

## Caroline Bell

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**From:** info@cherylwardplanning.co.uk  
**Sent:** 31 January 2022 09:08  
**To:** Planning  
**Subject:** Condition Verification Check of Conditions 03 and 04 at Flat 11 Woodlands, Sleights - NYM/2019/0874/LB  
**Attachments:** Schedule of Works - Flat 11.pdf  
**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Dear Planning

### **Condition Verification Check of Conditions 03 and 04 of Listed Building Consent NYM/2019/0874/LB at Flat 11, Woodlands, Sleights.**

Please find attached details relating to the discharge of conditions relating to the above listed building consent:

- **Condition 03** - 1 no. details of internal door similarly to match other internal doors inside Flat 11 - <https://www.dooronlineuk.co.uk/internal-doors/oak-internal-doors/andria-oak-door-with-raised-mouldings/>  
[https://www.dooronlineuk.co.uk/internal-doors/oak-internal-doors/andria-oak-door-with-raised-mouldings/?attribute\\_pa\\_choose-a-size=1981mm-x-762mm-x-35mm-30&gclid=Cj0KQCQiAxc6PBhCEARIsAH8Hff3zERpRzQYrbxgo2NvClOvo5NC4voBZ7TIEctYKjhE3XTiCMjlOywwaAmJYEALw\\_wcB](https://www.dooronlineuk.co.uk/internal-doors/oak-internal-doors/andria-oak-door-with-raised-mouldings/?attribute_pa_choose-a-size=1981mm-x-762mm-x-35mm-30&gclid=Cj0KQCQiAxc6PBhCEARIsAH8Hff3zERpRzQYrbxgo2NvClOvo5NC4voBZ7TIEctYKjhE3XTiCMjlOywwaAmJYEALw_wcB)
- **Condition 04** - With regard to internal walls and floors - see Section 4 of the attached Schedule of Works.

I trust that the above will be of assistance and allow the conditions to be formally discharged. If any questions arise please do not hesitate to contact me.

Kind regards

Cheryl

Cheryl Ward Planning  
MSc MRTPI (Chartered Member)



Alterations and Conversion of Lift Shaft to form Study/Bedroom 3

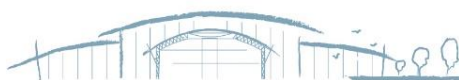
at

Apartment 11, The Woodlands, Sleights, Whitby, North Yorkshire,  
YO21 1RY

For

Mr. J. & Mrs E. A. Ransford

Schedule of Works



imaginative architecture + engineering design

<sup>TM</sup>  
**bhd**  
partnership

**Address:** Airy Hill Manor, Whitby, North Yorkshire YO21 1QB

**Tel:** 01947 604871

**Email:** [general@bhdpartnership.com](mailto:general@bhdpartnership.com)

**Website:** [www.bhdpartnership.co.uk](http://www.bhdpartnership.co.uk)

ITEM	DESCRIPTION	COST
1.0	<b><u>GENERAL</u></b>	
1.1	Contractor must visit site to ensure all site constraints are known before submitting a Tender for the works. The site is wholly owned by the clients and all works and storage must be on the client's land.	
1.2	A general agreement covering contractual matters is to be signed prior to commencement of works. JCT Minor Works (with contractor's design element).	
1.3	Unless specifically instructed all waste is to be disposed of by the contractor using licensed operators.	
1.4	The contractors and sub-contractors shall provide proof the materials used are as stated or specified on the drawings if requested to do so by the supervising officer.	
1.5	Site administration and security shall be responsibility of the contractor. All to be locked/boarded up when no work people are on site. All keys to be handed to employer on completion.	
1.6	The works shall be protected from inclement weather by the contractor. Protection to all works generally shall be the contractor's responsibility and he shall be required to make good any damage at his own cost to satisfaction of the supervising officer.	
1.7	The contractor to provide a list of proposed sub-contractors and a detailed programme clearly establishing the sequence of all operations and the time limits within which each must be completed. Both of the above to be submitted to the supervising officer or client prior to acceptance of the tender.	
1.8	The contractor shall take all steps necessary to avoid nuisance from dust, water, mud, rubbish, noise or any other cause. This includes the shared access and road where demolished material will be transported.	
1.9	The contractor shall provide adequate insurance cover for the works and third-party liability. Proof of cover to be provided to the supervising officer prior to the commencing of work.	
1.10	Commencement date for the works to be by agreement.	

