

BELPER TOWN COUNCIL

APPLICATION FOR SERVICE LEVEL AGREEMENT

1. NAME of ORGANISATION: Food & Community Hub (Hope for Belper)

2. NAME and ADDRESS of CONTACT:

Jo Lambourne
167 Derby Rd, Denby, DE5 8NQ

3. POSITION in ORGANISATION: Food & Community Hub Coordinator

4. TELEPHONE Daytime: 07798 914048 Evenings: 07798 914048

5. EMAIL: foodhub@hopeforbelper.com

6. Briefly Outline what the current activities of your group are:

The Food & Community Hub is based at Belper Baptist Church on a Tuesday and Friday lunchtime from 12.00pm-2.00pm and runs a food bank and social hub. During these sessions those who have been referred for a food parcel can come along and collect them. Referrals are made from a variety of agencies such as the Job centre, Citizens Advice, Doctors surgeries, social care, housing associations, mental health charities etc.

The session also includes an open (free) 'café' for refreshments and light lunches for those attending the food bank and a wider client group – essentially anyone who wants to join us is very welcome! The sessions are a very open and welcoming environment where those who are often socially isolated are able to form community.

We also have Citizens Advice outreach service based at the Hub – they run a drop-in session during the Hub opening hours and appointments are available to book at the Hub on a Tuesday and Friday morning from 9.00am – 12.00pm.

In addition, we have laptops available for anyone who needs to use them for job searching/accessing online accounts etc and we have information for signposting people to a wide range of other support agencies.

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

Employed full-time worker	<input type="text"/>		Volunteers	<input type="text"/>	35
Employed part-time worker	<input type="text"/>	1	Members	<input type="text"/>	
Support or external worker	<input type="text"/>	3	Informal helpers	<input type="text"/>	10
Committee Members	<input type="text"/>	4	Others (please state)		

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

Due to a number of factors, there has been a significant increase in the number of referrals we are seeing for the food bank. Prior to the Covid-19 pandemic we were giving out approximately 350 parcels per year.

During 2020/2021 this rose to just over 1300 each year. By mid-October 2022, we had already distributed well over 1400 food parcels. From Jan 2022 through to Sep 2022 there was a 78% increase in the weekly average number of food parcels we distributed. There is a mixture of new and ongoing referrals with cost of living and low income being the two primary reasons given for a referral being required.

The cost-of-living crisis which we are now seeing has also meant that we are receiving significantly less donations than we have done in previous years which combined with the huge increase in referrals means that we are having to buy additional food to stock the shelves.

The grant would be used for the ongoing running costs associated with the food and community hub. This will include the purchasing of additional food for the storeroom to go out in our food parcels, costs associated with providing around 30-35 lunches twice a week and heating/rental costs. The projects will continue to be run out of the Hub at the Baptist Church on Bridge Street.

9. When will the project start: This is an on-going project so use of the money would begin with immediate effect.

10. When will the project finish: Ongoing

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

Belper Baptist Church, 71 Bridge St, Belper, DE56 1BA

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

Hope for Belper is currently very well supported by the local community. Alongside the food hub we run Belper Town Chaplaincy and until recently The Street Angels as well as some smaller projects. The three projects have ensured a high profile for Hope for Belper and along with national press focus in recent years on food banks and the rise in use of them this has meant that the profile of the Hub is high on people's agenda across the town.

We will continue to make use of our existing networks and social media profile to continue to highlight the needs of the project, what is happening and to encourage involvement.

We are continually receiving offers of help which suggests a high level of investment in the project from across the community and there are several people who in the past have accessed the food bank who are now volunteering which again speaks to the investment in the project.

We are currently looking into how we can enhance our presence across social media which will serve to increase awareness of the project and encourage more/continued support.

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

We work closely with various statutory agencies, charities, faith-based organisations, businesses and individuals across the local community and could not run the project without them.

We have very positive relationships with various support/advice agencies which means we can signpost people to additional help and work together with these services/agencies to provide the best support possible for clients.

Having Citizens Advice outreach service based at The Hub also enables a close working relationship with them.

We also work across the community with:

Schools - we have work experience students from Alderwasley School and Holbrook School for autism come to support the work of the hub. We have been into schools and had them visit us at the church to inform the community of what work goes on and the support needed.

Uniformed organisations – visits to the hub and running of their sessions again to inform the wider community of the needs.

Community groups - We have supported Belper Ukraine Refugee Group (BURG) with running the Sunflower group and Meet and Make with Fleet Arts, supporting those from Ukraine. We are also partnering with Blue Box Belper to run a Winter Warmer Soup lunch at the Early Years Fun Centre on the Parks Estate from November.

