



## GRANT FEEDBACK FORM

Name of group/organisation/charity .....Tor Support Services.....

Amount awarded .....£500..... Date of award 11<sup>th</sup> Feb 2021.....

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

- a) your organisation or group
- b) all or part of Okehampton and/or some or all of its residents

Firstly, thank you so much for your very kind and much appreciated donation last year. We are currently coping with growing demand for counselling at the same time as we face a huge increase in competition for funding caused by many charities' inability to hold their regular fundraising activities through lockdown, so your generous contribution was very welcome!

The £500 contributed towards 2 clients' allowance of 8 counselling sessions. Each session currently costs £47, with £376 paying for the entire 8 sessions. We regularly collate feedback from our clients and know that our services have a very positive impact on the lives of the young people we support, so once again thank you for helping us to offer this service.

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](mailto:townclerk@okehampton.gov.uk)



Okehampton Town Council

## GRANT FEEDBACK FORM

Name of group/organisation/charity Wren Music..

Amount awarded: £500

Date of award ...March 2021

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

- a) your organisation or group
- b) all or part of Okehampton and/or some or all of its residents

- a) The grant contributed to our company being able to stay open and help people through the various lockdowns during 2021.
- b) The project was an online vocal provision for people with respiratory problems, either COPD or the after effects of covid 19.

The sessions use breathing warm up techniques as a preparation for singing. This is the most important bit of the session in terms of relieving symptoms of respiratory illness, but the songs then add interest. As one participant said 'it makes the physio fun!'

15 people attended the six sessions, and although we didn't get postcode details we can report that for the most part they were referred by the Social Prescribing team at Okehampton Medical Centre.

The evidence gained by our organisation from this pilot project has been included in a bid to the National Lottery Community Fund and I can report that we are through to the next stage of the application procedure.

As the funding was used to pay music workers salaries there are no additional receipts to show for this project, and salaries are identified in our audited accounts for the year 2020/21 which are available on the Charity Commission website, and I am happy to send you a copy if you would prefer.

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.

*All together  
Okehampton*

**Emma James**

---

**From:** [REDACTED]  
**Sent:** 04 February 2022 10:15  
**To:** Emma James  
**Subject:** Alltogether Okehampton grant application

Hello,

Thank you for your letter regarding the grant application for our community group all together okehampton.

We would like to use the grant money on venue hire

Venue hire @ £25 per session at 4 sessions - while the weather is poor - all other events to be held outside in the community garden.

Kind regards

[REDACTED]  
All Together Okehampton



Okehampton Town Council

## SMALL GRANT APPLICATION FORM (£500 maximum)

### About your Group or Organisation

\*delete as required

Name of group/organisation/charity\*: All together okehampton

Registered Charity Number (if applicable):

Registered address:

Okehampton  
Devon

Contact name and address (if different):

Email: Alltogetherokehampton@gmail.com Telephone/mobile\*

Contact's role within organisation: fund raiser

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

Please give brief details of:

1. The principal role of the organisation:

We are a new community group that started out of Covid 19. we aim to reduce social isolation + increase the wellbeing of those who live in okehampton.

2. Total membership: 40-50 depending on which events we host

### Local Involvement

3. How does the organisation benefit the community?

Covid has really impacted our community. we aim to reduce social isolation and increase the wellbeing of those in okehampton. increasing well being reduces social anxiety.

4. Of the total membership, approximately how many reside in: ~~more than one~~

- Okehampton? 40-50
- Okehampton Hamlets?

### Local Involvement (cont)

5. Average number of members attending each meeting? *Depending on event but between 10-15 per event.*
6. Number of meetings per year? - *Depends on funding - we have held over 30 events so far.*

### About the Grant

7. Please state what the grant will be used for and how it will benefit Okehampton residents?  
*Wellbeing activities, venue hire, refreshments.*

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)

*well being activities £300  
venue hire £100  
refreshments £75*


- 9 a. What is the amount of grant requested? *£ 475.*
- b. Are you contributing matched funding for the project ☒ YES/NO\*
- c. Are you applying for or have you received grants or funds from other sources? *National Lottery, Devon Council* ☒ YES/NO\*
- d. Is your organisation running fund-raising activities for this project? ☒ YES/NO\*

- 10 When do you anticipate the money will be spent (date) *1 year*

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 

dated *10/12/21*

The information that you provide will be held by Okehampton Town Council and used for the purpose of the administration of this request. We will keep the information for the period of time as set out in the Council's Documentation 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](http://www.okehampton.gov.uk/documents) or by contacting the Council on 01837 53179.

