



# Heritage Trust Network

A future for all our pasts

## News update

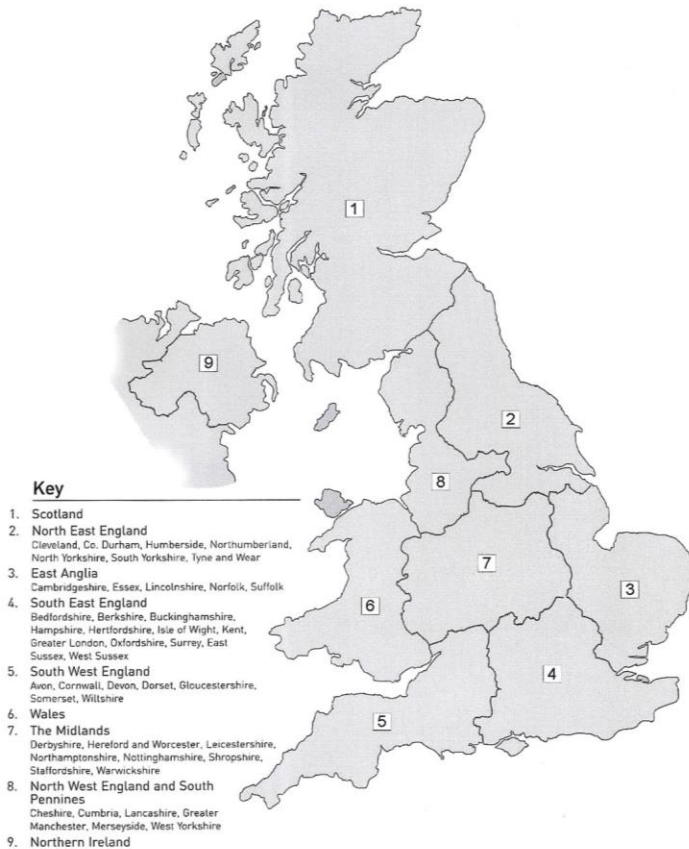
Sarah McLeod, Chair

PLEASE ASK QUESTIONS AS WE GO ALONG!



Heritage  
Trust  
Network

A future for all our pasts



**Heritage Trust Network** operates across the UK with Area Representatives in six English regions and the three nations.

The projects of its 220 members represent the primary force for the rescue of Britain's valuable built heritage.

# New Membership Categories

## **Start Up Membership**

**£50 a year**

The basic package for unconstituted or fledgling organisations

## **Full Membership**

**£100 a year**

The full works for established trusts

## **Individual Membership**

**£75 a year**

For individuals working or volunteering in the heritage sector

## **Corporate Supporter**

**From £250 a year**

For corporate organisations who support HTN's aims

# Start up Membership

Designed to help organisations take those initial steps towards constitution and their first project:

- **Visit three of our experienced trusts to see how they work.**
- **Free VAT advice to help with the financial matters**
- **Access to a range of web based resources designed to take groups through the first stages of setting up a trust**
- Regular regional meetings to meet other trusts, seek out solutions to problems and support from regional representatives
- Regular HTN News bulletins from central office
- Support from Officers
- Promotion of trusts and projects via our social media
- Space on our website to help potential supporters, volunteers and professionals to find our members
- Free job / tender advertisements on our website, HTN news and Heritage Update ( a saving of £150!)

# Full Membership

Designed for constituted charitable and not-for-profit organisations, Full membership supports groups from the initial stages of a project through to operating a restored venue.

**Members benefit from access to the full range of support resources:**

Regular regional meetings to network with other members, seek out solutions problems and get support from regional representatives

Regular HTN News bulletins from central office and twice yearly e-zine

Support from officers

Discounted entry to the National Conference

Space on Heritage Trust Network website

Promotion of projects via our social media

Listing in our Talent Bank where Trusts can advertise services to other members

Access to a range of discounted services from our Corporate Supporters

Affiliated membership of Heritage Alliance (including free advertising in Heritage Update)

# Individual Membership

Designed for individuals working in or supporting the heritage sector:

**Key member benefits are:**

- Regular regional meetings to network with other members
- Regular HTN News bulletins from central office full of the latest funding, awards and heritage news
- Access to our Toolkit which signposts to resources covering every aspect of saving and managing a historic building
- Access to the Talent Bank to help access heritage specialist

# Corporate Supporters

Companies and organisations who wish to support heritage regeneration and are recognised by at least two members as providing good services.

