



COMMUNITY GRANT APPLICATION FORM

Before completing the form please read the Guidance Notes for Applicants

To enable this form to be photocopied please complete all sections using black ink or type

SECTION A	
NAME OF ORGANISATION	FIREWORKS

CONTACT DETAILS OF PERSON MAKING THIS APPLICATION	
NAME	MRS KATY HOLTHAM
ADDRESS	[REDACTED]
POSTCODE	[REDACTED]
TEL: DAYTIME	[REDACTED]
MOBILE NUMBER	[REDACTED]
EMAIL	[REDACTED]
YOUR ROLE/POSITION	DIRECTOR

NAMES OF TWO AUTHORISED SIGNATORIES FOR YOUR ORGANISATION	
PERSON 1	MR PETER HOLTHAM
PERSON 2	MR ROGER BARRETT

SECTION B

WHAT DOES YOUR ORGANISATION DO AND HOW DOES IT CURRENTLY BENEFIT THE RESIDENTS OF HEDNESFORD?

Fireworks works in local schools supporting children and young people in their emotional and mental health. we do this through music, sign language and mindfulness. we particularly focus on children with anxiety.

ARE YOU A REGISTERED CHARITY?

YES NO NUMBER: 1158514

ARE YOU PART OF, OR AFFILIATED TO, A NATIONAL ORGANISATION?

YES NO

IF YOU ARE NOT A CHARITY, PLEASE DESCRIBE YOUR ORGANISATION'S STATUS IN YOUR OWN WORDS

BRIEFLY DESCRIBE THE PROJECT OR PURPOSE FOR WHICH YOU ARE APPLYING FOR A GRANT. PLEASE STATE WHEN AND WHERE IT WILL TAKE PLACE, HOW IT WILL BENEFIT THE LOCAL COMMUNITY OF HEDNESFORD, AND IF AND HOW IT MEETS OUR PRIORITY FOR THIS YEAR

Children and young people are under alot of academic and social pressure. Experience of working with local children has shown us that mindfulness is beneficial to their mental health, particularly those who struggle with anxiety. Mindfulness allows those children and young people to stop and have time out from

(continued overleaf)

EXPLAIN HOW YOU KNOW THIS PROJECT OR ACTIVITY IS NEEDED AND HOW YOU WILL WORK WITH EXISTING COMMUNITY PROJECTS, LOCAL KNOWLEDGE, ASSETS AND SKILLS

We have been working in local schools including St Peter's and Kingsmead, where we have been supporting the pupils in their mental and emotional health. The mindfulness sessions we have run have been successful and had positive feedback, so we would like to

continue Mindfulness as a core focus in local schools. we will work with the schools to identify children and young people with anxiety who will benefit from mindfulness. we would welcome volunteers who have experience of mindfulness to contribute to this project.

the academic and social pressures, it's important that they get a chance to rest their minds.

Throughout 2020 we would like to deliver mindfulness to children and young people who feel isolated or alone due to anxiety. We want to

focus on local schools in Hedderford to provide focussed mindfulness sessions which will benefit the children and young people of Hedderford.

Anxiety is debilitating and young people are

becoming more effected by it, it stops them socialising and being outdoors. Mindfulness helps

to bring them together in small groups, and gives them a calming time, it also


provides learning techniques with which they can use to support themselves in their

anxious times.

WHAT IS THE AMOUNT OF GRANT YOU ARE SEEKING? (MAXIMUM £500 EXCEPT IN EXCEPTIONAL CIRCUMSTANCE)	£ 500		
PLEASE OUTLINE THE BROAD COSTS AND HEADINGS FOR YOUR PROJECT, Eg. STAFF/EVENTS/EQUIPMENT	Sensory equipment. £50 Art resources. £50 Music resources. £100 1 pad. x 2 @ £70 = £140 Mindfulness packs for children! £100 Mindfulness Booklets for children £30.		
WHAT IS THE TOTAL COST OF THE PROJECT/ANNUAL BUDGET FOR WHICH YOU ARE SEEKING A GRANT?	£ 250 500		
HAVE YOU APPLIED TO ANY OTHER ORGANISATION FOR A GRANT IN RESPECT OF THIS PROJECT? (INCL. LOCAL AUTHORITIES)	YES/NO IF YES PLEASE GIVE DETAILS BELOW INCLUDING UNSUCCESSFUL APPLICATIONS:		
	ORGANISATION	SUCCESSFUL	AMOUNT
1.		YES/NO	£
2.		YES/NO	£
3.		YES/NO	£

GIVE DETAILS OF YOUR OWN FUNDRAISING EFFORTS, INCLUDING DETAILS OF YOUR FEES/CHARGES/SUBSCRIPTIONS
School donations to fireworks. Supporter donations (regular and one off) Raffles / Auction / Fundraising events.
PLEASE DESCRIBE THE CONTRIBUTION THAT VOLUNTEERS ARE EXPECTED TO MAKE TO YOUR PROJECT
Volunteers would be required to attend and support our mindfulness sessions, through preparing resources, supporting the children and young people in their sessions.

<p>HAVE YOU PREVIOUSLY RECEIVED, OR APPLIED FOR A GRANT FROM THIS COUNCIL?</p>	<p>YES <input checked="" type="radio"/> NO <input type="radio"/> IF YES PLEASE GIVE DETAILS:</p>
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<p align="center">DECLARATION</p>	
<p>I DELCARE THAT I HAVE READ AND ACCEPTED THE GUIDANCE NOTES AND CONDITIONS OF FUNDING AND THAT I HAVE ANSWERED THE QUESTIONS TRUTHFULLY. I ALSO DECLARE THAT ANY GRANT RECEIVED WILL BE USED SOLELY FOR THE PURPOSES OUTLINED IN THIS APPLICATION. I UNDERSTAND THAT HEDNESFORD TOWN COUNCIL RESERVES THE RIGHT TO RECLAIM THE GRANT IN THE EVENT OF IT NOT BEING USED FOR THE PURPOSE SPECIFIED.</p>	
<p>NAME</p>	<p>MRS KATY HOLTHAM</p>
<p>SIGNED</p>	
<p>POSITION</p>	<p>DIRECTOR</p>
<p>DATE</p>	<p>21.11.19.</p>
<p><u>PLEASE REMEMBER TO SEND THE FOLLOWING WITH YOUR APPLICATION</u></p> <p>1. A STATEMENT OF YOUR ORGANISATIONS AIMS AND OBJECTIVES (EG CONSTITUTION, BUSINESS PLAN)</p> <p>2. YOUR GOVERNING DOCUMENT, IF DIFFERENT FROM ABOVE 3. COPIES OF YOUR ORGANISATIONS LAST ACCOUNTS AND A RECENT BANK STATEMENT OR A BUDGET AND ASSOCIATED BUSINESS PLAN FOR NEW ORGANISATIONS</p> <p>YOU MAY ALSO INCLUDE ANY SUPPLEMENTARY INFORMATION WHICH YOU FEEL WOULD SUPPORT YOUR APPLICATION (EG. ADDITIONAL LITERATURE, LEAFLETS, ANNUAL REPORTS)</p>	

RETURN TO

HEDNESFORD TOWN COUNCIL, PYE GREEN COMMUNITY CENTRE, BRADBURY LANE, HEDNESFORD, WS12 4EP

LAST DATE FOR APPLICATIONS - 1 DECEMBER



Your account statement
 Statement sheet number: 74
 Issue date: 1 November 2019
 Page: 1 of 4

Write to us at:
 PO Box 1000
 Andover
 BX1 1LT

Call us on: 0345 072 5555 (from UK)
 +44 1733 347338 (from Overseas)
 Visit us online: www.lloydsbank.com

019620100282400000759991002 344 000
 FIREWORKS

TREASURERS ACCOUNT
 FIREWORKS

Account Summary

Balance On 1 October 2019	£1,718.30
Total Paid In	£444.85
Total Paid Out	£68.86
Balance On 1 November 2019	£2,094.29

Account Activity

Date	Payment type	Details	Paid out (£)	Paid in (£)	Balance (£)
1 Oct 19		BALANCE BROUGHT FORWARD			1,718.30
7 Oct 19	Standing Order	V. PEARSON TORI AND JEFF		2.00	1,720.30
7 Oct 19	Faster Payment	MRS K HOLTHAM 60000000518409125 FRUIT 306444 10 07OCT19 14:22	6.36		1,713.94
7 Oct 19	Faster Payment	MOORVALE CREATIVE 30000000522322406 KATY HOLTHAM 089299 10 07OCT19 14:23	58.00		1,655.94
9 Oct 19	Deposit	MOBILE CHEQUE KINGSMOOR DONATION		400.00	2,055.94
11 Oct 19	Faster Payment	MRS K HOLTHAM 40000000524767955 FUEL MAY AND SEPT 306444 10 11OCT19 09:33	0.90		2,055.04
18 Oct 19	Faster Payment	MRS K HOLTHAM 10000000520692857 FUEL MAY AND SEPT 306444 10 18OCT19 12:12	0.90		2,054.14
18 Oct 19		BALANCE CARRIED FORWARD			2,054.14

