

Heritage Lottery Fund Committee for the South West Meeting on 15 March 2016

CSW 2016 (1)

**Minutes of the meeting of the Committee for the South West held on
Tuesday 15 March, in Castle Drogo starting at 9.30 a.m.**

Present:

- Simon Timms (Chairman)
- Phil Collins
- Tamsin Daniel
- David Heathcoat-Amory (NHMF Trustee)
- Cherry Ann Knott
- Evelyn Stacey
- Sarah Staniforth

Observers:

- Stephen Boyce
- Wilbert Smith

Staff:

- Vicky Allott
- Thomas Brewer
- Penny Coombes
- Julie Cooper
- Philippa Davies
- Natalie Edwards
- Claire Hyne
- Anne Jenkins
- Laura Joyner
- Karen Macaulay
- Laurel Miller
- Katherine Oughton
- Carole Souter
- Kelly Spry-Phare
- Angela Swan
- Kirsty Wallace
- Helen Wheatley
- Debby Yates

Committee Business

1. Chair's report

Oral

The Chair welcomed:

- Stephen Boyce, the newly appointed Chair who would be taking up the post from April and was observing the meeting
- Wilbert Smith, a new member who would be observing the meeting
- Carole Souter, Chief Executive
- Penny Coombes, the new Deputy Secretary for the Committee for the South West.

The Chair noted that another new member, Sue Minter, would be joining the Committee from April and that Phil Collins and Tamsin Daniel had been reappointed to the Committee for a further 3 year term.

Laura Joyner and Katherine Oughton, new Grants Officers, were welcomed to the South West team and congratulations were given to Claire Hyne for her appointment as a Senior Grants Officer.

Lynda Clark had retired and the Chair had written to her with the Committee's thanks.

It was noted that the South West region had been successful at a number of award ceremonies including Wheal Martyn (Silver at Cornwall Tourism Awards and Highly Commended at VisitEngland's Awards for Excellence 2016), Salisbury Cathedral (Gold for South-West Tourism Excellence Awards) and the Roman Baths in Bath (Winner of Winners for South-West Tourism Excellence Awards and Silver at VisitEngland's Awards for Excellence 2016). The Stonehenge Visitor Centre had also won a Civic Trust special award.

The Chair encouraged the Committee to continue to place their focus and emphasis, when representing the HLF, on the impact of the National Lottery good causes, while maintaining an awareness of the cuts and other pressures museums and heritage organisations are facing.

2. Minutes of the last meeting on 3 December 2015

CSW 2016 (1) 2

It was noted that the Crafts Study Centre referenced under item 1 on page 2 was located at Farnham rather than Barnstaple.

Aside from the noted amendment the minutes were agreed as a true and accurate record of the previous meeting.

The Board decisions were noted :

- Page Park – awarded
- St Austell Townscape Heritage – awarded
- Peter Scott Living Legacy - awarded
- Heart of the Cotswolds – rejected and would be resubmitting
- Colston Hall – rejected and would be resubmitting

3. Matters arising from the minutes

Oral

There were none.

4. South West Regional Overview

CSW 2016 (1) 4

Nerys Watts presented the overview. It was noted that the Round 1 Heritage Grants budget had been increased to £1,817, 300. The competitive nature of Round 1 and the need to prioritise was noted.

The Committee were advised that in the case of the application from St Pol de Leon Church (item 11) agreement had been reached to fund this project from the First World War (FWW) Then and Now programme in the event that the Committee chose to support the application.

The number of visits being undertaken was discussed and it was noted that invitations received would be emailed to members every week to give as much notice as possible.

It was agreed that the table outlining numbers of pre-applications would include a comparison with figures for the previous quarter with previous quarter.

It was confirmed that work was on-going to include maps for each application as part of the papers sent to members.

The Committee felt that additional guidance on interpreting carbon footprint data would be necessary for this element of applications, when included, to be fully understood by members.

5. Declarations of Interest

Oral

Simon Timms declared that he was a member of the National Trust South West Regional Advisory Board (items 7, 8, 16 and 31) though had not been involved in discussions relating to the applications. The Committee was content this did not represent a conflict.

Simon Timms declared that he was a former member of the Beaford Archive Steering Group for Beaford Arts (item 18) but had not been involved in discussions relating to the application. The Committee was content this did not represent a conflict.

Wilbert Smith declared that he was employed by Christchurch Borough Council (item 29) and would be required to leave the room for the discussion of this item.

Sarah Staniforth declared that she was employed as a consultant by the National Trust (items 7, 8, 16 and 31). The Committee agreed that this did not constitute a conflict for items 7 and 8 but that she would be required to leave the room for items 16 and 31 (and the subsequent prioritisation) as she had direct involvement with these applications.

Sarah Staniforth declared that she was a Trustee for the Pilgrims Trust and items 20 and 27 had previously been submitted to the Trust for funding. The Committee agreed that this did not constitute a conflict.

Tamsin Daniel declared that she had provided advice to the applicant for items 9, 11 and 13 and would be required to leave the room for these items and the subsequent prioritisation.

Phil Collins declared that he was employed by the National Trust (items 7, 8, 16 and 31) and would be required to leave to room for those items.

SF4 first round applications for discussion and decision: Heritage

Grants

6. Mendip Rocks!

CSW 2016 (1) 6

Somerset County Council sought a first round pass of £277,900, including a development grant of £19,800 (90% of total eligible development costs) for a three year partnership project, led by the Mendip Hills AONB, to promote better understanding of the geology, landscapes, industrial heritage and biodiversity of the Mendip Hills. The project would develop a series of trails, using existing footpaths, around sites of geological, archaeological and historical interest, with interpretive hubs located at 9 key sites. Volunteers would develop a website, including a virtual museum. Community Heritage Research Projects would engage a wide sector of the community, schools and local history groups. A range of events and educational materials would be developed.

