

Tim Ellis
Historic Buildings Conservation Architect
Parsonage House The Street Smarden Kent TN27 8QA
timellisarchitect@btinternet.com
Tel: 01233 770498

East Court Manor
Church Lane, Chalk DA12 2NL

Heritage Statement

1.00 Introduction:

- 1.01 East Court Manor (formerly East Court Farmhouse) is located on the East side of Church Lane approximately 200m before its junction with Lower Higham Road.
- 1.02 The house is two storeys tall constructed in brick beneath a substantial pitched and hipped tiled roof.
- 1.03 The house was Listed Grade II on the 23rd of January 1952. The List Entry Number is: 1089045.

The Listing description reads as follows:

2. An L-shaped C18 farmhouse, 2 storeys red brick. 3 windows facing west and 3 windows facing south. Hipped tiled roof with coved wooden cornice. Ground floor windows are 3-light sashes and have cambered heads. Unusual doorcase with pilasters, moulded surround set in the centre of these, projecting cornice over, rectangular fanlight and door of 6 moulded and fielded panels.

- 1.04 A search of the Gravesham Planning website yielded no applications for Planning Permission or Listed Building Consent for East Court Manor. The search did reveal that the nearby barns, once part of East Court Farm, received Planning Permission and Listed Building Consent for conversion in 2004 and were subsequently converted.
- 1.05 The estate agent's photographs were taken in November and December 2021. My Clients purchased East Court Manor in March 2022. Unauthorised building works commenced in March and ceased at the beginning of November 2022 following the threat of enforcement action ref: 22/00187/EN.
- 1.06 I was appointed in December 2022 to assess works to the house and liaise with Gravesham Borough Council with a view to submitting an application for Listed Building Consent to regularise the alterations where the Council deem them to be acceptable and to agree rectification measures where the Council considers works to be harmful to the historic building.

A site meeting, attended by my Client and Ian Brown from Gravesham Borough Council, took place on the 13th of February 2023 during which the works

implemented were discussed in conjunction with the Schedule referred to in item 1.08 below.

- 1.07 This Heritage Statement is to accompany applications for Listed Building Consent (LBC) and Planning Permission (PP) with a view to regularising the unauthorised works and obtaining LBC and PP for works which have not yet been implemented.
- 1.08 A separate schedule, with a description of works undertaken by my Clients and accompanied by a record of notable features which survive and are to be retained, accompanies this document.

2.00 Building Assessment:

- 2.01 The principal, West elevation, faces Church Lane and is a symmetrical composition with a central doorcase flanked by sash windows fitted with margin lights. At first floor level three further sash windows are centred on the ground floor openings. A more or less central chimney stack punctuates the roof.
- 2.02 The South elevation is also visible from the lane and whilst this too is symmetrical (with the exception of a less visible addition to the rear) it is more informal and is gabled, rather than hipped at its far end.
- 2.03 The remaining elevations are not visible from the road. The North elevation faces a secluded garden and is similar to the South elevation albeit less symmetrical and fitted with three dormer windows.
- 2.04 The rear (East) elevation is somewhat haphazard; it was never symmetrical and it has also received two extensions – one a small two storey ‘block’ and the other a rather utilitarian single storey outhouse albeit of generous proportions. Both extensions probably date from the late nineteenth century.

The main feature of this elevation is the rather discordant asymmetry of the roof over the landing, presumably to achieve headroom over the staircase, which is weathered in slate in contrast to the more conventional, and steeply pitched, tiled roofs.

- 2.05 The house also has a cellar comprising of two rooms beneath the West frontage and illuminated by lightwells in the South and North elevations.

It is worth noting that the window in the South elevation retains its original frame complete with four pintles. The pintles confirm that the window would have been a leadlight and such windows would have been typical for a seventeenth century house.

The basement walls are constructed in brick and have been painted. Floors are also brick. Ghostings of laths indicate that the basement ceilings were once plastered. The ceilings were probably removed some time ago since steel posts have been inserted to support the spine beams where they have settled due to their bearing ends decaying where built in to external [damp] walls.

- 2.06 Barns and outbuildings, once part of East Court Farm, are located in close proximity to the East. The barns are now in separate ownership but two parallel ranges of single storey outbuildings run away from the East elevation.
- 2.07 Internally, numerous exposed spine and other beams, with heavy chamfer and stop mouldings clearly indicate that East Court Manor has C17 origins. The presence of these beams suggest that the original house was 'L' shaped.
- 2.08 Most internal joinery appears to date from the early C19th and would be contemporary with the slate roof mentioned under the East elevation. There is a clear hierarchy in the joinery with a preponderance of six panel doors at ground floor level, four panel doors with bead flush and panel mouldings at first floor level (although somewhat curiously, the bead flush door fronts face the landing with the panels enjoyed by the rooms) and plain square edged panelled door and plank doors in the attic.