**Corporate Supporters benefit from:**

Listing in the on-line Talent Bank

Notification of members' invitations to tender

Invitation to showcase their company at two meetings a year

Opportunities to participate in our National Conference

Opportunities for advertising on our website and publications

Opportunities to sponsor our National Conference

Corporate volunteering opportunities

Twice yearly e-zine celebrating members successes

# Heritage Trust Network Staff

- New full-time Development Officer in England (Spring). Initial three years, funded by Historic England. Grant confirmed.
- Funding agreed for new full-time Development Officer in Scotland (start tbc). Initial three years, funded by Historic Environment Scotland.
- Currently working with HTN team in Northern Ireland on proposals for part-time Development Officer in NI.
- Key responsibilities of Development Officers will include growing the membership and Corporate Supporters to generate income. The business plan states that by the third year member subscriptions and Corporate Supporters will be paying the majority of salaries, leading to full sustainability – can be described as a **‘strategy for resilience’** for HTN.
- Vicki’s role as Membership Officer is also set to continue.





# Heritage Trust Network

A future for all our pasts

New & improved website



Heritage  
Trust  
Network

A future for all our pasts



Heritage Trust Network  
works for and on behalf  
of its members.

> Member Log In

> Join Today

Home

About Us

About our Members

Members in Action

Latest News

Contact



Could you help **rescue buildings like this** from demolition?



Our members are at the **forefront of tackling buildings at risk**



Join Heritage Trust Network

Helping heritage building groups throughout the UK > Find out what's happening in your area

> East Anglia

> Midlands

> Northern Ireland

> North East

> North West

> Scotland

> South East

> South West

> Wales



> Find a member near you  
> Search our directory of  
members

Tweets by @HTNmembers



Heritage Trust Net  
@HTNmembers

Busy pushing pins into our office map to represent our members. Interesting to see clusters forming. #oldschool #members

## Welcome to Heritage Trust Network

Heritage Trust Network is a membership organisation run by people who have delivered amazing heritage projects against all the odds.

Our mission is to help others do the same. The Network operates throughout the United Kingdom, drawing together and supporting the work of local heritage groups, whether constituted as building preservation trusts, community trusts or social enterprises. Heritage Trust Network, predominantly run by professional volunteers, provides an invaluable platform for members by way of peer-to-peer support, knowledge sharing and skills development. Our guidance and advice helps groups throughout the lifetime of their project from start up to post completion. Just as importantly, Heritage Trust Network also gives this extraordinary grassroots movement a united voice, representing their views to government and



A future for all our pasts  
Helping our members save the UK's heritage assets.



## SHARING KNOWLEDGE,

offering guidance, sharing confidence.

BENEFITS & SERVICES

Learn more about our organisation, people and history of our movement. ABOUT US



### Member Benefits

Becoming a Member gives you access to networking events, special offers from selected professional services, and access to our interactive 'toolkit' which will guide you through all aspects of a project, and to 'Spares Bank' where we can help you find reusable and recommended companies to work with.

FIND OUT MORE



### Join Our Network

Are you a fledgling social enterprise starting your first project, or an established trust? Heritage Trust Network is there for you. We are a grassroots network, working with our partners in the sector to offer a professional service for heritage.

JOIN OUR NETWORK



### Corporate Supporters

Joining Heritage Trust Network as a Corporate Supporter can help you gain exposure to our growing membership across the UK. Applications to join are endorsed by our members, meaning we have quality services to support our members.

JOIN OUR TALENT BANK

## DUNSTON STRAITES

VIEW CASE STUDY



A future for all our pasts  
Heritage Trust Network is a membership organisation made up of over 200 groups and trusts across the UK who are involved in the restoration and preservation of our built heritage. Working across the four nations, our members are making sure there is a future for all our pasts, working at the forefront, ensuring the public and creating revenue for local businesses and community groups.

READ MORE

44

The Heritage Trust Network has been amazing in guiding us through the process from taking our project from its early stages to opening the doors to the public.

Suzanne Lorne

Heritage Trust

How to set up a successful schools programme

## CROMFORD MILLS

VIEW CASE STUDY

Read our latest news and download newsletters from the archive.

