



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)	Shrewsbury Hockey Club's campaign to raise a contribution of £28,000, by the end of February 2022, for the refurbishment of the artificial turf pitch at Meole Brace School	GRANT AMOUNT REQUESTED	£2000
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Contact Details

Q1 Name of organisation making application:
Shrewsbury Hockey Club

Name of contact for this application

Title : Mr **First Name:** Andy **Surname:** Howitt

Position held in the organisation: Chair

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
Voluntary Organisation: (/)
Company Limited by Guarantee: () Company Number
Other – Please specify:

Q3 When was your organisation established?

A Shrewsbury Ladies Hockey Club is believed to have started in the 1890's. A Shrewsbury Mens Hockey Club started in the 1930's. An amalgamated womens and mens and juniors Shrewsbury Hockey Club formed in 1990.

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.**

Shrewsbury Hockey Club is a "Clubmark" (an England Hockey accreditation) voluntary organisation operated by and on behalf of its members. Membership of the Club is open to all irrespective of age, gender, sexuality, race, ethnicity or faith.

Club Membership as at January 2022:

	Male	Female	Total
Adults	121	96	217
Juniors	119	148	267
Total	240	244	484

Club Teams for 2021/22 Hockey Season

The Club has the following teams playing regularly in the Midlands hockey league and in England Hockey National Championship matches:

- 4 Senior Mens
- 2 Senior Womens
- 1 Senior Mixed
- 1 Mens Over 40's
- 1 Mens Over 50's
- 1 Mens Over 60's
- 1 Under 18 Girls
- 1 Under 16's Boys
- 1 Under 14 Girls
- 1 Under 14 Boys

1 Under 12 Girls

1 Under 12 Boys

2 Under 10's Mixed

2 Under 8's Mixed

Annual Subscriptions and Match Fees

Full Annual Membership	£160
Concessionary Annual Membership (e.g Student)	£80
Junior Membership	£65
Associate Membership	£30
Social Membership (non playing)	£20
Adult match fee	£8
Junior match fee	£4

Facility used by the Club

Shrewsbury Hockey Club has never owned or managed its own facilities. Since 1995, it has used the Artificial Grass Turf Pitch (ATP) and ancillary facilities at the Roman Rd Sports Centre/Meole Brace School, Longden Rd, Shrewsbury. This facility is now operated by Shropshire Council Leisure Services, under a 7 year licence from Meole Brace School/Central Shropshire Multi Academy Trust (the facility owner), for use by the School and wider community.

The Club hires the ATP for its use at the following times.

September – April

- Tuesdays: 18.00 -19.00 – Juniors (11-14's)
19.00 -22.00 – Mens Training
- Wednesdays: 20.00 -21.30 – Womens Training
- Saturdays: 11.00 –17.00 – League matches
- Sundays: 10.30 -12.30 – Juniors (under 11's)

Q5 If you are a subsidiary of a larger organisation, please state which one.
Not applicable

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

Shrewsbury Hockey Club has a Constitution – this is attached.

Q7 What is your primary source of funding?

The Club's primary source of income is from annual membership and weekly match fees payable by its Members (details provided above).

Details of the project or activity you are planning

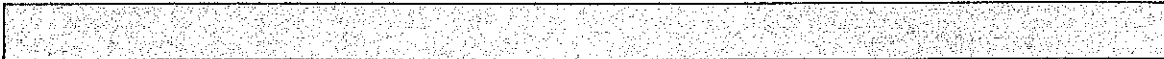
Q8 Describe the projects/activity you plan to use this grant for.

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

The ATP at Meole Brace School/Roman Rd Sports Centre has gone well beyond its expected life and it is now in a very poor condition, requiring refurbishment. Shropshire Council Leisure, Meole Brace School and Shrewsbury Hockey Club have been working closely together on a plan and funding strategy to enable the ATP to be refurbished in the summer of 2022 (during the school holidays). The plan is to replace the artificial grass surface and underlying shockpad, check the drainage system as well as upgrade the floodlights to LED lighting. The total estimated cost of the work is £280,000. Shropshire Council, through Community Investment Levy funds is looking to provide £196,000 of the cost. Meole Brace School/Central Shropshire Multi Academy Trust will provide £56,000 of the cost.

Shrewsbury Hockey Club's fund raising programme (November 2021 – end February 2022) to raise £28,000, is comprised of the following elements:

Elements of Club Fund Raising Programme for the ATP	Club financial targets for each element of the fund raising programme	Monies Paid/Promised to Date (as at 20 January '22) from each element of the programme
1 A Levy on Club Members for the ATP refurbishment	£6,500	£2,060
2 "Pitch In" (buy a square of a virtual ATP)	£7,000	£2,500
3 "200 Club" (up to 200 Members of the Club paying £24.00 a year to help the Club pay for equipment, club awards et al)	£1,000	£0
4 Club Fund Raising Events	£1,000	£2,240
5 Shropshire Hockey	£ 0	£1,000
6 Crowdfunder	£5,000	£1,105
7 Donations, loans, sponsorship	£5,000	£1,500
8 Other (grants, Loans from Club Members)	£0	£ 0
TOTALS	£25,500	£10.405



The Club does not own its own facilities. This means it is not eligible to apply for the usual range of external grants and loans as security of tenure or security against assets owned by the Club are essential criteria for funding.

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.

Shrewsbury Hockey Club has been working closely with Shropshire Council Leisure Service over a number of years and more recently with Meole Brace School to put together a plan and funding strategy for the refurbishment of the artificial turf pitch at Meole Brace School/Roman Rd Sport Centre.

