

**THE CHURCH OF ST DENYS, RAVENSTHORPE**  
**NORTHAMPTONSHIRE**

**SPECIFICATION**

for

**Provision of toilet and servery facilities**

**August 2015**

**(Revised 2017)**

**JOHN BARKER**

MRICS FCIQB FRSA IHBC

Chartered Building Surveyor  
Ecclesiastical and Historic Buildings Consultant



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## PROJECT PARTICULARS

### 1.01 The Project

Provision of toilet and servery facilities at the Church of St Denys, Ravensthorpe, Northamptonshire NN6 8EY

The church occurs within the Archdeaconry of Northampton in the Diocese of Peterborough and is Listed Grade II\*.

### 1.02 Employer

The Rector and PCC  
The Church of St Denys  
Ravensthorpe, Northamptonshire  
c/o Mrs A. Cooper  
21 Church Gardens  
Ravensthorpe  
Northampton NN6 8EY  
Telephone: 01604 771245  
e-mail: kierenandalice@btinternet.com

### 1.03 Surveyor

John C. Barker MRICS FCIOB FRSA IHBC  
Chartered Building Surveyor  
The Beeches  
19 Hatton Avenue  
Wellingborough  
Northamptonshire NN8 5AP  
Telephone: 01933 441225 Fax: 01933 441556  
e-mail: johnbarkerltd@btconnect.com

### 1.04 Tender Drawings

- Plan of the church showing window numbers
- Drawing nos. 24.15-01A and 02A

### 1.05 The Site

This consists of the church building and the surrounding churchyard.

### 1.06 Access

Attention is drawn to the restricted access to the site.

1.07 Site visit

By arrangement with Mrs A. Cooper (churchwarden)  
telephone 01604 771245 or Mrs M. Benn (churchwarden)  
telephone 01604 770629.

The church is kept locked.

1.08 Description of Works

Provision of new toilet and servery facilities within the north aisle including;

- Drainage works with connection to new cesspool in churchyard.
- Extension of existing water service pipe.
- Oak panelled enclosure to toilet area and matching joinery to servery unit.
- All sanitary fittings in connection with disabled facilities and stainless steel sink within servery unit.
- Electrical installation including lighting, electric water heater and convector heater in toilet area and electric water heater and Hydroboil unit within servery.
- Associated enabling and building works including removal of existing organ (by others) and timber platform beneath and adaptation of area in north-west corner of the nave to create the location for a new electronic organ.
- Removal of the raised timber platform in the south aisle remaining from the earlier bank of pews which have been removed and replacement with new stone slab flooring to match adjacent walkways.

2.0 THE CONTRACT

2.01 Form of Contract

To be JCT Agreement for Minor Building Works 2011 with current amendments at time of tender.

Allow for the obligations, liabilities and services described therein. Completions/deletions to the contract will be as follows;

1 <sup>st</sup> Recital	Insert the words 'Provision of toilet and servery facilities at the Church of St Denys, Ravensthorpe, Northamptonshire'.
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2.01 cont	2 <sup>nd</sup> Recital	Reference to Work Schedules to be deleted.
	3 <sup>rd</sup> Recital	Reference to Work Schedules or Schedule of Rates to be deleted.
	Articles 3 and 4	The term Architect shall be deleted and the expression 'Contract Administrator' shall mean the Surveyor as set out under clause 1.03 of these preliminaries.
	4 <sup>th</sup> Recital and Schedule 2	The Base Date is 10 days prior to the Date of Tender.
	4 <sup>th</sup> Recital and Clause 4.2	Employer at the Base Date is not a 'contractor' for the purposes of the CIS.
	5 <sup>th</sup> Recital	The project is notifiable under the CDM Regulations.
	6 <sup>th</sup> Recital	Not applicable.
	7 <sup>th</sup> Recital and Schedule 3	Paragraphs 1 and 2 apply. Paragraphs 3, 4 and 5 do not apply.
	Article 7	Article 7 and Schedule 1 (Arbitration) apply. Delete the words 'do not apply'.
	Clause 1.1	The CDM Planning period shall mean 14 days ending on the Date for Commencement of the Works.
	Clause 2.2	Commencement and completion dates to be agreed.
	Clause 2.8	Liquidated damages to be applied at the rate of £250 per week.
	Clause 2.10	Rectification period to be 6 months from date of Practical Completion.
	Clause 4.3	Percentage of work value 95%.
	Clause 4.4	Percentage of work value 97½%.
	Clause 4.8.1	Final certificate computation: 3 months.
	Clause 4.11 and Schedule 2	To be deleted.
	Clause 5.3.2	Insurance for injury or damage to property to be £5,000,000.

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|--------------|---------------|--|
| 2.01<br>cont | Clause 5.4    | Clause 5.4B to apply.  |
|              | Clause 5.4B.1 | Percentage to cover professional fees: 20%.  |
|              | Clause 7.2    | The adjudicator is the Royal Institution of Chartered Surveyors.                   |
|              | Schedule 1    | The arbitrator is to be appointed by the Royal Institution of Chartered Surveyors. |
- 2.02     Contract Drawings
- To be the same as the tender drawings.
- 2.03     Additional copies of drawings and specification
- Two additional copies will be issued to the contractor following signature of the contract.
- 3.0       CONDITIONS OF TENDER
- 3.01      Scope
- These conditions are supplementary to those stated in the invitation to tender and on the Form of Tender.
- 3.02      Tendering Procedure
- To be in accordance with the principles of the JCT Series 2 Practice Note 6: Main Contract Tendering, July 2002.
- 3.03      Acceptance of Tender
- The employer offers no guarantee that the lowest or any tender will be accepted nor will be held responsible for any cost incurred in the preparation of any tender.
- 3.04      Nature of Site
- Before tendering, ascertain the nature of the site, access thereto and all local conditions and restrictions likely to affect the execution of the works.
- 3.05      Period of Validity
- Tenders must remain open for consideration for not less than 90 days from the date of tender submission.

