



GRANT FEEDBACK FORM

Name of group/organisation/charityOkehampton Duke of Edinburgh's
Award.....

Amount awarded£500..... Date of award July/Aug 2020.....

Please explain below how the grant has been spent and how the award has benefited

a) your organisation or group

Its paid the insurance for the equipment that is held at the college basement store and
been put towards leader training updates

b) all or part of Okehampton and/or some or all of its residents

It allows the participants to have a safety net in case of damage whilst in storage

Supporting documents such as accounts and receipts should be included. Further evidence
eg photographs (in suitable format for inclusion on Okehampton Town Council website) would be
appreciated.

Please note the feedback form to be completed 8 weeks after the completion of the project or, in any event,
within 12 months of receipt of the grant. Future applications will only be considered if feedback for previously
awarded grants has been received.

Okehampton Town Council, Town Hall, Fore Street, Okehampton EX20 1AA
01837 53179 townclerk@okehampton.gov.uk

The information that you provide will be held by Okehampton Town Council and used for the purpose of the administration of this grant. We will keep the information for the period of time as set out in the Council's Document Retention Policy. The information will be held securely and not be disclosed to anyone or used for any other purpose without your permission. On expiration of the retention period the information will be destroyed in a secure manner. Policies about how the Council will protect your privacy are available at www.okehampton.gov.uk/documents or by contacting the Council on 01837 53179

Firstly thankyou massively for supporting the Okey Music Day this year!

Right off the bat I'm thrilled to say it was a complete success and I'm very satisfied with how the day went, with the feedback from the public and all those involved.

We succeeded in having a fantastic music event with wide-ranging appeal which brought the town together for a hugely enjoyable day. Whilst the mental-health of the town is difficult to quantify I'm sure anyone who attended would agree that happiness in the town saw a real and lasting boost.

We were also able to book many local acts who performed after what has been a very difficult time for performers and the entertainment industry as a whole.



Meander

I can announce that I do intend to make this a regular annual event with next Okey Music Day being on 17th July 2022.

Okey Music Day 2021 Accounts Overview:-



Jim Causley

Total Income: £5009.13

Made up of:-
Okehampton United Charities Grant - £2000
Okehampton Town Council Grant - £500
Okehampton Hamlets Parish Council Grant - £500
Business Sponsors / Donations - £1556.80
Private Individual Donations - £452.33

Total Costs: £4,693.6

Made up of:-
Kings Arms Stage Artists- £1115
London Inn Stage Artists- £1100
Music & Bean Stage plus Museum Stage Artists- £800
St James Chapel Stage Artists- £1000
PA Costs- £500
Promotional Costs- £178.60

Balance: £315.53

OKEHAMPTON UNITED ECCLESIASTICAL CHARITY

RECEIVED
14 JUL 2021

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████████████████████

12th. July 2021

Ms. Emma James
Town Clerk
Okehampton Town Council
Town Hall
OKEHAMPTON

Dear Ms. James,

The Town Clock – Grant Application.

Thank you for forwarding all the information relating to a Grant application.

On behalf of the trustees I hereby apply for a grant of £5000. (Five thousand pounds) to assist with the cost of essential repairs to the Town Clock.

Unfortunately both faces of the clock are now beyond repair and in such a state as to present a real danger to anyone in the immediate area around the tower, hence the early start to the remedial work.

The total cost of the repair work to the clock is £16,773.60 and copies of the quotations for the repair work and scaffolding are enclosed for your information.

You will be aware that the United Ecclesiastical Charity, reg. no. 1077584,, assumed responsibility for the care of the clock, when it was fitted, to great public acclaim, in 1935.

Since then the clock has served the public very well, but does not generate any income, so the trustees have relied to a great extent on the Town Council's annual grant of £500. (in recent years) to keep the clock functioning. However the annual service charge by Smith of Derby has risen to £272.00 and invariably additional costs arise, sometimes quite

dramatically. For example, repair work by Smith's in 2018 totalled £2426.00 Therefore any shortfall has to be met from other funds.

