



Application Form

Notes on completion

Summary

Name

Lymington & Pennington Town Council

Project title

In no more than 15 words, please choose a title which you think best describes your project. This will be seen externally, on our website and by our decision takers so please ensure that you choose a title that you are happy for a wide range of people to see.

Admiral Sir Harry Burrard Neale [1765 - 1840] celebrated by the Walhampton Monument.

Reference number

OH-15-06024

Project summary

In no more than 200 words, summarise your project. We will use this text to tell people about your project, including our decision takers who will see your description as part of the assessment process.

Celebrating and exploring the life and times of Sir Harry, sailor, courtier, philanthropist and MP for Lymington by

Restoring and conserving the Walhampton Monument- funded through public subscription in 1840

Commissioning new sculptural interpretation features at the site and in the town centre creating a visual bridge over the Lymington River and encouraging visitors to explore the Monument site

Delivering immersive engagement activity based on research and use of archival documents relating to the reform of the franchise in 1832 and Sir Harry's role in the debate with secondary school students through collaboration with Forest Forge Theatre

A programme of primary school and family activity based on understanding Sir Harry as a local hero

Developing skills in research and historic investigation in collaboration with St Barbe's Museum

Creating a sustainable and resilient Friends organisation up-skilled in governance, fundraising, event and activity planning to rebuild the reputation of Sir Harry and his importance in the history of Lymington

Creating a programme of public events inspired by the life of Sir Harry

Ensuring that the role of HLF is prominent in communications about the project celebrating ticket purchaser contribution to the project.

Have you received any advice from us before making your application?

Yes

Please tell us who you received advice from.

Judith Carruthers

Is this your first application to the Heritage Lottery Fund?

Yes

Section one: Your organisation

1a Address of your organisation:

Address line 1	Town Hall
Address line 2	Avenue Road
Address line 3	
Town / city	Lymington
County	Hampshire
Postcode	SO41 9ZG

1b Is the address of your project the same as the address in 1a?

No

Enter the address of your project. Please use the post code look up button to find your address so that the Local Authority and Constituency information is generated in the boxes below.

Enter the address of your project:

Address line 1	Walhampton Monument
Address line 2	Monument Lane
Address line 3	
Town / city	LYMINGTON
County	Hampshire
Postcode	SO41 5SE

Local Authority within which the project will take place

New Forest

Constituency within which the project will take place

New Forest East

1c Details of main contact person

Name

Caroline Godfrey

Position

CEO/Town Clerk

Is the address of the main contact person the same as the address in 1a?

Yes

Daytime phone number, including area code

01794388996

Alternative phone number

02380285893

Email address

jan@spudgroup.org.uk

1d Describe your organisation's main purpose and regular activities

A Town Council is the first layer of local government having the same powers as a Parish Council. Their work falls into three categories; representing the local community particularly over planning issues, delivering services and amenities to meet local needs, and improving the quality of life in the local area. Funding is through the precept, collected with the Council Tax.

1e The legal status of your organisation**Please select one of the following:**

Local authority

If your organisation is any of the following, please provide the information shown.

Company - give registration number

Registered Charity in England, Scotland or Wales - give registration number

Charity recognised by HM Revenue and Customs in Northern Ireland - give reference number

1f Will your project be delivered by a partnership?

No

1g Are you VAT registered?

Yes

Please provide your VAT number

329859505

Section two: The heritage

In this section, tell us about the heritage your project focuses on and why it is valued.

2a What is the heritage your project focuses on?

Sailor, courtier, Member of Parliament, philanthropist, Admiral Sir Harry Burrard Neale [1765 - 1840] was a significant personality in Lymington. This project revolves around the life and time of Sir Harry, his role in the community and nationally. Using primary, archive and secondary resource material [his correspondence, newspaper reporting, election pamphlets, parliamentary archives - including a visit to the Houses of Parliament Archive and local archives/collections, naval and town material and scholarship] we explore his impact on the town, his connections and naval career. A range of learning and engagement projects, inspired by the research will be shared with children, families and the wider public. Integral to the project is the restoration, conservation and interpretation of the substantial Monument raised to Sir Harry in 1840, paid for by public subscription.[Appendix 6]

Born in the reign of George III, Burrard entered the Navy at the age of 13 and was present at the Reduction of Charleston, during the American War of Independence. His steady upward trajectory through the ranks reached the position of Captain in 1790. In that year he took a seat in Parliament, the first of four separate occasions.

In 1794 he married heiress Grace Neale, taking her name in addition to his own, under Royal Licence. The Burrard family had connections at court and in 1801 Sir Harry became a Groom of the Bedchamber and Grace, Lady in Waiting to Queen Charlotte. Burrard Neale was Commander of the Royal Yacht Charlotte. The couple became well acquainted with George III and his family, frequently spending time with them at Weymouth. We see from the Correspondence of George III and other writers that Burrard Neale was a well-regarded officer.

