

GRANT APPLICATION FORM

Okehampton Town Council

About your Group or Organisation

Name of group/organisation/charity:

Transition Town Okehampton

Registered Charity Number (if applicable):

Registered address:

423741, Okehampton, Okehampton, EX20

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Contact name and address (if different):

.. Jane Habermehl.....

Email:

Phone/mobile:

Contact's role within organisation:

.....Secretary.....

Please give brief details of the principal role of the organisation:

To build a vibrant and inclusive community network, creating an ethos of care. Creating innovative projects and working with community groups to address the challenges of climate change and food poverty in areas such as sustainable food production, energy, housing and transport. Developing the town's strong connection with the environment through wildlife conservation projects.

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Are you, or your organisation, the organiser of the event/activity? YES
 Third-party applications through any 'parent' organisations will not be accepted.

Yes / No

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?

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?We exist to support existing projects extending hospitality, we helped to promote and host the Community Feasts last October and this March and are working with a group to host a feast and activity for refugee week. Future benefits such as the provision of a repair café and workshops with young people have been planned but not yet carried out.. Residents around Northfield Road have formed a community network due to our survey of their concern for the open space behind their houses. Support for the Community Garden in running a weekly Play group We provided refreshments for the local production of Chasing Crockerne at the Charter Hall. We attend the Health and Wellbeing Forum run by the CVS and visit and support some of the community groups involved making connections between people and groups.....

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

200 +

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

a) Okehampton?200.....

B) Okehampton Hamlets?
20 and growing.....

Average number of Okehampton beneficiaries attending each meeting/activity? ...15 to
40.....

Number of meetings/activities per year? ...8 to
10.....

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.

Our insurance will be due on the 1st June and we will be extending it to include insurance for running Okehampton's own Repair Café The cost will be approximately £250 (dependent on the details of our volunteers' tools used.) Once we have all the necessary arrangements in place we shall run a repair café approximately once a month. As in other repair cafes in nearby towns, residents will be able to bring in items for repair which they might previously have taken to the recycling centre and would have had to buy new. In this way there is a financial benefit to the community and to the planet in the reduction o resources used for new items. Repair cafes are also a community meeting space, providing teas, coffee and cakes and also an opportunity in some cases to pass on skills to residents when the volunteer may show and explain the process of repair. We are advertising for volunteers at present and the next stage after calling a meeting for them will be ensuring that PAT testing training is in place for those doing electrical repairs. We hope to be using the Parish Hall. Users of the service will pay by donation only and sales of tea, cakes etc. will eventually pay for hire of premises.

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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.

The Repair café will be available to all residents and social media and posters will be used to advertise them. Flyers will be posted through doors in the new Hamlets areas and a Whats App is also available to myself for the estate as I live there. It is difficult to estimate the take up proportion for the Hamlets but suggest it could be as likely to be used by Hamlets residents as Town and will be a way of integrating into the community, so roughly 10% Hamlets use.

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

An estimate of the cost of the whole project is that the PAT testing and training will cost £140 for 2 volunteers, a banner for the event, £60 and hire of venue for 5 months £150 ,as well as our insurance cost of £250, making a sum of £700

What is the amount of grant requested?
£ .350

Are you contributing matched funding? We are applying to Warburtons Community Fund for the remainder of the cost

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

Organisation	Amount	Outcome if known
Warburtons Community Grant	£350	In process
Okehampton Hamlets Parish Council	£200	In Process for next meeting 15 th May

Is your organisation running fundraising activities for this project? We hold awareness raising events at market stall and coffee mornings and take donations but don't have a specific fundraiser.....

When do you anticipate the money will be spent (date)? The insurance is an ongoing expenditure for the running of the transition Town and its events and will be needed whether we run the Repair Café or not.....

