



HASLEMERE TOWN COUNCIL

Small Grant / Green Grant Application Form¹

CONTACT DETAILS

Name of Organisation	The River Wey Trust
Contact Name	Alistair Young
Position in Organisation	Trustee
Address	The River Wey Trust Passfield Lodge Passfield, Hampshire GU30 7RU
Telephone	
Email	

PROJECT DETAILS

Name of Project	Haslemere Citizen Science Water Quality Hub
What aspect of the project will grant money be used for. Please be as specific as possible. ²	<p>Very much in current news, citizen science water quality monitoring is a component of a climate-resilient ecosystem; we need to be able to provide long-term and large datasets of baseline data to help understand what's happening now, whether interventions have been successful, and how to plan for future interventions. It is one source of information amongst many to help us make evidence-informed decisions. Even more importantly, though, is that through citizen science we activate the community to better understand the uniqueness and complexity of water systems and work with them to find solutions to problems.</p> <p>Building on the Trust's work and methods used downstream, this water monitoring hub in Haslemere will allow dedicated volunteers to regularly monitor water chemistry in the upper reaches of the river, enhancing the information collected on the monthly sampling along other sections of the river. It will also equip volunteers to test for invertebrates where we want to know more about direct impact on the ecosystem.</p> <p>The Grant money requested will be used to provide a core set of test equipment for both chemical tests and invertebrate sampling, together with sufficient testing re-agents to provide at least 12 months of regular testing. Volunteers will also have a larger water chemistry test kit available for student groups of up to 15 (Education test kit). The Trust will also be able to create a public interactive display for public events and tools for sharing messages and engaging with interested passers-by. These tools will provide enough resources to kickstart the Haslemere water testing hub, in parallel with hubs being established in Guildford, Godalming, and Liphook. Together, we're creating a network of concerned community members taking care of the River Wey and its tributaries.</p>

¹ Delete as appropriate

² Use a separate sheet if required

What benefits for the Haslemere community do you expect will result from the project? ³	<p>Establishing the Haslemere hub, encouraged to do this by Haslemere residents who have seen what we are doing in other areas. As a contributing community group, the information is locally relevant, and part of the wider Wey catchment understanding.</p> <p>Since introducing regular testing events along other sections of the river, the interest from and engagement with local communities has expanded. Communities care about their water sources and increasingly want to help in a positive way.</p> <p>The Trust is supporting this by providing equipment and training to show how regular involvement is worthwhile, fun, and contributes to a wider knowledge and understanding of the local environment and eco systems.</p> <p>As part of the project, the Trust is supporting the “Great Green Get Together” event on 18th March which is being organised by Haslemere Town Council’s Climate Change and Biodiversity group</p>
Scheduled project start and finish date	March 2023. An update report will be provided in November/December 2023 to assess and evaluate the impact and progress in those 9 months, in addition to any Grant management reporting

FUNDING DETAILS

Total estimated cost of the project	£2,700
Amount of grant requested from the Town Council	£2,000 Haslemere Hub Budget Breakdown is attached.
Have you or will you be applying to other bodies for financial assistance? ⁴	<p>Not for this project.</p> <p>For this project we will be allocating funds from RWT resources, together with support from Water Rangers. The Project cost also benefits from access to the Freshwater Watch database - a value of £200 as part of the Wey Catchment group.</p> <p>The Trust’s general funds which will be applied in part, are provided from several sources, including County, District and Parish councils.</p>
If yes please state:	
To whom applied	
Amount(s) applied for	
Amount(s) received	
Have you received a grant from the Town Council before? If so for how much and for what purpose? ⁵	No
What fundraising activities will your organisation be doing to fund this project?	For this project we will be seeking contributions from members of the public, and - to support ongoing purchase of consumables as the project progresses - from local businesses in Haslemere

³ Use a separate sheet if required

⁴ HTC will not accept applications for 100% of project funding

⁵ HTC will not accept applications from organisations which have been awarded a grant in the last two years.