The Committee welcomed the geology aspects of the project. The project would build well on the success of other projects in the area and the applicant had knowledge and strong experience in delivering community engagement projects. Given this experience clearer plans for targeting hard-to-reach groups were expected. The Committee considered the plans for working with teachers to be limited and could be expanded to show clearer plans, particularly at secondary level. The project was well-presented but was not exploring new ground or showing clear plans to develop audiences. The budget for training the volunteer team was considered to be insufficient for the numbers sought and level of involvement. While the three-year period of activities were well planned and of high quality the Committee did not consider the project to have clear lasting outcomes beyond this time-frame.

The Committee considered the application to be a MEDIUM priority and **REJECTED** it following a consideration of the level of added value offered and budgetary constraints.

7. Building Resilient Woodlands in the South West

CSW 2016 (1) 7

Phil Collins declared a conflict of interest and left the room for the discussion of this item.

Plantlife International sought a first round pass of £528,200, including a development grant of £68,600 (67% of total eligible development costs) for a three year partnership project to deliver conservation, education and volunteer activities focused on the South West's Atlantic woodlands. Specific sites would be identified during the development phase for improved management work resulting in more resilient woodlands. Land manager and other practitioner knowledge would be enhanced through training and the creation of 'how to' notes. Community knowledge and understanding of woodlands would be increased through involvement in volunteering and citizen science activities.

The Committee recognised the importance of the Atlantic woods and the interesting and significant natural heritage encompassed by them. A clear need for improved management had been shown. The applicant had previously delivered a successful HLF project that would be built on, however the Committee considered the application to be poorly constructed, without clear target sites and limited information on planned outcomes. The plan to base the project staff in Salisbury was considered to be unsuitable given the level of partnership building that would be required in the target areas. The lack of detail regarding the capital costs was concerning. The applicant should be encouraged to consider these issues further and develop a better constructed application.

The Committee **REJECTED** the application due to the issues outlined.

8. Understanding Landscapes: empowering communities to preserve their heritage
CSW 2016 (1) 8

Phil Collins declared a conflict of interest and left the room for the discussion of this item.

University of Exeter sought a first round pass of £255,600, including a development grant of £37,300 (83% of total eligible development costs) for a 3.5 year community archaeology project. A collaborative project with the British Museum, Portable Antiquities Scheme, Devon County Council, National Trust, Tamar Valley AONB and Calstock Parish Council was proposed. The adjacent parishes of Calstock and Bere Ferris, and Ipplepen would be explored through survey, archaeological excavation and documentary research. The project would work alongside the local community and enable them to explore the broader heritage settings of the farms, hamlets, villages and towns where they live. Workshops, excavations and surveys would be delivered. Online resources will be developed and toolkits, booklets and learning resources produced.

The project had strong heritage outcomes that would enable all of the sites identified to be better understood and the outcomes properly documented and recorded. The extension of the University's existing programme to reach the local communities for each site was considered to be well planned with connections being made with other agencies to specifically target new audiences and hard-to-reach groups. The staff costs were a significant proportion of the project costs. The contributions from the University in funding the student excavations at the site and the time of the professor leading the project were welcomed by the Committee. The Committee considered that the level of work and involvement of volunteers would justify the inclusion of an exhibition or celebration event to acknowledge their input at the end. A stronger focus on people outcomes and strategies to engage hard-to-reach groups would help to distinguish the project from on-going activity delivered by the University.

The Committee considered the application to be a MEDIUM priority and **REJECTED** it following a consideration of the level of added value offered and budgetary constraints.

9. Isles of Scilly Three Islands Seabird Restoration Project

CSW 2016 (1) 9

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

RSPB South West sought a first round pass of £774,300, including a development grant of £42,800 (87% of total eligible development costs) for a 5 year project to maintain and improve seabird populations on the islands of Bryher, Tresco and St Martins, plus other uninhabited islands. The project would be the second phase of a programme to restore seabird populations on the Isles of Scilly (IoS) archipelago through a community focussed approach to gain rat-free status. Conservation work would also be undertaken and opportunities for residents and visitors to volunteer and learn about the seabirds on the islands would be developed. Improved green waste management, recycling systems, food shipment and storage systems would be provided. Local residents and businesses would be educated on the importance of the new systems for the benefit of the seabird populations and engaged in the process. Bio-security toolkits would be produced. Volunteers would be trained in bio-security work and to lead guided walks, talks and boat trips to ensure project legacy.

Committee noted that this project would be informed by experience gained through the HLF funded seabird recovery project that is currently being delivered successfully on St Agnes and Gugh, and would build on the momentum gained there. The current project has delivered a rat-free status for the islands, enabling the bird populations to regenerate, and very positive feedback had been received from the communities involved, though a full evaluation of outcomes had not been undertaken yet as the project will not be completed until 2017. The emphasis on engagement of local communities and businesses was agreed as central to the success and sustainability of the project, along with training and developing a strong team of volunteers, and that a dedicated staff team during the project would enable this focus.

The contract work to eradicate the rat population on the islands was noted as being very specialist work. The Committee felt that a longer development phase would be beneficial but noted that the application for European funding had impacted on time-frames. The Committee felt that the development phase should clearly address plans for the long-term sustainability of the project and delivering strong people and community outcomes. The expectations for round two were for the applicant to show how they would deliver a project that exceeded the outcomes of previous work undertaken in the area and that no uplift would be requested.

