

The background of the slide is a dark blue, semi-transparent overlay on a photograph. The photograph shows a wooden desk with several stacks of coins, a calculator, and a pen. In the background, there are faint, glowing digital charts and data points, including bar graphs and line graphs with numerical values and upward-pointing arrows. The overall aesthetic is professional and financial.

# Finance and Grants Enclosures 13<sup>th</sup> September 2021



## Minutes of the Meeting of the Finance & Grants Committee

Council Chamber, Bollington Town Hall

At 10.00am on Monday 7 June 2021

### Those Present:

**Members with voting rights:** Town Mayor Cllr Johanna Maitland  
Cllrs: Amanda Stott, Angela Williams and Jon Weston.

**Officers:** Julie Mason Town Clerk and Jennifer Brockbank RFO

**Chair:** Cllr Amanda Stott

**FG01/21** To receive and approve apologies for absence: Deputy Town Mayor Cllr John Stewart due to ill health who was and Cllr Mark Fearn due to childcare.

**FG02/21** To receive any declarations of Interest: Cllr Maitland declared an interest in the Bridgend Centre as she is a Trustee and did not vote on item 7. Cllr Williams was a member of the Bridgend Centre but not a Trustee.

To receive and approve the Terms of Reference of this Committee.  
The Committee approved the Terms of Reference and asked that the time of the meeting be changed to allow for more flexibility if necessary. Therefore, the Committee made a **RECOMMENDATION** that the Council resolve to change the Terms of Reference to allow for flexibility on the time of the meeting.

The Committee agreed that the Grant application process would be advertised frequently on social media and that the form be available on the website throughout the year, with two cycles of grant applications. The website would make it clear that there are two deadlines for applications 28 February and 31 August.

**FG03/21** To receive and confirm the Minutes of the meeting held 26/01/21 and 23/02/21  
The Committee **RESOLVED** to approve the minutes as a true record.

**FG04/21** To receive updates from the minutes: There were none.

**FG05/21** To receive the updated budget which included recommendations from Committees. The figure supplied for pensions contributions was incorrect and the RFO was asked to amend this. The result of the recommendations made by the various Committees meant that the budget would be overspent by £13,126 and that general reserves would be required. The Committee would be monitoring the budget throughout the year and it was understood that the Precept was likely to be increased next financial year. The Committee **RESOLVED** to approve the updated budget –

summary attached.

**FG06/21** To receive the grant application from the Bridgend Centre for the Walking Festival (a previous Event in the Budget).

The Committee **RESOLVED** to approve the grant of £1,000 for the Walking Festival for the Bridgend Centre.

**FG07/21** To receive the grant application from the KRIV for maintenance of White Nancy (a previous Project in the Budget).

The Committee **RESOLVED** to approve the grant of £300 for KRIV for White Nancy Maintenance.

**FG08/21** Date of Next Meeting: 13/09/21 at 10.00am.



## GRANTS AWARDING POLICY

### Introduction

The Council has the powers to award grants to organisation that will benefit the town and its residents.

### Policy

The Council awards grants, at its absolute discretion, to organisations which can demonstrate a clear need for financial support to achieve an objective which will benefit the town by:

Providing a service

- Enhancing the quality of life
- Improving the environment

The Council will NOT award grants to:

- Private individuals
- Commercial organisations
- Purposes for which there is a statutory duty upon other local or central government departments to fund or provide, 'Upward funders', ie local groups where fund-raising is sent to a central HQ for redistribution.
- Political parties
- Religious organisation: unless for a purpose which does not discriminate on grounds of believe.

This list is not exhaustive and may be added to at the council's discretion.

Only one application for a grant will be considered from any organisation in any one financial year.

Ongoing commitments to award grants in future years will not be made. A fresh application will be required each ear. This will be at the discretion of the Council.

Grants will not be made retrospectively.

### Application Procedure

Organisations requesting financial assistance are required to submit by 28 February or 31 August of the financial year in which they require assistance:

- A completed application form
- Copies of their last year end accounts together with latest bank statements
- Information as to the specific purpose for which the grant is required
- Whether any fund-raising activities are planned to supplement any deficit

Organisations will normally be expected to have clear written aims and objectives, a written constitution, and a separate bank account controlled by more than one signatory.

All grants awarded will be subject to regular 'report back' to Bollington Town Council as to progress and/or community benefit together with receipts, photographs and evidence. Acknowledgement of Bollington Town Council's grant should always be made through the successful applicant's website and social media.

### **Assessment Procedure**

The Finance & Grants Committee will consider all applications twice a year in March and September and make recommendations to the Council at its next available Council meeting and will inform all applicants of the outcome of their application as soon as possible after this meeting. Any unplanned grant request, once received in writing, will be considered at the next meeting of the Finance & Grants Committee if there are funds remaining in the Grants budget.

