

£400 - £2999

Hospiscare

GRANT APPLICATION FORM



Okehampton Town Council

About your Group or Organisation

Name of group/organisation/charity: Hospiscare

Registered Charity Number (if applicable): 297798

Registered address:

Hospiscare
Searle House
Dryden Road
Exeter
Devon
EX2 5JJ

Contact details within organisation: **Philippa Stoy Officer (Development)**
Email: philippa.stoy@hospiscare.org.uk
Phone: 01392 673028
Mobile: 01392 673028

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

Hospiscare is a local hospice charity operating across Exeter, Mid and East Devon. For over 40 years we have been working to achieve our vision to provide the highest possible standard of care to adults with a terminal illness. We are not a national charity. Each year we care for around 2,000 patients who are suffering from terminal illness, as well as their families and carers. We offer the following services: 8 bed Inpatient Ward, with special visitor accommodation, (eradicating the need for loved ones to travel back and forth) specialist Community Nursing team including a Rapid Response team, volunteer Care Navigators, specialist Dementia nurse, Supportive Care team (Physiotherapy, Occupational Therapy, Spiritual Care, Complementary Therapy and Bereavement Support). Most importantly, all of our care is delivered free of charge.

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

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: N/A

Local Involvement

How does the organisation benefit the community of Okehampton:

We are seeking funding towards our Community Nursing Service who enable the people of Okehampton to remain at home for their final months and weeks of life, feeling safe in familiar surroundings with those that they love by their side. Without our service many of those patients would die in acute hospitals, some way from their home.

How many people in total use your organisation? 1971

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

- a) **Okehampton?** 114 within the community and 10 In-Patient Unit admissions
- b) **Okehampton Hamlets?** 76

Average number of Okehampton beneficiaries attending each meeting/activity? N/A

Number of meetings/activities per year? N/A

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.

Hospiscare Community Nursing Team: providing support and care to terminally ill patients and their families in Okehampton and surrounding areas.

We are seeking support towards our Community Nursing service in Okehampton. The service is made up of Clinical Nurse Specialists (CNS), Advanced Nurse Practitioners (ANP) – we have three band 6 CNS's and 3 band 7 ANP's, three of whom are non-medical prescribers and are based at our site in Spreyton. In the past 12 months our Community Nursing Team has cared for 114 patients living in the Okehampton area.

Our nurses are specially trained in end-of-life care. They provide critical clinical support and effective management of symptoms to patients facing a terminal diagnosis, both at home and over the telephone.

The nurses ensure that each patient is treated as an individual, understanding their wishes and needs and assessing what can be done to improve their quality of life - whether that be prescribing medications for pain relief, offering practical advice such as where to obtain mobility equipment or referrals to other services e.g. financial support, or simply providing an understanding ear and a shoulder to cry upon. The value of this support, especially where community services are lacking and the NHS is completely overstretched, truly cannot be overestimated.

Our nurses:

- Manage debilitating symptoms such as pain and fatigue gives patients a better quality of life.
- Support people to manage their conditions in the comfort of their own home in order to prevent unnecessary hospital admissions.
- Improve access to essential services, particularly for patients who are frightened, scared or have mobility issues which might stop them from accessing care.
- Enhance quality of life for carers by including them in this holistic model of care - looking after the emotional needs of the whole family.
- Give 24 hour telephone advice and support
- Prescribe medicines and carrying out physical assessments to prevent spending what little time they may have in GP waiting rooms.
- Liaise with GPs, district community nurses and other healthcare colleagues to action the necessary medical needs of the patient
- Introduce Hospiscare's Supportive Care team, this might be:

- Physiotherapy
- Occupational Therapy
- Complementary Therapy
- Pre/post bereavement support
- Dementia Specialist Nurse

Volunteers support to help with driving to appointments or collecting prescriptions.

Studies show that the majority of people wish to die at home, surrounded by their families, friends, beloved pets and home comforts. The main benefit of this service is therefore to provide patients living in Okehampton with a greater choice of where they spend the time that is left to them, keeping them at home if this is where they wish to be.

Our dedicated teams reduce stress on the patient and their loved ones, enabling a good death and preventing acute emotional stress than can result in poor mental health for the families when they start their bereavement journey.

Our community nursing team works in partnership with our NHS colleagues, GPs and other healthcare professionals and therefore aligns with the Government's need for integrated care systems.

Feedback we have received includes the following:

"At the point where most of us want to back out of the room, they walk in. There are the smaller gestures that stay with the family a lifetime. For me, it was a nurse at 2am sitting across the table from two daughters and explaining what death looks like, what to expect when we see it arrive on the face of our Father. Holding our hands across that table in the middle of the night." – patient loved one.

"The Hospiscare team just made things happen. At one point, I was in such a state because [loved one] needed medication and I couldn't get it anywhere. I'd tried our doctors and the pharmacy – the medication was really important and he just couldn't get it. I spoke to Frankie at Hospiscare and I don't know what she did, but the medication arrived." – patient loved one.

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.

Our services are available to all residents of OHPC as required.

Please supply full costings of the project, equipment or activity: Please see below the budget for Community Nursing Service in the Okehampton and Crediton area. If successful, we will use this grant towards the salary costs of a Community Nurse.

For 2026/2027

- Staff costs - £257,435
- Non-staff costs - £9,786
- Total budget - £267,221

What is the amount of grant requested? £1,500

Are you contributing matched funding? This service is a key Hospiscare service and we aim to fund it through a mixture of NHS funding (we receive just 24% of our funding through the NHS Integrated Care Board and other fundraising activities including community fundraising, trusts and grants and gifts in wills.

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

Organisation	Amount	Outcome if known
We will be applying to local town councils and grant givers to ask for a contribution towards this vital service that we provide to their community.		

Is your organisation running fundraising activities for this project? As this is a regular service we will fund from a mixture of fundraising, retail and NHS funding. We will be making applications to other Town and Parish councils, trusts and foundations throughout the financial year.

When do you anticipate the money will be spent (date)? In the financial year 2026/2027.

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 £400 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:

Okehampton Town Council
Finance Officer – Tracey Bryant

By email only: (accounts@okehampton.gov.uk).

28th April 2026

Dear Okehampton Town Councillors,

We are seeking support towards our Community Nursing service in Okehampton and surrounding areas. Our nurses are specially trained in end-of-life care. They provide critical clinical support and effective management of symptoms to patients facing a terminal diagnosis, both at home and over the telephone.

The nurses ensure that each patient is treated as an individual, understanding their wishes and needs and assessing what can be done to improve their quality of life - whether that be prescribing medications for pain relief, offering practical advice such as where to obtain mobility equipment or referrals to other services e.g. financial support, or simply providing an understanding ear and a shoulder to cry upon. The value of this support, especially where community services are lacking and the NHS is completely overstretched, truly cannot be overestimated.

In the past 12 months our Community Nursing Team has cared for 114 patients living in the Okehampton area and surrounding hamlets.

In support of this application, I enclose Lesley's story. Leslie was a resident of Okehampton, and had extensive contact with our community nurses before she died in our in-patient unit on the 02nd April 2026. Both her husband and their dog Rua stayed in our visitor's accommodation (in the hospice) so that they could both be by her side until the end. Her story is profoundly moving and exemplifies the strength of Leslie and her spirit under the most horrendous of circumstances, and also and how truly remarkable and exceptional the care we provide is.

Why your support is currently so vital

Over the past few years, Hospiscare has faced financial pressures as a result of previous underfunding from the NHS, health sector wide salary pressures, and cost pressures as a result of inflation. It costs our charity over £12m a year to keep running. This year, we are running at an operational deficit of £1.3m.

Alongside these financial challenges, we are still seeing extremely high numbers of patients who are very poorly or have increasingly complex symptoms. Before the Pandemic, the average length of time between referral and death was 221 days. Currently, it is only 36 days.

We would therefore be extremely grateful if you would consider making a donation of £1,500 to our Community Nursing Service at this most difficult of times. Every single donation we receive is celebrated and appreciated by everyone here at Hospiscare – our patients, their families, staff and volunteers.

Because every day matters

Hospiscare, Searle House, Dryden Road, Exeter, EX2 5JJ
Telephone: 01392 688000 Fax: 01392 495981
www.hospiscare.co.uk

Do something incredible.
Leave Hospiscare a gift in your Will

Registered charity no. 297798
Registered in England and Wales as
a limited company no. 2164215

Should you require any further information, either in relation to the above funding request or to the enclosed report then please do not hesitate to contact me and I will be pleased to assist.

I very much look forward to hearing from you in due course.

Yours faithfully,



Denise Jones, Charitable Philanthropy Officer (Development.)

Hospiscare
01382 777777
grants@hospiscare.co.uk

Hospiscare

Consolidated Statement of Financial Activities (Including income and expenditure account) For the year ended 31 March 2025

	Note	Restricted funds 2025 £	Unrestricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Income and endowments					
Donations and legacies	4	1,041,600	4,567,969	5,609,569	3,749,829
Charitable activities	5	184,099	2,716,550	2,900,649	1,963,502
Other trading activities	6	-	3,727,212	3,727,212	3,265,739
Investment income	7	58,841	128,928	187,769	205,825
Other income	8	-	103,156	103,156	87,748
Other income – BS&D Hospiscare	16	4,894,314	-	4,894,314	-
Total income and endowments		6,178,854	11,243,815	17,422,669	9,272,643
Expenditure on:					
Expenditure on raising funds	9	-	4,456,125	4,456,125	4,054,276
Expenditure on charitable activities	10	1,097,153	6,852,857	7,950,010	7,877,935
Total expenditure		1,097,153	11,308,982	12,406,135	11,932,211
Net (expenditure)/income before net gains on investments		5,081,701	(65,167)	5,016,534	(2,659,568)
Net gains/(losses) on investments	16	(88,817)	104,618	15,801	119,295
Net income/(expenditure) excluding other income – BS&D Hospiscare		98,570	39,451	138,021	(2,540,273)
Net income/(expenditure) including other income – BS&D Hospiscare		4,992,884	39,451	5,032,335	(2,540,273)
Transfers between funds	20	(381,099)	381,099	-	-
Net movement in funds		4,611,785	420,550	5,032,335	(2,540,273)
Reconciliation of funds:					
Total funds brought forward		904,852	10,774,592	11,679,444	14,219,717
Net movement in funds		4,611,785	420,550	5,032,335	(2,540,273)
Total funds carried forward		5,516,637	11,195,142	16,711,779	11,679,444

The statement of financial activities includes all gains and losses recognised in the year.