ORGANISATION DETAILS

Is your organisation a Registered charity or trust? (If yes please provide Registration Number)	YES CIO Registration Number: 1177871
Is it affiliated to a National Body? If yes please specify.	No
What are the aims and objectives of the organisation?	<p>The River Wey Trust is a charity established in 1984 to coordinate historical, environmental, and wildlife conservation and management along the southern branch of the River Wey for the "education and benefit of the public".</p> <p>We work with and support organisations and local groups who share an interest in maintaining and monitoring the river, its quality, environment, and ecosystem. The Trust aims to stimulate interest, research and appreciation of the river and to carry out and publish that research, promoting an organised programme of work and interpretation designed to secure understanding and long-term survival of a unique environment.</p> <p>Supported by Water Rangers - a non-profit organisation which designs and develops easy-to-use water monitoring test kits for both marine and freshwater - the Trust is working to help establish baseline water quality data over a large area in the Wey catchment. These data, collected by empowered volunteers, provide an integral component of sustainable water management and are an important step in establishing remedial plans and monitoring restoration efforts. The results are shared widely as publicly accessible information using a free open data community platform.</p>
What is the geographical area covered by your organisation?	The River Wey Trust's "area of interest" is the Southern Branch of the river from source near Haslemere, downstream as far as Tilford, working closely with other organisations with related interests in the river. These include the Wey Landscape Partnership, Surrey Wildlife Trust, and historical associations such as the Hampshire Mills Group.
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: The River Wey Trust

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	✓
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 publicly available	Signed: Print name: Alistair J Young
Date	13 th February 2023

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.

Haslemere Hub Project Budget

	<i>Unit Cost</i>	<i>Volume</i>	<i>Total</i>	<i>Rounded</i>
<i>Setup Equipment</i>				
Water Rangers Compact testkit	£110.00	6	£660.00	
Water Rangers Education testkit	£350.00	1	£350.00	
Waders	£50.00	4	£200.00	
First Aid kit (minor injuries and chemical risk)	£25.00	1	£25.00	
NHBS Riverfly approved sampling kit (Invertebrate Sampling)	£109.00	2	£218.00	
Volunteer handout cards and posters (printing budget)			£250.00	
Hammonds Display Window Materials			£300.00	
<i>Consumables</i>				
Phosphate test pack (5 tests)	£12.50	20	£250.00	
Nitrate test pack (5 tests)	£12.50	20	£250.00	
Chem Test Strip pack (50 tests)	£10.00	5	£50.00	
Dissolved Oxygen test pack (30 tests)	£50.00	2	£100.00	
Total Project Budget			£2,653.00	£2,700
Funding				
RWT Contribution			-£250.00	
Water Rangers contribution			-£250.00	
FreshwaterWatch membership access (allocated group access)			-£200.00	
<i>Haslemere TC Fund Request</i>			£1,953.00	£2,000

River Wey Trust Statement of accounts 1st April 2022 to 31st Jan 2023.

Note that all numbers are formatted without decimal places.

				Cash Balance	
Cash Account	Project / Event / Company	Income	Expenditure	5,851	April 22
Donations	Walburton & Binstead School	50			
	Hampshire Mills		18		
Donations Total		50	18		
Events	Duck Race		12		
	Pimms Party	1,898	814		
Events Total		1,863	826		
Grants	EHDC	1,000			
	HCC	500			
Grants Total		1,500			
I.T. Total	YSH - Hosting		24		
Insurance Total	Zurich		50		
Interest on Deposits Total		466			
Meetings Total	APM (Hire of Millenium Hall)		36		
Merchandise Total	Sweatshirt	20			
Projects	Alles Meadow		1,800		
	Water Testing		1,465		
Projects Total			3,265		
Subscriptions Total		690			
Grand Total		4,624	4,218		
Net Income / Expenditure				406	
Cash Account Balance January 2023				6,257 * Jan 23	
*N.B. costs of £256 (Zurich) and £90 (YSH) incurred last year but cashed this year, so we overstated this year. Actual balance £5,911					
Assets					
Current Assets	CCLA Deposit Account			39,000	
Cash Book Account	Cash Book Account			6,257 *	
Fixed Assets	Land at Griggs Green			1	
Total Assets				45,258	
Designated and Unrestricted Funds					
Designated Funds	Fish River Passage (EA grant)			5,191	
	Water Testing - Councilors	1,500			
	Water Testing - RWT Funds	1,000	1,465		
	Water Testing Total	2,500	1,465	1,035	
Unrestricted Funds				39,032	