



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

Name of organisation	Little Actors Theatre Company
Official address (if applicable)	9 Carlton Close, Parkgate, CH64 6TD

	First contact	Second contact
Name	Samantha Giblin	Fern Evans
Position	Artistic Director	Neston Town Hall
Address	9 Carlton Close, Parkgate CH64 6TD	High Street, CH64 9TR
Telephone	07385 849864	07385 849864
Email	mail@littleactorstheatre.com	mail@littleactorstheatre.com

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

Registration status (if applicable)	
Charity Commission registration number	1155249
Companies House registration number	07151719

Your organisation	
What does your organisation do?	Little Actors Theatre offers professionally led performing arts activities in the community, mainly in the Town Hall. All actors are Equity members and LATC is registered with professional body the Independent Theatre Council. Also, as a Registered Charity we offer an access for all policy with particular focus on financial inclusion (50% low-income discounts). LATC also performs at wider community events.
How does your organisation benefit the local community? Please include a specific example.	By providing professionally led theatre arts activities that promote mental and physical health and well-being. It is important to have creative outlets for a community to come together and share, within groups and wider for an audience at events. Having professional theatre practitioners lead all workshops adds high quality to the provision on offer. Also, as LATC is now based in the Town Hall it is rooted in the community and is developing its offering

	<p>from this base. Including providing portable equipment to improve the staging and technical facilities available for use in the in hall.</p> <p>Having an office at the front of the building ensures a Warm Welcome Space drop in that also offers an information and signposting point as well as selling stamps.</p>
How many people benefit directly from the work of your organisation (itemise numbers of members, volunteers and service users)?	<p>InterACT Youth Theatre (ages 13+) 12-15 per week</p> <p>Theatre Club (5-12s) 30-40 per week</p> <p>Creative Tots (pre-school) 5+ per week (currently on hold)</p> <p>Holiday course for 6-12 year olds – 30-45 children.</p> <p>Public performances and community appearances at events including (Village fair & Christmas Lights switch on)- 2000+ per annum public audience</p> <p>Volunteers – depending on the activity we have 43 volunteers for differing occasions.</p> <p>Professional shows – audience of approximately 100.</p> <p>Warm Welcome Space drop in – approximately 1600 annually.</p>
What activities, events or services has your organisation provided in Neston during the last 12 months?	<p>InterACT Youth Theatre (ages 12+) – Involvement with productions for National Theatre Connections and Leverhulme Drama Festival. The group won the youth section and picked up the best actor and best actress awards.</p> <p>Theatre Club (5-12s) – rehearsed a Christmas show performed in the Town Hall. Plus, a Coronation themed programme of work for community events and a summer show</p> <p>Advanced Musical Theatre class for ages 10+</p> <p>Summer holiday week long course for 6-12 year olds</p> <p>LAMDA examinations – 12 children are currently preparing for examinations</p>

	<p>The professional actors also formed a performance company and presented the Panto Cinderella in the Town Hall</p> <p>Welcome Warm Space and drop in on the High Street serving approximately 1600 people one way or another</p> <p>Ukrainian children are offered free places.</p> <p>A CW&C commission created a verbatim piece of theatre with the youth theatre on the theme of COVID-19 Reflections. Performed in Stanney Fields Park and at Theatre Porto.</p>
What activities, events or services does your organisation plan to provide in Neston for the next 12 months?	<p>Neston Theatre Festival funded by Cheshire West Crowd will take place in the Town Hall 12th-14th July 2024.</p> <p>Brightlights Theatre for adults could recommence subject to funding. Performances at the Leverhulme Drama Festival or Cheshire One Act Drama Festival.</p> <p>InterACT Youth Theatre (ages 12+) – The group aged will participate in National Theatre Connections if selected and Leverhulme Drama Festival. Plus, involvement in the Neston Theatre Festival.</p> <p>Theatre Club (5-12s) – Preparing performances for Christmas and the Village Fair. Plus, involvement in the Neston Theatre Festival.</p> <p>Advanced Musical Theatre for ages 10+. Preparing to perform at the Neston Theatre Festival and other community events</p> <p>Summer holiday course for 6-12 year olds</p> <p>Participate in wider community events where feasible.</p> <p>LAMDA examination preparation</p> <p>Welcome Warm Space at the front of the Town Hall.</p>

