Design and Access Statement
With Supporting Statement.

Project Name: Centre Block Chimney Works

Location: Northampton County Hall, Centre Block Chimney Works

Prepared for: Northampton County Council

Date: 21st September 2009
1. Description of the project.

i. The building project involves the installation of a 200mm diameter Class 1 flexible stainless steel lining down a 350mm x 350mm chimney stack located in the centre block of county hall, starting from the top of the chimney stack right down to where the chimney stack begins in the boiler room. The chimney is in desperate need of this work in order to stop the ingress of water and condensation vented by the two Dremeha 210 ECO gas condensing boilers located in the basement boiler room.

ii. Class 1 Thermocrete Chimney Sealant was previously used to halt the build up of significant moisture through the internal flue walls and onto other internal walls; this option failed allowing the continuing spread of moisture penetration. The Thermocrete Chimney Sealant has fallen away from the flue’s internal wall creating a mass build up of debris in the flue. The Method Statement provided by DGM Builders via the Principal Contractor Fluevent who are a leading contractor in chimney construction requires that a hole is to be excavated in the chimney run approximately 250mm x 450mm wide in order to remove debris from the flue to create a passage for the stainless steel lining. The hole will require sealing up and making good once the debris has been moved.

iii. A number of walls and ceilings are attached to the chimney stack as it runs internally and externally of the centre block building, these walls and ceilings have had extensive plaster damage and in some cases the plaster finishing has fallen away from the wall exposing damp bear brick work. These areas will require re plastering and painting once the walls and ceilings have been allowed to dry out. 1-2 months drying out period after the chimney lining work has been completed is recommended before remedial work can commence.

iv. Further dismantling of a section of the unused old brick boiler header in the boiler room is also required.

v. There will be no need for a chimney extraction fan which would have sat on top of the chimney.

2. Amount of development.

The scale of work/development is minor, due diligence will be carried out to retain the historical and special architectural detail of the building as works progress. The following works are to be carried out:

i. Dismantling of a section of the unused old block boiler header in the boiler room. The remaining section will need making good.

ii. A 250mm x 450mm hole is to be excavated in the chimney stack, the location of the hole will be in the basement boiler room and the exact centre positioning of the hole will be 3.510 metres from the floor of the basement and 458mm from the outer face of the chimney stack. Once all debris has been removed from the stack the hole will be closed and made good.
Taking into account the historical and special architectural importance of the building early assessment of the existing mortar mix to be used has been highlighted to the contractor, the mortar mix will be sand and lime based made up of 3 parts sand and 1 part lime. The contractor will also re use the same cleaned off bricks removed from the wall to close the excavated hole. The type of plaster used for the walls will be selected based on the mortar base and all finishes will be in keeping and sympathetic to existing paint type, colours and features.

iii. Installing a 200mm diameter Class 1 stainless steel flexible liner down the length of the chimney from the top of the chimney stack right down to the bottom in the boiler room. The type of flue lining that will be used will be a Turner & Wilson flue lining. The existing terminal or pot should be removed, and the flue lining should be installed from the top of the stack and a nose cone with an attached draw cord should always be used to pull the lining down the chimney. (Please see attached Turner & Wilson installation guide) The insulation ducting will be fixed to the top of the chimney using a support plate and clamp ring around the duct followed by a dome layer of mortar in which the existing chimney pot is re set into and over the insulation duct hiding it off. (Please see attached Condensing Boiler Flue Extension & Liner-Drawing No. 3246/)

3. Layout

i. The chimney stack is located is the centre block of Northampton Country Hall which is a brick constructed building dating from approximately the 1800’s.

ii. The chimney stack structure runs within county hall centre block building until the stack emerges on the third floor where the chimney is exposed to the elements as it runs along side the building. The chimney is constructed out of brick masonry set in a moderately soft mortar.

iii. The chimney stack structure serves to vent, by natural means, vapours from the central heating system located in the basement storey. The flue is contained in a chimney stack consisting of three flues; only one of the three flues is in use. Access to the top level of the chimney is via a fire escape door on the third floor. (See Photo appendix)

4. Landscaping.

i. South facing elevation of the County Council block housing the chimney stack has a significant area of tarmac ideal and suitable for erecting additional scaffolding if required.

ii. The tarmac area can also be adequately and safely cordoned off from persons walking by.

iii. There is a landscaped garden area a few feet south of the building wall however minimal interference to the garden is expected by work associated with the chimney.
5. **Appearance.**

   i. Nothing changes as majority of the work happens within the chimney stack.

   ii. The hole made in the wall of the chimney stack at basement level will be bricked up using the same bricks removed and where not possible matched with a like for like brick type and colour.

   iii. Internal walls and ceilings will be re plastered and re painted with an exact matching paint colour and finish, once the affected walls and ceilings have been allowed sufficient drying out time.

