



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

Name of organisation	Neston Female Society
Official address (if applicable)	

	First contact	Second contact
Name	Cecilia Jones	Pat Kynaston
Position	Treasurer	Committee member
Address		
Telephone		
Email		

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

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

Your organisation	
What does your organisation do?	Organises the Annual Parade for the society comprising 100+ local children, up to 50 female adult members with both local & visiting dignitaries.
How does your organisation benefit the local community?	This is a much anticipated annual occasion that attracts locals and visitors from a wide area outside the town. Local hospitality businesses benefit from increased trade.
How many people benefit directly from the work of your organisation (itemise numbers of members, volunteers and service users)?	Direct involvement approx 200

Details of your grant application	
Item to be purchased including make/model and cost.	New poles to carry a replacement banner recently purchased.
Why do you need to make this purchase?	The existing poles are old and not in good condition. They will be kept as a backup set in an emergency but are not considered suitable for planned use.
How will this purchase benefit your organisation?	The new poles with the new banner will make a striking lead to the procession and show Neston's pride in it's community

How will this purchase benefit the local community?	As above
TOTAL AMOUNT REQUESTED	£362.99

Financial information about your organisation (last financial year)	
What was the date of your last financial year end?	Dec 2022
What was your organisation's income in the last financial year?	
Did your organisation have a surplus or deficit for the last financial year?	Surplus £ 164
	Deficit £
What were your organisation's unrestricted reserves at the end of the last financial year?	£ 5951

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

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.	X
To help the Neston area's voluntary and community groups to improve the impact on the community.	X
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	X

Copies of written estimates or catalogue pages (if applicable)	X
Policies for the protection of children and/or vulnerable adults (if applicable)	To follow

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	Cecilia Jones
Signature	
Date	10th April 2023

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 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).