



SHREWSBURY TOWN COUNCIL COMMUNITY GRANTS FUND APPLICATION

Agenda No

5(ii)4

Please answer all questions which are relevant to your organisation – failure to do so may result in a delay in the determination of your application

PROJECT (In no more than 25 words)	St Chad's 225	GRANT AMOUNT REQUESTED	£1,500
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Contact Details

Q1 Name of organisation making application: **Shrewsbury Heritage**

Name of contact for this application

Title : **Ms .** First Name: **Maggie** Surname: **Love**

Position held in the organisation:

Creative Director / Event coordinator

Contact Address, including full postcode:

[REDACTED]

[REDACTED]

[REDACTED]

Contact Telephone Number: [REDACTED]

Email address: [REDACTED]

About your organisation

Q2 What type of organisation are you?

Tick (✓) relevant category:

Registered Charity: () Charity Registration Number

Voluntary Organisation: ()

Company Limited by Guarantee: (X) Company Number 8303030

Other – Please specify:

Q3 When was your organisation established?

Shrewsbury Heritage Celebrations est in 2004

evolved into **Shrewsbury Heritage Ltd 2014**

Q4 Briefly describe your organisation.

Describe your organisation, including how many members/users you have, whether there is a subscription fee and the usual activities/services you provide.

If you are a new organisation, describe the services/activities you plan to provide.

Shrewsbury Heritage was established in 2004 and has delivered 9 large scale events, each celebrating a particular epoch or major figure in the town's rich heritage. A team of professional artists create and rehearse each event with volunteers mainly from the Community, of all ages and abilities, to create high quality entertainment, accessible to all.

It has been considered a highly valuable visitor experience seeing and meeting characters on the Streets, especially when they have a direct connection to the Town's rich Heritage.

Our volunteers (from a handful to hundreds) choose how they wish to participate. Some help with costume, some sing, dance or act, some steward or chaperone children - some do everything. SH has an Open Access policy, encouraging everyone and anyone of all abilities and backgrounds and accommodating all ages, so that it's possible for families to participate together.

There are no auditions. Some seasoned veterans bring new friends or neighbours. Others hear about our work via the internet/social media.

The style and direction of each event varies, but commonly, for the dramatic scenes, participants work under professional direction through discussion and improvisation towards a script. Singing and dancing are rehearsed and performance skills are developed. Costumes are added and the performances take place in public spaces, generally in the open air.

This project will also include a community craft workshop and a collection of stories and connections to the Church will be recorded.

Q5 If you are a subsidiary of a larger organisation, please state which one.

N/A

Q6 Does your organisation have an agreed Constitution or Memorandum of Association?

Please state which and attach a copy:

Shrewsbury Town Council has a copy of our M.A.

Q7 What is your primary source of funding?

Over the years we have received Heritage Lottery Funding, Awards for All, Local Government Support, Private sponsorship and LJC Grant funding. We are currently working on

finding a patron to help secure annual funding and hope to become more independent in delivering activities to support the Town's vibrant Visitor Economy.

Details of the project or activity you are planning

Q8 Describe the projects/activity you plan to use this grant for.

i) Try to be specific about what you will do and how you will do it.
Tell us what your project will do, including where it will take place, who will benefit from it and how it will bring people together.
Write up to 500 words

Shrewsbury has a rich heritage from Saxon times but one of its grandest buildings is the (new) St Chad's Church. This great Georgian church will celebrate 225 years in 2017 and it is recognised as one of the centres of the community. This church is much more to the community than a place of worship - it is the Civic Church of Shrewsbury Town Council and is the venue for grand parades and commemorations including Remembrance Day, Battle of Britain and the Mayoral Inauguration Service. Many local community events and theatre groups use the space, schools bring their music to the venue and it has a Festival committee which organises weekly concerts. It is the largest venue in the County, with a capacity to hold up to 1200 people. BBC programmes have been filmed from the site on National Celebration days and there have been many 'Songs of Praise' programmes from St Chad's Shrewsbury. In 1984 it featured in the Film 'A Christmas Carol' with George C Scott. The headstone of 'Scrooge' can still be found in the adjacent graveyard and is a popular visitor destination.