3.06 Fluctuations

The tender is to be a fixed price tender.

3.07 Specification without Quantities

Where and to the extent that quantities are not included in the specification, tenders must include for all work shown or described in the tender documents as a whole or clearly apparent as being necessary for the complete and proper execution of the works.

3.08 Pricing of Specification

Alterations and qualifications to the specification must not be made without the written consent of the surveyor. Tenders containing such alterations or qualifications may be rejected. Costs relating to items in the specification which are not priced will be deemed to have been included elsewhere in the tender.

3.09 Contingent/Provisional Sums

Such sums shall be used as directed by the surveyor and deducted in whole or in part if not ordered to be used.

3.10 Priced Specification

To be submitted within one week of request.

3.11 Examination of Priced Documents: Errors

Will be dealt with in accordance with Alternative 2 (clause nos. 49 and 50) stated in the Alternative Provisions set out in the JCT Series 2 Practice Note 6; Main Contract Tendering, July 2002.

4.0 STATUTORY AND GENERAL OBLIGATIONS

4.01 Health and Safety Regulations

Comply at all times with the requirements of all Health and Safety Regulations. No work will be approved by the surveyor for inclusion in a certificate unless it can be inspected safely.

4.02 CDM Regulations/Health and Safety

Undertake the duties of the Principal Contractor as set out in the Construction (Design and Management) Regulations 2015. Plan, manage, monitor and co-ordinate the construction phase so that all health and safety risks are controlled.

4.03 Nuisance

Take all necessary precautions to prevent nuisance from smoke, dust, rubbish, vermin, noise and other causes. Radios are not to be used on site.

4.04 Fire

Take all necessary precautions to prevent personal injury, death and damage to the works or other property from fire. Smoking will not be permitted on site. The burning of materials arising from the works on site will not be allowed.

4.05 Infected Timber

Where instructed to remove timber affected by fungal/insect attack from the building, do so in such a way which will minimise the risk of infecting other parts of the building.

4.06 Waste

Remove rubbish, debris, surplus material etc regularly and keep the site and works clean and tidy. Remove all rubbish, dirt and residues from voids and cavities in the construction before closing in. Where fragments of stone, woodwork, tile, glass, lead comes, pottery or other material which may have historical importance are found within hitherto unexposed situations, or where any existing material from the fabric of the building is deemed to be surplus or contaminated, removal from the site must be first approved by the surveyor and Historic England representative as applicable.

4.07 Existing Services

Before starting work check positions of existing public and private services. Adequately protect and prevent damage to all services. Any damage to be notified to appropriate authority without delay and arrangements made to make good.

4.08 Existing Features

Prevent damage to existing buildings, fences, gates, walls, roads, paved areas on and adjoining the site, any damage to be made good at contractors expense. Adequately protect trees, hedges, shrubs and lawns except those which are to be removed. Replace to approval or treat as instructed any species or areas damaged or removed without approval.



#### 4.09 Existing Structures

Provide and maintain during the course of the works all incidental shoring, strutting, needling and other supports as may be necessary to preserve the stability of existing structures on the site or adjoining.

#### 4.10 Occupied Premises

Acquaint the Incumbent and churchwardens when work is to commence and arrange for the removal of all loose furniture, fabrics and ornaments etc liable to become damaged as the result of work proceeding overhead. The contractor must impress upon his workforce and all subcontractors the sacred nature of the building and the importance of the historic fabric. Extreme care should be taken at all times to avoid unnecessary damage and the discovery of earlier built in features, painted wall decoration etc exposed as a result of the works should be reported immediately to the surveyor.

The contractor must be prepared to stop work, clean up and make part of the church available for special services or funerals by arrangement with, and at the request of the Incumbent. Safe and unencumbered access to the normal external doors to the church must be provided at all times.

#### 4.11 Access for the Surveyor

Provide at all reasonable times access to the works. Give the surveyor not less than one week's notice before removing scaffolding or other facilities for access.

n.b. in cases where the works are subject to Heritage Lottery Fund grant aid, representatives of that body (or Historic England working on their behalf) shall also be permitted access to the site. The contractor shall not however take instructions from such officials. Any variations to the contract must be authorised by the church surveyor.

#### 4.12 Security

Adequately safeguard the site, the works, products, materials, plant and any existing buildings affected by the works from damage and theft. Take all reasonable precautions to prevent unauthorised access to the site, the works and adjoining property.

#### 4.13 Archaeological Finds

Upon an unexpected discovery, which may be of archaeological significance, work must be halted and the surveyor notified immediately.



#### 4.14 Bats in Buildings

The Wildlife and Countryside Act 1981 as amended by The Countryside and Rights of Way Act 2000 gives very full protection to bats because of their special requirements for roosting.