Each application will be assessed on its own merits. However, to ensure as fair a distribution as possible of available funds, the Council will consider the amount and frequency of any previous awards, and the geographical spread within the town. Due account may also be taken of the extent to which funding has been sought or secured from other sources or fund-raising activities.

The Town Council may make the award of any grant or subsidy subject to such additional conditions and requirement as it considers appropriate. The Town Council reserves the right to refuse any grant application which it considers to be inappropriate, or against the objectives of the Council.

### **Successful Applications**

A grant award must only be used for the purpose stated on the application. If the organisation is unable to use the money, or any part of it, for the purpose stated, then all monies, or unexpended part of such monies must be returned to the Town Council.

Summary Sheet

Name of Organisation	Details of the specific project which requires funding from the Council	Total Project	Amount Rec	Match Funding Details
Canalside Radio	<p>We are entering in to partnerships with Cheshire East DAB Ltd and Digital Radio Stockport to enable us to apply for a Designated Premises Supervisor, (DSP) license, The new SSDAB (small scale DAB) platform will open access to not just established Radio stations but online radio stations looking to broaden their reach. This partnership will enable us to extend our reach to our listeners and also be an enabler for our sponsors to take the opportunity to reach a wider range of listeners. Areas that we will be reaching are listed below.</p> <p>The other regions are:            Cheshire (East)            Cheshire (Mid)            Chester &amp; Ellesmere Port            Congleton            Crewe, Nantwich &amp; Whitchurch            Manchester            Stockport            Warrington, Widnes &amp; Runcorn            Wirral</p> <p>Our current transmitters are not compatible with DAB and we need to purchase one that is.</p>	£3,500	£1,500	We have secured grants from Macclesfield and Congleton Town Councils for the remaining funds that we require.
The Daily Dance	<p>The Daily Dance Project            6 weekly x 45 minute creative dance lessons            6x £50 =£300            To pay for 6 week specialist dance project to help establish relationships for new students in pre school (Bollington Pre School). Aims above.            Both students and teachers are part of the dance project so after initial project; teachers have the tools to keep the Daily Dance project going to build confidence and maintain positive momentum in the learning environment.</p>	£300 for 6 s	£300	<p>I am not a registered charity or a limited company so I don't have a separate bank account or annual biz account statements. This is a pilot project and will develop a business model if successful in the community. I'd love to deliver this to the pre schools- this is what they asked for &amp; to be sustainable it has to be funded.</p> <p>Thanks for reading,            Let me know if I can provide this with the councils support.            Ailsa McPhee</p>

Bollington Festival	The funds will be applied to the operations costs (see most current accounts from Festival 2019) of putting a festival on the ground i.e Tent hire, technical equipment, safety equipment and maintenance	£108 000	£1000	<ul style="list-style-type: none"> <li>*Grants from grant giving bodies/trusts</li> <li>*Festival fundraising schemes: 100 Club and</li> <li>*Friends of the Festival operated leading up to the next festival</li> <li>*Pre-festival Fundraising Events: Festival Open Gardens, Festival Ball</li> <li>*Partner fundraising; Bollington Beer Festival, Bollington Fell Race</li> <li>*Other smaller events organized by individuals in the community</li> <li>*General Sponsorship of Program Events during festival</li> <li>*Ticket sales</li> </ul> <p>See income sheet from 2019 in attached accounts for details</p>
Bollington Walkers are Welcome	<ol style="list-style-type: none"> <li>1. annual subscription to the national Walkers are Welcome network.</li> <li>2. raise the profile of Walkers are Welcome and encourage more businesses to be seen to welcome walkers by providing stickers, posters etc. Window stickers can bought from the national Walkers are Welcome network.</li> </ol>	1. £70	2. £114	We do not have any income from other funding bodies
Bollington Photographic Group	<p>We wish to update our website that will be designed not only for our members but also visitors who could easily contribute and interact with each other. It is hoped that the site will encourage new members, build friendships through mutual interest, help to foster interaction and an exchange of knowledge, ideas plus the posting of photographs!</p> <p>Additionally, it is hoped that other local organisations (including the Town Council) and/or local companies would have access to the website to view and possibly acquire posted photographs for their promotional use.</p> <p>We envisage that we now have sufficient website experience and that the technology has matured sufficiently in the last eighteen months to enable us to construct a true social membership site for a reasonable cost.</p>	A minimum	£100	No match funding currently proposed
The Mayor of Bollington's Senior Citizens' Committee	A contribution towards the annual party would be very much appreciated. The recent pandemic has meant that the usual fundraising events have not been able to take place.	1750.00	200.00	In normal years we hold multiple fund raising events which are always well supported by residents.

