

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:

ST. NICHOLAS CHURCH
 DORCHESTER ROAD
 WEYMOUTH
 DT3 5DA

Name of person making the application: MRS SUSANA MALIK

Position in organisation: CHURCHWARDEN

Contact phone number:

Email address:

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 (please contact for help with this if needed)	YES

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

If so, please give your charity number: 634137

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

If so, which: DIOCESE OF SALISBURY - CHURCH OF ENGLAND

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

ITS A CHURCH BUT ALSO HOLDS CHARITY EVENTS + COFFEE MORNING - SOON TO BE LUNCH CLUB + TODDLER GROUP.

6. Where does your organisation meet? ST. NICHOLAS CHURCH

7. How often do you meet? SERVICES THROUGHOUT THE WEEK EXCEPT MONDAYS + GROUP + EVENTS

8. How many members does your organisation have? 27 ON ELECTORAL REG' FOR SALISBURY DIOCESE - HAVE HAD 110 AT AN ANNUAL EVENT

9. How many people will benefit from this funding? UP TO 100-120 AT A TIME
 ALTHOUGH THIS BENEFITS ANYONE IN WEYMOUTH THAT VISIT TO AFB
10. How many of these are Weymouth Town Council area residents? AT LEAST 95%
 ALTHOUGH WE HAVE FROM SAUS RUMS DOUSE, DOUBLESIDE AND LIKE
 TO COURT SUITON
11. How much funding are you applying for? £3,000

12. What is the total cost of your project? £3,424.90 (minimum)

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:

FOUNTING TABLES + STACKABLE CHAIRS
 CROCKERS, GLASSES, CUTLERY TO USE FOR FUNDRAISING EVENTS
 + GROUPS.

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

N/A

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
<u>20 X 6ft x 2ft 3 inch FOUNTING GO PACK TABLES</u>	<u>£2,377</u>
<u>30 X STACKABLE CHAIRS GO PACK</u>	<u>£752.40</u>
	<u>£</u>
	<u>£</u>
Total	£3,129.40

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

Source	£	Confirmed?
SPRINT FAYNE 22/4/23 PROCEEDS	599.10	YES
DONATIONS AT COMMUNION TEA	148.66	YES
Total	747.76	

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

PLEASE READ MY BACKGROUND INFORMATION ATTACHED

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

COUNCILLOR KEVIN BROOKS,
COUNCILLOR LOUIS O'LEARY,

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:

PLEASE READ MY BACKGROUND INFORMATION ATTACHED

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

WE DON'T HAVE TO KEEP BORROWING FROM UNALLOWED SOURCES.

22. Weymouth Town Council declared a Climate and Ecological Emergency in 2019 and is keen to ensure that environmental impact reduction and opportunities for environmental enhancement are mainstreamed through its work.

How will this project help improve the environment and what mitigation measures will be put in place to limit environmental impacts such as use of single use plastics, waste generation, sustainable travel, reducing energy usage?

LESS LAND FILL FROM DISPOSABLE PAPER PLATES + WOODEN CUTLERY. NO USE OF PLASTICS.
NO FUEL EMISSIONS FROM SHORT JOURNEYS TO PICK UP EQUIPMENT (TABLES, CHAIRS ETC)
HAVING REUSABLE CHINA PLATES, METAL CUTLERY WILL REDUCE WASTE GENERATION ETC.

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

THIS IS ALL NEW ONLY ONE YEAR OF HOLDING COMMUNITY EVENTS. SO FAR FUNDS FROM EACH INDIVIDUAL EVENT.

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

EACH EVENT IS EITHER FREE OR AT A CERTAIN TICKET PRICE TO RAISE MONEY FOR URGENT REPAIRS + ALSO FOR LOCAL CHARITY.

25. The Council wishes to ensure that its limited grant budget goes to help those most in need. The Council will not normally fund events or activities for which a charge is made e.g. tickets for a dinner or a fee to attend a club. If it is intended to have a charge, please let us know how much people will be charged to access this project and what steps are to be put in place to ensure as many people as possible from Weymouth are able to access the project.

If a surplus is to be made please detail how and when these funds will benefit the communities in Weymouth:

PLEASE SEE MY BACKGROUND INFORMATION ATTACHED. IF SOMEONE GENUINELY CAN'T AFFORD AN EVENT WE WILL GIVE IT TO THEM AT A REDUCED RATE OR FREE.

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

NO

27. 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?

PLEASE READ MY BACKGROUND INFORMATION.

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

N/A

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

£350 TO HOST A FREE CONGRATULATION TEA. PLEASE SEE MY SEPARATE REPORT.

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

PLEASE SEE ATTACHED BANK REPORT ON RESERVE FUNDS FOR REPAIR.

31. Has the project that you want the funding for already happened? Yes/No (delete) /
 PLEASE READ MY BACKGROUND TO THE APPLICATION.

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

33. If the funding is for security measures do you have the support of the local police and/or crime reduction officer?

~~Yes~~ (name of contact / ~~No~~/Not applicable (delete)

34. 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?

~~Yes~~ (name of contact / ~~No~~/Not applicable (delete)

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:

Account number:

Sort Code:

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.

PLEASE
REFER
TO
ATTACHED
SHEET

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

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

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

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

Signed:

Name: Mrs Subana Malik JP

Date: 26th May 2023

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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 Governance Committee meeting where the application is being considered and must form part of the formal agenda items list for that meeting.

Yes	No (investigate)	
✓		The grant will result in a benefit for the area covered by the Town Council and will contribute positively to the area of Weymouth?
✓		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?
✓		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?
✓		Is the grant for non-political or non-quasi-political organisations or projects?
✓		Is the grant application for £3,000 or less?
N/A		For applications between £3,000 or £5,000, has the applicant fully detailed the exceptional circumstances?
	No	Does the application include the required financial and organisational information?
✓		Is this the only application in this financial year from this group or organisation?
✓		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?
✓		Is the application for future funding? (i.e. not retrospective)
✓		Is the grant for the sole use of the applying group and not to pass on money?
✓		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?
No		Will a representative be attending Finance & Governance Committee?

Assessing officer: Helen Legg

Date of assessment: 1st June 2023

Decision (delete as applicable): ~~reject~~ / ~~return for further information~~ / proceed to committee

Approved as agenda item for the Finance and Governance meeting on: 7/6/23