



Bourn Parish Council

c/o Mrs Gail Stoehr
30 West Drive
Highfields Caldecote
Cambridge
CB23 7NY

December 2015

Dear Mrs Stoehr

I attach an application for grant funding for the 1st Bourn Scout Group. We are in need of some new Scout Patrol tents and have some money put aside for the expenditure, but not enough. The assistance of the Parish Council would be greatly appreciated.

I am also writing following the Council's kind donation last year when we received £200 towards the cost of some cub tents. I attach a photo of some the cubs showing their delight when we practiced "putting them up" earlier in the year! I thought the committee might like to see the fruits of their kindness!

With Kind Regards

Yours Sincerely

Paul Naylor, Chairman

BOURN PARISH COUNCIL

Small Grant Scheme Application Form

DETAILS OF GRANT APPLIED FOR :		
1	What do you want to use the grant for?	PATROL TENTS FOR SCOUTS. HEAVY DUTY - SUITABLE FOR WINTER & EASTER CAMP & SUMMER. CURRENT TENTS OLD & TATTY, NO LONGER FIT FOR PURPOSE.
2	Who will benefit from the work or activity?	SCOUT GROUP. CURRENTLY 24 SCOUTS, BUT TENTS WOULD LAST 10+ YEARS AND THEREFORE BENEFIT 100'S OF LOCAL CHILDREN OVER THAT TIME.
3	How much is required to pay for this?	5 NEEDED (5 PER TENT) AT £400 (CIRCA) = £2,000
4	How much would you like the Council to provide?	£1,000
5	If there is a difference - if so how will you raise the difference?	LAST YR FUNDRAISING + RESIDUAL FUNDS FROM SUBS MEANS WE HAVE ALLOCATED THE OTHER £1000.
DETAILS OF GROUP OR ORGANISATION :		
6	Name of organisation or group applying for a grant	BOURN SCOUT GROUP
7	Are you a new group in the process of being formed? Yes or No	NO
8	If No - when was the group or organisation established?	PRE 2000
9	If No - is the group or organisation a Registered Charity? Yes or No	YES
10	If yes please tell us the registration number	306101
11	Do you have a bank account? Yes or No	YES
12	If Yes - please provide the name of the Bank where you have an account	BARCLAYS
13	If Yes - please provide the Account Name	1ST BOURN SCOUT GROUP - COMMUNITY ACCOUNT
14	If Yes - please supply a copy of your latest bank statement	ATTACHED
15	Do you have published accounts? Yes or No	YES
16	If you have - please supply a copy of your latest accounts	SEE ANNUAL REPORT - ATTACHED
17	Do you have a constitution? Yes or No	YES - PER CH. 3 SCOUT ASSOC. POLICY, ORG, RULES ATTACHED.
18	If you have - please supply a copy of your constitution	
19	What are the objectives of the group or organisation?	SEE ATTACHED

This grant aid application should be signed by two members of your Organisation's Committee, one of whom must be the Chairman, Secretary or Treasurer.

We confirm that the information given in this application is accurate and that the Organisation undertakes to inform Council of any changes in the Organisation's circumstances that would affect this application.
We confirm that any grant awarded by the Council will be spent only on the purpose for which it was given.

Signed.....

Signed.....

Position..... CHAIRMAN

Position..... SECRETARY

Date..... 5/1/16

Date..... 6/1/16

The signing and submission of the Grant Aid form constitutes acceptance of the above by the group or organisation applying for a grant

Terms and Conditions of Grant

1. Grants **can be awarded to** voluntary groups, societies, clubs, not-for-profit organisations or charities operating in the Parish area where the benefit will be predominately for the residents of the Parish area.
2. Grants **will not be awarded to** individuals. (minimum 2 or more unrelated individuals)
3. Grants to regional or national charities **will only be considered** where a specific project will deliver obvious benefits to residents in the Parish area.
4. The amount of any grant award will be at the discretion of the Council
5. All applications will be considered on their merits, but in general grants can be awarded for:
 - o Capital Projects such as purchase of equipment, works to buildings, improvements to premises, improvement to the local environment
 - o Revenue Projects such as a Community Event, Festivals or other Special Events where grants towards running costs, salaries, consumables, insurance or training may be considered
6. The purpose for which any grant is made must be in the interest of the Parish area or any part of it or all or some of the inhabitants of the Parish area which is defined by the boundaries of the Parish Council.
7. The amount of expenditure must be commensurate with the benefit to the inhabitants of the area.
8. Groups from outside the Parish who can demonstrate direct benefit to the area are eligible to apply for a grant.
9. The Council may take into account any previous grant made to an organisation or group when considering a new application
10. No grant will be awarded to or for any commercial venture for private gain.
11. Retrospective applications will not be funded where the expenditure had been made, the project has been carried out or the event has taken place.
12. All grants will be conditional upon submission of a Small Grant Application Form.
13. All grant recipients are required to provide the Council with a brief report, including photographs where appropriate, of how the grant has been utilised, how it has assisted the organisation or group and what it has achieved. This must be submitted within 3 months of the purchase of the capital equipment or completion of the project.
14. If the grant is put to purposes other than those for which it was awarded without the prior approval of the Council, the recipient organisation or group will be required to repay the grant to the Council.
15. The organisation or group should supply such information as the Council may request regarding the impact of the project on the Council's area.
16. Recognition of the grant from the Council must be made in any publicity issued by the receiving body.

How will a grant application be assessed?

