

<b>Report To:</b>	<b>CABINET</b>	<b>Date:</b>	<b>13 OCTOBER 2020</b>
<b>Heading:</b>	<b>WAR MEMORIALS MANAGEMENT PLAN</b>		
<b>Portfolio Holder:</b>	<b>CLLR D MARTIN, PORTFOLIO HOLDER FOR STREETS, PARKS AND TOWN CENTRES</b>		
<b>Ward/s:</b>	<b>ALL</b>		
<b>Key Decision:</b>	<b>YES</b>		
<b>Subject to Call-In:</b>	<b>YES</b>		

### **Purpose of Report**

In Ashfield there are 10 war memorials within the Council's responsibility. Highly valued by the community, war memorials provide a focus for remembrance events across the District. The Council has carried out various degrees of cleaning and maintenance of the memorials over the years and recent reviews carried out by Scrutiny have made a number of recommendations. This report seeks to update Cabinet on the progress of Scrutiny review recommendations and seek approval for creation of a cleaning schedule and associated budget along with the approval of a community protocol.

### **Recommendation(s)**

- 1. To update Cabinet on recommendations set out in the Scrutiny Review and agreed at October 2019 Cabinet;**
- 2. To approve a budget of £3k per year to carry out a rolling programme of maintenance to War Memorials for which Ashfield District Council is responsible;**
- 3. To approve the proposed schedule of maintenance for War Memorials for which Ashfield District Council is responsible;**
- 4. To approve and adopt the War Memorials Community Protocol;**
- 5. To delegate authority to the Director of Place and Communities to approve any cleaning or restoration works on war memorials.**

### **Reasons for Recommendation(s)**

The Council is responsible for ten war memorials; previously they have been cleaned upon request or in line with remembrance service events. This has led to some memorials being cleaned more frequently than others and some being cleaned by community groups which has caused some degree of damage to the memorials due to the delicate material they are constructed from.

The Council recognises the need to preserve these war memorials, some of which are listed, and to ensure that a programme of cleaning is carried out in a sensitive and effective way.

These recommendations have provided the Council with the best opportunity to maintain and therefore preserve the life of war memorials whilst providing clear guidance on how interested parties and community groups can continue to be involved in these highly valued assets.

### **Detailed Information**

Across the District Ashfield District Council has 10 war memorials on the highway or land owned by the Authority made from a variety of materials, in very different locations and conditions. Each one of the memorials needs to be managed according to its individual conservation needs.

Since 2014 the Authority has spent £20,452 on repairs and restoration of the memorials, which includes specialist cleaning. In 2019 the Council collaborated with the War Memorials Trust to secure a grant to restore memorials in Sutton Cemetery, Titchfield Park Hucknall, Kingsway Park Kirkby and Huthwaite Cemetery. Prior to this the Council has carried out essential maintenance to the cenotaph in Sutton in Ashfield by replacing the bayonet and repairing the ornate fencing.

### **Past cleaning and restoration works**

The works carried out since 2014 are detailed in the following table:

Year	War Memorial	Completed work
2014	Various	Cleaning of memorials by appropriate methods.
2016	Sutton Cemetery (Sutton)	Repaint and restoration of Bayonet
2018	Sutton Cemetery (Sutton) Huthwaite Cemetery (Huthwaite) New Cross (Sutton)	Cleaning of memorials by appropriate methods.
2019	Titchfield Park (Hucknall) Kingsway (Kirkby) Sutton Cemetery (Sutton) Huthwaite Cemetery (Huthwaite)	Various works including restoration of names and wording along with appropriate cleaning methods.

It is recognised that a clear plan and maintenance schedule is required to ensure that all war memorials are reviewed on an annual basis with a condition survey carried out to determine whether specialist cleaning or restoration is required.

### **Future cleaning and restoration works**

The Council has consulted with the War Memorials Trust and officers have worked together from Cemeteries and Conservation to determine the most appropriate schedule of works for the future. The War Memorials Trust has advised that a three to five year rolling programme of specialist 'Doff cleaning' is the most effective method of maintaining the memorials and preserving their life. Officers will carry out a condition survey annually prior to any works being carried out.

Officers will also take into consideration feedback from interested groups and parties before proceeding with cleaning and restoration work. It is anticipated that war memorials will be cleaned on a rolling programme of 2 memorials per year; this means that each of the ten memorials will be professionally cleaned using the Doff cleaning method every fifth year.

