St Austell Townscape Heritage scheme

Application Pack

St Austell Townscape Heritage Scheme

Section 1 - Scheme Notes

1.1 Introduction

St Austell Townscape Heritage (the TH scheme) is a Heritage Lottery funded scheme which offers grants for traditional repairs and reinstatement of missing architectural detailing to targeted historic buildings in the Conservation Area.

The TH scheme will enable the upskilling of local contractors in traditional and new sustainable building techniques through pioneering skills, training initiatives and the use of heritage apprentices. Exciting website updates and a local school heritage project will raise awareness of the area's historic significance.

The TH scheme will be delivered by a local partnership including Cornwall Council, the St Austell Town Council and local business and community interests working alongside experienced local authority staff. Local community and volunteer groups will be engaged through consultation and training to undertake survey and legacy-monitoring.

By regenerating St Austell Town Centre, the TH scheme will help implement adopted planning, regeneration and retail policies for the area, as well as the updated Conservation Area Appraisal and Management Plan.

The TH scheme will start in July 2018 and last for 4 years.

1.2 Proposed outcomes of the TH scheme are to:

- Fund quality traditional repairs and reinstate architectural detailing to prioritised historic commercial buildings in the town centre
- Bring vacant and underused buildings back in to full use
- Repair original shopfronts and reinstate new shopfronts and signs
- Assist existing town centre businesses and start up new businesses
- Consolidate the drinking fountain and boundary wall to Holy Trinity Church
- Provide a programme of traditional and sustainable training for local contractors, professional agents and college students
- Provide live skills training opportunities for local college students
- Secure use of Heritage Apprentices on schemes funded through the TH scheme
- Promote sympathetic ways to retrofit historic buildings
- Produce Buildings at Risk, Local List and condition surveys with local volunteers through a developed Smartphone App
- Raising awareness of St Austell's historic past and promoting a culture of civic pride and understanding.

1.3 The outcomes will be achieved by:

- Ensuring that the quality of detailing on completed schemes is of an exceptionally high standard so that they can be used as references to inform future schemes in the town.

- Reinstating missing architectural detailing on principal elevations of historic buildings. Collated historic photos will be used to inform works.

- Using local natural building materials and local traditional building skills and techniques wherever possible.

- Providing guidance on the ongoing maintenance and future care of the historic fabric of the St Austell town

- Working with Cornwall Council's Empty Homes Team to jointly fund schemes to bring empty and underused floor space back in to use. Particular emphasis will be given to schemes utilising underused floor space on upper storeys of the town's main retail streets.

- Using a criteria matrix scoring assessment to prioritise target buildings in order to allocate funds to schemes which will have most impact in the town.

- Improving the quality of shopfronts and signage in the town centre. Shopfront Design guidance will be used to influence the design of new shops and signs. The guidance can be accessed from Cornwall Council's website: http://www.cornwall.gov.uk/environment-and-planning/strategic-historic-environment-service/guidance/technical-guidance/historic-shopfronts-and-signage/

- Using St Austell Conservation Area Appraisal and Management Plan as a reference for emerging schemes in the Conservation Area: https://map.cornwall.gov.uk/reports_conservation_areas/St%20Austell%20CAA%20and%20MP.pdf

- Funding repairs and reinstatement of historic boundary walls, railings and surfacing where appropriate.

- Raising awareness of traditional repair techniques and new sustainable materials that could be used to upgrade historic buildings. This will be achieved by producing web based guidance and a programme of traditional and sustainable construction training days.

- Reversing the decline in traditional building skills by giving incentives for local contractors to take on heritage apprentices and giving local college students live practical experience on TH scheme funded buildings.

- Training local volunteers and college students to carry out survey work for legacy monitoring with a developed Smartphone App.

- Developing a dynamic Smartphone App link for St Austell Discovery Map

- Producing a heritage themed book with local schoolchildren

1.4 Target Area and Target Buildings

The TH scheme target area has been tightly drawn around the town's main retail areas. Buildings eligible for grant aid have already been assessed and prioritised as High, Medium and Reserve targets. The assessment took account of:

- Grade of Listed Building
- Opportunity to cluster a group of funded buildings together
- Buildings considered to be at risk due to poor condition and/or vacancy
- Vacant or underused buildings
- Landmark or Gateway buildings
- Buildings located around [a church]/[the Church] and in main retail areas
- Opportunities to restore lost architectural detailing
- Opportunities to remove inappropriate detailing
- Opportunities to repair original shopfronts and reinstate new shopfronts
- Opportunities for comprehensive repairs
- Buildings located next to public realm schemes
- Owners who expressed an interest in taking up a grant

This assessment will be reviewed annually. The TH Project Team will initially contact owners of High Priority Buildings.