6. **Access**

   i. Pedestrian access into the County Hall building via Georg Row reception will not be affected.

   ii. South access from the County Hall front block via the basement level into the gardens will not be affected.

   iii. Access to all the upper floors above ground level is by means of a lift as well as stairs and will not be affected.

   iv. Access to the top of the chimney stack approximately four storey high will be via stairs or a lift. The lift will provide access up to the third floor and then assembled scaffolding will provide safe access and a working platform from the level that the chimney emerges from the building up to its final height.

   v. Access for all vehicles associated with the chimney works and decorating will be via Angel Street into the NCC car park.
Supporting Statement

1. **Reason for the project.**
   a. The two Dremeha 210 ECO gas condensing boilers generate vast amount of steam which is vented up the chimney stack and immediately condenses leading to water penetration outwards from the walls of the chimney stack into the internal brick wall and ceiling structure of the building. As a result the following problems have been created:
      i. Weaken chimney structure due to the disintegration of the brick work mortar for the internal and external walls of the chimney stack
      ii. Internal wall and ceiling plaster and paint decay due to water ingress from the chimney stack walls into the internal dividing walls of the building
      iii. Dampness and damp odours
   b. To date sections of the chimney stack exposed from the building have been re-pointed and have been deemed structurally sound by the structural engineer consultant Watson Hallam.
   c. Stopping the condensation activity directly at the inner surfaces of the chimney flue is paramount as the structural integrity and internal decorative finishing of all walls and ceilings connected to the run of the chimney stack in the building are at risk.

2. **Location**
   i. The chimney requiring work is located in the front block of Northampton County Hall. Northampton County Hall – front block was built in the 1800’s and houses committee rooms, councillor chambers and offices.
   
   ii. The chimney stack runs from the basement of the front block up to the third floor where it emerges from the building and runs up the south face of the building where it stops approximately 15-18ft ft above the point the stack emerges from the building.

   iii. No fan extraction is required and hence no unit will be located on top of the chimney stack.

3. **Miscellaneous information.**
   a. A fan extraction box should not be required but if one is needed then it would sit on top of the chimney stack. The fan extraction unit will be either painted or powder coated in a colour sympathetic to the existing brick work.

   b. The 200mm x 200mm diameter flexible stainless steel lining is especially suited for chimneys that vent steam vapours.
Photo Appendix – Boiler Room
Photo Appendix – Chimney
METHOD STATEMENT FOR FOR CHIMNEY WORKS AT NORTHAMPTON COUNCIL BUILDINGS.

To; Mr S Allison  
Site Contact; Mr S Allison  
Site Location; Northampton CC.  
Produced by; Mr D Mills – DGM Builders Ltd  
Proposed Start Date; July 2009  

Arrive on site & sign in at reception.  
Collect all required permits to work.  
Notify necessary persons that work is to commence.  
All tools & equipment to be unloaded at site & vehicles taken away & parked.  
Tools & equipment to be transferred to working area in wheelbarrow.  

Brickwork section within basement plantroom to be chopped out using hand tools, bricks to be stored ready for re-use.  
Open section of brickwork to be covered over with polythene to stop dust.  
On completion of flue liner hole to be bricked up using original bricks, sand & cement to be mixed by hand in barrow and applied using hand tools.  
All debris to be removed from site & plantroom to be left clean & clear.  
Tools & equipment to be transferred up to chimney scaffold.  
Concrete flaunching around chimney pot to be chopped out using hand tools only, debris to be placed in bucket & transferred to van & dispose of off site.  
Existing chimney pot to be removed, stored ready for re-use, internal chimney opening to be made wider using hand tools & made wide enough to receive flue liner.  
On completion of installation of liner existing chimney pot to be fixed back into original place.  
New concrete to mixed in bucket & applied to chimney using hand tools.  
On completion of works all debris to be removed & disposed of.  
Site to be left clean & clear.  
Notify client that works have been completed  
Work permits to be returned & signed off. 

