



HASLEMERE TOWN COUNCIL

CIL FUNDING APPLICATION FORM

PLEASE USE THE CIL POLICY AND FUNDING APPLICATION FORM GUIDE TO ASSIST YOU IN COMPLETING THIS DOCUMENT AND ENSURE YOU COMPLETE THE VALIDITY CHECKLIST ON PAGE 4

Contact and organisation details

1. Applicant organisation	Haslemere Swimming Club
2. Name and position of main contact	██████████ ██████████
3. Applicant contact details (phone no, email and address)	██████████ ████████████████████
4. Type of organisation If a charity, please provide registration number	A local swimming club, offering Junior Academy lessons and competitive swimming to 291 children.
5. Is the organisation able to reclaim VAT?	We have applied to become a Community Amateur Sports Association (application with HMRC)
6. If the organisation is not in the public sector please provide details of the organisation's finances Please include a copy of the most recently audited accounts, including details of unrestricted reserves	I have attached the most recent bank statement, financial report and profit and loss sheet.

PROJECT DETAILS

7. Location of project	Haslemere Leisure Centre, Kings Road, GU27 2QT
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<p>8. Summary of the project proposal</p>	<p>Please see the attached letter.</p> <p>Some support with core costs such as lane hire that has increased 8% since the new operator of the pool and increased swim teacher fees since they have raised hourly rates of pay.</p> <p>The committee has put in place many, many things to try and reduce costs and raise revenue whilst ensuring the club maintains affordable lessons and competitive swimming training to all in our local community.</p>
<p>9. How does the project help address the demands of development in the area. What evidence is there to support this?</p>	<p>The club has swimmers from all the schools in the surrounding areas, has over subscribed places for lessons and offers a masters programme. The club holds regular trial nights and is now got greater than ever numbers in all but one competitive squad.</p>
<p>10. What evidence is there of support from the community</p>	<p>Last year HSC ran a campaign to raise money for new safer diving blocks. As part of the campaign, we ran a crowdfunding campaign. We were overwhelmed with the support from local business' who gave donations in the form of meals, vouchers, and services that we could 'sell' to raise money.</p> <p>The support from our local community was incredible, helped raise the profile of the Swimming Club and brought our swimming community closer together. The club now has more volunteers, members and adult members than ever before.</p>
<p>11. Proposed timescales for the project, to include any deadline or circumstance which would require funding within a specific period of time</p>	<p>We would be grateful for some support with lane hire costs that have risen 8%.</p> <p>We have applied to become a Community Amateur Sports Association to claim gift aid, but this has taken far longer than expected. The next competition galas we run we are working towards running independently now we have more trained officials and willing volunteers, thus decreasing shared profits.</p> <p>We are, as seen in our letter attached, working exceptionally hard to become more viable, but some immediate support would be invaluable.</p>
<p>12. Do you need planning permission to carry out the works?</p>	<p>No</p>

13. If planning permission is required is it in place to carry out the works? If so, please provide the application number	
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FUNDING DETAILS

14. Estimated project cost	
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15. Please show in the table the amount of CIL funding being sought and any other contributions that may have been allocated for this scheme

	Amount	Detail
CIL funding sought	£3000	
Any other Local authority contribution eg EBC and/or SCC		
Third party contribution	Applied for many other grants and funds.	
Total cost	ongoing	

16. Detail of additional sources of funding available	None as yet.
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17. Why is CIL funding being sought? Please provide details of sources of funding already considered or applications made for funding	<ul style="list-style-type: none"> - Surrey Community Fund - National Lottery -Councillors Fund -Shottermill Great War Memorial Trust -Haslemere Penny Ha’Penny Trust - Waitrose Community Fund
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18. Please indicate whether the organisation has previously received CIL or other funding sources from either Haslemere Town Council and/or Waverley Borough Council. If yes, provide amounts and timings	<p>We received £300 from the Town Council in support for our Diving Blocks Campaign.</p> <p>A Small Grant application has been posted for £699 for a new computer. The current computer cannot run on anything more up to date than Windows 8 and will not communicate with the cheaper printer licence we moved to.</p>
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<p>19. Is there a related revenue spend (i.e. day-to-day running costs) associated with the project? How will this be addressed? And who will be responsible for it?</p>	
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VALIDITY CHECKLIST

Criteria	Tick to confirm
The project is of benefit to residents of the Council's electoral area	Y
You hold a bank account in the name of the organisation applying, not an individual	Y
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.	Y
The application is not for a project already completed	Y
The application is not for ongoing costs for a project	N
The application is not for annual maintenance or repair	N
The application is not a project promoting a political party	N
The application is not for a project that conflicts with existing Town Council policies	N
The application is not for VAT that you can recover	N
The funds are not to contribute to a surplus for charitable distribution or to increase your organisation's reserves	N
You consent to acknowledge HTC's contribution in your marketing / promotional material	Y

Section E: Declaration

When you have completed the application please sign this declaration and submit the application form as directed.

