

**Policy & Resources Committee**

---

<b>Title:</b>	<b>War Memorials – Additional Names</b>
<b>Date:</b>	<b>1 November 2022</b>
<b>Contact Officer:</b>	<b>Andrea Oughton, Asset Manager Cassie Pinnells, Community Services Manager</b>

**Purpose of the Report**

1. To provide an update on the project to add names to the war memorials in Thame and Moreton

**Update**

2. Planning Application P22/S2328/LB was considered by the Planning & Environment Committee on 6 September 2023. The Committee agreed to Support the application. An extract from the minutes is below:

*After a lengthy discussion, Members agreed that any changes to the plaque wording and installing an additional information board, were not relevant to the listed building application and should be brought back to a suitable committee. Overall Members agreed in principle with the proposed changes to the War Memorial as set out in the application description.*

3. South Oxfordshire District Council granted Listed Building Consent for the work needed to add the names of servicemen, identified through the Thame Remembers project on 14 September 2023. No conditions were given with the grant of permission apart from generic conditions assigned to planning permissions related to commencement of work (within 3 years of consent), works carried out in accordance with approved plans.
4. Following discussion at the Planning and Environment Committee it is proposed to install a World War I Lectern Cabinet in the Memorial Gardens to provide information on the Thame Remembers Project, an explanation of why the additional names have been added to the memorial and information on individual servicemen. Design of the lectern is shown at the end of the report.
5. Thame Remembers Project will produce the information boards for display within the cabinet. The boards can be changed at appropriate intervals giving the ability to refresh the information.
6. The lectern is fabricated from steel, hot dipped galvanized for weather and corrosion protection and painted in black acrylic paint. The cost is £1,735.00 which includes a bolt down kit and delivery. There will be an additional cost to provide the hard standing on which the lectern is installed.

## Event

7. A discussion has taken place with the Thame Remembers Steering Group, who wish to commemorate the inclusion of the additional names with a dedicated event on Sunday 30 July or Summer 2023, subject to the availability of a Senior National Figure to perform the unveiling.

The Right Honourable David Lloyd George, Prime Minister of England unveiled the Thame War Memorial on the 30 July 1921.

It is thought that a budget of up to £5,000 be considered for operational purposes including security, first aid, reception, road closure and staff time.

## Costings

Item	Cost
<b>Thame War Memorial</b>	
Plaques:	
1 x 750 x 180mm cast bronze memorial plaque	£1,750.00
2 x 350 x 240mm cast bronze memorial plaques - £950.00 each	£1,900.00
Delivery	£110.00
Repair to letter 'N' on Thame War Memorial	£75.00
Cleaning of War Memorial (including surrounding paving), fixing of plaques, cut out and repoint cracks to steps	£1,900.00
World War I Lectern Cabinet	£1,735.00
Hard standing	£500.00
<b>Moreton War Memorial</b>	
50 no. lettering inscriptions	£580.00
Cleaning of War Memorial	£495.00
Preparatory work and repaint railings	£260.00
Remove existing paving, form level foundation, lay new paving slabs	£750.00
<b>TOTAL (exc VAT)</b>	<b>£10,055.00</b>

## Project Timeline

8. Order plaques in November to avoid further increases in cost, lead time 8-10 weeks.  
 Repair concrete steps, lettering and cleaning to be undertaken Spring 2023.  
 Plan event to unveil additional names (event date to be confirmed).

## Resource Appraisal

9. All work to be funded from War Memorial Ear Marked Reserves, current balance is £14,379.
10. An event for the unveiling of the additional names will recognise the ultimate sacrifice made by the residents of Thame and give their relatives the opportunity to attend.

### Action Required:

- i) ***To approve works / repairs and purchase of World War I Lectern Cabinet as listed under costings above at a cost of £10,055.00. To be funded from War Memorial Ear Marked Reserves.***
- ii) ***To approve that up to £5k be spent on an unveiling event, date to be decided, funded within the 2023/4 budget, or taken from general reserves.***

***The proposed WW1 Lectern Cabinet in item 4 of the report.***

