## Local CIL Funding Application Form 2018

### Lighting Improvement for Weybridge War Memorial

<table>
<thead>
<tr>
<th>1. Applicant organisation</th>
<th>Weybridge Society</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Name and position of main contact</td>
<td>David Bounds</td>
</tr>
<tr>
<td>3. Applicant contact details (phone#, email and address)</td>
<td></td>
</tr>
</tbody>
</table>
| 4. Type of organisation | Local Charitable Organisation  
Registered Charity # 1167053 |
| 5. Is the organisation able to reclaim VAT? | Yes |
| 6. Location of project | Temple Market Junction Queens Road, Hanger Hill |
| 7. Local CIL Spending Board project located in | Weybridge |

### 8. Summary of the project proposal

The current halogen lighting system on the memorial is of poor quality and is only functional for a short period around Armistice Day. The aim of the project is to implement a lighting design using cost effective, modern LED technology, in order to provide a solution that is used 365 nights a year, does not impact on nearby residents and passing motorists and provides illumination for the listed monument in a manner which respects the fallen it honours and its setting.

In addition to the upgrading of the lighting the surrounding area of the war memorial requires restoration. In parallel to the lighting study the Society will undertake a review of the options available, this will range from refurbishing the current layout to installing a small boundary feature (e.g. a low level wrought iron balustrade).

### 9. Estimated project cost

- £2,500 for initial lighting study.
- Lighting Implementation costs £15,000
- Refurbishment of surrounding area £15,000.

### 10. Please show in the table the amount of CIL funding being sought for 2018/19 and any other contributions that may have been allocated for this scheme.

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<tr>
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<th>£2,500 first tranche</th>
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<td></td>
<td>£30,000 second tranche granted on approval of schemes and presentation of formal quotations</td>
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### 11. Detail of additional sources of funding available.

N/A
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<tr>
<th>12. Why is CIL funding being sought? Please provide details of sources of funding already considered or applications made for funding</th>
<th>Funding for a scheme was sought in the past from Elmbridge and Surrey councils but funding was not forthcoming. CIL funding is being requested as the project looks to provide measures to improve the local environment (infrastructure) and the enhancement of a significant monument within Weybridge sited at a key entrance to the town centre.</th>
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<tbody>
<tr>
<td>13. Please indicate whether the organisation has previously received CIL or other funding sources from Elmbridge Borough Council. If yes, provide amounts and timings.</td>
<td>N/A</td>
</tr>
<tr>
<td>14. How does the project help address the demands of development in the area. What evidence is there to support this?</td>
<td>Each war memorial is unique in that it represents a particular community’s chosen focal point for remembrance. They enable people, both individually and collectively, to remember all those who died, fought, participated in or who were affected by conflict. An improved and enhanced lighting scheme may not be a “development” as such but as the centennial commemoration of the end of the First World approaches, then by improving and elevating the memorial’s appearance in our community we can clearly demonstrate and underline its continuing relevance to local residents, to visitors, to passers-by and, in particular, to young people to help them understand and respect the sacrifice made by past generations who died for our freedom.</td>
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<tr>
<td>15. What evidence is there of support from the community.</td>
<td>It is supported by the Weybridge Society which represents more than 600 members. Support from others is being sought and will be submitted separately.</td>
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<tr>
<td>16. Proposed timescales for the project</td>
<td>Spring 2018 – undertake lighting design study, obtain quotations for implementation and obtain authority for second phase Autumn 2018– begin implementation</td>
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<td>17. Is there a related revenue spend, that is day-to-day running costs, associated with the project? How will this be addressed?</td>
<td>The use of LED lighting would ensure that running and maintenance costs for the lighting would be minimal. Currently this is provided by EBC and an updated scheme is unlikely to generate an additional burden.</td>
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<tr>
<td>18. If the organisation is not in the public sector please provide details of the organisation’s finances. Please include a copy of the most recently audited accounts, including details of unrestricted reserves.</td>
<td>The Society’s latest published financial reports can be viewed on the Charity Commissions website see ¹</td>
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<tr>
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<tr>
<td>19. Do you have planning permission in place to carry out the works? Please provide the application number.</td>
<td>The Weybridge War Memorial is a listed building (List entry Number: 1427261). As the proposed lighting works do not affect the actual character or structure of the memorial itself, it is understood that listed building consent will not be required. During the first phase discussions will be held with Elmbridge and Surrey Councils to ensure that any approvals required for the implementation phase would be obtained. This would include seeking planning permission if required.</td>
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Discussion Document

