

Summary report of the meeting held on Thursday 26 November 2015 in the Cambridge Office starting at 10am.

Committee Inga Grimsey (Chair)
Maggie Appleton
Carole Reilly
Phil Rothwell
Philip Venning
Steve Miller
Joff Whitten

Attending Jonathan Clark (Big Lottery Fund Representative) (items 1 to 7)

The Chair welcomed

- Carole Souter, Chief Executive
- Jonathan Clarke, Big Lottery Fund representative
- Judith Carruthers, newly appointed (shared) Development Officer
- Hannah Kingston, newly appointed Team Assistant
- Sophie Button back to HLF as Grants Officer

To the November committee meeting.

1. **Declarations of Interest**

Oral

Steve Miller reported a declaration for Norfolk at the Pictures (item 20). The applicant would be inviting a tender from Norfolk Museum for some design planning assistance.

Maggie Appleton reported that a colleague at the RAF Museum had had a long personal involvement with the De Havilland Museum (item 13).

SF4 First round applications for discussion and recommendation (December Board)

- **Parks for People for discussion and recommendation**

2. **Parks for People Overview**

CEE 2015 (4) 2

Sylvia Collier, Senior Grants Officer, introduced the paper. Nine first round applications had been submitted within the current batch for decision at the December Board meeting. The total grant request was £25.8 million. The available budget was £16.39million.

Committee and the Big Lottery Fund (BLF) Representative were asked to consider the applications in turn and to make recommendation to the Board of their respective priorities.

Committee considered the following applications. Their views and the views of the Big Lottery Fund Representative would be reported to the Board.

3. **Dead Space to Living Place: Transforming Rectory Lane Cemetery, Berkhamsted; PP-15-00528**

CEE 2015 (4) 3

Friends of St Peters, Great Berkhamsted sought a first round pass of £952,200 including a development grant of £73,600, 82% of eligible development costs towards delivering a community led project to carry out a range of proposals including delivering conservation and repair works, habitat and access improvements, training of apprentices, volunteer involvement, a programme of

activities working with primary and secondary schools and the provision of a demountable performance area.

4. Castle Park, Bishop's Stortford; PP-15-00582

CEE 2015 (4) 4

An updated paper with revised costs was tabled.

East Hertfordshire District Council sought a first round pass of £1,535,000, including a development grant of £170,000, 85% of eligible development costs towards the restoration and interpretation and landscape redesign of two separately managed open spaces into a single park, providing improved connectivity between features. Engagement work would establish a Friend's Group, promote volunteering opportunities and deliver a range of community activities and events.

5. Prioritisation of first round items

Oral

The HLF Committee and BLF Representative agreed the priorities of the applications before them.

6. Chair's report

Oral

The Chair reported on events and activities that she had had a key role in since the last meeting including:

- speaking at a Cultural Heritage Conference in Great Yarmouth, held in HLF funded St. George's Chapel and attended by a range of speakers from across the UK
- High and Dry Village celebration, Dunwich to celebrate the Grants for Places of Worship (GPOW) award: it was positive to note the building was a real community asset and that GPOW was starting to make a difference in encouraging wider engagement with communities. Head of Region reported that the team were working with colleagues in communications to plan a campaign to focus on Places of Worship grants in the East of England and the wider public benefits.
- The country and regional chairs meeting, places where the cumulative impact of HLF funding was making a real difference had been discussed.

And on future events including:

- A meeting with the new Greater Anglia LEP Chair, to be held at HLF funded Ickworth House and Gardens.

A presentation from a HLF Monitor/Mentor had been postponed until the new committee members were appointed.

The Chair requested suggestions for topics for discussion over dinner in March 2016.

7. Minutes of last meeting on 17 September 2015

CEE 2015 (4) 7

The minutes were agreed and signed by the Chair.

8. Matters arising from the minutes

Oral

Item 5, Regional Overview: Stakeholder Events: a stakeholder event based around natural heritage was planned for 1 March at Wicken Fen.

Item 12; Creation of Colchester Wonderhouse: Officers were due to meet with Colchester and Ipswich Museum Service in the near future.

Item 14: The Royal Gunpowder Mills: the Royal Gunpowder Mills had received a first round pass of £4,984,600 including a development grant of £83,000 from the Board in September.

