

Public Document Pack

Please ask for:

Linda Coote

Direct dial:

(023) 9254 5340

Fax:

(023) 9254 5587

E-mail:

linda.coote@gosport.gov.uk

19 June 2024

S U M M O N S

MEETING: Grants Sub-Board
DATE: 27 June 2024
TIME: 6.00 pm
PLACE: Council Chamber
Democratic Services contact: Linda Coote

Peter Baulf
Borough Solicitor and Monitoring Officer

MEMBERS OF THE BOARD

Councillor Burgess
Councillor Chegwyn
Councillor Cox

Councillor Mrs Cully
Councillor Hutchison

FIRE PRECAUTIONS

(To be read by the Mayor if members of the public are present)

In the event of the fire alarm sounding, please leave the room immediately. Proceed downstairs by way of the main stairs or as directed by GBC staff, follow any of the emergency exit signs. People with disability or mobility issues please identify yourself to GBC staff who will assist in your evacuation of the building.

IMPORTANT NOTICE:

- If you are in a wheelchair or have difficulty in walking and require access to the Committee Room on the First Floor of the Town Hall for this meeting, assistance can be provided by Town Hall staff on request.

If you require any of the services detailed above please ring the Direct Line for the Democratic Services Officer listed on the Summons (first page).

NOTE:

- i. Councillors are requested to note that, if any Councillor who is not a Member of the Board wishes to speak at the Board meeting, then the Borough Solicitor is required to receive not less than 24 hours prior notice in writing or electronically and such notice shall indicate the agenda item or items on which the member wishes to speak.
- ii. Please note that mobile phones should be switched off or switched to silent for the duration of the meeting.
- iii. This meeting may be filmed or otherwise recorded. By attending this meeting, you are consenting to any broadcast of your image and being recorded.

AGENDA

1. APOLOGIES
2. ELECTION OF CHAIRMAN FOR 2024-2025
3. ELECTION OF VICE CHAIRMAN FOR 2024-2025
4. DECLARATIONS OF INTEREST

All Members are required to disclose at this point in the meeting or as soon as possible thereafter, any disclosable pecuniary interest or personal interest in any item(s) being considered at this meeting.

5. MINUTES OF PREVIOUS MEETING HELD ON 7 MARCH 2024
(Pages 5 - 12)
6. DEPUTATIONS

(NOTE: The Board is required to receive a deputation(s) on a matter which is before the meeting of the Board provided that notice of the intended deputation and its object shall have been received by the Borough Solicitor by 12 noon on Tuesday 25 June 2024. The total time for deputations in favour and against a proposal shall not exceed 10 minutes).

7. PUBLIC QUESTIONS

(NOTE: The Board is required to allow a total of 15 minutes for questions from Members of the public on matters within the terms of reference of the Board provided that notice of such Question(s) shall have been submitted to the Borough Solicitor by 12 noon on Tuesday 25 June 2024).

8. COMMUNITY GRANT FUND APPLICATIONS (Pages 13 - 58)

To provide the Sub Board with Community Grant applications in order that members can determine grant awards.

9. COMMUNITY EVENT GRANT FUND APPLICATIONS (Pages 59 - 84)

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To provide the Sub Board with Community Event Grant applications in order that members can determine grant awards.

10. HERITAGE FUND APPLICATIONS (Pages 85 - 98)

To provide the Sub Board with Heritage Fund grant applications in order that Members can determine grant awards.

11. ANY OTHER ITEMS

Public Document Pack Agenda Item 5

Grants Sub-Board
7 March 2024

A MEETING OF THE GRANTS SUB-BOARD WAS HELD ON 7 MARCH 2024

Councillors Burgess, Chegwyn, Cox (Substituting for Bradley), Mrs Cully and Hutchison

32. APOLOGIES

Apologies for non attendance were received from Councillor Kirsten Bradley, who was substituted by Councillor Kirsty Cox.

