

CE06 / 3471 / F

**Division of NEWCOURT PARK with CHANDOS HOUSE,
LUGWARDINE, HEREFORDSHIRE into SIX FLATS.**

DESIGN AND ACCESS STATEMENT

EXISTING SITUATION

The house at Newcourt, now described as Newcourt Park with Chandos house is the centre of a longstanding private estate. The building has been remodelled many times from its early days of timber frame, with 17th century wood panelling, a c1750 Rococco ceiling and the current Gothic exterior. It is in good condition and has been brought up to the requirements of modern living standards in respect of services and with fire precautions installed to suit the present occupation. There is adequate parking and areas that can provide additional parking. There is an existing entrance from the main road that gives the necessary visibility splays. The property is only occupied by the two owners and their visitors as a base and is far from fully utilised.

THE PROPOSAL

The intention of this planning and listed building application is to bring back a large under-used building into a well-used property, commensurate with its status as a listed building of note. From early in the last century when the whole estate was occupied by an extended family with their servants there have been various attempts to use the building to its full potential. Most have proved to be not entirely satisfactory.

It is considered that the best policy to utilise and preserve the house and its grounds is to divide it up into six flats. The resources of six families together should provide sufficient funds to maintain what is a large house with proportionately large costs. The suggested conversion to six flats providing luxury accommodation would make the house sustainable.

To safeguard the historic features of the house and its grounds, the outward appearance would remain without alteration and minimal alteration would be made to the structure. Only items that are necessary for modern living conditions and those required by the latest building regulations and other statutory requirements will be added.

GROUND

To satisfy the requirements of the highway authority, an additional drive will be laid together with passing spaces. This drive will connect with the existing access at the East End of the park (CE2003/0053/F). Some trees will be felled between the above access and the access to Newcourt Farm. All as agreed with the highway authority (Dwg.NC3010) (Pic. 1,2 & 3).

A parking area will be established on the East Side of the building and some trees will have to be removed. In most cases these are mature trees nearing the end of their natural lifespan. (Dwgs. NC3009 & NC3010)

New planting of trees will be carried out within the park to replace those felled; indeed some planting has been carried out to replace old and unsafe trees or

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where trees have fallen down. The existing hard standing around the building will remain.

COMMON PARTS

PORCH

A portable ramp 3m x 1m will be provided for use by disabled persons when necessary. Emergency lighting will be provided over the entrance¹.

ENTRANCE HALL

The entrance hall will be equipped with an emergency break-glass push button switch and a sounder (bell). It will have an emergency light fitted above the entrance door. (Ideally reciprocal to porch light).

The doors to the rooms that will make flats 1 & 2 will be retained (Pic.4). These doors will be locked and masonry walls will be built behind them. The three remaining doors will be upgraded to FD30S² fire doors by the application of intumescent paint.

INNER HALL

The principal stairwell will retain existing smoke detector and have emergency lighting. The door between it and Flat 1 will be upgraded to FD30S.

PRINCIPAL STAIRWELL

This area will have an emergency light in the ceiling. The first floor landing will have a new soil drain under it from Flat 5 to the existing drain in Flat 4. There is an existing smoke detector on the landing.

There will be upgraded fire doors FD30S to Flats 4 and 5.

SECONDARY STAIRWELL

The secondary stairwell will have a new smoke detector and have emergency lighting at ground floor, first floor and second floor levels. The doors between it and Flats 2, 3 and 6 will be upgraded to FD30S.

FLAT 1

The principal rooms of Flat 1 remain largely untouched. One door into the entrance hall is to be blocked up³. A cupboard will be constructed in the existing lobby with studded partition and appropriate new doors.

¹ Where possible emergency lights will be of the combined type – suitable additionally for general use, and with 'crystal' glass diffusers.

² All doors upgraded to fire doors to be treated with intumescent paint.

³ the doorway will have 225 of masonry built in and rendered to give fire protection and noise attenuation. The wall is quite thick and affords a recess to remain which will be treated as an alcove (Dwg.)