The original St Chad's fell down dramatically on a Monday morning (fortunately not twelve hours earlier) in 1788. Thomas Telford had warned of the danger, but the church authorities disregarded his advice. The dramatic end to this great medieval building gave the town an opportunity to build a 'new' church and George Steuart, the architect of nearby Attingham Park was commissioned. The church authorities procrastinated and finally rejected his unusual circular design, but Steuart threatened a large financial penalty, so they relented and the new church was built at the entrance to the town's celebrated park - The Quarry. Shrewsbury is known as the 'Town of Flowers' and the Quarry holds the Britain In Bloom Gold for its Ornamental Flower Garden in the Dingle, which brings many visitors to the neighbouring Church. Inside is the County's Military Chapel and during these years of commemoration of 1914 – 18, every Wednesday names of the Shropshire Fallen are read out, 100 years since their sacrifice.

It is the Church where Charles Darwin, who was born in Shrewsbury, was christened in 1809 - his father wisely calculating, that although he was an atheist and his wife a Unitarian, baptism in the Church of England was a necessary qualification for university. The building is of local pale Grinshill stone and the central round gallery is supported by slender cast iron pillars, made by the local Ironmaster William Hazledine, who built the first iron framed building in the world - Shrewsbury Flaxmill.

We aim to link the Flaxmill – St Chad's on the Heritage Day – September 9

The programme of celebration is as follows –

Late **March** a request to send stories/ memories/ photos connected St Chad's. People will be encouraged to send in family connections and event memorabilia. There will be a dedicated Facebook page and for those not connected to the social media world, St Chad's will receive post.

Saturday August 19 2017 - Through flyers, radio press and social media, the community will be invited to a workshop in the church hall. This workshop will take place on the **225th birthday** since the church opened. Workshop leaders will encourage participants to transfer the memories and research gathered into a visual display, creating banners evoking the historical connections. Refreshments will be available and a birthday cake will be shared by all who attend.

Saturday September 9, National Heritage Open day - FROM RUINS WE RISE begins at the Old St Chad's site with a performance of a SCENE, scripted by a local writer, portraying Thomas Telford informing the church authorities of the possible impending disaster and their fatal complacency. Shrewsbury Heritage includes a group of amateur actors who will be involved in this and the writer will direct.

This will be linked to the PROCESSION, which will celebrate the rebirth of the church on the Quarry site.

The Lady Chapel, the only part of the old church left standing, will provide the perfect starting place for the procession. This will include local people carrying banners made in the workshops, illustrating the memories of the local community, the artwork of the hatchments of local ancient families and the emblem of St Chad's. The group will process through the town, accompanied by music and characters in period costume, to the 'new' St Chad's, to celebrate with the Community this great transition.

In the large forecourt and with a closure in place on the road in front of St Chad's, there will be enough room for groups of people to reflect on the memories shared in the collages on the banners. Local musicians will be invited to play at this open air event and local food and drink will be available for all to enjoy.

- ii) Please state how you have identified this need and how the project will benefit the people of Shrewsbury, together with the estimated time span. If you are seeking continuation funding for this project, please provide evidence for this continued need.

Following discussions with the clergy of St Chad's, the Parish Council, the Music Festival committee and members of Shrewsbury Heritage, it was felt the significant 225th birthday of the building of St Chad's was worth a community celebration.

The event will celebrate this important community space by inviting members of the community to share their memories of the church. There will be a dedicated email address and Facebook page for people to send in their photos or stories. This collection will be sorted and banners of memories will be created. We will hold community craft workshops to make banners to carry on the Celebration day. There are hatchments from the old St Chad's decorating the walls of 'new' St Chad's. These represent the old landed families of Shropshire, many of whom still exist today. The craft workshop will include making some banners using ideas from the hatchments, the history and memories.