A Proposal by the Weybridge Society for the renewal and improvement of the night time illumination of the Weybridge War Memorial

List of Annexes:

Annex A: Weybridge War Memorial - Background Information
Annex B: Weybridge War Memorial - Dimensions
Annex C: Diagram and measurements of the Weybridge War Memorial site
Annex D: Map showing location and position of Weybridge War Memorial
Introduction
The purpose of this report is to provide a discussion document that can be used to formulate a proposal for the funding of a project to renew and improve the illumination of the Weybridge War Memorial. The report contains a recommended course of action for coordinating and developing the project, outlines a set of best practice procedures and considerations which should be applied in the design of a public lighting scheme, observations on the need for a post-installation maintenance program and sundry suggestions for other improvements to the war memorial site itself.

About Weybridge War Memorial
Weybridge War Memorial was unveiled on 24th March 1923. The sculptor was the prestigious firm of R.L. Boulton and Sons who were the country’s leading ecclesiastical sculptors. They were the preferred sculptors for the renowned architect Edward Welby Pugin, son of Augustus Welby Pugin (designer of the interior of the Palace of Westminster) and were also able to claim as patrons Queen Victoria, King Edward VII, His Holiness the Pope, the Dukes of Norfolk and Westminster and the Dowager Countess of Denbigh.

The architect was Mr. J. Hatchard Smith (1853-1936) who had offices in London, Budleigh Salterton and Epsom. He also designed the Epsom Golf Club War Memorial (1920), the Newdigate (Surrey) War Memorial (1920) and St. Peter’s Church War Memorial (1920) in Lewisham, London.

The Weybridge War Memorial is listed under the Planning (Listed Buildings and Conservation Areas) Act 1990 for its special architectural or historic interest. (List entry Number: 1427261)

It is listed at Grade II for the following principal reasons:

* Historic interest: as an eloquent witness to the tragic impacts of world events on this community, and the sacrifices it made in the conflicts of the C20;

* Architectural interest: as a handsome, finely-crafted, example with strong sculptural merit.

Project Initiation
Given the listed status of the Weybridge War Memorial, a preliminary discussion with “The War Memorials Trust” 1 (a charitable organisation that works for the protection and conservation of war memorials across the UK) resulted in the following suggestions being made so as to ensure a

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1 War Memorials Trust 42a Buckingham Palace Road London SW1W 0RE
Telephone: 020 7233 7356/ 0300 123 0764 Fax: 020 7834 0202/ 0300 123 0765
Email: conservation@warmemorials.org Website: www.warmemorials.org
Registered Charity Commission Number: 1062255
sound basis for the Weybridge Society project:

1) establish clearly the scope, and reasons for, any proposed works relating to the memorial.
2) determine what legal permission and consents are needed to undertake the proposed works.
3) ensure any proposed works are in line with best conservation practice and aim to employ the least interventionist procedures.
4) consult with the local conservation officer at an early stage in the project.
5) ensure the community (especially the Royal British Legion) are involved in any changes or issues related to the memorial.

**Best Practice Considerations**

Informal research indicates that there are some basic principles that apply to lighting design:

1. Planning and listed building consents should be sought where necessary.
2. Installations should not damage listed buildings or structures.
3. Schemes should accord with the special architectural features of the building or structure.
4. The quality and strength of the light should take account of the nature of the building materials to be illuminated.
5. Lighting should take account of nearby schemes and have regard to the total lighting effect in the area.
6. Lighting should not be used where it may intrude upon residential properties.
7. Lighting units should be discreet and should not compromise architectural and structural integrity.
8. Schemes should minimise light pollution and maximise energy efficiency.
9. Professional advice should be sought from lighting consultants and planners.
10. Management and maintenance programmes should be devised to ensure consistent and continued lighting display.

1. **Planning and listed building consents should be sought where necessary.**

If a building or monument is ‘listed’, it has been deemed to have special historic or architectural interest. It is added to the list by the Secretary of State and is under statutory protection. This means it is a criminal offence to undertake certain works to it without permission. Generally speaking, however, listed building consent is *not* relevant where any proposed works do not affect the character, both internal and external, of a building or structure e.g. carrying out maintenance and like-for-like repairs, etc. The repair/upgrading of the current lighting scheme *surrounding* the War Memorial should therefore fall into this category.

2. **Installations should not damage listed buildings or structures.**

Listed building regulations invariably require that the historical substance remains as intact as possible. The existing war memorial lighting system consists of two floodlights set in a nearby grass border. A replacement lighting would, in all likelihood, also be installed in this fashion although the actual number of lights, or luminaires, is yet to be determined.

