



Saltash Town Council



Grant Application Form

APPLYING FOR:
(Tick one box)

Community Chest

Grant

Festival Fund Grant

DATE APPLICATION SUBMITTED:

August 20th 2020

Contact Name:	
Position:	Co-Chairman
Organisation:	Saltash 1941 Blitz Committee
Contact Address:	
Telephone Number:	Mob:
E-mail:	
Status of Organization:	Local organisation remembering Saltash fallen during 1941 Blitz
Charity/Company number (if applicable)	Charity No: Company No:
What geographical area does your organization cover?	Saltash Town

<p>How long has your organization been in existence?</p>	<p>July 2020 – first meeting (initiated by the former Mayor of Saltash) Councillor Gloria Challen</p>
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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

<p>Have you applied for a grant from Saltash Town Council within the last 5 Years?</p> <p>(Please list – continue on a separate sheet if necessary)</p>	Date Applied	Project	Amount Applied for	Successful Y/N

Please list the aims and objectives of your organization

To remember, commemorate, respect and pay tribute to the Saltash civilians that were killed during the April 1941 Blitz. To include the AFS (Auxiliary Fire Service personnel) killed in action serving their community (one of which

	<p>was an 18 year old Scout). The other six were serving as AFS Fire Fighters and killed in Plymouth on a call to help our neighbours. There were also nine civilians killed in the centre of Saltash</p>
<p>What are the main activities of your organization?</p>	<p>To organise three Acts of Remembrance, in three different locations to pay homage and remember them with honour.</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 environmental purposes?	N/A
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

Project	Start Date	30th / September / 2020
	Finish Date	2 nd May / 2021
	Total Cost	£ 3,000
	Grant Applied For	£ 1,000

Project title:	SALTASH COMMEMORATES THE 80 TH ANNIVERSARY OF THE FALLEN CIVILLIANS OF APRIL 1941
Description of project (please continue on a separate sheet if necessary):	To commemorate the 80 th Anniversary of Saltash's civilian fallen. And to remember, honour and pay tribute to their memory. To organise three Acts of Remembrance, in three different locations. To mark the dates with ceremonies and visible homage.
Where will the project/activity take place?	Saltash Fire Station, Saltash Railway Station and St Nicholas and St Faith Church

Who will benefit from the project? (What groups will benefit and approximately how many people will benefit in total)	The whole of the Saltash Community; to include all known descendants. Furthermore, Saltash Fire Service, Saltash Fire Cadets and Saltash Scouts. Saltash Schools, and Saltash Town Youth Council will be contacted with a view of youth participation, and aiding with educational memorabilia and history of Saltash's brave past. Furthermore a proposed Blitz Community information board will benefit locals and visitors alike. Moreover, a memorial plaque for Scout Donald Cummins is planned to be sited at Saltash Railway Station, where he was killed by an enemy bomb blast, protecting his local community.
What evidence do you have that this project is required? (This might be survey work or statistical evidence)	Saltash is well known and respected for remembering and saluting its Wartime fallen, and has staged numerous events and projects over recent years; including the Saltash Memorial Peace Garden(2014) The Great War Commemorations, events and projects(100 th Anniversary) and VE Day and VJ Day commemorations (75 years). Next April will see the 80 th Anniversary of the 1941 Saltash Blitz, and also the tragic loss of Saltash AFS personnel, and those AFS Fire-Fighters killed in action helping Plymouth in its hour of need. The evidence is how the Saltash community has historically and actively supported all efforts to

	remember all those that paid the ultimate sacrifice for peace and our tomorrows. This time is so emotive because we are remembering Saltash's civilian community and voluntary personnel.
What support have you received for this project? (Please tell us about any expressions of support you have received from outside your organization Consultation with Community)	The Saltash 1941 Blitz Committee has received support from Cornwall representation, families of the fallen, Cornwall and Saltash Fire Service, Cornwall and Saltash Scout movement, sponsors, local and further afield businesses and young people. The Committee feel that it meets with the criteria of possible STC funding via Appendix 3 Matrix, certainly item 5 and also items 1/4/7/and 9
How will the project be managed and how will you measure its success?	The project will be managed by the said – Saltash 1941 Blitz Committee
Please give the timescale and key milestones for your project, including a start date and finish date.	Two set up meetings have been held already, with planning stages phased from September 2020 until May 2021 to coincide with the dates of the Blitz fallen; and its 80 th Anniversary.

<p>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)</p>	<p>Those working with children /vulnerable people will have their DBS in place within their own organisation.</p>
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3. How you will pay for your project.

<p>What will the money be spent on? (Provide a full breakdown of project cost(s) identifying what cost(s) this grant would be spent on)</p>	<p>Vintage Vehicles £150, events invitations/programmes/promotion £250, Postage/Stationery £50, Memorial Plaque in memory of AFS Scout Donald Cummins £550</p>
<p>How will you promote STC once application and project are complete?</p>	<p>STC logo and financial support acknowledgement will appear on newly printed stationery, and on the proposed Blitz Community information Board and any opportunity the Committee has for publicity and promotion of this most important event in Saltash's history</p>

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)
Cornwall Councillor Community Fund	£500		£500 (granted)
Local business	£400		£400 (granted)
Local business	£50		£50 (granted)
Saltash Fire Cadets	£150		£150 (granted)

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Please confirm the bank account your project is using is in the project's name/organization name	COMMITTEE AWAITS BANK - ACCOUNT
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4. Further information enclosed Checklist.

	Enclosed (please tick)
A copy of your organization's most recent bank statements (mandatory)	New organisation await
Copies of all <u>relevant</u> Employer's, Building & Public Liability Insurance Certificates & Title Deeds if appropriate (mandatory)	Please see reasoning panel
A letter head showing the organization's address and contact details	YES
A copy of your constitution and articles of association (or similar documents if the above do not exist, showing the organization's status)	YES
A copy of your organization's latest set of accounting statements (if any exist)	New organisation see reasoning panel
Copies of any letters of support for your project	YES

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	NO/NA
Other (please list)	

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

The Saltash 1941 Blitz Committee is a new one off Committee with no past accounts/Bank etc. Barclays Community Banking has agreed to facilitate the Committee, but due to the Covid-19 Pandemic, can only facilitate a meeting with Committee officers in November this year (all the Banks are the same!). Therefore, the Committee have no Bank Account/Statement yet, but envisage late November early December we should have our Banking facilities. Regarding Insurance..... April 22nd Act of Remembrance at Saltash Fire Station will be covered by Saltash Fire Service Insurance (confirmed). April 28th Act of Remembrance will be covered by the Saltash Scouts organisation Insurance (confirmed). May 2nd the final Act of Remembrance, with Church service will be covered by Saltash Lions Insurance (confirmed)

PLEASE NOTE - BY THE TIME STC IF AGREED NEEDS TO TRANSFER GRANT - OUR BANK SHOULD BE OPENED (LATE NOVEMBER - EARLY DECEMBER 2020)

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;
- (iv) 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:	Alan Chowings		
Print Name(s):	Alan Chowings		
Position(s):	Co- Chairman		
Date:	20 th August 2020		

Applicants should refer to the Privacy Notice on the Town Council Website www.saltash.gov.uk for details on how we use your data.