

Hortons, 141 The Street, Broughton Gifford, Melksham, Wiltshire, SN12 8PP
METHOD STATEMENT : Replacement of existing garden wall and associated retaining wall works

Project / Contract	141 The Street, Hortons – Replacement of existing garden wall and associated retaining wall works.
Contractor	To be agreed
Site Address	Hortons, 141 The Street, Broughton Gifford, Melksham, Wiltshire, SN12 8PP
Project Start Date	To be agreed – Spring / Summer 2026
Expected Duration	4 Weeks
Projected Completed Date	To be agreed

	Name	Title	Signature	Date
Document Author	Tom Hillier	Mr		04.03.26

Emergency Contact Details			
Contact	Contractor TBA	Client – Dean Price	Chartered Architectural Technologist – Tom Hillier
Tel	Contractor TBA	-	-
Mobile	Contractor TBA	07540 304502	07595 667780

Title	Page
Health and Safety Information Sheet	2
General Precautions	3
Task Description	4
Preparation	5
Step by Step Process for Garden walls which are <u>not</u> currently retaining	5
Step by Step Process – Garden walls which are retaining	7
Typical section through proposed retaining wall.	9

Health and Safety Information Sheet

Please read the entire document before beginning the procedure, if you have any questions, please contact your manager or safety representative.

The main hazards to your safety and health are:

1. Falling
2. Injury from incorrect manual handling
3. Injury from contact with hidden services
4. Injury from slips, trips, and falls
5. Working with hazardous substances
6. Vehicle hazards
7. Injury to other staff or members of the public
8. Unknown below ground services

Preventative measures you must take:

1. You must be competent to carry out the task.
2. Barriers and/or warning signs must be placed around the work area, this includes redirecting pedestrians safely around the site, if permits are required the contractor responsible is to contact the council directly to get these in place.
3. All contractors staff will be trained and competent to use hand tools, mains voltage and battery power tools, if required only trained members of staff are to use plant machinery.
4. All staff must not lift beyond your capabilities, get help if necessary.

Personal protective equipment operatives must wear:

1. Hard hat (at all times outside)
2. Safety boots (at all times)
3. Eye protection
4. Hi-visibility vest
5. Hearing protection
6. Gloves

Environmental protection measures you must take:

1. You must dispose of waste and packaging and recycle where possible
2. Hazardous substances and packaging must be disposed of in compliance with manufacturer and local authority guidance.

General Precautions

Staff and Training

A responsible person will be appointed to supervise all works and be responsible for quality and safety. Apprentices and young workers will be supervised at all times and are not allowed to carry out tasks for which they have not been trained.

PPE

All site workers will wear hard hats, safety boots, and hi-visibility vests at all times; other items of PPE such as dust masks, eye protection, ear protection and gloves are available to be worn as and when necessary.

Manual Handling

All members of staff have been instructed on the potential dangers of manual handling and staff will not lift items or equipment beyond their capabilities. Heavy or awkward items will be broken down into smaller units or dual lifted where this is not possible. Mini diggers and or plant machinery is to be used to lift heavy stone which are not to be broken down.

First Aid

It is the responsibility of the contractor carrying out the works to ensure adequate first aid provision for its staff. Adequate means provision of a trained first aider, suitable first aid equipment and/or the provision of an appointed person at the minimum.

Welfare

The Principal Contractor is responsible for providing adequate washing, toilet, drying and refreshment facilities for staff and subcontractors.

Working near excavations

Due to the nature of this work slips, trips of falls are an ever-present risk. All employees have been made aware of the dangers and consequences Only competent members of staff will be allowed to work around or near the excavations.

Tools and Electrical Equipment

All items of tools and equipment will be visually inspected on a regular basis and prior to use, defective or damaged equipment will be removed from service. Battery powered tools will be used where possible. Subcontractors will not be allowed to bring on to site any damaged or defective tools, the site foreman is responsible for ensuring all tools and equipment brought on the site are fit for purpose.

Task Description

This Method statement is to be read in conjunction with drawings E-102 and E103

Prior to applying to discharge this planning condition the client has sought advice from a local Stone Mason, a competent Contractor, a Chartered Architectural Technologist and a Structural Engineer to ensure the solution being proposed is the best option, not only for Hortons but also to not impact the adjacent Grade 2 listed manor house (Broughton Manor).

Portions of the existing garden wall to Hortons, 141 The Street, Broughton Gifford are at risk of collapse, and it needs attention to maintain the safety of the occupants of Hortons and the public. The area which is most at risk of collapse is adjacent to the public footpath to the south of the property.

