

THORNABY TOWN HALL RENOVATION PROJECT

MANDALE ROAD, THORNABY-ON-TEES, YORKSHIRE, TS17 6AW

for THORNABY TOWN COUNCIL

0189/REP_PROG/08/MA

07/06/2019

PROJECT DELIVERY PHASE : REPAIR AND REFURBISHMENT PROGRESS REPORT 8

PROJECT APPROVALS

Planning and listed building consent approvals (with conditions) was granted in October 2017, referenced as follows: 17/1901/FUL and 17/1673/LBC.

An application for Building Regulations Approval : Stage 1 (Full Plans) has been submitted to Stockton Borough Council on Tuesday 13th February 2018. Two positive site visits have subsequently been made by Ray Sullivan, Building Control Manager and Fiona Bage, Conservation Officer to discuss outline proposals for the internal fit-out and refurbishment. An application fee will be due in connection with this Building regulations application, awaiting confirmation from SBC.

EXTERNAL HARDLANDSCAPING WORKS

Stockton Borough Council have confirmed management and execution of the design works to the hard landscaping immediately outside of the Town Hall. Proposals include the localised raising of ground level so to provide level and accessible access to the building on completion of building work.

At a recent site meeting with SBC programme details have been requested to carry out this work, Gary Laybourne at Highways/Design will be taking project lead from the SBC. Draft proposals have been prepared following a topographical survey of the landscaping outside the Town Hall, SBC are currently assessing work programme.

TTC have been developing a project to commemorate those lives lost from Thornaby in the Dibbles Bridge coach crash of 1975. It is proposed to erect a memorial stone, set within the hard landscaping outside of the Town Hall. Design proposals to be coordinated by MAA+H, liaison with SBC Highways/Design/Conservation/Building Control. SBC to include this memorial in their landscaping work.

SBC have delivered a revised proposal for the level alterations outside the Town Hall following topographical surveying of existing levels. MAA+H to develop design proposals for the Dibbles Bridge Memorial to incorporate onto SBC landscaping proposals.

STONEMWORK & BRICKWORK

Corinthia Ltd. of Castle Eden have been appointed to carry out conservation repairs to the external walling fabric made up of ashlar stonework, brickwork and terracotta. The scope of repair work has been split into five distinct sections: cleaning, investigation, repairs (including

mortar repairs and stone replacement), provisional sum items (including terracotta repairs, brickwork replacement, re-pointing) and emerging works items (informed by investigations works carried out).

To date the scheduled repairs have been completed and as such are practically complete.

Scheduled scope for cleaning and re-pointing has been completed in full as has brickwork replacement with 100 no. damaged individual bricks being carefully cut-out and replaced. Good progress has now been made with the stone replacement work to both Mandale Road and Railway Terrace with the continued attendance of Corinthia Ltd.'s 'fixing' masons.

The Thornaby Town Council carved crest panel at the base of the clock tower is now complete. Additional stonework replacement had previously been instructed to the cills at ground floor level where the use of a cementitious render has had a detrimental effect both aesthetically and technically on the stonework. This repair work is now complete along with five replacement stone corbels at high level. Stone replacement work is now generally at a snagging stage.

Repair works have also progressed and completed regarding the terracotta panels where resin injection of loose/debonded sections and application of a consolidation solution to the panel surface has been carried out. In addition, a final shelter coating application has been applied to completed panels.

Ryedale Plasterers Ltd. have been approached to carry out mortar repairs to the missing sections of the panels with delicate carving of the surface necessary, this is now underway and to be complete by the end of October.

Traditional pointing up of the junction between masonry and windows with a burnt sand mastic is complete.

Snagging of the stone repair work revealed that at balcony level to the Mandale Road Elevation some further replacement of new stonework was warranted. This too has been recently been completed. Outstanding works include the occasional indent required surrounding the first-floor bay window between Mandale Road and Railway Terrace alongside the soffit to the balcony over the main entrance.