A map showing the TH scheme target area and target buildings is included in Appendix 1.

1.5 Available financial support:

The TH scheme will start in June 2018 and last for 4 years. The TH scheme has a total fund of £994,000 comprising £764,425 capital and £229,615 revenue and is expected to draw down £349,000 private investment.

1.6 The Funders for the TH scheme are:

- Heritage Lottery Fund
- Cornwall Council
- St Austell Town Council
- St Austell BID

Cornwall Council will conduct the financial management of the TH scheme on behalf of the Funders.

1.7 Eligible work

Grants are available to carry out repairs to the external skin and structure of a historic building. Full details of eligible works and standards of repair are listed in Section 2 (Guide to Eligible Works)

Grants cannot be awarded for routine repairs and redecoration. Some interior fitting-out and renewal of [service?] can be funded by grants calculated using the conservation deficit formula (see Section 1.9). Eligible and non-eligible work can be undertaken in the same programme of work but, costs must be separately identified.

1.8 Grant rates

As a general guideline, the grant rates available on the approved cost of eligible works are as follows:

Standard Eligible Repairs	50%
New Cornish slate roof and/or slate hanging	60%
High quality, second hand Cornish slate roof and/or slate hanging	50%
Wet-laid scantle in random widths using reclaimed Cornish slate	60%
New Cornish slate roof and/or slate hanging, wet-laid scantle in random widths	75%
Cast iron or cast (not extruded) aluminium rainwater goods	75%
Restoration of lost architectural features which are of no economic benefit in themselves	75%
New shopfronts and signs	85%

Grants are not means tested.

If you have any queries on the priority status of a scheme or wish to discuss grant percentages available through a grant r please contact the St Austell TH Project Team (details overleaf).

1.9 Conservation Deficit

In the case of buildings where historic floor space is being brought back into use, the amount of grant is to be calculated on an individual basis through a 'Conservation Deficit' calculation. Conservation deficit is where the existing value of a heritage asset plus the cost of bringing it back into use is greater than the value of the asset after development has been completed. This process acknowledges that high quality conservation and conversion costs typically exceed the increase in valuation achieved leading to a deficit. The level of grant will be determined by this deficit.

The formula will involve a comparison of a valuation based on the present condition of the property with a projected value when fully repaired and re-used, against the cost of eligible works.

The deficit will be calculated as follows:

- Conservation Deficit = Development Cost minus Increase in Value
- Grant Rate (%) = $\frac{\text{Conservation Deficit} \times 100}{\text{Development Costs}}$
- Grant Amount = Eligible Costs x Grant Rate (%)

The processing and awarding of a grant for vacant buildings will be based on the calculation above Cornwall Council will be the final arbiter on the amount of grant to be offered.

1.10 Conditions of the Grant

Please refer to section 4.

1.11 Applying for a Grant

You are advised to speak to the TH Project Officer before submitting an application.

Guidance leaflets and application forms are available from:

TH Project Officer
Burton House
Trinity Street
St Austell
PL25 5LS

Tel: 07483 364378
Email: martin.searle@cornwall.gov.uk

St Austell Townscape Heritage scheme

Section 2 - Guide to Eligible Works

2.1 Introduction

St Austell Townscape Heritage (TH) scheme grants can be awarded on occupied buildings using the grant rates specified in Section 1.8 and on vacant buildings by grant rates calculated through the conservation deficit formula shown in Section 1.9. TH grants are intended to preserve and enhance the Conservation Area by:

- Repairing and conserving historic buildings
- Reinstating lost architectural features
- Bringing vacant buildings back in to use
- Enhancing spaces between buildings

Any works funded should be of a high quality using traditional local materials and building techniques. In most cases substitute or artificial materials are unacceptable.

2.2 Eligible works and services

All funded work must respect the character and structure of the building, structure or feature as well as the area in which it lies. The work must be carried out in line with relevant national conservation policies and published guidance and advice.

