

Application Ref (MDC use only)

Communities Fund Application – Larger Grants up to £30,000

This form is for organisations wishing to apply for funding greater than £2,000 and up to a maximum of £30,000.

The purpose of the Communities Fund is to help communities to increase resilience and achieve their objectives and aspirations for a fairer, greener and more vibrant Mendip.

This form should be completed after reading the '**Communities Fund Guidance**'.

Please submit all supporting evidence / documents with your applications. There is a checklist as part of the guidance.

Timescale for funding decisions

We will aim to make the awards by the **end of October 2021**.

DEADLINE FOR RETURN OF DOCUMENTS:

The closing date for applications and supporting documents is midnight on **Thursday 30th September 2021**. Any applications received after the closing date will not be considered.

Please return your completed application forms and supporting documents to:
communitiesfund@mendip.gov.uk

If you do not have an email account you can post your application to:
Communities Fund, Corporate Services, Mendip District Council, Cannards Grave Road, Shepton Mallet, BA4 5BT.

APPLICANT DETAILS

1. Please provide details about your organisation (full name as written in your constitution or rules (if appropriate)).

Name of your organisation	Croscombe Parish Council
Contact details	Saddlers, Long Street, Croscombe, BA5 3QJ
	Landline no: Mobile: 07734742977 Email: clerk@croscombeparishcouncil.co.uk
Contact name (please provide the name of the main applicant)	Main applicant: Gill Pettitt Position in organisation: Parish Clerk Email: clerk@croscombeparishcouncil.co.uk Telephone no: Mobile: 07734742977
Address for correspondence (if different from above)	
Date your organisation was formed or constituted	1894

2. Please indicate whether this application is a single application or a joint application with other interested parties by ticking below.

Single Application	<input checked="" type="checkbox"/>	Joint Application	<input type="checkbox"/>
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3. Please give details of any other partners / councils / organisations involved in delivering the project.

Name of organisations / partners / councils: n/a

4. How would you describe your organisation? (Please tick appropriate boxes).

Voluntary Organisation	<input type="checkbox"/>	Social Enterprise	<input type="checkbox"/>
City / Town or Parish Council	<input checked="" type="checkbox"/>	Village Hall	<input type="checkbox"/>
Community Group	<input type="checkbox"/>	Self-Help Group	<input type="checkbox"/>
Other (<i>please describe</i>)			

5. How many people are involved in the running of your organisation, commencement date and the organisation's main aims and activities?

Committee Members	(1-10) (11-50) (50+)
Other volunteers	(1-10) (11-50) (50+)
Paid staff	Full-Time
	Part-Time 1
Organisation commencement date	
What are the main aims and activities of your organisation?	<p>To:</p> <ul style="list-style-type: none"> • represent, support & undertake projects for the benefit of; • work in partnership with other bodies to achieve benefit for; • help other tiers of local government keep in touch with, <p>the parish of Croscombe and its community</p>

6. Legal status of your organisation (please tick one box, and insert registered number (s) below if applicable).

	Please send in or provide a link	Tick to advise supplied as hard copy or link to website address
Unincorporated club, group or association	Constitution	
City / Town or Parish Council	Constitution / Governance Document	www.croscombeparishcouncil.co.uk/croscombe-council-contacts/policies Standing Orders Financial Regulations
Company limited by guarantee or shares (includes Community Interest Companies (CIC's))	Memorandum & Articles of Association	
Charitable company	Memorandum & Articles of Association	
Friendly Society or Industrial & Provident Society	Rules	
Charitable Trust	Trust Deed	
Village Hall	Constitution / Governance Document	

	Please provide:
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Registered Charity number (if applicable)	
Company Registration Number (if applicable)	
VAT registration number (if applicable)	

INFORMATION ABOUT YOUR PROJECT

7. Why are you applying for the Funding?

<p>What is the purpose of the project you are applying for?</p> <p>Describe your project giving as much detail as you can.</p>	<p>To replace play area equipment that has come to the end of its life.</p> <p>The Croscombe play area is situated next to Croscombe Village Hall off Fayre Way on land leased from Somerset County Council. The present equipment consists of a decommissioned 2 seat cradle swing bay; a 2 seat swing bay; slide; agility trail; basketball post; willow den; 2 picnic benches.</p> <p>The upper part of the field is leased by Croscombe Primary School and has football area, pond, labyrinth and sculpture.</p> <p>This project will reinvigorate the play area, encouraging local children, from toddler age to young teenager. to use the new facilities and families to enjoy the surroundings together.</p>
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Project commencement date:	Planning began May 2021
Expected date of completion:	Targetted completion spring 2022; Schedule attached.

