



# Saxmundham Town Council

All Members of the **Planning and Development Control Committee** are summoned to attend a meeting on

**Thursday 31<sup>st</sup> March 2022 at 4pm at the Town House.**

**Members of the public are welcome to attend.**

**1) Apologies for Absence**

To receive apologies for absence.

**2) Pecuniary/Non-Pecuniary Interests**

Councillors to declare any Pecuniary or Non-Pecuniary Interests and consideration of any requests for dispensation. Notwithstanding this item, Members may subsequently declare an interest at any point in the meeting.

**3) Minutes of the Previous Meeting**

To receive and approve the minutes of the meeting held 15<sup>th</sup> March 2022.

**4) Open Forum**

To invite the public to comment on any item on the agenda. The public may not join in the meeting itself.

**5) To consider the following planning application.**

**6)**

DC/22/0839/FUL	BT Exchange, street Farm Rd, IP17 1AL	Replace two windows with louvres
DC/22/0967/VOC	Rear of Old Bank House, Market Place, IP17 1EL	Variation of condition for DC/20/0105/FUL which granted permission for change of use of former storage building (listed) to private dwelling.

**7) To note any recent decisions on planning applications by East Suffolk Council.**

**8) Date and time of next meeting.**

**J. Morcom**

**Date: 25<sup>th</sup> March 2022**

**Assistant Clerk to Saxmundham Town Council** Tel: 01728 604595 Email: [assistanttownclerk@saxmundham-tc.gov.uk](mailto:assistanttownclerk@saxmundham-tc.gov.uk)





# Saxmundham Town Council

## Minutes of the Meeting of the Planning & Development Control Committee 4pm on 15<sup>th</sup> March 2022 in the Town House.

**Councillors:**

    Cllr. John Fisher (Chair)      Cllr. Roger Hedley-Lewis  
    Cllr Nigel Hiley

**Also Present:** Jenny Morcom,(Assistant Town Clerk (ATC)).

**141/21PD** Cllr Fisher welcomed the new committee member, Cllr Lock, to the meeting

**Apologies for absence**

Apologies were received from Cllr Lock.

**142/21PD** **Pecuniary/Non-Pecuniary Interests**

None declared.

**143/21PD** **Minutes of the meeting held 3<sup>rd</sup> March 2022**

**The Committee RESOLVED to approve the minutes of the meeting held 3<sup>rd</sup> March 2022.**

The Chair signed the minutes.

**144/21PD** **Open Forum**

No members of the public had joined the meeting.

**145/21PD** **Planning Applications**

DC/22/0947/TPO:	Fairfield House South, IP17 1AX	Cut back oak away from house
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**The Committee RESOLVED to support the application.**

**146/21PD** **Recent Planning Decisions.**

The Committee noted that DC/22/0137/FUL, an extension to the rear of 5 St Johns road had been permitted.

**147/21PD** **The next meeting will be held on 31<sup>st</sup> March 2022 at 4pm in the Town House.**

**The meeting closed at 4.15 p.m.**

**Jennifer Morcom, Assistant Clerk to Saxmundham Town Council**

**The Town House, Station Approach, Saxmundham, IP17 1BW**

Signed \_\_\_\_\_ Date \_\_\_\_\_





## Application for Planning Permission

### Town and Country Planning Act 1990 (as amended)

#### Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

#### Site Location

**Disclaimer:** We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number

Suffix

Property Name

BT Telephone Exchange

Address Line 1

Street Farm Road

Address Line 2

Address Line 3

Town/city

Saxmundham

Postcode

IP17 1AL

Description of site location must be completed if postcode is not known:

Easting (x)

Northing (y)

638655

263292

Description

Telephone Exchange next to Royal Mail Depot

## Applicant Details

### Name/Company

Title

First name

Surname

Company Name

### Address

Address line 1

Address line 2

Address line 3

Town/City

Country

Postcode

Are you an agent acting on behalf of the applicant?

Yes

No

### Contact Details

Primary number

Secondary number

Fax number

Email address

## Agent Details

### Name/Company

Title

First name

Surname

Company Name

### Address

Address line 1

Address line 2

Address line 3

Town/City

Country

Postcode

### Contact Details

Primary number

Secondary number

Fax number

Email address

## Site Area

What is the measurement of the site area? (numeric characters only).

Unit

## Description of the Proposal

Please note in regard to:

- **Fire Statements** - From 1 August 2021, planning applications for buildings of over 18 metres (or 7 stories) tall containing more than one dwelling will require a 'Fire Statement' for the application to be considered valid. There are some exemptions. [View government planning guidance on fire statements](#) or [access the fire statement template and guidance](#).
- **Permission In Principle** - If you are applying for Technical Details Consent on a site that has been granted Permission In Principle, please include the relevant details in the description below.
- **Public Service Infrastructure** - From 1 August 2021, applications for certain public service infrastructure developments will be eligible for faster determination timeframes. See help for further details or [view government planning guidance on determination periods](#).

### Description

Please describe details of the proposed development or works including any change of use

It is proposed to remove panes of glass from two windows on the ground floor northwest elevation. Two aluminium louvres will be installed and fixed to the wooden window frames. It is also proposed to remove panes of glass from four windows on the ground floor southwest elevation. Four aluminium louvres will be installed and fixed to the wooden window frames. The louvres will be mill finish to match existing louvres already installed in the building.

Has the work or change of use already started?

- Yes  
 No

## Existing Use

Please describe the current use of the site

Telephone exchange providing internet service and telecommunications.

Is the site currently vacant?

- Yes  
 No

**Does the proposal involve any of the following? If Yes, you will need to submit an appropriate contamination assessment with your application.**



Land which is known to be contaminated

- Yes  
 No

Land where contamination is suspected for all or part of the site

- Yes  
 No

A proposed use that would be particularly vulnerable to the presence of contamination

- Yes  
 No

## Materials

Does the proposed development require any materials to be used externally?

- Yes  
 No

Please provide a description of existing and proposed materials and finishes to be used externally (including type, colour and name for each material)

**Type:**

Windows

**Existing materials and finishes:**

Glass panes in wooden window frame

**Proposed materials and finishes:**

Aluminium ventilation louvres in mill finish to match existing

Are you supplying additional information on submitted plans, drawings or a design and access statement?

- Yes  
 No

If Yes, please state references for the plans, drawings and/or design and access statement

Saxmundham TE Ground Floor Planning Drawing: 121402-300  
Saxmundham TE Ground Floor Elevations Drawing:121402-301  
Saxmundham TE Design & Access Statement

## Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicular access proposed to or from the public highway?

- Yes  
 No

Is a new or altered pedestrian access proposed to or from the public highway?

- Yes  
 No

Are there any new public roads to be provided within the site?

- Yes  
 No

Are there any new public rights of way to be provided within or adjacent to the site?

- Yes  
 No

Do the proposals require any diversions/extinguishments and/or creation of rights of way?

- Yes  
 No

## Vehicle Parking

Does the site have any existing vehicle/cycle parking spaces or will the proposed development add/remove any parking spaces?

- Yes  
 No

## Trees and Hedges

Are there trees or hedges on the proposed development site?

- Yes  
 No

And/or: Are there trees or hedges on land adjacent to the proposed development site that could influence the development or might be important as part of the local landscape character?

- Yes  
 No

**If Yes to either or both of the above, you may need to provide a full tree survey, at the discretion of the local planning authority. If a tree survey is required, this and the accompanying plan should be submitted alongside the application. The local planning authority should make clear on its website what the survey should contain, in accordance with the current 'BS5837: Trees in relation to design, demolition and construction - Recommendations'.**

## Assessment of Flood Risk

Is the site within an area at risk of flooding? (Check the location on the Government's [Flood map for planning](#). You should also refer to national [standing advice](#) and your local planning authority requirements for information as necessary.)

- Yes  
 No

Is your proposal within 20 metres of a watercourse (e.g. river, stream or beck)?

- Yes  
 No

Will the proposal increase the flood risk elsewhere?

- Yes  
 No

How will surface water be disposed of?

- Sustainable drainage system  
 Existing water course  
 Soakaway  
 Main sewer  
 Pond/lake

## Biodiversity and Geological Conservation

Is there a reasonable likelihood of the following being affected adversely or conserved and enhanced within the application site, or on land adjacent to or near the application site?

To assist in answering this question correctly, please refer to the help text which provides guidance on determining if any important biodiversity or geological conservation features may be present or nearby; and whether they are likely to be affected by the proposals.

a) Protected and priority species

- Yes, on the development site  
 Yes, on land adjacent to or near the proposed development  
 No

b) Designated sites, important habitats or other biodiversity features

- Yes, on the development site  
 Yes, on land adjacent to or near the proposed development  
 No

c) Features of geological conservation importance

- Yes, on the development site  
 Yes, on land adjacent to or near the proposed development  
 No

### Supporting information requirements

Where a development proposal is likely to affect features of biodiversity or geological conservation interest, you will need to submit, with the application, sufficient information and assessments to allow the local planning authority to determine the proposal.

Failure to submit all information required will result in your application being deemed invalid. It will not be considered valid until all information required by the local planning authority has been submitted.

Your local planning authority will be able to advise on the content of any assessments that may be required.

## Foul Sewage

Please state how foul sewage is to be disposed of:

- Mains sewer  
 Septic tank  
 Package treatment plant  
 Cess pit  
 Other  
 Unknown

Are you proposing to connect to the existing drainage system?

- Yes  
 No  
 Unknown

## Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste?

- Yes  
 No

Have arrangements been made for the separate storage and collection of recyclable waste?

- Yes  
 No

## Trade Effluent

Does the proposal involve the need to dispose of trade effluents or trade waste?

- Yes  
 No

## Residential/Dwelling Units

Does your proposal include the gain, loss or change of use of residential units?

- Yes  
 No

## All Types of Development: Non-Residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace?

Note that 'non-residential' in this context covers all uses except Use Class C3 Dwellinghouses.

- Yes  
 No

## Employment

Are there any existing employees on the site or will the proposed development increase or decrease the number of employees?

- Yes  
 No

## Hours of Opening

Are Hours of Opening relevant to this proposal?

- Yes  
 No

## Industrial or Commercial Processes and Machinery

Does this proposal involve the carrying out of industrial or commercial activities and processes?

- Yes  
 No

Is the proposal for a waste management development?

- Yes  
 No

## Hazardous Substances

Does the proposal involve the use or storage of Hazardous Substances?

- Yes  
 No

## Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- Yes  
 No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- The agent  
 The applicant  
 Other person

If Other has been selected, please provide contact details:

Title

First name

Surname

Phone Number

Email

## Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- Yes  
 No

## Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

- (a) a member of staff
- (b) an elected member
- (c) related to a member of staff
- (d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

- Yes
- No

## Ownership Certificates and Agricultural Land Declaration

### Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of all the land to which this application relates; and has the applicant been the sole owner for more than 21 days?

- Yes
- No

Is any of the land to which the application relates part of an Agricultural Holding?

- Yes
- No

### Certificate Of Ownership - Certificate A

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/ the applicant was the owner\* of any part of the land or building to which the application relates, and that none of the land to which the application relates is, or is part of, an agricultural holding\*\*

\* "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.

\*\* "agricultural holding" has the meaning given by reference to the definition of "agricultural tenant" in section 65(8) of the Act.

**NOTE: You should sign Certificate B, C or D, as appropriate, if you are the sole owner of the land or building to which the application relates but the land is, or is part of, an agricultural holding.**

Person Role

- The Applicant
- The Agent

Title

Mr

First Name

Tim

Surname

Woodall

Declaration Date

02/03/2022

Declaration made

## Declaration

I / We hereby apply for Full planning permission as described in this form and accompanying plans/drawings and additional information. I / We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine options of the persons giving them. I / We also accept that: Once submitted, this information will be transmitted to the Local Planning Authority and, once validated by them, be made available as part of a public register and on the authority's website; our system will automatically generate and send you emails in regard to the submission of this application.

I / We agree to the outlined declaration

Signed

Tim Woodall

Date

02/03/2022





26/02/2022

## **Design & Access Statement**

### **BT Telephone Exchange, Street Farm Road, Saxmundham, IP17 1AL**

BT plan to install the 'fibre' broadband rollout network programme, as part of the Governments initiative for high-speed broadband, to every home by 2025. Therefore, BT needs to upgrade the broadband and landline technology for the local area that this telephone exchange serves. As part of this upgrade, additional ventilation is required in one of the rooms at the above premises. It is proposed to remove panes of glass from two windows on the ground floor northwest elevation. Two aluminium louvres will be installed and fixed to the wooden window frames. It is also proposed to remove panes of glass from four windows on the ground floor southwest elevation. Four aluminium louvres will be installed and fixed to the wooden window frames, as per submitted drawing and photos. The louvres will be mill finish to match existing louvres already installed in the building.

The site will not be developed or enlarged in any way. The use of the floor space will not change, it will continue to house telecommunications equipment.