A site meeting with Corinthia Ltd. has been carried out to identify additional final stonework repairs, awaiting confirmation of costs.

	Total	VAT
Budget	£104,000.00	£20,800.00
Value to Date	£128,304.00	
<u>Contract</u>	<u>£128,304.00</u>	<u>£25,660.80</u>

WINDOW JOINERY

E R W Ltd. of Middlesbrough have been appointed to carry out traditional joinery repairs to existing historic windows made up of sliding sash windows and large arched windows to the Civic Suite and Mayors parlour.

The scope of repair work to each sash window includes for the following: replacement of opening ironmongery (sash lifts, limit restrictors, locking catches – Brighton Catch), planning and adjusting of operational sashes, renewal of sash cords and balance weights (if necessary), replacement of parting bead with new incorporating draught system, replacement of staff beads with new incorporating draught system and refixing of top sash. Cill and/or jamb replacement is carried

out where affected by rot and/or water ingress. To retain as much historic fabric as possible epoxy repairs are also scheduled to minimise loss of 'good' material. Glazing replacements are carried out to any cracked and/or damaged panes. Any new joinery will be profiled on a like-for-like basis.

To date the scheduled repairs have been completed and as such are practically complete.

Through site visits and inspection some additional repairs have been identified; a ground floor window frame to the rear of the Town Hall has been found to be badly rotten and requires repair, a ground floor top sash to Railway Terrace is missing and requires a new replacement to be installed, an arched sash to the Mayors Parlour has been found to be damaged and requires a new replacement. These additional repairs are now complete.

Window joinery repairs to the Town Hall staircase have yet not formed part of the scheduled scope of repairs. These have recently been identified and costed by ERW Ltd. with site attendance and repairs carried out in early April 2019.

During execution of the staircase window repairs a further two windows incorporating curved reeded glass were identified in needing repair and refurbishment. These have been surveyed and costs are awaited regarding repair.

	Total	VAT
Budget	£085,000.00	£17,000.00
Value to Date : A	£065,705.54	
Value to Date : B	£004,048.00	
<u>Contract Total</u>	<u>£069,753.54</u>	<u>£13,141.11</u>

WINDOW AND DOOR PAINTED/STAINED GLASS

Creative Glass Ltd. of Stockton have been appointed to carry out conservation repairs to the historic painted and stained glass existing in both windows and doors at the Town Hall. Predominantly their work is concentrated in the Civic Suite and Mayors Parlour where there are leaded painted lights at high level in each of the main windows facing Mandale Road. Included within their scope of work is the restoration of the clock tower faces and cast iron frames.

Painted glass repairs have been completed to the Civic Suite and Mayors Parlour. Across the Civic Suite all leaded lights at high level have been removed, damaged glass has been repaired/repainted and re-leading of glazing units carried out. Across the Mayors Parlour (facing Railway Terrace) insitu leaded glazing repairs have been completed.

At ground floor level insitu leaded glazing repairs have been completed surrounding the main entrance door.

The clock tower faces have been removed to Creative Glass' workshop for repair and conservation. These repairs are now complete, and the installation of the clock faces have been carried out. Off-site repair work to the reeded leaded panels facing Mandale Road is complete and these are now reinstalled at the Town Hall.

Repairs to the painted leaded glazing to the Civic Suite internal doors have been completed and the doors/glazing are waiting for reinstallation subject to completion of plasterwork repairs by Ryedale Plasterers Ltd.

To date the scheduled repairs have been completed and as such are practically complete.

TTC have had discussions with Creative Glass regarding the creation of a glass installation to the inner face of the staircase glazing. This is to take the form of independent sections of glazing face fixed using 'stand-off' fixings to the existing timber framework. It has been suggested that an image of the Town Hall could be carved and etched onto the glass and use of back lighting can create a striking impression for those visiting the Town Hall.

