

COMMUNITY GRANTS FUND APPLICATION

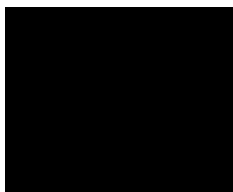
Please answer all questions which are relevant to your organisation – failure to do so may result in a delay in the determination of your application

PROJECT (In no more than 25 words)	To provide an online introduction to brief solution focussed therapy to equip out volunteers with specific skills followed by a group seminar meeting	GRANT AMOUNT REQUESTED	£1455.00
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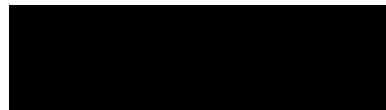
Contact Details

Q1 Name of organisation making application:
Shropshire Child Contact Centres

Name of contact for this application: Mrs Pat Barrow
Position held in the organisation: Chair
Contact Address, including full postcode:



Contact Telephone Number:
Email address:



About your organisation

Q2 What type of organisation are you?

Tick (✓) relevant category:

Registered Charity: (✓) Charity Registration Number 1096556

Voluntary Organisation: ()

Company Limited by Guarantee: () Company Number

Other – Please specify:

Q3 When was your organisation established?

30 years ago

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.

Our three Shropshire Centres (one of which is at Holy Trinity Church, Belle Vue, Shrewsbury) provide a unique service encouraging and assisting children to maintain a positive relationship with both their parents after family breakdown. At a time of emotional upheaval it is easy for the parent no longer living at home to be erased from their child's life. The lifelong damage this can cause is well documented.

Our referrals are from desperate families. They are not bad parents but are often struggling to recognise and prioritise their child's needs at a time when they are grieving the end of the family life they knew. Their children are innocent but often trapped between warring, hurt and bewildered parents. Our centres offer hope and a positive way forward. We keep costs to the minimum with a one off payment of £50 and welcome families from all backgrounds regardless of ethnicity, sexual orientation or religious beliefs.

We have 26 trained volunteers and can accommodate up to eight families in each centre at any one time.

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

No

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

Please state which and attach a copy:
Constitution attached

Q7 What is your primary source of funding?

We are in receipt of a yearly grant from the Ministry of Justice distributed by the National Association of Child Contact Centres. This grant is not guaranteed, is variable and never sufficient to meet all our needs. Our biggest expenditure is the rental of three properties when sessions are in progress. To boost our ever depleting funds we apply for local grants and organise fund raising events such as pub quizzes and choirs.

We are currently in receipt of a Children in Need grant spread over three years. however this is ring fenced and can only be used to grow and develop our service.

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.

Our volunteers have recently developed a move-on group and want to improve and enhance their existing skills so as to be better placed to assist parents to take the next steps and make their own contact arrangements away from our centres.

Relate online solution focussed training which will enable volunteers to engage with parents and give them tools for this vital role. The training comprises four modules completed individually online, plus a follow up half day webinar course delivered to the group by Relate to consolidate their new skills.

- 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.

Receipt of the Children in Need grant has enabled us to rebrand our organisation and provide an improved / extended service to families. Our newly formed group, specifically looking at ways to assist parents to move on has highlighted the need for those volunteers involved to enhance the skills and expertise they already have.

Parents using our centre are often reluctant to move on. We aim to encourage stepping stones to assist them to take the next tentative steps.

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

72+

12 volunteers getting the training.

40 to 50 families of at least three people each – 120 -150 people minimum over the next few months with a pro rata increase for the period of a year.

- iv. Please indicate which of the key pillars of the Council's Vision are met and how:

Pillars	Met	How
Building Resilient Communities For Shrewsbury	Yes	Family relationships rebuilt after family breakdown
Supporting Shrewsbury Residents To Live Active And Healthy Lives Through The Provision Of Quality Services		
Preserving Shrewsbury's Heritage		
Creating A Greener And Better-connected Shrewsbury		

Maintaining A Sustainable, Resilient And Efficient Organisation	Yes	Increasing the skills and expertise of local volunteers
Taking Positive Action To Tackle Climate Change		

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?

We create an online file recording each family's journey from application to moving on from our Centre and managing contact themselves.

Re number of people benefitting see above.

Health & Safety

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?

Public Liability Insurance via Methodist Insurance Company, affiliated and checked by the National Association of Child Contact Centres (NACCC)

Do the leaders have the relevant qualifications and/or experience?

I am a qualified Social Worker, other people involved have professional qualifications including Nursery Manager, Nurse, Teaching Assistant, Qualified Accountant

ii. 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.*

As demanded by NACCC we have the following and more:

- Health and Safety
- Child Protection
- Safeguarding
- Equal Opportunities
- Extended DBS

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 £

Not applicable

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 £1455 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
Online training for 12 volunteers @ £71.25 each	£855
Group follow up webinar	£600
	£
	£
	£
Total	£1455
Project Income Please list how the project shall be funded	
We have no funds to cover this specific project	£0
	£
	£
	£
	£
What is the difference? This should be the same as the amount of Grant you are applying for	£1455

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?

We will fundraise for the remainder.

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?

We are reducing our running costs by converting our paper admin to digital means.
We have recently started active fund raising groups within the organisation and are reaching out into the community to make links with potential donors.

Your Accounts

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

Total Income	£ 23,035
Less Total Expenditure	£ 12,736
Surplus / Loss	£ 3,075
Savings (Reserves, Cash, Investments)	£ _____

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 Treasurer

2 Name _____

Position Chair

Any Other Information

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

The Ministry of Justice grant cannot be relied upon and is not received until at least half way through each financial year. The actual amount received depends on what funding the Ministry has available at the time.

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 Shropshire Child Contact Centres

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: Treasurer

Telephone: [REDACTED]

Signed: [REDACTED]

Date: 8-7-2026

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.

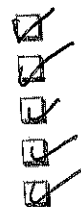
I confirm that, to the best of my knowledge and belief, all the information in this application form is true and correct. I understand that you may ask for additional information at any stage of the application process.

Signed

Date: 12th July 2026.

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