



ECCLESFIELD PARISH COUNCIL

Serving your Community Since 1894

Community Groups Small Grants Programme - Application Form

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.***

Quilts for the Longest Day

- 2 Please give us your contact details.

Title First name Surname

Position in group (if applicable)

Address.

C/o Happy Hare, 1a Arundel Road, Sheffield

Postcode S35 2RB

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

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:

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3. Full address of where your activities are based.

As above

4. Which Ward will the project cover? Please tick the appropriate box (you may tick more than one):

Burncross	X
Chapelton	X
Ecclesfield	X
High Green	X
Thornccliffe	X
Grenoside	X

5. I confirm we are a not-for-profit group. Please tick to confirm what kind of group you are (tick on box only)

Unincorporated association	X
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A registered charity	
If yes, please state your charity number:	

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

Quilts for the Longest Day was formed in August 2023. The original intention was to make eighty patchwork quilts as a one-off project to commemorate the eightieth anniversary of the D-Day landings, and to distribute these to veterans living in care homes via the Royal British Legion.

Monthly “making days” were scheduled throughout the duration of the project. All were welcome to attend these sessions, which were offered free of charge. Several attendees were elderly, lived alone, or had caring responsibilities. These sessions helped to reduce social isolation in the local area.

We also made packs of material available for those who would like to be involved, but who were unable to attend the more formal sessions.

It had been intended that the project would be wound up following an afternoon tea for veterans which took place on 8th June 2024. However, the reception of attendees to the project was immensely positive, and the individuals who had helped make the quilts were keen to continue.

To that end, a decision was made to form a more formal not-for-profit in our own right, to enable us to continue with the project.

We have attended an advice session with VAS and SYFAB, who assisted us in identifying the most appropriate group structure and writing a constitution. Ben Parkinson MBE has agreed to act as the group’s patron.

Feedback on the project has indicated that the veterans who have received the quilts often feel forgotten and neglected by their community after their service ends. Receiving a quilt has made them feel that their sacrifices are appreciated, in some small way.

At the planned project end date in June 2024, we confirmed that we had exceeded our target and had managed to make 108 single bed sized quilts.

Distribution via RBL was not ideal, as they struggled with a plan to get the quilts out to the intended recipients. On that basis, they only received a relatively small number of quilts from the project. The remainder have been distributed by the group at the afternoon tea in June, at other events aimed at veterans, and to individuals where requests have been made. Five of these quilts have been hand delivered to veterans over the age of 100 (the oldest was 104).

In the run-up to the D-Day event we received a great deal of publicity for the project. This included two interviews on BBC Radio Sheffield and two interviews on Calendar News. We also had articles published in national sewing magazines.

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

Going forward, the plan is to continue to hold making days on a monthly basis, which will again be open to all.

We have already started to form relationships with local veterans' groups and have, to date, attended a pie and pea supper and a craft fair for veterans. We have been offered a stand at the Great Yorkshire Quilt Show at the end of August, and will also be arranging to attend veterans' breakfast clubs in the local area.

These actions are intended to spread the word about the project to local veterans and to recruit more people to help make the quilts.

We have also formed links with Scottie's Little Soldiers, a charity which works with the children of soldiers who have died. We have committed to making a quilt for an upcoming charity auction, and will also be making some "book cushions" for the children they work with towards Christmas. In return, Scottie's will be promoting the work we do.

In addition to the patronage of Ben Parkinson, we are also in discussions with Patrick Grant's representative. Patrick is one of the presenters of the Great British Sewing Bee. If we can manage to get him on board with the project, this will attract a great deal of attention from the sewing community and we are confident that it will attract even more publicity for the local area.

We had previously advised that we had managed to source thirteen panels from a range called Remembering - <https://www.nutexuk.co.uk/fabrics/remembering/remembering-colp-101-90cm>

These proved to be extremely popular, and we have asked the supplier to hold fifty more panels for us from this year's stock, which we plan to take from them as funds allow.

Given the nature of my business (a fabric shop in Chapeltown), all materials will be purchased at a wholesale rate using my existing suppliers, and will go to the project at that rate, which is a considerable discount on normal retail costs.

We have had some fabric donated from suppliers, which will be used for quilt tops. However, buying wadding and backing fabric will be an ongoing part of the project.

The demand on our makers should be more manageable this year, without the firm deadline of a scheduled event. If we are able to grow the project and recruit more makers, we would be aiming to continue to produce ten quilts every month.