David Mills.
RISK ASSESSMENT FOR CHIMNEY WORKS AT NORTHAMPTON COUNCIL BUILDINGS.

FAO
Mr S Allison
Fluevent
Unit 42 Faircharm Trading Est
Evelyn Drive
Leicester.

7 July 2009

IDENTIFY HAZARDS ( tick a sappropriate -- HIGH  MED  LOW

Asbestos materials
Powered hand tools ie 110v / battery
Petrol operated equipment
Plant equipment
Sharp tools
Working off step ladders
Working off scaffolds
Working at heights
Slips & trips
Excavations
Existing services
Manual handling of materials
Hazardous substances
Noise
Hot materials
Creating dust

SPECIAL EQUIPMENT.

Safety boots
Safety helmets
Safety goggles
Overalls
High visual vests
Ear protection
Protective gloves
Dust masks
Hair nets or hats
Warning signs
Bollards or fencing.

David Mills.
METHOD STATEMENT FOR THE INSTALLATION OF STAINLESS STEEL FLUE AND LINER

Client:- Carillion

Contract:- County Hall, Northampton

Key Personnel:-
Office : Sean Allison (Project Manager)
Site : Dave Green (Supervisor/Fitter)
Site : Tony Coles (Fitters Mate)

1) Description Of Works

Installation of twin wall insulated stainless steel flue system to extend existing header to higher location on plant room wall, in order to facilitate connection to new 200mm dia flexible flue liner. Installation of said flue liner.

2) Location

Basement plant room and scaffolded area adjacent to top of chimney.

3) Sequence/Method Of Works

Ensure that the area to be worked in is clear to allow free access to all relevant fixing points.

Check that the area where the flues are to be fitted is as detailed on the installation drawings and that any discrepancies are pointed out to the site agent. Any discrepancies should be agreed prior to commencing work.

Setting up of the flue systems should be done as per the construction drawings.

Install initial straight riser sections from appliance, then offset to flex adapter. Install liner from scaffolding provided by Midland Scaffolding Services. Check suitability and condition of fixed scaffold before using, reporting any problems to site agent.

Installation will begin immediately after site induction.
4) Safety Contact

The safety contact for any Health & Safety issue raised on site should be addressed to Fluevent Engineering Services Limited appointed officer Sean Allison on telephone number 0116 2898777 or alternatively his mobile number 07795 267958.

5) Resources

Personnel and their training

It is estimated that 2 operatives will be programmed to complete this installation.

All operatives have been trained by Fluevent Engineering Services Limited to carry out these works and will attend Health & Safety induction training course prior to starting on site.

The working foreman (Mr Dave Green 07717 698973) will, as required, carry out a toolbox talk, on relevant subject and the status of the current works. These talks will be recorded and signed by each operator and the register filed in the site safety file.

Any safety concerns raised during these toolbox talks will be passed on to site management immediately for resolution. Changes to the method statement will be submitted to site before work commences.

Plant & Equipment

All electrical equipment, drills, tek screw guns, rivet guns, etc, will be 110 volt and correctly tagged. A register of all portable electrical equipment used on site will be held.

Supervision by whom

Day to day supervision will be via the working foreman Dave Green, Fluevent Engineering Services Limited Project Manager Sean Allison will be responsible and may make spot visits to site to check that the Method Statement is being adhered to.

Materials delivery and movement

All equipment will be delivered to site using Fluevent Engineering Services Limited dedicated transport.
The equipment will be offloaded and distributed by hand

6) **Assessment of Significant Risks**

**Access & Egress**

Access will be in the form of a fixed scaffold from the accessible roof area to the top of the stack. Internally by podium step platform positioned to facilitate fixing of supports. Operatives to implement usual high level working practice including harnesses and lanyards fixed to suitable anchor points where possible when working at height on any exposed area. Scaffold to be erected by a qualified person/persons.

**COSHH**

No special control measures need to be taken with any of the materials being used.