Item 16, Water, Mills and Marshes: The Broads Landscape Partnership had received a first round pass of £2,663,500 including a development grant of £226,500 at the October Board meeting. The Broads Authority had been delighted to eventually secure funding.

9. East of England Regional Overview

CEE 2015 (4) 9

Robyn Llewellyn, Head of Region, drew attention to the following:

The NHMF Chair, Sir Peter Luff was due to visit the region in May 2016 for two days. He would visit Minsmere amongst other projects .

Young People; Trustees had agreed to create a new opportunity for applicants to deliver demonstrator projects engaging young people with heritage in 2016-2017, led by bodies with experience in this field. Officers were liaising with Youth and Heritage organisations. Committee were invited to offer any suggestions of whom to contact.

Online Communities; Ana Osbourne delivered a training session to committee at a previous meeting. Committee members were invited to join the community and post. Officers would circulate a refresher guide.

Committee noted the update on completed projects update noted.

10. East of England Budget

CEE 2015 (4) 10

Robyn Llewellyn, Head of the East of England, outlined the budget and decision making process. The total regional annual budget was £8,800,000.

First Round Pass Budget: The adjusted quarterly indicative budget for the meeting was **£2,194,700**. The total grant request was £7,438,600.

Grants Budget: The target budget for the meeting was £667,700. The total request was £3,218,200. Committee were able to support all good quality second round applications and therefore the quality benchmark should be the paramount consideration when taking the decision to support or not.

The Committee noted and agreed the budget parameters and decision taking process.

Grants for Places of Worship. As from this round of committee meetings, uplifts at second round would not come from the first round budget.

Heritage Grants: there was flexibility for end-of-year (November/March meetings) overspend by up to 2.5% for the first round pass budget.

SF4 First round applications for discussion and Committee decision

- Heritage Grants and Heritage Enterprise

11. East of England Project; HG-15-01180

CEE 2015 (4) 11

Waveney District Council sought first round pass of £609,600 including a development grant of £67,900 towards delivering the East of England Park. The project area in Lowestoft's North Denes consisted of an open space with historic net drying racks, maritime display, North Beach Promenade and Ness Point. The project would restore the maritime objects and improve the area

for the local community and visitors. New interpretation will tell the story of the fishing trade and historic environment and maritime assets.

The project was rejected.

12. Resorting to the Coast; HG-14-08870 CEE 2015 (4) 12

Essex County Council sought a first round pass and development grant towards delivering a project which aimed to engage local people in a two year celebration of the seaside heritage of coastal resorts in Tendring, with the ultimate aim of increasing tourism, restoring local pride, changing perceptions, and delivering economic benefits.

Committee awarded a first round pass of £297,600 including a development grant of £44,700, 95% of eligible development costs.

13. De Havilland Museum in the 21st Century; HG-14-08914 CEE 2015 (4) 13

De Havilland Aircraft Museum sought a first round pass and a development grant to build a new hangar at the de Havilland Aircraft Museum site to house collections, providing interpretation and other facilities. The hangar would offer opportunities for wider engagement providing capacity for greater volunteering, learning and skills development.

Committee awarded a first round pass of £1,531,200 including a development grant of £62,200, 29% of eligible development costs.

14. Transforming the Park and Unlocking Clare's Heritage HG-14-05391 CEE 2015 (4) 14

Clare Castle Country Park Trust sought a first round pass of £1,862,100 including a development grant of £230,200 to transform the Park, preserve the archaeological and historic features in the park, bring disused buildings into community use, and tell the story of the site through interpretation and activities.

Committee rejected the project.

15. The Prehistory Activity Centre and Open Air Museum, 800,000 years of History told by Ancient Britons; HG-14-02779 CEE 2015 (4) 15

Celtic Harmony sought a first round pass of £1,696,000 including a development grant of £152,500 64% of eligible development costs towards building a new prehistory museum at their open air site near Hertford, to allow them to operate all year round. The project included a programme of activities.

The Committee agreed the application should be rejected.

16. Shoebury Garrison Church; HE-15-03029 CEE 2015 (4) 16

Southend Education Trust sought a first round pass of £1,441,800 including development grant of £113,700, 95% of eligible development costs towards restoring the Grade II listed Victorian Church for use as a wedding, events and community venue. Activities would share the history of the Garrison and Church with people.