Photographs, taken by the estate agent, reinforce this architectural hierarchy as they show deeper, more elaborate, skirting boards to the ground floor rooms, diminishing to plain square edged skirtings in the attic.

- 2.09 Numerous ground and first floor sash windows are fitted with shutters and apron panels and a significant amount of hand-blown glass survives.
- 2.10 It is evident that there are multiple phases of work at East Court Manor: the original C17 house, extensive late Georgian remodelling and extension and late C19th additions to the rear.

3.00 Works to be retained:

- 3.01 In conjunction with offering improvements to the house, it is requested that the following works already executed be retained:
- 1 walls, coving and ceilings which have been plasterboarded.
 - 2 insulation to external walls where 25mm Celotex (or equivalent) has been fitted prior to the application of plasterboard.
 - 3 the studwork partition constructed in the rear hall to enlarge the cloakroom such that it may accommodate a shower as well as a wc and basin.

4.00 Works to be reversed and removed:

- 4.01 The following features have been removed and are to be reinstated:
- 1 Kitchen fire surround
 - 2 Dado panelling in the sitting room.

- 3 Apron panelling beneath window GFW8.
- 4 Fireside cupboard and door FFD10 to bedroom 3
- 5 Skirting boards throughout of which there are numerous patterns and sizes reflecting the various hierarchies of rooms.

These works are described in the schedule which follows.

5.00 Proposed works:

5.01 Externally:

5.02 West elevation:

- 5.03 Remove modern dwarf brick walls framing path leading to doorcase together with their footings. Note that the original York stone paving slabs between these modern walls are to be retained insitu.
- 5.04 Reinstate lower sashes to the West elevation windows GFW1 & 2. The replacement sashes to include glazing bars.
- 5.05 Repair doorcase replacing missing plinth, removing decay to cornice and piecing in new section of timber profiled to match. Re-secure right-hand doorcase pilaster to brickwork.

Renew leadwork to hood using Code 5 lead with a clipped and welted downstand to the three edges and a Code 5 lead cover flashing to the head which is also to be clipped to resist wind uplift.

- 5.06 Carefully pick out cement pointing where identified by drawing ECM/0123/04 and repoint with lime mortar. Do NOT use power tools to remove the cement mortar. Suggested mortar mix as follows: 1 part lime : 1 part washed sharp sand : 2 parts silver sand. This will make a white mortar. The mortar mix may need to be tweaked for a better match to the original mortar. The mortar is to be tamped/stippled whilst 'green' to coarsen the finish.

Fortunately, much original pointing survives and this should be retained. Where joints are eroded, some judicious repointing, using a lime mortar (with NO cement) should be undertaken and the joints recessed minimally and tamped whilst 'green'.

- 5.07 Install 2No. CCTV cameras in the positions shown on drawing ECM/0123/04.
- 5.08 Two modern 'Georgian' style light fittings have been removed but set aside for reinstatement.

Two free-standing lamp posts are proposed either side of the doorcase.

5.09 South elevation:

- 5.10 Construct new dormer window D4, to provide additional daylight to bedroom 9. The dormer to be centred over the central first floor window thereby maintaining the symmetry of the elevation. Fortunately, this position works well with the need for natural light distribution within the attic bedroom.

Dormer to have purpose made casements and pitched tiled roof fitted with bonnet hips and hogsback ridge tiles.

The underside of the dormer cill is to be 915mm above the attic floor level.

- 5.11 Carefully pick out cement pointing where identified by drawing ECM/0123/04 and repoint with lime mortar. Do NOT use power tools to remove the cement mortar. Suggested mortar mix as follows: 1 part lime : 1 part washed sharp sand : 2 parts silver sand. This will make a white mortar. The mortar mix may need to be tweaked for a better match to the original mortar. The mortar is to be tamped/stippled whilst 'green' to coarsen the finish.

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- 5.12 Install 2No. CCTV cameras in the positions shown on drawing ECM/0123/04.
- 5.13 Remove existing timber kerb protecting the basement lightwell which is decayed and the bars are falling out. Replace with 63 x 225mm York stone capping laid on the lightwell retaining wall brickwork. The stones are to have a 20 x 20mm rebate to the inside edge to receive a purpose made metal grille. The grille is to have a chain linked to a hook in the lightwell to prevent the grille being removed from above but to allow the chain to be disconnected from below and the grille removed in case escape is required from the basement.
- 5.14 Construct French drain to external wall ensuring that the excavations do not extend below the footings. Drain approximately 300mm wide x up to 450mm deep and filled with pea shingle.

