

Report of	Meeting	Date
Director of People and Places (Introduced by the Executive Member for People, Councillor John Walker)	Executive Cabinet	23 June 2011

## CHORLEY PALS MEMORIAL TRUST – HERITAGE LOTTERY FUND BID

### PURPOSE OF REPORT

- To approve Chorley Council's involvement and support for the Chorley Pals Memorial Trust bid to the Heritage Lottery Fund (HLF)

### RECOMMENDATION(S)

- That the Executive Cabinet approve Chorley Council's involvement in the Trust's bid, as detailed in Sections 15, 20, 25 and 29 to this report, and support the application.

### EXECUTIVE SUMMARY OF REPORT

- The report provides details of the Chorley Pals Memorial Trusts funding bid to HLF and, specifically, further detail of projects that involve Chorley Council assets. The recommendation is to support the bid and there are also recommendations for the projects relating to the Council assets.

### REASONS FOR RECOMMENDATION(S)

#### (If the recommendations are accepted)

- The recommendations, assuming the HLF bid is successful, will result in an improvement to the Cenotaph, the Memorial Arch, an expansion and enhancement of the Pals Memorial room at Astley Hall and the introduction of interpretation boards and improved access at the Chorley Pals memorial statue on the Flat Iron car park.

### ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

- Not to support the Chorley Pals Memorial Trust's HLF application.

### CORPORATE PRIORITIES

- This report relates to the following Strategic Objectives:

Strong Family Support		Education and Jobs	
Being Healthy		Pride in Quality Homes and Clean Neighbourhoods	√
Safe Respectful Communities		Quality Community Services and Spaces	√
Vibrant Local Economy		Thriving Town Centre, Local Attractions and Villages	√
A Council that is a consistently Top Performing Organisation and Delivers Excellent Value for Money			

## **BACKGROUND**

7. Following the success of the Chorley Pals Memorial statue, the Trustees of the Chorley Pals Memorial decided to apply to the HLF for funding for a Remembrance Project in Chorley. They were successful in securing initial funding to appoint project management support to work up their project bid in more detail.
8. Chorley Council and the Trust have worked closely to prepare the bid. There has been, and continues to be, extensive consultation with parks, Astley Hall, town centre and conservation officers.
9. The Remembrance Project has a number of strands, namely:
  - Enhancement to the Chorley Cenotaph.
  - Remedial works to the Memorial Arch at the Queens Road entrance to Astley Park.
  - Expansion and enhancement of the Memorial Room at Astley Hall.
  - Enhancements to the Chorley Pals Memorial statue.
  - Chorley Remembers website.
  - Education and community initiatives, for example, Chorley Remembers Month.
10. This report focuses on the first four strands, given that the assets involved are Chorley Council's responsibility. The Trustees are the accountable body for the HLF funding. This means that the Trust is responsible for the delivery of the whole project and is responsible to the HLF, for all financial matters.

## **ENHANCEMENT TO THE CHORLEY CENOTAPH**

11. The proposal for the Cenotaph is to add stone panel's engraved with the names of the fallen around the rear of the central cross, see Appendix A. The panels will replace the stone wall that extends around the area. The Trustees expect the number of names added to be about 850 and will cover all deaths from the Boer War up to the present, with an additional addendum panel for any additional names. The panels will be made from Portland Limestone as this is the material traditionally used by the Commonwealth War Graves Commission. In addition, the Trustees propose to install an interpretation board so that visitors can read about Chorley's military history.
12. Members will note in Appendix A that the panels are shown to be all around the Cenotaph. If this option were to be pursued, the Falklands Stone would need to be repositioned. Likewise, the removal of the existing wall would mean that the individual stones commemorating specific conflicts would need to be repositioned. The drawing is for illustrative purposes at the moment. Any decision to relocate the Falklands Stone would be the subject of further consultation with stakeholders for example, the British Legion and the South Atlantic Medals Association. If the outcome of the consultation is to retain the Falklands Stone in its current position, the proposed central panel would need to be removed from the plan or be sensitively repositioned. However, if there was agreement to relocate the Falklands Stone, it could be incorporated, along with other stones, in the wall/grassed area facing the Cenotaph, for example.
13. The Trustees estimate the cost of the works to be £57,000 and a further £6,000 for the panels to be engraved. The Trustees will include a contingency sum in their HLF bid. The cost of this work will be met by the Trustees.
14. There is no financial cost to Chorley Council for these works. However, Chorley Council will need to give permission for the work to take place and take responsibility for the

maintenance and upkeep of the improved asset. Chorley Council will be closely involved with the supervision of the works to ensure the asset is safeguarded.

