



Bird Place

Henley

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Window Refurbishment Specification

Bird Place, Henley Bridge,
Henley-on-Thames

Window Refurbishment Specification & Schedule of Works

Project: Householder and Listed Building Planning Application
Bird Place, Henley Bridge, Henley-on-Thames RG9 2LN
Listed Building Reference: 1319073 (Grade II, listed 23-Dec-1983)

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On behalf of: Mr and Mrs Fawsitt

1.0 Introduction

This document has been prepared to accompany a Listed Building Consent application which includes the proposed refurbishment of the existing windows and doors at Bird Place. The purpose of the works is to ensure the long-term conservation of the original timber windows while addressing issues of decay, draughts, poor operability, and energy inefficiency identified during a recent condition survey.

The approach follows established conservation principles of minimal intervention, repair and like-for-like reinstatement. The proposals do not seek to alter the character, design, or materiality of the historic fabric. Instead, they focus on sensitive repair using traditional joinery methods, discreet improvements to performance, and the careful retention of historic glazing and ironmongery wherever possible.

By implementing these repairs, the project will:

- Arrest ongoing timber decay and prevent further fabric loss.
- Restore the functionality of sash and casement windows, ensuring ventilation, safety, and security.
- Improve thermal performance through draught sealing, without altering external appearance.
- Retain and enhance the special architectural and historic interest of the building in accordance with statutory duties under the Planning (Listed Buildings and Conservation Areas) Act 1990.

This schedule should be read alongside the supporting Window Condition Report, Contractor's Estimate which set out the existing condition and the scope of proposed works and photo surveys drawings submitted.

2.0 General Approach

All existing historic windows, doors, and frames will be retained and repaired wherever feasible, in line with Historic England conservation principles.

No replacement glazing is proposed, except for isolated glass panes where cracked, missing, or beyond repair.

Repairs will be carried out using traditional joinery methods and materials (timber splice repairs, resin consolidants where minimal intervention is required).

All works will be like-for-like in terms of material, profile, and finish, preserving the historic character of the building.

3.0. Scope of Works

3.1 Timber Repairs

Undertake timber splice repairs to cills, bottom rails, and lower jambs affected by decay. Where decay is minor, consolidate with specialist resin repair systems.

All replacement timber to be matching hardwood or softwood, same species as existing, matching profile and dimensions.

3.2 Glazing & Putty

Retain and reuse historic glass wherever possible.

Where replacement is unavoidable (cracked, missing, or unsafe), install 4mm clear float glass or laminated safety glass in vulnerable locations.

Reglaze using traditional linseed oil putty, ensuring secure bedding and weatherproofing.

3.3 Draught proofing & Weather Seals

Install concealed draught insulation systems to sash and casement windows.

Fit discreet weather seals to improve thermal performance without altering appearance.

3.4 Sash & Casement Mechanisms

Service sash windows: replace broken cords, pulleys, and weights as required.

Realign and ease swollen or distorted sashes for smooth operation.

Service casement hinges, stays, and fasteners, ensuring safe and functional opening.

3.5 Doors Associated with Glazing

Remove doors from frames, machine for draught seals, and refit.

Replace cracked panes with clear 4mm or laminated glass, bedded in putty.

3.6 Paintwork & Finishes

Carefully strip defective paint using hand tools (no abrasive blasting).

Prepare and prime bare timber with breathable primer.

Repaint with three-coat microporous paint system (e.g., linseed oil or specialist heritage paint).

Colour to match existing.

3.7 Ironmongery & Security

Retain existing fittings where serviceable.

Replace missing/broken ironmongery with traditional-style sash fasteners, lifts, and stays in polished brass or chrome.

Install discreet security stops where required.

4.0. Schedule of Works by Location (Summary)

4.1 Entrance Hall: Service 6 sash windows with draught proofing.

4.2 Front Door: Draught proof, reglaze 7 panes with 4mm clear glass.

4.3 Drawing Room: Service 6 casements + curved Venetian sash; draught proofing.

4.4 Stairway: Replace 2 panes with laminated glass.

4.5 Master Bedroom: Service curved Venetian + 1 sash; reglaze 2 panes.

4.6 Ensuite & Bedrooms 1–5: Service sash/casement windows; replace defective panes (approx. 10+).

4.7 Bathrooms, Toilets, Hallways: Service casements with draught seals; reglaze cracked panes.

4.8 Upper Floors & Service Areas: Service mixed sash/casements; draught seals; reglazing as required.

5.0. Conservation Justification

The works preserve original fabric and avoid unnecessary replacement. Repairs are like-for-like, ensuring the historic character and appearance of the building is maintained.

The introduction of draught seals improves energy efficiency without compromising significance.

Security upgrades are discreet and reversible.

Works will prevent further decay, prolonging the lifespan of the original windows.