



**MAIN GRANTS PROGRAMME**  
(for applications to a maximum value of £2,500)  
**APPLICATION FORM**

Name of organisation	Friends of Park Fields
Official address (if applicable)	12a, The Spinney, Parkgate, Neston

	First contact	Second contact
Name	Jackie Jenkins	Colin Nicol
Position	Committee member	Chairman
Address		
Telephone		
Email		

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

Registration status (if applicable)	
Charity Commission registration number	
Companies House registration number	

Your organisation	
What does your organisation do?	Takes care of the community open space in Parkgate known as "Park Fields." We have a 10yr management agreement with CWAC to maintain, care for and improve the 29 acre "Cowfield" for the benefit of the community.
How does your organisation benefit the local community? Please include a specific example.	The 41 acre open space is used by hundreds of local residents each day, of all ages, to walk, play and exercise.
How many people benefit directly from the work of your organisation (itemise numbers of members, volunteers and service users)?	We have 130 registered members, a management committee of 9 and a group of 15+ volunteers who assist with regular maintenance and projects. Several of the volunteers have attended courses on hedge laying and fruit tree pruning. Many children enjoy playing football and other sports on the recreation area each week. Countless local residents exercise their dogs (and children) every day.
What activities, events or services has your organisation provided in Neston	We have sown a wild flower meadow within the education area, assisted by

during the last 12 months?	<p>volunteers from the community, together with pupils from two local primary schools.</p> <p>Successfully retained our Green Flag award.</p> <p>Continued to maintain the fields to a high standard, including mowing, hedge laying, weeding, pruning.</p> <p>Repaired and added to fencing adjacent to the orchard and replaced gates.</p>
What activities, events or services does your organisation plan to provide in Neston for the next 12 months?	<p>1 Plant Wild Flower Border on our field to celebrate the Coronation.</p> <p>2 Further develop our "Education Area" by providing a pond dipping platform.</p> <p>3 Working to develop newly planted fruit orchard by pruning and labelling the trees.</p> <p>4 "Laying" overgrown hedges.</p> <p>5 Planting a poppy meadow.</p> <p>6 Collaborating with "The Parkgate Society" to provide information boards about the area for visitors.</p> <p>7 Installing a defibrillator at the field.</p>

Your project	
Project title	Providing a Dipping Platform and pond edging to the larger of our newly created ponds
Amount requested	£2,500
Project start date	Spring 2023
Project end date	Summer 2023
Describe your project	<ol style="list-style-type: none"> <li>1. Provision of an environmentally friendly, recycled plastic platform over a section of the pond, with safety railing to three sides.</li> <li>2. Reinforce a section of the bank of the pond to enable children to collect specimens at the water's edge.</li> </ol>
List the main objectives of your project	To provide a "dipping platform" from which the pupils from Parkgate & Neston Schools, and local voluntary groups, can use fishing nets safely, to explore and learn about the ecology of the pond.
Explain how each main objective will be achieved.	Groups of children will visit the pond throughout the seasons with their teachers/group leaders to explore the underwater environment and learn about the nature of the habitat and its wildlife.
Provide a timeline for implementation of your project.	The dipping platform needs to be in place in spring/ early summer when the pond life is most varied and to fit in with National Curriculum requirements.

Detail the evidence that proves why this project is needed.	Schools need to learn about this environment and the cost of transport to neighbouring ponds is often prohibitive, preventing any long term study. Our ponds are local, within walking distance and therefore very accessible. This will facilitate projects to monitor pond life over time, rather than one off visits.				
Please demonstrate how the people who will benefit from your project, with lived experience of the issues tackled, have been involved in its development and how they will be involved in its delivery.	Schools have been consulted about their requirements, particularly Health and Safety issues, specifically heights of safety barriers etc. They have devised detailed risk assessments when visiting the area and will timetable use appropriately to dovetail with their teaching plans. e.g. Year 2 pupils will be studying "life cycles" with specific reference to pond life.				
What difference will your project make to the lives of the people who will benefit from it and how will you measure its legacy?	This project will enhance the lives of children by enabling them to better understand their environment and also support their curricular learning goals. Learning to be assessed at school and by outside inspection.				
How many people do you estimate will benefit from your project?	<table border="1"> <tr> <td>Direct beneficiaries</td><td>200</td></tr> <tr> <td>Volunteers</td><td>10</td></tr> </table>	Direct beneficiaries	200	Volunteers	10
Direct beneficiaries	200				
Volunteers	10				
If you aim for your project to carry on in the future, how will you ensure it continues after the funding from this application has been used?	The platform will be constructed from environmentally friendly, recycled plastic, which is virtually indestructible. Therefore, the project can continue indefinitely at no further cost.				