The Committee considered the application to be a MEDIUM priority and **AWARDED** a first round pass of £774,300, including a development grant of £42,800 (87% of total eligible development costs).

10. Transforming The Wardrobe

CSW 2016 (1) 10

The Rifles Wardrobe and Museum Trust sought a first round pass of £1,016,700, including a development grant of £99,200 (84% of total eligible development costs) for a 2 year project to transform the Grade II* Wardrobe through improved presentation of the building and collection, and a 2-year programme of learning and volunteer activity. Signage would be improved. A new building to house toilet facilities would be constructed. A 2-year programme of learning activities would be developed and delivered. The collection would be redisplayed and the interpretation expanded. A team of volunteers would be recruited and trained.

The Committee recognized the need for a step-change to deliver a sustainable future for the museum through the improvement of the offering to visitors. The potential loss of Ministry of Defense (MoD) funding was seen to be a driving factor in the application, however this did raise the risk of the project and a fuller consideration of how to continue as an independent museum would be required at Round 2. The limited increase in visitor numbers was seen to be unambitious and not significant enough for the level of grant sought. The costs associated with the new toilet block were considered to be expensive and a clear contribution from the adjacent property and on-going maintenance responsibilities should be agreed as part of the Business Plan. The Committee expressed concerns over the level of delivery and sustainability risk that remained. The Committee felt that the applicant should explore options for partnering with other organisations in the area to their mutual benefit.

The Committee considered the application to be a MEDIUM priority and **REJECTED** it due to insufficient funds.

11. Celebrating Peace through the restoration of a significant WW1 memorial Window

CSW 2016 (1) 11

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

St Pol de Leon Church, Paul, Penzance sought a first round pass of £293,300, including a development grant of £34,300 (69% of total eligible development costs) to commemorate the First World War through the restoration of a stained-glass First World War memorial window and related heritage learning activities. Full refurbishment and conservation of the Bolitho Memorial Window, including replacing the stone tracery, would be undertaken. A series of themed exhibitions and workshops would be created to commemorate the anniversary of the end of the First World War. A two year programme of activities for the local community, schools and visitors would be developed and links would be made with other events and activities in the area to connect to Cornwall's cultural trail.

The application provided a compelling case for support with strong heritage outcomes. The links to wider FWW centenary commemorations were welcomed. The Committee felt that the role of

Participation Officer should be extended to cover the full project term and that this should be fully explored during the development phase.

The Committee considered the application to be a HIGH priority and **AWARDED** a first round pass of £293,300, including a development grant of £34,300 (69% of total eligible development costs).

12. Refurbishment of Winterbourne Medieval Barn

CSW 2016 (1) 12

South Gloucestershire Council sought a first round pass of £1,045,000, including a development grant of £165,600 (70% of total eligible development costs) for a project in partnership with the Winterbourne Medieval Barn Trust (WMBT) to redevelop the Grade II* listed Winterbourne Court Farm Barn. The barns would be developed as an asset for the community and provide a flexible space with potential for other commercial activity, including the creation of enterprise units. The single-phase project would create a large performance/event space, a facility for lectures and demonstrations, catering, office and toilet facilities, and improved landscaping to the site. Interpretation, community events, school visits and opportunities for volunteers would be delivered.

The Committee welcomed the improved resubmission, which has addressed the issues raised through previous feedback and now outlined a single phase delivery. The heritage importance of the barn and its location at the core of a designated conservation area were noted. The opportunities for increasing access to the buildings and developing income generating activities would provide a positive impact on the local community. More detailed information on the proposed enterprise units including planned numbers would be brought out of the development phase. The Committee agreed that a strong appointment to the Project Manager position would be key to the success of the project and would impact positively on the risk level. The need to secure a significant amount of funding from other trusts and foundations represented a risk that would need to be addressed during the development phase with support from a mentor.

The Committee considered the application to be a HIGH priority and **AWARDED** a first round pass of £1,045,000, including a development grant of £165,600 (70% of total eligible development costs).

13. Calstock Parish Archive and Meeting Room

CSW 2016 (1) 13

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

Calstock Parish Council sought a first round pass of £290,500, including a development grant of £12,100 (64% of total eligible development costs) for a project to restore and convert the Albaston Cemetery Chapel in Drakewalls, Cornwall to provide accommodation for the Calstock Parish Archive. The restoration needs of the Chapel would be addressed through capital works to the building, including roof works. A purpose built archive storage area would be created. Access to the building would be improved. The additional space would allow the expansion of the collections and creation of a collection display area, more capacity for volunteer numbers, a space for school visits and a public seating area to increase access to the collections. A schools' programme would be developed.

The application was considered to be underdeveloped and only provided limited information on the planned community engagement activities. The Committee considered the collection to be an important community resource and a more developed application would be welcomed.

The Committee **REJECTED** the application due to the issues outlined.

14. Prioritisation and feedback to applicants

Oral

Tamsin Daniel and Phil Collins left the room during discussion of the prioritisation of projects for which they had declared a conflict of interest

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

- *Celebrating Peace (item 11) and Refurbishment of Winterbourne Medieval Barn (item 12)* were considered to be of high priority
- *Mendip Rocks! (item 6); Understanding Landscapes (item 8); Isles of Scilly Three Islands Seabird Restoration Project (item 9); Transforming The Wardrobe (item 10)* were considered to be of a medium priority

Building Resilient Woodlands (item 7) and Calstock Parish Archive (item 13) were rejected due to the issues raised

Celebrating Peace (item 11) was awarded a first round pass.

