

Caring for Your Kiosk- Shropshire Council FAQ Guide

Ongoing maintenance and conservation is vital in order to preserve traditional red K6 telephone kiosks as valuable historic structures in the street scene. The following advice has been compiled by Shropshire Council Historic Environment Team, in liaison with Community Enablement Officers and BT.

The advice can be used to check the overall condition of working telephone kiosks, and also for the ongoing maintenance of kiosks adopted on behalf of the community. In some cases, it will also apply to modern style kiosks. These are likely to be known as the KX100, with glass sides, which are often used for advertising by external companies.

A working telephone kiosk requires maintenance or repainting, who do I contact?

- If a working kiosk has been damaged, requires general maintenance, or repainting BT can be notified by email: customer.serv.payphones@bt.com
- Please take a photograph of the kiosk if you are able to do so, with which to email BT, and provide a description of its location and its telephone number as well if possible.
- Alternatively, please contact your Local Community Enablement Officer who can help contact BT on your behalf. They may, for example, be able to help you with taking photographs.
- Where an operational kiosk needs to be repaired, this should not take long once the issues have been reported to BT. Where a red kiosk needs repainting, BT will need to be asked to include this in their repainting programme.
- BT can, on request, supply paint to local Town and Parish Councils who wish to paint their local kiosk.

The kiosk has been adopted, how should it be maintained?

- Once a kiosk is adopted, responsibility for maintenance passes to the group or charity which has adopted it.
- Maintenance is important to ensure the historic structure of the kiosk is preserved, and that it remains safe for users.
- To keep track of maintenance, a schedule or checklist could be created to ensure all areas of maintenance are checked regularly, and a log kept of work carried out.
- If further advice is required, Shropshire Council Historic Environment Team will be pleased to assist.

Kiosk structure- what to look for:

- Regular inspections of the kiosk structure should be carried out. As the structure is cast iron, to prevent corrosion paintwork should be checked for any cracks or damage. Any loose paint (**please read attached safety advice note**) should be carefully brushed off, and the area cleaned. Paint should then be re-applied as in the following advice.
- The area surrounding the kiosk should be regularly inspected to ensure that water is not running into or around it. Excessive moisture will lead to damage of both the cast iron structure and timber door. This may also result in movement and instability in the kiosk base, which could cause the structure to become cracked.
- The structure of the kiosk should be examined for cracks and breaks, if damage is found an experienced kiosk repair company should be contacted to assess and repair the damage.
- Particular attention should also be paid to areas surrounding joints, hinges and fixings where moisture can become trapped and corrosion is most prevalent. Hinges can be oiled to prevent corrosion.

The Kiosk needs repainting/ repairs- should it be cleaned beforehand?

- Before any areas are repainted or repaired, they should be cleaned. (**Please read attached safety advice note**) Generally, loose paint and surface corrosion can be cleaned by hand with a wire brush and sand paper.
- Use of power tools and chemicals should be avoided as further damage can be caused. If extensive repairs and cleaning are required then professional advice should be sought.
- If paintwork is in good and undamaged condition, new coats can be applied over this, as additional coatings will help preserve the iron structure. In some areas it may be necessary to remove previous coatings, for example around the crown decoration in the transom, so that its detail is still visible.

The kiosk needs repainting- what preparation is required?

- All internal and external areas to be painted should be primed, clean and dry. No painting should be undertaken when surfaces are damp. The primer for repainting housings should be a universal primer for wood and metal. All bare wood or metal surfaces should have had a minimum of one coat of primer.
- Primer should be brush applied. Paint should not be applied to the door hinges or closer arm joints. Primer and paint should be applied as in the manufacturer's instructions.

An area of damage/ repair requires filler- what should be used?

- External quality fillers should be used as required. Fillers used should be single pack Polyester or Epoxy Resins and compatible with the type of paint used. Filler should be used in accordance with the manufacturer safety instructions.

How should the kiosk be repainted?

- It is recommended that two coats of finish paint are applied.
- For the kiosk interior, white paint is recommended for the ceiling area down to the level of the ventilation openings, with a clean horizontal break line.
- Black paint should be applied to the external base of the kiosk where it is black already.
- The remaining interior and exterior should be painted currant red.
- The crown decoration in the transom can either be painted gold or currant red.

What is the correct colour to use for repainting?

British Standard Colour References for Paints used previously by BT			
Currant Red	BS381C – 539C	Black	BS4800 - 00-E-53
White	BS4800 – 00-E-55	Gold	BS4800
Green	BS4800	Grey	BS4800

Who can supply the correct type of paint?

The following suppliers of Industrial Paints have previously supplied paint to BT:

- Trimite Ltd, Arundel Road, Uxbridge, Middlesex. UB8 2SD
- Joseph Masons, Nottingham Road, Derby. DE2 6AR
- International Paint, Stoneygate Lane, Felling, Gateshead, Tyne & Wear. NE10 0JY

All paint should be applied as in the manufacturer's instructions.