Hospiscare

**Charity Balance Sheet
For the year ended 31 March 2025**

	Note	2025 £	2024 £
Fixed assets			
Tangible fixed assets	14	4,317,836	4,626,071
Investments	16	8,822,617	5,321,681
Investment properties	15	851,252	370,000
		<u>13,991,705</u>	<u>10,317,752</u>
Current assets			
Debtors	17	675,575	1,320,946
Cash at bank and in hand		3,420,820	1,841,510
		<u>4,096,395</u>	<u>3,162,456</u>
Creditors: amounts falling due within one year	18	(1,151,728)	(1,597,658)
Net current assets		<u>2,944,667</u>	<u>1,564,798</u>
Total assets less current liabilities		<u>16,936,372</u>	<u>11,882,550</u>
Provisions for liabilities	19	(196,735)	(197,583)
Total net assets		<u>16,739,637</u>	<u>11,684,967</u>
Funds of the Charity			
Restricted funds		5,516,637	904,852
Unrestricted funds		11,223,000	10,780,115
Total Charity funds		<u>16,739,637</u>	<u>11,684,967</u>

The Charity's movement in funds for the year was net income of £5,054,670 (2024: net expenditure of £2,543,468).

The notes on pages 21 to 48 form part of these financial statements.

These financial statements were approved for issue on 9.12.25 These have been signed on behalf of the Board by:



GRANT APPLICATION FORM

Okehampton Market



Okehampton Town Council

About your Group or Organisation

Name of group/organisation/charity:

OKEHAMPTON MARKET

Registered Charity Number (if applicable):

N/A

Registered address:

Contact name and address: [Redacted with CONFIDENTIAL watermark]

Email: [Redacted with CONFIDENTIAL watermark]

Contact's role within organisation: [Redacted with CONFIDENTIAL watermark]

Please give brief details of the principal role of the organisation: To provide a

General Market for the town of Okehampton

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? By providing an inexpensive local market which will benefit residents and attract visitors to the town. It also helps local producers and cratters find an outlet for their goods without charge

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

We have a number of regular and semi regular stallholders but it is not possible to quantify the number of visitors it attracts

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

- a) Okehampton? STALLHOLDERS EIGHT
 - b) Okehampton Hamlets? STALLHOLDERS TWO
- } IT IS NOT POSSIBLE TO QUANTIFY CUSTOMERS, ALTHOUGH WE DO SEE A GOOD NUMBER OF REGULAR FACER

Average number of Okehampton beneficiaries attending each meeting/activity?

Number of meetings/activities per year? FOURTY SIX

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.

NOW THAT THE MARKET IS WELL ESTABLISHED WE WOULD LIKE TO EXPAND A LITTLE AS SPACE ALLOWS. WE'VE REACHED THE POINT WHERE WE ARE HAVING TO SAY TO POTENTIAL NEW STALLHOLDERS THAT THEY MUST BRING THEIR OWN BAZES AND AS WE TRY TO OFFER SPACE TO TRADERS JUST GETTING OUT THIS IS OFTEN A BARRIER TO JOINING US DUE TO EXPENCE

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 WAS ASKED BEFORE AND SO I'VE TRIED TO QUANTIFY. THOUGH I CAN'T GIVE ACCURATE PERCENTAGES IT SEEMS THAT THE MAJORITY OF CUSTOMERS ARE EITHER TOWN RESIDENTS OR VISITORS, THE RESIDENTS OF THE NEW DEVELOPMENTS SEEM OFTEN TO SHOP ELSEWHERE

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

2.5m TITAN BAZES x 4 WITHOUT SIDES @ £159.99 each = £639.96
12kg WEIGHT SETS FOR ABOVE BAZES x 4 @ £119.99 each = £1439.92
£1119.88

What is the amount of grant requested? £

Are you contributing matched funding? AS AND WHEN WE CAN WE HAVE LITTLE INCOME AS WE DONT CHARGE OUR STALLHOLDERS RENT

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

Organisation	Amount	Outcome if known
	N/A	

Is your organisation running fundraising activities for this project? ONLY TO COVER DAY TO DAY EXPENSES

When do you anticipate the money will be spent (date)? WITHIN TWO WEEKS OF RECEIPT

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 £400 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 Ltd

Account Name:

Account Number:

If your application is successful, the Town Council will agree to pay the grant on a date to be agreed. Please indicate below a date for payment of the grant to be agreed. **CONFIDENTIAL**

..... **CONFIDENTIAL**

I have read the guidance for grant applications and understand that grants are only available to organisations operating locally for the benefit of Okehampton. I have asked and answered all questions to the best of my knowledge and on behalf of the organisation.

Signature of applicant **CONFIDENTIAL** Dated 21/04/26

The information that you provide will be held securely 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.



Dear Sirs.

I'm the organiser of the Okehampton Market held each Saturday in the Red Lion Yard and it is for that market that I am making this application. The market is now in its eighth year and is finally what we might call well established. When it was first set up Mr Angus McPhee, then the owner of the Red Lion Yard, gave us permission with certain restrictions, the most relevant one being that we could not have stalls selling the same items as any of his shops as that would be to the yard's detriment. He insisted that we should not charge stallholders rent, I think because he didn't want the market to become a non-rent paying but profit making business in the yard, though he allowed us to set up a second-hand book stall the proceeds from which could cover the day to day running costs of the market. Though Angus is now gone, the no rent idea is too well established to change, even if his successors would allow it and even if we wanted to. He did also set us up with the first half dozen gazebos, the rest we have bought with funds either from the book stall or, in a couple of cases, by being subsidised by me personally. We now have eleven 2.5m gazebos for market use.

At first it was intended that the market should be a general market with a leaning towards being a farmers market, but three large supermarkets straight across the road caused most of the food stalls to drop away and the restrictions on what we could sell defeated a number of general stallholders. For that reason we have found a niche as a general/craft market with a leaning towards new traders trying out their ideas. Some haven't worked and have given in, but several have gone on to open businesses on the back of their experience here. Others have found a place as market traders and have stayed with us. It must be said that not all traders have come from Okehampton, but a good percentage have and will continue to do so. We have now reached the position where we are getting applications for a pitch on the market from local crafters that we cannot provide a gazebo for and we don't currently have the resources to purchase more. That would be fine if stallholders were already established with their own stalls but newcomers tend not to make that outlay until they know that their idea works, and we're now having to turn them away. Four gazebos would allow us to expand to the degree that the Yard can comfortably cope with.

The benefit to Okehampton is threefold. Firstly we provide a market where residents can buy inexpensive goods that they may not see in the shops here, which makes them more likely to spend their money within the town instead of either elsewhere or online. Secondly it gives a reason for visitors to shop within the town and bring their holiday money here, and thirdly as noted above, we encourage people to try out their ideas and step into the business community.

I hope that covers everything, but I am more than willing to answer any more queries that you might have regarding the market itself or our grant application.

Yours Sincerely



W/E Date	Description	In	Out	Bank	Cash in Hand	Total
Brought Forward				£149.20	£121.00	
05/04/2025		£9.00		£149.20	£130.00	£279.20
12/04/2025		£6.00		£149.20	£136.00	£285.20
19/04/2025	Business Cards, Banana Print £15.90	£17.00	£15.90	£133.39	£153.00	£286.39
26/04/2025		£8.50		£133.39	£161.50	£294.89
03/05/2025		£1.00		£133.39	£162.50	£295.89
10/05/2025		£11.00		£133.39	£173.50	£306.89
17/05/2025		£9.00		£133.39	£182.50	£315.89
24/05/2025	Boss Banners. Vynil Banners £56.00	£5.00	£56.00	£77.39	£187.50	£264.89
31/05/2025		£16.00		£77.39	£203.50	£280.89
07/06/2025		£14.00		£77.39	£217.50	£294.89
14/06/2025	Donation £200 (Biblical Studies)	£26.00		£77.39	£243.50	£320.89
21/06/2025		£7.00		£77.39	£250.50	£327.89
28/06/2025		£10.00		£77.39	£260.50	£337.89
05/07/2025		£6.00		£77.39	£266.50	£343.89
12/07/2025		£8.00		£77.39	£274.50	£351.89
19/07/2025		£9.00		£77.39	£283.50	£360.89
26/07/2025		£18.00		£77.39	£301.50	£378.89
02/08/2025		£11.00		£77.39	£312.50	£389.89
09/08/2025		£4.00		£77.39	£316.50	£393.89
16/08/2025	Banked £200	£8.00		£277.39	£124.50	£401.89
23/08/2025		£9.00		£277.39	£133.50	£410.89
30/08/2025		£6.00		£277.39	£139.50	£416.89
06/09/2025		£15.50		£277.39	£155.00	£432.39
13/09/2025		£3.00		£277.39	£158.00	£435.39
20/09/2025	Banked £100	£6.00		£377.39	£64.00	£441.39
27/09/2025	Insurance. £264.37 Repair Tape £13.95	£15.00	£278.32	£99.07	£79.00	£178.07
04/10/2025		£3.00		£99.07	£82.00	£181.07
11/10/2025	No Market. Storm	£0.00		£99.07	£82.00	£181.07
18/10/2025		£10.00		£99.07	£92.00	£191.07
25/10/2025		£17.00		£99.07	£109.00	£208.07
01/11/2025		£3.00		£99.07	£112.00	£211.07
08/11/2025		£4.00		£99.07	£116.00	£215.07
15/11/2025		£11.00		£99.07	£127.00	£226.07
22/11/2025	Bungee Cord x 3	£2.00	£10.17	£88.90	£129.00	£217.90
29/11/2025		£13.00		£88.90	£142.00	£230.90
06/12/2025		£0.00		£88.90	£142.00	£230.90
13/12/2025		£9.00		£88.90	£151.00	£239.90
20/12/2025		£4.00		£88.90	£155.00	£243.90
27/12/2025		£10.00		£88.90	£165.00	£253.90
03/01/2026	Closed	£0.00		£88.90	£165.00	£253.90
10/01/2026	Closed	£0.00		£88.90	£165.00	£253.90
17/01/2026	Closed	£0.00		£88.90	£165.00	£253.90
24/01/2026	Closed	£0.00		£88.90	£165.00	£253.90

