

Supporting Documentation

Altrincham St George – Window repairs

Note to parish

This bundle includes all the supporting documentation to your faculty application as required under Rule 5.5 of the Faculty Jurisdiction (Amendment) Rules 2022.

List of documentation

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<i>Overview</i>		
1	Schedule of Works or Proposals from the Petition for Faculty logged 19 June 2022	2
2	Repair of two stained glass windows damaged by vandalism: Initial Overview document uploaded 23 June 2022 (sets out details of Needs and Significance)	3
<i>Proposals</i>		
3	Quotation of Charles Lightfoot (NW) Ltd dated 10 June 2022, uploaded 27 June 2022	11
4	Schedule of Works and Specification of Carl Thorgaard of Graham Holland Associates dated September 2022	13
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6	Email correspondence between DAC office and parish dating from 20 July 2022 to 5 October 2022	22

Caroline Hilton, DAC Secretary



7 November 2022

We petition the Court for a faculty to authorise the following-

Please describe the works or other proposals for which a faculty is sought in the way recommended by the Diocesan Advisory Committee in its Notification of Advice.

SCHEDULE OF WORKS OR PROPOSALS

Repair of Stained Glass Windows damaged by vandalism.

Further information is given in the Overview, which covers the Statement of Needs and Statement of Significance.

Copies of the Standard Information Form and any drawings, plans, specifications, photographs or other documents showing the proposals must be provided with this petition.

Repair of two Stained glass Windows damaged by vandalism

Faculty Ref: 2022-073983

INITIAL OVERVIEW

On Sunday June 5th, we found that there was vandal damage to three stained-glass windows in St George's Church: One lancet of one of the windows in the South aisle, and two small west-facing windows in the Porch. The polycarbonate protective sheet of each of these windows appears to have been hit, with considerable force, with what looks like a part of a gravestone. All three windows were protected by polycarbonate sheets, but the force of the attack could not prevent damage to the stained glass.

We are seeking a faculty to allow repair/restoration of the damaged window, and have approached two contractors who have worked on these windows to give us quotes.

The damage has been reported to the police, who have recorded the vandalism to the church windows under the reference CRI/06MM/0009258/22.

We are intending to claim on our insurance (with Ecclesiastical), while any VAT not covered by the insurance will be reclaimed under the LPoW scheme.

1. South Aisle Window

This window was given in memory of a Parishioner, and installed in 2003. Andrew Taylor was the stained-glass artist. Only one of the two lancets is damaged. The force of the blow against the polycarbonate protection meant that the lower section is damaged, as shown in the photos.

One of the contractors knows Andrew Taylor, and has pointed out that the glass is a flashed streaky green/yellow acid etched which will be difficult to replicate exactly as the glass may not be available any more.

The damaged lancet is south-facing at the west end of the south aisle. There is a public footpath alongside the south aisle.