Bollington Civic Society	Hire of Bollington Community Centre for 8 x public meetings from September 2021 to May 2022 inclusive.	£260	£100	Subscriptions and donations
Bollington Well Dressers	Public Liability Insurance premium and Purchase of Clay	£ 1,500.00	£250.00	Receipts from Tea Shop during Well Dressing week and profits of the November Coffee Morning. We do not apply for any other funding.
2nd Bollington Rainbow Guides	<p>Due o the Covid-19 pandemic, we have met face to face outside only 5 times since mid March 2020, although we spent the remaining 31 weeks on zoom in 20/21, where copious planning for parents to receive a half term bag of resources allowed the rainbows to continue taking part in a full Rainbow programme. 4 girls this year have completed their Gold Award.</p> <p>We will be returning to face to face indoor meeting in September 2021, trying to limit our exposure to Covid-19. All girls will need individual pencil cases containing pencils, scissors, glue and felt pens. We will no longer be able to share our resources. I have already bought a class set of pens, glue, scissors and pencil cases to provide these individual resources to our 6 new Rainbows, the existing 9 have pencil cases provided during the past year.</p> <p>On looking at our resources at our meeting place, most felt pens and glue had dried up, due to not being used for 18 months, we will need to replenish some extra resources.</p> <p>The cleaning products for meeting face to face again are being considered under an application by Bollington District on behalf of all the units meeting at Water Street.</p>	£100	£100	If required, we would fundraise or, with reluctance, raise the unit meeting subs (currently £3.50 per night)
Bollington District Girl Guides	<p>Due o the Covid-19 pandemic, we have not met indoors since mid March 2020, although all units have been meeting on zoom with occasional outdoor face to face meetings.</p> <p>We will be aiming to limit exposure to Covid-19 when all units return to Water street in September, and this will involve a cleaning regime that we have not required before. We will need to sanitise all surfaces before and after each meeting and also to spray the rooms for any airborne particles. We will also need a small amount of PPE for dealing with any suspected Covid illnesses which may start at a meeting. Of course, we will need a stock of hand sanitiser for constant use.</p> <p>We will be purchasing all cleaning items from Cutler Cleaning Services, using the chemical products used by Dean Valley school in the past 18 months, so as to eradicate any possible adverse chemical reactions from incompatible products. We will need disinfectant, bleach, spray bottles, cloths, caddies for containing these items and PPE as required. We will also need to ensure that all waste is removed after every meeting, not sharing waste bags.</p>	£100	£100	We have limited income for Bollington District apart from that charged on our annual Census charge per person to each unit. Any significant increase, in the end, would unfortunately need to be passed onto parents.

<p>Bollington Community Association (The Bridgend Centre)</p>	<p>We would like to apply for a grant of £1,349.28 to relaunch our 'Talk and Games' project at Bridgend and run it for the year period October 2021 – September 2022.</p> <p>Talk and Games is a social group for older people involving informal chatting, games, armchair exercises and interesting talks and presentations by guest speakers. The session is facilitated by a member of staff who plans the activities, games and topics for discussion in advance every week. We also have guest speakers of potential interest to the participants and occasionally incorporate day trips to local garden centres, markets and other nearby venues in the future using the Rainow Village Bus for the transport.</p> <p>This group started in the summer of 2016 with a cohort of twelve people who built long-term social relationships over the course of over three years. In early 2020 we had to stop the sessions due to the start of the Covid pandemic and the majority of the participants have now dispersed due to illness, moving away or sadly passing away. We would like to relaunch the group, recruit new members and again run it every week. We strongly believe there is a need for this group in Bollington as we regularly receive enquiries from individuals, family members, medical and social services for various forms of activities to tackle social isolation and enable people to get out of the house.</p> <p>According to the Cheshire East Council ward profile for Bollington, there are currently 1,813 people of pensionable age in the ward (21.7% of the total population) a rate which is in line with Cheshire East as a whole. 50% of the total Bollington population in relation to health are in the groups 'health challenges', 'at risk' or 'caution'. This demonstrates that there is a need for a service that supports older people with health issues or who are isolated in our community. As society starts to gradually reopen, we are being regularly contacted by agencies who are working with vulnerable people who they wish to refer to us in order to increase their level of social interactions and reduce their isolation as they see our Centre as a great way to do this. We feel that this type of group would be a great activity for this purpose.</p> <p>Due to the size of the room and the ongoing need to maintain a level of social distancing, we would initially limit the group to eight people per session.</p>	<p>1349.28</p>	<p>1349.28</p>	
<p>Bollington Town Football Club</p>	<p>As stated above, in order to be accepted into the Cheshire Football League there are a number of requirements that the Home ground must satisfy. One of these, is the need for dug outs for substitutes and managers of both teams. The football pitch at the recreational ground doesn't have these pre installed and rather than look for a new home ground, we'd like to apply for funding for two portable dug outs that can be rolled on and off the pitch when needed. This allows Bollington Football Club to increase the quality of football that our supporters can watch whilst keeping our club close to it's roots.</p>	<p>£3000</p>	<p>£3000</p>	
<p>Bollington Brass Band</p>	<p>Replacement of aging instruments which are now in a very poor state of repair.</p> <p>Replacing old instruments will significantly improve the quality of the sound of the ensemble, boost the confidence of the band and improve overall performance. There are a number of contests and competitions scheduled throughout this year which will take place either virtually or live which the band is intending to enter. The chances of success in these events would be enhanced by better quality instruments.</p> <p>As well as benefiting players in the main band the project would also benefit the B band, as instruments from the Main band would be handed down. The availability of additional instruments would help extend the reach of the band by enabling new players/ beginners who don't have instruments to join.</p> <p>Brass instruments are extremely durable and new instruments would benefit the the band for many years to come.</p>	<p>£10000</p>	<p>£2000</p>	<p>Additional funds will be raised as part of the bands on going commitments, for example payments for playing at Weddings and social events. We are also applying for grants through other funding bodies, such as the National Lottery</p>

