

Board/Committee:	GRANTS SUB BOARD
Date of meeting:	Thursday 27 th June 2024
Title:	Heritage Fund Applications
Author:	Head of Corporate Policy and Community Safety
Status:	For Recommendation

Purpose

To provide the Sub Board with Heritage Fund grant applications in order that members can determine grant awards.

Recommendation

That the Board:

- Consider the three grant applications outlined in this report.

1.0 Background

1.1 In November 2022 the Policy and Organisation Board agreed to set up a new Heritage Fund to offer grants for local heritage projects of up to £50,000, as well as Development Grants of up to £5,000, to be determined via this Grants Sub Board.

1.2 This report contains verified grant applications, up to £50,000, made since the last Grant Sub Board Meeting.

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 Accounts has confirmed that there is a total of £250,124 remaining in the Heritage Fund for 2024/25.

2.2 Each grant application is shown in an Appendix as summarised below:

	Applicant	Project Name	Amount
Appendix 1	Mr Ken White	Overhaul and redecoration of shopfront 41-43 Stoke Road	£50,000
Appendix 2	U3a	A local history exhibition, which will be held in the Display Space at Gosport Museum from 12 th October until 9 th November.	£245
Appendix 3	Gosport Diving Museum	Redevelopment of the Diving Museum	£40,000
Total			£90,245

3.0 Risk Assessment

3.1 There will always be an element of a risk when issuing grants to a third party organisation. The Council has 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.

3.2 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.

4.0 Conclusion

4.1 This report facilitates the Grant Sub Board's role by enabling it to consider Heritage Grant Fund applications.

Financial Services comments:	Contained within this report.
Legal Services comments:	There are no required legal comments as the basis of policy application is outlined in this report and vests with the Sub Board.
Equality and Diversity:	Heritage Fund application form template and accompanying guidance has been reviewed by the Council's Equality & Diversity Lead Officer.
Climate Change implications:	Non applicable.
Crime and Disorder:	Non applicable.
Corporate Plan:	Each application can contribute to the five strategic priorities particularly in this case empowering our residents.
Risk Assessment:	Contained within this report.
Background Papers:	Heritage Grant Guidance.
Appendices:	Appendices 1 - 3 contain the grant applications.
Report Author/Lead Officer:	Julie Petty, Head of Corporate Policy and Community Safety julie.petty@gosport.gov.uk or 02392 545381.

APPENDIX 1

HERITAGE FUND

PLEASE NOTE THIS IS AN EXTRACT OF THE FULL APPLICATION¹

APPLICATION FORM

1 ABOUT YOU AND YOUR HERITAGE ASSET

Please ensure you have read the guidance before completing this form

1.1 ASSET FOR WHICH THE GRANT IS SOUGHT

Please give the name and address of the heritage asset for which funding is sought.

Name of heritage asset	Shop Premises
Address and postcode	41-43 Stoke Road, Gosport, Hants, PO12 1LS
Current use	Retail Shop

1.2 CONSERVATION STATUS OF THE ASSET

Please tell us which of the following designations apply, if any.

Listed Building (please list number)	No
Scheduled Ancient Monument (please list number)	No
Local List of Heritage Assets	NA
Within a Conservation Area (please name)	Yes – Stoke Road Conservation Area
Within a Heritage Action Zone (please name)	Not Known

1.5 ORGANISATION DELIVERING THE PROJECT

Please tell us about the organisation which will be delivering the project.

Type of organisation*	Private Individual – Mr Ken White
Does anyone in your organisation have any direct link with Gosport Borough Council (for example officers, councillors, contracts)?	No

1.7 YOUR INTEREST IN THE PROPERTY

¹ Only relevant answers have been included and personal information removed

Freehold

2. ABOUT YOUR PROJECT

2.1 PROJECT SUMMARY

Please provide a name and a short description of your project.

Project name	Shopfront Overhaul
Description of project (in a few sentences)	Overhaul and redecoration of shopfront

2.2 PROJECT FOR WHICH GRANT IS SOUGHT

Please provide further detail about what your project will do (max 200 words).

Return shopfront to its former original glory

2.3 DELIVERING FUND PRIORITIES

We want to know if your project will help address one or more of the Fund priorities, which are:

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

In the box below, please outline the wider benefits your project, specifically including how it will address any of the fund priorities.

2. Enhancing the townscape or setting of a heritage asset

2.4 PLEASE PROVIDE THE NAME OF ANY ARCHITECT / OTHER PROFESSIONAL ADVISERS

For projects costing £20,000 or more you must employ the services of a competent professional.

Name of architect / adviser	Pritchard Architecture
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3. COSTS AND FUNDING

3.1 WHAT IS THE TOTAL ESTIMATED COST OF YOUR PROJECT?

Total cost of the project including any non-recoverable VAT	£66,780.00
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3.2 HOW HAVE THE PROJECT COSTS BEEN CALCULATED?

