

WHAT IS THE PROCESS ?

STEP 1

Contact the Conservation Officer on 01527 881326 to check eligibility for grant assistance and discuss possible designs



STEP 2

Prepare design drawings and obtain three quotes for the work



STEP 3

Submit grant application form to the Council



STEP 4

Receive formal grant offer and apply for any planning permissions which may be required



STEP 5

Works begin on site



STEP 6

Following completion and inspection by Conservation Officer, submit final invoices to Council for payment

GRANT REPAYMENT CONDITIONS

It is a condition of the grant that, if the grant aided works are removed within 5 years of the date of completion the owner will be required to repay to the Council on demand the grant in full.

CONTACT DETAILS

Judith Carstairs

Conservation Officer
Strategic Planning Team
Planning and Environment Services
Bromsgrove District Council, Burcot Lane,
Bromsgrove, Worcestershire B60 1AA
Tel: (01527) 881326 Fax: (01527) 881313
Email: strategicplanning@bromsgrove.gov.uk
Internet: www.bromsgrove.gov.uk

RESIDENTIAL ACCOMMODATION

Bromsgrove District Council may also be able to offer advice and assistance to owners who may be considering converting any empty space above existing shops into residential accommodation.

To discuss what assistance may be available please contact: **Jennifer Delorenzo**
Tel: 01527 881228
Email: j.delorenzo@bromsgrove.gov.uk

This leaflet can be provided in large print, braille, CD, audio tape and computer disc.



Bromsgrove
District Council
www.bromsgrove.gov.uk



The Council House, Burcot Lane, Bromsgrove B60 1AA.
Tel: 01527 881288 Fax: 01527 881313

Frontage Improvement Grants



Bromsgrove
District Council
www.bromsgrove.gov.uk



worcestershire
county council

A town centre regeneration partnership project

Introduction

The Frontage Improvement Grant Scheme is a town centre regeneration partnership project between Bromsgrove District Council and Worcestershire County Council, which aims to regenerate and revitalise Bromsgrove Town Centre. Grants are available for repairs to historic shopfronts and upper floors, or for the installation of new traditional shopfronts and signage to any historic building within the target area of 61-97 High Street. Grants may also be made available for the replacement of unsympathetic roller shutters and lighting of frontages at our discretion.



WHO CAN APPLY ?

Grants are targeted to No's 61-97 High Street only, as an important cluster of historic buildings. Grants for other areas may be available in the future. Both owners and leaseholders are eligible to apply for a grant but written confirmation giving the owners consent to the works must be submitted with an application for grant assistance from a leaseholder.

HOW MUCH CAN I GET ?

The grant assistance available is normally 80% of the cost of the works to a maximum of £4000 per building. Voluntary and 'not-for-profit' organisations may be eligible for a higher percentage of grant (but would still be subject to the maximum payment level). Professional fees where applicable can be included within the £4000 upper limit.

WHAT DO I HAVE TO DO ?

The first step is to contact the District Council's Conservation Officer to discuss possible works and designs. If your building is eligible for grant assistance you then need to have drawings made for the proposed works and get three quotes for the work to submit with your grant form. The forms and further guidance notes are available on our website at www.bromsgrove.gov.uk/cms/environment-and-planning/conservation.aspx. If your application is successful a formal grant offer will be made in writing which you need to sign and return to us before work begins on site. You also may have to apply for Planning Permission or Advertisement Consent dependant on the extent of the works proposed, which normally takes 6-8 weeks. The grant applicant is responsible for finding a contractor, project managing the job and checking any necessary planning consents have been granted. Once the work is completed, the Conservation Officer will inspect the works and once final invoices have been received will arrange payment of the grant. All work must be completed before the end of March 2011.

GRANT CONDITIONS

The grant is not means tested and you do not have to pay back the grant if the building is sold or lease terminated. The removal or replacement of works that have been carried out in the past without the appropriate planning consents, and where it appears to be open to the Council to pursue enforcement action, are not eligible for grant assistance. Further details of our grant conditions are available on our website.