



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	Sarah Scholes Fundraising
3. Applicant contact details (phone no, email and address)	07971234563 sarahscholes@me.com
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		
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.	
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 	
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>	

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?	
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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: _____ SARAH SCHOLES _____

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 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,

Sarah Scholes

Fundraising, 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	144,360.03
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	23,703.64
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	18,245.02	181,222.01	

Direct Expenses

GoCardless Fees		185	174.36	191.91	197.31	102.98	186.67	428.02	192.19	170.63	213.54	178.9	238.61	2,460.12
Kit Purchases	1,463.18	91.5		53.58	120			697.6	104.4				19.02	1,086.10
ASA Membership/Reg	9,562.36		283.9	134.4			324.75	103.15		6.9				853.10
Open Meets		-75	66	306	1,404.00		987		1,095.50		87		2,155.00	6,025.50
Gala costs / Income Split	6,463.18	5,517.12			994.87			677.11			1,603.69			8,792.79
Surrey Age Group	1,223.00	-	-	-	-	-	-	-	-	-	85.5			85.50
SE Regional			301						35					336.00
National Championships		30												30.00
Total Direct Expenses	18,711.72	5,748.62	825.26	685.89	2,716.18	102.98	1,498.42	1,905.88	1,427.09	177.53	1,989.73	178.90	2,412.63	19,669.11

Overheads

Pool Hire	76,095.40	5,264.99	8,791.25	7,436.75	8,899.00	1,344.00	6,752.92	8,548.20	7,711.00	5,701.50	6,428.25	8,653.00	7,175.00	82,705.86
Aldershop Pool Hire	960.76		495.74		102				424.92	70.82	266.56		283.28	1,643.32
Software Costs		-32.4	45.6	45.6	145.59	336	45.6	45.6	45.6	105.6	-244.8	116.35	187.1	841.44
Office Equipment											492.77			492.77
Photocopier charges			114.37			114.37							126.37	355.11
Telephone and Fax		203.31			200.61			200.61	-169.98					434.55
Travel and Subsistance	1,055.32	142.5	134.73	70.2	828.3	544.7	183.5	156	243	297.9	171	221.4	257	3,250.23
Travel and subsistence - Non Comp		83.7	139.5	154.8	111.6									489.60
Courses & Training	438.99				20					39.99	54		105.34	219.33
Bank Charges		5	5	5	5	5.8	5.8	5	5	5	5	5	5	61.60
Miscellaneous expenses	2,491.90		5	31.9		27		52.87	165.7	146.95			17	446.42
Employee Wages and Salaries	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
Saturday Teaching Salaries		621	593	666	664.5		416	512	552	440	360	768	424	6,016.50
Employers NI		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
Employer's Pension		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
Social	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
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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

Your Statement

The Treasurer
Haslemere Swimming Club
The Herons Swimming and Fitness
Centre
Kings Road
Haslemere, Surrey
GU27 2QT



Account Summary

Opening Balance	3,638.27
Payments In	16,013.89
Payments Out	15,751.56
Closing Balance	3,900.60

1 May to 31 May 2023

International Bank Account Number

GB92HBUK40231571082620

Branch Identifier Code

HBUKGB4133F

Account Name

Haslemere Swimming Club

Sortcode

40-23-15

Account Number Sheet Number

71082620 817

Your Charitable Bank Account details

Date	Payment type and details	Paid out	Paid in	Balance
30 Apr 23	BALANCE BROUGHT FORWARD			3,638.27
02 May 23	CR GC C1			
	HASLEMERESC-8Q9CFV		73.77	
	CR Godalming Amateur			
	MM DOOR		755.00	4,467.04
03 May 23	DD NEST	1,013.67		3,453.37
04 May 23	DD GOCARDLESS	70.75		3,382.62
09 May 23	CR GC C1			
	HASLEMERESC-E3Q5BJ		12,060.79	15,443.41
11 May 23	BP Swim England South			
	SMR23HSMS	217.00		
	BP PLACES FOR PEOPLE			
	1218844	1,040.00		
	BP PLACES FOR PEOPLE			
	1219047	1,482.00		
	BP simone hugget			
	hsc refund	56.72		
	BP Ella L Jackson			
	HSC	104.00		
	BP JODI WHITBY			
	HSC	120.00		
	BP LUCY PETRIE			
	HSC	72.00		
	BP calum farthing			
	HSC	9.00		12,342.69
12 May 23	DD NEST	336.42		
	BP PLACES FOR PEOPLE			
	1219047	5,000.00		
	BALANCE CARRIED FORWARD			7,006.27

1 May to 31 May 2023

Your Statement

Account Name
Haslemere Swimming Club

Sortcode 40-23-15 **Account Number** 71082620 **Sheet Number** 818

Your Charitable Bank Account details				
Date	Payment type and details		Paid out	Paid in
	CR	BALANCE BROUGHT FORWARD		7,006.27
		GC C1		
16 May 23	CR	HASLEMERESC-XT299M		2,767.39
	CR	EASY FUNDRAISING		29.76
	CR	GC C1		
18 May 23	DD	HASLEMERESC-VM29PF		178.36
	DD	SAGE GLOBAL SERVIC	45.60	
	CR	GC C1		
19 May 23	CR	HASLEMERESC-JCYAJS		85.44
	CR	GC C1		
21 May 23	DR	HASLEMERESC-AB39CR		51.85
	DR	TOTAL CHARGES		
		TO 29APR2023	5.00	
22 May 23	BP	ASA SWIM ENGLAND		
		HSMS00626	166.00	
	BP	ASA SWIM ENGLAND		
		HSMS00526	44.50	
	BP	ASA SWIM ENGLAND		
		HSMS00426	141.00	
23 May 23	CR	GC C1		
		HASLEMERESC-NTV5BN		11.53
30 May 23	BP	A BARANOWSKI		
		HSC	926.36	
	BP	A B SNELLING		
		HSC	1,513.51	
	BP	HELEN REYNOLDS		
		HSC WAGES	1,398.88	
	BP	MRS P J PERRY		
		HSC WAGES	496.00	
	BP	CHARLOTTE CAPELIN		
		HSC	525.25	
31 May 23	BP	JANE WHITE		
		HSC	408.00	
	BP	A BARANOWSKI		
		HSC EXPENSES	78.50	
	BP	A B SNELLING		
		HSC EXPENSES	109.80	
	BP	CHARLOTTE CAPELIN		
		HSC EXPENSES	23.60	
	BP	JODI WHITBY		
		HSC	160.00	
	BP	LUCY PETRIE		
		HSC	72.00	
	BP	Ella L Jackson		
		HSC	80.00	
		BALANCE CARRIED FORWARD		3,936.60

1 May to 31 May 2023

Your Statement

Account Name
Haslemere Swimming Club

Sortcode **Account Number** **Sheet Number**
40-23-15 71082620 819

Your Charitable Bank Account details				
Date	Payment type and details		Paid out	Paid in
	BP	BALANCE BROUGHT FORWARD calum farthing		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	balance	AER variable	Debit Interest Rates	balance	EAR variable
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.