

## Financial Assistance for the Repair and Restoration of Historic Buildings within Tamworth

If you own a historic building or are thinking about buying one, you need to be aware that ownership carries certain responsibilities of upkeep and maintenance. The Borough Council is keen to encourage owners to use traditional materials and techniques when carrying out building repairs and improvement works and to restore historic features such as the original style of doors and windows.

Financial help may be available if you own a statutory listed building, a locally listed building or an unlisted building within the conservation areas that makes a positive contribution to the character of the area. The Council will expect that grant aided work to be sympathetic to the character of the building and to be done to a standard which will ensure durability and value for money.

### Listed Buildings

There are approximately 175 listed buildings in the Borough, which are either Grade I, II\* or II. Grade I and II\* listed buildings make up a small proportion of the total number of listed buildings and are buildings that are of outstanding architectural or historic interest; most listed buildings are Grade II. If you want to find out whether a building is listed, please contact the Planning Support Officer on (01827) 709284 or visit the Council's website.

### Conservation Areas

The Borough's built heritage is not just about individual buildings. A conservation area is 'an area of special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance'. It is the character of the whole area including historic streets, open spaces and landscaping, not just individual buildings, that conservation area designation and policy seeks to preserve and enhance. There are seven conservation areas in the Borough:

- Amington Green Conservation Area
- Amington Hall Estate Conservation Area
- Dosthill Conservation Area
- Hospital Street Conservation Area
- Town Centre Conservation Area
- Victoria Road/Albert Road Conservation Area
- Wilnecote Conservation Area

## What is the procedure for making a grant application?

Please read the following guidance carefully before filling in the application form.

1. You will need to obtain three written quotations for each item of maintenance work. For specialist works or treatments, two quotations will be acceptable. The quotations must clearly identify the works that are being quoted for and in the case of one contractor quoting for a variety of work, the quotation should itemise and price each element separately. The grant offered will be based on the lowest quotation, although you can use one of the other contractors if you wish.

The grant offered will be based on the original quotation. There will be no increase in grant if the price of the work increases.

It would help the Council if you could fill in a separate form for each item.

The level of grant will vary between 30% and 50% depending on the nature of the work - please see the back of this guidance note for full details. Except in exceptional circumstances, the maximum grant payable to any individual building in a financial year is £10,000.

A list of contractors who have carried out conservation grant works in the past is available from the Council.

2. Send the application form and quotations to the Development Plan and Conservation Officer.

If the Council's contribution is over £5000, the application will be referred to the next available Cabinet meeting. If the contribution is less than £5000, your application will be dealt with by delegated authority by the Head of Planning and Regeneration.

3. If your application is successful, you will receive an offer letter, which will stipulate a number of conditions which you need to comply with. You must accept the grant in writing within 8 weeks of the offer letter. At this point, you will need to provide your bank details because the Council makes payment by BACS directly into your account.

4. After the works have been completed, you should notify the Development Plan and Conservation Officer who will arrange to check the works. You should pay the contractor(s) in full and send the receipted invoice to the Council. You will be reimbursed for the amount of grant via BACS.

## Please remember

The conservation grant is discretionary and the Council will only offer a grant if the scheme would make a positive contribution to improving the building and the area in general.

You may need to apply for planning permission, listed building consent or Building Regulations Approval for the works. Please obtain the necessary permissions before starting the work. If you are in any doubt about what needs permission, please contact the Council.

Works must not start before a grant has been offered formally and all written approvals obtained. Grants will not be paid for works that have already been carried out.

The grant offered will be registered as a local land charge. If you sell the building within three years of the final grant payment, the Council will be entitled to recoup all or part of the amount.

## Where do I send my application form?

Please send your completed forms to: The Development Plan and Conservation Officer, Planning and Regeneration, Tamworth Borough Council, Marmion House, Lichfield Street, Tamworth, B79 7BZ.

### Further information

For information about planning permission, listed building consent or Building Control please contact the **Planning Service on 01827 709281**.

For information about the grant scheme, more application forms and conservation in general please contact the **Development Plan and Conservation Officer on 01827 709278** or visit the Council's website at [www.tamworth.gov.uk](http://www.tamworth.gov.uk) and look for Conservation and Heritage under Planning.

<b>MAINTENANCE WORKS</b>	<b>GRANT RATE</b>	
	<b>Statutory &amp; locally listed buildings &amp; buildings covered by Article 4(2) Direction</b>	<b>Unlisted building</b>
<b>General structural repairs</b> Including consolidation or reinforcement of existing structure, underpinning, and strengthening of foundations.	40%	30%
<b>Structural timber repairs</b> Including repairs to timber frames, joists, roof structure etc. with new timbers matching original wherever possible.	40%	30%
<b>Specialist treatments</b> Including dry rot eradication in association with structural repairs, DPC where necessary to alleviate structural problems.	40%	30%
<b>Reinstatement after repair</b> Such as re-plastering required as a direct result of structural repairs. Lime plaster should always be used on listed buildings	40%	30%
<b>Re-roofing and high level repairs</b> In natural materials to match the original, preferably using reclaimed materials.	40%	30%
<b>Chimney repairs</b> Accurate repairs, which maintain the original height and profile.	40%	30%
<b>Leadwork</b> Repair and renewal of existing.	40%	30%
<b>Brickwork and stonework repairs and repointing</b> To an appropriate specification using matching materials carefully inserted into the existing structure. Repointing to be kept to an absolute minimum.	40%	30%
<b>Render repairs</b> Including patch repairs, repairs to features such as cornices, string courses etc.	40%	30%

Three quotations will be required for all maintenance works, with the exception of specialist treatments such as repairs to lead work and lime plastering.

<b>REPAIR &amp; RESTORATION OF ORIGINAL FEATURES</b>	<b>GRANT RATE</b>	
	<b>Statutory &amp; locally listed buildings &amp; buildings covered by Article 4(2) Direction</b>	<b>Unlisted building</b>
<b>Windows, doors and external joinery</b> Repairs to the original pattern and detail of existing windows and external doors and other external joinery, such as shop fronts. Where replacement is necessary, accurate repairs of the original design should be constructed.	50%	40%
<b>Rainwater goods</b> Restoring original cast iron downpipes and gutters or replacing modern plastic items with cast iron.	50%	40%
<b>Special architectural features</b> Including repair of decorative ironwork railings, stained glass windows, carved stone and terracotta features.	50%	40%
<b>External works</b> Including repair and reinstatement of boundary walls and railings, steps, reinstatement of setts.	50%	40%

Where possible you should obtain three quotations for repair and restoration items. For specialist treatments such as repair of architectural features or rainwater goods, two quotations will be acceptable.