

Board/Committee:	GRANTS SUB BOARD
Date of meeting:	26 September 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 two 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.

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

1.4 Heritage Fund guidance advises that strong applications demonstrate:

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

2.0 Report

2.1 Accounts has confirmed that there is a total of £184,320 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	Military Heritage Museum	Wheels of History	15,000
Appendix 2	D-Day Fellowship (Please note this grant application supersedes the award pledge made in December 2023 of £5,000)	D-Day Memorial	15,000
Total			£30,000

Please note that a funding request in respect of 3 High Street has been deferred awaiting Listed Building Consent.

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- 2 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

PLEASE NOTE THIS IS AN EXTRACT OF THE FULL APPLICATION

Heritage Fund - Cultural

Details of the organisation delivering the project	
Name of organisation	The Military Heritage Museum
Organisation address	26 King's Rd, Lee-on-the-Solent PO13 9NU
Organisation type	Registered charity
Please provide number	1202290
Other, please state	
What is the purpose of your organisation?	The Military Heritage Pop-Up Museum is the UK's only mobile museum dedicated to military history. As a registered charity (1202290), we bring interactive and immersive exhibits to communities, showcasing artifacts and stories that highlight local and national military heritage. Our dynamic approach includes guided walks, talks, and social media engagement, making history accessible, engaging, and educational for all ages.
About the event	
Project name	Wheels of History
Short summary of project	The "Wheels of History" project aims to create a mobile museum exhibition trailer, bringing military artifacts and interactive exhibits to communities, enhancing access and engagement with military history.
Estimated project start date	01/01/2025
Estimated completion date	01/01/2035
Please provide further detail about what your project will do	The primary objective of this project is to acquire a mobile show trailer to enhance the Military Heritage Museum's ability to participate in events, exhibitions, and community outreach programs. This trailer will serve as a mobile exhibition space, allowing us to bring our extensive collection of military artifacts, educational materials, and interactive displays to a wider audience.
Delivering Fund Priorities	
Please tick the fund priority/ies that the event will help address	Enhancing public access or interpretation
Please outline the benefits of	Increased Public Engagement: By bringing our

your event and specifically how it will address any of the fund priorities that you have ticked	<p>exhibits directly to the public, we expect to significantly increase engagement and education around military history.</p> <p>Enhanced Visibility: The show trailer will prominently feature the Military Heritage Museum's branding, increasing our visibility and attracting new members and supporters.</p> <p>Expanded Outreach: We will be able to reach diverse audiences, including schools, community centres, and remote areas, fostering a greater appreciation for military history.</p>
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Finances - Cost

What is the total cost of the event (including any non-recoverable VAT)	15000
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Please provide a breakdown of the total costs and indicate which costs the grant would cover	<p>1. Exhibition Trailer: Cost: £15,000 Grant Coverage: £15,000</p> <p>2. Interior Fittings and Display Cases: Cost: £2.500 being done in-house.</p> <p>3. Audio-Visual Equipment for Interactive Displays: Cost £500 being done in-house.</p> <p>4. Educational Materials and Signage: Cost £700 being done in-house.</p>
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Please upload any quotes for items over £1,500 (three quotes are advised)	files.zip
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Finances - Match Funding

Amount of financial commitment from the organisation	£2,000
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Amount of any contribution in kind and description	<p>Military artifacts held by the charity for display valued at £1,000000</p> <p>60 hours put in each week by volunteers</p> <p>any artifacts given by the good people of Gosport.</p>
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Amount of other income (ie: grants or sponsorship) and description	All of our money is raised by donation.
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Finances - Financial Reserves

Financial reserves held (unrestricted and undesignated funds) held by your organisation, Amount:	£2,365.42
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The number of months running costs that this equates to	36 months
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Finances - Grant Request

Grant request amount	15000
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Grant request as % of event costs	95%
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Process and Policies	
Are any permits or consents required for your project?	No
If yes, please provide type and current status	
Is your organisation involved with children, young people or vulnerable persons?	Yes
If yes, please confirm that you have a safeguarding policy	confirmed
Do you have an equality and diversity policy?	Yes
If No then please state how you ensure Equality and Diversity (max 100 words)	•
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)?	No
If yes please state their name and role and/or contract	