See Photos below



Damaged bottom Section of Lancel



Full Lancet



View from outside

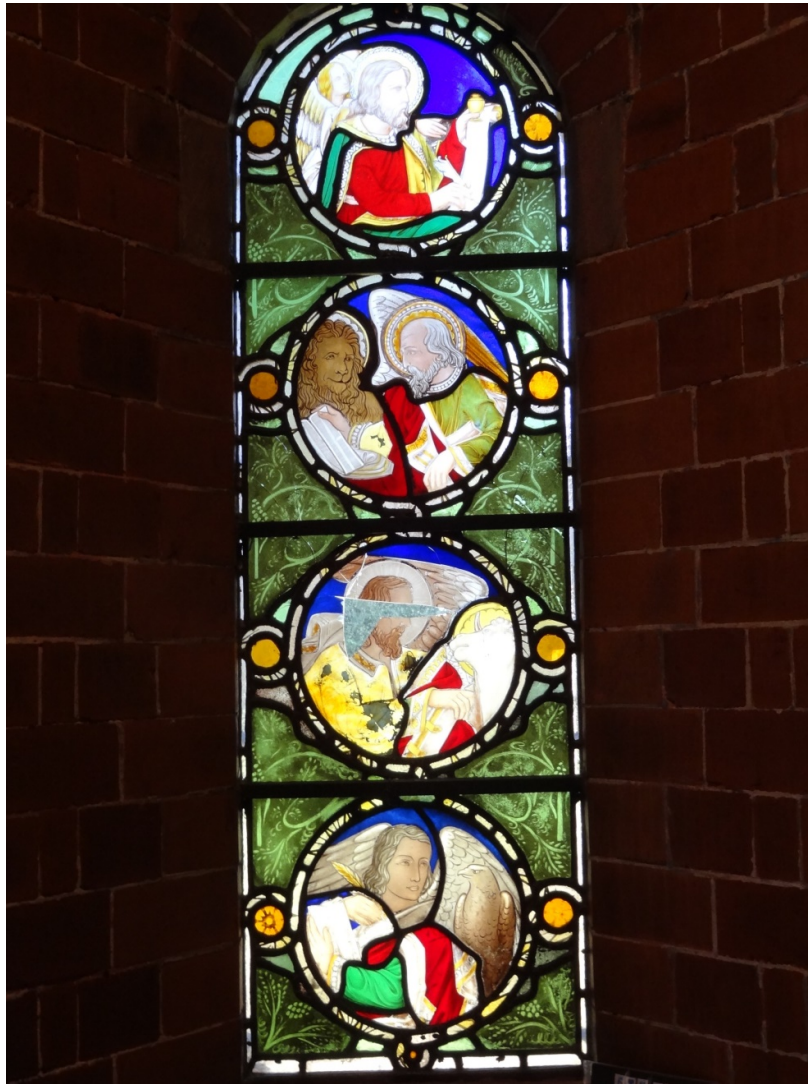
2. Porch Windows

These are small west-facing single-lancet windows. The polycarbonate protection was renewed in 2020. The windows date from around 1900, and were probably installed when the porch was built in 1897. These windows are quite low down.

For the central window the force of the blow was sufficient to damage the glass, critically breaking it across the face of one of the figures portrayed. The polycarbonate protection shows the mark of the impact.

The window on the right (as seen from inside the porch) was attacked also, and resulted in a hairline crack, visible on close inspection. Attempting a repair would spoil the window. The glass is otherwise sound, and both contractors recommend leaving well alone.

See Photos below

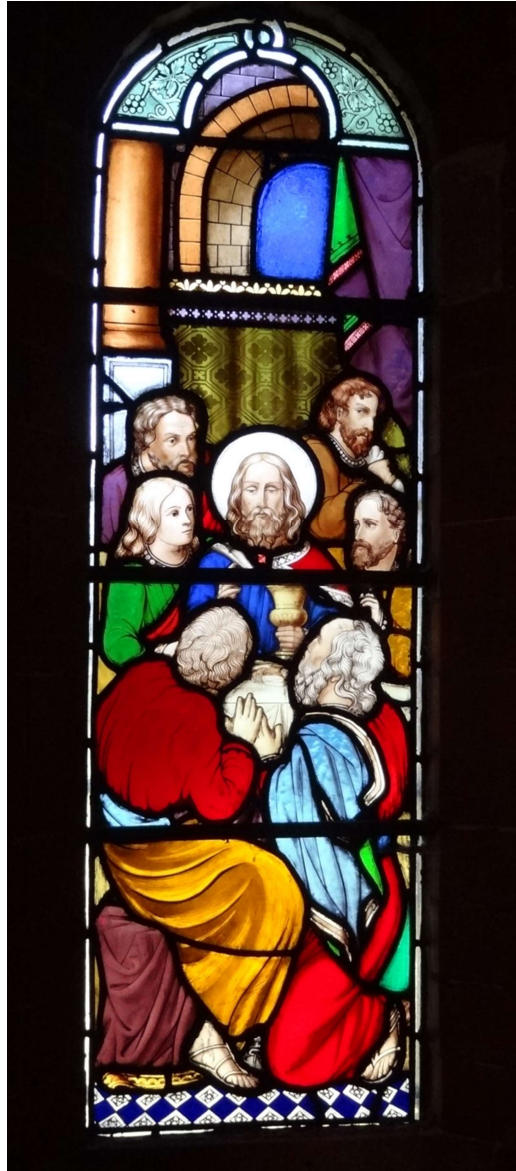


Central Porch Window - Full Lancet



Damaged Section

Right hand (North) Window



Full Window



Impact Section

Charles Lightfoot (NW) Ltd

Glass works and Stained-Glass studio
Unit 50 Acom Business Centre
Barry Street
Oldham
OL1 3NE

