

**From:** Marc Willis [REDACTED]  
**Sent:** 16 May 2019 16:07  
**To:** pilningandsevernbeachparishcouncil@btconnect.com  
**Subject:** Northwick Tower, Pilning, South Gloucestershire, BS35 4HE - Email 1 of 4

Dear [REDACTED]

Further to your instructions, I have made enquiries of South Gloucestershire Council, the Heritage Lottery Fund and Historic England seeking grant funding for the repair of Northwick Tower. Each of these organisations invites applicants to make an initial informal approach to sift out those applications which are unlikely to meet their criteria. You will see from their responses - sent as separate emails - that these organisations are not inviting the Council to make a formal application for funding.

However, Historic England did send me a spreadsheet with details of various charities and trusts which do offer grants for the repair of historic buildings, subject to various qualifications. I have attached a copy of this spreadsheet to this email. This project clearly falls outside of the scope of most of these grant schemes, but there are a handful of schemes within which this project may qualify. I have marked the five Trusts which might help in red on the attached copy of the spreadsheet. I should add that, according to this spreadsheet, the maximum amount of grant that is likely to be offered is very small - only a fraction of the amount needed to carry out the repairs that have been identified as being essential.

I am sending you a copy of the email that I have sent to the Heritage Lottery fund with the quote and the engineers report attached. If you think you meet the necessary qualifications, you can contact any of the Trusts identified in the spreadsheet using my email as a template.

I attach our invoice as agreed (in fact, less than as agreed) and look forward to hearing from you.

Regards,

Marc Willis

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Willis & Company (Town Planning) Limited  
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-----Original Message-----

**From:** Robert Griffin [REDACTED]  
**To:** Marc Willis [REDACTED]  
**CC:** Pilning and Severn Beach <[pilningandsevernbeachparishcouncil@btconnect.com](mailto:pilningandsevernbeachparishcouncil@btconnect.com)>  
**Sent:** Thu, 16 May 2019 11:45  
**Subject:** RE: Northwick Tower, Pilning, South Gloucestershire, BS35 4HE

Dear Marc,

Thank you for your email.

I was somewhat baffled as to why you thought South Glos. Council and myself had access to these sort of funds.

I checked with the Grants section and they confirmed:- You are correct that this team only manages MAF and AWG and that the funding request exceeds the usual grant-making capacity of these schemes. Currently these schemes are predicted to have a reduction of £50,000 at least this year.

The advice given was:- The applicants could consider the Lottery Fund or they could seek other sources on the funding webpage of our partners [CVS South Gloucestershire](#).

Yours sincerely,

Robert C. Griffin - Councillor for Pilning & Severn Beach. [REDACTED]

**From:** Marc Willis [REDACTED]

**Sent:** 10 May 2019 15:06

**To:** Robert Griffin [REDACTED]

**Cc:** Pilning and Severn Beach <[pilningandsevernbeachparishcouncil@btconnect.com](mailto:pilningandsevernbeachparishcouncil@btconnect.com)>

**Subject:** Northwick Tower, Pilning, South Gloucestershire, BS35 4HE

Dear Councillor Griffin,

I am instructed by Pilning & Severn Beach Parish Council to apply to Historic England, The National Lottery Heritage Fund and South Gloucestershire Council for financial support in connection with the above property, which is a Grade II Listed building. The advice from South Gloucestershire Councils Grants Team is that applications to the Council should be submitted to the Ward Councillor in the first instance. I appreciate that the Council is in *purdah* at the present time, pending the upcoming European elections.

St Thomas's Church, Northwick was first recorded here in the 1600s and was substantially rebuilt in 1842. The east wall of the church was declared unsafe in 1962. Sometime after this date, the church was declared redundant and was demolished around 1970, except for the bell tower. The former churchyard and the remaining tower was acquired by the Parish Council in the 1980s. It is described in the Statutory List as follows;

*Church tower. 1842-3 by John Hicks. Rubble with stone dressings. Square plan, neo-Romanesque style. 3-stage tower has west door with paired jamb-shafts with scalloped capitals, 2-light window above, hood mould with wolf-head stops and relieving arch, single light at 2nd stage, 3rd stage has paired window with bell louvres to each side; gabled parapet and coping on Lombard frieze with animal masks as corbels, cross slit in each gable, cockerel weathervane; plinth, weathered clasping buttresses and strings. East elevation has blocked door and large upper window, both round-headed with relieving arch, roof line of former nave visible, part of wall of nave remaining with jamb shafts of a window, mask stop to hood mould, kneeler carved as grotesque animal to north. Outline of nave, transepts and chancel visible on ground. (Sources: Incorporated Church Building Society Records 1842-3 and Verey, D. : Buildings of England, Gloucestershire : The Vale and The Forest of Dean. 1970).*

The church tower is approximately 4m x 4m square and is between 13m-15m tall. Since acquiring the structure almost 40 years ago, the Parish Council has maintained the building from time-to-time, but whilst a recent inspection (see report attached) found that the tower was a generally stable structure, the report recommended a range of remedial measures which need to be undertaken to ensure the long-term survival of the structure. A suitably qualified and experienced local builder was asked to provide an estimate for the works identified in the visual structural inspection, which is attached. The estimate indicates the total cost of the recommended works to be almost £28,500.

Pilning and Severn Beach is a small parish with modest means. The cost of these works amounts to almost 50% of the annual precept. The Parish Council is therefore seeking contributions from Historic England, The National Lottery Heritage Fund and from South Gloucestershire Council to help to cover the cost of these works. Looking to the future, the Parish Council, acting upon the recommendations of the visual structural inspection report, will ensure that the structure is inspected annually by a suitably qualified and experienced person and will create a 'sinking fund' to ensure that funds are available for the future maintenance and repair of the building.

To be clear, the Parish Council will need very substantial grant contributions from Historic England, The National Lottery and South Gloucestershire Council in order to commission the works identified in the attached report. The two documents attached to this email are essential to the proper understanding of the project.

I trust there is sufficient information attached to enable you to support the Parish Councils application to the Council for a grant. The outside of the tower is accessible at all reasonable times. Please do not hesitate to contact me or the Parish Clerk, Victoria Bywater, should you require further information or clarification.

I look forward to hearing from you.

Regards,

Marc Willis

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