APPENDIX 2

PLEASE NOTE THIS IS AN EXTRACT OF THE FULL APPLICATION

Heritage Fund - Cultural

Details of the organisation delivering the project	
Name of organisation	D-Day Fellowship
Organisation address	c/o 70 Fort Road Gosport PO12 2BT
Organisation type	Club, Association or Society
Please provide number	
Other, please state	
What is the purpose of your organisation?	Enhance the importance of the Cultural Heritage of Gosport Borough Educate and Inspire interest in Local History Promote the History of the D-Day Landings from local perspective Provide Information, Talks & Presentations to local groups, schools and individuals through Heritage Open Days
About the project	
Project name	D-Day Memorial
Short summary of	In this 80th anniversary year, We will establish a new

project	public memorial space to commemorate the cultural heritage of Stokes Bay and its role in the D-Day Landings.
Estimated project start date	30/09/24
Estimated completion date	31/12/2024
Please provide further detail about what your project will do	<p>We represent Gosport residents who feel strongly that we should do more to enhance the importance of the cultural heritage of our area.</p> <p>We have strong evidence of their support demonstrated by our public events (including High Street Market & Vehicle Rally), fundraising and a Ground Dedication ceremony held in June.</p> <p>The project (which has planning permission) will:</p> <ul style="list-style-type: none"> * Provide a new accessible public space to bring together and enhance 3 memorials, including seating. * Provide a place for reflection, contemplation and remembrance for visitors and locals alike. * Commemorate the appreciation of the people and civic leaders of Gosport in this 80th anniversary year. * Prevent loss of local heritage by presenting the history and stories of the events leading up to and the D-Day landings themselves. Creating a focal destination for visitors and educators. <p>Stokes Bay is already a destination for locals, national and international visitors alike yet the heritage of the area is not immediately apparent despite having received regular international media attention.</p> <p>We will enhance understanding of the significance of our local area and cultural heritage</p> <p>We will bring awareness, interpretation, pride and financial benefit to Gosport through tourism and visits by educators.</p> <p>Additional information provided as requested by GBC Grants Officer</p> <ul style="list-style-type: none"> • Stone masons verbal assurance that Canadian memorial can be re-sited safely • no objection from Canadian Consulate as Canadian memorial owned by GBC. Ongoing negotiation with GBC / Stephanie Lucking regarding re-siting
Delivering Fund Priorities	
Please tick the fund priority/ies that the project will help address	Enhancing the townscape or setting of a heritage asset, Creating employment or a sustainable future use, Enhancing public access or interpretation
Please outline the benefits of your project and specifically how it will address any of the fund priorities that you have ticked	The construction of the project will provide local employment resulting in a sustainable and lasting benefit for generations to come. But primarily we will enhance the setting, public access to and interpretation of memorials and numerous heritage assets in Stokes Bay recorded within the Gosport

	Heritage Action Zone, connected to D-Day and Operation Overlord: including concrete matting 'chocolate blocks', the sailing club's building original use as command centre and the grass areas as staging grounds for troops, vehicles and the construction of Mulberry Harbours. We will achieve this through engaging educational and access groups to develop and enhance accessible information.
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Finances - Cost

What is the total cost of the project (including any non-recoverable VAT)

30,000

Please ensure your costs are allowable in accordance with the grant guidance (ie: staffing costs must not constitute a significant portion of the grant request)

Please provide a breakdown of the total costs and indicate which costs the grant would cover

The cost breakdown in:

Groundworks Material - in kind	£3493.00
Groundworks Labour -	£14400.00
Benches - stock/bespoke	£10000.00
Licences -	£1000.00
Post project Maintenance/Insurance	£1200.00
Total	£30093.00

Three (3) Quotes are submitted to show the costs of the project.
Each contractor has been given the brief on providing quotes divided into the various aspects of the project, i.e. Materials, Machinery, Labour etc to allow flexibility and funds to be spent/utilised in the most cost-effective manner.

The applied for grant of £15000 would be allocated to the overall fund for groundworks and memorial benches.

Please upload any quotes for items over £1,500 (three quotes are advised)

files.zip

Finances - Match Funding

Amount of financial commitment from the organisation

£10,611.00

Amount of any contribution in kind and description

In addition to the above sum:
Montserrat Events Pledge - £2,000.00
At Cost Materials - £3,493.00

Total Fellowship Fund: £16,104.00

Amount of other income (ie: grants or sponsorship)

None

and description		
Finances - Financial Reserves		
Financial reserves held (unrestricted and undesignated funds) held by your organisation, Amount:		0
The number of months running costs that this equates to		0
Finances - Grant Request		
Grant request amount	15,000	
Grant request as % of project costs	50	
Process and Policies		
Are any permits or consents required for your project?	Yes	
If yes, please provide type and current status	Licence - application in progress	
Is your organisation involved with children, young people or vulnerable persons?	No	
If yes, please confirm that you have a safeguarding policy		
Do you have an equality and diversity policy?	No	
If No then please state how you ensure Equality and Diversity (max 100 words)	<p>The Fellowship does not discriminate or exclude individuals because of age, disability, marriage and civil partnership, race, religion or belief, sex or sexual orientation.</p> <p>The Memorial will be fully accessible in terms of mobility, access to information and encourages peaceful reflection and tolerance of all genders, faiths and beliefs.</p>	
Do you have relevant insurance policies for your organisation and project?	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)?	No	