Notes:
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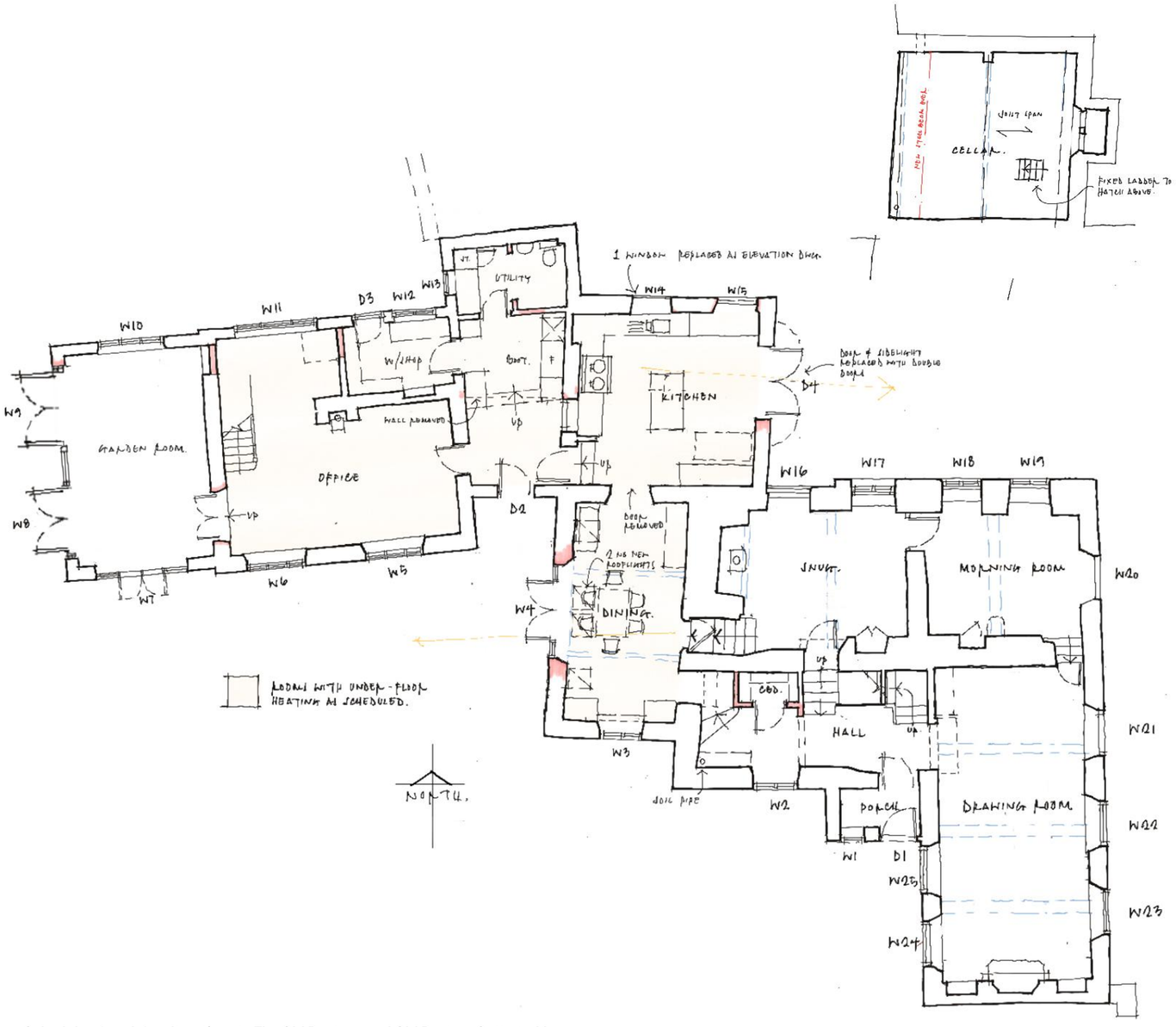

Schedule of work for alterations to The Old Rectory, and Old Rectory Cottage, Mere
NB: This schedule should be read in conjunction with the Heritage Statement prepared by the Heritage Impact Statement prepared by The Heritage Consultancy.