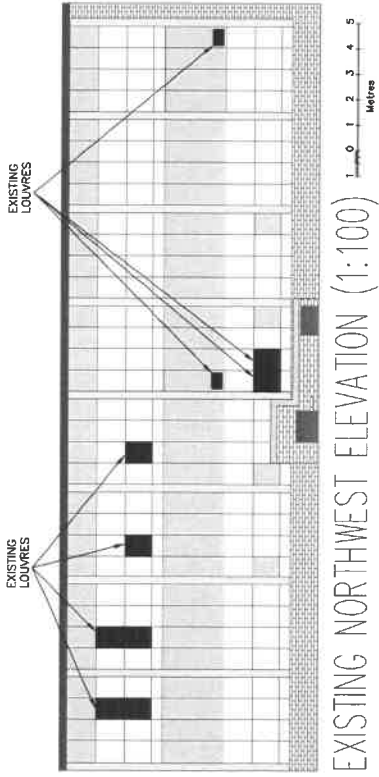
The appearance of the building will not materially change, the extent of the alterations are illustrated on the drawing & photos that accompany this statement.

There will be no changes to any landscaping. There are no trees on the site affected by this installation.

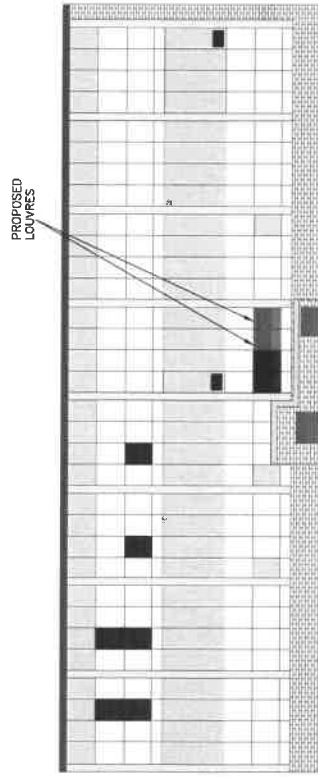
There is no foul sewage or impact on utilities during or after this installation

There will be no changes to the existing access arrangements of this building either during the works or following completion of the work.

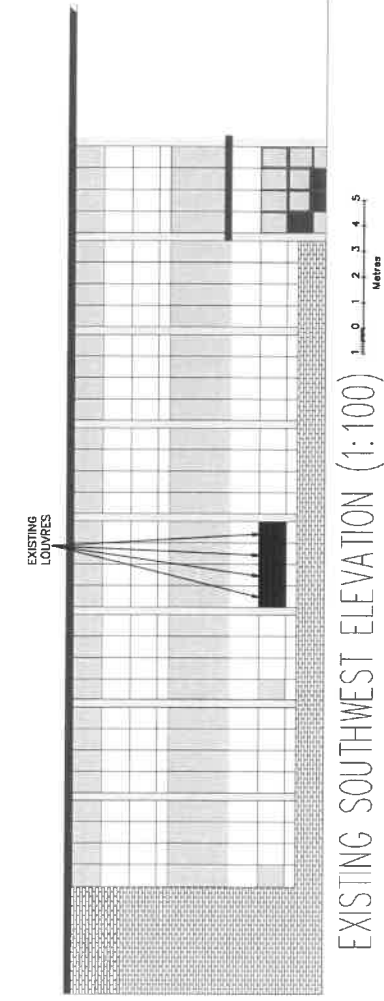




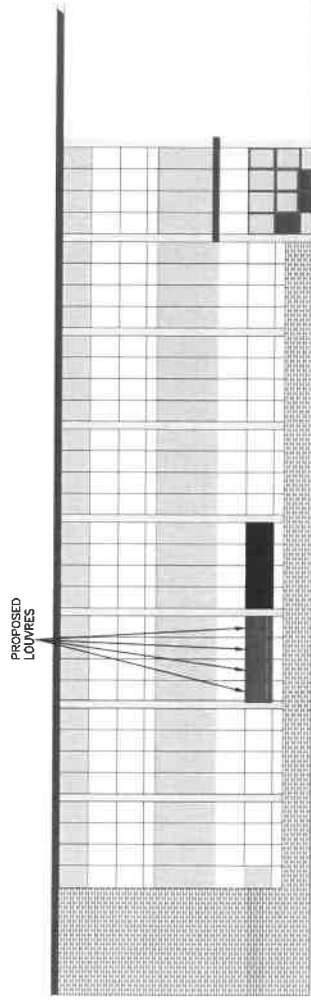
EXISTING NORTHWEST ELEVATION (1:100)



PROPOSED NORTHWEST ELEVATION (1:100)



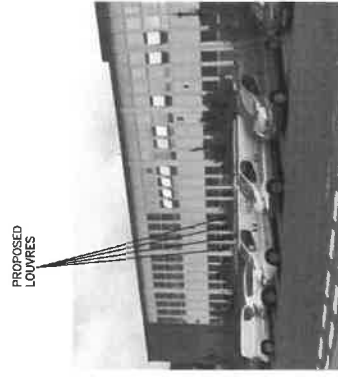
EXISTING SOUTHWEST ELEVATION (1:100)



PROPOSED SOUTHWEST ELEVATION (1:100)



PHOTO'S OF NORTHWEST ELEVATION



PHOTO'S OF SOUTHWEST ELEVATION

PLANNING

WEATHERITE HAS PREPARED THIS ELEVATION FOR THE CLIENT'S USE. IT IS NOT TO BE USED FOR ANY OTHER PURPOSES WITHOUT THE WRITTEN CONSENT OF WEATHERITE. WEATHERITE ACCEPTS NO LIABILITY FOR ANY ERRORS OR OMISSIONS IN THIS DRAWING. THE CLIENT AGREES TO HOLD WEATHERITE HARMLESS FROM ANY CLAIMS, DAMAGES, LOSSES OR EXPENSES OF ANY KIND, INCLUDING REASONABLE ATTORNEY'S FEES, ARISING OUT OF OR FROM THIS AGREEMENT.

WEATHERITE HOUSE  
 8755 72E  
 TEL: 0151 4820204

CLIENT: BRITISH TELECOM PLC

TITLE: PROPOSED ELEVATIONS LAYOUT FOR  
 SAKMUNDHAM TE GROUND FLOOR

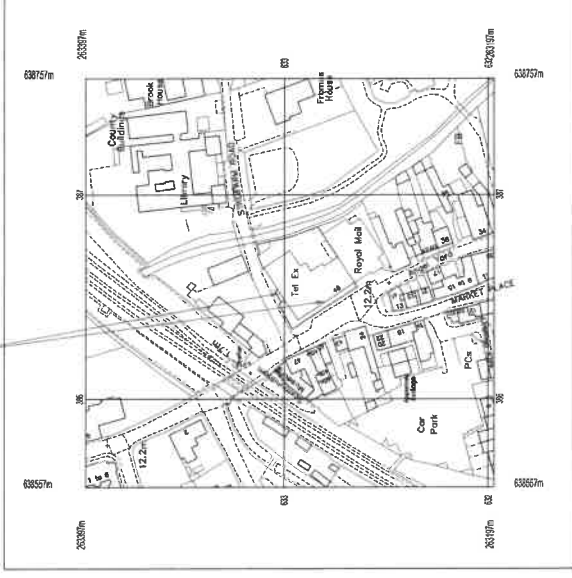
DATE: 21.02.2022  
 DRAWING No: 121402 - 301  
 SHEET: 035  
 PROJECT: SACMUNDHAM TE

REV	DATE	BY	DESCRIPTION	CHECKED



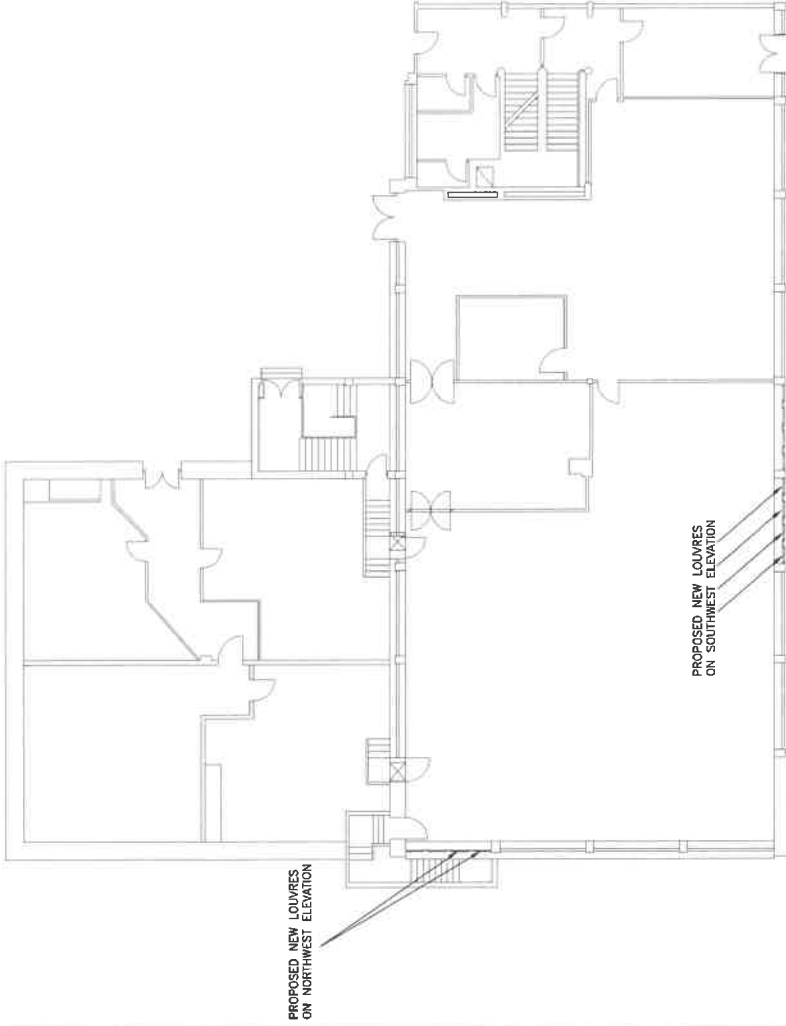
Stanford's VectorMap

PROPOSED NEW LOUVRES



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SITE LOCATION PLAN (SCALE 1:1250)



BUILDING PLAN (SCALE 1:100)



PLANNING

WEATHERITE HAS PREPARED THIS DOCUMENT ON BEHALF OF THE CLIENT AND DOES NOT ACCEPT ANY LIABILITY FOR THE ACCURACY OF THE INFORMATION CONTAINED HEREIN. THE CLIENT IS ADVISED THAT THIS DOCUMENT IS FOR INFORMATION ONLY AND DOES NOT CONSTITUTE AN OFFER OF ANY FINANCIAL PRODUCT OR SERVICE. WEATHERITE HAS NOT CONDUCTED ANY VERIFICATION OF THE INFORMATION CONTAINED HEREIN.

**Weatherite Air Conditioning Limited**  
 WEATHERITE HOUSE  
 2075, WINDYBUSH  
 TEL: 0111 6642266

CLIENT: BRITISH TELECOM PLC

TITLE: PROPOSED PLANNING LAYOUT FOR SAKMUNDHAM TE GROUND FLOOR

DATE	21.02.2022	DRAWN BY	121402 - 300
DESIGNED BY		CHECKED BY	
SCALE	A3	PROJECT NO.	
REV		DATE	





**EASTSUFFOLK**  
COUNCIL

Application for Removal or Variation of a Condition following Grant of Planning Permission or  
Listed Building Consent

Town and Country Planning Act 1990 (as amended); Planning (Listed Buildings and Conservation  
Areas Act) 1990 (as amended)

**Publication of applications on planning authority websites**

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

**Site Location**

**Disclaimer:** We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number

Suffix

Property Name

BUILDING TO THE REAR

Address Line 1

OLD BANK HOUSE

Address Line 2

MARKET PLACE

Address Line 3

Town/city

SAXMUNDHAM

Postcode

IP17 1EL

Description of site location must be completed if postcode is not known:

Easting (x)

638619

Northing (y)

263162

Description

## Applicant Details

### Name/Company

Title

First name

Surname

Company Name

### Address

Address line 1

Address line 2

Address line 3

Town/City

Country

Postcode

Are you an agent acting on behalf of the applicant?

Yes

No

### Contact Details

Primary number



Secondary number

Fax number

Email address

## Agent Details

Name/Company

Title

First name

Surname

Company Name

## Address

Address line 1

Address line 2

Address line 3

Town/City

Country

Postcode

## Contact Details

Primary number

Secondary number

Fax number

Email address

## Description of the Proposal

Please provide a description of the approved development as shown on the decision letter

Reference number

Date of decision (date must be pre-application submission)

Please state the condition number(s) to which this application relates

Condition number(s)

Has the development already started?

