

# 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:

Weymouth East Scout Group

Scutt Hall, Sutton Road, Preston, Weymouth. DT36BX

Name of person making the application: Philip Redford

Position in organisation: Group Scout Leader

Contact phone number: Provided

Email address: weymoutheastscouts@gmail.com

## 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/No:

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

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

If so, which: Scout Association – Charity number **306101**

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

Aim of the group is to provide scouting activities for Beavers (6-8 years) – Cubs (8-10 ½ ) – Scouts (10 ½ -14). The aim of the group is to give children within these age groups a range of activities both inside and outside, that will equip them with life skills they will find useful throughout their lives.

6. Where does your organisation meet? Scutt Hall, Preston

7. How often do you meet? 3 sessions per week

8. How many members does your organisation have? 54 children

9. How many people will benefit from this funding? 54
10. How many of these are Weymouth Town Council area residents? 54
11. How much funding are you applying for? £3000
12. What is the total cost of your project? £3000

**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:

Funding will be used to purchase and install new kitchen equipment to the scout hall

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.

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
New kitchen and installation costs	£3000
	£
	£
	£
<b>Total</b>	<b>£3000</b>

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

Source	£	Confirmed?
None		
<b>Total</b>		

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

Scutt hall is also used by various community groups and dance groups during the day and on some evenings when there are no scouting activities. These sessions provide valuable income to support the upkeep and payment of bills generated by the hall it self.

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

Cllr Peter Dickenson. Preston.

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:

Groups using the hall have all agreed that the current kitchen is in desperate need of replacement.

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

The kitchen is used by all groups utilising the halls facilities. Having a new kitchen that is designed for the needs of all groups will support the hall over the years to come.

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

The scout group is funded by the payment of termly subs and the annual hall costs are funded by fundraising events throughout the year and donations from local groups.

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

£27.50 per child 3 X per year

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

No

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?

Jumble sale took place in 2021

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

Income from subs, hall hire, fundraising £6500  
Expenditure for scout insurance, central scout fees / utilities and hall upkeep £ 6000

27. Details of any grants or financial support received from local authorities including

Getting back fund 2021. £2000 to support the repair and decoration to the outside of the scout hall and to provide a broadband connection for users of the hall.

Weymouth Town Council in the past three years with dates:

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

Awarded a covid recovery grant from children in need to purchase new camping equipment for the group £7000 at the beginning of 2021.

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 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: Provided

Name: Philip Redford

Date: 30/12/2022

### 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?
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?
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: 23<sup>rd</sup> January 2023

Decision (delete as applicable): proceed to committee

Approved as agenda item for the Finance and Governance meeting on: 1<sup>st</sup> February 2023