Tel: 0161 973 6565
Email: info@charleslightfoot-nw.co.uk



Lightfoots

David Benson
St George's Church
Church Walk
Altrincham
WA14 4TT

10TH June 2022

Dear David

Re: St George's Church Altrincham (Damaged stained glass windows)

Further to our recent meeting at St George's Church regarding the vandalism and damage to the stained glass windows on the porch and the south aisle stained glass window, As requested we have now pleasure in providing costs for the works as found necessary, as follows.

Porch Stained Glass Window

To take necessary details and photographs of the stained glass window to be restored.

Carefully removing the full stained glass window section from the stone surround, then to temporary glaze the opening using timber boarding.

Bringing the stained glass window back to our studio for restoration work as found necessary, comprising of taking detailed rubbings of the damaged section, setting out working drawings, carefully dismantling the damaged section noting the position of each piece of broken stained glass. Then part remaking the damaged section with new lead came re-using as much of the existing glass as possible, the large face detailed piece and other detailed painted pieces of glass will be replaced, each hand painted then fired on tinted antique glass to match existing as near as possible.

Re-installing the restored stained glass window back into position fixed with new none ferrous metal stay bars painted black and copper tie wires where applicable, then sealing with a narrow, slightly chamfered lime mortar pointing on both sides.

Finally replacing the badly scratched 6mm polycarbonate with new.

For the sum off £1330.00 + VAT



South Aisle Stained Glass Window

To carefully remove the badly damaged bottom section only of the stained glass window, then temporary glaze the opening with timber boarding.

Bringing the stained glass section to our studio for restoration work as found necessary, comprising of taking detailed rubbings of the damaged section, setting out working drawings, carefully dismantling the damaged section noting the position of each piece of stained glass, then clean each piece using soft brushes and a mild solution.

Re-making the full section with new lead came sections matching the existing as near as possible, re-using as much of the existing glass as possible, replacing all damaged pieces of stained glass with new, each hand painted then fired on antique glass to match the existing as near as possible.

Where applicable pieces of stained glass that have a single cracks would have string leads soldered into place to preserve as much as the existing stained glass as possible.

Re-installing the stained glass section back into position with a fixed none ferrous stay bar where applicable and copper tie wires, then resealing with a narrow, slightly chamfered lime mortar pointing on both sides.

For the sum off £1460.00 +VAT

South Aisle protective glazing

All of the south side protective glazing is 4mm polycarbonate which is not a standard thickness to protect stained glass, But all of the windows have ferramenta bars on the outside which is adequate with 4mm polcarbonate to protect the windows, However the damaged stained glass window and the more modern to the others has no ferramenta bars on the outside with only 4mm polycarbonate protecting the window it hasn't much resistance to vanalisum being so flimsy. If 6mm polycarbonate was fitted with more clips it would'nt stop damaged caused by the concrete slab used to vandalise the window but it would considerably reduce damage to the window.

To replace two lancet stained glass windows from 4mm to using 6mm uv protected polycarbonate with more none ferrous clips fitted to the stonework.