This period also coincided with the French Revolution and the Napoleonic Wars. Burrard Neale served in the Channel ensuring that the French Fleet was kept in port and unable to invade Britain. In 1797 he played a prominent part in quelling the Mutiny at the Nore. Between 1806 -7 he served in Parliament supporting Prime Minister Grenville who succeeded in getting the Abolition of Slave Trade passed. In 1810 Burrard Neale reached the post of Rear Admiral. Having inherited the Baronetcy in 1791 he was later invested Knight Commander of the Order of the Bath [1815] and Knight Grand Cross [1822]. By 1823 he was acting as Commander-in-Chief of the Mediterranean Fleet.

The Burrard Family, living on the outskirts of town, at Walhampton Manor, maintained a philanthropic attitude to Lymington including introducing Gas Lighting to the town.

Whilst the profile of Sir Harry as a prominent sailor has been raised through the Burrard Neale 250 project [2015], there is much more to him than his service record outlined above. The period of his lifetime was one of great change socially and politically with war, revolution and a changing attitude to slavery. The Burrard family tree, traced back to 1611, identifies successive heads of family serving as MP for the Borough. The family retained control of the Borough through nominations, as this was effectively a 'pocket' borough. Burrard Neale was against the move to reform Parliament and there is lively reporting and correspondence to this effect. Following the 1832 Reform Act Sir Harry contested the election and was returned to Parliament.

Sir Harry died on 7th February 1840 and on 25th February a public meeting in Lymington resolved to open a subscription for a Monument. The foundation stone was laid on September 15th. 207 Subscribers are listed ranging from the Dowager Queen giving £50 to Mrs. Charles Salter donating 2/6d for herself and 6d for each of her sons. In 1840 the community of Lymington and its surroundings celebrated the man and the entirety of his life. We will uncover, develop and share more of that life, a process that will continue, led by the new Friends of Sir Harry organisation, after the end of the project. We will work with local people and organisations to broaden the understanding of Sir Harry and to engage the community with the range of heritage opportunities arising from the exploration of this local hero.

The Walhampton Monument

Constructed of Dartmoor Blue Granite [the same quarry as Nelson's Column], the Monument an Egyptionate obelisk, consists of a 17m tall granite needle sitting on a stepped square plinth topped with an Egyptian cornice. Raised stone tablets with cast iron plaques placed on each of the faces of the plinth provide

information about Sir Harry's life. The base of the Monument is surrounded by Purbeck Limestone paving bounded by granite kerbs containing the stubs of the original railings which were removed during World War II. The railings surrounded the Monument on four sides with tall corner posts terminating in a trident, one of which has survived in an adjoining garden. The Monument [grid ref. SZ 332958] lies in the New Forest National Park and is listed Grade II*

The Granite blocks are generally in good condition with very little evidence of pitting or erosion. The blocks appear to have been bedded on soft lime mortar with higher aggregate to lime ratio. There are isolated, minor signs of erosion and mechanical damage to the granite probably occurring when the blocks were originally lifted into place and there are a few pits in the surface of the stone where large feldspar crystals may have come away. This damage is superficial and does not require any action.

The pointing at all levels is in poor condition. Water running through the core of the needle has leached the lime binder from the bedding mortar and re-deposited it at the surface of the joints and on the face of the stones. At lower level, in the stone plinth, the joints are either completely empty or contain only thin, superficial pointing. A hacksaw blade can be easily inserted in the joints up to its full depth.

There is black staining on the north, east and west elevations of the Monument. This appears to be associated with rain-water emerging through the joints from the core of the needle. Structural engineers' reports have confirmed that the Monument and its foundation do not show any sign of large-scale movement or structural instability. There has been isolated movement of stones related to plant growth in the Egyptian cornice.

The cast iron plaques are in good condition, not showing any signs of deterioration but the raised lettering has been obscured by successive layers of paint. Early photographs show that the plaques were originally stone coloured to match the granite with lettering picked out in black.

The Purbeck stone around the base of the Monument is in poor condition, water collecting at the base of the Monument has washed away the sand bedding material under the slabs causing them to sink and expose the brick foundation. The paving stones will need to be carefully lifted and good stones set aside for reuse. A new foundation incorporating new drainage should be laid prior to relaying the paving. For condition report see Appendix 1

The Monument is important to the town and community of Lymington and the New Forest. Support has been garnered from The New Forest National Park Authority, Hampshire County Council, New Forest District Council, the Lymington Society and a range of local voluntary organisations. Substantial financial support has also been pledged by individuals with local connections. See Appendix 2

2b Does your project involve work to physical heritage, such as buildings, collections, landscapes or habitats?

Yes

Tell us the name of the building(s), collections, landscape or habitat area

Walhampton Monument

Does your organisation have the freehold of the building or land, or own outright the heritage items that your project focuses on?

Yes

Does your organisation have, or are you planning to take out, a mortgage or other loans secured on the building or land, or heritage items?

No

Does a project partner have, or are planning to take out, a mortgage or other loans secured on the building or land, or heritage items?

No

For landscape projects, please provide an Ordnance Survey grid reference for your landscape.

2c Does your project involve the acquisition of a building, land or heritage items?

No

Please tick any of the following that apply to your heritage:

**Accredited Museum, Gallery
or Archive**

**Designated or Significant
(Scotland) Collection**

**DCMS funded Museum,
Library, Gallery or Archive**

World Heritage Site

**Grade I or Grade A listed
building**

**Grade II* or Grade B listed
building** ☒

How many buildings of this type are included in your project?