FIND OUT MORE

Join Us

BECOME A MEMBER

Donate

HOW TO GIVE

Toolkit

PREVIEW NOW

### Quick Links

Our Organisation

Our Members

Search our listings

Corporate

Events

News

Contact

Heritage Trust Network

Heritage Trust Network

Heritage Trust Network

Heritage Trust Network

### Contact Us

Heritage Trust Network

13-15 Fleet Street

Derbyshire

DE1 1TP

Telephone: 0121 225 5063

Email: info@heritagetrustnetwork.org.uk

Connect with us

Social links here

Heritage Trust Network

Heritage Trust Network

Heritage Trust Network

### Sponsors

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### Latest from Twitter

Heritage Trust Network

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Heritage  
Trust  
Network

## A future for all our pasts

Helping our members save the UK's heritage assets.

[JOIN US](#)

# SUPPORTING OUR MEMBERS

Sail Loft Bunkhouse, Portsoy, before  
North East Scotland Preservation Trust

[JOIN US](#)[MEMBER BENEFITS](#)

Learn more about our organisation, people and history of our movement.

[ABOUT US](#)



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[FIND OUT MORE](#)

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[BECOME A MEMBER](#)

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[JOIN OUR TALENT BANK](#)

# DUNSTON STRAITHES

# Updated member profile

If you haven't already done so...

Please check your member profiles:

- Contact details
- Legal structure
- Established date

and send me the following new info:

- 2-3 sentences on organisational aims/mission statement
- Facebook/twitter names
- Also at least one high res image: min. 1MB (2000px)
- Up to 4 images of projects – even better!



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Heritage Trust Network  
works for and on behalf  
of its members.

> Member Log In

> Join Today

Home

About Us

About our Members

Members in Action

Latest News

Contact

## Ayrshire Architectural Heritage Trust

Home > About Our Members > Heritage Trust Network Members > Ayrshire Architectural Heritage Trust

### Overview

Information currently unavailable

### Key Information

**Established:**  
1991

**Trustees:**  
Mr A M Easton, Mr J P R Kleboe, Mr A F L Matheson, Ms J H Overton, Mr J A Sharp, Mr G L Smith

**Trust Type:**  
Multi-project

**Legal Form:**  
Building preservation trust

**Trust Activities:**  
Building Conservation Projects, Consultancy, Campaigning

**Geographical Remit:**  
Scotland

**Actively seeking new building conservation projects:**  
Yes

### Contact Information

**Key Contact:**  
Andrew Easton

**Address:**  
c/o Armour Construction  
Consultants  
65 King Street  
Kilmarnock  
Ayrshire  
KA1 1PT

**Charity No:** SC019782

**Company No:** SC135494

**Tel:** 01292 261228

> Email this trust

> Trust Website





## Birmingham Conservation Trust

[Visit website](#)

### Our Mission Statement

Birmingham Conservation Trust is a charity which exists to preserve and enhance Birmingham's threatened architectural heritage and to promote an enjoyment and understanding of the City's historic buildings.

**ESTABLISHED:** 1978

**GEOGRAPHICAL AREA:** Midlands

**LEGAL STRUCTURE:** Building Preservation Trust

**MEMBERSHIP:** Full Member

### Contact Information

**KEY CONTACT:** John Coping

**ADDRESS:**  
13 - 15 Fleet Street, Birmingham  
West Midlands, B3 1JP

**TELEPHONE:** 0121 233 4785

**EMAIL:** [vicki@birminghamconservationtrust.org](mailto:vicki@birminghamconservationtrust.org)

[Twitter](#) / [Facebook](#) / [Website](#)





# Before and After Photos

Laird's Waiting Room, Fife





# Before and After Photos

Heritage of London Trust







# Testimonials from members

Please help us grow the network!

- Why are you a member of Heritage Trust Network?
- What is the benefit to you and your organisation?
- Is there anything that membership brings that you have found particularly useful?
- Would you recommend Heritage Trust Network?



