

Report to: Meeting of the Trustees of the Gilstrap and WE Knight Charities: 20 July 2026

Clerk to the Trustees: Fran Whyley, Clerk to the Trustees and Monitoring Officer

Lead Officer: Helen Brandham – Democratic Services Officer

Report Summary	
Report Title	Applications for Funding from the Gilstrap Charity
Purpose of Report	For the Board of Trustees to consider the application made to the Gilstrap Charity for grant funding.
Recommendations	That the Board of Trustees consider and determine the application received from Friends of National Civil War Centre – Newark Museum

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 are listed below:

- 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 Friends National Civil War Centre – Newark Museum

- 2.1.1 Attached as **Appendix B** to this report is an application for funding from Friends National Civil War Centre – Newark Museum (FNCWC-NM) who are seeking the following:

£5,000 Parliamentary Proceedings Manuscript c1652; and
£500 towards the purchase of 2 laptops

- 2.1.2 As can be seen from the application form, the objectives of the FNCWC-NM are to promote, assist and improve the National Civil War Centre – Newark Museum by raising funds and providing financial support, and by raising the public's awareness of the museum and assisting with museum activities as agreed with management and staff.

- 2.1.3 It is intended that the funding will enable the purchase of rare manuscripts and additional laptops for use in the Wolfson Library within the NCWC-NM. The manuscripts are described as rare and unique contemporary Civil War literature that may otherwise be sold to a private buyer.

3.0 Gilstrap Charity Monies

- 3.1 As referred to previously at the meeting held on 22 June, the current monies available for applications as at 11 June 2026 were:

Overall Monies £515,715
Monies Committed £54,000
Available Balance £461,715

4.0 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.

Implications Considered			
Yes – relevant and included / NA – not applicable			
Financial	Y	Equality & Diversity	NA
Human Resources	NA	Human Rights	NA
Legal	Y	Data Protection	NA
Digital & Cyber Security	NA	Safeguarding	NA
Sustainability	NA	Crime & Disorder	NA
LGR	NA	Tenant Consultation	NA

Financial Implications

- 4.1 As noted in paragraph 3.1, there is currently £461,715 available to support future projects or grant applications. If the applications listed above, totalling £13,587, are approved, the remaining balance will decrease to £448,128.

Legal Implications

- 4.2 Any agreement to allocate funding must align with the charities criteria and any agreed allocation will be subject to the conditions of grant detailed at Appendix A.

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.

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