Suitable photographs of the Town Hall have been sourced and Creative Glass are currently developing design proposals that are also to incorporate images of the Town Council Crest and the White Rose of York. A recent meeting with Creative Glass has progressed proposals with an original postcard dating from c.1911 selected to form the principal element of the design proposal. Consideration will be given to applying a sepia tone to the image. Creative Glass are to provide a glass sample and 1:1 scale paper print-out.

	Total	VAT
Budget	£025,420.00	£05,084.00
Value to Date	£021,780.00	
<u>Contract</u>	<u>£030,010.00</u>	<u>£06,002.00</u>

PLASTERWORK

Ryedale Plasterers Ltd. of Northallerton have been appointed to carry out traditional repairs of wall and ceiling plasterwork concentrating predominantly within the Civic Suite and Mayors parlour although some traditional plasterwork will be necessary elsewhere within the Town Hall that has been subject to water damage and/or deterioration.

The original contract duration of 4 months is shortly to expire, despite signs of visible progress there is still plenty to complete. Ryedale Plasterers Ltd. have confirmed revised programme with completion estimated at end of October, beginning of November.

Ceiling plasterwork repairs to the Civic Suite are complete. The rot affected timberwork that had to be removed along the north elevation has now been made and installed on a like-for-like basis. A stainless-steel mesh backing has been installed based on the 'authenticity' approached and the barrel plasterwork has been progressed. Ribbed details have been built up and final finishes 'run-in'. Cornicing, modillion blocks and frieze work has all been repaired and/or reinstated together with the arched mouldings. Scaffolding within the Civic Suite has been dismantled and a tower scaffold set up for any remaining high-level work.

Off-site repair work has also progressed in the form of cleaning and restoring good decorative plasterwork salvaged from the Civic Suite and Mayors Parlour. Moulds of insitu items have been taken and new decorative plasterwork items have been made. Some of these newly moulded decorative items have been integrated into the repaired ceiling sections.

The ceiling within the Mayors Parlour has been re-lathed and an initial, second and final coat has been applied. Plasterwork has also been applied to affected walling areas. The cornicing needed to be removed in its entirety due to its poor condition. Replacement cornicing has been completed and is being traditionally 'run-in' like elsewhere.

To date the scheduled repairs within both the Civic Suite and Mayors Parlour have been completed and as such are practically complete.

Good progress has been made elsewhere within the building in addressing defects due to the condition of the plasterwork due predominantly to prolonged water ingress. The delicate and complicated corncicing and coving work within the staircase and traditional stud walling to the kitchen area at first floor has all been completed.

The corridor area at first floor level leading off from the central landing and up into the second floor has had both traditional walling and ceiling repairs, all now completed. Elsewhere, defective plasterwork has been carefully hacked off and plastering completed at ground floor level in the Town Council Offices, ground floor corridor and first floor WC area.

Ryedale Plasterers are currently off-site, waiting to return when development work at ground and first floor lobby areas has been completed.

	Total	VAT
Budget	£073,700.00	£14,740.00
Value to Date : A	£083,607.19	
Value to Date : B	£039,995.20	
<u>Contract</u>	<u>£123,602.39</u>	<u>£24,720.48</u>

REDECORATION OF HISTORIC TIMBER WINDOWS

G V Decorators Ltd. of Middlesbrough had been appointed to carry out the redecoration of the historic timber windows, both interior and exterior. They subsequently confirmed programme timescales that were not feasible in line with striking of the external scaffolding in early Autumn.

S C Prodrive Ltd. of Stokesley were the second lowest tenderer and therefore were awarded the redecoration contract based on programme delivery.

Redecoration of the historic timber windows are now complete including those windows within the Mayors Parlour that were previously obscured due to scaffolding.

To date the scheduled repairs have been completed and as such are practically complete.

	Total	VAT
Budget	£064,200.00 (+)	£12,840.00
Value to Date	£008,995.00	
<u>Contract</u>	<u>£020,454.00</u>	<u>£04,090.80</u>

(+) Budget cost inclusive of all window, door, wall and ceiling redecoration.