The Council will not pay for work that, in its reasonable opinion, does not meet generally accepted standards of quality in materials or workmanship appropriate to the circumstances. This would apply to both repair work and new construction. Tenders should only be invited from contractors who are known to be able to achieve the standards of quality needed.

2.3 Eligible property

Most grants will be made to private owners of Target buildings for the scheme (See Target Building Map in Appendix 1).

In some instances buildings in public ownership could be eligible for grant aid. The good repair of a building providing public services should be a requirement of the organization using it to meet its statutory obligations. Any grants for works to buildings in public use such as Town Halls will be scrutinised carefully with this in mind.

Grants can be made for eligible work to buildings including museums and community facilities. If the works take up a significant proportion of the Partnership Fund, however, it may be more appropriate to apply for separate funding through one of Heritage Lottery Funds other funding programmes: https://www.hlf.org.uk/looking-funding/our-grant-programmes

2.4 Research, analysis and investigation

Any grant funded work should be based on a thorough understanding of the building and any specific issues it faces. In most cases a brief statement and specification supported by drawings and photographs should be provided. These should highlight the buildings significance and provide justification for the proposed works. An archaeological report may be required in some instances.

2.5 Building repair

Grants can be offered to repair the structure and external fabric of buildings which are in use and make a positive contribution to the character and appearance of the Conservation Area.

Repairs should be extensive using agreed traditional construction techniques and local natural materials (normally on a like-for-like basis). Substitute or artificial materials are not eligible and cannot be used on grant funded projects.

Repairs can include strengthening or reinforcing the existing structure using the most conservative approach possible. Limited reconstruction (in line with the existing structure) is eligible if it cannot be avoided. The survival of locally distinctive building construction techniques (such as cob walls) is often found in town buildings behind later finishes. These are very important and should be retained and repaired in compatible materials.

Routine maintenance, redecoration and internal repairs can only be funded if:

- They are a direct result of an eligible repair
- They are necessary for the structural stability of the building
- There is public access to the building

2.6 Reinstatement of architectural features

Grants can be offered to reinstate missing architectural detailing (for example, decorative ironwork on balconies, canopies and railings, tiling, architectural sculpture and other historic finishes).

Repair and restoration of retaining and boundary walls and railings can be funded if they contribute to the stability of the building, improve its setting and are of particular interest in the Conservation area

Restoring architectural details must only be carried out if the building is otherwise in good repair (or will be repaired as part of the project). The TH scheme aims to wholly or partly restore elements of the external fabric of the building which are essential to its design and character. This could include:

- Ornamental masonry (including architectural sculpture)
- Stucco and other applied finishes and details,
- Joinery to historic patterns
- Ornamental metalwork such as balconies, canopies and finials.

The TH scheme seeks to restore (in whole or part) elements of the exterior fabric of buildings which are essential to its design and character. These could include:

- Ornamental masonry (including architectural sculpture)
- Stucco and other applied finishes and details
- Joinery to historic patterns
- Ornamental metalwork such as balconies, canopies and finials

Other work that cannot be funded includes:

- ‘Conjectural restoration’ work (Where there is no firm surviving historical evidence either surviving on the building or recorded in photographs or drawings is not acceptable for grant historic recording)
- Work that involves reversing alterations that are of quality and interest.

2.7 Specialist treatment

The following specialist treatments may be eligible:

- Appropriate repairs to timber frames, roof structures, beams, floor joists and other structural timbers, based on a careful and comprehensive survey of the existing structure. In situ reinforced resin repairs to structural timbers can only be accepted if justification can be provided that they will avoid major disturbance of historic fabric.

- Using treatments to get rid of dry rot or preserve timbers, preferably based on an analysis and specification by an independent consultant (whose fees are also eligible), and using non-destructive techniques and non-toxic applications wherever possible.

- Damp-proofing by traditional methods, but only if damp is causing structural damage to the building. Measures to get rid of damp, such as improved drainage, using French drains or lowering ground levels, should be put in place if possible.

2.8 Types of eligible work

2.8.1 Re-roofing and chimney repairs

Roof works should be comprehensive and any other necessary high-level associated repairs (such as to roof structure, chimneys, leadwork or rainwater goods) should be carried out at the same time as the roofing work.

