



MAIN GRANTS PROGRAMME
(for applications to a maximum value of £2,500)
APPLICATION FORM

Name of organisation	Hip & Harmony CIC
Official address (if applicable)	18 Bridge St, Neston, CH649UJ

	First contact	Second contact
Name	Paula Prytherch	
Position	Director	
Address		
Telephone		
Email	paula@hipandharmony.co.uk	

Does your organisation have a named bank account with a minimum of two signatories?	YES	/
	NO	

Registration status (if applicable)	
Charity Commission registration number	
Companies House registration number	8389130

Your organisation	
What does your organisation do?	<p>Hip & HarmonyCIC delivers Performing Arts Projects.</p> <p>Hip & Harmony CIC exists to promote social inclusion by providing contemporary community arts activities.</p> <p>We offer Performing Arts sessions & Projects to the community from the age of 3yrs - 90+yrs. Currently this includes delivery of a community choir; street dance; ukulele group, Chair Yoga for adults and coordinating the delivery of community events.</p>

How does your organisation benefit the local community? Please include a specific example.	<p>We do this by delivering inclusive, creative and innovative programmes. These are designed to inspire personal development, build confidence, nurture self-esteem and help combat isolation. We are accessible for all ages and abilities, providing an environment that is safe, affordable and fun.</p> <p>An example of just one group who benefits from our organisation is our ukulele group 'The 64 N'Ukes'. There are 30+ members who meet weekly and now perform locally at the Neston Market and various cafes and care homes. This group have developed friendships, skills and a real sense of community spirit.</p>
How many people benefit directly from the work of your organisation (itemise numbers of members, volunteers and service users)?	<p>120+ members 20+ Volunteers The Majority of the Neston community at Public Events</p>
What activities, events or services has your organisation provided in Neston during the last 12 months?	<p>All our activities have been developed through community engagement. We have successfully delivered a community choir, Ukulele Group, Chair Yoga, Children's dance groups & National Dance competition teams for the past 10 years. We also coordinate the Neston community Events.</p>
What activities, events or services does your organisation plan to provide in Neston for the next 12 months?	<p>We are aiming to expand our Arts outreach work further into the community, engaging as many residents from the age of 3yrs with a particular emphasis on teenagers & the elderly.</p>

Your project	
Project title	Project 1 - 'Oh What a Variety' Project 2 - Music Zone
Amount requested	£2,449.97
Project start date	November 2022
Project end date	April 2022

Describe your project	<p><u>Outreach Project - Oh What a Variety</u> Weekly Adult sessions creating a variety show to tour around the care homes & dementia groups. Offering song, music, poetry & companionship.</p> <p><u>Youth Project - Music Zone</u> Weekly Workshops for young musicians to engage in songwriting and production activities, working towards producing a mini-album to showcase all the work they complete together throughout the project. Participants will explore working in a studio as a group with professional software and will have the opportunity to learn basic recording techniques.</p>
List the main objectives of your project	<ul style="list-style-type: none"> • A safe environment for everyone • having access to professionally led, high quality workshops within the community. • Improving health & well being through participation of the arts. • Community Cohesion • Combatting isolation
Explain how each main objective will be achieved.	<p>Not only the participation of the creative performers, but the residents & audience will experience a stronger community in the arts. Building skills, confidence & friendships. Engaging with care home residents and families suffering with dementia with music & poetry will stimulate their mental well being and give them an opportunity to socialise in a setting that would not normally occur.</p> <p>We will aim to engage 15+ young people aged 11-19yrs from the Neston Community to work with an artistic team over 16 weeks to create & produce an album that emphasises their own experiences as teenagers.</p> <p>We have numerous mentors and volunteers who are all local residents, this gives them the opportunity to be part of worthwhile activities and projects in a professional and structured environment. The spirit of community is strong in our organisation and our mentors and volunteers are setting great examples to our youth to ensure that this spirit continues to grow into the future ,thus giving the residents of Neston something to be proud of.</p>

