

Window Condition Survey at

189 Oxford Road
Reading
RG1 7UZ

On behalf of

Metropolitan Thames Valley

Prepared by

Ellie Keattch

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1 Brief and Background

Faithorn Farrell Timms (FFT) were commissioned by Metropolitan Thames Valley (MTVH) in 2023 to develop and submit a planning application for window and door replacement at 189 Oxford Road, Reading RG1 7UZ. This application was submitted in 2023 to which the Planning Department requested that all individual flats within the building were inspected internally to determine the condition of the windows and doors due to its Grade II Listed status.

The site is located within the Russell Street/Castle Hill Conservation Area within Reading Borough Council.

The building is classified as Grade II Listed. The property was first Listed on the 14th of December 1978.

2 Site Name and Property Description

189 Oxford Road
Reading
RG1 7UZ

189 Oxford Road contains four residential flats across three storeys and a lower basement level. It has one communal entrance door at the front of the property and a rear garden. The property was constructed in the early 19th Century.

The existing windows are a combination of white painted single-glazed timber sash windows to the front elevation and slimline double-glazed timber sash and casement windows to the rear with inner metal box sash frames with evidence of extensive repair and retrofit. The rear windows have PVCu applied glazing bars and are not original.

The following flats were inspected internally and form part of the survey:

Flat A – 189 Oxford Road
Flat B – 189 Oxford Road
Flat C – 189 Oxford Road
Flat D – 189 Oxford Road

Any areas not as listed above were not inspected during the survey.

A photo schedule is contained within Appendix A, showing condition at the time of the inspection.

The objective of the survey is to assess the physical condition of these historic elements and to identify which units could reasonably be repaired and which, due to their advanced deterioration, may require sympathetic replacement.



3 Methodology and Limitations

A site inspection was undertaken on 18th July 2023 and the 31st of January 2025 by Jamie Ramchandani of Faithorn Farrell Timms.

The weather at the time of the survey on 18th July 2023 was warm and sunny.
The weather at the time of the survey on 31st January was dry and overcast.

We have undertaken no intrusive or destructive testing, nor undertaken any specialist investigations.

The survey is limited to a visual inspection unless otherwise stated and all observations are made from a finished floor level within the premises and externally via the ground floor.

The survey is not a full building or structural survey and no opening up works have been undertaken unless stated within the body of the report.

The survey and report are not an assessment with the Housing Health & Safety Rating System (HHSRS).

The report has been prepared for the use in relation to the intended purpose of supporting a planning application.

Photos were taken with an iPhone 12 plus mobile phone and all photos taken have not been modified in any way.

4 Survey Observations

The survey findings have been set out on a per flat basis.

4.1 Flat A – 189 Oxford Road

Flat A is located on the basement level of the property. The windows are single-glazed timber sash windows at the front elevation and are generally in poor condition with multiple split and damaged sections of timber as well as operational issues with the sash cords. The windows have warped and are not weather resistant. There are several gaps in the sashes which is allowing excessive air flow and subsequently continual temperature loss inside the property in colder conditions.

The slimline double-glazed timber sash and casement windows to the rear elevation contain applied PVCu glazing bars which are not in-keeping with the traditional windows to the front elevation. The windows are generally in a poor condition with several sashes un-openable and water ingress occurring to the windows in the rear bedroom. The locks are also inoperable.



The windows are not original and have been tampered with in the past, the rear sash window in the bedroom features an inner metal box sash frame and metal rod mechanism rather than a traditional sash pulley and cord. The windows are double glazed and have applied glazing bars rather than integral. It is unknown when these repairs and replacements were made.

4.2 Flat B – 189 Oxford Road

Flat B is located on the ground floor level of the property. The windows to the flat are single-glazed timber sash windows to the front elevation and timber slimline double-glazed sash and casement windows to the rear.

Emergency repairs have been undertaken to several of the windows to the front elevation due to the level of disrepair present in timber. The repaired windows to the front elevation are in fair condition but it is noted that it is not known when the windows underwent their repairs and no repairs history has been provided to FFT.

