

# Supporting Documentation

## Crewe St Andrew – Church extension

### Note to parish

This bundle includes all the supporting documentation to your faculty application as required under Rule 5.5 of the Faculty Jurisdiction (Amendment) Rules 2022.

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Katy Purvis, Assistant to the DAC Secretary, on behalf of  
Caroline Hilton, DAC Secretary

21 September 2022

**We petition the Court for a faculty to authorise the following-**

*Please describe the works or other proposals for which a faculty is sought in the way recommended by the Diocesan Advisory Committee in its Notification of Advice.*

**SCHEDULE OF WORKS OR PROPOSALS**

Partial demolition of existing vestry at north west corner of church and erection of single storey extension to accommodate improved toilet facilities including provision of disabled toilet and baby change arrangements, kitchen, store room and meeting room. Also the extension of existing ramp to facilitate disabled access to the new building.

*Copies of the Standard Information Form and any drawings, plans, specifications, photographs or other documents showing the proposals must be provided with this petition.*

# **STATEMENT OF NEEDS**

## **PROPOSED INSTALLATION OF DISABLED TOILET FACILITIES AND IMPROVEMENT OF OTHER FACILITIES**

**ST ANDREWS CHURCH  
BEDFORD STREET, CREWE  
CW2 6LE**

**ON BEHALF OF REVD. OLIVER IGWE  
AND CREWE ST ANDREW WITH ST  
JOHN THE BAPTIST PAROCHIAL  
CHURCH COUNCIL**

## Section 1: General Information

- 1.1 The parish of Crewe, St. Andrew with St. John the Baptist covers a large area of south and part of central Crewe. It includes significant areas of social deprivation, and a diverse range of residential, retail and commercial development is contained within its boundaries. Most of Crewe railway station is contained within its boundaries, as is Crewe Alexandra's football stadium. The population of the parish is circa 12,000.
- 1.2 The only Church building within the parish that is used for worship is the Parish Church of St. Andrew which is situated in Bedford Street.
- 1.3 The typical pre-Covid weekly pattern of services is set out below:-
- Sundays
- 8.00 a.m. Sung Eucharist
  - 9.30 a.m. Sung Eucharist – Depending upon the Sunday of the month a variety of communion services is provided to appeal to all ages. The Making Waves Kids Club provides fun, interactive Bible teaching and creative activities for children during the services. Refreshments are available after each service.
  - 4.00 p.m. Sung Book of Common Prayer Evensong
- Tuesdays
- 6.30 p.m. "Open Service" – informal worship and discussion in church –refreshments provided.
- Thursdays
- 10.00 a.m. Said Eucharist - Common Worship and refreshments

During the pandemic, when restrictions have allowed, we have held weekly Sunday morning worship services at 9:30am, which have also been streamed live.

Once restrictions allow, we hope to restart all pre-Covid activities listed above.

- 1.4 In addition prior to the pandemic there was a bi-weekly Diamonds 55+ group which meets on Mondays, Tuesdays saw the Little Fish Pre-School Group meet at the community hall, and the church building hosts the adults and open-to-all abilities St. Andrews Art Class. The Dance for Health group met on Wednesdays in the community hall for those aged 50+ who wish to improve their fitness On the 1<sup>st</sup> and 3<sup>rd</sup> Thursdays of the month the Ladies Open Group meets for a varied programme of social events in the community hall. Every Saturday, A Café is opened within the church for soup, sandwiches, homemade puddings and a chat. This reopened in July 2021. There is also a weekly English conversation class for asylum seekers. A Scout group sponsored by the church makes regular use of the church building, as part of badge work and for special services and events.



During the school holidays, through the pandemic, we have provided packed lunches and activities for local families, each weekday.  
During the pandemic, when restrictions allowed, we maintained our English conversation class in the church building.

With the exception of Diamonds and the Ladies Open Group, which are planning to merge into a new group, all of the above activities will continue once restrictions allow.

Following the pandemic as well as restarting previous activities we are also looking to increase the use of the building throughout the week. We will be working with the local community to identify and enable appropriate opportunities.

- 1.5 Additional use of the church building includes concerts, recitals, dances, meetings, children's play events including holiday club activities, exhibitions and Summer/Christmas fairs. All of these events are open to all from the local community and beyond.  
We currently have a Community Development Worker 4 hours a week within the parish seeking further opportunities to partner with local community groups and individuals to provide community space within the church building.

- 1.6 The number on the latest Electoral Roll of the parish is 112.

- 1.7 The church building is not normally left open to the public but sessions are arranged for private meditation and prayer as the availability of parishioners to welcome people into the building permits.

People are welcomed into the building when we have community and social events.

- 1.8 Funds would need to be raised through voluntary donations, fundraising events, grant funding and matched funding.

- 1.9 The last Quinquennial report on the church building was in April 2021. Works identified are being assessed and prioritised.

## **Section 2: Need for the installation of disabled toilet facilities and the improvement of other facilities**

- 2.1 There are currently no disabled toilet facilities or suitable baby changing areas in the church. There is one toilet available to the public, which is in need of some upgrading and is difficult to access for those with mobility issues or those with young children. The toilet is also accessed directly from the kitchen facilities which can cause additional hazards including overcrowding, safety concerns because of the presence of hot liquids and food and hygiene issues because of the proximity of the public to food preparation activities. With only one toilet available there are queues at busy times in the kitchen area which increases the risk of accidents. There is also no dedicated office space provision within the church building.

- 2.2 In order to enable the installation of suitable and accessible toilet facilities (including baby changing provision) and to maintain and improve the current kitchen facilities, which include a food preparation area, and also incorporate a space for the Making Waves kids club and storage for the Saturday café, school holiday programmes and asylum seeker support group, it is considered that internal reorganisation and a purpose designed extension would be required. This would allow appropriate avoidance of health and safety and hygiene conflicts between the kitchen use and the queuing of people to use the one public WC currently available, improve storage provision, provide secure office provision and space for our Making Waves children's club (which takes place during the main Sunday worship service), and enhance the facilities available to support congregational and community use of the multi-purpose worship space. It is anticipated that the reorganisation and extension would enable us to increase community use of the building.
- 2.3 The lack of disabled toilet facilities means some people avoid attending events or services. The lack of baby changing facilities means that babies have to be changed in unsuitable areas which is not welcoming to families with very young children.
- 2.4 The space needed to provide full wheelchair and buggy access to the current WC facilities would mean losing space which is presently used for the children's club on a Sunday morning and the kitchen and food preparation area used for the Saturday Café. Even then manoeuvring a wheelchair into the existing WC cubicle would not be possible because of the configuration with the intervening lobby.
- 2.5 There is an urgent need to address the needs identified above in order to continue and grow our community outreach and worship opportunities and make them as accessible as possible to all. The recent construction of an external ramp and reorganised steps arrangement outside the main door to the church building has improved access and now we need to make the building as welcoming and usable as possible for all.

### **Section 3: The Proposals**

- 3.1 The proposals are in the very early stages and we are seeking appropriate guidance from the DAC and architectural advice.
- 3.2 We would look to ensure provision of:
- Disabled toilet facilities
  - Additional toilet facilities
  - Dedicated baby change area
  - Separate kitchen and food preparation area
  - Space for children's club and other church and community groups
  - Secure parish office space
  - Accessible storage of tables, catering supplies, children's resources and summer holiday scheme resources

## **Section 4: Why the proposed improved facilities are needed now**

- 4.1 It is not considered possible to achieve a solution to meeting the needs identified in Section 2 of this Statement without reorganisation and extension. It is of course fully appreciated that any such changes would need to be sensitively designed and be subject to the usual faculty procedures.
- 4.2 The church is being used for an increasingly wide range of purposes throughout the week, as indicated in Section 1 of this Statement, and by people of all ages and mobilities. A lack of convenient and safe facilities for all will inhibit the church's ability to attract people who have mobility difficulties and those who wish to bring their babies and young children with them into church; whether to church services or to other events through which the Church extends its services to the community. The continuing lack of appropriate facilities for the disabled and for others harms the image of the church as a welcoming body of people seeking to share God's universal love in its many and diverse forms with all people. It will undoubtedly inhibit growth.

## **Section 5: Justification**

- 5.1 People with varying disabilities and infirmities or needs should be able to access our church and all its facilities, not just as members of the congregation of course, but also as people who may contribute to the wellbeing of the community. They have an important role to play in our church life and should not be discouraged from fulfilling their potential as members of our church community and congregation because of inadequate toilet facilities.
- 5.2 The Equality Act 2010, which supersedes much of the Disability Discrimination Act 1995, provides a legal imperative and justification for the action we are now taking to meet our obligations as a "service provider". The Act bans unfair treatment and helps to achieve equal opportunities for all, whether in the workplace, education, churches or any other organised form of activity.
- 5.3 The present WC arrangements are completely inaccessible for wheelchair users or those with significantly reduced mobility.
- 5.4 In the absence of any alternative suitable arrangements for making all-inclusive toilet facilities available in the church building and having regard to the need to address the current lack of provision urgently as discussed in Sections 2, 3 and 4 of this Statement, advice and guidance would be welcomed at this early stage.

Our Ref: **GDH/JD/6025**

April 2022

# GRAHAM HOLLAND ASSOCIATES

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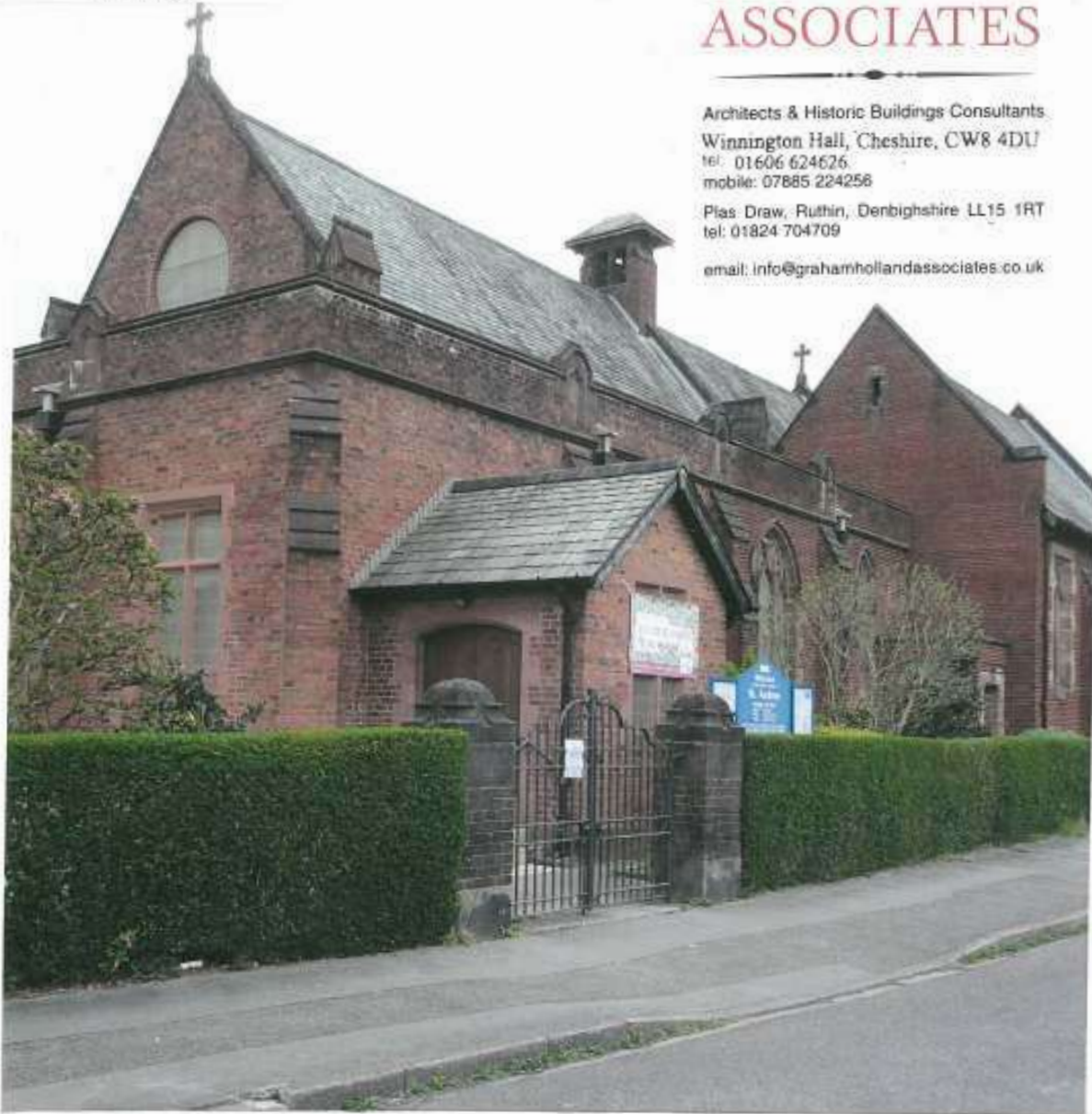
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## CREWE ST. ANDREW; DESIGN & ACCESS STATEMENT

### **For a proposed extension**

Graham D. Holland, DipArch DipArchConst RIBA, A.A.R.C.

Associates: Nigel H. Lea, BA(Hon)Arch DipArch RIBA, Carl S. Thorgaard, BA(Hon) DipArch RIBA

**DESIGN & ACCESS STATEMENT FOR EXTENSIONS TO  
CREWE ST. ANDREW**

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**BASIC FACTS**

<b>Grid. Ref:</b>	SJ 703 544
<b>County:</b>	Cheshire
<b>Address:</b>	Bedford Street, Crewe, CW2 6LE
<b>Local Planning Authority:</b>	Cheshire East
<b>Statutory Listing:</b>	None
<b>Conservation Area:</b>	No
<b>Scheduled Monument:</b>	No
<b>Tree Preservation Orders:</b>	None known
<b>Protected Species:</b>	None known
<b>County Wildlife Site:</b>	No
<b>Current designation use:</b>	Place of worship



The cover shows the church from the south west, above a perspective sketch of the proposal, from the south west.

**Building Description** The church is located in Bedford Street, set in well-manicured gardens to the south of Crewe town centre.

Brick with stone dressings the extension with cast stone & simplified details; exposed internally; slated roofs on an open timber structure, to steel lined parapet gutters to the aisles & narthex. Otherwise eaves gutters. A lead valley between the chancel & south chapel.

The building consists of a 4 bay aisled nave, narthex, south porch & north vestries; east chancel, Lady Chapel to the south, organ chamber & sacristy to the north. Mains services are connected.

Solid floors laid with woodblock & terrazzo dais in the chancel & chapel.

Most of clear glazing in rectangles; panels of stained glass to the west.

Gothic, in a free 'decorated' style taken from the late 14<sup>th</sup> Century.



The interior looking east

A light and spacious interior; the three bay nave is enclosed on three sides by aisles, no clerestories.

Recent easy access ramp to the south west entrance; the existing lavatory is not wheeled-chair user accessible.



**Building History** Built in 1931 to the designs of Bower & Edleston of Nantwich, left unfinished and extended to the west in 1962-5. Stained glass mostly dating from 1909, designed by Richard Francis, brought in c.1990, from the redundant St. John's Church, Crewe.



The church from the south west in the 1930's before the later extension.



The church from the west as extended in 1962; here cast stone detailing was used to save costs.

Crewe, St. Andrew; Vestry Photos As Existing



Existing vestry from the west.

The church window to become an internal door.



Vestry from the north.



## THE PROPOSALS

The **Need** has been established to widen the mission of the church by improving Facilities.

Easy-access has recently been provided for wheeled-chair users.

Additional lavatories an enlarged meeting space are now required for after service use, together with a good sized kitchen & storage.

The proposal is to partly take down the 1960s vestry block & reconstruct extending this to the west & north, within the existing gardened areas.

## THE PROCESS

Following detailed assessment, the need to provide for and to give an extended beneficial use to the building for a growing need.

A detailed examination of the present condition of the building has established that it is sound and in good order having been repairs & partly reroofed. Further repairs are to be undertaken.

**The principal** has been followed that alterations should be proved by need, be achieved with minimal intervention and to have the lowest possible impact.

The external finishings to be used for the works are to be similar to the existing for continuity of design, as with the 1960s 'completion works.

**The use** of the building is presently a place of worship and is to continue as such.

## APPEARANCE & LAYOUT

**Design & Materials** As stated above, the principal of 'minimal intervention' into the existing church fabric and is to be followed; the proposals are within the existing church curtilage; the plan arrangement provides for easy circulation & servicing the siting adjacent to the existing vestries should minimise 'impact' & make use of a presently neglected area.

**Materials** have been chosen to match the existing; brickwork walling; natural slate roofing, cast-iron rainwater goods; painted timber frames.

**Style** the existing vocabulary of the building is to be followed but carried out to a more 'domestic' scale the details toned down; e.g. timber windows rather than stone/cast stone; eaves gutters rather than the 'parapets' used on the abutting narthex & aisles.

## LANDSCAPING

The grounds will remain as existing, thus minimal visual impact; drainage to the existing system. There are no trees to be removed, only an area of overgrown shrubbery which will be cleared and the remaining areas locally replanted.

## SCALE

The overall size of the extension has followed the user needs. The dimensions proposed are shown on the drawings the size of openings and the texture of finishes are intended to be compatible with the proportions of the existing; the eaves are to be kept low – as the existing vestry to emphasise the 'domestic' nature of the 'new building' and lessen competition with the existing church.

**COMMUNITY SAFETY**

Will be maintained during the works with secure barriers to the site.

**ENVIRONMENTAL SUSTAINABILITY**

Is maintained by using recyclable materials, reusing the existing where possible. There should be no affect on the local bio-diversity.

**MOVEMENT TO & WITHIN THE DEVELOPMENT**

Is defined by the existing access path & entrance to the building. The proposal has been developed to provide maximum convenience of access for all users with a linking terrace to the recently provided access ramp.

**CHARACTER**

The existing character of the church & setting are to be maintained with the use of similar materials.

