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Heritage Lottery Fund South West
Third Floor,
Balliol House
Southernhay Gardens
Exeter
Devon
EX1 1NP

11th August, 2017

Dear Sir/Madam

**Tavistock Guildhall Gateway Centre – Round 2 Application for Funding
Project Reference HG-14-09582**

Please find enclosed documents in support of our HLF Round Two application in respect of the Guildhall Gateway Project, which was submitted online to the HLF portal today. As requested, we are supplying one set in hard copy and one digitised set on memory stick, together with a Contents Sheet listing the documents. These have not been uploaded to the portal due to the size of the documents concerned.

Included as Appendix A to the Business Plan is a copy of the agreement being developed for the operation of the partnership in collaboration between Tavistock Town Council and Tavistock Heritage Trust for the proposed operation of the Guildhall Gateway Visitor Centre. Whilst the final format of the agreement is to be determined this sets out the heads of terms being developed and the general principles underlying the partnership for your information, it being recognised that formal agreement will be required as a condition of any permission to start.

We were unable to amend the primary contact details in Section One of the online application form. Please could I request that these are amended to:

Daytime phone number, including area code: 01822 613529

Alternative phone number: 01822 616134

Email address: carl.hearn@tavistock.gov.uk

Should you require further or other information please do not hesitate to contact me.

Yours faithfully

Carl Hearn
TOWN CLERK
Tavistock Town Council
Encs