All windows to the rear elevation have had temporary emergency repairs, and locking mechanisms installed to stop them from falling as their sash cords are not working adequately. Several sashes are inoperable and do not close fully, leaving large gaps between the window and the frame. The slimline double-glazed sash and casement windows to the rear elevation have PVCu applied glazing bars which are not in-keeping with the traditional windows to the front elevation.

It was noted the rear sash window (type W12) has a metal box sash frame that is enclosed within a timber exterior frame. The sash cord has been removed and replaced with a metal rod and are non-original windows and have a mix of components.

4.3 Flat C - 189 Oxford Road

Flat C is located on the first floor of the property and the windows are single-glazed timber sash to the front elevation and slimline double-glazed timber sash and casement windows to the rear.

The single-glazed timber sash windows to the front elevation are generally in a poor condition with deterioration of the timber, specifically to the internal frames of the windows. The sashes are also difficult to operate due to the age of the sash components. The windows are not weather resistant, allowing water ingress into the property. The windows have gaps in the frames, allowing air flow into the property and subsequently reducing the thermal performance of the windows.

The slimline double-glazed sash and casement windows to the rear elevation include PVCu applied glazing bars which are not in-keeping with the traditional windows to the front elevation. The windows generally are in a fair condition and are not original; however, several sashes are inoperable.



4.4 Flat D – 189 Oxford Road

Flat D is located on the second floor of the property and the windows are single-glazed timber sash to the front elevation and slimline double-glazed sash and casement windows to the rear.

The single-glazed timber sash windows to the front elevation are generally in a poor condition with deterioration of the timber, specifically to the internal frames of the windows. The sashes are also difficult to operate due to the age of the sash components. The windows are not weather resistant, allowing water ingress into the property. The windows have gaps in the frames, allowing airflow and subsequently continual temperature loss inside the property in colder conditions.

The slimline double-glazed sash and casement windows to the rear elevation have PVCu applied glazing bars which are not in-keeping with the traditional windows to the front elevation. The windows generally are in a fair condition however several sashes are inoperable.

5 Window and Door Table

The below table is to be read in conjunction with the drawings that support this application, and the type refers to the window type on the Window Schedule and provides a summary of findings.

Window Type	Elevation	Flat	Originality/Summary
W1	Front	A	Original window with evidence of repairs.
W2	Front	B	Original window with evidence of repairs.
W3	Front	B	Original window with evidence of repairs.
W4	Front	C	Original window with evidence of repairs.
W5	Front	C	Original window with evidence of repairs.
W6	Front	C	Original window with evidence of repairs.
W7	Front	D	Original window with evidence of repairs.
W8	Front	D	Original window with evidence of repairs.
W9	Rear	A	Original box sash but replacement frame (non-original) with slim-line double glazing and applied glazing bars.
W10	Rear	A	Non-original window with slim-line double glazing and applied glazing bars. Inner box sash is metal with metal rod.
W11	Rear	B	Non-original window with slim-line double glazing and applied glazing bars.
W12	Rear	B	Non-original window with slim-line double glazing and applied glazing bars. Inner box sash is metal with metal rod.
W13	Rear	C	Non-original window with slim-line double glazing and applied glazing bars.
W14	Rear	C	Non-original window with slim-line double glazing and

			applied glazing bars. Inner box sash is metal with metal rod.
W15	Rear	D	Non-original window with slim-line double glazing and applied glazing bars.
W16	Rear	D	Original window with evidence of repairs.
W17	Rear	D	Original window with evidence of repairs.
W18	Side	A	Non-original window with slim-line double glazing.
W19	Side	C	Non-original window with slim-line double glazing.

6 Consideration and Recommendation

Based on the survey findings it is recommended that the windows at 189 Oxford Road are replaced to ensure the security and improve thermal comfort within the flats for the residents. The replacement should be like for like in design and materials to ensure that the Listed building continues to serve many generations to come.

If a replacement option is not feasible to Reading Borough Council, it is recommended that the windows are repaired and overhauled using approved timber splice repair methodology and replacement of the operational components of the windows while keeping their original material.

