

WILMSLOW TOWN COUNCIL



COMMUNITY GRANT APPLICATION FORM

Name of Organisation:

1. Contact Details

1.1 Address of Organisation:

31 Legh Road
Prestbury
SK10 4HX

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

1.3 Contact Telephone Number(s):

1.4 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.

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

Yes Intending to Register No

WILMSLOW TOWN COUNCIL



2.3 Charity Registration Number:

1152338

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.

North East Cheshire with 2 Hope Centres in Wilmslow, 1 in Handforth & 1 in Knutsford

2.6 Is membership restricted in anyway?

Food hampers delivered to all in NE Cheshire referred by agencies. Hope Centres Open to all adults, irrespective of age, ethnicity, religion or ability.

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

3. Previous funding

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

3.2 Please State:

Date

16 / 11 / 2015

Amount

£ 500

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4. Your Project or Event

4.1 How much money are you requesting? £ 9,400.00

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.*

50% of running costs for Lacey Green Hope Centre and Colshaw Hope Centre including:-
Hope Centre staff salaries
Venue Hire
Food and kitchen consumables for meals and cookery classes.
Remote router for internet hub.
Trips and Christmas meal out as treat for attendees.
Promotional literature, banners etc.
Craft items.
Stationery
Full breakdown on enclosed spreadsheet.

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

Not for profit.

4.4 Please state how it will benefit the Wilmslow Community.

Hope Centres are open to all members of the Wilmslow Community. Hope Centres, provide befrienders with space and time to develop relationships and build trust over a period of time. Those who attend receive two meals, followed by a thought for the day with an opportunity to follow up, on issues raised, through a discussion group. On average 14 people attend each of the weekly sessions at each of the Hope Centres.

“When I was first brought to the Hope Centre I was suicidal. I had got to a point so far down, with so much pain in my heart, I was crushed inside. I thought I could never believe that there were people who cared about me until I met all the beautiful people at the Hope Centre who accepted me the way I was and made me feel part of a family. At one time I would have thought it was impossible but now I know it is possible! D – brought to Hope Centre by PCSO

“They are like the best family and always leave me feeling better about myself” L

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

Yes

No

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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:

Yes. We would be able to attend functions such as Party in the Park and acknowledge the support of the Council on literature.

5 Monitoring

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

Age Range	Current	Forecast
Young people up to 18 (total)		
Young people up to 18 with a disability		
Young people up to 18 from an ethnic minority group.		
Adults 18-64 (total)	100	
Adults 18-64 with a disability	1	
Adults 18-64 from an ethnic minority group	1	
Senior citizens 65 and over (total)	6	
Senior citizens 65 and over with a disability	2	
Senior citizens 65 and over from an ethnic minority group.	1	
Total (unable to forecast as above)		120

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Supporting Documentation attached (Please tick to indicate attachment)

		Tick
	Breakdown of anticipated funding	Yes
and	Audited accounts for the last 12 months	Yes
or	Most up-to-date accounts	
or	New start-up groups – financial statement regarding proposed budget	
and	Recent Bank Statement (see 7)	✓

6 Additional Information

Quote from one of our partner agencies

Thanks to your team, many individuals and families have survived a crisis period in their lives, and have been able to enter a period of recovery. With this invaluable support, many of those you have supported have been prevented from going hungry, losing their homes and in some cases prevented an even worse outcome.” **Vernon Smith Mental Health Supervisor, Cheshire East Mental Health Reablement Team**

Quote from Hope Centre attendee

When I was first brought to the Hope Centre (by the local PCSO) I was suicidal. I had got to a point so far down, with so much pain in my heart, I was crushed inside. I thought I could never believe that there were people who cared about me until I met all the beautiful people at the Hope Centre who accepted me the way I was and made me feel part of a family. I am starting to get my life sorted out. At one time I would have thought it was impossible but now I know it is possible!”