Refurbishment of Winterbourne Medieval Barn (item 12) was awarded a first round pass.

The Committee noted that the remaining budget was less than £800,000 and *Transforming The Wardrobe (item 10)* was rejected due to insufficient funds.

During prioritisation it was felt that *Isles of Scilly Three Islands Seabird Restoration Project (item 9)* offered value for money and the Committee awarded a first round pass.

Mendip Rocks! (item 6) and Understanding Landscapes (item 8) were rejected following a consideration of the level of added value offered by each project and budgetary constraints.

SF4 second round applications for discussion and decision: Heritage

Grants

15. Bridport Museum: from the 'Bridport Dagger' to the 1966 World Cup Nets

CSW 2016 (1) 15

Bridport Museum Trust Ltd sought a grant of £841,000 (64%) for a project to transform the Museum by improving the display and interpretation of their collections, improving physical access and visitor facilities, and creating wider engagement and learning opportunities within the context of their Grade II* listed building. The project would allow the display for the first time of the Museum's newly acquired Sanctuary Collection of rope and net heritage. The Committee had awarded a first round pass of £858,100 including a development grant of £97,100 (30% of total eligible development costs) in March 2014.

Expert advice was supportive.

An uplift of £80,000 was requested. This was considered to be justified due to the increased costs for the lift. The planned new location for the lift, following feedback from Historic England, was considered to be a better use of space and an improved solution.

The Business Plan had been based on prudent assumptions and the Committee considered the forecast visitor numbers to be conservative. Statutory consents were in place. Year-round opening would increase access for local and family audiences. The Committee expressed some concerns over the proposed designs for interpretation and displays and felt these should be reviewed with

the designers to ensure they fully meet the needs of the planned audiences. They encouraged the applicant to consider a strategy to address the risk to their sustainability if Council funding were to be reduced or lost.

The Committee **AWARDED** a grant of £841,000 (64%).

16. Bringing Fingle Woods Back to Life

CSW 2016 (1) 16

Sarah Staniforth declared a conflict of interest and left the room for the discussion of this item.

Phil Collins declared a conflict of interest and left the room for the discussion of this item.

The Woodland Trust sought a grant of £730,000 (47%) for a five year project in partnership with the National Trust to manage Fingle Woods co-operatively for conservation at a landscape scale. This ancient woodland has suffered from poor management and the project would open up the canopy and return the light, allowing the woods to progressively recover and return to a better condition, supporting their priority species. Public access would be extended throughout the woods, opening up 10km of continuous publicly accessible ancient woodland. Fingle Woods sits between the National Trust owned Castle Drogo and Steps Bridge SSSIs, creating a large area of connected ancient woodland and opening up the public access further for visitors. The project would offer a wide range of educational and engagement opportunities. The Committee had awarded a first round pass of £731,600 including a development grant of £64,900 (48% of total eligible development costs) in March 2014.

An uplift of £63,300 was requested. The uplift was due to changes following HLF advice and outcomes from consultation. It was considered to be justified and would include additional staff capacity that would delivery improved project outcomes. Funding from other sources has been increased.

The Committee commended the partnership nature of the application. Wide consultation was undertaken locally and local activity groups have been engaged with the project to ensure activities taking place are well managed. The development phase had been well managed and HLF feedback had been taken on board.

The Committee **AWARDED** a grant of £730,000 (47%).

17. The Cradle of the Cotswolds: 6,000 years of people, farming and wildlife at Greystones Farm

CSW 2016 (1) 17

Gloucestershire Wildlife Trust sought a grant of £676,700 (64%) for a project to improve the levels of access and understanding to the Greystones Nature Reserve. The 64 hectare Reserve comprising a range of heritage features would become a hub for the Trust's educational work, with a particular focus on audiences from the local community, school children, disabled people and visitors to learn about the site's wildlife, archaeology, agriculture by interpreting the 6,000 years of human habitation at the site and how that habitation has changed the landscape. The Committee had awarded a first round pass of £780,000 including a development grant of £103,600 (90% of eligible development costs) in June 2014.

Expert advice was supportive.

The development phase had been well managed and no uplift had been requested. A high level of consultation and survey work had been undertaken, with expert advice sought where necessary, and all issues raised at round one had been addressed.

The Committee **AWARDED** a grant of £676,700 (64%).

18. Hidden Histories of rural north Devon: Opening up the Beaford Archive

CSW 2016 (1) 18

Beaford Arts sought a grant of £547,700 (81%) for a project to conserve and digitise over 80,000 images documenting rural North Devon from the late 20th Century by the artists James Ravilious and Roger Deakins. Volunteers and academics would record the social history behind the images and capture oral histories. The project would create an online resource, education programme and major exhibition to promote understanding of rural life in North Devon and its unique sense of place. The Committee had awarded a first round pass of £612,300 including a development grant of £64,600 (88% of eligible development funding) in June 2014.

Expert advice was supportive.

The project had developed well with no uplift requested. The Committee noted that fundraising results were disappointing and the final outstanding sum would need to be secured prior to project start, which presented a risk. Work to clarify copyright ownership had resulted in the some elements of the project being excluded. The Committee felt a view should be given as to the long-term risks around copyright ownership for future generations. Devon Heritage Centre were considered a key partner for the project and clear outputs and expectations should be included in the Service Level Agreement. The Committee considered the costs for the oral history element of the project to be high in comparison to the planned outcomes and should be reviewed.

The Committee **AWARDED** a grant of £547,700 (81%).