It is illegal not only to recklessly kill, injure or handle any bat but also intentionally to damage, destroy or obstruct access to any place that a bat uses for shelter or protection or to disturb a bat whilst it is occupying such a place. In this context 'damage' means make worse for a bat and so includes such operations as chemical treatment of timbers. The Act provides defences so that building, maintenance or remedial operations can be carried out in places used by bats but the contractor and any sub-contractors involved with the works must satisfy themselves that Natural England (formerly English Nature) has been notified and given time to advise on whether bats are known to use the building and if so what special measures should be adopted. Failure to comply with this procedure could render the contractor liable for heavy fines.

In the absence of any existing correspondence the contractor or subcontractors should make a direct approach to The Bat Conservation Trust acting on behalf of Natural England; telephone 0845 1300 228, e-mail: [sclay@bats.org.uk](mailto:sclay@bats.org.uk).

### 5.0 MANAGEMENT AND ADMINISTRATIVE PROCEDURES

#### 5.01 Commencement of work

Inform the surveyor at least 14 working days before the proposed date for commencement of work on site. Ensure that a relevant Faculty has been granted and ascertain any special conditions relating thereto.

Where projects involve work which is subject to Building Regulations Approval or Planning Permission, obtain copies of relevant papers from the Surveyor and comply with Local Authority procedures, notifications etc.

#### 5.02 Supervision

Accept responsibility for co-ordination, supervision and administration of the works, including all sub-contracts. Arrange and monitor a programme with each subcontractor, supplier, local authority and statutory undertaker, and obtain and supply information as necessary for co-ordination of the work.

5.03 Insurances

Before starting work on site submit documentary evidence and/or policies and receipts for the insurances required by the Conditions of Contract. If any event occurs which may give rise to any claim or proceeding in respect of loss or damage to the works or injury or damage to persons or property arising out of the works, forthwith give notice in writing to the employer, the surveyor and the insurers. Indemnify the employer against any loss which may be caused by failure to give such notice.

5.04 Daywork

Give reasonable notice to the surveyor of the commencement of any work for which daywork vouchers are to be submitted. Before being delivered to the surveyor, each voucher must be:

Referenced to the instruction under which the work is authorized and  
Signed by the person in charge as evidence that the workmen's names, the time spent by each, the plant and materials shown are correct.

5.05 Work at Completion

Make good all damage consequent upon the work. Remove all temporary markings, coverings and protective wrappings unless otherwise instructed. Clean the works thoroughly inside and out, remove all splashes, deposits efflorescence, rubbish and surplus materials consequent upon the execution of the work.

5.06 Making Good Defects

Make arrangements with the employer and give reasonable notice of the precise dates for access to the various parts of the works for purposes of making good defects. Inform the surveyor when remedial works to the various parts of the work are completed.

6.0 TEMPORARY SERVICES

6.01 Protection

Adequately protect all works during the course of the contract. Protect building interiors exposed to the weather during the works.

Prevent damage to any furniture, fittings or equipment left in the building. Move as necessary to enable the works to be executed, cover and protect as necessary and replace in original positions.

6.01 cont Where materials such as worked stone, rolls of lead, stainless steel components, workmen's tools etc are to be temporarily stored on stone slab, quarry tile and wood block floors, the contractor must firstly protect such surfaces with hardboard or plywood sheets.

The contractor will be held responsible for the safety and protection of all furnishings, glass, statuary etc and must provide and maintain full protection to the organ for the duration of the works to prevent damage by dust, water, etc. Covering of the organ must be carried out in conjunction with the person or firm responsible for the maintenance of the instrument. Any damage shall be made good at the contractor's expense.

6.02 Accommodation

Provide as necessary temporary sheds, offices, mess rooms, sanitary accommodation and other temporary buildings for your own and sub-contractors' use. Positions to be agreed with the employer and surveyor. Clear away on completion and make good any disturbance or damage.

6.03 Water

An external standpipe and tap is located adjacent to the north aisle door.

6.04 Lighting and Power

Electricity will be provided by the employer.

7.0 THE WORKS GENERALLY

7.01 Workmanship

Work is to be carried out in accordance with the relevant clauses in all trades, whether the work is specifically described in this specification or arises in connection with provisional or PC sums.

All materials and workmanship are to be the best of their respective kinds, and where no special description is given the new work is to be of the same character as to design and materials and similar in kind as well as in value to the old. Any adjacent work disturbed or damage caused is to be made good in all respects. Only suitably skilled tradesmen are to be employed.

7.02 Defects in Existing Construction

These are to be reported to the surveyor without delay. Obtain instructions before proceeding with any work which may cover up or hinder access to the defective construction or be rendered abortive by the carrying out of remedial work.

7.03 Samples

Samples of all materials and finishes (e.g. pointing etc) are to be submitted to the surveyor for approval and maintained on site during the course of the contract.

7.04 Weather

No work to be carried out during unsuitable weather and all works and materials to be protected against adverse climatic conditions. All work involving wet materials must cease when the temperature reaches 2°C on a falling thermometer and shall not recommence until the thermometer reaches 1° C on a rising thermometer.

7.05 Lime

Building lime is to be in accordance with BS EN 459. Mature high-calcium slaked lime putty ready for must be obtained from a reliable source and be of consistent quality.

Similar requirements apply where Natural Hydraulic Lime is used and the colour and its effect on the finished mortar will need to be carefully explored.

