



Report to: Meeting of the Trustees of the Gilstrap & WE Knight Charities – 24 June 2025

Clerk to the Trustees: Sue Bearman, Assistant Director – Legal & Democratic Services

Lead Officer: Helen Brandham, Democratic Services Officer

| Report Summary | |
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| Report Title | Application for Grant Funding – Friends of Newark Castle & Victorian Gardens |
| Purpose of Report | For the Trustees to consider the application made to the Gilstrap Charity for grant funding to support the promotion of education and understanding of one of Newark’s most significant historic buildings and to tie together the historic landscape of the town. |
| Recommendations | That the Board of Trustees consider and determine the application received from the Friends of Newark Castle & Victorian Gardens. |

1.0 **Background**

1.1 In 2017, the Trustee Board refreshed and approved a funding criteria for grant aid support from the Gilstrap Charity. The Charity’s Scheme has been amended a number of times in recent years, firstly when Nottinghamshire County Council (NCC) built a library in Newark (thereby obviating the need for the original use of the Gilstrap Building as a library) and secondly when the Gilstrap building had been leased to NCC for use as the Registrar’s office. However, whilst the objectives have been reviewed over the years, the original concept has been reaffirmed with emphasis on education and promoting knowledge of the history of Newark.

1.2 The current approved criteria is as follows:

- 2.1.1 Preference will be given to funding applications which promote education and understanding of historic buildings within Newark and the history of Newark generally to reflect the original Trust purposes.
- 2.1.2 Funding applications will be required to demonstrate a direct benefit to the community of Newark or a section/s of that community (eg projects involving local schools).
- 2.1.3 Applicants will be required to provide full details of any match funding or third-party funding.

1.3 It should be noted that the area of benefit for the Charity, whilst previously defined as the area of the former borough of Newark, was amended when the Scheme was last reviewed in 2013 to cover the parish of Newark.

1.4 A copy of the background information that is included on the Charity's website concerning how potential grant applications will be considered is attached to this report as **Appendix A**. Applicants are requested to complete a pro-forma application form that gives full details of their project, its objectives, budget and other funding secured.

2.0 Application Received

2.1 An application has been received from Sharon Morley on behalf of the Friends of Newark Castle & Victorian Gardens. The project is to support the promotion of education and understanding of one of Newark's most significant historic buildings and to tie together the historic landscape of the town. Further details of the project are detailed in the written application which is attached as **Appendix B** to the report.

2.2 The application notes that a grant in the region of £50,000.00 is being sought to provide a significant contribution to the interpretation in the ground floor room of the Northwest Tower. Information of funding applications to other third-parties are detailed within the application.

3.0 Implications

In writing this report and in putting forward recommendations, officers have considered the following implications: Data Protection; Digital & Cyber Security; Equality & Diversity; Financial; Human Resources; Human Rights; Legal; Safeguarding & Sustainability and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

3.1 Financial Implications

Currently, £456,584 is available to support future projects or grant applications. If the above application for £50,000 is approved, the remaining balance will be reduced to £406,584.

Additionally, there is another grant application on the agenda requesting £10,000. Should both applications be approved, the total available funding will decrease to £396,584.

3.2 Legal Implications (LEG2526/1718)

The Board is the appropriate body to consider the content of this report; it acts as Trustee to the Charity on behalf of the Council and its remit includes making operational decisions. It is for the Board to be satisfied that the application meets the criteria for award of funding and whether awarding the grant is in the best interests of the Charity considering its objectives ('The object of the charity is the general benefit of the inhabitants of [Newark] in such charitable ways for the public benefit as the Trustee thinks fit').

The Board must act in the best interests of the Charity as distinct from the best interests of Newark & Sherwood District Council or any other body when making decisions.

Friends of Newark Castle and Victorian Gardens is a charity registered with the Charity Commission (Charity Number 1198387). If approved, the grant monies will be paid to the charity, which is a separate legal entity to the Council. The Board should be mindful however of the close working partnership between the charity and Newark & Sherwood District Council, which manages Newark Castle and must be satisfied that any perceived conflict of interest is properly managed. This might be achieved by transparent recording of the position in the meeting minutes, including whether there are any personal interests that require declaration (and consideration of whether to leave the room during this item of business).

It would not be appropriate to refuse the application due to risk of conflict; rather the matter would need to be deferred to consider further options for management of any potential conflict.

Background Papers and Published Documents

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

None