Temporary roofs could be considered to safeguard the building during works. Details of any new roof windows or skylights, roof vents, flue terminals, soil and vent pipes, aerials or solar panels should be approved before work starts

Re-roofing must be in natural materials that are traditional to the area (normally to match the historic covering). New slate for reroofing is preferred as it will last longer. It is sometimes possible to use reclaimed local slate although new and reclaimed slate should never be used on the same roof pitch.

Re-roofing with artificial or alternative materials (such as concrete tiles, asbestos cement slates, reconstructed slates or artificial stone slates) is not eligible for grant, nor is the use of roofing felt for flat roofs or lining gutters.

Total roof replacement should take into consideration condensation risks and underside corrosion. These risks can be reduced by not roofing in damp conditions and avoiding damp materials. Ideally, re-roofing should be carried out between April and July.

Re-Slating generally should be carried out to BS 5534 re-using sound existing slates and/or fixing new natural slates which match the existing. Slates should be fixed with copper nails to battens which have been fixed with stainless steel or galvanised nails. Scantle slate to roofs or walls should be reinstated where possible where they originally existed. Original methods of fixing for dry or wet laid roofs should also be matched. Use of random width slates as opposed to diminishing courses could be an option in some instances.

Undulating roofing profiles should be retained where possible through any re-roofing work. The slates if possible should be of British origin and appropriate to the region, (Delabole or Trevillett, for example), laid in courses to match the existing.

Detailing should be reinstated carefully to the original form, particularly at eaves, ridges and verges. Existing ridge and hip tiles or slates should be retained and re-set where possible,

or should be replaced in slate or clay to match the existing, as appropriate. Verges, ridge and hip tiles, etc. should be pointed neatly in gauged mortar, no stronger than a 1:1:6 cement:lime:sand mix.

New lead flashings should be provided at all abutments and chimneys (cement fillets alone are not acceptable) and lead work generally should be checked and renewed or repaired as necessary. Provision should be made for ventilating the roof space(s) by an agreed method.

Chimney repairs, including lining or rebuilding if structurally essential, are eligible as long as provided the chimney is repaired accurately to the historic height and profile. Restoring the historic style of chimney pots and cans can also be funded. Keeping and repairing existing stacks or stalks may be a condition of any grant offered.

2.8.2 Structural timber repairs

(Refer to *Timber Decay in Buildings*, B Ridout, English Heritage/Historic Scotland 1999).

Repairs to structural timber should be made by splicing or bolting in sound replacement timber of similar scantling and species wherever possible, retaining all existing timber of historic value.

A detailed specification and drawings must be approved for the repair or reinstatement of a timber-framed building or historic roof structure before any work is undertaken, and it is expected that these will be based on a careful and comprehensive survey of the existing structure.

Exposed structural timbers such as oak timber framing should always be repaired in new green oak (e.g. for new elements) or kiln-dried oak (e.g. for face patching and similar small repairs). Second-hand material normally should not be used. Surface treatments such as stains should not be applied to exposed new oak frame repairs. Specialist advice should be sought concerning any existing timber carrying decoration, carpenters marks etc, that may be of historic importance. Where painted decoration is found it may be necessary to employ a UKIC accredited conservator to advice on significance, condition and repair.

Traditional timber repairs are preferred, and any proposed mechanical repair method to structural timbers should be approved, as should the overall structural proposals. Large sections of timber required for replacement should not be formed by laminating smaller sections. In situ resin repairs to structural timbers are normally not acceptable. Any repairs carried out should maintain flexibility at joints in order to allow for some movement in the frame. Shakes in structural timbers should not be filled for cosmetic reasons.

Historic softwood, due to its production, generally has a greater resistance to fungal decay than modern softwood and therefore cutting out and replacement with modern “equivalent” should be kept to a minimum.

All infill panels of historic interest (e.g. wattle and daub) should be retained wherever possible. The form and detailing of any new infill panels required should be agreed prior to any work. Any repaired timber framing previously covered by lime render should be re-rendered with lime based materials and not left exposed.

2.8.3 Rainwater goods

Ineffective rainwater collection and disposal is a major source of building deterioration. Where rainwater goods are undersized, liable to blockage, badly maintained and inefficient they pose a risk to historic buildings.

Generally, any new or replacement rainwater goods required should be in cast iron or cast aluminium, to the original pattern. Gutters and rainwater goods originally of a different material, such as lead, stone or timber, should be replaced accordingly, unless otherwise agreed. Extruded aluminium, plastic, PVC or glass reinforced plastic (GRP) rainwater goods are not eligible

Grants could also be offered for additional downpipes, if required, and appropriately designed new overshoots and weirs, detailed to discharge water clear of hoppers and catch-pits should these become blocked.

