

SURREY HEATH BOROUGH COUNCIL COMMUNITY GRANT APPLICATION FORM

COMPLETED APPLICATIONS MUST BE RETURNED TO:
COMMUNITY PARTNERSHIPS OFFICER
SURREY HEATH BOROUGH COUNCIL
SURREY HEATH HOUSE
KNOLL ROAD
CAMBERLEY
SURREY GU15 3HD

OFFICE USE ONLY
APPLICATION NO:

APPLICATION FOR A COMMUNITY FUND GRANT

1. YOUR ORGANISATION

1.1 Organisation Name: Windlesham Field of Remembrance.....

1.2 Principal Contact Name: Matt Kiley / Suzanne Sharman.....

1.3 Organisation Contact Address (for correspondence related to the application):

8 Bosman Drive,
Windlesham
Surrey
GU20 6JW

Daytime telephone:
E-mail address:

Amount applied for...£20,000

1.4 Please confirm your organisation is 'not for profit' Yes.....

1.5 Organisation Type (please tick):

☒

Formally constituted
Club/Association/Trust

☐

Other public sector body

☐

School/college

☐

Other

1.6 How many members are in your organisation? ☐ up to 25 ☐ 26-50 ☐ 51-75
☐ 76-100 ☒ 101+

1.7 How long has the organisation existed? Since the 1950s

1.8 Are you a registered charity? Yes # 305138

1.9 Are you VAT registered? No
(If yes, please state VAT number)

1.10 Are you affiliated to a national organisation? Windlesham FC and Windlesham Youth affiliated to Surrey FA

1.11 If yes, have you applied to them for funding? Yes through the Football Foundation...

1.12 If not, please state your reasons for not doing so N/A

1.13 Please state where your funding comes from

- Football Foundation £275,000
- Sport England £44,000 ✓ Co
- London Marathon Fund £95,000
- Surrey Playing Fields £1,000
- Henry Lumley £25,000
- CoOp £5,000
- Donation Buy a Brick £22,500
- Parish Council £2,000

2. PROJECT DETAILS

2.1 Please describe the project in as much detail as possible. The information provided should accord with your Business Plan.

The project has been needed for well over 10 years with the current pavilion condition deteriorating year on year. The current Pavilion was built in the 1950s like many buildings of similar age and construction, it has deteriorated over the years and is now in a very poor state of repair. It is unpleasant to use and an eyesore on the beautiful surroundings. Complaints are often received from visiting teams. WUFC are also in danger of not meeting ground grading and being relegated from the Surrey Intermediate League because of the condition of the facility. Windlesham Youth also use the facility and are seeing increased membership on a yearly basis with the current pavilion holding them back. The local cricket club also use the pavilion.

The Pavilion build would benefit the whole community with a community cafe offering a focal point for local people to meet. The main sporting users that would benefit are Windlesham Adult Football Club. Windlesham Youth FC, Bagshot Cricket Club and Windle Valley Runners.

The site has received both the Green Flag and Centenary Field Dedication

With multiple sports being present at the site it will be in constant use throughout the year. The coffee shop will be open during the week, with the main sporting usage being on the weekend.

The WOR Trust is proposing to replace the current outdated and unusable building with a new state of the art community pavilion. Full planning permission is in place.

Windlesham Field of Remembrance is looking for funding assistance from Surrey Heath Council for help with the garden and landscaping side of the project. This would be a fantastic opportunity for the Council to support and have its name associated with the garden. This will be the first thing people will see when they arrive at the site and will be well maintained along with overall grounds. This is currently undertaken by Forma Flow.

2.2 What is the timescale of the project? Start Date: January 2019

Completion Date: February 2019.....

2.3 Who will benefit from the project, the wider community or a small section?

The proposed new building will benefit the wider community from key sporting users Football and cricket clubs to running clubs. To the local dog walkers. An outside gym is also being installed. The pavilion will be used by numerous groups from preschool to local groups

2.4 Please describe your current facilities.

A 1950s building that was gone past repair and is now in no fit state to use. The current pavilion building has needed to be replaced for over 10 years. It was built in the 1950s and like many buildings of similar age and construction, it has deteriorated over the years and is now in a very poor state of repair. It is unpleasant to use and an eyesore on the beautiful surrounding

2.5 What other activities/services are offered at this site?

Football, Cricket, Running and Dog walking

2.6 Can any additional activities/services be offered on completion of the project which will benefit the local community?

A Preschool will use the Pavilion. It will also be open to benefit local groups such as Scouts, Cubs, Brownies, Guides, Church Youth Group. Booked for parties and meetings for local groups. The new community pavilion will really serve and be all inclusive for the wider community and something the local residents can be proud of and bring the community together with a focal point.

2.7 How many people use the current facilities? 200

2.8 How many people will use the facilities on completion of the project? 400+

2.9 Over what period will the community benefit from the completion of the project?

☐ up to 12 months ☐ 1 to 2 years ☐ 2 to 3 years ☒ over 3 years

2.10 Is it necessary to be a member of your organisation to participate in its activities?

Not for the Trust or general use but required for the Football teams

2.11 Does your organisation charge a membership fee and if so, how much is the charge?

N/A

2.12 When was the membership fee last increased? N/A

2.13 Which parts of the local area do your members tend to come from?

...Windlesham, Lightwater, Bagshot, Sunningdale

2.14 Does your organisation have open days to encourage new members?

Yes from the local Fete to open days for the Football clubs

2.15 How many people regularly use your facility? 200

2.16 Are numbers increasing at your facility? If not, please set out why you think this might be the case.

They aren't at present because of the poor state of the current pavilion

2.17 Please state how your application recognises the diverse needs of your existing and possible future members

The Pavilion will be built to accommodate all users and cater for all disabilities. All the Key users have an all inclusive membership that does not discriminate.