For the sum of £862.00

Yours sincerely,

Mike Booth

Our Ref: **GDH/CT/2049.9**

September 2022

GRAHAM HOLLAND ASSOCIATES

Architects & Historic Buildings Consultants

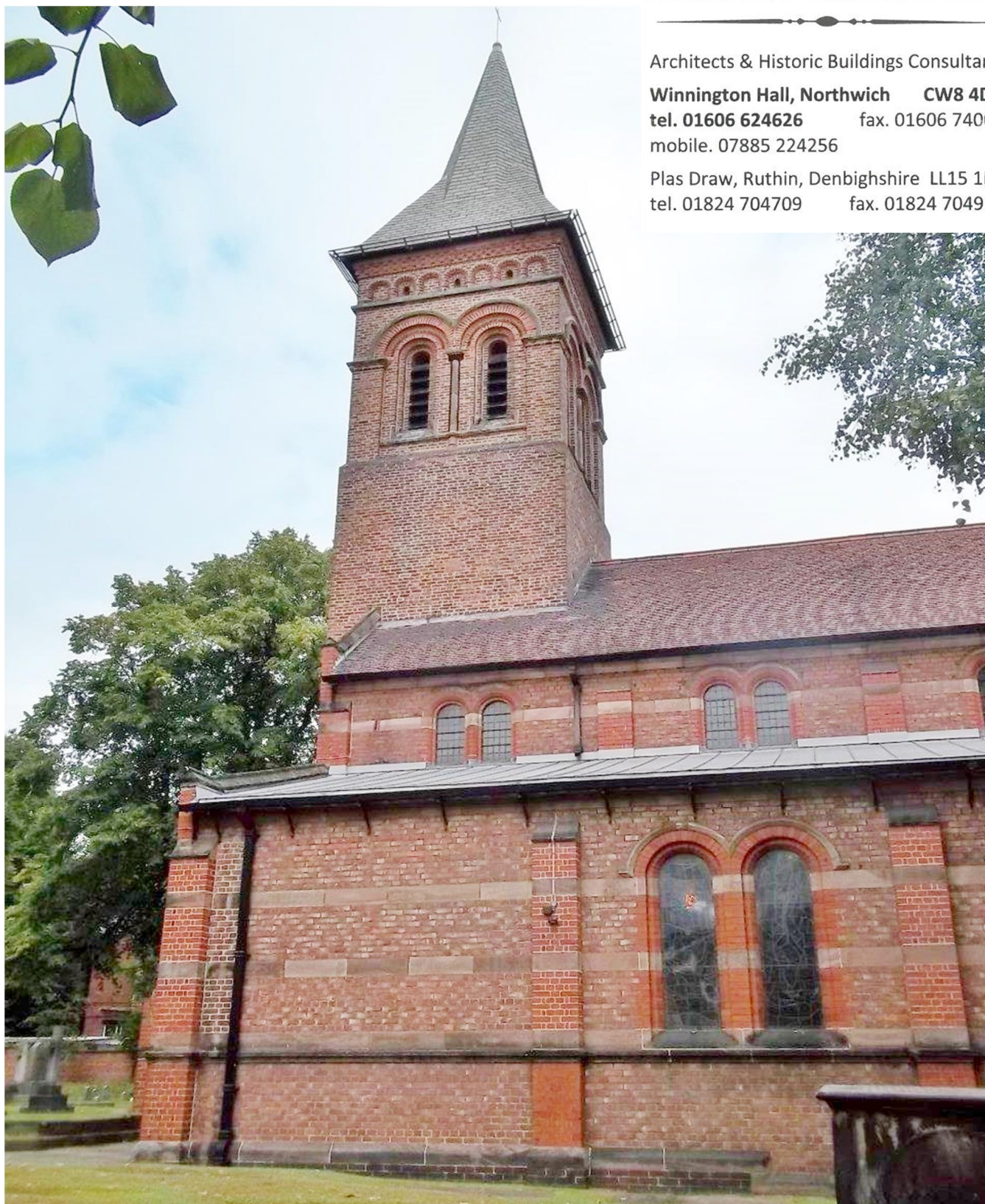
Winnington Hall, Northwich CW8 4DU

tel. 01606 624626 fax. 01606 74002

mobile. 07885 224256

Plas Draw, Ruthin, Denbighshire LL15 1RT

tel. 01824 704709 fax. 01824 704912



ALTRINCHAM ST. GEORGE; Schedule of Work and Specification

LEADED GLAZING REPAIRS

Graham D. Holland, DipArch DipArchConserv RIBA, A.A.B.C.,

Associates: Nigel H. Lea, BA(Hons)Arch DipArch RIBA, Carl S. Thorgaard, BA(Hons) DipArch RIBA,

The Employer will be the Vicar, Churchwardens and P.C.C. c/o:
Mr. David Benson, Mob: 07941 448323 email: d.benson@zen.co.uk

And, the Revd. Claire Corley, St. George's Vicarage, Townfield Road, WA14 4DS.

