

Heritage Lottery Fund: Committee for the East of England

Meeting on 23 June 2016

Summary report of the meeting of the Committee for the East of England held on 23 June at 10:00 a.m. at the Cambridge Office, Eastbrook, Shaftesbury Road, Cambridge, CB2 8BF

Committee:

- Helen Wilson
- Sue Davies
- Carole Reilly
- Phil Rothwell
- Philip Venning
- Steve Miller
- Joff Whitten

Attending: Jonathan Clarke, Big Lottery Fund representative (items 1 to 3)

Committee Business

1. Declarations of Interest

Oral

Steve Miller in his capacity as Head of Norfolk Museums Service (NMS), reported a connection with

- Hunstanton Heritage Gardens (item 3); this was a working relationship with King's Lynn Borough Council through the joint museums service.
- Orchards East: NMS had a working relationship with the University of East Anglia through the Museums/Heritage Masters Programme.

Steve Miller confirmed that he and NMS had no involvement with either project.

Sue Davies reported that for

- Alban: Britain's First Saint (item, 16), in her previous role as Audience Development Manager at St Albans Museums, she had worked with some of the team working on the St Albans Cathedral project but had had no direct involvement in the development of the current scheme.

Committee noted the connections and agreed neither constituted a conflict.

SF4 second round applications for discussion and recommendation

Parks for People for discussion and recommendation (June Board)

2. Parks for People Overview report

CEE 2016 (2) 2

Robyn Llewellyn introduced the paper. Within the current batch, there were ten first round applications requesting £27million. The average grant request was £2.7million. The annual budget was £30million split between two decision taking meetings, resulting in £15million for June.

Shaun Kiddell, Parks Policy Advisor, had visited completed parks projects in the East of England. These were Sandys-Winsch Parks Norwich, The walks Kings Lynn and Catton Park Norwich. Feedback from those visits had been very positive and was included within the Overview Paper (item 7).

Committee and Big Lottery Fund representative discussed the following application. Their views would be reported to the June Board.

3. Hunstanton Heritage Gardens

CEE 2016 (2) 3

Grantee: Kings Lynn & West Norfolk Borough Council

Request: Grant of £953,900 (74%)

Project: to restore and revitalise the 6.8 hectare seafront Hunstanton Heritage Gardens to their former glory and provide opportunities for people to enjoy and engage with the history, heritage and horticulture of the area.

Uplift: £297,300 (45%) Overall project costs had increased as a result of full condition surveys resulting in increased repair costs, greater provision for play facilities, and the addition of a staff post to deliver the varied range of new activities proposed. The joint boards awarded a first round pass of £685,400 including a development grant of £28,800, 80% of eligible development costs; development grant split (HLF £19,200; 66.66%) (BIG £9,600; 33.33%)

Reports

4. Chair's Report

Oral

The Chair reported on Sir Peter Luff's visit to the region in May. She had joined him on three visits in Ipswich:

- Ipswich Council's Holywells Park, Suffolk Mind/Churches Conservation Trust, St Mary at the Quay and the Red Rose Chain's The Avenue.

This had proved a good opportunity to meet with the NHMF Chair and to showcase projects in Ipswich.

5. Minutes of last meeting on 17 March 2016

CEE 2016 (2) 5

Committee agreed the minutes. These were signed by the Chair.

6. Matters arising from the minutes

Oral

There were no matters arising.

7. East of England Overview Report

CEE 2016 (2) 7

Robyn Llewellyn, Head of Region, drew attention to key areas within the report.

Development work: Kate Brown, Development Manager briefly updated committee on project enquiries. Although there were only three first round heritage grants applications for June Committee, the pipeline and enquiries for applications at both committee and Board were strong.

Officers were expecting another application for the Board from Bats in Churches and updated committee on recent discussions; Philip Venning commented on the new Bill which might have implications.

Pre-application summary history: Committee agreed this was useful background information.

Grantee updates: Committee noted the projects which were dealing with challenges. Officers were working closely with these projects.

Live Transition Funding and Start Up grants; Committee noted the list of projects currently in delivery. Officers would update committee when Resilience funding became available.

Staffing: Committee noted the changes within the team.

Committee: the team welcomed Helen Wilson as new Chair and Sue Davies as new Member to their first meeting.

