



PROGRESS REPORT ON WAR MEMORIAL RESTORATION PROJECT
For 3rd September Meeting. Update to 27/08/2024

Previous Report 25th July 2024 2024

<https://colsterworth.parish.lincolnshire.gov.uk/downloads/file/986/war-memorial-progress-report-25th-july-2024>

1. Restoration work continues on the War Memorial and is coming to the final stages.
2. On Friday 23/08/2024 the Clerk met with the Architect and Contractor at the War Memorial.
3. Two new coping stones had been cut and were ready to be positioned on the War Memorial.
4. There will be a narrow channel between the ground slabs and the structure which will be filled with small stones to allow drainage.
5. A cherry picker will be used to apply shelter coating on the top cross before work is finished, which is expected to be around the 30/08/2024.
6. The Architect will re-visit once the restoration work is complete for a final sign off and identify any snagging to be remedied.
7. There are two/three slabs that are to be replaced once the correct stone is sourced. If these cannot be sourced before the restoration is signed off the contractor will return to replace the slabs at no extra cost to the Parish Council.
8. The Clerk has maintained good communication with the Contractors and Architect, both face to face and email/telephone on their regular visits to the War Memorial. The contractors have been pleased that there has been so much interest in documenting the restoration work being carried out.
9. The first invoice of £10,560.55 has been paid to Pinnacle Conservation Limited. The VAT element of £1,760.09 will be reclaimed at the end of August in line with HMRC rules.

Restoration Story Board The Clerk has been making regular visits to the site taking photos for a story board which can be seen on the following link to the CADPC Website from 10/06/2024 – 23/08/2024. [war-memorial-restoration-work-in-progress-from-10-06-2024-23-08-2024 \(lincolnshire.gov.uk\)](https://colsterworth.parish.lincolnshire.gov.uk/downloads/file/1009/church-exhibition-display)

War Memorial History and funding recognition to all those involved in funding the restoration put together by Cllr C Hainsworth
<https://colsterworth.parish.lincolnshire.gov.uk/downloads/file/1009/church-exhibition-display>

10. The Parish Council were successful in applying for the SK2200 Grant and received an offer of £1,700 to purchase and install an Interpretation Panel detailing the funders, history and restoration of the War Memorial. To be sited on the external wall of the brick bus shelter on the High Street adjacent to the War Memorial.
11. A request has been made to the Parish Council to install a Commemorative Lectern on the War Memorial Gardens. This may require permission from LCC Highways

AGENDA Items for the 3rd September PC Meeting: -

2024.73.1. War Memorial Project update. Report circulated (S Grant – Clerk)

2024.73.2. Resolve to investigate LCC Highways permissions and costs for a request for an alternative lectern style Commemorative board sited on the War Memorial gardens. Including revised content, artwork and additional quotes already obtained and approval from SKDC that this will meet the terms of the SK2200 grant already secured.



2024.73.3. Resolve to postpone the agreed proposal (minute July 2024.55.3) until the October meeting to fix an information board on the bus shelter adjacent to the Memorial, which has permissions and funding in place due to the SK2200 grant of £1,700.

2024.73.4. Resolve to use the Parish Council agreed artwork for the Interpretation panel on the Bus shelter.

2024.73.5. Resolve to hold a joint invitation only official opening ceremony of the War Memorial Restoration with Colsterworth Festival of Remembrance at the War Memorial followed by refreshments at St John The Baptist Church where the Restoration and Remembrance exhibition will be on display. Date and time TBC.

Subject to approval by the PCC meeting of 5th September 2024 the following is proposed: -

25th Oct - church is decorated by the CFoR team as is normal when we have the church service after the war memorial service.

28th Oct at latest - Parish Council to set up their exhibition of the work in progress story board.

30 Oct - Thank you event. Private for max 20 where tea, coffee & cake will be served. No cost to the church other than electric. We will not be asking the congregation for cakes.