Yes

No

## Condition(s) - Variation/Removal

Please state why you wish the condition(s) to be removed or changed

If you wish the existing condition to be changed, please state how you wish the condition to be varied

## Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- Yes  
 No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- The agent  
 The applicant  
 Other person

## Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- Yes  
 No

## Ownership Certificates and Agricultural Land Declaration

Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of all the land to which this application relates; and has the applicant been the sole owner for more than 21 days?

- Yes  
 No

Is any of the land to which the application relates part of an Agricultural Holding?

- Yes  
 No

### Certificate Of Ownership - Certificate A

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/ the applicant was the owner\* of any part of the land or building to which the application relates, and that none of the land to which the application relates is, or is part of, an agricultural holding\*\*

\* "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.

\*\* "agricultural holding" has the meaning given by reference to the definition of "agricultural tenant" in section 65(8) of the Act.

**NOTE: You should sign Certificate B, C or D, as appropriate, if you are the sole owner of the land or building to which the application relates but the land is, or is part of, an agricultural holding.**

Person Role

- The Applicant  
 The Agent

Title

Mr

First Name

R

Surname

Pemberton

Declaration Date

01/03/2022

Declaration made

## Declaration

I / We hereby apply for Removal/Variation of a condition as described in this form and accompanying plans/drawings and additional information. I / We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine options of the persons giving them. I / We also accept that: Once submitted, this information will be transmitted to the Local Planning Authority and, once validated by them, be made available as part of a public register and on the authority's website; our system will automatically generate and send you emails in regard to the submission of this application.

I / We agree to the outlined declaration

Signed

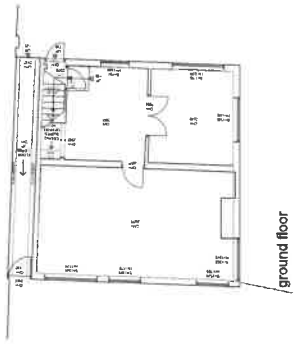
Nick Barber

Date

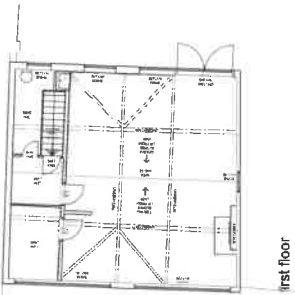
16/03/2022

Amendments Summary

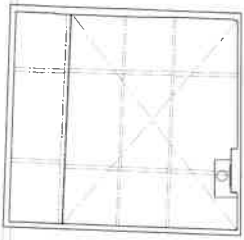
as email received 16.03.22



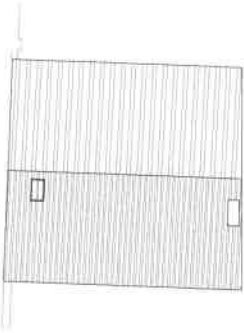
ground floor



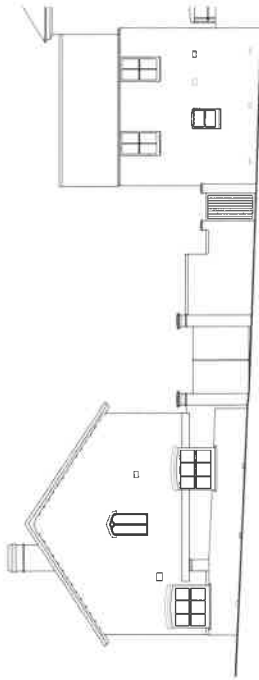
first floor



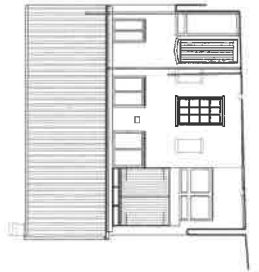
mezzanine



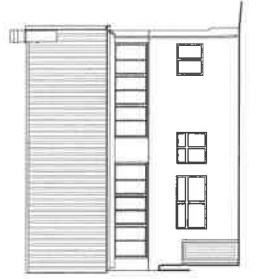
roof plan



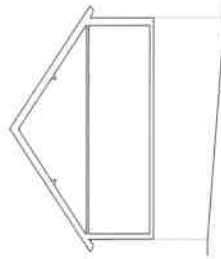
elevation to Station Approach (south)



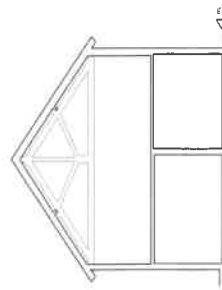
elevation to yard (east)



elevation to adjacent parking (west)

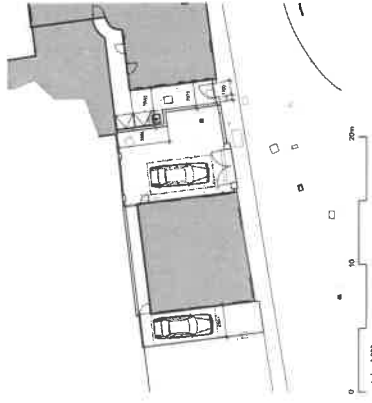


section b



section a

Handwritten mark resembling a stylized 'E' or 'F'.



scale bar 1:200



scale bar 1:1250

Rev | Date | Status | Drawn | Checked

PLANNING

Project Name:	Old Bank House Storage Building for Spartak Developments
Project No.:	1700
Draw No.:	10
Scale:	As Shown
Version:	B.A.1
Drawn By:	RB
Checked By:	RB
Date:	19.02.22
Date:	19.02.22

Nick BARBER Architects

42 Kings Place, London, W1T 3AH  
020 7625 1000  
www.nickbarber.com



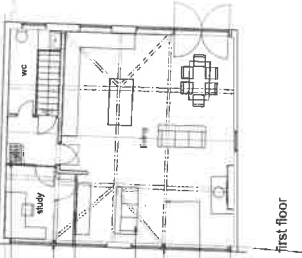


to level staircase wall, remove existing boarding, remove existing concrete T&G/D&G between existing beams, and replace new boarding (interior existing)



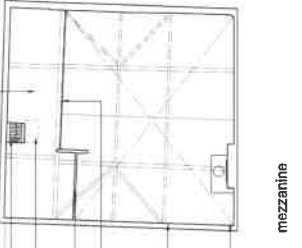
ground floor

form new ladder escapes to existing mezzanine storage area



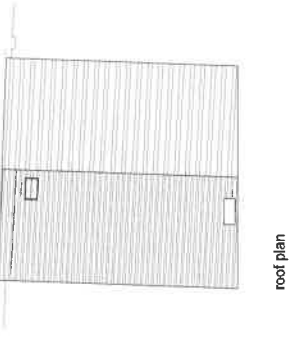
first floor

remove existing cement concrete floor, replace with 115 concrete / fire 1 same



mezzanine

remove existing walls (interior)

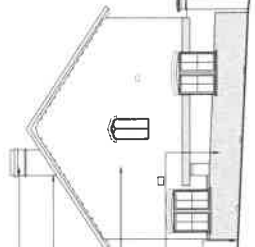


roof plan

remove existing cement concrete floor, replace with 115 concrete / fire 1 same



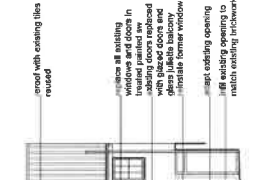
elevation to station approach (south)



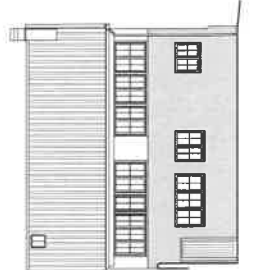
section b



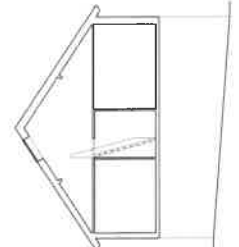
elevation to yard (east)



elevation to yard (west)



elevation to adjacent parking



section a



scale bar 1:1250



scale bar 1:250

A 01.03.22 additional proposed works outline  
Rev: | Date: | Status: | Drawn: | Checked:

PLANNING

Project Name:	Old Bank House Storage Building for Spastak Developments
Drawn By:	Rev: A
Checked By:	Rev: A
Date:	18.02.22
Scale:	as proposed

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## Schedule of Proposed Revisions

Project Title: Old Bank House, Saxmundham  
Project Number: 1769 / 17.01  
Date / Revision: 01.03.22 / B 04.03.22

### 1.00 Introduction

This statement has been prepared to assist with the understanding of the proposals for the above site which are currently submitted to East Suffolk Council.

The submission comprises an application to vary and / or remove conditions from existing planning approval DC/20/0105/FUL and associated listed building consent DC/20/0106/LBC.

This document should be read in conjunction with the further supporting documentation submitted for consideration.

### 2.00 Approval DC/20/0105/FUL

#### 2.01 Condition to be varied; Condition 2.

Proposed revision to remove reference to drawings 1589/20 and 21A received 13/01/2020, and instead refer to drawing 1769/20A, and engineers report 'The Old Bank House – 6860' in respect of drawings as proposed, specialist rooflight details 'CR\_CRPS\_MB\_A', and drawings 1769/30 and 1769/31 in respect of joinery details. It should be noted that the original approval did not reference all of the submitted drawings as existing and / or proposed. As such, for clarity, we also attach a revised drawing as existing 1769/10\_ which should also be referenced within the revised condition.

### 3.00 Approval DC/20/0106/LBC

#### 3.01 Condition to be varied; Condition 2.

Proposed revision to remove reference to drawings 1589/20 and 21A received 13/01/2020, and instead refer to drawing 1769/20A, and engineers report 'The Old Bank House – 6860' in respect of drawings as proposed, specialist rooflight details 'CR\_CRPS\_MB\_A', and drawings 1769/30 and 1769/31 in respect of joinery details. It should be noted that the original approval did not reference all of the submitted drawings as existing and / or proposed. As such, for clarity, we also attach a revised drawing as existing 1769/10\_ which should also be referenced within the revised condition.

#### 3.02 Conditions to be removed; Condition 3.

Proposed removal of condition following submission of joinery details noted above.

### 4.00 Revised Information

The following revisions to the approved scheme are included within the additional submitted information as part of the variation of condition 2; drawing 1769/20A and engineers report refer.

- 4.01 Retention of existing open mezzanine as domestic storage area. This area currently comprises a self contained space, with existing ceiling under, and partially screened from the main first floor volume (as photograph below). The proposed use would be complementary to the approved scheme and will not result in the loss of existing fabric. Some augmentation of the existing ceiling here will be required as set out in the structural engineers report.



*Existing open mezzanine over existing office, wc and stairs*

- 4.02 Adjustment to fenestration on western elevation to facilitate inclusion of structural augmentation to support existing trusses. The adjustments here are minimal, and are a result of main roof trusses currently being supported on an inadequate wall plate, propped only by window frames.
- 4.03 Inclusion of steel supports as noted above, and detailed in engineers information. These are proposed to align with the existing main roof trusses to adequately distribute existing loads to ground.
- 4.04 Removal of existing rotten timber floor (which currently also suffers with no sub-floor ventilation) to part of existing ground floor, and insertion of new concrete ground floor to match existing to remainder of ground floor. This is a result of surveys and investigations by an independent damp expert who advised the issues with the floor were due to a lack of ventilation, and the existent ground levels around the building. As half of the building already has a concrete ground floor, it will not be possible to provide necessary cross ventilation, and therefore the replacement with a new timber floor is not viable or appropriate.
- 4.05 Replacement of existing large format doors at first floor level within living area with a pair of glazed doors within the existing opening, and with external glazed balustrade. The existing doors here are solid timber, and accordingly restrict light ingress to the building. The proposal then includes their removal, and replacement with glazed doors, in a style appropriate to the building, to allow a greater ingress of natural light.

The proposal will not exacerbate issues of overlooking, as windows already exist on this elevation, and will not detract unduly from the character of the building, though will enhance the interior spaces dramatically.

- 4.06 Removal of existing cement based render and pointing which is deleterious to the existing masonry structure, and replacement with cement / lime mortar pointing, and lime render. The existing hard cement pointing is already affecting the soft masonry structure, with spalling of facework already evident. The independent damp specialist has advised that the existing cement render is trapping moisture within the building structure causing a build-up of moisture in the fabric which is in turn having a detrimental impact upon it. The removal of these hard and impermeable materials, and their replacement as proposed will create a more vapour permeable fabric, and one that is more able to accommodate movement and changes in moisture content and temperature.
- 4.07 Removal of existing paint build up on internal timber with ice crystal application. This is proposed purely as an aesthetic measure, to remove build up of previous finishes. The proposed use of ice crystals is considered to be a more gentle process than others such as sand blasting
- 4.08 Provision of additional structural support and strengthening of façade brickwork as detailed in the structural engineer's report, comprising lateral restraint straps between walls and floors, Helibar bed joint repairs and ties, and provision of fixing band restraint to roof structure. These works are proposed to limit further fabric movement and to repair as necessary where such movement has already occurred and is clearly detrimental to the overall stability and longevity of the structure.