3. **Schemes should accord with the architectural features of the building or structure.**

The possibilities of lighting design for monuments may range from subtle, uniform illumination (e.g. so that they can be appreciated in town squares at night) through to more expressive, almost celebratory, lighting concepts. However, where memorials commemorate a difficult and painful past and/or serve as a place of contemplation and mourning then it is crucial that a lighting design be implemented that both respectfully acknowledges that history whilst also offering a bystander
an atmosphere for meditation.

Generally speaking large statues or monuments invariably require more than one luminaire but with smaller statues, it is possible to achieve an effective result with just a single fitting. In either case the impact of a carefully illuminated statue is often defined by the creative use of shadows; in other words when using light to shape these monuments at night it is not only the light’s angle of incidence that is relevant but also its direction. A frontal light, whereby the direction of the light is the same as the observer’s viewing direction, will produce a low modelling effect. A shadow will be barely perceptible and three-dimensional objects will appear flat. Conversely, a light from the side will produce very strong contrasts between light and shadow with an intensive three-dimensional effect for the observer.

To arrive at the optimum and appropriately designed lighting scheme for the Weybridge War Memorial the following considerations should be taken into account:

1. Daytime appearance of the lighting equipment – ground lights are a good solution for minimising the daytime visual impact.
2. Brightness is a key issue – floods or spots that are too powerful will bleach out the statue’s details.
3. Avoid glare - nearby residents and passers-by should, as far as possible, be protected from a direct view of the lamp
4. Consider spill light around and behind the object being lit – the use of narrow-beam equipment, shields, baffles, etc will help to reduce this.
5. Narrow-beam luminaires are used to reveal different parts of the object and should preferably be located to one side of the object. This will help to create strong, dramatic shadowing but care must be taken in their positioning so as not to cancel out the shadows from one fitting by another.
6. With monuments on plinths, don’t only light the statue itself – try to put a gentle wash of light onto the plinth as well.
7. Ideally, it is useful to do a trial or mock-up, using different wattages, beam angles and positions.

4. The quality and strength of the light should take account of the nature of the building materials to be illuminated.

Any lighting scheme and the choice of light source must take into account the colour and reflectivity of the structural surfaces in question (the reflectance factor of the surface to be illuminated is determined by the nature of the material together with the condition and “dirtiness” of the surface) the desired colour rendering, the colour or operating temperature of the lamps/luminaires and the colour and level of local street lighting.

The appropriate brightness of a lighting scheme can be assessed “objectively”, through the use of professional measurement techniques such as those recommended by The Institution of Lighting Engineers which provides detailed guidance on appropriate levels of objective light. However, in the case of small to medium structures it is widely accepted that “subjective” assessment, that is to say, the perception of the lighting scheme by an observer will generally suffice. Subjective brightness principally depends upon:

1. The position of the observer
2. The brightness of the surroundings and adjoining exterior lit buildings (Schemes which involve brightness higher than the prevailing local brightness are not normally considered acceptable)
3. The general distance and direction(s) from which the object is intended to be made observable

5. Lighting should take account of nearby schemes and have regard to the total lighting effect in the area.

The aim of any lighting scheme of public monuments is based on rendering the most attractive night time effect and in this respect the type, location and size of lighting units must be carefully considered so as avoid unnecessary and excessive lighting levels and resultant light pollution.
6. Lighting should not be used where it may intrude upon residential properties.

Glare i.e. excess illumination that projects light beyond the required zone seems to be an inevitable side-effect of poorly designed schemes, often destroying, through spillage, the very effect that is being sought.

It is critical that full regard is given to the effect of any public lighting on nearby residents since a sensitively designed scheme will, hopefully, attract their support and may even be seen as an attractive addition to their environment. In the case of badly designed schemes that have failed to take into account the concerns of local residents it is not unknown for some amongst them to take matters into their own hands either by removing the lamps or, in extreme cases, to physically damage them and the fittings. Clearly any lighting of a public monument that fails to find favour with local residents is both a failure and could be uneconomic in the long term.

Lighting levels should, therefore, comply with the laws, regulations, standards and recommendations in order to establish the appropriate levels for lighting public and private spaces, buildings, monuments and signposts. Clarification of any regulations and standards should be sought from Elmbridge Borough Council and it should also be considered whether local residents be consulted during the design stage to assure them and to obtain their support for the project. Similarly, the views and involvement of the local branch of the Royal British Legion is also highly recommended during this phase.