31/01/2026	Closed	£0.00		£88.90	£165.00	£253.90
07/02/2026	Closed	£0.00		£88.90	£165.00	£253.90
14/02/2026		£5.00		£88.90	£170.00	£258.90
21/02/2026		£12.00		£88.90	£182.00	£270.90
28/02/2026	Banked £110	£3.00		£198.90	£75.00	£273.90
07/03/2026	No Market, Wind.	£0.00		£198.90	£75.00	£273.90
14/03/2026	Town Council Grant £277.94	£289.94		£476.84	£87.00	£563.84
21/03/2026		£3.50		£476.84	£90.50	£567.34
28/03/2026	Hercules Gazebos	£6.00	£277.94	£198.90	£96.50	£295.40

W/E Date	Description	In	Out	Bank	Cash in Hand	Total
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GRANT APPLICATION FORM

About your Group or Organisation

Name of group/organisation/charity:

~~Okehampton College~~ OCRA

Registered Charity Number (if applicable): 1011839

Registered address: Pavilion in the Park, Okehampton, EX20 1GE

Contact name and address (if different): Ian Blythe

Email: ian@ocrasport.org.uk Phone/mobile: 07901827126 / 01837 54546

Contact's role within organisation: General Manager

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

To advance education and provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the inhabitants of Okehampton and its Parishes.

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?

We provide leisure and recreation opportunities for the local inhabitants to benefit physical and mental health, improving social welfare

How many people in total use your organisation?

73,225 Individual attendances to OCRA facilitated sessions, activities, bookings in 2025 (67,635 in 2024

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

- a) Okehampton? We don't gather this data but 57896 individual attendances took place in Okehampton 2025
- b) Okehampton Hamlets?

Average number of Okehampton beneficiaries attending each meeting/activity? 34.42

Number of meetings/activities per year? Approx. 1682

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.

Picnic Bench £240 To replace rotting benches. The benches provide external seating for the Pavilion users, not exclusively paying customers but families, local clubs and organisations.

Giant Jenga £50 Garden game for family use at weekends and events. Direct benefit 8+ children per week 48 weeks of the year.

Space Hoppers £50 to provide play equipment for our holiday scheme and community events. Direct benefit 6-24 children each session 39 per year (780+)

£150 contribution for 2 staff to provide activities on Sunday 12th July as part of OCRA's Sporting Sunday event. Direct benefit 100+ children at the event plus families min 100.

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.

Unknown, but due to central location of the facilities OCRA manage, however an application will also be made to support other projects from the Okehampton Hamlets Parish Council, this will mainly be contribution to staffing costs which fall outside this application.

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

Sporting Sunday: contribution towards providing an experience for users

(Staffing £15 per hour x 3 staff for 5 hrs £2225; first aid £260; Adventure Okehampton £300; Equipment purchases £250) for free to encourage attendance.

Total: £1080.....

What is the amount of grant requested? £ 490.....

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
Waitrose	£333	
Okehampton Hamlets	£300	
WDBC	£500	
Okehampton Rotary	£150	

Is your organisation running fundraising activities for this project? Yes, part funded by London Marathon fundraising

When do you anticipate the money will be spent (date)? Starting in July and August 2026

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: CAF Bank

Account Name: Okehampton Community and Recreation Association - OCRA

Account Number: 00026607 Sort Code: 40-52-40

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 the community. I have answered all questions to the best of my knowledge and ability.

Signature of applicant Dated22/04/26

The information that you provide will be held by the 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 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 Community and Recreation Association

Statement of Financial Activities for the Year Ended 30 September 2025

	Note	Unrestricted funds £	Restricted funds £	Total 2025 £	Total 2024 £
Income and Endowments from:					
Donations and legacies	2	17,026	36,452	53,478	34,298
Charitable activities	3	350,544	-	350,544	315,771
Investment income	4	687	-	687	480
Total income		<u>368,257</u>	<u>36,452</u>	<u>404,709</u>	<u>350,549</u>
Expenditure on:					
Charitable activities	5	<u>(352,193)</u>	<u>(49,812)</u>	<u>(402,005)</u>	<u>(384,319)</u>
Total expenditure		<u>(352,193)</u>	<u>(49,812)</u>	<u>(402,005)</u>	<u>(384,319)</u>
Net income/(expenditure)		16,064	(13,360)	2,704	(33,770)
Gross transfers between funds		<u>9,940</u>	<u>(9,940)</u>	<u>-</u>	<u>-</u>
Net movement in funds		26,004	(23,300)	2,704	(33,770)
Reconciliation of funds					
Total funds brought forward		<u>27,896</u>	<u>427,991</u>	<u>455,887</u>	<u>489,657</u>
Total funds carried forward	17	<u>53,900</u>	<u>404,691</u>	<u>458,591</u>	<u>455,887</u>

All of the charity's activities derive from continuing operations during the above two periods.
The funds breakdown for 2024 is shown in note 17.

Okehampton Community and Recreation Association

(Registration number: 1011839)

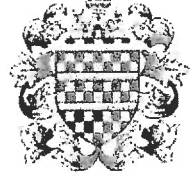
Balance Sheet as at 30 September 2025

	Note	2025 £	2024 £
Fixed assets			
Tangible assets	11	408,632	424,357
Current assets			
Stocks	12	3,068	2,629
Debtors	13	42,304	7,669
Cash at bank and in hand	14	<u>52,678</u>	<u>47,053</u>
		98,050	57,351
Creditors: Amounts falling due within one year	15	<u>(48,091)</u>	<u>(25,821)</u>
Net current assets		<u>49,959</u>	<u>31,530</u>
Net assets		<u>458,591</u>	<u>455,887</u>
Funds of the charity:			
Restricted income funds			
Restricted funds		404,691	429,491
Unrestricted income funds			
Unrestricted funds		<u>53,900</u>	<u>26,396</u>
Total funds	17	<u>458,591</u>	<u>455,887</u>

The financial statements on pages 8 to 20 were approved by the trustees, and authorised for issue on and signed on their behalf by:

.....
P T Davies
Trustee

.....
J F B Jarvis
Trustee



Okehampton Town Council

GRANT APPLICATION FORM

About your Group or Organisation

Name of group/organisation/charity:

OKEHAMPTON PRIMARY SCHOOL PTFA

Registered Charity Number (if applicable):

Registered address: GLENDALE ROAD

OKEHAMPTON DEVON EX20 1SR

Contact name:

Email:

Contact's role within organisation:

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

The ptfa raise funds to support the staff and children we purchase much needed equipment. ~~we~~ subsidise extra curriculum activities that enhance the learning of the children.

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

Yes / No / Third-

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?

All the children that attend Okehampton Primary school ~~are~~ live in Okehampton and the surrounding community.

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

There are 430 children on roll and approx 100 staff.

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

a) Okehampton? 410

b) Okehampton Hamlets? 20

Average number of Okehampton beneficiaries attending each meeting/activity?

Number of meetings/activities per year? 4 meetings - numerous activities throughout the year.

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.

* We would like to apply for money to help towards the cost of coaches for upcoming school trips. The different year groups are hoping to visit Woolley animal park farm, The Ram museum in Exeter, Eden Project and/or

* wood + materials to repair garden planters around the school
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.

.....
.....

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

Coaches will be different amounts depending on venue
Okehampton → Exeter is approx £800
not loaded into material for planters.

What is the amount of grant requested? £ 1500

Are you contributing matched funding? We will continue to fundraise

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

Organisation	Amount	Outcome if known
Rotary Club	£500	—
Lions Club	£500	—

Outlook
Re: 2026/27 Grant application
From: Tracey Bryant <accounts@okehampton.gov.uk>
To: Tracey Bryant <accounts@okehampton.gov.uk>

1 attachment (16 KB)

OKEHAMPTON PRIMARY SCHOOL PTF final accounts YE25.docx;

Hi Tracey

Please find attached our accounts, I haven't got a electronic copy of our constitution, and my scanner isnt working, I'll try and get upto work and scan or I'll pop in a paper copy!!

The planters, some have been removed as they were so broken so we would like to buy a few more.