It is anticipated that the Exhibition will be where the existing Newton Project stands are.

Updated fund raising and costs in the table below:

PROJECT COSTS EXCL VAT	
Architect Fixed Professional Fees	£2,287.00
* Contractors Costs for restoration of the War Memorial excluding contingency costs.	£29,026.48
** Contractors contingency costs identified.	£3,266.35
FCC Environment Third Party Contribution	TPC amount £3,120.35
*Total Costs Incl contingency sum	£37,700.18
Funds Raised by CFoR for TPC and Professional Fees	
CFoR Fundraising for TPC	£3,000.00
CFoR Fundraising for professional fees	£1,407.35
Sub Total	£4,407.35
Less total TPC and professional fees	£5,407.35
Amount of shortfall to be paid by the PC	*£1,000.00
Funds Raised by CFoR for Contingency Sum	
CFoR Fundraising for the Contingency Sum	£1,329.25
Less Contingency Sum	£3,266.35
Amount of shortfall to be paid by the PC	**£1,937.10



Funds Ear Marked by the PC & FCC Grant	
CADPC Ear Marked for WM Project	£3,500.00
CADPC WM maintenance budget 2023/2024 transferred to WM Ear Marked Project	£1,000.00
FCC Environment Grant	£29,026.48
Total Funds Raised	£34,855.73
Less Contractors costs excluding contingency	£29,026.48
*Less shortfall from TPC & Professional fees to be paid by the PC above.	*£1,000.00
**Less Contingency costs shortfall to be paid by the PC above.	**£1,937.10
Total surplus/deficit funds less costs	£2,892.15
VAT TO BE APPLIED FOR ARCHITECTS & CONTRACTORS FEES	
VAT to be applied to costs	£6,915.96
VAT to be reclaimed by CADPC	£6,915.96

1. PREFERRED CONTRACTORS PAYMENT PROCESS

- Application 1 – 4 weeks after the works have commenced. This will be valued based on the % of works complete, but they expect this to be approx. 60% of the value.
- Application 2 – upon completion of the works. This will be for the remaining balance, less any retention (subject to the adoption of the JCT Contract).

Payment will be made on completion of the work. The Architect will certify when the works have been completed. There will be a retention of 2.5% of the contract sum for 3 months from completion, where the Contractor will remain responsible for putting right any defective workmanship discovered during this period.

-End-

Reported to Council 07 November 2023

1. CADPC have allocated a grant up to £3,500 for the project.
2. Currently resolution has been passed to approve Architect's fixed fees at £2,287 to take the project to signing off the work (excluding VAT).
3. No additional charge by Architect for re-tendering process which has now been completed.
4. The Parish Council has agreed to act as "Employer" but will only instruct the Architects to proceed with the works if all the funding is secured through grants, fundraising and donations.
5. The Parish Council will cover the VAT element of costs and reclaim this keeping the works at net cost.
6. The recommendation from the Architects for preferred contractor will put the costs at £33,380.45 (excluding VAT)
7. The VAT element will be covered by the CADPC and then reclaimed (potentially in the region of £7K). CADPC would have to cover this from Reserves for an anticipated period of two months prior to it being reclaimed to go back into Reserves. For cashflow purposes it is preferable that this is within the first six months of the financial year (April-September 2023)
8. The net costs of the restoration (via grant allocations/fundraising/ donations) must be held by CADPC prior to any instructions from CADPC to start works and incur costs. If this is not in place then the Project cannot proceed.
9. The tenders are valid until January 2024
10. Planning permission expires October 2024

Resolutions/Minutes:

2022.170.3: April 2023	2023.13.2: May 2023	2023.36 2: June 2023	2023.57: July 2023	2023.77.2: Sept 2023	2023.97.2 October 2023	2023.155.1 February 2024
---------------------------	------------------------	-------------------------	-----------------------	-------------------------	---------------------------	-----------------------------