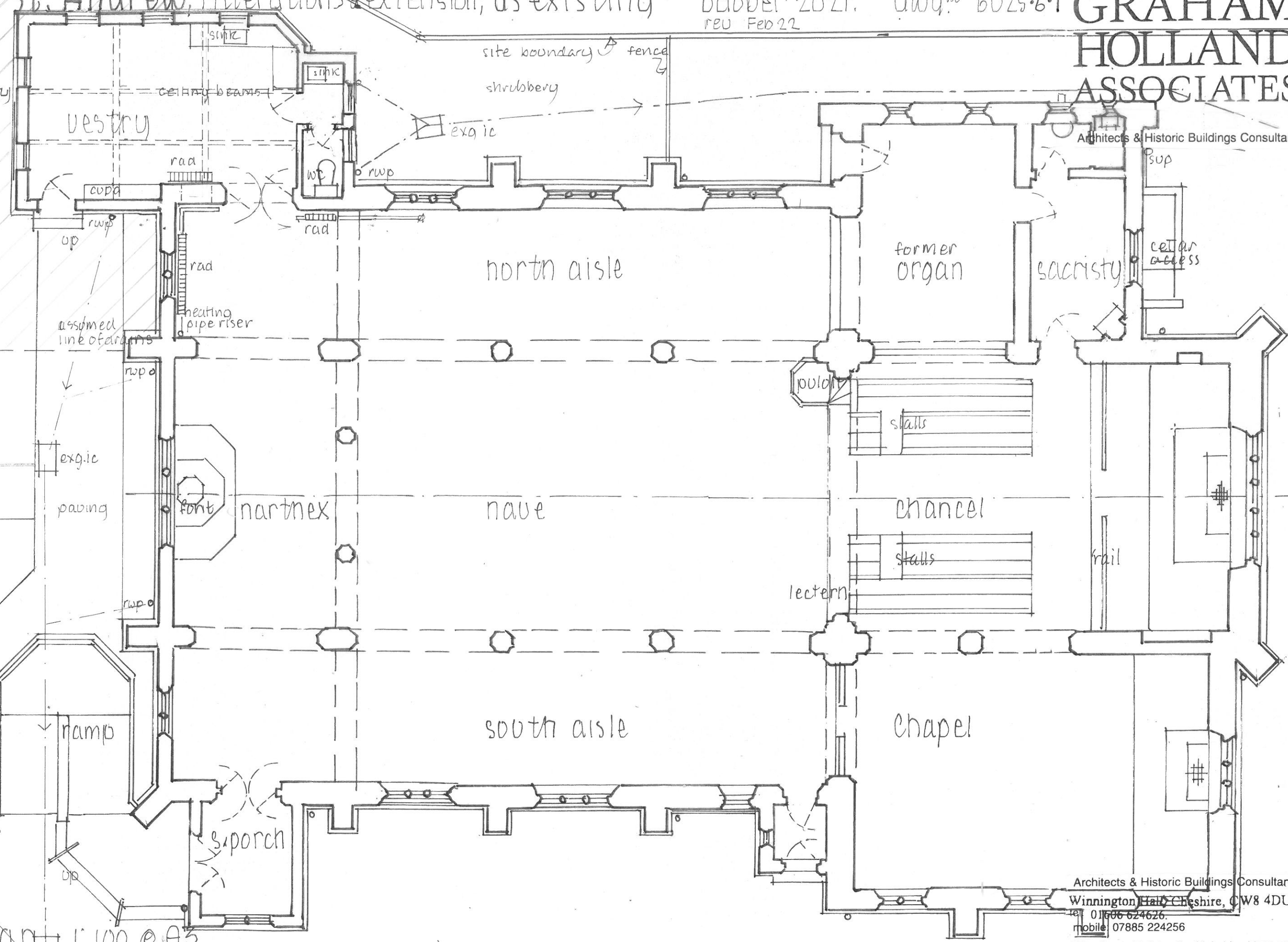
**ACCESS**

The proposal is to maintain & enhance reasonable ‘easy access’ into the building; door widths & level access have been designed for this purpose.

Signed ..... Date .....

Graham D. Holland for Graham Holland Associates, Architects

site of proposed extension



north



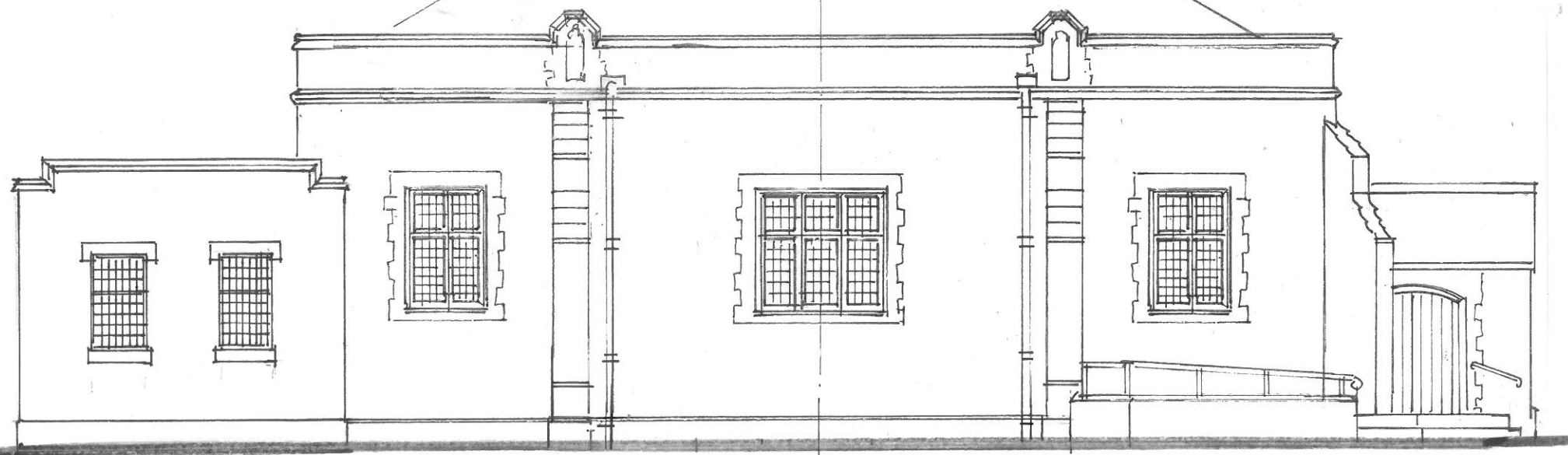
floor plan 1:100 @ A3

do not scale this dwg. check all details & dimensions on site

Crewe, St. Andrew; Alterations & extension as existing, Oct 21 DWG no 6025.2  
rev Feb 22

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West elevation



East elevation

North elevation

1:100 @ A3

South elevation

check all details & dimensions onsite



# Crewe, St. Andrew; Alterations & extension proposals, Feb 22 DWG no 6025-6-3

rev March 22

## GRAHAM HOLLAND ASSOCIATES

natural green Vermont slates to match exg  
cast rainwater goods

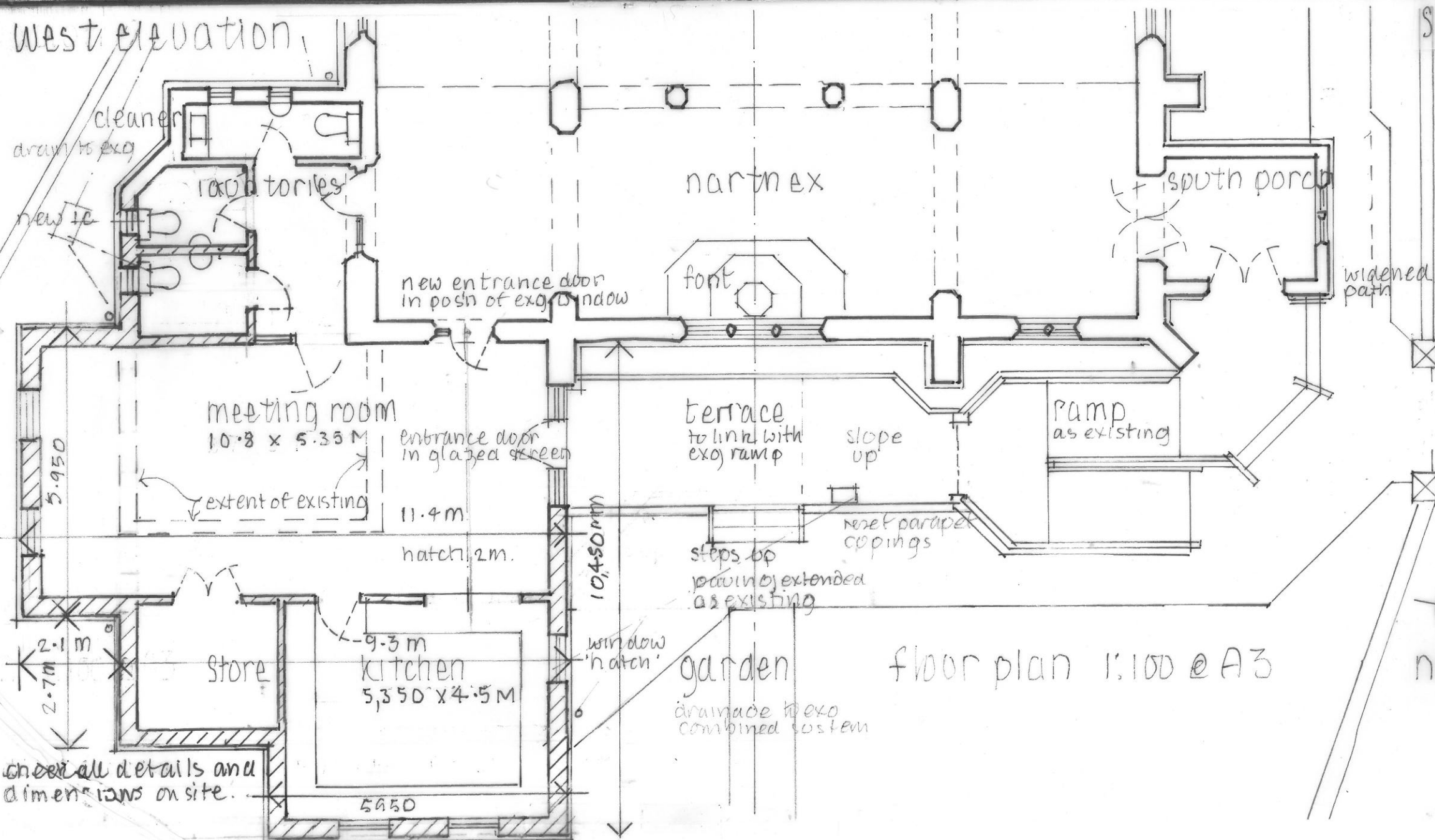
brickwork, stone cills to match  
painted timber frames

existing vestry part taken  
down



West elevation

South elevation



floor plan 1:100 @ A3



check all details and  
dimensions on site.

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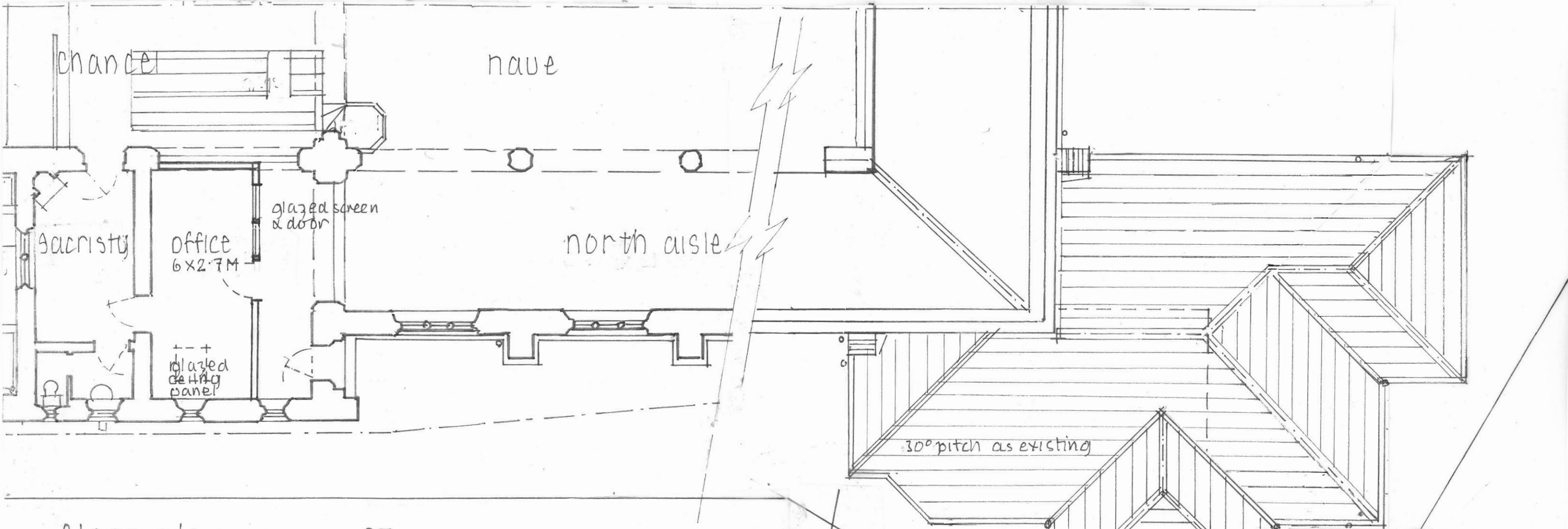
Crewe, St. Andrew; Alterations & Extension proposals Feb.'22 DWG<sup>no</sup> 6025-6-4  
rev March 22

