

Grant summary

Organisation

Silk Heritage Trust

Funding request

Silk Heritage Trust are requesting funding towards a new project - Celebrating Ash Grove Academy– bringing the Silk Museum and the School together.

Total cost

£2,220

Grant requested

£1,720

The difference between the total cost and the grant requested will be bridged by matched funding and ticket sales.

Macclesfield Town Council
Large Community Grant application form

Grants from £250 up to £2,000

Community for Voluntary Services Cheshire East (CVSCE) is a registered charity and independent organisation that provides support and services to groups. CVSCE provides support to Macclesfield Town Council's grant programme by reviewing completed grant application forms to ensure they meet the criteria set out in the Council's Grants and Funding Policy. For more information, please refer to the policy.

CVSCE can also offer guidance on completing the application form.

Your Contact details
Please complete table 1.

Table 1 Contact details

Applicant name:	
Position in organisation:	Education Co-ordinator
Organisation:	The Silk Heritage Trust
Address:	Park Lane, Macclesfield, SK11 6TJ
Contact number:	
E-mail address:	
Contact address (if different from above):	
Telephone number:	
Website:	https://macclesfieldmuseums.co.uk/

Contact details for senior member of the organisation

This must be the chair, secretary, treasurer or a senior member of your committee and different from above.

Please complete table 2.

Table 2 Contact details for senior member of the organisation

Senior contact name:	
Contact address:	The Silk Heritage Trust, Park Lane, Macclesfield, SK11 6TJ
Telephone number:	
E-mail:	
Position in organisation:	Director

Organisation profile

Please complete table 3 to describe your organisation profile, selecting Yes or No where applicable.

Table 3 Organisation profile

Registered charity:	Yes
Registration number:	519521
Voluntary organisation:	No
Community group:	No
Company Limited by Guarantee:	Yes
Not for profit organisation:	No
Social enterprise:	No
Other:	
How long has your organisation been in existence?	1987 – 36
What does your organisation do? (A summary of this information will be used on our website if your application is successful). Maximum of 50 words:	The Silk Heritage Trust - Macclesfield's culture & heritage service: responsible for: The only Silk Museum in Northern England and Europe's largest collection of Jacquard silk handlooms, celebrating the town's history 3.The Heritage Centre: a centre for creative learning for vulnerable adults & young people; digital training; & social enterprises.

Please complete table 4 on your organisation's land, premises and facilities, selecting Yes or No where applicable.

Table 4 Land, premises and facilities

Own its own land/premises/facilities	Yes
Hire private land/premises/facilities	No
Hire local authority land/premises/facilities	No
Lease the land/premises/facilities	No

Please give details of lease expiry date/length of lease	
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Please complete table 5 to indicate how many staff, paid or otherwise, are involved with your organisation.

Table 5 Number of staff

Number of full time paid staff	
Number of part time paid staff	6 fte
Number of casual paid staff	19
Number of full time unpaid staff	0
Number of part time unpaid staff	
Number of casual unpaid staff	15 volunteers

Previous funding

Has your organisation received a grant from Macclesfield Town Council before?

Please complete table 6, selecting Yes or No where applicable.

Table 6 Previous funding

Previous funding from Macclesfield Town Council	Yes
If yes, please tell us when and how much was awarded:	£1950 for Heritage Open Days in 2022
How did you hear about the Community Grant Scheme?	CVS East Cheshire Bulletin

Your project/activity/event

Complete table 7 to describe you project, activity or event.

Table 7 Project/activity/event description

Date of activity/event or anticipated start date of project:	11 th September 2023
Name of project (maximum 10 words):	Celebrating Ash Grove Academy– bringing the Silk Museum and the School together
Briefly describe what the grant you are requesting is required for and why it is needed (maximum 150 words):	Local school Ash Grove Academy and The Silk Museum want to expand their working relationship to reach the broader community of parents and carers. Funding is required to cover artists' fees, materials and display costs for a 6-month programme of creative, heritage activities starting in September 2023.

