

Hodby, Richard - Oxfordshire County Council

Subject: FW: Permissions request (in bulk) for work required on 33 High St

From: Rawlings, Andrew - Oxfordshire County Council <Andrew.Rawlings@Oxfordshire.gov.uk>

Sent: 28 March 2022 18:02

To: Hodby, Richard - Oxfordshire County Council <Richard.Hodby@Oxfordshire.gov.uk>; Harris, Mark - Oxfordshire County Council <Mark.Harris@Oxfordshire.gov.uk>

Subject: RE: Permissions request (in bulk) for work required on 33 High St

Hi Richard,

Apologies for delay Mark H is on leave and I've been dealing with storm damage and potential refugee locations in our vacant properties whilst trying to organise works on schools for the Easter Holiday period and now to complicate matters further I've been called up for Jury Service for 2 weeks.

The only other points I raised were:





1. The foul drainage along the side of the property discharges into a foul manhole that requires emptying of dirt, silt and detritus to allow the 1st floor WC, bath, basins etc to be used.



2. The storm water drainage to the rear of the property requires urgent attention, the hopper is blocked and allowing rainwater to cascade down the face of the building.





3. The ornate brick arched fireplace mantle has shifted and the brickwork is now loose and easily removed and represents a risk of complete detachment and falling to floor level. It should be repaired.



4. Glazing to internal doors should be checked for compliance with Part K of the Building Regulations in relation to safety glass in high risk locations (such as doors).



5. Low level glazing in the bedroom should be checked for compliance with Part K of the Building Regulations in relation to safety glass in high risk locations. Consideration should also be given as to any guarding required to prevent children from falling.

The only thing I would add is that they should undertake works in accordance with the District Council's procedures for Listed Buildings, Oxfordshire County Council planning dept does not give advice on these matters so the Parish Council should liaise direct with SODC / VoWH planning dept.

I note that a quote for damp proofing has been included, personally I wouldn't use these non-breathable cement based barrier products in an old solid wall building, but again this should be discussed with SODC / VoWH planning / conservation officers as they may insist or advise on a more traditional breathable lime based plaster finish.

Please feel free to contact me should you wish to discuss, I won't have access to my laptop until I return from my Jury Service each day, but will be periodically checking phone messages, text and emails on my work mobile phone when Court is not in session.

Kind Regards,

Andy Rawlings

Building Surveyor

Oxfordshire County Council

Commercial Development, Assets and Investment | Oxfordshire County Library | Queens Street | Westgate | Oxford | OX1 1DJ

Mobile: 07976 344 089 | Email: andrew.rawlings@oxfordshire.gov.uk

Please send all postal correspondence to: County Hall, New Road, Oxford, OX1 1ND

For FM Service Desk contact FMServiceDesk@Oxfordshire.gov.uk with full details of Issue, location and Requestor Details.

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From: Matt Reid <Matz888@outlook.com>

Sent: 14 March 2022 13:17

To: Hodby, Richard - Oxfordshire County Council <Richard.Hodby@Oxfordshire.gov.uk>

Cc: Jeremy Irons <j.j.irons@btinternet.com>

Subject: Permissions request (in bulk) for work required on 33 High St

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Hi Richard,

I hope this finds you well and that we're able to resume the previous pace on this project now that all the surveys and quotes have come in. We have put together a schedule of work that we are in a position to start upon immediately, so would you be able to run this by Anita in order to get sign off so that we can commence work this week if possible. I've included the quotes for the damp proofing work and water connection, but apart from that we'll be able to run the rest of the project in parallel to those activities. Having spoken to Jeremy this weekend about these quotes he quite rightly asserted that he would like to be re-imbursed for these 2 costs should the property ever be privately rented or sold off on a long lease after the emergency housing project has come to an end. His reasoning is sound in that these two pieces of work would have had to have been carried out anyway before the property could be reinhabited, so I think that's a very fair request.

I'll break the requests down into discrete components so that Anita can sign off on each one.

