

GRANT APPLICATION FORM



Okehampton Town Council

About your Group or Organisation

Name of group/organisation/charity: **2443 (Okehampton) Squadron Royal Air Force Air Cadets:**.....

Registered Charity Number (if applicable):**XR59828**.....

Registered address:**Old Military Sidings, Tors Road, Okehampton, EX20 1EF.**.....

Contact name and address (if different):.....**[Redacted]**.....

Email:**[Redacted]**..... Phone/mobile:.....**[Redacted]**.....

Contact's role within organisation:.....**Officer Commanding**.....

Please give brief details of the principal role of the organisation: ...**To promote and encourage a practical interest in aviation and the Royal Air Force among young people. To provide training which will be useful in the Services and civilian life and to encourage the spirit of adventure and develop qualities of leadership and good citizenship.**

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? ...**By providing access to an all inclusive disciplined youth organisation mirrored on the Royal Air Force where young people can learn life skills which will ultimately make them better members of the society they are part of**.....

How many people in total use your organisation? ...**30 Cadets and 5 staff members**

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

- a) Okehampton? ...**Twenty**
- b) Okehampton Hamlets?**Six with the rest of the cadets living outside of both of these areas**

Average number of Okehampton beneficiaries attending each meeting/activity?**Twenty**

Number of meetings/activities per year?**Fifty-Nine**

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.

This request is for funding to support a training activity we have planned for this year. While we have a small number of volunteer staff at 2443 Squadron none are currently qualified to host the myriad of Adventure Training opportunities that are available locally so it is with this in mind that we would like to put a proposal forward for funding to provide all of our cadets with a day of water based training activities provided locally with suitably qualified staff. Activities would include paddle boarding, raft building, kayaking or canoeing, This would be an opportunity for our cadets to improve their leadership, teamwork and communication skills, it would also be an opportunity to encourage a spirit of adventure and as such fulfil two of the three aims of the Royal Air Force Air Cadets.

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.

.....**Not known.**

Please supply full costings of the project, equipment or activity: £1500 for 30 cadets

What is the amount of grant requested? £ **500**

Are you contributing matched funding?**We have set aside £300 from Sqn Funds if needed**

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

Organisation	Amount	Outcome if known
Waitrose		No specific amount, in progress

Is your organisation running fundraising activities for this project?. **Bucket Collection outside Coop Okehampton, Bag pack in Waitrose Okehampton**

When do you anticipate the money will be spent (date)? **We hope to hold event on 26th July 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~~
Yes

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 Bank**.....
Account Name:**[REDACTED]**.....
Account Number:.....**[REDACTED]**..... Sort Code:**[REDACTED]**.....

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 ...**23 April 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.

RECEIPTS	
	£
1. Balance in hand as at 31 March 2024 - Welfare Account	10,486.49
2. Receipts from Interest & Grants	
a) Interest from Deposit accounts	0.00
b) Legacies	0.00
c) Permanent Endowment Receipts	0.00
d) Local Subscriptions or Donations	1,739.99
e) Receipts from Sub-Letting of Land or Premises	0.00
f) Grants from Education or Local Authority (state nature of Grant)	800.00
See Supplementary Page	
g) Community Fund (National Lottery Grant)	0.00
3. General Receipts (if insufficient space continue on plain sheet)	
a) Cadet Subscriptions	4,114.00
b) Band	0.00
c) Sport	0.00
d) Canteen	824.06
e) HQ RAFAC - for use of Squadron Owned Vehicle (SOV)	0.00
f) HQ RAFAC - Rations Allowance	0.00
g) Social & Fund-raising (state nature of activity)	2,374.01
See Supplementary Page	
4. Other Receipts (specify)	3,464.44
See Supplementary Page	
5. Loan advance during the year (if applicable)	0.00
* TOTAL A	£23,802.99

* TOTALS A AND B MUST AGREE

PAYMENTS

	£
1. Finance	
a) Loan or overdraft charges (if applicable)	0.00
b) Loan repayments (if applicable)	0.00
2. Payments from Education or Local Authority Grants	0.00
See Supplementary Page	
3. General Payments (if insufficient space continue on plain sheet)	
a) Cadet Subscriptions to Wing	1,323.00
b) Band	0.00
c) Sports	0.00
d) Canteen	774.94
e) Insurance	531.55
f) Rental of Land or Premises	0.00
g) Squadron Owned Vehicle (SOV)	0.00
h) Rations	0.00
i) Social & Fund-raising (state nature of activity)	5,789.87
See Supplementary Page	
4 Other Payments (specify)	6,475.20
See Supplementary Page	
5 Balance in hand as at 31 March 2025 - Welfare Account	8,908.43
* TOTAL B	£23,802.99

* TOTALS A AND B MUST AGREE

STATEMENT OF SQUADRON ASSETS AND LIABILITIES

Total Value of Investments held	0.00
Total Value of Land and/or buildings owned by the Squadron	0.00
Total Value of all other Squadron Assets (Specify Assets at current value)	23,532.89
Bank balances & cash held (this should equal Payments para 5)	8,908.43
Any monies owed to the squadron as an asset	
TOTAL SQUADRON ASSETS	£32,441.32
Any material liabilities that need to be met from the funds	0.00
TOTAL SQUADRON LIABILITIES	£0.00

That is the end of the Squadron's Annual Statement of Account. Please complete the following Charity Fundraising section to show the value of Air Cadets to our communities

CHARITY FUNDRAISING

The following supplementary question relates to charitable fundraising carried out by the squadron during the financial year. The donations may be amounts paid directly to the charity from amounts paid in to squadron funds (itemised on page 3) or indirectly using collecting tins, in which case the charity concerned would normally inform the squadron of the proceeds. This section is not subject to scrutiny by the independent examiner. The total amount donated or collected on behalf of each charity should be stated below:

Amount of Money raised by the Sqn for "Other" Charities	Amount
eg: Wings Appeal, RBL Poppy - Please list beneficiaries and amounts (even if estimate)	
0	0.00
0	0.00
0	0.00
0	0.00
0	0.00
0	0.00
0	0.00
0	0.00
0	0.00
0	0.00
TOTAL	£0.00