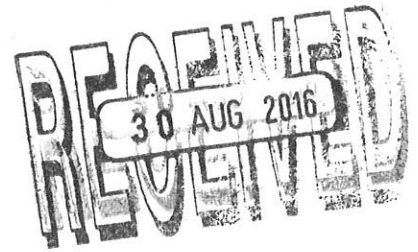
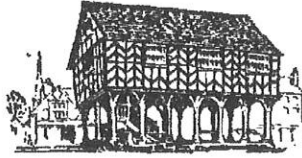


F+GP Committee  
meeting 15.09.16.

E.3



## LEDBURY TOWN COUNCIL

### Grant Application Form

#### 1. Your Organisation

<b>Contact Name:</b>	ROBERT WAIDDINGTON	
<b>Position:</b>	CHAIRMAN	
<b>Organisation:</b>	FRIENDS OF THE MASTER'S HOUSE	
<b>Contact Address:</b>	12, HORSE LANE ORCHARD LEDBURY HRS 1PP	
<b>Telephone Number:</b>	01531 632510	
<b>E-mail:</b>	robertwaiddington@hotmail.co.uk	
<b>Status of Organisation:</b>	PUBLIC INTEREST GROUP	
<b>Charity/company number</b>	Charity No: (if applicable)	N/A
	Company No:	
<b>What geographical area does your organisation cover?</b>	LEDBURY & NEIGHBOURING COMMUNITIES	
<b>How long has your organisation been in existence? (please <input checked="" type="checkbox"/>)</b>	Less than one year	
	Between one and five years	
	More than five years	✓
<b>What are the aims and objectives of your organisation?</b>	TO PROMOTE & SUPPORT WHEREVER POSSIBLE THE RESURED MASTER'S HOUSE SO THIS BUILDING (A) IS RE-ESTABLISHED AS A WOL-USED FACILITY CENTRAL TO THE LIFE OF LEDBURY & NEIGHBOURING COMMUNITIES (B) CAN DELIVER EDUCATIONAL OPPORTUNITIES AND (C) WILL FULFILL ITS ROLE WITHIN ITS HISTORIC CONTEXT.	
<b>What are the main activities of your organisation?</b>	THE ORGANISATION & PROMOTION OF CULTURAL & HERITAGE EVENTS FOR THE LOCAL COMMUNITY & VISITORS ACTIVITIES INCLUDE: TOURS OF THE BUILDING, TALKS, EXHIBITIONS, WELCOME & HELP TO VISITING GROUPS.	

## 2. Your Project/Activity

<b>Project title:</b>	JOINT HERITAGE - LEDBURY
<b>Description of project</b> (please continue on a separate sheet if necessary)	Please see separate sheet.
<b>Where in Ledbury will the project/activity take place?</b>	BASED IN THE MASJOR'S HOUSE, OUR INTENTION IS TO SHARE OUR EXPERIENCES WITH OTHER HERITAGE SITES IN TOWN: HERITAGE CENTRE, BUTCHERS' ROW MUSEUM, BARRET BROWNING INST.
<b>Who will benefit from the project?</b> (please tell us what groups will benefit and approximately how many people will benefit in total)	VOLUNTEERS BASED IN OTHER HERITAGE BUILDINGS IN THE TOWN. MASJOR'S HOUSE HAS ATTRACTED OVER 100,000 IN ITS FIRST YEAR - THE HOPE IS TO INCREASE VISITOR NUMBERS THROUGHOUT THE TOWN.
<b>What evidence do you have of local need/demand for the proposed project/activity?</b> (This might be survey work or statistical evidence)	WE HAVE HELD DISCUSSIONS WITH ORGANISERS IN OTHER HERITAGE SITES WHO HAVE EXPRESSED A WISH FOR US TO LINK WITH THEM.
<b>What support have you received for this project?</b> (Please tell us about any expressions of support you have received from outside your organisation)	Please see separate list + copies of letters of support
<b>How will the project be managed and how will you measure its success?</b>	THE PROJECT WILL BE RUN BY AN APPOINTED DEVELOPMENT MANAGER & ITS SUCCESS WILL BE EVALUATED BY EXTERNAL EVALUATOR.
<b>Please give the timescale and key milestones for your project, including a start date and finish date.</b>	THIS WILL BE A 2 YEAR PROJECT, COMMENCING APRIL 2017

<p><b>Please explain how your organisation will acknowledge Ledbury Town Council's contribution.</b></p>	<p><i>By including the Town Council Logo on publicity material, evaluation forms &amp; reference to Town Council on website.</i></p>
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**3. How you will pay for your project.**

<p><b>What is the total cost of the project?</b></p>	<p>£ 52,458.62</p>
<p><b>Amount requested from Ledbury Town Council.</b></p>	<p>£ 1,500</p>

*Please list any applications you have made for funding from other organisations.*

*Please see separate sheet.*

<p><b>Organisation</b></p>	<p><b>Contribution Sought (£)</b></p>	<p><b>Applied (please tick as appropriate)</b></p>	<p><b>Granted (please tick as appropriate)</b></p>

**4. Further information enclosed**

<p><b>Information</b></p>	<p><b>Enclosed (please tick)</b></p>
<p>A copy of your organisation's most recent bank statement <b>(mandatory)</b></p>	
<p>A copy of your constitution (or similar document showing the organisation's status) and list of appointed officers</p>	<p>✓</p>
<p>A copy of your organisation's committee and meeting structure</p>	<p>✓</p>
<p>A copy of your organisation's latest set of accounting statements (if any exist)</p>	
<p>Copies of any letters of support for your project</p>	<p>✓ Please see put together with list 'What support have you received for this project'.</p>
<p>Other (please list below):</p>	


**5. Declaration by the applicant**

**I/we declare that, to the best of my/our belief, the information given on this application form and in any enclosed supporting document is correct.**

**I/we accept the following:**

- (i) That any false information we provide, even if provided in good faith, may lead to the withdrawal of the grant offered.**
- (ii) That any grant offered will be used only for the purposes set out in this application.**
- (iii) That we will provide reports on progress at the request of the Town Council.**

**Should any grant offered not be used in accordance with the terms and conditions set by the Town Council, we undertake on behalf of the organisation to repay the outstanding amount to Ledbury Town Council on demand.**

<b>Signed:</b>	
<b>Name (s):</b>	
<b>Date:</b>	30 <sup>th</sup> August 2016

Please return your completed form to:

Mrs K Mitchell  
Clerk to the Council  
Town Council Offices  
Church Street  
Ledbury  
Herefordshire  
HR8 1DH

E-mail: [admin@ledburytowncouncil.gov.uk](mailto:admin@ledburytowncouncil.gov.uk)

## Description of Project

We are seeking funding to develop a town wide approach to Heritage Activities and Volunteering in Ledbury.

We want to employ a Heritage and Development Manager to help us bring together the various groups of heritage volunteers, so that we might work together to provide a co-ordinated approach to heritage volunteering in Ledbury. In doing this we will offer training and support for volunteers and give volunteers the opportunity to shape the future development of heritage management in Ledbury.

We want to build on the success of the Master's House project and encourage more people to visit, both the Master's House and the other heritage sites in the centre of Ledbury. In order to do this we are developing a joined up approach to our heritage, working alongside other heritage providers, e.g. Ledbury Places and the Ledbury and District Civic Society to deliver a programme of heritage activities across our heritage sites to engage the local and visiting community.