Please indicate whether costs are a fixed quote or estimate etc. Please provide quotes for each item or works over £5k (three quotes are advised). For projects which have a high number of small costs (such as events) please provide an estimated breakdown of how the grant would be spent. An itemised summary of actual spend is required as part of the End of Project Report.

3 tenders requested by Pritchard Architecture – provided to GBC

3.3 GRANT REQUEST

Tell us how much grant you are applying to us for.

Grant request	£50,000
Grant request as % of project costs	74.86%

3.4 MATCH FUNDING

Tell us from which source you will be contributing to project costs. Please be advised that applications which evidence some match funding may be considered more favourably than those requesting 100% of costs.

Own resources	£16,780
Other grants	£-----
Loans	£-----
In kind	£-----

4. TIMETABLE AND PROJECT MANAGEMENT

4.1 PLEASE TELL US WHEN YOUR PROJECT WILL START AND FINISH.

We expect projects to be completed within 2 years of a grant award.

Estimated project start date	Spring 2024
Estimated completion date	Summer 2024

4.3 CONSENTS

Please tell us if your project requires any additional consents.

Is planning permission or any permits or consents	
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<p>required for your project? If so, at what stage are they? Please provide any planning application reference number you have for your project.</p>	<p>Planning Application Acknowledgement 23/00272/FULL – permission granted</p>
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SUMMARY OF PROPOSAL FOR 41-43 STOKE ROAD

Summary extract below - full details can be viewed at <https://publicaccess.gosport.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=RXDAK2HOIYD00>



Summary - This application looks to replace the shop front of No. 43 with one of a matching style to No. 41. While photographic evidence of shopfront No. 41 exists, unfortunately we could find no photographic evidence of the original historic shopfronts of No. 43. Therefore this report proposes alterations and improvements to 43 based on that of 41. The proposals look to make the new shopfront more sympathetic to the existing building and make overall improvements to the street scene and Stoke Road Conservation Area.



Street Scene as Proposed
1:100 @A3

APPENDIX 2

HERITAGE FUND

PLEASE NOTE THIS IS AN EXTRACT OF THE FULL APPLICATION²

APPLICANT DETAILS

Name of organisation	U3A Gosport
Organisation type – please tick	~ Registered charity - Please provide number 1099775
What is the purpose of your organisation? (max 75 words).	TO ADVANCE THE EDUCATION OF THE PUBLIC AND IN PARTICULAR THE EDUCATION OF PEOPLE NOT IN FULL TIME GAINFUL EMPLOYMENT WHO ARE IN THEIR THIRD AGE RESIDING IN GOSPORT AND ITS SURROUNDING LOCALITY. THE PROVISION OF FACILITIES FOR LEISURE TIME AND RECREATIONAL ACTIVITIES WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE ABOVE PERSONS IN THE INTERESTS OF THEIR SOCIAL WELFARE.

ABOUT THE PROJECT

Project name	Then and Now – A Place to Learn
Short summary of project (Max 30 words)	A local history exhibition which will be held in the Display Space at Gosport Museum from 12 th October until 9 th November.

Please provide further detail about what your project will do (max 200 words).

The Art Nouveau building that today houses the Gosport Museum and Art Gallery was opened in 1901 as a free library, technical institute and school of art. Its use as a place of learning has changed over the years and during the Second World War, when the day school was evacuated, school rooms were adapted for use as a British Restaurant. This exhibition will cover the building's changing role, as well as introducing visitors to the people associated with the different schools, from a famous author to an artist and to a much-loved female zoologist. It will include the memories of people who attended the grammar school from 1944 until the move to Bay House in 1958. The Gosport u3a local history group has uncovered fascinating information not widely known which they would like to introduce to the people of Gosport. Who knows that the town once had a School of Art, that it had a British Restaurant (actually it had three), and that a draper's son became a famous author? It is time to tell this story.

² Only relevant answers have been included and personal information removed

Delivering Fund priorities

Please tick the fund priority/ies that the project will help address:

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

Please outline the benefits of your project and specifically how it will address any of the fund priorities that you have ticked (max 100 words).

This project has been widely researched and makes a new story about Gosport's history available to the town and elsewhere. It is intended to stimulate interest and further research, as well as to provide visitors with the opportunity to explore the building in its historical context. The group also intends to organise tours of the building, give talks and be available in the exhibition room to answer questions. It is hoped that it will also show that later life is a time of possibility and growth.

FINANCES

Cost

Total cost of the project including any non-recoverable VAT	£490
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Please provide a breakdown of the total costs and indicate which costs the grant would cover.

Please upload any quotes for items over £1500 (three quotes are advised).