Provide a timeline for implementation of your project.	Project 1 - 1 month preparation & Creation, 4 months delivery of tour. Project 2 - 2 weeks prep & marketing, continuous development over 4 months	
Detail the evidence that proves why this project is needed.	<p>Project 1 - Our Ukulele group have been performing at care homes and found that the residents were open to more entertainment and participation, so the idea has been raised and discussed with local residents & care home management about what they would like. The variety show was a popular choice.</p> <p>Project 2 - We are continuously being asked to offer music sessions for young people. There Is a massive music community of teenagers who don't have anywhere to engage or express themselves. We now have the facilities to facilitate this for them. Our previous students have also finished university and would like to give young people the same opportunity they had with music zone.</p>	
Please demonstrate how the people who will benefit from your project, with lived experience of the issues tackled, have been involved in its development and how they will be involved in its delivery.	The care home management from Hallwood have discussed with us and their residents what they would benefit from. The impact this will have on the residents and family is massive. The feedback from youth and mentors have been discussed and planned into structured music sessions. The creativity throughout the project will come from the participants themselves.	
What difference will your project make to the lives of the people who will benefit from it and how will you measure its legacy?		
How many people do you estimate will benefit from your project?	Direct beneficiaries	100
	Volunteers	5
If you aim for your project to carry on in the future, how will you ensure it continues after the funding from this application has been used?	The success of these projects will determine their future. If they continue we will subsidise it from a small fee charge & donations.	

Breakdown of project costs	
Description of expenditure	Amount £
Project 1 - Oh What a Variety	
6 x 2hr sessions @£20 p/h - Facilitator	£240
Props, Costume & Supplies	£200
Project 2 - Music Zone	
18 x 2hr sessions @£20 p/h - Music Facilitator	£720
18 x 2hr sessions @£10 p/h - Music assistant	£360
Refurbished Mac Book air	£629.97
Studio Speakers	£100
Overheads - @£40 per month x 5 months (Utility)	£200
TOTAL PROJECT COST (do not include in-kind costs)	£2,449.97

Sources of project funding and in-kind support	
Have you secured any other funding for your project? If so, where from?	Amount
No	
Description of in-kind assistance secured (eg volunteer hours or donated equipment)	Amount (what is the financial conversion for this in-kind help?)
Creative Director - Overseeing both projects	£2,000

Financial information about your organisation (last financial year)	
What was the date of your last financial year end?	March 31st 2021
What was your organisation's income in the last financial year?	45882
Did your organisation have a surplus or deficit for the last financial year?	Surplus £253
	Deficit £
What were your organisation's unrestricted reserves at the end of the last financial year?	£1,500

Financial information about your organisation (current financial year)	
Are you projecting a surplus or deficit for the current financial year?	Projected surplus £4,000
	Projected deficit £
What are your organisation's projected unrestricted reserves for the end of the current financial year?	£2,000

Previous grant support from Neston Town Council		
Please detail below previous grant support that your organisation has received from Neston Town Council during the past five years		
Date of grant award	Purpose of grant award	Amount
April 2020	Covid response Grant	£1,000
July 2019	Community Project	£4,500

The Town Council's funding priorities	
We look for projects that support the funding priorities detailed in the Town Council's Grants Policy. Which of these priorities does your project support?	
To enable local people to participate in voluntary groups and activities.	/
To help the Neston area's voluntary and community groups to improve the impact on the community.	/
To ensure the provision of services, needed by the residents of the Neston area, via the voluntary sector.	/
To support organisations which meet the needs of people experiencing social and economic difficulties.	/
To ensure that there is equality of access and opportunity for all Neston area residents to the services it provides and funds.	/

To improve or enhance the local environment.	/
----------------------------------------------	---

Checklist	
Latest annual accounts	/
Copies of written estimates or catalogue pages (if applicable)	
Policies for the protection of children and/or vulnerable adults (if applicable)	/

Declaration	
1. I am authorised to make the application on behalf of the above organisation. 2. I have read Neston Town Council's Grants Policy and Funding Agreement. 3. I certify that the information in this application is correct. 4. If the information in the application changes in any way I will inform Neston Town Council. 5. I confirm that our organisation has the necessary governance in place to ensure accountability for the spending of any grant money allocated by Neston Town Council. 6. I understand that information provided in this application (with the exception of contact details and signatures) will be in the public domain and will be uploaded to the Town Council's website. 7. I agree to participate in monitoring, auditing and reporting feedback related to Neston Town Council grant funding.	
Name	Paula Prytherch
Signature	P Prytherch
Date	28th September 2022

Applications to the main grants programme are considered twice a year and the deadlines for submission of applications are 31 March and 30 September.

You can submit your application electronically to council@nestontowncouncil.org.uk or by post to Neston Town Council, Town Hall, High Street, Neston CH64 9TR.

<p>NESTON TOWN COUNCIL PRIVACY NOTICE FOR APPLICANTS TO THE TOWN COUNCIL'S GRANTS PROGRAMME</p> <p>The Data Protection Act 2018 governs how we handle personal data.</p> <p>Why are we collecting your information?</p> <p>On our grant application forms most of the information we need relates to your organisation. However, we are often provided with names, email addresses, contact telephone numbers and</p>

addresses relating to named individuals who are submitting the form on behalf of the group. We are processing the data in accordance with the Data Protection Act 2018. We will only use the personal data supplied for the means of administering the grants programme.