December 2019

Tor Support  
Services



Okehampton Town Council

## SMALL GRANT APPLICATION FORM (£500 maximum)

### About your Group or Organisation

\*delete as required

Name of group/organisation/charity\*: Tor Support Services

Registered Charity Number (if applicable): 1163407

Registered address:

Community Centre  
Okehampton College  
Mill Road  
Okehampton  
EX20 1PW

Contact name and address (if different): Sophie Goodwin-Hughes

Contact's role within organisation: Trustee

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

Please give brief details of: PLEASE SEE SHEET ATTACHED

1. The principal role of the organisation:

2. Total membership:

### Local Involvement

3. How does the organisation benefit the community?

4. Of the total membership, approximately how many reside in:
- Okehampton?
  - Okehampton Hamlets?

### Local Involvement (cont)

5. Average number of members attending each meeting?
6. Number of meetings per year?

### About the Grant

7. Please state what the grant will be used for and how it will benefit Okehampton residents?
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)
- 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) Over 3 months

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] dated 10<sup>th</sup> Jan 2022.....

## **Small Grant Application for Tor Support Services Charity Number 1163407**

**Question 1: The principal role of the organisation.**

Tor Support Services (TSS) is a local charity providing free, confidential counselling to 5 – 25-year olds from Okehampton and surrounding parishes. With mental health services over-extended nationally, particularly for young people, and a rise in numbers seeking support, the charity delivers an important service to local young people.

**Question 2: Total Membership**

Our team of 10 counsellors, including a number of volunteers, see an average of 35 young people each week and over a year we deliver well over 1000 counselling sessions and support over 150 young people. Each client is offered up to 8 free counselling sessions, with some requiring fewer and a few needing slightly longer-term support.

**Question 3: How does the organisation benefit the community?**

TSS offers children and young people a unique and vital service through giving them an opportunity to confide in someone and speak out about experiences or feelings which are having a detrimental impact on their mental and physical health. Through early intervention we believe we are offering these individuals a lifeline, the benefits of which will hopefully help shape both their own future development and that of the community. Okehampton College is our largest single referrer with local parents and primary school staff forming the next two groups of referrers.

**Question 4: Of the total membership, approx. how many reside in Okehampton?**

In 2019/20 69% of our clients came from Okehampton College with a further 27% from local primary schools. With the pressures of the pandemic we are seeing increased demand across all age groups.

**Question 5: Average number of members attending each meeting?**

Our clients are seen on a one to one basis with each child receiving 8 sessions (sometimes more if necessary).

**Questions 7 and 8: Please state what the grant will be used for and how it will benefit Okehampton residents?**

Tor Support Services has been providing confidential counselling services from its base at Okehampton College since 2009. Our clients are local children and young people, aged 5 - 25, who are referred to us with a wide range of issues, from anxiety and depression to bereavement or parental separation, behavioural problems, substance abuse or self-harm.

Our per session cost (including a contribution to the cost of the service manager, general administration, clinical team co-ordination, supervision and related costs) of £47 will deliver a one-hour counselling session. £376 will support one young person through a course of 8 sessions.

With constant and growing demand for the service across all ages, our aim is to increase the number of people we reach, once again, in 2022. We currently have a waiting list of 50+ local young people in crisis across both primary and secondary age ranges.





11<sup>th</sup> January 2022

Dear Clerk and Okehampton Town Councillors

I am writing on behalf of the Ockment Centre to apply for a grant of £5,000 for the current financial year (ending in April 2022) to help towards staffing our reception.

Having the Town Council support the Centre really means a lot to us. As a team we are passionate about the Community Centre and providing the best service we can. The support from the Town Council helps towards keeping our reception staffed, having a warm welcome with knowledgeable signposting services is a huge asset for the local community.

Having your support is extremely helpful when applying for funding. This financial year we have so far received funding from United Charities to continue our Work Club, a grant from Arnold Clark towards a roof replacement and funding from West Devon Borough Council for outside furniture for our garden.


The Centre re opened in April in a COVID safe way when the restrictions lifted, initially for 3 days a week. This enabled us to condense our bookings as they were hugely reduced this was more financially viable to save energy costs and make use of the governments JRS scheme. As our bookings increased we gradually increased our opening and are now back to our usual opening days. Although increasing, our income from room hire and refreshments is still far less than before the pandemic. We have started offering takeaway catering options to help which seems to be going well.