Team Operating Plan: A final version of the 2016-17 East of England Team Operating Plan had been circulated via email to Committee members in April. No comments were received. The plan had been adopted. The Team Operating Plan was supported by a **Team Training Plan**, which includes a number of themed professional development days. Committee should contact Abby if they wished to join.

The Chair congratulated the team on their recent success at the April Board meeting where two major grant applications from the region had received first round passes and development grants.

8. East of England Budget

CEE 2016 (2) 8

Robyn Llewellyn reported that the 2016-17 annual budget for the region was £8,800,000. There were three first round Heritage Grants applications with a request totalling **£2,916,600** against an indicative quarterly budget of **£2,200,000** giving a success rate of 75%.

For September there were five first round applications with a total grant request of £4,969,600 which would give a success rate of 63%. In applying the same potential success rate, the available budget for June would be £1,628,000.

There was one Heritage Grant second round case for decision. This was fundable as long as the Committee considered that the proposals were of sufficiently high quality and delivering good value for money.

SF4 First round applications for discussion and Committee decision: Heritage Grants

9. Perpetuating Thames Sailing Barge Pudge for a viable future

CEE 2016 (2) 9

Applicant: Thames Sailing Barge Trust

Project: The project will undertake work to restore Pudge and improve the vessel's accommodation and facilities, as well as researching and interpreting its heritage and addressing the skills shortage in the Thames Sailing Barge sector.

Committee agreed the project was a high priority for support and **AWARDED** a first round pass of £355,600, including a development grant of £26,800, 28% of eligible development costs.

10. The Plume Building: a new centre for exploring Maldon's heritage

CEE 2016 (2) 10

Applicant: Thomas Plume's Library, Maldon in partnership with Maeldune Trust

Request: First round pass of £1,976,700, including a development grant of £204,700, 88%

Project: Restoration works to the Grade I listed library building, conservation of the collections, provision of a new building to improve access and provide work and storage space and visitor facilities to deliver activities.

Committee agreed the project was a medium priority for support. It was **REJECTED** in light of the concerns raised and the available budget for the meeting.

11. Explore, Discover, Learn – enhancing opportunities to access and celebrate Leavesden Country Park's rich heritage

CEE 2016 (2) 11

Applicant: Three Rivers District Council

Project: Conservation and restoration work to the historical features of 10.9 hectare Leavesden Country Park, develop new amenities and provide an activity programme with training and volunteering opportunities for the local community. The project area would include The Horses' Field, informal grassland separated from the Park by a busy road. A new heritage wildlife centre with interpretation would be provided as a meeting place.

Committee agreed the project was a high priority for support and **AWARDED** a first round pass of £584,300, including a development grant of £49,200, 28% of eligible development costs.

12. Prioritisation of first round applications and feedback to rejected applicants

Oral

Committee agreed that:

- Thames Sailing Barge Pudge (item 9) and Leavesden Country Park's rich heritage (Item 11) were a high priority and
- The Plume Building (item 10) was a medium priority.

Committee noted there was available budget to support both high priority projects. The Plume Building was rejected.

SF4 first round applications for discussion and Committee decision: Heritage Grants

13. Orchards East

CEE 2016 (2) 13

Grantee: University of East Anglia Landscape Group in partnership with Suffolk Traditional Orchard Group (STOG)

Project: To record and raise awareness of traditional orchards in the East of England. Survey data would improve knowledge and understanding of a UK Priority Habitat. The project would undertake a new community-based data survey of traditional orchard sites and deliver a learning programme in skills required for their long-term conservation. The Committee had awarded a first round pass of £340,200 without a development grant in November 2014.

Uplift: £137,500 (40%), due to increases in the budgets for professional fees and specialists, salaries, equipment and volunteer expenses. HLF's intervention rate had increased from 70% to 86%.

Committee awarded a grant of £477,700, 86% of eligible delivery costs, subject to issues outlined being addressed.

SF4 first round applications for discussion and Committee decision: Townscape Heritage

Robyn Llewellyn outlined that the Townscape Heritage programme was decided by the Board at first round and Committee at second round.

14. Wisbech High Street Project

CEE 2016 (2) 14

Grantee: Fenland District Council

Project: The project would restore the physical fabric of a concentrated group of Georgian buildings along Wisbech High Street, a key area in the town centre, helping to revive a sense of community pride. A comprehensive package of activities, events and formal vocational training in heritage skills would engage people and community activities in learning about heritage. A project website would draw together, promote and share activities.