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east elevation

north elevation



floor plan 1:100 @ A3

roof plan

do not scale this dwg check all details & dimensions on site

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Crewe, St. Andrew

Cleaner & Lau. 1

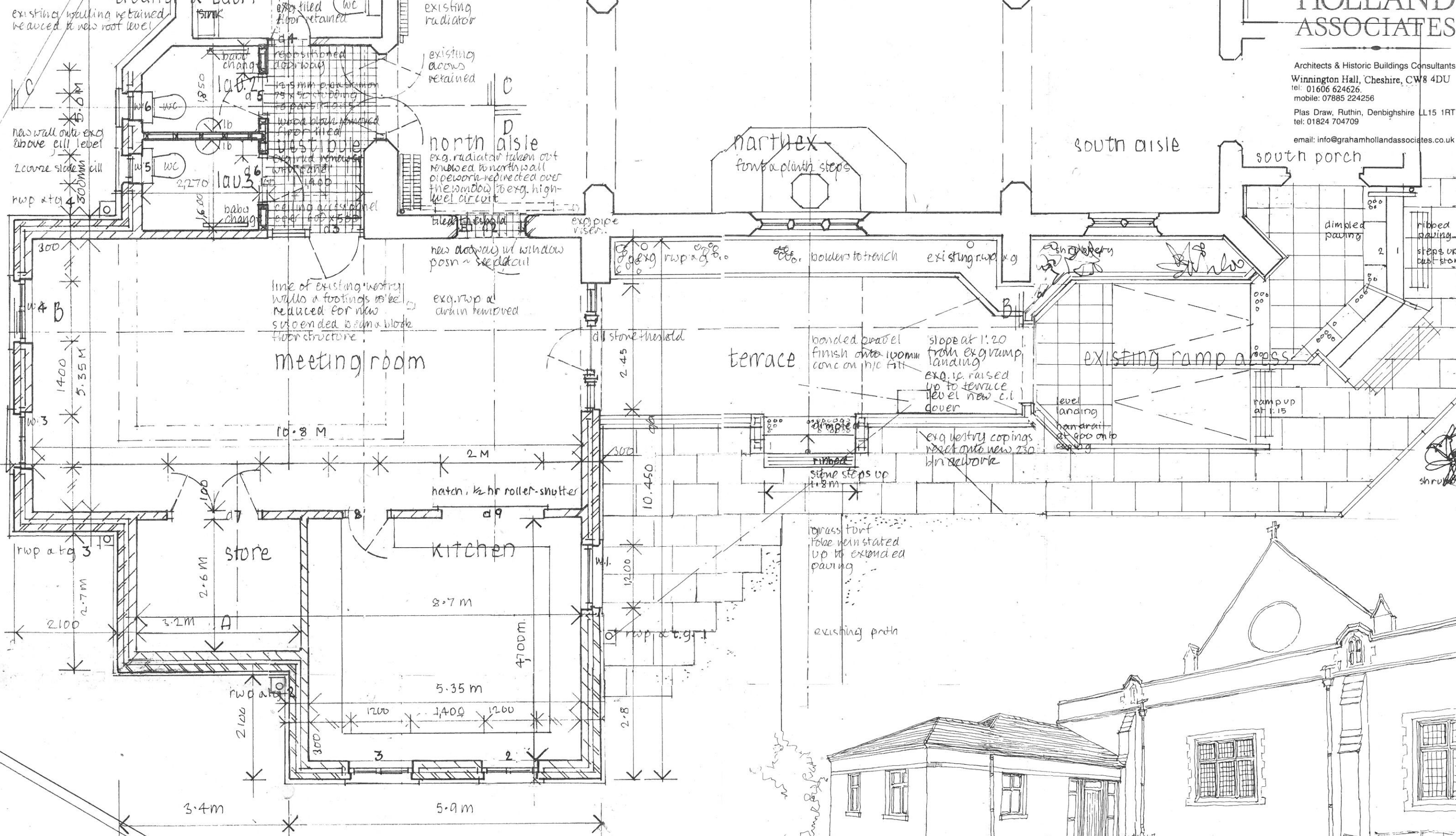
proposed extension

March 2022

AWG no 6025.6.5  
rev March 22

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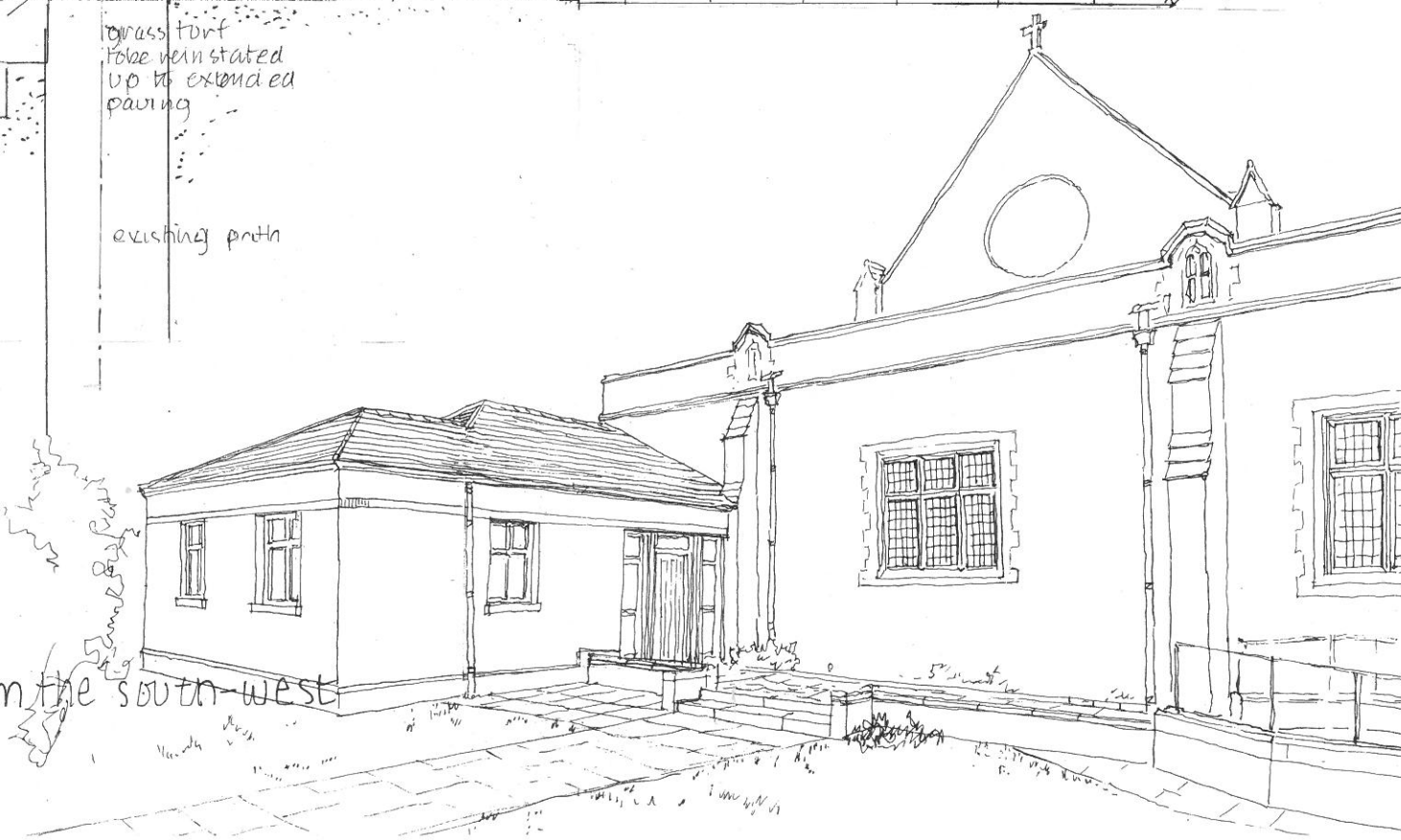
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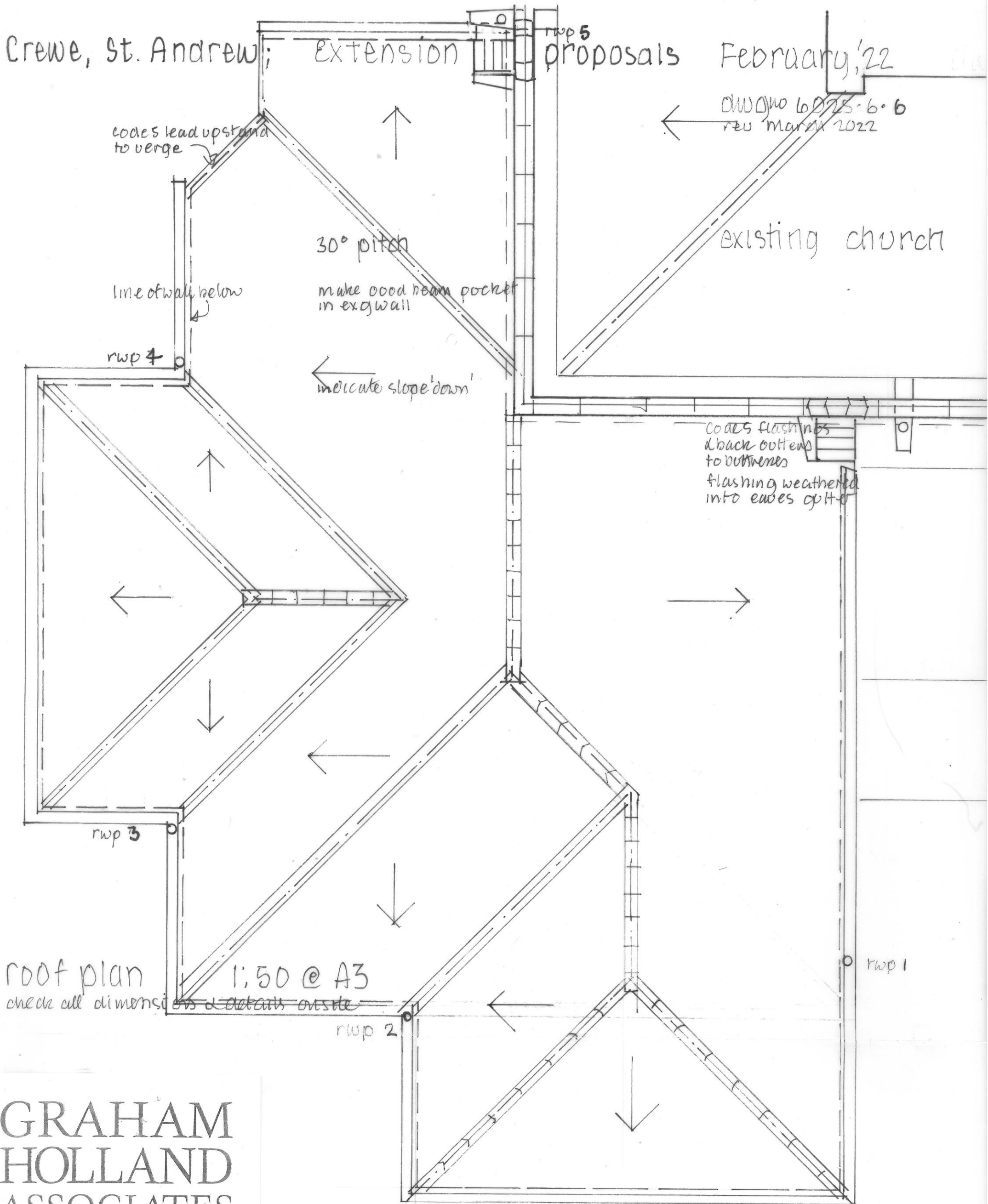
floor plan 1:50 @ A2

check all details & dimensions onsite

from the south-west



Crewe, St. Andrew; Extension proposals February, '22



roof plan 1:50 @ A3  
check all dimensions & details on site

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# Crewe, St. Andrew; extension

proposals, February '22  
DWG no 6025-6-7  
rev March 2022

exg structure retained

new drain & l.c  
to existing

wall built up  
onto existing plinth

wall to support exg.  
floor structure

setting out to be from  
main wall face above  
the plinth.

cross-ventilation to  
sleeper walls  
existing walls & slab  
reduced to level for  
new floor structure

new sleeper  
wall onto  
conc footing

sleeper walls  
on existing

extended sleeper  
wall on 400 x 150  
footing

550 x 150  
conc footing

650 x 150 conc.  
strip footings  
to exg l.c

350mm plinth, solid  
dense conc block  
100 below f.g.l.

wall to line thro'  
with the existing

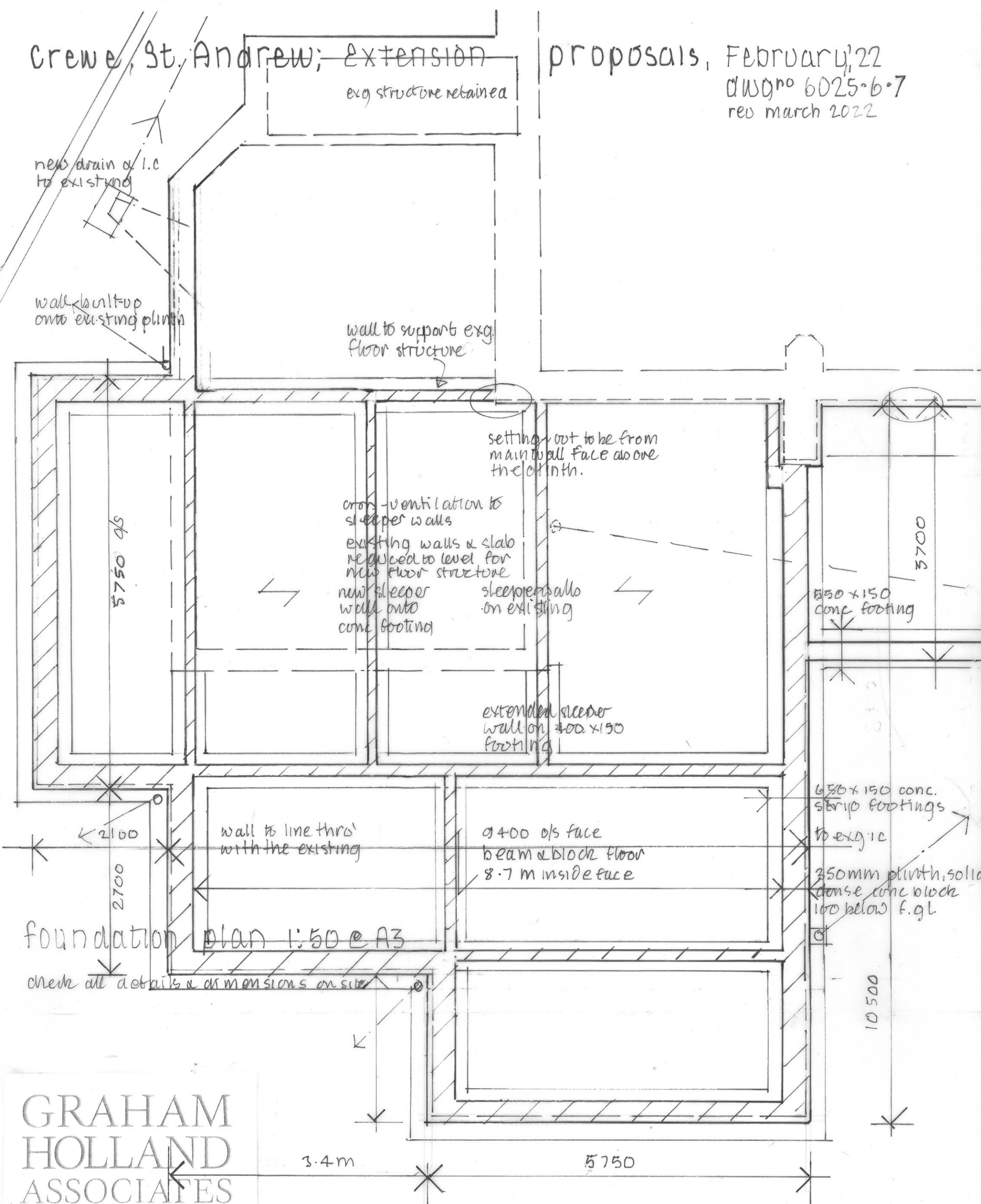
400 o/s face  
beam & block floor  
8.7 m inside face

foundation plan 1:50 @ A3

check all details & dimensions on site

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Crewe, St. Andrew; Extension; proposals, February '22  
rev March '22 DWG no 6025.8

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West elevation 1:50 @ A3

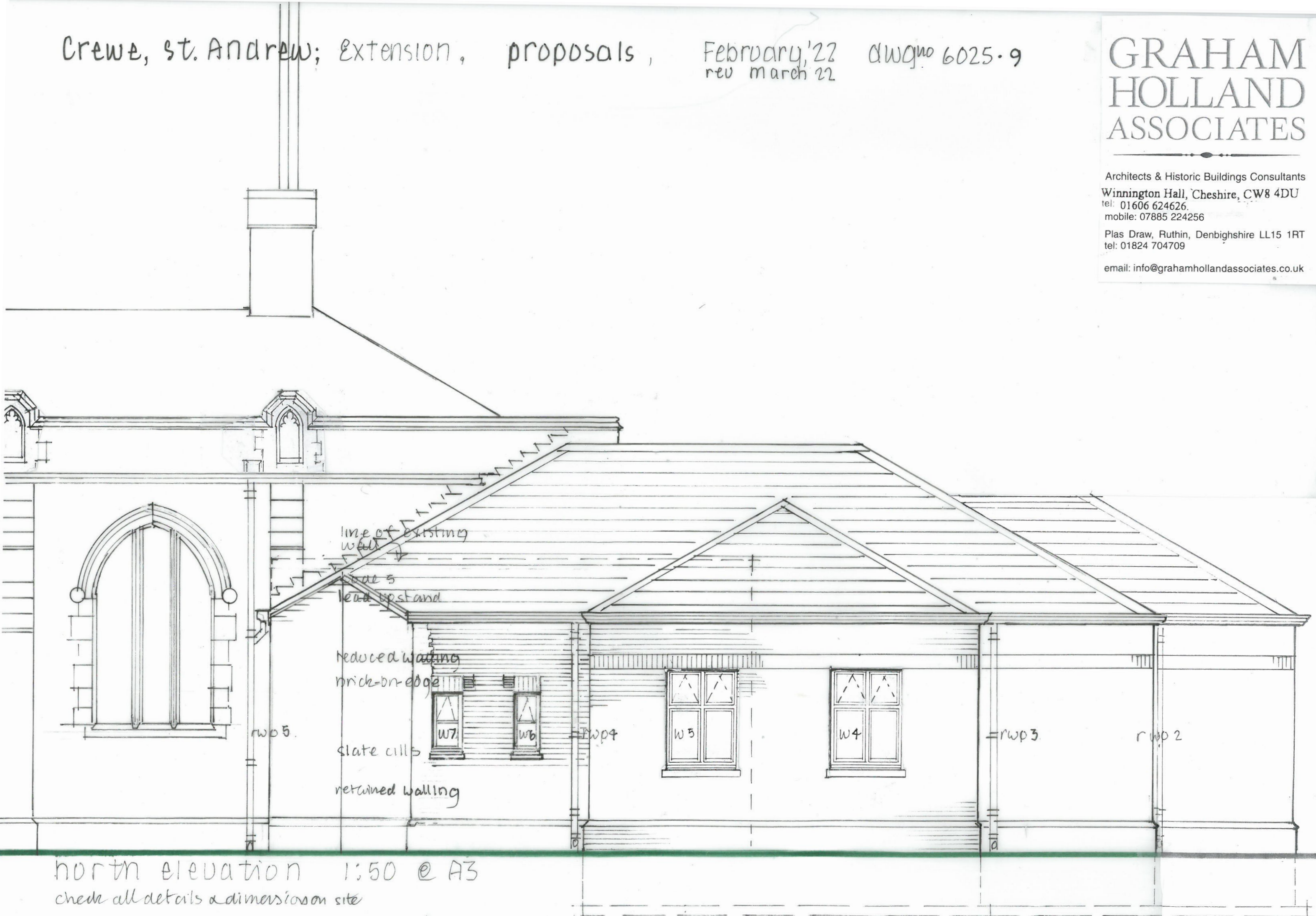
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Crewa, St. Andrew; Extension, proposals, February '22  
rev March 22 DWG no 6025.9

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North elevation 1:50 @ A3  
check all details & dimensions on site



Crewe, St. Andrew; Extension, proposals,

February '22,  
rev March '22

DWG no 6025.10

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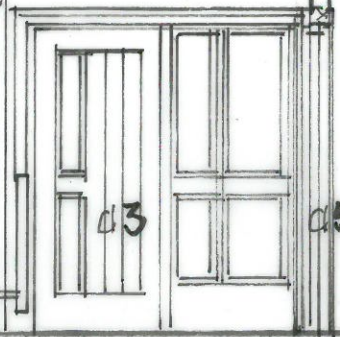
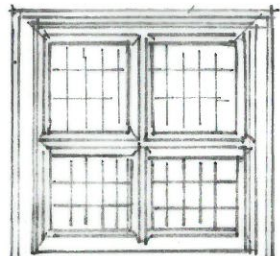
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new pipe riser  
to be connected  
to exg.

panel to top of  
top lights glass  
retained insitu  
leaded glazing  
renewed

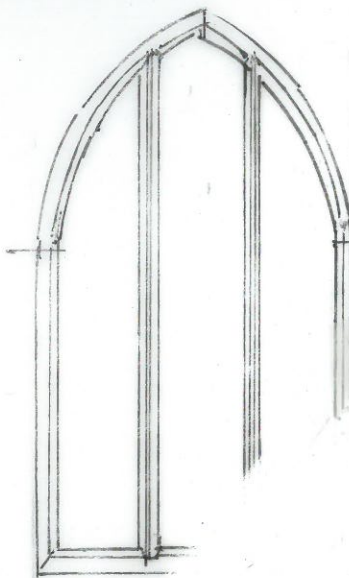
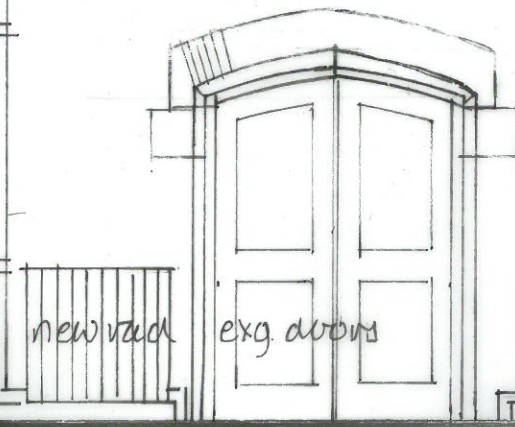
brick jambs  
extended downwards  
to new cgt  
exg old ex rad  
taken out

new pipe riser



elevation of narthex w. wall & vestibule

new riser



elevation north wall internally

back outlet to  
ruthin

vent to  
flue

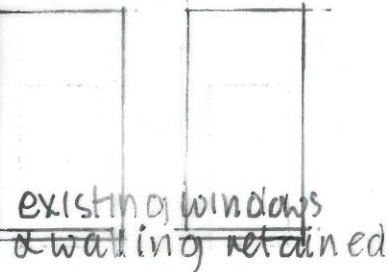
lead cast on to  
cant wall

brick on edge

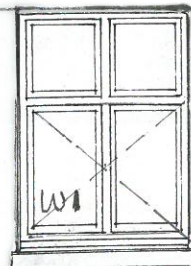
line of exg tube  
taken down

back-gutter to  
bottom offset

extract



rw p 7



rw p 1



East elevation 1:50 @ A3

check all details & dimensions on site

South elevation  
plinth stepped up  
to terrace coping

boulders to  
branch, conc kerb



Crewe, St. Andrew; Extension, proposals;

February '22  
rev March '22

CW09no 6025.11

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curto closed at head  
with slate