Where in exceptional cases hydrated lime is used for gauging with cement, it is to be run into putty with clean water at least 24 hours before use.

7.06 Cement

The cement for all trades to be in full accordance with BS EN 197 delivered to the site in bags, stored in a perfectly dry place and used fresh.

7.07 Sand for Mortar

The sand is to be in accordance with BS EN 13139, clean sharp river or pit sand, coarse grained and entirely free from clay, loam, or other staining agents, or deleterious impurities, well washed if necessary and used when the water has drained off. In some cases crushed stone or finely crushed hand made brick, each of carefully selected types and grade, may be required as additives to the washed sand for colour purposes in pointing, but this will only be used after samples have been prepared and approved as stated in clauses 7.10 and 7.11.

7.08 Fine Aggregate

The fine aggregate to be in full accordance with BS EN 12620 well washed if necessary, used after the water has been drained of, and free from organic matter, clay or other deleterious impurities.

a) New stone is to be the best quality of its respective kind, carefully selected for its position and free from quarry sap, vents, cracks, fissures, discolouration or other defects which may adversely affect strength, durability or appearance. It is to be laid on its natural bed except in the case of cornices and copings where edge bedding is to be employed. In the case of mitred returns in cornices and string courses stones are to be laid on their natural bed and if for any reason the stone type is considered to be unduly vulnerable to weathering, the top should be covered with a lead flashing. In arches, tracery etc all stones are to be set with their natural bed at right angles to the loads or thrusts and in spire cants the natural bed shall be horizontal. All mouldings, curves, angles etc are to be worked out of the solid and no angle-mitred joints will be permitted. Renewals to moulded work shall be finished to faithfully match the original profile and where doubt exists regarding the original detail the contractor shall submit templates to the surveyor for approval. Stones are to be set on a full bed of mortar and with all vertical joints filled. New mortar joints are to match the thickness of the existing as near as possible. Where cramps are necessary, slate, Delta metal, cuprous bronze or stainless steel must be used.

b) Replacement stones in walling shall not be less than 100 mm in depth from the face of the wall; string courses or other projecting stones such as hood-moulds etc should be built into the wall a distance equal to twice the projection of the moulding and replacements particularly in ashlar work and quoins shall be equal to the size and scale of the existing stones and several smaller stones must not be substituted for the original large one. New ashlar stones in parapet walls shall be to the full depth of the parapet.

c) Where different types of stones are incorporated in the same area of walling, stone replacements are to match the existing type and colour wherever possible, thus retaining the character of local examples etc. Patterns such as herringbone work are to be faithfully reproduced and traces of former window surrounds etc or other archaeological evidence is to be carefully preserved. The exact requirements are to be discussed with the surveyor on site.

d) Samples of stone types to be used must be agreed with the surveyor before orders are placed. The stone is generally to be left from the chisel and a sample face is to be agreed with the surveyor before work commences. Where mechanically sawn ashlar blocks have been supplied an appropriate hand finish will be required and all evidence of saw marks must be removed using hand tools. All stonework is to be carried out by qualified stonemasons.

#### 7.10 Mortar for Stonework

All mortar for the works shall be no stronger than the stone bedded or pointed and be durable for the position and exposure intended.

Mortar is to be matched as nearly as possible to the original except in cases where the surveyor decides that the original is itself unsuitable in either mix or finish. Samples are to be provided on site and approved by the surveyor before the work proceeds.

All stone is to be thoroughly wetted before jointing or pointing, and no mortar in which the initial set has taken place shall be used.

#### 7.11 Mortar for Re-pointing

a) The preferred mortar for pointing walling shall generally be composed (by volume) of 1 part slaked lime putty (see clause 7.05) to 3 parts sharp sand mixed to an even paste with water to form coarse stuff and left for at least 24 hours to fatten up. When required it is to be knocked up ready for use.

As an alternative, a Natural Hydraulic Lime may be used (NHL 2 or 3.5 depending on source of lime and exposure of work) again with a ratio of 1 part lime to 3 parts sand (or other measure as directed) of approved type.

Where it is deemed impractical to use mortars of the above type due to winter or other unfavourable conditions mortar shall generally be assumed to be no stronger than 1:2:9 (white Portland cement: hydrated lime: sharp sand). The exact proportions of the mix however are to be agreed with the surveyor on site. The mortar is to be mixed in small quantities as required and used fresh. The contractor shall not use a mortar mix incorporating cement under any circumstances, regardless of adverse weather conditions, unless this is specifically agreed with the surveyor prior to work being carried out. Such an approach is only likely to be endorsed under very exceptional conditions.

In cases of greater exposure, for example in copings etc a slightly stronger mix of 1 part cement, 1 part lime and 6 parts sand may be used after consultation with the surveyor.

The batching of the mix should be carefully done, using gauge boxes if necessary and very well mixed with the minimum amount of water necessary for a workable consistency.

The type and source of the sand is to be agreed with the surveyor before the work commences (see also Clause 7.07) to ensure satisfactory colour and texture. Crushed brick to approved sample may also be incorporated in the mix.