5.15 East elevation:

- 5.16 See under "Outhouse" for works to the recently rebuilt single-storey addition.
- 5.17 Modern (1960's/70's?) window, with top-hung fanlight, to be removed and replaced with a purpose made three-over-six sash window FFW7.
- 5.18 Carefully pick out cement pointing where identified by drawing ECM/0123/04 and repoint with lime mortar. Do NOT use power tools to remove the cement mortar. Suggested mortar mix as follows: 1 part lime : 1 part washed sharp sand : 2 parts silver sand. This will make a white mortar. The mortar mix may need to be tweaked

for a better match to the original mortar. The mortar is to be tamped/stippled whilst 'green' to coarsen the finish.

Fortunately, much original pointing survives and this should be retained. Where joints are eroded, some judicious repointing, using a lime mortar (with NO cement) should be undertaken and the joints recessed minimally and tamped whilst 'green'.

- 5.19 Install 1No. CCTV camera in the position shown on drawing ECM/0123/04.
- 5.20 Install wall-mounted light fitting between door GFD2 and window GFW5.
- 5.21 To the right of window GFW7 the hopper and downpipe, previously collecting bathroom waste water, will be removed.

5.22 North elevation:

- 5.23 Truncate external soil pipe retaining the cast iron sections and removing the plastic components which are generally from first floor level and above. The soil pipe is to be re-routed internally and vent via one of the redundant chimney flues where flexible ducting will be used.
- 5.24 Construct two oversailing brick courses and two top courses to the chimney stack and cap with 3No. terracotta chimney pots. Mushroom ventilators to be fitted to two pots and a terminal to the third which conceals the SVP.
- 5.25 Remove 3No. uPVC dormer windows (these being unauthorised alterations) and replace with dormers D1, 2 and 3 having purpose made casements and pitched tiled roofs fitted with bonnet hips and hogsback ridge tiles.

The underside of the dormer cill is to be 915mm above the attic floor level.

- 5.26 Carefully pick out cement pointing where identified by drawing ECM/0123/04 and repoint with lime mortar. Do NOT use power tools to remove the cement mortar. Suggested mortar mix as follows: 1 part lime : 1 part washed sharp sand : 2 parts silver sand. This will make a white mortar. The mortar mix may need to be tweaked for a better match to the original mortar. The mortar is to be tamped/stippled whilst 'green' to coarsen the finish.

Fortunately, much original pointing survives and this should be retained. Where joints are eroded, some judicious repointing, using a lime mortar (with NO cement) should be undertaken and the joints recessed minimally and tamped whilst 'green'.

- 5.27 Install 1No. CCTV camera in the position shown on drawing ECM/0123/04.
- 5.28 Install wall mounted lantern fittings as shown on drawing ECM/0123/04.
- 5.29 Install 2No. security lights at high level just beneath the eaves cornice.

- 5.30 Remove existing timber kerb protecting the basement lightwell which is decayed and the bars are falling out. Replace with 63 x 225mm York stone capping laid on the lightwell retaining wall brickwork. The stones are to have a 20 x 20mm rebate to the inside edge to receive a purpose made metal grille. The grille is to have a chain linked to a hook in the lightwell to prevent the grille being removed from above but to allow the chain to be disconnected from below and the grille removed in case escape is required from the basement.

5.31 Outhouse:

- 5.32 The outhouse roof has been pitched and felted but not yet tiled. When the outhouse roof is constructed, the verges must be fitted with tiled undercloaks in matching clay tiles. Hogsback profile ridge tiles should be used at the apex of the roof. Tile-and-a-halves must NOT be used as these are not appropriate for an historic building.

Roof with hand-made clay peg tiles manufactured by Spicer Tiles
<https://spicertiles.co.uk/product-category/handmade-roof-tiles/handmade-peg-roof-tiles/>

The tiles are to be in a blend of colours as follows: 5% Dark Antique : 35% Medium Antique : 60% Red Antique all randomly mixed. Matching bonnet hip and hogsback ridge tiles by Spicer Tiles are to be used.

- 5.33 Point rebuilt extension with lime mortar using the same mix specified for external repointing to the house. Ensure that the existing bricks and mortar are thoroughly dampened, immediately prior to pointing, so that water isn't drawn too quickly from the lime mortar as this may cause it to crack.
- 5.34 Install a CR13-3 Conservation rooflight, by the Rooflight Company
<https://www.therooflightcompany.co.uk/shop/cr-13-conservation-rooflight> and operated by a pole winder, to the North facing roof slope.

Half tiles are to be used at the abutments to the rooflight and under NO CIRCUMSTANCES are tile-and-a-halves to be used.

