

Heritage Lottery Fund: Committee for the South West Meeting on 21 June 2016

CSW 2016 (2)

Minutes of the meeting of the Committee for the South West held on 21 June 2016 at 10 a.m. at the X Centre, Exeter.

Members:

- Stephen Boyce (Chair)
- Phil Collins
- Tamsin Daniel
- David Heathcoat-Amory (NHMF Trustee)
- Sue Minter
- Wilbert Smith
- Evelyn Stacey
- Sarah Staniforth

Speaking Observer

- Catherine Stevens (BLF) – items 1-5

Committee Business

1. Welcome

The Chair welcomed:

- Sue Minter and Wilbert Smith to their first meeting as members.
- Catherine Stevens, Big Lottery Fund representative

SF4 First round Parks for People applications for discussion and recommendation (June Board)

2. Parks for People Overview

CSW 2016 (2) 2

Committee noted that the annual combined Big Lottery Fund/HLF first-round budget was £31.7m, including a £1.7m underspend from the previous financial year. The budget would be split between the June and December meetings.

Committee noted that 10 first-round applications had been received in England with a total request for £27.63m, with the South West receiving two of these. Committee noted that interest in the programme had increased in the region.

3. Durlston Pleasure Grounds Project

CSW 2016 (2) 3

Applicant: Dorset County Council

Request: First round pass of £983,000 including a development grant of £82,800 (80% of total eligible development costs)

Project: To restore, enhance and celebrate the historic designed landscape, engaging more people with its heritage, creating resources and providing opportunities for skills development. Features of the historic landscape would be restored and the condition of wildlife habitats improved to reduce the human impact on the most sensitive areas. Built and physical infrastructure would be

improved and facilities for visitors. New interpretation methods would be developed and multi-media resources created.

The Big Lottery Fund representative recommended this application for as a **MEDIUM** priority for support.

The HLF South West Committee recommended this application as a **HIGH** priority for support.

4. The restoration of the historical Victoria Gardens in Truro

CSW 2016 (2) 4

Applicant: Truro City Council

Request: First round pass of £3,462,600 including a development grant of £208,200 (81% of eligible development costs)

Project: To restore the Victorian ornamental gardens, which contained a number of listed historic features that would be restored. Access and safety would be improved across the park. A new hub building, including public and staff/volunteer facilities, would be created for use as a community space for a programme of activities, exhibitions and events. An interpretation strategy would be developed. A programme of training would be delivered for volunteers and the Friends Group. An education programme was planned and would be linked to local colleges and schools.

The Big Lottery Fund representative recommended this application for as a **LOW** priority for support.

The HLF South West Committee recommended this application be **REJECTED**.

5. Prioritisation BLF Priority and HLF Priority

Oral

The Committee for the South West and Big Lottery Fund representative agreed the following priorities for the applications:

- Durlston Pleasure Grounds Project (item 3)
HLF HIGH Priority and BLF MEDIUM Priority
- The restoration of the historical Victoria Gardens in Truro (item 4)
HLF REJECT and BLF LOW Priority

Reports

6. Declarations of Interest

Oral

Tamsin Daniel declared a conflict of interest in:

- Item 27 - Revealing City Hall: One Building, 1265 Voices – as her employer, Cornwall Council, was a major funding partner and she had been heavily involved in the development of the bid. She would leave the room for the discussion of this item.
- Item 18 – Bridging the Tamar – her employer, Cornwall Council, owned the buildings being renovated, and would be joined into the contract if an award was made. She would leave the room for the discussion of this item.

Wilbert Smith declared a conflict of interest in item 22 – Priest's House Revival – as his employer, Christchurch and East Dorset Councils, provided the applicant with financial and other support, and had written a letter of support for the application. He would leave the room for the discussion of this item.

Phil Collins and Sarah Staniforth declared an interest in item 21 – The Lynher River Barge Project – as the National Trust had provided a letter of support for the application. The Committee were content that this did not constitute a conflict of interest in either case.

Evelyn Stacey declared that she had been appointed by Exmoor National Park Authority as a Member of Exmoor Tourism. Her Register of Interests would be updated to reflect this.

