MILTON KEYNES HERITAGE ASSOCIATION

MINUTES OF MKHA MEMBERS MEETING
Tuesday 19th November 2019 at Rectory Cottages, Bletchley
7.00pm for 7.30pm

PRESENT

Robert Excell (Chair)	Individual Member
Dave Muston (Vice Chair)	Calverton Records Project
Mike Wittle (Secretary)	St Mary's Church, Bletchley
Cheryl Butler (Exec)	Deanshanger Village Heritage Society
Charlotte Hall (Treasurer)	Woughton Heritage Group
Alan Cooper (IT Officer)	New Bradwell Heritage Group
Anna Mc Evoy (Exec)	Stowe House Preservation Trust
Neil Loudon (Exec)	Milton Keynes Museum Society
Peter Jarvis	Rectory Cottages Trust, Bletchley
Athena Beckett	Buckingham Canal Society
Kevin Burnett	Bletchley Archaeological & Historical Society
Wendy Page	Individual Member (Cosgrove)
Sue Blake	Cosgrove & Haversham Societies
Amanda Moulcher	The Cowper and Newton Museum
Ian Michie	Individual Member & MK Public Arts Trust
Alistair Inglis	Roade Local History Society
R W Doggett	Bletchley Archaeological & History Society, Bletchley
Michael Held	Two Villages Archive Trust
C Hu	Woughton Heritage Group
Stephen Sleight	Ridgemont Station Heritage Centre
John Gosling	Great Lindford

APOLOGIES

Helene Hill	Buckingham Old Gaol
Dianne Sutton (Exec)	Bradwell Parish Heritage Group
Catherine McIntyre (Exec)	MK City Discovery Centre
Roger Emery	Wolverton & District Archaeological & Local History Society
Chris Stapleton	North Crawley Historical Society
John Clarke	Woburn Heritage Centre
Tim Skelton	MK Forum
Kathy Dentith	NPHS

Item	Matters Discussed	Action

1.0	**Welcome** The Chair, Robert, welcomed all to the meeting and thanked Peter Jarvis from Rectory Cottages Trust for hosting meeting and asked Peter to give meeting a run down on the history of Rectory Cottages. Peter explained about the unusual wooden carved heads and building in general dating from 1476 and restoration that was undertaken in 1964.	
2.0	**EGM** The following policies were ratified by the meeting:- • Education & Training Policy; • Diversity & Equalities Policy; and • Child Protection and Vulnerable Adults Policy *NB: It was noted that groups are not expected to adopt these policies but they can be used by affiliated groups for guidance if they so wished when setting their own policies.*	
3.0	**Minutes of last Meeting** Minutes from the last meeting held on 27th June 2019 were approved as a true record of the meeting.	
4.0	**Matters Arising from last Minutes** There were no specific matters arising (*but see next item below*).	
5.0	**MK Council Heritage Report (HODS)** The post evaluation of the last three years events showed that:- 2017 - 74 events were held; attended by 16,547 visitors, comprising 13,979 adults & 2563 children; 2018 - 90 events; 17,144 attending, 17,144 adults & 11970 children; and 2019 -150 events. 17,401 attending, 11492 adults & 5931 children Thanks was expressed to the Living Archive & MK Council for provision of funding. It was noted that funding had been tight on leaflets. Although it was accepted that there was a 50/50 split between on-line and paper advertisement. **Any feedback should be directed via the Living Archive Group not MKHA.**	ALL
6.0	**Treasurer's Report & Finances** Business Banking Instant £3.434.11 Treasurer's Account £16524.17 (Excludes ring-fenced Community Foundation grant of £4,960 now distributed) Long Term account - Hampshire Trust Bank £5231.89 **TOTAL £25,190.17** It was noted that MKHA can sustain Grants for at least another year or two depending on funding. It was noted that subscription membership renewal process for 2019/2020 was underway. Any questions / issues to be directed direct to Charlotte Hall (treasurer)	ALL/ CH
7.0	**Grants Work Shop** Neil outlined the background and basis of the workshop using slides.	
7.1	**PLEASE APPLY FOR A GRANT WHILST WE HAVE THE FUNDS…** **Work Shop Agenda** • Basic details & Key criteria; • Examples of groups making use of MKHA grants; • Application form and process; • Type of project; • Duration and Partnership participation; • Need for Final Reports; • Any Questions?	

7.2	**Basic Details & Key Criteria**

Grants available up to a maximum of £750 per application**

• Applications must be Community and Heritage related;

• Meet at least ONE of the five Strategic Priorities;

• Contribute to ONE of the three Programme areas

** **New members** - 18 months before an application allowed and **established members** - 12 months between grant application following completion of previous grant.

