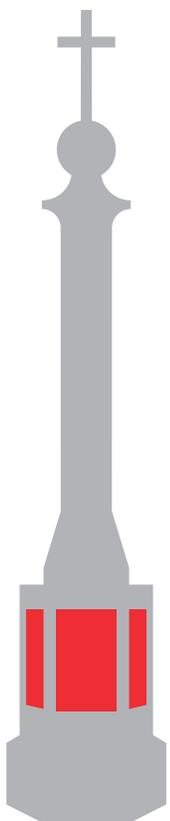




Case study

To mark the centenary of the First World War, the East Grinstead Society decided to have their town's High Street war memorial added to the national heritage list for England as their act of commemoration



First World War Memorials Programme

Getting it listed

Apply

Listing their war memorial was important to the members of the East Grinstead Society because they recognised the monument's great significance to the town and wanted to do something to protect it.

Wait

Because of the rigorous checks and balances and transparent consultation process, listing can take several months. It took around three months to list the East Grinstead war memorial. This was thanks to the completeness of the application and to the helpful advice from Historic England during the process.

Succeed

The East Grinstead Society received detailed feedback from Historic England regarding their listing application. As a result of the effort they put in to researching the memorial, it was listed for the following reasons:

- **Historic interest**
As a witness to the tragic impacts of world events on the community.
- **Design and aesthetic interest**
Due to it being a well-designed and intact memorial of local materials in its original design and location.
- **Group value**
For its relationship with other Grade II listed buildings in the area.

The conclusion to the process saw East Grinstead's memorial added to the National Heritage List for England, therefore giving it protection as a Grade II listed memorial and ensuring it will remain a cherished local landmark for generations to come.





TOP TIPS

- ✓ **Listed status can often help to protect important historic buildings**
- ✓ **Look out for Historic England's feedback on your application.**

A partnership between Civic Voice, Historic England, Imperial War Museums and War Memorials Trust has been set up to help communities discover, care for and conserve their local First World War memorials. According to research by War Memorials Trust, up to 10,000 war memorials in poor or very bad condition. As the nation commemorates the First World War, we want to change this. Our aim is to ensure as many war memorials as possible are in good condition by the end of 2018.



How long should the process take?

Phase 1: prepare and submit your application

This is when you write up the important things you know about your local war memorial. Pay it a visit, take some photographs, do your research and put this all together to form of a draft list entry. This, and your photographs, will form your listing application.

Phase 2: draft list entry received by Historic England

Before the application process can begin, Historic England must make sure that your local war memorial meets the criteria for listing. If so, you will receive correspondence from Historic England to say they are assessing the memorial. Contact will also be made with other relevant consultees.

Phase 3: a case is started

In this phase, your draft list entry will be checked and, if necessary, edited. It will then form part of a, consultation report, which is sent to you and the other consultees. Consultees have 21 days in which to contact Historic England with comments about the report.

Phase 4: full assessment

Following the consultation period Historic England uses the responses received to revise the draft list entry. Historic England then submits and advice report to the Department for Culture, Media and Sport (DCMS) in which they recommend whether the war memorial should or should not be listed. A copy will also be sent to you and other consultees.

Phase 5: DCMS decision

The Minister DCMS will make a decision using all of the information provided. The memorial's custodian/owner and the local planning authority are informed immediately of the decision by telephone. If the decision has been to list the memorial, Historic England then add the memorial to the National Heritage List for England. All consultees receive written confirmation of the listing.

Now it's your turn

For further information or to get involved in the First World War Memorial Programme please contact Civic Voice:
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 Historic England

 War Memorials Trust