ECCLESFIELD PARISH COUNCIL

Please ensure that all the details requested on the following pages are completed in full. Please note that the Parish Council will be unable to process your application if any of the required information has been omitted.

Applicants may be required to provide proof of expenditure of any previous grant by providing invoices, receipts etc. before a new application may be considered.

Please submit this form completed within one month of receiving it.

1 What is your group called? ***Give your name as it appears on your bank account.***

Grenoside Community Association

2 Please give us your contact details.

Title *Mr* First name *Steve* Surname *Atkinson*

Position in group (if applicable) *Treasurer*

Address.

[redacted]

Postcode [redacted]

Your phone number, if we need to talk to you. [redacted]

Your email address, if you have one [redacted]

3 Full address of where your activities will be based.

Grenoside Community Centre,
Main Street, Grenoside, Sheffield S35 8PR

4. What is the purpose of your group – what difference do you make, How do you meet the needs of your community?

The Community Centre is the thriving heart of Grenoside village and is very well utilised by local people. As well as taking outside hires it is home to 15 "in-house" groups, such as Pantomime, Local History, Keep Fit, Dancing, Drama, and Badminton. We have 500 members in total, and we entertain audiences of 3,000 each year with our pantomimes, plays and Gilbert and Sullivan operettas. And the annual Grenoside Gala draws huge crowds each June

5. What activity will you put on or project will you undertake if we give you a grant and when will this take place?

We have a Gardening Store at the back of the building, housing our mowers and other valuable items. It has external-quality doors, but they are old, and we would like to protect it better with an electrified roller shutter. These doors have been the subject of attacks in the past. As the Centre is often empty these days, there are extra security concerns which we would like to address

6. Does your group receive funding from anywhere else? Please state who this is from and the amount of funding

We have occasionally received funding for specific major projects, such as the up-grade of the heating system in 2017. Other than these, we are entirely self-funded from the profits of our "in-house" groups, and from fees from external hirers
We received £25,000 earlier this year as part of the Community Covid Response Fund. This was generous but it basically covered what we lost from having to cancel our major income streams - the Gala, the Pantomime and the Drama productions. After that, we have about 6 months of reserves, as required by the Charity Commission. However, we have to stay open to support Appletree Nursery, which means that we cannot minimise our costs, and we have no other income

7. Please give us a breakdown of what you want the funding to pay for :-

Item requested	£ per item/activity	Total
Electrically operated double door security roller shutter, to increase the security for the Gardening Store	£ *1,425*	£ *1,425*
	£	£
	£	£
	£	£
	£	£

		£	£
		£	£
		£	£
Total cost of activity	*(Including estimate for electrical work)*		*£ 1,625*
Total cost of grant requested from us			*£ 1,425*

8. You must provide a copy of your latest financial accounts together with a copy bank statement.

9. Please list all the people who are authorised to make withdrawals from your account.

Name	*Steve Atkinson*	Name	*Nigel Stringer*
Name	*David Pepper*	Name	

10. How many people have to sign for each withdrawal? *2*

11. Please give details of your bank account including bank, account number and sort code. Please give details of who a cheque should be made out to.

[redacted] *sort code* [redacted] *account numbe* [redacted]

Cheques would be payable to Grenoside Community Association

12. <u>Would all applicants please note that it is a requirement of the Parish Council that photographic evidence is provided of the event/purchase.</u>

Please note that the Parish Council is subject to Freedom of Information Act 2000 and other related legislation. This means that most of the information you supply to the Council will probably be public. If you do not want any information released your grant cannot be considered.

Declaration of intent

This application needs to be signed by the person whose name appears as the contact at the beginning of the form.

I can confirm that the organisation named on the front of this form has authorised me to make this application.

I can confirm that *all* the answers to the questions are true.

Name	*Steve Atkinson*		
Position in group	*Treasurer*		
Signed	[redacted]	Date	*9 November 2020*

The Parish Council has been advised to request a short questionnaire on any risks there may be in respect of applications for financial assistance. Therefore in order to be satisfied that there will be no legal implications for the council if they do give a grant in response to your request, I would be pleased if you could kindly reply to the following few points.

QUESTIONS	TICK BOX OR ANSWER
1. Does the applicant/your group have adequate ***public liability insurance*** to a minimum of at least £2 million cover for any activities etc. which may benefit from the council's grant. **Please supply us with a copy of your certificate along with your application.**	*Yes*
2. Is the premium paid up to date (give date)	*Yes. Paid August 2020*
3. Have police checks (CRB disclosure) been carried out for group members who deal with children and vulnerable adults	*Not applicable. All our child members are supervised by parents*
4. What steps have been taken to minimise any accidents, loss or damage to property or people or property.	*The building is fully secure, covered by CCTV. We have a H&S policy*
5. Will the grant be repaid to the Parish Council if the event does not take place or the items that the grant is requested for are not purchased?	*Yes*
6. Will the lack of a grant stop the event taking place or seriously curtail or reduce the activities of the group in any way	*Yes*
7. Has the health and safety of members of the group or the public participating in an event been properly assessed and have satisfactory conclusions been drawn from this assessment	*Yes*
8. Are you satisfied that all possible risks have been adequately covered by the systems and procedures you have placed in force for the event or for the use of the equipment purchased from the grant	*Yes*

Signed by Chairman ..... Date *9 November 2020*

Signed by Secretary ..... Date *9 November 2020*