19. Heritage Revealed: Accessing Dartington's Historic Landscape

CSW 2016 (1) 19

The Dartington Hall Trust sought a grant of £622,600 (62%) for a project to open up the Deer Park and surrounding parkland, the conservation and restoration of the medieval Grade II* listed Deer Park Wall, providing an accessible interpreted walk and a range of public engagement activities including a local schools programme. The Committee had awarded a first round pass in June 2015.

An uplift of £24,700 was requested. The cost increase was due to advice received during development phase and would support the learning programme and interpretation. The Committee considered the uplift to be justified and reasonable.

Expert advice was supportive.

The development phase had been well managed and all issues raised had been addressed. There was an emphasis on inclusion and accessibility in the project, and a stronger focus had been placed on family learning and schools programmes. The applicant had increased their match funding contribution to the project. The Committee felt that as the unsecured match funding is underwritten by the applicant the delivery risk could be reduced to low.

The Committee **AWARDED** a grant of £622,600 (62%).

20. Preserving, recording and widening access to the heritage of St George's Bristol CSW 2016 (1) 20

St George's Bristol sought a grant of £750,200 for a project to repair the Grade II* listed St George's building, and provide improved access and interpretation of the building's heritage. The aim was to upgrade and extend core facilities at St George's to ensure that the building was fit for purpose as a leading performance venue. The Committee had awarded a first round pass of £775,000 including a development grant of £24,800 in March 2015.

Expert advice was broadly supportive.

The concerns raised through the development phase had been addressed though a high level of HLF and mentor support. Plans for the extension, including funding and planning permission had progressed well additional costs well managed with no uplift requested. Strong partnerships had been developed with a range of other organisations, including those within the heritage and arts sector. The Committee expressed concerns at the level of the delivery and sustainability risks and noted the dependency of the project on the receipt of other funding, the outcome of which would be clear before the main work for the project would commence, with minimal spend being needed for the initial design phase. Definitive heritage deliverables would need to be agreed to ensure that outputs can be clearly measured against expectations.

The Committee **AWARDED** a grant of £750,200 (76%).

SF4 first round applications for discussion and decision: Grants for Places of Worship

21. Grants for Places of Worship applications

CSW 2016 (1) 21

Initially 8 South West first round applications with a grant request of £1,168,178 were received. The Committee noted that the budget had increased due to underspend in other regions and so additional funds were available to support the three highest priority applications. At the initial sift Historic England considered that four of the eight, although in need of urgent repair, were not as immediately urgent as the remaining cases. These four cases were not passed for full assessment. Two subsequently withdrew to apply to Listed Places of Worship Scheme.

The remaining 4 cases underwent full assessment and Historic England provided detailed technical advice to establish the urgency of the repair works. HLF assessment also looked at how well the applications met outcomes for communities. These two factors were used to arrive at the overall priority for the batch.

The Committee considered the applications before them and agreed that:

- i) the three applications marked A to C were felt to have strong community outcomes and first round passes were awarded, totalling £716,200
- ii) the three applications marked D to F would be rejected on the grounds that these applications were not as urgent in comparison to others in the batch and/or community outcomes were weak.

Item	Project Title	Applicant	Decision
21.A	Save St Martin's	St Martin of Tours Parish Church	FIRST ROUND PASS OF £221,300 INCLUDING DEVELOPMENT GRANT OF £15,100
21.B	It's no longer urgent, it's a crisis. One strong wind and it could fall down.	Great Torrington St Michael and All Angels	FIRST ROUND PASS OF £249,900 INCLUDING DEVELOPMENT GRANT OF £33,500
21.C	St Clement Truro Major Repair Project	St Clements Church, Cornwall	FIRST ROUND PASS OF £245,000 INCLUDING A DEVELOPMENT GRANT OF £19,000
21.D	Window repairs and refurbishments with other associated works	St Michael and All Angels Church, Penwerris, Falmouth	REJECTED
21.E	Windows of opportunity for St John's Church, Totnes, Devon	Totnes with Bridgetown Parochial Church Council	REJECTED
21.F	St Mary's Church Frampton on Severn	St Mary's Church, Frampton on Severn PCC	REJECTED

The seven Round 2 churches decided at delegated Batch level by Head of Region were noted in the paper.

The Committee noted that the NHMF's Listed Places of Worship: Roof Repair Fund closing date had been in February, and that this was a separate programme that did not come to Committee.

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

22. Take Off @ Junction 21 Pt 2

CSW 2016 (1) 22

The Helicopter Museum sought a first round pass of £2,447,300, including a development grant of £167,600 (77% of total eligible development costs) for a project to transform the existing Helicopter Museum at Weston-super-Mare into a modern museum with improved interpretation and facilities for the public. New buildings would house improved facilities for visitors as well as new interpretation displays and a learning space. Additional suitable spaces for displaying aircraft and artefacts would be created. Volunteer activities would be increased and additional staff would be recruited to develop and deliver an education programme, and to deliver a more professional offering for visitors.

The Committee welcomed the phased approach to the project, which represented a realistic proposition for the museum. The importance of the collection held was agreed and the Committee felt that the applicant should move ahead with the planned application for designated status. The plans outlined an imaginative approach to developing the space to improve the presentation of the collections and increase the professionalism of the museum. The volunteer training budget was considered to be insufficient for the proposed activities and would need to be reviewed. The

Committee had concerns around the significant amount of partnership funding that was yet to be secured for the project. The reliance on retail and catering income to support the museum's sustainability through increased visitor numbers and maintaining staffing levels beyond the conclusion of project funding were considered to be areas of risk that were not fully addressed in the application.