7. Lighting units should be discreet and should not compromise the architectural integrity of the building.

Exterior lighting schemes should only be considered acceptable (and safe) where the lighting units and associated wiring are entirely discreet if not completely hidden. This is particularly important where buildings are either listed or form an important element of a conservation area, as insensitive installations can be to the detriment of their daytime character and appearance. Even though a lighting design may give the desired effect at night, if the luminaires cannot be effectively hidden from view or disguised, the scheme must be rethought. At the same time, it is absolutely imperative that luminaires in the outdoor area satisfy all required safety standards and requirements.

8. Schemes should minimise light pollution and maximise energy efficiency.

Much of what can be said here has been addressed in the foregoing parts of this report. Suffice to say regard should be had to :-

1. Determining appropriate lighting levels according to recommendations, regulations, etc and the desired colour of the object to be lit.
2. Possible inconveniences to other users of the surrounding area (intrusive light, glare)
3. Floodlight position, aiming and particular characteristics of the luminaire type.
4. Energy saving and installation switch-off i.e. reducing lighting levels or switching off the installation after certain hours (note: the control of an external lighting system does not necessarily require anything more complicated than a simple time switch or a photoelectric cell) ²
5. Guaranteed automatic switch-off before midnight to take account of local lighting regulations, nearby residents, etc.
6. Electrical supply - one of the common problems found with external lighting is that a well-designed and effective scheme becomes thought to be too expensive to run and is therefore either turned off or partly turned off. This is obviously unsatisfactory and it is

² Photo-electric or photo sensing devices rely on the level of natural light to operate, usually coming on at dusk and switching off at dawn. However, on dark and cloudy days photoelectric switches would be activated unnecessarily. Round-pattern time switches (as they are often known) come in a variety of ratings and types and give greater control than photo-sensing switches. Most provide the user with on–off operation which tracks sunset and sunrise times throughout the year, without the need to sense light levels. An added facility allows the user to select a fixed ‘off’ time – say between 20.30 and 23.00 – and a fixed ‘on’ time. Switches can be provided with a reserve battery, so that power outages do not affect operation.
much better to be aware of any potential cost limitations at the design stage. This potential for this situation to develop should be discussed with Elmbridge Borough Council.

When considering the lamp and the nature of light it provides, the following should be taken into account:

- **Energy Efficiency**
- **Lamp Efficacy** i.e. the output in relation to energy and usage/costs
- **Lamp Life** (Important in relation to maintenance costs)
- **Colour Appearance** (The appearance of the surface colour will depend upon the source and colour of the light in relation to the surface materials and textures)
- **Lamp Shape and Size** (Important in relation to the need to use architecturally discreet fittings)

It should be noted that increasingly, in the case of small external lighting schemes, LEDs (light emitting diodes) are often chosen because of their long service life, compact design or coloured lighting capability. Low-voltage halogen lamps are increasingly less used due to their poor luminous efficacy and short service life.

9. **Professional advice should be sought from lighting consultants and planners.**

One thing this report hopefully demonstrates is that the design of public lighting schemes is not as simple or as straightforward as might first be thought.

In the case of the Weybridge War Memorial there are additional complications and considerations that apply because:

- a) it is a war memorial and there may be many people who have views, opinions and concerns because of its personal significance to them
- b) it is a listed monument
- c) a lighting scheme must be well designed, must be both technically and cost effective, must attract wide public support and, as it is a war memorial, must pay the highest regard to the significance of its original purpose and impact

As the report indicates each statue’s material and size, for example, determines the type of lighting required and further information as to how to illuminate it, the placing and type of light source that complements the colours and materials of the statue are all areas where it may be considered that professional guidance could be sought.

10. **Management and maintenance programmes should be devised to ensure consistent and continued lighting display.**

Regular, careful maintenance of a lighting scheme is as important as getting the original design right. Any lighting scheme will require a regular inspection and management programme to clean lenses, replace lamps and to check electrical contacts. Regular, careful maintenance of a lighting scheme is as important as getting the original design right yet it is too often viewed as an unnecessary expenditure and, consequently, neglected. Neglect, however, will inevitably result in the eventual loss of critical lighting elements thereby not only compromising the lighting scheme but also negating the time, effort and costs that were incurred in its installation. Lack of, or minimal maintenance, is clearly uneconomical in the long run.

The actual design of any lighting scheme must also allow for ease of maintenance and repair. Units and their controls should only be located where they are easily accessible, so as to avoid future routine maintenance of lamps and cable routes from being either too difficult or too expensive to undertake. Maintenance is less likely to be regular if access is difficult and expensive.
ADDITIONAL PROPOSALS FOR IMPROVING THE WEYBRIDGE WAR MEMORIAL SITE

Apart from renewing the lighting scheme of the site consideration of other improvements could be explored, for example:

- Provide a means of securing commemoration wreaths so that they do not blow away in the wind (as they often do) but note that, due to its listed status, this cannot be achieved by installing wires, etc to or around the memorial without first applying for listed building planning consent.