2.8.4 Lead work

(Reference should be made to English Heritage Advisory Guidance Note *Lead Roofs on Historic Buildings*).

All flashing, soaker, capping, valley and gutter linings and other weathering should be in lead, as a minimum, to the weights and details recommended by the Lead Sheet Association, as described in the *Lead Sheet Manual* plus the latest addendum's. Unless otherwise agreed, flat roof coverings, including to internal wells and dormer windows, should match the existing or otherwise be in lead. Ventilation may not always be beneficial. Appropriate consideration should be given to the soundness of any old lead or where conditions are likely to change e.g. where insulation or a new heating system has been installed.

2.8.5 Stonework and Brickwork repairs

A detailed specification for any stonework or brick repairs should be agreed prior to commencement of any work. Any repairs (including any decorative elements) should be carried out in natural stone or brick to match the existing in both colour and texture. The stone or brick should be sourced, where possible, from the same quarry and beds as the original. It might be possible in some instances to use salvaged materials. Areas of unsound stonework should be carefully rebuilt as agreed, re-using as much of the existing stone as possible.

The skilful building up of lost areas with soft tile and lime mortar and lime based finish to match the surrounding masonry, may be acceptable. Plastic insitu resin based mortar repairs to stonework and brickwork are not normally acceptable or eligible, except for minor areas.

Wherever possible as much historic fabric as possible should be retained. A knowledgeable specifier should be able to prepare a specification utilising the full range of repairs to stonework; ranging from adequately detailed and specified mortar repairs to stone replacement. Both the specifier and contractor need to have adequate skills and knowledge of traditional materials and quality conservation repair.

Generally, stone that has lost its structural quality or is too badly decayed should be carefully cut out and matching replacement stone pieced in. Replacement stone should be cut to the full dimensions of the existing blocks, unless otherwise agreed and face patches should never be less than 100mm deep. Samples of any new stone or brick to be used should be approved. The face of new stone should be tooled to match the original un-weathered finish, and all saw marks should be removed.

Stone should always be laid on its natural bed, unless otherwise specified, and new stonework should be laid to match the existing wall (e.g. as ashlar work, or coursed squared rubble). All replacement stone details should be cut accurately to the original pattern and profile; this is particularly important for cornices, mullions, hood moulds and other

architectural features. Where the existing stone is badly eroded, replacement details should be agreed before work starts. Dressing off should be limited to the removal of dangerous or loose material, and should be carried out with a bristle brush. Chisels, particularly claw chisels, should never be used.

2.8.6 Masonry re-pointing

(Refer to EH Practical Building Conservation Technical Handbooks Volumes I & II, EH Video *Making the Point*).

Re-pointing of external masonry should be kept to the absolute minimum necessary and comprehensive re-pointing for cosmetic reasons is not acceptable. Only repointing which is structurally necessary, kept to the absolute minimum and carried out to an appropriate specification is eligible. Any re-pointing should be based on an agreed sample panel. Comprehensive repointing for cosmetic reasons is not eligible.

Prior to commencement of any work, samples of mortar mixes should be provided and approved. Approval should take into consideration mortar colour/ surface texture, joint finishing and depth of compaction within the joint.

The joints should be carefully raked out manually to a depth of at least two times the width or 18-25mm (3/4"-1"), depending upon the width of the joints, flushed out, then saturated with clean water to limit suction and the new mortar pressed well in. Cutting out of existing mortar with a mechanical disc is not acceptable, and will prejudice grant-aid to other eligible work.

Decayed or damaged bricks should be cut out carefully; using hand tools only and replaced with sound bricks to match the existing in size, type, colour and texture. Where structurally necessary, agreed areas of unsound brickwork should be carefully re-built, re-using the existing bricks where possible.

Stonework or brickwork should be re-pointed or bedded in an appropriate mortar mix (that is, weaker and more porous than the adjacent masonry and usually in a lime-based mortar). Mortar mixes should be designed to suit each individual building, location and exposure. The material, texture and colour of the “original” construction mortar should be determined and matched.

Proprietary coloured mixes or colouring additives should not be used. Joints should be finished to match any specific “original” feature (e.g. lined-out or tuck pointed mortar joints in brickwork).