7. Chair's report

Oral

The Chair provided an update on activities since the last meeting, including:

- Attending various meetings including induction sessions, the Country and Regional Chairs meeting and observing a Board meeting.
- Meeting with Ministers during a visit to Plymouth
- Attending M Shed's 5th birthday in Bristol

The Chair expressed his thanks to the Committee and team for everyone's involvement in the visits and it was agreed that the notes prepared following each visit provided the Committee with a valuable update.

The Chair confirmed that a Committee away day was being planned and was likely to coincide with the September meeting, though dates were being confirmed and further information would be circulated to members by the team when available.

The Chair noted he would be attending an event at the Tank Museum for the announcement of their Heritage Grant award.

8. Minutes of the last meeting on 15 March 2016

CSW 2016 (2) 8

The minutes were agreed as a true record of the meeting.

9. Matters arising from the minutes

Oral

There were none.

10. *Moved as an appendix to item 12*

11. Annual Review of Delegated Decisions 2015-16

CSW 2016 (2) 11

The Committee noted the report.

Officers highlighted the consistently high level of competition for grants, particularly for Our Heritage and Sharing Heritage.

Officers noted that they were attending a meeting in Plymouth with the Big Lottery Fund in order to create connections and encourage applications from organisations working in that area.

Committee confirmed that they were confident that the processes and governance of the delegated decisions were robust, and felt that Members attending the decision meetings was a very important element of their role.

12. South West Operating Plan for 2016-17

CSW 2016 (2) 12

Committee noted the Plan for 2016-17 and the Annual Report for 2015-16.

Committee expressed their thanks and congratulations to the team for their hard work and the successes achieved during a challenging year.

Committee were requested to ensure they kept the Development Team up-to-date with new organisations or opportunities to engage with harder to reach groups and areas that were underrepresented.

The proposed changes to the Board business cycle were noted.

13. South West Regional Overview

CSW 2016 (2) 13

Committee noted the overview report.

Committee noted the Government's Culture White Paper and that HLF would be contributing to a number of initiatives.

14. South West Budget Paper

CSW 2016 (2) 14

Committee noted the paper and welcomed the new format.

There were 7 first round Heritage Grant and Heritage Enterprise applications for consideration, totalling £4,621,200 against a budget of £2m. Committee noted that the round was competitive and prioritisation would be required.

SF4 first round applications for discussion and decision: Heritage Grants

15. Somerset's Brilliant Coast

CSW 2016 (2) 15

Applicant: Somerset Wildlife Trust

Request: First round pass of £392,900 including a development grant of £39,100 (87% of eligible development costs)

Project: To undertake a 2.5 year project to raise awareness of the key conservation issues and threats to Somerset's coastal environment and its wildlife. The project would seek to engage substantial new audiences and encourage specific changes in awareness, attitude and behaviour. Outdoor learning activities for primary school children would be delivered. A range of community events would engage local populations with their coastal heritage and the key conservation issues being faced. A range of interpretation and signage would be developed to increase understanding of the fragile natural heritage. Partnerships would be developed to promote health and wellbeing.

In light of concerns raised, Committee **REJECTED** the application.

16. Our Crofton Story - Its buildings and its people

CSW 2016 (2) 16

Applicant: The Kennet and Avon Canal Trust

Request: First round pass of £575,700 including a development grant of £53,900 (78% of total eligible development costs)

Project: To restore and conserve the Grade I listed Crofton Beam Engines. Necessary works would be undertaken on the building and the visitor facilities would be developed, including improving disabled access. Interpretation materials would be developed and learning opportunities would be created, particularly to engage local communities. Oral histories would be recorded and captured as part of a virtual archive. Resources would be created as part of new learning programmes for children. The volunteer force would be further developed.

The Committee agreed that the project was a high priority for support and **AWARDED** a first round pass of £575,700 including a development grant of £53,900 (78% of total eligible development costs)

17. Restoration of Thomas Whitty House and creation of Axminster Heritage Centre

CSW 2016 (2) 17

Applicant: Axminster Heritage Limited

Request: First round pass of £583,000 including a development grant of £63,000 (39% of total eligible development costs).

