



Friends of Holt Hall  
Kelling Road  
Holt  
Norfolk  
NR25 7DU

FoHH Reg Charity No.: 1151613

Bringing personal growth and learning to all through the outdoor environment

Dear Friend

As Friends of Holt Hall, we have decided to run GLAD (Glad about the Glaven) again this year.

I am writing today to find out if you would like to take part and, if so, in what capacity.

Our aims are twofold:

- ✚ To raise funds towards the Friends' key project - new **Student Bursaries**. A news release will be going out very soon to tell you more about these, but we are very proud to have achieved our **Registered Charity** status and to have set up this project.
- ✚ To raise awareness of Holt Hall and its importance in the beautiful locality of The Glaven Valley and district, including Flora and Fauna, all things Environmental and Ecological, Local Businesses, Voluntary Projects and Holt, our Market Town.

There will be professionally erected marquees, to provide the best weather plan we can, but you are welcome to bring your own gazebo, if you know it better suits your purpose, and have a space on the lawn, but please let me know in advance. There will be tours of the Hall and the Grounds. There will also be Children's Activities. Our Tea Room will be providing food and drinks in the **Stable Café** - all using local produce and all profits going to the Bursary Scheme.

If you are a **Local Business** or a **Home-"Maker"** in the area you are welcome to bring your materials and items to sell and/or to use your "pitch" to advertise yourself. As we are working on behalf of children who will benefit from our bursaries, I hope you will agree that this is a very valuable project and would like to take part. We are asking that a donation is given from all those who "sell" to be specifically ring-fenced for these children. We shall be advertising the event widely and anticipating - very hopefully - a good public attendance for your stall.

Local **Charities or Community Groups** are invited to make this a day that raises awareness of all that is going on in and around The Glaven Valley, including our own market town of Holt and the local villages. As with the businesses we would expect you to use your space to advertise yourselves. If you are a group that also sells items, we would also ask that you make a donation to Friends of Holt Hall, to be set aside specifically for the Bursaries.



Our thanks go to our key Sponsor,  
Norfolk Rivers Trust, securing our  
starting position.

Saturday 27<sup>th</sup> September  
2014  
10am - 4pm

There is a booking form attached, which needs to be completed and returned to me as soon as possible please as I will need to have numbers for preparation and I'd also like to let people know in advance what they are going to be lucky enough to see (and buy!) on the day

Please see my contact details below should you have any questions.

Yours sincerely

Maggie Prior  
Chair, FoHH



## Friends of Holt Hall 2014/15: A new charity, a new bursary fund

The Friends of Holt Hall is a new Registered Charity and has been launched in North Norfolk to support work with young people, to promote their active engagement with the environment and to develop opportunities for their social and emotional wellbeing. Its charitable purposes are focussed on education and the environment, conservation and heritage, with a particular interest in accessibility to more disadvantaged groups of young people, including people with disabilities. The Bursary scheme will be managed as a designated fund in a dedicated account by The Friends of Holt Hall, administered by The Hon Treasurer.

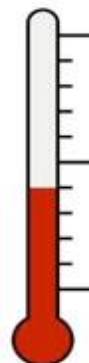
The **Friends of Holt Hall** provide an important link between the local community and the **Holt Hall Environmental & Outdoor Learning Centre**. This is community leadership in action, helping the environmental education centre navigate the challenging economic climate and thus preserve a vital resource for us all in Norfolk.

Charities and community ventures need to set themselves a challenging mission: in the case of the Friends of Holt Hall, *our mission is to support the learning, leisure opportunities and activities provided through Holt Hall; **ensuring access for all.***

*To pursue this mission, the Friends announce the launch of a new **Bursary Scheme** to promote access to the full range of Holt Hall services for the most inclusive range of young beneficiaries.*

*The target for the **Bursary Fund** is to raise £5000 in each of the next three years as matched funding to facilitate access to outdoor learning in the natural world for young people. This should allow 6-10 additional students to participate in courses every week. The funds will be released to the **Holt Hall Study Centre** to fund access by as many young people as possible at the discretion of The Friends. Friends' activities to date mean that this fund currently stands at £2,000. [friendsofholthall@gmail.com](mailto:friendsofholthall@gmail.com)*

*Too many young people in our country today have little opportunity to experience and learn from life outdoors and the natural world. Whilst Norfolk is a rural county, rich in its natural environment, there are several seriously disadvantaged wards in our city and our towns where young people have no access at all to these experiences and opportunities. This is also true of areas across the whole of the Eastern Region.*



We are very pleased to say we have now achieved **Registered Charity** status and the focus for our work at present is to raise money for these **Student Bursaries**. These have been set up to support as many students as possible to attend the centre to enhance their education and learning skills. These children are then able to benefit from the wonderful, enlightening and unique learning opportunities that we offer in these fantastic surroundings

Holt Hall has much to offer young people in terms of high quality environmental learning experiences, residential and day courses to schools, colleges and universities, but also helps young people to develop personally and socially. Its core programme of work with schools and students means over 3000 young people per year attend day and residential learning experiences in the natural world – experiences that they will never forget!

To pursue the target for £5000 in 2014/5, the Friends are exploring an active programme of fund-raising, including applications for relevant grants. These events are a chance for the whole community to get behind the valuable resource that is Holt Hall and contribute in modest but enjoyable ways.

Membership of 'Friends of Holt Hall' is open to all and is a real opportunity to get involved as well as contribute to funds through a very modest subscription of £12 per year. There is also a very active volunteer community assisting in the gardens and grounds.