**Noise**

Noise levels will be kept to the specific site requirements and ear defenders will be worn and notices to other trades that noise levels require PPE. It is expected that noise levels will not reach 80dba.

**Manual Handling**

Operatives are trained in the manual handling of flue components.

**Dust**

Very low dust and waste levels will be generated by this installation.

**Waste**

Working areas will be tidied at the end of the installation and all rubbish removed from site. The working foreman will monitor the housekeeping element of the installation.

**Working from height**

Care should be taken when working on scaffold, but no exposed high level work is required.

7) **Control Measures**
Hot Work

No hot work will be undertaken on site.

Special Training

Operatives to be trained in high level and roof works. Minimum one member of team to possess First Aid Certificate, IPAF Access Equipment Licence, CSCS Card, Alloy Tower Erection Certificate.

8) Personal Protective Equipment

All operatives will as a minimum requirement wear the following PPE:

- Steel toe capped boots
- Safety Helmet
- High visibility waistcoat
- Gloves for material handling activities
- Safety goggles for eye protection

In addition to these items operatives will be required to wear additional PPE such as work sequences dictates.

- Hearing defenders
- Safety Harness and Lanyard

9) Emergency Arrangements

Rescue by whom

The working foreman on site will have mobile phone in case of emergencies .

Special first aid requirements

First aid box will be available at the installation area from the working foreman. For more first aid attention site will provide further first aid assistance.

10) Temporary Amended Systems

Fire arrangements
Fire procedures will be explained during the induction course.

Temp services

No temporary services will be requested during this installation programme.

11) **Who the information will be submitted to**

Checking, review and updating provision

Any updates to the Method Statement will be circulated to the client for initial comments.

Change requirements

Copy of the approved updated Method Statement will be held in the Fluevent Engineering Services Limited safety file and communicated to the site operatives at a specially called toolbox talk.

Confirmation of operatives briefed

All operatives will sign a control document that the Method Statement and any subsequent revisions have been fully communicated and understood.

12) **Monitoring and Compliance**

Monitor by whom and when

The site Health & Safety Advisor will carry out spot site inspection to monitor that the current Method Statement is being adhered to.

Enforcement

Fluevent Engineering Services Limited Project Manager Sean Allison will enforce the use of this Method Statement with help from the working foreman.

13) Upon installation completion, Installation Supervisor to check over system. Any problems to be notified to Installation Manager. Contract completion note not to be sent to Head Office until any problem is solved/rectified.

14) Upon the satisfaction of the Installation Manager that the system meets with installation/safety instructions he will send completion note to Head Office.
These methods of Contract/Work Instructions are guidelines but at all times work is to be carried out as per Fluevent Engineering Services Ltd: “Health, Safety and Welfare at Work” policy.

Signed ___________________________ Print ___________________________ Director

Date: ______________________________

**RECEIPT OF METHOD STATEMENT**

I confirm that I have received a copy of this method statement for the above project and read and understood the content and implications.

<table>
<thead>
<tr>
<th>DATE</th>
<th>NAME</th>
<th>COMPANY</th>
<th>SIGNATURE</th>
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# RISK ASSESSMENT - PART 1

**SITE ADDRESS:** Carillion - County Hall Northampton

**CONTRACT ACTIVITY:** Installation of stainless steel flue and liner

**DATE:** 17/08/2009  
**NUMBER OF EMPLOYEES EXPOSED:** three

<table>
<thead>
<tr>
<th>RISK EVALUATION</th>
<th>RISK</th>
<th>SCORE</th>
<th>SEVERITY</th>
<th>SCORE</th>
<th>RISK MULTIPLIER</th>
<th>SCORE</th>
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</thead>
<tbody>
<tr>
<td>UNLIKELY</td>
<td>1</td>
<td>MINOR</td>
<td>1</td>
<td></td>
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</tr>
<tr>
<td>POSSIBLE</td>
<td>2</td>
<td>MODERATE</td>
<td>2</td>
<td></td>
<td></td>
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<tr>
<td>HIGH</td>
<td>3</td>
<td>SERIOUS</td>
<td>3</td>
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**IF PRESENT - tick**

