

# WILMSLOW TOWN COUNCIL



## COMMUNITY GRANT APPLICATION FORM

Name of Organisation: Alderley and Wilmslow Musical Theatre Company (AMTC)

### 1. Contact Details

1.1 Address of Organisation:

[Redacted address information]

1.2 Contact Name(s)/Position(s):

Hilary Gradon  
Grants Officer

1.3 Contact Telephone Number(s):

[Redacted telephone number]

1.4 Email address:

[Redacted email address]

### 2. **Organisation /Club Profile**

2.1. Applicant Aims and Objectives (Mission Statement).

Please detail your aims and objectives. Please include in this details of how your organisation benefits the local community of Wilmslow.

**Benefits to Wilmslow and the local Community**  
To enrich and give access to musical theatre for local people in the Wilmslow and Alderley Edge area as well as to nurture and develop local talent.

2.2 Is the Organisation a registered charity or intending to apply for charitable status?

Yes  Intending to Register  No

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## 2.3 Charity Registration Number:

1127394

## 2.4 If Your organisation is not a registered charity please indicate which of the following applies to you:

Voluntary Organisation  
Community Group  
Not-for-profit organisation  
Social Enterprise

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

## 2.5 Please give details of your membership and the geographical area the Organisation covers/draws its membership from.

As at November 2016: 24 Playing members; 20 non playing: 4 Junior and 4 Life; Members drawn from Wilmslow, Alderley Edge, Macclesfield, Bollington, Poynton, Timperley, Altrincham, Manchester, Stockport, Styal

## 2.6 Is membership restricted in anyway?

No

## 2.7 Background information about the Organisation (Please supply any leaflets/brochures/etc)

Alderley and Wilmslow Musical Theatre Company was founded in 1947 by 12 young keen members who had broken away from the Wilmslow Musical Comedy Society. Following many years of producing popular shows in 2011 we were forced to have a break following a show that resulted in staging difficulties which sent costs soaring, exacerbated by poor ticket sales. However with a new name Alderley and Wilmslow Musical Theatre Company regrouped and have successfully re-established us as a vibrant and enthusiastic group. Our production Sister Act was a huge success and sold approximately 1650 tickets. We had NODA nominations for 2 or our main Our next production is the is the ever popular White Christmas with Irving Berlin's famous score including 'Sisters', 'Counting your Blessings' and of course 'White Christmas'. The production runs from Tuesday 8<sup>th</sup> to Saturday 12<sup>th</sup> November at the Evans Theatre in Wilmslow Leisure Centre. As an amateur Society we strive to be self funding and with production costs at over £ 30,000 we work within our tight production budget ensuring we can keep our tickets sales closely costed, accessible and attractive to the local community, particularly with those on a limited income.

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We organise fundraising events throughout the year to help off-set costs, approach local businesses as well as applying for certain grants through our eligibility. Our long term aim is to ensure that our annual fund raising activity is sufficient to support any losses sustained in our main production.

A&WMTC is indebted to the Royal British Legion on Grove Avenue as we have been able to hold the majority of our rehearsals at this venue from the summer of 2016 to Tuesday 1<sup>st</sup> November. The main hall at the British Legion has proved excellent for many reasons; location, accessibility, quality of dance floor and even a bar for post rehearsals refreshments. As a Registered Charity we have not been charged for the rental of the main hall and this has released vital funds for other production costs for 2016. We also held our Annual Quiz night at the British Legion. As a small thanks for their generosity we have chosen The Royal British Legion as our nominated charity this year and will be undertaking a collection at each performance of White Christmas during production week which of course overlaps with Armistice Day.

### 3. Previous funding

3.1 Has your organisation ever received funding from Wilmslow Town Council before?

3.2 Please State:                      Date                            Amount     

### 4. Your Project or Event

4.1 How much money are you requesting? £ 3760.00

4.2 Please give full details of how the grant would be used. Please give detail of the grant you are requesting. Please itemise the costs in terms of project/ event expenditure or items that would be purchased. *Please include quotes for items where applicable.*

The Grant will be used to cover the total cost of the hire of the Evans Theatre, Wilmslow from Saturday 5<sup>th</sup> November to Saturday 12<sup>th</sup> November – contract attached to application email. The Society is very proud of its longstanding relationship (over 30 years) with the Evans Theatre and we have managed to negotiate the same price as 2015 for this hire. Without this facility it would be difficult to produce such a high quality production which attracts such talented performers, directors, musicians and support staff.

4.3 If the funding is for an event and you make a profit, please indicate how this will be used:

4.4

We would put any profit back into the Society to underwrite the next production be it the Spring Production or the main show in November 2017.