- 0) Agreement that the costs of the damp proof treatment and water re-connection (approximately £9k-10k) will be re-imbursed by the trust should 33 be privately rented or sold on a long lease after the emergency housing project is complete.
Permission one is already granted by default given that the trust has already consented to the re-connection of the water, but I'll list it here explicitly for completeness.
- 1) Permission to take up the paving slabs along the back wall of the property
 - i) To bring in pest control to deal with the current rat problem in this area.
 - ii) To have a plumber or specialist lay a new water pipe from the kitchen to the back gate as shown on the accompanying diagram.

Thames water will then fit a meter and finalise the quote for the mains reconnection.
- 2) Permission to have an electrician disconnect the wiring on the walls to be subjected to damp treatment and then subsequent damp proofing treatment applied to those same walls as shown in the attached quote for works.
- 3) Exterior Frontage. Permission to repair and repaint windows and door.
- 4) Hallway. Permission to fill cracks and replaster where necessary.

- 5) Permission to reinstate interior door.
- 6) Front Room.
 - i) Permission to fill cracks and replaster where necessary.
 - ii) Permission to box in Electric meters.
 - iii) Permission to redecorate.
 - iv) Permission to put down new underlay and carpet.
- 7) Back room.
 - i) Permission to refix fire surround (currently loose).
 - ii) Permission to Decorate.
 - iii) Permission to put down new underlay and carpet.
 - iv) Permission to check partition at foot of stairs for 60 min fire retention.
- 8) Kitchen.
 - i) Permission to fit new units.
 - ii) Permission to retile behind units.
 - iii) Permission to repair external door and window surround.
- 9) Stairs.
 - i) Permission to fit second handrail.
 - ii) Permission to carpet.
- 10) Stairs Cupboard.
 - i) Permission to add Insulation.
 - ii) Permission to rehang door.
- 11) Back bedroom.
 - i) Permission to make good cracks and loose plaster.
 - ii) Permission to replaster and decorate.
 - iii) Permission to Insulate loft and cupboard.
 - iv) Permission to put down hardboard, underlay and recarpet.
 - v) Permission to fit smoke detectors
- 12) Front bedroom.
 - i) Permission to remove loose plaster.
 - ii) Permission to replaster with lime mortar.
 - iii) Permission to redecorate.
 - iv) Permission to add hardboard floor, underlay and recarpet.
 - v) Permission to fit window stops and metal grill (this is a safety measure suggested by SODC housing).
- 13) Landing.
 - i) Permission to level floor with hardboard, and underlay and carpet.
 - ii) Permission to fit smoke detectors
- 14) Bathroom.
 - i) Permission to fill cracks.
 - ii) Permission to install shower and immersion tank.
 - iii) Permission to Install cement board and tiles around shower.
 - iv) Permission to fit shower door.
 - v) Permission to redecorate.
 - vi) Permission to fit vinyl flooring.
 - vii) Permission to amend any pipework required from new water connection accordingly.
- 15) Garden.

- i) Permission to refix well cover.
- ii) Permission to relay stone path (after pipe work is complete).
- iii) Permission to repair steps.
- iv) Permission to repair side gate.
- v) Permission to repair window cills at rear and side of property and repaint.

16) Electrics.

- i) Permission to undertake any remedial actions such as installation of new isolation boards if required when electrical safety certificate is issued .
- ii) Permission to test the night storage heaters.

The property currently has an 'F' EPC rating, which is pretty much down to the night storage heaters, so these will be retained. The certification will be redone at the end of the refurbishment and we are confident that it may be possible to get this to category D or E despite the constraints on double glazing.

I've spoken to Andi West who is a current tenant of the Charlotte Coxe Trust living in the adjacent flat above the library. She voiced a concern that noise travels almost unimpeded between 33 and her property, so we would ask for one additional permission, which is that of fitting some rudimentary sound proofing in order to lessen the impact of noise from having a new family next door.

I'm currently observing fulltime work hours, but please feel free to drop me an email or text and I shall get back to you in my lunch hour or by email that evening if there are any further questions.

Many thanks,
Matt
07712186805

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