7.11  
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b) All joints shall be raked out to a minimum depth of 35 mm using plugging, long necked jointing or toothed masonry chisels, with a 2.5 lb club hammer but never with cold chisels which may tend to wedge the joints and cause spalling. Impact should be at an oblique angle to the joint face and not directly into it. For raking out fine joints a mason's saw or hacksaw blade may be used but the use of power saws will not be allowed. Any hollow or loose areas are to be rebuilt or grouted prior to repointing. Joints should be brushed clean with a bristle brush removing all loose fragments and flushed out with clean water. If the joints have dried out after cleaning they must be re-wetted before placing the new mortar to avoid undue suction of water from the mortar.

c) Pointing is to be slightly recessed leaving the arrises exposed or kept back to express the shape of individual stones and finished to a water shedding profile. Care must be taken to ensure that no mortar spreads on to the face of the stone. The mortar should be rammed well home in the joints so that no voids are left and when the mortar has begun to stiffen, the texture of the coarse sand should be exposed using a stiff bristle brush or rubbing the joint with sacking. Pointing shall always begin from the top of the wall and proceed downwards so that the work can be cleaned down as it progresses. The contractor must in all cases arrange for a sample panel of pointing (approximately 1 m<sup>2</sup>) and obtain the surveyor's approval before work continues.

d) Precautions must be taken to prevent rapid drying of the mortar mix in hot weather or strong drying winds as this leads to shrinkage and loss of strength as well as lightening of the colour. Stonework must therefore be fully screened from direct exposure to the same by sacking or similar and occasionally wetted if required to prevent complete drying out for several days.

Newly completed pointing must be protected from the rain and no work should be carried out when frost is likely (see also clause 7.04). In cold weather protect the stone from rain and frost and store cement and lime in a dry structure. Keep the finished work covered up for at least three days.

## 7.12 Purpose made joinery

### Generally

All work is to be carried out in a proper manner to the satisfaction of the surveyor. All materials referred to are subject to the approval of the surveyor and approved samples shall form the standard quality for such materials used in the work.



7.12  
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Timber

Both softwood and hardwood shall be in accordance with BS 1186: Part 1 1971 (Quality of Timber and Workmanship in Joinery).

Hardwood shall be well seasoned oak of English/European growth and the best quality available, specially selected for the position in which it is to be used and entirely free from sapwood, pith, splits, stains or any evidence of beetle attack or rot. Isolated tight knots less than 12 mm diameter will be permitted provided they do not occur in joints or visible faces. A typical sample of the timber shall be deposited with the surveyor and his approval obtained before any joinery is made up. Timbers kept clean for a clear finish shall be uniform in texture and matched for colour.

Softwood is to be well seasoned, free from large, loose or dead knots, sap, shakes, or waney edges.

All timbers to be pressure treated with colourless preservative i.e. tanalised or approved equal. Such timbers cut on site are to be brush treated with Green Range Wykamol Plus colourless preservative.

Moisture content at the time of delivery for joinery work shall be as set out below:

Average M.C. per cent

<u>Use</u>	<u>Nominal</u>	<u>Max</u>	<u>Min</u>	<u>Remarks</u>
External joinery Internal joinery with intermittent heating and industrialised components	15	16	14	Air drying in summer, kiln drying more normal
Interior joinery with constant central heating	12	13	11	

Moisture content of joinery shall be checked upon delivery to site and again at the time of acceptance.

All timber is to be immediately and properly stacked under waterproof cover on the site.

Workmanship

The whole of the joinery work throughout shall comply with BS 1186 Part 2 : 1971 (Quality of Timber and Workmanship in Joinery).

7.12  
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Where joinery work is to be 'fixed in', i.e. inserted in position after the surrounding or enclosing carcass has been constructed, the joinery is to be made strictly to the overall dimensions shown on the surveyor's drawings and the contractor is to ensure that the particular building work at the site is carried out accurately to the dimensions given – a tolerance of plus 3 mm will be permitted.

The surveyor's full size detail drawings are actually drawn to the finished size, the reductions for planing have been made.

In both softwood and hardwood 3 mm shall be allowed for each wrot face, from the nominal size of the section specified.

All joinery sizes shall be checked on site before putting in hand on the bench.

The prices for all joinery work are to include for all framing, mortising and tenoning, grooving and tonguing, jointing, housing and dressing, glueing and blocking or other items of a like nature, required to complete in a workmanlike manner.

All mortice and tenon joints are to be pegged with hardwood pegs or wedges and under no circumstances will nailing or screwing of these joints be permitted.

All cross tongued joints are to be glued and all keys, pads, wedges and pegs are to be of hardwood.

The joinery shall be framed up as soon as possible after the receipt of detail drawings and placed in a suitable store. The work is not to be glued or wedged up until required for use and a clear three days notice must be given to the surveyor before commencement of this operation so that, at his discretion, the work may be inspected whilst only rough framed. Any portions that warp, wind or develop shakes or other defects before the expiration of the Defects Liability Period shall be replaced with new together with any work affected thereby, at the contractor's own expense.

All exposed surfaces of joinery are to be finished with a clean wrot face, well sanded, with all machine marks removed. Surfaces not exposed to view are also to be wrot unless otherwise specified.

Surfaces of softwood intended for painting or clear finish shall be such that, if properly finished with matt paint, imperfections in manufacturer would not be apparent.

Surfaces of hardwood of a gloss or matt transparent finish shall be such that, when so finished, imperfections in manufacture shall not be apparent.

7.12  
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The sharp edges of all square arrises are to be taken off with fine sandpaper but not rounded unless so specified or detailed.