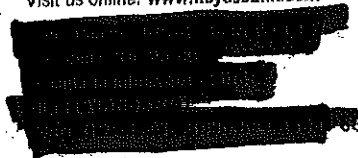


FIREWORKS
 MRS K HOLTHAM
 54 LITTLEWORTH ROAD
 HEDNESFORD
 CANNOCK
 STAFFORDSHIRE
 WS12 3PA

Your account statement
 Statement sheet number: 75
 Issue date: 1 November 2019
 Page: 3 of 4

Write to us at:
 PO Box 1000
 Andover
 BX1 1LT

Call us on: 0345 072 5555 (from UK)
 +44 1733 347338 (from Overseas)
 Visit us online: www.lloydsbank.com



TREASURERS ACCOUNT
 FIREWORKS

Account Activity

Date	Payment Type	Details	Paid out (£)	Paid in (£)	Balance (£)
18 Oct 19		BALANCE BROUGHT FORWARD			2,054.14
18 Oct 19	Deposit	MOBILE CHEQUE KINGSMEAD DONATION		35.85	2,089.99
28 Oct 19	Faster Payment	MRS K HOLTHAM 400000000530623459 FUEL SEPT OCT 306444 10	2.70		2,087.29
31 Oct 19	Faster Payment	28OCT19 18:09 CARTWRIGHT D CARTWRIGHT RP4652485452144900 208100 30		5.00	2,092.29
1 Nov 19	Standing Order	31OCT19 01:16 S WOOD DONATION		2.00	2,094.29
01 Nov 19		BALANCE CARRIED FORWARD			2,094.29

Transaction Details

The 'Details' column in your statement shows the date that a Debit Card payment went into or came out of your account only if that happened on a weekend or a Bank Holiday.

Statement of Accounts - FIREWORKS

End of Year 31st March 2018

	INCOME	EXPENDITURE
CY 2016/17	£194.09	
Income	£501.02	Expenditure
		£521.54
Totals	£695.11	£521.54
Closing Balance		£173.57
		A13

Charity Ref: 1158514

01/04/18 to 31/03/19

Fireworks

Balance carried forward from 2017

£173.57

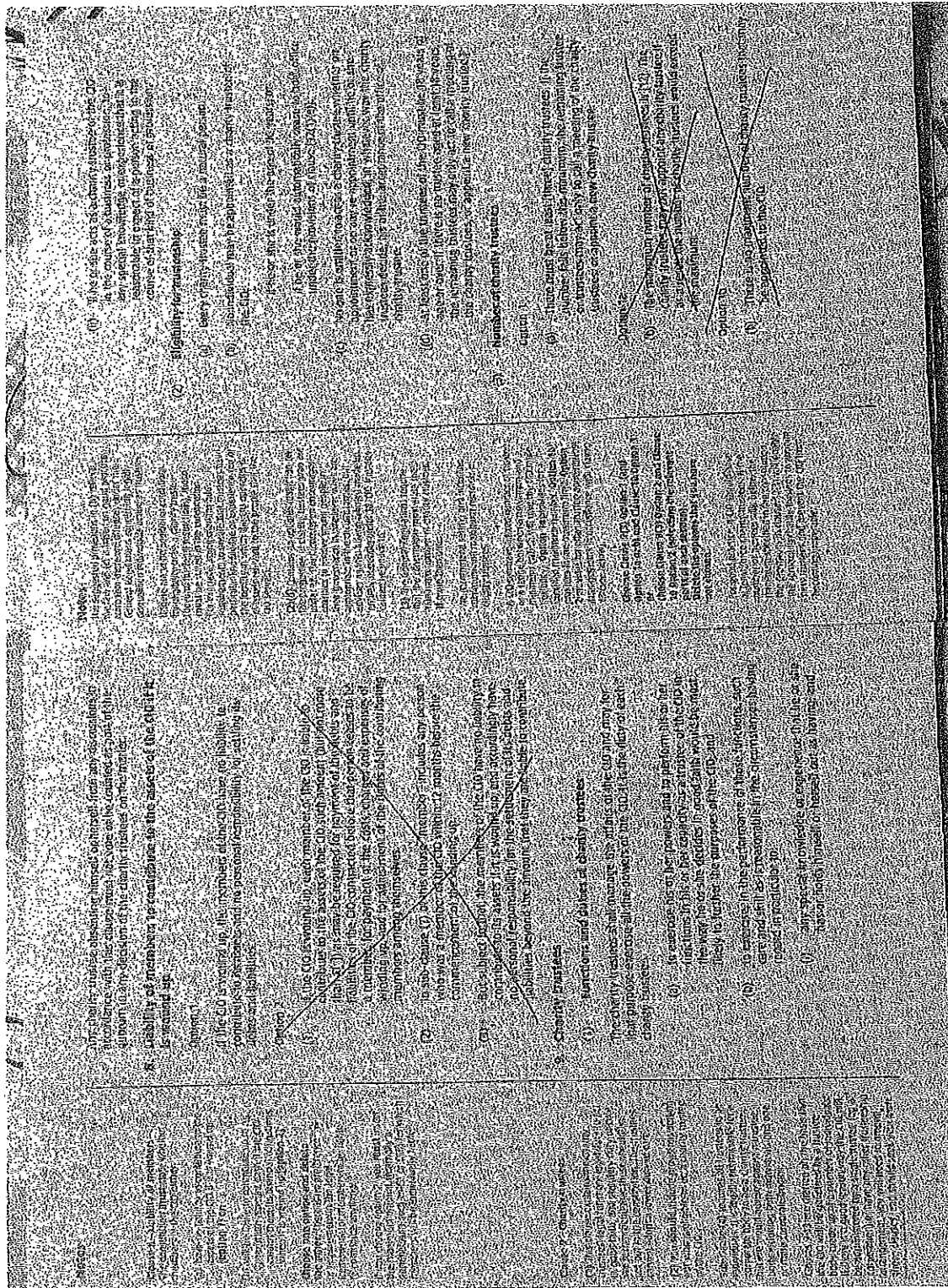
Income Desc	Code	Inc £	Month	Date	Expenditure Desc [E]	Code	Recp Y/N	Exp £	Exp by
D Cartwright cash donation		£5.00	Apr	03.04.18					
MyDonate		£9.85	Apr	04.04.18					
Toni & Jeff Pearson		£2.00	Apr	05.04.18					
La Maya insurance rebate		£151.33	Apr	05.04.18					
MyDonate		£28.55	Apr	09.04.18					
M Carey cash donation		£1.00	Apr	26.04.18					
MyDonate		£2.50	Apr	30.04.18					
D Cartwright cash donation		£5.00	Apr	30.04.18					
S Wood cash donation		£2.00	May	01.05.18					
Ziabitceva cash donation		£1.00	May	01.05.18					
MyDonate		£9.85	May	08.05.18					
Toni & Jeff Pearson		£2.00	May	08.05.18					
Boat Camp Donation		£5.00	May	11.05.18					
MyDonate		£2.50	May	14.05.18					
M Carey cash donation		£1.00	May	29.05.18					
Ziabitceva cash donation		£1.00	May	30.05.18					
D Cartwright cash donation		£5.00	May	31.05.18					
S Wood cash donation		£2.00	Jun	01.06.18					
MyDonate		£9.85	Jun	04.06.18					
Toni & Jeff Pearson		£2.00	Jun	05.06.18					
Boat Camp Donation		£5.00	Jun	09.06.18	Redbrook Hays - resources			£2.89	
MyDonate		£2.50	Jun	11.06.18					
Staffordshire Council of SCV's GRANT		£200.00	Jun	11.06.18					
M Carey cash donation		£1.00	Jun	26.06.18					
Ziabitceva cash donation		£1.00	Jul	02.07.18					
MyDonate		£9.85	Jul	02.07.18					
S Wood cash donation		£2.00	Jul	02.07.18					
D Cartwright cash donation		£5.00	Jul	02.07.18					
Toni & Jeff Pearson		£2.00	Jul	05.07.18					
MyDonate			Jul	05.07.18	Mindfulness Course			£19.00	
			Jul	10.07.18	Instaprint			£29.29	
			Jul	20.07.18	S. Tradefare CD			£22.80	
			Jul	20.07.18	Partypacks			£35.81	
M Carey cash donation		£1.00	Jul	26.07.18					
MyDonate		£2.50	Jul	30.07.18					
D Cartwright cash donation		£5.00	Jul	31.07.18					
				31.07.18					£10.10