- 5.35 Manufacture and fit purpose-made half-glazed door GFD2 complete with frame.
- 5.36 Manufacture and fit purpose-made three light window GFW5 with a frame copied from the one which was removed. Note that the sashes are not to match those which were removed as they were clearly later replacements with inappropriate glazing bars.

5.37 External garden walls and Church Lane entrance:

- 5.38 Where the outbuilding approaches the North-east corner of the house, a brick wall extends to the house and there is an opening for a gate. Whilst the gate is missing, the historic frame survives and should be retained.

There is a crack where the spring of the arch meets the house; the crack is to be raked out and re-pointed – whilst this won't address any structural defects it will at least enable this junction to be monitored to assess whether structural movement is ongoing.

- 5.39 A flint and brick wall forms a boundary between the East edge of the lawn to the South of the house and what was formerly the courtyard leading to the barns and outbuildings. Here, a mature lime tree has displaced and fractured the wall.

It is proposed to dismantle the wall where it has been most affected by the tree's growth and to rebuild it as a curved wall with its radius roughly centred on the tree to accommodate future growth. The rebuilt wall will re-use salvaged material and have the same form of construction namely flint facings beneath a brick on edge capping over a chamfered brick course. The rebuilt section of wall will be bonded to the retained walling at each end.

- 5.40 Automated gates are proposed for the Church Lane access drive and proposals for these are illustrated by drawing ECM/0123/07.

5.41 Outbuilding:

- 5.42 It is proposed that one bay of the outbuilding is used as a plant room containing a boiler, hot water cylinder and electrical equipment.

The boiler flue will be a horizontal flue through the rear (North) wall.

- 5.43 At present the room is open to the apex of the roof. It is proposed to construct ceilings (both flat and coved) which would be insulated. Similarly, the walls would also be dry-lined and insulated.

- 5.44 The roof has no felt and the condition of the tiling suggests that re-roofing should be considered. Thus, the application includes stripping and re-tiling the outbuilding roof, adding breathable roofing felt. Re-roofing will include re-using sound peg tiles with deficiencies made up either with matching reclaimed tiles or new Spicer tiles subject to confirming that they are compatible ie. the same size. The additional tiles, whether reclaimed or new, are to be mixed randomly with the salvaged tiles to avoid patches.

- 5.45 The plant room would be linked to the house via an underground duct in which services would be concealed. These would enter the North-east corner of the house where there is a suspended floor beneath the living room.

6.00 Internally:

6.01 Ground floor:

6.02 Vestibule:

- 6.03 Plaster finishes have mostly been replaced with the exception of the ornamental plaster panel over glazed doors GFD3 although this has been damaged (almost half is missing) as is the roll moulding to the soffit of the arch. This will require specialist repair to restore it.
- 6.04 Two fluted timber pilasters were fitted beneath the spring of the arch – the one to the right-hand wall survives insitu whilst the other survives but has been detached. It must be retained and reinstated.

These fluted pilasters are to be replicated for the missing pilasters in the hall.
- 6.05 The front door rim lock requires a spun brass knob (Tim Ellis has supplied one from his stocks of salvaged door furniture) to the interior side. The cast iron keep is missing and a new one is to be fitted.
- 6.06 There is a modern (1970's?) glazed screen separating the vestibule from the hall comprising of a pair of doors, GFD3, with fixed sidelights and a fanlight. Three panes of glass, to the sidelights and fanlight, are broken and will be replaced with toughened glass.
- 6.07 A soil pipe will be required to serve the proposed ensuite shower room at first floor level. It is proposed that this be fitted in the North-west corner and concealed within splayed boxing on the basis that a splay is less evidently pipe boxing.
- 6.08 Skirting boards are to be reinstated and will match those to the hall.

6.10 Entrance hall:

- 6.11 Two fluted timber pilasters are to be manufactured, to match those in the vestibule, and reinstated beneath the arch.
- 6.12 The walls and ceiling have been plasterboarded. The new plaster finishes are forward of the originals and this has upset the relationship between the walls and the doorcases. This is to be addressed by the addition of linings as illustrated by drawing ECM/0123/08.
- 6.13 The wall above the arch (this is below the first-floor fireplaces) has been stripped of its decorative plaster which previously matched the detailing which survives in part in the vestibule. The roll moulding, roundel and panel moulds are to be reinstated using the surviving elements in the vestibule as the pattern. As with the vestibule plaster repairs, this will require a specialist.

The roll moulding is to continue horizontally, at the springing level of the arch, from pilaster to pilaster to replicate the detail which can be seen in one of the estate agent's photographs.

- 6.14 Skirting boards are to be reinstated. From the estate agent's photographs, it appears that these were approximately 8" deep with a moulding to the head.

