



## SMALL GRANTS PROGRAMME

(Maximum £500)

### APPLICATION FORM

Name of organisation	Neston Community Youth Centre
Official address (if applicable)	Burton Road, Neston, CH64 9RE

	First contact	Second contact
Name	Rachael Furey	Paula Prytherch
Position	CEO	Operations Coordinator
Address	Burton road, Neston, CH64 9RE	Burton Road, Neston, CH64 9RE
Telephone	0151 336 7805	0151 336 7805
Email	<a href="mailto:Rachael@nestoncyc.org.uk">Rachael@nestoncyc.org.uk</a>	<a href="mailto:Paula@nestoncyc.org.uk">Paula@nestoncyc.org.uk</a>

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	1117890
Companies House registration number	06052346

Your organisation	
What does your organisation do?	NCYC delivers and supports services for local people. We operate Neston Community Youth Centre and Neston Civic Hall
How does your organisation benefit the local community?	We deliver and support services that benefit the local community, including a social prescribing service, a befriending service, community cinema and social activities. We also host Neston job centre, foodbank, children's centre and CAB access point.
How many people benefit directly from the work of your organisation? (Itemise numbers of members, volunteers and service users.)	We have 105 members and over 100 volunteers. Our befriending service supports approx. 35 people and our social prescribing service receives approx. 250 referrals per year. Footfall data shows the buildings we manage are entered 3000-5000 times per month as people access the available services.

Details of your grant application	
Briefly describe the project, activity or purchase for which you require a grant.	We want to highlight and celebrate the many wonderful volunteers we have in

<i>Retrospective requests will not be considered.</i>	our community. Early 2024 we asked people to nominate who they felt was our community heroes, the individuals who volunteer their time for the benefit of the community that may not be recognised. We received over 25 nominations and want to hold an awards ceremony to thank these individuals.
How will the project, activity or purchase benefit the local community?	This event will give the community an opportunity to thank those that volunteer within it and will hopefully motivate more people to get involved with volunteering within CH64.
Project/activity start date and end date	26.04.24 6pm-9pm
How much will your project, activity or purchase cost in total?	£868.40
How much are you requesting from Neston Town Council?	£498.40
Please give a breakdown of the cost of the project, activity or purchase.	Decoration - £39.65 Refreshments (including welcome drink and light buffet) - £382.75 (buffet £5 per head and welcome drink (prosecco / non alcoholic prosecco for 60 people) Awards x 8 (glass awards at £22 each) - £176 Flowers for all nominees x 25 (£4each) - £150 Venue hire - £120 Total: £868.40
If your project, activity or purchase cost is more than the amount requested in this grant application, how will you fund the difference?	Shop4Neston have kindly donated £250 towards the event. NCYC will be providing the venue space

Financial information about your organisation	
Please provide details of any reserves held by your organisation.	
Have you attached accounts for the last financial year? If not, please explain why.	

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
13.10.23	Difib fit at NCYC	700

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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.	X
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.	X

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)	

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	RACHAEL FUREY
Signature	R.Furey
Date	25.03.24

Applications to the small grants programme will be considered at the next scheduled Community & Environment 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).