



SCHEDULE OF WORKS

IN RELATION TO

**CHANGE OF USE OF EXISTING BUILDINGS TO FORM 2 x
HMO AND 1 X BEDSIT**

AT

**39 AND 43 WEST STREET
LONG SUTTON**

FOR

IMN PROPERTIES

Job No. SE-2153

March 2025

Abstract

This statement supports the application for the change of use of the existing buildings to form 2 x HMOs and 1 x bedsit. The application site is located at 39 and 43 West Street, Long Sutton. The buildings are Grade II listed buildings known as National Westminster Bank and Brenchley House and the site lies within Long Sutton Conservation Area.

The application site comprises the Grade II listed buildings known as National Westminster Bank and Brenchley House. The site also lies within Long Sutton Conservation Area.

Every attempt will be made to preserve the historic fabric of the structure. Where works are proposed every attempt will be made to minimise the loss of historic fabric, and are to be carried out by specialist contractors.

Pre-commencement Works

- All Party Wall Act notices to be served where required.
- Comply with all Health and Safety Executive requirements.

External Works

- Basement Plan - No. 39 - Block up door opening to single-storey rear projection (previously 'store 5' to become en-suite for room 3)
- Ground Floor Plan - No. 39 - Break out wall to create new opening, install new external doorset and lintel (room 5 on proposed drawings)

Internal Works

- All areas – General maintenance, making good and decoration of existing walls, floors and ceilings.
- Basement Floor Plan - No. 39 – Construct new studwork wall with doorset between lobby and room 3.
- Basement Floor Plan - No. 39 – Carefully remove existing walls and sanitaryware to create room 3.
- Basement Floor Plan - No. 39 – Break out wall to create new opening between room 3 & en-suite, install new doorset and lintel.
- Ground Floor Plan - No. 39 & 43 – Construct new studwork walls and install doorsets to form new rooms.
- Ground Floor Plan - No. 39 & 43 – Install Sanitaryware to new en-suites/shower rooms.
- Ground Floor Plan - No. 39 & 43 – Install new kitchen work tops and equipment to kitchen areas.
- Ground Floor Plan - No. 39 – Carefully remove existing doorset and block up with wall construction to match existing between room 2 & kitchen.
- Ground Floor Plan - No. 39 – Carefully break out existing wall and install new doorset between room 2 & en-suite.
- Ground Floor Plan - No. 43 - Carefully break out existing wall and install new doorset between hall & shower.
- Ground Floor Plan - No. 43 – Carefully remove existing doorset and block up with wall construction to match existing between room 2 & hall.
- Ground Floor Plan - No. 43 – Carefully remove existing walls and doorsets in room 3 to create open room.
- First Floor Plan - No. 39 & 43 – Construct new studwork walls and install doorsets to form new rooms.
- First Floor Plan - No. 39 & 43 – Install Sanitaryware to new en-suites/shower rooms.
- First Floor Plan - No. 39 & 43 – Install new kitchen work tops and equipment to kitchen areas.
- First Floor Plan - No. 43 – Carefully remove existing doorset and block up with wall construction to match existing between hall and kitchen.
- First Floor / Second Floor Plan – No. 39 – Carefully remove existing staircase and make good all finishes.
- Second Floor Plan - No. 39 & 43 – Construct new studwork walls and install doorsets to form new rooms.

- Second Floor Plan - No. 39 & 43 – Install Sanitaryware to new en-suites/shower rooms.
- Second Floor Plan - No. 39 & 43 – Install new kitchen work tops and equipment to kitchen areas.
- Second Floor Plan – No. 39 – Carefully remove existing wall in en-suite to room 11 to create room for shower.
- Second Floor Plan – No. 39 – Carefully remove existing wall in en-suite to room 9 to create room for shower.
- Second Floor Plan – No. 43 – Carefully break out existing wall to create new opening and install new internal doorset between en-suite and room 8.
- Second Floor Plan – No. 43 – Carefully break out existing wall to create larger kitchen.
- Second Floor Plan – No. 43 – Carefully remove existing doorset and block up opening with wall construction to match existing.