

## CAMBOURNE TOWN COUNCIL

District of South Cambridgeshire

### **GRANT APPLICATIONS**

Council Meeting 6<sup>th</sup> April 2021

This grant applications should have been considered under the 2020/21 Financial year. We have received 2 applications as listed below:

- 12.1 Cambridge Past Present and Future requested no specific amount. Memorandum and Articles of Association, Grants applied for and Annual report and Accounts supplied.
- 12.2 Cambourne Church requested any contribution the Town Council can offer towards their anticipated costs of £1025 + VAT. Governing documents, Annual report and Accounts supplied.

Currently under the Grant funding heading we have £400 in the Budget and £500 under the Section 137 Budget heading.

(All documentation can be viewed upon request at The Town Council Office)



# CAMBOURNE PARISH COUNCIL

District of South Cambridgeshire

## APPLICATION FOR FINANCIAL ASSISTANCE

<b>1 Name of Organisation:</b> Cambridge Past, Present & future
<b>2 Name, address and telephone number of correspondent (and office held):</b> Holly Kavanagh, Cambridge PPF, Wandlebury Country Park, Baberham, Cambridge, CB22 3AE. 01223 243 830 x 204
<b>3 What are the objectives of your organisation?</b> <ul style="list-style-type: none"><li>• Protect the historic and green landscape of Cambridge.</li><li>• Care for heritage buildings, such as Barn Windmill, Hinxton Mill, Cambridge Gears Chapel and green spaces, like Wandlebury Country Park and Cotan Countryside Reserve.</li></ul>
<b>4 Is membership/support open to any resident of Cambourne, regardless of sex, age, ethnic origin, religion, disability or sexual orientation? If not, please give reason:</b> Yes
<b>5 Amount of grant applied for £</b> as much as you are able to give.
<b>6 Purpose for which the money will be used. Please explain clearly and simply the reason for your request. (a separate sheet can be used if required)</b> We are seeking funds to support the project to save Barn Windmill, which is at risk of collapse. Barn Windmill is one of the oldest post mills in the country and requires urgent conservation work to repair rot which has been found in the load bearing cross-beams. Barn Mill is a designated Ancient Monument and an important part of local history. The project will enable the mill to be opened to the public once more.
<b>7 Have you applied for grant aid to any other organisation (including local authorities)? If so, to whom (please give details of the decision on your application): (a separate sheet can be used if required)</b>

South Cambridge Community Chest - pending  
Bourn parish council - pending

**8 Is there anything else you wish the Parish Council to take into account when considering this application? (a separate sheet can be used if required)**

The Project to Save Bourn Windmill is being supported with funding from Historic England and other grant giving bodies. However Cambridge PPF still need to meet a fundraising target of over £10,000. Any support you can offer will contribute towards our overall efforts.

**9 Please ensure that you have attached up to date examined accounts in support of this application.**

**Yes** / No

If no please explain why not.

**10 Bank Details if Grant approved can be paid directly.**

**Bank Name:** CAF Bank

**Account Number:** . . . . .

**Sort Code:** . . . . .

**Account Name:** Cambridge Past, Present & Future

**Supporting Documents to be supplied with this Application.**

- Constitution
- Committee Membership
- Financial Information



## CAMBOURNE TOWN COUNCIL

District of South Cambridgeshire

### **PRINCIPLES OF GRANT AID**

**Cambourne Town Council aims to operate a grant aid system which considers grant applications. Applications are considered by the Finance and Policy Committee or by the full Council as appropriate.**

**The Town Council Grant Aid System aims to:**

- Help Cambourne voluntary groups to improve their effectiveness
- Help to ensure the provision of services needed by Cambourne residents via the voluntary sector
- Support organisations which meet the needs of people experiencing social and economic difficulties and
- Promote equality of access and opportunity for all Cambourne residents to the services and funds it provides

The Town Council values the diversity and strengths of the local voluntary sector and acknowledges its independent role in the community as:

- A source of valuable services
- A means of enabling people to work together
- A channel for campaigning and advocacy

The Town Council defines a voluntary group as a 'not-for-profit' organisation, set up and run by a voluntary, unpaid management committee.

This document gives the Town Council's general funding principles and details its expectations of all groups in receipt of grant aid.

**N.B. Grants are not made to individuals.**

**Groups applying for grant aid should note:**

- Grants are made only to groups meeting the needs of Cambourne residents.
- Grants are made to encourage new groups or new projects, to meet deficits on future running costs, or to help with the costs of some one-off expenditures
- Grants will only be made to groups which **need** financial help. Accumulated reserves will be considered when grant levels are decided.
- Grants are normally made for one year's expenditure at a time and should be spent within the year for the purpose for which they were given. They should not be

added, wholly or partly, to reserves unless part of a previously approved programme of funding for a particular project.