- 6.15 New wall finishes have reduced the projection of the door architraves and, in some places, the new plaster is flush or even slightly forward of the architraves. It is proposed to add edgings, as detailed on drawing ECM/0123/08, to re-establish the prominence of the door surrounds. This detail is then to be repeated throughout the house to present a unified detail whether or not it is required although in the majority of cases it is.

6.16 Rear hall:

- 6.17 Skirting boards, to match the main hall, are to be reinstated.
- 6.18 A studwork partition has been constructed with a view to enlarging the cloakroom and this application seeks to retain it. A frame is to be manufactured and fitted to enable the existing cloakroom door, GFD12, to be re-sited as the door to the shower room.

Once the door is removed, the existing frame and fanlight are to be retained insitu in the original rear wall of the house.

- 6.19 The servants' stairs are to be reinstated within the existing cupboard. The stairs survive at first floor level and the lower flight will then return the staircase to service where it will provide independent access to bedroom 9 (currently one must pass through bedroom 8 to access bedroom 9) as well as provide an additional means of escape in the event of fire.

The cupboard has a floor, raised one step above the rear hall floor, complete with a nosing. This indicates that this is the original (albeit a C19th alteration) bottom step of the servants' stair. It is anticipated that 'ghostings' of the removed stair flight will be visible when the modern plaster is removed. The 'ghosting' of the second riser can be seen against the timber boarded partition to the kitchen. A section of brickwork appears to have been added to the shoulder of the kitchen fireplace and this too will need to be removed to reinstate the stairs.

The plank door, at the foot of these stairs, will be retained and paint removed from the latch so that it functions properly.

6.20 Dining room:

- 6.21 Deep moulded skirting boards (visible in the estate agent's photographs) are to be reinstated.
- 6.22 The 1950's(?) brick fire surround is to be replaced with a timber fire surround. The tiled hearth is also to be replaced.

Opening up will be required to determine the size of the earlier fireplace opening – it should be noted that there may be two historic fireplaces: the original C17th (possibly in inglenook form) and one dating from the C19th re-modelling.

- 6.23 The room is accessed via a six-panel door which is fitted with inappropriate (overly ornate) modern brass furniture which is to be replaced.
- 6.24 There is a free-standing corner cupboard which appears to have once been built-in. My Clients confirm that it was free-standing (it is visible in the corner of the dining room in one of the estate agent's photographs) when they purchased the house and also confirm that it will be retained. Ideally, it should be built-in to ensure that it remains permanently as part of the house.
- 6.25 Architraves are required to GFW1 and lining boards to GFW9 to seal gaps between the joinery and the plaster – these are shown on drawing ECM/0123/08. These details are to be repeated throughout the house as a homogenous treatment even though, in some cases, they aren't required.

6.26 Sitting room:

- 6.27 Dado panelling (visible in the estate agent's photographs) is to be reinstated.
- 6.28 The fire surround has been removed but this was modern (as can be seen from the estate agent's photograph) and is to be replaced with a timber fire surround. This work will involve re-opening the fireplace opening which has been reduced for the modern surround.
- 6.29 The room is accessed, from the entrance hall, via a six-panel door which is fitted with inappropriate (overly ornate) modern brass furniture which is to be replaced.
- 6.30 A four panel door GFD7 provides access to the kitchen with upper panels in modern glass. The door is fitted with inappropriate (overly ornate) modern brass furniture and a chrome knob to the kitchen side. This modern door furniture is to be replaced. The linings are also modern and their replacement is described under works to the kitchen.

6.31 Kitchen:

- 6.32 The floor has been removed and levels reduced such that the earth is c470mm below the floor level assuming that it matched the adjoining ground floor level in the sitting room. Interestingly, this has revealed a brick arch in the wall to the cellar stairs.

A new limecrete floor, laid over foam glass aggregate insulation, is to be constructed and finished with ceramic tiles. The finished floor level is to match that of the floor removed.

- 6.33 A timber fire surround with a curved head, visible in the estate agent's photograph, is to be reinstated.
- 6.34 The window is fitted with shutters but the shutter boxes have been truncated to accommodate the kitchen worktop. It is probable that the new kitchen worktop will also be at the same height and, assuming that this is the case, the shutters/shutter box is to be retained but not repaired.