1.11	Scheduling of progress payments to be agreed although generally in accordance with the JCT Contract.
1.12	There will be retention of 5% on all payments reducing to 2½% during the defects liability period of six months from practical completion.
1.13	If any defect occurs during the construction work or within the defects liability period which is a result of faulty materials or workmanship the contractor shall carry out the necessary remedial work at his own cost. If the contractor fails to do so the employer shall be entitled to have the remaining work carried out by others and deduct all costs associated from the sum due to the contractor.
1.14	The contractor shall allow for supply of samples of materials etc. as requested by the supervising officer or employer.
1.15	<p>a. The contractor to provide all small plant tools mechanical plant scaffolding and boards as required for the execution of the works.</p> <p>b. Skips and disposal of all waste to licensed recycling centre.</p>
1.16	The works are to be carried out in accordance with all details in this schedule and all items shown on drawing D11613-01A. 02A, 03B and 04A.
1.17	<p><b><u>Asbestos</u></b>  <b>Client to provide Type 3 Asbestos Survey for the existing building to provide evidence that there is not any asbestos within the area of the proposed work.</b></p> <p><b>Contractor to be vigilant and should any material in the work area be suspected as ACM's work must cease and the client informed.</b></p>
1.18	<p><b><u>Health and Safety</u></b></p> <p>The works must comply with CDM Regulations 2015. Whilst the works are of a standard nature and therefore design risks are "normal," the works must be covered by a Construction Phase Health and Safety Plan.</p>
1.19	<b><u>Planning, Listed Building and Building Regulations</u></b>
1.20	Planning and Listed Building consent must be obtained from the North York Moors National Park Authority before the commencement of the works and any Planning or Listed Building conditions must also be discharged.

	<p>The Contractor must ensure that the proposed works comply fully with these consents.</p>	
1.21	<p>The works must be subject to North Yorkshire Building Control Approval, BHD to provide reference. Contractor to liaise with Building Control during works and to obtain a Certificate of Completion to hand to the client at the end of the works or at Practical Completion Stage.</p>	
1.22	<p>All works shown on drawings and written in schedule to be included.</p>	
1.23	<p><u>Party Wall Works</u></p> <p>If works affect the Party Walls on either side then the Party Wall Act will apply and its requirements addressed.</p>	
1.24	<p><u>Property Management Company</u></p> <p>The client is to ensure that the Property Management Company is aware of the proposed works and granted consent for these to be carried out. A copy of that consent is to be handed to the Contractor for that file.</p>	
1.25	<p><u>Services</u></p> <p>The Contractor is to check and locate the position and size of all services within the area of work and to make safe and arrange for temporary supplies for all of these prior to commencement of the works.</p>	
<b>2.0</b>	<p><b><u>Description</u></b></p>	
2.1	<ul style="list-style-type: none"> <li>- The works involve the conversion of the lift shaft to form a Study/Occasional Bedroom 3, with access from the existing Entrance Hall in Apartment no. 11.</li> <li>- A Conservation Roof Light to be fitted within the roof to the Study/Bedroom and within the roof to the existing Kitchen.</li> </ul>	

<b>3.0</b>	<b><u>Stripping Out and Demolition</u></b>	
3.1	Remove existing steel door and frame to lift shaft and remove from site.	
3.2	Carefully demolish existing masonry wall to each side of lift shaft door and <u>note</u> ; wall adjacent to Kitchen of Apartment no.11 must be dealt with very carefully to ensure no damage occurs.	
3.3	Strip out and relocate existing radiator and associated pipework in the Entrance Hall at lower level, to allow for work to form new door opening into proposed Study/Bedroom 3.	
3.4	Cut out and form door opening to proposed Study/Bedroom 3. Remove all masonry and debris from site to an approved waste recycling centre. Provide and fix temporary supports to wall above.	
3.5	Investigate higher levels within the lift shaft to establish whether a ceiling is in place or not and its position plus condition. Allow a sum to remove some form of ceiling and disposal of materials to waste recycling centre.	
3.6	Some means of access to provide safe working in the lift shaft will be necessary, possibly by erection of a tower scaffold from the floor below. This to be discussed and agreed prior to commencement of the works.	
<b>4.0</b>	<b><u>General Building Works</u></b>	
4.1	Construct acoustic insulated timber lining wall to the inside of the existing arched wall using 2 no. layers of 100 x 75 mm C24 tanalised timbers at 400 mm centres with 100mm acoustic insulation between and two layers of 12.5mm plasterboard and skim or one-layer 15mm fire liner plaster board plus 5mm skim to provide 1-hour fire resistance.	
4.2	Provide and fix lintel above proposed door opening, allowing for door at 840 mm wide x 1981 mm high plus frame. Lintel steel cantic or P.C. reinforced concrete at 215mm high plus end bearing of 150mm minimum and tray dpc above.	
4.3	Construct timber floor level with existing lower floor using 25mm T & G floor boards on 120 x 50 mm joists running across the short span or 170 x 50 mm joists running across the long span C24 grade at 400mm centres and fixed to stainless steel hangars attached to 195 x 75mm	

