

Welcome to the Weston Anniversary Fund application form.

This form is **ONLY** for applications to the Weston Anniversary Fund which is set up to fund Capital projects that will provide new, or improve existing community facilities. If you wish to apply to the Garfield Weston Foundation's Regular Grants programme, please visit www.garfieldweston.org.

This form will capture ALL the information about your organisation and your Capital project that our Trustees need to make a decision. You are required to fill in each section - if sections are left blank, you will not be able to submit your application.

Please read the Weston Anniversary Fund Guidelines thoroughly before you start filling in the form – we have outlined exactly what information we need so that you can prepare. Please ensure that you have the following documents saved on your computer, ready to upload with your application:

- Latest audited accounts
- Organisation's annual income and expenditure budget
- Capital project budget
- Copy of drawings/plans of your Capital project OR images of items you wish to purchase e.g. minibus

Please remember to save your application so you can logout and return to it at any time before submitting. You will need to keep a copy of your application, to do this, click 'email draft' just before submitting your application.

We look forward to receiving your completed application before the closing date of 30th June 2018.

Contact Details

Contact Details

Charity or Organisation Name

East Worlington Parish Hall

Grant Cheque Payable To (Please leave BLANK if the same as above)

Organisation Address

East Worlington

Town or City

Crediton

Post Code

EX17 4TS

Telephone Number

01884 861640

Organisation Website

www.eastworlingtonparishhall.bctk.co.uk

UK Charity Registration Number	267969
Your Contact Details	
Prefix	Mrs
First Name	Judith
Last Name	Kauntze
Position in the organisation	Volunteer Fundraiser
Contact Address (Please leave BLANK if the same as above)	Grove House
Town or City	East Worlington
Post Code	EX17 4SY
Email	judith.kauntze@btinternet.com
Telephone Number	01884 860322
About your Organisation	
Organisation Overview	
Geographical Area Served	Please tell us the region where the majority of your work takes place.
	South West
We would like to know about your organisation, its work and the community you work with. Please cover the following areas:	
The need that your charity is addressing; what does your organisation do and why is it important	
<p>We provide vital community facilities and social engagement for an isolated community in North Devon.</p> <p>We are truly a community organisation that is governed, managed and run by community volunteers who contribute time, skills and expertise to the benefit of the community we serve. While we work with and in support of the whole community, we have a significant number of older people, (approx. 45% over 60) some being frail, some living on their own in isolation, some living with disability and some living with</p>	

illnesses. About 10% of the population are of school age and they mainly live in families in isolated locations including farms.

Our isolation and the need for our local provision is illustrated by the fact that there are no other community buildings in the locality. There is no shop, post office, bank, public house, social venue, garage, public transport, health services, public library, cinema, theatre and indoor leisure activity facilities within the neighbourhood.

Not all residents have access to the Internet and broadband speed is slow within the area. There is poor or no mobile phone signal in the area.

The adjacent small primary school relies on the Parish Hall as a 'school hall' to provide curriculum and meeting activities.

In response to our community's needs we maintain our Parish Hall and actively organise and support a community programme of events that contribute to reduced isolation and social engagement through a range of social, recreational and learning activities.

How your work addresses this need i.e. what services do you deliver

The specific support/service we deliver have a number of dimensions:

- Community leadership and empowerment function by actively engaging with our community, listening to their needs, bringing people together, involving the community in their own destiny and deploying their skills and expertise to 'make things happen'
- Governance function through the key role of trustees and fulfilling the requirements as a registered charity. This ensures our community has the necessary and important facility it requires to address community needs and meet their requirements and expectations.
- Facilities management function by providing the necessary management and administration to run our Parish Hall, including policy development, business planning, financial management, maintenance management and facility improvement planning.
- Services provider function by organising and running a range of activities that enable us to meet our community purpose and aims. We specifically run a community programme which includes monthly brunches, community lunches, coffee mornings, quiz nights, social events, learning events and talks.

Through these activities we bring people together, provide support, stay well-informed about their needs and are able to further develop community cohesion and well-being.

Impact – what difference does your organisation's work make?

The greatest impact we have is on personal and community wellbeing by reducing isolation and providing much needed focus for the range of community activities that

enable engagement in social interaction, building of friendships and developing support systems.

This is substantially increased during the autumn, winter and early spring months when the effect of isolation is most experienced within our rural environment. Without activities based at the Parish Hall many people would find it virtually impossible to easily meet others with on-going detriment to their health and well-being.

We work hard at engaging people in decisions and involvement in organising the activities they want, and this provides a real sense of purpose and contributes to community empowerment.

Who benefits from your work and in what way? How many people does your organisation work with each year?

Within our context it is important to appreciate the percentage of people in our community we work with as the population is 0.1% per hectare illustrating isolation and the importance of provision to our neighbourhood.

100% of the local population have a facility they can use for a variety of activities and functions. This is the only such facility in our locality.

Approximately 150 people (68% of our population) regularly access different activities within our community programme, with an increased percentage for special events.

In addition we also:

- Support a Sunday Club which is a provision for local children.
- Provide a facility to support the local Primary School and enable the 50 children to access a full curriculum.

