

CONDITION SURVEY REPORT

in respect of

MELKSHAM ASSEMBLY HALL



on behalf of

MELKSHAM TOWN COUNCIL

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Contents

	Executive summary	1
1.0	Introduction	5
1.1	Instructions and caveats	5
1.2	Orientation	6
1.3	Tenure	6
1.4	Services	6
1.5	Local Authority	6
2.0	Site	7
2.1	Site location	7
2.2	Type and nature of building	7
2.3	Land and boundaries	7
2.5	Site access and parking	7
2.6	Occupation and tenure	7
3.0	Condition	8
3.1	Roofs	8
3.2	Rainwater goods	13
3.3	Chimneys	15
3.4	Substructure/basements	15
3.5	Walls and superstructure	15
3.6	Windows, doors and joinery	19
3.7	Floors and staircases	20
3.8	Internal walls, partitions and doors	21
3.9	Finishes	21
3.10	Toilets and welfare facilities	21
3.11	External areas, outbuildings and boundaries	23
3.12	Problematic materials	23
3.13	Heating	24
3.14	Ventilation	24
3.15	Air conditioning	24
3.16	Supply and distribution	25
3.17	Lighting	25
3.18	Lightning protection	25
3.19	Potable cold water	125

3.20	Domestic hot water	25
3.21	Fire alarm system	25
4.0	Statutory Compliance	26
4.1	Health and safety	26
4.2	Fire safety	27
4.3	Accessibility	28
4.4	Energy Performance	29
6.0	Detailed description	30
7.0	Photographs	32

Executive Summary

Acting on the instructions of Clare Harris, Deputy Town Clerk of Melksham Town Council, we carried out a building inspection of the above premises on 26 February 2018.

Property Description

This is metal framed hall with a stage to the right hand side and a single storey flat roofed extension to the front providing the foyer, bar and lounge, office, toilets and dressing rooms. At the rear there is a three storey pitched roof section accommodating a kitchen, storage and office areas and a dilapidated flat. A flat roof extension to the rear left hand corner accommodates the main boiler room.

We understand that the Hall was originally constructed as a First World War drill hall, with a steel (or possibly iron) frame and roof structure clad with corrugated iron sheeting. It was constructed against a stone built stable/residential building dating from around 1850, which we assume to be the three storey stone structure to the rear right hand side. Brick/block extensions were added to the front in the 1950's, possibly with further similar extensions to the left and right hand sides in later years. The cladding to the hall was replaced with profiled aluminium sheeting in 1976.

We understand the main hall is steel framed, supporting a steel angle trussed rafter roof structure. The main steel structure is not visible, being clad in brick or blockwork, but access is available to the interior of the roof structure. It is clad externally with profiled aluminium sheeting, which is lined internally to the roof void with foil faced rigid polystyrene insulation boards. The walls to the left hand right are predominantly of random coursed stonework.

At the front the extensions are of brick/block cavity construction finished with flat roofs which we assume to be of timber joist and boarded construction and finished with bitumen felt with a mix of green mineral surface and solar reflective chippings.

The rear comprised mainly of the three storey structure which has random rubble walls supporting timber King post roof trusses, covered with natural slate. The first and second floors are of timber construction, whilst the ground floors are of solid concrete, as for the remainder of the property.

There is a small extension forming the main boiler room to the left hand rear corner which appears to have been constructed as part of the swimming pool complex, with a flat roof covered with bitumen felt, and brick/block walls, with the upper parts finished with cementitious slates.

Principal Survey Findings & Repair Requirements

Building structure & fabric

The roof of the main hall is clad with aluminium sheeting with a polystyrene internal lining, much of which has become de-bonded. There is evidence of corrosion on the underside of the sheeting. Manufacturers suggest aluminium sheeting should have a lifespan in the order of 40 years and so we consider the roof cladding will require renewal within the next 10 years or so.

There are currently some leaks experienced in the main hall. These may be due to poor seals between the roof cladding and the ventilation units that penetrate the roof, defective neoprene seals to the roof fixings, or possibly condensation forming on the underside of the sheets where the insulation has fallen away. We suspect that the leaks are the result of all three possibilities.

The main hall roof has single skin translucent sheet rooflights which have been covered over inside. Condensation can form on the underside of these rooflights and so they should either be replaced with twin skin sheets or insulated cladding.

The front flat roofs are in fair condition and, although there appear to have been some minor leaks in the past, the roofs appear to be watertight at present. We recommend that you budget for the replacement within the next 5-10 years but the existing domed perspex rooflights over the foyer and office, and the flat Georgian wire glass rooflights over the dressing rooms must be replaced immediately. All existing items, including Christmas decorations, stored on the roofs must be removed immediately to prevent damage to the coverings.

There is evidence of numerous leaks to the flat roof over the rear left hand boiler room and we recommend that you budget for replacement of this roof within the next two years.

There are some loose or slipped slates to the roof of the rear three storey section which might indicate early signs of nail sickness. The slipped tiles need to be re-fixed and the roof monitored for further defects.

The gutters running around the main perimeter hall appeared to be finished with asphalt and whilst we did not identify any obvious leaks we recommend that the asphalt is recoated with solar reflective paint. There is some unevenness to the eaves gutter to the rear right hand mono pitch roof and this needs to be realigned. Vegetation from the adjoining property to the right hand side is growing into the right hand gutter of the hall. This must be removed and the adjoining owner is asked to maintain the vegetation in a proper manner.

There is some cracking of the brickwork to the front flat roof extensions which we consider is most probably do to thermal expansion of the long lengths of brickwork and a lack of the movement joints. As the cracking is minimal you may consider that pointing with flexible sealant is preferable to the expense of forming movement joints in the structure.

The natural stone walls to the left and right hand sides of the main hall, the rear right hand monopitch extension and the rear three storey section, have been inappropriately repointed with cement based mortar which may lead to further deterioration of the stone over time. As there is no current evidence of defect we recommend that the walls are simply monitored but if deterioration is noted they should be repointed with a lime based mortar.

The stonework to the right hand elevation of the rear three story section is in poor condition at high level and requires some repair and repointing. The left hand elevation also require some repointing at high level.

Poorly detailed flashings at the top of the rear right hand wall and a poorly maintained gutter on the adjoining property that abuts the wall is leading to dampness internally and this needs to be addressed in company with the adjoining owner.

There is some dampness to the right hand wall in the front right hand corridor which may be due to race ground levels on the adjoining owner's property but access could not be gained. There is also evidence of dampness to the rear left hand corner of the main hall which we believe is either the result of leaks from the boiler room or cleaning of the floor in the kitchen.

The windows are generally in good condition except to the rear elevation of the rear right hand mono pitch section and the top floor of the rear three story section, all of which require replacement.

We have not commented in detail on internal finishes as we assume these will be addressed as part of the refurbishment works, but we note that most finishes are old and tired and in need of updating or upgrading. The interior of the upper floors of the three-storey section to the rear is dilapidated and currently used for water storage and plant relating to the adjoining swimming pool.

Externally, the decorations are poor and in need of immediate renewal, although this relates only to some rainwater goods, all external doors and a small length of timber fascia.

Building services

We are neither qualified nor competent to inspect or carry out tests on the building services and recommend that you appoint a qualified services engineer to inspect and comment on the condition of the existing services within the building. We can arrange this on your behalf if required. It is possible that renewal or upgrading of heating, ventilation, lighting and air conditioning systems could result in substantial energy savings.

Statutory compliance

There are a number of potentially asbestos containing materials within the building, including vinyl floor tiles, old flues, roof slates and lining materials. We have not had sight of an asbestos audit with a demolition and refurbishment survey will be required before any works can be undertaken.

We are concerned that there are a number of life safety risks within the property. There is no proper access or fall arrest systems to the flat roofs at the front to allow for servicing and maintenance of the air conditioning condensers, nor for the cleaning of the gutter systems around the main hall. The access ladder to the roof void over the stage and main hall has no guards or fall arrest system and that does not extend far enough past the platform. The access walkway through the roof void above the main hall has inadequate handrail protection and no fall arrest system, requires personnel to crawl under ventilation plant, and the boarding is water damaged.

We have a number of concerns regarding fire safety within the building including an inability to close the fire door in the fire curtain within the roof void over the hall, no door closer to the fire door between the roof voids above the hall and stage, a lack of fire shutters to the kitchen selling hatches, inadequate seals to fire doors, etc.

We have further concerns regarding means of escape from the building, including the rear fire escape from the hall leading through an office to a door that is obstructed externally by a sandbag and can bust or items stored within fire escape routes, such as the exits to the left hand side of the hall.

The fixed wiring installation must be tested every five years and the vendor must be asked to provide certification, along with any portable appliance test (PAT) certificates.

The building has no accessible facilities whatsoever but as a Listed building the requirements to provide facilities are relaxed.

The Asbestos Regulations requires the duty holder to maintain an asbestos register for the property. We have not seen such a document and the landlord must be asked to supply it. We did not identify any obvious asbestos containing materials.

The vendor must be asked for a copy of the Health and Safety Files for all works recently undertaken at the property.

You are required to display a Display Energy Certificate (DEC) prominently within the building but we did not identify such a certificate. Our investigations also suggest that the certificate has not been updated since August 2014, even though it should be updated on an annual basis.

Whilst the building has reasonable accessible facilities for public use there are no such facilities for performers and this needs to be considered as part of your refurbishment proposals.

Summary

The external fabric of the property is in reasonable condition at present but all roof areas are likely to require attention within the next 2-10 years, including the cladding to the main hall.

Internally, finishes are generally tired and in need of renewal or upgrading.