	C24 grade timber resin bolted to existing lift shaft walls on all four sides.	
4.4	Provide and fit minimum of 150mm rock wool insulation between the joists and construct a ceiling below using 15mm fire-liner plaster board and 5mm plaster skim finish.	
4.5	<p>a. Construct internal lining walls to lift shaft, consisting of 38mm x 25mm tanalised timber battens or 50 x 50 mm tanalised timber stoothing and 38mm Kingspan insulation between plus 12.5mm foil backed plasterboard and skim.</p> <p>b. Allow for application of 25mm damp proof render systems to all four walls if found to be damp and/or out of plumb prior to construction of lining walls as 4.6a.</p>	
4.6	Construct ceiling at high level using same methodology as Item 4.4, using 120 x 50 joists C24 grade across the short span or 170 x 50mm C24 Grade across the long span and fixed into stainless steel hangars at minimum 400 centres attached to 170 x 75mm C24 grade runners resin bolted to perimeter walls.	
4.7	Provide and lay minimum of 300mm Rock wool insulation over the joists for insulation but not over any spotlights fitted within the ceiling.	
4.8	All clad with 25mm insulated plasterboard and 5mm plaster skim finish.	
4.9	Inspect existing roof timbers and felt plus battens and slates.	
	Cut out roof and form opening for velux conservation style rooflight (electrically operated), 980mm high x 760mm wide and trim the opening and rafters using 2 no. 120 x 50mm rafters bolted together on all four sides or size to match existing rafters.	
4.10	Cut out and repair or replace any existing rafters affected by dampness or rot, or dry rot and treat accordingly by specialist contractors, such as Peter Cox Ltd or Rentokil Ltd and obtain a satisfactory guarantee on conclusion.	
4.11	Provide and fix cast-iron Conservation style rooflight from the Rooflight Company, top opening for 622mm high x 463mm wide plus all trims and flashings suited to the type and size of roof tiles or slates and make good the roof around the opening.	

4.12	a.	Provide and fix minimum 150mm Kingspan insulation between the rafters plus a 50mm air gap between the insulation and the underside of the existing roofing felt.
	b.	Provide and fix additional timbers to the underside of the existing rafters, sized to match the insulation exposed and make good.
4.13		Under draw the rafters and insulation using 50mm insulated plasterboard plus 5mm plaster skim finish and make good.
4.14	a.	Cut out the Kitchen ceiling to form access for sun tube to roof level.
	b.	Cut out roof and form opening for cast-iron rooflight, by the Rooflight Company, at 622mm high x 463 mm wide. Provide and fix double timber trimmers, bolted together and the sun tube plus all trims and flashings suited to the type and size of roof tiles or slates and make good the opening around the openings.
4.15		Provide and lay 300mm Rock wool insulation over the existing ceiling to accord with Building Regulations (but not over any mini-spot lights).
4.16		Plaster skim and make good the opening at ceiling level around the glazed panel provided as part of the sun tube package.
4.17		Provide and fix timber internal FD 31 door at 840mm wide x 1981 high to match existing apartment doors, with frame to suit, intumescent strips and door furniture to match existing.
4.18		Provide and fix timber architraves to both sides of the proposed door opening to match the existing apartment and make good.
4.19		Provide and fix timber skirting boards to all new walls to match existing apartment and corridor and make good.
<b>5.0</b>		<b><u>Electrics</u></b>
5.1		Extend existing electrical wiring systems for the following which <u>must be</u> discussed and agreed with the clients prior to first fix work: -
5.2	a.	2 no. double socket outlets.
	b.	1 no. lighting track or wall lighting.
	c.	TV socket.
5.3		Specification and finish for socket outlets and light switches to match existing apartment.



