

APPLICATION FORM FOR GRANT 25/26

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

1. Name/Address of Organisation:

St Edmunds Church, Lanehouse Rocks Road, Weymouth DT4 9HZ

Name of person making the application: Amy Roff

Position in organisation: Parochial Council Member

Contact phone number: provided

Email address: provided

2. About Your Organisation

Does your organisation:	Yes/No
Have its own bank account, with 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
Is your organisation:	Yes/No
a voluntary organisation without any paid members	no
a registered charity? (include charity number) 251468	yes
part of, or affiliated to, a larger organisation? Diocese of Salisbury	yes

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

The church hall, for which we are applying the grant, is a community hall and is used by all ages for regular weekly activities as well as community events held by the church. It is also regularly used by private hires by the local community for parties and events. In the hall every week we have Line dancing, Zumba, Majorettes, Baby and Toddlers Group and a Brass band group. We run a coffee morning once a month as well as a men's breakfast open to all. We also run a number of events during the year for the community including bingo, the Rose Queen Festival, Christmas Eve singing around the tree. We are also looking to hold concerts in the hall this year. The hall is also the designated evacuation point for the residents of Anning House Care Home. The hall is allocated as a place for homeless people when temperatures drop below the designated amount by the council.

Additional Information:	
How many members does your organisation have?	100 +

How many people will benefit from this funding?	100+
How many of these are Weymouth Town Council area residents?	100+
How much funding are you applying for?	£1634
What is the total cost of your project?	£2000
Has the project that you want the funding for already happened?	No
Will you be passing the funding on to any other groups (except to pay for goods and services)?	No

4. Briefly describe the project or purchase you would like the funding for. Please include how will the funding benefit the community or residents of Weymouth? How do you know that the groups you work with, or the local community, want this project to take place? How will this funding lead to greater self-sufficiency and lessen the need for future applications?

We have multiple tables that are used within the hall and a number of them are now unsafe due to age and wear. We need to replace them as with both very young and also older users in the hall they could become injured if the tables collapsed when they were under them or leaning on them. To support all types of events being held in the hall we need to have safe, sturdy and reliable tables.

The church hall has a stage which is currently not able to be used properly as a performance area due to multiple items being stored including the Baby and Toddler Group toys and also because we need new flats for the side of the stage. To clear the stage, we need shelving in a store room off the stage so that we can move the books that are currently stored on the stage into the store room. We also need plastic boxes to store the books in. The books are available to the community at coffee mornings and church events to purchase at 3 for £1 or 50p each. The hope is that the storage area will be available to the community on a more regular basis to access the books once they are stored in a safe space. In this storage space we also want to build a table storage unit to allow us to store the large tables off the stage. We would then build flats to go on the sides of the stage. This would allow for a functioning stage that could be used by the community for concerts and productions. The St Edmund players are already looking at reforming and using the space.

We already run a men's breakfast in the hall once a month but would like to provide other meals to the community but to do this we need better cooking facilities. We would like to buy a dual layer air fryer. We have managed to secure a new oven independently.

The hall and area outside is used for a baby and toddler group as well as for lots of children's parties in the summer we like to allow the children out into the grounds however due to the main road and having multiple gates it is imperative we have fencing up to prevent the children getting near the road. At present we have temporary plastic mesh fencing with stakes that requires putting up and down on each use and is starting to become damaged. We are looking to put in a more permanent option. We want to insert retractable fencing to block in one section of garden which will then be a safe child space but wont effect the ability to use the area for other purposes. Should the church ever fold the fencing would be movable to another place to be used by the community.

5. How will you spend the money you are applying for?

Item	Amount
£64 per fence 4 needed	£256
Fence post x 2	£26
Drive in Ground Mounting Stakes x 4	£52
Plastic storage boxes 20	£360
tables 4ft folding x 10	£260
1830x610mm Gopak tables x 4	£480
Air Fryer	£150
Disabled access ramp	£50
Total	£ 1634

6. How else are you funding your project? Have you applied for any other funds/grants towards the cost of this project or purchase? Please include details below and include grants from other organisations, fund raising and existing reserves:

Source	£	Confirmed?
Fund raising – we are raising money to pay for redecoration of the hall and toilets and making flats for the stage following spending money on updating the electrics, floor and stage curtains.	Further £3000 will be required to complete the additional work.	
Total	£3000	

7. If your project focusses on a particular area of Weymouth, please give the name of the

Councillor who is supporting your application?

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

We are funded by church parishioner donations and fund raising.

9. 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:

Any money that is surplus will go directly into holding community events such as concerts and community meals.

10. 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? Anticipated income/expenditure

Putting on the Ritz- afternoon tea fund raiser community invited, Bingo, coffee mornings, Rose Queen Festival, Table top sales throughout the year, Sea front stalls, Wyke Christmas Fayre stall and refreshments and grand draw happened during the last year. In this next year. About £4,500 anticipated from fundraising this year,

for the next 12 months?

11. Details of any grants (including from non-local authority) or financial support received from local authorities including Weymouth Town Council in the past three years with dates:

Nil

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

Crime Reduction Officers Name:.....

13. 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? N/A

Dorset Council Employee Name:.....

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?

- Your most recent bank account statement that relates to the bank account into which the grant will be paid;
- A copy of your constitution / terms of reference / set of rules;
- A copy of the minutes 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.
- 3 quotes for building works

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: provided

Name: provided

Date: provided

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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)	
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 £3,000 or less?
n/a		For applications between £3,000 or £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?
Unknown		Will a representative be attending Finance & Governance Committee?
n/a		Scoring matrix approved by the Grant Subgroup?

Assessing officer: Helen Legg

Date of assessment: 08/07/25

Decision (delete as applicable): proceed to F&G Cllrs

Approved as agenda item for the Finance and Governance meeting on: tbc