## 5.00 Additional Information

The following additional information is submitted in order to facilitate the removal of condition 3; drawings 1769/30 and 1769/31 refer.

- 5.01 Typical joinery details for windows and doors. Joinery is proposed to be finished in an off-white stain.
- 5.02 Specialist manufacturers details for the proposed conservation rooflight.

## 6.00 Conclusions

- 6.01 Generally the items noted above are required to enhance and maintain the existing fabric and structure of the building in order to preserve the asset for the future. Additional proposals such as the mezzanine and the glazed doors will not result in the loss of historic fabric, and will not impact the overall legibility or historic value of the building, and the wider setting of the listed Old Bank House.



# **STRENGTHENING WORKS**

## **PROJECT**

**STORAGE BUILDING  
THE OLD BANK HOUSE  
SAXMUNDHAM  
IP17 1BW**

**OUR REF:**

**22/6860**

**DATE**

**FEB 2022**

**Andrew Kemp**

**Consulting Structural Engineer**

**629 Felixstowe Road, Ipswich, IP3 8SZ**

**Tel: (01473) 410173**

<b>Andrew Kemp</b> CONSULTING ENGINEER  629 Fellxstowe Road IPSWICH, SUFFOLK IP3 8SZ TEL 01473 410173	<b>Location</b> Old Bank House			<b>Job Ref.</b> 22/6860	
	<b>Part of Structure</b> Strengthening Works			<b>Sheet no./rev.</b> 1	
	<b>Calc. by</b> ACK	<b>Date</b> Feb 2022	<b>Chck'd by</b>	<b>Date</b>	<b>App'd by</b>
<b>Ref.</b>	<b>Calculations</b>			<b>Output</b>	

## INTRODUCTION

The proposal is to convert the storage building into a dwelling. Various strengthening works are required to the structure.

These sheets detail the design of the Strengthening works only. If any discrepancies are noted please contact the Engineer immediately. **All steelwork** in contact with the ground, exposed to the elements, embedded in external masonry or in contact with the outer leaf of cavity walls is to be **hot dip galvanised**. All steelwork is to have fire protection as detailed by the Architect or Contractor. Foundation design has not been undertaken unless specifically mentioned in the calculations and the suitability of any walls and foundations to sustain the new loadings should be **verified on site** with the Building Control Officer. All building works are to be undertaken in accordance with good practice, current building regulations and NHBC Standards.

Dimensions have been obtained from details provided and where no figured dimensions have been provided scaling has been used. The Contractor and Fabricator are to confirm all dimensions **on site** and not rely on the dimensions quoted in these sheets. All measurements and dimensions in these calculations are for **design purposes** only. Any discrepancies are to be reported to the Engineer immediately. The Contractor is responsible for the design of any temporary support. These sheets are for the private and confidential use of the Client for whom the calculations are undertaken and should not be reproduced in whole or in part or relied upon by third parties for any use without the express written authority of The Engineer. The Client is Ross Stannard.

The existence of these calculations must not be taken by any party to represent an investigation into the whole structure or that any other part of the structure is without defect.

The Client/Contractor is to ensure that these sheets are submitted to Building Control and any necessary Statutory Bodies for their approval prior to commencing works. The CDM obligations are the responsibility of the Client or Contractor. This design has been prepared to minimise health and safety risks during the course of the works. The Client/Contractor should be aware that it is their obligation to notify HSE where required under CDM regulations. If required the Client/Contractor should inform the Designer/Engineer of any processes or operations that require inspection prior to undertaking the works or if possible before commencing construction. These works may fall under the Party Wall etc, Act 1996. It is the Clients responsibility to adhere to the conditions of the Act. If in doubt contact The Engineer or Architect.

## LOADING DATA

### ROOF

TILES, FELT + BITUMENS  
TRUSSES/RATTALS  
IMPOSED

0.80

0.28

1.08 kN/m<sup>2</sup>

$\frac{0.75}{0.75}$  kN/m<sup>2</sup>

### ROOF

(INSULATED)  
AS ABOVE  
INSULATION + PASTERBOARD

1.08

0.30

1.38 kN/m<sup>2</sup>

0.75

0.75 kN/m<sup>2</sup>

### ROOF

(GLAZED)  
GLASS  
RAILS  
IMPOSED

0.33

0.20

0.53 kN/m<sup>2</sup>

$\frac{0.75}{0.75}$  kN/m<sup>2</sup>

### ATTIC

JOISTS  
PLASTERBOARD + INSULATION  
IMPOSED

0.15

0.30

0.45 kN/m<sup>2</sup>

$\frac{0.25}{0.25}$  kN/m<sup>2</sup>

### FLOOR

(TIMBER)  
JOISTS  
BOARDING  
PASTERBOARD  
IMPOSED

0.15

0.15

0.15

0.45 kN/m<sup>2</sup>

$\frac{1.50}{1.50}$  kN/m<sup>2</sup>

### Roof

(FERT)  
CHIPPINGS + FELT  
BOARDS + JOISTS + FERRINGS  
PASTERBOARD + INSULATION  
IMPOSED

0.35

0.30

0.30

0.95 kN/m<sup>2</sup>

$\frac{0.75}{0.75}$  kN/m<sup>2</sup>

DOUBLE GLAZED WINDOWS/DOORS

0.33 kN/m<sup>2</sup>

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Project  OLD BANK HOUSE	Date FEB 2022	Sheet No. 2	Rev.
	Design By [REDACTED]	Scale /	Ref. 22/6860
CALCULATION SHEET.			

CAVITY BRICKWORK

BRICKS	2.10	
INSULATION	0.10	
BLOCKS	1.60	
PLASTER	0.30	
	<u>4.10</u>	k/m <sup>2</sup>

215mm BRICKWORK

BRICKS	4.20	
PLASTER (x2)	0.60	
	<u>4.80</u>	k/m <sup>2</sup>

102mm BRICKWORK

BRICKS	2.10	
PLASTER (x2)	0.60	
	<u>2.70</u>	k/m <sup>2</sup>

BLOCKWORK + PLASTER (x2)

2.40 k/m<sup>2</sup>

Blockwork (LT WT) + PLASTER (x2)

1.80 k/m<sup>2</sup>

STUD WALLS (PARTITION BOARD)

0.45 k/m<sup>2</sup>

STUDWORK (LATH + PLASTER)

0.65 k/m<sup>2</sup>

PLANK FLOOR

MILBANK PS 200	2.97	
75 SCREED + INSULATION	1.80	
PARTITIONS	1.00	
IMPOSED		
	<u>5.77</u>	k/m <sup>2</sup>
		<u>1.50</u>
		1.50 k/m <sup>2</sup>

BEAM + Block Edge

MILBANK (T150)	2.15	
75 SCREED + INSULATION	1.80	
PARTITIONS	1.00	
IMPOSED		
	<u>4.95</u>	
		<u>1.50</u>
		1.50 k/m <sup>2</sup>

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Project.

OLD BANK HOME

Date

FEB 2022

Sheet No.

3

Rev.

Design By



Scale



Ref.

22/6860

CALCULATION SHEET.



## Roof

- CROSS BRACE RAFTERS WITH FIXING BAND. 2 N° 'X' PER SLOPE.
- PROVIDE LATERAL RESTRAINT STRIPS TO GABLE WALLS

## MASONRY

REPAIR CRACKS TO MASONRY USING HELPSAC. CRACKS VISIBLE SHOWN ON ELEVATIONS. INSPECT ALL ELEVATIONS FROM SCAFFOLD + TIE ANY FURTHER CRACKS OR STRAIGHT JOINTS AS NECESSARY.

SEE APPENDIX A FOR METHOD.

## TRUSS SUPPORT

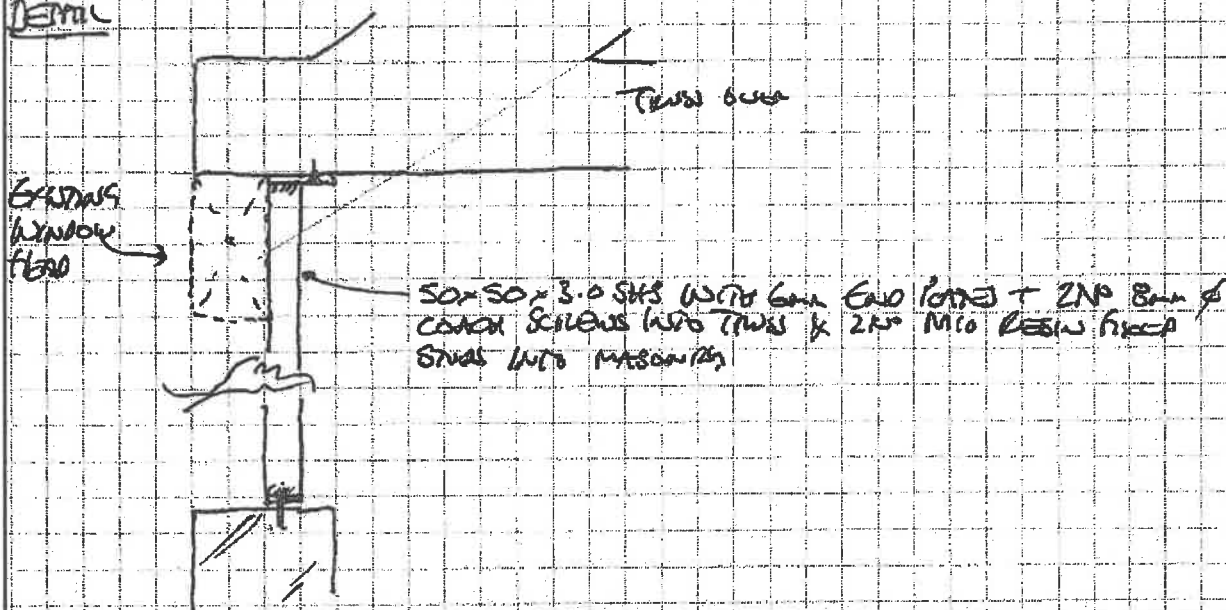
$$\text{LOAD} = \text{ROOF} = 2.3\text{m} \times 4\text{m} = 9.2\text{m}^2$$



13.01 kW    7.07 kW

FROM LACES 5 TO 6 ADAPT: 50x50x30 SHS

## DETAIL



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Consulting Engineer

Project.	Date	Sheet No.	Rev.
OLD BANK HOUSE	FEB 2022	4	
Design By	Scale	Ref.	
	—	22/6860	

CALCULATION SHEET.

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Suffolk  
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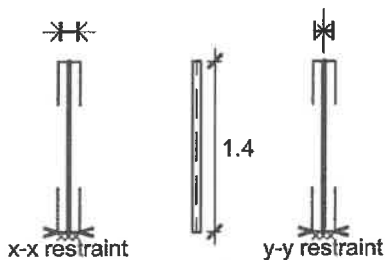
Tel:01473 410173

Proj: 22/6860

Ref : Truss Support

Date: 17/02/22

Page: 5

Old Bank House  
General components**SHS/RHS sections subject to direct compression (Hot rolled sections only)**

Calculations in accordance with BS5950:Part1:2000 and the SCI 'Steelwork Design Guide to BS5950'

Section size	- 50x50x3.0 RHS
Section class	- 1 (Plastic)
Steel grade	- S 275
Design strength of steel	= 275 N/mm <sup>2</sup>
Length	= 1400 mm
Applied ultimate compressive load	= 30 kN

End restraint type: (As defined in Table 22)

Bottom, x-x axis	- Effectively held in position and restrained in direction.
Top, x-x axis	- Not held in position or restrained in direction.
Bottom, y-y axis	- Effectively held in position and restrained in direction.
Top, y-y axis	- Not held in position or restrained in direction.

**Determine the member slenderness**

The effective length factor for the x-x axis combination of restraints is

$$L_{fx} = 2$$

and for the y-y axis is

$$L_{fy} = 2$$

For the x-x axis the slenderness is

$$\begin{aligned}\lambda_x &= L_0 * L_{fx} / r_{xx} \\ &= 1400 * 2 / 19.1 \\ &= 146.6\end{aligned}$$

and for the y-y axis

$$\begin{aligned}\lambda_y &= L_0 * L_{fy} / r_{yy} \\ &= 1400 * 2 / 19.1 \\ &= 146.6\end{aligned}$$

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	<b>Date:</b> 17/02/22	<b>Page:</b> 6
	Old Bank House General components	

**Determine the capacity of the section**

The y-y axis slenderness is greatest. The allowable compressive strength from Table 24(a) is

$$p_c = 83.5 \text{ N/mm}^2$$

and hence the capacity of the section in accordance with clause 4.7.4 is

$$\begin{aligned}
 P_c &= p_c \cdot A_g / 1000 \\
 &= 83.5 \cdot 554 / 1000 \\
 &= 46.3 \text{ kN}
 \end{aligned}$$

MEZZANINE

JOISTS SPAN = 2.0m

LOADING FLOOR

0.45 kN/m<sup>2</sup>

1.50 kN/m<sup>2</sup>

FROM PAGES 8 TO 11 ADAPT: 47x125 C24 JOISTS AT 400%

STAIR TRIMMING SPAN = 2.0m

LOADING FLOOR (0.4)  
SELF WT. STAIR

0.27

0.90

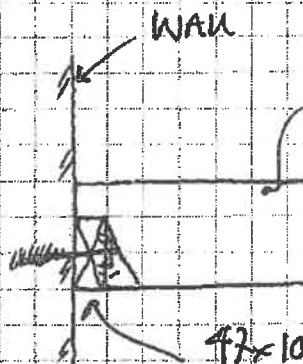
0.15

0.92 kN/m<sup>2</sup>

0.90 kN/m<sup>2</sup>

FROM PAGES 12 TO 15 ADAPT: 2ND 47x125 C24

DETAIL



47x125 C24 JOISTS AT 400% (DOUBLE TO STAIR OPENING) ON JOINT CHANGED

47x100 C24 PUNE SECURED TO WALL WITH M12 PEGS AT 400%

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Project.

