

THE OLD RECTORY, CHURCH LANE, **TWINEHAM**

WINDOW CONDITION SURVEY

Property: The Old Rectory, Church Lane, Twineham, West Sussex, RH17 5NR

Date of Survey: Monday 22nd June 2026

Surveyed by: Sophie & Mark Hatcher

Methodology

Each window has been inspected internally and externally where accessible.

The survey records the condition, evidence of decay, previous repairs, operational performance and potential for repair.

Photographs are referenced throughout – please see the relevant plan
(Window condition survey plan 1)



Location - South Elevation, 1st floor

Label - Window 1

Photo:



Description:

- Timber sash
- Approximate dimensions – 101cm x 193cm
- Number of panes - 12
- Historic interest – Appears original but with no historic glass. Cords visible and original shutters.

Condition Assessment - Frame:

- ☐ Good
- ☐ Fair
- ☒ Poor

Condition Assessment - Cill:

- ☐ Good
- ☐ Fair
- ☒ Poor

Evidence of Defects:

- ☒ Rot
- ☐ Soft timber
- ☐ Open joints
- ☐ Failed putty
- ☒ Distorted frame
- ☐ Water ingress
- ☒ Paint failure
- ☐ Broken glazing
- ☐ Other

Operation:

- ☒ Opens and closes correctly
- ☐ Difficult to operate
- ☐ Does not operate correctly
- ☐ Painted shut

Location - South Elevation, 1st floor

Label - Window 2

Photo:



Description:

- Timber sash
- Approximate dimensions - 101cm x 193cm
- Number of panes - 12
- Historic interest – Appears original but with no historic glass. Cords visible and original shutters.

Condition Assessment - Frame:

- ☐ Good
- ☐ Fair
- ☒ Poor

Condition Assessment - Cill:

- ☐ Good
- ☐ Fair
- ☒ Poor

Evidence of Defects:

- ☐ Rot
- ☒ Soft timber
- ☒ Open joints
- ☐ Failed putty
- ☒ Distorted frame
- ☒ Water ingress
- ☒ Paint failure
- ☐ Broken glazing
- ☐ Other

Operation:

- ☐ Opens and closes correctly
- ☒ Difficult to operate
- ☐ Does not operate correctly
- ☐ Painted shut

Location - South Elevation, 1st floor
Label - Window 3

Photo:



Description:

- Timber sash
- Approximate dimensions - 101cm x 193cm
- Number of panes - 12
- Historic interest – Appears original but with no historic glass. Cords visible and original shutters.

Condition Assessment - Frame:

- ☐ Good
- ☐ Fair
- ☒ Poor

Condition Assessment - Cill:

- ☐ Good
- ☐ Fair
- ☒ Poor

Evidence of Defects:

- ☒ Rot
- ☒ Soft timber
- ☒ Open joints
- ☐ Failed putty
- ☒ Distorted frame
- ☒ Water ingress
- ☒ Paint failure
- ☐ Broken glazing
- ☐ Other

Operation:

- ☐ Opens and closes correctly
- ☐ Difficult to operate
- ☒ Does not operate correctly
- ☐ Painted shut

Location - South Elevation, Ground floor
Label - Window 4

Photo:



Description:

- Timber sash
- Approximate dimensions - 101cm x 193cm
- Number of panes - 12
- Historic interest – Appears original but with no historic glass. Cords visible and original shutters.

Condition Assessment - Frame:

- ☐ Good
- ☒ Fair
- ☐ Poor

Condition Assessment - Cill:

- ☐ Good
- ☒ Fair
- ☐ Poor

Evidence of Defects:

- ☐ Rot
- ☐ Soft timber
- ☒ Open joints
- ☐ Failed putty
- ☐ Distorted frame
- ☒ Water ingress
- ☒ Paint failure
- ☐ Broken glazing
- ☐ Other

Operation:

- ☐ Opens and closes correctly
- ☒ Difficult to operate
- ☐ Does not operate correctly
- ☐ Painted shut

Location - South Elevation, Ground floor
Label - Window 5

Photo:



Description:

- Timber sash
- Approximate dimensions - 101cm x 193cm
- Number of panes - 12
- Historic interest – Appears original but with no historic glass. Cords visible and original shutters.