33. DECLARATIONS OF INTEREST

Councillor Hutchison declared

- i) a pecuniary interest in Item 7 para 17 as Trustee and Treasurer of the Elson Community Library and Hub.
- ii) A non pecuniary interest in item 7 para 12 as a Governor of ST. John's primary School
- iii) A non pecuniary interest in item 7 para 13 as Plan B has provided watersports activities to Hardway.

Councillor Burgess declared a non pecuniary interest in item 7 paras 14 and late item 1 as he had awarded a grant as a Hampshire County Councillor

Councillor Chegwyn declared a non pecuniary interest in item 7 paras 12 & 17 as he had awarded a grant as a Hampshire County Councillor

Councillor Cully declared a non pecuniary interest in item 7 para 11 and she had awarded a grant for the previous bus subsidy.

34. MINUTES OF PREVIOUS MEETING HELD ON 7 DECEMBER 2023

RESOLVED: That the minutes of the meeting held on 7 December 2023 were signed as a true and correct record.

35. DEPUTATIONS

There were none

36. PUBLIC QUESTIONS

There were none

37. AWARDS UPDATE FROM PREVIOUS BOARDS

Consideration was given to a report by the Head of Corporate Policy & Community Safety providing an update on the funding awards and recommendations made by the Sub Board at its previous meetings, including six end of project reports and one interim report. The report also provides an update on the creation of a separate Events Fund.

The Grants Officer updated Members that one additional end of project report had been received from The Marine Festival.

RESOLVED: That the Sub Board:

- i) Noted the six end of project reports and one interim report received since its last meeting
- ii) Noted the status report provided on the previous Sub Board awards and recommendations in Appendix 1
- iii) Noted the creation of an Events Grant Fund.

38. COMMUNITY GRANT FUND APPLICATIONS

Consideration was given to a report by the Head of Corporate Policy and Community Safety providing a summary of each application received to the Community Fund in this funding period in order that Members can determine if they wish to award grant funding for each proposal as set out in this report.

1. Gosport Railway Society

Members agreed to award the sum of £429

2. Incredible Edible Gosport

Members were advised that the grant would be used to fund a four week cookery course for 10 people offering help and advice on creating affordable healthy food. It would result in people leaving their homes, learning about food and its relationship to health, and then sit down and eat together.

In answer to a Member's question, the applicant advised that the participants would be found through social prescribers, the Leisure Centre, Nimrod Centre and social media, and with the interest created by previous such schemes, the demand is there.

Members were advised that the equipment could be used for future schemes and would be portable enough to be taken to any size venue.

Members agreed to award the sum of £600

3. Harbour Cancer Support Centre

Members were advised that the grant would be used to fund a weekly coffee morning off site so not to disturb the therapies taking place at the centre

Members agreed not to make an award

4. Mend & Tend Service- Gosport Voluntary Action

Members were advised that mend & Tend is a vetted worker match up for Gosport people who need support with DIY or gardening. The worker is paid directly by the resident, and for some time there has been no admin fee. Not only has that encouraged more people to use the service, but has cut the need to administer that charge.

Members were supportive of the scheme and were aware of its excellent reputation.

Members agreed to award the sum of £1,500

5. The Village Home Football Club

Members were advised that the grant would be used to fund the increase in pitch fees and enable the club which has been around for 40 years to continue.

Members agreed to award the sum of £1,000

6. Gosport Borough Youth Football Club

Members were advised that this is the largest youth club in Hampshire with 83 teams and 1,000 members.

The applicant advised that the grant would pay for kit, as subs only cover referee fees, DBS checks and pitch fees. Members were assured that the kits are recycled down to younger players, and only get replaced every two years.

Members agreed to award the sum of £1,500

7. TML Football Club

The applicant advise that the club had been started by his grandfather and had grown to 100 players.

Members were advised that the grant would be used to pay pitch fees, tournament costs and equipment.

Members agreed to award the sum of £1,000

8. Disability Union

Members agreed not to make an award

9. Nest & Anchor Events

Members agreed to defer this application to the Events Fund in June

10. St. John's Primary School

Members were advised that the grant would be used to make better use of a building on site. A space would be created as a hub for families of pupils, as well as being used for schemes such as the school nursing team holding sessions on illnesses to bring up attendance levels. With 40% of pupils coming from disadvantaged families, there is a need for community activities and wellbeing courses to improve integration.

