



**SMALL GRANTS PROGRAMME**  
(for one-off purchases - maximum £500)  
**APPLICATION FORM**

Name of organisation	Neston Singers
Official address (if applicable)	N/A

	First contact	Second contact
Name	Jennifer Ricketts	Margaret Harrison
Position	Chair	Committee member
Address		
Telephone		
Email		

Does your organisation have a named bank account with a minimum of two signatories?	YES	yes
	NO	

**Registration status (if applicable)**

Charity Commission registration number	N/A
Companies House registration number	N/A

**Your organisation**

What does your organisation do?	<p>Neston Singers is a Neston-based community choir. The choir's objective is to sing together to promote pleasure, health and musical learning in an enjoyable and supportive environment.</p> <p>We meet to rehearse every Monday evening and perform two concerts per year, one at Christmas and one in late Spring.</p> <p>We also take part in community events. For example, singing at the Christmas market in Neston and visiting local nursing homes at Christmas. The choir sang on behalf of the Motor Neurone Society at Neston Market in December 2021.</p>
How does your organisation benefit the local community?	<p>Research has shown that singing in a choir promotes our sense of happiness and both physical and mental wellbeing</p> <p>Making music exercises the brain and the body. Singing improves breathing, posture and muscle tension. Equally importantly, singing in a choir builds and strengthens social networks.</p>

	<p>We want to make these benefits as widely available as possible to the people of Neston.</p> <p>We are inclusive and welcoming. The choir is open to anyone who wishes to sing. There are no age limitations or audition requirement.</p>
How many people benefit directly from the work of your organisation (itemise numbers of members, volunteers and service users)?	<p>The choir currently has 24. Pre-Covid, in January 2020, the choir had 32 paying members. Family members of the choir also volunteer to support concerts.</p> <p>For the 2022 Christmas concert the choir sold 70 tickets.</p>

**Details of your grant application**

Item to be purchased including make/model and cost.	<p>We wish to purchase new music for the choir.</p> <p>Ali Burns Community Voiceworks £40 <a href="https://aliburns.co.uk/shop/song/books/community-voiceworks/">https://aliburns.co.uk/shop/song/books/community-voiceworks/</a></p> <p>Ali Burns individual songs 10 @ £5 each = £50</p> <p>Ali Burns licence £15 <a href="https://aliburns.co.uk/online-shop/">https://aliburns.co.uk/online-shop/</a></p> <p>Oxford Book of Flexible Choral Songs 20 @ £16.40 = £328 <a href="https://www.amazon.co.uk/Oxford-Flexible-Choral-Songs-Anthologies/dp/0193525631">https://www.amazon.co.uk/Oxford-Flexible-Choral-Songs-Anthologies/dp/0193525631</a></p> <p>Total amount requested £433.00</p>
Why do you need to make this purchase?	<p>The choir has a library of music which it has built up over the years. However, we need to add new music on a regular basis.</p> <p>We want to learn and perform new music to keep rehearsals and concerts interesting.</p> <p>We want to sing new and accessible music to attract new members.</p> <p>We need to purchase music that is suitable for the choir to sing. A traditional choir has four parts (Soprano, Alto, Tenor and Bass) Much of the music the choir owns is written in four parts. However, as the choir does not have enough members to always sing on four parts we need to purchase more flexibly arranged music.</p>
How will this purchase benefit your organisation?	<p>We will be able to sing new music and keep rehearsals and concerts interesting and challenging. We will have music that is arranged in a way that is suitable for the choir to sing.</p>



How will this purchase benefit the local community?	By singing new, contemporary and accessible music we hope to keep the choir relevant and open to all members of the Neston community to join and listen to.
<b>TOTAL AMOUNT REQUESTED</b>	<b>£433</b>

Financial information about your organisation (last financial year)	
What was the date of your last financial year end?	August 2022 (the choir rehearses from September to the summer)
What was your organisation's income in the last financial year?	£4,055
Did your organisation have a surplus or deficit for the last financial year?	£12 deficit
What were your organisation's unrestricted reserves at the end of the last financial year?	£1831

Financial information about your organisation (current financial year)	
Are you projecting a surplus or deficit for the current financial year?	Projected deficit £100
What are your organisation's projected unrestricted reserves for the end of the current financial year?	£1731

