

# Grant Application Form (2017/2018)

Please indicate which grant  
you are applying for

Community Grant-

S106 Grant-

Flood Grant-

Project Title

## 1 Organisation Details:

Organisation Name

Official or registered address

Telephone No  Postcode:

E-mail:

Name of  
main contact

Position

Does this person have official authority to submit this application?

Yes

No

Address for contact person if different from above

Telephone No  Postcode:

E-mail:

Date organisation established or  
incorporated

Type of  
organisation

If a Registered Charity, please  
give number

VAT registration  
number (if any)

Is this application from a consortium of organisations?

Yes\*

No

\*If yes, please list included organisations:

## 2 Membership and Usage

Are you a membership organisation?

Yes

No

If yes, is membership open to all?

Yes

No

What is your current membership?

50 seniors 135 juniors boys

What are the annual membership fees?

£30 per season subscriptio

## 3 Bank Account Details

Account Name

Sort Code

Account Number

Address

Postcode

## 4 Project Details

Where will the project take place

When is the project expected to:

Start

Finish

Please summarise your project (100 words maximum)

Refurbishment of the club house to involve:

1) Replacement flooring throughout:

- i. Hard wearing carpeting in the foyer
- ii. Laminate in the gents toilets
- iii. Coir matting on entrances
- iv. Laminate in part of the lounge
- v. Carpeting in the lounge

2) Installation of new Ideal Logic Plus Combi Boiler

3) Implement stud wall and insulation to east and north wall.

4) Replacement of fluorescent lights with LED batten lights

5) Remove and re-install sockets, switches, isolators and extractor fan within new wall construction

6) New door to gents toilet

7) Fill and paint all interior walls

Why is the project needed?

refurbishment. On first sight of the club house it is evident that the premises are in desperate need of improvement. For example, the flooring is damaged and carpeting scuffed beyond repair; the building has inadequate insulation in the lounge area meaning that it has poor heat retention and is subsequently very expensive to heat in the winter months; and the light fittings are outdated and of very low energy efficiency. Subsequently the running costs are high and members are discouraged from using the facilities because they are generally unpleasant.

The cricket and football clubs have sole use of the home and away changing facilities and historically have had minimal use of the club house facilities as this has historically been managed by a Recreation Club committee. There is no longer a Recreation Club committee (which dissolved in 2015) and the new Lease Agreements between the Town Council (landlord) and the clubs means that the management of the premises now falls to each respective clubs in their respective season. Subsequently the premises will be more efficiently managed as there will be no confusion as to responsibility. During the respective seasons the clubs will be able to take ownership of the premises and utilise the facilities to their best potential. Once the refurbishment is complete, in accordance with the agreed terms of the Town Council (Landlord) each club will be responsible for the management of the facilities during their respective season. A cleaning rota will be adhered to, ensuring that the premises are kept in good order. A budget will be allocated by each club for provision of sundries, cleaning equipment etc.

Please give details of any consultation undertaken in planning your project with either the wider community or target audience for the project eg parish plan or questionnaire

Feedback from club members, their families and supporters, and visitors has been very negative about the facilities.

The premises have been inspected by members of the Town Council, District Council and County Council on a Ward Walk with District Councillor Bob Gardiner in February 2017. The premises were compared to those occupied by the bowls club and found to be wanting.

A site inspection was carried out in June 2017 by the following representatives:

Ed Strickland – Football Club & Electrician

Mark Robinson – Football Club & Plumber

Sid Brackley – Football Club & Builder

John Martindale – Jewson, in partnership with the England and Wales Cricket Board (ECB)

John Ellison – Calverts Carpets

Cllr Angus Ashworth – Kirkbymoorside Town Council

Cllr Joe Coughlan – Kirkbymoorside Town Council

Lisa Bolland – Town Clerk to Kirkbymoorside Council

The condition of the club house was assessed and necessary improvements agreed.

Please indicate how you will measure the success and impact of your project

The success of the project will be immediately evident as the club house will be transformed from into an attractive space with adequate amenities to cater to all the clubs requirements. The response from members and visitors will be monitored and it is hoped that the improvements will attract new members and result in increased activity at the sports field, which will be reflected in the clubs membership.

Once the works are completed a further site inspection will be arranged and members of the Town, District and County Council will be invited to make their own assessment.

How does your project meet the priorities of the Council?

The project will meet the priorities of the Council as it will capitalise on the leisure opportunities by enhancing the facilities at the sports field.

The criteria for the Ryedale Community Grant has been satisfied by meeting the following priorities:

a) partnership funding has been applied for as follows:

£2,169.99 Kirkbymoorside Town Council (decision date 17/07/2017)

£2,686.85 Ryedale Community Grant (decision date 21/09/2017)

£2,849.05 S106 Kirkbymoorside & Ryedale (decision date 2/09/2017)

£7705.89 TOTAL Project Costs

b) initiated by community based organisations or groups:

The project involves the Kirkbymoorside Cricket and Football Clubs, both of which are registered Community Sports Clubs

c) can demonstrate community support and participation:

Renovation of the changing facilities is already in progress with thanks to the grant of £2096.51 awarded to the Cricket Club by the Town Council in April 2017, to cover the cost of materials to facilitate the installation of showers and mixer valves in the home and away changing rooms. Whilst the materials have been provided by the grant funding the work involved in improving the changing facilities including scrubbing the changing room floors, filling and painting the walls, replacing light fittings, installing noticeboards etc, has been carried out by the club members.

