



SMALL GRANTS PROGRAMME **(Maximum £500)** **APPLICATION FORM**

| | |
|----------------------------------|---------------------------|
| Name of organisation | Friends of West Vale Park |
| Official address (if applicable) | |

| | | |
|-----------|---------------|----------------|
| | First contact | Second contact |
| Name | Fleur Smith | Russell Smith |
| Position | Secretary | Treasurer |
| 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? | Promotion and improvement of the park working with CWAC, Neston Town Council and the Police. In addition, organise an annual family fun day. |
| How does your organisation benefit the local community? | To promote the park facilities. for families to enjoy outdoor activities and socialise. for all residents to socialise and benefit their wellbeing. The aim is to help provide a safe, enjoyable place to play or use and to be outdoors to benefit the mental and physical wellbeing of all residents of whatever age. |
| How many people benefit directly from the work of your organisation? (Itemise numbers of members, volunteers and service users.) | Over 600 people attended the event in 2024. All age groups were represented. |

| Details of your grant application | |
|--|---|
| Briefly describe the project, activity or purchase for which you require a grant. <i>Retrospective requests will not be considered.</i> | The friends are a non-profit, volunteer group. They organise the Family Fun Day which has a range of free activities for the children. In this way we encourage everyone, including low-income families to enjoy the day. |
| How will the project, activity or purchase benefit the local community? | The community benefits from coming together in their local park, by using the park facilities and engendering a sense of ownership of the green space. The event is free to all and offers everyone, of all ages the opportunity to "meet and greet" in a fun atmosphere in the outdoors. |

| Project/activity start date and end date | Family Fun Day 3/8/25 12pm-4pm | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|--|---------------------------|--|-------------|--|----------|-----------|--------------------------------|---------|--------------------------------|---------|---------------|---------|---------------|---------|---------------|---------|------------------------------|---------|------------|---------|-------------------------------|---------|---------------------|--------|---------------------------|--------|---|--------|---------------------------|---------|------------------------------|---------|----------------------------|--------|--------------|--------|-----------------------------------|------------------|
| How much will your project, activity or purchase cost in total? | £3,605.70 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| How much are you requesting from Neston Town Council? | £500.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Please give a breakdown of the cost of the project, activity or purchase. | <table border="1"> <thead> <tr> <th colspan="2">Costings for Fun Day 2025</th></tr> <tr> <th colspan="2">Expenditure</th></tr> <tr> <th>ACTIVITY</th><th>2025 Cost</th></tr> </thead> <tbody> <tr> <td>Orbis Outdoor Adventures- wall</td><td>£780.00</td></tr> <tr> <td>New Bouncy castle (CB CASTLES)</td><td>£600.00</td></tr> <tr> <td>Circus skills</td><td>£650.00</td></tr> <tr> <td>Caving system</td><td>£350.00</td></tr> <tr> <td>Face Painting</td><td>£230.00</td></tr> <tr> <td>Animal Encounters (Estimate)</td><td>£250.00</td></tr> <tr> <td>Toilets x2</td><td>£190.00</td></tr> <tr> <td>First Aid- St Johns Ambulance</td><td>£171.60</td></tr> <tr> <td>Coconuts (Estimate)</td><td>£60.00</td></tr> <tr> <td>Craft workshop (Estimate)</td><td>£10.00</td></tr> <tr> <td>Stationary/printing/laminate (Estimate)</td><td>£50.00</td></tr> <tr> <td>New Banners x2 (Estimate)</td><td>£100.00</td></tr> <tr> <td>Insurance (renewal 1st July)</td><td>£117.60</td></tr> <tr> <td>Music licence (MB arrange)</td><td>£21.00</td></tr> <tr> <td>Bank charges</td><td>£25.50</td></tr> <tr> <td>TOTAL Forecast Expenditure</td><td>£3,605.70</td></tr> </tbody> </table> | Costings for Fun Day 2025 | | Expenditure | | ACTIVITY | 2025 Cost | Orbis Outdoor Adventures- wall | £780.00 | New Bouncy castle (CB CASTLES) | £600.00 | Circus skills | £650.00 | Caving system | £350.00 | Face Painting | £230.00 | Animal Encounters (Estimate) | £250.00 | Toilets x2 | £190.00 | First Aid- St Johns Ambulance | £171.60 | Coconuts (Estimate) | £60.00 | Craft workshop (Estimate) | £10.00 | Stationary/printing/laminate (Estimate) | £50.00 | New Banners x2 (Estimate) | £100.00 | Insurance (renewal 1st July) | £117.60 | Music licence (MB arrange) | £21.00 | Bank charges | £25.50 | TOTAL Forecast Expenditure | £3,605.70 |
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| TOTAL Forecast Expenditure | £3,605.70 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| If your project, activity or purchase cost is more than the amount requested in this grant application, how will you fund the difference? | <p>The fun day relies on contributions from:</p> <p>Neston Town Council Nisa Local Community Fund Members Budget Award Scheme Donations on the day</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| Financial information about your organisation | |
|---|---|
| Please provide details of any reserves held by your organisation. | <p>Total in bank- £1,871.98 Family Fun Day funding- £480.98 Spacehive funding to be used on refurb of playground equipment. - £1,391.00</p> |
| Have you attached accounts for the last financial year? If not, please explain why. | Our accounting year finishes in November and are approved at the AGM. |

| 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 |
| 2023 | Zip Wire | £500 |
| | | |
| | | |

| 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. | YES |
| 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. | 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) | Above |
| 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 | Fleur Smith |
| Signature | |
| Date | 26/03/2025 |

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 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).