Project: To undertake the full restoration of the Thomas Whitty House, dye house and courtyard, creating a space to house Axminster's heritage collection, including storage, conservation and office space. Visitor facilities, including a café, toilets and shop, would be created. The current displays would be reinterpreted and emphasis would be given to attracting and engaging younger audiences. New galleries would provide interpretation on the town's history. A programme of education activities would be delivered and volunteer groups would receive training in collection management, conservation, object handling and interpretation.

The Committee agreed that the project was a high priority for support and **AWARDED** a first round pass of £583,000 including a development grant of £63,000 (39% of total eligible development costs).

18. Bridging the Tamar

CSW 2016 (2) 18

Tamsin Daniel declared a conflict of interest and left the room for the discussion of the item

Applicant: Tamar Bridge & Torpoint Ferry

Request: First round pass of £470,900, including a development grant of £43,500 (81% of total eligible development costs).

Project: To interpret and explain the heritage of the Tamar Bridge and nearby Royal Albert Bridge for a range of general and specialist audiences through the creation of a new learning centre and a four-year programme of activities. Office space will be converted into a learning centre, housing an exhibition and interpretation space, connected to the viewing platform, to celebrate the social and engineering history of the bridges.

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

19. Biss and Semington - A Tale of Two Aqueducts

CSW 2016 (2) 19

Applicant: Canal & River Trust

Request: First round pass of £555,700, including a development grant of £55,100 (44% of total eligible development costs)

Project: To renovate and restore the Biss and Semington Aqueducts, part of the Kennet & Avon canal. The three-year project would promote understanding and ownership of the canal to the local community through engagement activities and volunteering opportunities, with a focus on young and older people. Interpretation, signposting and trails would also be created to improve understanding and access.

In light of the concerns raised, Committee **REJECTED** the application.

20. Item withdrawn

21. The Lynher River Barge Project

CSW 2016 (2) 21

Applicant: EISCA

Request: First round pass of £915,600 including a development grant of £195,400 (76% of eligible development costs)

Project: To restore the Lynher, one of only two surviving Tamar Barges, to original specifications and full operational condition. Through connections with educational establishments, the project would provide skills-training in marine engineering and traditional boat-building, heritage and project management. A public programme would be delivered, with a focus on reaching minority groups. A volunteer base would be developed and would receive professional training in seamanship and the environmental issues related to the safeguarding of the river and its shores.

Committee agreed the project as a medium priority for support and **REJECTED** the application in light of the available budget.

22. Priest's House Revival

CSW 2016 (2) 22

Wilbert Smith declared a conflict of interest and left the room for the discussion of the item.

Applicant: Priest's House Museum

Request: First round pass of £1,127,400 including a development grant of £145,200 (61% of total eligible development costs).

Project: To develop the Priest's House Museum into the Museum of Wimborne and East Dorset by improving the exhibition and display space, expanding engagement opportunities for local communities and integrating the Tourist Information Centre and the museum. A local studies library would be established through partnership working.

The Committee agreed that the project was a high priority for support and **AWARDED** a first round pass of £1,127,400 including a development grant of £145,200 (61% of total eligible development costs).

23. Prioritisation and feedback to applicants

Oral

Wilbert Smith and Tamsin Daniel left the room for the prioritisation of the items for which they had declared conflicts of interest.

During the case by case discussions, the Committee considered that:

- Our Crofton Story - Its buildings and its people (item 16), Restoration of Thomas Whitty House and creation of Axminster Heritage Centre (item 17) and Priest's House Revival (item 22) were a high priority for support;
- Bridging the Tamar (item 18) and The Lynher River Barge Project (item 21) were of a medium priority for support;
- Somerset's Brilliant Coast (item 15) and Biss and Semington - A Tale of Two Aqueducts (item 19) would be rejected due to the concerns raised.

Committee agreed to award first round passes to the high priority cases. The medium priority cases were rejected due to budgetary constraints.

24. Grants for Places of Worship applications

CSW 2016 (2) 24

5 first round applications with a grant request of £904,200 had been received against a regional budget of £712,500. At the initial sift, Historic England agreed that whilst all five cases were considered to be urgent, one case – St Margaret's Church, Stratton St Margaret – was not considered to be as immediately urgent as the four other cases. It was agreed that this case would not be taken forward to further assessment.

