



HASLEMERE TOWN COUNCIL

Small Grant / Green Grant Application Form¹

CONTACT DETAILS

Name of Organisation	Hindhead Royal British Legion Club Ltd
Contact Name	Theresa De St Croix & Wayne Harvey
Position in Organisation	Secretary / Committee member
Address	Beacon Hill Road Hindhead Surrey GU26 6QB
Telephone	01428 604299
Email	Secretary@Hindheadrbl.co.uk

PROJECT DETAILS

Name of Project	Energy Sustainability project
What aspect of the project will grant money be used for. Please be as specific as possible. ²	<p>For two decades we have had a complicated and inefficient boiler system that needs replacing, which currently means that our community hall area is cold and unwelcoming. We want to upgrade our current two domestic boilers into one commercial efficient system to make it a warm and welcoming place for our community. We also plan to install Solar panels to make us energy efficient, sustainable for the long term and to reduce the Clubs CO2 footprint. This will also provide energy security and a reduction in our energy bills. The grant money will be used to help us fund these expensive investments.</p>
What benefits for the Haslemere community do you expect will result from the project? ³	<p>The grant will benefit the local community within the Haslemere area by providing us with a platform to build a greener, energy-efficient, sustainable future. We currently provide facilities for tennis, table tennis, netball, lawn bowls, darts, pool, snooker, and croquet, in addition, we offer bingo for our community and a mini cinema for children & families. We have a weekly Parent and Toddler group and have plans to add more community events such as walking football for anyone over 50, Yoga and Pilates. We run a warm hub from Hindhead RBL and we plan to continue this as a more social gathering during the summer and as a warm hub again next winter so providing social and mental support for our community. Our aim is to further increase the</p>

¹ Delete as appropriate

² Use a separate sheet if required

³ Use a separate sheet if required

	community's use of the hall & other facilities, ensuring it is available to everyone by being the central community hub. We feel this is important going forward as we have not had this facility available previously in Beacon Hill & Hindhead. To clarify, the Community Hall is available to everyone, not just members of Hindhead Royal British Legion.
Scheduled project start and finish date	1 st March 2023 – 31 st December 2023

FUNDING DETAILS

Total estimated cost of the project	£66000.00
Amount of grant requested from the Town Council	2000.00
Have you or will you be applying to other bodies for financial assistance? ⁴	Yes
If yes please state: To whom applied	Locase, £11,000 - Approved National Lottery £10,000 - Approved. Your Fund Surrey £26000 – Application in progress
Amount(s) applied for	£48,000
Amount(s) received	£21,000
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?	Various Events throughout the year including our annual beer festival. The remainder will be self funded.

ORGANISATION DETAILS

Is your organisation a Registered charity or trust? (If yes please provide Registration Number)	No Registration Number:
Is it affiliated to a National Body? If yes please specify.	Yes – The Royal British Legion
What are the aims and objectives of the organisation?	The objects of the Club are to advance the charitable aims of the RBL and we support the RBL within the local community and our aim is to ensure the community hall is available to everybody. To promote comradeship, the means for social activity, mental and moral improvement and mutual helpfulness.
What is the geographical area covered by your organisation?	Hindhead, Beacon Hill and surrounding villages.
Bank account to which payment should be made	Account Name: Hindhead RBL Club Ltd

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.

This must be in the name of your organisation. Payments cannot be made to individuals.	
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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: TERESA DE ST CROIX
Date	06 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.