

Petworth Heritage Partnership

Vision

To share and tell the story of the history and heritage of Petworth and the surrounding area.

Objectives

- To share the history of the Petworth area in ways that will increase peoples' engagement in our heritage.
- To raise awareness and understanding of the importance of the various heritage sites in the Petworth area.
- To increase the local community's involvement with its heritage by actively participating in the activities and events.
- To participate in the national Heritage Open Days.
- To increase the visitor numbers over the year to ensure the sustainability for the sites.
- To recruit volunteers to assist with the delivery of events and activities

Values

- Be for Everyone. All activities are designed to be inclusive and accessible.
- To be financially sustainable. All activities will either cover their own costs or be provided through funding applications.
- Always strive to improve and build on success by evaluating all activities.

Memorandum of understanding

1. Membership

- a) The founding members of the Petworth Heritage (Partnership) members are:
 - Burton Mill
 - Coultershaw Heritage Site
 - Petworth Cottage Museum
 - Petworth & District Community Association
 - Petworth House – The National Trust
 - Petworth Society
 - Petworth Vision
 - St Mary's Church
- b) The Partnership will seek to widen its membership to include other heritage venues and organisations in the Petworth area.

2. Steering Group

- a) A representative from each member organisation will form the Steering Group.
- b) Other interested individuals may be invited to join the group.
- c) The group shall meet at least four times a year.
- d) Decisions will be made collectively, but different members may take on responsibility for different aspects of planning and organisation as agreed.
- e) Each venue will remain independent and has final say and responsibility for what activities take place on their site.
- f) All activities should aim to have mutual benefit for all participating venues/organisations and no planned activity should disadvantage any venue/organisation.

3. Funding

- a) Funding will be sought as required from a variety of sources to promote events and activities and will be used to benefit the group as a whole.
- b) Equipment etc. purchased will belong to the group, not the individual members.

4. Lead organisation

- a) Petworth Vision will act as the 'lead body' to receive and spend the funding on behalf of, and as instructed by, the other members.
- b) Petworth Vision will provide insurance cover for joint activities, but each organisation should also have Public Liability.
- c) This will not imply a leadership role in terms of planning and promoting the event.
- d) Accounts will be kept to provide a record of income and expenditure.

5. Website and social media

- a) The web presence will initially be pages hosted by the Petworth Community website.
- b) The overall editorial policy will be the responsibility of the Steering Group.
- c) The content of the pages relating specifically to the venues/organisations featured will be the responsibility of each venue/organisation.
- d) The administration of social media sites may rest with various Steering Group members within agreed objectives.