Extra support available at Hope Centres -

A Job Club runs at all Hope Centres, to which Job Centre Plus refers their clients. This provides access to Universal Job Search and other recruitment web sites. A job coach is always on hand to offer support and help with application forms, writing CVs, interview techniques including mock interviews (which “feel like the real thing”). The recently opened East Cheshire Hospice Shop is offering work experience with training to better equip people for returning to work. One to one sessions can be arranged for those needing extra support. 32 people have secured work through Job Clubs.

“Attending the Job Club gave me the push I need to go out and get myself a job”

IT lessons have recently been made available to people who don't have the necessary skills to search and apply for jobs. With this training they are also better equipped for jobs where some level of IT ability is taken for granted. One of our clients has now completed 'IT champion' training and helps others at the Hope Centres. One person has achieved his goal of basic use of keyboard and trackpad, opening an email account

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and sending emails, signing up to 'Learn my Way' to continue with self-learning. Another has completed the Learn My Way Course.

Money Management Courses are also delivered at regular intervals by one of our 3 Christians against Poverty (CAP) trained money coaches. These courses provide practical guidance on budgeting, however small the income. When people grasp this concept they are less likely to find themselves overwhelmed by unmanageable debt. People completing the course reported an average 3.3 out of 10 increase in their understanding of financial issues over 5 indicators. One person, who was suffering from depression, described being "totally stressed" in the 'before' comments and "feeling much better" after. Another said "I wish I'd learned these money skills years ago"

Consultation visits by Citizens Advice Bureau Regular visits by CAB staff supported people who don't have the ability to access these services directly. Making this service available in an environment where vulnerable people feel secure gives them the confidence to engage with someone who is in a position to give the advice they need to work through their problems. One Handforth resident with mental health problems avoided eviction from his home thanks to the advice he and the volunteers supporting him received.

"Evelyn gave me advice on benefits, and told me who to contact. She made appointments for me to see someone in the Macclesfield branch and really put my mind at rest. It was perfect timing that she was there on that particular day in Handforth because I'd received an eviction notice a few days earlier. Her being there was a big help. I've got no transport to get to Macclesfield and have tried to make appointments by phone on many occasions and not been able to, so having Evelyn at the Hope Centre was great as I could explain my problems to her directly and she could assess the situation face to face. For someone like me, who suffers from anxiety, I can't always just go on the bus and go to the CAB drop in centre so having someone at the Hope Centre is brilliant and very valuable."

Careers Advisor from Job Centre Plus attends the Hope Centres for individual consultations.

Peaks and Plains Healthy Energy Team teach people how to economise on energy costs and keep their homes warm. One of our staff members has completed training to continue to deliver this support and will be presenting the teaching at all Hope Centres.

Visiting Speakers We regularly invite motivational speakers who have overcome similar problems to those presented at the Hope Centre. These include ex drug addicts, recovering alcoholics and those who have, successfully, completed a debt programme. Local **PCSOs** are also regular visitors who bring people in need of help to the Hope Centres. Other help, which addresses issues that impact on people's ability to support themselves, include **Cookery Classes** (for those who have to rely on expensive take-aways and ready meals) and. Whereas, the **Craft Table** encourages creative skills, and is very helpful in building self-esteem in people who feel socially isolated by their poverty.

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These are some of the 50+ agencies from whom we receive referrals and the reciprocal support we receive from many of them.

Job Centre Plus – Careers Advisor for Hope Centre.

Mental Health Re-ablement Team.

Riverside Housing Association.

Contour Housing Association - Rent free venue for Handforth Hope Centre, donation of computers.

Peaks and Plains Housing Association – Grants, Fundraising activities and food collection

Oakenclough Children's Centre – Food collection.

Youth Engagement Services. - Help in food store and fundraising activities.

Cheshire East Emergency Assist – Grants.

St. Chad's Church – Free meals at Aroma café, free venue for Christmas Hamper packing day, free venue for fundraising activities, donations, volunteers.

Vine Life Church Lacey Green. - Food collections, donations, volunteers.

Food Link Colshaw – refers to Hope Centre those needing extra help beyond food.

Christ Church Colshaw – volunteers.

Police – PCSO regularly attends Hope Centres.