	<p>In recent years Ash Grove pupils and staff have made regular museum visits. A recent pilot activity invited parents/carers to accompany their children to the Museum and Mill - this very positive experience revealed, nonetheless, that none of the adults had visited before despite having lived in Macclesfield all their lives.</p> <p>We want this wider community to have a voice in connecting with and celebrating their heritage. An inspiring intergenerational programme will bring the Museum into School, to share and explore local history stories, experiences and photographs through creative activities for parents/carers and children taking place during:</p> <ul style="list-style-type: none"> • Assemblies • Creative Craft Coffee mornings • After-school intergenerational activities • Dedicated gallery spaces in the School, Museum and online to showcase the work produced
<p>If you are successful with your application, please describe what your project/event/activity will achieve and what difference it will make to your organisation/area, how it will extend/develop community activity and how it meets the criteria listed in the Policy for the Allocation of Community Grants (maximum 150 words):</p>	<p>This 6-month project, developed with staff of Ash Grove Academy school, the Museum Education Officer and Director of the Silk Museum:</p> <ul style="list-style-type: none"> • Recognises above average number of pupils eligible for free school meals, and with statements of special educational need • Develops pupils' verbal communication, using creative heritage activities to encourage asking questions, exploring and sharing ideas • Expands our work in to a long-term project, bringing together parents / carers, teachers, artists and museum staff • Reaches all pupils plus parents / carers – at least 200 people, plus visitors to exhibitions and displays • Connects parents / carers with the school and museum, building pride and confidence about heritage on their 'doorsteps' <p>The School and Museum will:</p> <ul style="list-style-type: none"> • Engage the Ash Grove community in working together to improve a sense of place • Celebrate the heritage of the school and lives of residents in surrounding estates,

	looking ahead to the School's 90 th birthday in 2027
How will your project or service be sustained in the future? Maximum 50 words):	<p>As a model for school/museum/community partnerships, this project will:</p> <ul style="list-style-type: none"> • Inform our fundraising to support how we connect with, reach out to and listen to local residents • Extend how the Museum works with communities, giving residents a voice to help inform and shape our development plans • Strengthen the School's relationships with parents / carers • Develop the stories that the Museum tells about local heritage on site and on-line
If your application is for an event and you make a profit, please state how this will be used:	n/a

Projected expenditure

Complete Table 8 with estimates of your total project costs and provide brief details. Use a separate sheet if necessary and provide quotes.

Table 8 Projected expenditure

Item	Estimated cost	Details
New build/re refurbishment		
Furniture/ fixtures/ fittings		
Equipment purchase		
Equipment hire		
Premises/ facility hire		
Materials	£900	Resources and materials for creative heritage activity sessions Creation of displays and exhibitions of creative heritage material at Ash Grove Academy and the Silk Museum Development of online content
Advertising/ marketing/ publicity		
Workshops/seminars/training	£1020	Fees for freelance artists (based on nationally agreed pay levels) to lead a programme of creative heritage activity sessions

Item	Estimated cost	Details
		over 6 months in at Ash Grove Primary School
Other	£300	Refreshment costs for Creative Craft Coffee mornings with parents / carers
Total Cost	2220	(leave blank)

Projected income

Complete Table 9 to specify match funding from other sources (external grants, own contribution etc), selecting Yes or No where applicable.

Macclesfield Town Council will take into account your ability to obtain funding from other sources and from your own existing funds when recommending an award.

Table 9 Projected income

Item	Amount	Applied for and expected to hear date	Confirmed
Matched funding amount (Grants etc.)	200	Yes	No
Own existing funds	300	Yes	Yes
Projected income from ticket sales etc.		No	No
Other Local Authority e.g. Borough/ Town Parish		No	No
Sponsorship (Please specify)		No	No
Donations (please specify)		No	No
Non-cash or in-kind contributions		No	No
Total projected income	500	n/a	n/a
Amount requested from Macclesfield Town Council	1720	n/a	n/a
Balance outstanding	0	n/a	n/a
<p>Please state exactly what the town council funding will pay for:</p> <p>Art Resources and craft materials for creative heritage activity sessions</p> <p>Photography, panels, printing and display costs and exhibitions of creative heritage material at Ash Grove Academy and the Silk Museum</p> <p>Filming for development of online content</p> <p>Fees for artists to lead a programme of 15 creative heritage activity sessions over 6 months in at Ash Grove Academy; calculated at nationally agreed rates of £102 for 3 hour session (including preparation and development time)</p> <p>If there is a balance outstanding or you are not awarded the full amount requested from Macclesfield Town Council, state below how the shortfall will be covered or whether the project will be delayed:</p> <p>A funding shortfall would be covered by:</p> <p>Increased contribution from the Museum's reserves</p> <p>Increased contribution from the Friends of Macclesfield Silk Heritage</p> <p>Further fundraising from community funders</p>			

Accounts summary

Answer the questions below and complete Table 10 to summarise the organisation's most recent accounts.