Your project	
Project title	Little Actors 2024-25 season of theatre from Neston Town Hall
Amount requested	£2500
Project start date	April 2024
Project end date	March 2025
Describe your project	<p>We would aim to run the sessions, courses and rehearsals listed above on a weekly basis with some of the groups culminating in public performances. All based in the Town Hall.</p> <p>Material would be devised and created and would include Christmas shows, plays created for the Leverhulme Drama Festival. Drama and dance projects. The National Theatre Connections programme for the youth theatre.</p> <p>For Spring 2025 we would be challenging the under 12s with creating a verbatim theatre project about living in Neston as children.</p> <p>Little Actors would participate in community events as much as possible.</p> <p>The projects offer many volunteering opportunities to adults and teens too.</p>
List the main objectives of your project	<p>The main objective of the project is to involve the public, both as participants and audience in theatre arts activities to improve health and well-being. Also, to help reduce social isolation and loneliness and promote social pride.</p> <p>By being based in the Town Hall we aim to host a creative hub for signposting, selling stamps and a Warm Space. This will provide a practical service for residents and visitors.</p> <p>We also will engage with volunteers to involve them in arts and community activities. Again, to improve health and well-being and reduce social isolation and loneliness.</p> <p>Little Actors offers a scholarship scheme of 50% for low-income families. This ensures that people with financial constraints can access the activities. Our objective being equal access for all.</p>

	<p>Grant funding supports the delivery of the scholarships.</p> <p>We also aim for high quality provision by contracting highly trained and experienced professional theatre professionals.</p>
Explain how each main objective will be achieved.	<p>This will be achieved through the delivery of weekly theatre workshops and performance opportunities in the Town Hall and at other Neston events.</p> <p>The workshops will be led by professional theatre practitioners who will guide participants and volunteers to achieve the best results they can for the presentations.</p> <p>The reducing of fees ensures equal access for all. Where relevant the Artistic Director can use discretion to offer further discounts for individual hardship circumstances.</p>
Provide a timeline for implementation of your project.	<p>January – April 2024 – planning and administration preparation (unfunded)</p> <p>April – July 2024 – summer term workshops and activities including preparation by all groups for the Neston Theatre Festival in July 2024.</p> <p>July 12th-14th – Neston Theatre Festival in the Town Hall (funded by Cheshire West Crowd)</p> <p>Village Fair performances.</p> <p>August – delivery of a week-long summer course for children.</p> <p>September – December – weekly rehearsals for each group in preparation for their shows.</p> <p>Theatre Club (U12s) will prepare for Christmas shows.</p> <p>The youth theatre will begin rehearsals for National Theatre Connections and this play will also enter the Leverhulme Festival and transfer to The Lowry.</p>

	<p>January – March 2025 – final rehearsals for the spring youth theatre shows and festivals.</p> <p>Theatre Club will embark on a new style verbatim theatre project to mark their lives as children in Neston. To perform in the Town Hall.</p> <p>Plus, participation in community events as they are scheduled.</p> <p>Warm Space will continue daily subject to space agreements with the Town Council.</p>
Detail the evidence that proves why this project is needed.	<p>Access to the arts should be a right for all children. Our scholarship scheme ensures everyone from low-income families can access our services. This is well used currently by 20% of our members demonstrating a financial need for this service. 23.8% of primary school children and 26.9% of High School children are in receipt of free school meals in the Neston Ward demonstrating that financial support is needed to access activities for them in the town.</p> <p>Research demonstrates that participation in the arts improves health and wellbeing.</p> <p>Little Actors provides a service that tackles these issues as well as involving our participants in larger community events.</p> <p>As an aside, Artistic Director, Samantha Giblin graduated with the MA in Applied Theatre at Royal Central School of Speech and Drama. This is a specialist Masters in community and educational theatre. This additional qualification is being applied to improve and extend the creative and social offering by Little Actors in Neston. Without people having to travel to urban areas for similar arrangements.</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.	<p>For the children, parents get involved in volunteering on shows to support. This ensures we can offer these services. This involvement and more would be encouraged and facilitated.</p>

	<p>The teenagers in the youth theatre choose the material they want to work on – effectively facilitating their voices that we as an organisation listen to and action their choices and aspirations.</p> <p>Being based in the Town Hall, LATC can ensure the development of theatre arts activities on the High Street and in the Town Hall. This has extended the reach of the work to the wider community through easy access to a central venue. As a Warm Space and information point, over 1600 people have accessed this service demonstrating a need for an open door drop in on the High Street.</p> <p>At stakeholder meetings, parents and children express their interest in the activities being offered in the town. Especially those without a car who cannot get out to urban areas that may offer similar.</p>
<p>What difference will your project make to the lives of the people who will benefit from it and how will you measure its legacy?</p>	<p>Some of the benefits include happiness, joy, a sense of belonging, team building, creativity, improving physical and mental health and well-being, community involvement and cohesion. Life long skills such as communication, collaborative working, critical and creative thinking and building self esteem.</p> <p>Case history of a child with SEN benefitting from the activities: ...she is just thriving; she wants to have the most lines...which is just amazing as it shows she believes in herself and her ability to learn lines...M also attends LAMDA which we think by M watching her peers has really helped her learn language more, it's been great for her understanding of vocabulary - she is studying watching and listening and learning...we see the benefits it brings...it now gives her the courage to stand up and perform a script...which is massive for M, she's now on paragraphs...instead of one word or just sentences.</p> <p>The positive impacts for this child are life changing.</p>