- Various designs including a couple of
- 4 x 'normal planters' at £41.99 each,
- 2 x two teir planter at £70.00
- Compost to fill £50
- Seeds and plants £200
- Total £ 557.96

Please let me know if you need anything else.

Many thanks
Tracey Bryant
accounts@okehampton.gov.uk

Please see the attached letter which I have been asked to send to you.

Kind regards

Tracey Bryant
Finance Officer
Okehampton Town Council
01837 53179

GRANT APPLICATION FORM



Okehampton Town Council

About your Group or Organisation

Name of group/organisation/charity: OKHAMPTON RUGBY FOOTBALL CLUB LIMITED

Registered Charity Number (if applicable):

Registered address: GLENDALE ROAD OKHAMPTON DEVON, EX20 1JB

Contact name: [REDACTED]

Email: [REDACTED]

Contact's role: [REDACTED]

Please give details of the organisation: RUGBY CLUB COMMUNITY + AMATEUR SPORTS CLUB FOUNDED IN 1884 + AFFILIATED TO ENGLAND RFU

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? We provide access to rugby for all ages and genders, support the community with engagement through playing and social membership and events.

How many people in total use your organisation? ... ORFC has over 400 members

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

a) Okehampton? 60%

b) Okehampton Hamlets? 20%

Average number of Okehampton beneficiaries attending each meeting/activity? 200

Number of meetings/activities per year? 60, Training + Matches for 30 weeks plus

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.

ORFC are currently raising funds to equip our whole Junior section with new, durable, consistent playing kit. We are securing multiple funding sources to support the overall project, this includes sponsorship from local businesses, other grants and direct fundraising.

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.

ORFC is situated within the town, but offers access to all residents of the hamlets and also wider catchment area.

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

Please see attached quote

What is the amount of grant requested? £ 500.00

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
Okehampton Road Totale	£2,000	Awarded
Okehampton Lions	£500	Awarded
Okehampton United Country	£2,500	Applied For

Is your organisation running fundraising activities for this project? Yes

When do you anticipate the money will be spent (date)? Aug/Sep 2026

are applying on behalf of a voluntary group, not-for-profit organisation or charity?

YES/NO

our 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 BANK

Account Name: OKEHAMPTON RFC LIMITED

Account Number:

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 given in the application form.

AS 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 01/MAY/2026

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 or by contacting the Council on 01837 53179.

Kit World Ltd
 319 Faraday Mill Bus Park
 Faraday Mill
 Plymouth
 Devon
 PL4 0ST
 Tel: 01752 265533

VAT Reg No: 939460590

OKEHAMPTON RUGBY
 2 Glendale Road
 Okehampton
 EX20 1JB

QUOTATION Page 1

Quotation No	28071
Quotation Date	10/03/2026
Order No	
Account Ref	OKEHAMPT

Quantity	Description	Unit Price	Disc Amt	Net Amt	VAT %	VAT
----------	-------------	------------	----------	---------	-------	-----

Note: FOR QUOTE PURPOSES ONLY

46.00	Non Contact T Shirts (U7 & U8)- Junior	17.00	0.00	782.00	0.00	0.00
184.00	Playing Shirts U9B to U16B- Adults	25.00	0.00	4,600.00	20.00	920.00
46.00	Playing Shirts U14G & U16G- Adults	25.00	0.00	1,150.00	20.00	230.00
12.00	Kitbags	25.00	0.00	300.00	20.00	60.00
1.00	Delivery	15.00	0.00	15.00	20.00	3.00

Total Discount	£	0.00
Total Net Amount	£	6,847.00
Carriage Net	£	0.00
Total Tax Amount	£	1,213.00
Invoice Total	£	8,060.00

OKEHAMPTON RUGBY FOOTBALL CLUB LTD

(Registration number: 07654899)

Statement of Financial Position as at 30 April 2025

	Note	2025 £	2024 £
Fixed assets			
Tangible assets	<u>4</u>	171,450	167,075
Current assets			
Stocks	<u>5</u>	6,842	6,628
Debtors	<u>6</u>	6,747	2,500
Cash at bank and in hand		86,699	106,918
		<u>100,288</u>	<u>116,046</u>
Creditors: Amounts falling due within one year	<u>7</u>	<u>(13,178)</u>	<u>(16,384)</u>
Net current assets		<u>87,110</u>	<u>99,662</u>
Net assets		<u>258,560</u>	<u>266,737</u>
Reserves			
Profit and loss account		<u>258,560</u>	<u>266,737</u>
Surplus		<u>258,560</u>	<u>266,737</u>

For the financial year ending 30 April 2025 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared and delivered in accordance with the provisions applicable to companies subject to the small companies regime. As permitted by section 444 (5A) of the Companies Act 2006, the directors have not delivered to the registrar a copy of the Statement of Comprehensive Income.

Approved and authorised by the Board on 14 July 2025 and signed on its behalf by:

Mr John Richard Shields
Chairman

Mr Peter John Fear
Director

GRANT APPLICATION FORM



Okehampton Town Council

About your Group or Organisation

Name of group/organisation/charity:

OKEHAMPTON SMALLBORE CLUB

Registered Charity Number (if applicable):

Registered address:

THE RANGE, MILL ROAD, OKEHAMPTON EX20 1PR

Contact name and address of differentiator: OKEHAMPTON EX20 1PR

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

THE SPORT OF TARGET SHOOTING

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

Yes / ~~XXX~~

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?

~~XXX~~ 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?

WE PROVIDE COUNTY CLASS

FACILITIES FOR RIFLE AND PISTOL TARGET SHOOTING. WE ALSO RUN SEVERAL OPEN

MEETINGS THROUGHOUT THE YEAR ATTRACTING ENTRIES FROM ALL OVER THE SOUTH WES

THESE COMPETITORS ALSO SUPPORT OTHER LOCAL BUSINESSES.

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

40 MEMBERS + 30 TO 40 PER WEEKEND AT OPEN MEETINGS - 8 WEEKENDS PER YEAR. WE

ALSO HOST TASTER SESSIONS FOR LOCAL GROUPS EG. SCOUTS, ROUND TABLE

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

- a) Okehampton? 12
- b) Okehampton Hamlets? 2

Average number of Okehampton beneficiaries attending each meeting/activity? 10

Number of meetings/activities per year? 136

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.

HELP TOWARDS PROVIDING A REPLACEMENT ROOF ON THE RANGE AND TO IMPROVE THE
.....
INSULATION TO MODERN ENVIRONMENTAL STANDARDS. THIS WILL ENSURE CONTINUATION
OF THE CLUB WHICH IS PROVIDING COUNTY CLASS FACILITIES TO OUR RESIDENTS.
.....
.....

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.

TOWN 30% PERCENTAGE OF MEMBERSHIP

HAMLETS 5%

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

QUOTE OF £48480 ATTACHED

What is the amount of grant requested? £ 2,500

Are you contributing matched funding? YES TO DATE WE HAVE RAISED £35K

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

Organisation	Amount	Outcome if known
NATIONAL LOTTERY	£20K	REFUSED
DEVON COUNTY RIFLE ASSN	£5K	REFUSED
OKE UNITED CHARITIES	£10K	AWAITING REPLY
OKE TOWN COUNCIL	£20K	REFUSED

Is your organisation running fundraising activities for this project? YES

When do you anticipate the money will be spent (date)? BY SEPTEMBER 2026

Check List:

- You are applying on behalf of a voluntary group, not-for-profit organisation or charity? YES/NO ~~XX~~
- Your project/activity will directly benefit the residents of Okehampton? YES/NO ~~XX~~
- Copies most recent accounts/budget/governing document enclosed YES/NO ~~XX~~
- 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 £400 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: **OKEHAMPTON SMALLBORE CLUB**
- Account Number: **15190368**

If your application is successful, the Town Council would like to hold a public 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 my organisation

Signature of applicant Dated **07/04/2026**

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 set out in the Council's Documentation Retention Policy. The information will be held securely and will not be passed on 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 SMALLBORE CLUB
(N.S.R.A. Affiliation No. 504)**

President: Mrs C Marsh

Chairman: Mr J Ponsford

Secretary: Mrs D Johnson



Okehampton Town Council
Town Hall
Fore Street
Okehampton
EX20 1AA

Dear Council,

This letter is to accompany our grant application as stated.

Okehampton Smallbore Club was built on it's present site in the mid 1970s by the members with help from a government scheme providing some labour. The cost was covered by small grants from various sporting organisations and monies raised by the members. We have always been self sufficient covering all our running costs and keeping up with building repairs through general income and by running open competitions attracting entries from all over the South West.

However, as always, time has caught up with us and we find ourselves in need of a new roof. The old roof tiles have deteriorated to such an extent that repair is no longer viable. We have decided to replace the current concrete tiles with steel sheets supplied by local company – Cladco. We have already been able to replace the part of the roof that was leaking the most from our own accumulated funds. This has cost us £30,000.

We now need to find £48,480 to replace the remaining tiles. We have, so far, raised £35,000 from members donations and various fund-raising efforts such as car boot and online sales of items donated by members. We also have income from our various Open meetings held throughout the year. A grant of any amount would be such a massive help to a small club such as ours. Although few in number we are very active and generally any repairs are carried out by our members but obviously a new roof demands a professional job.

Out of a membership of 40, few actually reside in the town but we draw members from far and wide. Some even come to Okehampton instead of their nearest Rifle Club because of the standard of our facilities. We are a focal point for the County and often host County competitions again because of our excellent facilities.

Thank you for considering our application and we hope you feel able to help us with this project.