2014-15 - Income and Expenditure rev1.xlsx

21/11/2019

DATE	DESCRIPTION	AMOUNT	CATEGORY	DATE	AMOUNT	TOTAL
01.08.18	S Wood cash donation	£2.00				
01.08.18	Ziabiliceva cash donation	£1.00				£75.00
02.08.18	SCOPE Mindfulness Mons CD					£31.18
03.08.18	Lucky Dip Prizes for Hednesford Fayre					
06.08.18	MyDonate	£12.35				
06.08.18	Tori & Jeff Pearson	£2.00				£60.47
08.08.18	ES, POTS, Sensory					
28.08.18	Ziabiliceva cash donation	£1.00				
28.08.18	M Carey cash donation	£1.00				
31.08.18	D Cartwright cash donation	£5.00				
03.09.18	MyDonate	£9.85				
03.09.18	S Wood cash donation	£2.00				
05.09.18	Tori & Jeff Pearson	£2.00				
10.09.18	MyDonate	£2.50				
26.09.18	M Carey cash donation	£1.00				£75.00
26.09.18	Sign Language Course					
27.09.18	Ziabiliceva cash donation	£1.00				
01.10.18	S Wood cash donation	£2.00				
01.10.18	D Cartwright cash donation	£5.00				
05.10.18	Tori & Jeff Pearson	£2.00				
08.10.18	MyDonate	£9.85				£27.38
08.10.18	Laminator & laminating pouches					
15.10.18	MyDonate	£2.50				
26.10.18	M Carey cash donation	£1.00				
26.10.18	Tesco Charity Donation	£1,000.00				
31.10.18	D Cartwright cash donation	£5.00				
31.10.18	Ziabiliceva cash donation	£1.00				
01.11.18	S Wood cash donation	£2.00				
05.11.18	MyDonate	£9.85				
05.11.18	Tori & Jeff Pearson	£2.00				
19.11.18	Low 3 market - cheque	£7.50				
19.11.18	MyDonate	£2.50				
21.11.18	Summer Fair donations	£45.46				
22.11.18	Bluetooth Speaker - from Tesco Donatio					£18.00
26.11.18	M Carey cash donation	£1.00				£429.99
26.11.18	IPAD - From TESCO donation					
28.11.18	Book Ordering Donation	£18.00				
29.11.18	Ziabiliceva cash donation	£1.00				
30.11.18	D Cartwright cash donation	£5.00				
03.12.18	MyDonate	£9.85				
03.12.18	S Wood cash donation	£2.00				
05.12.18	Tori & Jeff Pearson	£2.00				

TESCO SPEND
18
429.99
73.5
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General Regulations - General and Specific
 (1) The terms of the charity trustee deed or trust instrument shall apply to the charity trustee if the trustee has been appointed or appointed provisionally in full and
 (2) The agreement of the charity trustee shall only be valid if it is made in the presence of the trustee or in the presence of a witness who is a charity trustee in accordance with the conditions of the deed or trust instrument.
 (3) The main instrument under which the trustee is appointed shall not be valid if it is not signed by every trustee and employee of the charity and every charity trustee of the charity who was not a charity trustee at the time of its execution.
 (4) If the deed or trust instrument is not signed by any trustee or employee of the charity, the provisions of the deed or trust instrument shall be void.

2.6 Interpretation
 Unless the context otherwise requires, the following definitions shall apply to these Regulations:

- (a) "charity trustee" means a trustee of the charity;
- (b) "charity trustee" means a trustee of the charity who is a trustee of the charity;
- (c) "charity trustee" means a trustee of the charity who is a trustee of the charity;
- (d) "charity trustee" means a trustee of the charity who is a trustee of the charity;
- (e) "charity trustee" means a trustee of the charity who is a trustee of the charity;
- (f) "charity trustee" means a trustee of the charity who is a trustee of the charity;
- (g) "charity trustee" means a trustee of the charity who is a trustee of the charity;
- (h) "charity trustee" means a trustee of the charity who is a trustee of the charity;
- (i) "charity trustee" means a trustee of the charity who is a trustee of the charity;
- (j) "charity trustee" means a trustee of the charity who is a trustee of the charity;
- (k) "charity trustee" means a trustee of the charity who is a trustee of the charity;
- (l) "charity trustee" means a trustee of the charity who is a trustee of the charity;
- (m) "charity trustee" means a trustee of the charity who is a trustee of the charity;
- (n) "charity trustee" means a trustee of the charity who is a trustee of the charity;
- (o) "charity trustee" means a trustee of the charity who is a trustee of the charity;
- (p) "charity trustee" means a trustee of the charity who is a trustee of the charity;
- (q) "charity trustee" means a trustee of the charity who is a trustee of the charity;
- (r) "charity trustee" means a trustee of the charity who is a trustee of the charity;
- (s) "charity trustee" means a trustee of the charity who is a trustee of the charity;
- (t) "charity trustee" means a trustee of the charity who is a trustee of the charity;
- (u) "charity trustee" means a trustee of the charity who is a trustee of the charity;
- (v) "charity trustee" means a trustee of the charity who is a trustee of the charity;
- (w) "charity trustee" means a trustee of the charity who is a trustee of the charity;
- (x) "charity trustee" means a trustee of the charity who is a trustee of the charity;
- (y) "charity trustee" means a trustee of the charity who is a trustee of the charity;
- (z) "charity trustee" means a trustee of the charity who is a trustee of the charity;

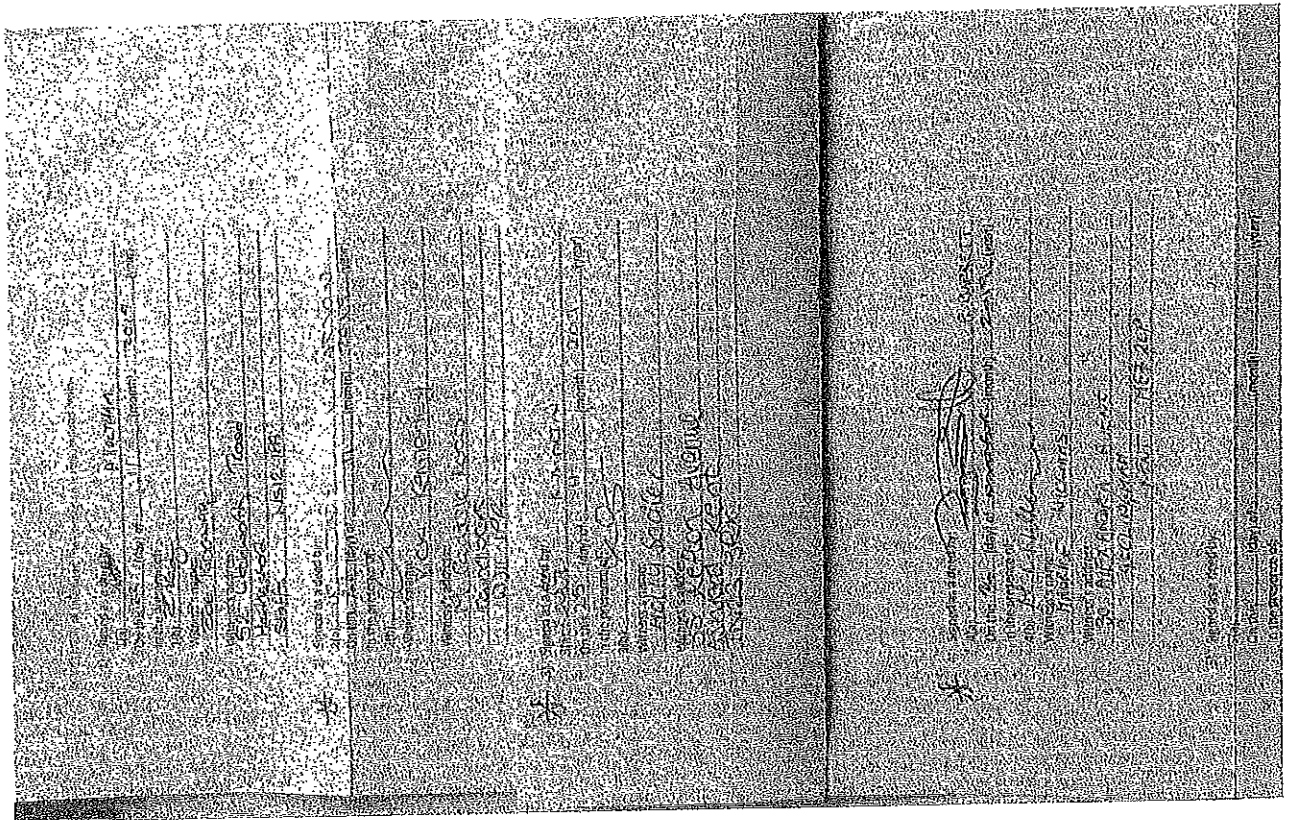
Section 118 of the Charities Act 2011 shall apply to the provisions of these Regulations unless otherwise stated.

