



Cymdeithas Aberaeron Society

www.cymdeithasaberaeron.org

The Aberaeron Story: Interpreting and Presenting our History and Heritage

Further information for applicants

August 2013

1. Introduction

Cymdeithas Aberaeron Society (CAS) has been awarded grant funding towards *The Aberaeron Story: Interpreting and Presenting our History and Heritage* as follows: £46,400 from the Heritage Lottery Fund, £6,000 from Ceredigion Community Fund and £500 from Aberaeron Town Council. A further £5,974 cash contribution comes from CAS, bringing the total project fund to £57,874. In addition, costed volunteer time is calculated at £19,650, making an overall project budget of £78,524.

The project runs from 1st September 2013 to Spring 2015.

2. Cymdeithas Aberaeron Society

Cymdeithas Aberaeron Society (CAS) is a private company limited by guarantee (7641820) and a registered charity (1145491). The registered address is 11 Clos Pengarreg, Aberaeron, SA46 0DX.

CAS was formed in 2008 following the success of a community heritage project as part of Aberaeron's Bicentenary celebrations in 2007. The project was the first of its kind in Aberaeron, and received £50,000 funding from the Heritage Lottery Fund to explore and celebrate Aberaeron's maritime, industrial and social history.

The Bicentenary heritage project was awarded the 2008 Heritage Lottery Fund Nationwide group project prize for Wales.

For further information about CAS and its work, please go to www.cymdeithasaberaeron.org

Since 2008 CAS has been successful in attracting further grant funding, from CADW, CAVO, WCVA, The Aberaeron 2007 Fund, CREP (Ceredigion Rural Events Programme), and, most recently, the Rural Development Plan (RDP) for Wales Axis 3 (funded by the Welsh Assembly Government and the European Union) which awarded a grant of £87,497 for a major 18 month project from March 2011 to April 2013.

3. The Aberaeron Story: Interpreting and Presenting our History and Heritage

The Aberaeron Story will enable visitors and residents to enjoy and explore the town's heritage through the interpretation and presentation of the Society's digital archive. The archive has been substantially expanded and improved through the recent RDP funded project, including the development of a new website: www.cymdeithasaberaeron.org

The project will provide public access points in the Aberaeron Tourist Information Centre (TIC) and the newly refurbished Aberaeron Town Hall and Library via touch screen computers to display the existing collections of digital stories, oral histories, a searchable photo catalogue and town trails. Volunteer researchers will explore new themes such as immigration to further extend the archive, and a commissioned film will present an overview of the history and heritage of Aberaeron.

Each of the public access points is designed to appeal to a specific audience: the TIC 'heritage bench' aims to attract and engage the widest possible range of visitors – families, children, people with learning difficulties, people with little English language, wheelchair users, visually impaired people and older people. The heritage area in the Library will benefit people who wish to spend time investigating the collections more thoroughly, with access to print-based and digital research material and information sources.

The heritage bench in the TIC will be designed by local artist Lizzie Spikes www.driftwooddesigns.co.uk and craftsman Danny Berner, and will be colourful and fun to use. As well as two touch screen computers, it will include a 'planning game' based on an 1884 street map with moveable model buildings for people to create their own Aberaeron plan. Photographs in light boxes will present key historical dates and events.

The Town Hall and Library building will present Aberaeron's heritage, displaying large scale photographs around the building, chosen by a 'people's vote', aiming to increase a sense of community ownership of the building. A mosaic will be displayed in the Community Room, created by community groups led by artist Pod Clare www.podclare.co.uk. Groups who have confirmed their wish to be involved include Noddfa (for people with mental health problems), Mothers and Toddlers, the Pupil Referral Unit, the Youth Club, the WI and Age Cymru. The Library will house a touch screen computer, the CAS print-based collection and a cabinet for displays curated by volunteers.

A Grand Opening and Heritage Day will celebrate the project's achievements, involving and engaging as many people as possible, of all ages, residents and visitors.

The project will be accessible to people with disabilities – on our website, in our activities and in our physical locations. Project outputs will be bilingual so that we reach Welsh and English speakers.

4. Project post: Project Officer (Part-time 0.7 FTE)

Further details of the post are provided in the job description and person specification. The CAS Board of Directors is responsible for ensuring the project is delivered within the budget and the timescale to the highest standards. The project will be managed by two CAS Directors who will hold regular management meetings with the Project Officer during working hours, and a Sub-Committee of the CAS Board of Directors will monitor project progress.

Terms of employment

- The working week is 26.25 hours based on 37.5 hours pro rata.
- The working day is normally 7.5 hours, based on 9.00am – 5.00pm with 30 minutes unpaid lunch break.
- A regular working pattern for the Project Officer will be agreed with the Project Managers.
- Annual leave allowance is 25 days/year calculated from date of commencement plus all bank holidays (pro rata).
- Flexibility for some working hours will be by negotiation, including a 'time in lieu' arrangement when the Project Officer is involved in project activities outside normal working hours.
- There are no arrangements in place for the payment of overtime.
- Cymdeithas Aberaeron Society as an employer does not operate a pension scheme and therefore has no pension provision.

Working arrangements

The CAS office is Unit 11, Close Pengarreg in Aberaeron. It is equipped with desk, computer, printer and internet access and phone. Equipment can be securely stored there, such as laptops and cameras and the office can be used as a meeting room for up to 8 people.

In addition, there is an arrangement to use small partitioned space next to the Community Room in the refurbished Aberaeron Town Hall as a temporary workplace, and for other meetings.

By arrangement with the Project Managers the Project Officer can agree times for working at home as appropriate.

Travel allowance

Mileage @ 40p/mile with an allowance for the Project Officer estimated at £300 during the 18 months period.