The Architect will be Carl Thorgaard, Graham Holland Associates,
Winnington Hall, Cheshire, CW8 4DU. Tel: 01606 624626.

Mobile: 07795 002358

Email: info@grahamhollandassociates.co.uk

The Project comprises repairing & releading the south aisle west window (single lancet), & west porch centre window.

Reasons for Work vandal damage.

Drawings The cover shows the church from the south.

2049. 9: floor plan @ 1:200 @ A4
Photographs

Access: Externally open to review internally with notice to Employer.

Location in Church Street, Altrincham, off the A56 & north of the town centre, post code WA14 4DB

Pricing: The employers do not bind themselves to accept the lowest of any tender or to be liable for any expense in the preparation thereof. A detailed priced schedule including rates will be required before order and for valuations.

CDM On these works the Construction (Design and Management) Regulations are unlikely to apply in full due to the anticipated limited timescale on site; the contractor is to include for carrying out all duties of the principal Contractor, as defined in the Regulations.

A statement of compliance with CDM Regulations is to be provided, covering such matters as knowledge, resources, management structure etc. to enable the client to be satisfied that the Principal Contractor is competent to carry out the work in accordance with the regulations.

Conditions & Site Work Risks

The Contractor must visit the site prior to tendering to acquaint himself to all aspects restriction of the site.

No Sunday working will be permitted and works must cease during funerals as notified by the Employer. The church will remain in use during the works; members of the parish may need access from time to time for specific purposes.

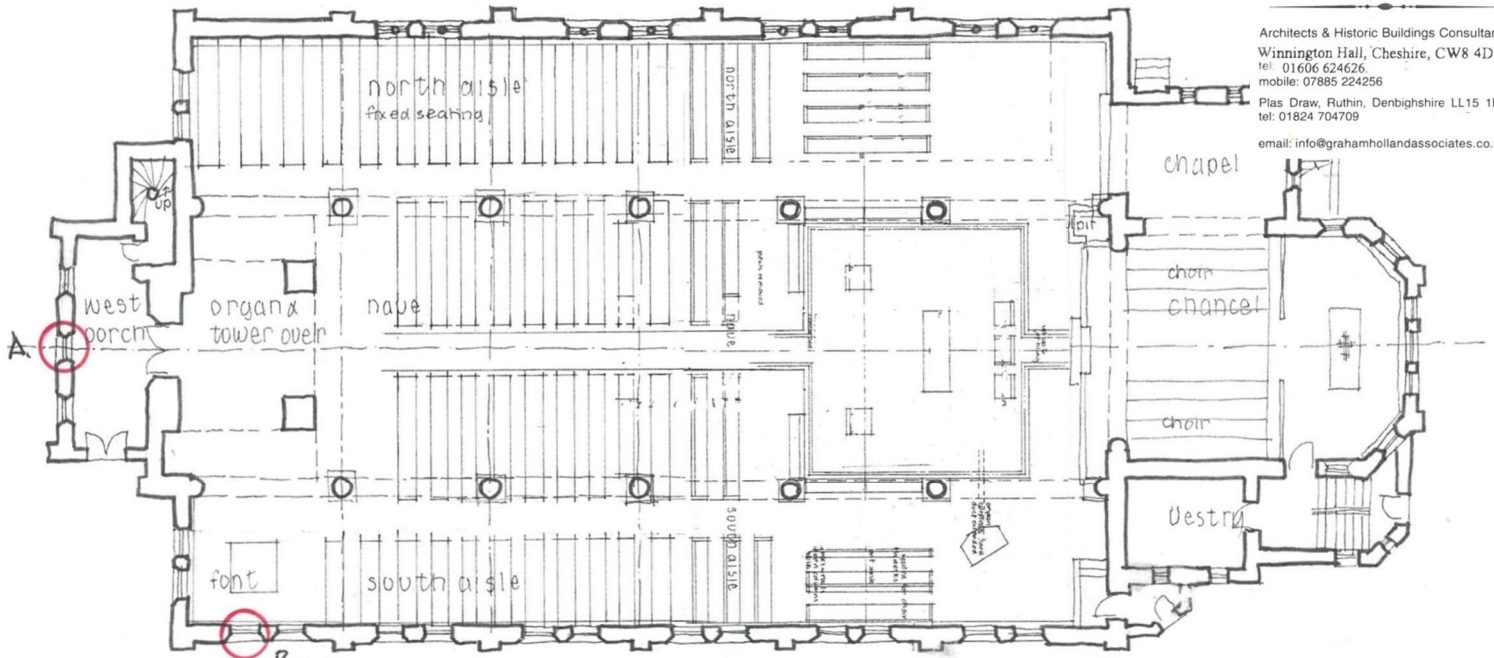
Conditions and Site Work Risks	Risk Level
The Contractor must visit the site prior to tendering to acquaint himself of all aspects and details of the works and restrictions of the sale.	Note
Time limited off street parking adjacent	Note
Public access, history of local vandalism ó need for a high degree of security on site.	High
Busy access road ó traffic hazards.	High
Slippery surfaces and areas of limited working space.	High
Working at low level.	High
Non-injurious material to pointing including dust during taking out, dirt and debris.	Med
Contact with lead, protective clothing required.	High
Sharp edges with glass, steelwork and fixings ó do.	High
Access to the church via the south west door must be maintained and protected at all times.	High
No weekend working will be permitted.	Note
The church will continue to be used during the works; provide protection.	Med
There is a supply of electricity and water for the use of the Contractor.	Note
The Contractor is to provide his own mess facilities and lavatory.	Note