The Citizens Advice have been based at the Centre for many years which is invaluable to the Centre. We are in discussions to hold the Foodbank parcels to distribute again and have agreed for the Community fridge to be situated in the Ockment Centre.

I have attached our latest accounts.

Please do not hesitate to contact me for further information.

Yours faithfully

  
Ockment Team



I am writing in support of the Ockment Centre grant application to the Okehampton Council.


Having personally used the centre for many years, I have seen the difference it has made in many peoples lives.

My first involvement was when I attended various courses in the building. Including, The European Computer Driving Licence, First Aid in the Workplace and a day's workshop on using a Defibrillator. Apart from the facilities inside the building one of the most striking impressions was the welcome I received at the reception desk. If you are new and a perhaps a little nervous a warm welcome and a smiling face is exactly what you need.

Since those days my involvement with Citizens Advice has made me a frequent visitor. During my time with the "Hub" I witnessed first hand how centre staff welcomed and assisted visitors, putting them completely at ease often with the offer of a cup of tea.

But for this happen the reception desk needs to be manned this can prove very difficult at times, especially when the staff are providing catering for meetings and groups that are taking place, as the kitchen is at the other end of the building.

If this application is successful then it will go someway to ensuring that a member of staff will always be available while the centre is open to the public.



# Ockment Centre

## Company Limited by Guarantee

### Statement of Financial Activities (including income and expenditure account)

Year ended 31 March 2021

		Unrestricted funds £	2021 Restricted funds £	Total funds £	2020 Total funds £
	Note				
<b>Income and endowments</b>					
Donations and legacies	5	91,113	6,762	97,875	19,462
Charitable activities	6	29	—	29	3,584
Other trading activities	7	11,903	—	11,903	82,000
Investment income	8	25	—	25	71
<b>Total income</b>		<u>103,070</u>	<u>6,762</u>	<u>109,832</u>	<u>105,117</u>
<b>Expenditure</b>					
Expenditure on charitable activities	9	77,405	4,328	81,733	77,963
<b>Total expenditure</b>		<u>77,405</u>	<u>4,328</u>	<u>81,733</u>	<u>77,963</u>
<b>Net income</b>		<u>25,665</u>	<u>2,434</u>	<u>28,099</u>	<u>27,154</u>
Transfers between funds		(89)	89	—	—
<b>Net movement in funds</b>		<u>25,576</u>	<u>2,523</u>	<u>28,099</u>	<u>27,154</u>
<b>Reconciliation of funds</b>					
Total funds brought forward		111,037	80,386	191,423	164,269
<b>Total funds carried forward</b>		<u>136,613</u>	<u>82,909</u>	<u>219,522</u>	<u>191,423</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

# Ockment Centre

## Company Limited by Guarantee

### Statement of Financial Position

31 March 2021

	Note	2021 £	2020 £
<b>Fixed assets</b>			
Tangible fixed assets	15	83,665	83,195
<b>Current assets</b>			
Debtors	16	2,622	12,967
Cash at bank and in hand		<u>136,135</u>	<u>100,269</u>
		138,757	113,236
<b>Creditors: amounts falling due within one year</b>	17	<u>2,900</u>	<u>5,008</u>
<b>Net current assets</b>		135,857	108,228
<b>Total assets less current liabilities</b>		<u>219,522</u>	<u>191,423</u>
<b>Net assets</b>		<u>219,522</u>	<u>191,423</u>
<b>Funds of the charity</b>			
Restricted funds		82,909	80,386
Unrestricted funds		<u>136,613</u>	<u>111,037</u>
<b>Total charity funds</b>	20	<u>219,522</u>	<u>191,423</u>


For the year ending 31 March 2021 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

#### Directors' responsibilities:

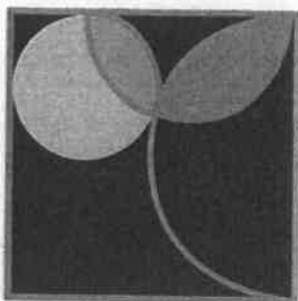
- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

These financial statements were approved by the board of trustees and authorised for issue on 19/8/21, and are signed on behalf of the board by:

  
Michael Saunby      Chairman  
Trustee

The notes on pages 6 to 15 form part of these financial statements.