### **Recommendation**

15. That Members approve the inclusion of the Chorley Cenotaph in the Chorley Pals Memorial Trust application, subject to:
  - (a) A consultation exercise being undertaken to consider options for the location of the existing Falklands Stone.
  - (b) A detailed final design, costings, work methods, conservation details and insurances being presented for approval by the Executive Member for People prior to consent being given to work on site.
  - (c) The cost of the works, estimated to be £63,000 in total, to be met by Chorley Pals Memorial Trust.

Members are also asked to approve the Chorley Cenotaph management and maintenance actions in Appendix C to this report.

### **REMEDIAL WORKS TO THE MEMORIAL ARCH**

16. In February 2011, the Trustees were given permission to undertake a structural survey on the Memorial Arch. The Surveyor's report noted that there are some problems due to the fact that the stone blocks were made from sandstone. Being a natural material, it varies in its composition from block to block and this will affect durability in how it reacts to weather conditions and pollution. This has resulted in some blocks displaying more cracks and stains than others. The Arch includes cast iron metal retaining/fixing pins which, given modern practices, would now be considered as poor materials. The exposed cast iron fixing element at the top of the structure had suffered the affects of corrosion. The corrosion has caused the metal to expand which has created pressure in the surrounding material. This has caused the sandstone to crack and spall. This spalling effect is evident in a number of locations with loose sections of spalled stonework present along areas where recent spalling had taken place. This action of corrosion and spalling is a continuous cycle that needs remedial works undertaken to prevent it causing serious failure in the future.
17. The Trustees propose to undertake works to remove and replace the corroding metal with stainless steel fittings. The old mortar will be raked out and replaced with a suitable replacement mortar and this will limit the water damage and prevent the growth of vegetation in the gaps and they will seek to repair areas of damage stonework, wherever possible.
18. The Trustees estimate the cost of the works to be £15,000. The Trustees will include a contingency sum in their HLF bid. The cost of this work will be met by the Trustees.
19. There is no financial cost to Chorley Council for these works. However, Chorley Council will need to give permission for the work to take place and to take responsibility for the maintenance and upkeep of the improved asset. Chorley Council will be closely involved with the supervision of the works to ensure the asset is safeguarded.

### **Recommendation**

20. That Members approve the inclusion of the Memorial Arch in the Chorley Pals Memorial Trust application, subject to:

- (a) A detailed final design, costings, work methods, conservation details and insurances being presented for approval by the Executive Member for People prior to consent being given to work on site.
- (b) The cost of the works, estimated to be £15,000 in total, to be met by Chorley Pals Memorial Trust.

Members are also asked to approve the Memorial Arch management and maintenance actions in Appendix C to this report.

## **EXPANSION AND ENHANCEMENT OF THE MEMORIAL ROOM AT ASTLEY HALL**

- 21. The current Memorial Room at Astley Hall is cramped, It is proposed to expand the themed area into the Townley Parker room as well as the existing space. It is not possible to make one large space given the listed status at the Hall. Having two rooms means that two spaces can be created that have two slightly different themes. The Townley Parker room would be about the actual conflicts and the people who were out on the front line, with the small current room being used for social history, such as the families left behind, rationing and those who worked locally at the Royal Ordnance site. Appendix B shows the proposed layout.
- 22. Astley Hall currently has limited electrical outlets in this part of the Hall and lighting is already poor for exhibition purposes. Part of the proposal would be to upgrade the electrical system which, in turn, would mean that exhibition requiring an electrical input could be installed. It is also proposed to redecorate the area and replace the carpeting, although the wooden floor in the Townley Parker room would be retained. The rest of the work will be to install exhibits and an Interpretation Scheme. This will consist of a floor mounted display systems around the walls and a moveable interpretation display for the middle of the floor space. This will be easy to move and means that the room can be used for other purposes should the need arise. It is also proposed to have some of the collection on permanent display in the central atrium in the Coach House, along with information about the opening times at the Hall and details of the Remembrance Projects in the Hall.
- 23. The Trustees estimate the cost of the works to be £56,000. The Trustees will include a contingency sum in their HLF bid. The cost of the work will be met by the Trustees.
- 24. It is proposed that Chorley Council contribute £2,000 towards the cost of these works, from the Astley Hall collections budget. In addition, Chorley Council need to give permission for the work to take place and take responsibility for the maintenance, upkeep and display of the improved asset. As before, Chorley Council will be closely involved with the supervision of the works to ensure the Hall is safeguarded.

