



GRANT APPLICATION FORM

About your Group or Organisation

Name of group/organisation/charity:

Okehampton Hamlets Parish Council

Registered Charity Number (if applicable):

Registered address: Meldor Village Hall

Meldor Okehampton Devon EX20 4LU

Contact name and address (if different): Emily Young - Parish Clerk

Email:

Phone/mobile:

Contact's role within organisation: Parish Clerk

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

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

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?

Promote unity in the town and hamlets

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

For this event we are anticipating around 200.

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

- a) Okehampton? 75%
- b) Okehampton Hamlets? 25%

Average number of Okehampton beneficiaries attending each meeting/activity?

Number of meetings/activities per year? One / every 4 years

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.

Beating the Bounds historical community walk across Dartmoor.
The grant money of £300.00 will go towards the cost
of purchasing 250 pasties.

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.

75% CTC \ Local event with a higher proportion
25% OHPC \ residing in CTC

Please supply full costings of the project, equipment or activity: Event cost see attached
to be around £1300.00 + VAT

What is the amount of grant requested? £300.00

Are you contributing matched funding? YES

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

Organisation	Amount	Outcome if known
<u>Oke United Charities</u>	<u>£317.40</u>	

Is your organisation running fundraising activities for this project? YES

When do you anticipate the money will be spent (date)? 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 ?

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

Enclosed TOR
+ latest bank
statement

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: Okehampton Parish Council
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: [REDACTED]

Dated 15/04/2025

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.

Expenditure Description	2024/25 budget
Salary	9500
Insurance	1000
Stationery	300
Mileage	500
Telephone/broadband	300
Hall Hire	500
Training	500
Subs	1000
Internal audit	200
External audit	250
Professional fees	500
Advertising	150
IT & Website maintenance	500
	15200
Grass cutting	1000
Car park tidying	
Meldon Woods	
Old Town Park	
General maintenance & repairs	6000
Tree survey	2000
Dog bin emptying	1250
Allotments	300
Dartmoor Marshalls	2500
Open Spaces Steward	1000
Signage etc	1000
Adit repairs	0
Footpath repairs	1000
Interpretation boards	1000
WildlifeBird boxes	0
	17050
I T equipment	500
Web site dev	500
New dog bins	0
New noticeboards	0