Citizen Advice Bureau – Representative attends Hope Centres by rotation for consultations.

We belong to the Colshaw/Handforth/Lacey Green Partnership which meets for members to share about their projects so that we are aware of what is being offered in the area, and can signpost people to the most appropriate support and provide them with referral forms to enable them to refer their clients to Hampers of Hope.

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:

E

I

I

WILMSLOW TOWN COUNCIL



~~Wilmslow Avenue, Wilmslow, Cheshire, M13 9JG~~

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:

... Position in Organisation/Group .. EXECUTIVE ASSISTANT /
FUNDRAISING MANAGER

Date:.....8th SEPTEMBER 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

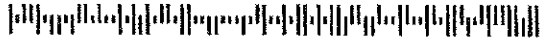
CAF Bank

Statement

Registered office:CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ
T:03000 123 456 F:03000 123 600 E:cafbank@cafonline.org W:www.cafonline.org/banking

CafCash Account

000476 CAFSTATM1_2016_03_02_10_06_01:192



Hampers of Hope

32300



Date:
Sort Code:
Account Number:
Statement Number:
Page Number:

1.00 %

Accrued Interest is £ 0.00

Date	Particulars	Debit	Credit	Balance
01/07/16	Brought forward			2,179.86
04/07/16	FP W R MARSHALL MARSHALL W R		10.00	2,189.86
06/07/16	FP CHARITY DONATION C SHINGLES BACS 696001 VIRGINMONEY GIVING		12.00 9.65	2,211.51
08/07/16	FP SUTHERLAND F M		120.00	2,331.51
13/07/16	BACS 699272 VIRGINMONEY GIVING		43.23	2,374.74
19/07/16	Cheque Drawn 000008	193.78		2,180.96
20/07/16	BACS 703145 VIRGINMONEY GIVING		19.31	
26/07/16	POS Amazon EU Mrs A Dawson	79.15		2,121.12
27/07/16	FP MRS D J WILLIAMS BACS 705879 VIRGINMONEY GIVING BACS 000014 BACS 000013 BACS 000012		15.00 96.55 219.61 92.58 210.00	2,136.12 2,754.86
28/07/16	FP HOPE-GIVER SUTHERLAND DA FP HoH ANNE DAWSON		50.00 10.00	2,814.86
01/08/16	FP J TAYLOR TAYLOR J&M Cheque Drawn 000011	57.66	10.00	
01/08/16	Carried forward			2,767.20

HAMPERS OF HOPE
(A Company Limited by Guarantee)
Statement of Financial Activities (including Income and Expenditure Account)
For the year ended 31 March 2015

	Unrestricted Funds 2015 £	Restricted Funds 2015 £	Total Funds 2015 £	Total Funds 2014 £
Incoming Resources				
Incoming Resources from Generated Funds:				
Voluntary Income:				
Cheshire East Emergency Assistance	-	2,000	2,000	-
Cheshire Community Foundation	-	4,000	4,000	-
N.H.S. Resilience Grant	-	5,000	5,000	-
Cheshire East Community Fund	-	1,000	1,000	-
Other Grants and Donations	16,267	-	16,267	12,665
Donations in Kind	31,311	-	31,311	19,210
Activities for Generating Funds:				
Fundraising	5,100	-	5,100	3,403
Total Incoming Resources	<u>52,678</u>	<u>12,000</u>	<u>64,678</u>	<u>35,278</u>
Resources Expended				
Fundraising Costs	743	-	743	2,083
Charitable Activities				
Donations in Kind - Food	30,811	-	30,811	18,350
Foodbank Expenses	1,519	3,646	5,165	3,148
Christmas Hampers	-	2,488	2,488	-
Job Club/Money Management	500	-	500	-
Hope Centre costs	2,498	3,044	5,542	-
Storage	3,760	-	3,760	2,746
Staff Costs	5,739	867	6,606	3,554
Promotion	226	-	226	956
Equipment and Software	991	998	1,989	-
Sundries	5,205	-	5,205	3,182
	<u>51,249</u>	<u>11,043</u>	<u>62,292</u>	<u>31,936</u>
Governance				
Independent Examiner	500	-	500	500
Total Resources Expended	<u>52,492</u>	<u>11,043</u>	<u>63,535</u>	<u>34,519</u>
Net Incoming Resources/ (Net Income for the Year)	186	957	1,143	759
Total funds brought forward	1,517	-	1,517	758
Total funds carried forward	<u>1,703</u>	<u>957</u>	<u>2,660</u>	<u>1,517</u>

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.

