

MANSE CONDITION SCHEDULE

FEB 2017 updated APRIL 2017

Carried out by Norman Henderson and David Dickson of PPC Fabric Group with Rev Dr Jared Hay, Minister, on 12 April. June Henderson (representing Manse Review Group) was in attendance.

Note 1: This inspection is purely to assess the general condition of the property and specific requirements for repairs to enable a works programme to be created and priorities agreed. It is an annual requirement of the General Trustees of the C of S.

Note 2: This inspection also identifies where the standard of the accommodation falls below reasonable levels expected of a residence for a minister and their family. It should be measured against current accepted levels provision in 2017. These areas are denoted by *

27 April 2017

SECTION 2

Summary of Manse

Name of Charge: **Priestfield**

Address of Property: **13 Lady Road, Edinburgh, EH16 5PA**

Date of Construction: **Circa 1910**

Historic Scotland Listing **None**

Type of Property, eg, Detached/Semi etc **Mid terraced**

Number of Public Rooms **[2]**

Number of Bedrooms **[5]**

Number of Bath/Shower Rooms **[2]**

Cloakrooms/Toilets **[-]**

Study **[1]**

Kitchen **[1]**

Utility Room **[-]**

Conservatory **[-]**

Garage and Outhouses **[1]**

Central Heating Fuel Type **Gas**

Insurance Cover (Buildings) **Indicate where certificate retained**

With Church of Scotland Insurance Company

SECTION 3 – to be altered Annually as Appropriate

Please list any additional items which are provided by the congregation ie white goods, any floor coverings and curtains which belong with the property, alarm, system, smoke alarms, etc

(TICK AS APPROPRIATE)		OWNED BY CONGREGATION	OWNED BY MINISTER
White Goods:	Freestanding Cooker	[-]	[]
	Built-in Oven/ Hob	[1]	[]
	Fridge	[1]	[]
	Freezer	[]	[1]
	Washing Machine	[]	[1]
	Dishwasher	[1]	[]
	Microwave	[]	[1]
	Floor coverings	[1]	[]

Where (indicate rooms)time

All carpets provided by congregation

Ceramic floor in kitchen provided by congregation

Wood laminate flooring provided by congregation

Vinyl/lino sheeting in bathrooms provided by congregation

time

Curtains	[]	[1]
----------	-----	-------

Where (indicate rooms)

All curtains and roller blinds provided by minister

Location of title deeds: With Church of Scotland General Trustees

TO BE INSPECTED ANNUALLY

Date of Inspection/revision

Feb updated April 2017

SECTION 4

Exterior and External Envelope	Current Condition	Works Carried out within the last Twelve Months <u>and</u> works proposed	Cost of Works
Roof Coverings	Good	Slates and flat roof etc overhauled annually. Dec 2016.	
Rainwater Goods gutters, downpipes and rhones etc	Good Note: rear – possible small leak in 1 joint front – ok	Repair leak in gutter at Maid's room annex roof.	
Masonry Including render finishes	Good tho' some spalling	Not considered worse than other properties in the road. Repairs would be a fairly costly outlay for only slight visual improvement. *	
External Woodwork (excluding doors and windows)	N/A		
Drains	Fair/good Note: rear – patio area floods following heavy rain	Investigations initiated to determine drain routes and reasons for flooding in back garden. At least one neighbour experiencing similar flooding after downpours suggesting backup from main drain. Scottish Water asked to check their drain at end of row of houses. No response and an action plan is required which may need professional advice. *	

TO BE INSPECTED ANNUALLY

Date of Inspection/Revision

Feb updated April 2017

SECTION 4

Exterior and External Envelope	Current Condition	Works Carried out within the last Twelve Months and Works Proposed	Cost of Works
Windows/Doors	<p>Good</p> <p>Note: front & rear door handles loose</p>	<p>Repair handles. Replace original surface dead lock with a morticed latch.. Replace study door (French window) lock to meet current insurance requirements. Also fit slip bolt.</p> <p>Windows sash and case timber in a generally sound condition. Ropes are sound although all sashes don't presently open. They are single glazed and allow draughts and are a considerable source of heat loss. *</p>	
External Painting	Good	<p>Front door redecorated. Front windows require some mastic pointing repairs</p>	
Garden & Grounds	<p>Good</p> <p>Note: netting to front wall W needs replacing; front wall E needs repairs</p>	<p>Repair walls etc.*</p>	
Garage	<p>Good</p> <p>Note: front door needs redecoration</p>	<p>Redecorate door</p>	
Outhouse	N/A		