(a) submit any proposal to the members or charity trustees for decision by written resolution or postal vote in accordance with the CIO's powers under clause 18 (Members' decisions/ 18(4) (Decisions taken by resolution in writing) or (if the provisions for postal voting (if you have included this optional provision) please insert the correct clause number here).

(c) The charity trustees must:

(i) take reasonable steps to ensure that members and charity trustees are promptly notified of the publication of any such notice or proposal; and

(ii) send any such notice or proposal in hard copy form to any member or charity trustee who has not consented to receive communications in electronic form.



Friends of Hednesford.

[REDACTED]

9th December 2019

Dear Sirs

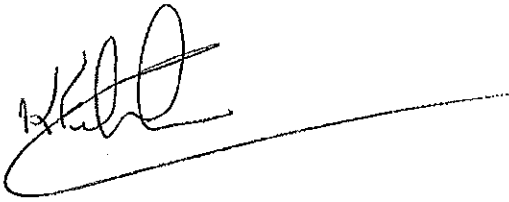
Please find enclosed a Community Grant Application Form in respect of an Indoor Street Party planned for Friday 8th May 2020.

Also enclosed is a copy of the Friends of Hednesford Constitution, however at present I don't have a copy of a recent bank statement available or year-end accounts. I have requested a copy of a bank statement from the Treasurer and will pass it on once received.

Following the group changing name from Heart of Hednesford in July thereby avoiding confusion with another group with a similar name the first accounts are not yet due, however once completed there will be no problem forwarding a copy.

Any queries please let me know

Many thanks



Keith Fitch
Secretary - Friends of Hednesford

[REDACTED]



COMMUNITY GRANT APPLICATION FORM

Before completing the form please read the Guidance Notes for Applicants

To enable this form to be photocopied please complete all sections using black ink or type

<u>SECTION A</u>	
NAME OF ORGANISATION	FRIENDS OF HEDNESFORD

CONTACT DETAILS OF PERSON MAKING THIS APPLICATION	
NAME	KEITH FITCH
ADDRESS	[REDACTED]
POSTCODE	[REDACTED]
TEL: DAYTIME	[REDACTED]
MOBILE NUMBER	[REDACTED]
EMAIL	[REDACTED]
YOUR ROLE/POSITION	SECRETARY

NAMES OF TWO AUTHORISED SIGNATORIES FOR YOUR ORGANISATION	
PERSON 1	KEITH FITCH
PERSON 2	PHIL BRADLEY

SECTION B

WHAT DOES YOUR ORGANISATION DO AND HOW DOES IT CURRENTLY BENEFIT THE RESIDENTS OF HEDNESFORD?

To promote and support, in partnership and collaboration with other key stakeholders, the social, economic and environmental rejuvenation of the town of Hednesford for the benefit of residents and visitors.

ARE YOU A REGISTERED CHARITY?

~~YES~~ NO NUMBER:

ARE YOU PART OF, OR AFFILIATED TO, A NATIONAL ORGANISATION?

~~YES~~ NO

IF YOU ARE NOT A CHARITY, PLEASE DESCRIBE YOUR ORGANISATION'S STATUS IN YOUR OWN WORDS

Volunteer group

BRIEFLY DESCRIBE THE PROJECT OR PURPOSE FOR WHICH YOU ARE APPLYING FOR A GRANT. PLEASE STATE WHEN AND WHERE IT WILL TAKE PLACE, HOW IT WILL BENEFIT THE LOCAL COMMUNITY OF HEDNESFORD, AND IF AND HOW IT MEETS OUR PRIORITY FOR THIS YEAR

In connection with VETS on Friday 8th May 2020 to arrange an indoor 'Street Party' for up to 100 older, less able and socially isolated residents - by invitation only. To be held at The Soldiers, Anglesey St, Hednesford.

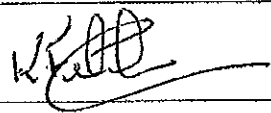
EXPLAIN HOW YOU KNOW THIS PROJECT OR ACTIVITY IS NEEDED AND HOW YOU WILL WORK WITH EXISTING COMMUNITY PROJECTS, LOCAL KNOWLEDGE, ASSETS AND SKILLS

Part of the district wide event in collaboration with The Museum of Cannock Chase, volunteers from The Friends of Hednesford Park and the custodians of Hednesford War Memorial. Also supported and assisted by Hednesford centennial lions.

WHAT IS THE AMOUNT OF GRANT YOU ARE SEEKING? (MAXIMUM £500 EXCEPT IN EXCEPTIONAL CIRCUMSTANCE)	£500		
PLEASE OUTLINE THE BROAD COSTS AND HEADINGS FOR YOUR PROJECT, Eg. STAFF/EVENTS/EQUIPMENT	Hall Hire (Bar not open) : no charge Potential cost of taxis : £100 est for less able guests Food & drink consumables : £200 est Cash & overheads associated with cooking : £150 est Themed singing group : £200 Bingo prizes & other costs : £200		
WHAT IS THE TOTAL COST OF THE PROJECT/ANNUAL BUDGET FOR WHICH YOU ARE SEEKING A GRANT?	£ 850 approx		
HAVE YOU APPLIED TO ANY OTHER ORGANISATION FOR A GRANT IN RESPECT OF THIS PROJECT? (INCL. LOCAL AUTHORITIES)	YES/NO IF YES PLEASE GIVE DETAILS BELOW INCLUDING UNSUCCESSFUL APPLICATIONS:		
	ORGANISATION	SUCCESSFUL	AMOUNT
1.		YES/NO	£
2.		YES/NO	£
3.		YES/NO	£

GIVE DETAILS OF YOUR OWN FUNDRAISING EFFORTS, INCLUDING DETAILS OF YOUR FEES/CHARGES/SUBSCRIPTIONS
Stall at local community events. e.g. Christmas night, swish on, August Festival etc.
PLEASE DESCRIBE THE CONTRIBUTION THAT VOLUNTEERS ARE EXPECTED TO MAKE TO YOUR PROJECT
Preparing & serving food, cleaning up during and after the event. In addition to FOH members, the local Air cadets and members of Trinity Church have offered to assist with the event.

<p>HAVE YOU PREVIOUSLY RECEIVED, OR APPLIED FOR A GRANT FROM THIS COUNCIL?</p>	<p>YES/NO IF YES PLEASE GIVE DETAILS:</p> <p>Not under Friends of Hednesford</p>
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<u>DECLARATION</u>	
<p>I DELCARE THAT I HAVE READ AND ACCEPTED THE GUIDANCE NOTES AND CONDITIONS OF FUNDING AND THAT I HAVE ANSWERED THE QUESTIONS TRUTHFULLY. I ALSO DECLARE THAT ANY GRANT RECEIVED WILL BE USED SOLELY FOR THE PURPOSES OUTLINED IN THIS APPLICATION. I UNDERSTAND THAT HEDNESFORD TOWN COUNCIL RESERVES THE RIGHT TO RECLAIM THE GRANT IN THE EVENT OF IT NOT BEING USED FOR THE PURPOSE SPECIFIED.</p>	
NAME	KEITH FITCH
SIGNED	
POSITION	SECRETARY
DATE	9th December 2019
<p><u>PLEASE REMEMBER TO SEND THE FOLLOWING WITH YOUR APPLICATION</u></p> <p>✓ 1. A STATEMENT OF YOUR ORGANISATIONS AIMS AND OBJECTIVES (EG CONSTITUTION, BUSINESS PLAN)</p> <p>2. YOUR GOVERNING DOCUMENT, IF DIFFERENT FROM ABOVE 3. COPIES OF YOUR ORGANISATIONS LAST ACCOUNTS AND A RECENT BANK STATEMENT OR A BUDGET AND ASSOCIATED BUSINESS PLAN FOR NEW ORGANISATIONS</p> <p>YOU MAY ALSO INCLUDE ANY SUPPLEMENTARY INFORMATION WHICH YOU FEEL WOULD SUPPORT YOUR APPLICATION (EG. ADDITIONAL LITERATURE, LEAFLETS, ANNUAL REPORTS)</p>	

RETURN TO

HEDNESFORD TOWN COUNCIL, PYE GREEN COMMUNITY CENTRE, BRADBURY LANE, HEDNESFORD, WS12 4EP

LAST DATE FOR APPLICATIONS - 1 DECEMBER

CONSTITUTION OF FRIENDS OF HEDNESFORD

Dated this 12TH day of JULY 2019

The name of the Group shall be
'FRIENDS OF HEDNESFORD'

Correspondence Address

c/o Bradleys Accountants, First Floor Offices, 84-90A Market Street, Hednesford WS12 1AG.
admin@heartofhednesford.co.uk

Purposes and Aims

To promote and support, in partnership and collaboration with other key stakeholders, the social, economic and environmental rejuvenation of the town of Hednesford for the benefit of residents and visitors alike; instilling a sense of pride and community spirit enhancing wellbeing and creating an attractive and friendly welcome to everyone.