Committee agreed the project should be rejected.

17. Prioritisation of first round applications and feedback to rejected applicants Oral

SF4 Second round applications for discussion and Committee decision

- **Heritage Grants**

18. Bawdsey Transmitter Block; HG-12-07506 **CEE 2015 (4) 18**

Bawdsey Radar Trust sought a grant towards a project which aimed to conserve and refurbish the Grade II* listed Transmitter Block at Bawdsey Manor, site of pioneering radar development prior to the Second World War. The project would improve the visitor offer through telling the story of radar, its pivotal role in saving Britain from defeat and occupation in WWII and explain how its use underpins modern information and communication technology. The Committee had originally approved a first round pass of £1,107,200 including a development grant of £79,400, 80% of eligible development costs, in June 2013. The Committee had deferred the project at their June Committee meeting.

There was an uplift of £396,200 (39%).

Committee awarded a grant of £1,424,000, 77% of eligible delivery costs.

19. Huntingdonshire's Heritage: The Norris Museum development project; HG-13-07761 **CEE 2015 (4) 19**

St Ives Town Council sought a grant towards the redevelopment of the museum to provide a community resource and tourist destination. Improved storage and conservation of collections and new displays would improve the visitor offer and training opportunities would be provided for volunteers. The museum would engage with new audiences through community projects. Committee had approved a first round pass of £1,238,300 including a development grant of £118,200, 90% of eligible development costs, in March 2014.

There was an uplift of £135,500.

Committee awarded a grant of £1,255,600, 86% of eligible delivery costs.

SF4 Second round grant increase application for discussion and Committee decision

- **Heritage Grants**

20. Norfolk at the Pictures; HG-11-06517 **CEE 2015 (4) 20**

Steve Miller left the room before discussion commenced.

Cinema City Ltd sought a grant increase in order to complete delivery of their project. The project would create a new Screen Heritage Centre based in grade I listed Cinema City in Norwich. The refurbishment aimed to create accessible facilities, and new exhibition and storage facilities for collections. Oral histories would be recorded and preserved, there would be talks and guided walks about the heritage of cinema and of cinema-going, an exhibition and film screenings. The Committee had awarded a grant of £498,000, 76% of eligible delivery costs, in March 2014.

Committee awarded a grant increase of £43,000 to make a total grant of 541,000 (67% of eligible delivery costs).

- **Grants for Places for Worship**

21. Applications for Places of Worship in the East of England **CEE 2015 (4) 21**

In East of England, within the current batch, 14 first round applications with a grant request of £2,490,600 had initially been received against a regional budget of £1,265,362. Six bids were not taken to full assessment.

Committee noted there were insufficient funds to support all applications.

There were two second round applications requiring uplifts. From November 2015, the funds would no longer be taken from the first round budget.

Committee agreed to award second round grants to two applications:

- St Mary Yelverton; GP-13-11882 was awarded £146,300
- St Andrew, East Lexham; GP-13-08005 was awarded £145,300

Committee awarded first round passes to 6 applications, marked numbers 3 to 8 in Appendix III of the paper and to reject applications, marked 9 to 16. Committee rejected St Nicholas Salhouse (number 9) and St Mary ad St Lawrence (number 10) on the grounds of insufficient funds. The sum of the awards was £1,325,00.

All decisions were at Appendix I of the minutes.

Papers for discussion

- 22. Priority Development Area Review** **CEE 2015 (4) 22**

Kate Brown, Development Manager, introduced the paper and update information.

- 23. Communications Report** **CEE 2015 (4) 23**

Committee noted the positive media coverage in the region. In particular, they were delighted to note that the award for Broomhill Pools in Ipswich had been a huge hit in the local press.

Papers for information

- 24. Minutes from the meeting of the Regional and Country Chairs on 13 October 2015** **CEE 2015 (4) 24**

Committee noted the minutes. The Chair commented that the East of England appeared particularly proactive in delivering stakeholder events and in involving committee members in wider HLF activity.

- 25. Corporate Update** **Oral**

Anne Jenkins briefly outlined the discussions and follow-up actions from the October Board meeting. A note had been circulated to committee.

