

09 JAN 2020

239



# Saltash Town Council



## Grant Application Form

**APPLYING FOR:**  
(Tick one box)



**Community Chest Grant**



**Festival Fund Grant**



**DATE APPLICATION SUBMITTED:** 09/01/2020

<b>Contact Name:</b>	Mr Steve Morley
<b>Position:</b>	Club Secretary
<b>Organisation:</b>	Saltash United Football Club
<b>Contact Address:</b>	Kimberley Stadium Callington Road Saltash PL124DX
<b>Telephone Number:</b>	
<b>E-mail:</b>	
<b>Status of Organization:</b>	Community Football Club
<b>Charity/Company number (if applicable)</b>	<b>Charity No:</b> CH3345 (CASC)  <b>Company No:</b>
<b>What geographical area does your organization cover?</b>	Saltash and surrounding area
<b>How long has your organization been in existence?</b>	1945

**Please note that it may be asked to attend a meeting of the Policy and Resources Committee to answer questions on your application.**

### 1. Organisation Background

Have you applied for a grant from Saltash Town Council within the last 5 Years?	Date Applied	Project	Amount Applied for	Successful Y/N
(Please list – continue on a separate sheet if necessary)	2016	Entrance doors	£1500	Yes £1000
<b>Please list the aims and objectives of your organization</b>	<p>We would like to keep the Football Club in a good state of repair to ensure the continued use for all people who live in Saltash and the surrounding area</p> <p>We are a CASC organisation which is non profitable. Our Committee are all volunteers who work gladly to keep the Club viable.</p>			
<b>What are the main activities of your organization?</b>	<p>We have a very well used Football Club with junior, youth and adult teams. The community space is used by our teams and opposing sides, but is also a valued resource for other local community organisations. We feel that allowing local community organisations to use our facilities without charge, helps us to be fully involved and embedded in the community. The function room and the bar area are available for the whole community to use and we try to accommodate every organisation that come to us. The building is managed well and has many new committee members. In order for it to be acceptable to all, we do need to make some improvements. We currently have 70 players in our 4 adult teams and more than 150 youth players from our affiliated teams. Training and matches are weekly. We have youth teams for small sided soccer, U11 to U15 age groups. Family and friends also get involved through their youngsters. We have several annual football tournaments when we usually have around 1000 people attending. Our facilities are used by all age groups from all parts of the community.</p>			

	Yes / No or N/A
Are you part of a religious group?	no
If application is for a Church – is it for anything other than a parish clock, Community Hall (used by all within the community) or	n/a



09 JAN 2020

environmental purposes?	
If application is for a School – Is, it for anything other than environmental purposes or a project that does not benefit the wider community and is not in addition to statutory services?	n/a
If application is from an education, health or social service establishment – do you work in partnership with other groups?	n/a
If application is from an education, health or social service establishment – is project in addition to statutory services?	n/a

## 2. Your project

<b>Project</b>	<b>Start Date</b>	1 / 05 / 2020
	<b>Finish Date</b>	1 / 08 / 2020
	<b>Total Cost</b>	£ 11688
	<b>Grant Applied For</b>	£ 1000

<b>Project title:</b>	Replacement of existing boilers and showers in home and away changing rooms
<b>Description of project</b> (please continue on a separate sheet if necessary):	See attached estimate
<b>Where will the project/activity take place?</b>	At the Football Club

<b>Who will benefit from the project?</b> (What groups will benefit and approximately how many people will benefit in total)	All Football Teams both home any away teams, referee and linesman for every game  Youth teams may on occasion use the shower facilities at summer football tournaments  Approximately 3100 people
<b>What evidence do you have that this project is required?</b> (This might be survey work or statistical evidence)	No spares are available now for the existing boilers  The water system no longer meets current wras regulations after being inspected
<b>What support have you received for this project?</b> (Please tell us about any	See attached letters

expressions of support you have received from outside your organization (Consultation with Community)	
<b>How will the project be managed and how will you measure its success?</b>	The Project will be managed by our Premises Manager
<b>Please give the timescale and key milestones for your project, including a start date and finish date.</b>	Project to start as soon as possible after the football season ends and has to be finished before the middle of July  Start 01/05/2020 Finish by 01/08/2020
<b>What arrangements do you have in place to ensure safeguarding of children and /or young people and/or vulnerable people (applicable only if your project involves working with this client group)</b>	n/a

