



TODMORDEN TOWN COUNCIL

GRANT APPLICATION FORM – MAXIMUM GRANT £3,000

Applicants should familiarise themselves with the Discretionary Grants Policy and award criteria before submitting their Grant application. Please complete all the highlighted boxes on this application form

Contact Details

Name of Organisation	Friends of Todmorden Town Hall
Address of Organisation	C/O Todmorden Town Hall, Bridge Street, Todmorden, OL14 5AQ
Name of person making application	
Position in Organisation	Chair
Phone Number	
Email address	
website	https://www.facebook.com/people/Friends-Of-Todmorden-Town-Hall

Organisation Details

What type of Organisation are you? (Delete as appropriate)	
Charitable organisation	Unregistered Community Group/Club/Society YES
Registered Charity (Charity number please state below)	Other (please state below)
	
Do you have a constitution or a set of rules? (if yes, please enclose a copy of your constitution)	Yes
Are you part of a larger, national or regional organisation? (If yes, please give details)	No
How many trustees, volunteers and service users are there in your organisation?	6 Committee Members, 5 volunteers, and 8 members of the 150 th Anniversary Working Group
Tell us about your organisation, its aims and the work you wish to undertake and your main activities and how you encourage engagement from all sections of the Todmorden Community	
The aims of Friends of Todmorden Town Hall are: <ul style="list-style-type: none"> • Work in partnership with Todmorden Town Council and Calderdale Council to encourage people's interest and the conservation of the Town Hall. • Provide a focus for public involvement and to strengthen the 'community voice' for the Town Hall. Thereby, supporting its conservation and promote the development, so it, once again, becomes the 'heart of the community'. 	

- Advance the public's awareness by promoting the facilities available, within the Town Hall, for the benefit of community groups and the local services.
- Further the appeal and awareness of Todmorden Town Hall as a destination for day visitors and overnight stays, in collaboration with Todmorden Information Centre.
- Enable people to learn about the Town Hall by supporting a regular programme of guided tours, delivered by the Volunteer Guides.
- Support the development of the Heritage Centre in the Town Hall.

The aim of this particular project is to create a memorable and extraordinary week of events involving all sections of the community to celebrate the 150th anniversary of Todmorden Town Hall.

The Friends of Todmorden Town Hall is working with Calderdale Council to deliver the project, which will be part of the Culturedale 2025.

At the start of the project early in 2023 an open community meeting was held, and a large number of existing community groups and other interest groups (such as the market traders, schools) were invited. This was an opportunity to raise the prospect of a large town-wide celebration of the iconic building, and invite ideas. Representatives were present from the Town Council, the mosque, the Photographic society and Todmorden Antiquarians, the incipient Heritage Trust, local arts / theatre organisations and other groups. There was a great degree of enthusiasm and a huge list of ideas which were then prioritised by those present.

There will be four strands

1) Small grants pot for micro-commissioning

A large number of excellent ideas emerged from a community brainstorm which could be organised by existing groups needing only small amounts of money. We anticipate funding/commissioning between 6 and 8 projects and examples include:-

- A performance of the Todmorden Cantata by Music for the Many (children's charity)
- A monologue competition by the Hippodrome on the theme of the Town Hall
- A history exhibition by Todmorden Photographic Society and Volunteer Tour Guides.
- A dinner dance/community banquet/Iftar in the Town Hall
- A concert by Todmorden Orchestra / Choral Society

2) **Pageant / Site Specific Theatre.** participatory theatre performances in and around the Town hall featuring fascinating historical events such as the gooseberry and suffragette trials that took place in the Town Hall court room

3) **Projection mapping** which will turn the Town Hall, into a display surface for video projection. Empty plinths and the other windows and friezes would be used as the basis to tell a story about the history of the town and its hall, its people past and present.

4) **Legacy** - working in conjunction with the new Todmorden Heritage Network which aims to create a heritage centre in the Town Hall, a volunteer legacy coordinator will ensure a legacy element where possible in all the projects.

