

# Appendix A



## Local Joint Committee APPLICATION FORM

PLEASE CONTACT YOUR LOCAL COMMUNITY REGENERATION OFFICER FOR HELP AND SUPPORT IN COMPLETING YOUR APPLICATION - CONTACT DETAILS AT THE END OF THE FORM

PLEASE STATE THE LOCAL JOINT COMMITTEE YOU ARE APPLYING TO:	LTON + TERN L.J.C.		
1. PROJECT TITLE:	RESTORATION OF HOLY TRINITY CHURCH CLOCK, BICTON		
2. LOCATION OF PROJECT ACTIVITY:	HOLY TRINITY CHURCH, BICTON, SHREWSBURY		
3. PROJECT START DATE:	AUTUMN '09	4. COMPLETION DATE:	AUTUMN '09
5. APPLICANT DETAILS:			
Name of Organisation or Group	BICTON PARISH COUNCIL		
Name of Key Contact			
Contact Address			
Postcode			
Telephone			
Email			
6. TYPE OF ORGANISATION:	PARISH COUNCIL		
7. REGISTERED CHARITY/CO NO.:	NONE		
8. VAT NO.:	UB 1490		

### 9. BANK ACCOUNT DETAILS

Bank Name	HS
Bank Address	33 t SHRE
Bank Account Name	
Bank Account No.	
Bank Sort Code	

### 10. PROJECT DESCRIPTION

*Include the overall purpose and aims of the project and the main activities.*

Holy Trinity Church was designed by Geoffrey Smith, Architect and built in 1886. Patrons are the Earl of Powis, NEE Stephens + J & O Wingfield (joint).

The Church Memorial Clock was installed to commemorate and remember those who fought in the 1st World War. The money was raised by public subscription and made of cast iron by J B Jones of Whitchurch. On 2nd January 1921 the clock was dedicated by the Archbishop of Salop and unveiled by Lt Leonard Cook and Lt Humphrey Sandford. The clock is listed in the National Inventory of War Memorials - copy attached.

In March 2008 Smith of Delby (formerly Joyce of Whitchurch) recommended that the clock face be restored. A quotation was obtained but due to the considerable expense of the project the Parish Council put the project on hold. Supporting quotations, together with the recommendation for restoration and Newsletter are attached.

The overall purpose of this project is to restore the clock face to its former glory in order to preserve, conserve and protect it for future generations and to continue to remember those who fought in the 1st World War.

**FINANCIAL INFORMATION: to be completed by all applicants**

<b>Project Costs:</b> List anticipated items of expenditure below	£	
SMITH OF DERBY	£ 2150.25	
SMITH OF DERBY	£ 1339.50	
<b>TOTAL PROJECT COSTS</b>	<b>£ 3489.75</b>	
<b>Project Funding:</b> List anticipated project income or grant funding (including LJC Grant applied for) and any contributions in kind.	£	<b>Confirm status of funding</b> eg: Secured/unconfirmed/applied for etc
	£ 3,489.75	
<b>TOTAL PROJECT FUNDING</b> (should equal total project costs)	<b>£ 3,489.75</b>	
Please confirm how much funding you are seeking from the Local Joint Committee?	£ 3,489.75	

Depending on budget pressures the Local Joint Committee may need to consider a reduced offer of funding. Please describe what the impact on your project activity would be if less funding were available.

Project may be put on hold once again resulting in further deterioration of clock face.

**11. NEED AND DEMAND:**

*What is the evidence that justifies the project activities? To what extent is the project needed? Detail any consultation you have undertaken. What is the scale of demand for the project activities? Does demand vary across the area of benefit or by different groups of people?*

The report from Smith of Delby recommends the clock face be restored. This project is needed to help protect and preserve an important feature of Bicton village - observed and used by all who pass by it. Consultation at Parish Council level has resulted in agreement that the project be carried out but due to lack of funding has been put on hold. We believe the restoration should be completed before the clock face deteriorates further which would result in extra expense. Copy of BPC Minutes attached.

**12. ADDED VALUE**

*In what ways will the project be additional to what is already being done?*

The clock mechanism has for many years been serviced regularly and a maintenance fund accrued in order to pay for unseen costs regarding the mechanism. Funds are not sufficient for a major project such as this. To our knowledge no work has ever been carried out on the clock face since it was dedicated in 1921.

**13. FINANCIAL INFORMATION:**

*Please complete the table on the next page, giving as much detail as possible on the costs and funding required for your project activity.*

**14. APPLICANT CERTIFICATION:**

I am applying on behalf of my organisation to the Local Joint Committee for financial assistance. I confirm that the information supplied above is correct to the best of my knowledge and enclose the Minutes from the meeting that approved the bid or letter of support from the Chairman of the group or organisation. I have read and understand the LJC Financial Procedure Notes and confirm acceptance of their requirements.

SIGNATURE: S. Hemelby

POSITION: CHAIRMAN, BICTON PARISH COUNCIL DATE: 20<sup>th</sup> July 2009

Our ref:H/14482/GE/GR

Bicton Parochial Church Council  
C/o Mrs S Goldsworthy DECEASED DO NOT WRITE AGAIN  
21 Eastwood Road  
Shrewsbury  
Shropshire  
SY3 8YJ

February 26<sup>th</sup> 2008

Dear Mrs Goldsworthy

**Bicton: Church – Dial Restoration**

Further to your letter of the 18<sup>th</sup> February we are pleased to submit the following quotation for your consideration.

We propose to attend on site with our rope access equipment and gain access to the clock dial. The clock hands would be removed and the dial motion works withdrawn, these would be dismantled and cleaned, all steel working surfaces polished, re-lubricated and reassembled. The clock hands and dial would be rubbed down and prepared for paint and one coat of undercoat and one coat of durable enamel paint to the original colour applied. We would then re-gild using 23½-carat double thickness gold leaf the minute marks, Roman numerals and hands as original. The dial motion would be reinstalled, the clock hands refitted and resynchronised, all set up and left in good order.

The cost of this work would be **£1,830.00 (One thousand, eight hundred and thirty pounds) net, plus VAT.**

This quotation is given as per our Terms and Conditions of Contract a copy of which is enclosed.

**Points to Note**

- Due to current Health and Safety Regulations, to use rope access equipment we need to write a Risk Assessment and Method Statement and included in this there must be a rescue plan and this means that we have to employ an external body whenever we use our rope access equipment to provide our engineers with a rescue should anything happen while working on site.
- We would need the hire of the third party for approximately 3-days and a budget cost pending a quotation would be £380.00 net, plus VAT, per day.

- An alternative to this would be to have a local scaffold company supply a scaffold to the clock dial position.
- It appears that there are electric cables directly below the clock dial and these would need to be sheathed to make it safe for our engineer to gain access to the clock dial.
- With any on-site inspection, there is always the possibility that upon dismantling the dial motion works, further work may be required. In the unlikely event of this happening we will show the relevant parts to someone in authority explaining what is required, but no allowance has been made for carrying out the additional corrective work.

Assuring you of our continued interest and, with compliments, we remain

Yours sincerely

**George Edge**  
**Sales Engineer**