OLA BANK HOUSE

Date

FEB 2022

Sheet No.

7

Rev.

Design By

[Redacted]

Scale

—

Ref.

22/6860

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Proj: 22/6860

Ref : Joists

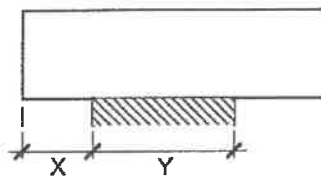
Date: 17/02/22

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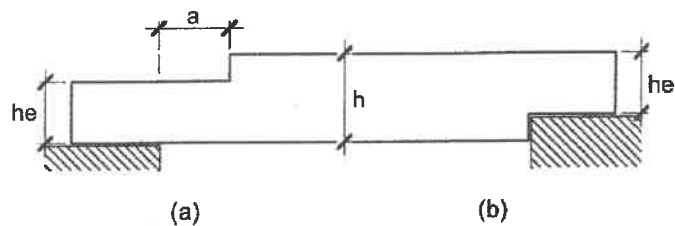
Old Bank House  
General components

**Joist section design**

Bearing position



End Notch Type



Calculations for timber joists are in accordance with BS5268:Pt 2:2002

Joist size	- 47 wide x 125 deep	
Timber type	- Sawn Softwood as Table NA.2 of BS EN 336	
Span of joist		= 2 m
Span type		- Simple
End bearing	- left hand end	X = 0 mm
		Y = 50 mm
	- right hand end	X = 0 mm
		Y = 50 mm
End notches	- left hand end	- none specified
	- right hand end	- none specified
Joist centres		= 400 mm
Strength class from Table 8 (service classes 1 & 2)		- C24
Service class	- 2 (Covered and heated or unheated)	
Maximum design moment		= 0.98 kNm/m
Design shear force at left hand support		= 1.95 kN/m
Design shear force at right hand support		= 1.95 kN/m

Load Description	Type	A	B	C	Gk	Qk
Loading	UDL	0	2.0		0.45	1.5

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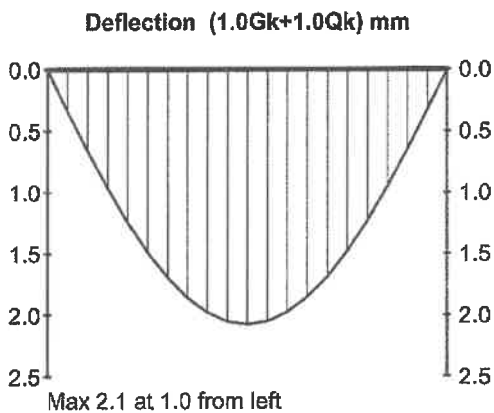
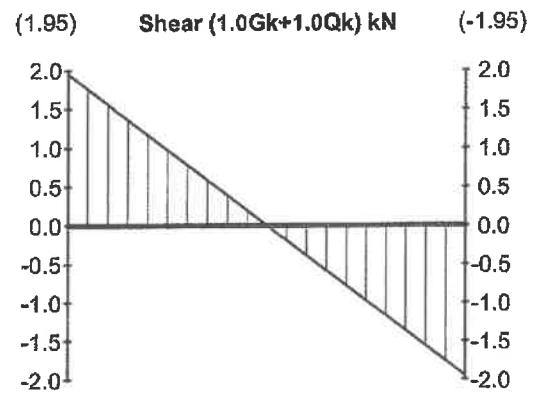
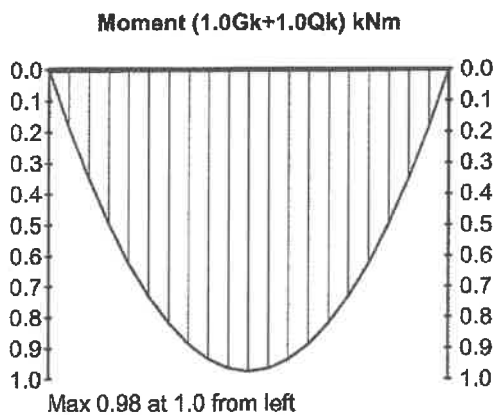
Proj: 22/6860

Ref : Joists

Date: 17/02/22

Page: 9

Old Bank House  
 General components



**Grade stresses - from Table 7**

Bending parallel to grain

= 7.5 N/mm<sup>2</sup>

Shear parallel to grain

= 0.71 N/mm<sup>2</sup>

Compression perpendicular to grain

= 2.4 N/mm<sup>2</sup>

(wane prohibited at bearing areas)

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Proj: 22/6860

Ref : Joists

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Old Bank House  
General components**Modification factors**

For service class 2	- moment	$K_2 = 1$
	- shear	$K_2 = 1$
	- bearing	$K_2 = 1$
	- Youngs mod.	$K_2 = 1$
	- Shear mod.	$K_2 = 1$
For load duration	- long	$K_3 = 1$
For end bearing	- left end	$K_4 = 1$
	- right end	$K_4 = 1$
For no end notch	- left end	$K_5 = 1$
For no end notch	- right end	$K_5 = 1$
For depth between 72 and 300mm		$K_7 = (300/h)^{0.11}$ $= (300/125)^{0.11}$ $= 1.10$
For load sharing system		$K_8 = 1.1$

**Results summary (per joist)****Bending design**

Allowable stress	= 9.08 N/mm <sup>2</sup>
Section modulus required	= 42952 mm <sup>3</sup>
Section modulus provided	= 122000 mm <sup>3</sup>

**Shear design****Left support**

Allowable stress	= 0.78 N/mm <sup>2</sup>
Section area required	= 1500 mm <sup>2</sup>
Section area provided	= 5875 mm <sup>2</sup>

**Right support**

Allowable stress	= 0.78 N/mm <sup>2</sup>
Section area required	= 1500 mm <sup>2</sup>
Section area provided	= 5875 mm <sup>2</sup>

**Bearing design****Left support**

Allowable stress	= 2.64 N/mm <sup>2</sup>
Bearing area required	= 295 mm <sup>2</sup>
Bearing area provided	= 2350 mm <sup>2</sup>

**Right support**

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Proj: 22/6860

Ref : Joists

Date: 17/02/22

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Old Bank House  
General components

Allowable stress	= 2.64 N/mm <sup>2</sup>
Bearing area required	= 295 mm <sup>2</sup>
Bearing area provided	= 2350 mm <sup>2</sup>

Deflection

Allowable deflection	= 6 mm
Actual deflection	= 2.1 mm



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Proj: 22/6860

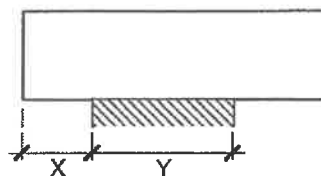
Ref : Stair Trimmers

Date: 17/02/22

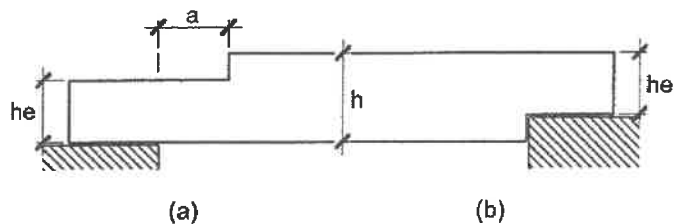
Page: 12

Old Bank House  
General components**Beam/lintel section**

Bearing position



End Notch Type



Calculations for timber beams/lintels are in accordance with BS5268:Pt 2:2002

Number of parallel pieces making up beam/lintel

= 2

Section size of each timber - 47 wide x 125 deep

Timber type - Sawn Softwood as Table NA.2 of BS EN 336

Span of beam/lintel

= 2 m

Span type

- Simple

End bearing - left hand end

X = 0 mm

Y = 50 mm

- right hand end

X = 0 mm

Y = 50 mm

End notches - left hand end

- none specified

- right hand end

- none specified

Strength class from Table 8 (service classes 1 &amp; 2)

- C24

Service class - 2 (Covered and heated or unheated)

Maximum design moment

= 0.66 kNm

Design shear force at left hand support

= 1.32 kN

Design shear force at right hand support

= 1.32 kN

Load Description	Type	A	B	C	Gk	Qk
Loading	UDL	0	2.0		0.42	0.9

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Ipswich  
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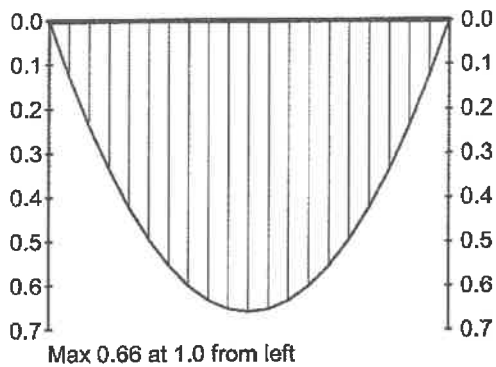
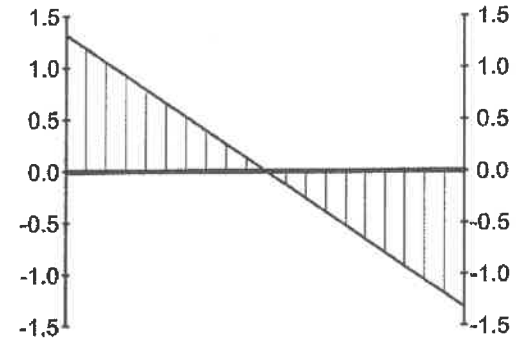
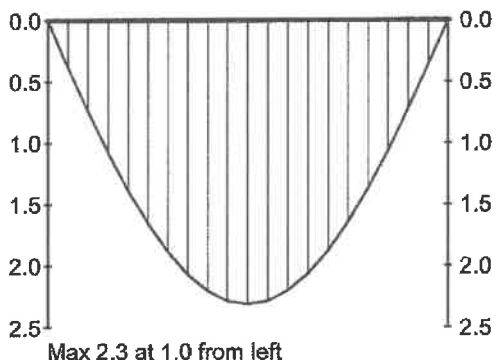
Tel:01473 410173

Proj: 22/6860

Ref : Stair Trimmers

Date: 17/02/22

Page: 13

Old Bank House  
General components**Moment (1.0Gk+1.0Qk) kNm****Shear (1.0Gk+1.0Qk) kN****Deflection (1.0Gk+1.0Qk) mm****Grade stresses**

Bending parallel to grain

$$= 7.5 \text{ N/mm}^2$$

Shear parallel to grain

$$= 0.71 \text{ N/mm}^2$$

Compression perpendicular to grain

$$= 2.4 \text{ N/mm}^2$$

(wane prohibited at bearing areas)

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Old Bank House  
General components

**Modification factors**

For service class 2	- moment	$K_2 = 1$
	- shear	$K_2 = 1$
	- bearing	$K_2 = 1$
	- Youngs mod.	$K_2 = 1$
	- Shear mod.	$K_2 = 1$
For load duration	- long	$K_3 = 1$
For end bearing	- left end	$K_4 = 1$
	- right end	$K_4 = 1$
For no end notch	- left end	$K_5 = 1$
For no end notch	- right end	$K_5 = 1$
For depth between 72 and 300mm		$K_7 = (300/h)^{0.11}$ $= (300/125)^{0.11}$ $= 1.10$
For load sharing system		$K_8 = 1.1$
For 2 pieces of softwood		$K_9 = 1.14$

**Results summary****Bending design**

Allowable stress	= 9.08 N/mm <sup>2</sup>
Section modulus required	= 72687 mm <sup>3</sup>
Section modulus provided	= 244000 mm <sup>3</sup>

**Shear design****Left support**

Allowable stress	= 0.78 N/mm <sup>2</sup>
Section area required	= 2538 mm <sup>2</sup>
Section area provided	= 11750 mm <sup>2</sup>

**Right support**

Allowable stress	= 0.78 N/mm <sup>2</sup>
Section area required	= 2538 mm <sup>2</sup>
Section area provided	= 11750 mm <sup>2</sup>

**Bearing design****Left support**

Allowable stress	= 2.64 N/mm <sup>2</sup>
Bearing area required	= 500 mm <sup>2</sup>
Bearing area provided	= 4700 mm <sup>2</sup>

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Old Bank House  
General components

Right support

Allowable stress	= 2.64 N/mm <sup>2</sup>
Bearing area required	= 500 mm <sup>2</sup>
Bearing area provided	= 4700 mm <sup>2</sup>

Deflection

Allowable deflection	= 6 mm
Actual deflection	= 2.3 mm

LINTELS MAX SPAN = 2.0m

LOADING

WALL (1.0)  
FLOOR (2.0)  
SELF WT (CON)

4.10	-
0.90	3.00
0.20	
<u>5.20 kN</u>	<u>3.00 kN</u>

∴ TOTAL ODL = 18.86 kN

⇒ CRANK CN 7LC

(SWL = 44 kN (UPTO 1.65 SPAN))

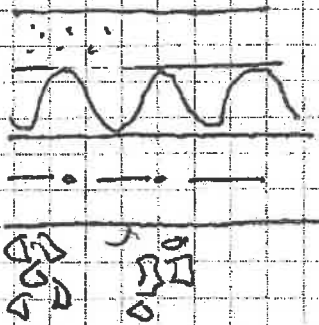
↳ CRANK CN 8LC

(SWL = 54 kN (UPTO 2.4 SPAN))

DRAINAGE

ALL R.W. GOOBS + UNDERGROUND DRAINAGE TO BE REPLACED R.W.P.S TO DISCHARGE THE DRAINAGE AWAY FROM BUILDING.