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- 4.4 The Evans Theatre is an integral part of AWMTC annual production and has been so for over 30 years. The theatre is unique in the area as it provides the Society with a complete facility of stage, seating, light rigging structures, sound and lighting desks as well as backstage facilities for both musicians and performers. The bar and restaurant is also a welcome facility for those attending the performances. The Evans Theatre is based in the heart of Wilmslow with good access for road, rail and bus services as well as a great car park for all those attending the theatre. By visiting the Evans Theatre those of our audience who are restricted from traveling to Manchester both by price and distance can continue to enjoy Musical Theatre with their friends and families.
- By being able to hire the Evans Theatre annually AWMTC nurtures local talent both on stage, backstage and amongst the musicians. There are also opportunities for those extending their interests by working on sound, lighting, props wardrobe, make up, front of house, some of whom used to perform with the Society and this is a way of continuing to support the Society. For many it will be their first taste of performance for many years, often since schooldays and something that has been on their 'bucket list', therefore filling a long time ambition.

- 4.5 Have you, or do you intend to apply for grant support from any other source?

Yes

No

- 4.6 Please attach a breakdown of anticipated sources of funds.

- 4.7 If a grant were forthcoming, would the Organisation be prepared to perform/contribute at/to a Wilmslow Town Council organised function? Please give details:

AWMTC would be delighted to continue to perform at the Party in the Park, Christmas lights switch on and any other local events where we can support the Town Council.

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## 5 Monitoring

Events: Please identify the people you expect to benefit from your project / event.

I am unable to complete this chart out for our audiences as we do not harvest this information from our ticket sales nor do we do a visual census of the audience. Therefore I have filled it out from the Membership figures as at November 2016. We have in addition up to 12 musicians involved during the production week – not recorded.

Age Range	Current	Forecast
Young people up to 18 (total)	4	Unknown for 2017
Young people up to 18 with a disability		As above
Young people up to 18 from an ethnic minority group.		As above
Adults 18-64 (total)	32	As above
Adults 18-64 with a disability		As above
Adults 18-64 from an ethnic minority group		As above
Senior citizens 65 and over (total)	16	As above
Senior citizens 65 and over with a disability		As above
Senior citizens 65 and over from an ethnic minority group.		As above
Total (unable to forecast as above)	52	n/A

### Supporting Documentation attached (*Please tick to indicate attachment*)

	Tick
Breakdown of anticipated funding	Yes
and Audited accounts for the last 12 months	
or Most up-to-date accounts	YES
or New start-up groups – financial statement regarding proposed budget	NO
and Recent Bank Statement (see 7)	YES

## 6 Additional Information

Please add any additional information that is not covered elsewhere on the application form but that you consider to be relevant to your application.

AWMTC is run by local people for local people and nurtures talent and friendship along its musical path. This year in the audience were local groups from Probus, Magic Voices Choir (Wilmslow), and the WI as well as many regular faces who return year after year to watch, support and enjoy this dedicated Society perform at the Evans Theatre, Wilmslow

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## 7 Payment Details

Payments of grants awarded are made by electronic bank transfer.

Please provide the following bank details and enclose a recent bank statement to confirm:

Bank Account Name: \_\_\_\_\_

Bank Sort Code: \_\_\_\_\_ Bank Account Number: \_\_\_\_\_

Bank Name & Branch Address: \_\_\_\_\_

## 8 Conditions to be reviewed at meeting

That the money is only to be spent as detailed on this application.

In the case of sponsorship, the event is promoted as being sponsored by Wilmslow Town Council.

You must supply receipts/invoices photographs if requested on completion of the event.

I hereby certify that to the best of my knowledge all the information contained within this application is correct. I agree that the grant if awarded will only be spent as detailed in this application and I agree to the Conditions listed in Section 8 above. I agree to this completed application form, together with any supporting information, being made available to view on Wilmslow Town Council's website, subject to personal information being redacted.

Signed:.....Hilary Gradon Position in Organisation/Group  
.....Grants Officer.....

Date:.....20<sup>th</sup> November 2016.....

Please note completion of this form does not necessarily mean that a grant application will be successful in part or whole. The Town Council may wish to add additional conditions to any grant offer.

Thank you for your time and effort in completing this form which will assist the Council to consider your application on its merits.

**Please return this form to:**

Wilmslow Town Council, Wilmslow Parish Hall, Cliff Road, Wilmslow. Cheshire SK9 4AA

