

WEST END CHURCH KIRKCALDY - NOTES

NO.	ROOM	COMMENT
0	Corner Site	Prominent, with Spire on corner of High Street and Whytehouse Avenue. Whytehouse Avenue slopes up hill. Double yellow line.
1	Entrance Vestibule	Main entrance up 3 steps. Pair of glazed doors. Room. 2.6 M deep. Restricted space for reception. Timber glazed doors into Church, open out, not wide
2	West Stair	To Galleries. No easy access to upper levels.
2A	Cupboard below	Electrics. Mixed age of equipment and panels.
3	East Stair	To Galleries. Stone steps.
3A	East Exit	In use as level access. Check door widths.
4	Church - ground floor	Fixed timber pews. Capacity 250 people max if chairs are brought in to fill the East side. If under gallery area is excluded approx 130 people. Full height stained glass windows recently refurbished. Ventilation not obviously working. Floor carpeted. Two side aisles. East side pews have been removed. Electric heaters at ceiling level on East.
4A	Chancel	Organ and Pulpit on Chancel in formal arrangement 2 steps up from both the Church and corridor. High as though for use with Galleries.
5	Store	Not seen
6	Meeting Room	Entered from the Office. Formed from part of Church. Laylight to part of Church window. High level electric heater
7	Corridor	Just over 1 M wide. Accessed from Church via steps over the Chancel
8	Office	High level windows. Meeting Room off. Some low level dampness on wall to corridor
8A	Toilet	Wc and corner whb in restricted space with high level window
9	Kitchen	Well appointed with melamine faced units, electric cooker, stainless steel sink, water boiler. High level windows and window extract fan. 4 tile splashback and tiled floor. Fire blanket and CO2 extinguisher. Electric fan heater
10	Meeting Room	Pair of high level casement windows
10A	Store off	Below stair. RWP visible
11	Ladies	Single cubicle with wc and whb off corridor. Not big enough to be fully accessible. Electric hand dryer. Tiled floor
12	Hall	Good size approx 9 x 10 M which gives nominal occupant capacity of 180. Timber floor. No windows. Insufficient ventilation. High ceiling. Discharge lighting. Timber dado plaster above

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13	Boiler	Floor standing gas fire boiler. Ideal Stelrad Mexico with vertical flue. Thermo plastic floor tiles. Door to Church. Incomplete ceiling plaster
14	Exit	From Hall to the West passage to the Street. Possibility as level access. Recycling bins are outside this door
15	Gents	Urinals, wc and whb. Not big enough to be fully accessible
16	Stair to Upper Hall	Concrete dog leg. 5 steps to quarter landing 8 steps
17	Galleries	West & East Galleries, 2 rows of seats. South Gallery 5 rows of seats. Presently not in use. Note damage to ceiling at this level. Wall mounted electric heaters.
18	Side Entrance	To Upper Hall. Up external stair of 8 steps.
19	Upper Hall	Good size. Floor carpet tiles. Timber dado. Hatch to roof void over (not seen). Electric heater. Fire extinguisher.
20	Small Toilet	Too small to be accessible. 1 wc, 1 whb.
21	Exit	Leads to uneven path between properties
Other Items		
a	Toilets generally	Total of 4 wcs, 2 urinals, 4 whbs. There should be 7 or 8 wcs and 3 urinals and 10 whbs. Accessible toilet should be available and baby change. There are minimum space standards for accessible toilets
b	Heating, Ventilation and Insulation	In all these areas there is scope for improvement. Better controls which allow areas to be used separately.
c	Asbestos	Is there an asbestos register
d	Emergency Lighting	Should be provided if building is to be brought up to standard
e	Smoke Detection & Fire Alarm	As a minimum a fire alarm is required
f	Fire Extinguishers	Throughout
3 roofs, Church, Large Hall, Small Hall		
g	Church	Slated with zinc ridge to C I ogee rhones
h	Hall	Slated with zinc ridge to felted gutter
i	Small Hall	Slated, shallow pitch

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	Generally	A building that is used for worship and for other uses throughout the week, for groups and possibly community uses, needs to meet certain standards to comply with current legislation. Accessibility is important if a building is to be available for groups to rent for an hour or two, or weekly. Aspects to be looked at include accessibility, compliance with standards for provision of toilets, baby change facilities etc. Options being examined include installation of a platform lift to improve accessibility and additional toilets.
	Option A	To increase the space at the main entrance an opening is formed in the centre of the vestibule to allow it to open into a fellowship area formed below the gallery. This space has a fully compliant accessible toilet at the West and a platform lift to the East. The pews have been shown removed to give a centre aisle. The chancel is reduced slightly to allow a level floor to run through to the corridor. The male toilet has been extended to be slightly more generous, and new female toilets formed in the meeting room. The loss of this meeting room can be replaced by the possibility of meeting in the improved vestibule, or the upper level which is now more accessible. The door to the stair beside the new platform lift is altered at the head of the stair. The gallery pews for the south gallery are removed and a level floor created, this being a possible meeting space for groups, or for hire. From the east gallery an opening is shown through to the existing upper hall, making this space fully accessible. The levels between the hall and gallery will require some ramping.
	Option B	Is more radical and suggests forming a floor across the Church, approx 770 mm below the level of the back of the gallery. This should tie through with the upper hall (heights to be carefully checked) and will give headroom at the arcades at upper level. This creates a new sanctuary with the benefit of the stained glass, and into which the pulpit, without its steps might fit. The stair and platform lift would be as before, with the scope for a toilet in the former lift well at gallery level. A further accessible toilet is suggested with the upper hall. At ground floor level the space is completely remodelled to provide a second hall, a fellowship circulation area which could be used in a variety of ways, and good unisex toilets. The female toilets, with baby change have been retained in the meeting room. In this version there are lockers for groups in a storage area.
		Both these options are sketches at this stage and could be developed in response to feedback. They are shown diagrammatically to promote discussion and exchange of ideas.
		There would be other options, both more and less ambitious and there is the prospect of doing the alteration work either as a single project, or in a series of stages.
	Enc	C630/0/1 Exist Ground Floor C630/0/2 Exist First Floor C630/0/4 Prop Ground Floor 0A C630/0/5 Prop First Floor 0A C630/0/6 Prop Ground Floor 0B C630/0/7 Prop First Floor 0B