How many volunteers do you work with each year?

50

How do you measure your success?

To measure our success, we use both quantitative data, in terms of numbers benefiting and involved, and qualitative information, in terms of verbal evaluations and feedback from users and beneficiaries:

- Number of activities and number of attendees at each activity.
- Overarching measure of success: evidence that people feel more engaged with the community and a reduction in social isolation.

In which location does your organisation work?

We work predominantly within a parish and its broader neighbourhood on the southern fringes of North Devon Council in a remote predominantly farming area between Exmoor to the north and Dartmoor to the south.

The area is described using Experian Mosaic profile as 'Upland Struggle' with the associated features.

Does your organisation work in partnership with other organisations or groups? If so, which ones.

The Parish Hall is not in any formal partnership with any organisation, but engages regularly and actively with a variety of community organisations which include the adjacent Primary School, Church and Parish Council in pursuance of our purpose and objectives.

Please provide the following information about your organisation's expenditure and income. If there is anything unusual about your budget or accounts (e.g. large reserves) that you feel needs explaining, please do so in the 'notes' field.

To be added

Anticipated Income and Expenditure Budget

Provide a breakdown of your organisation's budget for the current financial year. This means what you are planning to spend and what funds you anticipate coming in. You may want to use the same headings that appear in your audited accounts.

Notes

To be added

Latest Audited Accounts

About your Project

Project Description

Project name e.g. Village Hall Extension, New Minibus etc.

Our Parish Hall: Providing the vital heart for the community

The Village Hall Extension, phase 3* of the overall project will provide:

- Vital toilet provision, including disabled toilets
- Improved access including disabled access
- Essential storage facilities.
- Enhanced environmental footprint.

Phase 1 delivered substantial fabric repairs to the main hall. Phase 2 upgraded

the kitchen to comply with current regulations.

Location of Capital project - please tell us the town/village

East Worlington, Nr. Crediton, Devon

AND postcode

EX17 4TS

Tell us about your project – what is it for? Why do you need it? What difference will it make to your local community?

What is it for?

The Parish Hall is a Grade II listed, thatched and cob walled building that is of historic importance. The fabric of the building makes it vulnerable so focussed maintenance is essential. Added to which it is the vital community hub serving the needs of a remote rural community so its facilities must deliver essential requirements.

This active and engaged community have already worked hard in delivering essential repairs to the main building (phase 1) and to the kitchen (phase 2) **and now earnestly requests the support of the Garfield Weston Anniversary Fund to deliver the vital facilities that form the focus of phase 3.**

Why do we need it?

A totally inadequate and architecturally inappropriate small lean-to was built in the 1960's as the main entrance to this unique and historically important building. It also currently provides very basic toilet facilities which have failed to meet the needs of the community users ever since.

Not only does this lean-to fail to meet out statutory undertakings, it is of inadequate and poor construction, has no provision for disabled use of the toilets, overall access for everyone is poor and it fails to meet building regulations and energy conservation requirements.

It also fails to provide the very necessary storage for Parish Hall equipment. The tables and chairs which are essential for users of this community hub are currently stacked at the end of the main historic hall, which not only detracts from the significant beauty of the building, but also reduces its flexibility and ability to deliver its main purpose – with the subsequent impact on its financial viability.

What difference will it make to our local community?

Phase 3.

Our project is to remove the current totally inadequate and inappropriate lean-to and build a new Foyer to this historic building. This Foyer will be designed and built in a manner which is sympathetic to the existing Hall, will meet building control and conservation requirements, will comply with electrical regulations and has dedicated male, female and disabled toilet facilities together with baby changing facilities and a cloak hanging area. It will also provide the essential storage space for the tables and

chairs mentioned above.

The design will incorporate beneficial environment impact through improved insulation, draught proofing and natural light using conservation roof lights.

Externally as part of our desire to address all the needs of our community we will create a designated 'disabled' space as part of the enhanced car parking provision.

Result:

- Essential services will be delivered to the community
- Increased community inter-action and social benefit
- Financial viability improved through increased lettings which will in turn enable the continuation of this vital hub for future generations.
- This important heritage building will be enhanced by the removal of an 'eyesore' which will be replaced by a suitably designed and constructed replacement.

How many people will it benefit?

This important heritage building will be enabled to provide essential services to the current community and future generations.

- We estimate that initially 150 people (68% of our parish population), which are the current users, will have a direct benefit from the improved facilities.
- This is especially important to our older, frail and disabled users.
- We also estimate that with improved facilities attendance at our community events will improve by 10%.
- 50 pupils from the adjacent primary school will benefit as the main hall will be free of equipment and allow greater safer space for activities, for example PE.
- Attendees at the adjacent church will benefit from the vital facilities being provided, most especially for special occasions e.g. christenings, weddings and funerals.
- The business potential and financial viability of the facility is greatly improved as a result of the project. We estimate in our business planning a 100% increase compared to the current hiring number.

If this work is not undertaken, not only will the social welfare of the community suffer, but the use of the parish hall could decline which would in turn impact on its financial viability.