It is believed the original wall was not designed to be used as a retaining wall, however it has been used to retain the garden to Hortons for approximately 50 years, over this time water has penetrated the wall resulting in the wall to crack and faces of the ashlar blockwork to be blown and fail, also it is believed that the incorrect mortar has been used in the past resulting in water ingress, which has also contributed to its deterioration, and as noted above portions of the wall are leaning towards the pavement.

The following working method statement outlines the steps which will be taken to safely take down the existing wall, set aside any stone and columns which would be suitable for reuse, excavate new foundations to the Structural Engineers recommendations, reinstate the existing column plinths, columns and pier caps built off the new foundations and construct a new Bath stone random rubble garden wall with coping stones between the reused columns. This has been illustrated on the existing and proposed drawings (E-102 and E-103)

We are proposing the areas of existing damaged Ashlar stone are to be replaced with locally sourced random rubble Bath stone. This will match other areas of the existing boundary wall and the adjacent wall to Broughton Manor. Random rubble walls are also used to the front of 43 Curtis Orchard (Neighbour to the North) and to the opposite side of The Street.

Random rubble Bath stone walls are used throughout Broughton Gifford and are very much part of the local vernacular, by replacing the poor quality Ashlar stone we feel it will further enhance the appearance of Hortons as it will match the predominant material to front elevation, it will also match the surrounding garden walls whilst ensuring the safety of the occupants and public using the pavement.

Step by step tasks or process to be followed in order to complete the task safely include....

Preparation to be carried out by the appointed competent contractor.

1. Load all equipment required for job.
2. Transport equipment to site.
3. Put on personal protective equipment
4. Obtain all necessary permits to ensure a safe pedestrian route is always maintained around the work area. Cordon off work area, including pavement.
5. The public footpath is to be protected with OSB / Plywood to ensure any mini diggers or plant do not cause damage to the footpath.
6. Survey the work area and take photos of the existing wall, this will help with the rebuilding process. If possible, temporarily mark the existing footpath / overboarding with the column locations so they can be reconstructed accurately in the same location.
7. CAT scanning the area is recommended to check for any unknown buried services.
8. Note: No construction works are to occur in temperatures below 5°C or above 30°C to ensure the quality and integrity of the proposed wall.

Step by Step Process – Garden walls which are not currently retaining.

1. The existing columns, plinths and pier caps which are to be retained and reused are to be carefully taken down and set aside for reuse, this may require the use of power tools as necessary, but due to the condition of the wall many of the blocks and stonework is currently loose and extra care and attention is to be taken when handling the large stones.
2. 2 columns noted on the drawings are redundant and were originally used as gateposts for the cottages which were demolished in approximately 1970. These columns are to be set aside and used to reconstruct any columns which are not deemed salvageable. Consultation with a local stone mason has determined that although aged and, in some places, leaning towards the pavement, the stone columns are generally sound and suitable for reuse.
3. The walls between the columns are to be taken down, this includes the removal of the coping stones which are generally loose and the ashlar stone blocks are to be removed. It is believed that incorrect cement-based mortar has been used between the ashlar blocks, this has caused water ingress into the stone blocks and for the faces to “blow” or split. It is believed the Ashlar blockwork is in very poor condition and is unlikely to be suitable for reuse. The Ashlar stone has been constructed off approximately 300-400mm of random rubble wall, this has not provided a sound or level footing to the ashlar block which has also contributed to its deterioration. The random rubble base will be removed and cleaned up with the aim of reusing as much stone as possible to construct the new wall.
4. Once the wall has been removed, any existing earth or garden beyond the wall (within 141 the streets curtilage) will be removed as necessary to provide safe access to excavate the new footing. The client has expressed a wish to retain the nearby trees which although appear healthy are not of significant quality and do not have TPO orders. The client has been made aware that if these trees need to be removed or pruned back to provide safe access to the wall then this will need to happen. The trees / roots could be having a detrimental effect on the existing walls.

METHOD STATEMENT : Replacement of existing garden wall and associated retaining wall works

5. Excavations will be made to the depths and widths advised by the structural engineer, due to the age of the existing wall it is unlikely to have any services underneath, however it is recommended a CAT scan is carried out on the area, during the excavations the operative will visually inspect the excavations for signs of any services or anything which may cause harm or the operative of any member of the public. Hand dig using pick and shovel when in an area of any identified services. All excavated materials must be stored far enough away from the edge of the trench so as to prevent it falling back into it.
6. The excavations are to be infilled with concrete to the depths, mix and ratios are as per the Structural engineers' details, this is to provide a safe, secure, level footing for the wall to be reconstructed on.
7. Once the concrete has cured, the existing stone plinths, columns and pier caps are to be reconstructed in the same location as their removal and are to be installed plumb / vertical. Special attention to the orientation of the plinths, columns and pier caps is to be made to ensure the "good side" is facing The Street. Columns are to be reconstructed with lime based fine grain mortar, colour matched to the columns. The used of stainless-steel dowelled connections is advised to provide a secure fixing and ensure the rigidity and longevity of the stone columns.
8. The walls between the columns are to be constructed off the new foundations, these walls are to be double skinned to provide a quality appearance from The Street and also from the client's home. Stainless steel anchor / wall ties are carefully to be installed into the columns to tie the columns and stone walls together adding stability to the wall.