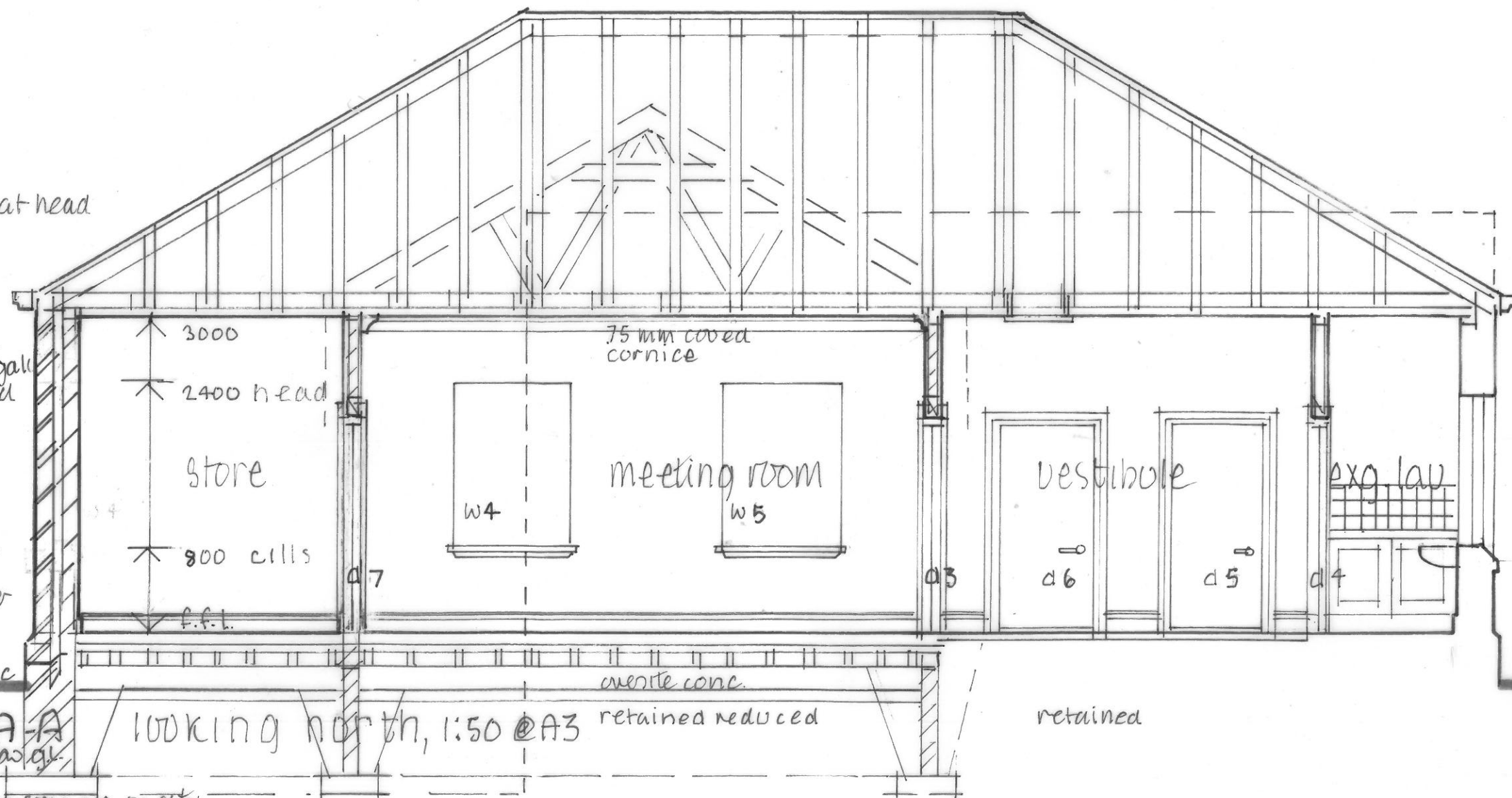
brick on edge  
externally to gable  
steel combined  
boot lintol

150 cast stone  
cill to project  
40 mm, weather  
groove below

50mm olinth  
offset acc

Section A-A  
solid block below

check all dimensions on site



natural slates onto  
50x25 s/w battens  
on F1 sarking felt onto  
patent turned gutters  
at 600 e-c

25mm continuous eaves  
vent to rear of  
100 mm cast aluminium  
'type 46' gutter  
wall reduced to new plate  
level

100 x 75 wall plate strapped  
down to wall internally  
with galv ms. straps at  
1200 c.c.

existing windows retained

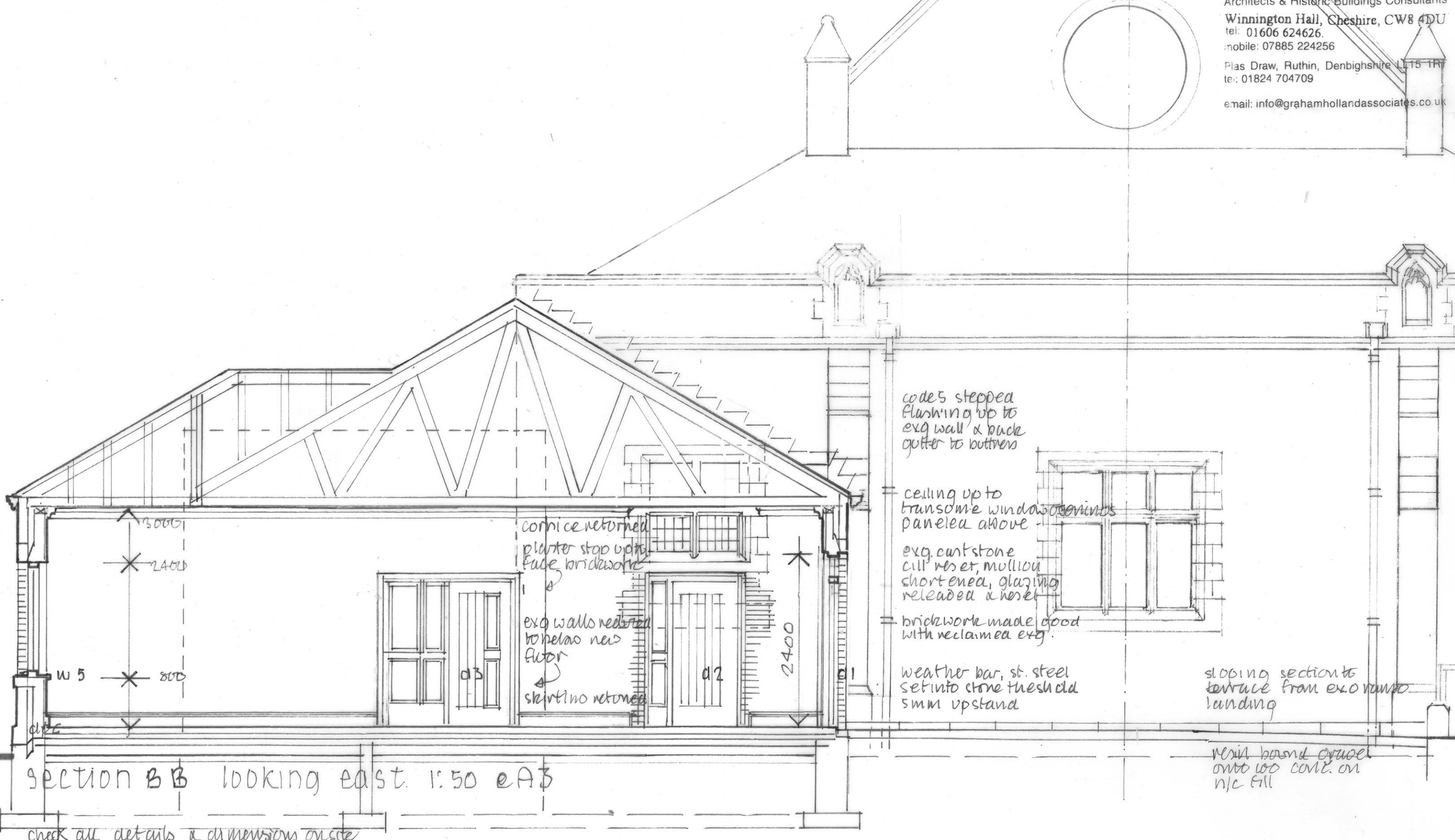
450 tiled splash back to  
new sink unit  
wash basin to exg drain

Crewe. St, Andrew; Extension, proposals,

February 22 0109 no 6025.12  
rev March 22

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codes stepped  
flashing up to  
exg wall & back  
gutter to buttress

ceiling up to  
transome window  
paneled above

exg. cut stone  
cill reset, mullion  
shortened, glazing  
reloaded & reset

brickwork made good  
with reclaimed exg.

weather bar, st. steel  
set into stone threshold  
5mm upstand

sloping section to  
terrace from exo ramp  
landing

rein board covered  
out to 100 cont. on  
n/c fill

cornice returned  
plaster stop up to  
fade brickwork

exg walls retained  
to below new  
floor  
skirting retained

5000  
2400  
W 5  
800

2400

section BB looking east. 1:50 @ A3

check all details & dimensions on site

Crewe, St. Andrew;

Extension

Proposals

February '22 OWOJ<sup>no</sup> 6025-13  
revised March '22

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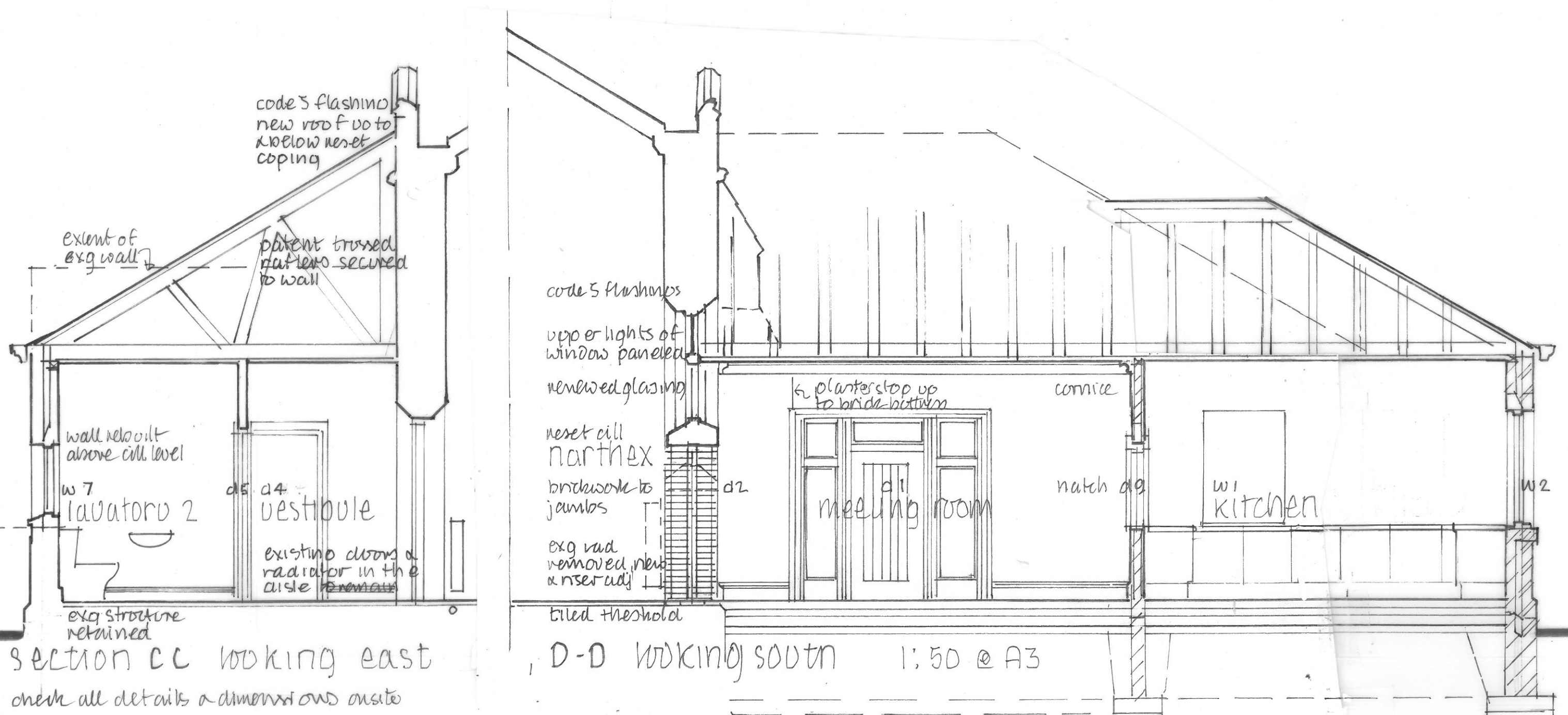
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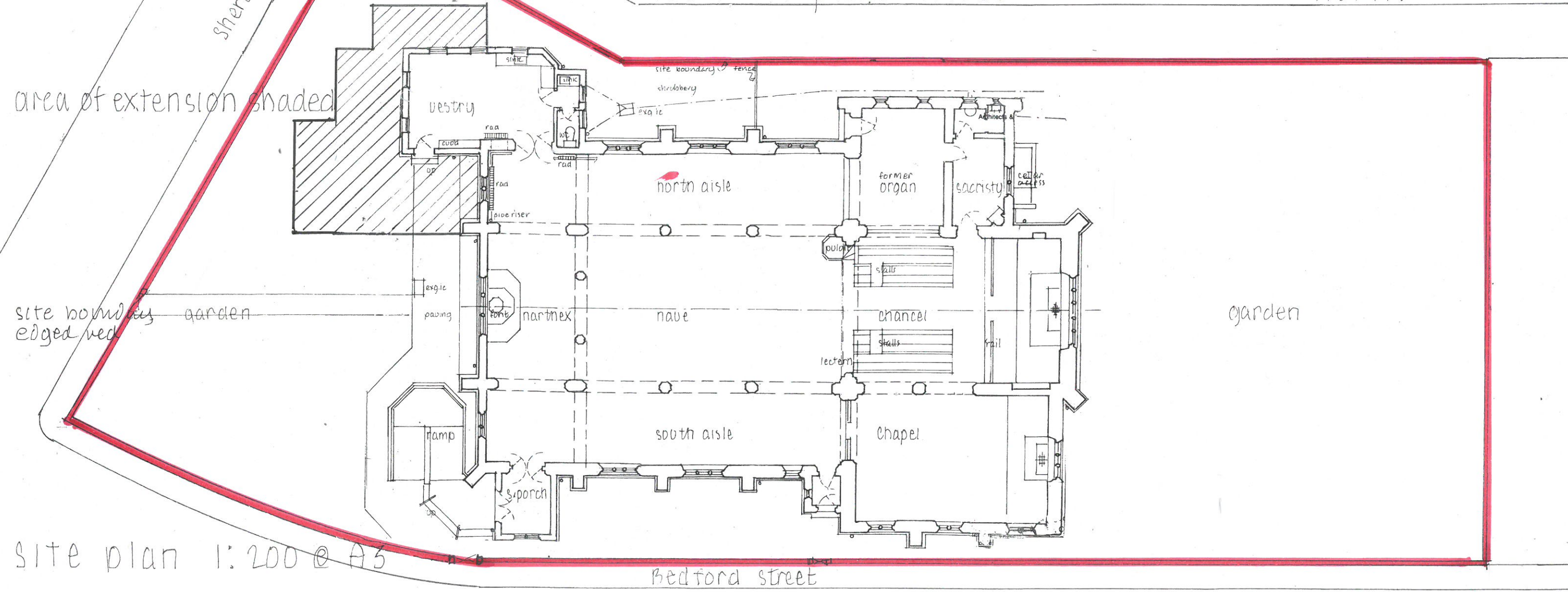
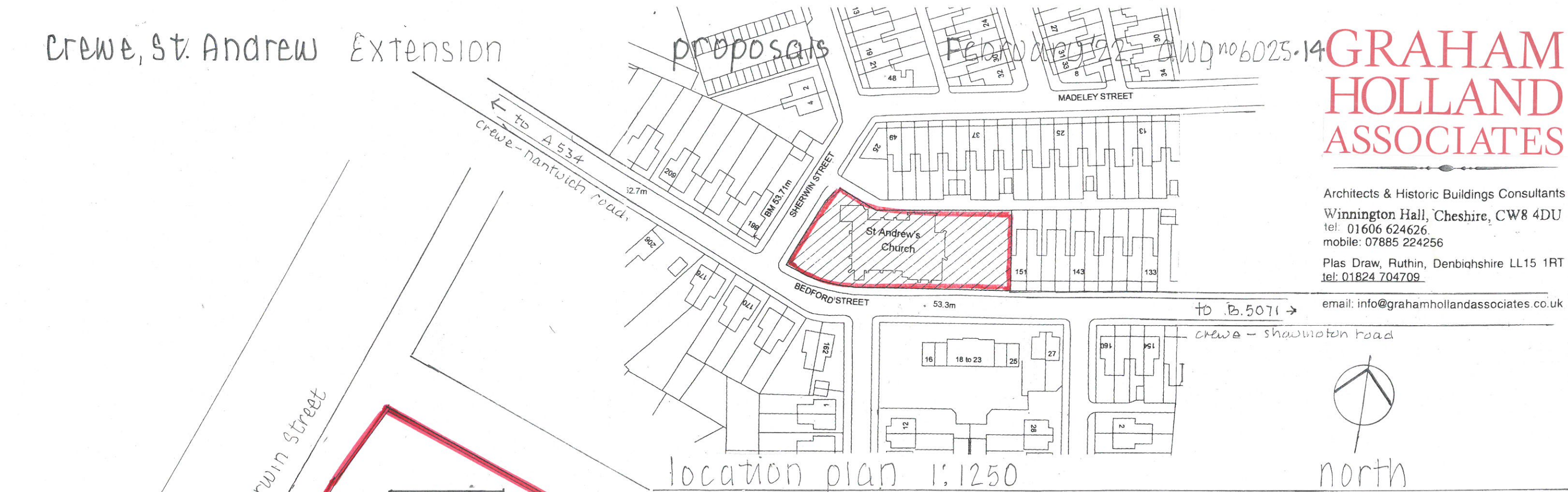
# Crewe, St. Andrew Extension

proposals

PLANNING DRAWING NO 6025-14

**GRAHAM HOLLAND ASSOCIATES**

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Crewe, St. Andrew; Extension proposal