There is an active and enthusiastic quilting community in Chapeltown and the surrounding areas, which we have fostered and encouraged, and are already willing to take part in this public-spirited project. Most quilters have a collection of fabrics they are willing to donate and use for good causes. We do expect that a number of quilters will act independently and donate quilts, which was demonstrated in the first tranche of the project.

The support of this grant would support us in continuing to make this project as inclusive and accessible as possible, embracing the community at large in a project that both celebrates the generosity of our makers and commemorates the even greater spirit of our veteran service people in defending our community.

Making days are a critical part of this project. We have devised a schedule for makers to come in to work on quilts at our fully-equipped premises. With the

support of this grant, we would be able to provide fabric for makers to take part, even if they are not in a position to fund a quilt themselves.

With the formation of our new not-for-profit, we have agreed more formal criteria for allocating quilts. It is acknowledged that a number of the completed quilts will go outside of the immediate neighbourhood, but there will be a priority for veterans in the local area. We will also prioritise applications from veterans over the age of ninety, who may live further afield, but whose service should be recognised.

As previously advised, there are very clear benefits derived from having this project taking place in Chapeltown in terms of publicity, reducing social isolation for makers and pulling additional visitors into the area.

8. Does your group receive funding from anywhere else? Please state the amount of funding you have received from other funding bodies in the last 5 years, including Ecclesfield Parish Council. Please include if you have applied or received any additional funding for the project you are requesting the grant for.

Under the umbrella of Chapeltown Forum, we received £2000 from EPC and £1000 from the LAC in financial year 2023 – 2024 towards the cost of quilts.

We also received just under £1000 from SCC via ERF#2 in financial year 2024 - 2025. This was used to fund an afternoon tea for veterans on 8th June 2024.

We have also received some funds via private individual donations and through making merchandise for sale.

At the current time, our balance stands at under £100.

We do plan to apply for additional funding, but have not yet done so.

9. Please give us a detailed breakdown of what you want the funding to pay for and provide quotes to support your application:

Item requested	£ per item/activity	Total
Quilt wadding - £345.60 for 27.4 metres, which will do 25 quilts	£13.82	£1063.38
Quilt tops – to be done from a variety of fabrics. Quote is for £5.99 per metre plus VAT, but bulk may attract a slight discount. 3m per quilt	£21.56	£1725.12
Extra wide backing - £7.99 plus VAT per metre. Two metres will do two quilts	£9.58	£767.04
Binding – 0.5m per quilt at £2.95 plus VAT per metre	£1.77	£141.60

505 spray temporary adhesive – each one will do approx. three quilts @ £6.77 plus VAT	£2.71	£212.98
Total cost of activity	49.44	£5932.80
Total cost of grant requested from us		£2000.00

Prices above are based on making ten quilts per month for the next year (120 in total).

10. You must provide a copy of your latest financial accounts together with a copy of an up-to-date bank statement.

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

Name

Name

Name

Name

12. How many people have to sign for each withdrawal?

13. Please give details of your bank account including bank, account number and sort code.

14. 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	Lisa Birkett		
Position in group	Project Lead		
Signed			Date
			23/08/24

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, please reply to the following few points.

QUESTIONS	TICK BOX OR ANSWER
1. Does the applicant/your group have adequate <i>public liability insurance in the Group's name</i> 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
3. Have police checks (DBS disclosure) been carried out for group members who deal with children and vulnerable adults	Not applicable
4. What steps have been taken to minimise any accidents, loss or damage to property or people or property.	Not applicable

5. Do you agree to repay the Parish Council if the event does not take place or the items that the grant is requested for are not purchased? Any unspent Grants, full or partial must be repaid to the Council unless otherwise agreed. Failure to do so may result in legal and other action by the Council and affect future grant assistance.	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 – unless funding can be accessed, the project will be substantially adversely affected
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 Project LeadLisa Birkett.....Date.....23/08/24.....

GRANT PAPERWORK CHECK LIST

PLEASE TICK THE BOXES BELOW TO SAY YOU HAVE INCLUDED THE FOLOWING PAPERWORK WITH YOUR GRANT APPLICATION FORM:

Up to date bank statement	Please see note below *
Up to date year end accounts	X
Up to date Public Liability Insurance	X
Quotations for what you require the grant for	X

*as this is a brand new account, there are no statements available yet. However, we have attached a screenshot of account details. Once a statement is available, we would be happy to provide this