The applicant explained that funding from either the Capital budget or the diocese is ring-fenced for maintenance and safeguarding needs.

Members were advised that once established, the renting out of the facility would create much needed funds, although charities may not be charged a hire fee.

Members were very much in favour of the project, and hoped that it would add to the community offer in that area, as seen in other such projects like Lee infant school.

Members agreed to award the sum of £4,365

11. Plan B AP

Members were advised that Plan B offer an alternative learning experience based around the marine industry but also including cycle repair and more recently food and hospitality. A cookery and catering trial project proved popular and proved a demand for more courses, which was hoped to be a route to employability.

Members recognised the fantastic results achieved- a 90-95% attendance and close working with other agencies turning youngsters who could not go to school into good citizens.

Members agreed to award the sum of £2,500

12. Gosport Marine Festival

Members were advised that this application needed to come to the community fund this time round due to timing of the event.

Members were all aware of the event and the longer terms effects it can have on creating interest in employment in the maritime sector.

A member expressed that they would like to see even better integration with the local facilities close to the event.

Members agreed to award the sum of £4,500 to be paid from the Events Fund

13. Citizens Advice

Members were advised that the grant would be used to create and run a training programme on finance and debt prevention aimed at year 9 students. It was hoped that better education in finance matters would prevent the need for debt assistance later in life.

In answer to a Members question, the applicant advised that although money management is on the curriculum, there is sometimes a lack of knowledge and capacity in the schools, and CAB can provide real life case and scenarios which enhance the learning and make the content more relatable.

Members suggested other sources of funding that the applicant could explore.

Members agreed to award the sum of £1,000

14. Gosport Pantry

Members agreed not to make an award

15. Elson Community Library.

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Councillor Hutchison spoke on behalf of the application but took no part in the discussion or decision.

Members were advised that the building was on a full repairing lease and since taking over the building from HCC had spent funds on toilets, the kitchen, windows and wiring amongst other work. The grant would be spent on renewing the fire detection system and installing additional detectors.

Members acknowledged how successful the hub had been at providing a wide range of activities and services for the community.

Members agreed to award the sum of £3,000

RESOLVED: That the Sub Board:

Considered the applications in the report and:

1. A grant of £429 to be paid to Gosport Railway Society
2. A grant of £600 to be paid to Incredible Edible Garden
3. No grant to be paid to Harbour Cancer Support Centre
4. A grant of £1,500 to be paid to Mend & Tend Service
5. A grant of £1,000 to be paid to The Village Home Football Club
6. A grant of £1,500 to be paid to Gosport Borough Youth Football Club
7. A grant of £1,000 to be paid to TML Football Club
8. No grant to be paid to Disability Union
9. No grant to be paid to Nest & Anchor Events
10. A grant of £4,365 to be paid to St. John's Primary School
11. A grant of £2,500 to be paid to Plan B AP
12. A grant of £4,500 to be paid to Gosport Marine Festival from the Events Fund
13. A grant of £1,000 to be paid to Citizens Advice
14. No grant to be paid to the Gosport Pantry
15. A grant of £3,000 to be paid to Elson Community Library & Hub.

39. LATE ITEMS COMMUNITY GRANT FUND

By reason of special circumstances, the Chairman determined that the following items be considered at this meeting notwithstanding the fact that the item had not been available for public inspection in accordance with the provisions of Section 100B(4)(a) of the Local Government (access to information) Act 1985.

RESOLVED: that the Sub Board agreed to take the late items.

1. The Lee Hub Independent Community Library

Members were advised that the doors needed to be replaced and the best solution was a composite material that would still look like the original French Oak.

The applicant advised that the quote included the doors, frame and included removal and recycling of the old doors.

Members agreed to award £2,900 from the heritage Grant Fund.

