

Update on Memorial Clock situated at All Saints Church as a Parish Asset

Each year Wickhambrook Parish Council sets aside some funds from its budget to give financial support to local organisations. The power under which a Parish Council may normally do this is s.137 of the Local Government Act 1972 (unless there are other specific powers, e.g. maintaining open spaces or contributing to sports facilities).

Previous requests have been received from Wickhambrook All Saints Church PCC asking the Parish Council to pay for repairs to the Memorial Clock sited on the Wickhambrook All Saints Church Tower. The parish council resolved to award a grant of £340 towards the cost of the repairs (Report [WPC.21.11.09](#) and **Min. 21.11.17 refer**) in November '21, and a further £340 in April '22 (Report WPC.22.02.08 and Min. 22.02.13). This grant was paid in August '22. The Parochial Church Council, who have been managing the maintenance of the clock, have reported that they do not have sufficient funds to instruct for all the work to be completed (there remains outstanding work to install a new switch to operate the winder, estimated in August '22 at £450) and are requesting that the parish council take on responsibility for the Memorial Clock, on the basis that in their view it is not a Diocesan asset (but was funded by residents of the parish). Their most recent request is attached as **Appendix A**.

A full background to the funding and current legal position with respect to the Memorial Clock is set out in report [WPC.22.11.10](#), which the parish council considered at its meeting on 24th November '22 (the matter having been referred up from the Estates Committee) (**Appendix B** – NALC & SALC guidance refers).

In summary:

1. the parish council could accept the Memorial Clock as an asset (valued at £1).
2. The PC should seek a formal agreement between itself and the PCC for transfer to it, from a solicitor of its choice (a request for quotes on this work has been requested).
3. The clock would be insured by the parish council on a replacement value basis (valued at £120,000 – advised by Hawards Horological) – the additional premium advised by current insurers is in the region of £350 per year.
4. The parish council would then be responsible for arranging and funding ongoing maintenance and repairs (annual service currently estimated at £350)
5. The PCC would hold Public Liability Insurance which would cover access to the Memorial Clock in the church tower.

This would put the management of the clock on a formal footing which the parish council would then need to budget for annually.

Hawards Horological have now provided replacement costs separately for the Dial (£8K and Movement £7.5K), which have allowed a more accurate prediction of Insurance uplift based on £20K, which allows for some inflationary pressure) (**Appendix C** refers).

A further quote from a recommended specialist solicitor, has also provided more clarity on initial costs (and reduced exposure to financial risk) (**Appendix D** refers).

WPC.23.02.08: Memorial Clock

Based on the information available to date, the likely costs to the parish council for taking on the Memorial Clock as a parish asset are:

Item	Current/1 st FY		Subsequent FY'S
	Minimum	Maximum	
Outstanding Repair to Winder	£450.00	£450	
Annual Service		£350.00	£350.00
Insurance Uplift	£72.58 ¹	£350.00 pro rata ²	>£350.00 >£72.58
Solicitors' advice on formal agreement	£500.00 ³	£225.00/ hour ⁴	
Total	£1022.58	£1372.58.00⁵	Between £425 - £700 dependant on insurance cover

Provision was made in the budget for the next financial year (2023/24) for £500 for the Memorial Clock (if accepted as a parish asset) which would cover the cost to repair the winder mechanism.

Provision has already been made in the approved budget (Min. 23.01.12.2 refers) for insurance (£1725) which should be sufficient to cover the insurance uplift in the next financial year plus renewal with the Memorial Clock as a parish asset.

There is also an underspend on costs associated with the re-negotiation of the lease for the play park at Cemetery Road (£1450 against a budget of £1500 plus VAT), which could be considered towards any legal costs incurred in a transfer of the Memorial Clock.

The Estates Committee considered this matter at its meeting on 2nd February 2023, and agreeing that there was now substantially greater clarity on the costs and financial risk involved, asked the clerk to report back to the parish council with a recommendation to accept the Memorial Clock as a parish asset.