This schedule is for works following initial roof repair and maintenance schedule by others.

Ground Floor:
1: Entrance Porch:
1. Carefully remove existing modern timber window with faux leaded light W1 and replace with new fixed casement. See joinery detail drawing 3520/W05A. Make good surrounding surfaces to match existing.
2. See exterior below for roof alterations.

2: Entrance Hall:
1. Remove area of damp blown plaster to South and West walls and replace with 3-coat lime plaster to Architect's specification and from Rose of Jericho or similar approved.
2. Create cloak cupboard using timber stud and plasterboard construction and to Architect's plan. Ensure that the south return wall is extended forward of the existing stairs to the snug to make safe (currently tripping hazard).
3. Remove modern strip wood steps to proposed dining room and form new winding treads as shown on plan using blue Lias stone treads with oak nosing. Make good skirtings and surrounding surfaces to match existing
4. Re-set uneven/unsafe steps down to snug as shown with equal risers and going. Note that an upstand and fascia will be needed beneath existing under-stair cupboard door.
5. Set new internal soil pipe to sw corner of the room dropping from Bathroom over and box-in.

3: Drawing room:
1. Remove existing cast fireplace from South end of room and replace with reclaimed Georgian fitting to suit the period of the house. Exact fitting to be agreed. Make good surrounding surfaces to match existing.
2. Remove 'box' partition, door and frame forming lobby to hallway and make good surrounding surfaces Retain door and trims for reuse.
3. Remove area of damp blown plaster to west wall, and replace with 3-coat lime plaster to Architect's specification and from Rose of Jericho or similar approved. Note item 17.10 below referring to French drains to relieve the damp conditions in this wall.
4. Remove rotten skirting boards, window seat panels and trims and replace with new tulipwood or similar approved with details and mouldings to match existing.
5. Remove bookcase to N of entrance arch, and fit new to East wall as detail design.

4: Morning Room:
1. Remove area of damp blown plaster and tanking to west wall, and replace with 3-coat lime plaster to Architect's specification and from Rose of Jericho or similar approved. Note item 15.9 below referring to French drains to relieve the damp conditions in this wall.

5: Snug:
1. See Entrance hall above regarding steps into the room.
2. Remover blown plaster and tanking to east and south walls and replace with 3-coat lime paster as above.
3. Line existing chimney with stainless steel flexible liner, provide register plate and install wood-burning stove to HETAS regulations within the existing fireplace.
4. Remove existing modern parquet floor finish and lay new engineered oak finish. Note existing floor construction is concrete with sand and cement screed.

6: Dining Room (former Kitchen):
1. Replace existing rooflights RL1 & RL4 with new conservation rooflights and insert two further rooflights RL2 & RL3 within west facing roof slope including new flashings suitable for plain tile. Line reveals and make good ceiling with materials to match existing. Note re-roofing scheduled
2. Remove existing casement window and lower the sill of the opening to window seat height (450mm above FFL). Fit new casement window - See joinery detail drawing 3520/W05A. Make good surrounding surfaces to match existing, including removal of cement pointing and repointing south wall with lime mortar specified. Reuse existing casement window in Family Bathroom to replace 2003 casement window with faux leaded lights that differ from all others.
3. Remove existing modern casement window with faux leaded lights and increase opening to accommodate glazed doors and panels W4. See joinery detail drawing 3520/W05A. Make good surrounding surfaces to match existing, including removal of cement pointing and repointing west wall with lime mortar specified. Lay new water bar and weather seals following work to the floor – item 5 below.
4. Remove existing kitchen units. Break-out cement screed flooring to perimeter of room, and lay reclaimed Blue Lias Flags to match the remainder of the room. Fit new skirtings to match those within the main house.
6. Remove internal door, frame and infill stud wall between new kitchen and dining room, and make good walls back to structural opening using matching materials. See photos in heritage statement

