

# Summary minutes of the meeting of the Committee for East of England held on Thursday the 8 December in the Cambridge Office, Eastbrook, Shaftesbury Road, CB2 8BF starting at 10am.

## Committee:

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

**Apologies** Sue Davies

**Attending** David Jessup (Funding and Relationship Manager, Big Lottery Fund; items 18-20)

## Committee Business

### 1. Declarations of Interest

**Oral**

Steve Miller in his capacity as Head of Norfolk Museums Service (NMS) and Acting Assistant Director, Community and Environmental Services (Cultural Services) for Norfolk County Council reported a conflict with

- The Mill and the Marsh Folk (item 14) as the applicant was Norfolk County Council.

### 2. Chair's report

**Oral**

The Chair reported on recent project visits and events attended in the region including

- Quay Place opening, Peterborough Cathedral's Peterborough 900 project launch and the Castle Museum, Norwich stakeholder event, the Royal opening of the National Horseracing Museum, Newmarket. Some Committee members and officers would be visiting the HLF funded Palace House & Stables: Home of Horseracing National Heritage Centre project, following its successful launch in November, after the meeting
- The Chair thanked members for attending various events in the region.
- The regional and country chairs meeting in October, where there had been good strategic discussion
- Her attendance at the Board in November where she delivered a presentation, outlining the key challenges and opportunities in the region. There was a strong reference to partnership working to achieve greater impact and leverage and working with organisations previously outside HLF's traditional sphere of activity would be a key focus.

### 3. Minutes of last meeting on 22 September 2016

**CEE 2016 (4) 3**

Committee agreed the minutes. These were signed by the Chair

### 4. Matters arising from the minutes

**Oral**

Officers provided an update on the outcome following the decisions taken.

There were no other matters arising.

## 5. East of England Regional Overview

CEE 2016 (4) 5

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

- MPs level of interest about projects in their constituencies; James Cartlidge, MP for South Suffolk, had referenced HLF's award of almost £5m in National Lottery funding for Gainsborough's House in Sudbury. Ros Kerslake and Robyn Llewellyn had also spoke with Matt Hancock MP and DCMS Minister at the Newmarket Horseracing Museum opening
- the annual SHARE Conference held in Newmarket, where she had been a key speaker. The title of the presentation was *Place Makers – the role of museums: sharing stories, supporting communities*
- Heritage Index: The RSA had updated its Heritage Index for 2016, examining over 120 heritage matrices. This was produced in collaboration with HLF. Committee noted the top spots for heritage activity included Norwich, however Warrington was no longer at the foot of the asset index, and had been replaced this year by Luton. Committee noted the placing of areas in the region, at both the top and the bottom 10 of the index.
- Great Place Scheme: There had been a good response to this joint HLF/ACE scheme which aimed to pilot new ways of working between cultural and civic organisations. Following sift, three organisations from the region had been invited to submit full applications. It was noted that there was potential for future conversations about alternative HLF funding opportunities for parts of some of the schemes, especially in Priority Development Areas.
- Outreach work: It had been an active quarter with officers attending funding fairs and workshops in Hertfordshire, Luton, Kings Lynn, West Norfolk, Essex, Bury St Edmunds and Castle Point amongst others
- Board meetings: Committee noted the East of England's success at the September Board meeting with three heritage grants applications receiving first round passes with development funding.
- Skills for the Future applications from the East of England for decision by the Board in February 2017

## 6. East of England Budget

CEE 2016 (4) 6

Robyn Llewellyn reported that the 2016-17 annual budget for the region was £8,800,000. There were five first round Heritage Grants applications with a request totalling £7,658,000 against an original indicative quarterly budget of £2,724,450.

For March there was only one first round application with a grant request of £334,800. Committee agreed to apportion the budget between the two meetings on the basis of the grant request, the available budget for December would be £5,114,100, leaving £334,800 for March 2017.

There were three Heritage Grant second round cases for decision. These were fundable as long as the Committee considered that the proposals were of sufficiently high quality and delivering good value for money.

Committee noted the Heritage Grants and Heritage Enterprise outcomes.

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

## 7. Shoebury Garrison Church; HE-16-03523

CEE 2016 (4) 7

Applicant: Southend Education Trust

Request: First round pass of £1,450,200 including a development grant of £113,700 (95% of total eligible development costs)

Project: To bring 305m<sup>2</sup> of floor space back into use at the Victorian Garrison Church of St Peter and St Paul in Shoeburyness, Southend-on-Sea. Repair and conservation work would be undertaken and new facilities installed, enabling it to function as a community, education and wedding venue.