Condition Assessment - Frame:

- ☐ Good
- ☒ Fair
- ☐ Poor

Condition Assessment - Cill:

- ☐ Good
- ☐ Fair
- ☒ Poor

Evidence of Defects:

- ☒ Rot
- ☐ Soft timber
- ☐ Open joints
- ☐ Failed putty
- ☐ Distorted frame
- ☒ Water ingress
- ☒ Paint failure
- ☐ Broken glazing
- ☐ Other

Operation:

- ☐ Opens and closes correctly
- ☐ Difficult to operate
- ☐ Does not operate correctly
- ☐ Painted shut

Location - South Elevation, 1st floor
Label - Window 6

Photo:



Description:

- Casement window – double
- Approximate dimensions – 112cm x 90cm
- Number of panes - 8
- Historic interest – None, ancillary extension.

Condition Assessment - Frame:

- ☐ Good
- ☐ Fair
- ☒ Poor

Condition Assessment - Cill:

- ☐ Good
- ☐ Fair
- ☒ Poor

Evidence of Defects:

- ☒ Rot
- ☒ Soft timber
- ☒ Open joints
- ☐ Failed putty
- ☐ Distorted frame
- ☒ Water ingress
- ☒ Paint failure
- ☐ Broken glazing
- ☐ Other

Operation:

- ☐ Opens and closes correctly
- ☐ Difficult to operate
- ☒ Does not operate correctly
- ☐ Painted shut

Location - South Elevation, 1st floor

Label - Window 7

Photo:



Description:

- Casement window – double
- Approximate dimensions – 112cm x 90cm
- Number of panes - 8
- Historic interest – None, ancillary extension.

Condition Assessment - Frame:

- ☐ Good
- ☐ Fair
- ☒ Poor

Condition Assessment - Cill:

- ☐ Good
- ☐ Fair
- ☒ Poor

Evidence of Defects:

- ☒ Rot
- ☐ Soft timber
- ☒ Open joints
- ☐ Failed putty
- ☒ Distorted frame
- ☒ Water ingress
- ☒ Paint failure
- ☐ Broken glazing
- ☐ Other

Operation:

- ☐ Opens and closes correctly
- ☐ Difficult to operate
- ☒ Does not operate correctly
- ☐ Painted shut

Location - South Elevation, Ground floor
Label - Window 8

Photo:



Description:

- Casement window – double
- Approximate dimensions – 130cm x 137cm
- Number of panes - 12
- Historic interest – None, ancillary extension.

Condition Assessment - Frame:

- ☐ Good
- ☒ Fair
- ☐ Poor

Condition Assessment - Cill:

- ☐ Good
- ☐ Fair
- ☒ Poor

Evidence of Defects:

- ☒ Rot
- ☐ Soft timber
- ☐ Open joints
- ☐ Failed putty
- ☐ Distorted frame
- ☐ Water ingress
- ☒ Paint failure
- ☐ Broken glazing
- ☐ Other

Operation:

- ☐ Opens and closes correctly
- ☒ Difficult to operate
- ☐ Does not operate correctly
- ☐ Painted shut

Location - South Elevation, Ground floor
Label - Window 9

Photo:



Description:

- Casement window – double
- Approximate dimensions – 130cm x 137cm
- Number of panes - 12
- Historic interest – None, ancillary extension.