To the best of my knowledge the information I have provided on this application form is correct.

If Haslemere Town Council agrees to release funds for the specified project, these funds will be used exclusively for the purposes described. In such an event, I agree to inform Haslemere Town Council via the Deputy Town Clerk of any material changes to the proposals set out above. When requested, I agree to provide Haslemere Town Council with all necessary information required for the purposes of reporting on the progress or otherwise of the identified project. I recognise Haslemere Town Council's statutory rights as the designated provider of these CIL funds, which includes provisions to reclaim unspent or misappropriated funds.

Privacy Notice: By signing this form, the applicant agrees to Haslemere Town Council checking all supplied information for the purposes of informing decision making. The information on this form will be stored in the Town Council's filing system and summarised in the Council's accounting system for the sole purpose of fund processing, analysis and accounting. Information about the project may be publicised on Haslemere Town Council's website and in public material for publicity purposes. Personal data will not be disclosed without prior agreement of those concerned, unless required by law. For further information on the Council's privacy policy, please see: www.haslemeretc.org

Signed: _____

Organisation: Haslemere Swimming Club _____

Date: _____ 6 June 2023 _____

All organisations involved with the application will need to sign and date the form.

Signed: _____

Organisation: _____

Date: _____



June 6th 2023

Dear Haslemere Town Council,

I am writing as a representative of Haslemere Swimming Club. As you may know, we are small swimming club who swim predominantly out of the Haslemere Leisure Centre, Kings Road. We are an important part of the Haslemere community and have provided swimming lessons and competitive swimming for over 50 years. Our Academy currently runs lessons from four upwards to over 160 swimmers on Saturday evenings. Our competitive squad of 124 swimmers compete at local, county, regional and national events. Whilst we pride ourselves on offering swimming for everyone, we achieve great success, with swimmers reaching national and British standards. We currently have four part time coaches and 12 swimming instructors and work with a volunteer committee.

I am writing to ask for some basic core cost support at this exceptionally challenging time. Recovering from the pandemic, rising running costs, increased salaries and the cost-of-living crisis affecting swimmer numbers have all impacted, and continue to impact us, significantly. The reduced income over the pandemic ate significantly into reserves, a change in operator at our pool resulting in 8% higher lane costs, reduced swimmer numbers and reduced entrants to galas are just some of the areas we are battling with.

The new post pandemic committee is doing everything in its power to cut operating costs as significantly as possible. We had incredible support from our local community to purchase safer diving blocks which are slowly making our galas more desirable to outside clubs. We have applied to become a Community Amateur Sports Association to claim gift aid, have cut lane hire as much as we can, and looked at all other operating costs. We are working exceptionally hard to make our galas more profitable which are an important revenue stream for the club. Raising the fees significantly has really been the last option as we offer swimming to such a vast network of children who we want to continue to continue to access the swimming opportunities. We have arranged several socials, cake sales and fundraising activities to support the club.

We currently have just over £1500 in the bank, this allows us to continue as a club for three more months. I write this letter in the hope you are willing to grant us some funds to help ease the financial pressure whilst the efforts to generate more income and lower running costs show some effect. Please consider supporting us to continue to support the 284 swimmers we currently have and the continuation of a Haslemere Swimming Club for future generations.

I have attached our most recent Financial Reports and a recent bank statement for your reference. If you wish to discuss this further or have any questions, please do not hesitate to contact me.