# Okehampton United Charities

*Funding for the Community*

Emma James  
Town Clerk  
Okehampton Town Council  
Town Hall  
Fore Street  
Okehampton  
EX20 1AA

Dear Councillors,

Please accept this application on behalf of Okehampton United Charity, specifically relating to the provision of allotments in Okehampton. Okehampton United Charity currently provides three sites in the Town and Hamlets for the provision of allotments. There are 90 allotment holders, and all three sites are fully let. The annual rent for an allotment is due to rise from £35 per annum to £50 per annum over the next 3 years (starting in September 2022). The cost of providing the allotments is shown below:

Allotment costs 2021 (1<sup>st</sup> January 2021 to 31<sup>st</sup> December 2021)

Charity management costs £1,950

Total allotment maintenance costs up to 31<sup>st</sup> December 2021 £1,936.80

Security £196.80

Maintenance (grass cutting, repairs) £1,260.

Pest Control £120

Removal of rubbish £360

Total cost of allotments up to 30<sup>th</sup> November 2021 = £3,886.80

Rent received in 2021 £2,467.50 - £603.75 (75% Castle Road rent paid directly to Okehampton Allotment Holders Association for self-management of Castle Road) £1,863.75

NS - £420

CR - £201.25

FR - £1,242.50

Okehampton United Charity  
Charity No 202686

Okehampton Educational Foundation  
Charity no 306677

*Oke United  
Charity*

Mrs K Percival CG (Affiliated)  
Clerk to the Trustees  
15 Upper Crooked Meadow  
Okehampton  
Devon EX20 1WW

Tel: 01837 55179 / 07715621480

Email: [clerk@okehamptoncharities.org.uk](mailto:clerk@okehamptoncharities.org.uk)


24<sup>th</sup> January 2022

**Deficit; net cost of providing allotments £2,023.05**

Trustees respectfully request a grant of 81% **£1,638.66** to contribute to the deficit for 2021.

The benefit to Okehampton residents is the provision of allotments within the Town and Hamlets. A copy of the Charity's annual accounts have been supplied to the Clerk and I have asked Rev Mike Davies to endorse this application.

Kind Regards

  
Karen Percival CG (Affiliated)  
For and on behalf of Okehampton United Charity

# OKEHAMPTON UNITED CHARITY

## STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2020

	Notes	Unrestricted funds 2020 £	Endowment funds 2020 £	Total 2020 £	Total 2019 £
<b><u>Income and endowments from:</u></b>					
Donations and legacies	3	30	-	30	-
Investments	4	403,402	-	403,402	307,360
Other income - capital drawdown	19	-	-	-	169,173
<b>Total income</b>		<b>403,432</b>	<b>-</b>	<b>403,432</b>	<b>476,533</b>
<b><u>Expenditure on:</u></b>					
Raising funds	6	-	-	-	6,274
Charitable activities	7	359,668	-	359,668	442,637
<b>Total resources expended</b>		<b>359,668</b>	<b>-</b>	<b>359,668</b>	<b>448,911</b>
Net capital draw down	19	-	-	-	(140,924)
Net gains/(losses) on investments	14	-	926,910	926,910	1,872,196
<b>Net incoming resources before transfers</b>		<b>43,764</b>	<b>926,910</b>	<b>970,674</b>	<b>1,758,894</b>
Gross transfers between funds	19	670	(670)	-	-
<b>Net movement in funds</b>		<b>44,434</b>	<b>926,240</b>	<b>970,674</b>	<b>1,758,894</b>
Fund balances at 1 January 2020		120,032	13,349,498	13,469,530	11,710,636
<b>Fund balances at 31 December 2020</b>		<b>164,466</b>	<b>14,275,738</b>	<b>14,440,204</b>	<b>13,469,530</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

# OKEHAMPTON UNITED CHARITY

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2020

	Notes	Unrestricted funds 2020 £	Endowment funds 2020 £	Total 2020 £	Total 2019 £
<b><u>Income and endowments from:</u></b>					
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Gross transfers between funds	19	670	(670)	-	-
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The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.



Wren  
music



Okehampton Town Council

## SMALL GRANT APPLICATION FORM (£500 maximum)

### About your Group or Organisation

Name of charity: Wren Music

Registered Charity Number (if applicable): 1128790

Registered address: Ebenezer Hall, North Street, Okehampton, EX20 1AR

Contact name and address (if different): Amy Wilson

Email: amy@wrenmusic.co.uk

mobile: none

contact c/o 01837 53754

Contact's role within organisation: Development Officer

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

Please give brief details of:

1. The principal role of the organisation: Community folk music facilitating active participation in creative music making to promote social, personal and artistic outcomes.
2. Total membership: N/A. Wren is not a membership organisation

Local Involvement

3. How does the organisation benefit the community?

We run a number of projects in Okehampton, enabling music making and arts involvement for all ages. We have six projects based in the town which will be ready to start again when restrictions are lifted.