5.4	All works to be designed, carried out, tested and certified by professional, registered Electrical Engineer.	
<b>6.0</b>	<b><u>Heating</u></b>	
6.1	Alter and extend existing piping and heating system to connect and to provide and fix the following: -	
6.2	Radiator in Entrance Hall relocated to suit the clients.	
6.3	New radiator in Study/Bedroom 3.	
6.4	Independent control valves to both radiators.	
6.5	Test and balance the system.	
6.6	All works to be designed, carried out, tested and certified by professional registered heating engineer on completion.	
<b>7.0</b>	<b><u>Finishes</u></b>	
7.1	Decorate Entrance Hall, Study/Bedroom 3. Kitchen ceiling and external corridor wall plus ceiling as a minimum.	
7.2	(Extent of decoration to be confirmed by clients.)	
7.3	General specification as follows: -	
a.	Ceilings - 1 coat matt white emulsion as a mist to cover new plaster. - Plus, minimum 2 no. full coats of white emulsion.	
b.	Walls - 1 coat magnolia matt emulsion or silk mist coat to cover new plaster. - Plus, minimum 2 no. full coats of magnolia emulsion or colour and finish to suit clients.	
c.	Architraves and skirting boards plus window frame (2 no. sides) in 1 coat primer plus 2 coats white under coat and 2 no. coats white gloss or satin paint to suit clients.	
7.4	All paint used to be a professionally recognised brand. Work to be carried out by professional, experienced painting and decorating contractor.	
	Note: Floor coverings, blinds etc. to be provided by clients.	

<p>8.0</p>	<p><b><u>Any other works identified by or considered necessary or advisable by the contractors.</u></b></p>	
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<b>9.0</b>	<b><u>Summary of Costs</u></b>	
9.1	General and Preliminary Costs	
9.2	Description of Works	N/A
9.3	Stripping out and Demolition.	
9.4	General Building Works <ul style="list-style-type: none"> <li>- Walls</li> <li>- Ceilings</li> <li>- Floors</li> <li>- Insulation</li> <li>- Cast-iron rooflights</li> <li>- Door</li> <li>- Internal joinery</li> </ul>	
9.5	Electrics	
9.6	Heating	
9.7	Finishes/Decoration	
9.8	Any other works considered necessary/advisable by Contractor	
	Total Cost	
	_____	_____
	Plus, VAT at 20%	
	_____	_____
	Contract total sum	
	_____	_____
	10% of total cost as contingency sum for any unforeseen works.	
	_____	_____

**From:** [info@cherylwardplanning.co.uk](mailto:info@cherylwardplanning.co.uk)  
**To:** [Planning](#)  
**Subject:** Re: Condition Verification Check of Conditions 03 and 04 at Flat 11 Woodlands, Sleights - NYM/2019/0874/LB  
**Date:** 04 February 2022 15:10:53  
**Attachments:** [image.png](#)  
[image001.png](#)  
[ORIRI\\_Iris-Rm\\_Unfinished\\_Oak\\_Solid\\_Raised-And-Fielded-Panel\\_Lifestyle.jpg](#)

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Dear Planning

Further to our email of 31 January the applicant has been in contact with the Building Inspector who is insisting that the internal door must be a fire door as it may be used as a bedroom. The Andria door initially sent therefore cannot be utilised as a fire door. So we wish to submit an alternative door - Iris RM FD30 fire door - which also is a good match to the existing internal doors with the flat itself.

The flats is part of the modern extension rather than within the original Woodlands building.

Revised door detail in relation to **Condition 03** - see attached.

Kind regards

Cheryl

Cheryl Ward Planning  
MSc MRTPI (Chartered Member)



1/01/2022 09:07 info@cherylwardplanning.co.uk wrote:

Dear Planning

**Condition Verification Check of Conditions 03 and 04 of Listed Building Consent NYM/2019/0874/LB at Flat 11, Woodlands, Sleights.**

Please find attached details relating to the discharge of conditions relating to the above listed building consent:

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- **Condition 04** - With regard to internal walls and floors - see Section 4 of the attached Schedule of Works.

I trust that the above will be of assistance and allow the conditions to be formally discharged. If any questions arise please do not hesitate to contact me.

Kind regards

Cheryl

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MSc MRTPI (Chartered Member)



NYMNPA

04/02/2022



NYMNPA

04/02/2022