Breakdown of project costs	
Description of expenditure 1Dipping platform2.2x2.1M, safety railings to 3 sides, scaffolding legs, fitting in water and mounting platform, carriage delivery and installation.	Amount £1985 +VAT
Walkway pond edging 1x 5.0 meter long x 2' wide carriage, delivery and installation.	£700 +VAT
<b>TOTAL PROJECT COST (do not include in-kind costs)</b>	<b>£3,222</b>

<b>Sources of project funding and in-kind support</b>	
Have you secured any other funding for your project? If so, where from?	Amount
Parkgate School are planning a fund raising day	approx. £100
PFA to match whatever is raised	approx. £100
Description of in-kind assistance secured (eg volunteer hours or donated equipment)	Amount (what is the financial conversion for this in-kind help?)
Ongoing maintenance of the area, mowing paths to enable access, weeding, planting, checking and recording biodiversity. 40 hours @ £10 ph	£400
Planning meetings, obtaining quotes, project management. 5 hours @ £10ph	£50

<b>Agement</b>	
What was the date of your last financial year end?	30 <sup>th</sup> Sept 2022
What was your organisation's income in the last financial year?	£2,546.33
Did your organisation have a surplus or deficit for the last financial year?	Surplus £ Deficit £3,476.65
What were your organisation's unrestricted reserves at the end of the last financial year?	£8,513,47


<b>Financial information about your organisation (current financial year)</b>	
Are you projecting a surplus or deficit for the current financial year?	Projected surplus £ Projected deficit £1,337
What are your organisation's projected unrestricted reserves for the end of the current financial year?	£3,306.47

<b>Previous grant support from Neston Town Council</b>		
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
Jan 2020	To create a new hedge on the recreation field	£1359.80
May 2022	Stone seating circle	£2,500

<b>The Town Council's funding priorities</b>	
We look for projects that support the funding priorities detailed in the Town Council's Grants Policy. Which of these priorities does your project support?	
To enable local people to participate in voluntary groups and activities.	Yes
To help the Neston area's voluntary and community groups to improve the impact on the community.	Yes
To ensure the provision of services, needed by the residents of the Neston	Yes

area, via the voluntary sector.	
To support organisations which meet the needs of people experiencing social and economic difficulties.	Yes
To ensure that there is equality of access and opportunity for all Neston area residents to the services it provides and funds.	Yes
To improve or enhance the local environment.	Yes

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

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. 3. I certify that the information in this application is correct. 4. If the information in the application changes in any way I will inform Neston Town Council. 5. 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. 6. 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. 7. I agree to participate in monitoring, auditing and reporting feedback related to Neston Town Council grant funding.	
Name	Jackie Jenkins
Signature	
Date	30/3/23

Applications to the main grants programme are considered twice a year and the deadlines for submission of applications are **31 March** and **30 September**.

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 the data 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).

