

BELPER TOWN COUNCIL

APPLICATION FOR SMALL ONE OFF GRANT

1. NAME of ORGANISATION: _ Café 24 Belper _

2. NAME and ADDRESS of CONTACT: _ _Jean Fox _

_ Cafe 24 Belper _

_ The 1924 Arcade _

_ Belper _

_ Derbyshire _

_ DE56 1AP _

3. POSITION in ORGANISATION: _ _Owner _

4. TELEPHONE Daytime: _ 07863630734 _ Evenings: _ 07863630734 _

5. EMAIL: cafe24belper@gmail.com

6. Briefly Outline what the current activities of your group are: We are planning a street party for the Queens Platinum Jubilee on Friday 3rd June, we have now secured the road closure from Derbyshire County Council. We plan to make this the biggest street party in Belper and would like to secure the services of a street magician and some entertainment to ensure the party is inclusive for all the family regardless of age or ability.

7. How many people are currently involved in the running of your group?

Employed full-time worker

Volunteers 4

Employed part-time worker

Member

Support or external worker

Informal helpers

Committee Members

Others (please state)

8. What will the grant be used for, how are you going to do it and where? _____

Please see the outline plans above. The event will be held on Campbell Street

Please continue on a separate sheet if necessary

9. When will the project start: Month ___3rd June _____ Year_ 2022 _____

10. When will the project finish: Month ___ Same Day _____ Year _____

11. Where will your project take place – address and postcode, if different from the contact address given:

12. How will you advertise the project and encourage involvement?

____ We will be advertising on local media, Radio, and social media channels. We intend to ask people to bring their own picnic and to ensure inclusivity anyone who may not be able to afford this will be offered a free picnic

Please continue on a separate sheet if necessary

13. Do you work with any other groups or agencies? If so, please outline how you work together:

____ I am working with other business owners on Campbell Street and also the British Legion in Belper _____

Please continue on a separate sheet if necessary

14. How do you know that the project is needed?

We have already put out a post on social media to float the idea and have had so many positive comments

Please continue on a separate sheet if necessary

15. How many people will benefit from the project/grant? We estimate around 300 _____

16. Who will benefit from the project/grant in Belper Parish? People who live in Belper _____

Please continue on a separate sheet if necessary

17. How will they benefit from the project/grant? _____
_____ Hopefully bring people together to support and celebrate the Jubilee _____

Please continue on a separate sheet if necessary

18. Describe how the project/grant will benefit people with a Disabling Condition? _____

____ We chose Campbell Street as it is flat and easily accessed, also on the day we will be opening The 1924 Arcade so that the disabled toilet facilities will be available. We are also preparing a quiet area in the Café for people who may be affected by the noise _____

19.A) Please confirm that you have carried out the Accessibility Training referred to in Section 9 of the notes below

____ I myself am a training assessor and have completed several inclusion courses. We have also been accredited by Accessible Belper _____

B) Please confirm you have completed the Questionnaire referred to in Section 9 of the notes below

___ Yes I have completed this _____

20. How will you show that your project/grant has made a difference? _____

___ It will show with hopefully the success and enjoyment for everyone who attends _____

21. How much will your project cost in total? :

£1000 _____

22. How much do you require from Belper Town Council? :

£_500 _____

23. Where will the rest of your funding come from – if applicable? £ _____

___ We have approached John Nelson who may have funding but as business we have stated we will make up the short fall in donations _____

Please continue on a separate sheet if necessary

Please provide breakdown of items required:

Item Description	Quote Y/N	Cost £
Magician	Y	350
Entertainment	Y	500

Picnics for families who may not be able to afford one		150

Please continue on a separate sheet if necessary

24. How is your project responding to climate change and the global climate emergency?

As a café we have already started to address the sustainability of our business and try to use local suppliers to help us reduce our carbon footprint and the use of plastics

25. How long has the organisation existed and how many Belper residents does it serve:

This is a one off application especially for the Jubilee

Please continue on a separate sheet if necessary

26. Explain why this project cannot be funded from your own funds:

As this is a project for Belper people we are hoping that the local council will recognise this and help us as businesses

Please continue on a separate sheet if necessary

27. Please state your group/organisation finances for the last financial year:

Accounts date Month _____ Year _____

Total (gross) income - £ _____

Total expenditure - £ _____

Surplus/deficit at year end - £ _____

Unrestricted Savings/Reserves - £ _____

Restricted Savings/Reserves? - £ _____

If you have restricted reserves – please explain what they are restricted for:

Declaration:

I declare that I have the authority of the organisation to apply for the grant and that the information contained herein is accurate.

Enclosed:

Copy of the latest published ACCOUNTS: YES **NO**

Copy of the organisations CONSTITUTION: YES **NO**

The organisation will, if requested by Belper Town Council, produce evidence to show that the grant has been spent on the declared project.

Signed Jean Fox _____ Dated 11/04/22 _____

- 1 Belper Town Council budgets a set amount each financial year to give as grant aid in support of local initiatives. To enable the Council to maintain proper management of its budget no application will receive more than is requested in each application.
- 2 The application form must be completed **IN FULL** giving as much detail about the proposal as possible. A separate sheet may be attached.
- 3 Organisations applying should attach to the application form a copy of their latest balance sheet and profit and loss together with a copy of their constitution.
- 4 **Completed application forms should be returned to the Town Clerk, Belper Town Council, The Butts, Belper, Derbyshire DE56 1HX and emailed to clerk@belpertowncouncil.gov.uk.**
- 5 The Council's Clerk has delegated power to review applications, request further information, give advice and refuse applications that do not meet the Grant Aid criteria. The Clerk will refer applications to the Council's Full Council meetings on a monthly basis for decision. Applicants will be notified of the date and time of the meeting and be given an opportunity to address the meeting on the application. The decision will normally be made known to the Applicant in writing within seven days.
- 6 Grants will only be considered for projects and proposals which will enhance the quality of life of the people served by the Town Council. Applications from bodies outside the town boundaries may be granted where the proposals show a distinct benefit to the residents of the town.
- 7 Grants will normally only be considered for new / start up organisations and/or projects and/or one off events that meet one or more of the following criteria: The organisation/project or event
 - goes some way to filling in gaps in existing provision
 - is innovative and exciting
 - considers the needs of disadvantaged individuals and groups
 - takes positive steps to promote a healthy environment
 - promotes equality of opportunity and access for all
- 8 Grants will be considered for organisations/projects and events that can either show match funding is available, either through own resources or other grants and that the organisation/project/event is viable without further recourse to Council funding.
- 9 Belper Town Council has produced an Accessibility Strategy and agreed to apply it to every area of its works and the services it provides. Working in partnership with Accessible Belper we want to encourage all organisations in the Town to appraise what they do and consider how accessibility can be improved in relation to people who have disabling conditions. To help you in this process we would ask that you:
Carry out the training – <http://www.accessiblebelper.org/video.html>
Complete the business questionnaire – <http://www.accessiblebelper.org/questions.html>
- 10 Please complete the SLA grant form if your application is for one of the below:
 - fund general running costs of organisations
 - support applications from organisations which then go on to make donations to other charities and groups
 - give more than one grant in any one year to the same organisation
 - give a grant to an organisation that receives an annual grant (SLA) from the Council
- 11 **All successful projects MUST recognise Belper Town Council's funding in their literature and publicity and should also keep the Council informed of the development of the**

project funded by the Council. A timescale for reporting back will be given in the funding agreement.