OKEHAMPTON SMALLBORE CLUB

2024-25

INCOME

Ammo sales	3,947.70		
Stock 2025	<u>5,736.35</u>	9,684.05	
Purchases	3,748.00		
Stock 2024	<u>5,819.00</u>	9,567.00	117.05
Subscriptions			2885.00
Range fees			3994.20
Range hire Test Rig			27.50
Individual comps			106.00
DCSRA 10M Meeting			367.81
Donations			341.70
Xmas shoot, raffle, & quiz	259.00 less food	127.75	131.25
Air fills	93.00 Less refills	33.60	59.40
Kitchen	1,264.80 Less stock	523.12	741.68
Rifle sale			60.00
Club clothing	512.00 Less costs	470.30	41.70
Kynoch			55.00
County Dinner			50.00
Presentation evening	180.00 Less costs	90.00	90.00
Open meetings			
May 10M			472.20
Sept. Sport			472.90
Nov, Benchrest			630.75
Jan. 10M			419.30
March SW			1444.80
			<u>12508.24</u>



Okehampton Smallbore Club

Budget 2025/26

Receipts		Payments	
Ammo sales	120.00	Gas	990.00
Subs	3035.00	Electricity	1500.00
Range Fees	4010.00	Water	245.00
Range Hire	30.00	Phone	60.00
Individual entries	105.00	DCSRA Affiliation	30.00
DCSRA Mtg 10m	350.00	NSRA Affn & ins	320.00
Xmas shoot etc	130.00	North Devon Lge Affn	5.00
Air refills	60.00	Team entries	160.00
Kitchen	750.00	PPS	285.00
Presentation Evening	75.00	Trophies/ engraving	235.00
		Building Ins	1190.00
Open meetings		Alarm service	120.00
May 10m	475.00	Fire equipment service	185.00
Sept Sport	475.00	Individual entries	105.00
Nov B'rest	625.00	Rates	295.00
Jan 10m	425.00	IT services	120.00
March SW	1450.00	Bank charges	75.00
		Targets	800.00
	12115.00	General repairs	500.00
			7220.00

GRANT APPLICATION FORM



Okehampton Town Council

About your Group or Organisation

Name of group/organisation/charity:

Okehampton Women's Institute

Registered Charity Number (if applicable): N/A

Registered address: Okehampton

Contact name and address: [Redacted]

Email: [Redacted]

Contact's role within organisation: [Redacted]

Please give brief details of the principal role of the organisation: TO PROVIDE A SOCIAL OUTLET FOR WOMEN TO COME TOGETHER. THE W.I OFFERS EDUCATIONAL OPPORTUNITIES, SUPPORT & A COLLECTIVE VOICE TO CAMPAIGN ON LOCAL ISSUES.

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: N/A

Local Involvement

How does the organisation benefit the community of Okehampton? A SAFE + SUPPORTIVE ENVIRONMENT FOR WOMEN TO SOCIALISE, SUPPORT LOCAL CAUSES & FEEL A SENSE OF BELONGING FOR RESIDENTS OF OKEHAMPTON + SURROUNDING VILLAGES

How many people in total use your organisation? ... CURRENTLY 32 ACTIVE MEMBERS.

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

- a) Okehampton? 24
- b) Okehampton Hamlets? 8

Average number of Okehampton beneficiaries attending each meeting/activity? 20

Number of meetings/activities per year? 11 MEETINGS PLUS 10 OR MORE ACTIVITIES

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.

TO HELP CONTINUE THE RUNNING OF THE GROUP
INCL. ROOM HIRE, SPARKS + ACTIVITIES.
MEMBERS HAVE EXPRESSED A WANT TO SUPPORT A
LOCAL CAUSE IN CONNECTION WITH THE FOOD BANK
OR WELL BEING CARE FOR WHICH FUNDS WILL BE REQUIRED.

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% OKEHAMPTON 25% HAMLETS BASED
ON ADDRESSES PROVIDED

Please supply full costings of the project, equipment or activity: UNKNOWN BUT
PLEASE SEE ENCLOSED BUDGET ESTIMATE
FOR 2026

What is the amount of grant requested? £ 500

Are you contributing matched funding? SUBSCRIPTIONS

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

Organisation	Amount	Outcome if known
HAMLETS	£200	NOT YET APPLIED
OKEHAMPTON UNITED CHARITIES	£515	NOT YET APPLIED BUT TO MAKE ROOM HERE.

Is your organisation running fundraising activities for this project? SUBSCRIPTIONS

When do you anticipate the money will be spent (date)? BEFORE DEC 26

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 *N/A.*
- 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: *WOLDS BUSINESS ACCOUNT*
Account Name: *OKEHAMPTON WOMAN'S INSTITUTE*
Account Number:

If your application is successful, the Town Council will agree a date to be agreed. Please indicate below any conditions you wish to attach to the grant.

.....
.....

I have read the guidance for grant applications. I understand that grants are only available to organisations operating locally within the town of Okehampton and I have answered all questions to the best of my knowledge and on behalf of the organisation.

Signature of applicant: Dated *23/4/20*

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 other than 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.

WI Budget Jan - Dec 2026

Date	Event	£ Charges	£ Receipts
01/01/2026	Opening balance		£2,391.93
26/03/2026	IFE charge for account checking	£34.50	
2026	Room hire for meetings x 11	£515.00	
20/05/2026	Coach hire - Plymouth trip	£565.00	
01/04/2026	Membership subscriptions estimated		£596.20
01/04/2026	Afternoon tea	£48.25	
2026	Raffle - estimated £20 x 11 meetings		£220.00
2026	Bank account service charge 12 x £4.25	£51.00	
2026	Committee admin/stationery costs	£200.00	
2026	Speakers x 10	£500.00	
2026	Raffle prizes x 11 meetings	£220.00	
Mar-26	Easter party costs	£40.00	
2026	Competition prizes x 11 meetings	£110.00	
2026	Local cause support to be voted by members	£500.00	
Dec-26	Xmas party costs	£50.00	
	Closing balance		£374.38

Okehampton WI Financial Statement July - December 2025

Date	Item	Receipts	Payments	Total
Jul-25	Opening balance			£0.00
2025	Member subscriptions paid	£1,705.20		
2025	Raffle income	£163.20		
01/09/2025	Hamlets Parish Council grant	£100.00		
24/09/2025	Okehampton United Charities grant	£660.96		
11/11/2025	Okehampton Town Council grant	£500.00		
2025	Room hire Ockment Centre		£480.10	
2025	Bank account service charge		£4.25	
2025	Speaker costs		£95.00	
Dec-25	Xmas party costs		£76.02	
Jul-25	Set up costs - lanyards, badges, tea, coffee etc.		£62.06	
Dec-25	Funds held/bank account balance @31/12/25			£2,391.93
Dec-25	Cash float held			£20.00
Dec-25	Total funds held			£2,411.93

Re: 2026/27 Grant Application

From Okehampton WI <okehampton@devonwi.org.uk>
Date Wed 5/20/2026 6:37 PM
To Tracey Bryant <accounts@okehampton.gov.uk>

Hi Tracey,

Thank you for your email.

The grant would be used to benefit members of the Okehampton WI but not for one specific project.

Hire of the Ockment Centre room is £515 for the year plus we book speakers for our monthly meetings which is approx £50 each time. We book local speakers from the Okehampton area in an educational capacity. Members have expressed an interest in a book club which would involve costs to hire the books from Okehampton library. We try to support local people/independent businesses when making our bookings.

We also arrange days out for members and have just attended the Beryl Cook exhibition with coach paid for at a cost of £565. We are looking at another 'trip' later in the year.

Any grant received would go towards funding these costs.

I am in the process of applying to Okehampton United Charities and have contacted them to find out what information they need to consider a grant.

Please let me know if you need anything further.

Kind regards
Claire Baker

Sent from Outlook for IOS

From: Tracey Bryant <accounts@okehampton.gov.uk>
Sent: Wednesday, May 20, 2026 11:33:30 AM
To: Okehampton WI <okehampton@devonwi.org.uk>
Subject: 2026/27 Grant Application

GRANT APPLICATION FORM

Okey Music Day



Okehampton Town Council

About your Group or Organisation

Name of group/organisation/charity:

OKEY MUSIC DAY

Registered Charity Number (if applicable): N/A

Registered address: [REDACTED]

Contact name and address (if different): [REDACTED]

Email: OKEYMUSICDAY@GMAIL.COM Phone/mobile: [REDACTED]

Contact's role within organisation: BOOKINGS SECRETARY

Please give brief details of the principal role of the organisation: PLEASE SEE FURTHER DETAILS ATTACHED

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?

FREE MUSIC ACROSS 5 STAGES THROUGHOUT THE TOWN
PROMOTING MENTAL WELLBEING & SOCIAL COHESION

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

WE ESTIMATE APPROX 1000 ATTENDED IN PREVIOUS YEARS

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

a) Okehampton? 80%-90%

b) Okehampton Hamlets? 10% - 20%

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

Number of meetings/activities per year? 1

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.

..... FUNDING FOR BANDS, PUBLICITY etc

..... PLEASE SEE MORE DETAILS ATTACHED

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:

..... PLEASE SEE DETAILS ATTACHED

What is the amount of grant requested? £ ~~400~~ £500

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
OKEHAMPTON UNITED CH.	£1500	NOT YET KNOWN
OKEHAMPTON HAMLETS P.C	£500	NOT YET KNOWN

Is your organisation running fundraising activities for this project? DONATIONS WILL BE COLLECTED ON THE DAY. COMMERCIAL SPONSORSHIP

When do you anticipate the money will be spent (date)? 19th JULY 2026

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 £400 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: NAT WEST
- Account Name: OKEY MUSIC DAY
- Account Number:

If your application is successful, the Town Council will agree the grant on the date to be agreed. Please indicate below any relevant conditions or restrictions.