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A studded partition separating the existing bathroom from a passage will be removed creating a larger bathroom. A door to an adjacent building will be blocked up.

A wall between the kitchens of Flats 1 & 2 will be constructed for separation. This wall will be noise and fireproof.

A cellar is accessed from flat 1 and will form part of it.

FLAT 2

The principal rooms of Flat 2 remain largely untouched. One door into the entrance hall is to be blocked up and one into the wing to create a small bedroom (Pic.7).

A doorway will be cut through at the north end of the large bedroom and a new door provided (Pic. 6).

The doorway into the former bathroom will be blocked up and a recess will remain to create an alcove feature in the proposed bathroom.

Studded partitioning and a new door will separate the new bathroom from the hallway. This bathroom will make use of a redundant drain from the former bathroom.

FLAT 3

Flat 3 remains the same except for upgrading of the doors to FD20 fire doors with intumescent paint from all rooms leading to the lobby, and some reorientation of units in the kitchen.

FLAT 4

A doorway is to be blocked up in the bedroom. A doorway is to be cut through into the lobby.

The lobby has Fire doors FD30S to the second floor landing. There are Fire doors FD20 to the bedrooms and living room.

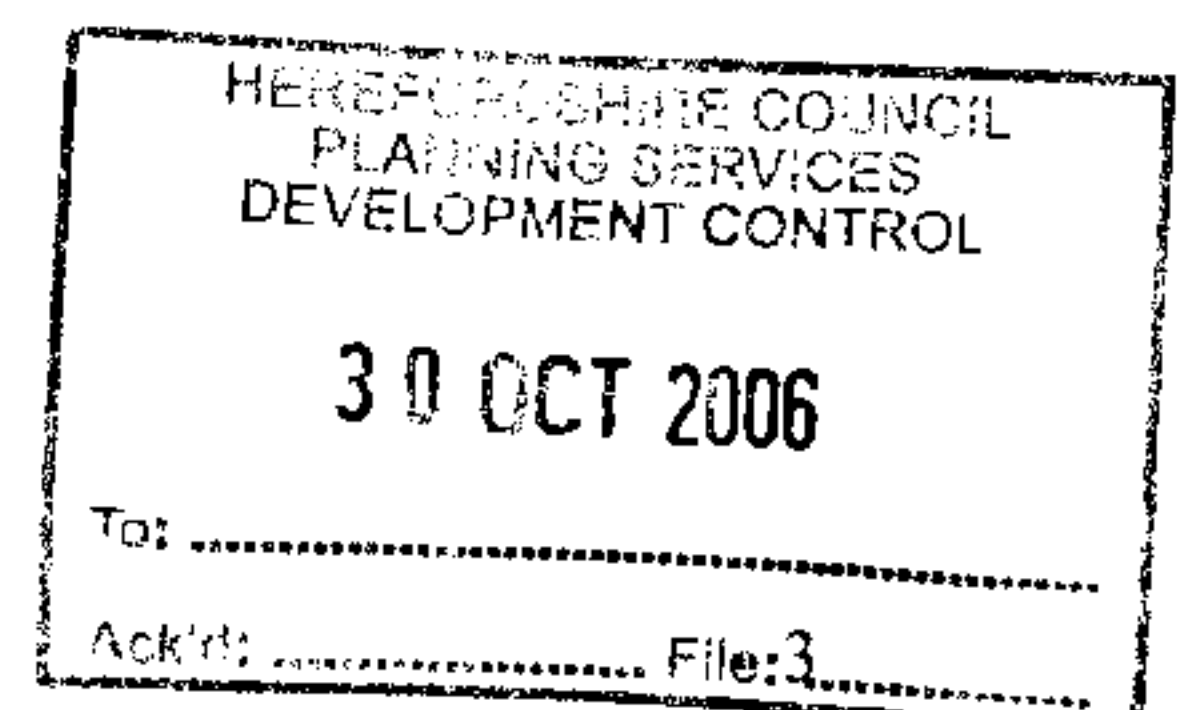
An existing bathroom has the fittings removed and is fitted out as a kitchen. A heat detector is located outside the kitchen door.