Where remedial repairs can be carried out without expense, the football and cricket club members will undertake these tasks e.g. filling and painting walls, making good any equipment that can be salvaged/restored so as to avoid unnecessary expenditure e.g. sanding and treating the bar stools and patching upholstery etc. It is fortunate that the membership of the clubs includes joiners, plumbers, electricians, builders and engineers so much of the manual labour will be carried out, as far as possible by volunteers with exception of tasks that have statutory requirement to be carried out by Certified Practitioners.

All the project works, requiring completion by certified practitioners with the necessary employers liability and public liability insurance etc, will be carried out by local contractors who are affiliated with the sports clubs either by their own membership or because family members or friends are members of the Football and/or Cricket Club and have offered a discounted rate

The Home decorating Centre have kindly offered the hire of an upholstery cleaner free of charge. The Kirkbymoorside football and cricket club membership is comprised of residents throughout Ryedale and neighbouring areas including Beadlam, Castleton, Danby, Gillamoor, Helmsley, Malton, Nawton, Pickering, Sinnington and York. The football and cricket club membership is open to all ages and abilities with each club having senior and junior teams, for both boys and girls.

The football and cricket club members (and their families) will benefit from the refurbishment by enhancing the sense of pride in their club and improved team spirit. The facilities will be more appealing to new members, supporters and 'away' teams with the home club members being more proprietorial of their clubhouse. Presently hospitality by the home team is offered off site as the clubhouse facilities are embarrassing. However, with the proposed refurbishment guests and supporters will be invited to stay and socialise after the match in comfortable surroundings.

Please give details of any special fundraising activities for the project

The Kirkbymoorside Football Club held a Texas scramble golf competition which raised £1200 to contribute to the clubs running costs for the 2017/18 season.

### 5 For capital projects only

Is planning permission required?

Yes  No

If yes, please indicate status of the application with dates

Applied for:  
(date)

Granted:  
(date)

Outline, Full, Listed building

Does your organisation own the property for which you are seeking a grant

Yes  No

If no, do you have a lease on the property?

Yes  No

Please give the name of the person or organisation who own the building

Kirkbymoorside Town Council

The length of any lease and unexpired term:

The Town Council has agreed a contractual term with all the sports clubs for 30 years. The Kirkbymoorside Football and Cricket Clubs each have separate licences to occupy the clubhouse (Club Premises Licence) and to use the pitch . The Licences are dated 5 April 2017. The 'Licence Period' is until the Licence is ended under clause 10 which stipulates that 'this Licence will continue from year to year(or from such longer period as the parties shall agree).

## 6 Project Budget

### Expenditure - List items of expenditure

Capital Costs	Amount (£)
£589.00 + VAT = £706.80 Boiler £450.00 + VAT = £540.00 Boiler Installation charges	£1,246.80
£1,808.33 + VAT = £2,169.99 Replacement Flooring materials	£2,169.99
£510.04 + VAT = £612.05 Building Materials	£612.05
£1,729.00 + VAT = £2,074.80 Building labour charges	£2,074.80
£615.21 + VAT = £738.25 Electrical Materials	£738.25
£720.00 + VAT = £864.00 Electrician charges	£864.00
VAT	
<b>Total Capital Cost (a)</b>	<b>£7,705.89</b>
Revenue Costs (Community grant only)	Amount (£)
<b>Total Revenue Cost (b)</b>	<b>£ 0.00</b>
<b>Total Cost (a+b)</b>	<b>£ 7,705.89</b>

### Income - please specify how you will pay for the project

	Amount (£)
Ryedale District Council Grant required	£ 2,686.85
Own funds	
Local fundraising	
VAT (if able to reclaim it)	
In Kind (eg volunteer time)	
Other	£ 5,019.04
<b>Total Income (c)</b>	<b>£ 7,705.89</b>

**Please note, your Total Costs (a+b) must equal your Total Income (c). For Community and Flood grants, the grant requested must not be more than £5,000 or 25% of Total Costs (whichever is the lesser) unless you are requesting a grant for project costs of up to £1,000.**

### 7 Declaration: I declare that:


- The information on this application form and the supporting information enclosed with it is accurate to the best of my knowledge
- The project falls within the organisation's purposes
- My organisation has power to accept a grant subject to the grant conditions stated

The application form should be signed by the Chairman or Chief Executive of the applicant organisation\*.

Signed  Date

Name  Position

\*An electronic signature is acceptable and can be entered below:

 Digitally signed by rebecca Bowsher  
DN: cn=rebecca Bowsher, o=Kirkbymoorside Football Club,  
ou=Kirkbymoorside Football Club,  
email=town.clerk@kirkbymoorsidetowncouncil.gov.uk, c=GB  
Date: 2017.07.14 09:33:06 +0100

## Checklist

Please check that the following are included with your application

✓

Copy of your constitution, e.g. trust deed, Memorandum and Articles of Association, set of rules

Two years audited or otherwise certified accounts including your last complete financial year (if required)

Details of any research, or consultation, which has informed the development of the project

Evidence of match funding commitments, formal grant offer letters

Two competitive estimates for all capital works

Relevant plans and drawings

Business Plans and Annual report (if required)

Please return completed forms to: [grants@ryedale.gov.uk](mailto:grants@ryedale.gov.uk)