March 2022 DWG no 16025.6-15

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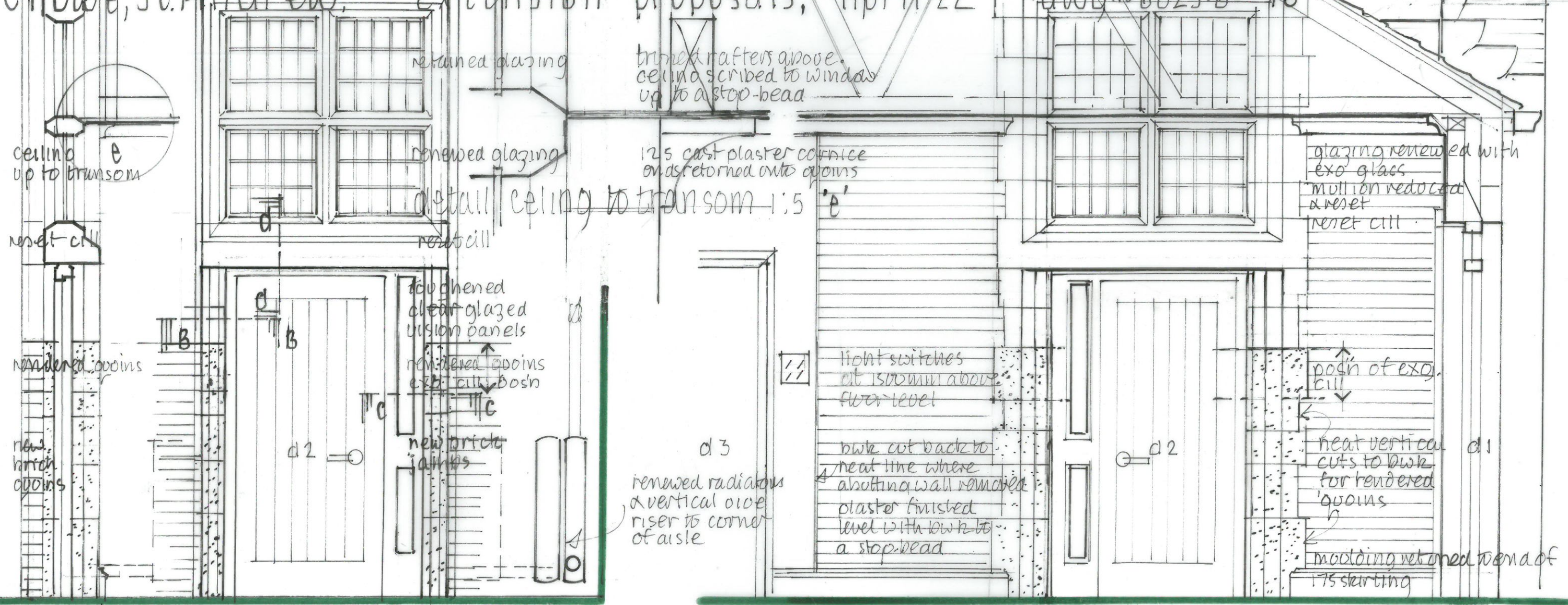


VIEW FROM THE SOUTH~WEST



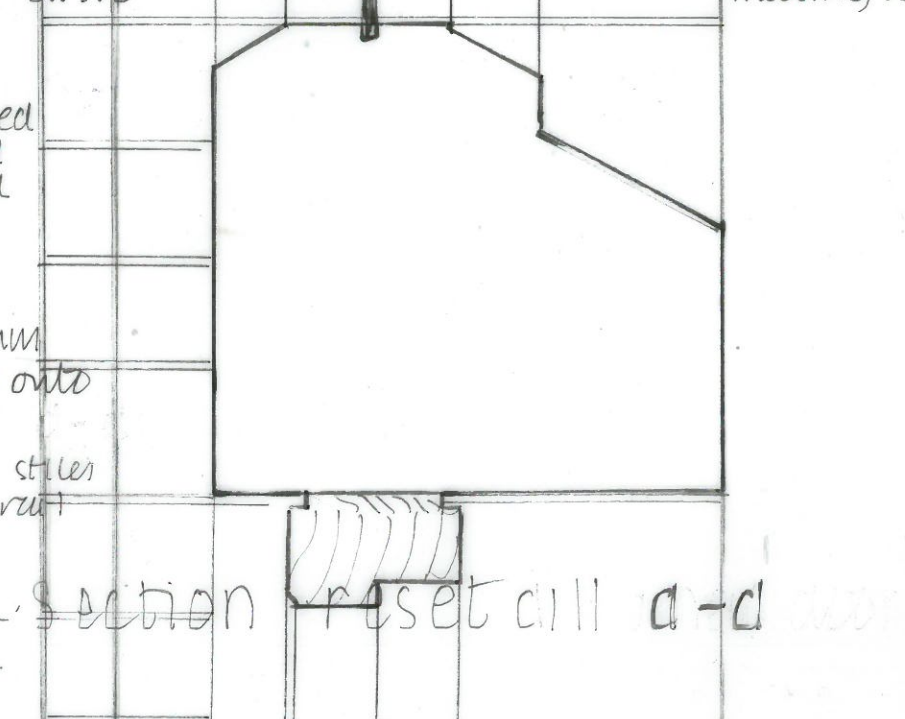
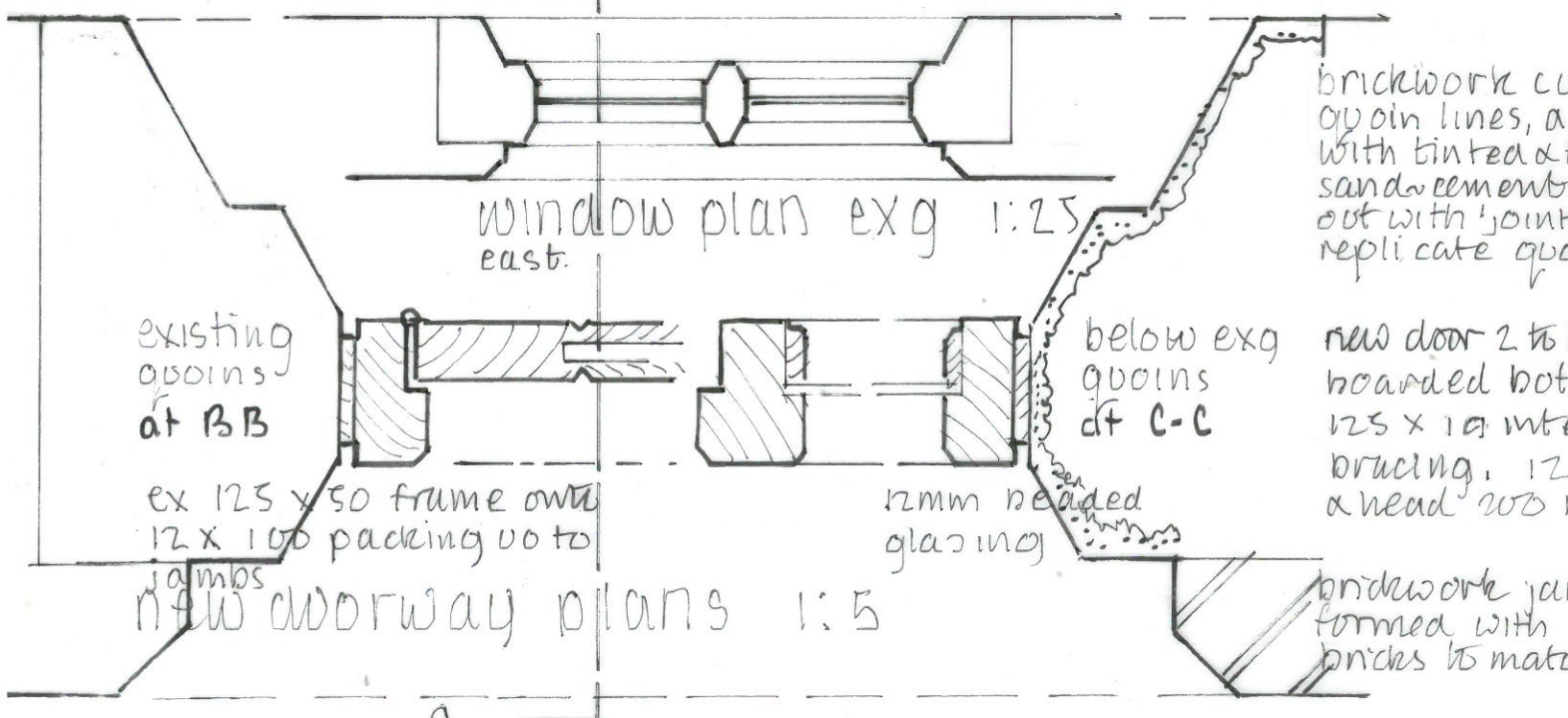
Chewke, St. Andrew: Extension proposals; April 22

AWD 06025-6-16



SECTION A-A elevation from aisle looking west 1:25

elevation from meeting room looking east 1:25



check all details & dimensions on site

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Crewe, St. Andrew

extension proposals

April 22,

dwg no 6025-6-17

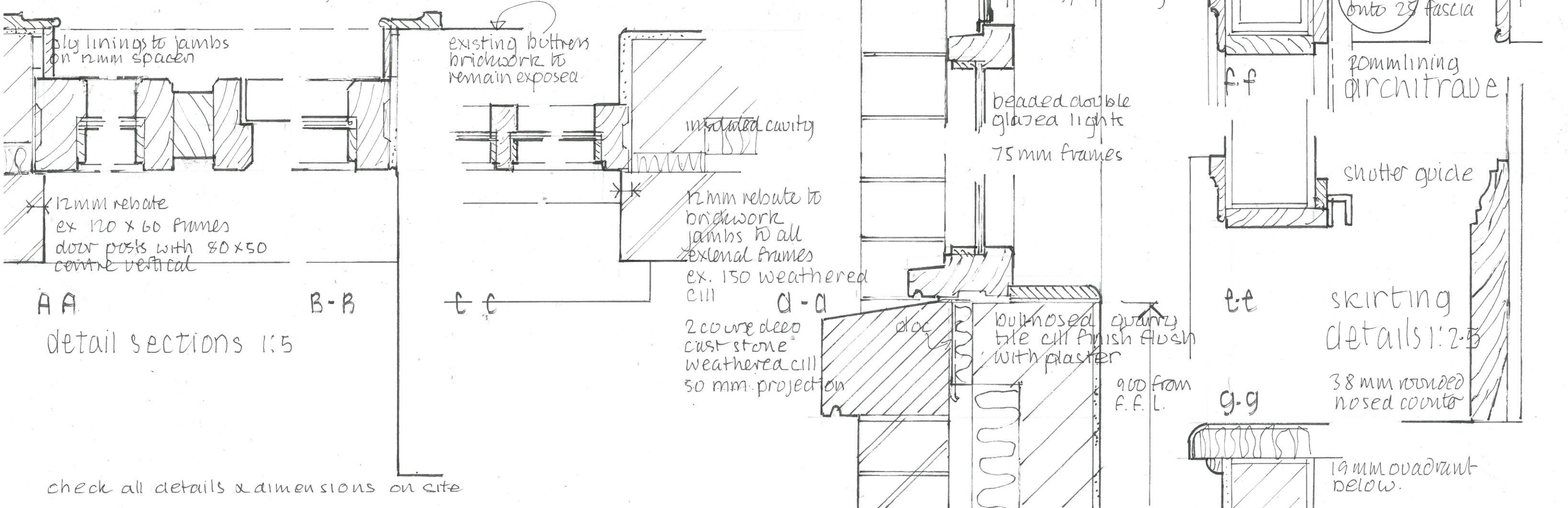
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ELEVATIONS 1:25

new plaster to be level with exg buttress face



check all details & dimensions on site



Crewe, St. Andrew

proposed extensions on Feb'22

DWG. 6025-6-18  
rev April'22

cleaner x Lau 1  
existing walling retained,  
reduced to new roof level

existing radiator

# electrical layout.

light-operated fans

new wall onto exd  
above eill level

2 course slate cill

rwp. at g 4

laundry lights  
on sensor with  
high level change  
switch over

line of existing masonry  
walls & footings to be  
reduced for new  
suspended beam & block  
floor structure

meeting room

smoke detector

new doorway w/ window  
posn ~ see detail

exg. rwp. &  
drain removed  
hopper pipe  
to be salvaged

renewed wide beam  
L.E.D. ceiling lights

'exit' sign over

emergency light

hatch, 1/2 hr roller-shutter

tea boiler

kitchen

sockets at 1200 mm.  
low level sockets 500mm  
with neon switches at  
1200 mm

emergency light

cooker

heat detector

steel fence to be  
removed & snapper  
cleared

floor plan 1:50, @ A3

check all details & dimensions on site

5.35 m

fridge

handwash basin

water heater

betw sinks

extract fan  
switch control  
5.9 m

existing hedge  
to be retained  
and protected  
during works

# GRAHAM HOLLAND ASSOCIATES

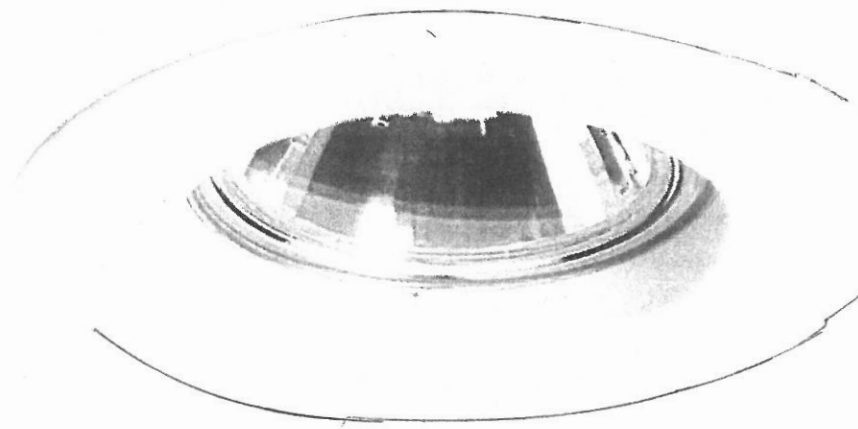
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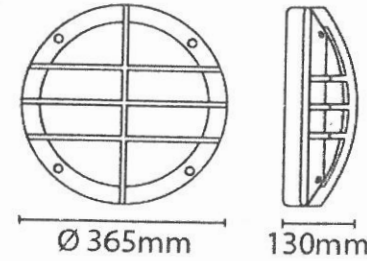
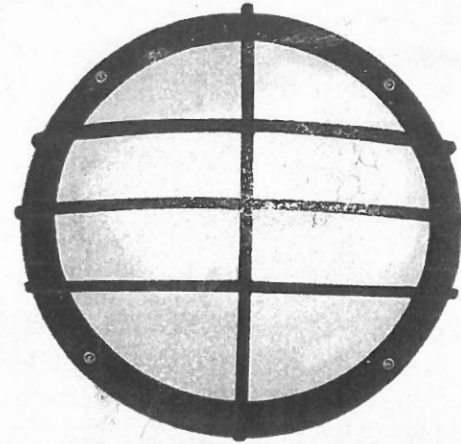
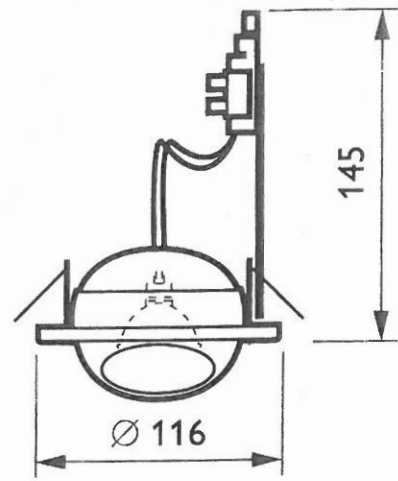
Crews, St. Andrew extension & alterations; ironmongery; April, '22 DWG. no 6025.6.19

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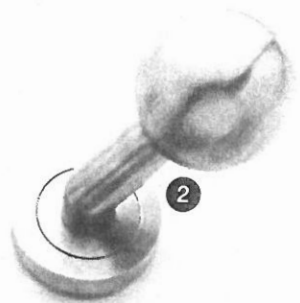
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recessed LED light fittings



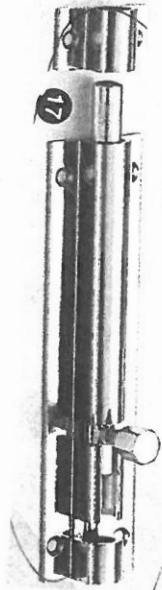
External light fitting, by a.i



Door hooks lavatories



kitchen door & hatch



door bolts



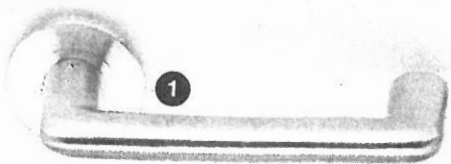
access lav's 2x3  
lav. door signs



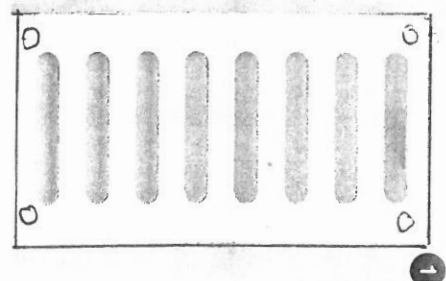
all three lav's



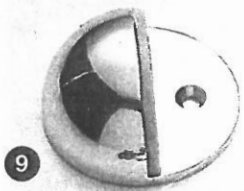
access lav's. 2x3



door handles



vent grilles

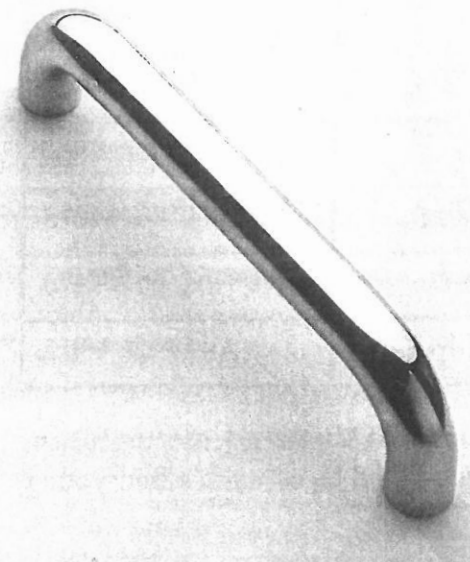


door stop



towel rail for lavatories \*

all to be in satin st. st. or chromium finish noted\*



'D' handles



# Crewe, St. Andrew; EXTENSION Building Regulations Notes

To be read in conjunction with the dwgs.

revJun22

dwg. 6025.6.20

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email: [info@grahamhollandassociates.co.uk](mailto:info@grahamhollandassociates.co.uk)

## Foundations

All to be to Building Inspector's approval on site. 650x150mm concrete strip footings to new ext. walls, min. 1m deep from g.l. to u/s. (300mm cavity wall plus 50mm plinth.) 400x150mm concrete strip footings to new int. partition/sleeper walls, min. 1m deep as before. Walling to be built up in dense frost-proof blockwork (no voids) up to dpc (up to 150mm below fin.g.l. for ext.leaf). Weak concrete cavity fill up to fin.g.l. sloping outwards, leave weep holes ext. at 900 cs. Dpc/cavity tray to ext. leaf to be 150 min. above fin.g.l. to be RIW Sheatseal 9000, to weepholes. Hyload dpc to int. leaf and all int. partition/sleeper walls to be at level of bearing of concrete floor beams. Cross-ventilation to sleeper walls to under-floor areas to be 50mm gaps between all bricks. Oversite concrete to under-floor areas to be 75mm concrete on sand blinding on compacted graded hardcore.