AS 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 26/2/2026

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 set out in the Council's Documentation Retention Policy. The information will be held securely and will not be 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.

OKEY MUSIC DAY

Application for Grant Funding

SUMMARY

Amount requested: £500

Purpose:

To support the delivery of Okey Music Day 2026 — a free, all-day, multi-venue music festival across Okehampton.

Use of funds:

The grant will contribute towards artist fees, equipment, insurance and event costs (see Budget 2026). Funding is also being sought from local councils, commercial sponsors, participating venues and public donations.

Reason for application:

To keep the event free and accessible to all residents, while creating a vibrant, positive atmosphere across the town and supporting local businesses.

BACKGROUND

Okey Music Day is an unincorporated, not-for-profit association run by a committee of six Okehampton residents. All committee members are committed to delivering a high-quality event that benefits the town.

The event has run successfully in 2021, 2022, 2023 and 2025 (with a break in 2024).

Our model is simple:

- Free live music throughout the town
- Multiple venues working collaboratively
- A varied programme to attract a wide and diverse audience
- Coordinated scheduling to avoid clashes and maximise footfall

The aim is to create a shared town-wide experience that encourages movement between venues and supports the local hospitality sector.

OKEY MUSIC DAY 2026

Five main venues will host programmed stages:

- **Charter Hall** – big band swing, folk and barn dance
- **London Inn** – two bands of differing genres
- **Plume of Feathers** – rock band, acoustic/electric duo, and “Inn The Loop” jam session
- **Fountain Inn** – touring westcountry trio plus second act

OKEYMUSICDAY

Application for Grant Funding

- **Kings Arms** – high profile touring duo plus second act

Acts are scheduled to complement rather than compete with one another, encouraging audiences to move around the town.

Additional venues such as the Victorian Arcade, Museum Courtyard and St James Chapel may host independently organised performances. Okey Music Day will support these with coordination and publicity to maintain a cohesive programme and avoid clashes.

We aim to include a mix of local performers and high-quality function/party bands to broaden appeal and create an uplifting, inclusive atmosphere.

BENEFITS TO OKEHAMPTON

Okey Music Day is now an established event in the town calendar and contributes to Okehampton's reputation as a lively and welcoming destination.

Community Benefit

- Free entry across all venues ensures accessibility for all, particularly during a period of rising living costs.
- Provides a shared cultural experience for residents of all ages.
- Showcases both amateur and professional musicians.

Economic Benefit

- Increases footfall across multiple venues and town centre businesses.
- Supports hospitality venues facing rising operating costs.
- Encourages visitors from outside the town to spend locally.

Cultural Benefit

- Strengthens Okehampton's growing live music scene.
- Provides a platform for local musicians.
- Encourages collaboration between venues and community spaces.

The event aligns with charitable objectives including:

- The advancement of the arts, culture and heritage
- The provision of recreational opportunities that improve quality of life

OKEY MUSIC DAY

Application for Grant Funding

APPENDIX 1 - Budgets 2026

OKEY MUSIC DAY

FINANCIAL BUDGETS & FORECASTS 2026

Okey Music Day will be on Sunday 19th July 2026

	2026 Budgets		2025 Actuals		2023 Actuals	
Opening balance	£ 2,399		£ 2,408		£ 1,371	
Sponsorship	£ 5,000		£ 1,186		£ 4,971	
Donations	£ 1,000		£ 856		£ 564	
INCOME	£ 6,000	£ 6,000	£ 2,042	£ 2,042	£ 5,536	£ 5,536
Charter Hall 2 bands	£ 800					
Plume of Feathers 1 band 1 duo	£ 500					
Kings Arms 1 band 1 duo	£ 800					
Fountain Inn 1 band 1 trio	£ 900					
London Inn 1 band 1 duo	£ 800					
Bands	£ 3,800	£ 3,800	£ 750		£ 3,350	
PA & Engineer (charter hall only. Bands will be required to bring own PA this year as a cost saving measure)	£ 250		£ 250		£ 750	
Hall Hire (Charter Hall, all day & evening)	£ 180		£ 90			
COSTS ON THE DAY	£ 4,230	-£ 4,230	£ 1,090	-£ 1,090	£ 4,100	-£ 4,100
Billboards & Banners	£ 1,000		£ 850		£ 74	
Facebook ads	£ 100		£ 53		£ 89	
Printing Flyers & Posters	£ 100		£ 18		£ 61	
Refreshments	£ 50		£ 30			
Photography	£ 200				£ 150	
Web hosting	£ 20		£ 12		£ 24	
ADVERTISING & SUNDRIES	£ 1,470	-£ 1,470	£ 962	-£ 962	£ 398	-£ 398
Closing Balance	£ 2,699		£ 2,399		£ 2,408	
Projected closing balances at bank	£ 2,649		£ 2,394		£ 2,408	
Projected closing balances in Cash	£ 50		£ 4		£ -	
	£ 2,699		£ 2,399		£ 2,408	

OKEY MUSIC DAY

Application for Grant Funding

APPENDIX 2 - Accounts 2025

OKEY MUSIC DAY

FINANCIAL SUMMARY YEAR 2025

	2025	2023
Opening balance	£ 2,408.48	£ 1,371.02
Sponsorship	£ 1,185.91	£ 4,871.45
Donations	£ 856.32	£ 564.18
INCOME	£ 2,042.23	£ 5,535.63
Bands	£ 750.00	£ 3,350.00
PA & Engineer	£ 250.00	£ 750.00
Hall Hire	£ 90.00	
COSTS ON THE DAY	£ 1,000.00	£ 4,100.00
Billboards & Banners	£ 849.91	£ 74.40
Facebook ads	£ 52.53	£ 88.96
Printing Flyers & Posters	£ 17.80	£ 60.84
Refreshments	£ 29.89	
Printed copy		£ 150.00
Web hosting	£ 11.89	£ 23.98
ADVERTISING & SUNDRIES	£ 962.12	£ 398.17
Closing Balance	£ 2,398.59	£ 2,408.48
Bank Balance 31/12/2025	£2,394.14	£2,408.48
Cash balance 31/12/2025	£4.45	£0.00
	£2,398.59	£2,408.48

Signed as a true account





Okehampton Town Council

GRANT APPLICATION FORM

About your Group or Organisation

Name of group/organisation/charity:

The Stay and Play Cafe - West Devon Methodist Circuit

Registered Charity Number (if applicable): 1134070

Registered address:

20 Creeze Park, Okehampton, Devon, EX20 1ED

Contact name and telephone number:

Sarah Ann Balsdon, 07799 7541724

Email: sarahann.balsdon@gmail.com

Phone/mobile: 07799 7541724

Contact's role within organisation: Children, Youth and Families Worker

Please give brief details of the principal role of the organisation: The Stay and Play Cafe is a free family lunch and activity club run in the school holidays with activities for all ages.

This includes half term holidays.

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 Stay and Play Cafe is a very well attended event that is enjoyed by lots of families in Okehampton. It also provides the whole family with a hot meal - for free.

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

65-80 people per session (on average) but probably from a group of over 100 different people.

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

- a) Okehampton? 38/62 in April (61%)
- b) Okehampton Hamlets? 2/62 in April (3.2%)

Average number of Okehampton beneficiaries attending each meeting/activity? 60% (see table in covering letter)

Number of meetings/activities per year? 7 (1 every school holidays but 2 in the summer)

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.

We generally feed 65-80 people each session and provide a food based activity. As we have so many people attending, we would like to invest in some catering equipment to help the sessions run better and reduce delays with the serving of meals and the cooking activity. We'd also like to purchase some lego as an all-age activity.

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.

We've only collected this data in April 2026 as it previously wasn't needed.

Total - 62, Okehampton - 38 (61%), Hamlets - 2 (3.2%), Other - 22

Please supply full costings of the project, equipment or activity: £721.18 - Sephra Mini Doughnut Maker, £1915.16 - 2 x King Edward Colore Pizza Oven, £77.94 - 6 x Muffin Tins, £275 - Lego

What is the amount of grant requested? £ 2989.28

Are you contributing matched funding? No

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

Organisation	Amount	Outcome if known
Okehampton United Charities	£1250	Received towards revenue costs and disposables

Is your organisation running fundraising activities for this project? No

When do you anticipate the money will be spent (date)? 1 year

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 £400 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: HSBC
- Account Name: West Devon Methodist Circuit

Account Number:

If your application is successful, the Town Council would like to hold a ceremony at a date to be agreed. Please indicate below a relevant contact details for those involved:

.....
.....

I have read the guidelines for grants and understand that grants are only available to organisations operating locally. I have answered all questions to the best of my knowledge and on behalf of the organisation.

Signature of applicant: Dated 28.04.26

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.

To [REDACTED],

My name is [REDACTED]. I'm the children, youth and families worker for the West Devon Methodist Circuit, which includes Fairplace Church.

I run a group in Okehampton called the Stay and Play Cafe once per school holiday (twice in the summer). We meet on Tuesdays to avoid duplication/competition with other holiday food providers.

The Stay and Play Cafe is a FREE family lunch and activity club run in the school holidays with activities for all ages! Donations welcome. Children are to be accompanied by an adult. Adults will be catered for too!

<https://westdevonmethodists.churchsuite.com/events/nismtedx>

It has been suggested to me by a resident of Okehampton to contact you for some grant funding.

The idea of the Stay and Play Cafe is to provide a free meal and activities for all ages in a universal provision way so that those who need a free meal can access it easily, whilst in their community. A donation bucket is put out so that those who want to give to the circuit's running costs can. The events usually involve 2-3 paid staff on site as well as volunteers, and none of their costs are included below.