The Committee for the East of England **REJECTED** the application.

#### **8. Built for Exchange: The Renewal of Sudbury's Central Space; HG-15-05376**

**CEE 2016 (4) 8**

Applicant: Churches Conservation Trust

Request: First round pass of £1,819,700 including development grant of £226,100 (66% of total eligible development costs)

Project: To repair and regenerate the Grade I listed church of St Peter, Sudbury, to provide a sustainable future for the building. New facilities would be installed to increase income potential and to deliver activities to engage new audiences:

The Committee for the East of England considered that the project represented a high priority for support. The project was **REJECTED** in light of the available budget.

#### **9. Aldeburgh's Museum and Moot Hall Re-development Project; HG-15-07073**

**CEE 2016 (4) 9**

Applicant: Aldeburgh Museum in partnership with Aldeburgh Town Council (ATC)

Request: First round pass of £824,600 including development grant of £77,100 (61% of total eligible development costs)

Project: To redevelop the Museum, to enhance the visitor experience through improved access and to provide a comprehensive redisplay. The project included the relocation of the current first floor entrance to street level, creating a larger lobby, simplifying visitor circulation and improving accessibility. Externally, new interpretation boards would share information about the Moot Hall's architecture, use, age and restoration, and sympathetic flood lighting would be installed.

The Committee for the East of England considered that the project represented a high priority for support and **AWARDED** a first round pass of £824,600 including development grant of £77,100 (61% of total development costs)

#### **10. Unlocking the potential of the Old Gaol: Re-connecting Ely Museum with its audiences; HG-16-00134**

**CEE 2016 (4) 10**

Applicant: Ely Museum

Request: First round pass of £1,822,400 including development grant of £159,300 (79% of total eligible development costs)

Project: To redevelop and improve Ely museum to create a heritage hub for the local community and an introduction to the area for visitors. Renewed permanent galleries, extended facilities, access improvements and a variety of learning activities and events would increase ways for people to engage with the heritage of the area.

The Committee for the East of England considered that the project represented a high priority for support and **AWARDED** a first round pass of £1,822,400 including a development grant of £159,300 (79% of total eligible development costs).

**11. Watford Museum: 'Making Connections' - Re-engaging with Watford's past; HG-16-03319**  
**CEE 2016 (4) 11**

Applicant: Watford Borough Council

Request: First round pass of £1,741,100 including development grant of £175,800 (88% of total eligible development costs)

Project: to redevelop the museum building to transform the layout and displays, improve visitor access and better conserve and exhibit collections. A multi-purpose extension with accessible entrance, a learning space and other visitor facilities would be constructed. A learning and activities programme aimed to create a heritage and arts hub through collaboration with partners such as West Herts College, Watford Recycling Arts Project, history/archaeology groups, African Caribbean and Muslim Associations, Watford New Hope, YMCA and Watford Museum Young Curators.

The Committee for the East of England considered that the project represented a high priority for support and **AWARDED** a first round pass of £1,741,100 including development grant of £175,800 (88% of total eligible development costs)

**12. Prioritisation of first round applications**

**Oral**

Committee had agreed to reject Shoebury Garrison Church during the case by case discussions. They agreed all other projects were a high priority for support. Committee, after further discussion rejected Built for Exchange (item 8) in light of the available budget and awarded first round passes to other applications.

**13. Grants for Places of Worship Applications**

**CEE 2016 (4) 13**

In the East of England, a total of £2,137,600 was committed towards first round projects in the first two meetings of the year. This left £1,662,400 for the rest of the year. An equal split between the December and March meetings would give a budget of £831,200 for each meeting.

In December there were four applications with a total grant request of £812,000. Committee noted that for March there was a total request of £2,509,400 from 14 applications. If the available budget were apportioned between the two meetings in relation to demand, this would give £415,600 for December leaving £1,246,800 for March.

Committee noted that for December:

- At the initial sift, Historic England had ranked all four as urgent. All four cases were therefore taken forward to full assessment.
- Detailed technical advice has established the urgency of the repair works. HLF assessment has also considered how strongly the applications meet our outcomes for communities.

Committee agreed to:

- I. Award a grant to St John the Evangelist, Ovington, for **£215,200 (84%)** which included an uplift of £50,800 to support increased costs for urgent repairs to the masonry, nave roof and tower roof
- II. Award first round passes to three applications:
  - a. St Nicholas, Salhouse
  - b. All Saints, Terling and
  - c. All Saints, Snetterton

- III. Reject St Mary's Church North Tuddenham on the ground that it offered limited outcomes for communities, with no activities budget provided.