In addition to the repair option proposed, it is also recommended that secondary glazing screens are installed to the single glazed front elevation windows only. This is to improve the thermal performance of the windows while not interfering with the aesthetic value of the original materials.

The windows are in poor condition, and many are not original windows, so it is our view that one of the above options are included for consideration.

7 Conclusion

Following the recent surveys, it is recommended that all side and rear windows at 189 Oxford Road be replaced to enhance both security and thermal comfort for residents. The proposed replacements are slimline, double-glazed timber sliding sash units with integral glazing bars. This specification has been selected to respect the character of the Listed building and ensure its continued legacy for future generations. The new units will also enhance the visual appearance of the windows by integrating glazing bars and removing the existing metal inner frames, which are not in keeping with the building's historic significance.

For the windows on the front elevation, it is advised that they be repaired and overhauled using an approved timber splice repair method. This would include the replacement of operational components while retaining as much of the original timber fabric as possible, in accordance with guidance from Historic England's Traditional Windows: Their Care, Repair and Upgrading. If any are beyond repair then they must be replaced with single-glazed bespoke made timber sliding sash windows and include integral glazing bars, similar frame sizes and fenestration.



In addition to the recommended repairs, we also propose the installation of secondary glazing screens to the single-glazed front elevation windows. This measure would significantly improve thermal performance without compromising the historic aesthetic or original materials. If the introduction of secondary glazing is installed, they must be maintained and serviced on a regular basis to ensure they remain operational throughout their lifetime.

Given the poor condition of the existing windows, we believe the above options should be considered to ensure that both conservations prioritise and the health, comfort and wellbeing of the residents are met.

Should you require further information then please contact the undersigned.

Signed:

Ellie Keattch

Assistant Building Surveyor
For and on behalf of
Faithorn Farrell Timms LLP

21 st July	2025	Report issued for internal QA by Ellie Keattch
25 th July	2025	QA signed off by Damien Apparicio
28 th July	2025	Report issued to MTVH



Appendices



Appendix A – Photo Schedule



Photographic Schedule

T1-7039 – 189 Oxford Road, Reading, RG1 7UZ

Photo Name	Photograph
189a Oxford Road	
Rear sash window meeting rail condition.	
Box sash condition to front sash window.	

Photo Name	Photograph
Rear patio timber door condition.	
Rear patio timber door condition.	
Rear patio timber door condition.	



Photo Name	Photograph
Rear patio timber door condition.	
Rear sash window condition.	
Rear sash window condition.	



Photo Name	Photograph
Rear sash condition, internal view.	
Rear sash window internal sash condition.	
Rear sash double glazing	



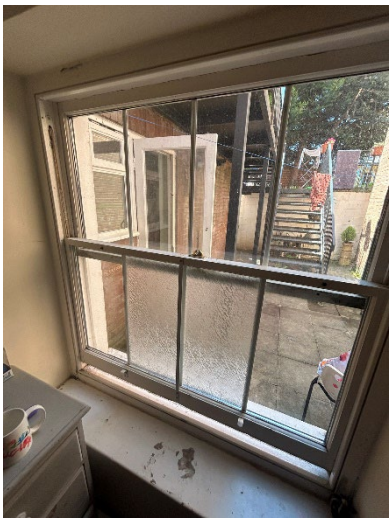
Photo Name	Photograph
Internal view of rear casement window.	
Internal view of rear casement window.	
Internal view of rear sash window.	



