

<b>Board/Committee:</b>	GRANTS SUB BOARD
<b>Date of meeting:</b>	Thursday, 7 March, 2024
<b>Title:</b>	Heritage Fund Applications
<b>Author:</b>	Head of Corporate Policy and Community Safety
<b>Status:</b>	For Recommendation

### **Purpose**

To provide a summary of the five applications received to the Heritage Fund in this funding period in order that members can determine if they wish to award grant funding for the proposals as set out in this report.

### **Recommendation**

That the Board:

- Consider the five applications outlined in the report.

#### **1.0 Background**

**1.1** Members will recall at the Policy and Organisation Board of 30th November 2022 that the Council agreed to set up a new Heritage Fund to offer grants to local community projects for up to £50,000. The Grants Sub Board has awarded grants from this fund in its first two rounds.

**1.2** This report summarises the five applications made to the Heritage Fund since the December Grant Sub Board meeting. Any application received after the published Board Agenda deadline may be submitted as a late item.

**1.3** The Heritage Fund has five funding priorities and applicants are asked to identify how their project will address at least one of them.

- Removing property from the 'Heritage at Risk' register
- Enhancing the townscape or setting of a heritage asset
- Improving sustainability and tackling climate change
- Creating employment or a sustainable future use
- Enhancing public access or interpretation

**1.4** Heritage Fund guidance advises that strong applications demonstrate:

- A strong evidence of need
- Evidence that the proposed approach is likely to achieve the desired outcomes
- The project does not contain high revenue costs that cannot be sustained long term
- A lasting benefit can be achieved
- It meets more than one of the five funding priorities
- Match funding is provided
- Public benefit outweighs any private gain.

## **2.0 Report**

- 2.1** The fund is open for full applications for local heritage projects of up to £50,000, as well as Development Grants of up to £5,000 to assist in putting bids together.
- 2.2** After the pledge of support for £5,000 to the D Day Fellowship towards its memorial plans pending obtaining all necessary consents and match funding needed, Accounts has confirmed **£157,069** remains available in the Heritage Fund 2023/24 for this round. The Heritage Fund budget for 2024/25 has been confirmed as £200,000.

## **3.0 St John's Arts 2024 Programme: Exhibition Panels**

- 3.1** St John's Art is an arts programme set up in collaboration with the Gosport and Fareham Multi-Academy Trust (Brune Park and Bay House schools in particular) and located in St John's Church, 133-141 Forton Road.
- 3.2** The programme seeks **£3,545** or 5.5% of total project cost for purchasing movable exhibition walls and lighting that will create properly lit wall space for the two exhibitions already funded for in 2024 and to help ensure delivery of future exhibitions at a reduced cost.
- 3.3** The project has been running since January 2022 and aims to increase the accessibility of quality arts events, exhibitions and activities for the community, with a focus on giving Gosport's young people equity of access to quality arts provision. The programme has had over 1,500 engagements by the community so far, with over 850 of those being secondary school students participating in workshops and activities.
- 3.4** The church building is on the local list of heritage assets, LL041, and managed by the parochial church council of the ecclesiastical parish of Gosport South, a registered charity and religious non-profit organisation, number 1199183.
- 3.5** Saint John's Arts received £49,999 from Arts Council England for its 2024 Programme and has committed £5,350 of its own resources and another £5,350 of in-kind resources toward the overall £64,244 project. It needs to raise some additional funding to improve its exhibition space. The works are set to commence in May.
- 3.6** The church building has very little wall space, and much of it is brick, which could be damaged by installing fixings. The church is also dark with not much natural light.
- 3.7** The solution is a set of moveable panels capable of being re-configured to suit spaces in the café and in the Nave and lit in different ways. This will create wall space to suit each particular exhibition this year and in future.

**3.8** A cost breakdown for the panels, lighting, design and construction was provided with the application:

MDF 15x£30/sheet - based on cost to buy from Wickes	£ 450
Timber Wickes Treated Sawn Timber - 19 x 38 x 2400mm - Pack of 10	£ 45
Treated Sawn Timber - 25mm x 38mm x 2.4m 10 x £5	£ 50
Other Paint, white emulsion - £30/tub x 2	£ 60
Screws, tape, paint rollers & misc other construction requirements	£ 90
Castors & wall fixings	£ 300
Lighting Picture Mounted Wall Light in Matt Nickel, 600mm - £95/ea x10	£ 950
Construction Technician 5 days at £200/day +20%VAT	£1,200
Design/management 2 days at £200/day (no VAT)	£ 400
<b>Total</b>	<b>£3,545.00</b>

**3.9** The project claims to meet the following fund priorities:

- Create employment- hiring a local designer and technician
- Create a sustainable future use- the work will enable the wider more inclusive use of the church building during the week and able to host wider variety of exhibitions
- Enhance public access & interpretation- the work will enable a greater mix of spaces on offer, less imposing and more welcoming

#### **4.0 The Queen's Hotel 143 Queens Road**

**4.1** Ace of Spades Holdings Ltd, a company limited by guarantee, 11749033, is seeking **£15,000** or 50% of the total cost of £30,000 for its project to the 3<sup>rd</sup> storey roof and middle- floor sash windows of this freehold public house on the local list of heritage assets, LL067.