Kerridge War Memorial Committee	Grant towards the compulsory annual public liability insurance so we can open up the memorial gardens to the public .	£354.40p	£250	We will use part of our small reserve of cash.
Transition Bollington	<p>2 x 'Mad About Power' Community Eco Events  One event will be at the Civic Hall and the other at the Arts Centre.  Costs at the Arts Centre have been estimated at £25 per hour depending on facilities used.  Costs for Civic Hall unknown but likely to be in the region of £200.  Note: we are waiting on confirmation of hire figures from the venues.  Additional costs at each venue will be incurred for speakers, advertising and refreshments.</p> <p>The aims of these events are to provide information to local residents about Energy/Power: home insulation, solar panels, heat pumps, alternative energy generally, electric vehicles, cycling and cycle routes, local transport etc - so that they have the current information to enable them to lead a more sustainable lifestyle. The information would be provided by stallholders and/or speakers.</p> <p>The benefits would be taking action on declaration of a climate emergency to reduce Bollington's carbon footprint, whilst bringing the community together to facilitate conversations that may springboard further complementary initiatives. There is also an opportunity here for local businesses, organisations and groups to participate, keeping local economy healthy and building awareness of what Bollington has to offer in terms of sustainable lifestyle choices.</p>	600	600	N/A
Transition Bollington	<p>Funding for maintaining community planting areas:  - Civic Hall raised beds  - Town Hall planting</p> <p>As well as bringing residents together to act on and raise awareness of biodiversity, habitat and climate issues, this particular project has benefits for community members in terms of facilitating opportunities for community togetherness, addressing mental health issues and optimising food resilience.</p>	100	100	N/A
1st Bollington Cross Guides	As we come out of lockdown resources need to be replenished and, to follow COVID guidelines, we have to provide separate individual sets for each girl.	£150.00	£150.00	
St Oswalds	Maintenance and Upkeep of the Graveyard and Columbarium at St John's	£3-5k	£2,000	

## Budget 1 April 2021 - 31 March 2022 - Summary

Details	Original Budget 2021-2022	Approved Updated Budget (F&G 7/6/21)	Actual 31/8/21	Forecast 31/3/21	Notes
<b>Expenditure</b>					
Personnel	117161	124020	49158	125690	
Administration	13672	14722	7330	12961	
Town Hall	16940	18616	9929	18417	
Brookbank House	2000	2000	0	2250	
Civic Hall (Inc Library)	29750	29750	11289	28977	
Civic and Community Events	21040	19215	485	19215	
Civic Responsibilities	3260	3260	792	2910	
Grants	20000	20000	2000	20000	
Projects	35522	45888	10730	48098	
<b>Total Expenditure</b>	<b>259345</b>	<b>277471</b>	<b>91713</b>	<b>278518</b>	
<b>Income</b>					
Administration	50	50	406	606	
Town Hall	0	0	0	96	
Brookbank House	5000	5000	1250	5000	
Civic Hall	20000	25000	9573	25000	
Library	7000	7000	0	7000	
Civic & Community Events	2000	2000	0	2000	
Projects	4158	4158	1782	4158	
<b>Total Income</b>	<b>38208</b>	<b>43208</b>	<b>13011</b>	<b>43860</b>	
<b>Total Budget</b>	<b>221137</b>	<b>234263</b>		<b>234658</b>	
Original Budget 10 December 2020				<b>221137</b>	
Updated Budget 7 June 2021				<b>234263</b>	
Updated Budget 31 August 2021				<b>234658</b>	
Overspend between original budget and this budget (Overspend)				13521	