Condition Assessment - Frame:

- ☐ Good
- ☐ Fair
- ☒ Poor

Condition Assessment - Cill:

- ☐ Good
- ☐ Fair
- ☒ Poor

Evidence of Defects:

- ☒ Rot
- ☒ Soft timber
- ☒ Open joints
- ☐ Failed putty
- ☒ Distorted frame
- ☒ Water ingress
- ☒ Paint failure
- ☐ Broken glazing
- ☐ Other

Operation:

- ☐ Opens and closes correctly
- ☐ Difficult to operate
- ☐ Does not operate correctly
- ☐ Painted shut

Location – North Elevation, 1st floor
Label - Window 1

Photo:



Description:

- Timber sash
- Approximate dimensions - 101cm x 193cm
- Number of panes - 12
- Historic interest – Appears original but with no historic glass. Cords visible and original shutters.

Condition Assessment - Frame:

- ☐ Good
- ☐ Fair
- ☒ Poor

Condition Assessment - Cill:

- ☐ Good
- ☒ Fair
- ☐ Poor

Evidence of Defects:

- ☐ Rot
- ☒ Soft timber
- ☒ Open joints
- ☐ Failed putty
- ☐ Distorted frame
- ☒ Water ingress
- ☒ Paint failure
- ☐ Broken glazing
- ☐ Other

Operation:

- ☐ Opens and closes correctly
- ☒ Difficult to operate
- ☐ Does not operate correctly
- ☐ Painted shut

Location - North Elevation, 1st floor

Label - Window 2

Photo:



Description:

- Timber sash
- Approximate dimensions - 101cm x 193cm
- Number of panes - 12
- Historic interest – Appears original but with no historic glass. Cords visible and original shutters.

Condition Assessment - Frame:

- ☐ Good
- ☒ Fair
- ☐ Poor

Condition Assessment - Cill:

- ☐ Good
- ☒ Fair
- ☐ Poor

Evidence of Defects:

- ☐ Rot
- ☒ Soft timber
- ☐ Open joints
- ☐ Failed putty
- ☐ Distorted frame
- ☒ Water ingress
- ☐ Paint failure
- ☐ Broken glazing
- ☐ Other

Operation:

- ☐ Opens and closes correctly
- ☐ Difficult to operate
- ☐ Does not operate correctly
- ☒ Painted shut

Location - North Elevation, 1st floor

Label - Window 3

Photo:



Description:

- Timber sash
- Approximate dimensions - 101cm x 193cm
- Number of panes - 12
- Historic interest – Appears original but with no historic glass. Cords visible and original shutters.

Condition Assessment - Frame:

- ☐ Good
- ☐ Fair
- ☒ Poor

Condition Assessment - Cill:

- ☐ Good
- ☐ Fair
- ☒ Poor

Evidence of Defects:

- ☐ Rot
- ☒ Soft timber
- ☒ Open joints
- ☐ Failed putty
- ☐ Distorted frame
- ☒ Water ingress
- ☒ Paint failure
- ☐ Broken glazing
- ☐ Other

Operation:

- ☐ Opens and closes correctly
- ☒ Difficult to operate
- ☐ Does not operate correctly
- ☐ Painted shut

Location - North Elevation, Ground floor
Label - Window 4

Photo:



Description:

- Timber sash
- Approximate dimensions - 101cm x 193cm
- Number of panes - 12
- Historic interest – Appears original but with no historic glass. Cords visible and original shutters.

Condition Assessment - Frame:

- ☐ Good
- ☐ Fair
- ☒ Poor

Condition Assessment - Cill:

- ☐ Good
- ☒ Fair
- ☐ Poor

Evidence of Defects:

- ☐ Rot
- ☒ Soft timber
- ☒ Open joints
- ☐ Failed putty
- ☐ Distorted frame
- ☒ Water ingress
- ☒ Paint failure
- ☒ Broken glazing
- ☐ Other

Operation:

- ☐ Opens and closes correctly
- ☒ Difficult to operate
- ☐ Does not operate correctly
- ☐ Painted shut

Location - North Elevation, Ground floor
Label - Window 5

Photo:



Description:

- Timber sash
- Approximate dimensions - 101cm x 193cm
- Number of panes - 12
- Historic interest – Appears original but with no historic glass. Cords visible and original shutters.

