



SHREWSBURY TOWN COUNCIL 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 catering facilities within a new hall (Hermitage Centre) for the use of community and church to the rear of Belle Vue Methodist Church	GRANT AMOUNT REQUESTED	£3500
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Contact Details

Q1 Name of organisation making application: Belle Vue Methodist Church

Name of contact for this application

Title: [REDACTED]First Name [REDACTED]Surname [REDACTED]

Position held in the organisation: Member of the Development Committee

Contact Address, including full postcode:

[REDACTED]

[REDACTED]

Postcode: [REDACTED]

Contact Telephone Number: [REDACTED]

Email address: [REDACTED]

About your organisation

Q2 What type of organisation are you?

Tick (✓) relevant category:

Registered Charity: () Charity Registration Number

Voluntary Organisation: () HMRC Charities Reference X50994

Company Limited by Guarantee: () Company Number

Other – Please specify: Methodist Church.....

Q3 When was your organisation established?

The church opened in 1879

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.

The mission of BelleVue Methodist Church is to be a 'worshipping, welcoming and caring church' It is in its 'welcoming and caring' role that it seeks to serve the community in which it is located.

There are 65 members and another 43 on its community roll. In addition the premises are used increasingly and regularly by community groups that are not affiliated to the church: Rainbows, Brownies, Guides and Seniors (about 61 in all); U3A; Knitting Groups; Belle Vue Arts Festival; Marches Energy Agency in their energy saving project for the area (the church itself is a designated Eco-Congregation for its own work in "green" issues, hence the involvement with Marches Energy Agency); by Returning Officers for elections. The Church Council is committed to replacing the existing hall with a new build to be called The Hermitage Centre, which name will emphasise its attachment to the local community and its history.

The Hermitage Centre will be an attractive facility with modern communications , including WiFi, catering facilities and a lift for disabled access. We are confident this will prove to be a very necessary and welcome facility for the widest range of community groups in an expanding part of town in which there is no similar facility for hiring.

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

The church is a member of the Methodist Church in Britain see www.methodist.org.uk

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

Please state which and attach a copy:

Yes, the constitution of the (whole) Methodist Church is a very long document and can be seen on the website of the Methodist Church

www.methodist.org.uk/ministers-and-office-holders/cpd

Q7 What is your primary source of funding?

Revenue funding comes from church members with some receipts from room hire, but we will continue our policy of discounted lettings to youth groups.

This capital project of around £244380 is covered in the main by a bequest, by loans and grants from the wider Methodist Church (locally and nationally), by fund raising and gifts from members and, hopefully, by local grants from the wider community.

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 present hall is old, cold and uninviting but it is still used by a variety of groups from the community and from the church. Existing kitchen facility is minimal and is located on a different level to the main hall.

There is no community hall/facility available in this densely populated area of Belle Vue.

The Hermitage Centre will be constructed to the highest environmental standards using triple glazing, effective heating, PV roof panels 'grey water' in Wcs. WiFi will be installed.

The kitchen facilities will be adjacent to the new hall and will provide opportunity for groups to provide food and refreshment during the day and evening. The kitchen will be equipped to provide simple snacks and drinks; more extensive meals will be obtained from outside caterers who will need adequate equipment on site in support of their work.

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.

We are told repeatedly that community groups would use the hall more extensively if it were up to modern standards and there is nothing available to them in the immediate area. Already the existing hall is used regularly by the following community groups :
Rainbows, Brownies, Guides and Seniors; University of the Third Age (U3A); Belle Vue

Arts Festival; Knitting Groups (Knit and Nat). We have expressions of interest from Shropshire Dyslexia Association and letters of support are attached from these organisations which emphasise the need for this facility .We will launch a publicity campaign in the area in the New Year of 2015 to make other groups aware of the possibilities and also to stimulate new community initiatives. In the past the hall has been used by community dance and drama groups and we hope they will return. We are considering an approach to the Shropshire Rural Community Council for their assistance in surveying the local population.

Construction work should begin in late Spring, 2015 and take 3/5 months to complete.

Access to the Centre will be by a separate entrance at the back of the church and in this way we believe that community groups will feel comfortable and will develop their "ownership" of the Centre. (There will be access to the Centre from the main church when required)

Any grant received from the Town Council will be "one-off" towards enhancing the range of equipment in the kitchen area of the Hermitage Centre. If a grant is forthcoming we think it would be appropriate to instal a plaque near or in the kitchen to acknowlege the contribution received from the Council.

