

GRANT APPLICATION FORM

About your Group or Organisation

Name of group/organisation/charity:

All Saints Church Hall, Okehampton



Okehampton Town Council

Registered Charity Number (if applicable): Exempted from registration by the Charities Act

Registered address: ..Market Street, Okehampton, EX20 4HN.....

Contact name and address (if different):

Email: Phone/mobile:

Contact's role within organisation: ...Heading Fundraising.....

Please give brief details of the principal role of the organisation: ...The hall is the outreach centre of All Saints Parish Church... with the aim of providing an available resource for the local community for both church related activities and community activities. It is used by a wide variety of local community organisations and activities.....

Are you, or your organisation, the organiser of the event/activity?

Yes / No

Third-party applications through any 'parent' organisations will not be accepted.

Do you as the applicant, or any of the organisers of the event/activity, have a close connection with anyone who would directly benefit financially from award of the grant?

Yes / No

If yes, please provide details of the connection and how they would benefit:

Local Involvement

How does the organisation benefit the community of Okehampton? ...The hall is used by a wide range of local community activities - uniformed organisations, childminding support group, NHS Roya Devon Healthcare,

...Zumba fitness, Man Down (men's mental health), Ballet groups, Who let the Dad's out, (father's and children), ... Craft Group, Community Links SW (mental health), Wren Music, and church related activities

How many people in total use your organisation? ...

.....8990 per year (estimate).....

Of the total number of beneficiaries, approximately how many reside in:

a) Okehampton? ~~All of our activities are run by and used by local people. If an outside organisation runs~~

b) Okehampton Hamlets? ~~course or activity it will be for the use of people from the local community.....~~

Average number of Okehampton beneficiaries attending each meeting/activity? 23

Number of meetings/activities per year? 525

About the Grant

Please state what the grant will be used for and how it will directly benefit Okehampton town residents, details of event/activity location and dates should be included.

A commercial dishwasher for the kitchen. Many of the organisations and activities make use of the kitchen
for their own particular needs. It is also used for special dinners, social occasions, family celebrations and
receptions. Since all ages are concerned we wish to install a dishwasher to meet Health and Safety requirements
rather than washing up in the sink, especially where large numbers are concerned.

The wider Okehampton area and newer housing developments mainly fall within the area of Okehampton Hamlets Parish Council (OHPC) and not that of the Town Council. Where the event/activity is expected to benefit residents of OHPC as well as the town, please indicate the approximate proportion for each parish area (%) provide details of how you came to this conclusion.

This is difficult to assess as we do not take personal details of those using the hall for all the different activities.

I can only say that I would estimate that almost all of users are from the Okehampton area

Please supply full costings of the project, equipment or activity:

It is estimated that the total cost of the dishwasher including installation and fitting will be in the region
of £3000

What is the amount of grant requested? £ £500

Are you contributing matched funding? Yes, we have ongoing fundraising

Please give details of any other grant applications, made elsewhere, for the event/activity:

Organisation	Amount	Outcome if known
Benefact Trust		Awaiting application outcome
Bernard Sunley Trust		Awaiting application outcome

Is your organisation running fundraising activities for this project? Yes, we have an ongoing fundraising programme

When do you anticipate the money will be spent (date)? August/September 2025

Check List:

- You are applying on behalf of a voluntary group, not-for-profit organisation or charity? YES/NO
- Your project/activity will directly benefit the residents of Okehampton? YES/NO
- Copies most recent accounts/budget/governing document enclosed YES/NO
- Is your application retrospective? YES/NO
- Have you received or been awarded a Town Council grant within this financial year? YES/NO
- Have you completed and submitted a feedback form or report for any previously awarded grant? YES/NO

All applications must include:

- a statement of accounts for the most recent accounting year
- a copy of the governing document
- a copy of the current year's budget
- costings if applying for a specific project
- confirmation that other funding has been/will be applied for

Additionally, grant applications of over £500 must be accompanied by a letter, describing:

- the reason for the application
- the amount requested
- the benefit to Okehampton Town residents
- where there is a wider area of benefit, details of how many Okehampton Town residents will benefit.

Payment details, if successful

Please indicate how you would prefer to be paid if successful:

- By Cheque payable to:
- By BACS: Bank Name: Lloyds
- Account Name: Saints Church Hall, Okehampton
- Account Number: Sort Code:

If your application is successful, the Town Mayor would like to hold a Grant Presentation Ceremony at a date to be agreed. Please indicate below any relevant contact details if different to those above:

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 16/4/2025

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 or by contacting the Council on 01837 53179.

All Saints Church Hall Okehampton

Receipts and payments account

1st January 2024 - 31st December 2024

Income

	General Fund	Restricted Fund	Total 2024	Total 2023
Hall Lettings	£ 7,749.00		£ 7,749.00	£ 7,050.00
Donations	£ 610.00	£ 12,728.00	£ 13,338.00	£ 350.00
Grants		£ 52,803.00	£ 52,803.00	£
Fundraising		£ 11,100.00	£ 11,100.00	£ 3,593.58
Sundry		£ 27.00	£ 27.00	£ 284.10
Income tax recovery		£ 1,296.00	£ 1,296.00	£
Totals	£ 8,359.00	£ 77,954.00	£ 86,313.00	£ 11,287.68

Expenditure

Utilities	£ 4,790.26		£ 4,790.26	£ 3,517.79
Cleaning	£ 1,627.27		£ 1,627.27	£ 1,891.54
Insurance	£ 615.09		£ 615.09	£ 599.89
Fire service	£ 238.20		£ 238.20	£ 73.80
Renovation project	£ 1,649.00	£ 74,449.00	£ 76,098.00	£ 2,250.00
Sundry	£ 687.50	£ 286.00	£ 973.50	£ 831.96
Music license	£ 84.60		£ 84.60	£ 157.79
Cost of fundraising	£ 432.00	£ 711.00	£ 1,143.00	
Totals	£ 10,123.92	£ 75,446.00	£ 85,569.92	£ 9,322.77

Excess of receipts over payments -£ 1,764.92 £ 2,508.00 £ 743.08 £ 1,964.91

Fund Balances

1st Jan 2024	£ 4,257.00	£ 1,131.00	£ 5,388.00
add receipts	£ 8,359.00	£ 77,954.00	£ 86,313.00
deduct payments	-£ 10,123.92	-£ 75,446.00	-£ 85,569.92
31st December 2024	£ 2,492.08	£ 3,639.00	£ 6,131.08

Represented by

Bank current account	£ 2,339.00	£ 3,639.00	£ 5,978.00
Petty Cash	£ 153.08		£ 153.08
			£ 6,131.08