## Drainage

To be connected to exg. combined system with Upvc pipework, to be 100 dia. All laid and jointed to manufacturer's recommendations and in accordance with BS EN 752. Lay pipes to even falls (1:60 min.) bedded in selected material to conform to BS 4660 in hand-tamped layers up to 150mm of compacted cover, thereafter material to be placed in 300mm layers and compacted, mechanical compaction equipment not to be used until 450mm of compacted cover achieved.

Allow 50mm space all around drains passing through walls to have 2 course r.c. lintels over, and secure masks of rigid sheet material either side of wall to definitely prevent vermin entry and to exclude fill.

Surround pipes in 150mm concrete under building where top of pipe is within 300mm of u/s of slab. If deeper, drain to be surrounded in 150mm granular material to BS 882.

Drains surrounded in concrete to be fitted with 18mm bitumen impregnated 'Flexel' board mask to full cross section of concrete at 5m max. cs.

At pipe joints where side of trench is within 1m of foundation or below foundation, drain to be surrounded in 150mm concrete and trench filled with concrete up to u/s of foundation level. To allow for differential movement, a joint must be incorporated within 150mm of any wall or inspection chamber.

## (Drainage, continued)

New inspection chambers to be Upvc off 150mm concrete base with medium duty cast iron covers bedded in cement to BS 497.

Exg. drains are connected to exg. svp.

Wastes to be generally 40 dia. up to 3m, 50 dia. up to 4m, traps to be 75mm deep seal.

Drains to be tested to withstand 1.5m head of water above invert at head of drain, all to Building Inspector's requirements on site.

## Floor

To be 75mm sand/cement screed reinforced with alkali resisting fibres to manufacturer's recommendations, on 65mm extruded urethane foam insulation on Bison concrete beam and block flooring.

## Walls

To be built off dpcs, and tied to exg. walls with st.st. ties to suit. Ext. cavity walls to be 100mm Celcon lightweight blockwork (not Turbo-block) inner leaf, no voids, plastered internally, 100mm cavity including 75mm Kingspan Thermawall TW extruded urethane insulation restrained to inner leaf with suitable st.st. cavity-ties 225mm long, @ 450mm cs. staggered vertically, 750mm horizontally and 150mm around openings, 100mm brickwork outer leaf plus 50mm plinth offset down to 150mm below fin. g.l.

At openings in ext. walls form 12mm rebate for recessed door- and window-frames.

Lintels in ext. cavity wall to be insulated cavity tray type Catnic galv. to suit opening widths. Brick-on-edge head course externally. Cavity trays to drain to weepholes. Cavity to be closed at eaves, heads, jambs and sills of all openings. Include Damcor expanded polystyrene insulation dpcs to jambs and sill of openings. Cavity closed at wall-plate with slate. Lintels in int. walls to be 2/3 course reinforced concrete as required, and Catnic galv. to suit opening widths.

## Roof Structure

To be with standard timber trussed rafters designed & provided by specialist manufacturer.

## Partitions

New timber stud partitions to be 12.5mm p.b. & skim, 100x75mm studs @ 400 cs., lines of intermediate noggins including at wall/ceiling junction, dpcs under sole plates and against masonry walls. Partitions secured with st. steel beams into adj. structure, sole plates st. steel doweled @ 600 cs. to floor. Partitions to lvs. to have 2 layers of p.b. & skim either side and fibreglass quilt tightly fitted between studs, etc.

## Ceilings

To be underlined with foil-backed & insulated 12.5mm p.b. & skim. 300mm glass fibre quilt over joists/ties.

## Glazing

Specialist toughened glass to door screens.

Kitchen doors to be ½ hr. FR & s.c. solid core flush, with narrow view panel of geo. wired polished plate and oak beads intumescent glazing compound.

Intumescent strips to lining rebates.

Side & over glazing to doors 1 & 3 to be 'toughened' polished plate.

## Fire

Detectors and emergency lighting to be installed to new areas:

Detectors to be interconnected to separate fused circuit breaker at distribution panel, with battery back-up. Heat detector in kitchen, and smoke detectors in the meeting room, and lavatories.

Illuminated green 'running man' fire exit sign above each of door d1. 'Fire Door Keep Shut' standard sign to kitchen side of fire doors at eye height. Signs to be to BS 5499.

In the meeting room, kitchen and lavatories, one of light fittings in each room also to provide emergency lighting with battery back-up. Emergency lighting to be to BS 5266.

Hatch to be fitted with ½ hr. FR shutter & marked 'Keep Shut When Not In Use'.

## Disabled

Wheelchair accessible lavatories to be to Approved Document M approved layout. Fittings to be Armitage Doc M pack: w.c., back rest, basin, lever mixer tap, hinged arm and all other grab rails.

Pull cord alarms to each lavatory, each with light sounder in the church & meeting room.

Doors to be minimum 840mm wide.

Level entry to be to door '1' external.

## Heating

New thermostatically controlled electric heating to the rooms, insulation in the ceiling, complete with all thermostats and programmer.

Existing radiators to be refixed in the church on the existing boiler circuit.

All hot water to be from new super-insulated under-sink elec. storage vessels located below the worktop.

## Ventilation

Mechanical ventilation to be provided by ducts through external walls shown on dwg. Upvc ducts with non-return flaps to discharge to louvres backed with st. steel mesh fly screens.

Kitchen; 150 dia., 30 litres per sec., separate switch.

Lavatories; 100 dia., 6 litres per sec., connected to light switch with 15 mins. overrun.

## Electrical Installation

To be carried out by NICEIC registered contractor in pvc sheathed 'fireproof cable' to current regulations.

Test certificate to be provided on completion.



Our Ref: **GDH/JD/6025.6**

**April 2022**

# GRAHAM HOLLAND ASSOCIATES

Architects & Historic Buildings Consultants

Winnington Hall, Cheshire, CW8 4DU

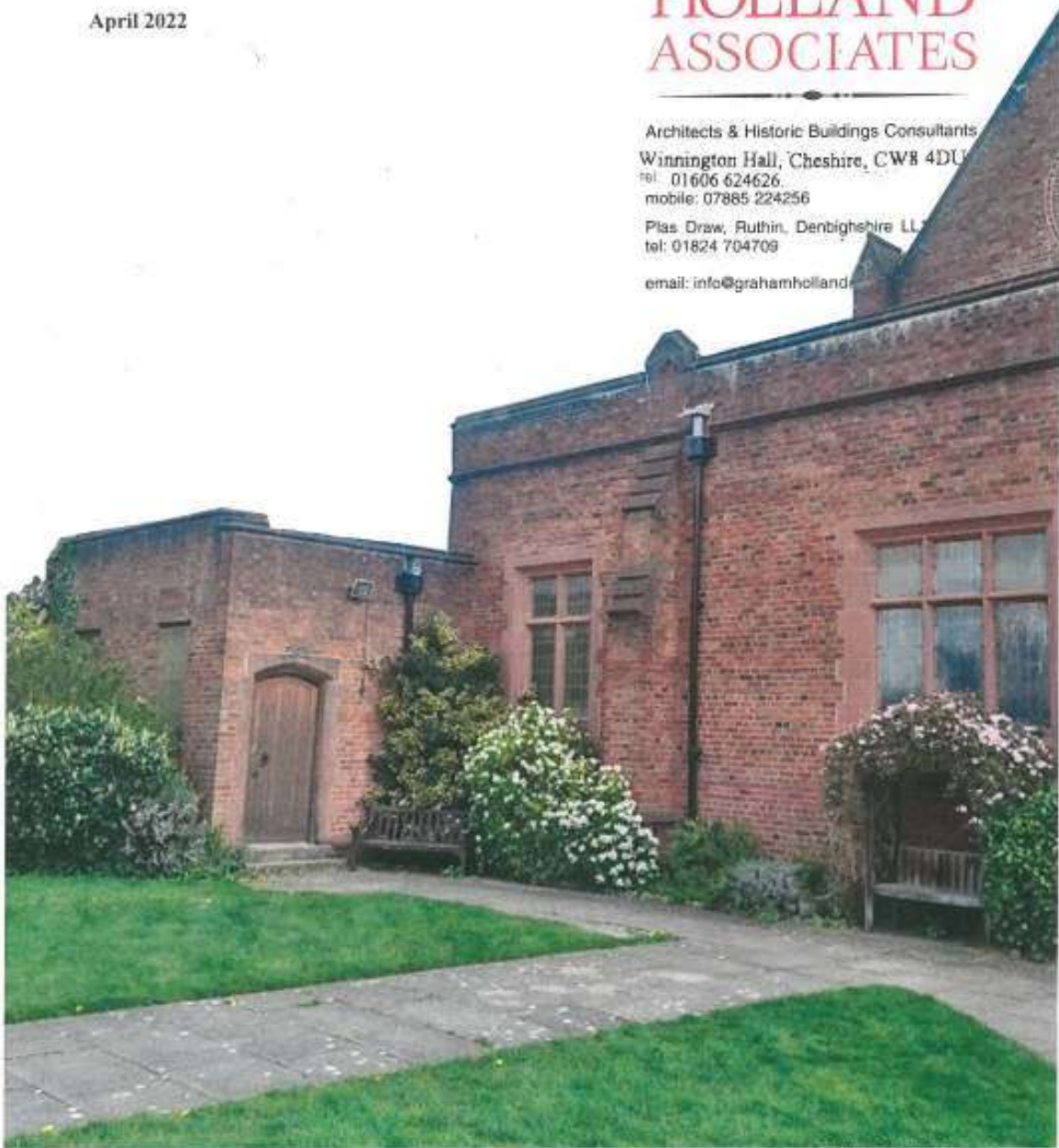
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**CREWE, St. ANDREW;**

**EXTENSION**

## **Schedule of Work and Specifications**

Graham D. Holland, DipArch DipArchCons RIBA A A B C

Associates: Nigel H. Lea, BA(Hons)Arch DipArch RIBA; Carl S. Thorgaard, BA(Hons) DipArch RIBA

**The Employer** will be The Vicar, Churchwardens & PCC c/o Mr. Geoff Allen.

Tel: 07934 640152. Email: g.allen@btinternet.com

**The Architect & 'Principal Designer'** will be Graham Holland, Graham Holland Associates, Winnington Hall, Cheshire, CW8 4DU. Tel: 01606 624626.

And at

Plas Draw, Ruthin, Denbighshire, LL15 1RT, Tel: 01824 704709.

Mobile: 07885 224256. Email: info@grahamhollandassociates.co.uk.

**The Project comprises:** part taking-down the existing north – west vestry/meeting room, extending and reconstructing to provide for additional lavatories, a meeting room, kitchen & storage; breaking through an existing window in the narthex / north aisle for access; locally alterations to the existing heating distribution.

Extending a terrace across the west of the church to facilitate easy-access to the new accommodation.

**Drawings** Generally at A3; no.5 @ A2; the cover shows the church from the south west.

**As existing:**

- 6.1 Floor plan as existing with the proposal site & areas of taking down noted, 1:100
- 6.2 East, west & south elevations as existing, 1:100

**As proposed:**

- 6.3 Floor plan, west & south elevations, 1:100
- 6.4 East & north elevations; roof plan, 1:100
- 6.5 Detailed floor plans & terrace, 1:50 @ A2; sketch view from the south west.
- 6.6 Roof plan, 1:50
- 6.7 Sub structure plan, 1:50
- 6.8 West elevation, 1:50
- 6.9 North elevation; 1:50
- 6.10 Section & internal elevations; east & south elevations, 1:50
- 6.11 Section & internal elevation A - A, 1:50
- 6.12 Section & internal elevation B - B, 1:50
- 6.13 Section & internal elevation C – C & D - D, 1:50
- 6.14 Site & location plans, 1:200 & 1:1250
- 6.15 Access Terrace 1:50 & 1:5 details
- 6.16 Constructional details, 1:25 & 1:5 doorway no.2
- 6.17 Joinery details, 1:25 & 1:5, doors & windows
- 6.18 Electrical layout (based on dwg.5), 1:50
- 6.19 Ironmongery & electrical fittings
- 6.20 Building regulations notes

**Location** in Bedford Street, Crewe, to the south of the town centre, Post Code CW2 6LE.

**A programme of works** with anticipated valuations is to be prepared by the contractor before works and for presentation at a pre-contract site meeting.

**Access** Externally, open to view; internally, by arrangement with the employer.



**Pricing:** The employer does not bind himself to accept the lowest of any tender or to be liable for any expense in the preparation thereof. A detailed priced schedule including rates will be required before order and for valuations.

The tender is to be a firm price and will be deemed to relate to all the items of work specified and/or shown on the drawings; any items shown on the drawings & not 'scheduled' are deemed to be included. The Code of Procedure for selective tendering 1989 will be used to allow for adjustment of genuine errors.

**CDM Regulations** Will apply in full, include and allow for all compliance and notification req'd.

<b>Outline Conditions &amp; Site Work Risks</b>	<b>Risk Level</b>
No off street parking adjacent, public access to adjacent dwellings.	<b>Medium</b>
No vehicular access into the site, note gate widths	<b>Medium</b>
Need for a high degree of security on site.	<b>High</b>
Electricity supply cables; arrange for protection during work.	<b>High</b>
Water mains & drainage, protect	<b>High</b>
Slippery surfaces and limited working space.	<b>High</b>
Working at high & low levels and adjacent to publicly used paths.	<b>High</b>
Non-injurious materials except dust during taking out.	<b>Medium</b>
Alkali (PH.13) – need to protect eyes goggles & protective clothing.	<b>High</b>
Sharp edges with steelwork and fixings.	<b>High</b>
Need for care and propping during construction.	<b>High</b>
Working with heavy materials and lifting gear.	<b>High</b>
Possible bird & mammal fouling – protective clothing and masks needed.	<b>Medium</b>
Access to the church must be maintained & protected at all times. And the 'site' for authorised persons for inspection at all times. The church will remain in use for the duration of works, provide secure barriers to the area of work.	<b>Note</b>
The church is situated in a residential area 'site noise' and local disturbance is to be kept to a minimum.	<b>Note</b>
The Contractor must visit the site prior to tendering to acquaint himself of local conditions, all aspects and restrictions of the site. No Saturday or Sunday working will be permitted.	
There is a supply of water, electricity for the use of the Contractor. The Contractor is to make his own arrangements for all welfare & lavatory facilities. The cabins should be located in the west 'garden' & sighted onto the existing west path.	
The west gate is to be used for general access; the 'wider' south gate only where required for equipment access.	

### 3. SCHEDULE OF WORK

£

p

#### GENERALLY

- |           |                    |   |
|-----------|--------------------|---|
| <b>A.</b> | <b>Preparation</b> | Provide and maintain all necessary plant, scaffolding, equipment, tools and materials for the proper execution of the works in accordance with these preliminaries, preambles and general specification and all current British Standards, Codes of Practice and Legislation and to comply with all Health and Safety requirements. |
| <b>B.</b> | <b>Protection</b>  | Provide protection to all areas adjacent to the works from damage during the works. Make good and remove after completion.  |
| <b>C.</b> |                    | The Contractor is to report and make good any damage caused, without delay and to the satisfaction of the Architect. Any new materials or fixings damaged during the works are to be replaced by the Contractor.  |
| <b>D.</b> |                    | Provide and maintain all necessary temporary secure coverings to <u>prevent</u> water ingress, dust and debris damaging the fabric.   |
| <b>E.</b> | <b>Scaffolding</b> | The ends of the scaffold poles adjacent to the structure are to be protected with plastic caps.   |
| <b>F.</b> |                    | Check the ground & floor structure for support of work loads and scaffolding and make adequate provision for additional loading.  |
| <b>G.</b> | <b>Assess</b>      | All areas to determine extent of work before tendering and during works; take instructions.   |
| <b>H.</b> | <b>Materials</b>   | Workmanship and materials are to be as described below and in the specification notes '4' following and, in all cases used in accordance with manufacturer's recommendations.   |
| <b>I.</b> | <b>Mortar</b>      | For pointing and bedding as instructed is to be 1 part 3:5 natural hydraulic lime, graded to 1 part sand and 1 part stone dust; provide sample area for approval by the Architect before general work or as scheduled.  |
| <b>J.</b> | <b>Fixings</b>     | And reinforcements to be grade 316 stainless steel or galvanised mild steel as scheduled, and, where renewed, to match existing.  |
| <b>K.</b> | <b>Timbers</b>     | For the structure are to be 'tanalised', like for like with the existing and all cuts, chases, ends and holes to be treated before fixing. Bearings up to masonry to be protected by dpc's.   |
| <b>L.</b> | <b>New bricks</b>  | And cast stone are to match the existing and equal to a sample approved by the Architect before work.   |
| <b>M.</b> | <b>Setting Out</b> | Is to be from the existing structure and to be agreed with the Architect on site before construction.   |
| <b>N.</b> |                    | The contractor is to make a full assessment before tendering.   |
| <b>O.</b> | <b>Services</b>    | Maintain external water & supply & drainage to the church during the works except where to be reconnected, notice of disruption to be given to the owner.   |
| <b>P.</b> | <b>Clearing</b>    | Is to include for removal from site by the contractor of all debris, unused materials, paint & equipment.   |

A.	<b>METHOD STATEMENT</b>	Include to meet & discuss and for the preparation of a detailed programme of works to be carried out in sequence.
B.	<b>Sequence of work</b>	The following is <b>suggested</b> in order to maintain the owners use of the church during works & minimise disruption & risk to the existing fabric.
C.		Site clearance & preparation including services. Taking down & excavation.
D.		Laying foundations, substructure drains & site slab & walls up to floor level & concrete floor.
E.		Construct the shell of the new extension up to roof level, roof & weathering followed by opening-up of the existing, to form d.2 into the church. General site works & clearing.
	<b>TAKING DOWN</b>	
F.	<b>Assess</b>	All structures, construction & finishing details before tender.
G.	<b>Generally</b>	As noted on dwg. no.6.1 & comprising the existing meeting room/ vestry complete retaining the east lavatory walls up to the new roof level and the structural floor to the section of the room north of the church.
H.	<b>Salvage</b>	For reuse in the build:
I.		The parapet copings, select sufficient for reuse on the terrace wall, lay aside & protect.
J.		Glass from window – d.2 position.
K.		Existing LED flood-light for reuse on the church west wall.
L.		Radiator from meeting room.
M.		Panelled oak cupboard presently fitted to the south wall.
N.		Rainwater pipes & hoppers.
O.		Suitable clean broken brick & concrete may be retained and used for hardcore buildup.
P.		The existing concrete pavings from the path adjacent to the west wall of the church.
Q.		Turf for making good the existing lawns.
R.	<b>Other materials</b>	Arising from the works are to become the property of the contractor; surplus materials and all debris arising from the works are to be cleared from site by the contractor.
S.	<b>The Employer</b>	Will remove the small shrubs & plants adjacent to the west wall of the church.
T.	<b>Seal door</b>	Provide dust proof seal & secure existing double doors to the aisle before works and remove on completion.
U.	<b>Electrics</b>	Engage registered electrician to assess the existing system and to remove the installation in the present vestry & lavatory, make safe & prepare for new works.