The Committee considered that the application represented a **MEDIUM** priority for support. The Board would determine the application in March 2016.

23. Our Future

CSW 2016 (1) 23

Halsway Manor Society sought a first round pass of £2,663,200, including a development grant of £120,000 (78% of total eligible development costs) for a project to restore and conserve the Grade II* Listed Halsway Manor and extend the building to provide additional space for ancillary services. A key output for the project would be to increase public understanding of the heritage of the building and folk arts in England and increase access to the Kennedy Grant Library. Works would include the creation of a new extension to house new accessible bedrooms, and an Interpretation and Education Centre for Folk and Traditional Arts.

The Committee considered the level of costs for the proposed new building works and the comparative value of the planned activities. They felt that the application did not represent good value for money with the current weighting of costs. The library was important but had a narrow audience at present and the location meant that it was not easily accessible for visitors without involving an overnight stay, further limiting the possible audiences. The Committee felt the project's main focus was to improve the overnight accommodation facilities rather than improving interpretation and education spaces or developing new activities to attract new audiences. The link to the natural environment did not link coherently with the wider project. The risks around unsecured funding and the proposal to take out a bank loan were viewed as areas of concern.

The Committee considered that the application represented a **LOW** priority for support. The Board would determine the application in March 2016.

24. Prioritisation of items 22 and 23

Oral

The prioritisation of the two applications was clear from the case-by-case discussions. *Take Off @ Junction 21 Pt 2 (item 22)* represented a medium priority for support. *Our Future (item 23)* represented a low priority for support.

SF4 Second round March Board applications for discussion and recommendation: Major Batch

25. Bath Abbey Footprint Project

CSW 2016 (1) 25

Bath Abbey Parochial Church Council sought a grant of £10,725,300 (56%) for urgent conservation works to the historic Abbey floor of the Grade I listed Bath Abbey located in Bath's UNESCO World Heritage Site which were required due to subsidence. Capital works would also include improvements to facilities, the installation of energy efficient geothermal heating using water from the Roman Great Drain, and the creation of a new song school in the Kingston Buildings. Interpretation would be improved throughout the Abbey and an associated programme of learning and participation opportunities delivered. The project's wider aim was to transform how

people relate to and understand the building and its heritage. The Board had awarded a first round pass of £10,429,500 including a development grant of £389,000 (47% of eligible developments costs) in April 2014.

There was an uplift of £684,800. The uplift was considered to be justified as they resulted from additional costs relating to required fabric repairs.

Expert advice was supportive.

The project showed great opportunity and potential and would provide an enhanced experience for visitors. Consideration had been given to how to reach new audiences and hard-to-reach groups with an emphasis on accessibility and inclusion. The interventions planned in the main Abbey were considered to be appropriate and the Committee noted that Historic England had provided advice and had approved the plans. The concerns of other interested groups were considered and the Committee felt the Abbey team had undertaken to engage with these parties to the best of their ability. The Abbey had invested additional funds from their own reserves in the project. All partnership funding was in place or had been secured since the application had been submitted.

The Committee were impressed by the scale and ambition of the project and the inclusion of innovative elements such as the planned hot water system. The complex underground works presented a risk but appropriate surveying work had been undertaken. The Committee felt that the receipt of support from Historic England could reduce the delivery risk to medium.

The Committee considered that the application represented a **HIGH** priority for support. The Board would determine the application in March 2016.

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

26. Llanthony Secunda Priory Re-formation project

CSW 2016 (1) 26

Llanthony Secunda Priory Trust sought a grant of £3,194,400 (80%) for a project to develop and interpret the Llanthony Secunda Priory site, a Scheduled Ancient Monument, opening it up to the public and creating a welcoming green space in the centre of Gloucester through a programme of capital repair and conservation, landscape works and development of a range of learning activities and events. The Board had awarded a first round pass £3,032,100 including a development grant of £311,400 (83% of eligible developments costs) in November 2013.

There was an uplift of £473,700. The uplift had been justified and the applicant had undertaken work to manage costs increases where possible, including an extensive value engineering exercise, and attracted additional partnership funding.

Expert advice was supportive.

The depth of the history and interest of the site gave a clear importance to preserving and improving the condition and management of the buildings. The partnership between Gloucester College and the applicant was viewed positively by the Committee and would provide a viable sustainable future. The planned works had not changed significantly from the first round application and it was noted that the College would be increasing their occupancy of the buildings, which would give increased sustainability to their use, and would share maintenance responsibilities. The Committee were satisfied that a suitable plan to ensure public access was in place. The relationship with the College was a key element of the sustainability of the project. The College

would be included on the HLF contract of grant and a draft Agreement for Lease had already been prepared, confirming their long-term commitment to the project.

The Committee felt that more detailed information on the plans for landscaping the land adjacent to the canal, and the relationship with the landowner would be beneficial. The limited safe road access to the site was considered to be a risk and longer term plans to change the main access point should be monitored.

The Committee considered that the application represented a **HIGH** priority for support. The Board would determine the application in March 2016.

27. Project Pilgrim Phase One: the Heart of Gloucester

CSW 2016 (1) 27

Gloucester Cathedral sought a grant of £4,160,300 (71%) for a project to conserve, repair and improve access to this Grade I listed, 11th Century building. Proposed works included urgent conservation and repair works to the Lady Chapel and improving the entrance and visitor welcome. Inappropriate car parking adjacent to the Cathedral would be removed and solar panels would be fitted to the Cathedral roof to reduce the building's carbon footprint. The Board had awarded a first round pass of £4,482,600, including a development grant of £32,300 (58% of total eligible development costs) in May 2014.