The remaining four cases underwent full assessment and Historic England provided detailed technical advice to establish the urgency of the repair works. Assessment by HLF also looked at how well the applications met outcome for communities. These two factors were used to arrive at an overall priority for the batch. At detailed assessment Historic England confirmed that all four cases were still in urgent need of repair, representing a total grant request of £738,100, slightly over the budget of £712,500.

Committee made the following decisions:

Item	Project Title	Applicant	Decision
24a.	Tower repair St Michaels Church, East Anstey, Devon	Parochial Church Council St Michaels Church	FIRST ROUND PASS OF £153,200, INCLUDING DEVELOPMENT GRANT OF £22,500 (76% OF TOTAL ELIGIBLE DEVELOPMENT COSTS)
24b.	Urgent repairs to the Church of St Peter and St James Halwill, Beaworthy	Church of St Peter and St James	FIRST ROUND PASS OF £216,100 INCLUDING DEVELOPMENT GRANT OF £33,700 (71% OF TOTAL ELIGIBLE DEVELOPMENT COSTS)
24c.	Stained Glass Window and Masonry Project 2016 – St Michael the Archangel, Teignmouth	St Michael the Archangel, Teignmouth	FIRST ROUND PASS OF £118,800, INCLUDING DEVELOPMENT GRANT OF £11,800 (71% OF TOTAL ELIGIBLE DEVELOPMENT COSTS)
24d.	Urgent Spire and Tower Repairs – Christ Church Weston Super Mare	Christ Church Weston Super Mare	FIRST ROUND PASS OF £250,000, INCLUDING DEVELOPMENT GRANT OF £19,600 (72% OF TOTAL ELIGIBLE DEVELOPMENT COSTS)
24e.	St Margaret's Church, Stratton St Margaret: Urgent reroofing and external fabric repairs	St Margaret's Church	REJECT

Committee noted the 3 Round 2 churches that had been decided at delegated Batch level by Head of Region since the last Committee meeting.

SF4 second round applications for discussion and decision: Heritage Grants

25. The Great Stare - Milton Abbey

CSW 2016 (2) 25

Applicant: Diocese of Salisbury (lead applicant)

Request: A grant of £1,249,200 (73% of eligible delivery costs)

Project: A project led by the Diocese of Salisbury in partnership with Milton Abbey School and the Forestry Commission, to restore the Grade I listed Abbey Church of St Mary and restore Capability Brown landscape features. The project would raise awareness of the estate's national importance

and ensure that the visitor experience and management of the estate were more integrated. Restoration work would include repairs to the interior and exterior masonry of the Abbey. Landscaping works would rediscover lost historic walks. Improved signage and interpretation would be installed. A programme of training, education and engagement activities would be developed with 4 new staff posts created to manage the improved visitor experience.

First round pass including development funding: Committee awarded in September 2014
Key Changes: A new post of Project Manager had been created to address the project management issues experienced during the development phase. Other project costs had increased due to inflation, an improved visitor facilities offer, including additional staff costs, increased professional fees and an increase in contingency. An uplift of £594,200 (91%) was requested. Costs were considered to be realistic for the scale of the project.

Views: Expert advice highlighted key areas that would need to be addressed prior to award and receipt of permission to start.

Committee **AWARDED** a grant of £1,249,200 (73% of eligible delivery costs)

SP3 Grant Increase for discussion and decision

26. Bridport Literary and Scientific Institute Restoration Project

CSW 2016 (2) 26

Applicant: Bridport Area Development Trust

Request: Grant increase of £75,000 to make a total grant request of £1,496,500

Project: To restore the Grade II* listed Bridport Literary and Scientific Institute and return it to community use. Key areas of the building would be opened up to public access, with an interpretation space and café. Rental space would be created for small creative enterprises, education, training and community meeting space. Committee had awarded a grant of £1,421,500 (54%) in September 2014. A grant increase of £75,000 (54% of the revised total project costs) was requested following delays to the delivery of the project, caused by legal issues beyond the applicant's control, which had resulted in increased costs following tender returns and changes to the market.

Expert advice was supportive.

Committee **AWARDED** a Grant Increase of £75,000 to make a total grant of £1,496,500.

SF4 First round July Board applications for discussion and recommendation: Heritage Grants

27. Revealing City Hall: One Building, 1265 Voices

CSW 2016 (2) 27

Tamsin Daniel declared a conflict of interest and left the room for the discussion on the item.

