



ECCLESFIELD PARISH COUNCIL

Serving your Community Since 1894

COVID SUPPORT AND RECOVERY FUND

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.*

Chap & Dist Am Operatic Soc

- 2 Please give us your contact details.

Title

Mrs

First name

Julia

Surname

Hughes

Position in group (if applicable)

Society Secretary

Address.

	Postcode

Your phone number, if we need to talk to you.

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Council Offices Mortomley Lane SHEFFIELD S35 3HS

☎ 0114 284 5095 ✉ admin@ecclesfield-pc.gov.uk

🌐 www.ecclesfield-pc.gov.uk

Your email address, if you have one

3. Full address of where your activities will be based.

The School Room, High Green Methodist Church, Wortley Road, High Green, Sheffield, S35 4LU

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

To promote the love for the arts and musical theatre. The society has an Academy for children ages 8 - 17 and then an adult society which is for anyone 16+. Our aim is to bring people, from all ages diverse walks of life together to build confidence across three main areas, singing, acting and dancing. This provides people with the opportunity to gain life experiences regardless of age, social background etc. We have no audition to become a member, just a want to be part of the society. Many of our members have created new freindship grups and their confidence has increase.

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

With Covid we have just performed for the first time in 3 years, but sadly to around 50% of what we did in recent years, this is becasue there are still worries around Covid and attending places like the theatre. However, costs have increased so the show we have just completed is set to make a loss of somewhere between £5,000 & £10,000. Shows cost around £20,000 to put on. We would normally be able to offset this with fundrasing through social events, etc but have been unable to do this. Many societies are folding this year and we do not want to as it is our centenary year in 2023/24. The funding would go toward us putting our next Academy show on in July 2022 & our adult show in April 2023 without fear of bankrupcy.

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

We reply purely on the goodwill of the membership and from tickets sales. Our currentl memebrship for our adult society if £25 plus a £35 on stage fee which covers a fraction of the costs to put a £20,000 show on. Our Academy cost is £4 per week which again covers a fraction of their show which costs around £4,000 to put on - we want to provid ememebrs with the most professional experience possible within our budget. Many societies are folding due to Covid and audiences still wary of attending theatres. We have around 25 memebrs of our academy, and 40 members of our adult society. We are one show away from folding ourselves. Below are just a few of the overheads we have for putting on a show, there ar eman, many more but wanted to give a flavour how this grant could support in so many ways

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

Item requested	£ per item/activity	Total
Academy show theatre hire	£ 500	£ 500
Academy show rehearsal room hire	£ 300	£ 300
Academy Show costume hire	£ 500	£ 500
Academy show show pianist	£ 150	£ 150
Adult Society rehearsal room hire	£ 500	£ 500
Adult Society costume hire	£ 3,000	£ 3,000
Adult society theatre hire	£ 3,000	£ 3,000
Adult society sound services	£ 1,075	£ 1,075
Total cost of activity		£ 6,325
Total cost of grant requested from us		£ 3,000

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	<input type="text"/>	Name	<input type="text"/>
Name	<input type="text"/>	Name	<input type="text"/>

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.

Sort code -	
Account -	
Cheque to	

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

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

Julia Hughes

Position in group

Secretary

Signed

Date

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)	4/12/2022
3. Have police checks (CRB disclosure) been carried out for group members who deal with children and vulnerable adults	Yes
4. What steps have been taken to minimise any accidents, loss or damage to property or people or property.	We have a designated H&S officer and this is a standing agenda item on our monthly committee meeting
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 - We will probably fold
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 10/4/22

Signed by Secretary Date 10/4/22