All mouldings shall be accurately worked to the surveyor's full size detail and shall be worked on the solid except as may be otherwise detailed or specified.

In general, joinery intended to be painted is to be fixed by nails, nail heads are to be punched below the surface and filled with a suitable filler for external work and a leadless paste filler for internal work. Joinery intended for polishing is to be secretly fixed and heads of screws are to be let in and pelleted in the same wood and with matching grain.

The joiner shall perform all work necessary for correct jointing and provide all metal plates, screws, nails and other fixings necessary for the proper execution of the work. All skirtings, architraves, plates, etc shall be accurately scribed to fit the contour of any irregular surface against which they may be required to form a close butt connection.

Joinery work which is to be 'built in' or erected in position before the surrounding or enclosing works of the main building carcass have been carried out shall be set plumb and true and where necessary temporarily encased or braced. The contractor shall provide and secure anchors, frame ties, dowels or other fixings for 'building in'.

For joinery work which is to be assembled 'in-situ', i.e. as the surrounding work proceeds, or for joinery work to be 'fixed-in', i.e. inserted in position after the enclosing work is completed, the contractor shall provide and ensure that the necessary fixings are incorporated in the carcass, or shall provide and fix such grounds, bases and bearers as are required, to form a suitable fixing and base for the joinery work.

All shelves, bearers etc are to include for arrised edges where required.

Linings around door, window and blank openings shall have all angles tongued.

All bench tops are to be fixed truly level except where otherwise shown or indicated and are to be in the widest widths and the longest lengths obtainable and without undue heading or cross tongued joints.

All nails, pins and screws for structural fixings shall be stainless steel. All stops, architraves, fillets etc shall be glued and pinned.

Where work is described as screwed it shall be screwed at a maximum of 600 mm centres. All screws to have clearance holes.

7.12  
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None of the joinery is to be delivered to the site until it is required for fixing in the building.

All joinery surfaces shall be primed and sealed with one coat approved primer or sealer, in the case of hardwoods, before the timber is delivered to site. The contractor must allow in his rates for joinery for touching up such priming or sealer to the approval of the surveyor before any joinery is fixed in position.

Joinery which is to be painted is to be knotted and primed to all surfaces before fixing.

The finish for oak is to be as follows;

- Prepare and rub down.
- Apply 2 coats of satin polyurethane thinned with 10% white spirit, rubbing down after each coat.
- Apply clear beeswax, rubbing in with fine wire wool.
- Polish on completion.

All timber that shrinks, warps or winds through want of seasoning or unsoundness shall be removed and replaced at the contractor's expense.

Include for easing and adjusting all doors and windows, oiling all butts, hinges, locks and other ironmongery and leaving the whole of the joinery and ironmongery sound and in good order to the surveyor's approval at completion.

7.13

#### Electrics

All wiring is to be carried out in PVC sheathed MICC cable with metalclad fittings in full accordance with the guidelines set down by the Diocesan Advisory Committee (see Peterborough DAC: Electrical work in churches [5<sup>th</sup> edition] Guidance note: July 2006).

The installation must be carried out in strict accordance with the current British Standard Requirements for Electrical Installations (Institute of Electrical Engineers Wiring Regulations). Works should only be undertaken by contractors enrolled with either the NICEIC or ECA and a completion certificate must be issued.

Where new cable runs are exposed the routes must firstly be agreed with the surveyor. On completion, such cables must be painted with a matt finish to match the surface of the structure to which they are fixed.

## DESCRIPTION OF THE WORKS

- See drawing nos. 24.15-01A and 02A at the end of the specification fully detailing the works.
- Photographs showing the existing situation both internally and externally are also to be found at the end of the specification.

### 8.0 EXTERNAL

#### 8.01 Drainage works and extension of water supply

Carry out all works as shown on drawing no. 24.15-01A to include installation of new cesspool located on the line of the existing north-west churchyard path. This is to rest on a 200 mm thick concrete base and incorporate appropriate webbing anchor straps.

Carry out all works with minimal disturbance and make good all finishes and grassed areas on completion.

### 9.0 INTERNAL

#### 9.01 Protection

Provide, maintain and remove on completion polythene dust proof sheeting to all furniture and fittings in the immediate vicinity of the works. Seal lapped joints as necessary with tape. The contractor must provide full temporary covers to the organ in accordance with clause 6.01.

#### 9.02 New toilet accommodation at west end of north aisle

Carry out all works as detailed on drawing no. 24.15-02A noting the following;

- (a) All visible elements of the framework and panelling to the enclosure including the door, skirtings, architraves and cornice members etc are to be of solid oak. Allow for 1½ pairs best quality brass butts to the door together with good quality brass lever handles and matching indicator disc.
- (b) Allow for all electrical work in accordance with clause 7.13 including supply of electric water heater, storage/convactor heater, extractor fan, fluorescent light fitting and emergency alarm indicator.