Any existing rubble stone which was deemed suitable for reuse will be used and mixed with locally sourced reclaimed random rubble Bath stone (The stone is likely to be sourced from the village stone mason). Mixing the stone is to avoid banding of colours and improve the overall appearance.

The mortar will be 1-part white cement and Lime mix to 5 parts sharp sand; Colour of sand is to be sourced from 2 local builders' merchants to get the desired colour. This is the same mix as used on the recently constructed extension to Hortons and matches the existing front elevation of the client's home (Hortons / 141 The Street). 6 different mortar mixes have been trialled on the extension, they were left to dry for 10 days before selecting the best option

Before pointing the stonework, all dust and loose debris will be removed from the joints. Stone is to be damp to prevent the mortar from drying out too quickly, which can lead to cracking. As noted above works are not to occur in temperatures below 5°C or above 30°C.

All new stonework is to be protected from rain, frost, and direct sun with breathable membranes such as damp hessian sheeting for at least 7 to 21 days. For the best results, stipple the joints with a soft-bristled brush once the mortar has stiffened to compact it and increase breathability.
9. Once complete the area including the pedestrian footpath is to be made good, and the garden behind the wall reinstated, it is recommended a granular soil is used as a sub-base to provide better drainage with topsoil to the garden. The public footpath is to be cleaned prior to removing the safety barriers.
10. Stand back and admire the new wall.

Step by Step Process – Garden walls which are retaining.

1. The part of the wall which is currently retaining is located nearest to the neighbouring Grade 2 listed Manor House, Additional care must be taken when working anywhere near the boundary of Broughton Manor, All works are to be carefully monitored at all times and all work must not cause any disruption to the adjacent walls or impact the Manor in any way. Provide additional barriers as necessary to ensure it is protected.
2. Due to the existing wall leaning towards the pavement, measures are to be taken to secure the column and wall so it does not fall unexpectedly, this could be timber supports or strapping the column back to a robust anchor within the client's garden.
3. The existing apple trees, fencing and ground behind the retaining wall are to be carefully removed and excavated to expose the existing wall, an assessment is to be made to determine if mechanical machinery is to be used to excavate the area, or whether hand tools are better suited for excavation to ensure the stability of the wall. Install any shoring of the ground of to prevent the potential for subsidence or collapse, this may include battening back and/or support using shuttering, as required, where the trench exceeds 1 metre or where the material is likely to fall back into the trench. The existing ground is expected to be of high clay content so should be reasonably robust; however, all excavated materials must be stored far enough away from the edge of the trench so as to prevent it falling back into it.
4. The existing columns, plinths and pier caps which are to be retained and reused are to be carefully taken down and set aside for reuse, this may include the use of power tools as necessary, but due to the condition of the wall many blocks and stonework is currently loose and extra care and attention is to be taken when handling the large stones.
5. 2 columns on the adjacent wall are redundant and were originally a gate for the cottages which were demolished in approximately 1970. These columns have been set aside to be reused to reconstruct any columns which are not deemed salvageable. Consultation with a local stone mason has determined that although aged and, in some places, leaning towards the pavement, the stone columns are generally sound and suitable for reuse.
6. The walls between the columns are to be taken down, this includes the removal of the coping stone which are generally loose and the ashlar stone blocks are to be removed. It is believed that incorrect cement-based mortar has been used between the ashlar blocks, this has caused water ingress into the stone blocks and for the faces to "blow" or split. It is believed the ashlar blockwork is in very poor condition and is unlikely to be suitable for reuse. The rear face of the Ashlar stone is not visible due to the garden; it is predicted to be of very poor quality due to years of water ingress and freeze / thaw action below ground.