Recommendation:

The parish council accept the Memorial Clock as a Parish Asset, based on anticipated associated costs which will fall upon it arising from this in the next and future years (as set out in report WPC.23.02.08) and ask the clerk to instruct Jacqueline Law, consultant solicitor from Excello Law to draw up an agreement between the parish council and the parochial church council to effect a transfer of the Memorial Clock as an asset to the parish council at a cost of £500 plus VAT

Reports

[WPC.EC.23.02.05](#)
[WPC.22.11.10](#)
[WPC.EC.22.11.02](#)
[WPC.22.02.08](#)
[WPC.21.11.09](#)

Minutes

23.02.11
22.11.19
22.11.11
22.02.13
21.11.17

¹ Based on a replacement cost of £20,000 (Dial £8,000, Movement £7,500 – as advised by Hawards

² Based on a replacement cost of £120,000 (as quoted by Haward's Horological)

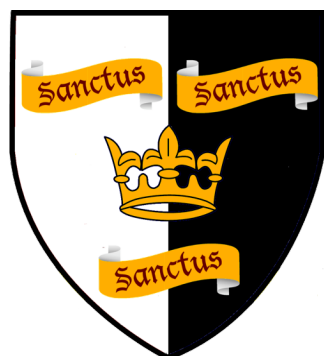
³ Based on 2.5 hours and no unanticipated issues with third parties.

⁴ No estimation of time taken – this is where the greatest financial risk lies

⁵ Not including Solicitors costs

Hilary Workman
Clerk & RFO
February 2023

Wickhambrook All Saints Church



www.bansfieldbenefice.org.uk
contact@bansfieldbenefice.org.uk

Rector
Eve Bell
07815 441304
evebellbb@icloud.com

Churchwardens
Paul Bevan
Sam Sykes

11th November 2022
Remembrance Day

Wickhambrook Memorial Clock

Dear Hilary

Subsequent to your email of the 1st November regarding the Wickhambrook Memorial Clock. The PCC of Wickhambrook would like to request formally that the Wickhambrook Parish Council accept the Wickhambrook Memorial Clock as an asset as described in the document "WPC.EC.22.11.04: Memorial Clock".

The PCC of Wickhambrook thanks the Parish Clerk and members of the Parish Council for their help to keep this important village memorial working and available for future generations. The memorial clock stands as a visual and audible reminder to people of the ultimate sacrifice made by the men to whom this memorial is dedicated.

It seems very appropriate that this letter is dated 11th November – Remembrance Day.

Yours Sincerely

Paul Bevan
(Churchwarden)
On behalf of the PCC of Wickhambrook.

EN2452: Memorial Clock on Church Tower

Referred to NALC LEGAL

We have sent this enquiry to NALC legal to advise on:

1. whether ownership of the memorial clock can be transferred to the parish council and become an asset.
2. If you can take ownership, then we would recommend you instruct a property lawyer to handle the transaction on behalf of the council.

With regard to managing the asset, subject to the above, you would list it as a community asset with a value of £1 and we would also recommend you speak to your insurers, as you suggest, for valuation purposes.

We have asked NALC legal to provide the advice by 26th September.

Update 28th September 2022

Attached is the advice from NALC Legal which we followed up this morning to clarify as it was unclear on whether if the property was transferred to the parish council then they can fund it even if it is attached to the church building.

They replied: "yes, the restriction is on funding works to the church property and once owned by the council it would not be church property. The presumption that items fixed to property form part of the property would be rebutted so to speak. The clock would be the council's to maintain using their powers, which could be as a public clock or as a war memorial (if it is a war memorial)"

Hopefully this clarifies the position to enable a discussion at your forthcoming meeting.

User Hilary Workman Thu Sep 15 2022

Memorial Clock on Church Tower

In 1947 or thereabouts a Memorial Clock was commissioned by the parish council which was funded by it, residents and the pcc. Every record I have been able to find references it being a parish memorial clock to the war dead. It was installed in the church tower, as that is the highest point, and makes it visible for residents.

When I started in 2018 I sought clarification from SALC about how repairs for this could/should be funded by the parish council.

The pcc has applied to the parish council for a grant to cover the cost of the work, and the parish council has relied on the powers under the Parish Councils Act 1957 to install and maintain clocks for the public benefit. Additionally, I believe it can be argued that it could be funded under s.137, the clock not being property related to affairs of the church or held for an ecclesiastical charity - it is simply installed in the clock tower, and the pcc has managed it up until now as they have access to it.

However, the pcc no longer wish to be responsible for applying for grants to cover the cost of maintenance. They would like the parish council to take this on, on the basis that it is a memorial clock, not a church clock.

The parish council does not have it listed in its assets. if it were to agree to take on the clock and the financial burden, including insurance, how would it be included in the assets - I have the original grant the parish council paid towards it, should that be used? Can it be listed as £1?