	We do provide feedback forms for all participants when relevant and data is collated into project reports.	
How many people do you estimate will benefit from your project?	Direct beneficiaries	3000+ as participants, Town Hall audience and wider community audience. Plus, Warm Space users.
	Volunteers	43 depending on the activity. 6 Trustees.
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?	<p>Little Actors offers the weekly workshops but changes the challenges from project to project. A proportion of income is through fee charges (subsidised where relevant), plus seeking additional grants so projects can be delivered. Fees charged are used to help cover overheads.</p> <p>Going forward further project grants would be sought from small and large funding bodies and trusts.</p> <p>Over the last few months fund raising events such as a Halloween party and tabletop sale have been organised and this is an area for development.</p>	

Breakdown of project costs	
Description of expenditure	Amount £
These are just project weekly delivery costs for the U12s, youth theatre and Musical Theatre groups only and do not cover and admin/overheads or other production costs. 38 weeks for 2024-25 delivered over 3 terms	
Room Hire in Town Hall – all groups	3746
Facilitator – Holiday course (1 week)	500
Sat Facilitator – Drama Director – Theatre Club – 2 hours @ £25	1900
Sat Facilitator – Musical Theatre – Theatre Club – 2 hours @ £25	1900
Sat Facilitator – Director (safeguarding) – Theatre Club – 2 ½ hours @ £25	2375
Musical Theatre class facilitator 1 hour @ 25	950
Flyers/posters – shows	200
Flyers/posters – holiday course	100
Youth theatre directors (x2) 2 hours per week @£25	3800
TOTAL PROJECT COST (do not include in-kind costs)	15471

Sources of project funding and in-kind support

Have you secured any other funding for your project? If so, where from?	Amount
Fees	5000
Other trusts' grants (TBC)	2000-4000
Description of in-kind assistance secured (e.g., volunteer hours or donated equipment)	Amount (what is the financial conversion for this in-kind help?)
Front of house volunteers on show days 3 people for 2 hours (@£11 per hour for 5 show days)	330

Financial information about your organisation (last financial year)	
What was the date of your last financial year end?	31 st March 2023
What was your organisation's income in the last financial year?	£69702 (including some of our income coming from London clients and other project grants)
Did your organisation have a surplus or deficit for the last financial year?	Surplus £
	Deficit £1425
What were your organisation's unrestricted reserves at the end of the last financial year?	£5665

Financial information about your organisation (current financial year)	
Are you projecting a surplus or deficit for the current financial year?	Projected surplus £0
	Projected deficit £665
What are your organisation's projected unrestricted reserves for the end of the current financial year?	£5000

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
2023	To deliver community arts programme for children and young people from the Town Hall and offer a hub from the front office on the High Street.	£2500
2022	To deliver community work for 2022-23	£2500
April 2021	To deliver workshops for the 2021 - 22 repertoire. Delivery outlined above.	£2500
June 2020	To deliver our work for the summer and autumn term 2020. This was delivered	

	both in the room and via Zoom during lockdown.	
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#	Reference	Date	Project	Type	Amount
2539	Staging	24/10/2019	Brightlife 2019-20	Invoice	£2,616.40
2497		01/07/2019	Summer Course 2019	Invoice	£500.00
2496		01/07/2019	Brightlights 2019-20	Invoice	£2,000.00
2371		01/04/2019	Neston 2019-20	Invoice	£2,500.00

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.	Yes
To help the Neston area's voluntary and community groups to improve the impact on the community.	Yes
To ensure the provision of services, needed by the residents of the Neston area, via the voluntary sector.	Yes
To support organisations which meet the needs of people experiencing social and economic difficulties.	Yes
To ensure that there is equality of access and opportunity for all Neston area residents to the services it provides and funds.	Yes
To improve or enhance the local environment.	

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

Declaration	
<ol style="list-style-type: none"> 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	Samantha Giblin
Signature	
Date	14 th March 2024

GRANTS PROGRAMME UPDATES

If you would like to receive periodic updates from Neston Town Council about the Council's grants programme, please provide an email address below.

By providing this information you agree to the Town Council storing and using your email address to provide you with grants programme updates. The Town Council will not use the email address you provide for any purpose other than to send you information about the grants programme and will not share your email address with any other organisations. You can ask to be removed from this mailing list at any time by contacting Neston Town Council.

Email address	mail@littleactorstheatre.com
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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.

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

The General Data Protection Regulations (GDPR) and the Data Protection Act 2018 govern 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 the data under Article 6 of the General Data Protection Regulations, Section 1e, Public Task. 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).