REPLACEMENT GROUND FLOOR



SCREED/INSULATION TO ARCHITECTS DETAILS

125mm R.C.35 CONCRETE SLAB WITH A393 CENTRAL

150mm COMPACTED MOT TYPE 1.

629 Felixstowe Road  
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Andrew Kemp  
Consulting Engineer

Project.

OLD BANK HOUSE

Date

FEB 2022

Sheet No.

16

Rev.

Design By

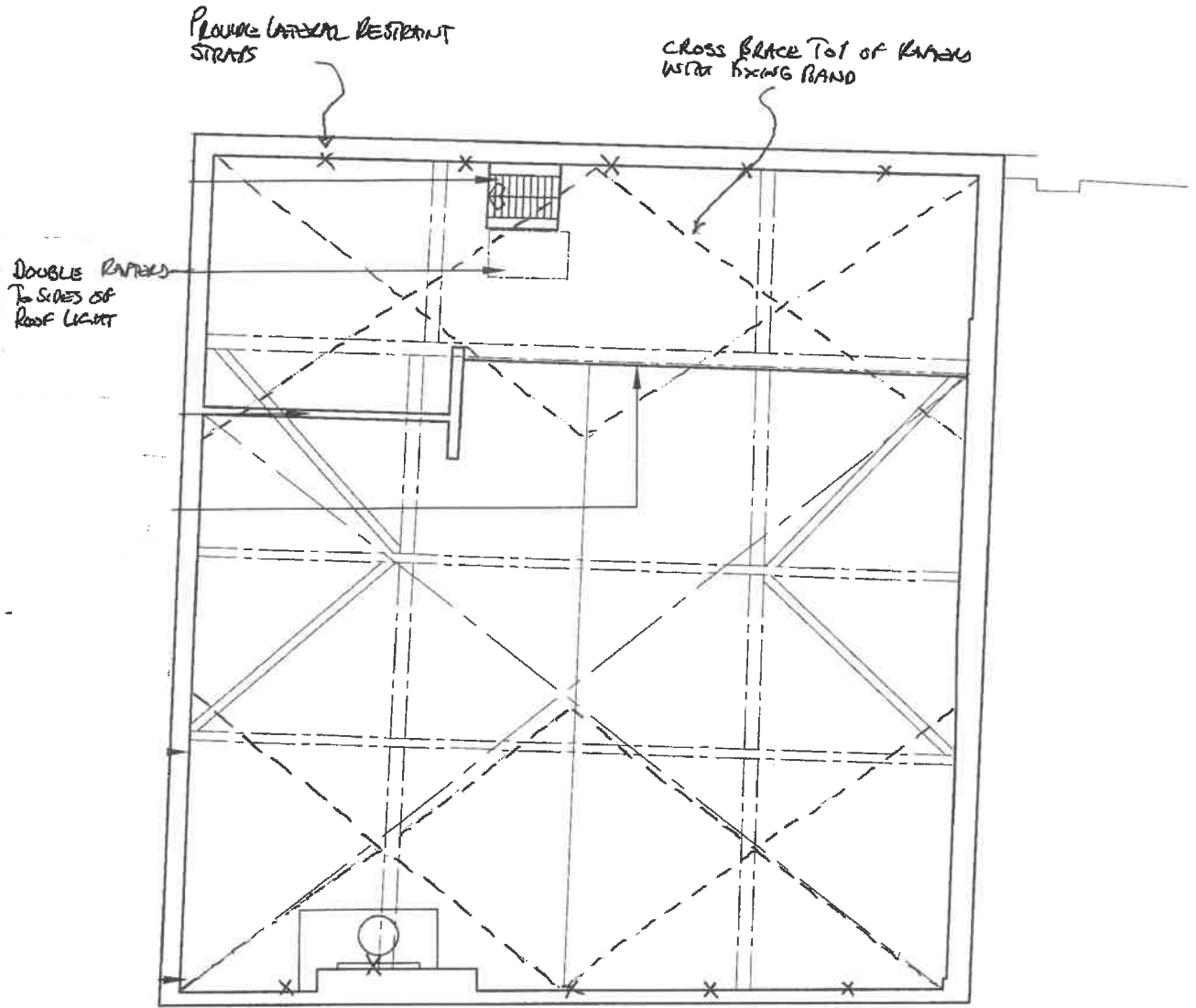
Scale

Ref.

22/6860

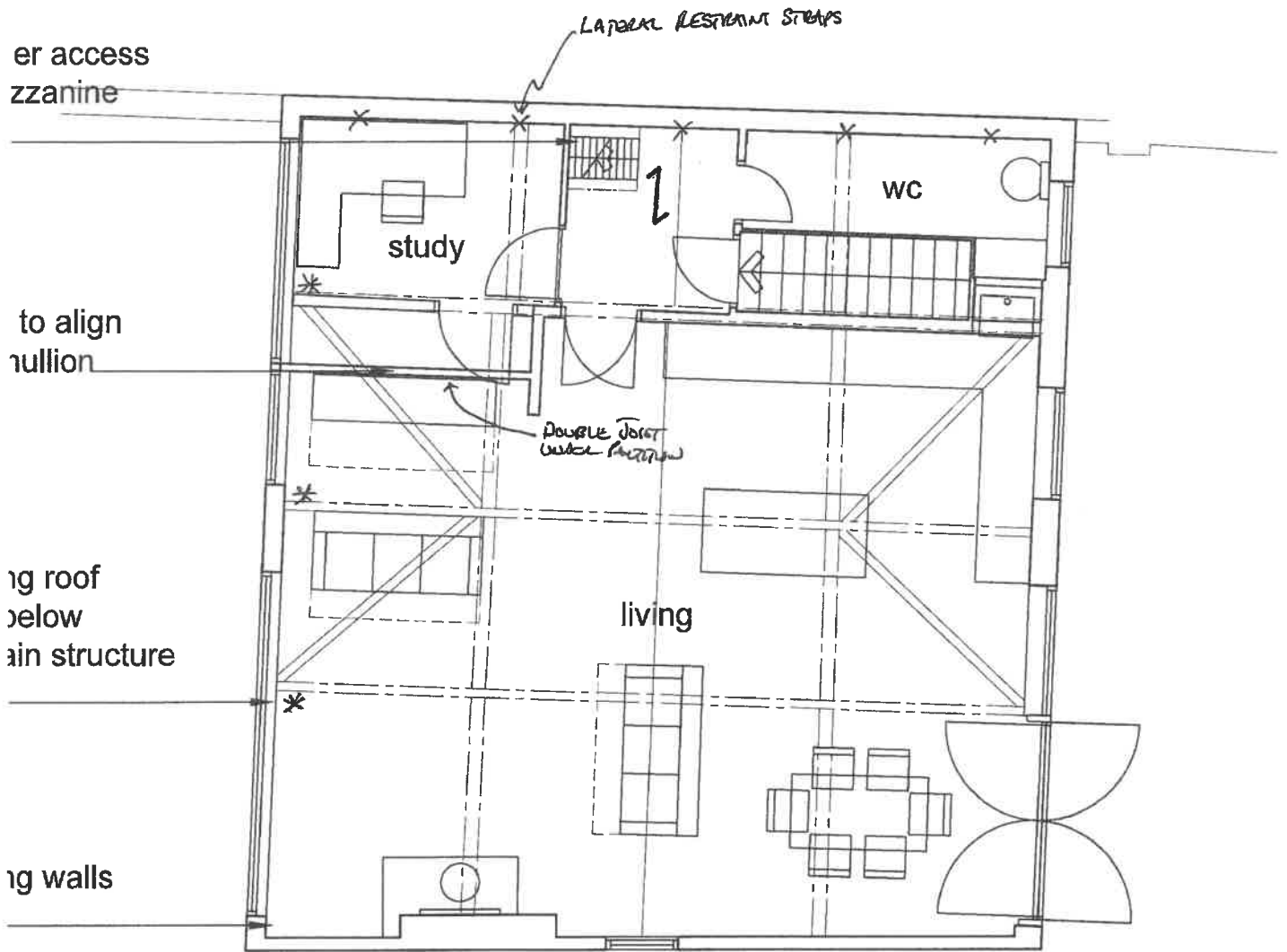
CALCULATION SHEET.

⚠️ USE SCAFFOLD TO REDUCE RISK OF FALLS.



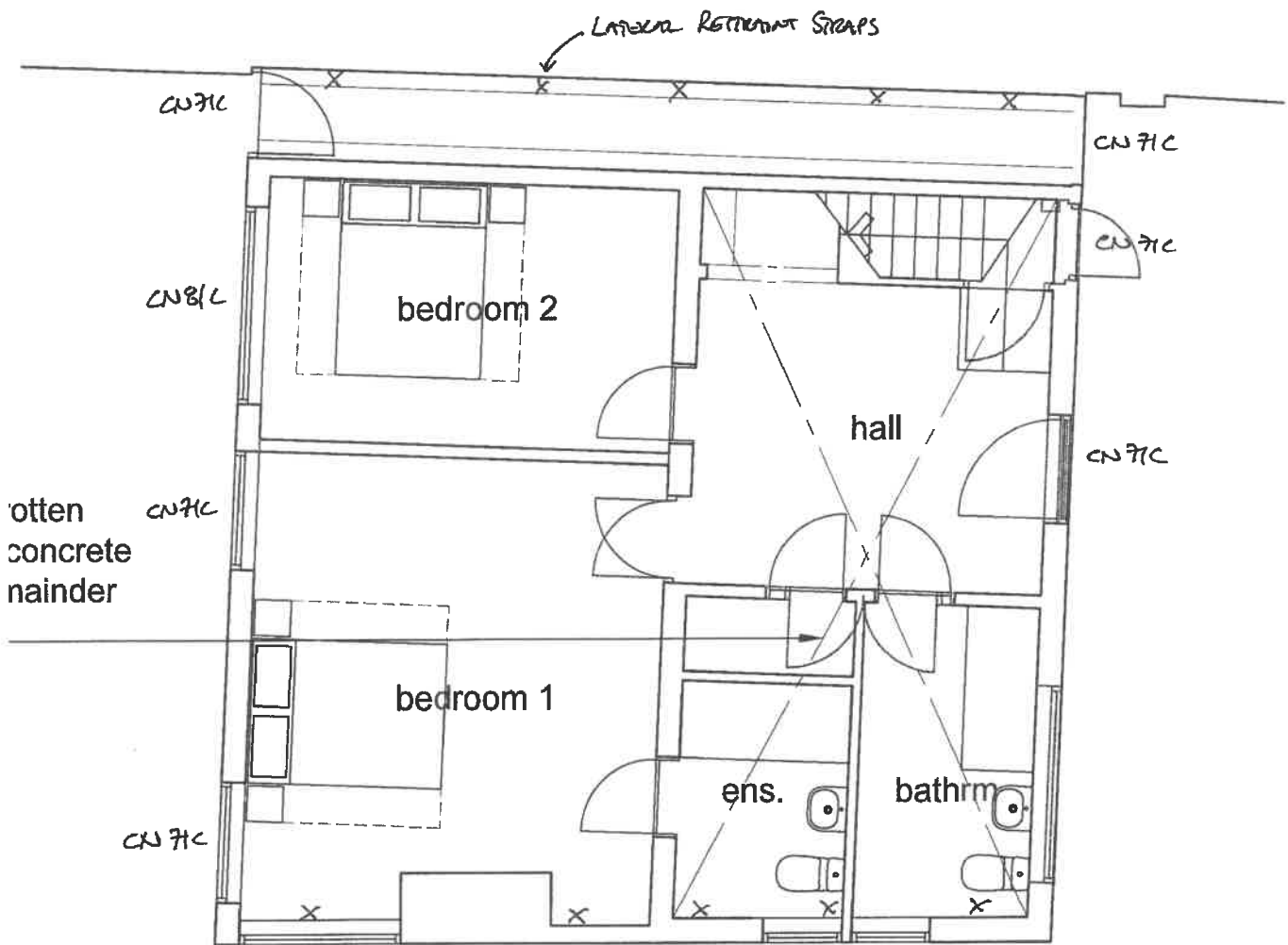
\* = SUPPORT ENDS OF TRUSSES REST DIRECTLY  
OVER WINDOW MULLIONS WITH 50x50x3.05H  
AS PAGE 4.