**4.2** Prior to its purchase by its current owners in 2022, the building's poor maintenance for 50 years resulted in the roof leaking in many places. The owners have successfully reopened the pub, but would now like to re-open the derelict areas above the pub to re-instate their use as a hotel, manager's accommodation and meeting rooms.

**4.3** The owners said they purchase and protect buildings of note for the benefit of the community and to provide affordable accommodation for key NHS and care workers in Gosport.

**4.4** The roof work consists of removing the 3<sup>rd</sup> storey main hipped roof, re-

felted and replacing battens and slates and re-instating with original hip tiles at a cost of £12,000.

- 4.5 The sash window work consists of repairing and restoring 10 windows, replacing broken glass, putty, cord and ironmongery as required at a cost estimate of £18,000.
- 4.6 One quote was received for the roof and for the window work with the application. The applicant has been asked about obtaining additional quotes. All work is to restore or replace on a like for like basis and therefore no planning permission is needed for the repairs.
- 4.7 An application for the retention of a heat exchange unit (planning application ref: 23/00446/FULL) has been submitted by the pub operator and is currently under consideration. This is a freestanding heat exchange unit within the front courtyard that is not attached to the building and would not be directly affected by the proposed refurbishment works.
- 4.8 The work will be project managed in house in consultation with a planning and environmental advisor and a local architect. The work is planned for completion between April and June 2024 and will be undertaken by local trades.
- 4.9 The ongoing maintenance programme for The Queens Hotel will be funded by paying guests eventually to help ensure its sustainability as a local heritage landmark, local employer, and a community venue.

## 5.0 **2, 2A & B, 6 and 6A Church Road Alverstoke**

- 5.1 Mrs. Susan Bruce is a private individual and the landlord of the properties currently in use as shops and flats in the Alverstoke Conservation Area and is seeking **£50,000** or 75% of the total cost of £66,960 to repair and redecorate the external joinery, including shopfronts and sash windows, and install secondary glazing to existing windows to flats. The owner is contributing £16,960.
- 5.2 Nos 2, 2A and 2B Church Road are grade II listed, 1232827, and Nos 6 and 6A Church Road are also grade II listed, 1276908. Other notable heritage assets are nearby, including the grade II listed St. Mary's Church.
- 5.3 The Council's Principal Conservation and Design Officer has viewed the site and the plans and confirms Listed Building Consent (LBC) is not needed for the works to the fabric of the building as they are like for like and mainly constitute repair and maintenance. Installation of secondary glazing will not require a LBC.
- 5.4 This project will repair the historic fabric of both listed buildings to ensure they are left in a sound, weather-tight condition. Repairs will take a conservation led approach, with scarf in timber repairs to maintain as much historic fabric as possible. Sash windows to be up-graded with draught

seals and fitted with secondary glazing to improve thermal performance where possible.

**5.5** This project aims to meet at least two of the funds priorities: enhancing the setting of the Conservation Area and improving the sustainability through the upgrading of the sash windows with draught-proofing and secondary glazing.

**5.6** The conservation architect and project manager, Giles Pritchard of Pritchard Architecture has submitted a cost breakdown of the planned works:

Repairs and redecoration of sash windows to front elevation (8no):	£ 8,000
Repairs and redecoration of external doors (4no):	£ 4,500
Repairs to shop fronts (4no)	£20,000
Overhaul of rainwater goods:	£ 2,500
Installation of secondary glazing (4no)	£ 4,000
Access requirements:	£ 2,600
Preliminaries:	£ 5,200
Contingency:	£ 4,500
Professional fees:	£ 4,500
TOTAL:	£55,800
VAT:	£11,160
GRAND TOTAL:	£66,960

**5.7** Site location photos complete with scope of repair notations were submitted with the application by Pritchard Architecture. Costs submitted are based on the firm's recent experience of delivering the shopfront projects as part of the High Street HAZ project. It said it led around 10 of these projects, so had lots of cost information to draw upon from similar projects in Gosport. If a grant is awarded, it will seek quotes for all the work and may package some or all of them together to get best value.

**5.8** The conservation work will take place between April and November 2024.

**5.9** The owner has made a commitment to a maintenance schedule should the grant be successful to ensure the grant investment is adequately maintained in the future, detailing the works and the frequency by which they will be undertaken.

## **6.0 2 High Street**

**6.1** This location is currently the site of Millennium Dental, a freehold property which is also a Grade II listed building, 1194994 and on the Local List of Heritage Assets, 1233587. The site is within the High Street No. 5 Conservation Area and within the Gosport Heritage Action Zone.

**6.2** The dental practice leaseholds the property and is asking for a grant of **£50,000** or 93% of the total cost of £53,733.84 for the restoration of the main façade of the building while contributing £3,733.84 of its own resources. The dental practice entered the 15- year lease in January 2022.