My thanks go to Matt Smith and Nic Hopkins for their extensive work with the Charity Commission and Research and to the **GLAD COMMITTEE** for devoting their time to get our first fundraiser this year off the ground.

**Glad about the Glaven will be held at Holt Hall on Saturday 27<sup>th</sup> September 2014, 10am -4pm**

[gladabouttheglaven@gmail.com](mailto:gladabouttheglaven@gmail.com)

Maggie Prior, Chair of Friends of Holt Hall

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## Friends of Holt Hall

# GLAD ABOUT THE GLAVEN

**10am to 4pm on Saturday 27<sup>th</sup> September 2014 at Holt Hall**

If you would like to join us, **please return this booking form to the address below as soon as possible**. Stands will be allocated on a first come first served basis. There is no charge for a space. ***However if you are a generating money from the event we would ask you to make a donation to Friends of Holt Hall, which will be ring fenced for our Student Bursaries***

Name of organisation Or Exhibitor	
Contact Names	
Contact address incl. postcode	
Contact email	
Website	
Telephone landline	
Mobile	
<b>Product/Exhibit</b>	

Please detail what you will provide. <b>Please return a copy of your Public Liability form with this form.</b>	YES Tick here:		
	Please tick	<b>Yes</b>	<b>No</b>
<b>Outside area - I shall require a 20'x15' area</b> Please state if you need a different size			
<b>Inside area - I shall require an 8'x 6' area</b> These are limited and given on a first come first served basis			
<b>Please bring your own tables / chairs. – tick “Yes”</b> If this is really impossible for you please tick “No” and provide your minimum requirement.			
<b>I would like to add the event details to our website (Tick “Yes”)</b> <b>Please give your website in box(s)</b>			
<b>I will require a car pass on the day</b> If you require more than one please state number here: _____			
<b>Electrical requirements £20 + VAT per stand</b> <b>NB all items must be PAT tested</b> Please complete details of your electrical items, including wattage		List items & watt.	
<b>Electricity £</b> Please enclose a cheque made payable to ' Friends of Holt Hall'			
<b>Please read attached Terms and Conditions. By signing this form you will be agreeing to abide by them</b>			
Signed:		Date:	

**Return address: Maggie Prior, Chair FoHH ---- Three Gables, Peacock Lane, Holt, NR25 6HD**

If you haven't enough room within the form, please add any information you need to on the reverse.

## **GLAD ABOUT THE GLAVEN**

### **Terms and Conditions for Stand Holders**

Please read these carefully before completing the Booking Form

**Product:** We request that exhibitors declare in detail what they will be showing on the Booking Form.

**Insurance: The organiser, owners of Holt Hall and their employees shall not be responsible for:**

- Any accidents, damage or loss however caused that may occur to any person, motor vehicle, article or property. Therefore please ensure you, your employees and your goods are insured by yourselves.
- Any article or object of any kind exhibited. The exhibitor shall assume full responsibility for these, including liability for all claims arising out of the handling of exhibits and the conduct of their stand generally. The exhibitor shall indemnify the Organiser against all claims, damages or expenses arising in any way out of the presence of the exhibitor, their staff or their exhibits at the Event. Acceptances of these provisions shall be a condition of entry.

- The security or safety of the exhibitors or any personal effects or tools belonging to exhibitors, the public or to any contractor or of any structure on their stands
- Any claim for compensation or otherwise in regard to the holding of or anything arising out of or in connection with the Event
- Any accident that may occur or for the death, injury, disease or loss caused to any exhibitor or his or agent from whatsoever cause, death, injury, disease or loss arises.
- Any loss or damage whatsoever arising from the abandonment, cancellation or postponement of the event or any such eventuality.
- The volume of general public attending the event.

**Health & Safety:** Failure to comply with any health & safety guidance or instruction issued by the Organiser or an authorised employee of Holt Hall may result in:

- The trader, contractor or organisation being required to cease trading and/or from being involved in any further activity relating to the Event.
- A requirement to remove the equipment, goods and other effects from the site of the Event.
- Any expenses occurred by the Organiser or the owners in removing the risks to health & safety or in preventing pollution/damage of the environment, which has arisen from the actions or negligence of any trader or organisation taking part in the Event, being recovered from that trader or organisation.

**Electricity:** All electrical appliances must have a valid PAT test and the wattage of all items used must be itemised on the booking form. Any item that has not had its wattage identified on the booking form may only be used at our electrician's discretion. Any unauthorised electrical items will be taken from the exhibitor, stored safely and returned to them at the end of the event. Any one failing to comply with the above conditions or behaving in a way that is offensive or dangerous will be stopped from trading or may be removed from the event.

**Parking:** You will receive a car pass (or more if requested) 2 weeks before the event. Please:

- Display the pass clearly on the windscreen of your car so that volunteers know where to direct you.
- Remove your vehicle from the main site by **09:30am** on the event day and park where directed.
- Note that vehicles will not be allowed back onto the site until **16:15** on the event day.
- Abide by the **15mph speed limit** at Holt Hall.

**Setting up/down:** You can attend site from **08.00 am** on the day of the event. The event is open to the public from 10am. Please:

- **Ensure you are fully set up by 09.45 at the latest.**
- **Go to the Info Point on arrival** as stands will be marked out on a plan.
- **Keep within your space** and do not spill into those around you.
- **Do not clear your stand before 16.00** on the day of the event.

**Litter:** Please clear and bag up your rubbish at the end of the event.

**General:** *The Friends of Holt Hall will provide refreshments from 10am – 4pm.*

The organiser/ owner reserves the right to expel or not admit anyone.