Applicant: Hall for Cornwall

Request: First round pass of £2,800,500 including a development grant of £223,600 (74% of total eligible development costs)

Project: To reinvigorate a regionally important cultural organisation by conserving and developing the Grade II* listed Hall for Cornwall. Part of a wider project to develop the building, conservation and repair work would be undertaken to the exterior of the building and roof. The original historic entrance would be reinstated and house a new café and Tourist Information Centre. The two separate frontages of the building would be linked and a permanent exhibition space created in the

joining corridor. A programme of activities would be delivered to engage people in the heritage and stories of the building. A recruitment and training plan for heritage volunteers and interns would be developed. New interpretation and a programme of learning activities would be created, supported by new staff roles.

Committee recommended the application to the Board as a **HIGH (2 of 2)** priority. The Board would determine the application in July 2016.

SF4 First round July Board applications for discussion and recommendation: Heritage Enterprise

28. Atmos Totnes Brunel Building

CSW 2016 (2) 28

Applicant: Totnes Community Development Society

Request: First round pass of £2,750,200 including a development grant of £131,800 (77% of total eligible development costs)

Project: To purchase and restore the Totnes Station Atmospheric Railway Brunel Building pumping house, which forms part of a disused brownfield site previously occupied by Dairy Crest. The building would form part of the wider Atmos Totnes project, creating a new gateway to the town with a mixed use development of workspaces, enterprise facilities, performance and community spaces. Cafés/restaurants and community housing would be included in the development of the site. The Brunel Building would be refurbished in a manner sympathetic to its heritage and character. A pilot Community Labour Initiative would be established to facilitate learning opportunities and develop a programme of events.

Committee recommended the application to the Board as a **HIGH (1 of 2)** priority. The Board would determine the application in July 2016.

29. Prioritisation of first round items

Oral

Tamsin Daniel declared a conflict of interest and left the room for the prioritisation.

Committee agreed the priority of the two first round applications for decision at the July Board as follows:

- High Priority 1 of 2 - Atmos Totnes Brunel Building
- High Priority 2 of 2 – Revealing City Hall: One Building, 1265 Voices

SF4 Second round July Board applications for discussion and recommendation: Heritage Grants

30. Plymouth History Centre: Plymouth's role in History and History's role in Plymouth and the SW

CSW 2016 (2) 30

Applicant: Plymouth City Council

Request: Grant of £14,833,200 (45% of total eligible delivery costs)

Project: To combine the Plymouth City Museum and Art Gallery (PCMAG), the Plymouth and West Devon Record Office (PWDRO), the Central Library history collections, the South West Film and Television Archive (SWFTA) and the South West Image Bank (SWIB) into a single, integrated facility. The Grade II listed Museum and Library and the adjacent St Luke's Church in the centre of Plymouth would be refurbished and developed to create a bespoke building to manage the collections, creating a new visitor attraction that would widen access and increase visitor numbers.

New posts would be created to develop and deliver the learning and events programmes, expand the existing volunteer programme and support the management of the collections.

First round pass: Board awarded in April 2014

Key changes: Proposals were largely unchanged. An uplift of £2,900,000 (24%) had been requested due to inflation, following a longer development phase than originally planned, increased exhibition costs and the need for specialist storage for the film collection.

Views: Expert advice was very supportive

Committee recommended the project as a **HIGH** priority to the Board.

Papers for Information

31. Communications Plan for 2016-17

CSW 2016 (2) 31

Committee noted the plan.

32. Communications Report

CSW 2016 (2) 32

Committee noted the report.

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

CSW 2016 (2) 33

Committee noted the minutes. The Chair highlighted that the meeting had included a discussion of the value of heritage to place-making and the importance of shared learning, in particular around new trends in the sector, such as the transfer of assets to trusts, and the role of HLF in facilitating connections.

34. Corporate Update

CSW 2016 (2) 34

Committee noted the paper and the Board minutes from the February, March and April which had been circulated via email.

35. Business Plan 2016-17

CSW 2016 (2) 35

Committee noted the Business Plan for 2016-27.

36. Any other business

Oral

There was none.

The next meeting will be held on 20 September 2016