TO BE INSPECTED ANNUALLY

Date of Inspection/Revision

Feb updated April 2017

SECTION 5

Interior	Current Condition	Works Carried out within the last Twelve Months and Works Proposed	Cost of Works
Lighting/Power	Good	Switch socket replaced	
Central Heating - Type of System?	Good	<p>Gas safety certificate issued and boiler and central heating system serviced November 2016</p> <p>Possibility that immersion heater not working. Small leak at lead to copper cold water supply to back boiler needs repair. Rust in hot water points to hole in coil in cylinder. Probably needs new cylinder.</p>	
	gas LPHW from back boiler and indirect cylinder, panel radiators with thermostatic valves	<p>C/H system is suspected at least 40 yrs old and heat source is an inefficient gas back boiler independent of the gas fire. Location of boiler, cylinder and controls makes access very difficult. A new system should at least reconsider the location of the boiler etc. The distribution pipework may be retainable but need upgrading.(eg insulating etc) *</p>	
Insulation	None	<p>Action needs to be planned to address underfloor, roof & window insulation and draught exclusion provision. There is some limited insulation within pitched roof void which extends over approx half upper floor area. *</p>	

TO BE INSPECTED ANNUALLY

Date of Inspection/Revision

Feb updated April 2017

SECTION 5

Interior	Current Condition	Works Carried out within the last Twelve Months <u>and</u> Works Proposed	Cost of Works
Entrance vestibule	Good Needs redecoration		
Hall & Stairway	Good Note: but needs refreshing	Lower accessible areas have been redecorated but upper areas around and including cupola require redecoration * User complaints re timber laminate floor.	
Lounge	Good	Gas fire replaced including chimney swept, flue liner installed and new hearth/surround fitted. Windows require redecoration.	
Study	Good Note: slip bolt needs replacing, windows need some redecoration	Windows require redecoration. See 'exterior' notes for action.	
Dining Room	Good	Probably needs redecoration incl windows User complaints re timber laminate floor.	

TO BE INSPECTED ANNUALLY

Date of Inspection/Revision

Feb updated April 2017

SECTION 5

Interior	Current Condition	Works Carried out within the last Twelve Months <u>and</u> Works Proposed	Cost of Works
Kitchen	Good	New oven installed Tap washers on mixer require replacement, possibly mixer will require replacement	
Utility Space	N/A		
Bedroom 1 (Main)	Good Note: Some minor cracking between cornice and ceiling at NE corner. Also some plaster repairs where pelmet removed		
En suite Bathroom/Shower Room (for Bedroom 1)	N/A		
Bedroom 2 (Rear E)	Good	Redecorate room to neutral colours in vacancy	

TO BE INSPECTED ANNUALLY

Date of Inspection/Revision

Feb updated April 2017

SECTION 5

Interior	Current Condition	Works Carried out within the last Twelve Months <u>and</u> Works Proposed	Cost of Works
Ensuite Bathroom/ Shower Room (for Bedroom 2)	N/A		
Bedroom 3 (Rear W)	Good	Probably needs redecoration incl windows	
Ensuite Bathroom/ Shower Room (for Bedroom 3)	N/A		
Bedroom 4 (Single at front)	Good	Probably window needs redecoration	
Ensuite bathroom/ Shower Room (for Bedroom 4)	N/A		

TO BE INSPECTED ANNUALLY

Date of Inspection/Revision

Feb updated April 2017

SECTION 5

Interior	Current Condition	Works Carried out within the last Twelve Months <u>and</u> Works Proposed	Cost of Works
Bathroom	GF shower room Good	Sealant required around shower tray	
	FF Bath/shower room Good		
	Note: Whb waste plug does not function		
Cloakroom/WC	N/A		
Conservatory	N/A		
Attic	Accessible via external roof hatch in rear pitched roof		
Other Rooms (Maid's room at rear up stairs)	Good		
	general note for most rooms - door handles not fitting and operating properly *		

TO BE INSPECTED ANNUALLY

Date of Inspection/Revision

Feb updated April 2017

SECTION 6

Safety Inspection	Yes/No *Delete as appropriate*Gas Appliances/Oil Appliances	
Is there Mains or LPG Gas in the property	Yes	Lounge, Dining Room and Study
If so, has it been certified by a qualified engineer within the last 12 months	Yes	Serviced and certificate issued December 2016
Is there a Carbon Monoxide alarm on all floors	No Lounge only	Battery checked during inspection
Is there an oil fired boiler or stove	No	
Has it been serviced within the last 12 months	N/A	
Are there smoke alarms on all floors – if yes then battery status to be checked on non-wired alarms every six months. In any event all installations should be checked annually.	Yes Hall & top Landing – linked to mains; also Dining room; all batteries (replaced 2 yrs ago)	All alarms checked during inspection
Fire extinguishers – if present, ensure correct type installed. Check with local Fire Safety Officer.	No	
P A Testing	No	

Section 7

Office Bearers' Signatures

Signature(*Minister/Interim Moderator*)

Date

Signature(*Property Convener/Session Clerk*)

Date

Signature(*Clerk of Presbytery or Property Convener*)

Date

Inspection carried out by:

Signature

Designation

Date