7.3	**Strategic Priorities**

Grants must meet ONE of the five Strategic Priorities:-

• Be Healthy - Wellying via heritage activities
• Enjoy and achieve - Improve quality of life & wellbeing
• Positive contribution - outreach to other groups
• Build strong communities - local area access to heritage
• Improve choice & control - public access to heritage events

7.4	**Programme Areas**

Grants must contribute to at least ONE of three Programme areas:-

• Collections
• Events
• Volunteering

7.5	**Project Ideas - Events**

• Special activities linked to HODs or other planned heritage events
• Exhibitions, Events and Activity in connection with Discover Milton Keynes

7.6	**Project Ideas - Activities**

Opening heritage buildings to the public, community heritage projects, village trails (with direct local school input), school visits and reminiscences, heritage booklet, newsletter, interactive exhibition in the community, competitions, oral history recording, digital photography locally ('then and now' type projects), training course costs etc…

7.7	**Project Ideas - Studies & Resources**

• Safeguarding archives, heritage impact studies, youth or ethnic heritage study
• Purchase of hardware and software and display material or other equipment to assist a specie project

7.8	**Duration & Partnerships**

• All those awarded a grant will be expected to provide a short written quarterly update of progress to MKHA Executive Committee
• Grant monies must be claimed within 12 months of the award, unless evidence of exceptional circumstances is submitted with the claim
• MKHA advise smaller groups to seek partnership with larger groups or commercial contractors to help ensure sufficient volunteers or resources to undertake the project

7.9	**Final Reports are Required**

• A final written feedback report will be required on completion of the project. **THIS IS SEEN AS A PRIORITY UPON CONCLUSION OF A PROJECT**
• Photographic images or copies of the output from the project should be provided to MKHA to be used to assist publicity of the grant scheme

7.10	**A number of groups shared examples of how they had applied / used grants awarded. TVAT,- 3 grants (*trail leaflet, bookmark & new projector)* , Stowe House Preservation Trust - (*shared project with UVA producing booklet*), Buckingham Canal Society - (*walks leaflet & information plaque)*, Roade Local History Society - (*exhibition leaflet*), Deanshanger Village Heritage Society - (*oral history project / training & school history project*) & St Mary's Church, Bletchley - (*digital project*).**

8.0	<u>**Members Reports**</u>	
8.1.	**Buckinghamshire Canal Society – Athena Beckett** A brief update was given on the restoration of Bridge No1 which is nearly completed. The parapet / approach is currently being worked upon with installation of new brick walls. The bridge is accessible from both sides and weight compliant. Bridge No1 is the first bridge on the Buckingham Arm just off Grand Union Canal at Cosgrove.	
8.2.	**Roade Local History Society – Alistair Inglis** It is hoped to publish a book based on the research undertaken for the village's 150th anniversary of the Cutting. Report on documentary play about the 3 'Every brothers' from Roade who were killed in the WW2 was shared. It brought to life the 3 brothers, 180 people attended, Anglia TV did an article on the play and a standing ovation was received at the end. A calendar is available for purchase at £5 direct from the society based on Bill Hudson's photographs of the cutting and area, in memory of Bill. It was noted that the the society has been awarded a couple of awards recently including 'Best Event in Northamptonshire' for the 180th Anniversary Exhibition held last year.	
8.3	**Great Linford - John Gosling** A brief outline was given off the summer event (*although not so summery, rather rainy*) held in around the Manor and village. An update on research being under taken was given which includes the history on many of the houses in the village, the punishment books from local school logs etc. Trail walks and textile project being under taken by the friends of Linford Manor and the Parks Trust.	
8.4	**TVAT - Michael Held** An update on the introduction of an APP which follows a trial around the village highlighting 22 sites of interest. The project has been successful. TVAT used a program called 'Pocket Sites' to build the APP for Smart Phones.	
9.0	<u>**A.o.B**</u>	
9.1	**New Members** • **Future Wolverton Ltd** - a registered historical group (*non-profit making*); and • **National Museum of Computing -** Bletchley Park	
9.2	**Group / Society Insurance Cover** Michael Held mentioned an organisation (BALH) that groups could join for £70 per month which not only includes a quarterly magazine but also dedicated insurance for historical society's / groups. British Association for Local History (BALH) www.balh.org.uk	ALL
9.3	**Training** A reminder that every Wednesday at MK Museum (training hut) - heritage websites training from 9:30am to 12:30pm (*including cakes and coffee/tea*) takes place.	ALL
10.0	<u>**NEXT MEMBERS MEETING - MONDAY 16th MARCH 2020**</u> **The Old Wolverton School Cafe, Old Wolverton Road, Wolverton, 7:15pm for 7:30pm** *NB: there is no parking on grounds but plenty of parking opposite.* **NB: Please remember images tell the story of your event/activity much better. Please send to Dave prior to the next meeting:** *david@davidmustondesign.co.uk* Issued ………………………… **Mike Wittle - Secretary MKHA**	ALL