There will be no revenue consequences for the Council nor for any grantor that is external to the Methodist Church. We plan that The Hermitage Centre will be largely self supporting but with continuing church support as necessary (e.g. minor maintenance, heat and light)

We think that the Hermitage Centre built to modern standards and with an effective catering facility will be a real asset for the community of Belle Vue. In addition to youth groups we can anticipate older aged groups making use of the Centre during daytime for a range of social and educational activities.

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

3427 +
(B.V.electorate)

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 plan a publicity programme in New Year 2015 to make more community groups aware of the opportunity that will be provided at the Hermitage Centre; indeed we hope that new groups may be established in the area that will provide ^{ide} meeting, social and educational opportunity to residents of Belle Vue and maybe further afield. We will determine success by the increased number of bookings and general use of the Centre

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?The church and contents are insured through Methodist Insurance.

We have Public Liability Insurance up to £5 million and Employers Liability up to £10 million.

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

All group leaders are required to hold appropriate qualification and are subject to DBS checks.

.....
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*

There is a Safeguarding Policy in place. Health and Safety and Equal Opportunities Policies are those of the Methodist Church and can be seen on its website.

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 £
2014/15	Local Councillor Grant towards cost of additional WC within this project for use by those with disabilities.	1000

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 £3,500..... 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 cost of the whole project	£244,380.00
	£
	£
Total	£244,380.00
Project Income Please list how the project shall be funded	
Existing resources (principally the legacy)	£126000
Local church members to raise	£35000
Methodist Circuit/District grants	£73500
(Other) local grants	£6500
	£
What is the difference? This should be the same as the amount of Grant you are applying for	£3,500.00

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?

If there is a shortfall in grant then we will have to consider postponing the installation of all the intended equipment in the kitchen area. In that event we will have to seek further interest free loans from existing members, as they are able. We have specified that the Town Council grant should be directed towards equipment in the kitchen. We think that is a tangible and specific contribution that could be recognised, if the Council so wishes, with a plaque or similar in the kitchen area.

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 seeking support only in connection with the initial capital cost of equipping the Hermitage Centre. Revenue consequences and general charges will be met from room hirings and church member support. As will be seen from the answer to Q.12 above we have obtained already significant funding towards the cost of this project. Any grant from the Town Council will provide one of the final pieces in our funding jigsaw and will give the area a facility for many years to come.

Your Accounts

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

Total Income	£33,857.00
Less Total Expenditure	£32,244.00
Surplus / Loss	£1,613.00
Savings (Reserves, Cash, Investments)	£122108 to be applied to the project

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 give us 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: .. [REDACTED]
.....

Bank/name: [REDACTED]

Bank address.. [REDACTED]

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

- 1 Name [REDACTED] Position [REDACTED]
- 2 Name [REDACTED] Position [REDACTED]
- 3 Name [REDACTED] Position [REDACTED]

Any Other Information

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

We received a very generous legacy from a church member that will go towards about one half of the total cost of this project. We believe that the Hermitage Centre will be seen in future as a very worthwhile added facility for the Belle Vue community, one of which we will all feel proud and one that will be fitting to her memory. The cost of fitting out the new kitchen is estimated at £15750. The Council contribution will be directed towards kitchen equipment such as cooker, refrigerator, dishwasher, sinks and cupboards.

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 ...Belle Vue Methodist Church.....
(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: Minister of the church

Title [redacted] First Name: [redacted] Surname: [redacted]

Organisation address : [redacted]

Telephone: (home) [redacted]

Signed: [redacted] Date: 7.1.15

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: [redacted] Date: 7/1/15

Checklist

1. Have you answered every question?
2. Have all signatures been completed?
3. Have you included a copy of your constitution? No but see Q.6
4. Have you included a copy of your most recent audited accounts?
5. Please state any supporting documents you are submitting:

Letters of support from: Belle Vue Arts Festival
Jeanette Price (on behalf of Rainbows, Brownies and Guides)
Univ. of the Third Age Shrewsbury (Angela Axson)
Shropshire Dyslexia Association (Teresa Chilles)

Please return your completed application form to:

**Town Clerk
Shrewsbury Town Council
The Guildhall
Frankwell Quay
Shrewsbury
SY3 8HR**