# Lights, Camera, Action!

Please send us your films which capture your projects for our 'spotlight' features



Birmingham Conservation Trust, Coffin Works



UKAPT's 'In Perspective' series, being reinvented as learning tools and case studies in Toolkit



# Heritage Trust Network

A future for all our pasts

Heritage Trust Network  
'TOOLKIT'

Help us create a resource that helps both  
you and others to save our nations'  
heritage assets



**WHAT  
INFORMATION  
DO YOU NEED?**

**Don't re-invent the wheel**

**Signpost to on-line info & resources**

**Peer to Peer Support**

**More case studies**

**Project 'Road Maps'**

**Include other formats – film, animation ..**

**Mobile & print friendly**



You'll be able to search for information by theme

## Research & Development

### Our built heritage

Listed buildings

### Historic buildings at risk

Key public bodies

Buildings at risk register

### Historic environment legislation, policy and controls

Planning legislation

Policy guidance

Statutory controls

Planning permissions and

listed building consents

Building warranty applications

Appeals processes

Repairs notices

**UKAPT Guidance Notes are being updated by 'Specialist Editor'**

## Project Delivery

## Organisation Set Up

### Setting up a steering group

Steering group membership

Establishing a vision

### What type of organisation should you be?

Unincorporated organisation

Charitable company

Community interest company

Community Incorporated

Organisation

Social enterprise...

### Setting up an organisation

### Establishing a management board

Skills and experience

Roles and responsibilities

### Building community support

Consultation and campaigning

Collaborating with

stakeholders

Developing partnerships

Community asset transfer

## People

## Finance

### Funding the set up of your company

### Fundraising for the capital project:

Grants

Trusts & Foundations

Public donations and Major

private donors

Fundraising events

Community business

partnerships

Crowd funding

Community shares

Social investment

### Finance during construction

Financial management – role

and responsibilities

Cash flow

### Funding your organisation

Producing an business plan

Revenue funding

Accounts

Trading subsidiaries

### Insurance

Buildings and contents Insurance

during construction

### VAT Guidance

## Operations

## Developing your project

### Exploring end uses

Options Appraisals, Feasibility

Studies and Development

Appraisals

### Appointing a project organiser and design team

Roles & responsibilities

Appointment briefs and

procurement process/law

Appointment contracts

Design development stages Being

a good client

### Producing a project brief

### Developing a conservation plan

Conservation philosophy

### Producing a Project Business Plan

Market research & comparator

studies

Developing audiences and

activities

Financial models

### Assessing and Managing risk

### Minimising environmental impact

### Ensuring accessibility for all

### PLUS MORE...

## Impact

## Or using a Project 'Process Map'

IN EARLY STAGES OF DEVELOPMENT

STAGE  
1

### Research & Development

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Start Here

### Project Delivery

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Open Stage

STAGE  
2

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STAGE  
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### Post Completion

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Open Stage

# Toolkit advice sections

Summary text . Main body of text . Useful publications . Useful organisations . Signposting to other areas within toolkit

- ‘Top Tips’ or key messages – film and written. Asking members with particular skill sets or track records we know of to contribute. **Can you give any top tips around any specific area?**
- Written ‘learning points’ case study or link to external case study (or more)
- Video tutorials – embedded or signposted to
- Signposting to external online resources and downloads. Pre-read for relevance; to include summaries of what they cover
- Downloadable resources / templates / examples
- Some areas are being updated or new areas of guidance being written by corporate associates who offer services to members; e.g. Hayes Parsons (insurance), Chiene & Tate (VAT), Weightmans (procurement law), DC Research (impact and evaluation) as part of CSR; some commissions. E.g., CounterCulture – commissioned to produce advice packs and templates for Mems & Arts for 5 new types of heritage organisations across the nations; CICs, CIOs, Com Ben Society etc... )
- Where there are gaps we are approaching colleagues in the sector we know to create new guidance to fill them!





# Heritage Trust Network

A future for all our pasts

## Peer to Peer Support

How can HTN member contribute to support each other?

# Speaking from Experience...

## Setting up a successful schools education programme



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Case Study: Cromford Mills, Cromford, Derbyshire  
Project completed 2015

Cromford Mills, the site of the world's first water-powered cotton spinning mill, created by Sir Richard Arkwright in 1771, runs a Sanford Award-winning education programme which focuses on Cromford's role in Britain's industrial heritage. We spoke to Education Officer Michael Ledger to find out what has made this programme such a success.

A conversation with Michael Ledger, Education Officer  
The Arkwright Society



Image: Jess Torres

## Michael's 'Top Tips' for other heritage organisations who want to develop their education programme:

- 'Find the essence of the site and stick to it'. This was the key piece of advice Michael received from Cromford's Sanford mentor. You have to stay true to what the site is all about and the story that you're trying to tell. Look for the 'wow' moments; the things that are really going to inspire children and engage them.
- Don't chase the curriculum as it often changes unexpectedly. If your site is worth the visit, schools will find a way to fit it in.
- Get involved with heritage learning projects if you have one in your area. In the East Midlands this is the Sanford Cascade Project. The [Sandford Awards](#) and [Heritage Education Trust](#) run nationally.