Key

- A. West porch, centre window
- B. South aisle, west

**GRAHAM
HOLLAND
ASSOCIATES**

Architects & Historic Buildings Consultants
Winnington Hall, Cheshire, CW8 4DU
tel: 01606 624626
mobile: 07885 224256
Plas Draw, Ruthin, Denbighshire LL15 1RT
tel: 01824 704709
email: info@grahamhollandassociates.co.uk



floor plan scale 1:100 @ A

do not scale this drawing; check all details & dimensions on site



SCHEDULE OF WORK

A.	Preparation	Provide and maintain all necessary plant, scaffolding, equipment, tools and materials for the proper execution of the works in accordance with these preliminaries, preambles and general specification and all current British Standards, Codes of Practice and Legislation and to comply with all Health and Safety requirements.
B.	Protection	Protect all areas, including the memorials, graves, windows and pipes adjacent to the works from damage during the works. Make good and remove after completion.
C.		The Contractor is to report and make good any damage caused, without delay and to the satisfaction of the Architect. Any new materials or fixings damaged during the works are to be replaced by the Contractor.
D.		Provide and maintain all necessary temporary secure coverings to prevent dust and debris damaging the fabric, fittings and furnishings.
E.	Generally	Workmanship and materials are to be as described in the specification notes following and used in accordance with manufacturer's recommendations
F.	Mortar	For pointing around new leaded pane is to be 1 part NHL 3:5 hydraulic lime-graded to 1 part sand, or as otherwise scheduled.
G.	Fixings	Are to be type 316 stainless steel and where renewed, to match existing.
H.	Assess	All areas to determine extent of work before tendering.
I.	Report	To Architect during works and take instructions.

PORCH WEST WINDOW

A	Glazing	To the west porch, centre, window 'A' , repairing & relaiding the damaged panel.
B	Access	As noted on the attached drawing & photograph.
C	Protection	Provide externally & internally as required.
D	Take out	Remove with care, the existing damaged panels of glazing complete and without further breakage or damage to the window glass or framework; clean off mortar and bedding.
E	Board-up	Provide & fix secure and weatherproof boarding to the windows or temporarily re-glaze immediately after removal of glazing; remove on re-glazing.
F	Relead	Provide new lead comes exactly to match the existing and relaid the glass complete in panels as existing.
G	Repairs	Provide any make up glass to match, copying exactly the painting style, colouring & thickness.
H	Re-glaze	Bed & point as existing detail; secure panels to bars with copper tie wires at each came intersection & bed and point in hydraulic lime mortar.
I		Clean down on completion and clear all debris.
J	Protection	Provide and fit new 8mm thick -UV stable polycarbonate protection. Fix in to existing Pvc. plugs, using suitable stainless steel fixings, fixings painted black.