# Friends of Park Fields Accounts 2022.

F. O. P. F.,

## Accounts ending September 30th 2022

### Opening balance RBS

£11,991.48

### INCOME

Subs	£ 1,192.00
Donation for new bench	£ 1,344.00
Interest	£ 9.33

### Total Income

£2,545.33

### Expenses

Bench + Installation	£ 1,343.99
AGM Zoom	£ 91.19
Insurance	£ 157.00
Maintenance	£ 25.00
Seeds	£ 1,750.00
Stone Seating	£ 2,390.00
Website costs	£ 264.80

### Total expenses

£6,021.98

### Surplus/ Defecit

Defecit £3,476.65

### Closing balance

£8,513.47

### Opening and closing difference

-£3,478.01

business 2114.27 1.36  
metro bank 1400

Income	20/21	21/22	Expenditure	20/21	21/22
Subs	£1,210.00	£1,192.00	Bench + Installation		£ 1,343.99
Grants	£6,000.00		Insurance	£99.31	£ 157.00
Donations	£300.00	£1,344.00	Maintenance		£ 25.00
Bank incentive	£1,350.00		Seeds	£256.50	£ 1,750.00
Interest	£4.36	£9.33	Stone seating		£ 2,390.00
			Website costs	£264.80	£ 264.80
			Zoom	£224.35	£ 91.19
			Leaflets	£96.00	
<b>Total</b>	<b>£8,864.36</b>	<b>£2,545.33</b>		<b>£940.96</b>	<b>£6,021.98</b>

All Accounts	20/21	21/22
Opening balance	£7,581.45	£15,504.85
Closing Balance	£15,504.85	£12,026.84

# BEAUTIFUL TO LOOK AT AND BUILT TO LAST

F. O. P. F.

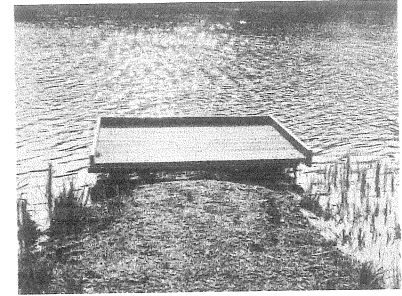
## INSTALLATION SERVICE - Friends of Park Fields Main Grants Programme.

WE SPECIALISE IN DELIVERY & FITTING PLATFORMS USING SCAFFOLDING FRAMES. PLATFORMS ARE FITTED TO A SCAFFOLDING BASE USING STAINLESS STEEL BOLTS WITH SPECIAL BRACKETS TO FIX THE PLATFORM TO THE FRAME SECURELY.

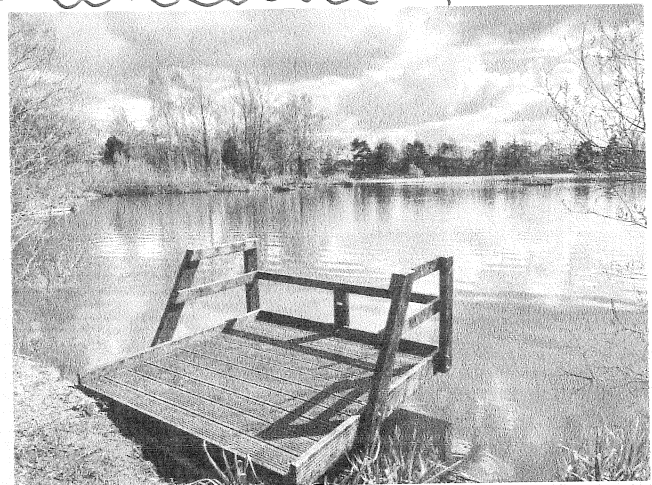
example of dipping platform.  
All size fishing platforms - Inc. fitting

### Fishing Platforms

Our fishing pegs are made from recycled plastic and are a maintenance-free alternative to traditional wooden fishing platforms. They are made to give you years of trouble-free service in damp and muddy lakeside or river bank environments.



Fishing platform with disabled rail



Our fenced range is ideal for disabled or family use. Our fishing pegs are made to order and so can be made to any size which might match your existing pegs. We also offer an installation service.

- Rot and insect proof and non toxic
- Non-slip, very solid and durable
- Low maintenance & easy to clean
- Chip, crack and splinter proof
- Graffiti resistant
- Manufactured in the UK using only UK waste
- 100% recycled and recyclable