There are a number of fires safety and life safety issues that need to be addressed.

We recommend that the services installations are inspected as replacement might produce energy savings and improve comfort.

This summary identifies only the main issues and defects found during our inspection. We advise you to read the full report to obtain a detailed analysis of our findings and recommendations, including the minor items of defect.

We trust that this summary adequately details matters upon which you have requested our advice, but if you should have any queries, please do not hesitate to contact David Allen BSc FRICS.

Alpina Property Consultancy Limited
26 February 2018

1.0 Introduction

1.1 Instructions and caveats

We have acted upon the instructions of Clare Harris, Deputy Town Clerk of Melksham Town Council, The Town Hall, Melksham, Wiltshire SN12 6ES, to carry out a building condition survey relating to Melksham Assembly Hall, prior to a planned refurbishment and remodelling of the Hall, as confirmed by Ms Harris's e-mail 8 February 2018. We arranged access and undertook our survey on 26 February 2018, at which time the weather was overcast, with light snow flurries, with no significant rainfall in the preceding 48 hours.

We understand that Melksham Town Council own the Assembly Hall and plan to undertake a refurbishment and re-modelling of the Hall.

The survey has been undertaken in accordance with our terms and conditions as signed by Ms Harris.

In accordance with our standard practice, we must point out that we have based this report upon our inspection of the premises and any information made available to us, both written and oral, which we have assumed to be correct.

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The report is for the benefit of Melksham Town Council only; Alpina Property Consultancy Limited cannot accept any liability to any third party for the whole or any part of its contents. Our appointment specifically excludes the provisions set out in the Contracts (Rights of Third Parties) Act 1999.

We have not inspected those parts of the structure that are covered, unexposed or inaccessible and are therefore unable to report that such parts are free from defect. We have however carried out non-destructive testing where appropriate and advise you of our findings within this report. Our inspection of the building structure and fabric was visual in nature only and we have not undertaken any opening-up or specialist testing at the property unless otherwise stated within the "Condition" section of this report.

We inspected the front roof areas from ground level using a high definition camera mounted on a 10m extending pole. We also gained access into the roof void over the main hall via the fixed ladder to the side of the stage. The front left and rear elevations of the rear three storey section were inspected from ground level using the pole mounted camera. Only very limited inspection of the right hand elevation was possible, using the pole mounted camera at a considerable distance from the building.

You have not instructed a specialist inspection of the mechanical, electrical or public health services by a qualified services engineer. As chartered building surveyors, we are neither qualified nor competent to carry out a detailed examination or testing of building services installations (electrics, gas heating, underground drainage, air conditioning, etc.). As part of our survey, we undertook a cursory visual inspection of the services, but please do not consider or rely upon any comments made in relation to the building services as being extensive or definitive. Where it seems apparent that specialist testing is advisable we have made such recommendations within this report. If you require, we can organise and coordinate such tests on your behalf.

You have not requested that we implement, on your behalf, any Environmental or other report upon the site to attempt to establish any potentially contaminative uses or other site-related issues that could detrimentally affect the value of the investment now or in the future. Accordingly, we have not made any comment relating to the state of the site or nearby land. We recommend that you seek specialist advice in this regard.

We have not carried out an access audit of the property, nor have we undertaken a fire risk assessment. Any comments made in this regard are, therefore, not exhaustive.

Any costs mentioned in or appended to this report are given as a guide for budget purposes only and are subject to testing and confirmation by the production of a detailed specification of works and competitive tender.

1.2 Orientation

All references to the front, rear, left and right assume the reader to be facing the property from Monmouth Street ([photograph 1](#)). This elevation is assumed to be facing due east.

1.3 Tenure

The tenure is understood to be freehold and owned by Melksham Town Council.

1.4 Services

Mains water, gas, electricity and drainage are provided to the property.

1.5 Local Authority

Wiltshire Council. We understand the property is not currently Listed but is located within the Melksham Conservation Area.

2.0 Site

A general description of the site, property and surroundings is given below. A technical description of the building structure, fabric and engineering services is included within section 6.0 of this report.

2.1 Site location

The property is located in the centre of Melksham, to the rear (west) of the Town Hall, and is joined at the rear to the local authority Swimming Pool.

The surrounding buildings are a mix of office, leisure, commercial and residential.

2.2 Type and nature of building

This is a local authority assembly hall.

2.3 Land and boundaries

The building occupies the full footprint of the site, except for an access road at the front, shared with the Town Hall.

2.4 Site access and parking

There is no parking dedicated to the property. There is parking available at car parks off King Street and Church Street, as well as free parking within the grounds of Melksham Hall. A number of bus and coach services operate from Market Place and the railway station is approximately 0.6 miles to the north.

2.5 Occupancy and tenure

The property is currently owned by Melksham Town Council and operated as an entertainment venue.

3.0 Condition

This section of the report only deals with defective elements of the building and engineering services. Those elements of the building and engineering services that we have inspected, but do not consider to be in disrepair, are detailed within the 'Description' section of the report and are not included in this section.

The 'Action' column on the right hand side of this section of the report indicates our assumption, based upon the information we have available to us, as to who might be liable for executing or paying for the remedy of the identified defect(s). Note that under some circumstances, case law and statute protect tenants against certain dilapidations claims and therefore your team needs to review our assumptions in this context.

To assist with the assimilation of our advice, the following colour code identification 'flags' indicate the importance of the points mentioned.

- | | | | |
|---|---|--|--|
| <p>1 Critical or high risk issue for urgent management attention, or consideration prior to purchase</p> | <p>2 Medium risk issue for ongoing management or action.</p> | <p>3 Low risk item for management by routine procedure.</p> | <p>0 Noteworthy item for information.</p> |
|---|---|--|--|

Priority/Action

STRUCTURE AND FABRIC

3.1 Roofs

3.1.1 We inspected the main roof of the hall using a pole mounted high definition camera. We also gained access into the void above the hall via the fixed ladder to the side of the stage. **0**

3.1.2 The cladding is dirty externally (**photographs 4, 5, 7 & 10**), particularly to the area sheltered by the three storey section and to the right hand side, as well at the base of all sheets. We understand that the profiled aluminium cladding was replaced in 1976. Manufacturers suggest that aluminium should have a life expectancy of between 40 and 50 years externally, when installed in a rural environment. It could, therefore, be considered that the cladding is reaching the end of its economic lifespan.

Our inspection within the roof void revealed corrosion to the underside of the aluminium sheets where the insulation has become detached from their undersides (**photograph 11**). The orange staining is simply the adhesive bonding the insulation to the sheets.

In view of the amount of corrosion to the sheets we consider their life expectancy may be limited to a further 5 – 10 years. You may wish to have the sheeting inspected by a specialist to confirm its condition and likely remaining lifespan. **1**

- 3.1.3 Additional flat sheeting has been laid over the front roof sheets to the right hand end of the main hall roof and there is what appears to be a patch to the sheeting to the front right hand corner of the upper level, possibly using “Flashband” self-adhesive bitumen repair tape.

This indicates possible failure of the sheeting and we would normally suggest that it should be properly repaired. If, however, the sheeting is approaching the end of its useful lifespan, and the patch is currently effective, we see no benefit in undertaking a more permanent repair.

3

- 3.1.4 Inspection internally, within the roof void, revealed that the single skin roof sheeting is lined internally with rigid polystyrene insulation boards with a foil face to the underside (**photograph 11**). In many cases the boards have come loose and/or the foil lining has become detached. Detachment has also exposed the open joint at the knee of the roof cladding, where the upper sheet overhangs the lower sheet, meaning that there is a direct route for heat loss to the exterior (**photograph 12**). This will significantly diminish the thermal properties of the roof, leading to excessive heat loss and increased energy costs. The panels need to be re-fixed in a secure manner.

1

- 3.1.5 Inspection within the roof void over the main hall revealed a number of buckets to collect water entering through the roof cladding. In many cases makeshift gutters have been fixed to direct water into the buckets (**photograph 13**). The staff also informed us that regular leaks do occur, including one above the main seating area. In the main the leaks appear to emanate from around the five pieces of ventilation plant that penetrate the roof sheeting. It is probable that the seals around these vents have degraded and need to be renewed. We recommend that all seals are thoroughly inspected and repaired/replaced as necessary.

1

- 3.1.6 Another cause of water penetration through the roof cladding could be degradation of the neoprene seals around the fixing bolts for the sheets and we recommend that these are also thoroughly inspected when access is available and replaced as necessary. There are three rows of fixings, one at the top, one at mid-span and one at the bottom of the sheeting.

1

- 3.1.7 It is possible that water could be entering through the gap between the upper and lower sheets, at the “knee” of the roof, particularly where the insulation boards have become detached (**photograph 12**). Entry would be possible during high winds and these areas need to be properly sealed.

2

- 3.1.8 Where insulation has fallen from the underside of the roof sheets (**photograph 11**) there is a high probability of condensation occurring when warm moist air within the void hits the cold underside of the metal sheeting. This will result in drips falling from the sheet, and this may be one of the sources of the “leaks” to the roof. All insulation must be re-fixed and properly sealed.

1

- 3.1.9 There are four rooflights to the front and rear slopes over the hall which are formed from single skin translucent sheeting (**photographs 5 & 10**). The sheeting is not thermally efficient and could allow condensation to form, leading to dampness on the ceilings internally. The sheeting has also suffered UV degradation and no longer allows a large amount of light to enter. Furthermore, the rooflights have been sealed off to prevent light entering the hall.

We understand that the brief for the redevelopment of the Hall includes a requirement to introduce more light to the interior. It may be possible to utilise that these rooflights in conjunction with some form of motorised blind at ceiling level. If the rooflights are not required we recommend that they are replaced with metal sheeting and insulation.