1

**Grade II, Grade C or Grade
C(S) listed building**

Local list

**Scheduled Ancient
Monument**

Registered historic ship

Conservation Area

Registered Battlefield

**Area of Outstanding Natural
Beauty (AONB) or National
Scenic Area (NSA)**

National Park

National Nature Reserve

Ramsar site

**Regionally Important
Geological and
Geomorphological Site
(RIGS)**

**Special Area of Conservation
(SAC) or e-SAC**

**Special Protection Areas
(SPA)**

Registered Park or Garden

Section three: Your project

In this section, tell us about your project. Make sure you include all your planned activities, and capital works if applicable.

3a Project plan

You must submit a Project Plan as part of your application; this is where you can provide us with information on what your project will do. Please read the programme application guidance for more information.

You will need to create your own project plan and attach it as a supporting document at the end of this form. A template document can also be found on the HLF website.

3b Explain what need and opportunity your project will address

As recently as 2013, Admiral Sir Harry Burrard Neale [appendix 6] was a forgotten national and New Forest hero, whose memorials had suffered years of neglect, in particular the spectacular Monument at Walhampton which by 2015 was overgrown and almost inaccessible. Whilst the Monument is situated on land owned by the Town Council, its relative distance from the centre of town and population has meant that it has not been given priority in the portfolio of green spaces and monuments in the town or the attention it deserves.

As a personality, Sir Harry had slipped into obscurity, his home at Walhampton turned into a school, the baronetcy extinct and the Burrard family dispersed. The Monument being inaccessible, few local people knew his story. There was no local 'ownership' of the Monument's significance or sense of community pride in his achievements. This project aims to conserve the Monument at Walhampton and establish a 'Friends of Sir Harry' to further raise his profile within the community and, ensure that the surrounding landscape is maintained and public access and enjoyment of the site enhanced.

The action of the Lymington Society working with the Town Council in 2014/5 [see 3c] began the process of raising the profile of Sir Harry within the community. The Monument site was cleared and access reestablished and a condition survey of the Monument undertaken. The Town Council is faced with the necessity of restoring the condition of the Listed Monument to ensure that it does not degrade further.

However, the Town Council has limited resources of both money and staff coupled with a portfolio of responsibilities to ensure that the town thrives as a local hub and tourism destination. On restoration of the Monument, the Council will work with the newly created Friends of Sir Harry to oversee the maintenance of the landscape and monitoring of the Monument condition working with volunteers and Community Payback teams.

The Friends will also 'carry the flag' for Burrard Neale, maintaining his profile and encouraging wider appreciation of this important figure in Lymington and Britain's history. Through annual planned activities we will increase knowledge and understanding of Sir Harry, his impact on local life and why the Monument is important to local heritage. The use of on line and digital platforms will open up this history and enable information and resources to be put into the public arena and build links worldwide.

A programme of activities will engage a range of audiences and provide participation and learning opportunities including

- Burrard Neale MP and the reform of the franchise. The Forest Forge Theatre annual Elevate project involves approximately 20 young people in a two week immersive project to research and create an issue based theatre piece, which is toured to public and school locations. In 2018 Elevate will, for the first time, take a historic subject, the reform of the Franchise. The campaign in 1831 in Lymington for and against the proposed reforms, is well documented with letters, reportage of public meetings and campaign leaflets available for research purposes. Burrard Neale was against reform. 2018 is the 100th anniversary of men and women having equal franchise. Voting age is a serious topic for these young people [see 3a] with recent referenda raising questions as to the appropriate age for having the vote. In advance of Elevate, the Youth Theatre groups [four groups totaling 100] will explore the use of historic materials to create performance. The theatre piece will tour to up to 6 schools and 2 public performances will take place for a total audience of apx. 1200. Collaborating with Forest Forge in the established and well regarded Elevate programme ensures

participation by secondary schools. Conversely the Burrard Neale project provides a supported opportunity for Forest Forge to extend the scope of the programme to engage with local heritage, primary sources and archival material in a way not done before.