Shropshire Council's Playing Fields Strategy for Shropshire (2020) and Shrewsbury Town Plan (2020) identified the Roman Rd Sports Centre/Meole Brace School as a strategically important site for hockey in Shropshire and Shrewsbury and that the ATP (which is now 16 years old (its expected life would be 12 years)) as a urgent priority for refurbishment. The refurbishment of the ATP will benefit the School, local community and Shrewsbury Hockey Club.

The plan is for the ATP refurbishment work to be undertaken during the school holidays, this summer 2022, so that the facility is ready for use by the School and community users from September 2022.

As part of the joint plan and funding strategy for the ATP refurbishment, Shrewsbury Hockey Club is working with the School and Shropshire Council to secure the Meole Brace School/Roman Rd Sports Centre site as the long term home for the Club and to develop relationships to achieve further facility improvements that will benefit the School, local community and the Club.

iii How many people from the Parish of Shrewsbury do you expect to

benefit directly from your project or activity?

Around 300 of Shrewsbury Hockey Club Members live in Shrewsbury and will benefit directly from the Club raising £28,000 towards the overall cost of the ATP refurbishment.
At least 1000 Shrewsbury school children will benefit from the ATP refurbishment.

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?

Shrewsbury Hockey Club will use the following criteria to judge the success of this project:

- i A Memorandum of Understanding and User Agreement are drawn up and signed by Meole Brace School and Shrewsbury Hockey (and Shropshire Council if and as required/appropriate) concerning; the Club's use of the ATP and ancillary facilities over the next 12 years and a long term relationship with the School to continue to improve facilities on the site for the benefit of the School, community and Club.
- ii The ATP refurbishment work is undertaken in July/August/September 2022 with the pitch ready for use by the beginning of the school autumn term and beginning of the winter hockey season (September/October 2022).
- iii The refurbished ATP is a quality facility for hockey that encourages and enables increased participation in hockey in Shrewsbury by school(s), the Club, Shropshire Hockey and others.

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?

Shrewsbury Hockey Club has full public liability insurance covering all its playing activities

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

Shrewsbury Hockey Club Committee Members and its Hockey Coaches do have relevant experience and qualifications.

The Hockey Coaches used by the Club for its junior and senior training/coaching have England Hockey Level 1, 2 or 3 coaching qualifications.

Shrewsbury Hockey Club has the England Hockey (the Governing Body for hockey in England) "Clubmark" accreditation (renewed in 2020) which assesses the quality and standards of all aspects of the Club governance and activities.

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*

The Club has the following policies in place:

Child protection/safeguarding (including Disclosure and Barring Service(DBS))
Financial procedures

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 £
N/A	N/A	N/A

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).

PLEASE SEE TABLE IN THE ANSWER TO QUESTION 8i - this provides a breakdown of how the Club is trying to raise £28,000 (between November 2021 and end February 2022)

Tell us the amount of grant requested 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
	£
	£
	£
	£
	£
Total	£
Project Income Please list how the project shall be funded	
	£
	£
	£
	£
	£
What is the difference? This should be the same as the amount of Grant you are applying for	£

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?

If the Town Council offers the Club less than £2000, the Club will continue to look at raising finance from other sources to try and achieve its £28,000 target, including a request to Club Members to lend or donate money to the Club.

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?

Shrewsbury Hockey Club is a sustainable hockey club and it is not looking to be reliant on the Town Council or others for revenue grant funding. This request for funding is to help the Club secure its future sustainability and growth through helping to: achieve the Club's fund raising target; refurbish the ATP at Meole Brace School/Roman Rd Sports Centre; secure the ATP and other facilities at the School as the long term home for Shrewsbury Hockey Club; enable the Club to develop a long term relationship with Meole Brace School and others to improve facilities on the School site for the benefit of the School, community and Club.

A copy of the Club's Development Plan (2021 -2024) Chart is attached as supporting information.

Your Accounts

Q15 Please provide the following details from your most recent annual accounts – 2020/21 (year ending March 2021)

Total Income	£ 20,699.26
Less Total Expenditure	£ 12,900.72
Surplus / Loss	£ 7,798.54*
Savings (Reserves, Cash, Investments)	£ 0

*2020/21 was an unusual financial year for the Club because of the effect of COVID -19 on the amount of hockey that could be played (50% less expenditure on pitch hire between April 2020 and end March 2021). To compensate for the loss of hockey in the winter of 2020, the Club provided a Programme of hockey for Club Members in the Summer of 2021 (which it normally does not do) and used the surplus from the 2020/21 budget to pay for the required pitch bookings.

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	Vice Chair
3	Name	Position	Membership Secretary

Any Other Information

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

Shrewsbury Hockey Club understands, from its partnership work with Shropshire Council, that Shropshire Council Leisure Services has previously approached Shrewsbury Town Council about the Meole School/Roman Rd Sports Centre ATP refurbishment project. The Club would not want this grant application to preclude Shropshire Council approaching the Town Council, if required, for funding for the ATP refurbishment project, in the eventuality that there should be a funding gap for the overall project. If there was a risk that the Club's application for a grant would prejudice any Shropshire Council grant application, the Club would not wish its grant application to proceed.

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 Shrewsbury Hockey Club:

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 -Chair

Title ... First Name: Surname:

Organisation address:

Postcode:

Telephone:

Signed:

Date: 28/1/22

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: 28/1/22

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:

CLUB DEVELOPMENT PLAN (2021-2024) CHART.

Please return your completed application form to:

Town Clerk
Shrewsbury Town Council
Riggs Hall
The Library
Castle Gates
Shrewsbury
SY1 2AS

Telephone: 01743 281010

Fax: 01743 281051

Email: Helen.ball@shrewsburytowncouncil.gov.uk