



Okehampton Town Council

GRANT FEEDBACK FORM

Name of the group/organisation/charity Okehampton DofE Open Award Group

Amount awarded £500.00..... Date of award 25th October 2022

Completion date of the event/activity Retrospective award for insurance paid July 2022

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

- a) Your group/organisation/charity
- b) Residents within the Okehampton town boundary

The grant award covers the Insurance costs for the equipment that is stored at the Okehampton College when not in use. This ensures any loss or damage by fire or flood etc would see the equipment replaced

Good equipment is essential for the DofE Group to be able to operate.

The slight surplus has been used to go towards leader training

Supporting documents such as accounts and receipts should be included. Further evidence, for example photographs would be appreciated for publicity purposes.

Supporting documentation provided: Insurance Invoice from Marsh Commercial

Name of person completing the form: Chris J Bourne

Signature: C.J.Bourne

Date: 25th October 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.

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

Okehampton DofE Open Award Group
Mayville
Fairplace
Okehampton
Devon
EX20 1DN
United Kingdom

Ground Floor
Rosemoor Court
Pynes Hill Office Campus
Exeter
EX2 5TU

Tel: 01392 501050

www.marshcommercial.co.uk

INVOICE

Date: 28 July 2022 Invoice Ref: 516163650 VAT No. GB 244 2517 79 Client ref: 1894499

Type of Policy	Insurer	Insurer Pol No.	Policy Term	£
Commercial Combined Package - Imarket Allianz Commercial Combined v3	Allianz Insurance Plc	SB13579261	13/07/22 - 12/07/23	386.39
Admin Fee				65.00
Sub total				451.39
VAT on fees				0.00
Other VAT				0.00
Insurance Premium Tax				46.36
TOTAL				£497.75

Comments:

Payment Terms: On Invoice Date

Important - how to pay

- Debit or Credit Card** - If you have a portal account you can pay online. Alternatively, call your local branch on the number shown with your debit or credit card details.
- BACS / Bank Transfer** - Please make your BACS payment to the following account:
Account number: 40625590
Sort code: 20-43-56
- Monthly Instalments** - It may be possible to pay by monthly instalments, please contact your branch for further details.
- Cheque** - All cheques to be made payable to Marsh Ltd and posted to: Fiduciary Operations, Marsh Ltd, PO Box 331, Lowton Way, Hellaby, Sheffield, S98 1YG

Please quote client reference: 1894499 to enable us to allocate your payment.



Okehampton Town Council

GRANT FEEDBACK FORM

Name of the group/organisation/charity Okehampton Carnival Committee

Amount awarded £500.00..... Date of award 25th October 2022..

Completion date of the event/activity 15th October 2022

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

- a) Your group/organisation/charity
- b) Residents within the Okehampton town boundary

The grant has been used towards the cost of insurance and first aid cover for the day.....

Over 100 children of Okehampton took part in the Carnival Afternoon judging and they along with a lot of other residents then enjoyed entertainment from Entertainingly Different in the park.

Supporting documents such as accounts and receipts should be included. Further evidence, for example photographs would be appreciated for publicity purposes.

Supporting documentation provided: Account + Photo's

Name of person completing the form: Karen Penna.....

Signature: 

Date: 3-11-22

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Carnival Income & Expenditure

Income

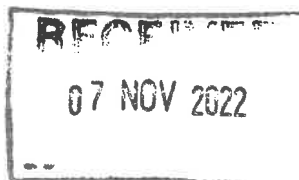
Town Council Grant	500.00
Coffee Morning	353.57
Donations	101.24
Class Sponsorship	120.00
	<u>1074.81</u>

Expenditure

Insurance	430.45
St Johns	115.20
Rob Pudner & Prosounds	500.00
New Shield & Repairs	80.00
Royalty Grant	150.00
Repairs to Royalty Float	50.00
Prize Money	175.00
Gifts & Refreshments	142.60
Draw Prizes	85.00
Stationary	44.28
Charter Hall hire	30.00
	<u>1802.53</u>

Awaiting invoices from OCRA & Ink Print





Okehampton Town Council

GRANT FEEDBACK FORM

Name of the group/organisation/charity EVERYTHING OKEHAMPTON

Amount awarded £ 1000 Date of award NOVEMBER 2021

Completion date of the event/activity JANUARY 2022

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

- a) Your group/organisation/charity
- b) Residents within the Okehampton town boundary

The grant was to help the cost of the new Christmas lights that were erected in December 2021.

We also look after the public of the town which we believe it is achieving results.

Supporting documents such as accounts and receipts should be included. Further evidence, for example photographs would be appreciated for publicity purposes.

Supporting documentation provided: Vint Datum invoice attached.

The fixing bolts at cables have had to be replaced in 2022.

Name of person completing the form: ALLEN TAY FISHER

Signature: [Signature]

Date: 3 NOVEMBER 2022

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VISIT DARTMOOR

Wykeham House

Okehampton

Devon

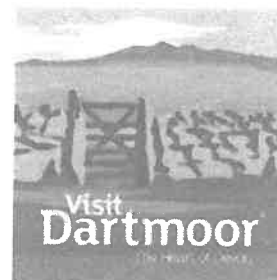
EX20 1DY

jenny@visitdartmoor.co.uk

www.visitdartmoor.co.uk

VAT Registration No.: 257761375

Company Registration No. 09329278

**INVOICE TO**

Everything Okehampton

Tax Invoice 3637

DATE 30/08/2022 TERMS Due on receipt

DUE DATE 30/08/2022

ACTIVITY	QTY	RATE	AMOUNT
Website design 1. Design and build the website from copy and images supplied 2. Market the new website via social media and a press release 3. Allocate time for new SEO specific copywriting 4. Training on how to use and update the website for the first 12 months	1	4,500.00	4,500.00
SUBTOTAL			4,500.00
VAT TOTAL			900.00
TOTAL			5,400.00
TOTAL DUE			£5,400.00

VAT SUMMARY

	RATE	VAT	NET
VAT @ 20%		900.00	4,500.00

Payment due on receipt of invoice

Quoting invoice number

Pay by cheque payable to Visit Dartmoor Limited

Bank transfer details: Lloyds Bank - Sort code: 30-96-23 Account no: 25323260

Account: Visit Dartmoor Limited