



COMMUNITY GRANTS FUND APPLICATION

Please answer all questions which are relevant to your organisation – failure to do so may result in a delay in the determination of your application

PROJECT (In no more than 25 words)	Provision of defibrillator to external wall of sheltered accommodation	GRANT AMOUNT REQUESTED	£750.00
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Contact Details

Q1 Name of organisation making application:

Millingtons Charity

Name of contact for this application

Title: Mr

First Name: Garry

Surname: Dean

Position held in the organisation: Clerk to the Trustees

Contact Address, including full postcode:

Postcode:

Contact Telephone Number:

Email address:

About your organisation

Q2 What type of organisation are you?

Tick (✓) relevant category:

Registered Charity: Charity Registration Number 213371
~~Voluntary Organisation:~~
~~Company Limited by Guarantee: Company Number~~
~~Other — Please specify:~~

Q3 When was your organisation established?

1749

Q4 Briefly describe your organisation.

Describe your organisation, including how many members/users you have, whether there is a subscription fee and the usual activities/services you provide.
If you are a new organisation, describe the services/activities you plan to provide.

Millingtons provides sheltered accommodation for people from Shropshire who are able to care for themselves in their own homes, with or without family members and or carers. There are 33 apartments, there is no annual subscription

Q5 If you are a subsidiary of a larger organisation, please state which one.

N/A

Q6 Does your organisation have an agreed Constitution or Memorandum of Association?

Please state which and attach a copy: Trust Deed – amended 12 April 1988

Q7 What is your primary source of funding?

Legacy from a will of 1738

Details of the project or activity you are planning

Q8 Describe the projects/activity you plan to use this grant for.

- i. Try to be specific about what you will do and how you will do it.

To acquire a wall mounted defibrillator for use in an emergency situation for both residents of the Almshouses and members of the public who are near to this location.

- ii. Please state how you have identified this need and how the project will benefit the people of Shrewsbury, together with the estimated time span. If you are seeking continuation funding for this project, please provide evidence for this continued need.

Identified the need and benefit of having a defibrillator on site during one of our regular routine management committee meetings. The benefit will be to the mainly elderly people living here and their primarily elderly visitors, it will also be another resource available to the wider local community. Should the application be granted it is anticipated that the equipment will be on site within 28 days. Additional funding, examples being the requirement to change internal batteries every 5 years (current cost £280) and contact pads which require renewing each time the defibrillator is used (current cost £70) will in the future be met by Millingtons.

- iii. How many people from the Parish of Shrewsbury do you expect to benefit directly from your project or activity?

Unknown

Q9 What criteria will be used to measure the success of the project and how many people from the Parish of Shrewsbury do you expect to benefit from it?

Difficult to measure if this is successful until there is an occasion when someone is facing a life threatening situation that the defibrillator is able to be used in a positive way with.

Q10 What, if any, special safety issues are related to your project/activity?

Please provide the following information:

- i. What kind of insurance does your organisation have?

Currently none in relation to the defibrillator, although we have made enquiries with our broker to see if the item can be insured (against acts of vandalism etc)

- ii. Do the leaders have the relevant qualifications and/or experience?

Permanent members of staff of the charity will undertake online training in the use of the defibrillator and also CPR training. Residents and Trustees will also be encouraged to take up this opportunity

- iii. What policies does your organisation have in place (i.e. Health and Safety, Child Protection/Safeguarding, working with vulnerable adults, Equal Opportunities, CRB Checks etc.)? *You may be required to submit copies of your policies.*

All of the above – the revised documents are scheduled to be uploaded to our website in the near future.

Funding of your project

Q11 Previous Applications

If you have applied for and received funding from Shrewsbury Town Council in the past please provide details of the amount, the year and briefly what the funding was used for.

Year	Project Description	Award £
	None submitted	

Q12 Project Funding

Please provide details of the amount of funding you need for your project and give us a breakdown of what the money is for (please enclose any relevant estimates or details).

Tell us the amount of grant requested £750.00 and provide a detailed breakdown as to how you have reached this figure

Project Expenditure Please list all items of expenditure for your project	Amount of Project
London Hearts Charity can provide a defibrillator with an external heated unlocked cabinet for	£1195.00
	£
Total	£1195.00
Project Income Please list how the project shall be funded	
Millingtons Charity to contribute	£445.00
	£
What is the difference? This should be the same as the amount of Grant you are applying for	£750.00

Q13 Covering a Shortfall

If the Town Council makes an offer less than the amount requested, how will that impact on the Project and how will you cover the shortfall?

Millingtons will investigate other possible sources of funding, however, ultimately the

Charity will fund and shortfall from our operating funds

Q14 Sustainability

What plans do you have in place to ensure that your organisation becomes more sustainable and less reliant on grant funding, particularly from the Town Council?

The Charity has not relied on grant funding at any time since the initial legacy was made in 1749.

Your Accounts

Q15 Please provide the following details from your most recent annual accounts

Total Income	£204639
Less Total Expenditure	£231081
Surplus / Loss	£26440
Savings (Unreserved Investments)	£766322

Please provide a copy of your most recent annual audited accounts or, in the case of newly established organisations, the projected income and expenditure for the next twelve months.

You need to include these documents with this application.

Account Details

Q16 Please provide your bank or building society account details

You can only apply for grant if you have a bank/building society account in the name of your organisation. We will only pay grants into an account which requires at least two people to sign each cheque or withdrawal. These people should not be related.

Account name:

Sort Code: Account Number:

Bank/building society name:

Bank/building society address:

Who are the signatories and what position do they hold in your organisation?

- 1 Name: Position: Chairman
- 2 Name: Position: Vice Chairman

3

Name:

Position: Clerk to the Trustees

Any Other Information

Q17 Any other information which you consider to be relevant to your application.

Both a resource for the people who live at Millingtons, our visitors, guests and the wider community.

Declarations

Q18 Declaration

Please give details of a senior member of your organisation.

For example, this may be your Chairperson, Treasurer or Secretary. They must read the application and sign below. **(This must not be the main contact name in Q1).**

I confirm, on behalf of Millingtons Charity.(insert name of organisation):

That I am authorised to sign this declaration on its behalf, and that, to the best of my knowledge and belief, all replies are true and accurate.

I confirm that I have read the Terms and Conditions set out in the Notes which accompanied this application and further confirm that this application is made on the basis that if successful, the organisation will be bound to use the grant only for the purpose specified in this application, and will have to comply with those Terms and Conditions and any others which the Council might attach to the Grant.

Post held in organisation: Vice Chairman

Title:

First Name:

Surname:

Organisation address:

Postcode:

Telephone

Signed: Date:

Q19 Signature of Person Completing the Application

This must be the signature of the person named in Q1 as the main contact and **not be the same person who has signed in Q18**

I confirm that, to the best of my knowledge and belief, all the information in this application from is true and correct. I understand that you may ask for additional information at any stage of the application process.

Signed: Date:

Checklist

1. Have you answered every question?
2. Have all signatures been completed?
3. Have you included a copy of your constitution?
4. Have you included a copy of your most recent audited accounts?
5. Please state any supporting documents you are submitting:

Please return your completed application form to:

Town Clerk
Shrewsbury Town Council
Livesey House
7 St John's Hill
Shrewsbury
SY1 1JD

Telephone: 01743 281010
Email: Helen.ball@shrewsburytowncouncil.gov.uk