8. How does your project support Community Resilience and Covid-19 recovery in the community?

<p>Please explain how the proposal supports and builds community resilience and Covid-19 recovery.</p> <p>Some examples may include projects aimed at:</p> <ul style="list-style-type: none"> Improving community facilities Community organisation / network resilience Supporting community 	<p>Presently the existing play facilities are gradually being decommissioned as it becomes unsafe. Council resolved that due to the extensive use of timber, which has now reached the end of its useful life, it would not be cost effective to repair. Additionally the play equipment lacks accessibility & variety for different age groups.</p> <p>Refurbishment will bring the play area</p>
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<p>volunteering opportunities and training</p> <ul style="list-style-type: none"> • Promoting physical and mental wellbeing • Encouraging social connection • Financial and digital inclusion • Accessible participation in arts, creativity and heritage 	<p>back to life, giving local children somewhere accessible and fun to visit again for recreation and activities.</p> <p>The community is a vibrant one that enjoys creative events using outdoor amenities for such like as the recent Play-in-a-week that rehearsed and performed within the play area.</p> <p>Ultimately there is support to develop the space to make it more attractive / sociable for the entire parish community, as well as providing a safe scooter / running track for children to use which is currently lacking in the locality due to the topography and the freight route running through the village.</p> <p>Socially, visions for the future include picnics and outdoor cinema events that centre around the play area as well as the charter market that spills out into the field in the summer. These occasions reinforce the community's sense of ownership of the space while the children gain social and agility skills through play.</p>
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<p>How does the project contribute to Mendip District Council's Corporate Plan Priorities and Actions? Please give specific detail.</p> <p>www.mendip.gov.uk/corporateplan</p>	<p>Priority 3 – To protect and enhance the rural community – reinforcing the social heart of the village and network of its younger people to retain the village's vibrancy and health through activity.</p>
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9. Who will benefit from the project and how? (Please tick all appropriate boxes)

Community Development and Support		Health and Wellbeing for the community	✓
BAME groups (specify below)		Younger people	✓
		Older people	
People with low income	✓	Poverty and Disadvantage	✓
Supporting Family Life	✓	Community Social Inclusion	
Counselling/advice/Mentoring		Disabled People	✓
Education and Training	✓	Racial and Cultural Integration	
Other (please state below)		Sports and Recreation	✓

<p>Is the project targeted at particular groups of people, e.g. older (50+), younger (under 18s) etc?</p>	<p>Under 18s – young families</p>
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How do you know this project will meet an existing need?	The play area is an existing area that is already popular.
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How will the community benefit? What will be the impact?	Having a safe place to play.
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Please describe where the project will primarily take place and which other localities will benefit from the project.	Primary location: Fayre Way Play Area Other locations:
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What is the impact beyond the originating parish / town?	Croscombe Primary School children catchment from surrounding villages.
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Approximately how many people will benefit from the project? Please select the range that applies.	1-20 21-50 51-100 on a regular basis, potentially more occasionally 101-200 201+
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10. Links with other activity in the community

Does the project build on any existing activity? If yes, please give details.	Yes / No
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Details: Enhances the existing play area and focus for social activities in the village

11. Project Management

Please provide details of how you plan to deliver the project, including timescales and by whom.	Schedule for project completion attached. Quotes have been received for guidance. Tenders – October - Council Tender opening date – tbc - Clerk Target works start – spring 2022 - Successful tender
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What are the project risks, and how will these be mitigated?	Not gaining support funding - Funding is being sourced from various options.
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How will you measure the success of the project? Include an overview of actions and deliverables.	Achievement of completion of works. Recommencement of activities in the play area that cater for a wider range of age / ability groups
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How will you maintain and embed the short-term and longer-term benefits of the project funding?	Weekly inspections of equipment as required by Council insurance. Annual inspection by RoSPA Play Safety. Delivering maintenance of equipment as per guidance by installers.
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How long will it take for the long-term benefits for the community to be achieved?	Max 3 years – within the year, lasting for 10-15 yrs 3-6 years 6 years plus
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Please include details of future running / maintenance / upkeep requirements, including who will be responsible for them.	Somerset County Council responsible for the landscape maintenance of the area. Croscombe Parish Council is responsible for maintaining the equipment in safe condition.
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12. What support is there for your proposal?

Please itemise (and attach) any expressions of support from outside your organisation such as support from the local community or City / Town or Parish Councils.	Consulted with local school – children and teachers suggested play equipment preferences. Consulted similarly at Annual Parish Meeting and summer fete asking for preferences. Croscombe CE Primary School – attached.
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13. Consent documentation:

For any building work – have the necessary planning consents been obtained for the project or are any pending? Yes / No / N/A	Please provide the planning reference number:
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If building work / improvements are being carried out as part of your application, will this provide access for people with disabilities? Please give details.

For any planting (e.g. wildflower / tree shrub), please provide evidence of landowner consent.	Please provide name and contact details of landowner Name: Email Address:
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Please give details of any other consent / permissions required for this project.	Current lease details play equipment and manufacturer – lease will be updated once successful tender is known.
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FINANCE AND MANAGEMENT

14. How much funding are you seeking from the Communities Fund (maximum £30,000)?

£30,000.00

15. What is the minimum amount of grant that would be useful to your project?

£10,000.00

16. Priority will be given to schemes with potential for match funding. How are you raising money for your scheme?

Source	Amount £	Confirmed YES/NO	Date of application (actual / expected)	Decision date
Marked Reserves	£10,000	YES	Accrued through precept	
Fundraising Play-in-a-week	£700	YES		August 21
Two Crocombe Charter Markets	Not known, approx £600	YES	June and September	Not known
Total Project Match Funding:	£11,300			

17. Does the project involve funding beyond a one-off payment?

If yes, how will the extra funding be raised to ensure long-term viability of the project?