We will also invite newcomers to the town to share their thoughts and feelings about Steuart's extraordinary "new" church and about the 'closed' churchyard of Old St Chad's, which has a special beauty, fascinating archaeology and intriguing gravestones.

iii) How many people from the Parish of Shrewsbury do you expect to benefit directly from your project or activity?

8,000+

Q9 What criteria will be used to measure the success of the project and how many people from the Parish of Shrewsbury do you expect to benefit from it?

On the workshop day we will calculate the attendance and on the Pageant day stewards will record the estimated numbers in attendance.

The final collection of family and community memories will be offer to Shropshire Archives and there will be film recordings made and photographs from both events.

Health & Safety

Q10 What, if any, special safety issues are related to your project/activity?

Please provide the following information –

i) What kind of insurance does your organisation have?

Performing and Creative Arts Insurance with Rees Astley

Do the leaders have the relevant qualifications and/or experience?

MAGGIE LOVE is a dance historian, choreographer, theatre producer and arts administrator. She has worked with the California Shakespeare and Clivedon Shakespeare Festivals and Shakespeare documentaries and films. The whole programme will be managed and produced by her.

GARRY JONES Carnival Artist, <http://www.offfourtrrolleyarts.com/carnival>

Garry worked on the Shropshire Diamoond Jubilee pageant for HM the Queen, he leads the craft workshop at Shrewsbury Folk Festival and has worked in many schools in Shrewsbury.

BEVERLEY BAKER is an experienced theatre director and professional costume designer and seamstress. She will be in charge of the wardrobe and will assist in direction. Beverley will train local apprentice's to help in the sorting, the fitting and hire of costumes. Beverley will not benefit from any of the funding raised for the project.

ANDREW BANNERMAN is a director of Shrewsbury Heritage, he is a writer and director and volunteers his time to the Company.

BILL BRITNELL, MBE Heritage advisor. Bill is a Research Associate of Clwyd Powys Archaeological Trust. He was their director from 1986 until he retired in 2013. He is a Shrewsbury resident and is looking forward to becoming a director of Shrewsbury Heritage.

We will also engage a few other professionals to assist with costume, props and final deliver of the project.

- ii) What policies does your organisation have in place (i.e. Health and Safety, Child Protection/Safeguarding, Working with vulnerable adults, Equal Opportunities, CRB Checks etc.)? *You may be required to submit copies of your policies*

DBS and Chaperone licence - Maggie Love

DBS – Garry Jones, Beverley Baker

Health and Safety – Risk assessment

Funding of your project

Q11 Previous Applications

If you have applied for and received funding from Shrewsbury Town Council in the past please provide details of the amount, the year and briefly what the funding was used for.

Year	Project Description	Award £
2016	Shrewsbury Shakespeare Day A FREE Street Theatre Event around the Town on Shakespeare's 400 th Anniversary. Local schools, over 80 local people involved in performing Shakespeare around the Town. See www.shrewsburyheritage.co.uk We also fund raised for Macmillian on the day.	£1,200

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Q12 Project Funding

Please provide details of the amount of funding you need for your project and give us a breakdown of what the money is for (please enclose any relevant estimates or details). Tell us the amount of grant **requested £1,500.00** and provide a detailed breakdown as to how you have reached this figure

Project Expenditure Please list all items of expenditure for your project	Amount of Project
Workshop materials - poles, banners, glue, fabric, paint, brushes and printing of photos	£1000
Workshop leaders x 3 @ £250 a day	£ 750
Costume characters 60 @£30	£1800
Artistic Director 50hrs @ £16 per hr	£ 800
Rehearsal Room hire 10 x £25	£ 250
Musicians - part of the procession	£ 500
Road closure	£ 300
Design/ Flyers/printed material///Publicity	£1200
Administration	£ 500
Portable toilets x5 @£50 each	£ 250
Event licence and insurance	£ 300
P.A. hire	£300
Total	£7,950.00

Project Income Please list how the project shall be funded	
Shropshire Council Arts Revenue	£500
Street Food Pitches	£800
Lottery	£5,000
Private funds	£ 150
What is the difference? This should be the same as the amount of Grant you are applying for	£1,500

Q13 Covering a Shortfall

If the Town Council makes an offer less than the amount requested, how will that impact on the Project and how will you cover the shortfall?