Best wishes,

██████████

██████████, Haslemere Swimming Club

Profit & Loss FY22-23

	2021 Totals	April	May	June	July	August	September	October	November	December	Jan-23	Feb-23	Mar-23	2022/23 Accum
Income														
Squad Fees	124,641.49	7,132.89	7,565.01	6,851.13	6,827.29	6,835.16	8,519.33	7,298.42	7,520.79	7,480.55	7,508.91	7,563.84	7,569.54	88,672.86
Saturday Academy Fees		5,295.26	5,493.76	5,181.76	5,198.38		4,391.85	4,587.58	4,720.63	5,211.50	5,091.05	5,259.87	5,255.53	55,687.17
Galas Income Members	12,904.92	227.5	-	2,362.50	2,070.00	157.5		3,165.00			2,530.50	30		10,543.00
Galas Income Non-Members		8,266.20		200			340	1,030.90		330	2,908.54		85	13,160.64
Open Meets Income					266	1,314.00	947	72	1,123.50				1,938.21	5,660.71
ASA	9,335.60	-	-	-						-			3,337.00	3,337.00
Kit Sales	732.39	32.17		-	312.59		23.8	555.72	42	14.00		27.76		1,008.04
Sponsorship						750	2,000.00							2,750.00
Fundraising									18.16					18.16
Grants	256.83	-	-	-				-			300			300.00
Social	464.36	-	-	-	-	-	-	-	-	-				-
Bank Interest	5.61	-		2.09	-	-	4.55			18.05			59.74	84.43
Job Retention	9,221.00													-
Total Income	148,341.20	20,954.02	13,058.77	14,597.48	14,674.26	9,056.66	16,226.53	16,709.62	13,425.08	13,054.10	18,339.00	12,881.47	18,245.0	181,222.01
Direct Expenses														
GoCardless Fees		185	174.36	191.91	197.31	102.98	186.67	428.02	192.19			178.9	238.61	2,460.12
Kit Purchases	1,463.18	91.5		53.58	120			697					19.02	1,086.10
ASA Membership/Reg	9,562.36		283.9	134.4										853.10
Open Meets		-75	66	306	1						87		2,155.00	6,025.50
Gala costs / Income Split	6,463.18	5,517.12									1,603.69			8,792.79
Surrey Age Group	1,223.00									-	85.5			85.50
SE Regional									35					336.00
National Champ														30.00
							1,905.88	1,427.09	177.53	1,989.73	178.90	2,412.63		19,669.11
						44.00	6,752.92	8,548.20	7,711.00	5,701.50	6,428.25	8,653.00	7,175.00	82,705.86
									424.92	70.82	266.56		283.28	1,643.32
				45.59		336	45.6	45.6	45.6	105.6	-244.8	116.35	187.1	841.44
											492.77			492.77
						114.37							126.37	355.11
					200.61			200.61	-169.98					434.55
			134.73	70.2	828.3	544.7	183.5	156	243	297.9	171	221.4	257	3,250.23
			139.5	154.8	111.6									489.60
					20					39.99	54		105.34	219.33
		5	5	5	5	5.8	5.8	5	5	5	5	5	5	61.60
	491.90		5	31.9		27		52.87	165.7	146.95			17	446.42
	82,646.36	5,867.25	5,931.18	5,801.21	6,550.48	4,311.48	6,302.83	5,997.97	5,734.60	6,583.81	6,113.20	5,643.63	5,818.99	70,656.63
		621	593	666	664.5	416	512	552	440	440	360	768	424	6,016.50
		321.66	288.53	267.16	-498.62	219.67	279.52	-627.51	256.49	356.32	-579.05	257.87	289.66	831.70
ion		220.56	207.36	202.45	236.82	171.17	206.57	234.3	160.24	238.5	216.66	207.14	209.76	2,511.53
	775.77	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditure	164,464.50	12,697.57	16,751.26	14,681.07	17,265.28	7,074.19	14,192.74	15,125.04	15,128.57	13,986.39	13,283.59	15,872.39	14,898.50	170,956.59
Profit / Loss by Month	- 34,835.02	2,507.83	- 4,517.75	- 769.48	- 5,307.20	1,879.49	535.37	- 321.30	- 3,130.58	- 1,109.82	3,065.68	- 3,169.82	933.89	- 9,403.69
Profit / Loss by Quarter	- 34,835.02		- 2,779.40				- 2,892.34			- 4,561.70			829.75	
Fundraising		-	-	-	11,712.86	4,719.00	5,000.00	-	-	-				21,431.86
Blocks Purchase (Asset Purchase)	-	-	-	-		21,341.40	-	-	-	-				21,341.40
Opening Bank balance	59,526.65	33,912.69	31,001.00	27,767.00	28,144.00	32,090.00	17,230.00	23,923.00	31,972.00	30,431.00	34,626.00			

Closing Bal

33,912.69	31,001.00	27,767.00	28,144.00	32,090.00	17,230.00	23,923.00	31,972.00	30,431.00	34,626.00
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Haslemere Swimming Club

Balance Sheet Report

To: 31 March, 2023

ASSETS

Fixed Assets

0020 - Photocopier	651.44	
0021 - Depreciation Photocopier	-651.44	
0030 - Poolside equipment	22,731.74	
0031 - Poolside equipment - depreciation	-1,444.34	
0040 - Computer Equipment	1,932.23	
0041 - Computer Equipment: Depreciation	-1,932.23	
	