## Alderley & Wilmslow Musical Theatre Company

### Main Production

	Budget White Christmas Nov-2016	Actual Sister Act Nov-2015	Actual Sound of Music Nov-2014	Actual Singin' in the Rain Nov-2013
<b>Income</b>				
Ticket Sales	17,033	20,820	18,071	13,339
Credits given	-	-	-	-
<b>Ticket Sales</b>	<b>17,033</b>	<b>20,820</b>	<b>18,071</b>	<b>13,339</b>
Advertising	700	330	840	1,050
Programme Sales	900	891	862	648
<b>Programmes &amp; Advertising</b>	<b>1,600</b>	<b>1,221</b>	<b>1,702</b>	<b>1,698</b>
Evans Arts Trust	1,750	1,750	1,750	1,750
Grant - Wilmslow Council/Co-op	-	3,762	760	5,000
Sponsorship - Local Business	1,500	-	-	2,000
Sponsorship - Airport Community Trust	-	-	-	-
Sponsorship - Aga	-	350	-	-
Appearance fees	600	-	-	300
Donations	-	-	2,000	1,250
Refreshments	200	-	176	218
Raffle	563	676	301	445
Sale/Hire of Equipment /Wardrobe/show fee	-	-	1,230	380
Insurance	-	-	-	-
Sundries	-	-	60	-
	<b>23,246</b>	<b>28,679</b>	<b>26,040</b>	<b>26,380</b>
<b>Expenditure</b>				
Administration - Postage, Photocopying, etc.	100	-	130	209
Advertising	800	309	1,259	1,563
Printing - Tickets	65	-	-	-
Printing - Programmes	720	685	845	674
Printing - Booking Forms	150	-	245	340
Printing - Posters	150	-	297	-
<b>Printing</b>	<b>1,085</b>	<b>685</b>	<b>1,387</b>	<b>1,014</b>
Rehearsal Facilities - St Chad's - Mon	450	948	1,519	375
Rehearsal Facilities - WLC - Thu	600	-	80	468
Rehearsal Facilities - St Chads - Sun	450	-	230	553
<b>Rehearsal Facilities</b>	<b>1,500</b>	<b>948</b>	<b>1,829</b>	<b>1,396</b>
Wardrobe	2,500	2,018	2,895	2,011
Make-up	150	62	100	59
<b>Wardrobe &amp; Make-up</b>	<b>2,650</b>	<b>2,080</b>	<b>2,995</b>	<b>2,070</b>
Set	6,500	3,942	3,625	3,554
Specials	-	-	-	-
Sound	2,850	3,356	2,291	2,830
Lighting	2,500	2,500	3,528	3,010
Props	1,000	-	457	-
Transport & Get-Out	-	-	16	-
<b>Stage Expenses</b>	<b>12,850</b>	<b>9,798</b>	<b>9,917</b>	<b>9,394</b>
Producer	1,000	1,000	600	-
Choreographer	500	500	500	500
Musical Director	1,000	1,000	787	760
Orchestra	3,900	3,600	3,180	3,200
<b>Production Team</b>	<b>6,400</b>	<b>6,100</b>	<b>5,067</b>	<b>4,460</b>
Royalties	3,066	4,631	3,809	2,449
Scripts & Scores	480	-	52	685
<b>Royalties, Scripts &amp; Scores</b>	<b>3,546</b>	<b>4,631</b>	<b>3,861</b>	<b>3,134</b>
Theatre Hire	3,666	3,679	3,135	3,919
Insurance	250	214	555	255
Bouquets	-	-	-	-
Entertaining	-	-	-	-
Gifts	-	-	-	-
Canteen - Expenditure	50	-	-	-
Donations	-	-	-	-
Credit Card Bookings Charge	-	-	-	-
Sundry	-	-	60	-
<b>Sundries</b>	<b>50</b>	<b>-</b>	<b>60</b>	<b>-</b>
	<b>32,897</b>	<b>28,443</b>	<b>30,195</b>	<b>27,414</b>
<b>Surplus / (Deficit)</b>	<b>(9,651)</b>	<b>136</b>	<b>(4,155)</b>	<b>(1,034)</b>

White

Christmas Proposed Budget 13/04/16

	40% capacity	60% capacity	80% capacity
<b>Income</b>			
Ticket Sales	11,355	17,033	22,710 * sister act 82%
Advertising-programme	700	700	700
Programme Sales	600	900	1,200 *varies in line with ticket sales
Raffle	375	563	750 *varies in line with ticket sales
Evans Arts Trust (not confirmed)	1,750	1,750	1,750
Sponsorship-local business	1,500	1,500	1,500
Canteen	200	200	200
Appearance fees	600	600	600
	<b>£17,080</b>	<b>£23,245</b>	<b>£29,410</b>
<b>Expenditure</b>			
Administration - Postage, Photocopying, etc.	100	100	100
Advertising	800	800	800
Printing - Tickets	65	65	65
Printing - Programmes	720	720	720
Printing - Booking Forms	150	150	150
Printing - Posters	150	150	150
Rehearsal Facilities - St Chad's/Mon	450	450	450
Rehearsal Facilities - WLC/Thur	600	600	600
Rehearsal Facilities - St Chads/Sun	450	450	450
Wardrobe	2,500	2,500	2,500
Make-up	150	150	150 * purchase of necessary make-up makeup artists free
Set	6,500	6,500	6,500
Sound	2,850	2,850	2,850
Lighting	2,500	2,500	2,500
Props	1,000	1,000	1,000
Production Team/Orchestra	6,400	6,400	6,400
Royalties	2,044	3,066	4,088 * relates to size of house
Scripts & Scores	480	480	480
Theatre Hire	3,666	3,666	3,666
Insurance	250	250	250
Canteen - Expenditure	50	50	50
Sundries			
	<b>£31,884</b>	<b>£32,897</b>	<b>£33,928</b>
<b>(Deficit)</b>	<b>-£14,804</b>	<b>-£9,652</b>	<b>-£4,517</b>