3

3.1.10 We are concerned that access up to and across the roof void over the main hall is unsafe. The vertical ladder to the side of the stage does not extend far enough above the high-level platform to allow safe access and egress from it. There is only minimal protection from falling on the platform above the stage. Within the roof void itself the chipboard walkway is narrow and has only a basic hand rail on one side. The walkway also requires personnel to bend down underneath the ventilation units with little protection from falling off the sides or banging their head on the sharp ductwork and fixings. Leaks have degraded the strength of the chipboard walkway ([photograph 14](#)). The access system requires urgent review and modification.

1

3.1.11 The roof void over the hallway is divided into three sections, one being above the stage with the remainder being divided approximately one third/two thirds with the small section being to the left hand side. The division between the stage area and the hall is provided by a plasterboard partition which appears to be in good order but at the time of inspection the door in the partition was open and this needs to be fitted with a self-closing device.

1

3.1.12 The division of the void above the hall section is provided by a vertical fire curtain of mineral wool ([photograph 15](#)) with a door in the middle. At the time of inspection the door could not be closed because one of the makeshift gutter systems to catch roof leaks has been positioned across the door swing. The gutter must be removed and the door fitted with a self-closing device.

1

3.1.13 We could not identify any obvious fire dampers to the flexible ductwork passing through the fire barrier ([photograph 15](#)). Furthermore the barrier appears to be fitted below the polystyrene insulation to the underside of the roof slope and in the event of a fire this could melt leaving a direct path for the fire to pass over the barrier. We recommend a complete review of the fire separation provisions within the roof void as part of your fire risk assessment.

1

3.1.14 There is a flat roof extension to the front of the building which is divided into three sections ([photograph 10](#)), with the central section assumed to be the original and those to the left and right having been added at a later date. All appear to be constructed of timber joist and boarding with a bitumen felt covering. It is possible that the decking is of woodwool slab, consisting of compressed straw with a cement binder, which can become weakened when wetted. Inspection suggests the boiler room roof is constructed in this manner and so it is reasonable to assume the front roofs could be similar.

There is some evidence of minor water penetration above the entrance foyer and around the rooflights, and to the ceiling of the corridor to the dressing rooms to the front right hand corner of the building, but there is no evidence of widespread water penetration through the roofs.

There is ponding to the left hand flat roof ([photograph 16](#)) which may indicate some collapse of the decking but we believe the integrity of the roof decking is most probably intact to most areas of the front flat roofs. Caution should, however, be exercised when accessing these roofs, particularly the left hand section. If the roofs are found to have woodwool slab decking you may wish to consider replacing this with marine grade plywood when replacing the coverings. Some earlier stramet boards may be lined with paper that incorporates asbestos and this needs to be borne in mind when removing the boards.

3

3.1.15 The areas below the flat roofs to the front of the building have a mixture of suspended ceilings and paper-lined boarding to their undersides. We removed a tile from the suspended ceiling within the lounge to the bar area but the presence of glass fibre insulation prevented detailed examination of the structure. From this limited inspection it appears that there is a layer of plasterboard above the suspended ceiling and so we cannot comment on the condition of the structure to any of the flat roofs.

0

3.1.16 Whilst we identified the glass fibre insulation quilt above the suspended ceiling within the bar area, this appears to have been added after the original ceiling was completed. We cannot confirm if there is any insulation within the structure of the front flat roofs and recommend that you budget for adding insulation when the roof coverings are renewed. This is, in any event, a current Building Regulations requirement.

3

3.1.17 The left hand section ([photograph 16](#)) is finished with green mineral surfaced bitumen felt which appears to be in reasonable condition and we would anticipate it to have a further 5-10 year lifespan, although ponding to the centre of the roof means that the felt will remain wet for long periods of time, providing the ideal conditions for moss growth. Moss can attack the surface of the felt and the moss itself acts as a sponge soaking up water and leading to further problems as it freezes and thaws in winter. We recommend that the roof is regularly cleaned, but it is not feasible to eliminate the ponding until the roof is re-laid.

3

3.1.18 The lead flashings to the upstands of the left hand flat roof section are loose ([photograph 17](#)), particularly to the front, and the other sections are missing altogether, such as to the rear right hand side, or replaced with what appears to be bitumen felt. It is possible that the missing flashings have been stolen but we recommend that new flashings are provided and existing flashings are re-fixed.

3

3.1.19 There are air conditioning condensers and condensers for the chillers of the beer cellar placed on the left hand flat roof section ([photograph 16](#)). Whilst some are placed on plastic bearers, others sit directly on the roof finish and could cause the felt to puncture. We recommend that all condensers are mounted on suitable bearers. The condensers for the beer cellar, which sit in the front left hand corner are also preventing adequate drainage and there is a build-up of vegetation which must be cleared.

3

3.1.20 The central flat roof section ([photograph 18](#)) has a bitumen felt covering that is finished with solar reflective chippings which prevented inspection of the condition of the felt.

- Inspection internally revealed some minor leaks, which appear to be historic, but could suggest that the roof covering is nearing the end of its economic lifespan. We recommend you budget for its replacement within the next five years. 2
- 3.1.21 The central flat roof area accommodates three large domed Perspex rooflights ([photographs 18 & 19](#)), one serving the lounge area of the bar, one above the entrance foyer and one above the office. The rooflight over the lounge area has become opaque due to UV degradation and is dirty. The remaining rooflights are covered by tarpaulins, suggesting that leaks have occurred in the past. We recommend that you consider either replacing all of the rooflights with modern, more thermally efficient, rooflights or removing them entirely and in-filling the openings with a new roof structure. 2
- 3.1.22 There are a number of timber and metal Christmas decorations stored on the central roof area ([photograph 19](#)) which could cut into the covering and damage it. We recommend that the roof is cleared of all stored items. 3
- 3.1.23 The right hand flat roof section ([photograph 20](#)) is covered with bitumen felt and solar chippings, similar to the central section, preventing detailed examination of the covering. We noted evidence of some water penetration on the ceiling of the corridor below and, therefore, recommend that you budget for its replacement within the next five years. 2
- 3.1.24 There are two rooflights within the right hand flat roof structure ([photograph 20](#)), one serving the inner dressing room and the other located above the front right hand corridor. Both rooflights are of flat Georgian wire glass and both have extensive cracking, most probably as a result of corrosion of the cut wires within the glass. We recommend that both rooflights are either replaced with more suitable and thermally efficient items. 2
- 3.1.25 There are a number of timber and metal Christmas decorations stored on the right hand flat roof area ([photograph 20](#)) which could cut into the covering and damage it. We recommend that the year roof is cleared of all stored items. 3
- 3.1.26 The three story section to the rear right hand side of the property has a pitched roof covered with natural slates ([photographs 5 & 6](#)), most of which appear to be in reasonable condition. There are, however, a number of slipped and damaged slates to the front roof slope ([photograph 21](#)), principally at the base of the slope and a slate has slipped from the top of the rear slope into the gutter just to the left of the rear left hand window ([photograph 22](#)). All loose or missing slates need to be re-fixed and all damaged slates replaced. There are also a number of lead tingles (clips) evident to the slates which could indicate nail sickness (corrosion) and so it may be necessary to renew the coverings within the next 10 years or so 2
- 3.1.27 The roof of the three storey section consists of timber King post roof trusses supporting purlins and rafters. The ceilings internally follow the line of the roof slope and are finished with plasterboard which prevents any inspection of the roof structure. Accordingly, we cannot comment on the condition of the structure, nor whether it incorporates insulation. 0

- 3.1.28 The rear left hand flat roof over the main boiler room ([photograph 23](#)) has numerous penetrations for flues and there is evidence of leaks internally which we assume to be historic. The roof deck appears to be of woodwool slab (see 3.1.14 above) and so there is a possibility that anyone walking on the roof could fall through the weakened decking. Anyone accessing this roof should be advised to use extreme caution. 1
- 3.1.29 We inspected the roof over the boiler room using a pole mounted camera and this revealed it to have a green mineral surfaced bitumen felt covering but appears to be in generally good order, albeit with evidence of ponding. We recommend that you are budget for renewal of this roof covering within the next 5-10 years. The roof decking should also be replaced with the marine grade plywood at that time. 3
- 3.1.30 At least two penetrations through the roof of the main boiler room are lined internally with a cementitious board ([photograph 24](#)). It is possible that this board contains asbestos and we recommend that it is tested and labelled if necessary. 1
- 3.1.31 The mono-pitch roof over the rear right hand office/laundry room/toilet ([photograph 25](#)) is covered with cementitious slates which are in generally good order except for two broken slates at the base of the slope. It is possible that these slates could contain asbestos and we recommend that they are tested and the defective slates replaced. The roof also needs to be cleared of debris. 3
- 3.1.32 Inspection internally revealed evidence of damp staining to the ceiling and at high level to the walls to the rear right hand corner of the laundry room, which is located to the right hand side of the rear right hand mono pitch extension. We believe this dampness is most probably caused by loose flashings to the right hand parapet wall ([photograph 26](#)), although dampness could also be caused by blocked gutters from the adjoining building that abuts this wall ([photograph 27](#)). This water penetration needs further investigation, possibly involving access to the adjoining property, before a suitable repair can be confirmed. 2

3.2 Rainwater goods

- 3.2.1 The roof over the main hall drains to a perimeter parapet gutter. Due to limited access we have only inspected the gutter from ground level using a pole mounted camera. From this limited inspection the gutter appears to be lined with asphalt finished with a solar reflective paint. We did not identify any obvious defects with the gutter and there is no evidence of significant water ingress to the tops of the walls within the call to suggest that any leaks have occurred.