Presumably, there could be insurance implications if a parish clock is sited in a church tower (I will check with our insurers).

Please advise the best approach to formalise how we deal with this going forwards.

Responses



Sally Longmate Thu Sep 15 2022 14:26:54 GMT+0100 (British Summer Time)

Your enquiry has been referred to NALC legal - please log onto the SALC Portal to access details using the link below. The matter will remain open and we will update you as soon as we receive a response.

[MEMBER PORTAL](#)

Suffolk Association of Local Councils



Laura Sampson Mon Sep 19 2022 09:36:22 GMT+0100 (British Summer Time)

NALC legal reference: Suff 22/464 recd 16/9/22



Sally Longmate Wed Sep 28 2022 14:28:21 GMT+0100 (British Summer Time)

27 September 2022

Sally Longmate, Chief Executive Officer
Suffolk Association of Local Councils

Our ref: Suff 22/464

Your ref: EN2452

Dear Sally

Client: Wickhambrook Parish Council

Subject matter: Memorial clock on church tower

Thank you for your emails of 15 September 2022. The Clerk to Wickhambrook Parish Council ("the Council") has requested advice on behalf of the Council as follows:

In 1947 or thereabouts a memorial Clock was commissioned by the parish council which was funded by it, residents and the PCC. Every record I have been able to find references it being a parish memorial clock to the war dead. It was installed in the church tower, as that is the highest point, and makes it visible for residents.

When I started in 2018 I sought clarification from SALC about how repairs for this could/should be funded by the parish council.

The PCC has applied to the parish council for a grant to cover the cost of the work, and the parish council has relied on the powers under the Parish Councils Act 1957 to install and maintain clocks for the public benefit. Additionally, I believe it can be argued that it could be funded under s.137, the clock not being property related to affairs of the church or held for an ecclesiastical charity - it is simply installed in the clock tower, and the PCC has managed it up until now as they have access to it.

However, the PCC no longer wish to be responsible for applying for grants to cover the cost of maintenance. They would like the parish council to take this on, on the basis that it is s a memorial clock, not a church clock.

The parish council does not have it listed in its assets. if it were to agree to take on the clock and the financial burden, including insurance, how would it be included in the assets - I have the original grant the parish council paid towards it, should that be used? Can it be listed as £1?

Presumably, there could be insurance implications if a parish clock is sited in a church tower (I will check with our insurers).

Please advise the best approach to formalise how we deal with this going forwards.

The request goes on to say that SALC seeks guidance on a number of questions.

- 1. Can ownership of the memorial clock be transferred to the parish council and form one of their assets? We assume as they have the power to fund we imagine they can also own it.*
- 2. We will advise them to list it as a community asset with a value of £1.*
- 3. We will advise them to speak to their insurers for valuation purposes.*
- 4. If they can take ownership - then we would recommend they instruct a property lawyer to hand the transaction on behalf of the council.*

Advice

I will first set out general advice on funding a church clock before turning to the specific request. The clerk refers to the clock as being installed in the church tower. It is not clear who owns the clock, and the clerk says it was commissioned by the Council. The purchase cost was apparently funded by the Council, residents and the PCC. I cannot give definitive advice on this basis other than to say the request is about the PCC handing over responsibility for maintenance, which indicates ownership by the PCC or that the parties have acted as if that were the case. It is a rebuttable legal presumption that items fixed to property form part of the property. A clock which forms part of church property would, as such, come within the prohibition under s.8 of the Local Government Act 1894 (the 1894 Act) and this would mean that the Council would not have the power to fund clock repairs. I refer the Council to NALC's Legal Briefing L01-18 for our general advice on the 1894 Act.

The clerk refers to s.2 of the Parish Councils Act 1957 ("the 1957 Act"). This provides that a parish council may provide, maintain and light such public clocks within the parish as they consider necessary, and [subject to the provisions of s.5] may cause them to be installed on or against any premises or in any other place the situation of which may be convenient. In my view the power in s.2 of the 1957 Act, which is a general power, is subject to the specific prohibition in s.8 of the 1894 Act. As such the 1957 Act cannot be used to override the 1894 Act prohibition. The same goes for s.137 of the Local Government Act 1972.