### 3. How you will pay for your project.

<b>What will the money be spent on?</b> (Provide a full breakdown of project cost(s) identifying what cost(s) this grant would be spent on)	See attached quotation
How will you promote STC once application and project are complete?	We would promote the project, once finished via local media and suitable plaques placed in the changing rooms and Clubhouse

**Saltash Town Council considers Match Funding is extremely important. Please list any applications you have made for funding from other organisations in the table below:**

Organization	Contribution Sought (£)	Applied (please tick as appropriate)	Granted (please tick as appropriate)



09 JAN 2020

Howton Solar Farm	4900	/	£2500 granted

<b>Please confirm the bank account your project is using is in the project's name/organization name</b>	yes
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**4. Further information enclosed Checklist.**

	<b>Enclosed (please tick)</b>
<b>A copy of your organization's most recent bank statements (mandatory)</b>	/
<b>Copies of all relevant Employer's, Building &amp; Public Liability Insurance Certificates &amp; Title Deeds if appropriate (mandatory)</b>	n/a
<b>A letter head showing the organization's address and contact details</b>	yes
<b>A copy of your constitution and articles of association (or similar documents if the above do not exist, showing the organization's status)</b>	yes
<b>A copy of your organization's latest set of accounting statements (if any exist)</b>	yes
<b>Copies of any letters of support for your project</b>	yes
<b>If your organization has previously received a grant from STC please include a brief report and evidence of how you promoted the contribution from the Council</b>	Promoted in the Football Club
<b>Other (please list)</b>	

If any of the above documents have not been enclosed, please give reasons why in the box below:

## **5. Declaration by the applicant**

I/we declare that, to the best of my/our belief, the information given on this application form and in any enclosed supporting document is correct.

I/we declare that, I/we have read the Town Council's Grant Policy and believe to the best of our knowledge, that we meet the criteria set out by the Policy.

I/we confirm that a risk assessment will be completed prior to an event granted funding by the Town Council.

I/we accept the following:

- (i) that any false information we provide, even if provided in good faith, may lead to the withdrawal of the grant offered;
- (ii) that any grant offered will be used only for the purposes set out in this application;
- (iii) that we will provide reports on progress at the request of the Town Council;
- (iiii) the support of the Town Council will be publicised;
- (v) that should any grant offered, not be used in accordance with the terms and conditions set by the Town Council, we undertake on behalf of the organisation to repay the outstanding amount to the Town Council on demand.

Please be aware that the decision as to whether you have been successful in your application will be communicated to you shortly after the relevant Council meeting.

Signed: 



09 JAN 2020

<b>Print Name(s):</b>	
<b>Position(s):</b>	
<b>Date:</b>	

Applicants should refer to the Privacy Notice on the Town Council Website [www.saltash.gov.uk](http://www.saltash.gov.uk) for details on how we use your data.

COMPLETED FORMS SHOULD BE RETURNED TO:  
The Town Clerk, Saltash Town Council, The Guildhall, 12  
Lower Fore Street, Saltash PL12 6JX                      Email:  
enquiries@saltash.gov.uk

**OFFICE USE ONLY:**

Application refused by P&R Chairman or  
refused by Committee  
Appeal notice issued  
Appeal received  
Approved for Committee  
Decision/Minute number

**Appendix 2**

**Definition of Voluntary / Community Organisation**

For the purposes of Saltash Town Council's Community Grants Scheme, a voluntary or community organisation is:

1. **Formal.** It has a formally-constituted character (excludes informal groups, households, families and friends) and may be a company limited by guarantee, a housing association, an unincorporated association, a friendly society, etc.
2. **Private.** It is not a part of government, established by statute or royal charter, or under a substantial degree of executive control by government (excludes universities and non-department public bodies); it may include



consortia composed of local authorities and others (e.g. local regeneration and development bodies), if the consortium is formally constituted and, at the very least, given a name