We did note that there is some vegetation growth to the front right hand corner and there is significant ingress of vegetation from the adjoining property to the right hand gutter ([photograph 7](#)). The gutter must be thoroughly cleaned and all overhanging vegetation removed. The gutter should be thoroughly inspected when the suitable safe access is provided to do so. We also recommend that the gutter is given a fresh coat of solar reflective paint. 3

3.2.2 The parapet gutter of the main hall appears to have only two drainage points. One is a cast iron downpipe located on the left hand elevation to the front corner of the hall. The pipe appears to be in reasonable condition but requires redecoration and we recommend that all of the joints are tested and remade as necessary at that time.

The second outlet is a 150 mm diameter PVCu pipe to the rear right hand corner which exits through the parapet wall and then runs down across the mono pitched slate roof of the rear right hand laundry room ([photograph 26](#)) and then into the underground drainage system. We did not identify any defects with this pipe but it is located too close to the right hand upstand wall at the base of the roof slope and this traps silt and leads to vegetation growth which must be cleared away.

3

3.2.3 We are concerned that such a large roof as only two rainwater outlets, albeit large diameter pipes. Nevertheless, the lack of any obvious water penetration internally suggests that these pipes provide adequate drainage.

0

3.2.4 The front left hand flat roof area drains to a cast iron hopper and downpipe to the rear of the left hand elevation flat roof section ([photograph 3](#)). Whilst the pipework appears to be watertight it is poorly decorated and corroding and we recommend that all joints are tested and repaired as necessary prior to the next redecoration.

3

3.2.5 The central flat roof area to the front drains to a cast iron hopper and downpipe to the left hand side of the front elevation and to do a further cast iron hopper and downpipe on the right hand return to the right hand section of flat roof ([photograph 28](#)). The right hand flat roof also drains into this hopper head and downpipe and the staining and dampness on the wall suggest that either the pipe is blocked and requires cleaning or that the joints of the pipe are defective. This matter needs further investigation and rectification.

3

3.2.6 The front roof slope of the three story section to the rear drains to a PVCu gutter which sits on top of the stone projecting eaves and drains to PVCu downpipes located on either side of the gable window. These in turn drain into the parapet gutter of the main hall ([photograph 21](#)). Our inspection was undertaken using the pole mounted camera and we did not identify any obvious defects from this limited inspection other than need to clear the eaves gutter of vegetation.

3

3.2.7 The rear slope of the three-storey section also drains to a PVCu gutter supported on the stone projecting eaves and then to PVCu downpipes fixed to the rear of the left and right hand elevations. The left hand pipe discharges onto the roof of the boiler room.

The bracket at the base of the pipe on the right hand elevation, just above the mono pitch roof, is broken and the pipe is misaligned. At this point the pipe runs unsupported across to a porch roof serving the adjacent swimming pool building ([photograph 29](#)). We consider it better detail would be to divert the pipe downwards to discharge into the same gully that is used by the downpipe from the swimming pool building.

3

3.2.8 The rear right hand mono pitch roof discharges to a PVCu eaves gutter and then into a downpipe which connects into the larger diameter downpipe from the main hall gutter. The gutter appears to dip slightly in the middle and we recommend that it is realigned.

3

3.2.9 The flat roof of the main boiler room incorporates an inset gutter to the front which drains into a PVCu downpipe into the boiler room and then through the front wall into boxing within the rear left hand fire escape lobby. A lack of ceiling immediately below the outlet in the roof suggest a past leak but there was no evidence of defect at the time of inspection.

0

3.3 Chimneys and fireplaces

3.3.1 The property does not have any chimneys or fireplaces.

0

3.4 Substructure/basements

3.4.1 The building's foundations are concealed and no documentation regarding these was available, however, as far as we could determine from our visual inspection above ground, there are no signs of structural inadequacy or movement related to the foundations.

0

3.5 Walls and superstructure

3.5.1 The main hall is believed to be of steel framed construction with brick cladding to form the external walls to the left and right and the internal walls to the front and rear, which divide it from the front flat roof extensions and the rear three storey section and boiler room. Consequently, we are unable to inspect the frame or comment on its condition. There are, however, no defects evident to the walls, such as cracking, to suggest that there is any defect to the frame. We are also unable to advise on the loading capabilities of the frame.

0

3.5.2 The left hand elevation of the hall (**photograph 3**) consists of a random stone wall. The wall is plastered internally. We are unable, therefore, to determine whether or not this is a cavity wall or a solid stone wall. We are also unable to comment as to whether the wall is insulated. We note that the parapet wall of this elevation is narrower for the front third but did not know the reason for this, nor whether there is any significance.

Inspection of the left hand elevation suggests that the upper parts of the wall, from approximately 600 mm above the head of the door openings, has been extended or possibly rebuilt, because the stone does not fully match the lower stonework and the upper section has brushed mortar joints whilst the lower stonework has "snail creep" pointing. We do not know the reason for this change and it does not represent a defect, although it may have rectified a defect at the time of construction.

The wall has been repointed with cement mortar. Cement is inappropriate for natural stone as it is too hard and also does not allow the wall to "breathe" through the joints. As a result, the stone gradually deteriorates over time. Stone walls also move naturally and the hard cement mortar is unable to accommodate the movement, leading to cracking.

Whilst we do not consider it essential to repoint the wall at present its condition needs to be monitored and the mortar replaced with lime mortar at some time in the future.

0

- 3.5.3 There is some minor cracking to differential movement at the junction of the stonework and the brickwork of the front flat roof extension on the left hand elevation, together with some minor movement of the top stone and coping of the parapet ([photograph 30](#)). The cracking should be re-pointed using a lime mortar that will accommodate some movement, although it is likely that the crack could recur. The top stone and coping needs to be re-bedded and re-pointed. 3
- 3.5.4 There are some open joints to the copings to the parapet walls generally around the entire perimeter to the main hall and all open joints need to be re-pointed, preferably using a lime based mortar. 3
- 3.5.5 The front wall of the main hall area is predominantly internal except for a small parapet level at the front, above the flat roof extension. This appears to be in good order from our limited inspection using a pole mounted camera. 0
- 3.5.6 The rear wall of the main hall area is predominantly internal but small sections are visible to the left and right above the roofs of the boiler room and chair store/laundry. These are of random stone construction similar to the left hand elevation and appear to be in generally good order. 0
- 3.5.7 The right hand elevation of the hall faces onto the garden of the adjoining residential property ([photograph 4](#)) and could only be inspected using the pole mounted camera from the public highway. This revealed the wall to be of random stone construction but with a parapet wall that appears to be of brick or block with a cement render finish and stone or concrete copings. The rear section of the wall is hidden by a large outbuilding that abuts the wall

This limited inspection did not reveal any obvious defects to the wall but there are large amount of vegetation placed against the wall along with the climbing plants which are now invading the parapet guttering.

There is a danger with climbing plants that they will take root in small crevices in the wall, such as areas of missing pointing, and as those roots grow larger the damage the wall and lead to cracking and damp penetration.

We recommend that the adjoining owners are approached and asked to remove the climbing plants in their entirety and trim any vegetation to ensure that it does not cause dampness to the wall. Our inspection internally was hampered by stage props and other items which prevented detailed access to the wall but the maintenance personnel reported that the plaster to this wall is hollow in several areas. This suggests that the wall has been wet for a period of time, leading to de-bonding of the plaster from the masonry. It may, therefore, be necessary at some point in the future to replaster this wall. 3

- 3.5.8 The walls to the front flat roof extensions appear to be of brick/block cavity construction. We consider it most likely that the central section was constructed first, with the left and right hand sections added at a later date.

The left hand section joins immediately onto the central section and the junction can be identified by a change in the soldier brick coping which consists of blue engineering brickwork to the more recent left hand section ([photograph 31](#)). The resulting wall is very long and has no movement joints to allow for thermal expansion and contraction. Furthermore, there is no movement joint between the two sections of brickwork to allow for differential movement and settlement.

As a result there is a vertical hairline crack in the brickwork between the rainwater downpipe and soil and vent pipe, and immediately below the junction of the two sections of wall. There is a further vertical crack to the front of the left hand elevation and an open joint to the coping on the corner.

Ideally, a movement joint should be formed at the junction of the two sections of building on the front elevation but this would involve considerable expense and would probably result in a slightly patchy appearance to the wall. We did not identify any obvious similar cracking or water penetration internally and, as the cracks are relatively minor, we recommend that they are simply filled with a flexible sealant to prevent water ingress and monitored.

3.5.9 There is some minor failure of the pointing to the brickwork of the left hand elevation at high level and this needs to be repointed. 3

3.5.10 An overflow pipe exiting the base of the wall at the junction of the brick and stone sections of the left hand elevation is causing dampness to the wall and erosion of the pointing. The pipe to be extended out to prevent water discharging down the wall and all defective pointing renewed. 3

3.5.11 The front wall of the right hand section of flat roof extension to the front is set back by 450mm and we noted a hairline crack running vertically up the return section of wall ([photograph 32](#)). This crack most probably caused by the expansion of the long section of brickwork forming the front elevation, which is trying to expand but the return section is acting as a restraint, resulting in a crack.

This can only be rectified by creating movement joints in the brickwork of the front elevation, which would be expensive and so we recommend that the crack is simply filled with flexible sealant to prevent water ingress. 3

3.5.12 The windows to the front elevation are set within reconstituted stone surrounds. These are constructed with reinforcement embedded within the reconstituted stone. Reinforcement needs in the order of a minimum 50mm of concrete cover to minimise the risk of corrosion. Concrete is a highly alkaline material and this alkalinity protects the reinforcement from corrosion. Over time a process known as carbonation occurs, as the concrete comes into contact with carbon dioxide and other pollutants within the air. Carbon dioxide forms carbonic acid with the water in the cement which gradually neutralizes the alkaline state of the concrete, leaving the steel reinforcement susceptible to corrosion.

