

APPLICATION FORM FOR GRANT 21/22

Please read the policy on pages 1, 2 and 3 **before** filling in the form.

1. Name/Address of Organisation:

Weymouth Rowing Club

Address provided

Name of person making the application: ...Deb Appleby.....

Position in organisation:Member reporting to Management Committee.....

Contact phone number:provided.....

Email address:provided.....

About Your Organisation

2. Does your organisation:

	Yes
Have its own bank account, which requires two unrelated people to authorise cheques and make withdrawals?	√
Have at least three members on its management committee	√
Have a constitution, terms of reference or set of rules (<i>please contact for help with this if needed</i>)	√

3. Are you a registered charity? Yes/No:

If so, please give your charity number: ...1166755.....

4. Is your organisation part of, or affiliated to, a larger organisation?

If so, which:Member of the Cornish Pilot Gig Association.....

5. Aims and objectives of your organisation; What does your organisation do and how does it benefit the residents of Weymouth?

The objects are to promote the community participation in the healthy recreation of rowing in Weymouth and Portland District and the surrounding area for the benefit of all-comers and in particular children and young persons, the disabled, persons with special needs and those who are otherwise disadvantaged.

More than 50% of our membership is from the DT4 and DT5 postcode areas. Prior to Covid we also had an active programme of schools rowing with All Saints, Budmouth, Wey Valley, Portland Academy and the middle schools

6. Where does your organisation meet? The Boatshed on Nothe Parade as you approach Stone Quay.....

7. How often do you meet? ...During the winter there are rowing sessions or erg training sessions every day of the week with the most boats being in use at the weekend – particularly Saturday and Sunday mornings. This expands further as the days grow longer.
8. How many members does your organisation have?220.....
9. How many people will benefit from this funding? In addition to the club membership, and the many new rowers that we are currently attracting, there will be a wider benefit to any local resident or visitor who walks to the Stone Pier and the Nothe Gardens as it will improve the appearance of this area and act as a deterrent to people who do not clean up after their dogs.....
10. How many of these are Weymouth Town Council area residents?56% of club members live in the postcodes DT4 and DT5
11. How much funding are you applying for? £...Any amount up to the full costs of the project.

The club have earmarked up to £5,000 of reserves for this work. If Weymouth Town Council were able to match this and work with us to find a way of doing the work so as to recover the VAT then we could potentially progress the project in one stage, with the associated cost savings.

An alternative approach which the Town Council might consider would be a grant of £3,216 which would pay for the area nearest to the boatshed. There are potential grant funding streams later in the year – for example Made by Sport (if they do a second round), the Gannet Foundation and we could look to raise further funds from these in combination with the amount contributed from our reserves.

12. What is the total cost of your project? £13,536 inc VAT...(reduced to £12,240 if sufficient funds can be raised to complete the job in one go).....

NOTE: Weymouth Town Council will only approve allocations over £2,000 in exceptional circumstances that are clearly detailed in question 15.

13. Briefly describe the project or purchase you would like the funding for:

We wish to convert two areas which are currently muddy / poor quality grass to hard standing. The total area in question is about 200 m².

A small working group of club members have considered both block work and tarmac. Whilst we have considered the potential to do this work using club members, the scale of the undertaking is more than we can commit to.

Several contractors have been asked to quote and have visited the site. None are willing to quote for supplying block work, primarily because of logistical difficulties they perceive about the site. Our scoping of this approach is available if required for information.

Hence, this application is based on the costs of tarmacing both areas. The work specification includes a minimum of 200mm of type 1 whacked down with a weed suppressant underneath and 100 mm of tarmac.

We have itemised the budget for the two areas separately but we also have a quote from the contractor to complete the work as a single tranche which is £10,200 + VAT

14. Which of the Council's priorities does the project contribute to?

- Improve the wellbeing of the people of Weymouth.**
- Manage the Council's assets and resources responsibly and transparently.
- Manage the Council's services effectively to meet the needs of the communities we serve.
- Work to become greener and cleaner in our activities as well as supporting our communities and partners to be as green as possible.**
- Promote opportunities for economic success of the area.**
- Strive for continuous improvement and service development.
- Work with partners to deliver our core values and strategy.

We have marked in bold the council priorities that we think are relevant

15. If your application is for over £2,000 please give full details of the **exceptional circumstances** related to your request:

Why it is important to convert the site to hardstanding

Weymouth Rowing Club was founded about 20 years ago and has always been based at this site, which is on land which is owned by Dorset Council. We have a lease covering the boatshed and surrounds which gives us permission to use the area in question, and permission to improve it.

However, it is essentially public open space. Anyone accessing Stone Pier, the Nothe Fort or Nothe Gardens on foot is likely to pass it, and so will benefit from any environmental improvements that we make. Passers-by often stop to watch boats launching and returning, so we are not the only ones who cross the grassed / muddy area.

