



## End of grant report

### Project details

**Reference number**

FW-14-10122

**Project title**

A Devon Parish 1914-18: The Story of Bishopsteigton

**Name of your organisation**

Bishopsteigton Museum Charitable Trust

**Please complete and return this form as soon as your project has finished.**

**Please read the *Receiving a Grant* guidance first and ensure that you fill in all sections. This is your opportunity to tell us how your project met the approved purposes.**

**In this form we ask you to send copies of documents. There is a facility to attach files (of less than 5MB in total) at the end of the form.**

**Following receipt of your form, your case officer may ask you to submit receipts or invoices relating to how your grant was spent.**

**Period covered by the form****Start Date:** 01/09/2015**End Date:** 01/11/2016**Submission Date:**

## Completion summary

Using the table below, summarise how you have met the approved purposes of your grant.

Approved purpose	Summary of achievements
<p>A project launch event at the Bishopsteignton Village Garden show, with a display of FWW artifacts from the existing museum collections, children's activities themed around flowers and commemoration. Raising awareness for the project's upcoming events and volunteer opportunities.</p>	<p>The project launch at the village show was focused on a prominent stand at the entrance to the show venue in the Community Centre with a display of First World War related items and books. There were also activities for children which generated a lot of interest. All visitors to the show were invited to complete a form asking for suggestions about how they or their group could be involved in the project. They were also asked if they were interested in volunteering or helping in any capacity. The volunteers manning the stand said that it was very successful with lots of interest and many stories shared by visitors. Project leaflets outlining the programme for the first half of the year were given to everyone who attended the show. One of the primary aims of the World War I project was to engage the community in the story and to develop and extend their knowledge and understanding First World War and its impact on Bishopsteignton. The launch of the project generated a great deal of interest and enthusiasm. Many people came forward with ideas and suggestions as to how the project could develop and how they as individuals and could be involved in telling the story of Bishopsteignton during World War I. As a follow up to the initial launch village groups and organizations were invited to an evening to join in discussion about the First World War centenary project and how they could be a part of this important project. Over 50 groups and businesses were invited and there was great interest in being involved. Following an introductory talk each group spent time discussing how they could contribute. Each group then presented their ideas about how they could be involved throughout the year. The general view was that they had an enjoyable social evening and they felt part of a team and they would enjoy learning about their heritage. The engagement of groups and individuals in the project was the key to its success.</p>
<p>Run a heritage flower arrangement workshop for 20 people recreating period flower displays for the village war memorial.</p>	<p>The Flower arrangement workshop was replaced by the Flower Arranging group providing vintage flower arrangements/display at the village war memorial during remembrance services. Fully embracing the World War One project the members of the village Art Group and the Quilters Sewing Group enthusiastically initiated their own response to the project. Advised by Penny Hammond and Diana Dicker the Art Group members worked on a collaborative panorama of the village and the Quilting Group created a patchwork based on a poppy theme. Both of these projects generated a great deal of interest. These works formed part of the final touring WW1 exhibition around the village and were displayed during church services.</p>
<p>Create a dedicated project page on the BMCT website, sharing volunteer research, stories, archives, images and a calendar of project events.</p>	<p>The "Story of Bishopsteignton" website page was successfully created and launched and provided regular updates on research projects as well as the activities programme so keeping the community regularly informed. <a href="https://storyofbishopsteignton.wordpress.com">https://storyofbishopsteignton.wordpress.com</a></p>