Room hire for five weeks	£50
A1 card	£72
Photos/posters/invitations	£35
Licence for two photographs	£24
A4 card for text	£30
Double-sided tape	£20
Printing ink	£100
Text lamination	£40
Blackboard and chalk	£24
Memory stick	£10
Hooks, nails, hanging equipment	£10
Private view	£50
Postage	£25

The grant would cover half the cost of the above

Match Funding

Amount of financial commitment from the applicant	£245
Amount of any contribution in kind and description (Max 75 words).	None
Amount of other income (ie: grants or sponsorship) and description (Max 75 words).	None

Grant request

Grant request amount	£245
Grant request as % of project costs	50%

PROCESS AND POLICIES

Are any permits or consents required for your project?	A licence to use has been granted by the Intellectual Property Office. This arose as a result of the copyright issue on two photographs of paintings from Poole Museum which are still in copyright but copyright holder unknown.
Does anyone in your organisation have any direct link with Gosport Borough Council (for example officers, councillors, contracts)?	No

APPENDIX 3

HERITAGE FUND

PLEASE NOTE THIS IS AN EXTRACT OF THE FULL APPLICATION³

Name of organisation	The Historical Diving Society
Organisation type	Registered charity
Please provide number	1159032
What is the purpose of your organisation?	<p>The objectives of HDS are to:</p> <ul style="list-style-type: none">• Advance the education of the public in the study of the history of diving• Identify, preserve, and maintain archives associated with historical diving• Publish appropriate literature and organise regular meetings on historical diving subjects• Pursue the establishment and maintenance of a museum for the permanent exhibition and preservation of items of historical and educational value• Preserve and protect the UK's rich diving heritage
About the event	
Project name	Redevelopment of the Diving Museum
Short summary of project	<p>To redevelop and upgrade the Diving Museum throughout the whole of No2 Battery following the competition a repair project.</p> <p>.</p>
Estimated project start date	05/07/2024
Estimated completion date	31/07/2025
Please provide further detail about what your project will do	<p>Engaging and professionally designed displays that speak to a wide range of audiences.</p> <ul style="list-style-type: none">• Public engagement activities on site for a range of audiences from families to those with a specialist interest in diving.• Organisational resilience through systematic approaches to developing our volunteers, IT, and the marketing and income generation activities of the museum.• The successful integration of paid posts into a volunteer organisation, and the viable retention of a paid Museum Manager and Community Engagement Officer,

³ Only relevant answers have been included and personal information removed

	<p>Employing staff we will be able to extend our opening hours, and our programme of activities, therefore significantly increasing engagement opportunities for the local community. It will strengthen our contribution to the local economy and to the regeneration of Gosport. Gosport is a priority category 1 Levelling Up area, a Levelling Up for Cultural Place, and a Priority Place. A key ambition of the Activity Plan is to support the pathway to learning and employment for people in Gosport. We already work closely with local learning providers and support agencies; this project will enable us to extend and further embed this work into our programme of activities and deepen our local partnerships.</p>
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Delivering Fund Priorities

<p>Please tick the fund priority/ies that the event will help address</p>	<p>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</p>
<p>Please outline the benefits of your event and specifically how it will address any of the fund priorities that you have ticked</p>	<p>The project will:</p> <ul style="list-style-type: none"> • Enhance the museum/building interpretation, access and creating a sustainable future use. • It will open an important Gosport heritage asset to local residents and visitors to view and learn about, tell the story of the country's rich history of diving and explain why Gosport is known as the home of diving. • It will create local employment and help the local economy. • Working with Gosport Access Group & Disability Forum will enable access for all abilities. • An air source heat pump (green energy) will be used to control the internal environment.

Finances - Cost

<p>What is the total cost of the event (including any non-recoverable VAT)</p>	<p>1,080,604</p>
<p>Please provide a breakdown of the total costs and indicate which costs the grant would cover</p>	<p>Total capital costs: £643,289 Total activity costs: £235,163 Total other costs: £202,152 The grant will match funding towards the capital and activity costs.</p>
<p>Please upload any quotes for items over £1,500 (three quotes are advised)</p>	<p>I did not submit quotes as the project costs have been estimated for the National Lottery Heritage Fund (NLHF) application and will go out to tender if that grant is awarded.</p>

Finances - Match Funding

<p>Amount of financial commitment from the organisation</p>	<p>114,000</p>
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Amount of any contribution in kind and description	Wi-Fi equipment donation - £3,591 Volunteer time - £44,900	
Amount of other income (ie: grants or sponsorship) and description	NLHF: £702,604 - possible uplift of £124,000 Arts Council England: £50,000 Royal Society: £3,500 South East Museum Development: £3,740 Corporate: £15,500	
Finances - Financial Reserves		
Financial reserves held (unrestricted and undesignated funds) held by your organisation, Amount:		22,000
The number of months running costs that this equates to		12
Finances - Grant Request		
Grant request amount	40,000	
Grant request as % of event costs	0,004	
Process and Policies		
Are any permits or consents required for your project?	Yes	
If yes, please provide type and current status	Planning, listed building and advertising applications have been submitted and granted.	
Is your organisation involved with children, young people or vulnerable persons?	No	
Do you have an equality and diversity policy?	Yes	
Do you have relevant insurance policies for your organisation and event?	Yes	
If yes please upload copies of insurance policies	files.zip	
Does anyone in your organisation have any direct link with Gosport Borough Council (for example officers, councillors, contracts)?	Yes	
If yes please state their name and role and/or contract	Kevin Casey, Alverstoke ward councillor	