↓ = SPAN OF 47x125 C24 JOISTS AT 400%  
(DOUBLE TO SIDES OF SIMILAR OPENING)



Sheet 18  
22/6860

⚠️ ENSURE ADEQUATE TEMPORARY SUPPORT PRIOR TO DEMOLITION / WINDOW REPLACEMENT



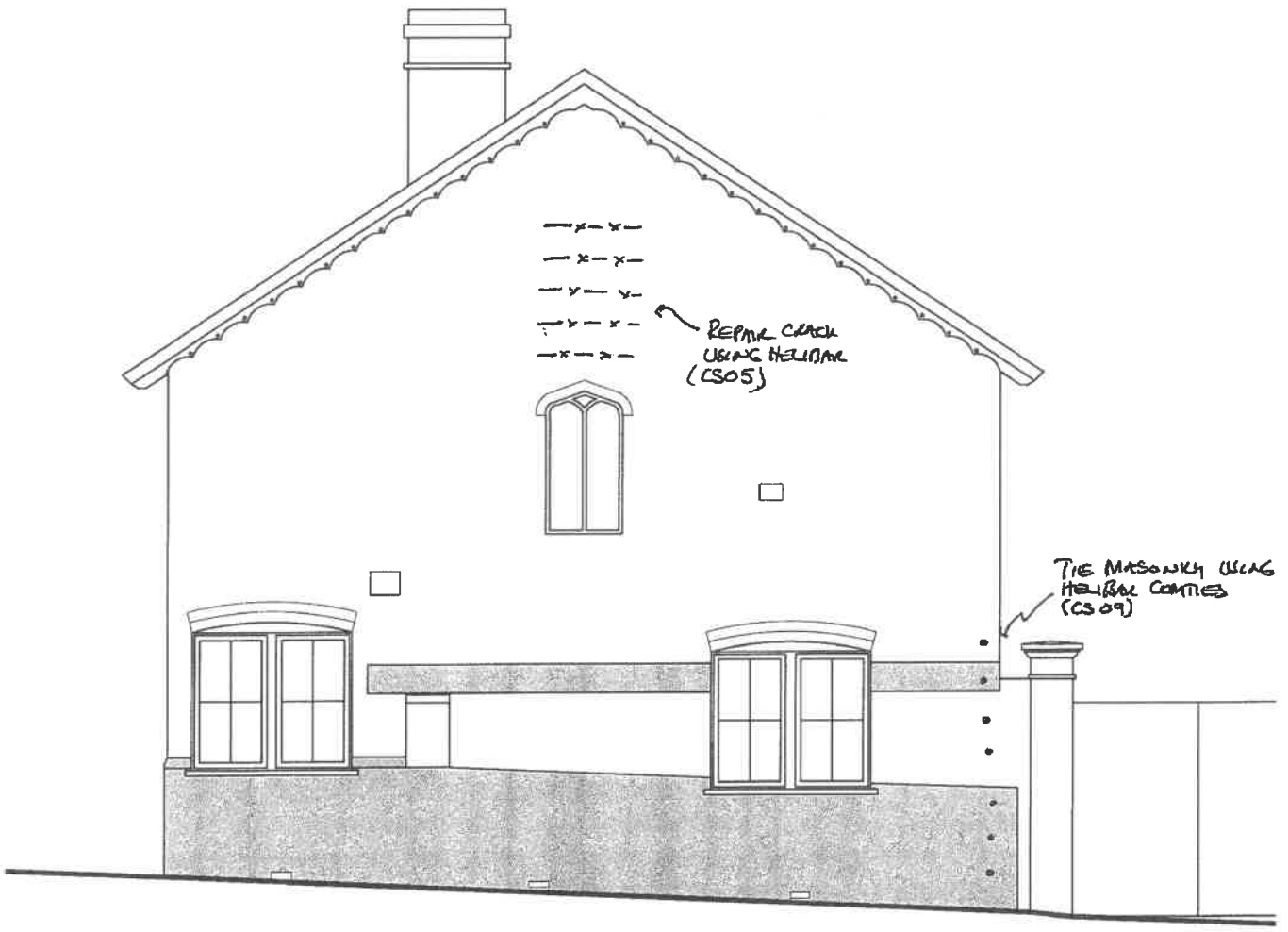
SHEET 19

22/6850





STREET 20  
22/6860



**Old Bank House  
 Strengthening Works**

**22/6860**

**CORE RISK ASSESSMENT**

I ITEMS THAT REQUIRE AN AGREED METHOD STATEMENT BY CONTRACTOR FOR DESIGNERS COMMENTS

II DESIGNER TO VISIT SITE TO APPROVE TEMPORARY WORKS PRIOR TO COMMENCEMENT OF WORKS

GENERAL				WORK HAZARDS	YES	NO	CHECK
THE PROPOSAL IS TO CONVERT THE BUILDING INTO A DWELLING.				STRIKING AGAINST FIXED/STATIONARY		X	
				SLIP/TRIP ON SAME LEVEL		X	
				TRAPPED BY PLANT		X	
				TRAPPED BY TRANSPORT		X	
				TRAPPED BY SOMETHING OVERTURNING		X	
				DROWNING		X	
				ASPHYXIATION		X	
				EXPOSURE TO HARMFUL SUBSTANCE		X	
				EXPOSURE TO FIRE/EXPLOSION		X	
				EXPOSURE TO ELECTRIC SHOCK		X	
				EXPOSURE TO NOISE	X		
				MANUAL HANDLING	X		
				PUSH/PULL/CARRY	X		
CONFINED SPACES		X					
SITE HAZARDS & REQUIREMENTS	YES	NO	CHECK	DEEP EXCAVATIONS	YES	NO	CHECK
FLOODING		X		EQUIPMENT NECESSARY			
OCCUPIED COMMERCIAL BUILDING		X		ACCESS EQUIPMENT		X	
OCCUPIED DOMESTIC BUILDING		X		TASK LIGHTING			X
DISPROPORTIONATE COLLAPSE		X		EDGE PROTECTION	X		
DEMOLITION - MAJOR		X		WARNING SIGNS	X		
DEMOLITION - MINOR	X			CERTIFIED CRANE/LIFTING GEAR	X		
ADJOINING STRUCTURES	X			PILING RIG		X	
ADJOINING HIGHWAY	X			HEADING/PIPE JACKING		X	
SUPPORT OF STRUCTURE	X			PERMANENT PROPS		X	
SPECIAL SUPPORT - STRUCTURE		X		TEMPORARY PROPS	X		
SPECIAL SUPPORT - HIGHWAY		X		TRENCH SHEETING		X	
CONTAMINATION		X		PUMPS		X	
GASES		X		SCAFFOLDING	X		
POOR HEADROOM		X		SCAFFOLDING CERTIFICATE	X		
POOR GROUND STABILITY			X	COMPACTION EQUIPMENT	X		
OTHER CONTRACTORS			X	DUMPER		X	
WORK NEAR PUBLIC AREAS	X			MECHANICAL DIGGER		X	
WORK NEAR/OVER WATER		X		CEMENT MIXER	X		
OVERHEAD POWER CABLES			X	SITE WELDING/DRILLING	X		
OVERHEAD SERVICES			X	PERSONAL PROTECTIVE EQUIPMENT			
UNDERGROUND CABLES			X	HELMET	X		
WATER SERVICES			X	EAR DEFENDERS	X		
GAS SERVICES			X	EYE PROTECTION	X		
OTHER SERVICES			X	GLOVES	X		
TRAVELLING/WORKING ON RAMPS		X		OVERALLS	X		
PERMITS TO WORK		X		WET SUITS		X	
WARNING SIGNS	X			SAFETY HARNESS		X	
TRAINING	X			MASKS/RESPIRATORS	X		
COMPETENCY CERTIFICATES	X			BARRIER CREAM	X		
WORK HAZARDS				SAFETY FOOTWEAR	X		
FALLS - UP TO 2.0M	X			FLUORESCENT CLOTHING	X		
FALLS - OVER 2.0M	X						
FALLS - INTO HOLES	X			SPECIALIST EQUIPMENT			
FALLS - OF MATERIALS ETC.	X			GAS DETECTOR		X	
IMPACT FROM VEHICLES	X			RESCUE EQUIPMENT		X	
FALLING/FLYING OBJECTS		X		BUOYANCY		X	
CONTACT WITH MACHINERY	X			FIRE EXTINGUISHER	X		

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61 New Street  
 Extension and Alterations  
 22/6859

**GENERAL REQUIREMENTS OF CONSTRUCTION**

THE CONTRACTOR SHOULD HAVE EXPERIENCE IN THE VARIOUS OPERATIONS AND METHOD OF CONSTRUCTION INDICATED BELOW

EXCAVATION		CONCRETE WORKS		PILING	
TRIAL PITS/LOCATIONS	X	SCREEDING		DRIVEN	
OF SERVICES		MASS CONCRETE	X	SHEET	
SOIL INVESTIGATION		REINFORCED CONCRETE		CAST INSITU CONCRETE	
TRENCHING WORKS		FIXING REINFORCEMENT		CFA	
0.5 - 1.0M		SPECIAL REINFORCEMENT		SLEEVED	
1.0 - 2.0M		TIMBER FORMWORK		VIBRO COMPACTION	
2.0 - 3.0M		PURPOSE MADE FORMWORK		NEAR STRUCTURES/HIGHWAY	
> 3.0M		PLACING NEAR STRUCTURES		SPECIALIST SYSTEM	
LARGE SUMPS		PLACING NEAR HIGHWAY			
BELOW WATER TABLE		PLACING UNDER WATER		MASONRY	
TUNNELLING		PLACING TIDAL		FACED	X
DE-WATERING		SHUTTERED ABOVE GROUND	X	GENERAL LOAD BEARING	X
STRUTTED SUPPORTS		SHUTTERED BELOW GROUND		REINFORCED	
CLOSED SHEETING		MIXING ON SITE	X	GROUTED CAVITY	
ADJACENT STRUCTURES		PLACING AT GROUND LEVEL		SPECIAL CONTROL	
ADJACENT HIGHWAYS		PLACING BELOW GROUND			
NEAR U/G SERVICES		PLACING ABOVE GROUND	X	STRUCTURAL STEEL	
		PLACING SUSPENDED SLABS		FABRICATION	X
GENERAL FOUNDATIONS		PLACING VERTICAL COLUMNS		PREPARING DETAILS	
TRENCH 1.0 - 2.0M		PUMPING		ERECTION & BRACING	X
TRENCH 2.0 - 3.0M		CUTTING/DRILLING		CRAINAGE ERECTION	
TRENCH > 3.0M		BREAKING		SHEETING & CLADDING	
PADS WITH BOLT FIXINGS		MECHANICAL/CHEMICAL FIXINGS	X		
PAD AND BEAM		REPAIRS		STRUCTURAL TIMBER	
PILE AND BEAM				GENERAL WORK	X
GROUND BEARING RAFT		STRUCTURAL WORKS		TRUSSED RAFTERS	
SLAB FLOORS		SUPPORTS OFF GROUND	X	BEAMS INC. FLITCH	
ADJACENT STRUCTURES		SUPPORTS OFF STRUCTURE	X	DETAILS & CALCULATIONS	X
ADJACENT HIGHWAYS		PROPS AND NEEDLES	X	RAFTER ERECTION & BRACING	
		SUPPORT PROPS	X	CRAINAGE RAFTER PLACING	
UNDERPINNING		INSERTION OF BEAM/COLUMN	X		
HIT AND MISS BLOCK		ERECTING STRUCTURAL FRAMES-		PRECAST CONCRETE	
PILED SLAB		STEEL	X	DETAILING & DESIGN	
SACRIFICIAL PROPPING		TIMBER		ERECTION	
TEMPORARY PROPPING		STRUCTURAL FLOOR TRIMMING		CRAINAGE FOR PLACING	
RESTRAINT OF MASONRY		SHORING			
MINI PILING		LIFTERS/MOVEMENT OF HEAVY		SCAFFOLDING	
JACK DOWN PILING		STRUCTURAL MEMBERS-		ERECTION TO BS5973	X
ADJACENT STRUCTURES		AT GROUND LEVEL	X		
ADJACENT HIGHWAYS		ABOVE GROUND LEVEL	X	DRAINAGE	
RESTRICTED ACCESS		BELOW GROUND LEVEL		PUMPED OR VACUUM	
		LINTEL INSTALLATION	X	FOUL	X
DEMOLITION				SURFACE	X
GENERAL WORKS	X			DIVERSION & REPLACEMENT	X
SPECIALIST/ASBESTOS					

