

SMALL GRANTS PROGRAMME
(for one-off purchases - maximum £500)
APPLICATION FORM

Name of organisation	FRIENDS OF WEST VALE PARK
Official address (if applicable)	NA

	First contact	Second contact
Name	E LUXFORD	F SMITH
Position	COMMITTEE MEMBER	SECRETARY
Address		
Telephone		
Email		

(LEAD FOR SPACEHIVE PROJECT)

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

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

Your organisation	
What does your organisation do?	PROMOTES THE CONSERVATION MANAGEMENT & DEVELOPMENT OF WEST VALE PARK.
How does your organisation benefit the local community?	ENABLES INFORMAL & FORMAL ACTIVITIES THAT PROMOTE THE PARK AND ENGAGE THE LOCAL COMMUNITY.
How many people benefit directly from the work of your organisation (itemise numbers of members, volunteers and service users)?	COMMITTEE MEMBERS - 12 VOLUNTEERS - 20 SERVICE USERS - FROM 10 - 600. (600 ON FUN DAY)

Details of your grant application	
Item to be purchased including make/model and cost.	PLAY EQUIPMENT - ZIPWIRE £12,000
Why do you need to make this purchase?	TO IMPROVE PLAY FACILITIES IN PARK
How will this purchase benefit your organisation?	BY DEVELOPING FACILITIES TO ENGAGE WITH OLDER LOCAL CHILDREN
How will this purchase benefit the local community?	TO PROVIDE A STIMULATING PLAY EXPERIENCE IN THE OUTDOORS TO IMPROVE MENTAL PHYSICAL HEALTH
TOTAL AMOUNT REQUESTED	£ 500

Financial information about your organisation (last financial year)	
What was the date of your last financial year end?	31.10.23
What was your organisation's income in the last financial year?	£2911
Did your organisation have a surplus or deficit for the last financial year?	Surplus £ 291 Deficit £
What were your organisation's unrestricted reserves at the end of the last financial year?	£ 291

Financial information about your organisation (current financial year)	
Are you projecting a surplus or deficit for the current financial year?	Projected surplus £ Projected deficit £ 254
What are your organisation's projected unrestricted reserves for the end of the current financial year?	£ 0

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 2019	PARK FUN DAY	£1500
APRIL 2020	PARK FUN DAY	£1500 1750
APRIL 2022	PARK FUN DAY	£1600
APRIL 2023	PARK FUN DAY	£1600

(COVID PREVENTED THE FUN DAY IN OTHER YEARS)

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 will your one-off purchase 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)	na

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	E LUXFORD
Signature	
Date	19.11.23

Applications to the small grants programme will be considered at the next scheduled People Committee meeting following receipt.

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.

NESTON TOWN COUNCIL PRIVACY NOTICE FOR APPLICANTS TO THE TOWN COUNCIL'S GRANTS PROGRAMME

The Data Protection Act 2018 governs how we handle personal data.

Why are we collecting your information?

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 addresses relating to named individuals who are submitting the form on behalf of the group. We are processing 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).

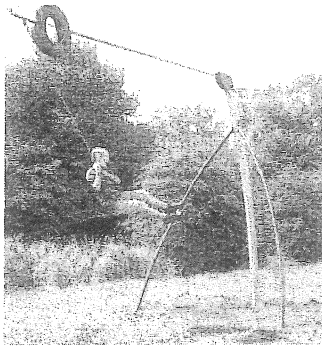
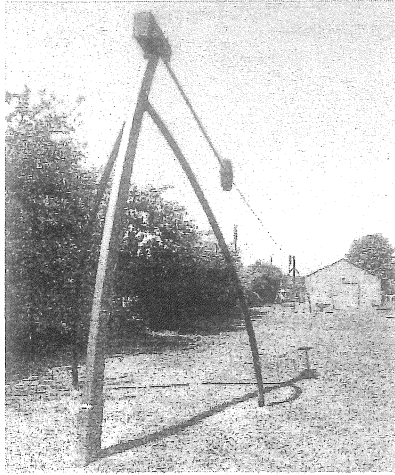
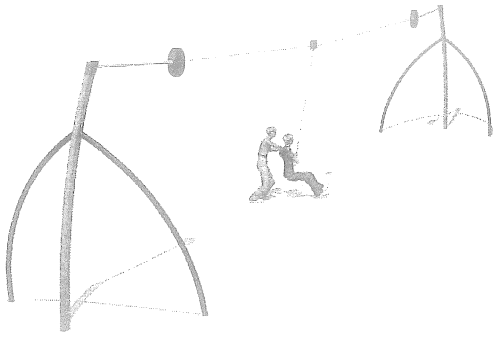
Information from unsuccessful grant applicants will be kept for 12 months from the point of application. A redacted version of the grant application uploaded to the website as a meeting paper will be available to view for an indefinite period (private addresses, private telephone numbers, private email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

West Vale Park accounts 22 - 23

	2023 £p	2022 £p
RECEIPTS		
Neston Town Council Grant	1,600.00	1,600.00
Advance donations		600.00
Cllr Barker		
NISA charity	500.00	200.00
Bazuki Brothers Theatre in the Park	-	30.00
Donations on day		
Collection buckets	379.00	319.17
Cakes & tombola in 23	132.00	58.10
Books inc in above	-	37.80
NISA Local on site sales	250.00	150.00
Falafal van Bar in 22	50.00	30.00
Ice cream sales	-	25.00
Total Receipts	2,911.00	3,050.07
PAYMENTS		
Broker Network Insurance	117.00	117.60
Marquee & tables etc	546.00	441.00
Odin Climbing wall	960.00	900.00
Circus Skills	575.00	575.00
Toilets	170.00	-
Craft Workshop	-	10.00
First Aid	160.00	
Small Animal W/shop	175.00	175.00
Crazy Golf	300.00	300.00
Engine Rides	-	100.00
Publicity Printing external £50	50.00	86.70
Music licence	21.00 cash	-
Coconuts & internal printing	52.00	55.00
sweets	15.00 cash	
Bank charges Nov 22 - Oct 23	63.54	50.80
to cash in hand	39.00	
Total Payments	3,243.54	2,811.10
Surplus/(Deficit)	- (332.54)	238.97
End of year Oct 23		
Assets		
Bank Account	256.17	593.70
Cash in Hand	34.82	29.83
Total Assets	290.99 (-332.54)	623.53

**PROVISIONAL STATEMENT OF ACCOUNTS FOR
YEAR ENDING OCTOBER 2024**

Surplus funds carried forward from 2023		<u>£291+</u>
Projected receipts for 2024 Annual Fun Day		
Town Council Grants	1800	
Nisa Charity	250	
Donations to include committee activities	600	
Vendor fees	300	
		<u>£2900+</u>
Total projected funds		<u>£3191+</u>
Projected annual costs		
Insurance	125	
Bank charges	100	
Publicity and printing	100	
		<u>£325-</u>
Projected costs for 2024 Annual Fun Day		
Music licence	25	
Toilets	185	
First Aid	175	
Marquee hire	600	
Climbing wall	960	
Circus skills	600	
Small animals	175	
Crazy golf	300	
Coconuts, sweets, incidentals	100	
		<u>£3120-</u>
Total potential costs		<u>£3445-</u>
Giving a potential deficit of		<u>£254-</u>



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