9.02 cont	(c) All holes through the external stone walls for the water service pipe and ducts for the soil and vent pipe and mechanical extract fan are to be formed using specialist core drilling techniques.  The cast iron air grilles to the mechanical extract and soil and vent pipe are to be 229 x 76 mm ornamental pattern no. 977X as supplied by J. and J.W. Longbottom Ltd, Holmfirth (telephone 01484 682141).	150.00
	(d) Allow for softwood framed enclosure to existing electrical switchgear etc on north wall complete with two pairs of flush doors, appropriate ironmongery and painted with white gloss finish.	
	(e) Include for provision and fixing of a Magrini MH42 horizontal baby changing unit and mirror (size 750 x 350 mm).	
	(f) Include the provisional sum of £150.00 for repairs to stonework at wall base level prior to installation of the new WC pod.	
9.03	<u>New servery unit adjacent to toilet pod</u>  Carry out all works as detailed on drawing no. 24.15-02A noting the following;	
	(a) All visible elements of the panelling, cornices etc to the full height sink unit cupboard and counter are to be of solid oak.  Units within the full height cupboard are to be from the Burford Cream range by Howden Joinery Ltd with oak door knobs. In the case of the counter unit, carcassing is also to be from Howdens but the hinging arrangement must be durable enough to support the purpose-made oak doors. Drawers are to be self-closing. Worktops are to be Bushboard Encore but that to the counter is to be in an appropriate recessive colour (to approved sample on site) and have a 25 mm hardwood surround with neatly mitred corners.	
	(b) Include the provisional sum of £250.00 for the supply of ironmongery to the sliding/folding doors. n.b. The cost of fitting such ironmongery is deemed to be included in the general works, as is the supply and fitting of the Henderson door gear and floor track. With regard to the latter, it is essential that the gear is robust enough to adequately take the weight of the oak folding doors.	250.00
	(c) Provide and install sturdy single drainer stainless steel sink from the Blanco range with 200 mm deep bowl and Blancoeye BM5300 mixer tap.	

- 9.03 cont (d) Allow for all electrical work in accordance with clause 7.13 including supply of recessed light fittings and water heaters within the full height cupboard unit. The heaters are to be as follows;
- (i) Ariston 15 litre under-sink water heater complete with expansion vessel.
  - (ii) Zip Hydroboil 7.5 litre capacity wall mounted electric water heater within the upper cupboard area (with white enamelled steel case). This is for provision of a direct supply of boiling water for tea and coffee making.
- (e) Tiles within the cupboard unit to be Roundhay: Ivory Wall by British Ceramic Tiles. Ceiling to be painted two coats Classidur Tradition.
- 9.04 Water supply and drainage connection
- Extend water supply from position of existing external standpipe into the building as detailed on drawing no. 24.15-02A and install all drainage together with cesspool unit as detailed on drawing no. 24.15-01A. Where connections pass through the external north wall of the building these are to be through neatly core drilled holes using appropriate specialist equipment. Include appropriate alarm system for the cesspool to indicate when the vessel is nearing full capacity.
- 9.05 Floor finish in area of new servery and adjacent to pew platform in north-west corner of nave
- Take up existing raised wood platform and remove from site. Backfill anticipated void with up to 250 mm crushed limestone and 150 mm MOT, suitably compacted to receive new Clipsham stone slab flooring (nom. 65 mm thick) to match the scale of existing work in adjacent walkway areas.
- 9.06 Minor alteration to pew platform in north-west corner of nave (position of new organ) (see photograph no. 4)
- (a) Carefully remove existing pew units i.e. 2 no. seats and 1 no. ancient front book rest with blind traceried decoration and set aside the book rest for reinstatement. Cut back the eastern side of the platform (approx. 300 mm), re-using and re-setting the original oak kerbing member and re-set the ancient book rest element, providing sound anchorage to the pew platform. This will provide screening to the new electronic organ.  
n.b. There will also be a need to introduce an oak kerb member to the north side of this area (adjacent to the servery) and a suitable length of kerbing should be salvaged from the existing part of the platform upon which the pipe organ stands.



9.06 cont	(b) Include the provisional sum of £350.00 for repairs as necessary to the retained part of the timber pew platform.	350.00
9.07	<p><u>Removal of redundant pew platform in south aisle</u> (see photograph nos. 5 and 6 and area identified on window plan of the church)</p> <p>Carefully take up the existing raised timber platform (size 5.98 x 2.08 m) relating to former pews and remove from site. Make good the resultant void and lay new Clipsham stone slab flooring, all as described in clause 9.05.</p>	
9.08	<p><u>External north door</u></p> <p>(a) This entrance is to be the main point for disabled level access and the contractor is therefore to allow for removal of the existing stone step, a downward extension of the oak door complete with new oak weatherboard, new flush step carried out in Crosland Hill Hard York stone incorporating a stainless steel weather bar and an external drainage channel to the full width of the new pathway. In the case of the latter allow for a Clark-Drain polymer concrete channel unit with cast iron grille to the full width of the new Clearmac pathway and associated outfall pipework to prevent build-up of stormwater within the door reveal.</p> <p>(b) Include the provisional sum of £500.00 for carrying out any necessary stonework renewals to the base of the jambs to the doorway.</p>	500.00
10.0	<u>CONTINGENCY AND LABOUR RATES</u>	
10.01	<p><u>Contingency sum</u></p> <p>Include the sum of £5000.00 to be expended only on necessary urgent and unforeseeable works as specifically instructed by the surveyor.</p>	5000.00
10.02	<p><u>Archaeology</u></p> <p>Include the provisional sum of £750.00 for the involvement of an approved archaeologist as necessary should any recording work be necessary.</p>	750.00

10.03      Schedule of labour rates

The contractor is required to state the rates for the following personnel;