Approved purpose	Summary of achievements
<p>Deliver a series of three lectures on the local impact of the FWW at Bishopsteignton village hall.</p>	<p>Dr Todd Gray MBE gave a talk on the many ways Devon communities marked the tragic loss of life during the First World War with particular reference to the stories of the men remembered on World War I memorials. Peter Mason from the Lustleigh History Society gave a talk to share that process and results of their explorations into the history of their small village during World War One. The talk was an inspiration for the Bishopsteignton research team. Lt General Sir Andrew Ridgway KBE CB presented an evening talk on the birth of the tank and how the influence of the introduction of this new weapon on the war effort was felt even in the village of Bishopsteignton. The Probus Club was so interested in the story of the tank that they organised village trip to the Tank Museum in Dorset. These talks were very well attended and were especially important for the interest generated throughout the village.</p>
<p>Deliver a 'Show and Tell' day sharing stories and objects related to FWW and it's impact, to be held at Bishopsteignton village hall delivered in partnership with Teignmouth Heritage Centre.</p>	<p>The Show and Tell afternoon was particularly successful and with the support of our colleagues from Teignmouth Heritage Centre members of the community shared stories and brought artefacts relating to World War I and its impact on Bishopsteignton. The stories were faithfully recorded and the artefacts were photographed for posterity. The information gathered was invaluable in helping to develop the "Story of Bishopsteignton". The interest shown by the village community resulted in further related activities during the life of the project. These events further promoted the project and engaged people who do not belong to formal groups or clubs. These included a performance of music and songs from the Great War by Steve Knightley, a nationally renowned folk singer. Steve Knightley's band "Show of Hands" went on to perform "Songs from the Great War" with readings by Jim Carter and Imelda Staunton at Exeter Cathedral. The WW1 project also inspired a pub quiz with questions and artefacts related to the First World War. The Singing for Fun for All group arranged an evening of WW1 songs which were sung with great enthusiasm. In addition, the Museum Trustees organised a cream tea in the summer to further involve the community and display the World War I touring exhibition.</p>
<p>Volunteers to be trained in research and the best ways to present interpretation.</p>	<p>Following the launch of the World War I projects our research group was established from the members of the community who had expressed an interest. The group was guided by Penny Hammond the Community Participation Officer from Exeter Royal Albert Museum and she and other experienced members of the group helped volunteers to develop their research skills. Monthly meetings to share information and review progress were often supplemented by additional meetings to carry out further research and included an invaluable visit to the Devon Records Office. This research was collated and edited at the end of the project for the public presentation and touring exhibition. The final display of our collective history was created by Chris Reed, a professional designer, working with Penny Hammond. The final display took the form of large free standing "A" frame screens with further information provided by the original text authored by the members of the research team. The portability of these screens meant that they could be moved to venues around the village and so ensuring as wide an audience as possible.</p>

Approved purpose	Summary of achievements
Deliver a schools programme for Bishopsteignton Village School, key stage 2 pupils, with a visit to the National Trust's Castle Drogo and follow up classroom activities.	Throughout the project Bishopsteignton Primary School children were fully involved but the highlight for Key Stage 2 children was a visit to the National Trust's Castle Drogo where they followed a programme of activities prearranged with a National Trust Community Engagement Officer. This was in-kind support from the NT for the FWWC village project. The theme of 'leaving home to serve' was used to help the children understand the impact of the war at home. They also toured the castle and had a 'sing song' in one of the spaces. The activity they then went on to do in school was to make and write cards to an imagined loved one serving abroad. The materials and inspiration were provided by the Bishopsteignton FWWC Project in order to make the experience more relevant and meaningful to them as individuals, taking it beyond just a visit to Drogo but also relevant to the place they live.
Deliver a 'Memory Café Session' for people with dementia, sharing family archives and looking at the community archive from BMTC.	The planned Memory Cafe session was unfortunately cancelled but was replaced by World War I related activities at one of the regular Lunch Club sessions in the village which are aimed at the older generation. Once again many stories centred around the World War I period were shared.
Deliver a year long touring exhibition with launch event, venues include Bishopsteignton's Community Centre, Village Hall, Methodist Hall and Parish Offices with more venues to be confirmed.	The programme of activities and events ensured that the Bishopsteignton community were fully engaged in learning about their heritage and kept the project alive throughout the year. All of the events were very well attended and the interaction generated much discussion and the sharing of stories about families and ancestors in the village during the First World War. This was particularly true during the show and tell in the Village Hall when people from the village brought artefacts documents and photographs relating to the village and in general. The information gathered during this session was invaluable in contributing to the project's touring exhibition and will eventually be added to a future community archive. The final exhibition designed by Chris Reed toured the village and was exhibited at many venues including; the Community Centre, Bishopsteignton Primary School, the Village Hall, the Parish Church, the Parish Offices, the village surgery, the village pubs, the Methodist Hall and Old Walls vineyard. We had in-kind support from Red Rock Brewery in Bishopsteignton - they provided a project branded beer labeled with project logos etc. This was also sold at events and for sale in the village shop to promote the project.

**If applicable, please tell us about any changes you have made to the approved purposes of your project. As set out in the *Receiving a Grant* guidance, you must have received HLF's approval before making any changes. Please use the table below to provide as much information as possible.**

Description of change	Date of your request to HLF	Date of reply from HLF	Effect of this change on your project, its approved purposes, timetable or costs

## Use of volunteers and non-cash contributions

Did your project include any volunteer involvement or did you secure any non-cash contributions?

Yes

Please tell us about all volunteer labour to the project and any non-cash contributions.

Date	Task or contribution	Task category	Number of volunteers	Number of days	Total value of contributions (£)
Sep-15	Ongoing research, interviewing, photographing artefacts, manning stalls, hosting events, attending regular planning and research meetings, training sessions, etc.	Unskilled	50	60	150000

## Recruitment of staff

Did you recruit any staff during the life of the project?