We're now in our second year following the success of a few pop-up events. In this time, we've seen a jump in numbers, which has remained rather consistent, which has led to increased costs to provide food and activities. As you will see in the application, we've received funding from Okehampton United Charities to help with this.

We've also recently had to move from using just the hall, to using the church space and the smaller meeting room as well to make space for everyone. These costs do not include any venue hire costs as Fairplace church provides this free of charge.

Event	<u>Oct</u> <u>24</u>	<u>Dec</u> <u>24</u>	<u>Feb</u> <u>25</u>	<u>Apr</u> <u>25</u>	<u>May</u> <u>25</u>	<u>July</u> <u>25</u>	<u>Aug</u> <u>25</u>	<u>Oct</u> <u>25</u>	<u>Dec</u> <u>25</u>	<u>Feb</u> <u>26</u>
Attendees	26	35	50	30	75-90	70+	60	67	57	71
Okehampton & Hamlets	No data							40 59.7%	39 68%	51 72%
Expenses	£150*	£70	£105	£70	£120	£115	£100	£136.44	£229.27*	£125.60

Event	<u>Apr</u> <u>26</u>
Attendees	62
Okehampton	38 61%
Hamlets	2 3.2%
Expenses	£230.96*

**included more equipment purchases*

However, in addition to the running costs increasing due to the increase in numbers, we're also finding that the equipment we initially bought and/or borrowed (from groups like Altogether Okehampton) in the set-up phase wasn't designed to cater for these larger numbers.

Therefore, we would like to ask Okehampton Town Council for **£2,989.28** to help upgrade our equipment, particularly to help manage a high volume of people taking part in the cooking activities.

To find out more about us, please go to Activities - <https://westdevonmethodists.org.uk/youth/activities/> and <https://www.facebook.com/infusion.methodist>

Please find copies of our governing documents here: <https://www.methodist.org.uk/for-churches/governance/cpd/>

Many thanks for taking the time to consider this application.

Please feel free to give me a call if you have any questions.



West Devon Circuit Budget for September 2025 to August 2026

INCOME	Budget		Budget	
	2025 - 2026		2024 - 2025	
	£		£	
Pledges/Assessments from churches (includes plans)	126000		120000	
Donations and grants anticipated	-		-	
Manse rents (after deduction of agent's fees)	23700		22000	
Interest on funds held by TMCP and CFB	7500		12000	
Burial ground fees	<u>1000</u>	unpredictable	<u>1000</u>	
Totals	<u>£158,200</u>		<u>155000</u>	
EXPENDITURE				
	£		£	
Superintendent Minister: Stipend etc (4% increase)	46480		46022	
Travel and other expenses	3300		3300	
Manse council tax, water bills, etc	<u>4200</u>	£53,980	<u>4050</u>	£53,372
Lay Assistants: Salaries etc (assumes 4% increase)	34520		31720	
Travel and expenses	<u>4400</u>	£38,920	<u>3700</u>	35420
Family Worker (based on one full time)				
Salary etc (assumes 4% increase)	40760		38590	
Travel and other expenses	4100		3800	
Infusion activities not covered by contributions	<u>2000</u>	£46,860	2000	(Note 1)
Part-time administrator: Salary etc (assumes 4% increase)	11000		10583	
Payroll, HR, and Apprentice levies	1000		1100	
District Assessment (to be confirmed)	41000 ??		32375	
TMCP levy for District funds and Admin	5500		7000	
Grant toward Rural Worker post	1000		1000	
Manses maintenance	8000		8000	(Note 2)
Quinquennials and electrical inspections	2500		2500	
Burial Grounds maintenance	2800		2800	
Insurance premium	2400		2400	
Belstone Insurance and maintenance	2000		22500	(Note 3)
Preaching fees, expenses and Roots	1400		1500	
Audit fees	350		350	
Plans and communications	800		800	
Bank charges/Website/Misc admin costs	600		600	
Church/Circuit volunteers training budget	1500		1500	
Sundries / Contingencies	1000		<u>1000</u>	
Totals	<u>222610</u>		<u>229190</u>	

The above figures are based on January 2025 staffing levels.

In round figures spend £222K and receive £158K during the year 2025-2026

Shortfall of £64K can be met from reserves.

At 1st September 2024 the circuit held total balances of £349K. If the budgets for 2024/25 and 2025/26 are accurate the Circuit might have balances of £211,000 still available at 31st August 2026.

Note 1> Last year the total cost of Infusion activities recorded in circuit accounts was £7836, and £8618 was received from participants/sponsors/families.

Note 2> It was agreed some years ago that £8000 per annum should be allocated for maintenance of the 3 manses.

Note 3> The 2024/25 budget included a substantial provision for work on Belstone chapel, which is now not likely to proceed.

Stay and Play Cafe Accounts Dec 25-Oct 26

Total Money In:

£1,383.07

Grant to be spent £1,250.00
 Total Money Out: £585.83
 Money Left £797.24

Date	Money In	To Location	Source	Reason	Date	Money Out	From Location	To	Reason
30.12.25	£49.50	Cash-Sarah-BACs	Cash Donations	Donations		£229.27	Circuit	Sarah	December 25 Session
30.12.25	£8.87	Circuit	SUM UP	Donations		£125.60	Circuit	Sarah	February 26 Session
17.02.26	£1,250.00	Circuit	OUC	25/26 Sessions		£230.96	Circuit	Sarah	April 26 Session
17.02.26	£17.46	Cash-Sarah-BACs	Cash Donations	Donations					May 25 Session
17.02.26	£8.87	Circuit	SUM UP	Donations					July 26 Session
14.04.26	£9.95	Cash-Sarah-BACs	Cash Donations	Donations					August 26 Session
14.04.25	£33.49	Circuit	SUM UP	Donations					October 26 Session
14.04.25	£4.93	Circuit	Ruth	Buy back egg craft					

Name of Circuit : WEST DEVON

Circuit No: 37/26

Statement of Financial Activities (SOFA) for the year ended 31 August 2025

	Notes to the accounts	General Fund (Unrestricted) £	Circuit Model Trust (Unrestricted) £	Designated Funds (unrestricted) £	Restricted Funds £	Endowment Funds £	Total 2024-25 £
Income							
1	Donations and legacies						0
2	Income from monetary investments	5,956	7,948				13,904
3	Income from investment properties	23,407					23,407
4	Assessments on Churches	121,628					121,628
5	Capital Receipts						0
6	Grants received						0
7	Other charitable income	14,650					14,650
8	Total income	165,641	7,948				173,589
Expenditure							
9	Grants and donations						0
10	Salaries and associated costs	81,427		65,000			126,427
11	Property maintenance	11,776					11,776
12	Connexional assessment & model trust levy		6,668				6,668
13	District Assessment & Levy	34,526					34,526
14	Depreciation						
15	Office expenses	2,644					2,644
16	Other outgoings	27,016			5,190		32,206
17	Total charitable expenditure	137,389	6,668	65,000	5,190		214,247
18	Gains/(losses) on monetary investments						0
19	Gains/(losses) on investment properties						
20	Net income/(expenditure)	28,252	1,280	-65,000	-5,190		-40,658
21	Transfers between funds						0
22	Other gains/(losses)						
23	Net movement in funds	28,252	1,280	-65,000	-5,190	0	-40,658
24	Total funds brought forward	133,781	62,170	150,000	9,968		355,919
25	Total funds carried forward	162,033	63,450	85,000	4,778		315,261

GRANT APPLICATION FORM



Okehampton Town Council

About your Group or Organisation

Name of group/organisation/charity: West Devon Community and Voluntary Services (WDCVS)

Registered Charity Number (if applicable): 1119730

Registered address: The Fur Room, The Ockment Centre, North St, Okehampton, Devon, EX20 1AR

Contact name and address (if different): Brett Elliot
 Email: b.elliott@westdevoncvsvol.org.uk
 Phone/mobile: 0782386994
 Contact: 01392 820000

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

West Devon CVS supports voluntary, community and social enterprise organisations across West Devon. We provide advice, training, funding guidance and networking opportunities to help local groups build capacity and sustainability. By strengthening community organisations and supporting volunteering, we help deliver projects and activities that improve health, wellbeing and resilience in local communities, including Okehampton.

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?

West Devon CVS benefits the Okehampton community by strengthening the local voluntary and community sector. We support local groups with advice, training, volunteer development and funding guidance, enabling them to deliver activities that reduce isolation, improve health and wellbeing, and build a more connected and resilient community.

How many people in total use your organisation?

Key impact statistics from our 2024/25 period:

- Number of forums with active community and/or VCSE participation facilitated by WDCVS:
- 17 HWBA Meetings
- 144 groups (+ 67 in South Hams area)
- 176 attendees

Support for individuals:

Social Prescribing: Active clients average 75 per quarter

Client satisfaction: 95%

Average wellbeing improvement: 43%

5 Wellbeing Events:

95 groups

500 attendances

Support for Organisations:

- 434 voluntary and community organisations or projects in receipt of Newsletters from WDCVS with an additional 100 subscribing to Funding News and Learning Programme Newsletters in South Hams.
- 77 groups received intensive one-to-one support regarding funding, governance, or general advice.

Social media statistics (last 90 days data):

- Views: 653,888
- Reach 15,700
- Content interaction: 659
- Link clicks: 280
- Visits: 1500
- Follows: 414

Regional Context

To put these numbers in perspective, West Devon has approximately **57,100 residents**. While WDCVS directly links many individuals to services, our indirect reach is much greater, as we support the infrastructure of many local groups that serve the wider population.