2. Veterans Can

Members expressed surprise at the high cost of renting Explosion.

Members agreed to award £500 from the Community Fund

40. HERITAGE FUND APPLICATIONS

Consideration was given to a report by the Head of Corporate Policy and Community Safety providing a summary of the five applications received to the heritage Fund in this funding period in order that Members can determine if they wish to award grant funding for the proposals set out in the report.

1. St. John's Arts 2024 Programme Exhibition Panels

The applicant explained that this was an arts programme running in collaboration with the Gosport & Fareham Multi-Academy Trust (in particular Brune Park and Bay House), which had received a grant from the Arts Council England. They produce a programme of arts activities with the focus on young people, but wish to extend into workshops and dance events to include families and the community.

Members were advised that the grant was needed to purchase movable, illuminated screens to enable the mounting of exhibitions in St. John's Church, where the walls are dark and easily damaged.

Members agreed to award the full amount of £3,545

2. The Queen's Hotel 143 Queens Road

The applicant explained he had recently replaced the sash windows in the upper floor and they were working well. The grant will be put towards replacing sash windows in the middle floor and repairs to the third storey roof.

Members were advised that the pub was up and running and its real ales proving popular. It was now hoped to put the whole building back into use for the benefit of the community and in particular essential workers.

In answer to a Member's question, the applicant explained that he had taken on the project in order to preserve the building for future generations and did not expect to make a profit due to the amount of work and investment required.

Members agreed to award the sum of £10,000

3. 2,2A&B, 6 and 6A Church Road Alverstoke.

Members were advised that the grant would go towards the repair and redecoration of the external joinery, including shopfronts and sash windows.

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The applicant gave Members some of the history of the building and explained that she had been the owner since 2004, and it had been a labour of love to maintain a listed building 250 years old. Advice from a conservation specialist had been sought and it would require skilled work to provide a package of repair for the buildings.

In answer to a Members question, the applicant explained that in order to keep the businesses thriving in the village, she kept the rents at a reasonable rate and the amount received does not cover the amount of maintenance required.

Members understood the impact on the surrounding properties should these fall into disrepair.

Members agreed to award £33,500, which was subsequently increased to £40,000.

4. 2 High Street

Members were advised that the brick frontage of the building was constructed of mathematical tiles, which are a specialist item, only manufactured by one or two companies in the country, and it was the delay in obtaining the viability assessment that prevented the applicant from being eligible for HSHAZ funding.

Members were advised that the business leasing the building aspires to increase in size by bringing into use two extra rooms and increasing the staff to 18. This can only happen if the repairs take place and create usable sound spaces.

The Chairman was interested to hear of the buildings history as a brewery with stables and hoped to visit.

Members agreed to award £40,000

5. 25 High Street

Members were advised that the property has a very large walled rear garden, which the applicant was hoping to develop as a garden which would be open to the community as a tool to teach how to grow fruit and herbs that can be used in remedies and cosmetics.

The applicant explained that the grant would be used to replace the crittal windows at first floor height. The ground floor will be developed to create a wholefood café selling organic teas.

Members agreed to award £10,500

RESOLVED: That the Sub Board

Considered the applications in the report and:

1. A grant of £3,545 to be paid to St. John's Arts 2024 Programme
2. A grant of £10,000 to be paid to The Queen's Hotel 143 Queens Road
3. A grant of £40,000 to be paid to 2,2A&B, 6 and 6A Church Road Alverstoke

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4. A grant of £40,000 to be paid to 2 High Street
5. A grant of £10,500 to be paid to 25 High Street.

41. ANY OTHER ITEMS

CHAIRMAN

Concluded at 10.10 am

Board/Committee:	GRANTS SUB BOARD
Date of meeting:	Thursday 27 th June 2024
Title:	Community Grant Fund Applications
Author:	Head of Corporate Policy and Community Safety
Status:	For Recommendation

Purpose

To provide the Sub Board with Community Fund grant applications in order that members can determine grant awards.

Recommendation

That the Board:

- Consider the nine grant applications outlined in this report.