The mortar joints on this portion of wall are already split and cracking due to pressure from the garden beyond, care is to be taken to ensure the wall does not simply fall over. The existing Ashlar stone has been constructed off approximately 300-400mm of random rubble wall, this has not provided a sound and level footing to the ashlar block which has also contributed to its deterioration. The random rubble base will be removed and cleaned up with the aim of reusing as much stone as possible.
7. Excavations will be made to the depths and widths advised by the structural engineer, due to the age of the existing wall it is unlikely to have any services underneath, however it is recommended a CAT scan is carried out on the area, during the excavations the operative will visually inspect the excavations for signs of any services or anything which may cause harm or the operative of any members of the public. Hand dig using pick and shovel when in an area of known services and around the nearby telegraph pole. All excavated materials must be stored far enough away from the edge of the trench so as to prevent it falling back into it.
8. The excavations are to be infilled with concrete to the depths, mix and ratios are as per the Structural engineers' details, this is to provide a safe, secure, level footing for the wall to be reconstructed on.

METHOD STATEMENT : Replacement of existing garden wall and associated retaining wall works

The base of the excavations are to have 50mm well compacted hardcore subbase. Concrete foundations are to be 400mm deep, 1000mm wide projecting into the garden not to disrupt the existing footpath. Concrete will be a GEN3 mix with 1 layer of A393 mesh (min 75mm coverage) as shown and recommended by the Structural Engineer.

9. Once the concrete has cured, the existing stone plinths, columns and pier caps are to be reconstructed in the same location as their removal and they are to be installed plumb / vertical. Special attention is required to the orientation of the plinths, columns and pier caps to ensure the "good side" is facing The Street. Columns are to be reconstructed with lime based fine grain mortar, colour matched to the columns. The used of stainless-steel dowelled connections is advised to provide a secure fixing and ensure the rigidity and longevity of the stone columns.
10. The proposed retaining wall and associated drainage is to be constructed off the new foundations, this is to be constructed from dense concrete blocks with a strength of at least 7.3Kn as advised by the Structural Engineer, Stainless steel anchor / wall ties are carefully to be installed into the columns to tie the columns and retaining wall together adding stability to the wall. The block wall will consist of 2 leafs' of 100mm blockwork tied together to provide a robust retaining wall. The inner leaf of blockwork (facing the clients garden) is to be constructed of 100mm block laid flat, up to a height of 900 - 1000mm above the existing pavement height. This will be 450mm lower than the outer single leaf of blockwork. 50mm pipes are to penetrate through the blockwork retaining wall at 2000mm centres to aid drainage from the reinstated garden beyond. Height of walls outer leaf is to match the height of the existing wall. Contractor is to install stainless steel wall ties protruding 75mm out from the face of the external leaf of blockwork.
11. Once complete, a leaf of random rubble Bath stone is to be built in front of the blockwork retaining wall, so the blockwork is no longer visible. This leaf of stone is to be constructed off of the new foundations, The Stainless-steel ties which are protruding from the blockwork retaining wall are to be used to ties this leaf of random rubble stone to the blockwork retaining wall. 450mm of random rubble stone is also to be built off the inner leaf of blockwork to make the top of all 3 leafs of masonry level, at a height which matched the existing wall.

As noted above, 50mm pipes are to penetrate through the stone (aligning with the blockwork beyond) at 2000mm centres to aid drainage from the reinstated garden beyond.

Any existing rubble stone which was deemed suitable for reuse will be used and mixed with locally sourced reclaimed random rubble Bath stone (The stone is likely to be sourced from the village stone mason). Mixing the stone is to avoid banding of colours and improve the overall appearance.

The mortar will be 1-part white cement and Lime mix to 5 parts sharp sand; Colour of sand is to be sourced from 2 local builders' merchants to get the desired colour. This is the same mix as used on the recently constructed extension to Hortons and matches the existing front elevation of the client's home (Hortons / 141 The Street). 6 different mortar mixes have been trialled on the extension; they were left to dry for 10 days before selecting the best option

Before pointing the stonework, all dust and loose debris will be removed from the joints. Stone is to be damp to prevent the mortar from drying out too quickly, which can lead to cracking. As noted above works are not to occur in temperatures below 5°C or above 30°C.

All new stonework is to be protected from rain, frost, and direct sun with breathable membranes such as damp hessian sheeting for at least 7 to 21 days. For the best results, stipple the joints with a soft-bristled brush once the mortar has stiffened to compact it and increase breathability.

New coping stones are to be installed and securely fixed to the top of the new retaining wall, the coping stones are to overhang the face of the random rubble stone by a minimum of 40mm.
12. Once the wall is complete a 110mm perforated pipe is to be installed behind the retaining wall (length is to match the wall) which will drain towards and existing driveway, this is to control any excess water which might build up behind the wall and relieve any bearing pressure which may occur.

- Typical section through proposed retaining wall.**



- 9