The first question I have been asked to consider assumes councils have the power to fund the maintenance of church clocks and I refer to my advice above. The prohibition in the 1894 Act does not prevent the clock from being sold/ gifted to the Council. The questions on insurance and the listing of the clock as a Council asset are not legal questions so I would direct the Council to its insurers on the

insurance question. If the Council does assume ownership, we can put asset listing questions to the accounts and audit adviser.

I hope this has been of assistance.

Yours sincerely

Jane Moore,

Senior Solicitor and Legal Services Manager

From: ian_hhlimited.co.uk
To: Hilary Workman
Subject: RE: Memorial Clock at Wickhambrook All Saints Church
Date: 05 January 2023 12:14:58

Hilary

That is very hard to estimate without doing a proper inspection etc.

As a ball park figure the dial would be around £8,000 to replace and the movement around £7,500 obviously it all depends on what we are talking about – this would be for a total wiped out 'clock and dial destroyed' scenario.

We don't have any photos or dimensions to send over- assuming you mean of existing? Best bet would be to go up there with a tape measure!!

Many Thanks

Ian Haward
Haward Horological Ltd

07899946699

Please reply to this email to confirm receipt

From: Hilary Workman <parishclerk@wickhambrook.org.uk>
Sent: 15 December 2022 12:38
To: ian_hhlimited.co.uk <ian@hhlimited.co.uk>
Subject: Memorial Clock at Wickhambrook All Saints Church

Hello Ian, I wonder if you could help. The parish council agreed in principle to accepting the Memorial clock as an asset, subject to costs, insurance etc.

They have asked me to establish the cost, should the clock become irreparable, of replacement with a suitable replacement (ideally modern mechanism, with low maintenance costs, but a similar face to the existing).

I know that you quoted a replacement value of £120K, but could you also please advise Cost of replacement with something similar, per the paragraph above, and also, some images and dimensions of clock in situ?

I would be very grateful,

•

Hilary Workman CiLCA
Clerk & RFO for Wickhambrook Parish Council

Tel: 07508 039810
E-mail: parishclerk@wickhambrook.org.uk
Website: [Parish Council - Wickhambrook Village](#)

My normal working hours are mornings Monday to Friday.

Confidentiality and Privilege: This email and its attachments are intended for the above named only and may be confidential. If they have come to you in error you must take no action based on them, nor must you copy or show them to anyone; please reply to this email and highlight the error. Click here to view our [privacy notice](#).

Security Warning and Viruses: Please note that this email has been created in the knowledge that Internet email is not a 100% secure communications medium. We advise that you understand and accept this lack of security when emailing us. Although we have taken steps to ensure that this email and attachments are free from any virus, we advise that in keeping with good computing practice the recipient should ensure they are actually virus free.

From: ian_hhlimited.co.uk
To: Hilary Workman
Subject: RE: Wickhambrook Memorial Clock
Date: 22 September 2022 11:12:56

Hilary ,

A ball park figure for replacement of a clock like yours would be around £100,000 - £120,000 excluding any work to the building obviously

Many Thanks

Ian Haward
Haward Horological Ltd

07899946699

Please reply to this email to confirm receipt

From: Hilary Workman <parishclerk@wickhambrook.org.uk>
Sent: 16 September 2022 09:56
To: ian_hhlimited.co.uk <ian@hhlimited.co.uk>
Subject: Wickhambrook Memorial Clock

Hi Ian, just checking, in the event that the parish takes on all things Memorial Clock – could you give me an indication as to replacement cost on a like for like basis? I need it for an all risks insurance quote

Hilary Workman
Clerk & RFO for Wickhambrook Parish Council
Tel: 07508 039810
E-mail: parishclerk@wickhambrook.org.uk - Please note the new address
Website: <https://wickhambrook.org/parish-council/#parish-council-contact>

My normal working days are Monday, Tuesday, Thursday and Friday.

Confidentiality and Privilege: This email and its attachments are intended for the above named only and may be confidential. If they have come to you in error you must take no action based on them, nor must you copy or show them to anyone; please reply to this email and highlight the error. Click here to view our [privacy notice](#).

Security Warning and Viruses: Please note that this email has been created in the knowledge that Internet email is not a 100% secure communications medium. We advise that you understand and accept this lack of security when emailing us. Although we have taken steps to ensure that this email and attachments are free from any virus, we advise that in keeping with good computing practice the recipient should ensure they are actually virus free.