### **Recommendation**

- 25. That Members approve the inclusion of the Memorial Room at Astley Hall in the Chorley Pals Memorial Trust application, subject to:
  - (a) A detailed final design, costings, work methods, conservation details and insurances being presented for approval by the Executive Member for People prior to consent being given to work on site.
  - (b) The cost of the works, estimated to be £56,000 in total, to be met by Chorley Pals Memorial Trust. Chorley council will contribute £2,000 towards the works.

Members are also asked to approve the management and maintenance actions in Appendix C to this report.

## ENHANCEMENTS TO THE CHORLEY PALS MEMORIAL STATUE

26. As the statue's been in place only one year, it is in excellent condition. The proposal is to enhance the visitor experience to the site. The proposal is to open up the access to the site by providing a wider paved area so that there is more room for people to move around the statue especially if they are in a wheelchair or have a child in a pushchair. The proposal is also to provide interpretation boards so that everybody that visits can get to know about whom the Chorley Pals were and what they did to earn their place in history. It is also proposed to provide a bench so that people can visit the Memorial and have a place to sit and contemplate. The plan is to access the statue from the pavement. This will have no impact on car parking bays.
27. The Trustees estimate the cost of the works to be £5,000. The Trustees will include a contingency sum in their HLF bid. The cost of the works will be met by the Trustees.
28. There is no financial cost to Chorley Council for these works, however, Chorley Council will be closely involved with the supervision of the works to ensure the smooth operation of the Flat Iron car park and markets. Chorley Council will also continue to be responsible for the maintenance and upkeep of the paved area, grass and floral displays.

### Recommendation

29. That Members approve the inclusion of the area around the Chorley Pals Memorial Statue in the Chorley Pals Memorial Trust application, subject to:
- (a) A detailed final design, costings, work methods and insurances being presented for approval by the Executive Member for People prior to consent being given to work on site.
  - (b) The cost of the works, estimated to be £5,000 in total, to be met by Chorley pals Memorial Trust.

Members are also asked to approve the management and maintenance actions for the area in Appendix C to this report.

## ONGOING MAINTENANCE, REPAIR AND OPERATION

30. As mentioned in other sections, attached, at Appendix C, is a table showing the ongoing maintenance, repair and operational liabilities. The Council's liabilities can be met from within the existing budget for these areas.
31. As mentioned earlier, there has been ongoing consultation between the Council and the Trust to get to this stage. This will continue. A protocol has been agreed to ensure that we manage the communication around the project. Again, this will continue.
32. This report has implications in the following areas and the relevant Directors' comments are included:

Finance	√	Customer Services	
Human Resources		Equality and Diversity	
Legal		No significant implications in this area	

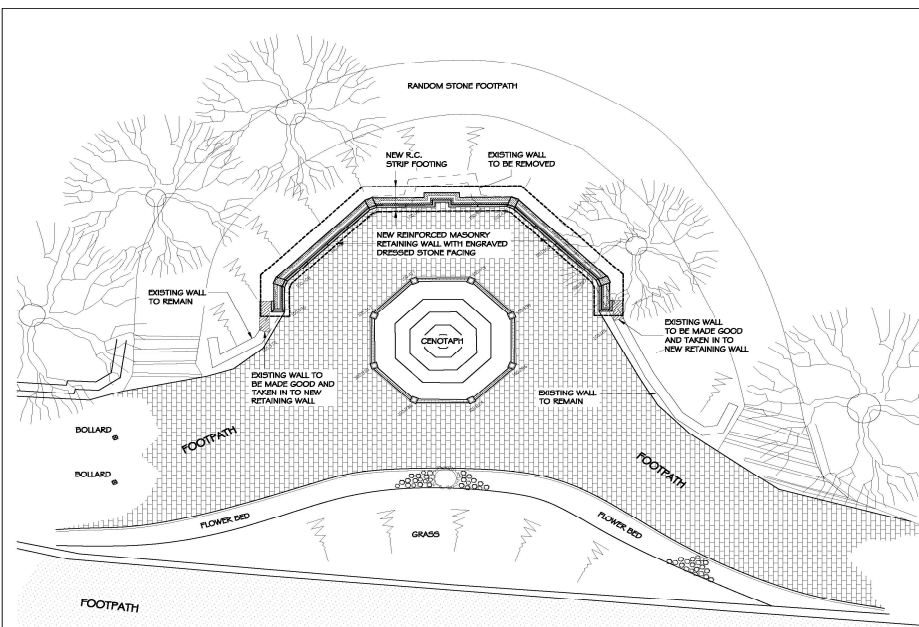
## COMMENTS OF THE DIRECTOR OF TRANSFORMATION

33. As detailed in the report, the capital works will be funded by Chorley Pals Memorial Trust. £2,000 from the Astley Hall budget, will be allocated to the Astley Memorial Room element. The ongoing maintenance, report and operation costs will be contained within existing budgets. If there are any changes, these will be brought to Members' attention.