First round award: The Board had awarded a first round pass of £1,995,300 including a development grant of £108,600, 88% of eligible development costs in January 2015.

Committee **AWARDED** a grant of £1,886,000, 34% of eligible delivery costs.

Grants for Places of Worship

SF4 First and second round applications for discussion and Committee decision

15. Grants for Places of Worship Overview

CEE 2016 (2) 15

Mark Dykes, Casework Manager, outlined the key programme outcomes, the assessment criteria, the budgeting and the decision taking process.

In the East of England, initially eleven first round applications with a grant request of £2,251,900 had been received against a regional budget of **£900,000**. This compared with eight first round applications totalling £1,556,300 for decision at the September meeting. A pro-rata budget split between the two meetings would give a budget of **£1,062,000** for decision in June and £738,000 in September.

There were two second round applications with an uplift request which exceeded the delegation threshold. Requests for uplift at second round could be supported as long as the projects met the quality thresholds and delivered value for money.

Committee agreed:

- To award second round grants to 2 applications

GP-13-06737	St Mary Banham	£229,000 (including an uplift of £35,900 (19%))
GP-14-07068	St Mary Great Eversden	£244,900 (including an uplift of £14,900 (6%))

- To award first round passes to four applications, identified as being in 'Very Bad' condition. These met the communities outcomes to a high or medium extent. and all are recommended for award. The total request for these was £975,200.
- Reject seven applications. These cases included five cases which did not pass the initial sift and were recommended for rejection.

The decisions were set out in Appendix I.

Members commented on the domination of Norfolk churches within the batch.

SF4 Second round applications for discussion (July Board): Heritage Grants

Committee discussed the following application. Their views would be reported to the July Board.

16. Alban, Britain's first saint: Telling the whole story

CEE 2016 (2) 16

Grantee: Cathedral and Abbey Church of St Alban

Project: to present the story of Alban and the Cathedral, restore the shrine of Amphibalus, provide interpretative material and a programme of events and activities for new audiences. New spaces for learning and improved physical access around the Cathedral would also be created together with a new welcome centre and better visitor facilities.

First round award: The Board had awarded a first round pass of £4,264,700 including a development grant of £391,800, 58% of eligible development costs in March 2014.

Request: Grant of £3,955,700 (57%)

Uplift: £82,800 (2%)

SF4 Second round applications for discussion (July Board): Heritage Enterprise

17. Item withdrawn

Papers for discussion

18. Corporate Update

CEE 2016 (2) 18

Committee noted the paper and the Board minutes from the February, March and April which had been circulated via email. The paper set out some of the key corporate business currently underway:

Anne Jenkins, Deputy Director of Operations, drew attention to the following:

- The **Culture White Paper** which resonated well with HLF. HLF expected to contribute in 2016-2017 to a number of initiatives, in particular the **GREAT Place Scheme** –to be piloted in twelve areas. Proposals to develop the 12 areas including 4 rural areas were underway. Officers were working with Arts Council and Historic England to discuss potential places.
- **Select Committee:** Sir Peter Luff and Carole Souter had appeared before the Culture, Media & Sport Select Committee at Westminster on 11 May as part of their Countries of Culture inquiry into funding for culture across the United Kingdom. This had been very well received. Peter and Carole were able to get across key messages including the importance of heritage in place, community, well-being and local economies.
- **Full Business Process Review:** this was underway over the next 12 months and would include a review of the **training and induction programme** with the aim of providing focussed training for new and existing operations officers.

19. East of England Annual Report 2015-16

CEE 2016 (2) 19

Robyn Llewellyn introduced the Annual Report. 2015-16 had been a period of significant change, however the team were to be congratulated on continuing to deliver the core business and to moving forward to meeting the targets. The team maintained their positive approach and delivered the targets to a high standard.

Robyn Llewellyn thanked the Committee for their on-going support and guidance during the past year.

Committee noted

- Local engagement work, on-going activity with stakeholders and partners, progress in the Priority Development Areas and in meeting the diversity targets.
- The resource intensive nature of the Grants for Places of Worship scheme and the recent progress in applicants better addressing the community outcome
- The Heritage Enterprise schemes funded during this period
- Appendix I which reflected the local authority spend from 1994 and up to March 2016.