The process of corrosion expands the steel by up to 7 times its original volume and these expansionary forces cause the concrete to crack, allowing more water to enter the concrete. Eventually the forces cause the concrete face to spall and expose the corroding reinforcement.

In some areas concrete repairs have been undertaken, or complete sections have been replaced, but other areas are cracked and some sections have spalled away ([photograph 33 & 34](#)). Extensive repair or replacement of the window surrounds is required, after which we recommend that consideration is given to coating the surrounds with an anti-carbonation paint. 2

3.5.13 There is some staining of the front elevation at high level to the rainwater run-off from the dips in the clay tiling and the parapet brickwork. This is primarily an aesthetic defect which may be minimised by cleaning. 3

3.5.14 We were unable to gain access to the adjacent right hand property to inspect the right hand wall of the front flat roof extension but inspection internally did reveal some minor dampness at low level to the right hand wall of the corridor. This could indicate rising dampness and a solid wall or possibly bridging of a damp proof course in the cavity wall and it is essential to gain access to the adjacent property to be able to ascertain the condition of the wall and the reasons for the dampness before any remedial works can be specified. 2

3.5.15 We noted high moisture levels to the right hand wall of the rear right hand laundry room and toilet. The right hand elevation of this section of the building abuts an outbuilding within the grounds of the adjoining right hand property, preventing us from inspecting its condition. We are concerned that the flashings at the top of the wall are poorly detailed on both properties ([photographs 26 & 27](#)), the gutter to the adjoining outbuilding is full of silt and vegetation around the brickwork adjoining the rear stone wall of the hall is in poor condition and the coping to the rear right hand corner of the mono pitch roof does not fully oversail the rear wall. All of these matters could be leading to dampness within the laundry room and WC.

In addition, there is a downpipe running down across the mono pitch roof from the main hall roof gutter which is close to the right hand upstand wall of the rear mono pitch roof section at the base of the pitch. This has led to the growth of vegetation on the roof between the pipe and the wall. It is possible that some rainwater run-off is bypassing the guttering at the base of the roof by running down the outside of the large PVCu pipe and then running down the wall. All of the above the defects need to be addressed, after which, we believe any dampness should be eradicated. 2

3.5.16 We noted some minor dampness at low level to the rear left hand corner of the rear right hand office (former dressing room). We consider the most likely cause of this is that there is a well area formed externally to the rear fire exit door ([photograph 35](#)) to allow the door to swing open, as the external ground level is higher than the internal floor level. Dampness could be penetrating through the wall due to this difference in height but it is also possible that water is ponding in the well area and being blown under the door. A large sandbag was in place at the time of inspection that was not tight against the door. The presence of the sandbag is also unacceptable as it prevents proper operation of the fire exit door. We recommend that a suitable drain is fitted to the well area. 1

3.5.17 The rear wall of the rear right hand mono pitched section is of random coursed stonework with a hard cement "snail creep" pointing that is inappropriate for use with natural stone (see 3.5.2 above). Whilst the wall is currently in good order we recommend that consideration is given to replacement of this cement pointing at with a suitable lime based mortar and the brushed joint finish. A number of climbing plants are growing up this elevation and these need to be removed and treated against further growth. 3

3.5.18 The right hand elevation of the rear three story section to the rear ([photographs 7 & 29](#)) is of random coursed stonework with dressed stone quoins, window surrounds and sills and finished with stone copings. We noted open joints of the copings which need to be repointed. We also noted that one coping stone has been cut around a soil and vent pipe running up the wall. Ideally the soil and vent pipe should be reconfigured to clear the face of the coping stone and the stone replaced to provide adequate protection to the top of the wall. 2

- 3.5.19 The pointing to the right hand elevation of the rear three storey section is poor especially to the rear of the gable, where there is also a crack to stone ([photograph 36](#)). The elevation requires repointing along with repair of the damage stone. 1
- 3.5.20 There is a hairline vertical crack in the stone lintel above the rear ground floor window to the right hand elevation of the three-storey section. This needs to be repaired using stainless steel helical ties drilled up into the stone from below before repointing the crack. 2
- 3.5.21 Due to icy conditions our inspection of the rear elevation of the three-storey section ([photograph 6](#)) was undertaken using a pole mounted high definition camera. This limited inspection did not reveal any obvious or significant defects, other than need for some minor repointing of the joints to the coping stones that are located below the PVCu eaves guttering. 3
- 3.5.22 Inspection of the left hand elevation of the three-storey section was also undertaken using a pole mounted high definition camera and the wall was found to be in generally good order other than requiring some minor repointing at high level. 3
- 3.5.23 The lower levels of the rear elevation of the three-storey section and the rear wall of the boiler room form a party wall with the swimming pool at the rear and we have not undertaken any inspections within the swimming pool area. 0

3.6 Windows, external doors and joinery

- 3.6.1 The windows to the front elevation are of polyester powder coated aluminium framed construction and double glazed the air gap between the inner and outer panes being in the order of 15mm. We do not know if the frames incorporate a thermal break, whereby the inner and outer surfaces are isolated from each other to prevent cold bridging and condensation forming internally. Other than requiring some cleaning externally the windows appear to be in generally good order. 0
- 3.6.2 The single glazed timber framed window to the rear right hand WC is rotten. Cuboidal cracking of the frame could indicate dry rot but we believe this is the result of wet rot. We recommend that the window is replaced entirely with a modern double glazed unit. 3
- 3.6.3 There are two double glazed Velux rooflights in the rear right hand mono pitch roof ([photograph 25](#)) serving the office and laundry areas and these appear to be in good order. 0
- 3.6.4 The second floor windows to the rear three-storey section are a mixture of timber framed and steel framed set in timber sub-frames, and single glazed. The windows are in poor condition, including broken glass to the front second floor window on the right hand elevation, and the timber windows require replacement, whilst the steel framed windows require at least extensive overhaul and repair of the rotten sub-frames or complete replacement. 2
- 3.6.5 At first floor level to the three storey section, the windows to the left and right hand elevations are of PVCu framed construction and in generally good order. The front window to the left hand elevation has been infilled and a ventilation grill has been built into the former opening ([photograph 5](#)). 0

- 3.6.6 The main front entrance is fitted with double aluminium framed fully glazed doors with a second pair of similar doors internally to create a lobby. Both sets of doors are in generally good order but there are large gaps around the perimeters of the doors which allow significant draughts into the building and you should consider providing new draft seals to all of the doors to minimise heat loss and improve internal comfort. 3
- 3.6.7 There are no markings on the glass of the fully glazed front entrance doors, nor the internal lobby doors, to indicate that safety glass has been fitted, as required to all areas below 800 mm above floor level. This needs to be reviewed and glass replaced or fitted with safety film if necessary. 1
- 3.6.8 The door to the right hand side of the front elevation giving access to the stage and dressing rooms, the door to the front of the left hand elevation serving the bar and cellar, and the two sets of double doors to the left hand elevation providing fire escape exits from the main hall are all of timber flush faced construction and in reasonably good order, albeit with very poor decorations. The double louvred doors serving the boiler room are also in reasonable condition. 0
- 3.6.9 The rear right hand door providing fire escape through the office (former dressing room) is of ledged and boarded construction and there is some minor early wet rot to the base of the door and frame ([photograph 35](#)), primarily due to the fact that it opens onto a well area formed in the paving externally. Some repair will be required prior to redecoration. 3
- 3.6.10 The only external joinery appears to be the timber fascia at the base of the mono pitch roof to the rear right hand corner. The fascia is in reasonable condition but requires re-staining. 0

3.7 Floors and staircases

- 3.7.1 All of the floors appear to be of solid concrete construction with a mixture of carpet, vinyl and ceramic tile coverings and, whilst this prevented detailed inspection of the floors, we did not identify any obvious defects. 0
- 3.7.2 The concrete floor of the main hall is finished with timber boarding which we understand is laid over timber battens, rather than being a sprung floor, and inspection revealed it to be in generally good order, although the maintenance staff informed us that periodic repairs are undertaken whenever damage is occasioned to the timber boarding. 0
- 3.7.3 The stage has a raised timber floor which appears to be in good order and we have not undertaken a detailed inspection of this area, nor viewed the under stage area. 0
- 3.7.4 The only staircase to the building is of timber construction serving the upper levels of the three-storey section at the rear. Whilst the staircase appears to be in reasonably good order the balustrading does not conform to building regulations standards in that the gaps between the balusters are in excess of 100mm. 0

3.8 Internal walls, partitions and doors

- 3.8.1 The internal walls are a mixture of solid plastered brick or blockwork and timber stud and plasterboard, although some walls such as between the main hall and bar/lounge, may be dry lined with plasterboard. Our inspection did not reveal any significant defects to the internal walls and partitions. 0
- 3.8.2 We noted raised moisture levels, when measuring with an electronic moisture meter at low level to the left hand side of the rear wall of the hallway ([photograph 37](#)). Whilst this may be an indication of rising dampness we believe it is more likely related to leaks or spillages from within the adjacent boiler room, or even water entering the wall from floor cleaning operations in the kitchen. The dampness is causing minor staining to the decorations and you may wish to consider applying some form of barrier, such as bitumen paint, to the floor and low level areas of the walls within the boiler room. 3
- 3.8.3 Internal doors are generally solid core flush faced timber doors, some fitted with Georgian wired glass vision panels. The doors are generally in reasonable condition although there is some damage around the latch mechanism on the door to the services cupboard in the foyer. 3
- 3.8.4 We are concerned that many of the doors are not fitted with smoke or intumescent seals and recommend that this matter is reviewed as part of an overall fire risk assessment of the building. 1

3.9 Finishes and decorations

- 3.9.1 We have not undertaken a detailed inspection of internal finishes as we understand that these will be considered as part of the overall refurbishment of the building. Nevertheless, most internal finishes are serviceable but tired and in need of renewal. 0
- 3.9.2 All external decorations are very poor and need to be renewed early in 2018 to prevent further deterioration of the fabric of the building. External redecoration should be undertaken on a maximum five yearly cycle. 1
- 3.9.3 The upper two floors of the rear three story section are dilapidated and would require extensive refurbishment to bring them back into use. The second floor contains a large water tank serving the swimming pool and the first floor has various items of plant which we assume are still in use. In view of the generally poor condition of these areas we have not undertaken a detailed inspection. 0

3.10 Toilets and welfare facilities

- 3.10.1 The building has both male and female toilets for use by the public but we question whether or not there are adequate facilities for the number of visitors. British Standard 6465-1:2006+A1:2009 – Sanitary Installations recommends that an entertainment venue, where toilets will be used primarily during intervals, should have the following.

