

Grant summary

Organisation

Brookfield Lane Allotment Association

Funding request

Brookfield Lane Allotment Association are requesting funding towards a pergola frame on the allotment site for events and shelter.

Total cost

£1,650

Grant requested

£825

The difference between the total cost and the grant requested will be bridged by the association's own funds.



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

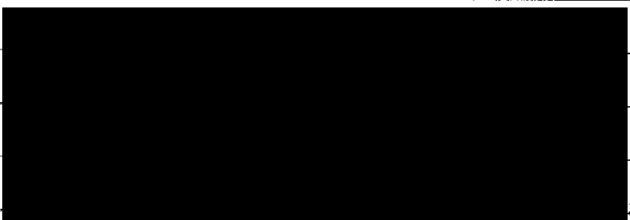
Applicant name:	[REDACTED]
Position in organisation:	Treasurer
Organisation:	Brookfield Lane Allotment Association
Address:	[REDACTED]
Contact number:	[REDACTED]
E-mail address:	[REDACTED]
Contact address (if different from above):	[REDACTED]
Telephone number:	
Website:	

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:	
Telephone number:	
E-mail:	
Position in organisation:	Secretary

Organisation profile

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

Table 3 Organisation profile

Registered charity:	No
Registration number:	
Voluntary organisation:	Yes
Community group:	Yes
Company Limited by Guarantee:	No
Not for profit organisation:	Yes
Social enterprise:	No
Other:	Allotment Association
How long has your organisation been in existence?	Over 100 years as an allotment site , +20 years self-managed.
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:	We are a Council owned self-managed Allotment site based on Brookfield Lane Macclesfield. We have approximately 60 plots which are rented by individuals for cultivation of vegetables, fruit, and flowers.

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	No
Hire private land/premises/facilities	No
Hire local authority land/premises/facilities	Yes
Lease the land/premises/facilities	No
Please give details of lease expiry date/length of lease	

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	0
Number of part time paid staff	0
Number of casual paid staff	0
Number of full time unpaid staff	0
Number of part time unpaid staff	0
Number of casual unpaid staff	0

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:	2019 £1,112.50 New Water main and associated standpipes – 50% contribution project undertaken by plot holders. 2018 £986, 2017 £890 – contribution to materials re site security – gates and fencing projects undertaken by plot holders.
How did you hear about the Community Grant Scheme?	Via web site

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:	01.05.23
Name of project (maximum 10 words):	Corral Shelter
Briefly describe what the grant you are requesting is required for and why it is needed (maximum 150 words):	We currently have no shelter from the rain, extreme sun, for any of our plot holders to meet as a group for organised or informal social interaction. We wish to purchase the materials to self-build a pergola frame which will have the benefit of a roof. Water will be collected for use on the allotments. This along with

	seating will allow social interaction and organised social events. Location is a current small area of hard standing.
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):	This will provide a safe area for social interaction. We believe that the physical and mental benefits of having an allotment are significant. However, this can sometimes be in an isolated situation with each plot holder staying on their individual plots. By providing this sheltered area we believe this will provide greater social interaction opportunities and so enhance even further the benefits of an allotment. So just a small group could informally sit down and chat or Organised events such as BBQs and coffee and cake for plot holders but also for their family and friends.
How will your project or service be sustained in the future? Maximum 50 words):	On going upkeep of the area and not only of the structure but also the area within (seating, flowers etc.) Evidenced by upkeep of current fabric of allotments buildings and gates. Promotion of use.
If your application is for an event and you make a profit, please state how this will be used:	

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/refurbishment	£1650	Wood, brackets, screws, roofing material, gutters, water butt.
Furniture/fixtures/fittings		
Equipment purchase		
Equipment hire		
Premises/facility hire		
Materials		
Advertising/marketing/publicity		
Workshops/seminars/training		

Item	Estimated cost	Details
Other		
Total Cost	£1650	(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.)		No	Yes/No
Own existing funds/fundraising	£825	Yes	Yes/No
Projected income from ticket sales etc.		No	Yes/No
Other Local Authority e.g. Borough/Town Parish		No	Yes/No
Sponsorship (Please specify)		No	Yes/No
Donations (please specify)		No	Yes/No
Non-cash or in-kind contributions		Yes – own self build	Yes
Total projected income	£825	n/a	n/a
Amount requested from Macclesfield Town Council	£825	n/a	n/a
Balance outstanding	£0	n/a	n/a
Please state exactly what the town council funding will pay for: Materials only Labour provided by Allotment Holders			
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: Project will be cancelled.			

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

If your organisation is VAT registered, please supply your VAT number:
Not VAT registered.

Table 10 Accounts summary

Account year ending	30.09.22
Total income for the year:	£5,454
Total expenditure for the year:	£6,326
Surplus or deficit:	£872 deficit
Total savings or reserves in the bank at year end:	£3,779 (includes £947 rents in advance 22-23)

Bank details

Complete Table 11 with the organisation's bank details.

Table 11 Bank details

Organisation's bank account name (payee name):	Brookfield Lane Allotment Assoc
Organisations bank account sort code and account number:	

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:	We have 60 plots with usually two plot holders and in addition family and friends for organised events.
Which groups will benefit from your project (i.e. age, disability, ethnicity, disadvantaged etc.)?	All groups
Which geographical area (whole parish or ward(s)) will benefit most from your project, event or activity?	We have a wide range of post codes represented in the SK10 SK11 areas.
Does your organisation restrict access on the grounds of age?	No – Plot holders need to be +18 but family and friends of all ages welcome on site to help etc
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	No
Relevant insurances	Yes
Quotes/estimates for equipment	No
Affiliation to a Governing Body	No
Equalities and Inclusion Policy	No
Planning permission	No

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	No

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:	
Name:	
Position in group:	Treasurer

Signed:	
Date:	
Name:	
Position in group:	Secretary

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.