- Grants cannot be made to cover money already spent. Groups with premises should apply for discretionary rate relief from South Cambridgeshire District Council.
- Grants will not be made to groups which operate for private gain or are connected with any political party.
- Grants will not be made to groups or organisations who promote hatred or intolerance of any kind.
- Grants may be made to religious organisations for social or welfare purposes, but not to cover the costs of worship or conversion.

Groups will be required to return grant aid if they close, if a project or services funded by the Council is not satisfactorily provided, or if the money is not spent as described in the Application for Financial Assistance.

**Voluntary groups grant-aided by the Council are required to:**

- Ensure efficient levels of administration, hold regular meetings, keep minutes and circulate information to group members.
- Keep proper accounts. Grants may only be made to groups which have submitted satisfactory accounts, unless the group is recently formed.
- Report back to the Council as required to the Council on their activities
- Involve group members and users in policy-making and in the management of activities and services
- Be open to eligible users, as defined by the group's constitution
- Establish and monitor equal opportunities policies and practices
- Meet the legal responsibilities of an employer where appropriate; adopt, implement and monitor good employment practices and procedures
- Recruit and support volunteers where appropriate
- Acknowledge the Town Council's support in annual reports.





# CAMBOURNE TOWN COUNCIL

District of South Cambridgeshire

## **APPLICATION FOR FINANCIAL ASSISTANCE**

**1. Name of Organisation:**

Cambourne Church

**2. Name, address and telephone number of correspondent (and office held):**

Catherine Price  
Parish Nurse  
Cambourne Church  
Jeavons Lane  
Great Cambourne  
CB23 6AF

Personal mobile.

**3. What are the objectives of your organisation?**

Cambourne Church exists to provide a place of Christian worship and a base for supporting those in need in the local community.

**4. Is membership/support open to any resident of Cambourne, regardless of sex, age, ethnic origin, religion, disability or sexual orientation? If not, please give reason:**

Membership of Cambourne Church is contingent on profession of Christian faith. However attendance of church services is open to any resident of Cambourne and elsewhere. Support from church staff and the Parish Nurse is open to all and access to any associated community support such as the Foodbank is also open to any resident of Cambourne and the surrounding area.

**5. Amount of grant applied for £**

The church are in the process of organising mental health training in April for up to 24 members of our local community in the first instance. This is anticipated to cost approximately £1025 + VAT. We would welcome any contribution towards this amount that the Town Council felt able to offer.

**6. Purpose for which the money will be used. Please explain clearly and simply the reason for your request. (a separate sheet can be used if required)**

As a church in Cambourne we are concerned that mental health challenges in our town are likely to be heightened by the experiences of lockdown and Covid-19. We are seeking a contribution towards mental health awareness and mental health first aid training to equip those who may be most likely to come into contact with people who are struggling, such as the Foodbank volunteers, those who work in 19 The Coffee House and the church staff and youth team. We are also approaching and keen to include other volunteers and members of the community for whom this type of training could be helpful within their role supporting Cambourne residents, such as the Children's Centre, the Cambourne Volunteer Taskforce etc.

**7. Have you applied for grant aid to any other organisation (including local authorities)? If so, to whom (please give details of the decision on your application): (a separate sheet can be used if required)**

Not currently.

**8. Is there anything else you wish the Town Council to take into account when considering this application? (a separate sheet can be used if required)**

It is our hope that the mental health training will underpin development of new community support opportunities within Cambourne (to run alongside existing support) such as creating a space to offer financial advice, health advice and signposting to other organisations. This would be in addition to enhancing the support already provided by Church staff, the Parish Nurse, Foodbank volunteers, the youth team and 19 The Coffee House volunteers along with equipping other providers of care within the wider community.



**9. Please ensure that you have attached up to date examined accounts in support of this application.**

**Yes**

**If no please explain why not.**

The 2019 examined accounts are sent as part of the Annual Report of the Church Council. The 2020 accounts are available if required but awaiting examination.

**10. Bank Details If Grant approved can be paid directly.**

**Bank Name: HSBC**

**Account Number:**

**Sort Code:**

**Account Name: Cambourne Church**

Supporting Documents to be supplied with this Application.

Constitution X  sent by email

Committee Membership x  see below

Financial Information x  sent by email

<b>Name</b>	<b>Role</b>
Bill Miller	Minister
Jon Slater	Trustee
Julie Whitbread	Trustee
Martin Lee	Trustee
Alison Butler	Trustee
Tony Williams	Chair
Lucy Thompson	Trustee
Catherine Price	Trustee
Ross McEwen	Trustee