Can you spare 10 mins for a chat?



Holly Lomax  
Jill Lovett  
Suzanne Carter

# Sharing is Caring!

Can you help another Heritage Group/Trust understand what's involved in preparing plans and policies; to use as reference and templates; saving lots of time and £££?

## Consultant briefs and final documents:

- A Feasibility Study
- An Options Appraisal
- An Activity Plan
- An Evaluation Framework/Plan
- A Marketing and Communications Plan
- An Audience Development Plan
- An Evaluation Report for large project
- A Training Plan
- A Learning Plan
- A Business Plan
- A Conservation Management Plan
- A Building Maintenance and Management Plan
- A Succession Plan
- A Disaster Plan

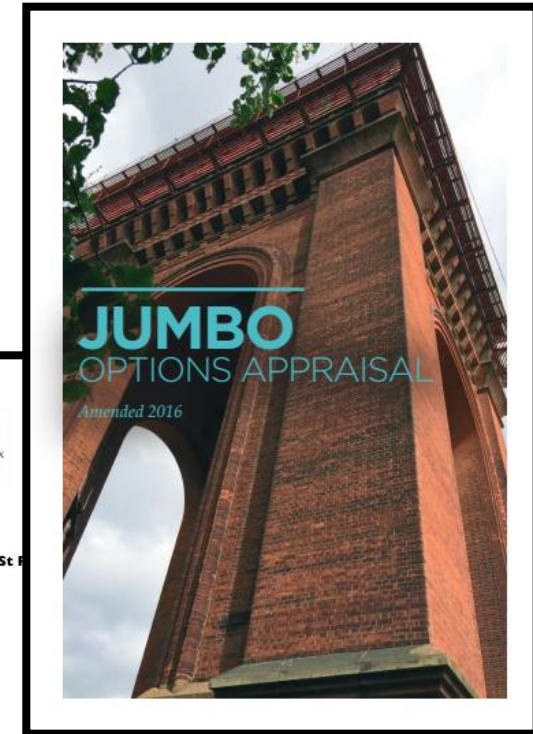
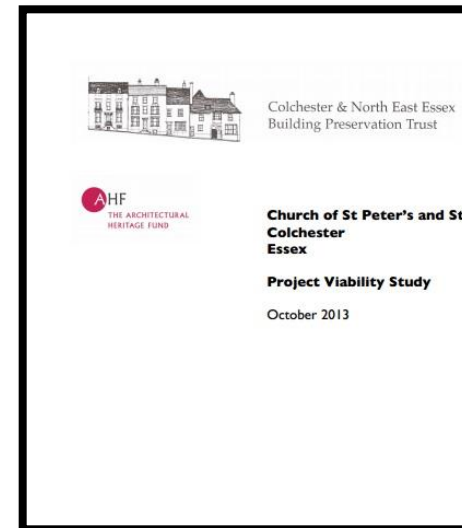
*Any other types of plans and brief for consultants*

## Practical Templates:

- A Risk Register
- A Cashflow Spreadsheet
- Tendering documents for contractors, architects, quantity surveyors, M&E consultants etc

## Policy Templates:

- HR policies
- Data Protection Policies
- DBS Policies
- Volunteer Policies
- Safeguarding Policies
- Equal Opps
- Acquisition and Disposal
- Financial
- Etc... We know there are hundreds!



# Never Work with Children or Animals...

“We won’t do that again!”

“If only we’d...”

“It doesn’t work, we’ve tried it...”

“It went horribly wrong, avoid at all costs...”

**The gift of hindsight is a wonderful thing... Please share it!**

We hope to develop an area of brief ‘words of wisdom’ from Members, so we can learn by each others’ mistakes – and AVOID making them ourselves.



# How can HTN support a NW network?

Do you have any issues in your area and need support from the Development Officer?

Do you need speakers or workshops at area meetings? We have offers from our corporate associates and funders to speak to membership about changes in procurement law, insurance, VAT, grant schemes. Let us know.

Are any of you willing to speak at other area meetings; share case studies, best practice... Would you like a speaker from another region to come and talk to you? Would you like us to coordinate this for you?