- Women in Lymington Society - Lady Neale and the wider community. Born plain Harry Burrard, Admiral Sir Harry Burrard Neale died 7th February 1840. Unusually, by Royal License, he had assumed the name and arms of Neale, on his marriage to Grace, daughter and co-heiress of Robert Neale of Wiltshire. On 25th February a public meeting in Lymington agreed to open a subscription for a monument. The Annals of Walhampton provides detailed description of this and a list of subscribers. 207 subscribers donated £1,482 towards the Monument. 23% of these subscribers were women donating apx 21% of the fund. This includes the Queen Dowager [£50] at one end of the social scale to Mrs Charles Salter who donated 2/6d for herself and 6d for each of her three sons. Much history is written from the male perspective - the subscribers list demonstrates that there was a cohort of active and significant women in Lymington and the New Forest. Who were they, and what roles did they play in Lymington society - what was their influence? Between 5 - 8 volunteer participants will work with a lead investigator, supported by St. Barbe learning and engagement staff, over twenty weeks. Sharing outcomes might include exhibition, talks or activities, a creative arts or on line/social media project.
- School, Children and Families activity - using the vehicle of Build your own Monument a series of primary school and family friendly engagement will be delivered. Starting with Sir Harry's Monument, children will learn about his life and career, using age appropriate research methods/materials and develop an understanding of what made him a 'local hero'. They will then identify their own community hero and design and make a monument for them. Curriculum links for history, math's, design and technology will be made. Models will be brought together for display at the family heritage day. Ninety children will each have 3 contact sessions in school and thirty children in a community setting will each have two sessions, total 330 contacts.
- Pennington Infant School will lead a teachers CPD session for up to thirty teachers using their own use of Burrard Neale to case study using local historical figures to deliver a wide range of curriculum topics. The session will be hosted by Buckler's Hard Maritime Museum.
- Friends of Sir Harry - creation of Friends heritage organisation to maintain the profile of Sir Harry and work with the Town Council to ensure that the Monument landscape is maintained in good order. A consultant [Appendix 3] will work with the emerging Friends of Sir Harry group to provide training and mentoring support, over two years, in the development of a successful, sustainable and resilient Friends organisation. A series of activities e.g. lectures, family heritage days, landscape management tasks etc. will be programmed and used as a vehicle to enthuse people about Sir Harry and provide a focused vehicle for recruitment. Skills of recruitment and retention of Friends/Volunteers, fundraising for specific tasks e.g. grant application and heritage/voluntary organisation management skills including organising and marketing events, websites etc. will be learned. We anticipate that members of the Lymington Society and participants in the project will become early adopter Friends. The Consultant will work with this group to set targets for recruitment. A new website [build to HLF Guidelines] for the Friends will be created as a communication tool and as a depository for materials relating to Sir Harry and his life and times with a particular focus on his life in Lymington.

The condition survey [appendix 1] sets out the requirements for restoration and conservation of the Monument. There are significant risks associated with failing to do the necessary work to conserve the Monument.

- Continued movement/cracking of granite blocks associated with vegetation growing in the joints of the cornice, could result in the eventual loss of stones.
- The original bedding/pointing mortar has almost entirely washed out of the joints allowing moisture to track through the core of the Monument. Water is a powerful agent in the decay of masonry, even a stone as durable as granite. The core of the Monument will be saturated by the continual water penetration. Pointing repairs are necessary to prevent further water penetration of the core.
- A historic report states that copper fixings were used in the construction of the Monument, however, this report was inaccurate with respect to the plaques, which are cast iron as opposed to bronze. If any ferrous fixings were used then the continued washing of water through the core of the Monument could result in the damage to the stones from expanding rusting fixings.
- The cast iron plaques are currently in fair condition although a build of paint layers is beginning to obscure the lettering. Rust will set in as the decorations deteriorate and could result in the loss of the inscriptions.
- The limestone paving at the base of the Monument is in very poor condition and the original drainage system has failed. If the repair of the paving and the associated drainage is delayed then the continued deterioration of limestone paving at base of Monument will allow water penetration into the foundation of the Monument and may lead to washing away of the made ground of the mound.

- The stone cap to one of the pediments is missing and a corner of the cornice has been broken off. These stone pieces are currently being stored safely in the Council's yard and can be reinstated. Delay of the project might result in the loss of these stones.
- The branches from the large trees growing on the mound are in need to management, if left they could cause damage to the Monument.

Important to the project is the development of new interpretation of the Monument's purpose. We propose to commission an artist blacksmith to create three new sculptural interpretation points inspired by Sir Harry's life; located at the site entrances and on the Town Quay, providing a visual link from the town to the Monument situated across the Lymington River

Action is required now in order that the Monument does not degrade further with the inevitable consequence of increasing costs at a later date. It is unlikely that a thriving Friends organisation could be developed with an onerous fundraising target to attain. However an organisation focused on the life of Harry Burrard Neale alongside a maintenance and monitoring role is a more attractive proposition and has better chance of a sustainable future.

Failure of this application presents the Town Council with a significant financial and practical problem. Lack of staff resource, and competing priorities is likely to mean no action in the short term whilst other fundraising options are explored, risking further degradation, and potentially the Monument site requiring isolation to ensure public safety, and knowledge of this significant personality returning to obscurity..Further, the opportunity to develop a pride in his achievements and increased understanding of his impact on the town and his national role as a sailor, courtier, philanthropist and MP will be lost.

3c What work and/or consultation have you undertaken to prepare for this project?

In 2014/15 a collaboration between the Town Council, St. Barbe Museum, and the Lymington Society, the Burrard Neale 250 campaign was created with an associated activity programme. This included raising awareness of Burrard Neale by developing a pamphlet setting out a short history of his life and the ambition for the Monument, programming a series of events for the 250th birthday celebration and undertaking ground works to make the site accessible.

The Monument site - SO41 5SE - stretches from Undershore Road at the bottom of the hill to Monument Lane at the top. The Solent Way runs up the hill but was impassable for most of the winter months as it became a running stream. The land was overgrown with invasive scrub species, including laurel, dead wood and rubbish, making the path almost impassible. It was clear that if the Monument were to become more accessible then the site needed clearing and replanting. This provided another way to raise the profile of Sir Harry. During 2014/15 The Council employed contractors and its own Direct Labour force to undertake heavy clearing, fencing and drainage work, Hampshire Conservation Volunteers and two open Volunteer Weekends provided labour for planting 1200 hedging whips and 6000 bulbs. Hampshire Gardens Trust advised on the site conservation.

