



# HASLEMERE TOWN COUNCIL

## Small Grant Application Form<sup>1</sup>

### CONTACT DETAILS

Name of Organisation	Hindhead Cricket Club
Contact Name	Chris Truin
Position in Organisation	Treasurer
Address	
Telephone	
Email	treasurer@hindheadcc.co.uk

### PROJECT DETAILS

Name of Project	Hindhead CC Pitch Roller
What aspect of the project will grant money be used for. <b>Please be as specific as possible.</b> <sup>2</sup>	The money will be used to assist in the purchase of a replacement pitch roller, after the previous machine was stolen. The roller will be used to prepare cricket pitches and also to smooth the outfield and football pitches. The roller allows the cricket club to produce suitable pitches for their senior matches and also for the two local schools who utilise the pitch during the week (St Edmunds & Focus School). The club needs the roller to continue to provide cricket to its members and the wider community.
What benefits for the Haslemere community do you expect will result from the project? <sup>3</sup>	Four sports clubs use the ground, all of whom will benefit from this equipment – Hindhead Cricket Club (one team), Churt Cricket Club (one team), Beacon Hill Junior Football Club, who have around 350 junior players, and Hindhead Athletic Football Club (two senior teams). All clubs play in local leagues, and as such are visited by a high number of other clubs from the local area, who will also benefit from the improvement that a roller will bring – a better and safer playing surface and an improved participant experience
Scheduled project start and finish date	March 2021 – April 2021

### FUNDING DETAILS

Total estimated cost of the project	£9.1k
Amount of grant requested from the Town Council (should not be 100% of the total estimated cost of the project) <sup>4</sup>	£4.5k

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<sup>1</sup> Delete as appropriate

<sup>2</sup> Use a separate sheet if required

<sup>3</sup> Use a separate sheet if required

Have you or will you be applying to other bodies for financial assistance?	No
If yes please state: To whom applied	N/A
Amount(s) applied for	N/A
Amount(s) received	N/A
Have you received a grant from the Town Council before? If so for how much and for what purpose?	N/A
What fundraising activities will your organisation be doing to fund this project?	We will ask existing life members and vice presidents for donations, and utilise existing funds for the purchase

### ORGANISATION DETAILS

Is your organisation a Registered charity or trust? (If yes please provide Registration Number)	No
Is it affiliated to a National Body? If yes please specify.	Yes - ECB (through Surrey Cricket Foundation)
What are the aims and objectives of the organisation?	In five years' time, the club would like to have an All Stars and junior section running, ideally utilising new volunteers, who are outside of the current committee. We would like to maintain one team in the l'Anson league, continuing to play our cricket against other local sides, although we will consider other leagues and formats as appropriate to our member's needs. We aim to become a club that it is at the heart of the local community, and will actively work with local organisations, and other local clubs to establish and maintain relationships.
What is the geographical area covered by your organisation?	Hindhead
Bank account to which payment should be made  This must be in the name of your organisation. Payments cannot be made to individuals.	Account Name: Hindhead Cricket Club

### VALIDITY CHECKLIST

For your project to be considered you must be able to confirm the following statements:

Criteria	Tick to confirm
The project is of benefit to residents of the Council's electoral area	✓
You hold a bank account in the name of the organisation applying, not an individual	✓
This application is accompanied by either the latest audited financial report or, where this does not exist, a forecast budget of income and expenditure relating to the grant application.	✓
The grant is not for a project already completed	✓
The grant is not to contribute to a surplus for charitable distribution or to increase your organisation's reserves	✓

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<sup>4</sup> If this exceeds £1,000 remember to explain the exceptional circumstances for the Grants Committee to consider

You consent to acknowledge HTC's contribution in your marketing / promotional material



**DECLARATION**

In submitting this application on behalf of the stated organisation I certify that all statements made or enclosed to be true.  
This application and all supporting information may be made publically available

Signed:

Print name: Chris Truin

Date: 11/03/2021

## NOTES FOR APPLICANTS

### Application procedure

Please note that no application can be considered unless delivered to the Town Clerk at Haslemere Town Council, Town Hall, High Street, Haslemere, Surrey, GU27 2HG at least **ten (10)** working days before the relevant Grant Committee or Council meeting.

No application will be considered by the Committee unless the applicant is able to confirm all of the Validity Checklist criteria. If in doubt contact the Town Clerk 01428 654305.

### Consideration and notification

The application will be considered by the Grants Committee generally for capital expenditure only and on a matched funding basis.

The Committee meets every two [2] months. Successful applicants will be informed by letter/email as soon as possible thereafter.

### Payment procedure

A grant payment will only be made by the Town Clerk against production of an original invoice or invoices for goods or services made out to the recipient organisation. Under no circumstances will payment be made to an individual.

Payments are made by cheque/BACS therefore the recipient organisation must hold a bank account in the name of the organisation.

Grants should normally be drawn down in one amount. The Grant Letter will state that the grant will automatically lapse if it is not claimed within the time specified.

As a courtesy, a reminder letter will be sent to the applicant organisation one [1] month before the expiry of the grant advising that the funds have not yet been claimed.

### Data Protection

The information provided in this form will only be used by the Town Council in the administration of its Grants process and for no other reason. The information will be processed in accordance with the Council's data retention policy.