



**PROGRESS REPORT ON WAR MEMORIAL RESTORATION PROJECT UPDATE TO 26.11.2024
For PC Meeting to 03.12.2024.**

War Memorial Restoration Project completed 12/09/2024

1. All contractors invoices paid totalling £38,751.38 incl VAT. £6,458.56 VAT reclaimed through HMRC Form 126. (Net costs £32,292.82)
2. Architect fees £2287.00 + £397.18 travel = £3,081.36 incl VAT paid. £513.56 VAT to be reclaimed from 01/12/2024. (Net costs £2,567.80).

Lectern style information board.

3. Unanimously agreed by full Council at the November 2024 meeting minute ref 2024.109.1 to use the SK220 Grant of £1,700 to purchase the Lectern from Shelley Design's at a cost of:
£890 for lectern frame
£380 for Artwork (Using the information and photos compiled by Cllr C Hainsworth)
£85 for delivery
Total cost £1,355
4. Order placed with Shelley designs on 22/11/2024

Previous Report 30/30/2024 [war-memorial-progress-report-for-5th-november-pc-meeting](#)

1. The Restoration Project was completed 12/09/2024.
2. All three Pinnacle Invoices have been paid.
3. FCC Grant of £29,026.48 received in the Parish Bank Account 30/10/2024.

Previous Report 26/09/2024 [war-memorial-progress-report-for-26th-september-2024-f-a-meeting](#)

1. The Clerk and Cllr C Hainsworth (Chair) met with the Architect and contractors at the War Memorial on Wednesday 11th September 2024. The Architect was very pleased with the work and agreed to give the final sign off.
2. The second invoice of £16,606.17 has been paid to Pinnacle Conservation Limited. The VAT element of £2,767.69 will be reclaimed at the end of August in line with HMRC rules
3. 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.
4. Awaiting the final invoice from Pinnacle Conservation the Clerk will arrange to complete the FCC online form to claim the £29,026.48 FCC Grant.

Total Restoration costs and forecast (Net) excl TPC of £3,120.35

£29,026.48 (Excl contingency) covered by the FCC Grant claim of £29,026.48.

Leaving: -

£3,266.35 Contingency costs covered by £1,329.25 (Balfour Beatty contribution to contingency)

Leaves a £1,937.10 shortfall to be paid from PC WM Reserve of £4,379.65.

***£2,442.55 Remaining PC WM Reserve.**

Architect Professional Fee/Costs = £2,287.00

Less £1,407.35 CFoR Funds raised for professional fees.

Leaves a £879.65 shortfall to be paid from the remaining PC WM Reserve of *£2,442.55



Leaving the WM Reserve balance at £1,562.90.

Private Opening Ceremony

- On Friday 01 November 2024 at 15.30hrs there will be a small private gathering at the Colsterworth War Memorial for some of the organisations and individuals who supported the Colsterworth War Memorial Restoration Project. Captain David Heath-French will lead a short acknowledgement of the restoration project. This will be followed by light refreshment in St John the Baptist Church provided by Peter Wheatley the Church Warden. Guest spaces are limited for the Ceremony, but the Parish Council and Colsterworth Festival of Remembrance wish to thank all those involved in the restoration project

War Memorial History and Restoration Exhibition.

- The exhibition will open from Saturday 2nd November 2024 Inside St John the Baptist Church Colsterworth. It is anticipated that the Exhibition will be where the existing Newton Project stands are.
- The church will be poppy dressed and there will be a tea/coffee and poppy/cake sale on 02 November 2024.

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 – 12/09/2024. <https://colsterworth.parish.lincolnshire.gov.uk/downloads/file/965/war-memorial-restoration-work-in-progress-from-10-06-2024-02-09-2024>

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>

- 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.
- 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.
- Investigations continue by the Clerk 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.

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
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