SOUTH AISLE WINDOW

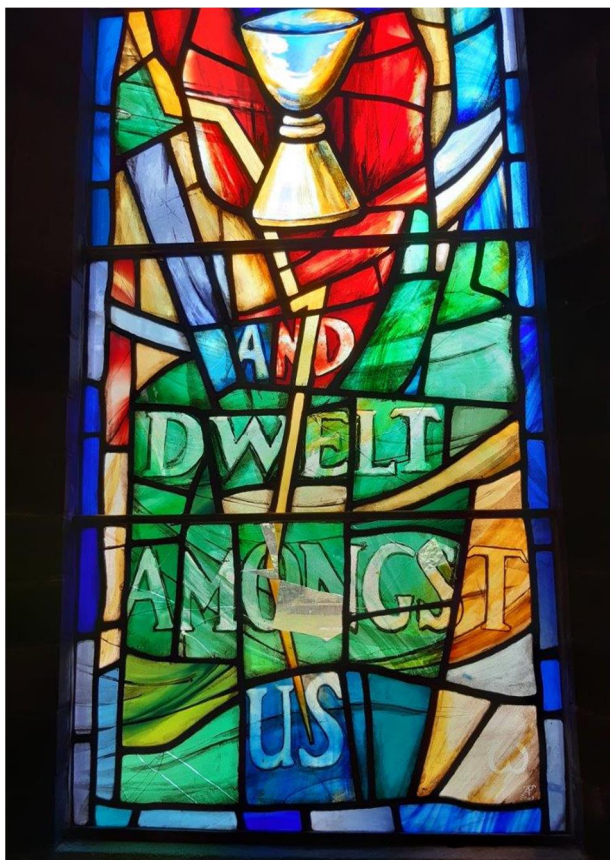
K	Glazing	To the south aisle, west window 'B' , repairing & relaiding the panel.
	Access	As noted on the attached drawing & photograph.
L	Protection	Provide externally & internally as required.
M	Take out	Remove with care, the existing damaged panels of glazing complete and without further breakage or damage to the window glass or framework; clean off mortar and bedding
O	Artist	Liaise with original stained glass artist- Andrew Taylor to repair the breakages, replacing etched and painted glass where necessary and using HXTAL NYL-1 epoxy bonding resin and cosmetic lead etc., as might be best applicable to some of the breakage.
P	Board-up	Provide & fix secure and weatherproof boarding to the windows or temporarily re-glaze immediately after removal of glazing; remove on re-glazing.
Q	Relead	Original -artist to provide new lead comes to match the existing and relaid the glass complete, in panels as existing.
R	Repairs	Provide make-up glass to match, copying exactly in style, texture, thickness & colouring.

A	New Glass	Supply & fix matching new glass to make up for any unrepairable breakage As agreed with the Architect.
B	Re-glaze	Bed & point as existing detail; secure panels to bars with copper tie wires at each came intersection & bed and point in hydraulic lime mortar. Clean down on completion and clear all debris.
C	Protection	Provide and fit new 8mm -UV stable polycarbonate protection. Fix in to existing Pvc. plugs, using suitable stainless steel fixings, fixings painted black.
D	Completion	Clear all debris, plant, equipment & unused materials and leave the area of work clean, tidy and free of defect.

Photographs



West porch, centre window



South aisle window, far west panel



David Benson

From: Carl Thorgaard - Graham Holland Associates
<carl@grahamhollandassociates.co.uk>
Sent: 03 October 2022 18:44
To: David Benson
Cc: 'Robert Moscrop'; 'Kevin Davis (Home)'
Subject: Re; Alti St george; stained glass repairs
Attachments: Altrincham St George; glazing repairs Sep 22.pdf

[Re; Alti St george; stained glass repairs](#)

Dear David

Please see attached short Spec & Schedule of work.