3. **Self-governing.** It has its own decision-making system and usually a formal constitution with procedures for accountability to independent trustees or its own members or constituents (e.g., excludes any so-called “self-help groups” which are in fact directly run by clinicians)
4. **Non-profit-making and distributing.** It does not distribute any surpluses to owners or members but spends them on serving its basic purpose (excludes commercial concerns but includes organisations which charge users or the public for services, undertake contracts for statutory bodies or operate commercial subsidiaries which trade and transfer profits to parent organisations)
5. **Non-political.** It is not engaged in supporting candidates for political office (excludes political parties but includes campaigning and pressure groups, even though they are not eligible for charitable status e.g. Greenpeace, Child Poverty Action Group)
6. **Voluntary.** It has an element of involvement of volunteers (some voluntary and community organisations appear to be entirely reliant on paid staff; however, their trustees or committee members are, in fact, their only volunteers).

While this definition applies to formal organisations (those with constitutions or rules and which probably are registered with the Charity Commission, local authority or intermediary bodies, etc.), less-formal groups based in neighbourhoods or local communities are not necessarily excluded.

### Appendix 3

#### Application scoring matrix

#### Key Priority Areas

**Grants may be given for projects that fit into one or more of the following areas:**

**The promotion of tourism and leisure for both residents and visitors to  
1 the area with a community focus**

**2 Supporting local safety campaigns**



09 JAN 2020

**3 Benefit health and wellbeing**

**4 Promote pride in the community**

**5 Highlight important local issues/history/culture to local residents and students**

**6 Promote a sport - related initiative or event**

**7 Increases visitors to Saltash and improves the local economy**

**8 Promotes environmental issues which improve the local area**

**9 Financial management and attempts to generate matched funding**

**Total**

**Scoring:**

**0 Does not meet criteria**

**1 Partially meets criteria**

**2 Meets criteria**

**Applications must score a minimum of SIX to be eligible to receive grant funding.**

**5**

01/2019





# Saltash United Association Football Club

Kimberley Stadium | Collington Road | Saltash | Cornwall | PL12 6DX Tel: (01752) 845746



14/01/2020

To whom it may concern

Please find attached to our application pictures of the entrance doors which your donation helped to fund.

The last project, of which the entrance and exit doors were part of, was the complete refurbishment of the Bar Area and Function Room.

As well as new flooring throughout, new seating, tables, chairs, sofas and bar stools were supplied and both areas were completely redecorated.

We have four people on the committee who have had the DRB/CRB check done (Tom Potts, Steve Morley, Peter Jefford and Scott Cooksley)

When we have summer tournaments there are always committee members in attendance as well as the Chairman of SUFC Juniors (Robin Duff)

The other teams that are invited always have their own adult managers in attendance and obviously they will have their respective qualifications as they will be affiliated to the Devon Junior and Minor League.

Yours Sincerely

R Rowse (Grant Admin)

**Carlton Plastics (SW) LTD**  
1 Kingsmill Road, Tamar View Industrial Estate,  
Saltash, Cornwall PL12 6LD

Tel: 01752 845805 / 01752 841234 Fax: 01752 313249  
Email: carltonplastics@btconnect.com