- 6.35 The modern door lining to GFD7 is to be removed and replaced with a purpose made frame, as detailed on drawing ECM/0123/08, together with architraves. The frame is to suit the existing door which is to be re-used.
- 6.36 A temporary plywood door has been fitted to the utility room. The door previously fitted here is stored in one of the outbuildings and is a four-panel door with the upper two panels replaced with glass. The door is to be reinstated within a new frame.
- 6.37 C19th bead and butt boarding forms the partition to the rear hall cupboard. Some of the boarding is damaged at low level and is to be repaired. The boarding is framed for a small under-stair door and this will be reinstated.
- 6.38 A cooker hood will be required and will be ducted to the exterior using rigid ducting. The extract terminal will be concealed by a cast iron airbrick (eg. <https://www.ebay.co.uk/itm/131901602869?hash=item1eb5f2bc35:g:cpoAAOSwCi9Z3PO9>).
- 6.39 A new kitchen will be installed once the building works are complete.

6.40 Living room:

- 6.41 Skirting boards will be reinstated – from the estate agent’s photograph, they appear to have been about 6” tall with a bead moulding to their head.
- 6.42 Some floorboards have been lifted and reveal an uninsulated suspended timber floor with 100mm deep joists bearing on plates on honeycomb sleeper walls. There is a distance of c475mm between the underside of the joists and the earth. Under-floor ventilation is provided by numerous terracotta air bricks in the North and East elevations and these should be inspected to ensure that they are not blocked.
- 6.43 A rather incongruous (1950’s?) fire surround and hearth in blue tiles occupies the C19th fireplace. This is to be removed and replaced with a timber or marble fire surround to suit this C19th addition.
- 6.44 The six-panel door GFD8 is fitted with inappropriate (overly ornate) modern brass furniture and with a chrome knob to the room side. This furniture is to be replaced with spun brass cottage knobs.
- 6.45 The apron panel beneath window GFW8 is to be reinstated.
- 6.46 The East wall is to be dry lined primarily in order to conceal the soil pipe which serves the first and second floor bathrooms. The dry lining will also enable additional insulation to be fitted.

The dry lining will stop at splayed reveals to each side of the window. As the window has an apron panel, the splayed reveals will extend from floor to ceiling.

6.47 Cloakroom:

- 6.48 The exterior door and frame are to be removed (neither are historic) and the opening bricked up (brickwork in Flemish bond set in lime mortar) but recessed to show that this was once a door opening.
- 6.49 Internally, the North wall is to be dry lined to provide both insulation (100mm Steico Flex is to be used) and a void in which to conceal services. The external East wall is also to be dry lined but only with 50mm battens and 50mm Steico Flex insulation.
- 6.50 The remaining modern plaster and ceiling, including polystyrene coving, are to be replaced with lime plaster applied to the walls and bead and butt boarding below. At ceiling level, the voids between the floor joists are to be insulated with Steico Flex and a new ceiling, in moisture resistant plasterboard constructed.
- 6.51 An extract fan will be required and will be ducted to the exterior using rigid ducting. The extract terminal will be concealed by a cast iron airbrick (eg. <https://www.ebay.co.uk/itm/131901602869?hash=item1eb5f2bc35:g:cpoAAOSwCi9Z3PO9>).

6.52 Utility room (within the outhouse):

- 6.53 A new limecrete floor, laid over foam glass aggregate insulation, is to be constructed and finished with ceramic tiles. The finished floor level is to match that of the floor removed.
- 6.54 An extract fan will be required and will be ducted to the exterior using rigid ducting. The extract terminal will be concealed either by a cast iron airbrick (eg. <https://www.ebay.co.uk/itm/131901602869?hash=item1eb5f2bc35:g:cpoAAOSwCi9Z3PO9>) if it terminates in a wall or an in-line tile (eg. <https://www.hambleside-danelaw.co.uk/products/tv109-double-plain-tile-vent/>) if it terminates in the roof.
- 6.55 The internal surrounds to the rooflight, window GFW5 and door GFD2 are to be fitted with timber reveal linings prior to plastering.
- 6.56 The room will be fitted out as a utility room on completion of building works.

Depending on the position of appliances (sink, washing machine etc.), drainage for the utility room will either be connected to that serving the adjoining cloakroom/shower room or a floor manifold will be installed together with underground drainage connected to the existing foul drainage system. Externally mounted waste pipes will NOT be fitted.

6.57 First floor:

6.58 Landing:

- 6.59 Skirting boards are to be reinstated.

6.60 Door FFD11 to the foot of the stairs (rising to the attic) has been removed as has the frame leg which was fitted against the wall to bedroom 3 (as can be determined from the 'ghosting') on the stair string. A new frame leg is to be manufactured and fitted to the wall (this will necessitate letting it in to the new plasterboard) and the door reinstated.

6.61 7No. plain square edge 'stick' balusters are to be reinstated, where missing, to the guarding to the stairs. A newel pendant is also missing, from the attic newel post as can be determined by the stump visible in the landing ceiling, and a replacement manufactured to match one which survives.

