

## Carl Hearn

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**From:** Carl Hearn <carl.hearn@guildhallgateway.co.uk>  
**Sent:** 18 January 2018 09:25  
**To:** 'Sue Spackman'  
**Cc:** 'Philip Sanders'; 'Harry Smith'  
**Subject:** Guildhall Gateway Centre Project

Dear Sue

Many thanks for the information regarding tests and targets from THT. To help with the review by Council at the end of the month could you please provide:

- a. Funds – a clarification, in the Chairman’s report of 9<sup>th</sup> November it says £10,000 has been raised, but in the Funding Strategy it lists £5,166 non-Council funding (TTC £1,500). Which is it please and what represents the difference?
- b. Funding Strategy – section 6 does not seem to follow the template insofar as it does not include these two sections:

### **6.2 Matching funders interests to your objectives**

*Use this table to match your objectives with funders’ interests – it will help your organisation align your funding applications with funders interests and ensure your application focuses on what is relevant to a particular funder.*

<b>[your organisation’s name] Objectives</b>	<b>Funder</b>	<b>Funders’ interests</b>

### **6.3 Tactics**

*This is when you develop clear set of activities for identifying, approaching and maintaining a relationship with each funder to meet your objectives.*

<b>Funder</b>	<b>Intended activity</b>	<b>By whom</b>	<b>By when</b>
	•		
	•		
	•		
	•		
	•		
	•		

These provide some core information around the funding arrangements going forward – can you please give us the detail around these? Perhaps the work done by Caroline Taylor last year about potential sources of revenue funding might be used to help inform this.

- c. Volunteer Strategy – in the Chairman’s report over 80 volunteers are listed. Can you advise how many are ‘firm’ and whether any volunteers (other than trustees) have actually been formally engaged, and if so, what roles they have been doing/are going to be doing? I appreciate that it’s too soon to be engaging volunteers for many of the planned roles, but do you have any sense yet of whether the Trust will be able to engage sufficient capacity to cover the projected Gateway Centre opening hours?

Many thanks Sue  
Kind regards  
Carl

Carl Hearn  
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## Carl Hearn

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**From:** suespack@tottenham.gov.uk  
**Sent:** 19 January 2018 12:04  
**To:** Carl Hearn  
**Cc:** Philip Sanders; Harry Smith; Andrew Main  
**Subject:** Re: Guildhall Gateway Centre Project

Dear Carl,

In response to your email queries:

**Funds** – the report to the HLF included the £5000 from the TTC which demonstrated the Council's support for the formation of the THT and the £10000 shown was a round figure of what the THT had received to the middle of November [in fact it was nearer £11,000]. I would not expect the figures in the fund raising history to show every penny received but the main sources of funding. I do have an issue with your calculation as you have omitted the £1500 grant for the Heritage Helpers. I did ask you about this £1500 and you advised that, as it was a grant for the Heritage Helpers and would be used directly for running events, it could be included. Perhaps you could explain why you now wish to change this?

**Section 6.2 and 6.3** – these have been omitted as they are not relevant within this time period. You will have read in the Funding Strategy that the THT do not want to rely on grant funding, and the methods of seeking future funding as set out in section 2.2 demonstrate this, as do the proposed fund raising events for the coming year. Finding such funders is premature as we do not have information on what the HLF will ask the trust to be beholden for and do not know the actual timescales until the Development Officer is in place. Further, the grant sources suggested by Caroline Taylor are mainly project specific and/or relate to funding for capital works. As and when opportune and appropriate, the trust will seek such funding for specific projects. Our experience has already shown that approaching grant funders before THT can be project specific for the funding requested simply instills a negative response and greatly risks our losing potentially willing funders.

**Volunteers** - as set out in my report to the HLF in November 2018 which you have a copy:

*The trust holds a list of over eighty people who have expressed an interest in the trust's work. At each event held, people are invited to submit their name and interests so that the trust can keep in contact with them for the future to help with fund raising events or to work with the Activity Plan from 2018.*

You will appreciate that with the current situation with the HLF grant and the VIP there are no immediate projects/activities which require active volunteers. The one volunteer which we continue to use to assist us in setting up various aspects of the governance is Caroline Rae and her CV has been included. Having sufficient volunteers to cover the Gateway Centre opening hours is not down to the number of volunteers specifically but to their quality and commitment, and as with any volunteer situation, this will not be finally known until they have been through the interview system and are then fully trained, which is something that we would not want to do at this stage as their current





interest would wane due to lack of anything to do It is well known that any volunteer base will change as their personal circumstances change – some will leave the list and others will join and it will remain as fluid until the appropriate stage of the Activity Plan. In addition it is vitally important that THT has a specific 'offer' for each of the volunteer(s) and these 'job offers' cannot be sensibly determined until we know exactly what the THT remit is when working within the TTC/HLF project.

As of today our priority is the VIP which will make the trust more accessible which means that we have something tangible to offer the VIP volunteers.

I trust this clarifies your queries.

Kind regards,

**Sue**

THT