**Alderley and Wilmslow Musical Theatre Company**

Breakdown of anticipated sources funds for 2016

Ticket sales based on projection of 60% = £17,000

Evans Theatre Trust - £1750 received July 2016

Cheshire East Council - £500 confirmed 1<sup>st</sup> November 2016

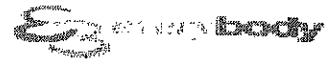
Waitrose Community Matters - £266 received 19<sup>th</sup> November 2016

General Fund raising throughout the year - £3800

Advertising and Programme sales – budgeted at £1300

Sponsorship from local businesses – estimated at £1500

Total = £26116



Everybody Sport & recreation Ltd  
 Application for Hire of Facilities  
 at Wilmslow Leisure Centre  
 Rectory Fields, Wilmslow  
 Sk9 1BU. Tel 01625 533789

Facilities Required	Day/Date(s)	Time (From-To)	Cost
Evans Hall <input type="checkbox"/>	Saturday 5/11/16	8am till 7pm	£3260-40
Rectory Suite 1 <input type="checkbox"/>	Sunday 6/11/16	8am till 9pm	
Rectory Suite 2 <input type="checkbox"/>	Monday 7/11/16	6am till 10.30pm	
Evans Suite <input type="checkbox"/>	Tuesday 8/11/16	6am till 10.30pm	
Meeting Room <input type="checkbox"/>	Wednesday 9/11/16	6am till 10.30pm	
Squash Courts <input type="checkbox"/>	Thursday 10/11/16	6am till 10.30pm	
Main Pool <input type="checkbox"/>	Friday 11/11/16	6am till 10.30pm	
Meeting Room <input type="checkbox"/>	Saturday 12/11/16	6am till finished	
Other		knockdown	

**Booking Details**

Type of Event Theatre Event  
 Organisation Alderley & Wilmslow Musical Theatre Company  
 Representative Tim Spiers  
 Address \_\_\_\_\_

Total Facility Charge **£ 3260-40**  
 Other Charges \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Total Due **£ 3260-40**

TEL : (Home) \_\_\_\_\_ (Business) \_\_\_\_\_

**Equipment Required**

For Theatre Events See Plan  
 Other Please contact Pickle Jar if you would like the bar open for your intervals

**PAYMENT DETAILS**

	£	Date PD.	REC.No.
DEPOSIT (10%) (Non Returnable)			
BALANCE (Payable 7 days Before event)	<u>ON INVOICE</u>		

**Catering**

Please contact our Catering Concessionaries direct- Tel: 01625 527352  
 Bar Extension required. Yes  No   
 Please Note: Food and Drink purchased outside the Leisure Centre may not be consumed on the premises.

CHEQUES PAYABLE TO CHESHIRE EAST  
**ROYALTIES TO PERFORMING RIGHTS SOCIETY**  
 On behalf of the Hiring Organisation Everybody Sport & Recreation Ltd will submit to the P.R.S. the relevant Royalties for the performance or playback of copyrighted material. The signing of this form is binding on the hirer for these fees.

**Conditions**

I agree on my own behalf and on the behalf of the ALWMT C to comply with rules and regulations laid down by Everybody Sport and Recreation Ltd and undertake to pay Everybody Sport & Recreation Ltd the cost of hiring the premises, plus the cost of any additional expense incurred by Everybody Sport & Recreation Ltd at the request of the hirer.

Signed Tim Spiers Date 26/5/16  
 Particular attention is drawn to the hirer's compliance with the Health and Safety Electricity at Work Regulations (1989) and to the Payment of Royalties for the Performance of Playback of Copyrighted material.

PRS TARIFF	
GENERAL	
STANDARD V	
STANDARD LP	
CLASSICAL	

If GENERAL Amount Due £ \_\_\_\_\_  
 If OTHER Box Office details:  
 Total Tickets sold   
 TOTAL DUE INC. VAT = £ \_\_\_\_\_

The Leisure Centre confirms the above booking

Signed \_\_\_\_\_ Date \_\_\_\_\_ Entered on booking system

DATE PAID \_\_\_\_\_ RECEIPT No \_\_\_\_\_

PRO-FORMA INVOICE  
 CUSTOMER COPY