A letter of support for the planned works from the owners has been requested by the dental practice.

**6.3** The LBC has been received for the planned works.

**6.4** Initially 2 High Street was a candidate for a High Streets Heritage Action Zone (HSHAZ) Shop front grant, and it funded their initial viability report. However, the viability assessment report took too long, leaving insufficient time to complete all the improvement works before 28 March 2024 when HSHAZ ends.

**6.5** The Conservation Architect (CA) Deniz Beck of Deniz Beck Partners, submitted a cost breakdown of fixed quotes, inclusive of VAT, supplied after by contractors after site survey:

Mathematical tiles repair and replacement W.J.Cove Building Conservation quote	£ 22,464.00
plus materials	£ 7,974.72
scaffolding - JB Scaffolding Ltd	£ 3,054.00
Sash Windows repairs - Tailored wood	£ 11,481.12
canopy & entrance area timber repairs and repainting	£ 7,140.00
Inspection of works by CA - five site visits estimate, plus a pre-construction meeting , some coordination for inspection and plus admin- non PM role	£ 1,620.00
<b>TOTAL</b>	<b>£ 53,733.84</b>

**6.6** The CA has submitted single quotes for these items given the specialist nature of the work. There is apparently only one specialist supplier of the historic-style mathematical tiles in Hampshire, for example.

**6.7** The project manager is Nigel Finch; the CA will inspect the works over several site visits and those professional fees are included in the costs. Works will take place between April and September 2024

**6.8** The works are expected to take place from April to September 2024.

**6.10** The project aims to address four of the funds priorities. The refurbishment will improve the immediate setting of the heritage asset and positively impact the overall aesthetic of the High Street. The refurbishment of the windows will enhance the property's energy efficiency and contribute to sustainability. The project will create employment opportunities by engaging skilled trades and heritage experts and ensures the continued active use of the building. The project enhances public access or interpretation through securing the property's historical and architectural significance as part of the town's rich history.

## 7.0 25 High Street

7.1 The site, within the High Street Conservation Zone (No. 5) and within Gosport's High Street Heritage Action Zone, was most recently a café, but is currently empty awaiting renovation to run as Temperance, a hub for health promotion, including creating a community garden outside at the rear of the property.

7.2 Wendy Budd, of Temperance Health Ltd, is seeking **£50,000** or 59% of the total cost for the Temperance Health Hub & Community Garden project. She has contributed £7,000 of her own funds and secured a loan for £20,000 toward the total cost of £84,278.80 .

7.3 The project, which began in November 2023, received a letter of support from the owners of the building and was included with the application. If the application is successful, the project will be completed within two years. The garden will be an ongoing project, developing over the years.

7.4 The hub and community garden will include educational talks, workshops and activities, herbal medicine and permaculture (natural methods of growing herbs and plants), to empower members of the community to improve their health.

7.5 It aims to offer volunteering opportunities and community gardening sessions. Herbs and fruits grown in the garden will be used to deliver a range of free and low cost workshops and other events increasing footfall to the High Street and surrounding area.

7.6 The project funding costs have been supplied as fixed quotes and are noted if inclusive of VAT or not:

Replacement of all windows with highest performance aluminium windows in front and back of property (in keeping with current architecture throughout High Street	£20,544 (including VAT)
Drainage	£495.00+VAT
Renewing signage and shop frontage	£3,472.80 (including VAT)
Design and build of accessible community garden	£ 56,917.28+VAT
3 months funding for project manager's salary to oversee the work	(£2,850 +VAT)
TOTAL	£84,278.80

7.7 Design plans for the garden and a separate cost breakdown of its various elements was also submitted with the application along with one quote for the window repairs and two for the signage.

## 8.0 Risk Assessment

**8.1** There will always be an element of a risk when issuing grants to a third party organisation. The Council have financial and legal due diligence measures in place to ensure that the risks are minimised and will not issue any grants until the Council is satisfied that these measures have been satisfied.

**8.2** The Grant Agreement forms are part of the measures to ensure the money is used for the purposes set out in the application and agreed by the Sub-Board.

**9.0 Conclusion**

**9.1** This report summarises the five applications made to the Council's Heritage Grants Fund and received by the Grants Officer in time for this report.

<b>Financial Services comments:</b>	Contained within this report
<b>Legal Services comments:</b>	The are no required legal comments as the basis of policy application is outlined in this report and vests with the Sub- Board
<b>Equality and Diversity:</b>	Heritage Fund application form template and accompanying guidance has been reviewed by the Council's Equality & Diversity Lead Officer
<b>Climate Change implications:</b>	Non applicable
<b>Crime and Disorder:</b>	Non applicable
<b>Corporate Plan:</b>	Each application can contribute to the five strategic priorities particularly in this case empowering our residents
<b>Risk Assessment:</b>	Contained within this report
<b>Background Papers:</b>	Heritage Grant Guidance
<b>Appendices:</b>	Appendix 1 Table of applications received to date
<b>Report Author/Lead Officer:</b>	Mandy Baggaley, Grants Officer, Corporate Police & Community Safety