Alternative suppliers may be able to provide the required colours.

Some glazing needs replacement- what type of glass should be used?

- Glazing replacement should be toughened glass, certified to BS 6262.
- The glass should be bedded in clear silicon mastic, a minimum thickness should be applied to glazing bars so as to minimise excess mastic being visible. K6 standard glazing frames should be used to retain the glass with accompanying rivets and washers to secure the frames.
- Glass door Push/Pull should be fitted adjacent to the handle position in the correct orientation.
- 'TELEPHONE' glass mounted in the kiosk transom position should also be bedded in clear silicon mastic. A fixing finish of clear silicon mastic, smoothed to a neat bevel from the glass/ polycarbonate to the frame should then be applied to secure the glass in place.

Kiosk door and hinges- what to look for:

- The kiosk door is made from hard wood construction. The door should be inspected to ensure that it is free from rot, the joints and rails are sound and free from significant damage, and that the door is free from warping. The strap hinges should also be inspected for any damage or excessive wear.
- If the door or hinges are in poor condition, and cannot be repaired, then they should be replaced.

Who can supply spare parts?

There are a number of companies in operation that carry spare parts for K6 kiosks and can carry out refurbishments. The following company has previously supplied parts to BT:

- www.x2connect.com
- While Shropshire Council or BT cannot recommend or vouch for the work or products of any particular company, it will be necessary to use a specialist company to ensure the correct parts are provided.
- The following is a list of the various component parts for a K6 kiosk, which may be useful:

K6 Kiosk component parts	
K6 ROOF TELEPHONE SIGN	K6 POWER GUARD WASHER + SCREW M8
K6 ROOF LIGHT COMPLETE	K6 POWER GUARD PLASTIC
K6 ROOF LIGHT INTERFACE	K6 ELECTRIC'S BOARD
K6 ROOF SIGN	K6 SERVICE CHAMBER
K6 GLAZING FRAME LARGE	K6 FACIA PANEL BLACK CASH
K6 GLAZING FRAME SMALL	K6 SPACEFRAME MECH PANEL
K6 GLASS WINDOW LARGE	K6 FACIA PANEL BLACK CARD
K6 GLASS WINDOW SMALL	K6 BACK COMPLETE
K6 WINDOW RIVETS	K6 DOOR CLOSER
K6 DOOR HANDLE	K6 DOOR CLOSER ARM KIT
K6 DOOR HINGE	K6 GLASS DOOR PUSH/PULL
K6 DOOR SHACKLE PLATE	K6 DOOR LH GLASS
K6 DOOR SHACKLE PIN	K6 DOOR RH GLASS
K6 DOOR STRAP SHACKLE	K6 DOOR
K6 DOOR STRAP	K6 COVER LINE AND EARTH

Shropshire Council FAQ on BT Kiosks: Maintenance Guide; 1 in a series of 3; July 2015;
Contact Community Enablement Team:

☎01743 253077 ✉community.enablement@shropshire.gov.uk

The K6 kiosk may be listed, how can this be checked?

- A quick search of the Historic England national list can be made online to check whether the kiosk is listed: www.historicengland.org.uk
- A number of kiosks are listed, most of which are grade II listed. Around 37 are listed in Shropshire.
- Shropshire Council Historic Environment Team can be contacted if it is unclear whether a kiosk is listed.

The K6 kiosk is listed, what does this mean?

- Some K6 kiosks are listed to protect their historic character, and to ensure they remain as a valuable structure in the street scene.
- If a kiosk is listed, there are responsibilities attached to the ownership of a listed building or structure which must be adhered to. This can stipulate colour, materials, components and workmanship used, and also any physical relocation of a kiosk.

Important contacts

Historic England

Customer Service Department
PO Box 569
Swindon
SN2 2YP

www.historicengland.org.uk

Shropshire Council Historic Environment Team

Shirehall
Abbey Foregate
Shrewsbury
SY6 2ND

historic.environment@shropshire.gov.uk

01743 254608

Safety Precautions - Traditional Kiosk Maintenance

Lead Paint Precautions

- -The possibility of previous coated organic and inorganic lead paint may exist on a traditional red kiosk, and all relevant health and safety aspects and legislation should be considered and implemented for dealing with such hazards.
- -Fume or dust from lead or lead compounds can be absorbed by inhalation or ingestion and sometimes through the skin. Excessive absorption, evidenced by high lead content in the blood, leads to lead poisoning.
- -All waste should be disposed of ensuring that it complies with the current Environment Protection Act waste disposal policy.

Electrical Precautions

- -A competent and suitably qualified person should carry out any electrical works in the first instance. After any electrical work has been completed an electrical test should be carried out and a certificate issued showing conformance and compliance.
- -A scheduled electrical maintenance plan should then be adopted to ensure regular compliance and certification for the life of the kiosk.