cosmetic. The breakdown for the work required is detailed in the schedule of condition in section 4.0 and the estimated cost associated with these works are £57,430.00 based on individual works being carried out. If a one of contract was issued to carry out all the works it would be cheaper. This would not include for professional fees or VAT.

External Wall Insulation

It was discussed on site with the client that external wall insulation could be used to aid in the thermal performance of the building, improving the areas affected with condensation in the building and provide a uniform appearance to the external envelope with the rendered or brick slips finish applied over the insulation. It is thought that the existing eaves detail will be sufficient for the insulation to sit under. Prices can vary depending on the type of finish required. (Render or brick slip) The likely cost for this work would be approximately £12,000.00 - 15,000.00).

6.0 SUMMARY & RECCOMENDATIONS

The building is currently not fit for purpose, being used sporadically for monthly meetings and one off events. The current storage space is inadequate with the existing stage being used as storage space for tables & chairs, once the stage is removed this will leave no obvious space allocated for storage.

It is advised that if the building is to become a successful community building capable of being used for all manner of uses, a full refurbishment and extension to provide additional storage is needed to bring the building up to a modern standard.

Item	Indicative cost
Full refurbishment	£57,430.00
Extension to the RHS	£17,000.00
Acquisition of new land	£30,000.00
Construction of carpark facilities	£25,000.00
External wall insulation	
Render finish	£12,000.00
Brick slip Finish	£15,000.00

7.0 SURVEY LIMITATIONS

6.1 Generally

- 6.1.1 Only areas listed in the original proposal have been inspected.
- 6.1.2 The Surveyor may consider information from others but is not required to advise on any matter, the significance of which in relation to the building is not apparent at the time of inspection.
- 6.1.3 The Surveyor will act diligently but is not required to undertake any action that would risk damage to the building or injury to him/ her or any third party.
- 6.1.4 The Surveyor will not undertake any structural or other calculations.
- 6.1.5 The Surveyor will not produce a repair schedule, planned maintenance report, feasibility report or advise on design, procurement or project management unless expressly agreed within the initial brief.
- 6.1.6 The client (Pickmere Parish Council) remains responsible and accountable for acting upon recommendations made within this report.

7.0 THIRD PARTY CLAUSE

This report is only for the use of the party to whom it is addressed and no responsibility is accepted to any other party for the whole or any part of its contents. Neither the whole, nor any part of this report, or any reference thereto, may be included in any document or statement, nor published or reproduced in any way, without our prior approval in writing as to the form and context in which it will appear.

Appendix A

Property Photos

Appendix B

Existing floor plan (Provided by Pickmere Parish Council)