



SMALL GRANTS PROGRAMME **(Maximum £500)** **APPLICATION FORM**

Name of organisation	Neston Royal British Legion
Official address (if applicable)	12 Chester Road

	First contact	Second contact
Name	Tom Jellicoe	
Position	Club secretary	
Address		
Telephone		
Email		

Does your organisation have a bank account with a minimum of two signatures? <i>Grants will only be awarded to organisations with a bank account.</i>	YES	X
	NO	

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

Your organisation	
What does your organisation do?	We help to fundraise for the poppy appeal. While also offering the club out for the community to use.
How does your organisation benefit the local community?	We offer free use of the club for local clubs Neston Nomads (meetings, fundraisers, presentation), guides, air cadets, 250 club fundraisers for Neston Females Society.
How many people benefit directly from the work of your organisation? (Itemise numbers of members, volunteers and service users.)	350 members 10 committee members 300 Varies from other clubs using the venue bingo, classic car club etc

Details of your grant application	
Briefly describe the project, activity or purchase for which you require a grant. <i>Retrospective requests will not be considered.</i>	We require a grant to pay for the Marching band on remembrance Sunday.
How will the project, activity or purchase benefit the local community?	With having the Scottish pipe band brings the atmosphere to remembrance Sunday. To pay respect to everyone that has served in the armed Forces

Project/activity start date and end date <i>The project start date must be later than the meeting at which your application is to be considered. It is not possible to award grants retrospectively.</i>	Sunday 9 th November 2025
How much will your project, activity or purchase cost in total?	£500
How much are you requesting from Neston Town Council?	£500
Please give a breakdown of the cost of the project, activity or purchase.	This is the fee the band requires. With getting this grant we can focus fundraising events on other projects within helping to support keeping Neston Royal British Legion Club going as its currently going through some financial difficulty.
If your project, activity or purchase cost is more than the amount requested in this grant application, how will you fund the difference?	We will look into other fundraising events.

Financial information about your organisation

Please provide details of any reserves held by your organisation.	£0
Have you attached your most recent accounts? If not, please explain why.	The Branch have recently put all the money into getting the air condition units put into the club upstairs.

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

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 project support?	
To enable local people to participate in voluntary groups and activities.	X
To help the Neston area's voluntary and community groups to improve the impact on the community.	X

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

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 private 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	Tom Jellicoe
Signature	
Date	24 th September 2025

Small grant applications will be considered at the next scheduled Community & Environment Committee meeting as long as they are received more than two weeks before the meeting date. Any applications received less than two weeks prior to the meeting date will be considered at the following scheduled meeting. A list of scheduled meetings can be found on the Town Council's website ([Meeting Dates](#)) and on all Town Council noticeboards.

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).