Please tell us about any community consultations or review of options your organisation has conducted before this project

We undertook a full community questionnaire survey which identifies the importance of the Parish Hall to the community and its integral role in supporting community life.

The identified community needs and priorities underpinned the production of a development plan which shaped the specific improvement projects for the Hall. These included improved internal environment and heating (Phase 1 completed 2016), refurbishment to the kitchen (Phase 2 completed 2018) and improvement to toilets, storage space and entrance access (Phase 3, the focus of this project).

During the development of the plan and the implementation of the specific projects we held several public consultation meetings, and these assisted in shaping the plans to ensure they address the needs of the community and gaining full community support.

We have used our website, newsletters, e-mail distribution and noticeboard information to keep the community well informed and give opportunities to respond.

One of the strengths of our organisation is that the Trustees of the Parish Hall are members of the community so are representatives of the beneficiaries of the project.

In finalising the plans for this specific project we started by clarifying our needs and working on a brief for project development. An architect, who is a volunteer member of the community, worked on producing several (five) options. These were scrutinised and shaped by the Trustees and the plans refined to a final solution. This was then shared with the community, including the Parish Council, and gained support.

Has planning permission been secured if relevant? Please note that we can only accept applications for schemes that have planning permissions in place. Please fill in your local authority planning permission reference number.

• **Yes** Planning Permission Reference number: **64819**

Listed Building consent. Reference number: **64820**
North Devon Council

Please attach drawings/plans/images of the proposed project or items to be purchased: To be added

Who within your organisation would be responsible for delivering the project?

Steve Baber. Chair of Parish Hall Trustees will act as Project Leader working with the architect and chartered building surveyor to deliver the project.

Project monitoring will be undertaken by a sub-committee of the Trustees and reports at scheduled Trustee meetings.

Project Timescales

How long will the project take to complete from start to finish? If a grant was made in November 2018, when would you be ready to start the project?

- **Ready to commission the project as soon as Garfield Weston funding is available. The project will take 3 months maximum to complete.**

Project Finance

Capital Budget

Please provide a breakdown of the budget for your Capital project and enter the total amount below:

Total Cost of Project

£89,750.00

Requested Amount

How much do you wish to apply to the Weston Anniversary Fund for? If this is a different amount from your total Capital project budget, where else has funding been secured?

Total amount of project requirement sought from Garfield Weston

Capital Project Sustainability

We need to understand how this project will impact your organisation's ongoing annual running costs and how these are going to be funded. Please outline how the project will be sustainable upon completion i.e. how will you cover any increased costs e.g. earned income from groups, local fundraising etc.

The sustainability of our Parish Hall is based on its financial viability in the future and this is clarified in our business plan.

We have a number of strategies to achieve necessary income:

- Running a community programme of events
- Holding specific fund-raising events
- Running regular activities that raise funds
- Hiring the facility for interest groups and clubs
- Hiring the facility for meetings, events and celebrations
- Grants and other income sources to maintain the facility to enable community infrastructure organisations to function e.g. Parish Council, PCC, school/

We also have an environment policy to improve our carbon footprint with the aim to reduce energy costs.

All these strategies require the hall to be a venue of choice, offer the facilities that are needed and have the support from the community.

The Trustee established a plan to achieve these requirements which included the major improvements to the main hall, (phase 1, completed) the kitchen (phase 2 completed) and the entrance foyer, toilet and storage facilities (phase 3, which is the subject of our Application here.)

With the first two improvements completed successfully and at considerable cost and community commitment, we now need the entrance foyer, toilets and storage to be addressed – without which a key element our over business plan is compromised.

Is there anything else about your work which you feel it is important for us to know and is not covered above?

This project is vital for our community. It is the final part of a major refurbishment project that is designed to delivery daily support for our residents. The volunteers engaged in this project have worked for many years to identify and deliver the requirements for this project and have succeeded in delivering Phases 1 and 2.

We now vitally need the support of the Garfield Weston Foundation to deliver Phase 3 the final part of the project.

Without your support this will not be possible. We have already targeted a wide range of grant giving bodies for the funding of the first two phases and are totally reliant on you support now for the final result to be delivered.

So PLEASE give us your very kindest consideration – it will be deeply appreciated not only now, but also by future generations

And will REALLY MAKE A DIFFERENCE.

If you would like to share a specific vimeo or youtube clip relating to your application, please provide the URL

Declaration

Document Checklist and Declaration

In this section, please review the checklist below and confirm by ticking the box(es) as appropriate that you have the specified documents ready for upload for the next section of the application form.

Attachments

- I have uploaded my latest audited accounts
- Anticipated income & expenditure summary
- Capital project budget
- Copy of the drawings/plans/images of my capital project

Declaration

UK tax residence status

The HMRC requires you to confirm your organisation's tax residence status. If it is based in the UK please tick this box even if you do not pay tax.

East Worlington Parish Hall is UK tax based

Declaration

Declaration of Authority

Please confirm you have authority to make this application on behalf of the organisation by ticking this box.

YES

Where did you hear about the Weston Anniversary Fund?

Via Email and a previous history of inter-action with the Garfield Weston Foundation.

If Other, please specify