From: ian_hhlimited.co.uk
To: Hilary Workman
Subject: RE: Wickhambrook memorial clock
Date: 01 August 2022 14:34:36
Attachments: [Wickhambrook Church 01.09.22.pdf](#)

Hi Hilary

We managed to get the old new motor replaced for free so we will only charge the same as already agreed the cost of a new switch will be £450 And the cost of a service will be £350 in a year's time or so the clock will be serviced when we fit the winder that will cover this year, as for the cost for the next year or so this depends on nothing going wrong with the clock in any way this you could compare to your car as being unknown.

Many Thanks

Ian Haward
Haward Horological Ltd

07899946699

Please reply to this email to confirm receipt

From: Hilary Workman <parishclerk@wickhambrook.org.uk>
Sent: 21 July 2022 08:25
To: ian_hhlimited.co.uk <ian@hhlimited.co.uk>; **Subject:** RE: Wickhambrook memorial clock

Hello Ian, many thanks. So in terms of costs over the next year, please can you confirm the cost of the installation of the new switch. Presumably, the next maintenance would then be a year from then. Can you confirm the cost (as near as possible) of a maintenance visit (ex VAT)?

Kind regards

Hilary Workman
Clerk & RFO for Wickhambrook Parish Council
Tel: 07508 039810
E-mail: parishclerk@wickhambrook.org.uk - Please note the new address

Website: <https://wickhambrook.org/parish-council/#parish-council-contact>

My normal working days are Monday, Tuesday, Thursday and Friday.

Confidentiality and Privilege: This email and its attachments are intended for the above named only and may be confidential. If they have come to you in error you must take no action based on them, nor must you copy or show them to anyone; please reply to this email and highlight the error. Click here to view our [privacy notice](#).

Security Warning and Viruses: Please note that this email has been created in the knowledge that Internet email is not a 100% secure communications medium. We advise that you understand and accept this lack of security when emailing us. Although we have taken steps to ensure that this email and attachments are free from any virus,

From: [Jacqueline Cooper](#)
To: [Hilary Workman](#)
Subject: Memorial Clock
Date: 15 December 2022 12:38:40

Dear Hilary,

Thank you for calling.

You would like someone to draft an agreement dealing with the proposed transfer of the memorial clock to the Parish Council from the PCC. The clock is situate in the church tower. The PCC will ensure you and your agents have access to the tower for maintenance of the clock in respect of which they will produce their public liability insurance from time to time. The PCC will cover ongoing electricity costs and I would provide, in this situation, that they maintain the structure in which the clock is housed to a reasonable standard to sustain the clock.

Unless PCC are very difficult about this, I would estimate that this would take two and a half hours to complete , so at a total cost of £500 plus VAT.

I look forward to hearing from you.

Kind regards,
Jacqueline

Jacqueline Cooper
Consultant Solicitor



t: +44 (0) 845 257 9449
dd: +44 (0) 1449 744 511
m: +44 (0) 7771 750 478
f: +44 (0) 207 000 1269
e: jcooper@excellolaw.co.uk

[View my profile](#)

excellolaw.co.uk

Cybercrime and fraud alert - Please be aware that we do not send notifications of changes to our bank details by email. Fraudsters have been impersonating law firms and some clients of law firms have been tricked into forwarding monies to them. If you receive an email that appears to come from us, providing different bank details to the ones we supplied at the outset of the matter or indicating a change in our bank details, please contact the fee earner dealing with your matter by telephone immediately. Do not reply to the email or act on any information contained in it. We will not accept responsibility if you transfer money into an incorrect account.

Registered office and correspondence address: 5 Chancery Lane, London, WC2A 1LG

Excello Law is a limited liability company registered in England and Wales No. 11494075 and a list of directors' names may be inspected at the above address. We use the word "partner" as a senior professional title only. Those we refer to as "partners" are solicitors, legal executives, barristers or other legal professionals. Partners are not liable for the debts, liabilities or obligations of Excello Law and in giving any advice or carrying out any action in connection with Excello Law's business, such persons are not acting in partnership with Excello Law or any other person.

Excello Law is authorised and regulated by the Solicitors Regulation Authority and complies with the Solicitors' Code of Conduct, a copy of which can be located at <https://www.sra.org.uk/solicitors/standards-regulations/code-conduct-firms/>

This message and any attachment to it may contain viruses, which could damage your own computer system. While the Company has taken reasonable precautions to minimise this risk, it cannot accept liability for any damage which you sustain as a result of any software viruses. Any views expressed by an individual within this e-mail which does not constitute or record legal advice do not necessarily reflect the views of the Company.