Are the figures a projection because the organisation has been running less than 15 months?
No

Are the figures from the organisation's latest accounts? Yes

The figures supplied represent the combined Silk Heritage Trust that includes the Heritage Centre Endowed Trust and well as the Museum trust

If your organisation is VAT registered, please supply your VAT number:
758116518

Table 10 Accounts summary

Account year ending	2021/22
Total income for the year:	£498458 – this includes £366746 of restricted grant funding for delivery of specific projects
Total expenditure for the year:	£455495 this includes expenditure on delivery of grant funded projects
Surplus or deficit:	42633
Total savings or reserves in the bank at year end:	42633

Bank details

Complete Table 11 with the organisation's bank details.

Table 11 Bank details

Organisation's bank account name (payee name):	The Silk Heritage Trust RC 519521
Organisations bank account sort code and account number:	<div style="background-color: black; width: 100px; height: 1.2em; margin-bottom: 2px;"></div> <div style="background-color: black; width: 100px; height: 1.2em;"></div>

Project beneficiaries and equality

Complete Table 12, selecting Yes or No where applicable.

Table 12 Project beneficiaries and equality

Total number of people you expect to access your event, activity or facility:	The project aims to reach all pupils plus parents / carers – at least 200 people, plus visitors to exhibitions and displays = total of
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	500 On-line visits to website exhibition - 750
Which groups will benefit from your project (i.e. age, disability, ethnicity, disadvantaged etc.)?	The project will benefit the above average number of pupils at Ash Grove Academy eligible for free school meals, and with statements of special educational need It will reach pupils aged between 5-11 and their parents/carers
Which geographical area (whole parish or ward(s)) will benefit most from your project, event or activity?	South Ward – Ash Grove Academy and surrounding area
Does your organisation restrict access on the grounds of age?	No
Does your organisation restrict access on the grounds of disability?	No
Does your organisation restrict access on the grounds of gender reassignment?	No
Does your organisation restrict access on the grounds of marriage and civil partnership?	No
Does your organisation restrict access on the grounds of pregnancy and maternity?	No
Does your organisation restrict access on the grounds of race?	No
Does your organisation restrict access on the grounds of religion and belief?	No
Does your organisation restrict access on the grounds of sex?	No
Does your organisation restrict access on the grounds of sexual orientation?	No

Supporting documentation

Please complete Table 13, selecting Yes or No to indicate if you have the documents.

You do not need to send these documents in with your application (apart from your Governing Document, which must be signed, and Safeguarding Policies, to be supplied by e-mail or post within 7 days of submitting this application) but we may request copies at a later date.

Up to date Annual accounts/income and expenditure	Yes
Governing Document	Yes
Safeguarding policies	Yes (Museum and School policies) Link to school policy documents- https://www.ashgrove.cheshire.sch.uk/page/?title=Safeguarding&pid=82

Relevant insurances	Yes (School activities will be covered by their public liability insurance; and similarly with the Museum activities will be covered by our insurance)
Quotes/estimates for equipment	Not applicable
Affiliation to a Governing Body	Not applicable
Equalities and Inclusion Policy	Yes
Planning permission	Not applicable

Data Protection

Please ensure that you read this section before submitting your application.

Grant application administration

Part or all of the information you supply to us will be held on our IT system. This information will be used for the administration of grant applications and for statistical analysis.

Copies of your application, but with personal details redacted, will be provided at the relevant council meeting for consideration of awarding the grant.

For transparency purposes, information about successful grant applications is added to our website and made available to the local press. The press may request contact details of someone able to provide additional information.

Please indicate below if you consent to us passing on your name and email address to the local press for this purpose.

Yes

Grant application support

Please indicate below if you agree for this form to be shared with CVSCE for the purposes of evaluating the application against Macclesfield Town Council's criteria for grants:

Yes

Please indicate below if you agree if you agree to CVSCE contacting me by the following methods to provide feedback or offer additional support on completing this application:

Postal address No

Email address Yes,

Phone Yes,



Declaration



Please complete table 13 – two signatories are required.

I certify that to the best of my knowledge all the information contained within this application is correct.

I confirm that I understand, agree and accept the terms and conditions of this grant as set out in the Grants and Funding Policy.

Table 13 Declaration

Signed:	
Date:	03/03/2023
Name:	
Position in group:	Education Co-ordinator

Signed:	
Date:	2 nd March 2023
Name:	
Position in group:	Director

Return to Macclesfield Town Council, Macclesfield Town Hall, Macclesfield SK10 1EA

For further information on how Macclesfield Town Council processes personal data, please view our privacy policy at www.macclesfield-tc.gov.uk or call 01625 374142.