It became increasingly clear that the Monument itself required significant attention. Vegetation is growing from the upper stone-work and there is staining indicating water damage, which can only get worse and in some places there is stone damage. The paving round the base of the column is degraded. It was decided that a new fundraising campaign should take place to enable the Monument to be conserved and restored and for further public engagement. In order to ascertain the nature of the work required to secure the Monument it required a full survey.

Charles Burnett III, local resident and philanthropist was approached and a sum of £20,000 was committed specifically for the restoration and conservation of the Monument in two tranches. £5,000 to commission a survey and plan of necessary works and the balance on securing sufficient funding for the work to go ahead. Columba Cook - specialist conservation architects were commissioned to do this work.

Since January 2016 work has continued towards getting the Monument restored and raising the profile of Sir Harry, including maintaining contact with Charles Burnett III and the 1805 Club, and successfully making contact with philanthropists who have provided financial support. The Burrard Neale group of the Lymington Society estimate that they have spent about 500 hours developing the project over the period. In addition there have been 6 visits by Probation Service Community Payback teams maintaining the site. Each visit averaged 6 people staying 5 hours, 180 volunteer hours. Links are maintained with Hampshire Gardens Trust

regarding the site.

Continued contact with the New Forest National Park Archaeology and Conservation staff ensured that our plans are appropriate for the site and their continued collaboration secured for the delivery stage. Application has been made to NFNPA Sustainable Communities Fund for the project. Listed building consent has been applied for. Support has been obtained from the New Forest District Council for the Town Quay interpretation.

Professional assistance for developing the learning and engagement activity plan has been provided by SPUD associates [www.spudgroup.org.uk] working with St. Barbe Museum, Forest Forge Theatre and Pennington Infant School to create a programme that engages a variety of audiences and designing a training and mentoring framework to ensure that the Friends of Sir Harry is set up properly and becomes sustainable.

3d What outcomes will your project achieve?

Heritage.

The Monument and its site will be better managed as a result of this project. The Friends of Sir Harry will work closely with the Town Council to ensure that any issues relative to the Monument structure or the surrounding landscape are quickly identified, reported and appropriate solutions found. A reporting protocol will be set in place. A schedule of inspections will be drawn up by the Town Council to ensure that the Monument remains in good order. Ownership of Sir Harry's legacy and maintenance of his profile will draw visitors to the site - a busy site is a safer site. Community Payback teams will learn about history. The Friends of Sir Harry will raise funds through events, grant applications and philanthropy to support the upkeep of the Monument and maintain the profile of Sir Harry.

The Monument will be in better condition following the conservation work undertaken by specialists. The Capital Project manager will have appropriate qualifications and experience to ensure that the works are undertaken to specification and with quality assurance. [Appendix 1 & 3]

Local awareness will increase and significance of the Monument will be better understood. Visitors to the Monument will find engaging interpretation which presents information about Sir Harry's life and encourages visitors to explore it further through the Friends Website.

People

The engagement programme provides a range of opportunities for people to develop skills, have fun and to learn about the heritage of their local area.

Young people taking part in the Elevate programme will increase their knowledge and understanding of Sir Harry and Lymington's history. They will develop research skills using a range of historic materials and resources and will then create a performance piece which enables them to share their learning about the history with their peers and the wider community in an accessible and engaging way. Integral to the project will be a visit to the Houses of Parliament archives to examine material relating to Burrard Neale and the Franchise.

Through researching Lady Neale and the women of Lymington who clearly played significant roles in the community and contributed 21% of the cost of the Monument, volunteers will learn research skills, interpretation, editing and web skills in present this material in an accessible way. They will have an enjoyable experience working in a supported way.

The Primary schools and family engagement activity provide opportunities for children to learn about Sir Harry, his life and his impact on local history, to research or identify other local heroes and to use design, technology and mathematical skills, learning to create their own monument, making connections and engaging with local heritage. The family heritage day will bring together a wide range of heritage organisations with different specialisms enlarging children's ideas of what the heritage of their locality includes and opportunities to engage with it in the future. They will have fun trying different activities.

Early adopter Friends of Sir Harry will learn about and develop the skills to grow and manage a sustainable Friends organisation. Skills in governance and managing leadership functions for the Friends, fund raising e.g.

through grant applications and community events and properly accounting for those funds and organising a programme of attractive public events that meet the objectives of the Friends will be developed. Intensive mentoring will establish exemplary practice and this will be cascaded in the organisation as it grows and develops. Knowing that the organisation is well managed will create confidence in the Friends and enjoyment in the volunteering they do.

The design of the activity programme has at its core a desire for the community to learn about, find interest in Sir Harry, personal satisfaction and reward from volunteering and participating in the project and having an enjoyable time in the process. This enjoyment will capture the commitment of participants and give them reason to sign up as a 'Friends of Sir Harry' and continue their connection to the project

Communities

The core objective of the Project is to re-embed knowledge and interest in Sir Harry in Lymington and the wider New Forest area maintaining profile and interest. The activity programme is designed to provide a range of entry points to the project opening up new engagement with heritage, engendering an increased sense of pride in their local community and its heritage.