In some instances, mortar analysis may be appropriate to determine original binder/ aggregate types, ratios, colours etc., and grading of sand. Historic England can give advice on companies able to undertake such work.

The use of putty lime, rather than hydrated lime, should be encouraged, as should the preparation of coarse stuff (i.e. mixed sand and lime, kept covered until needed). In exposed positions, the addition of cement may be appropriate, but no weaker than 1:3:12 (research has also shown that adding less than half a part of cement: lime can adversely affect the frost resistance of the mortar). Mixes stronger than 1:2:9 may be inappropriate on historic masonry.

Alternatively, carefully considered mixes based on hydraulic limes may be appropriate.
Care should be taken if “hybrid” mixes of hydraulic and non-hydraulic lime are proposed as the binder in mortar. Research shows that in proportions less than 5-7% of total mix, the addition of non-hydraulic lime putty to hydraulic lime/sand mortar can help the workability - through air entrainment, thorough whisking or use of a screed mixer can have the same

effect. In large quantities however, the addition of lime putty can have a detrimental effect on the performance of the mortar.

The specification for re-pointing should also take into consideration the time of year/ provision of skilled craftspeople/aftercare needed and be detailed enough on items such as placing, compaction and protection of mortars to ensure high quality work.

The joints should be filled with new mortar as far back as possible between the stones and finished flush, then brushed back with a bristle brush to expose both the aggregate and the edges of the adjacent stone. This compacts the joint and promotes carbonation. Joints should on no account be struck, or finished proud of the masonry face to form "strap" or "ribbon" pointing, or feathered over the edge of eroded blocks. Care should be taken to finish the joints to match the surrounding work and the width of the original joints should not be increased.

Where the existing masonry is generally eroded, the face of the mortar should be kept back to the point at which the joint remains the original width. Re-pointing should not increase the width of the original joints.

Mortar for re-pointing should be coloured by the use of appropriate sand to match the original joints before weathering. Proprietary coloured mixes or colouring additives should not be used.

2.8.7 Rendering

Repairing external render, stucco or harling and limited areas of renewal is eligible if carried out to an approved specification. Total or substantial renewal should only be carried out if it cannot be avoided. If a coating has been removed in recent years and this has harmed the performance and appearance of the building, restoring it may be the most appropriate type of repair. Repairs to applied details and features (such as cornices, string courses, window architraves, columns, pilasters and rusticated rendering) are also eligible. Repairing these details and features should be done carefully and accurately to the historic form or profile, and as near as possible to the historic composition. Generally, GRP or similar replacement mouldings are not acceptable for grant, nor are proprietary in situ resin based repair techniques.

Re-rendering and render repairs generally should be carried out in a lime mortar mix or an appropriate mix based on an analysis of original material. The mix and character chosen should match the strength of the original rendering or stucco, unless otherwise agreed.

New rendering should generally be applied in three coats, and no metal beads or stops should be used externally; arises and angles should be formed in the traditional manner. Cracks in existing render should be cut back to the masonry face and the surrounding render undercut to provide a key. Coursing (or blocking) lines should be reinstated in areas of new render, where appropriate.

Samples of new render should be agreed before the commencement of work. Consideration should be given to the moisture content of the masonry where cement based render has been removed - and possible drying out time needed before re-coating.

Cornices, window surrounds and other mouldings should be re-run *in situ* with a template in the traditional manner, building up in coats to the full original profile and accurately formed: mouldings should be copied from an undamaged existing section cleaned of all paint. It is important for all existing features requiring repair to be recorded by photographs, drawings and templates, if necessary, before work starts.

Subsequent redecoration of rendered areas should be with traditional lime wash/silicate

paints/alkyd oil paints where appropriate (N.B. mineral paint may bond irreversibly to an historic substrate and may be inappropriate sometimes): otherwise, with a smooth, water-permeable masonry paint system. Textured or impermeable sprayed coatings are not acceptable. The proposed colour scheme for redecoration should be agreed.

2.8.8 External cleaning

Cleaning external stonework and brickwork is only eligible if there is such a build-up of dirt, paint or resin coatings on the surface that it must be removed to assess the extent of necessary repair or, it is damaging the fabric of the building by chemical action. Cleaning for cosmetic reasons is not eligible.