No

## How the grant has been spent

Give a breakdown of the items or activities funded by the grant using the same budget headings you provided within your application in Section seven: Project costs.

You do not need to submit any invoices with your report. However please be aware that your case officer may ask you to provide these once you have submitted the form. It is therefore important that you keep accurate records of your spending relating to the project.

Cost heading	Invoice reference	Invoice date	Name of supplier	Description of services or goods	Total of invoice	Total cost claiming
Visit 1	1	21/06/2016	Roselyn Coaches Ltd	Transporting children to Castle Drogo	£250	£250
Professional Fees	2	01/10/2015	Penny Hammond	Development and delivery FWWC project, The Story of Bishopsteignton 1914 - 18	£500	£500
Professional Fees	3	01/12/2015	Penny Hammond	Development and delivery FWWC project, The Story of Bishopsteignton 1914-18	£500	£500
Professional Fees	4	10/06/2016	Penny Hammond	Development and delivery FWWC project, The Story of Bishopsteignton 1914-18	£500	£500
Professional Fees	5	25/02/2017	Penny Hammond	Development and delivery FWWC project, The Story of Bishopsteignton 1914-18	£775	£775
Professional Fees	6	20/06/2016	Chris Reed	Attend and advise FWWC project, The Story of Bishopsteignton 1914-18, Display design and print FWW project. Picture source and purchase, Source, adapt and construct FWW exhibition. Collate,edit and print text, layout and design exhibition frames	£3,000	£3,000
Leaflets or books	76330	13/05/2016	Swiftprint	1000 A5 8pp Leaflets - A Devon Parish	£290	£290
Equipment And materials	7 - 92	01/09/2015	Various	The remaining amount was spent on equipment, resources and fees for speakers. This included stationary, printing, purchase of gazebo, hire of halls and other venues, fees, membership fees and publicity.	£3,985	£3,985
Totals					£9,800	£9,800

If you have spent your grant on different things from what was agreed at the start of your project, you must explain why and how this has allowed you to achieve your aims. Please also provide details of any contact you had with us to agree any changes.

**You will need to return any grant that you have not spent to HLF. Based on the table above, we calculate that there appears to be an under spend on your project. You may therefore need to repay the following to HLF:**

**£980**

**Please contact your Grants Officer for more information.**



## Evaluation and records

### Photographs

**Please send us photographs recording your project. In attaching any files or images you are agreeing that they are free of copyright constraints. Files can be attached at the end of the form.**

- a) We have included photographs of the progress of our project
- b) We have included a record of activities or events that we arranged
- c) Material from our project is available on the internet

### Funding Acknowledgement and Public Relations

**Please describe the nature and location of your acknowledgement. Please confirm whether this is temporary or permanent, and include reference to any marketing, press releases and other public relations activities:**

The announcement that we had been awarded the grant from the Heritage Lottery Fund was made through press releases to local publications; the Teignmouth News, Herald Express, Express and Echo and the Western Morning News. A copy of the Press Release has already been sent to the HLF. It was also announced to the community at the launch of the project at the Village Show on 5th and 6th of September 2015 and again at a presentation for all of the clubs and societies in the village on 14th September 2015.

### Evaluation

**In your application we asked you to think about the outcomes you thought your project would achieve. Thinking back to this now, what do you think it *did* achieve? In this box we'd like you to write a brief anecdote or story about the project, and tell us which outcome, or outcomes, you think it demonstrates your project achieved.**

This project would not have been possible without the support of the Heritage lottery fund. And the outcomes of this project for the community were many and all very positive.

Throughout this project individuals have had the opportunity to get involved and follow their interests. Adults and children in the community have learnt about their heritage and the First World War. A very good example is the fun that the children had and their learning experiences during their visit to the WW1 exhibition at Castle Drogo and their follow up work in school.

A key aspect of this project was to produce an exhibition and documentation to tell the Story of Bishopsteignton during the First World War. This responsibility was given to a research group. This group met regularly throughout the year to share their knowledge and discoveries. The fact that the group was informally mentored by a professional historian help the individual members to develop their skills. This was further enhanced by the training session held at the Devon archive to further develop the research skills. Involvement in this group has inspired several members to continue their research and it is anticipated that this will develop into an informal history society.

Every event in the programme is designed to be an opportunity to learn but also to be enjoyable. The Art Group who created the panorama of the village described how challenging it was to do the research so that their painting would be an accurate image of how the village looked in 1914 but they also talked about how much fun it was.

The success of this project and the final touring exhibition has raised awareness of the need to improve the facilities in the village to present and exhibit the "Story of Bishopsteignton" of which the WW1 project is a major aspect.