7: Kitchen (former utility including Cellar beneath):
1. Remove existing fibreboard and plasterboard ceiling, retaining existing blown cracked and partially collapsed lath and plaster ceiling above. See letter of justification from Chalkborn Conservation for replacement ceiling. Lay 300mm mineral wool insulation laid between joists. Ventilation through roof space to be checked on site and supplemented if required. Retain existing meat hooks within ceiling in NW corner of the room
2. Remove existing modern fibreboard partition dividing utility and larder. Note that this sits on the modern floor construction described in 8 below.
3. Remove modern gypsum plaster to walls and replace with 3-coat lime plaster as above.
4. Remove existing modern glazed door and frame and sidelight with faux leaded lights, increase opening to accommodate glazed double doors D4. See joinery detail drawing 3520/W05A. Make good surrounding surfaces to match existing. Lay new water bar and weather seals following work to the floor. Externally, Lift existing concrete step covering the light well to the cellar window. Fit new glazed vented walk-on light-well cover by TechSummit or similar approved. Note to be centred on the new doors.
5. Replace ill-fitting single-pane fixed light W14 with new timber casement as joinery detail drawing 3520/W05A. Make good surrounding surfaces to match existing
6. Remove redundant boiler flue from East wall and make good with stone and lime mortar to match existing (stone salvaged from item 3 above)
7. Lift existing modern pine boarding (laid on modern stress graded and treated timber 175 x 50 joists). Note that there is no remaining historic joists in the cellar. The floor and joists are entirely 20th century. Fit additional steel beam (size TBC) to the front edge of the proposed AGA position, in-situ concrete bedded into walls as other beams taking care to avoid voids or air gaps. Remove rust from existing beams and re-coat with protective paint system as specified by engineer. Replace flooring with Nu-heat Omnifloor or similar approved construction including under-floor heating. Overlay with engineered oak boarding to manufacturer's instructions.
8. Fit Kitchen to detailed design including extract through roof void to tile vent. Services to be insulated beneath the floor to rise to required positions. Drainage to existing MH adjacent. Fit new skirtings to match those within the main house.

8: Boot/Utility:
1. Remove internal block partitions separating former entrance lobby from Old Rectory Cottage (ORC) utility and cloakroom as shown on drawings. Note that concrete floor of the Utility is 280mm higher than that of the lobby, and floors slope out of level.
2. Replace existing Velux rooflights RL 6 and RL7 with new conservation rooflights of equal dimensions.
3. Form new steps as shown on drawings and make good.
4. Remove door and lining to cloakroom, block opening and make good .
5. Fit boot room units and fittings to detailed design.

9: Office (ORC):
1. Remove existing steps, internal doors and linings to former kitchen and dining room, and block openings. Make good surrounding surfaces.
2. Replace modern south facing windows with faux leaded lights with flush casement windows as shown on joinery detail drawing 3520/W05A. Note window sizes to remain unchanged.
3. Remove internal window, and cut down opening to form internal door to Garden room. Fit glazed internal door and lining with pattern to match external doors.
4. Lift existing chipboard floating floor and lay new Nu-heat or similar approved insulated floor, retaining the existing concrete floor slab.

10: Garden room (ORC):
1. Remove existing plasterboard ceiling and joists and raise to the line of the existing purlins (approx. half way up the roof-slope). Provide additional ties as specified by the structural engineer. Trim rafters and fit new conservation rooflights RL8 and RL9 as specified. Insulate between and under rafters, and re-finish with plasterboard and skim. Make good walls to the new ceiling line with gypsum plaster to match existing.
2. Remove existing modern doors and sidelights with faux leaded lights and fit new full height windows W7 & W8 as shown on joinery detail drawing 3520/W05A.
3. Form new opening in west facing wall external wall and fit full height window W9 to match W7 & W8.

1:100 0 1 2 3 4 5

Rev	Description	Drawn By	Date
A	LBC amendments	BW	10/08/2026

Client:	Ms Stevens & Mr Middleton	Drawn By:	BW
Dwg Title:	Proposed Basement & Ground Floor Plans	Checked By:	
Project:	The Old Rectory, Church Street, Mere, Salisbury, Wiltshire, BA12 6DS	Scale	As shown on A2
		Date:	June 2026
Job No.:	5320 P01	Revision:	A

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