The inappropriate specification and undertaking of building cleaning may irreversibly damage building fabric and needs to be carefully considered. Any cleaning which is agreed to be eligible must be carried out to an approved detailed specification from an independent specialist. A specialist conservation contractor should always undertake cleaning. No abrasive or high-pressure cleaning techniques should be used, particularly unregulated grit or sand blasting. Cleaned surfaces should not be treated with any form of sealant or silicone water repellent. Where surfaces have historic finishes, a report by a UKIC accredited conservator may be necessary.

Any relevant technical advice should be referred to and specifications should be based on initial assessments and trials. The time of year and conditions when work is carried out, porosity of the material and presence of any ferrous fixings need to be carefully considered.

Acceptable cleaning techniques could include:

- Limestone - low pressure, low volume water or soft dry abrasive or alkaline chemical cleaning and rinsing.

- Sandstone brick and terracotta - alkaline chemical degreaser and low concentration hydrofluoric acid cleaner and thorough cleaning.

(For good practice refer to N. Ashurst: *Cleaning Historic Buildings Volumes 1 and 2 and British Standard BS8221-2:2000*) For risks associated with cleaning sandstones refer to Historic Scotland Publications *Stone cleaning* in Scotland Research publications - Research Summary and 3 parts, 1991 Historic Scotland/ Robert Gordon Institute of Technology).

2.8.9 Windows, doors and external joinery

Existing windows and/or external doors should be retained and repaired wherever possible; it is important to retain and repair surviving early casements and glass. The quality of early twentieth century timber, glass and fittings and those of earlier date should be respected. If replacement is unavoidable, the new windows should be accurate replicas to the original design, in terms of construction, arrangement of panes and detail. Timber sections, especially mouldings, should be to the original size and profile; this is of particular importance for glazing bars and meeting rails to horizontal sashes. Double-hung sliding sashes should be without horns (unless the original sashes were to this pattern) and should be hung on cords with weights. Spring balances for sashes are not acceptable. The quality of the timber for repairs should be stated e.g. for high quality softwood repair, the heartwood of a stated timber species and vacuum pressure impregnated may be appropriate.

Existing old, especially crown, glass should always be protected from damage, retained and re-used in new windows, as replacement with modern float glass will always adversely affect the appearance. New door and window furniture should be to the original pattern. New and/or repaired external joinery should be painted with an appropriate exterior joinery paint

and not stained.

2.8.10 Ironwork

Decorative ironwork, such as balconies, canopies or railings, should be carefully repaired in an appropriate technique using the same material i.e. cast or wrought iron and not mild steel. If absolutely necessary, features may be reinstated accurately to the original pattern and detail, in a similar material (unless otherwise agreed). Existing decorative ironwork requiring repair or replacement should be recorded by photographs or drawings before work starts. The existing paint finish should be analysed to determine the original colour scheme. Drawings for any new/replacement ironwork will be required for approval.

New or repaired ironwork should be painted with a gloss, or other technically appropriate paint system, to the original colour scheme. Any alternative colour scheme proposed should be agreed

2.8.11 Special features or materials

Where unusual features or materials special to the building or area exist or are required, the specification for their repair or reinstatement should be agreed with the TH Project Team prior to any work commencing on site.

2.8.12 External Works

Boundary walls, fences and gates should be repaired to match the existing, or reinstated to the original design. The installation and design of any new such elements must be approved.

External paving should be in appropriate natural materials, such as stone slabs or granite setts, to match the existing in size, depth, coursing pattern and pointing profile where relevant and/or laid in the traditional manner.

A detailed scheme for any external landscaping proposed, including any planting, lighting, signage and street furniture must be submitted for approval.

2.8.13 Professional Fees

Expenditure on fees for professional advisors belonging to one of the recognised institutions will be eligible for grant. Professional services where the fees exceed £10,000 must have been competitively procured. The Council encourages the use of professional advisors. Architects must be registered with the Architects Registration Board (ARB) and may be a member of the RIBA. Surveyors must be members of RICS. While it is not mandatory that applicants should employ professional advisors, their involvement is encouraged in the interests of both the applicant and the grant giving body. Full professional fees for architectural services are only eligible if the professional advisor inspects the work in progress and is responsible for issuing the completion certificate.

2.8.14 Planning fees

Spending on fees associated with planning permission, building regulations, and listed building consent are eligible for grant, as long as these fees clearly relate to the building and work for which the grant is being used.

