



SMALL GRANTS PROGRAMME

(Maximum £500)

APPLICATION FORM

Name of organisation	Little Actors Theatre Company
Official address (if applicable)	25 Sherbourne Avenue, Chester CH4 7QU

	First contact	Second contact
Name	Samantha Giblin	
Position	Artistic Director	
Address		
Telephone		
Email	mail@littleactorstheatre.com	

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	✓
	NO	

Registration status (if applicable)	
Charity Commission registration number	1155249
Companies House registration number	7151719

Your organisation	
What does your organisation do?	Little Actors offers performing arts activities for children and young people in Neston. Weekly sessions Summer course LAMDA exam preparation One off events e.g. theatre festivals Performances at community events
How does your organisation benefit the local community?	Participation improves health and wellbeing and promotes social cohesion. The 50% low income discount scheme provides access for all. The provision ensures there is access to the arts in this rural community where transport to other creative venues is very poor.
How many people benefit directly from the work of your organisation? (Itemise numbers of members, volunteers and service users.)	Weekly 40-45 children and young people 10-20 on the summer course Youth Empowerment project in schools and the community – approximately 270 children

	Regular and non regular participants at 2026 youth theatre festivals 45. (19 regular, 12 non regular and visiting company 14). Approximately 100 in the audience. Community audience of up to 1000 (via shows and Village Fair performances etc) We have 55 volunteers on our list who help on an ad hoc basis on projects.
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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>	Little Actors would again like to host a one day youth theatre festival in summer 2027 in Neston Town Hall. This would be to build on the 2026 pilot funded by The Big Give. A variety of performing arts workshops would be offered. Led by highly trained and experienced theatre practitioners.
How will the project, activity or purchase benefit the local community?	This will be offered free to all children and young people. Health and wellbeing will be improved and a sense of social cohesion developed. Creative development would promote: Building self esteem Developing confidence Good verbal communication Critical thinking Physical health (through dance) Camaraderie Team work The event will bring creative life to the Town Hall and High Street as the building would be full of young people and their families.
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>	A Saturday in June or July 2027
How much will your project, activity or purchase cost in total?	£3244.99 (includes Spacehive fees)
How much are you requesting from Neston Town Council?	£500 We would request that if this donation to the Spacehive Cheshire West Crowdfund

	is approved, then we would request that the award is given to Little Actors so that we can declare advanced funding on the platform, before going live. This would avoid additional fees. The crowdfund would run from November - January
Please give a breakdown of the cost of the project, activity or purchase.	Guest directors £1200 Pre festival producer £600 (30 hours @ £20) Technicians x 2 £400 Town Hall Hire £328 Festival day producer £200 Publicity materials £92.40 Spacehive fees £215.26 Payment processing fees £116.25 VAT £43.06 In Kind – volunteer time £450 This may alter slightly before submission to Spacehive. But details would be on the site Neston Youth Theatre Festival 2027
If your project, activity or purchase cost is more than the amount requested in this grant application, how will you fund the difference?	This would be funded via the Cheshire West Crowd/Spacehive. Little Actors is also requesting support from CWaC members budgets.

Financial information about your organisation

Please provide details of any reserves held by your organisation.	£10,657 2024-25 For 2025-26 we anticipate the reserves to be in the region of £8000 as the trustees permitted a spend of £2000 to enhance the lighting resources housed in the Town Hall. 2025-26 accounts currently being prepared for approval on October 2026 and will be forwarded to NTC.
Have you attached your most recent accounts? If not, please explain why.	We believe you have a copy of our most recent accounts and policy documents as I update annually. If not I can resend

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
2026	2026-2027 Repertoire	2500
2025	2025-28 Repertoire	2500
2024	2024-25 repertoire	2500
2023	To deliver community arts programme for	2500

	children and young people from the Town Hall and offer a hub from the front office on the High Street	
2023	Lighting small grant contribution	500
2022	Community work 2022 – 23	2500

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.	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)	Yes – Spacehive page link
Policies for the protection of children and/or vulnerable adults (if applicable)	yes

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	Samantha Giblin
Signature	
Date	17 th September 2026

Applications to the small grants programme will be 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.gov.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).