Expert advice was supportive.

The fundamental heritage importance of the building was recognized by Committee. The development stage had been well managed and the project had not changed significantly from the round one application. The uplift in costs had been met through fundraising activities by the Cathedral. All partnership funding was secured or had been underwritten by the Cathedral. Committee were confident that the appropriate governance structure was in place to oversee the project delivery. The removal of the car-park adjacent to the Cathedral as part of the landscaping plans had drawn a letter of objection. Committee were satisfied that appropriate provision had been made for disabled parking and noted that additional spaces had been allocated to the Cathedral by the Council at an alternative car park close by. The benefits to the visitor experience and accessibility that the landscaping plans would garner were considered to be significant.

The Committee considered that the application represented a **HIGH** priority for support. The Board would determine the application in March 2016.

28. Fort Bovisand Regeneration Project

CSW 2016 (1) 28

The Fort Bovisand Trust requested a grant of £4,597,500 (70%) for a project to conserve the historic fabric of a Grade II* listed Fort and create an interpretation centre as part of a wider development scheme that included private accommodation and holiday lets and commercial concerns. A number of casements in the lower Fort would be converted into the heritage/learning centre, with the remainder being converted into residential units and holiday lets. Further new build would create additional residential units and provide space for the relocation of MOD/commercial use. The remaining buildings onsite would be conserved and a café extension included. The Board awarded a first round pass of £4,671,400 including a development grant of £352,500 (82% of eligible development costs) in March 2013.

Expert advice was not supportive.

Committee acknowledged the heritage importance of the site and conservation benefits of the project were not in doubt with Historic England now supportive of the proposals.

However the development phase had been long and challenging. The learning and engagement plans were still considered to still be underdeveloped overall. The Trust had not taken on board HLF and expert advice. The Committee expressed concerns around the governance structure of the Trust, the project management and the proposed governance structure for the on-going management of the site following the conclusion of the project, particularly concerning the degree of influence of the private developer. For this to be a successful project a different approach to governance and project management would be required.

The balance between public and private benefit was not considered to meet SP3 requirements. It appeared limited consideration had been made of the difficulties in attracting visitors to the site and the allowances for car parking and the overflow arrangements were not adequate for the projected visitor numbers. The high level of reliance on volunteers to deliver the project and run this in the future was considered to be a major risk with no clear plans for recruitment or retention outlined. The proposed visitor experience would not be deliverable with the current plans for staffing and if the projected visitor numbers were not achieved this would have a deleterious impact on income streams.

Committee noted the grantee had submitted late information that morning prior to the committee meeting. The Chair reported briefly on the contents of the additional information.

The Committee agreed the applicant had not addressed the requirements of the first round award, the concerns raised by the Committee and the advisor. The proposals as presented were high risk and would not ensure a viable sustainable future for the site.

The Committee considered that the application could not be supported given the concerns raised and recommended that the Board **REJECT** it. The Board would determine the application in March 2016.

29. Highcliffe Castle – The Phoenix Flies (2)

CSW 2016 (1) 29

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

Christchurch Borough Council sought a grant of £2,829,700 (75%) to deliver the final substantive phase of restoration works at the Grade I listed Highcliffe Castle. The works would allow the whole building to be opened up to the public and would provide permanent display and storage for the stained glass and period furniture collections. The internationally important glass collection was at risk due to storage in inappropriate environmental conditions. The project would also bring the historic grounds of the Castle within one management structure. The Board had awarded a first round pass of £2,862,100 including a development grant of £233,100 (79% of total eligible costs) in March 2014.

Expert advice was supportive.

The project was within a priority area for the South West region. The Committee commended the ambitious nature of the project and the creative approach taken towards the interpretation of the full story of the castle including its dereliction. Good consultation work had been undertaken and expert advice was supportive. The Committee felt the uplift requested to be reasonable and necessary in order to meet the necessary requirements for the loan of furniture. A value engineering exercise has been carried out to identify cost savings. The Committee had concerns about the proposed design of some spaces, including the display of stained glass in a corridor, and felt further consideration could be given to the best use of space. The plans were well informed by the Council's wider strategic planning in the area. Advice would be sought from Ely and Salisbury Cathedrals regarding the open recruitment of a stained glass conservator and further mentoring and support will be provided by Salisbury Cathedral. The Committee felt that the provision for an apprentice strengthened this element. Further consideration was needed on the business and

management and maintenance plans, however the Committee was confident these issues would be satisfactorily addressed prior to works commencing.

The Committee considered that the application represented a **HIGH** priority for support. The Board would determine the application in March 2016.

SF4 First round April Board applications for discussion and recommendation: Major Projects

31. Catchments in Trust – looking after our rivers

CSW 2016 (1) 31

Sarah Staniforth declared a conflict of interest and left the room for the discussion of this item.

Phil Collins declared a conflict of interest and left the room for the discussion of this item.

The National Trust for Places of Historic Interest or Natural Beauty sought a first round pass of £15,400,000, including development grant of £1,600,000 (35% of total eligible development costs) in a cross-territories application for a programme of catchment focused environmental improvement works based around National Trust properties. 11 catchments in England and Wales were included in the programme which would be delivered in partnership with the Environment Agency, and other partners. The programme would address wetland and freshwater habitat restoration and improvement, and engagement of people in each of the catchments. The main potential for the impact of the project was in the work around Natural Flood Management (NFM) works, which would need to be delivered in partnership with landowners and tenants.