The Chair, on behalf of Committee congratulated the team.

20. Annual Review of Delegated Decisions 2015-16

CEE 2016 (2) 20

Robyn Llewellyn introduced the review which provided summary statistics for the delegated grants schemes. The delegated grants budget for the year was £3.3million and expenditure was £3.4million. Opportunities provided by HLF's delegated grant programmes were particularly significant in priority development areas.

Committee members shared their reflections on the previous year including

- How they felt the delegated grants panel operated
- Providing an example of a delegated grants panel which had captured their imagination
- Lessons learned from these grant programmes.

Committee agreed that the delegated grant projects:

- Generated such a breadth and diversity; building on the rich tapestry that HLF was able to weave with communities
- Were often very interesting and able to capture the imagination

- Helped raise the profile of HLF and the funding at a local level
- Provided a useful tool to enable small organisations to review and strengthen their governance
- Were good value: the amount of the grant often appeared disproportionate to the level of benefits delivered
- Sometimes had a larger impact than envisaged: lessons learned from Team Tate project fed into the development of the Aberdeen Art Gallery Board level project.

Papers for information

21. Communications Report

CEE 2016 (2) 21

Committee noted the report.

22. Communications Plan 2016-17

CEE 2016 (2) 22

Committee noted the Plan which included the Government and Parliamentary Affairs Plan and in particular

- To continue to develop relationships with East of England MPs.

Officers reported the 'Drop In' session that had been organised in February for MPs to meet with officers at Westminster. 17 MPs had attended reflecting a good level of interest. The session had provided a good opportunity to promote HLF and to liaise with key local contacts.

23. Business Plan 2016- 17

CEE 2016 (2) 23

Committee noted the Plan.

24. Minutes from the meeting of the Regional and Country Chairs on 12 April 2016

CEE 2016 (2) 24

Committee noted the minutes.

25. Any other business

Oral

There was no other business.

The next meeting will be held on 22 September 2016

Appendix I Grants for Places of Worship

SF4 Second round applications: Grants for Places of Worship

Item	Project Title	Applicant	Decision
15a.	St. Mary's Church Banham Restoration Project	Banham Parochial Church Council	AWARD GRANT OF £229,000 (73%)
15b.	St Mary's Church, Great Eversden: Essential heritage repairs, art and community space	Great Eversden and Little Eversden Parochial Church Council	AWARD GRANT OF £244,900 (67%)

SF4 First round applications: Grants for Places of Worship

Item	Project Title	Applicant	Decision
15c.	Revitalising St Martin's Church, Thompson	St Martins, Thompson, PCC	FIRST ROUND PASS OF £245,900 INCLUDING DEVELOPMENT GRANT OF £40,100 (78%)
15d.	Rethatching and Growing Holy Cross Church, Caston	Holy Cross Church Caston	FIRST ROUND PASS OF £246,500 INCLUDING DEVELOPMENT GRANT OF £29,500 (78%)
15e.	Nave and chancel external wall and window and south aisle roof repairs	St Spyridon Greek Orthodox Church	FIRST ROUND PASS OF £234,000 INCLUDING DEVELOPMENT GRANT OF £15,200 (65%)
15f.	Restoring the round tower church of West Lexham	The Parochial Church Council of St Nicholas Church, West Lexham	FIRST ROUND PASS OF £248,800 INCLUDING DEVELOPMENT GRANT OF £29,600 (77%)
15g.	Building to serve and the preservation of our	The Parish of Upper Tas Valley All Saints	REJECT

Item	Project Title	Applicant	Decision
	heritage		
15h.	Urgent Structural Repairs at St Nicholas Bracon Ash alongside Heritage Enhancement Facilities	Bracon Ash PCC	REJECT
15i.	All Saints' Church Waterden - securing and sharing the heritage of a hidden Norfolk treasure	South Creake Parochial Church Council	REJECT
15j.	Restoration of St Mary's Church, Elsing, a grade 1 listed medieval church in Norfolk	Elsing PCC	REJECT
15k.	To save Barford Church and make it more accessible for use by the local community	Barford Church	REJECT
15l.	St Mary's East Walton Restoration	St Mary's Parish Church East Walton	REJECT
15m.	Urgent Repairs to the Chancel Roof of St Nicholas Church Castle Hedingham	Parochial Church Council St Nicholas' Church, Castle Hedingham	REJECT