Should the Council offer less than requested, Shrewsbury Heritage would need to cut back on workshop plans or try to find other sources of income or sponsorship.

Q14 Sustainability

What plans do you have in place to ensure that your organisation becomes more sustainable and less reliant on grant funding, particularly from the Town Council

We are aware that the generosity of Council support over the years has enabled the group to support the Town in projects that celebrate the rich Heritage. We always manage to find Private sponsorship and have been able to find almost 75% of the costs of this project. It would therefore be a great shame to reduce the quality produced.

Your Accounts

Q15 Please provide the following details from your most recent annual accounts

Total Income	£ 2,840
Less Total Expenditure	£ 824
Surplus /	£ 179
Savings (Reserves, Cash, Investments)	£ 143

Please note 2014/15 was a quiet year. Only a few small events in 2014/15.

Recent accounts show previous year.

Please provide a copy of your most recent annual audited accounts or, in the case of newly established organisations, the projected income and expenditure for the next twelve months.

You need to include these documents with this application.

Account Details

Q16 Please give us your bank or building society account details

You can only apply for grant if you have a bank/building society account in the name of your organisation. We will only pay grants into an account which requires at least two people to sign each cheque or withdrawal. **These people should not be related.**

Account name: **Shrewsbury Heritage Ltd**

Bank/building society name: [REDACTED]

Bank/building society address:-

[REDACTED]

Who are the signatories and what position do they hold in your organisation?

- | | | | |
|---|------|------------|---------------------------------|
| 1 | Name | [REDACTED] | Position - Director / Secretary |
| 2 | Name | [REDACTED] | Position - Creative director |
| 3 | Name | [REDACTED] | Position - Director/ Treasurer |

Any Other Information

Q17 Any other information which you consider to be relevant to your application.

This community celebration will provide an opportunity for the community and visitors to celebrate local Heritage.

Declarations

Q18 Declaration

Please give details of a senior member of your organisation.

For example, this may be your Chairperson, Treasurer or Secretary. They must read the application and sign below. **(This must not be the main contact name in Q1).**

*I confirm, on behalf of **Shrewsbury heritage Ltd.** (insert name of organisation):*

That I am authorised to sign this declaration on its behalf, and that, to the best of my knowledge and belief, all replies are true and accurate.

I confirm that I have read the Terms and Conditions set out in the Notes which accompanied this application and further confirm that this application is made on the basis that if successful, the organisation will be bound to use the grant only for the purpose specified in this application, and will have to comply with those Terms and Conditions and any others which the Council might attach to the Grant.

Post held in organisation: Director / Secretary

Title Mr First Name: Andrew Surname: Bannerman

Signed: Date:

Organisation address:

[REDACTED]

Telephone:

[REDACTED]

Q19 Signature of Person Completing the Application

This must be the signature of the person named in Q1 as the main contact and **not be the same person who has signed in Q18**

I confirm that, to the best of my knowledge and belief, all the information in this application from is true and correct. I understand that you may ask for additional information at any stage of the application process.

Signed: Date:

Checklist

- | | |
|---|--------------------------|
| 1. Have you answered every question? | <input type="checkbox"/> |
| 2. Have all signatures been completed? | <input type="checkbox"/> |
| 3. Have you included a copy of your constitution? | <input type="checkbox"/> |
| 4. Have you included a copy of your most recent audited accounts? | <input type="checkbox"/> |
| 5. Please state any supporting documents you are submitting: | <input type="checkbox"/> |

Copy of Shrewsbury Heritage accounts attached.

Please return your completed application form to:

Town Clerk
Shrewsbury Town Council
Riggs Hall
The Library
Frankwell Quay
Shrewsbury
SY3 8HR

Telephone: 01743 281010
Fax: 01743 281051

Email: Helen.ball-stc@shropshire.gov.uk