Sanitary appliance	Male visitors	Female visitors
WC	2 for up to 250 males; plus 1 for every additional 250 males or part thereof	2 for up to 20 females; plus 1 for every additional 20 females or part thereof up to 500 females; and 1 per 25 females or part thereof over 500 females
Urinal	2 for up to 50 males; plus 1 for every additional 50 males or part thereof	N/A
Washbasins	1 per WC and in addition, 1 per 5 urinals or part thereof.	1, plus 1 per 2 WCs or part thereof.

The current facilities do not appear to offer the above provision and you may wish to review this matter.

0

3.10.2 The current toilet provision is generally in good order with modern cubicles and fittings, although the non-slip vinyl floor coverings are sustained and would benefit from replacement as part of the overall refurbishment.

3

3.10.3 Dressing room one to the front right hand corner as an en-suite toilet facility. We noted that the toilet will not properly flush paper, which might indicate a drainage issue which needs to be investigated further.

3

3.10.4 There is a second WC facility within the lobby to the dressing rooms on the right hand side which serves Dressing room two and this is in generally good order.

0

3.10.5 A further toilet facility to the rear right hand corner serves what used to be a further dressing room and this facility is in reasonably good order.

0

3.10.6 The property currently has one unisex accessible toilet located to the front left hand side of the foyer. This is in good order.

0

3.10.7 The property has a commercial kitchen with a variety of stainless steel fittings. The walls and ceilings are generally finished with plaster or plasterboard, with some areas of ceramic tiling. There are exposed pipes that make cleaning difficult and these would benefit from being boxed in ([photograph 38](#)). There is staining to the walls and ceilings, and to the unpainted timber doors of the larder to the right hand side. Whilst the kitchen is in reasonably good condition it would benefit from a deep clean and the walls and ceilings would benefit from being clad with PVC sheeting.

3

3.10.8 The property has a bar facility to the front left hand side which also has a small beer cellar. Whilst this area appears to be in reasonable condition we have not carried out a detailed inspection.

0

EXTERNAL AREAS

3.11 External areas, outbuildings and boundaries

3.11.1 The external areas are generally surfaced with bitumen macadam and shared with the Town Hall to the front and the swimming pool to the rear. These areas are in generally good order.

0

3.11.2 The ground level has been lowered immediately outside the fire exit door to the rear right hand side. This has created a well area which is poorly drained and at the time of inspection a sand bag is placed outside the door, restricting its opening. Consideration needs to be given to providing proper drainage to this area to enable the door to open fully in the event of a fire.

1

PROBLEMATIC MATERIALS

3.12 Problematic Materials

Details of any materials commonly regarded as deleterious, or otherwise problematic, that we noted or had regard to at the time of inspection, are included below

3.12.1 During the course of our inspection we noted a number of materials that could potentially contain asbestos, including vinyl floor tiles, the flue exiting the rear elevation, the cementitious slates to the rear right hand monopitch roof and linings to the holes through the boiler room roof to accommodate boiler flues.

Prior to any works commencing it will be necessary to commission a demolition and refurbishment asbestos survey and provide the report to all tenderers and anyone undertaking intrusive works at the property.

1

3.12.2 As the duty holder, the Council must maintain an asbestos register for the property. We have not had sight of such a document and if it is not available, a register must be compiled as a matter of urgency.

1

ENGINEERING SERVICES

As building surveyors we are neither qualified nor competent to test or comment on building services. We have provided you with a quotation for a specialist inspection of the building services but you have declined to instruct such an inspection. We have made some very general comments below but these must not be considered as comprehensive and we recommend that you commission a specialist inspection of all building services prior to any refurbishment.

0

MECHANICAL

3.13 Heating

3.13.1 The property has a number of gas fired boilers in the rear left hand boiler room, some of which appear modern and older ones that may be decommissioned. Boilers tend to have a life expectancy of between 15 and 25 years and so we recommend that they are inspected and tested to assess their current condition and efficiency. Replacement of the boilers with more efficient modern alternatives might produce future energy savings.

1

3.13.2 We have not inspected any records but the boilers must be serviced annually, and we assume this has been done.

3

3.14 Ventilation

3.14.1 There is mechanical ventilation provided to most areas, including large systems serving the main hall, which exit through the roof. We recommend that these systems are inspected and tested, as it may be the case that modern systems will be more suitable and energy efficient.

1

3.15 Air conditioning

3.15.1 Air-conditioning has been installed to some areas, with the condensers located on the flat roofs to the front extensions.

0

3.15.2 The Energy Performance of Buildings Regulations (EPBR) require all air conditioning systems with a combined cooling capacity greater than 12kW to have a valid Air Conditioning Inspection report and a certificate in place, with inspections undertaken every 5 years.

We understand that the systems were last inspected by PE Energy Solutions of Trowbridge on 8 July 2014 and are due for re-inspection on 8 July 2019. Their report stated that records were not maintained to a suitable standard and this must be addressed.

3

ELECTRICAL**3.16 Supply and distribution**

3.16.1 The property has a mains electrical feed with various consumer panels located throughout the building. The fixed wiring system must be tested every 5 years. We have not inspected any documentation but assume these tests are up to date.

0**3.17 Lighting**

3.17.1 The light fittings to the property are generally old. We recommend a review of all lighting, as replacement with LED or other forms of lighting may increase reliability and reduce maintenance and energy costs.

1**3.18 Lightning protection**

3.18.1 The building is not fitted with a lightning protection system.

0**PUBLIC HEALTH****3.19 Potable cold water**

3.19.1 All water is direct from the mains. There is no water storage in the building.

0**3.20 Domestic hot water**

3.20.1 Hot water is provided by the gas fired boilers.

0**LIFE SAFETY****3.21 Fire alarm system**

3.21.1 The building has an addressable fire alarm system with emergency lighting and sounders This must be regularly serviced and all service records maintained. We have not undertaken any tests of the system.

0

4.0 Statutory compliance

We indicate below our findings and advice regarding the general statutory compliance of the property. The issues identified below should not be considered an exhaustive list of matters to be considered.

This section of the report deals with the existing or potential hazards to people, either due to the nature of the construction or physical hazards around the building/site that we noted during the course of our inspection. We have not undertaken a detailed health and safety audit.

4.1.1 Documentation

No health and safety documentation has been provided or inspected. In accordance with the Construction (Design and Management) Regulations 2015, a health and safety file must be prepared prior to works commencing on the building, and the file must be updated throughout the course of the project and maintained on completion.

4.1.2 Asbestos regulations

Asbestos surveys and the production of asbestos management plans require specialist knowledge and skills and are outside the scope of this report.

We were did not inspect an asbestos register on site but assume one is available.

We did not carry out an Asbestos Survey but did identify possible asbestos containing materials in the building, including, but not limited to, vinyl floor tiles, the flue exiting the rear elevation, the cementitious slates to the rear right hand monopitch roof and linings to the holes through the boiler room roof to accommodate boiler flues.

As the duty holder you will need to make documentation available to any person carrying out maintenance at the building pertaining to asbestos in order to fully discharge your responsibilities as a duty holder under the Control of Asbestos Regulations (CAR) 2012. Furthermore, if you undertake intrusive works to the building you will need to undertake a demolition and refurbishment asbestos survey and provide the report to the contractor undertaking the works prior to them commencing.

4.1.3 Life safety

We are concerned about the adequacy of access provision to the main hall roof void. Access is gained via an almost vertical fixed ladder with no safety hoops or fall arrest systems, as required by the Workplace Health, Safety and Welfare Regulations 1992 and BS 4211:2005+A1:2008. It is possible for persons accessing the ladder to hit their head on metalwork close to the top, and the ladder does not extend sufficiently past the top platform to allow safe exit.

Once on the platform there is only minimal handrail provision to prevent falling.

Within the roof void of the main hall itself there is a timber walkway with only a timber handrail on one side. There is no fall restraint system, the walkway runs underneath ventilation plant, necessitating the user to crouch down, with a risk of head injury or falling, and the chipboard walkway has been affected by water penetration in several locations ([photograph 14](#)), potentially reducing its carrying capacity.

Access to the roof void and above-stage areas must be urgently reviewed.

Air conditioning condensers are located on the flat roofs to the front (**photographs 16, 18 & 19**). There is no access provision nor any fall restraint system to protect maintenance staff when servicing or repairing the condensers. This needs to be reviewed.