Regards
Carl

From: Carl Thorgaard - Graham Holland Associates [<mailto:carl@grahamhollandassociates.co.uk>]
Sent: 03 October 2022 15:39
To: David Benson
Cc: 'Robert Moscrop'; 'Kevin Davis (Home)'
Subject: Re; stained glass repairs

[Re; stained glass repairs](#)

Dear David

I have spoken with Graham about the repairs.

Although both contractors are very competent, after careful consideration, we recommend Mike Booth, Lightfoots. Being local, and having successfully completed the north aisle and east windows in the recent past. It makes sense for the same contractor to be appointed for both porch and south aisle windows.

We recommend using the original artist for the south aisle window repair, with Lightfoots taking out and transporting the damaged panel to Worcester.

Lightfoots are VAT registered, so you may need to recoup the Vat. through the LPofWS. (unless the insurance pays the VAT?)

I am preparing a short Schedule of Work / scoping document which should satisfy DAC.

Fees

To oversee the work, including work to date, we estimate hourly charge of 4 hours. This includes site visits and inspections.

Regards
Carl

Altrincham St George – Window repairs - Correspondence with parish

Attachments are listed according to the numbering on the supporting documents list

- Attachments in blue are included within the proposals section
- Attachments in black italics are superseded and not included within the application

Date	Message
20/07/2022 To: David Benson From: Katy Purvis	<p>We have heard back from the stained glass advisor regarding the repairs to the vandalised windows as follows</p> <p><i>“Sadly this is an example of sub-standard 4mm polycarbonate failing to protect the windows, as the contractor notes in the attachment. He recommends using 6mm as a replacement but while this would be an improvement I believe the minimum should be 8mm & a reputable brand. Would this extra protection make a significant difference to the cost, which it seems will be paid by the insurer?</i></p> <p><i>I agree the unobtrusive hairline crack in the right porch window is better left as it stands & surviving fragments of glass should be replaced in the other windows wherever practicable. The contractor's comments imply this isn't possible for the damaged head of St Luke in the porch central window. Is the missing piece too badly broken to be reused with edge-bonding & plating? (string leads are mentioned for the south aisle window where they would blend in with its style, but would be obtrusive across a head).</i></p> <p><i>Any new pieces inserted by the contractor should be discreetly initialled &/or dated unless they're too small for this to be possible.”</i></p> <p>The DAC architect reviewer did not have any comments to add to the above. Please could you ask your contractor to respond?</p>
21/07/2022 To: Katy Purvis From: David Benson	<p>Thank you for passing on the comments (below) from the DAC concerning the vandalised windows at St. George's.</p> <p>First of all, I have to say that we have not yet appointed a contractor to carry out the repair work. The quote included was the only one available at the time, and seemed to contain useful information. Certainly there are questions over the polycarbonate protection used for the South aisle window.</p> <p>The situation has moved on.</p> <p>The second contractor invited to quote knows the stained-glass artist who created the South aisle window (Andrew Taylor), and he is likely to be involved in some capacity in its restoration. For this window he used special “structured” glass – not just plain flat glass. The original contractor, Charles Lightfoot Ltd. has been invited to reconsider their quote, now we have identified the stained-glass artist. We are also expecting advice from our architects, Graham Holland Associates, with</p>

	<p>Carl indicating that Graham will be involved. We are making an insurance claim to recover the cost of these repairs.</p> <p>So there is an update of the situation.</p> <p>Also, I have now completed, and submitted, the Faculty Application Forms, as required to this stage.</p>
<p>26/07/2022</p> <p>To: David Benson From: Katy Purvis</p>	<p>I am writing to let you that at its meeting of 22 July 2022 the DAC standing committee considered the proposals for the window repairs and recommend the scheme.</p> <p>This means that Caroline will shortly be able to raise the notification of advice, and you will be able to post the public notice.</p> <p>If you have any queries please do let me know</p>
<p>05/10/2022</p> <p>To: Katy Purvis From: David Benson</p> <p>With attachments</p>	<p>Following our telephone conversation, I attach two documents, as discussed.</p> <p>4) Schedule of Works and Specification of Carl Thorgaard of Graham Holland Associates dated September 2022</p> <p>5) Email of Carl Thorgaard of Graham Holland Associates dated 3 October 2022</p>