Previous grant support from Neston Town Council		
Please detail below previous grant support that your organisation has received from Neston Town Council during the past five years		
Date of grant award	Purpose of grant award	Amount

The Town Council's funding priorities	
We look for projects that support the funding priorities detailed in the Town Council's Grants Policy. Which of these priorities will your one-off purchase support?	
To enable local people to participate in voluntary groups and activities.	✓
To help the Neston area's voluntary and community groups to improve the impact on the community.	✓
To ensure the provision of services, needed by the residents of the Neston area, via the voluntary sector.	
To support organisations which meet the needs of people experiencing social and economic difficulties.	
To ensure that there is equality of access and opportunity for all Neston area residents to the services it provides and funds.	
To improve or enhance the local environment.	

Checklist	
Latest annual accounts	
Copies of written estimates or catalogue pages (if applicable)	
Policies for the protection of children and/or vulnerable adults (if applicable)	

Declaration
1. I am authorised to make the application on behalf of the above organisation.
2. I have read Neston Town Council's Grants Policy and Funding Agreement.

- I certify that the information in this application is correct.
- If the information in the application changes in any way I will inform Neston Town Council.
- I confirm that our organisation has the necessary governance in place to ensure accountability for the spending of any grant money allocated by Neston Town Council.
- I understand that information provided in this application (with the exception of contact details and signatures) will be in the public domain and will be uploaded to the Town Council's website.
- I agree to participate in monitoring, auditing and reporting feedback related to Neston Town Council grant funding.

Name	
Signature	
Date	

Applications to the small grants programme will be considered at the next scheduled People Committee meeting following receipt. You can submit your application electronically to [council@nestontowncouncil.org.uk](mailto:council@nestontowncouncil.org.uk) or by post to Neston Town Council, Town Hall, High Street, Neston CH64 9TR.

#### NESTON TOWN COUNCIL PRIVACY NOTICE FOR APPLICANTS TO THE TOWN COUNCIL'S GRANTS PROGRAMME

The Data Protection Act 2018 governs how we handle personal data.

##### Why are we collecting your information?

On our grant application forms most of the information we need relates to your organisation. However, we are often provided with names, email addresses, contact telephone numbers and addresses relating to named individuals who are submitting the form on behalf of the group. We are processing in accordance with the Data Protection Act 2018. We will only use the personal data supplied for the means of administering the grants programme.

##### How will we use your information?

The information you provide to us in connection with your grant application (including personal contact details) will be held securely as hard copy originals and as electronic data on Neston Town Council's shared drive. We will only use this information to assess, process and award community grants. For those successful in obtaining a grant award, we will use information about the project in publicity to promote the grants programme but will not share any personal data. If we want to use any photographs showing people at your events we will ensure we gain consent from them at the time in order to use images of them.

##### Who will we share your information with?

The information may be shared with other Council Officers and Town Councillors as part of our grant assessment and monitoring process. A redacted version of your grant application (removing private addresses, private telephone numbers, private email addresses and applicant signatures) will be considered at a grants meeting and, as such, will be uploaded to the Town Council website alongside other papers detailed on the agenda. Your contact details will not be passed on to third parties. Please note that Neston Town Council is subject to the Freedom of Information Act and other legislation.

##### How long will we keep your information?

Information from successful applicants will be retained for the current financial year plus six years. A redacted version of the grant application uploaded to the website as a meeting paper will be available to view for an indefinite period (private addresses, private telephone numbers, private email addresses and applicant signatures are redacted).

Information from unsuccessful grant applicants will be kept for 12 months from the point of application. A redacted version of the grant application uploaded to the website as a meeting paper will be available to view for an indefinite period (private addresses, private telephone numbers, private email addresses and applicant signatures are redacted).