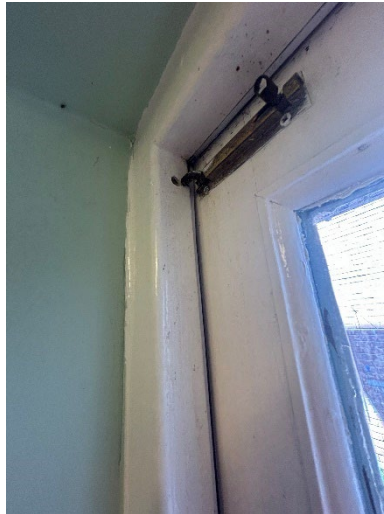
Photo Name	Photograph
Internal view of front sash window.	 A photograph showing the interior of a front sash window. The window has a dark frame and is divided into three vertical panes. The top panes are clear, showing a view of a street with buildings and trees. The bottom panes are frosted. The window is set into a light-colored wall, and a white windowsill is visible below the panes.
Internal view of rear sash window including sash pulley cord.	 A photograph showing the interior of a rear sash window. The window is partially open, revealing a white door with a glass panel. A sash pulley cord is visible on the left side of the window frame. The window is set into a light-colored wall.
Internal door frame.	 A photograph showing the interior of a door frame. The door is white and has a glass panel. The frame is set into a light-colored wall. A sash pulley cord is visible on the left side of the frame.



Photo Name	Photograph
Internal condition of front timber sash window, decay of meeting rail.	
189b Oxford Road Rear sash windows condition.	
External condition of rear casement window.	



Photo Name	Photograph
Internal condition of rear casement window.	
Internal condition of rear casement window.	
Internal condition of front sash window and draught excluder.	

Photo Name	Photograph
Condition of front sash window showing signs of decay.	
Internal condition of front sash window and pulley cord.	
Internal condition of front sash window and pulley cord.	



Photo Name	Photograph
Internal condition of rear sash window.	
Internal condition of rear sash window, showing signs of mould growth and decay.	
Internal front box sash window condition, showing signs of decay.	



Photo Name	Photograph
Internal rear sash window condition.	
Internal rear sash window condition including sash pulley cord.	
Internal rear sash window condition including bottom rail and non-original window handles.	



Photo Name	Photograph
Internal condition of rear window, including non-original metal box sash frame.	
Internal condition of rear window, including bottom rail showing signs of decay.	
Internal condition of front sash window.	

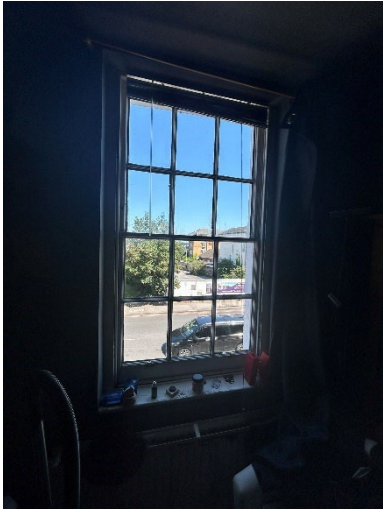
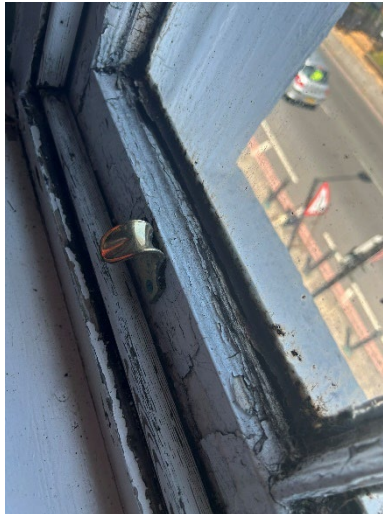
Photo Name	Photograph
189c Oxford Road Internal condition of front sash window.	
Internal condition of front sash window showing signs of decay to the bottom rail, draught excluder and cill.	
Internal condition of front sash window showing signs of decay to the bottom rail, draught excluder and cill.	



Photo Name	Photograph
Internal condition of front sash window showing signs of decay to the box sash.	
Internal condition of front sash window showing signs of decay to the glazing bar.	
Internal condition of front sash window showing signs of decay to the box sash.	



Photo Name	Photograph
Internal condition of front sash window showing signs of decay to the meeting rail and mould growth.	
Internal condition of front sash kitchen window.	
Condition of front sash kitchen window showing signs of mould growth and decay. Non-original metal ironmongery.	

