Appendix 1a. Outline Heritage Lottery Fund Bid Proposals

PROJECT DETAILS

Aims of the project

This project will conserve and repair the historic fabric of Headstone Manor and bring it into sustainable use as a public museum, a permanent and unique heritage destination in a nationally significant historic site. We will open up Headstone Manor Museum to thousands more people making the house accessible 1,800 hours per year, as opposed to the current 60 hours per year.

This new museum in the manor house will provide the only opportunity to engage with significant aspects of the social, cultural and industrial history of Harrow through the inspiring interpretation of the collection. The project will make the museum collection accessible to the public in a permanent museum for the first time, with both the house and the collection accessible six days a week.

Three other historic buildings will be restored, with public access and interpretation allowing people to understand the complete history and context of the site for the first time. Each building will be brought into viable use with visitor orientation & archaeology exhibition in the Small Barn; a dedicated learning centre in the Granary; a function venue in the Great Barn with income used to subsidise site maintenance, but remaining accessible to museum visitors outside of events. A business plan for the whole site will create a sustainable future of public access to the buildings and collection.

Displays will tell Harrow's history from its current position as a multi-cultural outer London suburb, the most religiously diverse district in the UK, back in time to a Medieval manorial estate belonging to the Archbishops of Canterbury. External interpretation, improved access across the site, improved parking, significantly improved landscaping & gardens will add to Headstone Manor's appeal as a visitor attraction.

Restoration of the Manor House

The restoration of the historic Manor House will include:

- Roof - Re-bedding of clay ridge tiles and roof tiles, replacement of lead flashing/ valleys where required

- Chimneys – Re-fix pots and renew haunchings

- Exterior Walls – Repair render & redecorate all walls, replace rainwater goods with cast iron

- Timber Frame – Repairs to sections of the frame (excluding ancient parts repaired in 2005), & rafters

- Windows – Minimal sensitive repairs to wooden frames in ancient parts, replacement of putty to leaded windows, replace rotten modern windows with new wooden framed single glazed windows

- External doors – Replace rotten modern doors with new wood doors

- Internal ceilings – Repairs to lathe and plaster ceilings throughout incorporating new insulation

- Internal walls – Stripping of all wallpaper, returned to painted plaster. Redecoration of existing plaster.

- Internal floors – Removal of carpets, repair & restoration of wooden floors

- Heating – installation of capillary heating system in the re-plastered ceilings (excludes the ancient parts of the house), to provide conservation level heating and prevent any recurrence of damp/ condensation problems

- Services – Removal of all extraneous wiring, cabling, sockets, alarms & storage heaters, installation of all new services, including heating, hidden in floor and ceiling voids

- Drainage – Introduction of external drainage to prevent any recurrence of ground-water causing damp through the exterior walls of the house

- Installation and maintenance of appropriate environmental controls that will prevent or significantly retard future deterioration of the Manor house.

Adaptations in the Manor House have been restricted to retain all of the physical interventions within the most modern and least historically significant parts of the house, a principle agreed with English Heritage, these will include:

- Introduction of threshold ramps in Rooms 111, 105, 15.

- Introduction of a platform lift from Rooms 14/15 on the Ground Floor to Room 108 on the First Floor, making all First Floor Rooms except 103, accessible to everyone for the first time in their history.

- Creation of an accessible WC by the removal of modern stud wall between Rooms 17 & 16

- A new kitchen in Room 12 and redecoration in Room 11 to create a break room for Volunteers

Development of the Museum

Visitors will explore the house, travelling back in time from the present day in Room 1, to the medieval period, ending in the Great Hall (Room 4). The Manor house is the key historic artefact and the most significant feature of the museum. We will ensure that, as well as being a container for the museum and collection, the rooms speak for themselves.

- Each room in the house will be 'hosted' by a character from the past, each providing a different perspective on history, such as Mrs Pinn the housekeeper awaiting the arrival of the Archbishop in 1510, or Tom, the farmers son awaiting the first steam trains to Harrow in 1860.

- A 'Find the Feature' activity will encourage visitors, especially children, to spot the unusual architectural features and engage with the stories they tell about this unique building. Quirky 'Past Use' installations will also feature in each room to interpret the historic use of that room (e.g. a frying pan in what was once the kitchen), with brief text indicating the architectural age and period of the room.

- As well as the reverse chronology, displays in the Museum will be organised into themes which relate to everyday life now and in the past, such as Work; Leisure;

Transport; Education; Society; and Homes. Visitors to the museum will be encouraged to make comparisons and connections to their own lives, and post their own content about that room or the stories associated with it, and read the content created by others through an 'Add Your Story' feature.

- We will create permanent and changing museum displays that tell the story of Headstone Manor and the story of Harrow, enabling access to many collection objects that are currently in storage. A modular approach to displays will facilitate periodic change and support repeat visits.

- We will engage learners with information in a variety of formats including low-tech tactile, audio, illustrative, and text; and high-tech touch-screens, and projections. Displays will celebrate the objects and buildings, allowing visitors to marvel at pottery made from the clay earth of Harrow 1000 years ago, or beautiful original drawings for stained-glass windows made in Harrow for the House of Lords.

- An Access Panel representing people with physical & learning disabilities has been established to advise on the design and content of interpretation as well as physical access to the buildings.

- We will involve children, young people, their families & communities in the development, design and creation of the new museum about Harrow

- Technology will be used to give access to collection objects, maps, photographs & documents not on permanent display, with a programme of digitisation and online exhibitions enabling learning beyond the physical museum and at an individual pace.

- We will embed a robust Business Plan, supported by a new build café & shop, ensuring significantly increased visitors and financial sustainability when coupled with the functions venue of the Great Barn.

- We will facilitate a significantly increased, vibrant activity and marketing programme which will increase visitor numbers from 28,000 p.a. (2,800 visiting the Headstone Manor house) to 57,000 p.a. (45,600 visiting the Headstone Manor house).

3d.   Timetable

Dec 2014   Funding Partners confirmed/ confirmed in principle

Dec 2014   Round 2 Heritage Lottery Fund submission

Mar 2015   Heritage Lottery Fund confirmation - external funds to be in place

Apr 2015   Exhibition & Interpretation design and content creation commences

Jun 2015   Conservation, refurbishment and new build construction works commence

Jul 2016   Exhibition & Interpretation production off-site commences

Dec 2016   Installation of Exhibition & Interpretation commences on site

May 2017   New Headstone Manor Museum opens to the public