<b>A.</b>	<b>Heating &amp; plumbing</b>	Engage a registered plumber/ heating engineer to fully assess prepare & drain the system and take out the radiators in the meeting room and below the window 'd.2', adjacent riser & high level pipe.
<b>B.</b>		The existing pipework & radiators are to be carefully removed, laid aside & protected for reuse.
<b>C.</b>		Take out the existing plumbing fittings include sinks & w.c. and clear from site.
<b>D.</b>		Temporarily seal off the supplies and prepare for connection of all new fittings & equipment.
<b>E.</b>	<b>Building</b>	Assess at tender and before work.
<b>F.</b>		Take down the main vestry.
<b>G.</b>		Retain the sub-structure walls for floor support – as shown on the dwgs.
<b>H.</b>		Retain the existing floor slab to the east part of the vestry on the north side of the aisle; strip out all the remaining wood-block flooring; retain quarry tiles in the existing lavatory; strip existing plaster as required.
<b>I.</b>		Reduce the walling of the canted section and to the east lavatory to new roof level and the east wall to cill level as noted on the dwsgs.
<b>J.</b>		Break-out to the internal wall for the repositioned doorway, ref. d.4.
<b>K.</b>	<b>Site</b>	Clear shrubbery & metal fences from the north & west for the area of the extension.
<b>L.</b>		Take up concrete pavings & lay aside for reuse.
<b>M.</b>	<b>WINDOW, d.2</b>	Provide a dust proofed screen internally in the north aisle to enclose the works.
<b>N.</b>	<b>Take out</b>	The two lower lights complete and clean out the glazing grouves/rebates.
<b>O.</b>		Salvage the glass for reuse.
<b>P.</b>		Note the window is formed with reinforced cast stone.
<b>Q.</b>	<b>Temporary support</b>	Prop as required & carefully cut out the cast stone lower mullion & lay aside for adoption & reuse.
<b>R.</b>	<b>Cut out</b>	The brickwork to form the opening & allow for reforming as described.
<b>S.</b>		Cut out the reinforced cast stone cill complete.
<b>T.</b>		Take out the noted quoins above up to the required level.
<b>U.</b>		Cut-out for & reset the cill bed & point.
<b>V.</b>	<b>Reset quoins</b>	Reset the previously removed quoins below; cut to brickwork as required.
<b>W.</b>	<b>Mullion</b>	Cut the mullion to reduced length & insert stainless steel dowel bed & point, reset in position & prepare for reglazing.



A.	<b>New 'quoins'</b>	Carefully cut the face brickwork below last for the new 'jambs' & facing 'quoins'; tool back to enable render facing approximately 20mm. Prepare & apply sand textured & tinted sand cement render and apply to brickwork to replicate the existing quoins & window jambs.
B.		Cut-in 'joint lines' finish to replicate the existing.
C.	<b>Brickwork</b>	Cut out brickwork reveals on the east the aisle side. Provide & build-in chamfered bricks to match the existing & build-in to continue the existing window recess down to floor level.
D.	<b>Prepare</b>	For new doorframe & reglazing.
	<b>EXCAVATION</b>	
E.	<b>Excavate</b>	To facilitate the extension & access.
F.	<b>Clear</b>	Surplus debris from site; retain sufficient material & turfing for making good on completion.
G.	<b>Temporary works</b>	Provide gravel bedding to the area prior to reconstruction.
H.	<b>Excavate footings</b>	For the extension & footings, drainage & site slab; prepare & level the existing retained walls.
I.		Clear debris from site.
J.		Agree sub soil bearing capacity with the L.A. Building Control.
K.	<b>DRAINAGE</b>	The existing drainage on site is 'combined' surface water & foul and to be maintained in use. Excavate for provide & lay all new drainage & making good as shown on the drawing & described in the Building Regs. notes.
L.		To be in upvc laid in gravel externally & surrounded with concrete where below floor.
M.		Take up & seal existing waste & rainwater gullies & prepare for new.
N.	<b>Inspection chambers</b>	Reconstruct & adapt existing inspection chambers for new connections.
O.		Provide connection to existing & new for foul & surface water.
P.		New ic's to be upvc on concrete bases & fitted cast-iron cover plates.
Q.	<b>Soakaways</b>	Excavate for & construct soakaways for surface water to north west as noted.
R.	<b>Gullies</b>	Provide new 'back-inlet gully for sink & 'basin wastes & new connection to drain.
S.	<b>Drains</b>	Provide & lay new drains from new w.c's & gullies to east & west & connections to existing inspection chambers.
T.	<b>Test</b>	Drainage on completion to satisfy Local Authority Building Control.
U.	<b>Note existing</b>	W.c. connection & soil pipe to east to be retained for new fitting.

	<b>CONSTRUCTION</b>	Of the extension to the existing retained fabric
A.	<b>Assess</b>	And consolidate the existing sub-soil following excavation.
B.		Check all levels for setting out.
C.	<b>Footings</b>	Provide & lay concrete strip foundations to the new blockwork external & internal partitions & sleeper walls.
D.		Consolidate the footings and prepare for building up.
E.	<b>Oversite concrete</b>	Provide & lay compacted graded hardcore to the extended areas sand blinding to level, dpm, 75mm. concrete, level finish.
F.	<b>New walling</b>	Build off prepared footings up to dpc in facing brickwork & blockwork; tie to existing; fill cavity with weak concrete to ground level and with weathered finish.
G.		Leave weep holes externally at 900 c-c.
H.		Build-up to wall plate levels in cavity to construction.
I.	<b>Openings</b>	Provide & build in lintols, cavity ties, trays & dpcs.
J.		Provide & build-in two coursed moulded cast-stone to window cills.
K.		And, 50mm. gritstone threshold to external door d.1 fitted with stainless steel weather bar.
L.	<b>Insulation</b>	Build-in rigid foam insulation to cavity walls & secure to inner leaf with stainless steel ties.
M.	<b>Openings</b>	Quoin up & build-in lintols, dpcs & cavity closers.
N.		Prepare all new & existing openings for new frames.
O.	<b>Internal walls</b>	Provide & build new block partitions off concrete footings.
P.		Provide & build-in 2/3 course r.c. lintols as required, bond/tie to existing; prepare for frames; to be insulated combined cavity – tray type to windows in external walls.
Q.		New lintols to be from Catnic galvanised steel to suit opening widths.
R.		Reform opening for door 4 including lintol in existing brickwork & prepare for new lining.
S.	<b>New floor</b>	Provide & construct new concrete beam & block 'Bison house floor' as shown to the extended areas; build into the internal leaf pack & form bearings & onto the internal walls.
T.		Provide & lay 65mm. rigid foam insulation & 75mm. c/s screed, reinforced with alkali resistant fibres to manufacturers specification.
U.	<b>Existing slab</b>	Clean off dust & debris and prepare existing slab to retained east section with bonding & level up for tiling to vestibule & vynil sheet to lavatories 2 & 3.

	<b>ROOFING</b>	To the extension & built up onto the new & prepared existing walls.
A.	<b>Wall plate</b>	Provide & lay wall plates & strap to walling.
B.	<b>Trussed rafters</b>	Design, provide & fix s.s.w. trussed raftes & set at noted centres & secure to wall plates & to existing structure. To be as 'Minera' scheme provided.
C.		Rafter ends to extend over wall face for vent gap & support of fascia.
D.		Provide & fit valley boards & tilt fillets.
E.	<b>Eaves</b>	Provide & fix wrot 150 x 25 redwood fascias to all eaves.
F.	<b>Eaves vents</b>	Build-in Glidevale vents to eaves all round.
G.	<b>Felt &amp; batten</b>	Provide & lay to F1 sarking felt & 50 x 25 s.s.w. battens secured onto new rafters.
H.	<b>Leadwork</b>	Form & frame back gutters to buttresses & line with Code 6 lead, dressed onto adjacent roof.
I.		Provide & build in Code 5 flashings & soakers; include to dress over existing string course where abutting.
J.		Provide Code 6 lining to valleys dressed over tilting fillets both sides; dress into eaves gutters.
K.	<b>Slating</b>	Provide & lay 'Vermont' grey green selected slates and secure each with two copper nails.
L.	<b>Ridges</b>	Provide new cast ridges to match & set in 1:1:6 mortar. Point only to abutment not the edges.
M.	<b>Gutters &amp; pipes</b>	Provide & fix 'Alumasc' factory finished black cast aluminium 120mm. x 100 ogee eaves gutter & 75mm. diameter fall pipes complete; to be secured in accordance with manufacturer's specification, gutters onto fascia brackets. Reuse exg. c.i. pipes & hoppers as noted.
N.	<b>PARTITIONS</b>	To lavatories 2 & 3
O.	<b>Studding</b>	Construct with 75 x 50 studding set at 400 c-c, wall plates & noggins, secure to adjacent structure, walls & ceilings; form openings for doors 5 & 6.
P.	<b>WINDOWS</b>	Providing new as referenced on the dwgs. including ironmongery and trickle vents in the top frame, supplied to site in painted finish complete.
Q.	<b>Glazing</b>	To windows & door screens be with sealed double-glazed units, clear glass, fixed to manufacturer's specifications; to be 'toughened' sheet to door screens.
R.	<b>Leaded glazing, d.2</b>	Take salvaged glass from store & relead panels to exactly match the existing & reglaze into reconstructed stone frame, bed & point in 2.5 NHL mortar.
S.	<b>Window frames</b>	Provide & frame as detailed in unselected redwood, primed & painted before fixing; secured to structure with stainless steel screws, bedded on dpcs. All opening lights to be fitted with rebated key operated security locks.
T.	<b>Ironmongery</b>	Provide & fit 'Rat Tail latches & stays complete.



<b>A.</b>	<b>DOORS</b>	As referenced on the dwgs. new doors all 'internal'.
<b>B.</b>	<b>Ds. 1, 2 &amp; 3</b>	To be provided & fixed, to be in Sweet Chesnut, wrot finished and as detailed smooth planed & chamfered pinned & glued 1980 high by width noted & shown on the drawings & scheduled below; to be natural finish & fix into prepared glazed frames. Hang on 1½ pairs 125 brass washered stainless steel bolts. Provide & fit latch lever lock; door stop; retaining open hook. Fit d.1 to stainless steel weather bar, noted above.
<b>C.</b>	<b>Ds. 4, 5 &amp; 6</b>	To the lavatories standard oak ply faced & lipped solid core flush doors; factory finished, to be in prepared rebated linings; 750mm. wide. Hang on 1½ pairs 100 stainless steel brass washered butt hinges. Fitted disabled friendly latch & external coin operated release. Coat hooks to internal face at 1,600 mm.
<b>D.</b>		Sign d.4 'unisex w.c.'
<b>E.</b>		Signs ds. 5 & 6 'easy access' lavatory & 'baby change'.
<b>F.</b>	<b>Door 7</b>	Ditto to the store; double, each 750 wide, rebated meeting style.
<b>G.</b>		Hang each on 1½ pairs 100mm. stainless steel brass washered butt hinges. 200mm. stainless steel bolts top & bottom of first closing leaf; rebated lock latch & handle.
<b>H.</b>	<b>Door 8</b>	To the kitchen, into rebated lining 850mm. wide; fitted reinforced glass vision panel. To be half hour fire resisting. Hang on 1½ pairs 100 bolts as last. Latch & 5 lever lock. Overhead 'Britan' door closer; floor stop.
<b>I.</b>	<b>Door 9</b>	Kitchen hatch, form & frame & prepare lining & fascia as detailed to receive top hung ½ hour fire roller shutter & guides.
<b>J.</b>	<b>Ironmongery</b>	Include to provide & fit stainless steel by Merlin Architectural Hardware prostyle, stainless steel satin finish. Tel: 0161 927 9292.
<b>K.</b>	<b>Generally</b>	Internal joinery is to be supplied to site primed for painting; the (doors left in natural).
<b>L.</b>	<b>Door linings</b>	Provide & fit ex. 38mm. & ex. 50mm. to d.8 with intumescent strips; to be unselected redwood rebated linings to suit partitions & secure.
<b>M.</b>	<b>Architraves</b>	Provide & fix ex. 75 x 20 moulded redwood as detailed dwg. to all doorways.
<b>N.</b>	<b>Skirtings</b>	Ditto 175 x 20 moulded ditto & ditto.
<b>O.</b>	<b>Window boards</b>	All to be bull nosed Heather brown quarry tiles: edge finished level with the wall plaster.
<b>P.</b>	<b>Beads</b>	Provide & fix all quadrants & beads as shown.
<b>Q.</b>	<b>Door '1' lining</b>	To jambs & head internally line onto existing and new structure with 5mm. ply onto grounds, prepare for painting; east side scribed to buttress off-set.
<b>R.</b>	<b>Roof access hatch</b>	Form & frame in vestibule ceiling to be 600 x 550, 19 blockboard in rebated lining 50 x 20 chamfered architrave.

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**PLASTERING & ROOF INSULATION**

<b>A.</b>	<b>Make good</b>	To all existing areas disturbed lay the works.		
<b>B.</b>	<b>Note</b>	To be finished level with retained exposed brickwork wall where abutting.		
<b>C.</b>	<b>Plaster generally</b>	Scrim all joints & skim finish.		
<b>D.</b>	<b>Timber partitions</b>	Provide & secure 12.5mm. plasterboard.		
<b>E.</b>	<b>Ceilings</b>	Provide & fix foil & insulated backed plaster board to underside of the trussed rafters.		
<b>F.</b>	<b>Insulation</b>	Provide & lay 300mm. glass fibre insulation quilt over the ceilings to extend & connect with the external wall insulation; maintain eaves ventilation gap.		
<b>G.</b>	<b>Solid walls</b>	Dub out, prepare & apply 3 coats lime plaster reinforced with alkali resistant fibres, smooth finish.		
<b>H.</b>		Hack existing brickwork to neat line where wall removed for plastering; replaster up to a stop bead to the exposed brickwork.		
<b>L.</b>		Ditto up to adjacent buttress to south east to above d.1.		
<b>J.</b>	<b>Tiling</b>	Fix only 6sq.m. total in areas of 150 sq. tiling & matching grout. Include for all cutting to fittings.		
<b>K.</b>		Include the provisional sum of £500 (five hundred pounds) for supply tiles to site.	500	00
<b>L.</b>		Add for profit.		
<b>M.</b>	<b>Beads &amp; Trims</b>	To be white upvc secured with stainless steel pins.		
<b>N.</b>	<b>NEW HEATING</b>	To be with thermostatically controlled electric radiators.		
<b>O.</b>		Include the provisional sum of £6,000 (six thousand pounds) and engage specialist electrical company to design, provide & install the new system to the vestibule, lavatories, meeting room & kitchen.	6,000	00
<b>P.</b>		To be capable of maintaining 20° c internally when – 1 ° c externally.		
<b>Q.</b>		Layout notionally shown on dwg. Add for profit & attendance.		
<b>R.</b>	<b>Attend</b>	On electrician and all other trades including to cut out for fittings & services.		
<b>S.</b>	<b>EXISTING HEATING</b>	Engaged registered heating engineer to adapt the existing system in the church north west corner, to be adapted from the existing following previous removal, described above.		
<b>T.</b>		Remove connections through to the existing vestry and make good.		
<b>U.</b>	<b>Radiator</b>	Adapt for reuse & fit salvaged radiator to the north wall & reconnect.		
<b>V.</b>	<b>Reinstate</b>	The riser & high level supply pipe to the west wall and reconnect to the existing.		
<b>W.</b>	<b>Recommission</b>	The system & test on completion.		