Yes / No

Details: Precept will provide maintenance costs and accrue towards replacement.

18. Please give a breakdown of the estimated costs of the project for which you are seeking funding.

What was the annual income of your organisation last year (2020/21)?	£9,617	
	Column A	Column B
Project Cost Breakdown	Amount from Communities Fund	Total Cost
Premises	£	£
Admin / General Expenses	£	£
Equipment	£30,000	£4,000
Other (please describe) removal of old equipment delivery/storage/inspection	£	£2,500 £4,500

19. Where the project includes building work, we need to see at least three builder's quotations. For other purchases, two quotations or copies of catalogue entries are required.

Please give details.	Copies of quotes attached:
HAGS	£41,000.00
Proludic	£39,997.48
Sutcliffe Play South West	£93,367.00

20. Please provide your organisation's bank account details:

Name of Account:	Parish Council of Croscombe
Bank Address:	Frome (A) Branch, 4 Market St, Frome, Somerset, BA11 1AE
Sort Code:	601911
Account Number:	52134458
Roll. No. (Building society accounts only)	
How many signatories are required to sign cheques or authorise online banking transactions?	Two

21. Please provide details of your organisation's budget for the current financial year (2021/22) – where does your money come from throughout the year and how is it spent?

INCOME (£)	
Grants (confirmed) Precept	£ 7,800
Grants (not yet confirmed)	
Sale of goods or services	
Subscriptions / membership fees	
Other Income (please state): Cemetery, allotments, VAT, Interest	£ 915
Total anticipated income for the financial period 2021/22	A £ 8,715

EXPENDITURE (£)	
Salaries / Wages / Staff Recruitment	£ 6,196
Volunteer Costs (expenses, training, etc)	
Venue Costs (rent, heating, lighting, etc)	£ 179
General Running Costs (post, phone, insurance, etc)	£ 2,536
Other Costs (please state): Cemetery maintenance Play Area inspection	£ 1,100
Total anticipated expenditure for the period 2021/22	B £ 10,011

Total anticipated surplus/deficit for 2021/22 (A minus B)	+/- £ 1,296
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22. Does your organisation have any reserves?

Financial reserves can be one of three types;	
<ul style="list-style-type: none"> • General Free Reserves can be used to pay for any activity that furthers your organisation's aims and objectives. • Restricted Reserves are monies that must only be spent on a specific activity e.g. a grant given to buy a photocopier. • Designated Reserves are made when your organisation decides to put money aside for a later purpose, e.g. for children to attend a major sports event, but may later choose to use the money for a different purpose, e.g. if the event is cancelled. 	
General Free Reserves	£ 2,000
Restricted Reserves	£
Designated Reserves	£ 12,900
Total Monies Currently at Bank	£ 24,258

23. Does your organisation have the following insurances or policies?

Please indicate Yes, No, or N/A (not applicable) if, for example, you do not employ staff. If applicable, please include with your submission.

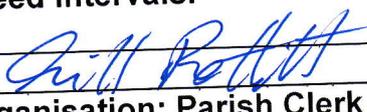
Public Liability Insurance	Yes	Employers Liability Insurance	Yes
Professional Indemnity Insurance	Yes	Health and Safety policy	Yes
Child protection policy	N/A	Safeguarding policy	N/A
Equalities policy	No		

Please ensure that you submit the additional information detailed in the checklist in your application pack. (Wherever possible, please provide these documents electronically).

DECLARATION

I confirm on behalf of Croscombe Parish Council that I am authorised to sign this declaration and that, to the best of my knowledge, all answers to the questions on this form are accurate. I have read and understood the guidance notes for funding. If this application is successful, this organisation will only use the funding for the purposes outlined in this application. It will comply with the Conditions of Funding attached to it and, if they are not met, this organisation will repay the funding. I agree to provide reasonable information to the Council for monitoring and evaluation purposes, including site visits where requested by the Council.

You may be requested to report back to the Council on the success of your project at agreed intervals.

Signed: 	Date: 29 Sept 2021
Position in organisation: Parish Clerk	

If your application fails criteria parameters, do you wish to have your papers returned to you, if hard copies are supplied?	Yes / No
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Are you happy to take part in promotional activities in relation to the project application?	Yes / No
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* The information you have provided will be used for the administration of The Communities Fund applications. Mendip District Council is registered under the Data Protection Act 1998 for these purposes. We may check information that you provide, or information provided by a third party, with other information we hold, to check the accuracy of information and to protect public funds in other ways, as permitted by law. We may also share this information with other bodies administering public funds for these purposes. We will not disclose information about you to anyone, unless the law permits us to. The Council is the Data Controller for the purposes of the Data Protection Act 1998.

If you want to know more about the information, we have about you, or the way we use your information, please write to the Council's Data Protection Officer at Mendip District Council.