I expect you are aware of the rather complicated history of the Ecclesiastical Charity. The manner in which the Chapel (incl. the clock) is managed as dictated by the Charity Commission's Order of 1906 when the United and Ecclesiastical charities were separated.

That Order allowed for an annual grant of £80. to be paid by the United Charity to the Ecclesiastical Charity for the maintenance of St. James Chapel. That annual grant has grown incrementally to the present payment of £2500.

The above Order also directed that income from certain investments were to be paid into a separate Ecclesiastical account for the maintenance of the Parish Church and the relief of the poor, but in 1994 another Scheme by the Charity Commission allowed the United Eccl. Charity to share some of the income.

Recently the trustees of the Ecclesiastical Charity sold their interest in jointly owned land at Kempleys to their co-owner the United Charity. This gives full control of that land to the United Charity and releases £52,000 to the Ecclesiastical Charity for an asset which previously produced no income. The sale money has been placed in the Ecclesiastical account, for use as laid down in the constitution, for maintenance to the Parish Church and St. James Chapel.

It should be remembered that at the time of the constitutional re-organisation no thought was given to a Town Clock.

I trust that this rather complicated summary will help the Town Council to assist us at a time of exceptional expensockmentockmente.

As requested, I enclose a copy of a letter from an independent resident in support of our request.

Yours sincerely



George Maddaford

Clerk to the Trustees.

Our Ref: H/2430/SW
Date: 24/03/2021

George Maddaford
Clerk to the Trustees

Dear George,

Okehampton: St James Chapel – Clock Works

Following our visit on Monday to assess the Church clock dials we are delighted to present you our updated proposal and quotation for the required works to the clock dials. We trust this meets with your expectations; however, please do not hesitate to contact me should you have any further questions.

Report

Following the report of the dials been in a poor condition in 2018, our team on site confirmed that the condition of the clock dials is very concerning, and they should be removed as soon as possible. The wooden bezels, which could be seen from the top of the tower, were showing signs of rot and the remaining parts of the dials were reported as a concern when we used rope access equipment in 2018 to complete the assessment/re-fixing.

Our site team, which included an IRATA level 3 safety expert, confirmed that scaffold will be required to safely remove the dials. This needs to have appropriate netting to catch any falling parts, as the dials are likely to fall apart when removed. New dials will then be fabricated to replace the existing dials as they are beyond repair.

Proposal

Our local clockmakers will remove the two existing clock dials from scaffolding, following all safety measures, so the tower is returned to a safe condition. They will also remove the clock hands and dialworks at this stage, so they can be restored in our Derby workshop.

In our Derby workshop, two 6'6" GRP convex dials will be fabricated, with a black background and gold leaf numerals, minute track and rings. The clock hands will be restored and finished in gold leaf, as per their current condition, and the dialworks overhauled to ensure they are in reliable working order for many years to follow.

Our clockmakers will then return to Okehampton and install the two new dials from scaffold, using new stainless-steel fixings to secure them in place. The dialworks and hands will then be installed, before the clock is set-up and left in good working order.

Quotation

Item	Price	Notes
To remove the existing clock dials. Supply and install two new 6'6" GRP clock dials, restore the hands and dialworks leaving in good working order.	£10,698	Price is net + VAT. £2139.60 Please note that in the event of any further unexpected work being identified, this will form a separate quotation and the work will not be undertaken without approval.