As the club has grown in membership and numbers of boats, it has been necessary to park boats on the quayside, and to dress the boats for launch etc here. When the ground is muddy, and when there is also dog poo deposited and left on the ground, the current condition of the area is far from ideal and we would be reducing a potential health and safety hazard by converting it to hard standing.

Why we can't afford to do the work without external financial help

The club has recently applied for planning permission to replace the boatshed and is working towards a major fundraising effort for this. Completing the hard standing will be a pre-requisite for us moving forward with the replacement and expansion of the shed. However, we cannot afford to spend all of our accrued funds to date on paying for it in full ourselves. We have also been told by HMRC that the hardstanding project is standalone, and so we will not be eligible to recover VAT on the cost.

We would be interested to discuss different ways in which the work might be undertaken or paid for. For example, could Weymouth Town Council work directly or with Dorset Council to undertake the work (less expensive?), or to procure it (in which case VAT would be recoverable)

16. How will you spend the money you are applying for? Please remember that Weymouth Town Council do not normally give grants for running costs unless associated with a specific project:

Item	Amount
See attached quotation	£
Quotation for work to be carried out on new area to be formed where existing grass area exists -	£2,680
Quotation for work to be carried out on new area to be formed where existing grass area exists - area furthest from the rowing club (larger area)	£8,600
VAT (irrecoverable)	£2,256
Total	£13536

17. How else are you funding your project? Include grants from other organisations, fund raising and existing reserves:

Source	£	Confirmed?
Weymouth Rowing Club reserves	£5,000	Y
Please also see commentary in Q11		
Total	£5,000	

18. How will the funding benefit the community or residents of Weymouth?

There will be a wider benefit to any local resident or visitor who walks to the Stone Pier and the Nothe Gardens as it will improve the appearance of this area and act as a deterrence to people who do not clean up after their dogs.

Given its location, we also believe that improving the appearance of this area will help in the promotion of Weymouth as a destination for visitors and hence help to improve the local economy.

It is possible that a return to schools rowing, for example, would be hindered by any health and safety risk assessment of the current condition of the area. So it is not really an option for us to 'do nothing'

19. If your project focusses on a particular area of Weymouth, please give the name of the Councillor who is supporting your application?

Jon Orrell is the Councillor who best knows the Rowing Club and supports the health benefits and community contribution that the club makes. We have not yet spoken to him specifically about this bid. A number of club members live within the Nothe ward as well as this being the location for the club itself. Again, due to the complexity of getting quotes that we could work with over the last month, we have not yet contacted either of the local Councillors - Luke Wakeling and Graham Lambert but our Bosun, Andrew Goss is contacting them and we would be happy to meet with them on site or virtually to share our plans

20. How do you know that the groups you work with, or the local community, want this project to take place? Please detail any consultation undertaken:

We have the agreement of key local stakeholders to progress with this improvement. This includes the Harbourmaster, Weymouth Sailing Club, the Sea Cadets and Dorset Council

21. How will this funding lead to greater self-sufficiency and lessen the need for future applications?

The application is for a one off improvement to the area immediately outside the boat house which is used during the launch and recovery of gigs and for outside storage of one of our gigs. In the current weather this area is slippery and there will be a health and safety benefit as well as a visual improvement from undertaking this project.

There will be no recurring costs relating to this improvement.

22. How is your organisation normally funded? Not applicable to new organisations:

We have a large membership, most of whom pay monthly membership subscriptions (there are arrangements in place for subsidised or free membership for people who might otherwise not be able to afford to row). The fees are increasing to £15 per month from April 2022.

In recent years, we have affiliated membership of Weymouth Sailing Club so a percentage of the fee is passed on to them.

Our day to day running costs, and routine maintenance are covered by subs – although in the last two years our activities have been curtailed by Covid and our expenditure has exceeded income within the year.

23. What are your current/planned subs/fees/charges?

From 1st April, our fees will be £15.00 per month for adults, £15.00pa for juniors, and £30.00pa for youths (16 to 21) and students

24. Have you applied for any other funds/grants towards the cost of this project or purchase? Please include details below:

We have explored other potential opportunities for funding, but have been advised that we are not eligible for some (as it is seen as capital rather than revenue). Given our need to raise much more substantial capital funds over the next few years, we are loathe to apply to a major capital programme for this work and compromise our ability to make a larger application soon afterwards. Other potential funding sources are identified in Q11 for later this year but the eligibility is not yet known.

The scale of the work required exceeds our capacity to do it on a voluntary self-help basis (which is the approach we recently took to the refurbishment and extension of the pontoons).

The Committee have identified up to £5,000 from reserves which could be committed to this project.