Carrying out the Purposes and Aims

In order to carry out the purposes and aims, the Management Team shall have the power to:

Raise funds, Receive grants and donations.

Apply funds to carry out the work of the Group.

Cooperate with and support other groups and initiatives with similar purposes and aims.

Do anything which is lawful and necessary to achieve the purposes and aims of the Group.

Membership

People who support the work of the Group and are aged at least 18 years can apply to the Management Team to become a member. Members are community volunteers.

Membership shall be in the form of assisting with any project or activity undertaken by the Group, or by supporting the Group in any other way such as attending meetings and sharing ideas for example.

The Secretary will keep an up-to-date membership list.

The Management Team may remove a person's membership if they believe it is in the best interests of the Group. That member has the right to be heard by the Management Team before the decision is made and can be accompanied by a friend.

General Meetings

The Management Team may call a general meeting to consult Group members.

All Group members must be given 14 days' notice and told the reason for the meeting.

Any Management Team member having a conflict-of-interest must declare it and may remove themselves from the meeting if this matter is being discussed or decided.

All decisions require a two-thirds majority.

Minutes must be kept.

This template is Charity Commission approved (2019) for "small groups with an annual income under £5000 that do not own a building or employ people and do not intend to register with the Charity Commission"

Management Team Meetings

At least three meetings of the Management Team must be held each year. Actions are by a majority decision.

At least three Management Team members must be present to be able to take decisions.

Minutes must be kept for every Management Team meeting.

Any Management Team member having a conflict-of-interest must declare it and must leave the meeting if this matter is being discussed or decided.

The Management Team may make reasonable additional rules to help run the Group. These rules must not conflict with this Constitution or the law.

Annual General Meeting

The AGM must be held every year with 14 days' notice given to all Group members telling them what is on the agenda.

There must be at least six Group members present at the AGM and Minutes must be kept.

Every Group member has one vote.

The Management Team shall present the annual report and accounts and then retire but may stand for re-election.

Any Group member may stand for election on to the Management Team.

11

Money and Property

Money and property must only be used in connection with the Group's aims and purposes. Expenditure of under £500 can be made at the discretion of the Management Team without prior recourse to the Group. Proposed expenditure amounting to over £500 must be reported to the next Group meeting for confirmation/approval EXCEPT THAT in *exceptional* circumstances the Chairman has the power of discretion to authorise such payment.

The Management Team must keep accounts. The most recent annual accounts can be seen by anybody on request.

The Management Team cannot personally or collectively receive any money or property from the Group except to refund reasonable out-of-pocket expenses.

Money must be held in the Group's bank account. All cheques must be signed by any two members of the Management Team who must not be related to each other.

If the Management Team consider it is necessary to change the Constitution, or wind up the Group, they must call a general meeting so that the Group membership can make the decision.

The Management Team must also call a general meeting if they receive a written request to do so from the majority of Group members.

Changes to the Constitution

Changes to the Constitution can be made at an AGM or a general meeting. No change to the Constitution can be made that would make the Group invalid in law.

Winding Up

Any money or property remaining after payment of debts on winding up the Group must be given to a local group or initiative with similar purposes and aims to this one.

This template is Charity Commission approved (2019) for "small groups with an annual income under £5000 that do not own a building or employ people and do not intend to register with the Charity Commission"

THIS CONSTITUTION WAS ADOPTED ON 12th July....., 2019

By the people whose signatures appear below who will be the Management Team until the next AGM, which must be held within one year of this date.

Signed [Signature]
CHAIRMAN

Print name and address SHARON DENISE JAGGER
[Redacted]
[Redacted]

Signed [Signature]
SECRETARY

Print name and address [Redacted]
[Redacted]

Signed [Signature]
TREASURER

Print name and address PHIL BRADLEY
[Redacted]





COMMUNITY GRANT APPLICATION FORM

Before completing the form please read the Guidance Notes for Applicants

To enable this form to be photocopied please complete all sections using black ink or type

SECTION A

NAME OF ORGANISATION:
Friends of Hednesford Park

CONTACT DETAILS OF PERSON MAKING THIS APPLICATION	
NAME	Lynn Evans, The Friends of Hednesford Park
ADDRESS	Hednesford Park Pavilion Hednesford Park Rugeley Road Hednesford Staffordshire
POSTCODE	WS12 1TB
TEL: DAYTIME	[REDACTED]
MOBILE NUMBER	[REDACTED]
EMAIL	[REDACTED]
YOUR ROLE/POSITION	Volunteer for The Friends of Hednesford Park

NAMES OF TWO AUTHORISED SIGNATORIES FOR YOUR ORGANISATION	
PERSON 1	
PERSON 2	

SECTION B

WHAT DOES YOUR ORGANISATION DO AND HOW DOES IT CURRENTLY BENEFIT THE RESIDENTS OF HEDNESFORD?

The primary purpose of the organization is to conserve, encourage and promote the benefits of Hednesford Park as a key focal point and facility for the community. To fundamentally enable people to access a wide range of leisure, social, health and environmental benefits.

ARE YOU A REGISTERED CHARITY?	YES/NO NUMBER:
ARE YOU PART OF, OR AFFILIATED TO, A NATIONAL ORGANISATION?	YES/NO
IF YOU ARE NOT A CHARITY, PLEASE DESCRIBE YOUR ORGANISATION'S STATUS IN YOUR OWN WORDS	Unincorporated organization with charitable aims

BRIEFLY DESCRIBE THE PROJECT OR PURPOSE FOR WHICH YOU ARE APPLYING FOR A GRANT. PLEASE STATE WHEN AND WHERE IT WILL TAKE PLACE, HOW IT WILL BENEFIT THE LOCAL COMMUNITY OF HEDNESFORD, AND IF AND HOW IT MEETS OUR PRIORITY FOR THIS YEAR

The purpose of this project is to continue the success of the long running Cannock Chase Dementia Action Alliance to support the development of dementia friendly communities. This partnership of key organisations, working together to share information about events, activities and referrals for support is relevant, not only for most of Hednesford residents but also for other communities in Cannock Chase. The key benefits for Hednesford would be to support dementia friendly activities (but not exclusively) in the park, the library, the museum, as well as activities organized by the Lions and MASE. In addition it was recently discovered that the work previously done to help Hednesford to be recognized as Dementia Friendly was not updated, due to a number of reasons. However the 6 weekly co-ordinated meetings have helped to prioritise an action plan relevant for Hednesford and to structure the relevant support needed to help the community achieve its actions. Overall the work led under the DAA will help to reduce isolation and loneliness because people will feel more connected to their community if it is recognized as dementia friendly. This will help people to feel they can shop safely, join social groups and activities, attend community events etc. This will have a great impact also for carers who sometimes don't know where to seek help and support for family or friends.

EXPLAIN HOW YOU KNOW THIS PROJECT OR ACTIVITY IS NEEDED AND HOW YOU WILL WORK WITH EXISTING COMMUNITY PROJECTS, LOCAL KNOWLEDGE, ASSETS AND SKILLS

The project is needed because there are 36 partner organisations engaged in the alliance. The benefit of these forums is to share information and local knowledge and to bring together resources and support from organisations to help more people. Also to have a wider understanding of the disease through the Dementia friends training sessions to educate carers and people living with dementia

The success of this work is seen in the progress made of organisations working together more effectively and whilst funding is difficult for some organisations to deliver services the organisations use these meetings as a way of communicating and sharing and learning from each other. The assets and skills are in the partnership members who work together collectively for common good.

WHAT IS THE AMOUNT OF GRANT YOU ARE SEEKING? (MAXIMUM £500 EXCEPT IN EXCEPTIONAL CIRCUMSTANCE)	£500	
PLEASE OUTLINE THE BROAD COSTS AND HEADINGS FOR YOUR PROJECT, Eg. STAFF/EVENTS/EQUIPMENT	Outsourced staffing support from Support Staffordshire to facilitate meetings and partner coordination. This is based on 2 hours per week and allows for the time needed to prepare, plan and attend meetings, communicate and update members, support members, meet new members, engage with other DAAs in Staffordshire, promotion of the DAA at community events Costs also include minimal printing costs for meeting notes There is no room hire fees or refreshment fees	
WHAT IS THE TOTAL COST OF THE PROJECT/ANNUAL BUDGET FOR WHICH YOU ARE SEEKING A GRANT?	£1500 would allow approximately 4 further months of support	
HAVE YOU APPLIED TO ANY OTHER ORGANISATION FOR A GRANT IN RESPECT OF THIS PROJECT? (INCL. LOCAL AUTHORITIES)	YES/NO IF YES PLEASE GIVE DETAILS BELOW INCLUDING UNSUCCESSFUL APPLICATIONS:	
ORGANISATION	SUCCESSFUL	AMOUNT
1. Heath Hayes Parish Council	awaiting	£500
2. Norton Canes Parish Council	awaiting	£500
3.	YES/NO	£

GIVE DETAILS OF YOUR OWN FUNDRAISING EFFORTS, INCLUDING DETAILS OF YOUR FEES/CHARGES/SUBSCRIPTIONS
The DAA is not separately constituted and is not in a position to raise its own funds The DAA is not appropriate to consider membership charges or subscriptions. The extra 4 months will allow the time to seek funding from other sources to continue further
PLEASE DESCRIBE THE CONTRIBUTION THAT VOLUNTEERS ARE EXPECTED TO MAKE TO YOUR PROJECT
Volunteers are responsible for sharing the message about Dementia Friendly Communities and to encourage businesses, schools, employees etc to support the action plan to be recognized as dementia friendly In addition volunteers offer free dementia friendly training on a regular basis in the town.

