BATHEASTON PARISH COUNCIL GRANT APPLICATION FORM

*To enable this form to be photocopied please complete **all sections** using black ink.*

[* Delete as appropriate]

Name of Organisation: …Batheaston Youth Club…….....

Correspondence Address: Please see below

Name and Address of Person Making the Application:

Name: **Maria Bath.....**

Position: **Treasurer…….**

Address: **30 Forrester Green, Colerne, Chippenham, Wiltshire.....**

…….

Postcode: **SN14 8EB.....**

e-mail address: **Maria.bath96@gmail.com.....**

Telephone number: Daytime **07901571224…….** Evening **……..…….**

Preferred method of contact Tel ☐ E-mail x☐ Post ☐

1. When was your organisation formed?.**1961**.....

2. What does your organisation do? **Manages and operates a Youth Club for the young people of Batheaston and environs**

3. Is your organisation a registered charity? YES Number **…1035473……..**

4. Is your organisation part of, or affiliated to, any national organisation? **NO**

   If yes, please give details: **……..**

5. Where does your organisation meet? **Youth Club, School Lane, Northend, Batheaston…**

6. How is your organisation funded – for example what are your present charges/subs/fees?
   Subs payable by young people - 50p entry
   Hire of Hall – 1 hour £16, 2 hours £20, 3 hours £25, each additional hour £9
   Local Giving, other donations and grants from various organisations

7. Briefly describe the project or purpose for which you require a grant and how the project or purpose will benefit the community or residents of Batheaston.

   To operate the Youth Club on two evenings per week for 44 weeks of the year with two members of staff. Grant required for staff costs and running expenses of the club premises.

   Young people attending the club benefit from the activities, support and advice organized and provided by staff. The engagement of young people at the club benefits the community as a whole through education and social awareness.
   Hiring of the hall provides the Batheaston community and surrounding areas somewhere to hold events.

8. Approximately, how many people do you expect to benefit from your project?
(NB: The population of Batheaston is approximately 3,000)

Age Group	In Batheaston Parish	Outside Batheaston Parish
0 – 25	**125**	**25**
26 – 49		
50 and Over		
All Ages	**100**	**20**
Special or minority groups (please specify)		
TOTAL	**225**	**45**

(Map showing Parish boundaries see page 6)

9. How do you think your application matches the Parish Council Grants Policy?

The Youth Club is a local, charitable, non profit making body and as such matches the Parish Council's Policy in all respects save Paragraph 2 which states that 'staff costs are not normally approved'. Given the withdrawal of funding from BANES the Parish Council have consistently made an exception to their policy since 2011 to ensure the continued existence of the Youth Club.

10. Category under which you would like your application to be considered (please tick one box only)

In support of Youth **x** ☐ All Other projects ☐

11. What is the identified need for your proposal?

To continue to operate the Youth Club (following lockdown). The club is an open access centre where young people can meet in a safe and friendly environment. Staff engage young people in activities and workshops ranging from sports, cooking, crafts, community safety, drug and alcohol awareness and sexual health, to name a few. We provide internet access, help with homework and confidential advice around any subject can be gained from the staff.

12. When do intend your project to start and when will it end?

Save for the current exceptional circumstances the Youth Club is open 44 weeks of the year and all year round for hire.

13. How will you measure the success of your project?

From the number of attendees, the range of actives provided, the development of individuals over the years and the identification of those young people in need of further support from other agencies.

14. What size of grant are you seeking?

£9500..... (The Council cannot make a determination if the amount is not indicated)

15. What is the total cost of the project for which you are seeking a grant?

£19000 ..... (Please include budget)

16. If you are not applying for the full amount, please specify where the remaining funds will come from:
Grants, donations subs and hire fees

17. Have you applied for, or do you plan to apply for a grant in respect of this project to any other organisation (including Local Authorities)? **YES**

If YES, please give the following details:
Please include details of all applications both successful and unsuccessful

Organisation	Purpose	Successful/Unsuccessful (If money is not yet received but promised please include)	Amount Received
Smith Charity	**Running Cost**	**Successful**	**£1500**
St John's Church		**Successful**	**£500**
Enovert Community Trust			
Post Code Dream Fund			
Quartet Community Fund			

18. Please give details of your organisation's own fund-raising efforts:
In normal times hire of hall, expansion of local giving, stall at village fete
……..
……

19. If you are wishing to purchase equipment or services, please ensure that you supply copies of quotes or evidence of the cost of items. Additional literature, leaflets or recent annual reports may be enclosed with the application. Please list what you have supplied here:
Will supply 2019/20 accounts when they have been returned by our auditors.

20. Have you previously received, or applied for, a grant from Batheaston Parish Council? **YES**

21. If YES, please give details of amount(s) and year(s) and purpose:

Since 2011. For some years grant has been £9500 per year comprising of £500 per month staff costs and £3500 per year towards insurance and electricity costs etc.

22. BANK DETAILS

Name of Bank **Lloyds** ……

Name of Account **Batheaston Youth Club** ……..

Sort Code **30-91-99**……Account Number **03281919**…….

Number of signatories required to issue cheques **Two**……

23. Where did you learn, you could apply for a Batheaston Parish Council grant

Noticeboard ☐ Website ☐

Press ☐ Minutes ☐

Other **Initial discussions with Parish Councilor's in 2011 when BANES funding ceased**
(please specify)

24. **Declaration**

I declare that:

I have authority to submit this application on behalf of the applying organisation, and to undertake the commitments made in this document.
I have read and accept the Guidance Notes and Conditions of Funding and that have answered all questions fully and truthfully. I also declare that any grant made will be used solely for the purposes outlined in this application.
Batheaston Parish Council will be recognised on any materials produced and in any form of publicity as a result of this grant.

I understand that:

Batheaston Parish Council reserves the right to request a list of names and addresses for members of your organisation.

Any materials produced, made, originated, developed or arising out of the provision of the grant are to be made available for use by the Parish Council if requested.

Batheaston Parish Council may ask for additional information at any stage of the application process. I will be required to submit details showing how the grant funding was used as well as receipts for all goods and services acquired with this grant. Batheaston Parish Council reserves the right to reclaim the grant in the event of it not being used for the purpose specified.

The application form and supporting information will be copied and discussed at a public Parish Council meeting. Personal data that has been supplied will not be disclosed and will be held by Batheaston Parish Council in accordance with the Data Protection Act,

Name **Maria Bath……** Signed *M A Bath*……

Position **Treasurer……** Date **30 June 2020……**

Applying organisations will be advised of the council's decision in writing.

PLEASE READ THIS PRIOR TO SUBMITTING YOUR APPLICATION

To avoid the Council making inappropriate grants of public funds it is a requirement that the following documents MUST accompany your application:

		Yes
1	A copy of your organisation's CONSTITUTION if applicable	
2	In the case of a newly formed organisation, a **BUDGET and BUSINESS PLAN** must be submitted.	
3	A copy of the annual statement of accounts for your organisation for the past 3 years	

The Parish Council is committed to operating within an equal opportunities framework. If you are a newly formed group, you may want to use the following equal opportunities statement until you develop your own. If you need assistance formulating a policy please contact Bath and North East Somerset Equality team on 01225 477094 or email equality@bathnes.gov.uk

This group/project is committed to working in a way which values and treats all people with respect and dignity, and celebrates diversity. The group/project, through its practices, will ensure that no member, service, user, employee, volunteer, job applicant will receive less favourable treatment or suffer unlawful discrimination on the grounds of age, colour, impairment, marital status, lifestyle and culture, nationality, race gender or sexuality, or on the grounds of economic or social status.