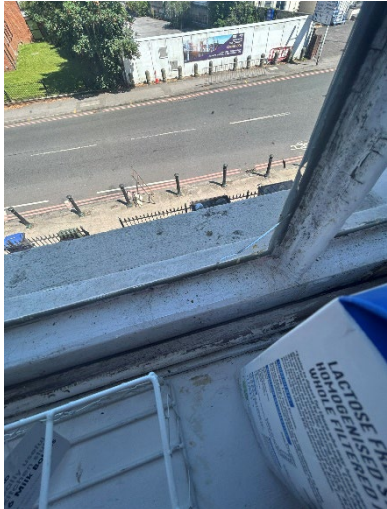
Photo Name	Photograph
Condition of front sash kitchen window showing signs of mould growth and decay.	
Condition of front sash kitchen window showing signs of mould growth and decay to the meeting rail.	
Condition of front sash kitchen window.	



Photo Name	Photograph
Internal condition of front sash bedroom window.	
Internal condition of front sash bedroom window showing signs of decay to the bottom rail and glazing bars.	
Internal condition of front sash bedroom window showing signs of decay to the bottom rail and glazing bars.	

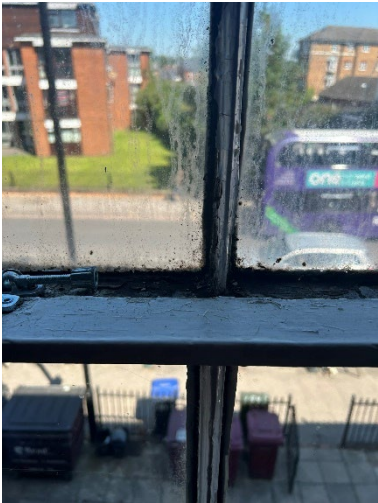
Photo Name	Photograph
Internal condition of front sash bedroom window showing signs of decay to the meeting rail.	
Internal condition of front sash bedroom window showing signs of decay to the meeting rail and glazing bars.	
Internal condition of front sash bedroom window showing signs of decay to the bottom rail and draught excluders.	

Photo Name	Photograph
189d Oxford Road External condition of front window.	
External condition of front window showing paint missing and decay to the underside of the meeting rail.	
Internal condition of the box sash window showing signs of decay.	



Photo Name	Photograph
Internal condition of the box sash window showing signs of decay.	
Internal condition of the box sash window showing signs of decay.	
Internal condition of timber casement window.	



Photo Name	Photograph
Internal condition of the casement window showing signs of decay on the lower frame.	
Internal condition of the casement window showing signs of decay on the lower frame.	
Internal condition of the front sash window.	

Photo Name	Photograph
Internal condition of the rear sash window.	
Internal condition of the rear sash window including double glazing and excess putty.	
Internal condition of the rear sash window including brass ironmongery.	

Photo Name	Photograph
Internal condition of rear sash window showing broken sash pulley cord.	
Internal condition of rear sash window showing timber decay.	
Internal condition of rear sash window showing timber decay.	



Photo Name	Photograph
Internal condition of rear sash window showing timber decay to the underside of the bottom rail.	
Internal condition of rear sash window showing timber decay to the internal box sash.	
Internal condition of rear sash window showing timber decay to the underside of the lower sash.	



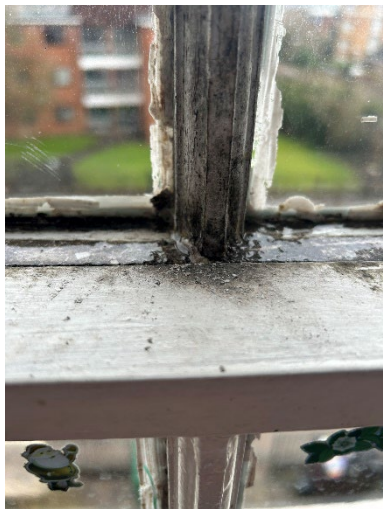
Photo Name	Photograph
Internal condition of rear front sash timber window.	
Internal condition of front sash timber window and glazing bars.	
Internal condition of front sash timber window and glazing bars.	



Photo Name	Photograph
Internal condition of front sash timber window and bottom rail decay.	
Internal condition of front sash timber window and bottom rail decay.	
Internal condition of front sash timber window and bottom rail decay.	