## Invoice

DATE	INVOICE NO
29/05/2018	18/14713

VAT Reg. No. 526 8056 37

### CUSTOMER ADDRESS

**Saltash United AFC**  
Kimberly Stadium  
Callington Road  
PL12 6DX Saltash

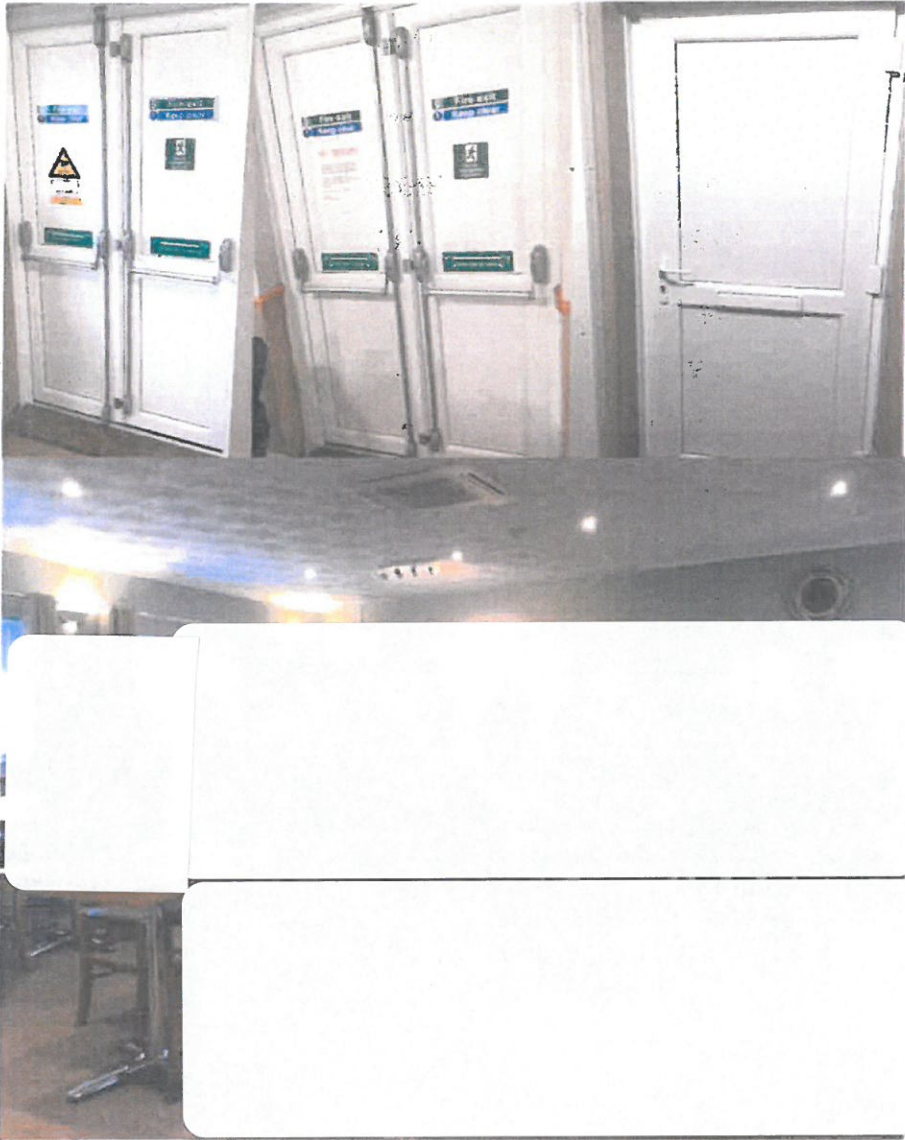
NOTE	DISPATCH DATE	PAYMENT METHOD
	29/05/2018	BACS

Product code	Description	Qty.	Unit price	Amount
	Supply and fit 5 x doors As per S1948	1	5,666.67	5,666.67
	Deposit Cheque £1800 04/05/18			0.00
			Net	5,666.67
			VAI	1,133.33
			Gross	<b>6,800.00</b>
			Deposit	1,800.00
			Balance	0.00

Terms & conditions: Refer to website [www.carlton-plastics.co.uk](http://www.carlton-plastics.co.uk)









# Saltash United Football Club

Would like to thank the following for their help in the refurbishment of the Football Club Bar and  
Function Room

**St Austell Breweries**

**Cornwall Community Foundation**

**Howton Solar Farm**

**Trago Mills**

**Saltash Town Council**

**The Committee and Volunteers**

# Saltash United Association Football Club

Kimberley Stadium | Callington Road | Saltash | Cornwall | PL13 6DX    Tel: (01752) 845746