	Total Fixed Assets	£21,287.40

Current Assets

1200 - HSBC High Interest - Current	21,892.73	
1205 - HSBC Treasurers Current Account	2,868.63	
1220 - National Savings a/c	2,608.46	
	
	Total Current Assets	£27,369.82

TOTAL ASSETS **£48,657.22**

LIABILITIES

Current Liabilities

1000 - Kit Stock	325.50
1100 - Debtors Control Account	3,247.74
2100 - Creditors Control Account	-890.00
2213 - PAYE to pay to HMRC	1,612.60
2221 - NIC to pay to HMRC	1,225.87

2260 - Pension Liabilities

683.06

Total Current Liabilities

£6,204.77

Future Liabilities

Total Future Liabilities

£0.00

TOTAL LIABILITIES

£6,204.77

TOTAL NET ASSETS

£42,452.45

EQUITY

3000 - Accumulated Fund

19,862.30

Net Profit / Loss

22,590.15

3200 - Profit and Loss Account

42,501.50

Net Profit / Loss (prior year(s))

-31,639.92

Net Profit / Loss (current year)

11,728.57

TOTAL EQUITY

£42,452.45

1 May to 31 May 2023

Your Statement

Account Name
 Haslemere Swimming Club

Sortcode **Account Number** **Sheet Number**
 [REDACTED] [REDACTED] 819

Your Charitable Bank Account details				
<i>Date</i>	<i>Payment type and details</i>	<i>Paid out</i>	<i>Paid in</i>	<i>Balance</i>
	BP BALANCE BROUGHT FORWARD			3,936.60
	HSC	36.00		3,900.60
31 May 23	BALANCE CARRIED FORWARD			3,900.60

Information about the Financial Services Compensation Scheme

Most deposits made by HSBC Business customers are eligible for protection under the Financial Services Compensation Scheme (FSCS). For further information about the compensation provided by the FSCS, refer to the FSCS website at fscs.org.uk, call into your nearest branch or call your telephone banking service. Further details can be found on the FSCS Information Sheet and Exclusions List which is available on our website (hsbc.co.uk/fscs/).

Credit Interest Rates	<i>balance</i>	<i>AER</i> <i>variable</i>	Debit Interest Rates	<i>balance</i>	<i>EAR</i> <i>variable</i>
Credit interest is not applied			Debit interest		21.34%

Interest

Credit interest is calculated daily on the cleared credit balance on your account and paid monthly.

Debit interest is calculated daily on any outstanding overdrawn balance on your account and is charged monthly in arrears.

Using a Debit Card abroad

When you use a Debit Card abroad, this statement will show where the transaction took place, the amount spent in local currency and converted into GBP.

Exchange Rate: Unless you have agreed a different rate (for example, using one of our self-service machines) the exchange rate that applies to any non-GBP Debit Card payments is the VISA Payment Scheme Exchange Rate applying on the day the conversion is made.

Details of the current VISA Payment Scheme Exchange Rate can be obtained from www.visaeurope.com/en/cardholders/exchange_rates.aspx or by calling us.

Fee for non-GBP transactions: We charge a fee of 2.75% of the amount of the transaction.

Additional fee for non-GBP cash machine withdrawals: If you withdraw cash in a foreign currency, we will charge a fee of 1.5% (minimum £1.75) in addition to the fee for non-GBP transactions.

We will make the conversion and deduct any fees from your account once we receive details of the payment from VISA. We will do this at the latest on the next working day.

Some cash machine operators may also deduct a charge for withdrawals from their cash machines. If they do, they will show you the charge on screen.

Lost and stolen cards

If any cards issued by us are lost or stolen please log-in to the HSBC Kinetic App to block the card and report it.

Dispute resolution

If you have a problem with your agreement, please try to resolve it with us in the first instance. If you are not happy with the way in which we handled your complaint or the result, you may be able to complain to the Financial Ombudsman Service. If you do not take up your problem with us first you will not be entitled to complain to the Ombudsman. We can provide details of how to contact the Ombudsman.

The Financial Ombudsman Service does not apply to customers of our branches in the Channel Islands and Isle of Man, but you could be entitled to refer your complaint to the Financial Services Commissions in Jersey or Guernsey or the Financial Services Ombudsman Scheme in the Isle of Man. Please contact your branch for further details.

Contacting us

You can contact us through the HSBC Kinetic App.

Accessibility

If you'd like information about our products and services in another format such as large print, Braille or audio, please contact us.