How will we use your information?

The information you provide to us in connection with your grant application (including personal contact details) will be held securely as hard copy originals and as electronic data on Neston Town Council's shared drive. We will only use this information to assess, process and award community grants. For those successful in obtaining a grant award, we will use information about the project in publicity to promote the grants programme but will not share any personal data. If we want to use any photographs showing people at your events we will ensure we gain consent from them at the time in order to use images of them.

Who will we share your information with?

The information may be shared with other Council Officers and Town Councillors as part of our grant assessment and monitoring process. A redacted version of your grant application (removing private addresses, private telephone numbers, private email addresses and applicant signatures) will be considered at a grants meeting and, as such, will be uploaded to the Town Council website alongside other papers detailed on the agenda. Your contact details will not be passed on to third parties. Please note that Neston Town Council is subject to the Freedom of Information Act and other legislation.

How long will we keep your information?

Information from successful applicants will be retained for the current financial year plus six years. A redacted version of the grant application uploaded to the website as a meeting paper will be available to view for an indefinite period (private addresses, private telephone numbers, private email addresses and applicant signatures are redacted).

Information from unsuccessful grant applicants will be kept for 12 months from the point of application. A redacted version of the grant application uploaded to the website as a meeting paper will be available to view for an indefinite period (private addresses, private telephone numbers, private email addresses and applicant signatures are redacted).

Simple Trial Balance

Client : Hip & Harmony CIC

Year End : 31/03/21

From Period		Year to Date	To Period		Year to Date	
Transactions Selected By Period						
Zeros suppressed in report						
Comparatives included in report						
Code	Description	P/B	2021		2020	
			Debit	Credit	Debit	Credit
001	Income from Streetdance & Choir	P		4,796.95		20,288.36
004	Income from Ukelele classes	P				4,409.60
007	Income from Variety Show	P				1,109.00
008	Income from costumes & uniforms	P		135.50		637.98
009	Income from Celebration of Youth	P				727.00
011	Income from school holiday activities	P		240.00		505.00
113	Direct costs	P	11,576.42		22,747.91	
302	Directors remuneration	P	11,247.65		10,723.06	
303	Employer's social security contributions	P	339.48		286.74	
320	Use of home as office	P			600.00	
322	Rent payable	P	632.36		8,270.72	
326	Insurance	P	283.22		556.68	
332	Cleaning	P	42.01			
341	Printing, postage and stationery	P			5.20	
342	Advertising	P	204.00		60.00	
345	Telephone	P	390.00		883.26	
365	Legal and professional	P	15.00		15.00	
368	Accountancy fees	P	713.00		713.00	
371	Bank charges	P	12.00			
381	General expenses	P		0.19	337.09	
386	Subscriptions	P	707.33			
394	Depreciation of tangible assets	P	558.74		525.49	
403	Grant income	P		14,264.39		13,598.49
404	Donations received	P		4,503.00		1,500.00
408	Sundry income	P		400.00		3,431.69
409	Job Retention Scheme claims	P		7,693.35		
411	Bank interest received	P		4.67		9.61
417	Taxation repayment supplement received	P				1.22
501	Corporation tax charge	P	808.26		136.61	
661	FF & equipment - cost b/fwd	B	4,787.68		4,787.68	
662	FF & equipment - additions	B	1,320.95			
665	FF & equipment - accumulated	B		3,668.00		3,142.51
666	FF & equipment - depreciation charge	B		558.74		525.49
712	Trade debtors	B	35.50			
751	Prepayments	B	100.00		955.97	
771	Bank current account - type 1	B	4,464.59		2,799.63	
777	Bank deposit account - type 1	B	8,100.85		11,662.13	
781	Petty cash account	B	74.89		74.89	
831	Corporation tax payable	B		808.26		136.61
846	PAYE control account	B		350.73		180.60
881	Accruals	B		1,321.60		2,736.95
915B	Other deferred income	B		6,470.55		12,359.95
990	Profit and loss account b/fwd	B		1,198.00		841.00

C\FWD	46,413.93	46,413.93	66,141.06	66,141.06
-------	-----------	-----------	-----------	-----------

Simple Trial Balance

Client : Hip & Harmony CIC
Year End : 31/03/21

Code	Description	P/B	2021		2020	
			Debit	Credit	Debit	Credit
		B\FWD	46,413.93	46,413.93	66,141.06	66,141.06
		Total	46,413.93	46,413.93	66,141.06	66,141.06
Gross Loss	6,403.00					
Net Profit	-4,510.00					