HAVE YOU PREVIOUSLY RECEIVED, OR APPLIED FOR A GRANT FROM THIS COUNCIL?	YES/NO IF YES PLEASE GIVE DETAILS:
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DECLARATION

I DELCARE THAT I HAVE READ AND ACCEPTED THE GUIDANCE NOTES AND CONDITIONS OF FUNDING AND THAT I HAVE ANSWERED THE QUESTIONS TRUTHFULLY. I ALSO DECLARE THAT ANY GRANT RECEIVED WILL BE USED SOLELY FOR THE PURPOSES OUTLINED IN THIS APPLICATION. I UNDERSTAND THAT HEDNESFORD TOWN COUNCIL RESERVES THE RIGHT TO RECLAIM THE GRANT IN THE EVENT OF IT NOT BEING USED FOR THE PURPOSE SPECIFIED.

NAME	
SIGNED	
POSITION	
DATE	

PLEASE REMEMBER TO SEND THE FOLLOWING WITH YOUR APPLICATION

1. A STATEMENT OF YOUR ORGANISATIONS AIMS AND OBJECTIVES (EG CONSTITUTION, BUSINESS PLAN)

2. YOUR GOVERNING DOCUMENT, IF DIFFERENT FROM ABOVE 3. COPIES OF YOUR ORGANISATIONS LAST ACCOUNTS AND A RECENT BANK STATEMENT OR A BUDGET AND ASSOCIATED BUSINESS PLAN FOR NEW ORGANISATIONS

YOU MAY ALSO INCLUDE ANY SUPPLEMENTARY INFORMATION WHICH YOU FEEL WOULD SUPPORT YOUR APPLICATION (EG. ADDITIONAL LITERATURE, LEAFLETS, ANNUAL REPORTS)

RETURN TO

HEDNESFORD TOWN COUNCIL, PYE GREEN COMMUNITY CENTRE, BRADBURY LANE, HEDNESFORD, WS12 4EP

LAST DATE FOR APPLICATIONS - 1 DECEMBER



The Friends of Hednesford Park

'Run by the Community for the Community'

The Friends of Hednesford Park Constitution was amended at Annual General meeting on Thursday 27th October 2016.

1. Name:

The name of the organisation shall be: *'The Friends of Hednesford Park'*

2. Administration:

Subject to the matters set out below the Organisation shall be administered and managed in accordance with this Constitution by members of the Management Committee constituted by Clause 6 of this Constitution ('the Management Committee').

3. Objects:

The objects of The Friends of Hednesford Park are:

- 3.1 To conserve, enhance and promote the park area for the benefit of people and wildlife.
- 3.2 To promote and encourage the local community to take an interest in the protection, upkeep and enjoyment of the park.
- 3.3 To work with the Cannock Chase Council and all other relevant organisations to help in achieving the aims in (3.1) and (3.2) above.
- 3.4 To actively involve the children and young people of Hednesford's Communities through working with the local schools and youth organisations in the development of the park. To offer children and young people personal and social development opportunities through linked projects with youth organisations and the community.

4. Powers:

In furtherance of the objects the Management Committee may exercise the following powers:

- 4.1 Power to raise funds and to invite and receive contributions;
- 4.2 Power to buy or lease and to maintain any equipment or materials necessary for the achievement of the objects;
- 4.3 Power to buy, take on, lease or in exchange any property necessary for the achievement of the objects and to maintain and equip it for use;
- 4.4 Power to sell, lease or dispose of all or any part of the property of the Organisation with repayment of the money so borrowed;



- 4.5 Power to borrow money and to charge all or any part of the property of the Organisation with repayment of the money so borrowed;
 - 4.6 Power to employ such paid workers (who shall not be members of the Management Committee) as are necessary for the proper pursuit of the objects and to make all reasonable and necessary provision for the payment of pensions and superannuation for paid workers and their dependants;
 - 4.7 Power to publish books, periodicals, pamphlets and other materials in printed, recorded or electronic format, and to hold intellectual property rights in any such material;
 - 4.8 Power to organise conferences, debates, seminars, and such other special events as the Management Committee may determine;
 - 4.9 Power to co-operate with other organisations in furtherance of any of the objects or of similar purposes;
 - 4.10 Power to provide Indemnity Insurance cover for the members of the Management Committee (or any of them) out of the funds of the Organisation. Provided that any such Indemnity Insurance shall not extend to any claim arising from any act or omission which the members of the Management Committee (or any of them) knew to be a breach of duty or breach of trust or which was committed in reckless disregard of whether it was a breach of duty or breach of trust or not;
 - 4.11 Power to do all such other lawful things as is necessary for the achievement of the aims and objectives of the Friends group;
 - 4.12 The Friends of Hednesford Park may liaise with any another organisation with similar objectives to The Friends of Hednesford Park.
- 5. Membership of Friends of Hednesford Park:**
- 5.1 Membership shall be open to any person or group, who supports the objectives of the Friends group. Any person needing a friend to accompany them to meetings, for their individual needs will be accommodated where possible, but that friend must have read, and sign to agree that they will abide by the rules of the constitution.
 - 5.2 Young people may be members of The Friends of Hednesford Park but due to reasons of accountability, responsibility, liability and insurance, can not have voting rights. The Friends of Hednesford Park will support young people's protection and participation rights where possible and ensure that they will be accommodated and appropriately represented on all decisions.
 - 5.3 Prospective members should apply to the chairperson or secretary who shall inform the Management Committee of their names no later than the next meeting of that group. The Management Committee will confirm membership. The secretary shall be responsible for ensuring membership records are kept up to date and any subscription that are incoming are passed to the treasurer.



- 5.4 The Management Committee shall have the right to refuse or revoke membership of any individual or group member, after giving the member concerned the right to be heard by the Management Committee. Provided that the member or a representative of the Group Member concerned, shall have the right to be heard by the Management Committee, accompanied by a friend, before a final decision is made. A simple majority vote of the Management Committee shall be sufficient to refuse or revoke membership.
- 5.5 An annual membership subscription will not be charged. It will be the responsibility of all members to support events where possible to raise funds for *The Friends of Hednesford Park*.

6. The Management Committee:

- 6.1 The Management Committee shall have the sole responsibility for policy decisions and general management of *The Friends of Hednesford Park*.
- 6.2 The Management Committee shall have the power to delegate any of its responsibilities to a Sub-Committee appointed by and responsible to the Management Committee.
- 6.3 The Management Committee shall comprise not more than 15 but not fewer than 5 individuals and all shall be members of *The Friends of Hednesford Park*.
- 6.4 At the Annual General Meeting all members of the Management Committee shall retire but shall be eligible for re-election.
- 6.5 Nominations for any new Management Committee members must be received in writing by the Secretary of the Friends not less than fourteen days before the Annual general meeting. The proposer and seconder must both be members of the Friends.
- 6.6 The Management Committee may co-opt up to 5 additional members during the year to fill any existing vacancies.
- 6.7 Five members of the Management Committee present in person shall be the minimum number of members to set a quorum for the meetings of the Management Committee.

7. The Management Committee Officers:

At the Annual General Meeting the members shall elect from among themselves the following minimum Committee Officers, who shall hold office from the conclusion of that meeting; Chairperson, Secretary, Treasurer and any specialist positions. The specific roles and responsibilities of each officer are defined in the Governance policy.

8. Meetings and Proceedings of Management Committee:

- 8.1 The Management Committee shall keep adequate written and other records of all meetings, projects and events.
- 8.2 Decisions shall be made by a simple majority vote of those present and eligible to vote. The Chairperson will have a casting vote if required in the event of a tie.