# APPENDIX A

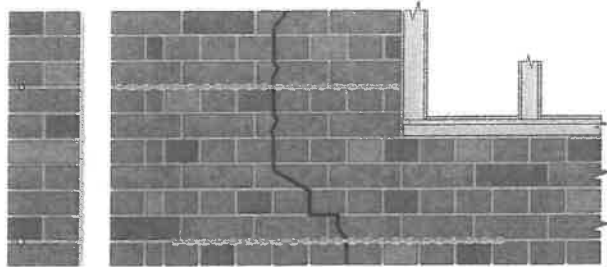
## Crack Repairs

# Crack Stitching a Solid Wall using HeliBars

## METHOD STATEMENT

1. Using a twin-bladed, diamond-tipped wall chaser with vacuum attachment, cut slots into the horizontal mortar joints to the specified depth and at the required vertical spacing. Ensure that NO mortar is left attached to the exposed brick surfaces in order to provide a good masonry/grout bond.
2. Remove ALL dust and mortar from the slots and thoroughly flush with water. Where the substrate is very porous or flushing with water is inappropriate, use HeliPrimer WB. Ensure the slot is damp or primed prior to commencing step 5.
3. Mix HeliBond cementitious grout using a power mixer and load into the Helifix Pointing Gun CS.
4. Fit the appropriate mortar nozzle.
5. Inject a bead of HeliBond grout, approx. 15mm deep, into the back of the slot.
6. Push the 6mm HeliBar into the grout to obtain good coverage.
7. Inject a second bead of HeliBond grout over the exposed HeliBar and iron it into the slot using a finger trowel. Inject additional HeliBond as necessary, leaving 10-15mm for new pointing.
8. The crack within the wall should be weather-proofed using an appropriate Helifix bonding agent e.g. HeliBond or CrackBond, depending on the width of the crack and the surface made good or left ready for any decoration.
9. Clean tools with clean, fresh water.

**N.B.** Pointing may be carried out as soon as is convenient after the HeliBond has started to gel.



## RECOMMENDED TOOLING

- For cutting slots up to 40mm deep ..... Twin bladed cutter with vacuum attachment
- For mixing HeliBond ..... 3-jaw-chuck drill with mixing paddle
- For injection of HeliBond into slots ..... Helifix Pointing Gun CS with mortar nozzle
- For smoothing pointing ..... Standard finger trowel

## Specification Notes

The following criteria are to be used unless specified otherwise:

- A. Depth of slot into the masonry to be 35mm to 40mm.
- B. Height of slot to be equal to full mortar joint height, with a minimum of 8mm. For thin mortar joint specifications refer to the Helifix Technical Dept.
- C. HeliBar to be long enough to extend a minimum of 500mm either side of the crack or 500mm beyond the outer cracks if two or more adjacent cracks are being stitched using one rod.
- D. Normal vertical spacing is 450mm (6 brick courses).
- E. Where a crack is less than 500mm from the end of a wall or an opening, the HeliBar is to be continued for at least 100mm around the corner and bonded into the adjoining wall or bent back and fixed into the reveal, avoiding any DPC.
- F. In hot conditions ensure the masonry is well wetted or primed to prevent premature curing of the HeliBond due to rapid de-watering. Ideally additional wetting of the slot, or priming with HeliPrimer WB, should be carried out just prior to injecting the HeliBond grout.
- G. Do not use HeliBond when the air temperature is  $+4^{\circ}\text{C}$  and falling or apply over ice. In all instances the slot must be thoroughly damp or primed prior to injection of the HeliBond grout.

The above specification notes are for general guidance only and Helifix reserves the right to amend details/notes as necessary.

## GENERAL NOTES

If your application differs from this repair detail or you require specific advice on your particular project, call the Helifix Technical Sales Team on 020 8735 5222. Our Technical Department can provide you with a full support service including:

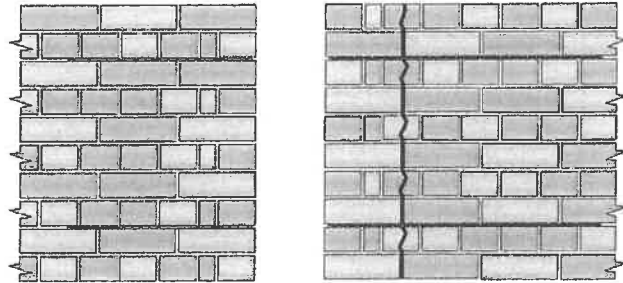
- Advice, assistance and recommendations on all structural repair matters
- Devising and preparing complete repair proposals for specific situations
- An insurance-backed warranty via our Approved Installers scheme

# Repair of a Crack Near a Corner in a Solid Wall using HeliBars

## METHOD STATEMENT

1. Using a twin-bladed, diamond-tipped wall chaser with vacuum attachment, cut slots into the horizontal mortar joints to the specified depth and at the required vertical spacing. Ensure that NO mortar is left attached to the exposed brick surfaces in order to provide a good masonry/grout bond.
2. Remove ALL dust and mortar from the slots and thoroughly flush with water. Where the substrate is very porous or flushing with water is inappropriate, use HeliPrimer WB. Ensure the slot is damp or primed prior to commencing step 5.
3. Mix HeliBond cementitious grout using a power mixer and load into the Helifix Pointing Gun CS.
4. Fit the appropriate mortar nozzle.
5. Inject a bead of HeliBond grout, approx. 15mm deep, into the back of the slot.
6. Push the 6mm HeliBar into the grout to obtain good coverage.
7. Inject a second bead of HeliBond grout over the exposed HeliBar and iron it into the slot using a finger trowel. Inject additional HeliBond as necessary, leaving 10-15mm for new pointing.
8. The crack within the wall should be weather-proofed using an appropriate Helifix bonding agent e.g. HeliBond or CrackBond, depending on the width of the crack and the surface made good or left ready for any decoration.
9. Clean tools with clean, fresh water.

**N.B.** Pointing may be carried out as soon as is convenient after the HeliBond has started to gel.



## RECOMMENDED TOOLING

- For cutting slots up to 40mm deep .....Twin bladed cutter with vacuum attachment
- For mixing HeliBond.....3-jaw-chuck drill with mixing paddle
- For injection of HeliBond into slots .....Helifix Pointing Gun CS with mortar nozzle
- For smoothing pointing .....Standard finger trowel

## Specification Notes

The following criteria are to be used unless specified otherwise:

- A. Depth of slot into the masonry to be 35mm to 40mm.
- B. Height of slot to be equal to full mortar joint height, with a minimum of 8mm. For thin mortar joint specifications refer to the Helifix Technical Dept.
- C. HeliBar to be long enough to extend a minimum of 500mm either side of the crack or 500mm beyond the outer cracks if two or more adjacent cracks are being stitched using one rod.
- D. Normal vertical spacing is 450mm (6 brick courses).
- E. Where a crack is less than 300mm from the end of a wall or an opening the HeliBar is to be continued for at least 100mm around the corner and bonded into the adjoining wall.
- F. In hot conditions ensure the masonry is well wetted or primed to prevent premature curing of the HeliBond due to rapid de-watering. Ideally additional wetting of the slot, or priming with HeliPrimer WB, should be carried out just prior to injecting the HeliBond grout.
- G. Do not use HeliBond when the air temperature is  $+4^{\circ}\text{C}$  and falling or apply over ice. In all instances the slot must be thoroughly damp or primed prior to injection of the HeliBond grout.

The above specification notes are for general guidance only and Helifix reserves the right to amend details/notes as necessary.

## GENERAL NOTES

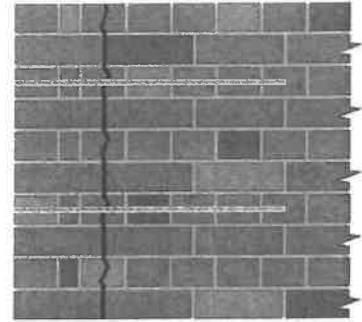
If your application differs from this repair detail or you require specific advice on your particular project, call the Helifix Technical Sales Team on 020 8735 5222. Our Technical Department can provide you with a full support service including:

- Advice, assistance and recommendations on all structural repair matters
- Devising and preparing complete repair proposals for specific situations
- An insurance-backed warranty via our Approved Installers scheme

# Repair of a Crack Near a Corner in a Solid Wall using CemTies

## METHOD STATEMENT

1. Mark hole positions on the outer face of the wall.
2. Drill 16mm clearance holes through the outer wall and to the required depth.
3. Clean out ALL dust from the hole and thoroughly flush with water. Where the substrate is very porous or flushing with water is inappropriate, use HeliPrimer WB. Ensure the hole is damp or primed prior to commencing step 8.
4. Attach the required length of CemTie pinning nozzle to the gun.
5. Mix HeliBond cementitious grout using a power mixer and load into the HeliFix Pointing Gun HD.
6. Pump grout to fill the nozzle.
7. Wind the CemTie into the nozzle and ensure that it is fully covered in grout.
8. Insert the nozzle to the full depth of the drilled hole and pump the grout.
9. Make good all holes at the surface with matching mortar. The crack within the wall should be weather-proofed using an appropriate HeliFix bonding agent e.g. HeliBond or CrackBond, depending on the width of the crack and the surface made good or left ready for any decoration.
10. Clean tools with clean, fresh water.



## RECOMMENDED TOOLING

- For drilling .....SDS rotary hammer drill 650/700w  
 For mixing HeliBond.....3-jaw-chuck drill with mixing paddle  
 For insertion of the CemTies.....HeliFix Pointing Gun HD with pinning nozzle

## Specification Notes

The following criteria are to be used unless specified otherwise:

- A. CemTies are to be installed at a vertical spacing of 450mm.
- B. CemTies are to extend at least 500mm past the crack.
- C. Depth of hole to be CemTie length +25mm.
- D. CemTies are to be installed within the centre third of the wall.
- E. If cracking occurs on both elevations consider using HeliBar crack stitching around the corner. If CemTies have to be used, they should be staggered between each elevation.
- F. In hot conditions ensure the masonry is well wetted or primed to prevent premature curing of the HeliBond due to rapid de-watering. Ideally additional wetting of the hole, or priming with HeliPrimer WB, should be carried out just prior to inserting the CemTie.
- G. Do not use HeliBond when the air temperature is +4°C and falling or apply over ice. In all instances the hole must be thoroughly damp or primed prior to injection of the HeliBond grout.

The above specification notes are for general guidance only and HeliFix reserves the right to amend details/notes as necessary.

## GENERAL NOTES

If your application differs from this repair detail or you require specific advice on your particular project, call the HeliFix Technical Sales Team on 020 8735 5222. Our Technical Department can provide you with a full support service including:

- Advice, assistance and recommendations on all structural repair matters
- Devising and preparing complete repair proposals for specific situations
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## Item 6: Recent Decisions by East Suffolk Council

Planning ref	Applicant name and site address	Proposal	STC response	ESC decision
DC/22/0076/FUL	32 High Street	Replace current building with 3 dwellings this time retaining the shop but with living accommodation on first floor.	<p>P and D 9 Feb . 10 Feb. 22</p> <p>The town council supports this application and would like the following comments to be taken into account:</p> <ul style="list-style-type: none"> <li>-We welcome the retention of the shop at the front of 32 High Street, and we note that the original large shop window has been replaced by two windows.</li> <li>-There does not seem to be room for private gardens for the three dwellings, although there are parking spaces, bin store, and a cycle store. we feel that some kind of small shared green space/seating area would improve the general amenity of the development.</li> <li>-with parking at the back of the dwellings, we are concerned about the number of cars entering and leaving via the pedestrian walkway that joins the High Street to Fromus Green Park. The walkway meets a narrow part of the High Street and is already used to access a parking bay for the building next door. This gives a potential for six cars entering and leaving.</li> <li>--We would like to see the 'shop-style' frontage respected in the design in keeping with other premises along the High Street.</li> <li>-We would like the development to include environmentally friendly and sensitively angled lighting to the pedestrian walkway at the side of the development, as well as improvements to the surface of the walkway.</li> <li>--We are also concerned about congestion and problems for shop deliveries on the High Street during the build and hope that construction methodology will minimise this.</li> </ul>	Permitted
DC/22/0613/TCA	48 High St	Lift crown of Ash and other trees, cut back Ash top clear wall.	<p>P and D 3<sup>rd</sup> March 22</p> <p>3 mch supported</p>	Permitted