This includes:- Secondary school pupils through the Elevate project providing a unique opportunity for young people to access ideas about heritage and knowledge about the histories of their community and apply that knowledge to their own lives; This immersive experience opens up a range of new experiences, e.g. Parliamentary archive visit, and a models range of job opportunities in the heritage sector. Volunteer researchers developing their interest in Lymington women's history; Children and families engaging together through creative activity learning about heroes and heroines in Lymington's past, a general public curious to understand Sir Harry's life and times.

The restored Monument will provide an upgraded and fascinating destination for Lymington residents visitors and tourists. The Friends activity programme will provide regular opportunities to engage with Sir Harry in through talks, events, further research projects and volunteering. The Friends organisation will grow, be well managed and sustain an interest in the Monument and this period of Lymington's history through delivering a regular programme of Burrard Neale inspired events and activities.

Evaluation will be commissioned to build a picture of the range of audiences reached and the impact of the project on their understanding of Lymington's heritage and the life of Sir Harry.

3e What are the main groups of people that will benefit from your project?

Secondary schools pupils through the Elevate project

Adult volunteers as researchers and through development of the Friends of Sir Harry

Primary schools and young community groups through creative heritage experiences

Families

Adults interested in aspects of Sir Harry's Life

Community volunteers

We need to understand the range of audiences that you are planning to attract with your project. We use this information to assess your plans for your project - we do not prioritise projects for any particular group. We also use the information to report on the benefits of our funding and to help decide what action we will take to overcome barriers to involving people with heritage.

If your project aims to benefit a wide range of people and is not specifically targeted at any particular group, tick this box

✓

3f How many people will be trained as part of your project, if applicable?

68

3g How many volunteers do you expect will contribute personally to your project?

18.

3h How many full-time equivalent posts will you create to deliver your project?**3i How are you planning to promote and acknowledge National Lottery players' contribution to your project through HLF funding?**

A communication plan will be made for the overall project, identifying key messages for each element and working with materials and guidelines available from HLF.

Each strand of the project [6] will have it's own plan and targets. Stories will be generated in the press, aiming to generate a minimum of one press story per project element. Local papers, radio and television will be targeted. The Lymington Society/Friends of Sir Harry will lead on generating the press working alongside the delivery partners and ensuring that HLF branding is prominent. Printed material will be produced as appropriate.

Appropriate credit of HLF will be built in to the Friends of Sir Harry Website and on any printed publicity material and /or publication arising from the project.

A sturdy 'Pop Up' banner for the Friends of Sir Harry will be obtained and this will carry appropriate HLF branding and strap line.

During the restoration and conservation work the Monument site will be marked by an appropriate banner affixed to the scaffolding structure surrounding the works, if appropriate, or adjacent to the works, consistent with safe practice.

A photographic record of the project will be created and used to support the generation of publicity for the project and as a record on the web site.

Section four: Managing your project

In this section, tell us how you will deliver your project.

4a How will your project be managed?

The project will be led and managed by Lymington & Pennington Town Council with the support of the Lymington Society. This continues the pattern of the project's development through the initial profile raising and landscape works undertaken in 2014/15 and the development of the project to its current position.

This arrangement plays to the strengths, knowledge, skills, experience and local networks of each party. A memorandum of understanding [appendix 4] sets out the roles and responsibilities for the substantive project. A Conservation Project manager will oversee the capital works and the Lymington Society the activity programme. A representative of the New Forest National Park Authority will provide advice and support.

Working in this way has attracted a broad range of supporters, individual and organisational, including raising substantial amounts of match funding from individuals associated with the town and the Burrard Neale family.

The project will be monitored through the mechanism of bi-Monthly monitoring meetings with activity progress reports, budget monitoring, publicity and public engagement indicators overseen.

4b Tell us about any outside advice you have received or will receive to help you manage your project.

Columba Cook - Conservation Architects - commissioned to produce Monument condition report and recommendations for works.

Frank Green BA MPhil MSc MCIfA IHBC - New Forest National Park Authority Archaeologist - liaison, conservation and statutory processes.

Nic Gruber - NFNPA Senior Tree officer - re surrounding oak trees

Hampshire Gardens Trust/Landscape Answers - Monument landscape condition report

Mark Drury - SPUD Director - support for developing creative interpretation

Janet Mein - SPUD Associate - support in developing engagement programme and bid development.

Lucy Philips - Creative Learning Director Forest Forge

Sharon Lawless - Creative Producer Forest Forge

Mark Tomlinson - Director St. Barbe Museum

Stewart Yeo - New Forest District Council - Town Quay installation.

4c When do you expect your project to start and finish?

Project start date

Month	November	Year	2017
--------------	----------	-------------	------

Project finish date

Month	January	Year	2020
--------------	---------	-------------	------

4d How will you evaluate the success of your project?

The project will be independently evaluated using quantitative and qualitative metrics. [See Appendix 3] Numbers will be collected counting participants, volunteers web statistics etc. Base line data which tests the profile of the Burrard Neale amongst residents/participants will be gathered at the beginning and this will be contrasted with data gathered at the end of the project. Case studies will be developed through face to face structured conversations, group reflection and observation for each strand of the project.