- Improve the visibility of the Memorial from the Queens Road and Hangar Hill approach by removing the existing bush and shrubs and returning to the open aspect of the original 1923 setting.  

- Install railings and gate and to demonstrably “isolate” the Memorial from the increasing traffic flows around it and to provide an appearance of “grandeur” for this memorial to the dead of two world wars and the Korean war.

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3 NOTE: Although the memorial is situated on a traffic roundabout Surrey CC have stated that they have no responsibility for, nor any designated involvement in, matters relating to the memorial itself.
Annex A

Weybridge War Memorial - Background Information

Weybridge War Memorial was unveiled on 24th March 1923. The sculptor was R.L. Boulton and sons. The architect was Mr. J. Hatchard Smith (1853-1936) who had offices in London, Budleigh Salterton and Epsom. He also designed war memorials for Epsom Golf Club War (1920), Newdigate (Surrey) War Memorial (1920) and St. Peter’s Church War Memorial (1920) in Lewisham, London.

The War Memorial is listed under the Planning (Listed Buildings and Conservation Areas) Act for its special architectural or historic interest. (List entry Number: 1427261)

It is listed at Grade II for the following principal reasons:

* Historic interest: as an eloquent witness to the tragic impacts of world events on this community, and the sacrifices it made in the conflicts of the C20;

A break down of the names of the men commemorated on the Memorial reveals the following:

- First World War (1914-1918)
  Total names on memorial: 132

- Second World War (1939-1945)
  Total names on memorial: 91

- Korean War (1950-1953)
  Total names on memorial: 1

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4 Richard Lockwood Boulton was born in 1833 in Thornton Dale, North Yorkshire. Following in his father’s footsteps, he trained as a stonemason and then began working with his brother, William Boulton, in his masonry business in Southwark, London. In 1855, he moved to Birmingham to start his own business. An excellent craftsman and master of his trade, he moved to Worcester in 1861, where he was appointed to carry out restoration work on the Cathedral. Around 1870, he moved to Cheltenham and by 1881 was employing 21 men. Boulton’s eventually became the country’s leading ecclesiastical sculptors with an astonishing output of statues, altar-pieces, pulpits and other church furnishings. The firm also became the preferred sculptor for the architect Edward Welby Pugin (son of Augustus Welby Pugin designer of the interior of the Palace of Westminster) and were also able to claim as patrons Queen Victoria, King Edward VII, His Holiness the Pope, the Dukes of Norfolk and Westminster and the Dowager Countess of Denbigh. In 1893 Boulton retired and his sons took over the business. He died on 23 January 1906 and his sons continued running the firm. There is no record of the firm’s existence after 1972.
* Architectural interest: as a handsome, finely-crafted, example with strong sculptural merit.

Weybridge War Memorial is described as follows:

“Sculptured stone figure of soldier standing with arms reversed. Figure surmounts square set column. Column bears incised names and inscription in low relief. Whole set on two-stepped stone base. Reliefs of laurel garlands surround WW1 names.

The memorial is of stone and takes the form of a square column on a two-stepped base, surmounted by a carved soldier standing at ease, his hands holding the barrel of his rifle, its butt resting by his feet.

The column has an acanthus leaf capital, broken on each face by a shield with relief carvings representing the armed forces. Below the shields each face of the column bears a swagged laurel garland and on three sides the names of the fallen.

Towards the base of the column each face is carved with the inscription: '1939 – 1945', below which are names of the fallen of the Second World War. On the base of the column, on the front face, is carved 'Korea 1950 – 1954', followed by a single name.”
Annex B  Weybridge War Memorial - Dimensions

21' 8"
654 cm
218 cm
436 cm
370 cm
340 cm
30 cm
137 cm
33 cm
34 cm
272 cm
36 cm
204 cm
30 cm
Annex C

Diagram and measurements of the Weybridge War Memorial site (not to scale)
Map showing location and position of Weybridge War Memorial
RE: Application for CIL Funding – Weybridge War Memorial Renovations

Thank you for your email asking me to lend my support to your bid for CIL funding.

I am very happy to lend my support to the Weybridge Society's bid and am happy for this letter to be used as part of an application.

Please do let me know if I can be of any further assistance.

Yours sincerely

PHILIP HAMMOND