1/ mobile plant  
2/ moving machine pts  
3/ moving materials  
4/ falls from heights  
5/ access equipment  
6/ electrical shock  
7/ falling objects  
8/ hot objects  
9/ noise / vibration  
10/ weather conditions  
11/ confined spaces  
12/ restricted access  
13/ coshh liquids  
14/ vei's disease  
15/ asbestos  
16/ dust  
17/ lasers  
18/ cold objects  
19/ radiation  
20/ pressure systems  
21/ excavations  
22/ explosions  
23/ temp-high/low  
24/ mobile towers  
25/ lifting operations  
26/ vermin  
27/ micro-organisms  
28/  
29/  
30/  

**STATE KEY RISK’S (Priorities equal 5+ points)**

1. Falls From Heights

**CONTROL MEASURES - See Risk Assessment Summary Form 2 Attached**

**ASSESSED BY** Name: D A Horn  
Signed:  
**POSITION:** Director  
**DATE:** 10/07/09

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**THE ABOVE CONTROLS HAVE BEEN SELECTED TO PROTECT THE HEALTH & SAFETY OF OPERATIVES AND OTHERS WHO MAY BE AFFECTED BY OUR WORK. THE CONTROLS HAVE BEEN DESIGNED TO PROTECT AGAINST THE HAZARDS IDENTIFIED ON THE RISK ASSESSMENT - PART 1. THESE CONTROLS MEASURES MUST NOW BE REVIEWED WITH THE OPERATIVES UNDERTAKING THE WORK TO ENSURE OUR PROCEDURES ON SITE REDUCE ALL POSSIBLE RISK.**

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**FLUE SYSTEMS - CANOPIES - FREE STANDING CHIMNEYS**

**FAN DILUTED & ASSISTED FLUES -GENERATOR EXHAUST SYSTEMS**

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Company Reg. No. 4950333  
VAT Registration No.
## RISK ASSESSMENT - PART 2

**SITE ADDRESS:** Carillion - County Hall Northampton

**CONTRACT ACTIVITY:** Installation of stainless steel flue and liner

### ASSESSMENT FOR SIGNIFICANT RISKS AS IDENTIFIED IN PART 1

**4. Falls From Heights**

<table>
<thead>
<tr>
<th>CONTROL ITEM</th>
<th>DETAILS OF CONTROL MEASURES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Documents Procedures etc</td>
<td>Company Health and Safety Policy Booklet. Method Statement and risk assessment</td>
</tr>
<tr>
<td>Information</td>
<td>Operatives advised of risk of falling and trained in erection and use of access towers and step/ladder placement. Trained in use of harness systems. attach harness to mansafe system or suitable anchor point</td>
</tr>
<tr>
<td>Instruction</td>
<td>Follow standard procedure for working at height. Working in teams of 2 men</td>
</tr>
<tr>
<td>Training</td>
<td>Operatives attending safety briefings and hold relevant CSCS or CRO card or other proof of competency</td>
</tr>
<tr>
<td>Supervision</td>
<td>N/A</td>
</tr>
<tr>
<td>Access</td>
<td>Access should be safe and erected by qualified personnel/ Floor levels to be safe</td>
</tr>
<tr>
<td></td>
<td>Roof access via fixed scaffold, edge protection to be present</td>
</tr>
<tr>
<td>Environment</td>
<td>N/A</td>
</tr>
<tr>
<td>Emergencies</td>
<td>Standard knowledge of first aid on site</td>
</tr>
<tr>
<td>Communications</td>
<td>Operatives to advise clients representative prior to commencing work</td>
</tr>
<tr>
<td>COSHH</td>
<td>N/A</td>
</tr>
<tr>
<td>PPE</td>
<td>Hard Hats, Safety Boots, High Visibility Vests, Eye Protection, Gloves. Harnesses must be worn when working at high level.</td>
</tr>
<tr>
<td>Other Procedures</td>
<td>N/A</td>
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The above controls have been selected to protect the health & safety of operatives and others who may be affected by the work. The controls have been designed to protect against the risks recorded on Risk Assessment Summary Part 1
Why choose Weldline over other products?

Why the experts choose Weldline.

In a word STRENGTH.

Turner and Wilson have been leaders in flue lining technology for over 30 years, and were first to develop advanced welding techniques for flue linings in 1980. Since then, literally millions of metres have been manufactured in all diameters.