4e Tell us what will happen to the things that your project has produced after the funding ends.

The Monument will be enjoyed by children, families and the wider public for years to come.
 The Friends of Sir Harry - will maintain his profile through a regular series of learning and community events, research and community projects.
 The Friends of Sir Harry Website will be maintained as a lively resource for Friends and the wider public.
 Project research outcomes will be held at St. Barbe Museum and on the web site
 The script of the Elevate performance will be available for future use.
 On line teaching resources will be available on the web site
 Friends volunteer training will be cascaded to new volunteers ensuring sustainability

4f If your project involves conservation of an item, land or property, tell us how you will maintain it so that people can continue to experience and enjoy it after the funding ends.

The Town Council [L&PTC] is responsible for the maintenance of the Monument and the good order of the site. It will be supported by the Friends of Sir Harry - who will maintain an active watching brief over the Monument, bringing to the attention of L&PTC any issues that arise. A protocol for the relationship between the Council and the Friends will be developed and a Memorandum of Understanding agreed.

The Monument site and landscape will be maintained in a collaboration between L&PTC - for any necessary heavy works and the Friends of Sir Harry and Community Payback teams for general site maintenance and enhancement through planting [bulbs] etc to maintain the attractiveness of the Monument.

Section five: Project costs**5a In this section, tell us how much it will cost to deliver your project.**

There is a limit of 20 words per 'description' section when completing the cost tables. If you need to provide a more detailed explanation and breakdown of your costs there is a facility at the end of the application form to upload supporting documents.

Cost Heading	Description	How much (£)	Non recoverable VAT	Total (£)
Professional Fees	Conservation Project Manager 7,900; 50% fundraising & Development Consultant 1,500; Graphic Designer 1,200	10600		10600
Repair and conservation work	Works to Monument 66,400; 3 sculptural interpretation points 12,000	78400		78400
Digital outputs	50% cost building web site 1,250; Short Films 1500	2750		2750
Equipment and materials	Schools, community and roadshow materials	400		400
Training for volunteers	50% Audience development 1,250; 50% Fundraising and development; 1,500 50% Web mentoring 1,200	3950		3950
Expenses for volunteers	Roadshow expenses	100		100
Cost of producing learning materials	Learning materials schools workshops	200		200
Publicity and promotion	Flyers roadshow plus in kind 200; 50% website - primary communication; 50% web mentoring 1,200	2650		2650
Other	Learning and Engagement; Elevate 9,500; Women in Lymington 5,000; Schools activity 2,700; Roadshow 650; Public events including mentoring 3,350	21200		21200
Evaluation	External evaluator	3000		3000
Contingency	Monument Works 7,400; Learning and Engagement 1,600	9000		9000
Total		132250		132250

5b Project income

Please note that HLF rounds all grant requests down to the nearest £100. With this in mind, please make sure that the total project income exactly matches the total of your project costs or the system will not allow you to proceed.

Source of funding	Description	Secured?	Value
Cash	Charles Burnett III	Yes	15000
Cash	Mrs Burrard Norris	Yes	7000
Cash	Sybil Warner	Yes	1000
Cash	Forest Forge Theatre	Yes	5000
Cash	Lymington & Pennington Town Council	Yes	2000
Cash	1805 Club	Yes	500
Cash	New Forest National Park	No	2000
Cash	NADFAS Young Arts	No	1000
Cash	Event income	No	950
HLF grant request			97800
Total			132250

5c Financial summary

Total costs		132,250
Total income		34,450
HLF grant request		97,800
HLF grant %		74

5d Are there any non-cash contributions or volunteer time to help carry out your project?

Description of non-cash contributions	Estimated value (£)
Lymington Society BNG Engagement plan management 25 x half days x 52 weeks @150	3,900
Lymington Society BNG Marketing and PR 25 half days x 52 weeks @150	3,900
Lymington Society - Friends organisation development 10 days equivalent @150	1,500
St Barbe Museum 20 Hours research room @50; Engagement Manager 1 day @ 350; Collections Manager @150	1,100
Forest Forge Theatre rehearsal/workshop space x 7 @ 157 p/d	1,400
Total	11,800

Description of volunteers' task	Number of days	£ per day (as per our guidance)	Estimated value (£)
Minimum 5 volunteers researching Women in Lymington and contributing to sharing event 20 half days@150	50	150	7,500
Teachers CPD event KS 1&2 Curriculum Preparation and delivery	2	350	700
Lymington Society site monitoring half day x 52 weeks	26	50	1,300
Volunteer working party preparing for site celebration x 10 people x half day	5	50	250
Community Payback Team site clearance 5 x half day x 4 visits	10	50	500
Community Payback Team Supervisor x 4 visits	4	150	600
Friends of Sir Harry Event stewarding 6 events x av 5 volunteers	6	50	300
Friends of Sir Harry Event preparation and delivery x 6	12	150	1,800
Total	115		12,950

Section six: Additional information and declaration

This part of the form aims to collect the information we need to report on the range of organisations we fund. We will not use this information to assess your application. We encourage you to be as specific as possible about the people your organisation represents.