HAMPERS OF HOPE
(A Company Limited by Guarantee)
Balance Sheet as at 31 March 2015

	2015		2014	
	£	£	£	£
Current Assets				
Debtors	1,590		912	
Cash at Bank	5,306		805	
	6,896		1,717	
Creditors (note 7)				
Amounts falling due within one year		4,236		200
Net Current Assets		2,660		1,517
Total Assets less Current Liabilities		2,660		1,517
The Funds of the Charity:				
Restricted Funds		957		
Unrestricted Funds		1,703		1,517
		2,660		1,517

For the period ending 31 March 2015 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

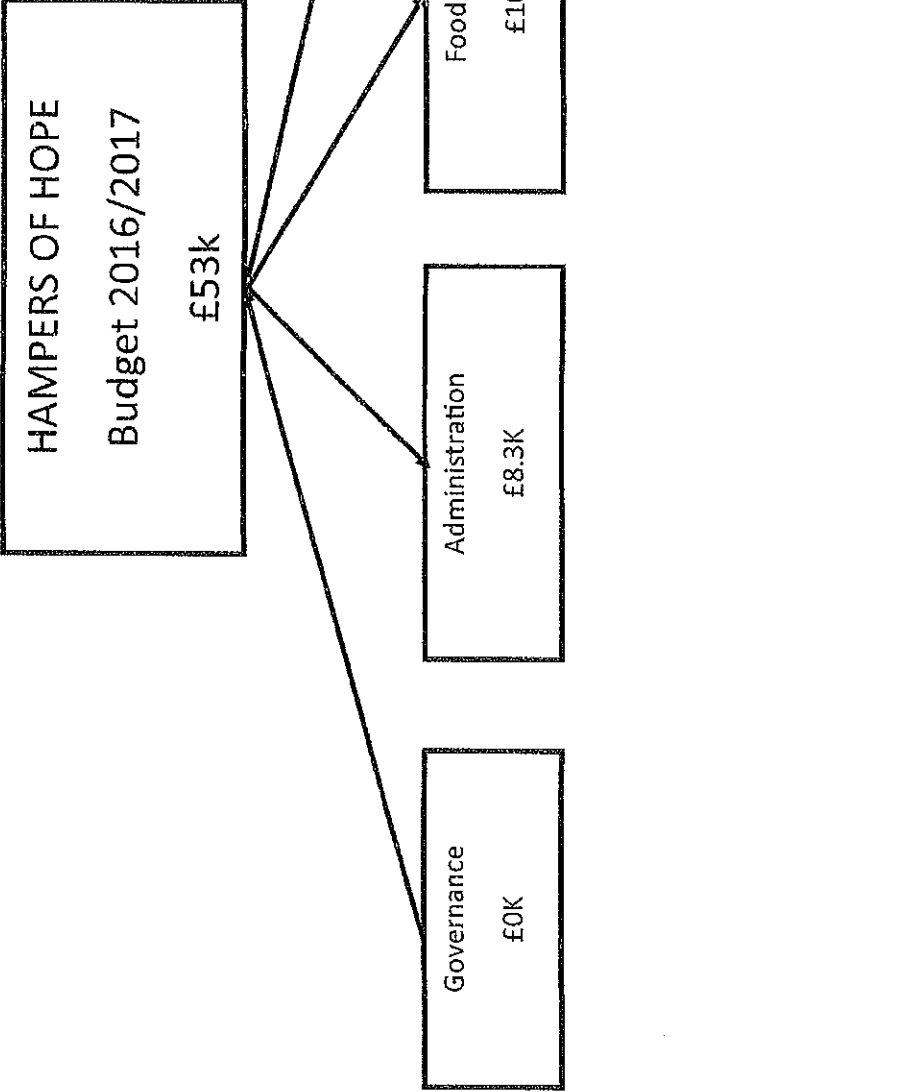
Directors' responsibilities

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the provision applicable to companies subject to the small companies regime within Part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Approved by the Board for issue on 14 December 2015