Product Specification

Weldline is produced from a high quality 316 grade commercial stainless steel, which is constantly monitored for tolerance, consistency and conformance to specification. The joint is made with an overlap of the metal which is continuously welded. This creates the ultimate seal, completely gas and water tight, yet still incredibly flexible.

When joints in this high quality material are welded, a bond is formed that is actually stronger than the metal itself.

THIS IS WHY THE EXPERTS THEMSELVES CHOOSE WELDLINE!

Certified Product

Linings covered by the scope of BS 715: 1993 are kitemarked, and manufactured under the requirements of BS EN ISO 9002 Quality Assurance scheme.

Application

Suitable for all gas installations, including conventional and condensing appliances, together with sulphur and proprietary additive free oils up to 28-second kerosene. For other fuels, refer to Twinflex MF brochure for full details and specification.

Availability

All products are available via an extensive national network of stockists and distributors.

Weldline is manufactured in 11 diameters from 125mm to 500mm to cover all residential, commercial and industrial applications. Also available, should an alternative specification be required, is Triple Lockseam, which is produced in the same high quality material, and features a joint which is folded and locked in 3 planes. This is available in 6 diameters from 50mm to 150mm. Both products can be supplied in drums and pre-formed packs.

WELDLINE- FULLY WELDED SEAM- 10 RIBS BETWEEN SEAMS
TRIPLE LOCKSEAM- 6 RIBS BETWEEN SEAMS

FOR QUALITY
Weldline is designed to overcome all these problems.

These are some of the problems which can be experienced when using flue liners with a standard overlapping folded joint.

Folded joint before stress.  
Folded joint starting to slip.

Failed folded joint.

Standard flue lining joints are produced by simply making a fold in the metal. Simple folded joints are, however, susceptible to becoming loose and unwinding, even under minimal stresses and bending. This causes the joint to slip and become porous to water and dangerous flue gases.

Failure of the joint in just one place, will cause the entire folded joint to pull apart and subsequently separate along the whole length of the flue lining.

For all your project needs, and to be sure of your flue lining joints,

Do as the experts do...... Specify Weldline.  
The superior flexible flue lining from Turner & Wilson.

DESIGN CHOOSE WELDLINE

Product specifications and approvals may change.
Installation Guide

Turner & Wilson flue linings are suitable for use on all gas installations, together with sulphur and proprietary additive free oils up to 28-second kerosene.

It is vitally important that the chimney brickwork is inspected to ensure the chimney is as dry as possible, flashings and D.P.C. should be in good condition, and the brickwork must be structurally sound.

The existing terminal or pot should be removed, and the chimney must be SWEPT THOROUGHLY AND BE FREE FROM ANY SOOT DEPOSITS before commencing the installation.

The flue lining should be installed from the top of the stack and a nose cone with attached draw cord should always be used to pull the lining down the chimney. Failure to use a nose cone will make the installation far more difficult and may result in the liner becoming blocked or stuck within the chimney. It is for this reason, nose cones with attached draw cord are available, and are included as standard issue with all Turner & Wilson pre-formed packs.

The flue lining can then be cut to the required length, and supported at the top of the stack with a combined clamp and sealing plate. In order to provide an insulating effect within the chimney, the top and bottom of the stack should be sealed, a suitable terminal fitted to the liner, secured and parged to finish, providing a weather tight seal. The bottom of the chimney can be sealed by the use of a debris plate, for inset appliances, or by making good the brickwork for free standing units.

A range of accessories are available for use with flue linings, including flue boxes, terminals, clamp plates. Turner & Wilson supply linings in drums or in packs, cut to the appropriate length, fitted with nose cone and draw cord, and supplied with suitable terminal and clamp plate as required. All this in a compact, easy to handle, shrink wrapped bag which provides for safe handling and installation of the lining, with minimum wastage and inconvenience.

For flue linings for other fuels, including wood and open fires, please refer to the Turner & Wilson Twinflex MF brochure for details and specification.

Turner & Wilson

Road Three, Winsford, Cheshire CW7 3PD, England. Telephone: + 44 (0)1606 861191 Facsimile: + 44 (0)1606 861231