

Abbotts Ann Parish Council Funding Request Form

Project Title	Abbotts Ann Village Fete Equipment
Date	03/01/2021
Requesting Group	Abbotts Ann Village Fete Committee
Corporate Entity	Informal Group
Description of project	<p>Required expenditure on village fete equipment:</p> <ul style="list-style-type: none"> • Provide watertight storage for the PA system to keep it in good condition for use at the fete each year. • Repair a small rip in the large marquee plus purchase replacement fixings. • Purchase 3 large banners that can be used each year to advertise the fete.
Benefit of project	<p>To keep the marquees and PA System in good condition for use at the village fete each year.</p> <p>To improve the advertising of the village fete which should encourage more visitors and so increase the money raised at the fete.</p> <p>The Fete benefits the community by bringing members of the surrounding area together in a fun and social environment. In addition, all money raised is distributed to the village organisations.</p>
Total cost	£400 (estimates are: £145 for marquee repairs, £120 for PA storage, £135 for 3 banners)
Requested contribution	£400
Other sources of funding contributing to the project	There are no other sources of funding. These costs would usually be paid from retained profits from the village fete thus reducing amounts that can be distributed to the village organisations.
Who reviews or audits your finances? When were they last audited?	<p>The fete accounts are reviewed each year at the AGM, this year's AGM took place on 18/11/2020.</p> <p>There is no requirement for the fete accounts to be audited.</p>

Once completed please send to the Abbotts Ann Parish Clerk (abbottsannparishcouncil@gmail.com) who will confirm on which agenda this will be presented to the Parish Council for consideration.

Please refer to notes overleaf.

Notes for making a request

1. Abbots Ann Parish Council encourages projects that enhance the wellbeing of the community through providing additional services or protecting existing groups.
2. Generally, we would expect to provide a portion of the costs, with the requesting group providing the remainder. The maximum we will usually provide is to match funds provided by the requesting group.
3. We encourage groups to seek other sources of funding, HCC and TVBC both have voluntary group funding available. The formula usually requires HCC, TVBC, AAPC and the requesting group to provide a specific portion of the funds.
4. It is unlawful for the Parish Council to run a profit making business therefore we prefer to avoid providing 'operational' costs, these are the costs that are required to simply keep a group running. Occasionally we may consider support for groups that have a short term lack of funds to ensure the group continues to run.
5. Although the points above provide general advice, the Parish Council prefers to have a flexible approach to determining whether to fund each request. Each request will be considered on its merits.
6. You may wish to attend a Parish Council meeting to outline the proposal before making a formal request to both ensure a meeting of minds and potentially identify other sources of funding.

Estimates:



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