Disclaimer

The information contained in this communication from the sender is confidential. It is intended solely for use by the recipient and others authorized to receive it. If you are not the recipient, you are hereby notified that any disclosure, copying, distribution or taking action in relation of the contents of this information is strictly prohibited and may be unlawful.

This email has been scanned for viruses and malware, and may have been automatically archived by Mimecast, a leader in email security and cyber resilience. Mimecast integrates email defenses with brand protection, security awareness training, web security, compliance and other essential capabilities. Mimecast helps protect large and small organizations from malicious activity, human error and technology failure; and to lead the movement toward building a more resilient world. To find out more, visit our [website](#).

From: [Jacqueline Cooper](#)
To: [Hilary Workman](#)
Subject: Memorial Clock
Date: 15 December 2022 12:38:40

Dear Hilary,

Thank you for calling.

You would like someone to draft an agreement dealing with the proposed transfer of the memorial clock to the Parish Council from the PCC. The clock is situate in the church tower. The PCC will ensure you and your agents have access to the tower for maintenance of the clock in respect of which they will produce their public liability insurance from time to time. The PCC will cover ongoing electricity costs and I would provide, in this situation, that they maintain the structure in which the clock is housed to a reasonable standard to sustain the clock.

Unless PCC are very difficult about this, I would estimate that this would take two and a half hours to complete , so at a total cost of £500 plus VAT.

I look forward to hearing from you.

Kind regards,
Jacqueline

Jacqueline Cooper
Consultant Solicitor



t: +44 (0) 845 257 9449
dd: +44 (0) 1449 744 511
m: +44 (0) 7771 750 478
f: +44 (0) 207 000 1269
e: jcooper@excellolaw.co.uk

[View my profile](#)

excellolaw.co.uk

Cybercrime and fraud alert - Please be aware that we do not send notifications of changes to our bank details by email. Fraudsters have been impersonating law firms and some clients of law firms have been tricked into forwarding monies to them. If you receive an email that appears to come from us, providing different bank details to the ones we supplied at the outset of the matter or indicating a change in our bank details, please contact the fee earner dealing with your matter by telephone immediately. Do not reply to the email or act on any information contained in it. We will not accept responsibility if you transfer money into an incorrect account.

Registered office and correspondence address: 5 Chancery Lane, London, WC2A 1LG

Excello Law is a limited liability company registered in England and Wales No. 11494075 and a list of directors' names may be inspected at the above address. We use the word "partner" as a senior professional title only. Those we refer to as "partners" are solicitors, legal executives, barristers or other legal professionals. Partners are not liable for the debts, liabilities or obligations of Excello Law and in giving any advice or carrying out any action in connection with Excello Law's business, such persons are not acting in partnership with Excello Law or any other person.

Excello Law is authorised and regulated by the Solicitors Regulation Authority and complies with the Solicitors' Code of Conduct, a copy of which can be located at <https://www.sra.org.uk/solicitors/standards-regulations/code-conduct-firms/>

This message and any attachment to it may contain viruses, which could damage your own computer system. While the Company has taken reasonable precautions to minimise this risk, it cannot accept liability for any damage which you sustain as a result of any software viruses. Any views expressed by an individual within this e-mail which does not constitute or record legal advice do not necessarily reflect the views of the Company.

Disclaimer

The information contained in this communication from the sender is confidential. It is intended solely for use by the recipient and others authorized to receive it. If you are not the recipient, you are hereby notified that any disclosure, copying, distribution or taking action in relation of the contents of this information is strictly prohibited and may be unlawful.

This email has been scanned for viruses and malware, and may have been automatically archived by Mimecast, a leader in email security and cyber resilience. Mimecast integrates email defenses with brand protection, security awareness training, web security, compliance and other essential capabilities. Mimecast helps protect large and small organizations from malicious activity, human error and technology failure; and to lead the movement toward building a more resilient world. To find out more, visit our [website](#).

From: [Joanna McKenna](#)
To: [Hilary Workman](#)
Subject: Accepting Memorial Clock as a Parish Asset
Date: 08 November 2022 10:02:39
Attachments: [image003.png](#)

Good morning

I hope this email finds you well.