2.8.15 Value Added Tax

VAT may be payable on eligible repair costs and fees. Where VAT cannot be recovered, it

will be eligible for grant aid. Guidance on VAT and Listed Buildings is contained in VAT leaflet 708/1/85 and the amendment of March 1986 available from the local VAT office *or following website: https://www.gov.uk/government/publications/vat-notice-708-buildings-and-construction*

2.8.16 Further information

Any proposed works to listed buildings must be in accordance with planning policies in the National Planning Policy Framework (NPPF): https://historicengland.org.uk/advice/hpg/decisionmaking/NPPF/

Brereton C The repair of historic buildings: advice on principles and methods. London 1991,1995.

Ashurst J&N Practical Building Conservation series: Aldershot, 1988, 1989, 1990:
Volume 1 - Stone Masonry
Volume 2 - Brick, Terracotta & Earth
Volume 3 - Plasters, Mortars & Renders
Volume 4 - Metals
Volume 5 - Wood, Glass, Resins, Technical Biography
(Please note that some detail within the books may have been superseded by more up to date research e.g. Smeaton Phase I: JM Teutonico, I. McCaig, C.Burns, J. Ashurst. Smeaton Phase II: JM Teutonico and BS 8221-2:2000 Cleaning and Surface Repair of Buildings: Building Research Establishment)

Ridout B Timber Decay in Buildings: The Conservation Approach to Treatment. SPON London 1999

English Heritage Transactions Series:
Volume 1 - Metals (1998)
Volume 2 - Stone (2002)
Volume 3 - Earth (1999)
Volume 4 - Timber (2002)
Volume 5 - Thatching in England 1790-1940 (1999)
Volume 6 - Thatching in England 1940-1994 (2000)
Volume 7 – Timber (2001)

Letts J Smoke-Blackened Thatch: A Unique Source of Late Medieval Plant Remains from Southern England, English Heritage & University of Reading 1999/2000

Teutonico J-M (ed) English Heritage Directory of Building Limes, Donhead, Shaftesbury 1997

Chapman S & Fidler J (ed) English Heritage Directory of Building Sands and Aggregates Donhead, Shaftesbury 2000

English Heritage videos:

Framing Opinions: Protecting our Legacy of Old Windows (1994)
Making the Point: Pointing Brickwork the Traditional Way (1994)

Free English Heritage Technical and Advisory Notes (examples):

Stone Slate Roofing (1998)
Anthrax and Historic Plaster (1999)
Graffiti on historic Buildings and Monuments: methods of removal and prevention (1999)
Framing Opinions (7 leaflets) (1994-1997)
Lead Roofs on Historic Buildings (1997)
Thatch and Thatching (2000)

Technical books and guides can be ordered from the Historic England Bookshop: https://retail.historicenglandservices.org.uk/category/historic-england-guidance.html.

Copies of technical guidance can be downloaded from Historic England's Search All Publications page: https://historicengland.org.uk/images-books/publications/

Alternatively, for further information on current publications and free technical notes contact Historic England, The Engine House, Fire Fly Avenue, Swindon, SN2 2EH, Telephone 01793 445050 or Email: customers@HistoricEngland.org.uk

Further examples of relevant publications which should also be referred to:

Ashurst N Cleaning Historic Buildings:
Volume 1 Substrates, Soiling and Investigation
Volume 2 Cleaning Materials and Processes
(both London 1994)

The Lead Development Association/Lead Sheet Association The Lead Sheet Manual Volumes 1-3 1990-1991

Also guidance notes such as those produced by the Society for the Protection of Ancient Buildings (SPAB) e.g. technical pamphlet "The Need for Old Buildings to Breathe".

The following organisations also produce guidance notes:

The Georgian Group
The Victorian Society
Historic Scotland

Section 4 - The terms and conditions of relating to the Grant

An example of the Grant Agreement is included for your information. You are advised to read this and to familiarise yourself with the terms upon which the Grant may be made available to you. If you have any queries or questions about the Grant Agreement please contact:

Martin Searle (TH Project Officer)

T: 07483 364378

E: Martin.Searle@cornwall.gov.uk.

Or

Andrew Richards (TH Project Co-ordinator)

T: 01209 614388

E: Andrew.richards@cornwall.gov.uk

Appendix 1

St Austell Townscape Heritage scheme Target Area and Target Buildings