The Committee felt that the project could have a positive impact on natural flood management and land management methods across the country and had potential for connecting communities and stakeholders with the issues. The lack of challenge in the audiences that had been identified to be engaged with the catchments weakened the application and the Committee considered this to be disappointing. Substantial changes to the way land was used were being proposed yet landowners and tenant farmers that would be directly affected, and who would need to engage in some critical areas had not been consulted, representing a delivery risk. The Committee felt more work would be needed to strengthen the application, in particular in audience development and engagement, to give a clear sense of the added benefit that would be brought through this project.

The Committee considered that the application represented a **LOW** priority for support. The Board would determine the application in April 2016.

32. Stroudwater Navigation Complete and Connected (Cotswold Canals Phase 1B)

CSW 2016 (1) 32

Cotswold Canals Trust sought a first round pass of £14,996,800, including development grant of £1,521,800 (80% of total eligible development costs) for a project to restore and reopen 6 kilometres of canal between Stonehouse in the East and the Gloucester & Sharpness Canal at Saul Junction in the West. The work would involve a number of innovative engineering solutions, including a new channel under the M5 motorway, 2 new locks, 3 road bridges and 1 major railway bridge. Volunteer opportunities would be created in restoration, interpretation, wildlife projects and on-going canal management. A multi-user towpath would be created and linked to other rights of way, including the Cotswolds Way and the national cycle path network.

The Committee noted that the complex and interesting project would link through to a section of the canal that had previously been funded by HLF, adding value to that investment. The quality of work delivered and the increased opportunities for access alongside the canals had been demonstrated by the previous project. The dedicated team of volunteers and the positive level of community involvement showed the degree of support the project had. Strong relationships with key organisations (such as Network Rail) had been developed. The focus on the canal for other regeneration projects in the area was noted. The complex nature of the work and volunteer-led nature of the organization presented a risk, however the Committee considered the highly-skilled volunteer force to be capable of delivering the works proposed. The Committee felt that the application held great potential and further work during the development phase could raise the people and community outcomes to high.

The Committee considered that the application represented a **HIGH (1 of 2)** priority for support. The Board would determine the application in April 2016.

33. Salisbury Plain Heritage Centre: Home of the Royal Artillery Collection

CSW 2016 (1) 33

The Royal Artillery sought a first round pass of £16,200,000 including development grant of £450,000 (42% of total eligible development costs) for a project to create a new museum at the Larkhill Military base on Salisbury Plain to house the Royal Artillery Designated collections and tell the story of the archaeology, ecology, military and social history of Salisbury Plain. Outside areas would provide further interpretive spaces. A range of activities and events, learning programmes and opportunities for volunteering and community engagement would also take place, with a focus on connecting military and civilian communities.

The Committee welcomed the improved resubmission. The building plans had been well planned following HLF feedback, and were considered to be appropriate to the surrounding landscape. The project would have strong community outcomes and a positive impact on the local economy, and links to other local attractions such as Stonehenge had been strengthened. Some further consideration on developing audiences to ensure projected visitor numbers could be realised would be necessary during the development stage.

The Committee considered that the application represented a **HIGH (2 of 2)** priority for support. The Board would determine the application in April 2016.

34. Prioritisation of first round items

Oral

Committee agreed the priority of the three major grants applications. Two projects were recommended as high priority and were ranked as follows:

Stroudwater Navigation Complete and Connected (item 32) was a high priority 1 of 2.
Salisbury Plain Heritage Centre (item 33) was a high priority 2 of 2.

Catchments in Trust – looking after our rivers (item 31) was a low priority.

Papers for Discussion

35. Priority development areas (PDAs): future planned activity

CSW 2016 (1) 35

The Committee noted the good progress made by the team and the context of this work within their role providing a pre-application service and wider outreach in the region. It was noted that more

work was needed to encourage more community led and single-round applications, though improvements are already being seen with the latter. The Committee agreed that the current PDAs should be maintained to enable the groundwork already undertaken to be built on.

It was agreed that the team should establish whether there were any connections to the South East Region's coastal PDAs and therefore opportunities to share knowledge.

The Chair requested that members pass details of any organisations they are aware of that have an interest or connection to these communities, including those without a heritage focus, to the Development Team so they can continue to expand their contacts.

36. Business planning and strategy update

CSW 2016 (1) 36

Carole Souter provided the update:

- The February Board meeting had included the strategic planning session and Board Effectiveness review.
- A more formal audit of Board skills is being considered.
- The strategic framework mid-point review was continuing with further consultation and research planned
- The 2016-17 Business Plan would be on the agenda for the March Board meeting

37. Communications Report

CSW 2016 (1) 37

The Committee noted the report. The Changing Lives campaign was noted and members were encouraged to forward on any connections they make that might be suitable to the team.

The restricted period was due to commence in late March. The Secretariat team should be contacted for further information.

Papers for Information

38. Corporate Update

CSW 2016 (1) 38

The Committee noted the update.

39. Any other business

Oral

The Committee were invited to reflect on the meeting.

The Chair noted congratulations and thanks to the South West team for the amount of time and effort they put in with applicants to bring applications up to the level of the quality seen at the meeting.

The Chair offered the thanks and farewells of the Committee to Carole Souter.

The Chair offered the Committee's farewells to Cherry Ann and thanks for her dedication and the depth of experience and knowledge that she has brought to the group.

David Heathcoat-Amory offered the Committee's farewells to Simon and noted their thanks, respect and admiration for his strong leadership and guidance during his time as Chair.

The meeting finished at 4.50pm.

The next meeting will be held on 21 June 2016.