TOWER CLOCK REPAIRS

The Cumbria Clock Co. have attended site and carried out an inspection of the mechanism to the turret clock located within the tower, proposing a two-stage repair strategy of (A) overhaul of dial motion works and (B) on site cleaning of the movement and workshop overhaul of the clock hammers. Their costs for this work were subsequently approved by TTC.

Off-site repairs are currently completed with regards the overhaul of the dial motion works. Cumbria Clock Co. has subsequently attended the Town Hall and completed their stage B scope of repair work.

Some snagging issues have been encountered with regards the chiming mechanism of the clock, Cumbria Clock Co. have revisited to correct.

		Total	VAT
Budget		£01,000.00	£00,200.00
Value to Date		£01,311.00	
Contract	A	£01,972.00	£0,394.40
	B	£02,398.00	£0,479.60
		<u>£04,370.00</u>	<u>£0,874.00</u>

ROOF COVERING + RAINWATER GOODS REPAIRS

Specification and schedule of work have been issued to roofing contractors for repair to the roof covering and rainwater goods. Critical to this work is the repair of the leaded roof covering to the clock tower.

Three contractor quotations have now been received with I M Roofing of Thornaby the most economically advantageous. It is recommended that the leadwork to the clock tower dome is carried out in new lead code 5 which I M Roofing's quotation should be revised to reflect this specification.

I M Roofing have attended at the Town Hall and completed the schedule repairs prior to Christmas 2018. Unfortunately, vandalism and lead theft early in the new year has caused damage to the newly repaired roof covering.

TTC asked I M Roofing to return and repair the damage, duly completed in January 2019.

An issue has developed over a small section of flat roof hidden behind a brick parapet to the north west corner of the building facing Railway Terrace. It is suspected that the drainage outlet is vulnerable and causing localised water ingress during bad weather. Access via the use of a fixed tower scaffold will be required so that closer examination of the roof covering is possible. Barclay Roofing Ltd. have been appointed to replace the flat roof section that has been found to be failing. This work is to be carried out beginning Monday 10th June.

The base of the first-floor stone balcony will need assessing and a weatherproof covering applied.

		Total	VAT
Budget	RF	£19,750.00	£03,950.00
	RG	£05,750.00	£01,150.00
Value to Date		£ -	
Contract		<u>£ -</u>	<u>£ -</u>

INTERNAL REFURBISHMENT + FIT-OUT

Progress has been made with the internal fit-out aspects of the project.

An enquiry has been submitted to Standard Patent Glazing Co. Ltd. for a firm quotation for the supply and installation of a new lantern over the main staircase. This has been received and

subsequently authorised by TTC. The Standard Patent Glazing Co. visited the Town Hall on Friday 15th February and carried out a measured dimensional survey of the lantern opening. Manufacturing drawings were received on Wednesday 27th February for comments/approval.

DTA Consulting Engineers Ltd. have worked up calculations for the design of a new timber kerb which will need construction prior to the lantern's installation. The lantern installation was completed successfully on Thursday 23rd May.

Professional fees for structural consultancy services by DTA Consulting Engineers LLP of Sunderland have been received all for the sum of £3,750.00 + VAT. This will allow a structural design created for the adaption of the existing building fabric and enclosure at roof level to facilitate the installation of a platform lift (by Pickering lifts Ltd.). DTA have carried out three site visits and have issued construction drawings and to progress installation over the ground floor terminating in the first-floor lift 'cut-out', drawings and calculations have been forwarded onto SBC Building Control for checking. Approval from SBC concerning the steelwork design has received and the works are currently progressing on site. A fabricator has been sourced locally to carry out site welding of individual beams to create the first floor opening for the lift installation. Draft drawings have been received for structural alterations to the second floor to facilitate lift access throughout.

The existing heating installation has been investigated by B G Services of Middlesbrough which has confirmed the good news that its condition is such that will allow use of pipework and radiator in any future refurbishment. It is proposed that two 60kw boilers are installed in the basement of the Town Hall. This would give the flexibility that if there should be an issue with one boiler then TTC would benefit from a level of heat from the remaining working boiler while the other is fixed.