**Neston Singers Accounts for AGM September 2022**

	Year 2019-2021		Year 2021-2022
<b>INCOME</b>		<b>INCOME</b>	
No AGM 2020			
Membership Subscriptions (Autumn2019)	£2,735.50	Membership Subscriptions (Autumn2021)	£1,020.00
Membership Subscriptions (Spring2020)	£125.00	Membership Subscriptions (Spring2022)	£1,760.00
AGM Bring and Buy 2019	£9.05	AGM Bring and Buy	£0.00
Carol Concert 2019	£663.05	Carol Concert 2021	£298.24
Christmas Raffle Income 2019	£118.00	Christmas Raffle Income	£0.00
Carol Singing 2019	£72.23	Carol Singing 2021	£38.86
Marketing Sponsorship	£400.00	Spring Concert 2022	£318.00
Spring Concert	£0.00	Spring Raffle Income 2022	£120.00
Spring Raffle Income	£0.00	Donations (Janet Stephens family)	£100.00
Donations	£0.00	Marketing Sponsorship	£400.00
Total Income	£4,122.83	Total Income	£4,055.10
<b>EXPENDITURE</b>		<b>EXPENDITURE</b>	
URC Rent	£846.26	URC Rent	£1,305.00
Musical director honorariums	£837.50	Musical director honorariums	£1,750.00
Concert Honorariums (Christmas)	£210.00	Concert Honorariums (Christmas)	£170.00
Concert Honorariums (Spring)	£0.00	Concert Honorariums (Spring)	£250.00
Concert Gifts	£0.00	Concert Gifts	£16.00
Ladbroke Insurance(2019/20)	£218.80	Making Music Membership and Bronze Insurance (Aug-Dec 21)	£77.00
	£0.00	Making Music Membership and Bronze Insurance (Jan-Dec22)	£141.00
URC Music Insurance (2020)	£20.90	Music Insurance (Aug21-Jul22)	£20.90
Spring Raffle expenses	£0.00	Music Insurance (Aug22-Jul23)	£22.15
Charity Donations (Wirral Mind paid 2022)		Spring Raffle expenses	£25.70
Bank Charges	£0.00	Charity Donations	£100.00
Music Hire (My Fair Lady)	£22.00	Bank Charges	£52.63
Printing	£94.00	Music (owed from 2020)	£94.67
Covid Crisis Compensation MD	£500.00	Printing	£15.00
Sundries	£0.70	Sundries	£27.13
Total Expences	£2,750.16	Total Expences	£4,067.18
<b>Net gain/loss Reconciliation</b>	<b>£1,372.67</b>	<b>Net gain/loss Reconciliation</b>	<b>-£12.08</b>
<b>Reconciliation Account</b>	<b>31/08/2021</b>	<b>Reconciliation Account</b>	
HSBC Current A/C 31/08/2019	£1,011.46	HSBC Current A/C 31/08/2021	£1,819.70
HSBC Current A/C 31/08/2021	<b>£1,819.70</b>	HSBC Current A/C 31/07/2022	<b>£1,831.42</b>
gain/loss	£808.24	gain/loss	£11.72
Petty Cash 31/08/19	£59.11	Petty Cash 31/08/19	£33.46
Petty Cash 31/08/21	£33.46	Petty Cash 31/08/21	£54.36

# Neston Singers Budget 2022-23

## Income to Christmas 2022 only

Item	Budget	Notes
Membership Subscription	£1,200.00	20 members at £60
Performance Income	£300.00	Estimated
Sponsorship		
Raffle	£100.00	Estimated
Bring & Buy	£90.00	Estimated
Other		
<b>Total Income</b>	<b>£1,690.00</b>	

## Expenditure to Christmas 2022 only

Item	Budget	Notes
Music Director fee	£800.00	15 rehearsals and 1 performances at £50 each
Music Hire/purchase	£0.00	
Honorariums	£250.00	Accompanist etc
Rehearsal venue	£490.00	14 rehearsals at £35
Concert venue	£200.00	Rehearsal and concert
Printing	£50.00	Estimated
Making Music/Insurance	£0.00	Paid to end Dec 2022 from 2021/22 budget
URC Music insurance	£0.00	Paid until Aug 2023 from 2021/22 budget
Website	£0.00	
Other	£0.00	
Bank charges	£0.00	HSBC A/C closed, Lloyds Business A/C opened
<b>Total expenditure</b>	<b>£1,790.00</b>	

Projected Profit/loss at year end -£100.00

The URC have kept their hire costs the same until December when we will have to pay more because of the increase in gas prices but we don't know how much yet. Depending how many members we have will obviously impact on future subscriptions. Making music membership incorporating our insurance Making music membership incorporating our insurance is due to be paid in December for the next year.

In the accounts since 2019 with the pandemic in between Tom Ricketts of RICKETTS FINANCIAL PLANNING (Jennifer's son) has donated £800 in marketing sponsorship for which we are very grateful in helping to keep us afloat.