There is no safety provision for personnel accessing the gutters to the perimeter of the main hall roof for cleaning and this needs to be reviewed.

4.2 Fire Safety

Fire safety legislation and associated regulations place various duties on owners and occupiers of property to assess, manage and reduce the risk of fire and ensure adequate means of escape.

In accordance with the Regulatory Reform (Fire safety) order 2005 it is the duty of anyone with responsibility for property to undertake a Fire Risk Assessment of the property. Although we have not undertaken a fire risk assessment or fire safety audit for this property, during the course of our inspection we did identify a number of matters that require attention, as detailed below. We recommend that a full review of the fire risk assessment is undertaken as part of the refurbishment proposals.

4.2.1 Documentation

We did not inspect any documentation whilst at the property.

4.2.2 Fire precautions

We are concerned that fire compartmentation throughout the building is poor.

Within the roof void of the main hall there is a vertical fire curtain (**photograph 15**) dividing the void into approximately one third to the left and two thirds to the right. The blanket appears to be fixed below the polystyrene insulation to the underside of the roof sheeting which would render it useless. Flexible ducts passing through the curtain do not appear to be fitted with fire dampers (**photograph 15**). There is a door within the curtain to allow access to the left hand area but this was wedged open at the time of inspection by a makeshift gutter system for roof leaks. The plasterboard division between the hall and the screen within the roof void also has a door that was open at the time of inspection.

The door between the boiler room and kitchen is not fitted with an overhead closer. The door between the kitchen and main hall is not fitted with intumescent and smoke seals. There are no fire shutters fitted to the serving hatches between the kitchen and the main hall. The doors between the main hall and the bar lounge and foyer are not fitted with intumescent and smoke seals. The door to the electrical services cupboard in the foyer, on the escape route from the hall to the main entrance doors, is not fitted with fire doors with intumescent and smoke seals and has a low level louvred vent that is not fitted with fire dampers.

4.2.3 Means of escape

We are concerned about certain aspects of the means of escape provision throughout the property.

The two escape routes to the left hand side of the hall have combustible items stored in them (**photograph 39**), including upholstered chairs, etc. Whilst these are stored behind lines painted on the floor to ensure a clear escape route, the items could catch fire and hinder escape.

Escape from the hall to the rear right hand side is through the rear right hand office, which cannot be defined as a protected route. At the time of inspection the route was also blocked by a waste bin ([photograph 40](#)). This route needs to be reviewed, perhaps by constructing a proper fire protected corridor between the hall and the external door.

The rear right hand fire escape door opens out into a small well area, due to the fact that the outside ground level is higher than the floor level. The door is protected externally by a sand bag to prevent water ponding in the well area and running under the door ([photograph 35](#)). This prevents the door from opening and must be removed. A proper drainage system must be installed to prevent water entering the building.

4.2.4 Protective systems

The property is fitted with a fire alarm system. We assume that this is regularly tested and serviced and that records are maintained, although we have not inspected them.

There are no active systems in the building, such as sprinklers or fire hose reels although there are some portable fire extinguishers. Your fire risk assessment will guide you as to the number of fire extinguishers you will need to provide in the building.

4.3 Accessibility

The Equality Act 2010 (formally known as the Disability Discrimination Act 1995 and 2005) places various duties on employers and providers of goods, facilities and services to the public and makes it unlawful for them to discriminate against disabled people. The Act enables employers and service providers to meet these duties in a number of ways, although in many instances, it may require disabled people to gain access into and through premises.

In addition, Part M of the Building Regulations 2000 for England and Wales and the associated Approved Document that came into force in May 2004, considerably extends the access provisions required as part of any building works associated with the new development and material alterations or changes in use to existing premises.

We have not undertaken an access audit of the premises, which would be required to identify all the physical barriers to access, but during the course of our inspection, we noted the following, some of which may require attention.

4.3.1 Documentation

There was no documentation to view on site.

4.3.2 Current access provisions

The property has level access and exit (fire exits) although to the rear right hand exit there is a need to pass through two ordinary width doors making this route unsuitable for wheelchair users. The main entrance doors are not powered or assisted.

There is one accessible toilet located to the front left hand side of the entrance foyer. There are no accessible facilities for performers.

4.3.3 Summary

Accessibility is currently fair for visitors, but not for performers. We recommend a full accessibility audit is undertaken as part of the refurbishment proposals.

4.4 Energy performance

4.4.1 Energy performance certificate (EPC)

Article 7 of the European Union Energy Performance in Buildings Directive (EPBD) and the UK Statutory Instrument 2007 No. 991, Building and Buildings, England and Wales, The Energy Performance of Buildings (Certificates and Inspections) (England and Wales) Regulations 2007, requires that all public buildings over 250m² must display a Display Energy Certificate (DEC) in a prominent position in the property and update the certificate on an annual basis. We did not identify any DEC being displayed in a prominent position. Inspection of the Commercial Energy Performance Register revealed that the last DEC was produced in August 2014. The Certificate therefore needs to be updated immediately and displayed prominently in the property.

The regulations also require a recommendation report to be prepared every 10 years (7 years for buildings over 1000m²). This will be due in August 2019.

6.0 Detailed description

DATE OF CONSTRUCTION	Believed to have been constructed around 1910-15
PLANNING AUTHORITY	Wiltshire Council.
DEVELOPER	Unknown.
ARCHITECT	Unknown.

Construction details

ROOFS	<p>The main hall has a steel framed roof clad with aluminium sheeting with an internal lining of polystyrene insulation bonded to the sheets.</p> <p>The flat roofs to the front have bitumen felt coverings with a mix of green mineral surfacing and solar reflective chippings</p> <p>The flat roof over the boiler room has a bitumen felt covering over woodwool slabs.</p> <p>The rear right hand extension has a timber monopitch roof clad with cementitious slates stop</p> <p>The rear three story section has a timber pitched roof with large timber King post trusses supporting purlins and rafters and covered with natural slates, presumably over sarking felt.</p>
RAINWATER GOODS	<p>The main hall has a primitive gutter which is presumably of timber and finished with asphalt with a solar reflective paint.</p> <p>The mono pitch to the rear right hand corner drains to a PVCu eaves gutter and downpipe.</p> <p>The pitched roof of the rear three story section drains to PVCu eaves gutters to the front and rear and then to PVCu downpipes to the left and right.</p> <p>The front flat roofs drain to cast iron hopper heads and downpipes, one to the left hand elevation and to on the front elevation.</p> <p>The boiler room roof appears to drain to an internal downpipe, directly to ground.</p>
CHIMNEYS	The property does not have any chimneys.
SUBSTRUCTURE/BASEMENTS	The foundations are unknown.

WALLS

We assume that the main hall has a steel frame which is hidden by the brick or block walls which are internal to the front and rear and appear to be of cavity construction to the left and right with an outer leaf of the random coursed natural stone. The parapet wall to the right hand side has a rendered finish.

The walls to the front flat roof extensions appear to be of cavity brick/block construction, plastered internally, with precast reconstituted stone surrounds to the window openings. The walls of the rear left and boiler room appear to be of similar construction.

The rear wall of the rear right hand mono pitch extension appears to be of cavity construction with an outer leaf of natural stone.

The walls of the rear three story section appear to be of solid random stone construction, plastered internally.

WINDOWS DOORS & JOINERY

The majority of the windows appear to be of powder coated aluminium double glazed construction, except for the timber windows to the upper floors of the rear three story section and to the rear of the rear right hand mono pitch section.

The front entrance has two sets of fully glazed aluminium framed double doors, one set being internal. All other external doors are flush faced timber construction and painted.

External joinery is limited to a timber fascia to the rear right hand mono pitch roof.

FLOORS & STAIRS

The floors are of concrete construction throughout but the floor to the main hall is finished with the timber boarding supported on timber battens.

The stairs to the rear three story section are of timber construction with painted timber balustrades.

INTERNAL WALLS, PARTITIONS & DOORS

Internal walls are generally of solid masonry construction, with some areas being dry lined with plasterboard.

Internal doors are generally solid core, painted timber, and flush faced, some with that Georgian wire glazed vision panels.

FINISHES

We have not undertaken a detailed inspection of internal finishes.

EXTERNAL AREAS AND BOUNDARIES

The external areas are shared with other Council properties, including the Town Hall to the front and swimming pool to the rear. We have not undertaken a detailed examination of these areas.

Building services

We have not been instructed to undertake a detailed examination of building services.

Photographs



Photograph 1: Front elevation.



Photograph 2: Left hand side of the front elevation



Photograph 3: Left hand elevation.



Photograph 4: Right hand elevation.



Photograph 5: Left hand elevation of the rear three storey section.



Photograph 6: Rear elevation.



Photograph 7: Right hand elevation of the three storey section.



Photograph 8: Rear elevation of the right hand side.



Photograph 9: Rear elevation of the right hand side.



Photograph 10: Front flat roofs and main hall roof.



Photograph 11: Corrosion to underside of the aluminium roof cladding. The orange staining is the adhesive for the polystyrene insulation that has become de-bonded.



Photograph 12: Light entering the roof void at the exposed knee joint of the main hall mansard roof.



Photograph 13: Makeshift gutter and bucket collecting water from roof leaks over the main hall.