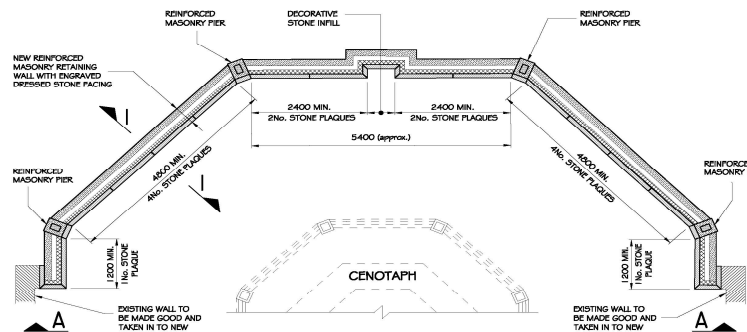
JAMIE CARSON  
DIRECTOR PEOPLE AND PLACES

There are no background papers to this report.

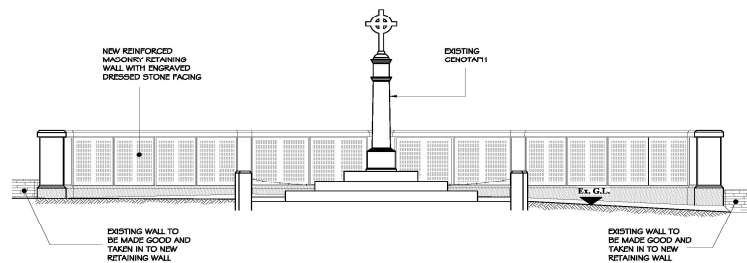
<b>Report Author</b>	<b>Ext</b>	<b>Date</b>	<b>Doc ID</b>
Jamie Carson	5815	15 June 2011	



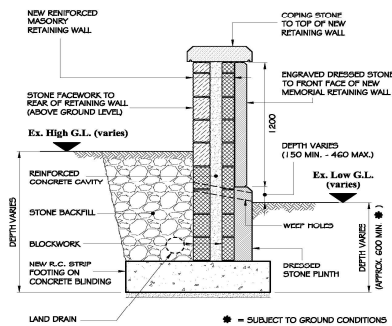
**PROPOSED SITE LAYOUT** (SCALE 1:100)



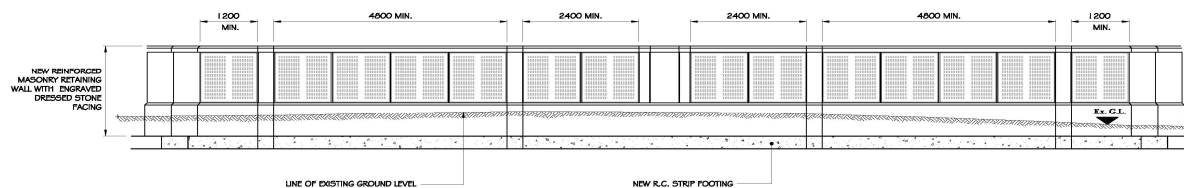
**PROPOSED PLAN ON NEW MEMORIAL WALL** (SCALE 1:50)



**PROPOSED ELEVATION 'A - A'** (SCALE 1:50)



**SECTION '1 - 1'** (SCALE 1:20)  
**TYPICAL DETAIL THROUGH NEW MEMORIAL WALL**  
 (CONSTRUCTION DETAILS INDICATIVE PENDING  
 CONFIRMATION OF GROUND CONDITIONS & DETAILED DESIGN)



**DEVELOPED FRONT ELEVATION** (SCALE 1:50)

- GENERAL NOTES:**
1. THIS DRAWING IS TO BE READ IN CONJUNCTION WITH THE SPECIFICATION & ALL RELEVANT ENGINEERS, ARCHITECTS & SUBCONTRACTORS DRAWINGS.
  2. DO NOT SCALE OFF THIS DRAWING. USE ONLY FIGURED DIMENSIONS & IF IN DOUBT ASK. ALL DIMENSIONS ARE IN MILLIMETERS.