<b>A.</b>	<b>ELECTRICS</b>	Engage NICEE registered electrician to provide & fix the installation complete in accordance with current Regulations and the Churches' requirements, and in accordance with current N.I.C.E.E. Regulations. Provide test certificate on completion.
<b>B.</b>	<b>Mains</b>	Extend and provide sub-main from the existing mains to local distribution board in pvc sheathed m.i.c.c. cable.
<b>C.</b>	<b>Wiring</b>	General wiring is to be in 'Fireproof' cable in the roof and partition voids & where bedded in plaster, protected with plastic sheathing. Agree all wiring runs with architect before proceeding.
<b>D.</b>	<b>Fans</b>	Supply and fix 4 no. 'Ventaxia' extract fans' 100mm diameter to lavatories to be light operated, 1 no. 150mm diameter on separate switch in the kitchen.
<b>E.</b>	<b>Fittings</b>	Switches and sockets are to be from Messrs. M.K. logic range brushed aluminium with plastic inserts.
<b>F.</b>	<b>Power Points</b>	As noted on the dwg. to be double 13 amp switched socket outlets generally at 500mm. above finished floor level and @ 1,200mm above floor level in the kitchen.
<b>G.</b>	<b>Fire</b>	Ceiling mounted smoke & heat detectors wired to mains and with battery back-up; illuminated 'running man' exit sign over d.1.
<b>H.</b>	<b>Low level spurs</b>	For undersink water heater at 500 with neon control switch above units at 1200mm.
<b>I.</b>	<b>Low level socket</b>	For refrigerator, ditto & ditto.
<b>J.</b>	<b>Cooker control</b>	In the kitchen at 1,200mm and spur at low level.
<b>K.</b>	<b>Switched fused spurs</b>	For over sink water boiler @ 1200mm.
<b>L.</b>		For hand dryers in lavatory @ 1500mm. 3 no.
<b>M.</b>	<b>Alarm</b>	Emergency pull cords in lavatories 1,2 & 3 and warning lights in the church adjacent to the existing doors and in the meeting room adjacent to d.3.
<b>N.</b>	<b>Water Heater</b>	Provide and install in accordance with manufacturer's specification current model. Dimplex 10 litre undersink SU Range unventilated water heater to be fitted under units and connected to sink and 'basin; or, similar equivalent to Architect's agreement.
<b>O.</b>	<b>Water Boiler</b>	Wire in 6 kw. counter top unit provided by Employer.
<b>P.</b>	<b>Hand Dryer</b>	Provide and fit 3 no. current model Techniflow Quick-Dri Eco white, <a href="http://www.techniflow.co.uk">www.techniflow.co.uk</a>
<b>Q.</b>	<b>Light fittings</b>	Externally by d.1 Alstdbgri – Eterna Lighting black alu LED bulkhead 365 dia. x 130mm wall fitted switched by D.3.
<b>R.</b>		Rewire salvaged existing LED flood on the church west wall wired from internally.
<b>S.</b>		Internally to ceilings, recessed LED units to layout shown on dwg. 18, to be wide beam Prism Pro Fire Rated downlight CCT Pack 7W ( <a href="http://anselluk.com">anselluk.com</a> ).
<b>T.</b>	<b>Attend</b>	On specialist electrician for heating system, controls & all other trades.



A.	<b>PLUMBING</b>	To be extended from the existing water supply in lavatory 1.
B.	<b>Specialist</b>	Engage a Registered plumber to carry out the installation.
C.	<b>Supply pipes</b>	Connect to existing incoming mains in the existing lavatory and as agreed on site with the Architect.
D.		Supplies to lavatories 2 & 3 to be surface fixed onto the north & east skirtings and to rise to fittings.
E.		Route supply to west via the roof void, all pipework to be below the insulation, exposed sections separately insulated; drops to kitchen to be surface fixed in the store & insulated.
F.		Provide supply to all fittings in 12mm/15mm diameter copper tube from supply; all fitted with in-line valves to cold and to hot from water heater in the kitchen, over basin hand washer in lavatories.
G.	<b>Record</b>	Provide 'as fixed' plan for all mechanical services installations and all operating instructions and advise to building owner's representative.
H.	<b>Sanitary Ware</b>	Supply and fit all complete to manufacturer's instructions:
I.		2 no. Armitage Doc 'M' plus suites of w.c. basin & handrail set complete with chromium plated taps & wastes.
J.		Matching w.c. suite & basin in lavatory 1.
K.		2 no. baby change shelves by Messrs. Magrini MH42 Magrini Ltd, Unit 5, Maybrook Industrial Estate, Brownhills, Walsall, WS8 7DG. Tel: 01543 361172.
L.		3 no. 450 x 600 mirror plates to the lavatories fixed with chromium plated domed headed screws.
M.		3 no. 600mm c.p. towel rails & c.p. paper roll holder.
N.	<b>Handwash</b>	3 no. Messrs. Redring electric over basin handwash units, ref. 13VS manual.
O.	<b>Wastes</b>	Provide & fit 75mm deep seal traps and 50mm u.p.v.c. wastes; to basin & sinks and all connections and, to drainage.
P.		Secure all wastes and pipes along routes agreed on site.
Q.	<b>Attend</b>	On and liaise with all other trades as required.
R.	<b>KITCHEN FITTING</b>	To provide & fit to layout shown.
S.	<b>Kitchen units</b>	And in the cleaner's area lav.1; include the provisional sum of £6,000 (six thousand pounds) and to supply to site and fit as layout shown, c.p. hot & cold taps u.p.v.c. traps and wastes connected to outfall. Leave out for cooker & refrigerator.
T.		To include in the kitchen heavy-duty sink & a half, and 300 dia. handwash basin.
U.		In the cleaner's; Armitage Shanks cleaner's sink & grille, ref. Birch 460mm complete with legs, waste to exg.
V.		Add for profit and plumbing in and all connections.

6,000 00

<b>A.</b>	<b>FLOOR COVERING</b>	To kitchen & lavatories 2 & 3		
<b>B.</b>	<b>Generally</b>	Provide & lay Polyfloor Plus non slip vinyl onto self levelling screed onto prepared screed.		
<b>C.</b>		Extend vinyl to below units in the kitchen.		
<b>D.</b>		Form to 100mm. high cove to walls in lavatories 2 & 3.		
<b>E.</b>	<b>Trim</b>	Provide & fit stainless steel floor trims to doorways.		
<b>F.</b>	<b>Meeting room</b>	Include the provisional sum of £1,000 for superior finish to be laid by specialist' carpet tile or similar to approval. Add for profit & attendance.	1,000	00
<b>G.</b>	<b>DECORATING</b>	To the extension complete.		
<b>H.</b>	<b>Prepare</b>	All areas, rub down to smooth surface and fill all cracks. All paints to be applied in accordance with manufacturer's specification		
<b>I.</b>	<b>Plastering</b>	Apply primer & water based contract matt emulsion in three coats to all areas, cutting-in up to frames and other finishings.		
<b>J.</b>	<b>Metalwork</b>	To heating pipes & radiators; prime, undercoat and eggshell heat resistant oil, Dulux or equivalent to approval; 'dark stone' satin finish.		
<b>K.</b>	<b>New timberwork</b>	Prepare and prime & undercoat all frames.		
<b>L.</b>		Finish eggshell oil internally & gloss oil externally except where supplied painted.		
<b>M.</b>		Allow to touch-in all paintwork on completion.		
<b>N.</b>	<b>Doors</b>	Internal flush doors to remain in factory finish; boarded doors nos. 1, 2 & 3, two coats semi-matt clear sadolins stain.		
<b>O.</b>	<b>Protect</b>	Adjacent surfaces; do not allow paint to stray onto other finishes.		
<b>P.</b>	<b>Paint colours</b>	To be from the Dulux 'Heritage' range to employer's choice as instructed by the Architect.		
<b>Q.</b>		To be agreed on site; prepare a 1 sq.m. sample area prepared for approval by the Architect before proceeding.		
<b>R.</b>		Internal plasterwork 'linen white'; all frames 'midd stone'; metalwork 'dark stone'.		

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	<b>EXTERNAL WORKS</b>	To the east, west & north of the extension		
A.	<b>Break out</b>	In the existing ramp north parapet & reform the wall & handrails to provide a 1,500mm. opening. Handrails to be refinished smooth edge & with the new stanchions adjacent secured to brickwork & resin bedded in concrete base; paint 'cuts' as below.		
B.		Brick & stonework to be requoined.		
C.	<b>Terrace walling</b>	Between the existing ramp & new extension.		
D.		Provide & construct parapet & retaining wall to the west terrace and steps as detailed with facing brick to match the existing, to be built off concrete footings. Take from stone & lay the reclaimed parapet copings. Provide & fix matching cast stone terminal blocks.		
E.	<b>Access steps</b>	To the terrace onto concrete base.		
F.		Provide & lay cast stone pavings to form steps, include ribbed & dimpled finish as shown, to be laid onto concrete & gravel bed, built up in sequence with facing brick risers.		
G.	<b>Handrails</b>	To the west steps be co-ordinated with the nosing line, 25mm. sq. solid galvanised mild steel stanchions welded to 50 x 12 curved top, scroll ends, secured to brickwork & bedded in concrete.		
H.		Apply suitable primer for galvanised finish, 2 x undercoat & gloss black oil Dulux or similar to approval.		
I.	<b>Path</b>	Provide & lay adjacent and to extend the existing path, textured concrete pavings as reclaimed from site, bedded onto compacted sand/hardcore.		
J.	<b>Terrace</b>	Provide & lay concrete base to falls shown on hardcore fill.		
K.		Provide & lay 12mm. thick resin 'bonded gravel' to be 'Harvest Gold' in accordance with the manufacturers recommendations, by Resin Mill Ltd. www.theresinmill.co.uk Tel: 01484 400855.		
L.	<b>Edging</b>	Up to the east side of the terrace to be with vertically set reconstructed stone bevelled tops; bedded & haunched with concrete.		
M.		Provide & lay 50/70 mm. diameter boulders to the trench to 150 depth.		
N.	<b>To all areas</b>	Make good to ground areas disturbed by the works & relay turfs; all to return to the exsiting condition.		
O.	<b>COMPLETION</b>	Clear all debris from site including unused materials and leave the area of work clean, tidy & free of defect.		
P.	<b>General contingency</b>	Include the sum of £5,000 (five thousand pounds) for sundry like for like and unforeseen works to be expended in part or whole as directed by the architect.	5,000	00
<b>Total to tender</b>				

Crewe St Andrew – Toilets and kitchen - Correspondence with parish and others

Attachments are listed according to the numbering on the supporting documents list

- [Attachments in blue are included within the proposals section](#)

Date	Message
<p><b>27/07/2021</b></p> <p>To: Caroline Hilton From: Geoff Allan</p> <p><b>With attachment</b></p>	<p>Further to our telephone conversation late yesterday afternoon please find attached a draft Statement of Needs which explains the issues we face in terms of a deficiency in the provision of toilets within the church building (both disabled and other persons) and also problems in terms of kitchen, office space, children's room and storage provision in particular.</p> <p>We are at a very preliminary stage in our journey to improving the facilities at St Andrews and, as discussed, we would appreciate your informal advice and guidance before we proceed too much further. As suggested, an informal visit for you to look around the Church to see the problems, and perhaps opportunities, first hand would be most helpful.</p> <p>If you would care to contact me to have a further chat once you have had a chance to look at the document that would be very much appreciated. I will, as you suggest, mention this to Graham Holland as well.</p> <p><i>Superseded Statement of needs</i></p>
<p><b>30/07/2021</b></p> <p>To: Geoff Allan From: Caroline Hilton</p>	<p>Thank you for your message and Statement of Needs. It was interesting to read through and to see the variety of uses and activities at St Andrews and its role in the community.</p> <p>I would be happy to visit informally to look around and discuss the needs, issues and opportunities (and take plenty of photos). I would then also report back to the DAC in order for you to be provided with some feedback from the Committee. I could pop over next week, on Wednesday 4 August in the morning, say 10am if you are available then.</p> <p>In the meantime, in case this may be of interest, please see the link to the page on the diocesan website with examples of toilet and kitchenette installations at churches around the diocese: <a href="http://Diocese of Chester   Toilets and kitchens (anglican.org)">Diocese of Chester   Toilets and kitchens (anglican.org)</a></p> <p>In thinking about accessibility you may find this webpage of the diocesan Outreach team helpful:</p> <p><a href="http://Diocese of Chester   Disability and Inclusion (anglican.org)">Diocese of Chester   Disability and Inclusion (anglican.org)</a> . It includes links to organisations supporting accessibility.</p> <p>Please can you let me know if that date is OK for you. If it's not suitable, I can look at an alternative day to visit.</p>



<p><b>30/07/2021</b></p> <p>To: Caroline Hilton From: Geoff Allan</p>	<p>Many thanks indeed for your helpful reply. I and Alan Hurst - the other Warden at St Andrews - will be pleased to show you around the church and to discuss the issues concerned next Wednesday at 10.00 a.m. as suggested, thank you very much.</p> <p>We both look forward to seeing you then</p>
<p><b>25/08/2021</b></p> <p>To: Geoff Allen From: Katy Purvis</p>	<p><b>DAC Advice</b></p> <p>I am writing to let you know that at its meeting of 24 August 2021 the DAC Standing Committee considered the proposals for improving the church facilities and wished to offer the following feedback.</p> <ol style="list-style-type: none"> <li>a. The Sub-Committee appreciated the parish wish to improve the facilities at the church, and how that would consolidate their service to the community</li> <li>b. It therefore awaited initial drawings from their architect for consideration</li> </ol>
<p><b>04/11/2021</b></p> <p>To: Caroline Hilton From: Geoff Allen</p> <p><b>With attachments</b></p>	<p>Further to our previous correspondence regarding this matter, please find attached as requested by the DAC a set of our church architect's drawings showing proposals for improving the provision of toilets at the church, including for the first time a toilet designed to accommodate disabled access requirements, a dedicated kitchen room, an additional store room and a meeting room. These drawings are for the informal comments of the DAC at this stage please.</p> <p>The drawings have been produced following close liaison with our architect Graham Holland and involvement of the PCC Sub-Committee which has been established to progress this project.</p> <p>I have forwarded a copy of the Statement of Needs relating to the project to you previously, but if there is any other information that you require in connection with this matter please let me know. I would perhaps just add that the proposed extension involves the almost complete demolition of the 1960's built flat-roofed vestry which has been a source of maintenance problems to us over some considerable time and this aspect of the project is welcomed too.</p> <p><i>Superseded drawings</i></p>
<p><b>04/11/2021</b></p> <p>To: Geoff Allen From: Caroline Hilton</p>	<p>Thank you for your message and drawings. As discussed in our telephone chat this afternoon, we will add this to the agenda of the forthcoming DAC meeting on 19 November. If we have any queries ahead of the meeting we will contact you, and will write to you following the DAC meeting with the feedback of the Committee.</p>
<p><b>13/11/2021</b></p> <p>To: Geoff Allen From: Graham Holland</p>	<p>Thank you for forwarding to me a copy of the DAC's 'response' to your informal advice request.</p> <p>I contend that the 'new roof' is not "out of context" it follows the pitch line of the existing but without parapets – as are the roofs to the south porch chapel &amp; chancel. The present vestry 'parapets' have been the main cause of the current problems. A 'full description of materials' would be provided also for the planning application to Cheshire East.</p>

	<p>I am sorry to hear that the reviewer is not able to 'visualise' the project in context from the full set of elevation drawings provided.</p> <p>Should you wish to commission a 3d view I would be pleased to oblige. I confirm that the proposed design is to be 'subservient' to the existing building as is 'correct' for the 'domestic' use and so as not to compete with the main church building.</p>
<p><b>24/11/2021</b></p> <p>To: Katy Purvis From: Geoff Allen</p>	<p><b>DAC Advice</b></p> <p>I am writing to let you know the that at its meeting of 19 November 2021 the DAC considered the proposal for the new extension and wished to offer the following informal advice</p> <ol style="list-style-type: none"> <li>a. The Committee encouraged the parish to provide full scheme details including specification, drawings and 3D visualisations and submit a formal faculty application</li> <li>b. It reminded the parish that they would also need to obtain planning permission from the local authority</li> </ol>
<p><b>24/11/2021</b></p> <p>To: Katy Purvis From: Geoff Allen</p>	<p>Many thanks, I'll report the DAC comments back to our Sub-Committee next Wednesday.</p> <p>Once Graham Holland has worked up all the details required, would it be best to apply for and obtain planning permission before applying for the Faculty (just in case the Planning Authority requires any amendments to the scheme) or do we run the two forms of application concurrently? Also, is it necessary to have all the funding available to cover the costs of the work concerned before applying for the Faculty (we would need some grant assistance no doubt) ?</p>
<p><b>25/11/2021</b></p> <p>To: Geoff Allen From: Katy Purvis</p>	<p>I think I would do both at the same time up to a point. When Graham works up all the details, bring it back to DAC to get further informal advice before you go to planning. DAC will expect more detail on the interior and detailing than the local authority, so once the external appearance and interior arrangement is settled you could apply for planning. You might need to keep submitting to DAC while planning is going through. The faculty will have a condition that planning must be in place before you start work, so you could leave the planning application until after the DAC recommend if you wanted to, but it would be better to get it in process earlier. Graham will know when the scheme is at the right stage. You don't need to have all the funds in place, in fact many grants will want you have faculty before they will issue any funding. You should speak to Emily Allen, Church Buildings Missioner about grants, Emily is leaving the diocese at the end of the year, so please contact her before she goes, she knows much more about funding than we do.</p>
<p><b>25/11/2021</b></p> <p>To: Katy Purvis From: Geoff Allen</p>	<p>I've invited Emily to our next Sub-Committee meeting on Wed 8th December to talk to us about funding, but as she has been on sick leave I'm not sure yet if she can attend.</p> <p>One last question if I may; how long does a Faculty last before it expires and the authorised work cannot be implemented (I know it's 3 years for a planning permission)</p>
<p><b>25/11/2021</b></p>	<p>That's good news, I hope Emily will be well enough by then</p>

<p>To: Geoff Allen From: Katy Purvis</p>	<p>A faculty lasts for a year, but you can apply for a time extension, which would not be a problem for a complex project like an extension</p>
<p><b>04/07/2022</b></p> <p>To: Katy Purvis From: Alan Hurst</p>	<p>Many thanks for your advice last week in our phone conversation.</p> <p>I have now uploaded the drawings supplied by our architect Graham Holland together with a design and access statement and a schedule of work and specification also provided by Graham. He has indicated to us that with these documents we should not need to provide separate statements of significance or need. We would welcome your advice on this.</p> <p>The drawings are uploaded as a zip file containing 18 pdf files. Please let me know if they should be uploaded as separate files.</p>
<p><b>21/07/2022</b></p> <p>To: Katy Purvis From: Nigel Lea</p> <p><b>With attachments</b></p>	<p>Graham asked me to send to you dwgs. 19 &amp; 20. I attach.</p> <p><a href="#">4) Further two drawings</a></p>
<p><b>26/07/2022</b></p> <p>To: Geoff Allen, Alan Hurst From: Katy Purvis</p>	<p><b>DAC Advice</b></p> <p>I am writing to let you that at its meeting of 22 July 2022 the DAC standing committee considered the proposals for the new church extension.</p> <p>The standing committee resolved to recommend the scheme, subject to the following provisos</p> <ol style="list-style-type: none"> <li>1. The DAC to be provided with details of the type of brick proposed once this is known</li> <li>2. The works to be under the direction and subject to the inspection of the Scheme Architect</li> <li>3. Any electrical works should be carried out by an electrical contractor accredited with the NICEIC or ECA, to the standards recommended in the Churchcare "Guidance Note: Electrical Wiring Installations in Churches" available via <a href="https://www.churchofengland.org/sites/default/files/2018-11/CCB_Electrical-wiring-installations-in-churches_Apr-2013.pdf">https://www.churchofengland.org/sites/default/files/2018-11/CCB_Electrical-wiring-installations-in-churches_Apr-2013.pdf</a></li> </ol> <p>This means that Caroline will shortly be able to raise the notification of advice, and you will be able to post the public notice.</p>