.....
 C L Berridge
 Director
 Company Registration No. 7995277



Breakdown of costs

	A	B	C	D	E
1					
2					
3	Food Bank	£ 10,000.00		excluding donations in kind	
4	Office/Admin	£ 8,300.00			
5				£ 18,300.00	
6					
7	Lacey Green Hope Centre				
8	Hope Centre Co-ordinator	£ 2,740.00			
9	Job Club Co-ordinator	£ 1,201.00			
10	Chaplain	£ 1,560.00			
11	Food for meals/kitchen consumables	£ 1,100.00			
12	First Aid training	£ 54.70			
13	Stationery/memory sticks etc	£ 50.00			
14	Craft	£ 50.00			
15	Internet	£ 120.00			
16	Day Trips/Christmas meals	£ 325.00			
17	Promotional fliers/banners/printing	£ 295.00			
18	3 laptops	£ 690.00			
19	Room Hire	£ 2,021.00			
20			£10,206.70		
21					
22	Colshaw Hope Centre				
23	Hope Centre Co-ordinator	£ 2,740.00			
24	Job Club Co-ordinator	£ 1,201.00			
25	Chaplain	£ 1,560.00			
26	Food for meals/kitchen consumables	£ 1,100.00			
27	First Aid training	£ 54.70			
28	Stationery/memory sticks etc	£ 50.00			
29	Craft	£ 50.00			
30	Internet	£ 120.00			
31	Day Trips/Christmas meals	£ 325.00			
32	Promotional fliers/banners/printing	£ 295.00			
33	Room Hire	£ 1,130.00	£8,625.70		
34					
35					
36					
37	Handforth Hope Centre				
38	Hope Centre Co-ordinator	£ 2,740.00			
39	Job Club Co-ordinator	£ 1,201.00			
40	Chaplain	£ 1,560.00			
41	Food for meals/kitchen consumables	£ 1,100.00			
42	First Aid training	£ 54.70			
43	Stationery/memory sticks etc	£ 50.00			
44	Craft	£ 50.00			
45	Internet	£ 120.00			
46	Day Trips/Christmas meals	£ 325.00			
47	Promotional fliers/banners/printing	£ 295.00			
48	Projector	£ 280.00			
49	Printer	£ 40.00			

Breakdown of costs

	A	B	C	D	E
50	Speakers	£ 20.00	£7,835.70		
51	Room Hire	-			
52					
53					
54	Knutsford Hope Centre				
55	Hope Centre Co-ordinator	£ 2,740.00			
56	Job Club Co-ordinator	£ 1,201.00			
57	Chaplain	£ 1,560.00			
58	Food for meals/kitchen consumables	£ 1,100.00			
59	First Aid training	£ 54.70			
60	Craft	£ 50.00			
61	Stationery/memory sticks etc	£ 50.00			
62	Day Trips/Christmas meals	£ 325.00			
63	Promotional fliers/banners/printing	£ 295.00	£8,065.70		
64	3 Laptops	£ 690.00			
65	Room Hire	-			
66					
67	Hope Centre Costs			£ 34,733.80	
68	HoH total expenses forecast			£ 53,033.80	
69					
70					
71					
72	Projected income				
73	Hope Givers (regular standing orders)		£10,200.00		ongoing
74	Handforth Parish Council		£3,000.00		agreed
75	Cheshire Community Foundation		£11,080.00		agreed
76	Wilmslow Town Council		£9,400.00		grant
77			£33,680.00		application
78					
79	Slight shortfall will be met by regular fundraising activities				