DESCRIPTION	DATE	BY	CHECKED
STATUS			

**FOR CLIENTS APPROVAL**

**Graham Schofield Associates**  
 CONSULTING CIVIL AND STRUCTURAL ENGINEERS  
 72 Deodar Road, Leyland PR25 3ED Tel: 01772 458863 Fax: 01772 458264

client:  
 ERIC WRIGHT CIVIL ENGINEERING LTD.  
 FOR CHORLEY REMEMBERS PROJECT

project:  
 CHORLEY CENOTAPH MEMORIAL  
 ASTLEY PARK

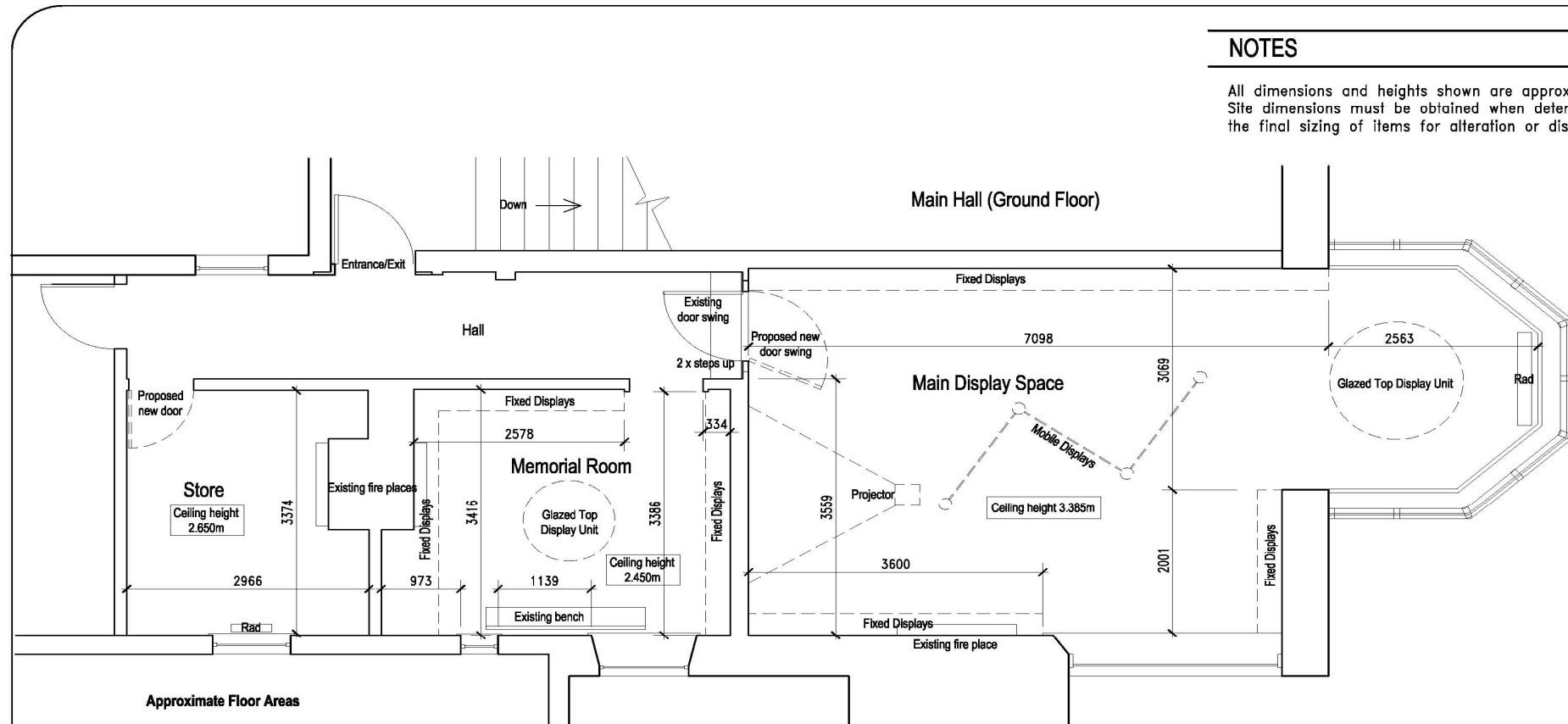
title:  
 PROPOSED PLAN, SECTION AND ELEVATIONS  
 OPTION No. 2

drawn: AW	checked: DM	drawing number:
date: 31.05.11	date: 02.05.11	2011 - 091 - 002
scale: 1:100 / 1:50 / 1:20	A1	



**NOTES**

All dimensions and heights shown are approximate. Site dimensions must be obtained when determining the final sizing of items for alteration or display.