There will also be a competition to design the logo for the 150th anniversary promoted among local schools and young creatives. However the aim is to fund this separately via local businesses, and this will take place months prior to the main project.

Will your project have any implications in respect of climate emergency and if so, how do you intend to minimise such impact?

This project is not primarily about environmental sustainability but as part of the Culturedale 2024/5 celebrations we will work within their sustainability framework. We will aim to minimise our environmental impact as much as possible. This would include reducing waste through composting and recycling, minimising the use of single-use

plastics, and prioritising local and sustainably sourced products. The vast majority of our partners and participants are local so there will be reduced emissions from travel and we aim to use local businesses and practitioners. We will work with the Culturedale partner organisation Sustainable Arts in Leeds to ensure we meet these guidelines.

How will you acknowledge the Assistance of Todmorden Town Council on all promotional material - see declaration attend of application.

Logo will feature on promotional material including leaflets, website, and any other communications including in any press or community meetings.

Project Information

Which Grant are you applying for?

Small Grant

What is the Purpose of grant request (delete as appropriate)

	Project Delivery		Civic Pride
			Accessibility and inclusivity
Community Benefit	Community Cohesion		Cultural Arts & Music
			Town Centre Event
Skill development			

Other (please state)

Project Name	150th Anniversary Todmorden Town Hall
When will your project start?	September 2024 (start of community workshops, devising the plays, filming) but most activities take place 26 March to 4th April 2025
When will your project finish?	April 2025

How will your project benefit the local community within the Todmorden town boundary? (Use a separate Sheet if necessary).

This project will allow a diverse cross section of our community to work together to create an event that celebrates our town, what it was and what it has become. It will both enrich the creative output of existing organisations and support them to reach new audiences (microcommissioning) and bring together individuals in a new group to create original work for a family audience (Site Specific Theatre). The projection mapping will be an opportunity for local stories to be told, shared and live on. Economically it will bring new people to the town to enjoy the spectacle, supporting the local economy in both the short term and long term. The legacy project will support the creation of a heritage centre that again brings civic pride and knowledge to residents and creates a visitor opportunity to the town, helping to support visitor based businesses for years.

All the events will be accessible, both in terms of disability access and economic accessibility with the majority of events being free. The idea for a community banquet would, for example, be provided free on a lottery basis to involve a wide cross section of the town's residents.

Why is this project needed? What advantage will it bring to Todmorden?

Todmorden Town Hall opened on 3rd April 1875 amidst festivities on an extraordinary scale. Newspaper reports describe half a dozen triumphal arches set up across the streets, bearing such mottoes as *'Success to the Town and Trade of Todmorden'*

Special trains brought people into to Todmorden from Bolton, Manchester, Bradford and Leeds, a 4000 strong procession walked for 4 hours in pouring rain, and a banquet held.

Since this time the building has played a huge role in the life of the town; people still recall the centenary, and the aim of this project is to create a weekend of celebrations which involve the whole town and which will be remembered many years from now.

This Grade 1 Listed building is only available to the general public for the free monthly guided tours and a small number of other free events. This project will create opportunities for the general public to use and enjoy this building for both the event, preparation (i.e, meetings, rehearsals, performance, research) and after, legacy exhibition/archive.

The aim is to:-

- Involve a diverse range of residents from all the different parts of Todmorden's community
- Engage more people with the Town hall building, especially those who have never before been into the town hall.
- Increase knowledge of, and foster a greater interest in our rich local history. For example, illuminating such as links between cotton industry and slavery, Radicalism, the suffragettes, notable residents and recent grassroots activity such as Incredible Edible
- Celebrate Todmorden's architectural heritage
- Raise the profile of the town and attract visitors, not only to the celebrations themselves but to the wider town including the market, shops and other places of interest
- Develop on the sense of pride that people have about their town and what we can achieve as a community

How many people within the Todmorden town boundary will benefit from the project?

We anticipate the project will involve in the region of 150-200 people as active volunteers in the various events.

