QUATT MALVERN PARISH COUNCIL

GRANT APPLICATION

Each year the Parish Council has a small budget allocation available to give as grants to local organisations to help you improve the well being of people living in Quatt.

Before reading on, please check that you or your organisation is eligible for a grant.

About you

- You can apply as an individual or on behalf of an organisation
- You must either live or work in the Parish of Quatt Malvern or be very closely associated with the Parish.

Your idea for a grant must

- The former description of this Grant was "Section 137" to benefit the Parish.
- Now "To Improve the well being" of people in the Parish of Quatt Malvern.

Your application should be

- Ideally for a small sum of money - say £500 - but this smaller amount allows us to spread limited available finance further.
- Larger sums of money up to a maximum of £2500 may be considered.
- Matching funding (say 25%-50%) must be sought against larger sums.
- For something that might be difficult to find funding from elsewhere.

Help with your application

If you are thinking of making an application, please do talk to the Parish Clerk.
If you do not meet all the criteria listed above it might still be possible to apply for a grant from us or elsewhere, but you should certainly talk to the Parish Clerk first.

Timetable for applications

The deadline for applications will be 28 days prior to our next full Meeting of the Council – (held every two months).
If all the funding is not distributed at the end of the year, it is not automatically carried forward into another financial year, although a minuted agreement to do so will be allowed. The Finance Committee of the Council meet annually in November and will set a budget for this funding based on the rules set to Local Government for "Well Being" or Section 137 as it was called and which varies each year dependent upon the electorate number.

Number of grants to be awarded

The Council is hoping to award between three or four grants each year, subject to the limits of the fund.

When you have finished your project
We shall expect you to spend the grant within 12 months and submit a short report and statement of accounts. The Parish Clerk will explain the format of the report and accounts to you.

If your grant award is not successful
We shall explain why your application was not successful and advise you about further applications.

Application Form
Please complete the form in black ink and return it to the Clerk as soon as possible.
Information therein will be photocopied and delivered to all Councillors.
You can submit the form by hand or post to the Parish Clerk's Office or by e-mail.
The details for this are: William S. Griffiths, Clerk of the Council,
9 Stretton Close,
Bridgnorth,
Shropshire, WV16 5DB
Email: clerk@quattmalvernparishcouncil.gov.uk

ABOUT YOUR ORGANISATION

1. Name of the organisation making the application

Quatt Parochial Church Council

2. Address of the organisation

St Andrew's Church, Quatt, Bridgnorth, WV15 6QN

3. Name and address of the contact person for this application. Please include the post code and your telephone number

Steve Jones (Secretary & Treasurer)
72 Manor Avenue South
Kidderminster
Worcs
DY11 6DG
Tel: 01562 753828
07885622479

4. What kind of organisation is it? - Please tick one.

Registered Charity - and provide the reference number Registered Charity (no number as part of the church)
'Not for profit' Organisation - provide details.
Unregistered / informal organisation

Please attach a copy of your Constitution or formal documentation to this application. You do not need to do this if you have already submitted this with a previous application and it has not changed, or if you are applying as an individual or unregistered organisation

5 Briefly describe the aims of your organisation, the needs you seek to meet, and the people you work with. Pastoral and spiritual

6. What area do the activities of your organisation cover? Please advise whether Quatt only or other Quatt Malvern Parish area i.e. Wootton or Hampton Loade.

Village church covering all surrounding areas.

FOR WHAT REASON DO YOU WANT TO APPLY FOR A GRANT?

7. Please specify how this Grant will benefit the Parish or any part of it, or some of its residents.

We have many people visiting both the church and the churchyard as residents' relatives are buried here. The walkway up from the Wootton Lane is quite steep and difficult for many of our elderly and infirm visitors. To help we would like to install a handrail.

8. What is the total budget to fund this project? Please give a breakdown of costs. (Separate papers if necessary)

We have received a quotation from Matthew Pye (MP Gates Brierley Hill) for £1850 which we would like to accept as it is significantly less than another quote from Steelway Fensecure Ltd that was for £4605 + VAT

9. Have you applied to any other organisation to fund this Project?

No. We have a donation of £1350 specifically for this project.

If yes, please give details.

YOUR EXPERIENCE OF MANAGING GRANTS

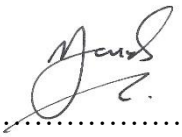
10. Have you received grant funding from any organisation (including ourselves?) in the past – If yes, please give details.

Yes, we have received support from the Parish Council previously. .

SUBMITTING YOUR APPLICATION

11. You should sign that you agree with the following statement:

I am authorised to apply for this grant on behalf of the organisation named above, and to the best of my knowledge the information included on the form is correct



…….. 23 May 2026

Please submit the following documents with your application.

- A copy of your constitution or document of rules if you have them
- The name and address of the Chair person of your organisation

Rev Jon Aldwinckle The Rectory Alveley

- Quotes and / or Estimates received. None only an email.

A copy of the latest Audited Accounts plus an up to date receipts and payments account from the date of the audited figures and a summary of

all outstanding liabilities which are not reflected in those Accounts.

Attached