TOTAL - £12837.60

J&R SCAFFOLDING

OFFICE TEL: 01837 849136 WEB: JANDRSCAFFOLDING.CO.UK

ALUN: 07540387074 EMAIL: ALUNWILLIAMS@JANDRSCAFFOLDING.CO.UK

George Maddaford

Quote Date: 03 April 2021

Quote Number: 2527

Reference: St James Chapel, Okehampton

Expiry Date: 1/29/2022 12:00:00 AM

Description	Qty	Unit Price	VAT	Amount
1 St James Street, Okehampton EX20 1DW				
Scaffolding to two sides of church tower to give access to clock faces. Beam work will be used to connect both sections together and give access from the front and rear.	1.00	3,200.00	20%	3,200.00
At rear of church tower beam work will be used to span lower roof.				
Winch points will be added to the front and rear to lower clock face to the ground. Heras panels will be provided to keep area secured from the public.				
Pavement License	1.00	80.00	20%	80.00
If an electric winch is required these can be provided. Also if first lift scaffold requires boarding off from public rather than heras panels please inform us and we can price this separately.				
10 week hire Extra hire will be charged at 3% of the contract price per week plus vat after the initial 10 week period.				
J&R Scaffolding is committed to providing a place of work which promotes the health, safety and welfare of our employees, sub-contractors, clients, and the public. If you see any defects at all with our scaffolding, then please get in contact with us and let us know your issues so we can be better in the future. Call Chris on 0798 066 1186				
			Subtotal	3,280.00
			Total VAT 20%	656.00
			Total	GBP 3,936.00

PAYMENT INFORMATION

Bank Details:

A/C Name: J & R Scaffolding

Sort Code: 56 00 49

A/C No: 32432631

For payment by cheque, please send to our office

J&R Scaffolding, Restland House, Belstone, Devon, EX20 1RD

CONTACT INFORMATION

Chris Williams

M: 07980 661186

E: chriswilliams@jandrscaffolding.co.uk

Alun Williams

M: 07540 387074

E: alunwilliams@jandrscaffolding.co.uk

J&R Scaffolding, Restland House, Belstone, Devon, EX20 1RD | VAT #114873121

July 9th 2021

Dear Sir/Madam

I am writing in support of the Trustees' application for financial assistance towards the repair of St James clock and tower.

I am an Oketonian born and bred, and St James chapel has been a constant presence in my life from Children's Church in the 1950's to weekday Communion with my mother until she became too infirm. The clock is an integral part of St James; when we were children the clock reminded us when to hurry up for school or come in from play, and when I lived away from the town the chimes of the clock were a welcome sound when I came home.

During the early days of the pandemic when, like many people, I had some sleepless nights, the clock striking the hour through the night was comforting and there was a feeling of relief when it was 7am and the chimes began again.

Over the years I have sent numerous postcards showing St James as along with the Town Hall, it is Okehampton's iconic building, and I feel that as a town we have a duty to preserve it in good order for future generations.

Okehampton has seen many changes in my lifetime, and there are undoubtedly many more to come, but St James will be a constant and for this reason I would ask that the council sees fit to support the current essential work.

Yours faithfully,





Okehampton Town Council

SMALL GRANT APPLICATION FORM (£500 maximum)

About your Group or Organisation

*delete as required

Name of group/organisation/charity*: Okehampton Duke of Edinburgh's Award

Registered Charity Number (if applicable):

Registered address: c/o Mayville Fairplace Okehampton EX20 1DN

Contact name and address (if different): Chris Bourne (Chairman)

Email:

Telephone/mobile:

Contact's role within organisation: Chairman, DofE Coordinator, Leader, Supervisor, Assessor

Cheque payable to (if different from name of organisation above):

Please give brief details of:

1. The principal role of the organisation: To Provide the Award at the various levels Bronze Silver and Gold with their corresponding sections, Volunteering, Physical, Skill, Expedition and at Gold Residential
2. Total membership: 14 Leaders, youngsters are at present approx. 35

Local Involvement

3. How does the organisation benefit the community? It provides a structured challenge in various Disciplines which build and develop character to enable young people to form an part of our community
4. Of the total membership, approximately how many reside in:
 - a. Okehampton? L 8, P 12
 - b. Okehampton Hamlets? L 0, P 2

Local Involvement (cont)

- 5. Average number of members attending each meeting? As reqd. All for Expeds
- 6. Number of meetings per year? Once a Month then twice /month for Expeds