A timber panel is to be fitted as an edge to the plaster soffit at the end of the stair bulkhead.

6.62 At the East end of the landing, an anteroom occupies the first floor of the two-storey extension. No work has been undertaken in this room which retains a battened ceiling (modern) and equally modern (1960's) skirtings. The room is illuminated by a modern window with a top hung fanlight which is to be replaced by a new sash window FFW7 already described.

6.63 The ceiling is to be removed to enable insulation to be fitted (the exact level of insulation to be determined following opening up) and a new ceiling constructed. Similarly, modern plaster is to be removed and the external walls dry lined with 50mm square battens and 50mm Steico Flex insulation before vapour barriers and plaster is reinstated.

New skirting boards will then follow.

6.64 At the West end of the landing, the exposed brickwork within the landing cupboard is to be repointed with lime mortar.

6.65 Bedroom 1:

6.66 Skirting boards are to be reinstated.

6.67 A built-in cupboard, to the left of the window, has been removed – part of the frame remains attached to the window's shutter box. The doors remain on site and are to be reinstated together with a length of frame let in the West wall.

6.68 Bedroom 2:

6.69 Skirting boards are to be reinstated.

6.70 The fire surround has been removed by a previous owner. The hearth survives set flush with floorboards.

6.71 Bedroom 3:

- 6.72 Skirting boards are to be reinstated. From the estate agent's photograph the skirtings appear to have been deep (8"?) square edged skirtings.
- 6.73 The fire-side cupboard, to the right of the fireplace, is to be reinstated together with the plank door and frame. The door is to be fitted with purpose made strap hinges and a catch. A later, overlaid, floor has been cut around the cupboard partition and, from this, the cupboard's size and position are apparent. This overlaid floor is to be retained.
- 6.74 A plain Georgian timber fire surround (visible in estate agent's particulars) is to be reinstated. The Georgian hob grate is to be retained. The flush hearth is also intact and will be retained.

6.75 Bedroom 4:

- 6.76 Skirting boards are to be reinstated. From the estate agent's photograph the skirtings appear to have been deep (8"?) with a moulding to the top.

6.77 Ante-room off bedroom 4:

- 6.78 As with the adjoining bedroom, the skirting boards are to be reinstated.
- 6.79 The room is to be fitted out as an ensuite shower room. The soil pipe will drop through the floor to the vestibule already described.
- 6.80 An extract fan will be required and will be ducted, via the attic ashlar void, to the exterior using rigid ducting. The extract terminal will be concealed by an in-line tile (eg. <https://www.hambleside-danelaw.co.uk/products/tv109-double-plain-tile-vent/>) where it terminates at the roof. To further disguise it, peg tiles (these will need to be cut down) are to be glued to the visible plastic parts but in such a way that they do not obstruct the outlet.

6.81 Family bathroom:

- 6.82 Skirting boards are to be reinstated.
- 6.83 There was a cupboard to the right of the window - the frame survives without any scars for hinges indicating that the door would have opened against the East wall. This fragment is to be retained and the recess fitted with timber shelves.
- 6.84 The room is to be re-fitted as a bathroom.
- 6.85 The North wall, to the left of the window, is to be boxed in order to conceal the soil pipe which serves this and the second floor bathrooms. The boxing will stop at a splayed reveal rising from floor to ceiling.

6.86 Further boxing is to be constructed against the shower cubicle and this too will conceal waste pipes serving the proposed attic bathroom (directly above) and connected to the soil pipe to be concealed within the boxing in the dining room already described.

6.87 An extract fan will be required and will be ducted to the exterior using rigid ducting. The extract terminal will be concealed either by a cast iron airbrick (eg. <https://www.ebay.co.uk/itm/131901602869?hash=item1eb5f2bc35:g:cpoAAOSwCi9Z3PO9>) if it terminates in a wall or an in-line tile (eg. <https://www.hambleside-danelaw.co.uk/products/tv109-double-plain-tile-vent/>) if it terminates in the roof.

6.88 Attic:

6.89 Landing:

6.90 Skirtings boards are to be reinstated.

6.91 Some guarding to the head of the staircase was removed some time ago and is to be reinstated together with 6No. square stick balusters – this number being apparent from the holes in the capping at floor level.

A further stick baluster is missing to the main run of guarding around the staircase and is to be reinstated.

6.92 Proposed bathroom (formerly Bedroom 5):

6.93 Skirting boards are to be reinstated. The estate agent's photograph shows simple square edged skirting boards c6" tall.

6.94 A studwork partition, between the shower and the bath, is to be constructed. If a concealed shower valve is to be used, it is suggested that it be concealed within this wall for ease of access (although this will involve cutting through the plasterboard on the bath side) in case of replacement ie. to avoid disturbance to the tiling within the shower enclosure.