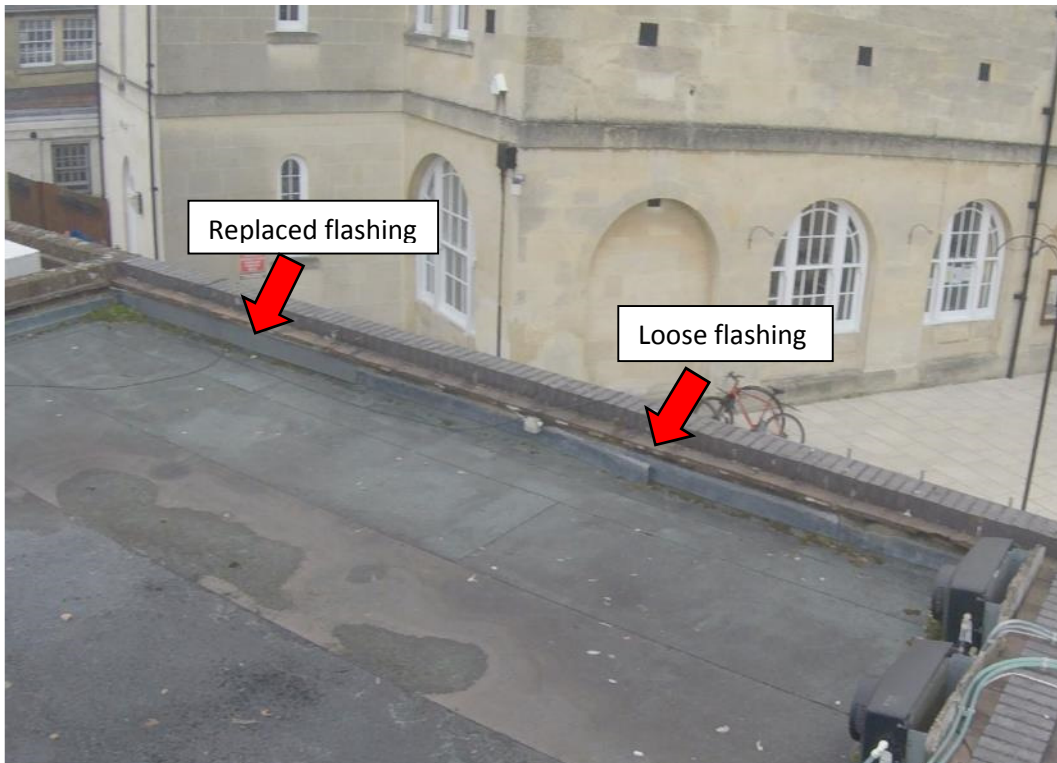
Photograph 14: Water stained boarding to the roof void walkway and additional boards represent a trip hazard.



Photograph 15: Fire barrier apparently fixed below the polystyrene insulation and no obvious dampers to the ducts passing through it.



Photograph 16: Front left hand flat roof.



Photograph 17: Front left hand flat roof.



Photograph 18: Front centre flat roof.



Photograph 19: Front centre flat roof.



Photograph 20: Front right hand flat roof.



Photograph 21: Slipped and damaged slates to the front roof slopes three storey section.



Photograph 22: Slipped slate to the rear of the three storey section.



Photograph 23: Roof over the boiler room.



Photograph 24: Cementitious board lining a flue opening to the boiler room roof.



Photograph 25: Roof over the rear right hand office and laundry area.



Photograph 26: Flashings to the roof over the laundry room.



Photograph 27: Blocked gutter to the rear right hand adjoining property.



Photograph 28: Downpipe to the right of the front elevation.



Photograph 29: Rear right hand fire escape. Note downpipe from three storey section.



Photograph 30: Differential movement between the main hall and the front extensions to the left hand elevation.



Photograph 31: Junction of the left and centre sections to the front of the building.



Photograph 32: Cracking to the set-back on the front elevation due to expansion of the brickwork.



Photograph 33: Cracking and patch repairs to the corners of the front window surrounds.



Photograph 34: Spalling to the front window surrounds



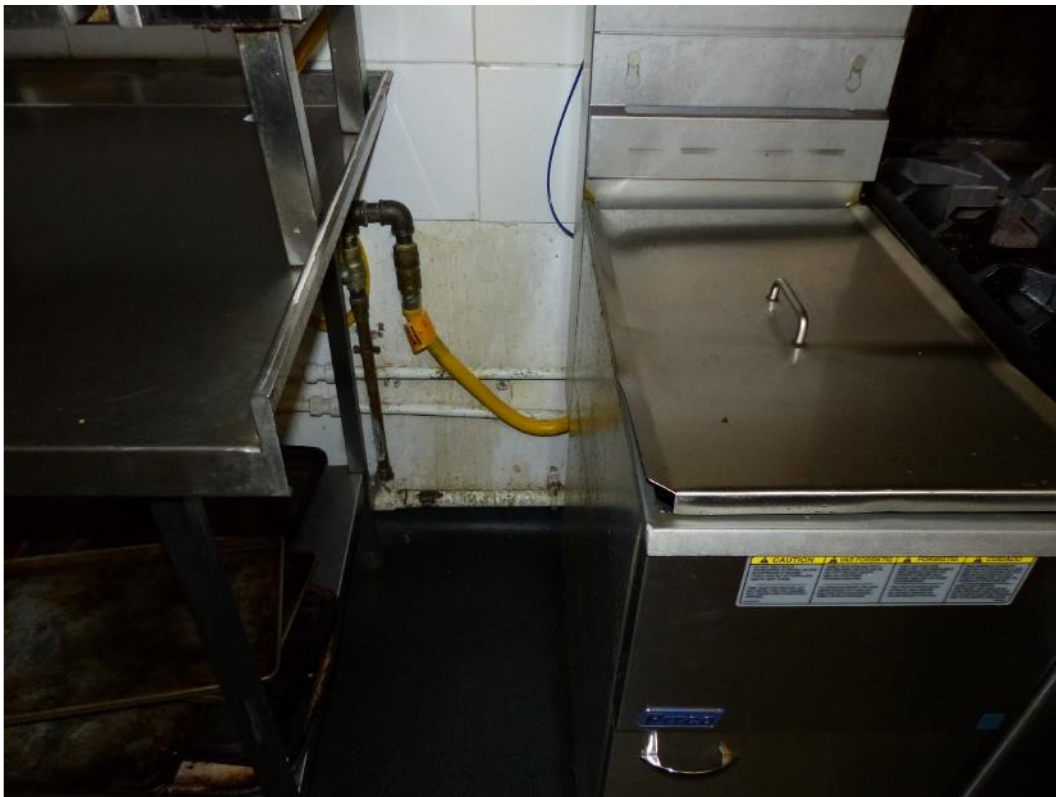
Photograph 35: Well area and sand bag outside the rear right hand fire exit door.



Photograph 36: Cracking and poor pointing to the rear right hand corner of the three storey section.



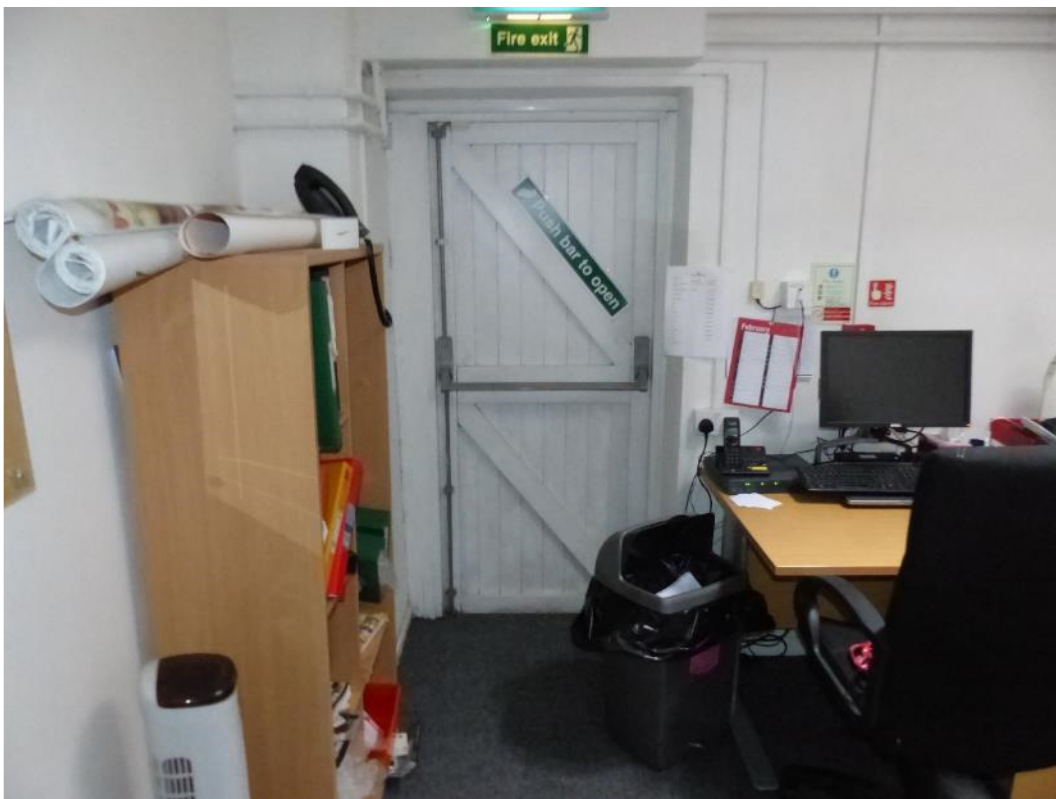
Photograph 37: Dampness to the left hand side of the rear wall of the main hall at low level.



Photograph 38: Dirt in difficult to access parts of the kitchen.



Photograph 39: Combustible items stored in the rear left hand fire escape corridor.



Photograph 40: Rear right hand fire escape blocked by a waste bin.