Carole Souter, Chief Executive, provided a brief corporate update on key areas where the Board and NHMF Chair in particular were keen to see further developments and increased support for during SF5.

- 26. Review of Delegated Grants** **CEE 2015 (4) 26**

Committee noted the paper.

- 27. Report of the Equality Steering Group** **CEE 2015 (4) 27**

Committee noted the paper.

- 28. Townscape Heritage Overview** **CEE 2015 (4) 28**

Committee noted the paper.

- 29. Any other business** **Oral**

The Committee were going on a visit to the David Parr House.

Carole Souter outlined the key outcomes from the Comprehensive Spending Review.

The next committee meeting will be held on 17 March 2016.

Appendices

Appendix I Grants for Places of Worship decisions

Second round applications				
Item	Title	Application	Decision	Reference
21(1)	Restoration of the fabric of The Church of St Mary's, Yelverton	St Mary's Church Yelverton PCC	AWARD GRANT OF £146,300 (77%)	GP-13-11882
21(2)	Tower and windows restoration	St Andrew's Church, East Lexham PCC	AWARD GRANT OF £145,300 (81%)	GP-13-08005
First round applications				
21(3).	St Mary's Church, Denton – Very urgent essential repairs	PCC St Mary's Church Denton	FIRST ROUND PASS OF £249,400 INCLUDING DEVELOPMENT PHASE GRANT OF £24,400 (89% OF TOTAL ELIGIBLE DEVELOPMENT COSTS)	GP-15-01866
21(4).	Urgent structural repair to the listed Grade I St Andrews Church, Great Dunham, Norfolk	The PCC of St Andrew's Church, Great Dunham	FIRST ROUND PASS OF £200,100 INCLUDING DEVELOPMENT GRANT OF £20,200 (64% OF TOTAL ELIGIBLE DEVELOPMENT COSTS)	GP-15-02579
21(5).	Octagon Roof Renovation and Education	Octagon Unitarian Chapel Norwich	FIRST ROUND PASS OF £162,900 INCLUDING DEVELOPMENT GRANT OF £15,800 (55% OF TOTAL ELIGIBLE DEVELOPMENT COSTS)	GP-15-01891
21(6).	Fawlty Tower	The PCC of the Church of All Saints, Welbourne, Norwich	FIRST ROUND PASS OF £215,100 INCLUDING DEVELOPMENT GRANT OF £28,200 (84% OF TOTAL ELIGIBLE DEVELOPMENT COSTS)	GP-15-01164
21(7).	Battling for Bressingham	The PCC of St John the Baptist Church, Bressingham, South Norfolk	FIRST ROUND PASS OF £249,400 INCLUDING DEVELOPMENT GRANT OF £28,900 (82% OF TOTAL ELIGIBLE DEVELOPMENT COSTS)	GP-15-00523
21(8).	Sustaining All Saints	The PCC of All Saints Church, Marsham, Norfolk	FIRST ROUND PASS OF £248,100 INCLUDING DEVELOPMENT GRANT OF £21,400 (95% OF TOTAL ELIGIBLE DEVELOPMENT COSTS)	GP-15-00502

21(9).	Major Repairs to the Church Tower	The PCC of St Nicholas, Salthouse, Norfolk	REJECT	GP-15-03438
21(10).	St Mary & St Lawrence Roof repairs – giving heritage a future	The PCC of St Mary and St Lawrence, Great Bricett, Suffolk	REJECT	GP-15-02622
21(11)	St Nicholas structural roof repairs and disabled access	Hintlesham and Chattisham Parochial Church Council	REJECT	GP-15-01035
21(12)	Erpingham Church, Norwich	Erpingham Parochial Church Council	REJECT	GP-15-02696
21(13)	St Catherines Church, Ludham - Caring for St Catherines	The Parochial Church Council, Ludham Norfolk	REJECT	GP-15-02725
21(14)	St Mary, North Elmham, Norfolk	North Elmham Parochial Church Council	REJECT	GP-15-00684
21(15)	Restoring and revealing the hidden heritage of St Gregory's Church, Rendlesham	St Gregory's Church, Rendlesham	REJECT	GP-15-00793
21(16)	Letting in the light: repairs and reinterpretation of St. Peter and St. Paul, Clare.	Parish Church of St Peter & St Paul, Clare	REJECT	GP-15-01973