Of the total number of beneficiaries, approximately how many reside in Okehampton and Okehampton Hamlets.

- 235 attended the event in 2024/25

Average number of Okehampton beneficiaries attending each meeting/activity?

Okehampton Health and Wellbeing Event = **235 attendees in 2025**

Number of meetings/activities per year? **1**

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 community event brings together organisations from the Voluntary, Community and Social Enterprise (VCSE) sector that play an important role in improving awareness, accessibility, and collaboration across local support services. The Okehampton Health and Wellbeing Event provides an annual opportunity for community organisations to collectively present the services and activities they offer to enable residents to better understand the range of support available within Okehampton and Okehampton Hamlets.

By showcasing services in a shared and accessible environment, these events help individuals and community groups connect with organisations that can support their health, wellbeing, social needs, and community participation. They also create valuable opportunities for VCSE organisations to build partnerships, share knowledge, and strengthen local networks.

Although this event is held in Okehampton, particular emphasis will be placed on marketing the event to Okehampton's rural community, where residents may face additional barriers to accessing information, services, and support. We hope that, in this way, the project will help ensure that individuals living in more isolated areas have equal access to information, signposting, and opportunities to engage with local support services.

Intended Impact

This community event will:

- Increase awareness of the services and support available within the community.
- Improve access to information and signposting for individuals and community groups.
- Strengthen collaboration and partnership working within the VCSE sector.
- Reduce barriers to accessing support, particularly for people living in rural or more isolated communities.
- Encourage greater community engagement and participation in local activities and services.

By connecting residents with local organisations and improving visibility of community-based support, this event will contribute to stronger, more informed, and more resilient communities.

Date TBC – usually November held in the Town Centre.

Qualitative feedback from our Community Builder who organised and ran the 2025 event in Okehampton:

The Community Wellbeing Fair was organised to promote mental and physical wellbeing and bring local residents together in a fun, informal and supportive environment. The event included a variety of stalls run by local organisations, UK based charities, community groups and wellbeing services. The activities, information and advice on offer focussed on health and wellbeing. The event aimed to help people to learn about opportunities to stay active and engaged.

Residents had the opportunity to speak with stallholders about topics such as volunteering, mental health support, sexual health, a variety of health conditions e.g. Diabetes, Fibromyalgia, healthy lifestyles, community activities, setting up peer support groups and much more.

The event encouraged social interaction, with somewhere to sit with a free drink and snack and a raffle to win one of three locally donated prizes.

Overall, the event brought together residents, organisations and volunteers to promote a healthier, more connected community.

Our main goals were to improve overall wellbeing in the community, reduce social isolation and raise awareness of the organisations in attendance, in turn increasing their service provision. We wanted to provide and encourage social connection, mental and physical health. We aimed to provide a create a supportive, easy to access space where people could connect and share experiences, learn more about their local community and use helpful resources.

The wellbeing event benefitted local residents by raising awareness about mental and physical health and providing them with useful, clear information and resources. It created a welcoming space where local people could meet others in the community, take part in activities and it encouraged them to take better care of their wellbeing. Not only could they connect with local organisations, but they could also learn about UK wide health and wellbeing support and initiatives.

We measured the success of the project by collecting feedback from both stallholders and members of the public. Stallholders completed feedback forms to share their views and experience at the event, we asked them how well they thought it was organised, for example as well as whether they thought it was beneficial to them and what they had learnt or brought away with them. This feedback helped us understand the impact of the event.

The feedback we gained showed that the project successfully engaged the community and raised awareness about wellbeing, also strengthened connections between participating organisations and the people they serve. Organisations in attendance were really inspired and grateful to have the opportunity to connect in person with one another and the public, instead of over the telephone or via messaging/email and also share invaluable time and information with one another.

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.

Okehampton

2024 Population Density

Greater Okehampton area: 10,050

Okehampton Town: 7434 equates to 74% of Greater Okehampton population.

Okehampton Hamlets: 2616 equates to 26% of Greater Okehampton population.

Using these percentages, we can assume that in 2025:

74% of attendees came from Okehampton Town = 174

26% of attendees came from Okehampton Hamlets = 61

With an estimate of between 240 – 270 attendees in 2026:

74% from Okehampton Town would equate to between 178 and 200

26% from Okehampton Hamlets would equate to between 62 and 70

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

Staff time: £250

Support for VCSE groups: £250

Venue hire and associated costs: £250

Resources: £250

What is the amount of grant requested? £750

Are you contributing matched funding? £250

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

Organisation	Amount	Outcome if known

Is your organisation running fundraising activities for this project? NO

When do you anticipate the money will be spent (date)? 2026/27 FY

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:

Attached: A statement of accounts for the most recent accounting year

Attached: A copy of the governing document

NA (one-off event, simple costings shown in application): A copy of the current year's budget costings if applying for a specific project

I can confirm that no other funding has been applied for - the additional funds are match funded by WDCVS reserves.

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.

Letter attached

Payment details, if successful

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

- By Cheque payable to:
- By BACS: Bank Name: CAF

Account Name: West Devon CVS Reserve
Account Number: 0002208

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: April 9th, 2026

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.

Okement Centre
North Street
Okehampton
EX20 1AR

April 9th, 2026

To Okehampton Town Council,

I write this letter in support of our application for funding support for the **Okehampton Health and Wellbeing Event**.

Our application seeks funding to support the delivery of a community event that brings together organisations from the Voluntary, Community and Social Enterprise (VCSE) sector. These organisations play an important role in improving awareness, accessibility, and collaboration across local support services.

The event will provide an opportunity for community organisations to showcase the services and activities they offer, helping residents better understand the range of support available within Okehampton Town and the surrounding Okehampton Hamlets. By bringing organisations together in one accessible location, the event will enable residents to connect with services that support their health, wellbeing, social needs, and community participation.

The event will also support partnership working within the VCSE sector by creating opportunities for organisations to share knowledge, build relationships, and strengthen local networks.

Although the event will take place in Okehampton Town, it will be widely promoted to surrounding rural communities where residents may face additional barriers to accessing information and services. This will help ensure that people living in more isolated areas have equal access to information, advice, and local support.

We are requesting **£750** to support the delivery of this community event. The funding will contribute towards venue hire, promotion and marketing, event materials, and coordination to ensure the event is accessible, well attended, and able to effectively showcase local services.

The event will directly benefit residents of Okehampton by increasing awareness of local services and improving access to information, advice, and community opportunities. We expect approximately 240 - 270 people to attend, with an estimated 74% of attendees being residents from Okehampton Town (178 and 200) and 26% of attendees being residents from Okehampton Hamlets (62 and 70).

Many of the organisations participating provide services that operate within Okehampton Town. As a result, the benefits will extend beyond those attending on the day, as residents will gain greater awareness of support they can access throughout the year.

While the event will also attract attendees from surrounding rural communities, hosting it within Okehampton Town strengthens the town's role as a central hub for community engagement, information, and access to support services.

Headline Outcomes

1. **Improved awareness of local services**
Residents of Okehampton will have increased awareness of the range of voluntary, community, and social enterprise (VCSE) services available to support health, wellbeing, and community participation.
2. **Better access to information and support**
Approximately 240 –270 attendees, will benefit from direct access to information, advice, and signposting to local services.
3. **Stronger community collaboration**
Bringing together 20 - 30 local organisations will strengthen partnership working across the VCSE sector, improving coordination of support for residents across Okehampton Town and the surrounding rural communities.

In conclusion, I would ask for your consideration of this event which aims to strengthen community wellbeing and resilience in Okehampton and Hamlets by improving awareness of local support, encouraging community participation, and ensuring residents can more easily access the services and organisations that support their health, wellbeing, and social connections.

Many thanks for the time taken in considering our application.



West Devon Community and Voluntary Services

Statement of Financial Activities for the Year Ended 31 March 2025 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Total 2025 £	Total 2024 £
Income and Endowments from:				
Donations and legacies	3	299,728	299,728	230,876
Charitable activities	4	5,020	5,020	8,553
Investment income	5	4,554	4,554	5,996
Total income		<u>309,302</u>	<u>309,302</u>	<u>245,425</u>
Expenditure on:				
Charitable activities	6	<u>(343,232)</u>	<u>(343,232)</u>	<u>(326,349)</u>
Total expenditure		<u>(343,232)</u>	<u>(343,232)</u>	<u>(326,349)</u>
Net expenditure		<u>(33,930)</u>	<u>(33,930)</u>	<u>(80,924)</u>
Net movement in funds		(33,930)	(33,930)	(80,924)
Reconciliation of funds				
Total funds brought forward		<u>256,947</u>	<u>256,947</u>	<u>337,871</u>
Total funds carried forward	14	<u>223,017</u>	<u>223,017</u>	<u>256,947</u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2024 is shown in note 14.

West Devon Community and Voluntary Services

(Registration number: 06115797)
Balance Sheet as at 31 March 2025

	Note	2025 £	2024 £
Current assets			
Debtors	11	12,501	27,576
Cash at bank and in hand	12	<u>243,675</u>	<u>260,375</u>
		256,176	287,951
Creditors: Amounts falling due within one year	13	<u>(33,159)</u>	<u>(31,004)</u>
Net assets		<u>223,017</u>	<u>256,947</u>
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		<u>223,017</u>	<u>256,947</u>
Total funds	14	<u>223,017</u>	<u>256,947</u>

For the financial year ending 31 March 2025 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

The financial statements on pages 8 to 20 were approved by the trustees, and authorised for issue on 05/01/2025 and signed on their behalf by:



The notes on pages 11 to 20 form an integral part of these financial statements.