**Approximate Floor Areas**

Main Display Space: 41.8 msq  
 Memorial Room: 13.8 msq  
 Store: 9.5msq  
 Hall: 10.9msq

Archimedia Consulting Ltd. shall have no responsibility for any use made of this document other than for that which it was prepared and issued. All site dimensions shall be verified by the contractor on site prior to commencing work. Do not scale off this drawing. Only work to written dimensions. This drawing is the property of Archimedia Consulting Ltd and copyright is reserved by them. The drawing is not to be copied or disclosed by or to any unauthorised persons without the prior written consent of Archimedia Consulting Ltd. Any drawing errors or divergences should be brought to the attention of Archimedia Consulting Ltd. at the address shown.

ARCHIMEDIA CONSULTING LTD.  
 TRAFFORD BUILDINGS, EAST STREET  
 LEYLAND, LANCASHIRE, PR25 3SP  
 TEL: 01772 455540 FAX: 01772 459970  
 Email info@arcmedconsult.co.uk

JOB TITLE  
**Astley Memorial Rooms  
 Chorley**

REVISION	DESCRIPTION	DATE
DRAWING RECORD	FOR INFORMATION	

DRAWING TITLE		
<b>Astley Hall Plan Layout First Floor</b>		
SCALE	DRAWN BY	DATE
1:50 @ A3	CMW	May 2011
JOB NUMBER	DRAWING NUMBER	REVISION
307	307-001	A





## Section 5: Action Plan &amp; Costs

Asset	Action	Work Involved	Carried Out By:	When/ How Often	Resources Needed	Cost estimated/ averaged per year
Chorley Cenotaph	Site cleanliness	Removal of litter & graffiti	Chorley Council	Litter – Daily Graffiti – Ad-hoc	Existing resource	£2,300
	Maintenance of general landscape in immediate area.	Grass cutting, weed control, pruning of trees/shrubs.	Chorley Council	Weekly as part of on-going maintenance	Existing resource	£1,000
	Monitoring of structural integrity of site.	Monitoring of columns, wall, & cross to comply with health & safety requirements. Minor repairs.	Chorley Council	Annually	Existing resource	£900
	Cleaning of panels & cross & interpretation panels.	Removal of build-up of algae/ tree sap / staining.	Chorley Council	Inspected every 6 months, work as required	Existing resource	£800
	Maintenance of access to cenotaph.	Monitoring of safety of footpaths & paved areas, continued access, routine maintenance and repairs.	Chorley Council	Monitoring, weekly, with repairs as necessary	Existing resource	£1,000



<b>Memorial Arch</b>	Monitoring of structure	Structural survey & safety inspection	Chorley Council	Every 2 years	Existing resource	£450
	Routine maintenance	Weed control and graffiti removal.	Chorley Council	As necessary	Existing resource	£350
<b>Memorial Suite</b>	Visitor management	Fire safety procedures, health & safety procedures, access & staffing.	Chorley Council	Daily	Existing resource	£3,000
	Maintenance of static exhibits & interpretation	Changing of displays, and general housekeeping.	Chorley Council	Quarterly	Staff time	£1,000
	Inspection & maintenance of electrical equipment and infrastructure.	Planned Statutory inspections & maintenance to fire alarms, legionella, PAT testing fixed wiring etc.	Chorley Council		Existing resources	£1,500
	Updating of interactive facilities.		Chorley Pals Memorial Trust			
	Maintenance of overall building structure and décor.	Condition survey, works prioritised and actioned.	Chorley Council	As determined by survey and priorities	Existing resources	£8000
<b>Chorley Pals Memorial Statue</b>	Site cleanliness.	Removal of litter & graffiti	Chorley Council	Weekly inspection and cleaned as required	Existing resources	£1,000
	Maintenance of	Monitoring of	Chorley Council	Regular	Existing	£1,250

	access to site.	safety of footpaths & paved areas, continued access, routine maintenance and repairs.		inspection with repairs requested as	resources	
	Monitoring of structure and statue and interpretation.	Inspection	Chorley Pals Memorial Trust			
<b>Chorley Remembers Website</b>	Website hosting		Chorley Pals Memorial Trust			
	Updating of site	Adding information, site maintenance.	Chorley Pals Memorial Trust			