I have been passed your email relating to Wickhambrook Parish Council and the responsibility for a Memorial Clock cited on the tower of All Saints Church. This is not a straightforward issue and would need a great deal of research to establish ownership and whether the clock can be transferred separately.

Given the complex nature of the matter, I am not able to provide a formal quote, rather I can confirm that my hourly charge out rate is £225 plus VAT per hour. It may well be that I need to refer to and/or work together in this matter with another department/colleague with specific knowledge of trust and local government law.

If you would like to go ahead and confirm instructions on this basis, please confirm and I will have my secretary draw up the necessary paperwork.

Kind regards,

Joanna McKenna
Solicitor
Commercial Property Department
Please note: My working days are Monday, Tuesday and Thursday.

E: Joanna.McKenna@ellisonssolicitors.com
T: +44 (0)1206 719326 | **M:** +44 (0)7790 934376
F: +44 (0)1473 556911
A: Ellisons Solicitors, Wherstead Park, The Street, Wherstead, Ipswich, Suffolk, IP9 2BJ



Cyber-Crime:

Please be aware of the risks of cyber-crime, particularly that emails can be intercepted and scammed. **Ellisons' bank account details will not change during the course of a transaction.** Any email or phone call received about a change in Ellisons' bank details or requesting your bank details should be treated suspiciously. If in doubt, please speak to your contact at the firm to verify the communication. Ellisons will not be liable if you transfer funds into an incorrect bank account.

A banner for Ellisons Solicitors advertising Islamic Finance. The background is a dark blue cityscape at night. The text 'ISLAMIC FINANCE' is in large white letters. Below it, in pink, is 'Our team have extensive experience in delivering pioneering legal advice on Islamic finance transactions'. A pink button with white text says 'FIND OUT MORE'. The Ellisons Solicitors logo is in the top right corner.

OFFICES ACROSS ESSEX AND SUFFOLK



DISCLAIMER:

The information contained within or attached to this transmission is confidential and may be legally privileged. It is intended solely for the addressee. Access to this message by anyone else is unauthorised. If you are not the intended recipient, any disclosure, copying, or distribution of the message, either in full or in part, or any action or omission taken by you in reliance on it, is prohibited and may be unlawful. Please immediately contact the sender if you have received this message in error. Any views or opinions presented are solely those of the author and do not necessarily represent those of the firm. Although every effort is taken to ensure that all e-mail is scanned for viruses, Ellisons will accept no responsibility for any damage or inconvenience resulting from any virus that may be contained in this e-mail. A list of Partners is available on request. Ellisons is authorised and regulated by the Solicitors Regulation Authority. SRA number: 49336

From: [Hilary Workman](#)
Bcc: m.mortlock@burnettbarker.co.uk; [Matthew Davies](#); [Shazad Butt](#)
Subject: Accepting Memorial Clock as a Parish Assett
Date: 16 November 2022 12:15:00
Attachments: [EN2452_Memorial Clock on Church Tower.pdf](#)
[NALC_EN2452_MemorialClockonChurchTower.pdf](#)

Hello, Wickhambrook Parish Council has been asked by the Parochial Church Council to take on responsibility for a Memorial Clock mounted on the tower of All Saints Church.

I have checked (relevant advice attached), and we could do this, but the Suffolk Association of Local Councils have suggested that we obtain a simple agreement drafted to record the transfer into the parish of this asset, which would then be recorded as an Asset of £1.

Please could you quote for this (including any disbursements) not later than 17th November – I have a meeting on 24th November – I would need to include a report to be published by 18th November –

Insurers have confirmed that they would cover the Memorial Clock on our insurance and advised a premium.

Hilary Workman
Clerk & RFO for Wickhambrook Parish Council
Tel: 07508 039810
E-mail: parishclerk@wickhambrook.org.uk - Please note the new address
Website: <https://wickhambrook.org/parish-council/#parish-council-contact>

My normal working days are Monday, Tuesday, Thursday and Friday.

Confidentiality and Privilege: This email and its attachments are intended for the above named only and may be confidential. If they have come to you in error you must take no action based on them, nor must you copy or show them to anyone; please reply to this email and highlight the error. Click here to view our [privacy notice](#).

Security Warning and Viruses: Please note that this email has been created in the knowledge that Internet email is not a 100% secure communications medium. We advise that you understand and accept this lack of security when emailing us. Although we have taken steps to ensure that this email and attachments are free from any virus, we advise that in keeping with good computing practice the recipient should ensure they are actually virus free.