About the Grant

- 7. Please state what the grant will be used for and how it will benefit Okehampton residents?
The grant will be used towards the annual insurance which this year has risen to £514.94
It will benefit the residents by having youngster trained and provided with good kit that is insured for loss / damage
 - 8. Please supply full costings of project, equipment or activity or supply source for estimates.
(please use a separate sheet if you require further space to answer)
Please see attached invoice
 - 9 a. What is the amount of grant requested? £500
 - b. Are you contributing matched funding for the project, no but our other funds are used for equipment, leaders training and expedition costs.
 - c. Are you applying for or have you received grants or funds from other sources? Contribution towards Exped Costs from DYS.Space
The teams have also asked for a little from The Lions and The Rotary Club
 - d. Is your organisation running fund-raising activities for this project? Not specifically
- 10 When do you anticipate the money will be spent (date). Cheque Dated 07/07/2021
- Please note the feedback form to be completed 8 weeks after the completion of the project or, in any event, within 12 months of receipt of the grant. Future applications will only be considered if feedback for previously awarded grants has been received.

Certificate

I have read the information and I understand that grants are only available to Okehampton and that I have answered all the questions for my organisation.

Signature

.....07/07/2021.

The information that you provide will be held securely and not be disclosed to other organisations. Information will be deleted from our systems on the date of the information's retention period. For more information visit www.okehampton.gov.uk/documents or by contacting the Council on 01857 55179.

For the purpose of the administration of this request, the information will be held in accordance with the Council's Information Retention Policy. The information will be held in accordance with the Council's Information Retention Policy. On expiration of the retention period the information will be deleted. For more information visit www.okehampton.gov.uk/documents or by contacting the Council on 01857 55179.



Okehampton Town Council.

SMALL GRANT APPLICATION FORM (£500 maximum)

About your Group or Organisation

*delete as required

Name of group/organisation/charity*: Okehampton Hamlets Beating of the Bounds

Registered Charity Number (if applicable):

Registered address: C/O Meldon Farm, Meldon Okehampton

Contact name and address (if different): Phil Heard, as above

Email: [REDACTED] Telephone/mobile* [REDACTED]

Contact's role within organisation: Co Ordinator

Cheque payable to (if different from name of organisation above):

Please give brief details of:

1. The principal role of the organisation: Quinquennial perambulation of the parish boundary
2. Total membership: approx. 200 – 250 participants each event (once in 5 years)

Local Involvement

3. How does the organisation benefit the community? Provides community involvement and a sense of belonging , passes knowledge of the parish and its boundaries to the next generation.
4. Of the total membership, approximately how many reside in: 200-250 local people each event – no addresses are taken
 - a. Okehampton?
 - b. Okehampton Hamlets?

Local Involvement (cont)

- 5. Average number of members attending each meeting? 200-250
- 6. Number of meetings per year? Once every 5 years

About the Grant

- 7. Please state what the grant will be used for and how it will benefit Okehampton residents?
To offset cost of lunch provided at half way point, insurance cost, contribute to transport from town centre to start of the event buy shuttle bus.

- 8. Please supply full costings of project, equipment or activity or supply source for estimates.
(please use a separate sheet if you require further space to answer)
Full costings are being worked on at present, time has been very tight as this event should have occurred last year but due to Covid it could not happen and we had to wait for covid rules to be known before arranging this years event. Cost anticipated to be £3300

- 9 a. What is the amount of grant requested? £500
- b. Are you contributing matched funding for the project YES/ *
- c. Are you applying for or have you received grants or funds from other sources? YES/ *
- d. Is your organisation running fund-raising activities for this project? YES/ *

- 10 When do you anticipate the money will be spent (date). Event is 18th August 2021

Please note the feedback form to be completed 8 weeks after the completion of the project or, in any event, within 12 months of receipt of the grant. Future applications will only be considered if feedback for previously awarded grants has been received.

Certificate

I have read the guidance for grant applications. I understand that grants are only available to organisations operating locally for the benefit of Okehampton and that I have answered all questions to the best of my knowledge and on behalf of the organisation.

Signature of applicant [REDACTED] (Electronic) dated30/07/21.....