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**THIRD MARQUESS OF BUTE’S**

**SILVER WEDDING DOWRY FUND**

**APPLICATION**

In 1897 the Marquess of Bute established a Wedding Dowry Fund to mark the occasion of his Silver Wedding Anniversary. The interest realised from the fund was to be used as a ‘Dowry’ for any girl resident in Rothesay being married in December of any year. The fund was to be administered by the Provost and Magistrates of the Burgh of Rothesay and prospective applications had to be lodged before the December meeting of the Town Council. Argyll and Bute Council is now responsible for the administration of the Fund and applications are considered, in the first instance, by Bute and Cowal Area Committee following the timetable and original conditions.

The following are the conditions under which the sum £1000, given by the Most Honourable JOHN PATRICK CRICHTON- STUART, Marquess of Bute, Earl of Windsor, etc., in the Peerage of Great Britain, and Earl of Dumfries and Bute, etc., in the Peerage of Scotland, K.T., is held and to be administered by the Magistrates and Town Council of Rothesay, as contained in the Deed of Mortification, viz:-

 That the said sum shall be held by the Provost and Magistrates of the Royal Burgh of Rothesay for the purpose of providing from the free income thereof a sum of money annually which may enable some girl of girls of the poorer classes in the said Burgh of Rothesay to be married, when the marriage might be facilitated by the receipt of such sum. That the nomination of persons eligible for the benefit of this fund shall be made in writing by the Provost or any of the Magistrates or Town Council to the Town Clerk after the November ordinary monthly meeting of the Town Council of the said Burgh in each year and such Nominations shall be thereafter considered by the Provost and Magistrates who shall submit for the approval and adjudication of the Town Council of the said Burgh at the ordinary monthly meeting of the Council in December the name or names of the girl or girls whom they recommend as a fit recipient or fit recipients of the benefit of the fund. That the number of the persons receiving the benefit of this fund shall not in any year exceed two, that she or they must be domiciled in the Burgh of Rothesay, and that when in any year two recipients are selected the income of the fund for that year shall be divided between the parties equally. That on the presentation of the dowries and payment of the monies, which shall be made by the Provost or one of the Magistrates immediately after the marriage ceremonies, the bride and bridegroom or brides and bridegrooms shall be reminded by the Provost or Magistrate of the origin of the fund, and shall have read to them by the Provost or Magistrate or should they prefer it, by some other person to be named by them and authorised by him, the first eleven verses of the second chapter of the Gospel according to St. John.

SCHEDULE OF APPLICATION

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| Name and address of Applicant  |  |
| How long resident in Burgh of Rothesay |  |
| Place and Date of Birth |  |
| Name and Address of Intended Husband |  |
| Date and place of intended Marriage |  |
| Please add the name of a local councillor who can be contacted to countersign the application |  |
| Date  |  |

The application form should be completed by the applicant and returned areagovernance@argyll-bute.gov.uk

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# PRIVACY NOTICE – Silver Wedding Dowry Fund

**Your Personal Data**

What information do we need?

Argyll and Bute Council will act as the ‘Data Controller’ for the personal data you provide to us. The Data Protection Officer, who is responsible for ensuring personal data is managed in accordance with data protection legislation, can be contacted as follows:

Address: Governance, Risk and Safety Manager, Argyll and Bute Council, Legal and Regulatory Support, Kilmory, Lochgilphead PA31 8RT.

Email: data.protection@argyll-bute.gov.uk

Telephone: 01546 605522

Unless specifically agreed with you, we will only collect personal data about you which does not include any *special categories* of personal information about you (also known as ‘*sensitive personal data’)*. *The information will include details such as your name, address, contact details and financial information.*

Why we need this information?

Your information is being collected to allow the Trustees appointed by Argyll and Bute Council to make decisions on the distribution of funds, and the information sought is required to allow them to consider your application.

We need to know this basic personal data in order to measure your application against the distribution guidance and grant criteria, thus allowing trustees to make an informed decision on your application. If you do not provide this information then we will be unable to provide those services to you. We will not collect any personal data from you that isn’t needed for delivery of those services.

The lawful basis for collecting your information in these circumstances is:

**Public task**: *The processing of personal information is necessary for the exercise of official authority vested in the controller, Argyll and Bute Council, in terms of the Provost Fund.*

What we will do with your information?

From the point of your application being made we will retain the information provided on your application form, making this available to the appointed trustees of the Silver Wedding Dowry Fund. We will use your information to contact you about the outcome of your application and to make payment of any grant awarded. As part of the assessment process we may also consult with Argyll and Bute Council staff in Customer and Support Services to allow us to verify the information which has been provided on the application form. We will also share your information with colleagues in Finance to allow them to process any subsequent payments.

You should be aware that your data will be stored on servers located within the United Kingdom. We will take all reasonable steps to ensure that your data is kept secure and more information on how we do this can be provided by contacting the Data Protection Officer (contact details can be found above).

How long will we keep your information?

We will keep your information until all payments are made to successful applicants, after which it will be destroyed under secure arrangements. If required, more information on our retention policy can be obtained from the Data Protection Officer (contact details can be found above).

Automated Decision Making

*No automated decision making will take place*

Your Rights

When you provide information to the Council, you will have the following rights:

* to withdraw consent at any time, where the legal basis specified above is consent
* to lodge a complaint with the Information Commissioner’s Office (see details below)
* to request access to your personal data
* to data portability, where the Legal basis specified above is i) consent or ii) performance of a contract
* to request rectification or erasure of your personal data, as far as the legislation permits

To find out further details about any of these rights, please contact the Data Protection Officer.

Information Commissioner’s Office

The ICO is the UK’s independent body set up to uphold information rights.

Information Commissioner’s Office

Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF

Telephone: 0303 123 1113 Email: casework@ico.org.uk

The Information Commissioner’s Office – Scotland

45 Melville Street, Edinburgh, EH3 7HL

Telephone: 0303 123 1115 Email: Scotland@ico.org.uk

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