

# Progress Meeting Minutes

Project LEDBURY Town Council – War Memorial

Date of Meeting 24 July 2023

Date of Issue 31 July 2023

34-36 Church Street  
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## Present

Angela Price, Town Clerk	Ledbury Town Council (LTC)
Julia Lawrence, Deputy Town Clerk	Ledbury Town Council (LTC)
Ian Bishop	Ian Bishop Masonry
Jane Chamberlain	Caroe & Partners (C&P)

## Circulation

All present  
Councillor Stephen Chowns LTC

		Action
<b>1</b>	<b>Contractor's report</b>	
1.1	IB advised that the Thermo tech cleaning had been carried out. Work was proceeding well.	
<b>2</b>	<b>Paving and drainage</b>	
2.1	IB advised that a 45° connection is required to the Aco slot drain, to connect to existing drainage. This is not a standard fitting. C&P to also investigate, as a prefabricated connection should be used, if available.	C&P, IBM
2.2	The existing sub-base for the paving is very firm and well compacted. The previously installed paving slabs were only 10mm thick and not to specification, which can now be seen, now that they have been lifted.	
<b>3.</b>	<b>War Memorial repairs</b>	
3.1	IB advised that the upper half of the column shaft, renewed during the recent repair works, is of the correct Portland stone. It has a fine, smooth surface which has not worn to show the slightly open pores of the original stone. The replacement stone will be of similarly smooth appearance, with few fossils visible, when it is installed.	
3.2	IB advised that the shaft which is to be renewed was cut from too small a piece of stone. The cross section at its base was too small and the original lower half of the column shaft had been rubbed back, to try to make the new upper half fit. The new section of shaft will be to the correct cross section and alignment with the shaft beneath.	
3.3	The capping and flame stones are to be cleaned and reused. The flame is to be regilded, as specified.	
3.4	The existing chamber which was previously cut into the stone base has already been agreed to be retained, all as part of the Listed Building Consent.	
3.5	The dark cement residue from previous repairs has been largely removed. Further removal is to take place. Existing repointing was in lime but is very pale. New repointing will use stone dust and will be slightly dark and blend in better, visually. Pointing samples to be checked.	IBM, C&P

3.6	Some small stone indents were agreed, where there has been worst decay of stonework or damage/fracturing caused by cement pointing. These will be recorded for as-built drawings.	C&P, IBM
3.7	It was appreciated by everyone that the War Memorial has weathered over the decades. The intention is that it will be carefully and well repaired though it will still show its age. It will not be restored to look new, which would involve destruction of original surfaces and the patina of age.	
<b>4</b>	<b>Possible bollards to protect the war memorial</b>	
4.1	A drawing showing proposed bollards to protect the war memorial was handed to JC by a representative of the Ledbury Branch of the Royal British Legion, Church Road, Ledbury, for consideration.	
	The drawing was dated July 2023 and has also been copied to Ledbury Town Council and the Ledbury & District Civic Society. C&P to send comments to LTC.	C&P
<b>5</b>	<b>Valuation</b>	
5.1	IB will issue a certificate and IB will issue an invoice to LTC for the work carried out to date.	C&P, IBM
<b>6</b>	<b>Next meeting</b>	
6.1	The next site progress meeting and valuation will be held on:	
	21 August at 9:30am	
	20 September at 9:30am	