

# APPLICATION FORM FOR GRANT 22/23

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

1. Name/Address of Organisation:

Southill Park and Recreation for Kids (SPARK)

Name of person making the application: James Symonds

Position in organisation: SPARK Chair

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?	Yes
Have at least three members on its management committee	Yes
Have a constitution, terms of reference or set of rules ( <i>please contact for help with this if needed</i> )	Yes

3. Are you a registered charity? Yes

If so, please give your charity number: ...1171214

4. Is your organisation part of, or affiliated to, a larger organisation? No

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

Our organisation works to bring the community closer together, in particular young children who are able to benefit from after school clubs for activities that their schools may not be in a position to provide. Our organisation works closely with the church and community centre (Near by) to offer residents events and activities in order to bring a community spirit to Southill, this includes providing a cost effective bus service, clubs for children (over 200 concurrent users per week) We recently ran a totally free Jubilee celebration (thanks to Weymouth Town Council) which was attended by over 350 residents.

6. Where does your organisation meet? Our organisation meets at the address above once a month to discuss budgets, activities and generate ideas for the Community.

7. How often do you meet? Once per month

8. How many members does your organisation have? Regular members around 8

9. How many people will benefit from this funding? The whole Community (around 500 households) although we have visitors from Westham and Chickerell as well as other places who will also benefit.

10. How many of these are Weymouth Town Council area residents? 100%

11. How much funding are you applying for? £2,250

12. What is the total cost of your project? £2,747 (Ex. VAT)

**NOTE:** Weymouth Town Council will only approve allocations up to £5,000 in exceptional circumstances that are clearly detailed in question 15, with regard to the information in Policy point 6.

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

Since taking over the former youth club building, we have invested in bringing the building up to more modern standards, a clean and bright place for people to visit, some of the work we have done includes; replacing the old kitchen, new plumbing (energy efficient solutions to heat water) and new heating to replace the old storage heaters that consumed lots of energy. Unbelievably, there are 43 lights in the centre, this includes all rooms. The lighting is from the 1970's when the building was erected, as part of our ongoing work to be more green, we would like to remove all the old lighting and for it to be replaced with modern LED lighting, a contractor has informed us that our energy usage would likely half with the suggestion they have put forward, this would help us greatly as we have inherited a very expensive energy contract from Dorset Council (we are currently re-negotiating) As an example as to how cost effective this will be, in the main hall there are ten large lights, these lights would require scaffold to reach and replace like-for-like if they were to stop working, to replace the main hall lights like-for-like would £2,250 so we see the current suggestion by electrical contractors as essential to the building moving forward. The Community centre will also be able to obtain new LED lighting through this grant to further help with their costs and also part of their greener campaign which has already seen the installation of solar panels to generate renewable energy.

14. Which of the Council's priorities does the project contribute to? **(In bold)**

- 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.

15. If your application is for between £3,000 and £5,000 please give full details of the **exceptional circumstances** relating to your request. Please see policy point 6 for examples of what constitutes exceptional circumstances

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
Remove 43 current lights and old light cages and replace with LED round bulk-head fittings as well as LED battens (including emergency light)	£2,747 (Ex VAT)
Remove lights in the community centre and replace with energy efficient LED lighting	£1459
	£
	£
<b>Total</b>	<b>£4,206</b>

**We aim for the work to begin immediately and complete mid-August**

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

Source	£	Confirmed?
Fund raising events in the local community	1,956	Yes
<b>Total</b>	<b>£1,956</b>	<b>Yes</b>

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

The funding will ensure that we can remain open without the threat of having to close due to maintenance of old electrical lighting. The funding will ensure that we are being as effective as we can with regards to our 'green agenda,' spending less on the utility bills will mean more money to fund events and equipment for the residents of Southill. **It is anticipated that new lighting will reduce our lighting costs by 50%, this equates to more than £1,000 per year in our current electricity contract.**

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

Our project will focus on primarily Southill, but will encompass residents Chickerell and Westham as well, Councillor David Harris is on the SPARK committee and is supportive of this grant.

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 reports that bulbs need replacing which we correct immediately, luckily within reach so no need for scaffold and professional assistance but with the lighting over 30 years old and occasional flicker the replacement of the lights especially in the studio will ensure that we don't have to cancel events for expensive maintenance work to take place. The community are behind our long-term efficiency project because if we can keep our costs down, we can keep our hiring charges steady.

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

This funding will allow us to spend less on our utilities and it will help towards our agenda of being more energy efficient, the last grant we received from Dorset Council last year was a kick start grant after Covid which helped to subsidise our rising electricity costs so our money obtained from fund raising can be spent on the people of Southill.

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

Normally we would have to fundraise for around 2-3 years to be able to afford something like this, maybe longer, especially just coming out of a lock down and also the rise in cost of living will mean residents are unable to be as generous with their donations.

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

We currently receive around £800 per month in revenue which covers our bills including insurance, we do not aim to make a profit from the clubs that are put on, we want to be as accessible as possible to residents.

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

No, please note, within our bank statements the money in our account covers more than just the Community Centre but the park as well. Our savings account contains the exact amount that would be required if we were to have to replace the felt flat roof on the building (following a quote) these are the reasons why we can't use the money that is in our account at present.

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?

We fundraise every summer with an event which has been difficult the last few years, we partner with the pub in the community to do bingo nights, in the past we have had Southill fireworks display which raises money for SPARK although this event is not likely to occur for a while. We also have events to coincide with Easter and Halloween in which we raise money although our aim is to provide the activity for children, parents have been generous with donations

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

Anticipated expenditure is around £9,000 in the next 12 months.

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

October 2021 – Dorset Council - £2,000 kick start grant to subsidise rising energy costs from a Dorset Council contract.

May 2022 – Weymouth Town Council - £480 Jubilee grant for a street party for 350 people.

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 (delete)

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

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; (In with safeguarding document)**
- 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; (To follow)
- 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/we do not include the requested information and/or if mine/our application does not comply with the policy, the application may be rejected.

I fully understand that we will need to attend a Finance and Governance Committee meeting to present our request.

Signed: J Symonds

Name: James Symonds

Date: 26/06/22

### For Office Use Only

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?
Yes		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?
Yes		Is the grant application for £5,000 or less?
n/a		For applications in excess of £5,000, 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?
Yes		Will a representative be attending an F&G meeting?

Assessing officer: Helen Legg

Date of assessment: 11<sup>th</sup> July 2022

Decision (delete as applicable): proceed to committee

Approved as agenda item for the Finance and Governance meeting on: 20<sup>th</sup> July 2022