Check List:

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

Account Name:

budget for Repair Café 2025

Costs

Publicity for recruiting volunteers	£10
first meeting of volunteers (Meeting room costs)	£20
Assignment of online PAT testing	£140
Payment of Insurance	£250
Purchase of any further equipment required	£100
Booking of hall for first rst Repair Café (June?)	£30
Purchase of Banner	£60
Hall bookings x 4	£120
Total	£710

Date	Description	Ring Fenced	Donation	In	Out	Allocation	Notes
22/04/2024	Dennain Film		£72.50	£72.50			
13/05/2024	Dennain Film Ockment Centre Room Hire				£46.37		
22/05/2024	Insurance (Jane paid then claimed back, refund by CAG Devon)		£100.00	£100.00			
03/06/2024	Insurance Policy				£91.82	CAG Devon	
17/06/2024	Imprint Film				£8.00	DCC	
17/06/2024	Refund to Jane for Insurance				£100.00		
07/06/2024	Devon County Council Grant	£500.00		£500.00		DCC	
26/06/2024	Donation from Big Green Week		£21.24	£21.24			
28/06/2024	CAG Devon Insurance Grant			£91.82			
01/07/2024	Stall at Coffee Morning (Hedgehog)				£10.00	DCC	
02/07/2024	Donation from Coffee Morning		£20.00	£20.00			
05/07/2024	Donation from Coffee Morning		£16.00	£16.00			
22/07/2024	Cream Tea Big Green Week				£27.31	DCC	
31/07/2024	Printing of Hogs Wood Flyers				£52.00	DCC	
20/09/2024	Ockment Centre Room Hire Community Meeting				£36.53	DCC	
24/10/2024	Donation from carnival		£40.00	£40.00			
29/10/2024	Viking Display Board				£113.99	CAG Devon	
01/11/2024	CAG Devon Grant	£231.58		£231.58			
04/11/2024	Post Office cash for Visioning Event Speakers				£90.00	DCC	
04/11/2024	Lidl Visioning Event Refreshments				£10.05	CAG Devon	
04/11/2024	Stationery for Visioning Event				£21.05	CAG Devon	
25/11/2024	Jam for Visioning Event Speakers				£5.25	CAG Devon	
28/11/2024	Ockment Centre Room Hire Community Meeting				£36.53	DCC	
13/12/2024	Printing, Webcliq				£10.00	DCC	
16/12/2024	Ockment Centre Room Hire Hogs Wood Meeting				£51.00	DCC	
16/12/2024	Poster printing from Webcliq				£7.00	DCC	
25/12/2024	Community Christmas Fundraiser				£50.00	DCC	
31/01/2025	Hound Room Meeting				£17.74		
15/02/2025	Community Garden Coffee Morning				£30.00	DCC	
18/02/2025	Donation from Jane Habermehl		£25.00	£25.00			None
20/02/2025	PIFT Ltd (Uniform)				£58.71		INV007
20/02/2025	inkPrint (Reports)				£72.00		INV003
22/02/2025	Coffee Morning				£30.00	DCC	INV001
24/02/2025	Donations from Coffee Morning		£26.00	£26.00			None
27/02/2025	Climate Fresk Facilitator Training				£29.85	CAG Devon	INV002
03/03/2025	Climate Fresk Facilitator Training				£28.27	CAG Devon	INV008
03/03/2025	Printing from Terry Cummings				£2.80	CAG Devon (£1.62 part of)	INV005
18/03/2025	Bank Charges				£4.25		None
28/03/2025	Villages in Action Donation		£150.00	£150.00			None
31/03/2025	FDC Boutique (Climate Fresk cards?)				£22.00		None
02/04/2025	WebCliq Printing				£21.50		INV006
02/04/2025	Ockment Centre Room Hire Community Feast				£51.00		INV004
Totals:				£1,294.14	£1,135.02		

Balance: £159.12

Insurance allocation

Donations

Total

DCC Grant

Remaining

#REF!
#REF!

CAG Devon Grant

Remaining

£150.34
£0.00