

## **Dear Norwich Area Museum Committee Members**

As a result of a routine asbestos survey prior to carrying out modest building works on Norwich Castle's Rotunda balcony in order to accommodate the new displays of the Royal Norfolk Regimental Museum, we have discovered that there is asbestos material in some of the areas we need to work on.

We have been advised that the asbestos material, which does not represent a health and safety risk until disturbed, needs to be encapsulated or removed under controlled conditions. As you know, the Rotunda is in the centre of the museum, and therefore unlike a gallery, cannot be isolated from other areas, it will therefore be necessary to close Norwich Castle in order to undertake the work safely.

It will be possible to prepare for the work during opening hours without an impact on museum visitors, but the work itself will take two days to complete.

As we are only open for 4 hours on Sundays and there are generally only front of house and building services staff on the premises, closing for two consecutive Sundays in early March to carry out these necessary works appears to be the best option available with regards to minimising the impact on visitors, staff and income.

It is important that the public are informed about this as soon as possible in order to minimise any inconvenience, so Norfolk County Council's Communications Team will be placing the following notice on the web site and circulating it to the media. We will also have notices leading up to and within Norwich Castle and will inform everybody on our e-mail distribution list.

Regards  
Rachel Kirk  
Norwich Museums Manager

### **Norwich Castle to close for essential building works**

Norwich Castle will be closed to members of the public on Sunday 3 March and Sunday 10 March 2013.

Due to the redisplay of Norwich Castle's Rotunda to accommodate the new Royal Norfolk Regimental Museum displays, it will be necessary to close the Castle in order to undertake essential building works.

Closing on a Sunday, when Norwich Castle is open in the afternoon as opposed to a full day, is the least disruptive solution to undertaking this essential work safely.

Visitors to Norwich Castle will be able to experience the new Royal Norfolk Regimental Museum displays from the summer holidays onwards.

Norwich Castle apologises for any inconvenience.

For more information contact Rachel Kirk, Norwich Museums Manager on 01603 493663 or [rachel.kirk@norfolk.gov.uk](mailto:rachel.kirk@norfolk.gov.uk)