- 8.3 The Management Committee shall hold at least 4 Meetings each year. A special Management Committee meeting may be called by the Chairperson or by any two members of the Management Committee with not less than 7 days' notice being given to the members of the Management Committee of the matters to be discussed.
- 8.4 The Secretary shall keep minutes of the proceedings of the Management Committee and circulate these to all Committee Members. A Copy of the minutes will be placed in public places for the public to access such as Hednesford Park Notice Board and Hednesford Library.
- 8.5 In the absence of the Chair or Secretary the first business of any meeting shall be to ensure that a substitute is appointed for the duration of that meeting.

9. Sub-Committees:

The Management Committee may appoint such Sub-Committees as it thinks fit for supervising or performing any activity or service, defining the Terms of Reference and determining each Sub-Committee's composition and the duration of its activities. All acts and proceedings of each Sub-Committee shall be reported as soon as possible back to the Management Committee.

10. Receipts and Expenditure:

The funds of the Organisation including all donations, contributions and bequests, shall be paid into an account operated by the Management Committee in the name of the Organisation at such bank or other financial institution as the Management Committee shall from time to time decide. Funds belonging to the Organisation shall be applied only in furthering the objects of the group.

11. Accounts:

- 11.1 The Treasurer shall present to each Meeting of the Management Committee an up-to-date statement of the accounts.
- 11.2 The Treasurer shall be responsible for the day to day administration of the accounts. The financial year shall run from 1st April to the nearest date each sequential year.
- 11.3 The Treasurer shall prepare annual statements of accounts, which after examination by an independent examiner appointed by the Management Committee, shall be presented to the Annual General Meeting.
- 11.4 All money raised by *The Friends of Hednesford Park* shall be applied to further the aims of the Friends and for no other purpose. No committee member shall be paid or given any sum of money except in so far as the payment is for re-imbusement for outlays actually incurred for the benefit of *The Friends of Hednesford Park*.
- 11.5 An account or accounts should be opened in the name of *The Friends of Hednesford Park*. Signatories to the account shall be the Treasurer and three designated committee members of *The Friends of Hednesford Park* and all 4 should be registered on the account. Two signatures will be required to authorise cheques.



12. Indemnity:

No member of the Management Committee shall be liable:

- (a) for any loss to the property of the Organisation by reason of any improper investment made in good faith (so long as they shall have sought professional advice before making such investment or,
- (b) for the negligence or fraud of any agent employed by them or by any other member of the Management Committee in good faith (provided reasonable supervision shall have been exercised).

No member of the Management Committee shall be held liable by reason of any mistake or omission made in good faith by any member of the Management Committee other than wilful and individual fraud, wrongdoing or wrongful omission on the part of the member whom it is sought to make liable. To be liable means that if something goes wrong and money is lost, the Management Committee would have to put the money back out of their own money.

13. General Meetings:

There shall be an Annual General Meeting of the Organisation, which shall be held within the month of September of each year or as soon as practicable thereafter. The Management Committee shall call every Annual General Meeting. The Secretary shall give at least 21 days' notice of the Annual General Meeting to all the members of the Organisation, who shall be entitled to attend and vote at the meeting.

The business of each Annual General Meeting shall be:

- 13.1 To receive the Annual Report of the Management Committee;
- 13.2 To receive the accounts of the Organisation for the preceding financial year;
- 13.3 To elect the Committee Officers specified in Clause 7 of this Constitution;
- 13.4 To elect the members of the Management Committee specified in Sub-clause 6.3;
- 13.5 To consider and vote on any proposals to alter this Constitution in accordance with Clause 15 of this Constitution;
- 13.6 To consider any other business of which due notice has been given.
- 13.7 The Management Committee may call a Special General Meeting at any time, where all members are invited to attend. If at least two members of the Organisation request such a meeting in writing stating the business to be considered the Secretary shall call such a meeting without delay. At least 21 days notice must be given and the notice must state the business to be discussed.



14. Procedure at General Meetings:

- 14.1 All General Meetings shall be chaired by the Chairperson appointed at the preceding Annual General Meeting or, in their absence by a person appointed at the beginning of the meeting.
- 14.2 The Secretary or some other person specially appointed by the General Meeting shall keep a full record of proceedings at every General Meeting.
- 14.3 There shall be a quorum when 25% of the membership is present at a General Meeting.

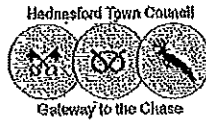
15. Alterations to the Constitution:

This Constitution may be altered by a resolution passed by not less than two thirds of the members present and voting at a General Meeting. Where the alteration involves a change to Clause 3 (The Aims and Objectives) or Clause 16 (Dissolution) or to this Clause then at least 21 days' prior notice must be given to all members.

16. Dissolution:

If the Management Committee decides that it is necessary or advisable to dissolve the Organisation it shall call a General Meeting of all the members of the Organisation of which not less than 21 days' notice shall be given. If the proposal is confirmed by a two-thirds majority of those present and voting the Management Committee shall have the power to realise any assets held by or on behalf of the Organisation. Any assets remaining after the satisfaction of any proper debts and liabilities shall be transferred to such other organisation or organisations as the General Meeting of the Management Committee (in the absence of direction from the General Meeting) may determine.

This Constitution was adopted at the Annual General Meeting held on: **Thursday 27th October 2016.**



COMMUNITY GRANT APPLICATION FORM

Before completing the form please read the Guidance Notes for Applicants

To enable this form to be photocopied please complete all sections using black ink or type

SECTION A	
NAME OF ORGANISATION	HEART OF HEDNESFORD STATION ADOPTION GROUP

CONTACT DETAILS OF PERSON MAKING THIS APPLICATION	
NAME	DAVID WISEHALL
ADDRESS	[REDACTED]
POSTCODE	[REDACTED]
TEL: DAYTIME	[REDACTED]
MOBILE NUMBER	[REDACTED]
EMAIL	[REDACTED]
YOUR ROLE/POSITION	CHAIRMAN

NAMES OF TWO AUTHORISED SIGNATORIES FOR YOUR ORGANISATION	
PERSON 1	DAVID WISEHALL
PERSON 2	CHRISTOPHER RICHARDS

SECTION B

WHAT DOES YOUR ORGANISATION DO AND HOW DOES IT CURRENTLY BENEFIT THE RESIDENTS OF HEDNESFORD?

LOOKS AFTER HEDNESFORD RAILWAY, LITTER PICKING, GARDENING AND PROMOTING RAIL TRAVEL FOR THE BENEFIT OF ALL WHO TRAVEL AND ALSO PROMOTING SPECIAL EVENTS/COMMEMORATIONS.

ARE YOU A REGISTERED CHARITY?	YES <input type="radio"/> NO <input checked="" type="radio"/> NUMBER:
ARE YOU PART OF, OR AFFILIATED TO, A NATIONAL ORGANISATION?	YES <input type="radio"/> NO <input checked="" type="radio"/>
IF YOU ARE NOT A CHARITY, PLEASE DESCRIBE YOUR ORGANISATION'S STATUS IN YOUR OWN WORDS	NOT FOR PROFIT COMMUNITY GROUP

BRIEFLY DESCRIBE THE PROJECT OR PURPOSE FOR WHICH YOU ARE APPLYING FOR A GRANT. PLEASE STATE WHEN AND WHERE IT WILL TAKE PLACE, HOW IT WILL BENEFIT THE LOCAL COMMUNITY OF HEDNESFORD, AND IF AND HOW IT MEETS OUR PRIORITY FOR THIS YEAR

AS WE ARE A NEW GROUP, WE NEED ASSISTANCE WITH START-UP COSTS. WE WILL ALSO SIGNIFICANTLY INCREASE THE AMOUNT OF PLANTS TO ENHANCE THE STATION ENVIRONMENT TO MAKE IT A MORE FRIENDLY, NON-THREATENING AREA WHERE TRAVELLERS, VISITORS AND VULNERABLE PEOPLE FEEL SAFER.

EXPLAIN HOW YOU KNOW THIS PROJECT OR ACTIVITY IS NEEDED AND HOW YOU WILL WORK WITH EXISTING COMMUNITY PROJECTS, LOCAL KNOWLEDGE, ASSETS AND SKILLS

COMMUNITY RAILS IS A MAJOR INFLUENCE IN MAKING RAIL TRAVEL A MUCH BETTER AND SAFER EXPERIENCE. WE WILL BE WORKING VERY CLOSELY WITH HEDNESFORD LIONS AND THE 'ALL ABOARD FOR KITBAG HILL' SCHEDULED FOR VE DAY 2020.