We are also part of wider food bank networks - Feeding Derbyshire, Feeding Britain and the Independent Food Aid Network which allows networking across the charitable food aid sector with shared wisdom, expertise, and advice.

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

The requirement for The Hub and the food parcels we provide is demonstrated by the number of referrals we are currently receiving on a week-by-week basis. Following the 2008 financial crash, the subsequent reforms to the UK welfare system, the on-going effects of the pandemic and the current cost-of-living crisis are all combining to increase food bank usage significantly across the county.

15. What benefits, skills and knowledge will participants gain from the project?

The benefits for those who attend the hub are having their immediate needs for emergency food aid met as well as ongoing support where necessary with referrals to other agencies/signposting to further support. There are also wider benefits of having a safe, welcoming community to be a part of with positive impacts on mental and physical health.

16. How many people will benefit from the project/grant?

The number of referrals (over 1400 so far this year) represents the number of food parcels given out. In terms of individuals – for example in August 2022 we gave out 144 food parcels which represented 336 individuals.

17. Who will benefit from the project/grant in Belper Parish?

The Food Hub covers Belper town and the surrounding villages so anyone within Belper Parish who finds themselves in need of support with food is able to seek a referral.

18. How will they benefit from the project/grant?

They will benefit by having the need for emergency food met at the point of crisis and we are able to signpost on to further support with the aim of assisting families and individuals to find a way out of a place where they need charitable food aid.

The Hub also provides a space for those who might be socially isolated and lonely to meet others and form community which can have a significant and positive impact on the mental health of those attending.

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

People with a disabling condition are able to access the hub.

20. A) Please confirm that you have carried out the Accessibility Training referred to in Section 10 of the notes below

B) Please confirm that you have carried out the Accessibility Training referred to in Section 10 of the notes below

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

The project grant will enable us to continue to support those within our local community who find themselves in food poverty or struggling to feed themselves and their families – at the moment the food donated is outweighed by the demand of the number of referrals/amount of food given out so success will be demonstrated by the continuation of the project into the future.

22. How much will your project cost in total? : Ongoing project costs

23. How much do you require from Belper Town Council? : £6000 (£500pcm to help with ongoing project costs)

24. Where will the rest of your funding come from – if applicable?

We receive funding from a variety of individuals, businesses and other funding bodies and we will continue to seek financial support in this way.

Please provide breakdown of items required:

Item Description	Quote Y/N	Cost £

Please continue on a separate sheet if necessary

25. How is your project responding to climate change and the global climate emergency?
N/A

26. What plans do you have for the project when funding ends?

We will continue to seek funding from various business and funding bodies to ensure the continuation of the project.

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

Hope for Belper has been running since 2008. The Food Hub came out of the Basic Idea foodbank which was established in 2009. We then moved to the current Hub form in 2019. The projects seeks to serve any resident of Belper that finds themselves in difficulty; with food parcels for those who are struggling with food poverty. Advice, sign posting and advocacy for those facing a variety of issues and company and a space for socialising to anyone who would like to come along.

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

As an on-going project with rising costs we are seeking more funding to enable us to increase the number of food parcels we are able to provide as the need across the town increases.

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

Accounts date: 31/12/2021

Total (gross) income £30,509

Total expenditure £21,160

Surplus/deficit at year end £9,349 surplus
Unrestricted Savings/Reserves £21,863
Restricted Savings/Reserves? £30,827 (Designated £17,127)

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

Main restricted fund is for the Food & Community Hub - £25,456

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
Copy of the organisations CONSTITUTION: YES

Does your group/organisation have an appropriate policy/process for the following:

Copy of the organisations SAFEGUARDING CHILDREN AND YOUNG PEOPLE POLICY: YES
Copy of the organisations FINANCIAL CONTROLS AND MANAGEMENT POLICY: YES – to follow
Copy of the organisations EQUALITY AND DIVERSITY POLICY: YES

If you are working towards these policies and/or require support please contact Belper Town Council as we may be able to assist.

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

Signed: 

Dated 20/10/2022

BELPER TOWN COUNCIL APPLICATION FOR SERVICE LEVEL AGREEMENT

- 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 **Grant applications must be submitted prior to 1st October in the year prior to which funding is required, in order to be considered in the Council's annual budget.**
- 6 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.
- 7 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.
- 8 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
- 9 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.
- 10 Belper Town Council has produced an Accessibility Strategy and agreed to apply it to every area of its work 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>
- 11 The Council will not normally
 - 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

- 12 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.**

- 12 Reports will be required by 31 March following the payment made during the financial year. If the agreement is for more than 1 year each subsequent year a report will need to be sent into the Council's Clerk by 31 October for review by the Council.**