Committee noted that one second round Church had been decided at delegated batch level by the Head of Region since the last Committee meeting. This was for St Margaret's, Fleggburgh (GP-14-09183).

The Committee took the following decisions:

Item	Project title	Applicant	Decision
13a.	Urgent Structural repairs to Grade 2* listed place of worship	St John the Evangelist Church, Ovington	AWARD GRANT OF £215,200 (84%)
13b.	Major restoration repairs to the Church Tower & Community Action Plan	St Nicholas Church, Salthouse	FIRST ROUND PASS OF £214,800 INCLUDING DEVELOPMENT GRANT OF £21,200 (74% OF TOTAL ELIGIBLE DEVELOPMENT COSTS)
13c.	Weatherproof and repair the spire and tower at All Saints' Church, Terling	All Saints Church Terling	FIRST ROUND PASS OF £95,000 INCLUDING DEVELOPMENT GRANT OF £6,000 (49% OF TOTAL ELIGIBLE DEVELOPMENT COSTS)
13d.	Saving All Saints Snetterton	Norfolk Churches Trust	FIRST ROUND PASS OF £249,800 INCLUDING DEVELOPMENT GRANT OF £33,200 (79% OF TOTAL ELIGIBLE DEVELOPMENT COSTS)
13e.	Repairs to church roof and restoring structural stability to tower	St Mary's Church North Tuddenham	REJECT

#### **SF4 Second round applications for discussion and Committee decision: Heritage Grants**

##### **14. The Mill and the Marsh Folk; Stracey Arms Drainage Mill, Norfolk; HG-12-08305**

**CEE 2016 (4) 14**

*Steve Miller left the room before discussion commenced.*

Grantee: Norfolk County Council

Request: Award grant of £554,600 (83%)

Project: To repair and restore the Grade II\* listed mill building to full working order, install a new volunteer and activities base and visitor facilities. Provide a range of interpretation including panels inside the mill, a bound document, guide book, website, three heritage trail leaflets, guided mill tours and guided walks. The Committee had approved a first round pass of £535,000 including a development grant of £81,200, 84% of eligible development costs in June 2014.

Uplift: £100,300 (22%) largely due to an increase in capital costs primarily for repair of the windmill and improved visitor facilities.

The Committee for the East of England **AWARDED** a grant of £554,600, 83% of eligible delivery costs.

**15. Ensuring the future of bell-ringing at St Margaret's Church, Ipswich and celebrating our heritage; HG-14-01987**

**CEE 2016 (4) 15**

Grantee: St Margaret's PCC, Ipswich

Request: Award grant of £163,600 (60%)

Project: To restore the church bells and re-hang them in a new bell frame with a new ringing gallery; deliver a bell ringing training programme; re-open the Grade I listed church to visitors and provide a range of resources and activities to engage people with the heritage of the church. Committee had awarded a first round pass of £149,700 including a development grant of £10,300, 94 % of eligible development costs in June 2015.

Uplift: £24,200 (17%). Total costs had increased for repairs, some elements not costed at first round but found necessary during development. The intervention rate had decreased from 67% to 60%.

The Committee for the East of England **AWARDED** a grant of £163,600, 60% of eligible delivery costs.

**16. Life and Art in a Worker's House;**

**CEE 2016 (4) 16**

Grantee: The David Parr House

Request: Award grant of £625,300 (79%)

Project: to repair and conserve the house and artefacts; conserve and restore the painted interior; build a new shed space in the garden; create interpretation for use on and off site; develop a range of activities to engage people with the house and the people who lived there and recruit and train volunteers to the deliver activities. Committee had awarded a first round pass of £501,600 including a development grant of £70,900, 80% of eligible development costs in June 2015.

Uplift: £194,600 (45%) Research and investigations during the development phase and expert advice have led to some changes an increase in overall project costs primarily due to an underestimate for repair and conservation work, additional professional fees, an increase in activity costs to enhance interpretive and outreach outputs.

The Committee for the East of England **AWARDED** a grant of £625,300, 79% of eligible delivery costs

**SF4 Second round applications for discussion and Committee decision: Landscape Partnerships**

**17. Greensand Country Landscape Partnership; LP-14-02055**

**CEE 2016 (4) 17**

Grantee: Bedfordshire Rural Communities Charity

Request: Award grant of £1,659,500 (54%)

Project: To restore and strengthen the landscape character of Bedfordshire Greensand Ridge, reconnect communities to the landscape, contribute to economic growth by attracting more visitors and to create a robust and effective partnership to manage the landscape into the future. To deliver 40 projects which spanned seven inter-related themes: Living heaths and working woodlands; Historic Parklands; Celebrating the Greensand Country; Revealing the Greensand Country; Promoting and understanding the Greensand Country; Community projects and Heritage skills. The Board had awarded a first round pass of £1,792,900 including a development grant of £133,400, 90% of eligible development costs in October 2014.