- a. Instrument Picnic and Songs Around the World: project for children under five and their parents/carers. This project has funding from The Ragdoll Foundation and The National Foundation for Youth Music.
  - b. For The Record: A professional development programme funded by Erasmus+ (European Union) for training community musicians to work with older adults in residential care homes. The project will use life stories from residents to create community celebration events.
  - c. The West Devon Folk Choir: A weekly choir for people to come together and learn folk songs, often including songs from the local area.
  - d. The Mandolin Orchestra of Devon and the Fiddle Orchestra of Devon meet monthly in Okehampton. Several members are from the town, and these groups bring day visitors every month.
  - e. Okehampton Lanterns: our annual lantern procession. Postponed in March 2020, but all equipment is in storage and we will be ready to go once restrictions are lifted in the longer term. The project works with all ages, family groups and groups targeted on particular communities (e.g. mental health support and residential homes). We also work with other local groups such as Brownies, Room 13, dance groups and the multicultural feasts group.
  - f. Wren Music Folk Festival: Every October we bring professional folk artists to the town for a weekend celebration, including staying visitors from across the South West and further afield.
4. Of the total membership, approximately how many reside in:
- a. Okehampton? N/A. Wren is not a membership organisation
  - b. Okehampton Hamlets? N/A. Wren is not a membership organisation

**Local Involvement (cont)**

5. Average number of members attending each meeting? N/A. Wren is not a membership organisation
6. Number of meetings per year? N/A. Wren is not a membership organisation

**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 to help us stage the 2022 Okehampton Lantern Procession.

In 2020 the procession was scheduled for the first day of the first lockdown and was cancelled. At the time we thought we'd be back in one year! On 26 March 2022, almost exactly two years later to the day, we will have the rescheduled procession. We have some large lanterns in storage, and aim to make this project even bigger and more spectacular than ever, giving the town a much needed lift after the rigours of the pandemic.

This is one of Wren Music's most successful projects in engaging with a whole range of families and vulnerable groups in the town.

This year we will be going out to more groups than in the past, and we have approached schools and special interest groups. A special feature this year will be to gather memories of spring from residents at Kent House, and to use these memories to inspire our lantern makers to build some special lanterns to be situated in the garden at Kent House ready to be taken into the procession, so the residents can feel included if they can't join in every step of the procession.

In addition, this year we will engage a video maker to make a promotional film promoting both the event, the work of Wren and Okehampton as a tourist destination.

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)

Lantern makers	5000
Music leaders	5250
Video maker	1650
Venue Hire	400
Materials	3000
Promotion & marketing	750
Project management & evaluation	825
Lantern storage	1200
Additional artists for finale	1810

Total cost of project: £19885

- 9 a. What is the amount of grant requested? £500.00
- 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): By the end of March 2022

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 ...

A black rectangular redaction mark covering the signature of the applicant.

dated: 26 January 2022

The information that you provide will be held by Okehampton Town Council and used for the purpose of the administration of this request. We will keep the information for the period of time as set out in the Council's Documentation 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](http://www.okehampton.gov.uk/documents) or by contacting the Council on 01837 53179.



Okehampton Town Council

Oke Friendly  
circle

## SMALL GRANT APPLICATION FORM (£500 maximum)

### About your Group or Organisation

\*delete as required

Name of group/organisation/charity\*: OKEHAMPTON FRIENDLY CIRCLE  
ESTABLISHED 1945

Registered Charity Number (if applicable):

Registered address:

Contact name and address (if different):

OKEHAMPTON.

Email:

telephone/mobile\*

Contact's role within organisation:

TREASURER

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

### Please give brief details of:

1. The principal role of the organisation:

TO FORM FRIENDSHIPS WITH OTHERS IN OKEHAMPTON.  
ENJOY MONTHLY MEETINGS WITH VARIOUS  
INTERESTING SPEAKERS. MEMBERS BEING 60+

2. Total membership:

75

### Local Involvement

3. How does the organisation benefit the community?

BY GETTING LADIES & GENTS TO MAKE FRIENDSHIPS  
AND HAVE A GOOD MEETING PLACE EACH MONTH.

4. Of the total membership, approximately how many reside in:

a. Okehampton?

