

8th June 2026

Our Ref: WM-20260608_PorIWMM



Mr Johnathan Jones
Clerk & Responsible Finance Officer
Porlock Parish Council
The Old School Centre
W End, Porlock
Minehead
TA24 8NP

Email: clerk@porlockparishcouncil.gov.uk info@porlockparishcouncil.gov.uk

Dear Mr Jones

Re: **DUNSTER STEEP PORLOCK WAR MEMORIAL– War Memorial Maintenance Service**

We write further to the recent completion of the one year contract to maintain the above War Memorial to invite you to renew the agreement for a further duration. Please find enclosed some photographs of the memorial following the recent final maintenance visit on 4th June 2026.

It is wise and economically prudent to have any recently restored memorial professionally maintained on a regular basis. As this memorial is carved from red-sandstone and is situated close to roads as well as to trees and bushes, it can again become dirty and stained and its appearance deteriorate over time with acid rain, pollutants and biological growths etc.

To prevent this and to keep the memorial in a good, stable condition we would recommend that it receives Maintenance Inspections twice a year by our professionally trained and skilled staff. The inspection visits would be carried out during October/early November 2026, prior to Remembrance Sunday and then, again, in May/June 2027.

The memorial would be checked and inspected and if necessary, professionally cleaned - a careful hand-clean with soft bristle brushes and clean water for delicate/ornate areas and where necessary a DOFF clean for any areas with a biological/vegetational build-up on the surface together with pollutants and general dirt and debris. All aspects of the memorial would be inspected to ensure that the joints and the lettering etc are all in fine condition and any minor repair work necessary would take place immediately.

We can ensure that the memorial is professionally cared for and that its appearance and condition are well looked after. This service prevents the build-up of any dirt and debris and significantly slows down the deterioration of the masonry over time. Having the memorial professionally maintained provides peace of mind and is a good investment as well as safe-guarding the investment already made in the recent restoration work.

Should you wish to consider continuing this service, then please complete the enclosed **War Memorial Maintenance Agreement** and return it to us with the appropriate payment.

You will receive a receipt and written confirmation within a few days. We will automatically invite you to renew towards the end of the period.

Should you have any queries in respect to this service or if we can be of any further assistance to you, then please do not hesitate to contact me.

Yours sincerely

Simon Morgan
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MS-Group Ltd



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