The proposed schedule of Doff cleaning is demonstrated in the table below:

Year	Memorial	
2020	Sutton Cemetery Memorial	Kingsway Memorial
2021	Huthwaite Cemetery Memorial	Titchfield Park Memorial
2022	Jacksdale Memorial	New Cross Memorial
2023	Teversal Memorial	Luther Pepper Gardens
2024	Sutton Cemetery Memorial	Sterling Bomber Memorial
2025	Selston War Memorial	Kingsway Memorial

Appendix 1 to this report provides photos of each of the war memorials.

### Scrutiny recommendations

Scrutiny Panel B reviewed the Council's war memorials and presented their recommendations to Cabinet on 7 October 2019 as follows:

- a. The development of a brief protocol focusing on the four priority war memorials: Titchfield Park (Hucknall), Kingsway (Kirkby), Sutton Cemetery (Sutton), Huthwaite Cemetery (Huthwaite). This should set out the Council's key principles with regards to maintenance, engagement, and partnership working.
- b. The enhancement of existing webpages on the Council's website to provide further information on maintenance work, events, and community guidance regarding war memorials.

The Community Protocol appended to this report was developed to meet recommendation a. and the appended protocol is attached for Members' consideration and adoption by the Council.

The Council has recently developed a new web site and the War Memorials information has been included in the site. Information can be found at <https://www.ashfield.gov.uk/community-leisure/local-history-heritage/war-memorials/>

It is recognised that the Covid-19 pandemic has impacted the ability to hold large events; and that this will change the nature of the Remembrance service this year. The Council will continue to collaborate with interested groups to communicate changes due to Covid-19 and will also provide updates to all groups on cleaning and maintenance schedules. If approved, the schedules will also be updated onto the Council's website.

### Community Protocol

Recognising the high level of community interest, a community protocol (Appendix 2) has been developed to provide clear guidance on what aspects of maintenance around the war memorials can be carried out by groups.

The protocol enables community groups to work in partnership with the Council and be involved in the preservation of the war memorials. This support can be provided in a number of ways from raising awareness of the war memorials within the local community about their history and the standard of basic maintenance such as litter picking, weeding and tidying of wreaths around the memorials.

Although the memorials are listed and can only be maintained through the appropriate professionals the Council positively supports any help it can get through its volunteer scheme and positively encourages any concerns about the memorials such as damage to be reported so that it can be rectified by the appropriate experts.

## **Implications**

### **Corporate Plan:**

The War Memorials programme of cleaning and restoration features as part of the Council's Cleaner and Greener theme in the Corporate Plan.

### **Legal:**

The report sets out which war memorials within the District are the Council's responsibility to maintain.

### **Finance:**

<b>Budget Area</b>	<b>Implication</b>
General Fund – Revenue Budget	In 2020/21 funding of £3k will be made available from the Asset Maintenance Reserve and from 2021/22 an annual budget will, subject to Cabinet approval, be included in the Medium Term Financial Strategy.
General Fund – Capital Programme	N/A
Housing Revenue Account – Revenue Budget	n/a
Housing Revenue Account – Capital Programme	n/a

### **Risk:**

<b>Risk</b>	<b>Mitigation</b>
Risk of not maintaining memorials leading to deterioration	Schedule of works ensures that all memorials are assessed for cleaning and condition to enable officers to determine required maintenance.
Risk of damage through inappropriate cleaning methods	Community protocol clearly sets out what can be done to support the wider war memorials environment and the Council's schedule of specialist Doff cleaning preserves the life of the assets.

### **Human Resources:**

There are no HR implications

### **Environmental/Sustainability**

Cleaning and restoration of the War Memorials ensures the longer term sustainability of the assets.

### **Equalities:**

There are no equality implications.

### **Other Implications:**

There are no other implications.

## **Reason(s) for Urgency**

n/a

## **Reason(s) for Exemption**

n/a

## **Background Papers**

Cabinet 7 October 2019  
Scrutiny Panel B 15 July 2019  
Scrutiny Panel B 19 September 2019

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## **Appendix 1 – Ashfield War Memorials**



Huthwaite Cemetery Memorial



Titchfield Park Memorial



Jacksdale Memorial



New cross Memorial



Teversal Memorial



Luther Pepper Gardens



Sutton Cemetery Memorial



Sterling Bomber Memorial



Selston War Memorial



Kingsway Memorial