A bathroom is reduced in size to make a passage to a second bedroom. A second toilet is removed and its wall to increase the size of the second bedroom. Noise attenuation treatment is to be carried out to the wall between the bedrooms of Flat 4 and 5, and the landing.

FLAT 5

A doorway is cut through into the lobby. The lobby has Fire doors FD30S. Studded partitioning is to be used to create this lobby and a new bathroom and kitchen. A small staircase to the second floor is to be removed and the floor above made good. A heat detector is located outside the kitchen door.

Noise attenuation treatment is to be carried out to the wall between the bedrooms of Flat 4 and 5, and the landing.



FLAT 6

Flat 6 comprises the whole of the second floor with exception of the stairwell and a boiler room. The East side contains bedrooms and is unaltered except for the provision of a smoke detector and upgrading of doors into the lobby to FD20. The door out of the flat to the landing is to be upgraded to FD30S. The room at the central front of the building is to become the living room and a door would be cut into the lobby. The door to the landing from this room would be blocked up. A door to the West of this room leads to a staircase, which would be removed and the floor replaced. This room would become the kitchen. A heat detector would be fitted outside the kitchen in the living room. Drainage of sullage water would be carried on the outside of the building and would to the existing drain by the light well.

CONCLUSION

The conversion of this building into six flats, from what is effectively three approved residences at the moment, has minimal effect on the structure or its architectural and historic presence. The principal rooms to the house are only affected by the treatment of the doors and by the requirements of fire safety. Some of which already exist. The more significant constructions or conversions into bathrooms and kitchens take place in service areas, or where other conversion has already taken place.

In the 1881 census when Newcourt was a private house in the possession of a Mr. Griffiths there were eight occupants – all servants. The family was not at home. It is likely comparing households of large houses at the time that an extended family lived at Newcourt probably comprising another eight people giving a total of 16 residents. It is unlikely that the occupants of the proposed flats would greatly exceed this number, although the property would be usefully employed and maintained.

All services exist at Newcourt, Water, Gas, Electricity and numerous telephone lines. Surface water is disposed of by an established system to soak-aways that are adequate and trouble free. Sewage is disposed of by septic tanks with ample spreaders and soak-aways. All drives are in good condition and there is substantial hard-standing, in addition to the proposed parking area.

A Sound Engineer has taken readings and carried out tests to establish noise levels between floors and through walls in a number of critical locations. His results largely confirmed our opinions of the soundproofing qualities of the structure. His report will be added to this document giving the results and recommendations.

As indicated above the works to convert the property from three residences into six flats is minimal, and barely involves the principal rooms. The conversion is necessary for the long-term maintenance of the property and to make it sustainable. Much of the work to be done is to meet building regulations. The present owners have great respect for the property and intend that all works will be carried out sensitively and to the required standards.

J.E.S. 27.10.2006

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MANAGEMENT COMPANY (Heads of agreement).

A management company would be set up to own the freehold of Newcourt with Chandos House and a defined curtilage. It would be the responsibility of the company to maintain the property and to ensure the wellbeing of the leaseholders of the Flats. The company would arrange the day to day requirements of the property and to pay for the outgoings and maintenance of the common parts. The articles and memorandum of the company (and/or the leases) should include permanent requirements for the upkeep and maintenance of the property to the standard when the flats were first occupied and to the requirements for a listed building.

Leaseholders would be responsible for the decoration and services within their residence. Leaseholders would not be permitted to make alterations that would contravene the listed building status of the property.

Each leaseholder would be a shareholder in the freehold and a director of the Limited Company. Every Directorship would be tied to the shareholding of a specific flat. Directors voting rights would be equal. When a flat was sold the new occupant on buying the lease and the share in the Limited Company would automatically become a director. A managing director should be established by rotation. This person should have a casting vote in the event of a tied pole. The managing director would have the power to appoint a managing agent in the event of a tied pole or if a majority of directors wished him to do so.

Two funds should be set up. One as a sinking fund for major works on the property, and the other for the day to day and continuing costs.

J.E.S.
22.09.2006