B G Services have provided quotations for the supply of materials in connection with the boiler room set-up, all for the sum of £15,066.12 (incl. VAT). TTC have authorised this expenditure and an order will be placed directly with the plumbers' merchant.

Installation work to the boiler house has made good progress with materials received, new boilers have been installed and pipework fitted. Assessment has been made across the building with regards the need for new radiators and refurbishment of existing. It is proposed to use column radiators to key spaces within the building; Civic Suite, Mayors Parlour, Staircase, Entrance Foyer.

A quotation has been received from British Gas with regards the supply of a new connection and metering all for the sum of £8,598.77 + VAT. TTC have confirmed approval of this quotation and following a site visit with Energy Assets/British Gas an installation date has been confirmed for Sunday 24th March. The new gas supply and metering will be fed via the rear lane off Railway Terrace and metering will be installed internally at ground floor level in an existing kitchen space, to be converted into a small office/store space.

The installation of a new supply and metering did not progress as intended as the existing gas main could not be physically identified below ground. Energy Assets are currently liaising with Northern Gas Networks regarding a way forward and a revised date for site works has been confirmed for Wednesday 3rd July.

Old Town Construction of Middlesbrough have been approached to carry out stripping out works to key areas of the Town Hall. The suspended ceiling has been removed from the Town Council Offices at ground floor level which has revealed an original plaster cornicing, generally in satisfactory condition and some cast iron hatches at high level, possibly linked to an old form of heating and/or ventilation. In addition, planned removal of stud walls at second floor level has been completed and the installation of stud walling at first floor level, forming WC and kitchen layouts is completed. New 'inserted' partitioning has received a skim of plasterwork and skirting/architraves fixed.

S C Prodrive have been awarded the redecoration contract to the Civic Suite and Mayors Parlour, ceiling and walling in a breathable Earthborn Claypaint and timber panelled surfaces in Earthborn EcoPro Eggshell. The redecoration work to the Civic Suite and Mayors Parlour is 95% complete. Costs have been requested for redecoration of the staircase.

A new solid timber plank floor is to be laid across both the Civic Suite and Mayors Parlour in a dark sapele hardwood. Materials have been purchased locally from Timber Merchants - Hathaway & Hoyle.

Initial enquiries have been made with BaileyEPOS of Stockton-on-Tees regarding IT requirements (broadband etc.) once the Town Hall is refurbished. They've provided an indication of costs and have been authorised by TTC to start planning the work.

Asbestos removal of small sections of cement board and floor tiling has been carried out to the Town Council offices at ground floor level by MDS Environmental Ltd.

	Total	VAT
Budget	£ -	£ -
Value to Date	£ -	
Contract	£ -	£ -

FIXTURES & FITTINGS

Charles Newmarch French Polishers Ltd. and Howard Hindson & Son have been appointed to carry out restoration work to fixtures and fittings within the Civic Suite and Mayors Parlour including 13no. walnut tub chairs, walnut high-backed council chair, 1 no. corner window seat, side table, fire surround, handrail to central staircase and entrance hall doorway off Mandale Road. Currently items of furniture and fittings are off site and being stored at premises of CNFP and HH&Son.

The restoration work is now completed, and the furniture is currently been held at Charles Newmarch French Polishers Ltd.'s workshops.

The Civic Suite is at a stage where the fireplace can now return.

A recent site visit was arranged with Hindson and Newmarch to examine the existing window seat within the Mayors Parlour. Costs have been submitted for the proposed upholstery work all for the sum of £2,744.00 + VAT, subsequently agreed by TTC. This refurbishment work is now complete.

	Total	VAT
Budget	£020,500.00	£04,100.00
Value to Date : A	£22,127.00	
Value to Date : B	£02,744.00	
Contract	£017,181.00	Hindson Upholstery
	£007,690.00	Charles Newmarch
	£024,871.00	£04,974.20

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