- o Does the Council have the powers to provide a grant for the project outlined?
- o How well does the grant meet the needs of the community in providing positive benefit to residents?
- o How effectively will the group use the grant?
- o Is the cost of the project appropriate?
- o Are the expected outcomes realistic?
- o What level of contributions has been, or will be, raised locally?
- o Can the organisation or group reasonably be expected to obtain sufficient funding from another, perhaps more appropriate, sources?
- o How is the organisation or group managed and does it have a constitution?

The grant application form should be returned to the Parish Clerk

<i>FOR COUNCIL USE ONLY</i>	
<i>Application Number</i>	
<i>Date Received</i>	
<i>Delete as appropriate</i>	<i>Approved or Declined</i>
<i>Date</i>	
<i>Amount Approved</i>	
<i>Date Funds Issued to Group</i>	
<i>Transaction Reference</i>	



1ST BOURN SCOUT GROUP

Sort Code 20-43-63
Account No 53072657

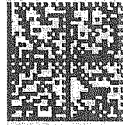
SWIFTBIC BARCGB22

IBAN GB25 BARC 2043 6353 0726 57

Issued on 10 December 2015

00393 XUB2369A 4363 1406250011

MRS CAROLINE GOODALL
1ST BOURN SCOUT GROUP
5 DE LA HAYE CLOSE
PAPWORTH EVERARD
CAMBRIDGE
CB23 3UU



Your Community Account

At a glance

26 Nov – 09 Dec 2015

Start balance £8,015.82

Money out £104.30

▶ Commission charges £0.00

▶ Tax paid £0.00

Money in £0.00

▶ Gross interest received £0.00

▶ Net interest received £0.00

End balance £7,911.52

Date	Description	Money out £	Money in £	Balance £
26 Nov	Start Balance			8,015.82
2 Dec	Cheque issued Ref: 100033	84.30		7,931.52
9 Dec	Cheque issued Ref: 100034	20.00		7,911.52
9 Dec	Balance carried forward			7,911.52
Total Payments/Receipts		104.30	0.00	

Anything wrong? If you notice any incorrect or unusual transactions, see the next page for how to get in touch with us.

000393 785 XUB2369A 1406250011 1 of 2

OBJECTIVES

We are a Scout group providing fun, challenge and adventure to over 80 boys and girls aged 6 to 14.

1st Bourn Scout group includes a Beaver colony, a Cub pack and a Scout pack. We help young people in Cambridgeshire enjoy new adventures, experience the outdoors, interact with others, gain confidence and have the opportunity to reach their full potential. Our members learn skills such as basic first aid, as well as improving their social skills, teamwork ability, leadership ability and confidence. We are helping young people to build good relationships and long-lasting friendships. We believe that the skills learnt at scouts help young people at school and then in employment.

Our members regularly go on camps, where the Cubs begin to learn some skills in independence and the Scouts learn outdoor cooking, the Cubs and Scouts also do archery, bike riding and swimming, all encouraging a healthy active lifestyle. All members are involved in bag packing at the local supermarket at least once a year, encouraging the young people to help others in their community. We undertake activity badges, allowing the young people to demonstrate their progress in various pursuits, and help them to form new interests. Badges are awarded when a young person has completed a challenging yet achievable set of requirements.

Represented by

<i>CBS Scout Activity Account</i>	193.82
<i>CBS Cubs Activity Account</i>	138.64
<i>CBS Beavers Activity Account</i>	411.75
<i>Santander Current Account</i>	4.67
<i>Santander Deposit Account</i>	34.22
<i>CBS Main Account</i>	1,078.74
<i>CBS Fundraising Account</i>	1,196.80
Reconciled Balance	3,058.64

Liabilities:

<i>Hall Hire Spring Term 2014</i>	205.00
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Total Funds Available **2,853.64**

Represented by

Barclays Account	7,547.68
CBS Scouts Activity Account	591.78
CBS Cubs Activity Account	282.41
CBS Beavers Activity Account	437.30
Santander Current Account	4.67
Santander Deposit Account	34.22
CBS Main Account	0.00
CBS Fundraising Account	0.00
Reconciled Balance	8,898.06

Liabilities:

Winter Camp costs	30.00
Capitation	2,298.00

Total Funds Available **6,570.06**

Bourn Scout Group is in good financial health! The accounts show that we have cash of £8,898 at 31 March 2015, however this is before the district scouting fees ("annual capitation") of £2,298 and accrued costs for winter camp of £30. Our Total Funds Available are therefore £6,570.

The main reason for this increase in funds available is also one of the major achievements of the last 12 months. By registering for Gift Aid we have received over £2,400, successfully reclaiming for the past 4 financial years. On an ongoing basis we now hope to recover about £1,000 a year.

The Committee have concluded that we should retain a "reserve" of cash to ensure that we can cover the annual capitation fees and a term's hall hire for each section – this will give us the secure financial base we need. We are in a position, however, to freeze subscriptions at the current level for the next 12 months, we will review again at that point. We have also reviewed the amount of money the section leaders receive each term and are hoping to increase contributions to ensure all our Scouts, Cubs and Beavers are getting as much as possible from your subscriptions.

We received a kind donation of £200 from the Parish Council to put towards new tents for the Cub pack. We have also bought two other main items of equipment; a new water boiler to take on camps and a new shed to store the Group's gear in. We are hoping to buy new patrol tents for the scouts over the winter, ready to use on our camps next year.

During the year we amalgamated 2 of our building society accounts into one bank account making it much easier for us to receive direct payments such as gift aid and subscriptions.

Finally, if you haven't filled in a gift aid form, or if you have changed your name or address within the last year, and you are a tax payer, please ask a leader for a form, as the money we can claim will really make a difference.

Caroline Goodall
Treasurer