If your organisation represents the interests of a particular group, such as young people or disabled people, tell us which by filling in the tables below.

If you are based in Northern Ireland, where legislation requires us to report in detail on the organisations we fund, please complete the tables in full, as applicable.

✓ If you are based outside Northern Ireland and your organisation represents the interests of a wide range of people and not any particular group, mark this box only.

Declaration**a) Terms of Grant**

You must read the standard terms of grant for this programme on our website.

By completing this Declaration, you are confirming that your organisation accepts these terms. For partnership projects, all partners must confirm that they accept the standard terms of grant by adding a contact at the end of the declaration.

b) Freedom of Information and Data Protection

We are committed to being as open as possible. This includes being clear about how we assess and make decisions on our grants and how we will use your application form and other documents you give us. As a public organisation we have to follow the Data Protection Act 1998 and the Freedom of Information Act 2000.

When you complete the Declaration at the end of the application form, you are confirming that you understand the Heritage Lottery Fund's legal responsibilities under the Data Protection Act 1998 and the Freedom of Information Act 2000 and have no objection to us releasing sections 2 and 3 of the application form to anyone who asks to see them. If there is any information in these sections of the form that you don't want made publicly available, please explain your reasons below:

We will take these into account when we respond to any request for access to those sections. We may also be asked to release other information contained elsewhere in the form and we will respond to these requests after taking account of your rights and expectations under the Freedom of Information Act 2000 and Data Protection Act 1998. In those cases, we will always consult you first.

The Heritage Lottery Fund will not be responsible for any loss or damage you suffer as a result of HLF meeting these responsibilities.

When you complete the Declaration you also agree that we will use this application form and the other information you give us, including any personal information covered by the Data Protection Act 1998, for the following purposes:

- To decide whether to give you a grant.
- To provide copies to other individuals or organisations who are helping us to assess, monitor and evaluate grants.
- To share information with organisations and individuals working with us with a legitimate interest in Lottery applications and grants or specific funding programmes.
- To hold in a database and use for statistical purposes.
- If we offer you a grant, we will publish information about you relating to the activity we have funded, including the amount of the grant and the activity it was for. This information may appear in our press releases, in our print and online publications, and in the publications or websites of relevant Government departments and any partner organisations who have funded the activity with us.
- If we offer you a grant, you will support our work to demonstrate the value of heritage by contributing (when asked) to publicity activities during the period we provide funding for and participating in activities to share learning, for which we may put other grantees in contact with you.

We may contact you from time to time to keep you informed about the work of the Heritage Lottery Fund

Tick this box if you do not wish to be kept informed of our work

I confirm that the organisation named on this application has given me the authority to complete this application on its behalf.

I confirm that the activity in the application falls within the purposes and legal powers of the organisation.

I confirm that the organisation has the power to accept and pay back the grant.

I confirm that if the organisation receives a grant, we will keep to the standard terms of grant, and any further terms or conditions as set out in the grant notification letter, or in any contract prepared specifically for the project.

I confirm that, as far as I know, the information in this application is true and correct.

I confirm that I agree with the **×**
above statements.

Name	Caroline Godfrey
Organisation	Lymington & Pennington Town Council
Position	CEO/Town Clerk
Date	04/07/2017

Are you applying on behalf of a partnership?
No

Section seven: Supporting documents

Please provide all of the documents listed unless they are not applicable to your project. You will be asked to indicate how you are sending these documents to us - as hard copy or electronically.

In addition to numbers 1-11 below, you may also be required to submit further supporting documents that are specific to the programme that you are applying under. For further guidance, please refer to the application guidance Part four: Application form help notes. We will not be able to assess your application if we do not receive all the required information.

1. Copy of your organisation's governing document, unless you are a public organisation, a private individual or a for-profit organisation. If your application is on behalf of a partnership or consortium, please refer to the programme application guidance for more information on what you need to provide.

If you have sent a copy of your governing document with a previous grant application (since April 2008) and no changes have been made to it, you do not need to send it again. Tell us the reference number of the previous application.

Not applicable

2. Copies of your agreements with project partners, signed by everyone involved, setting out how the project will be managed (if applicable);

Not applicable

3. Copy of your organisation's accounts for the last financial year. This does not apply to public organisations, private individuals or for-profit organisations;

Not applicable

4. Project Plan;

Electronic

5. Calculation of Full Cost Recovery (if applicable);

Not applicable

6. Briefs for internally and externally commissioned work;

Electronic

7. Job descriptions for new posts;

Not applicable

8. A small selection of images that help illustrate your project. If your project involves physical heritage, please provide a selection of photographs, a location map and, if applicable, a simple site map or plan. It would be helpful if these are in digital format (either as an attachment or on disk).

Electronic

9. Letters of support (no more than six)

Electronic

10. Conservation/condition survey

Electronic

If you are applying under the Young Roots programme you will also need to submit:

11. A statement from young people

Not applicable

If applicable, please attach any additional documents as required for the programme that you are applying under. For further guidance, please refer to the application guidance. Use the box below to confirm in what format the additional documentation will be submitted.

Electronic

Please now attach any supporting documents.

When you have completed the form click the submit button to submit the form to the server. You can view what you have entered by clicking the draft print button above.