WHAT IS THE AMOUNT OF GRANT YOU ARE SEEKING? (MAXIMUM £500 EXCEPT IN EXCEPTIONAL CIRCUMSTANCES)	£ 500.00		
PLEASE OUTLINE THE BROAD COSTS AND HEADINGS FOR YOUR PROJECT, Eg. STAFF/EVENTS/EQUIPMENT	START UP COSTS - £150.00 SCUMMER FROUSERS, etc £200.00 EVENT + COMMUNIONATION COSTS £150.00		
WHAT IS THE TOTAL COST OF THE PROJECT/ANNUAL BUDGET FOR WHICH YOU ARE SEEKING A GRANT?	£ 500.00		
HAVE YOU APPLIED TO ANY OTHER ORGANISATION FOR A GRANT IN RESPECT OF THIS PROJECT? (INCL. LOCAL AUTHORITIES)	YES <input checked="" type="radio"/> NO <input type="radio"/> IF YES PLEASE GIVE DETAILS BELOW INCLUDING UNSUCCESSFUL APPLICATIONS:		
	ORGANISATION	SUCCESSFUL	AMOUNT
1.		YES/NO	£
2.		YES/NO	£
3.		YES/NO	£

GIVE DETAILS OF YOUR OWN FUNDRAISING EFFORTS, INCLUDING DETAILS OF YOUR FEES/CHARGES/SUBSCRIPTIONS
AS WE ARE A NEW GROUP, WE HAVE RELIED ON MEMBERS DONATIONS AND GOODWILL UP TO NOW. WE DO NOT CURRENTLY HAVE ANY SUBSCRIPTION FEES.
PLEASE DESCRIBE THE CONTRIBUTION THAT VOLUNTEERS ARE EXPECTED TO MAKE TO YOUR PROJECT
OUR TEAM OF VOLUNTEERS CARRY OUT ALL THE WORK ON THE STATION. CURRENT RATE FOR VOLUNTEER WORK IS £15.00 FOR MATCH FUNDING PURPOSES.

<p>HAVE YOU PREVIOUSLY RECEIVED, OR APPLIED FOR A GRANT FROM THIS COUNCIL?</p>	<p>YES <input type="radio"/> NO <input checked="" type="radio"/> IF YES PLEASE GIVE DETAILS:</p>
--	--

<u>DECLARATION</u>	
<p>I DELCARE THAT I HAVE READ AND ACCEPTED THE GUIDANCE NOTES AND CONDITIONS OF FUNDING AND THAT I HAVE ANSWERED THE QUESTIONS TRUTHFULLY. I ALSO DECLARE THAT ANY GRANT RECEIVED WILL BE USED SOLELY FOR THE PURPOSES OUTLINED IN THIS APPLICATION. I UNDERSTAND THAT HEDNESFORD TOWN COUNCIL RESERVES THE RIGHT TO RECLAIM THE GRANT IN THE EVENT OF IT NOT BEING USED FOR THE PURPOSE SPECIFIED.</p>	
<p>NAME</p>	<p>DAVID WISOTAKA</p>
<p>SIGNED</p>	<p><i>[Signature]</i></p>
<p>POSITION</p>	<p>CHAIRMAN</p>
<p>DATE</p>	<p>MONDAY NOVEMBER 18TH 2019</p>
<p><u>PLEASE REMEMBER TO SEND THE FOLLOWING WITH YOUR APPLICATION</u></p> <p>1. A STATEMENT OF YOUR ORGANISATIONS AIMS AND OBJECTIVES (EG CONSTITUTION, BUSINESS PLAN)</p> <p>2. YOUR GOVERNING DOCUMENT, IF DIFFERENT FROM ABOVE 3. COPIES OF YOUR ORGANISATIONS LAST ACCOUNTS AND A RECENT BANK STATEMENT OR A BUDGET AND ASSOCIATED BUSINESS PLAN FOR NEW ORGANISATIONS</p> <p>YOU MAY ALSO INCLUDE ANY SUPPLEMENTARY INFORMATION WHICH YOU FEEL WOULD SUPPORT YOUR APPLICATION (EG. ADDITIONAL LITERATURE, LEAFLETS, ANNUAL REPORTS)</p>	

RETURN TO

HEDNESFORD TOWN COUNCIL, PYE GREEN COMMUNITY CENTRE, BRADBURY LANE, HEDNESFORD, WS12 4EP

LAST DATE FOR APPLICATIONS - 1 DECEMBER



The Constitution of Heart of Hednesford Station Adoption Group.



Indefatigable with Honesty and Integrity.

1. The organisation shall be called Heart of Hednesford Station Adoption Group.

The address of the organisation shall be *53 Green Heath Road, Hednesford. Staffs. WS12 4AR*

Banking arrangements are carried out by the organisation with a bank account held at *Fusion Credit Union*, and account number *1295*.

2. The aims of the group are:

- To promote practical environmental enhancement works around the station, especially by volunteers, for the benefit of the local community and train passengers;
- To publicise and raise awareness of the benefits of rail travel, 'green transport plans', attractions of the station area, its environs and the tourism potential of surrounding towns to increase station 'footfall';
- To encourage community involvement and ownership, particularly by young people and schools, in conservation, environment and associated education artworks, poetry, competition, etc. at the station and its environs;
- To encourage local businesses to improve their own properties and to sponsor environmental enhancements at the station;
- To campaign for improved infrastructure facilities and services;
- To work in partnership with **ALL** stakeholders to achieve these aims.

3. To fulfil these aims the group will:

- Undertake practical environmental, conservation, recycling works and other activities as they see fit and that are approved by the station facility owner or Train Operating Company (TOC), and with permission agreed by Network Rail;
- Encourage partnerships with other like-minded groups in the local community to undertake such works;
- Raise money/funding when necessary including by means of awards, grants and sponsorship for carrying out the aims of the group;
- Publicise their activities and achievements in the local press and through their own printed and on-line media channels as appropriate;
- Work safely and responsibly within the guidelines and procedures issued by the TOC;

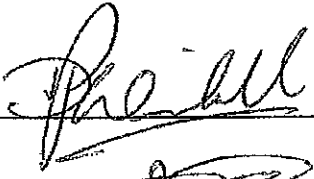
Note: It is a compulsory requirement that all volunteers working at or around the station will have received a safety briefing from an authorised member of staff from the TOC and that they agree to adhere to all safety briefings issued by the TOC and/or Network Rail.

4. The area covered for work activities are the environs of Hednesford Station as laid out in the TOC Station Lease Area and as agreed with the TOC Community Rail Manager or Line Station Manager. Work on any

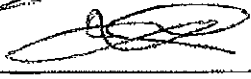
areas outside of this area will only take place when further Community Licences have been granted by Network Rail or the appropriate local authority or local landowner.

5. Membership of the organisation is open to anyone genuinely interested in taking part in and furthering the aims (stated above) of the organisation regardless of race, colour, nationality, ethnic or national origin, gender, sexual orientation, religious belief or by other conditions which cannot be shown to be justifiable within the context of the Equal Opportunities Act.
6. A committee (and if required, subcommittees) shall be appointed to conduct the administration of the organisation. This committee (which should include a chairperson, secretary and treasurer) will oversee the day to day running of the organisation and will also be answerable to meetings of members and the local community.
7. The organisation shall hold regular meetings (suggested four per year), including an annual general meeting, to discuss its activities, policy and administration. All members shall be entitled to attend and the meetings shall be fully advertised, at the station and in the local community.
8. An annual action plan (or simple task list) of work to be undertaken at the station and its surroundings will be set by the committee (or subcommittees). This will be developed by the organisation in partnership with the TOC (or TOCs) and should be realistic and achievable by the organisation, subject to the abilities and capacity of its members.
9. The organisation may decide to levy an annual subscription to help pay necessary expenses. This will be agreed and fixed at a members' meeting at such a rate as is from time to time thought appropriate.
10. The organisation shall apply for membership of The Association of Community Rail Partnerships (ACoRP).
11. External funding may be raised or sought from funding organisations (such as ACoRP or the TOC) to contribute towards the costs of projects undertaken by the organisation.
12. Accounts of income and expenditure shall be kept by the treasurer, submitted for an independent inspection and presented for approval at the members' annual general meeting.
13. If necessary the organisation will obtain insurance for volunteers on its projects and for injuries to third parties, and damage to property for any projects undertaken outside of the area on the station granted as permissible work areas by the TOC. This will be required if this is not covered by the insurance offered by the TOC whilst the organisation is engaged on work approved by them.
14. This constitution shall only be altered by consent of a majority of the members of the organisation at a steering group or annual general meeting.
15. Officers of the organisation or officials of the TOC have the right to suspend any volunteers who are engaged in activities which are deemed to be unsafe, dangerous, or unapproved, who stray onto the track or lineside, who are under the influence of drugs or alcohol, or where their behaviour is of cause for any concern.
16. Approval. This constitution for Heart of Hednesford Station Adoption Group has been approved by:

Chair – David Wiseshall

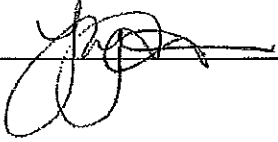


Secretary – Joann Larner



Representative of Train Operator.

Fay Easton.



Date Approved

August 23rd 2019

