

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 be

- “To Improve the well being of all or some” of the people in the Parish of Quatt Malvern.

Your application should be

- Ideally for a small sum of money - say £500 - 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) or a shorter period if specifically notified to you..

If all the funding is not distributed at the end of the year, it is not automatically carried forward into another financial year, although the Council may resolve to allow it in some cases. The Council meet annually in January to set a budget for this funding based on the rules set out under S.137 Local Government Act 1972 and which varies each year dependent upon the number of electors.

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: quattpc@aol.com

ABOUT YOUR ORGANISATION

1. Name of the organisation making the application

Quatt Village Hall

2. Address of the organisation : Quatt Village Hall

Quatt
Bridgnorth
WV156QN

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

Susan Link
Treasurer - Quatt Village Hall
32 Quatt
Bridgnorth
WV156QW
01746780939

Chair
Annette Nicholls
Allendale
Quatford
Bridgnorth
WV15 6QJ

4. What kind of organisation is it? - Please tick one
Registered Charity - and provide the reference number **X** 1090759
'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 **Previously submitted**

- 5 Briefly describe the aims of your organisation, the needs you seek to meet, and the people you work with.
Our organisation is the Quatt Village Hall, a community building run by and for the local community. Small village communities suffer greatly where there is no focus for village life, the hall has such a focus and has an active committee, who are keen to ensure this continues and expands.
The hall is already used by a variety of different organisations, and last year created a free warm hub/craft/get together with food as a response to the cost of living crisis. Our wheel and hub approach keeps us in contact with our community, and other organisations.
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.
All areas of the Parish

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.

Event was open to all members of the Parish

It was a Country wide event, the coronation of the new king, that members of our community were interested in. We contacted all organisations in the village and produced an invitation, delivered to each household in the Parish.

The invite shared details for the Bell ringing, the Cricket club match, in hope of gaining spectators and bar visitors, the celebration church service to encourage visitors to St Andrews, and an invite to the village hall for cream teas, fun, games, and crafts for the children, inc decoration handmade Crown biscuits. It also gave an opportunity for parishioners to collect the commemorative coins purchased by the Parish Council.

Aims was to have a fun community afternoon and particularly for people who still haven't felt confident to be out since Covid, to meet up with friends and neighbours.

We were able to also deliver afternoon tea and a coin to some people unable to attend. We had lovely feedback on the event via text and email i.e :

'Hi Steph

Thanks so much for organising the Coronation Tea Party at the village hall. All the eats looked so festive and tasty and it was good to see so many there. X and I know how much hard work goes into organising such events and I think everyone there was very appreciative and clearly having a happy time!

Well done to you and your team.'

8. What is the total budget to fund this project? Please give a breakdown of costs. (Separate papers if necessary)
Invitations and delivery £14.50
Crafts purchased for children £12.70 Biscuits to decorate +sweets £9.45
Afternoon Tea (Sausage rolls, cheese scones, cake, cream tea with variety of scones, inc vegan, gluten free, lactose free diets, filter coffee tea and squash) costed at £4 per head catering for 120 as an estimate re per household in parish.
£480

9. Have you applied to any other organisation to fund this Project? **NO**

If yes, please give details.N/A

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 had grants from the Parish Council in the past for example when we managed the open village event to bring the community together and raise funds for all the village organisations, also the VC celebrations, another community event.

We have also had grants from other organisation inc Shropshire Council and have a proven record of managing these funds.

Our accounts show we have ring fenced grant monies, for our warm hub, and repair and renewal work planned at the hall.

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

.....Susan Link : Treasurer.....date ...20/05/23.....

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
- An up to date statement of your accounts.
- Quotes and / or Estimates received.