In terms of audience and participation during the celebrations, we are aiming to reach upwards of 7500 people. We are aiming for an audience of 500 for each showing of the projections, though there is capacity in the audience space for more. In addition there will be the theatre performances (several over the weekend) and engagement with the exhibitions, concerts, banquet and other events.

However the legacy element will ensure that the exhibitions, films and research done will be preserved and will be engage many more people with the history of the Town hall in an ongoing way. For example, the projection mapping film will be made available online, along with photos, other films and exhibition /research materials. The intention is that much of this will be publicly accessible actually in the Town Hall itself through the new heritage centre currently in development.

Please include dates and venue of events if applicable (include a draft programme if available.)

Most of the events will take place in and around the Town Hall from the 22nd March to the 4th April with the main events taking place on the weekend of 28-30 March.

There will be one event taking place on the actual date of the anniversary (4th April), but we needed to avoid the following weekend to avoid clashing with the finale of Culturedale.

Financial Information/ Project Costs

Total Project Costs

£63,900 (including in kind contributions)

Amount requested from TTC	£8000
Have you previously applied for grant funding from Todmorden Town Council? (If yes please give details including when and how much)	No
Have you or this group previously applied for or received any other grant for this project? (If yes please give details below)	Yes currently applying for several grants – none yet confirmed.
Applied to / Will be applying to	Culturedale Activation Fund - £8000 – feb/March 2024 Wind Farm funds - £6000 (between the three available funds) – February 2024 Heritage Lottery – £33,110 – February 2024 Friends of Todmorden Town Hall - £525
Dates of application	All the applications are upcoming
Received from	No monies received so far.
Date received/or due	
Amount received	

Budget: This budget should be for the total cost of the activity you are applying to do. Please be as accurate as you can, as you may be asked to explain any amount which is unclear. Attach a separate budget sheet if you have done this work already.

(Please provide estimates/quotations of the proposed items of expenditure you may use as evidence on separate sheets. If you are unable to claim VAT back please ensure the gross value is put in here. And please do not round figures up)

Expenditure Description	Cost (£)
Projection Mapping - to include video creation and projection	£20,190
<i>Projection Mapping – Event management (estimate)</i>	<i>£6000</i>
Site specific theatre - Proposal and budget from local theatre organisation/practitioner	£11,510
Site specific theatre – Event Plan and Management	£1000
Small grants pot for community groups to run events on 150th theme	£10,000
Legacy Aspects - Expenses	£500
<i>Legacy Aspects - Filming & photography (estimate)</i>	<i>£3500</i>
Project Management costs - Insurance	£400
Project Management costs – Publicity	£500
Project Management costs – Volunteer Expenses	£1000
Project management costs - Contingency 5%	£3100
Legacy Aspects - Legacy Coordinator – voluntary position	£0
Project facilitation (in kind) - the time of the CMBC Neighbourhood Coordinator	£1200
Hire of Town Hall for meetings / performance etc (in kind)	£1000

Volunteer Hours (based on £10 per hour as for this project only)	£4000
Total Expenditure	£61,835

Other income	
Income Description	Cost (£)
Culturedale Activation Fund - (Pending outcome – Feb/March 24)	£8000
Wind Farms - (Pending outcome – Feb 24)	£6000
Heritage Lottery (Pending outcome – Feb 24)	£35,165
Friends of Todmorden Town Hall	£525
In kind Facilitator costs	£1200
In kind room hire costs	£1000
Volunteer Hours (this should match the figure in the expenditure table)	£4000
Total Income	£55,900

Organisation Financial Information

Level of Reserves Held at application date	£1265
Bank Statement(s) Balance at application date	£1265
Total value of Assets Held	£1265

Official Use Only

Sum requested from Todmorden Town Council	£8,000
Applicant contribution % = (B/A)%	n/a %
Todmorden Town Council Contribution % = (C/A)%	n/a %
Total income (must be sum of B & C above) and equal to figure A	£55,900
Does applicant contribution % meet criteria – see end of application form	n/a
Volunteer Hours % contribution	n/a
Does the volunteer hours contribution % meet criteria	n/a
Town Clerk confirmed Bank details and supporting documents.	Yes