Uplift: N/A

The Committee for the East of England **AWARDED** a grant of £1,659,500, 54% of eligible delivery costs

## **SF4 First round applications for discussion and recommendation (December Board): Parks for People**

### **18. Parks for People Overview**

**CEE 2016 (4) 18**

Committee noted the overview.

*Committee discussed the following applications. Their views would be reported to the Board.*

### **19. Castle Park, Bishop's Stortford; PP-16-00838**

Applicant: East Hertfordshire District Council in partnership with Bishop Stortford's Town Council  
Request: First round pass of £2,190,400 including development grant of £250,700 (83% of total eligible development costs)

Project: To restore, repair and conserve Castle Gardens and its heritage features and structures including Waytemore Castle and the River Stort and re-integrate with Sworder's Field open events space, childrens play area, skate park and trim trail providing a better managed public space for more and a wider range of users. A new functional path network, improved entrances and event spaces would be created. A programme of community events and activities would be delivered in partnership with a range of organisations.

## **SF4 Second round applications for discussion and recommendation (December Board): Parks for People**

### **20. Great Yarmouth Venetian Waterways; PP-14-08398**

**CEE 2016 (4) 20**

*Officers reported that since writing the paper, the applicant was contributing an extra £80,000 for a Project Manager. Total project costs had therefore increased from £2,675,564 to £2,755,564 and the grant percentage had dropped from 66% to 64%.*

Grantee: Great Yarmouth Borough Council GYBC

Request: Award grant of £1,773,600 (64%)

Project: The comprehensive repair and restoration of the public park for full and active community use. The Venetian Waterways were regarded as being 'nationally unique' and had been recognised internationally for the innovative planting and design. The boating lake would be brought back into viable use. A programme of activities and events would be delivered. The HLF

Board and BLF England Parks for People Committee had awarded a first round pass of £1,020,800 including a development grant of £45,000, 82% of eligible development costs split (HLF £30,000; 66.66%) (BLF £15,000; 33.33%) in June 2015.

Uplift: £797,800 (82%). Project costs had increased significantly due to originally underestimated capital costs, following detailed development of the proposals informed by a fuller understanding of the condition and significance of the park and as a result of recommendations from expert advice. Partnership funding had more than doubled and the grant intervention rate had fallen.

## **SF4 first round application for discussion and recommendation (January Board): Heritage Grant (Cross-territory)**

### **21. Bats in Churches; HG-16-02183**

**CEE 2016 (4) 21**

Applicant: Natural England

Request: First round pass of £3,802,700 including development grant of £291,600 (70% of total eligible development costs)

Project: to design and implement solutions to remove or reduce the negative physical and social impact arising from the conflict between bats, churches, and the people that use and enjoy them, working with 100 churches. Provide help and advice to other churches and historic buildings across England through a website, publications and an increased volunteer resource.

### **Papers for discussion**

#### **22. Corporate Update**

**CEE 2016 (4) 22**

Committee noted the update.

Anne Jenkins, Deputy Director of Operations drew attention to

- the Staff conference held in Cardiff, which had been very well received.
- budgets for 2017-18; the Board were currently considering trends and reviewing in light of the decline in lottery income.

#### **23. Communications Report**

**CEE 2016 (4) 23**

Committee noted the report.

Rebecca Lamm, Communications Account Manager, briefly outlined media activity over the last quarter including:

- Gainsborough's House who had received HLF support for funding of £4.73million towards a £7.5m project to transform the House into a national centre and one of the region's leading heritage museum and galleries, officially thanked The Lottery Players. For the first three weekends of December, anyone with a National Lottery ticket could gain free entry to see the House's art and heritage treasures for free, as a thank you for making its first step towards a bright future possible.

### **Papers for information**

#### **24. Townscape Heritage Overview**

**CEE 2016 (4) 24**

Committee noted the overview.

**25. Equality Steering Group Annual Report (*September Board Paper*)**

**CEE 2016 (4) 25**

Committee noted the report.

**26. Review of Delegated Grants (*September Board Paper*)**

**CEE 2016 (4) 26**

Committee noted the paper.

**27. Minutes from the meeting of the Regional and Country Chairs on 11 October 2016**

**CEE 2016 (4) 27**

Committee noted the minutes.

**28. Any other business**

**Oral**

There was no other business

**The next meeting will be held on 16 March 2017.**