We would welcome suggestions of other sources of potential funding / 'in kind' approaches to completing the work that we might take

25. What fund raising activities took place in the **last** 12 months and what fund-raising activities are planned for the **next** 12 months, if any?

Membership fees at £20,430 made up 85% of our income in the year to 31 Dec 2021

A total of £1500 was raised in grants and donations and costs of the regatta, kit etc were covered by contributions to these.

The boatshed working group will be seeking costings for the new boatshed as planning permission progresses and a fundraising programme will be developed to seek to achieve this target over the coming years

26. Anticipated income/expenditure for the next 12 months?

estimated figures for 2022, income 28k, expenditure 28k, exc capital works

27. Details of any grants or financial support received from local authorities including Weymouth Town Council in the past three years with dates:

We received a grant of £1000 from Weymouth Town Council in respect of the Melway Games in summer 2021

28. Grants from non-local authority sources in the last three years with dates, if you have any:

None

29. Has the project that you want the funding for already happened? No

30. Will you be passing the funding on to any other groups (except to pay for goods and services)? No

31. If the funding is for security measures do you have the support of the local police and/or crime reduction officer?
Not applicable

32. If the funding is for work with vulnerable adults or children, do you have the support of either Adult Social Care or Children's Services at Dorset Council?

Not applicable

Please give us details of the bank account that the grant should be paid into if approved (this cannot be a building society passbook account):

Name of Account: Provided

Account number: Provided

Sort Code: Provided

Please ensure you have read the policy on pages 1 - 3 before signing the form.

Checklist (please tick the appropriate boxes)

Have you submitted the following?

- A copy of your most recent accounts (not more than 12 months old);
- Your most recent bank account statement & details of any other investments/savings (not more than 3 months old);
- A copy of your constitution / terms of reference / set of rules;
- A copy of the notes from your last Annual General Meeting;
- Details of your organisation's officers;
- A copy of your safeguarding policy if your group works with vulnerable adults, or children;
- A copy of your adopted equal opportunities policy or statement;
- Any other documentation you feel may help in assessing your application.

Privacy Notice

In accordance with the General Data Protection Regulation (GDPR), I/We agree that Weymouth Town Council will process and hold personal information about me/us and my/our group or organisation only in relation to this grant application. I/We consent to my/our personal information, including that contained in this form, being stored manually and/or electronically by Weymouth Town Council. It will be held securely and treated confidentially for six years after an application is made. I/We understand that it will only be accessed by authorised staff members to manage the grant application process.

I also understand that Weymouth Town Council may pass details onto an official organisation where required to do so by law or contract. I/We understand that my/our data will be disposed of securely six years after the application and that I/we have the right to correct the information at any time. I/We have been made aware of my/our rights under GDPR.

Declaration:

I declare that the information confirmed in this application is correct and that any grant received will be applied as detailed in the request.

I declare that we have read the policy on pages 1 - 3 and that our application complies with the policy.

I declare that I/we have included all the requested information.

I fully understand that if I do not include the requested information and/or if our application does not comply with the policy, the application may be rejected.

Signed:

Name:Deb Appleby.....

Date:7 March 2022.....

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Grant applications must be checked against the following criteria. Any questions where the answer is no must be reported to the Finance and Policy Committee meeting where the application is being considered and must form part of the formal agenda items list for that meeting.

Yes	No (investigate)	
Yes		The grant will result in a benefit for the area covered by the Town Council and will contribute positively to the area of Weymouth?
Yes		Does the grant exclude ongoing running costs?
n/a		If the application is for running costs has the applicant included plans for where future running costs will be found from?
Yes		Is the grant for a group and not for individuals or organisations whose function is primarily undertaken by the health authority or Dorset Council's Social Services?
Yes		Is the grant for non-political or non-quasi-political organisations or projects?
	No	Is the grant application for £2,000 or less?
Yes		For applications in excess of £2,000, has the applicant fully detailed the exceptional circumstances?
Yes		Does the application include the required financial and organisational information?
Yes		Is this the only application in this financial year from this group or organisation?
Yes		Is the applicant based in the Town Council area? If not, has the applicant detailed what proportion of beneficiaries of the grant reside in the area?
Yes		Is the application for future funding? (i.e. not retrospective)
Yes		Is the grant for the sole use of the applying group and not to pass on money?
Yes		Has the applicant demonstrated how one-off grant funding will lead to greater self-sufficiency and lessen the need for future applications?
n/a		For applications for funds for security measures, does the applicant have the support of the local police or crime reduction officer?
n/a		For projects involving vulnerable children or adults, do the organisers have the support of Adult Social Care or Children's Services at Dorset Council?

Assessing officer: Helen Legg

Date of assessment: 8th March 2022

Decision (delete as applicable): proceed to committee

Approved as agenda item for the Finance and Governance meeting on: 16th March 2022