70

b. Okehampton Hamlets?

5

## Local Involvement (cont)

5. Average number of members attending each meeting? 35-40
6. Number of meetings per year? 11

## About the Grant

7. Please state what the grant will be used for and how it will benefit Okehampton residents?  
TO BE USED TOWARDS MONTHLY SPEAKERS ON VARIOUS INTERESTING SUBJECTS THE MEMBERS WILL ENJOY, ALSO ANNUAL XMAS LUNCH.
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)  
COSTINGS FOR 2022. APPROX £300 SPEAKERS  
XMAS LUNCH £600 APPROX DEPENDING ON NUMBERS.
- 9 a. What is the amount of grant requested? £400
- b. Are you contributing matched funding for the project PARTIALLY YES/NO\*  
MEMBERS WILL CONTRIBUTE A FIXED AMOUNT TO XMAS LUNCH
- c. Are you applying for or have you received grants or funds from other sources? LAST YEARS XMAS LUNCH AND TOWARDS SUMMER OUTING. YES/NO\*
- d. Is your organisation running fund-raising activities for this project? COFFEE MORNING. YES/NO\*
- 10 When do you anticipate the money will be spent (date)  
DURING 2022 FOR SPEAKERS & XMAS LUNCH.

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 .....

dated 15 FEB 2022

Oke Community  
Garden



Okehampton Town Council

### SMALL GRANT APPLICATION FORM (£500 maximum)

#### About your Group or Organisation

\*delete as required

Name of group/organisation/charity\*: OKEHAMPTON COMMUNITY GARDEN

Registered Charity Number (if applicable):

Registered address:

[REDACTED]  
[REDACTED]  
OKEHAMPTON  
[REDACTED]

Contact name and address (if different):

[REDACTED]

Email:

Telephone/mobile\*

OKEHAMPTON COMMUNITY GARDEN @ GMAIL.COM

Contact's role within organisation: CHAIRMAN

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

#### Please give brief details of:

1. The principal role of the organisation: PROVIDE A FRIENDLY SPACE FOR PEOPLE TO GROW FOOD AND OTHER PRODUCE, HELPING TO REDUCE LONELINESS AND ISOLATION BY BRINGING PEOPLE TOGETHER. RUNNING CHILDRENS ACTIVITIES, WELL-BEING SESSION AND SOCIAL EVENINGS IN AN OUTDOOR SETTING
2. Total membership: 300

#### Local Involvement

3. How does the organisation benefit the community? MEMBERS OF OCG HAVE REPORTED AN IMPROVEMENT IN THEIR MENTAL HEALTH BY GIVING THEM BACK A SENSE OF PURPOSE AND COMMUNITY
4. Of the total membership, approximately how many reside in:
  - a. Okehampton? 200
  - b. Okehampton Hamlets? 100



Local involvement (cont)

5. Average number of members attending each meeting? 10
6. Number of meetings per year? COMMUNITY GARDENING MEETINGS: 156  
COMMITTEE MEETINGS 4

About the Grant

7. Please state what the grant will be used for and how it will benefit Okehampton residents?  
TO PAY FOR PUBLIC + EMPLOYERS LIABILITY + BUILDING CONTENTS INSURANCE, IMPROVE HEALTH + SAFETY ON SITE THIS WILL ENSURE SAFETY FOR MEMBERS + GENERAL PUBLIC WHO VISIT THE SITE.
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)
- PUBLIC + EMPLOYERS LIABILITY £120  
BUILDING + CONTENTS INSURANCE £155  
FIRE EXTINGUISHERS + COMMISSIONING £122  
BOREHOLE FENCING £140  
TOTAL £537
- 9 a. What is the amount of grant requested? £500
- b. Are you contributing matched funding for the project YES/NO\*  
WE ARE USING UNRESTRICTED FUNDS TO PAY THE £37
- c. Are you applying for or have you received grants or funds from other sources? WE HAVE HAD FUNDING TO RUN YES/NO\*  
EVENTS + PROJECTS, BUT NOT FOR THIS SPECIFIC PROJECT
- d. Is your organisation running fund-raising activities for this project? YES/NO\*

10 When do you anticipate the money will be spent (date) 31/03/2022

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

dated

4/2/22

The information that you provide will be held by Okehampton Town Council and used for the purposes of the administration of this request. We will keep the information for the period of time as set out in the Council's Documentation 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/privacy](http://www.okehampton.gov.uk/privacy) or by contacting the Council on 01837 53179.

December 2019