Carpenter/Joiner	£.....per hour
Plumber	£.....per hour
Electrician	£.....per hour
Stonemason	£.....per hour
General tradesman	£.....per hour
Labourer	£.....per hour

JCB/SR  
August 2015 (rev. 2017)

## SUMMARY

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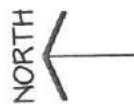
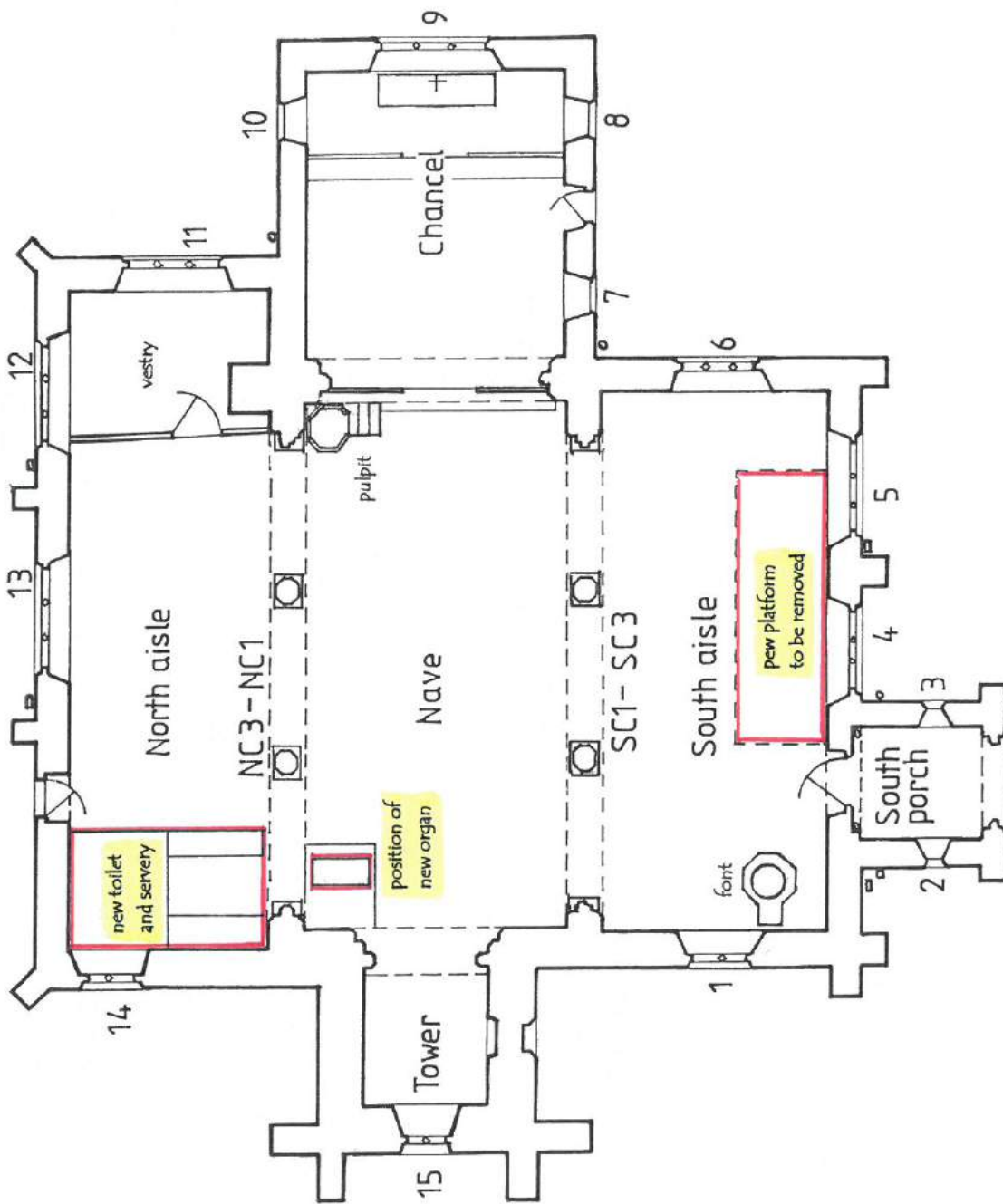
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TOTAL CARRIED TO FORM OF TENDER

£

24



# CHURCH OF ST DENYS RAVENSTHORPE

Window plan

JOHN BARKER

Chartered Building Surveyor  
Ecclesiastical and Historic Buildings Consultant



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2. The west end of the north aisle

1. Looking across the west end of the nave towards the north aisle

## CHURCH OF ST DENYS RAVENSTHORPE





4. Existing small bank of pews in north-west corner of the nave  
(proposed location of new electronic organ)
3. The north-west corner  
of the north aisle

## CHURCH OF ST DENYS RAVENSTHORPE



5. Existing raised timber platform in south aisle (adjacent to window nos. 4 and 5) relating to former pews; view looking south-east



6. As above but looking towards main entrance door and showing the obvious tripping point in that position.

## CHURCH OF ST DENYS RAVENSTHORPE





7. North-west churchyard gateway



8. Existing overgrown path leading to the north aisle

## CHURCH OF ST DENYS RAVENSTHORPE





9. Proposed location of new cesspool (on line of existing overgrown path)



10. Close-up of area immediately inside north-west churchyard gateway

## CHURCH OF ST DENYS RAVENSTHORPE