3. PROJECT SITE

3.1 What is the location of the project?

12 Kennel Lane, Windlesham, Surrey, GU20 6AE

3.2 What is the tenure of the property? (If leased, please give details. If monies are to be repaid, please give details.)

The Trust hold the tenure of the land and property

3.3 What is the current condition of the property and are any other works being carried out?

The Building is outdated, dangerous and an eyesore to the surrounding

3.4 Permission may be required under building regulations and relevant planning acts. Please give details of the authorisation obtained.

Planning Permission has been granted 15/0421

Note: Where permission is required and has not been obtained, the application will not progress.

Approval of the grant does not signify approval under any other council requirements such as planning permission.

3.5 Have you obtained, and enclosed with your application, two quotes for the work to be carried out?

Yes – please find enclosed

- 3.6 If required, have you obtained architect's plans or sketches and details of planning or building regulation consent? Have you enclosed these with your application?

Yes please find enclosed

4. PROJECT COSTS

- 4.1 How much grant are you applying for? £20,000

- 4.2 What do you anticipate the total project cost to be? £622,905

	<u>COST</u>	<u>ITEM</u>
4.3 Please give a breakdown of costs (purchase of land/buildings, professional fees, VAT etc).	£422,204	Pavilion Build
	£17,500	Professional
	£50,405	Contingency
	£92,796	Demolition ...
	£40,000	Landscaping

- 4.4 Is your organisation contributing any of its own finances to the project? (If not, please explain why.) Yes – at present £100,000 with extra fund raising taking place

- 4.5 Have you applied for funding from any other source? Please supply evidence of the application, whether successful or not, and, if successful please advise how much you received Yes

- Football Foundation £275,000 Decision end of July
- Sport England £44,000 – through to the last stage
- London Marathon CT £95,000 through to stage 2 decision
- Parish Council £2,000
- Surrey Playing Fields £1,000

- 4.6 What additional fund-raising have you undertaken?

- Buy a Brick
- Village Fete
- Gatsby Ball

- 4.7 Do your present funds contain any provision for future commitment

No

- 4.8 Please provide details of any other regular revenue or capital payments to your organisation?

The Organisation receives donations and money from hire of the facility from current users.#

- 4.9 How much additional income will be generated on completion of the project?

£45,500

- 4.10 Does your organisation have money set aside for the future sustainability of the project or maintenance of any equipment? Please explain how these areas will be catered for.

The project is to be self sustaining through lease of coffee shop to hire of the pavilion. All money to be put back into the Trust to ensure up keep and future of the pavilion

5. RISK

- 5.1 If your application is unsuccessful how will your organisation fund the project?

Loans and further fundraising

- 5.2 What is the risk to your organisation if the project doesn't happen?

If the project does not happen then there will be on pavilion facilities on site putting use from the local groups at risk which will ultimately see the site slowly die

- 5.3 How will you mitigate/reduce the risk? No mitigation is possible the current pavilion is beyond repair. And will be knocked down. If funding is unsuccessful then the project simply will not happen.

- 5.4 The Council will fund up to 75% of the cost of applications up to £2,000 and up to 50% between £2,001-£25,000. If your project is not awarded the amount requested how will your organisation fund the rest of its cost?

Through loans from the Surrey Playing Fields

6. OTHER RELEVANT INFORMATION

- 6.1 What age groups will you cater for? ☒ >5 ☒ 10 ☒ 13-16 ☒ 17-25

☒ 26-40 ☒ 41-60 ☒ 60+

- 6.2 Provision for use by which gender? ☐ Female ☐ Male ☒ Both

- 6.3 Does your organisation serve specific groups (Please tick) ☒ Ethnic minority groups

☒ Religious groups

☒ Disabled groups

☒

☐

Unemployed groups

☒

Single parent family groups

Other (please specify)

6.4 How will the community benefit from the completion of the project?

The new community pavilion will benefit the wider community. Providing a focal point for the community and somewhere they can enjoy a fit and healthy life style in a safe environment. It will safe guard sporting clubs in the local area preventing them from being forced to leave the village with no provision available for their needs. It will benefit all ages, genders and groups

6.5 How will you measure the success of the project?

The Trust will use the Football Foundation system Upshot which will measure the usage of the site

6.6 How did you become aware of this fund? Social Media
DOCUMENTS ENCLOSED WITH THE APPLICATION

Please send copies of these documents with your application (please tick).

☒

A copy of your organisation's constitution

☒

Copies of your organisations audited accounts for the last two years

☒

Copies of statements of current or investment account balances
(as at date of application)

☒

Copies of two written estimates for the purchase or hire of any equipment or work to be undertaken

☒

Evidence you have applied to other sources of funding

Also, if applicable:

☒

Proof of tenure of the property

☒

Copies of building regulations or planning permission

☒

Any architects plans or sketches

N.B. Failure to provide this information will immediately disqualify the application.

7. DECLARATION

I certify that the information provided on this form is correct to the best of my knowledge. I agree that if the Council award a Community Fund grant to my organisation, I will comply with the grant conditions attached to the payment.

Signed:



Position: Grants Officer.....

Print Name: Matt Kiley

Date: 25.6.2018