Condition Assessment - Frame:

- ☐ Good
- ☐ Fair
- ☒ Poor

Condition Assessment - Cill:

- ☐ Good
- ☒ Fair
- ☐ Poor

Evidence of Defects:

- ☐ Rot
- ☒ Soft timber
- ☒ Open joints
- ☐ Failed putty
- ☐ Distorted frame
- ☒ Water ingress
- ☒ Paint failure
- ☐ Broken glazing
- ☐ Other

Operation:

- ☐ Opens and closes correctly
- ☒ Difficult to operate
- ☐ Does not operate correctly
- ☐ Painted shut

Location - North Elevation, 1st floor
Label - Window 6

Photo:



Description:

- Casement window – double
- Approximate dimensions – 112cm x 90cm
- Number of panes - 8
- Historic interest – None, ancillary extension.

Condition Assessment - Frame:

- ☐ Good
- ☐ Fair
- ☒ Poor

Condition Assessment - Cill:

- ☐ Good
- ☒ Fair
- ☐ Poor

Evidence of Defects:

- ☐ Rot
- ☒ Soft timber
- ☒ Open joints
- ☐ Failed putty
- ☒ Distorted frame
- ☒ Water ingress
- ☒ Paint failure
- ☐ Broken glazing
- ☐ Other

Operation:

- ☐ Opens and closes correctly
- ☒ Difficult to operate
- ☐ Does not operate correctly
- ☐ Painted shut

Location – North Elevation, 1st floor
Label - Window 7

Photo:



Description:

- Casement window – double
- Approximate dimensions – 112cm x 90cm
- Number of panes - 8
- Historic interest – None, ancillary extension.

Condition Assessment - Frame:

- ☐ Good
- ☐ Fair
- ☒ Poor

Condition Assessment - Cill:

- ☐ Good
- ☐ Fair
- ☒ Poor

Evidence of Defects:

- ☐ Rot
- ☒ Soft timber
- ☒ Open joints
- ☐ Failed putty
- ☐ Distorted frame
- ☒ Water ingress
- ☒ Paint failure
- ☐ Broken glazing
- ☐ Other

Operation:

- ☐ Opens and closes correctly
- ☒ Difficult to operate
- ☐ Does not operate correctly
- ☐ Painted shut

Location - West Elevation, 1st floor
Label - Window 1

Photo:



Description:

- Timber sash
- Approximate dimensions - 101cm x 193cm
- Number of panes - 12
- Historic interest – Appears original but with no historic glass. Cords visible and original shutters.

Condition Assessment - Frame:

- ☐ Good
- ☐ Fair
- ☒ Poor

Condition Assessment - Cill:

- ☐ Good
- ☒ Fair
- ☐ Poor

Evidence of Defects:

- ☐ Rot
- ☒ Soft timber
- ☒ Open joints
- ☐ Failed putty
- ☐ Distorted frame
- ☒ Water ingress
- ☒ Paint failure
- ☐ Broken glazing
- ☐ Other

Operation:

- ☐ Opens and closes correctly
- ☒ Difficult to operate
- ☐ Does not operate correctly
- ☐ Painted shut

Location - East Elevation, Ground floor
Label - Window 1

Photo:



Description:

- Timber sash
- Approximate dimensions - 224cm x 137cm
- Number of panes - 18
- Historic interest – None, ancillary extension.

Condition Assessment - Frame:

- ☐ Good
- ☐ Fair
- ☒ Poor

Condition Assessment - Cill:

- ☐ Good
- ☐ Fair
- ☒ Poor

Evidence of Defects:

- ☒ Rot
- ☒ Soft timber
- ☒ Open joints
- ☐ Failed putty
- ☒ Distorted frame
- ☒ Water ingress
- ☒ Paint failure
- ☐ Broken glazing
- ☐ Other

Operation:

- ☐ Opens and closes correctly
- ☒ Difficult to operate
- ☐ Does not operate correctly
- ☐ Painted shut