6.95 An extract fan will be required and will be ducted, via the attic ashlar void, to the exterior using rigid ducting. The extract terminal will be concealed by an in-line tile (eg. <https://www.hambleside-danelaw.co.uk/products/tv109-double-plain-tile-vent/>) where it terminates at the roof. To further disguise it, peg tiles (these will need to be cut down) are to be glued to the visible plastic parts but in such a way that they do not obstruct the outlet.

6.96 Bedroom 6:

6.97 Skirting boards are to be reinstated.

- 6.98 The room retains a four-panel door SFD2 but one of the lower panels has been damaged and both stiles have been fractured. If possible, the door should be repaired but it may need to be replaced in which case a new door will be manufactured to match and original door furniture re-used.

6.99 Bedroom 7:

- 6.100 Skirting boards are to be reinstated.
- 6.101 A small section of partition, between the chimney stack and coved ceiling, common to bedroom 8 has been removed and is to be reinstated.

6.102 Bedroom 8:

- 6.103 A small section of partition, between the chimney stack and coved ceiling, common to bedroom 7 has been removed and will be reinstated.
- 6.104 A dormer window overlooks the valley gutter but has been removed. The estate agent's photograph shows a casement window here (fitted with sashes having a single horizontal glazing bar) and these will be re-made and reinstated. A C19th cast iron knob is to be salvaged from the existing sash and re-used on the new.

Internally, the dormer cheeks are to be faced with bead and butt boarding as shown on drawing ECM/0123/08.

6.105 Bedroom 9:

- 6.106 Skirting boards are to be reinstated.
- 6.107 The room is illuminated by a casement window in the East gable. The window is C19 retaining its original cast iron stay and knob. The sashes may need to be re-made in which case they are to match the existing.

The existing reveal linings and window board have become partly obscured by the new plaster. In response, a new window board is to be overlaid on the existing and, similarly, additional linings are proposed to provide an edge to the plaster which will need to be cut back and made good once the new joinery has been fitted. This treatment is detailed by drawing ECM/0123/08.

- 6.108 A fireplace constructed against the gable wall has been encased with plasterboard. A simple timber surround is to be fitted to it.

7.00 Roof ventilation:

- 7.01 It is believed that roofs are covered with bituminous roofing felt which is non-breathable.

7.02 My Clients advise that there is about 30mm void for ventilation above the newly installed insulation and below the felt.

7.03 Between rafter ventilation is required at both high and low level in order for the air to flow.

It is proposed to install Glidevale FV250 eaves ventilators above the existing timber cornice to provide ventilation at eaves level and under-tile vents at high level – above the top of the ceiling insulation.

8.00 Services:

8.01 In addition to the services installation described under “Outbuilding” all services are to be renewed and first fix electrical works are virtually complete.

8.02 Two new bathrooms are proposed and the existing family bathroom is to be renewed as is the cloakroom which is also to be extended to include a shower as previously described.

8.03 New kitchen and utility room installations have also been mentioned.

8.04 Waste pipes will be internal wherever possible and concealed within boxing already described.

9.00 Secondary glazing:

9.01 Secondary glazing is to be fitted to windows with plain (ie. non-panelled) reveals. The existing units will either be refurbished or replaced.

9.02 Window shutters may be restored to operational so that they can be closed to improve thermal performance.

10.00 External decorations:

10.01 Joinery is to be redecorated in an off-white with the exception of door leafs which will be green.

10.02 Guttering and rainwater goods are to be decorated in the same colour as cornice joinery or in a red oxide to blend with the roof tiles and brickwork ie. with a view to there not being a third colour (black) to compete with the cornice joinery.

10.03 The proposed entrance gates will either be in green or off-white.

11.00 Conclusions:

- 11.01 Needless to say, it is regrettable that works to East Court Manor were undertaken without the benefit of Listed Building Consent and advice/guidance from Gravesham Borough Council.
- 11.02 Fortunately, aside from plaster removal, loss of historic features has been limited and most historic joinery has been retained.
- 11.03 Estate agents photographs show a house which was in dated decorative order but retaining many period features. These photographs have also been useful to identify lost fittings and inform proposals for restoration.
- 11.04 The proposals, the subject of this application, include improvements to the architectural character of East Court Manor to offset the harm acknowledged to have been caused by the unauthorised works particularly the replacement of the three uPVC dormer windows, restoration of sashes where glazing bars are missing and the reinstatement of appropriate fire surrounds to replace modern tiled surrounds.
- 11.05 Externally, the proposals will enhance the appearance of the house.