1.0 Background

- 1.1** In November 2022 the Policy and Organisation Board agreed to set up a new Community Fund to offer grants to local community projects to be administered via this Grants Sub Board.
- 1.2** This report contains verified grant applications, up to £5000, made since the last Grant Sub Board Meeting.
- 1.3** The Community Fund has the following priorities and applicants are asked to identify which of the following their project will help to address:
- a) Enhancing community places and spaces;
 - b) Bringing people together and building stronger communities;
 - c) Improving sustainability and tackling climate change;
 - d) Developing people, skills and opportunities.
- 1.4** The Community Fund guidance advises that funding awards will be looked on more favourably where applications can demonstrate:
- a) A strong evidence of need;
 - b) The proposed approach is likely to achieve the desired outcomes;
 - c) The application does not contain high revenue costs that cannot be sustained long term;
 - d) A lasting benefit can be achieved;
 - e) It meets more than one of the four funding priorities;
 - f) Match funding is provided;
 - g) It will benefit a significant number of people;
 - h) Public benefit outweighs any private gain.

2.0 Report

- 2.1** Accounts has confirmed that there is a total of £76,812 remaining in the Community Fund for 2024/25 which includes Community Infrastructure Levy (CIL Neighbourhood Fund) of £23,921.

2.2 Each grant application is shown in an Appendix as summarised below:

	Applicant	Project Name	Amount
Appendix 1	Sarisbury Spartans Football Club	Sarisbury Spartans	£3,000
Appendix 2	Priddy's Hard Football Club	Season 24/25	£1,000
Appendix 3	CU2	Providing Food to the Community	£4,975.32
Appendix 4	Gosport University of the Third Age (U3a)	Audio and Visual Presentation Apparatus for group events involving members	£1,500
Appendix 5	The Friends of Hardway (FoH)	Pop Up Watersports	£4,860
Appendix 6	Gosport Unit 437 of the Sea Cadet Corps	RIB craft & engine	£5, 000
Appendix 7	FirstLight Trust	Gaining Growth Outside	£4,640
Appendix 8	The Brendoncare Foundation	Brendoncare Community Hub	£4,050
Appendix 9	5 th Gosport Sea Scout Group	Doors	£2000
Total			£31,025.32

2.3 Since the last Grant Sub Board the following End of Project Reports have been received and are summarised below:

- Elson Community Library - new fire alarm system commissioned, invoices and commissioning report received.
- Harbour Cancer - provided Counselling, Befriending, Support for Children, Complementary Therapies, Drop in Centre, Information Services, Art Therapy Group, Knit and Natter Group and Coffee Mornings to local people affected by cancer. This has helped support individuals psychological wellbeing, prevent isolation, meet new people and share experiences as well as learn new skills.
- Fox fence Rowner Bowls – the old electric fence has been removed, the green can now be accessed from all positions and watching the game is no longer inhibited. Foxes can no longer access the green so are not able to damage the playing surface. An invite has been extended to Grant Sub Boards Members to visit the grounds to see the new arrangements.
- Golden Lion FC - Funding was used to purchase training equipment for the football team, as well as training jackets and hats.
- St Matthews Church Garden – delivered, fence in place and now growing vegetables and flowers.

3.0 Next Steps

3.1 Subject to Members' decisions on each of the applications, the grants officer will advise the applicant accordingly and process the grant award (including satisfactory receipt of all information required, a grant agreement and bank account verification).

4.0 Risk Assessment

- 4.1 There will always be an element of a risk when issuing grants to a third party organisation. The Council has financial and legal due diligence measures in place to ensure that the risks are minimised and will not issue any grants until the Council is satisfied that these measures have been satisfied.
- 4.2 The Grant Agreement forms are part of the measures to ensure the money is used for the purposes set out in the application and agreed by the Sub Board.

5. Conclusion

- 5.1 This report facilitates the Grant Sub Board's role by enabling it to consider Community Grant Fund applications.

Financial Services comments:	Contained within this report
Legal Services comments:	There are no legal implications with respect to the process. The applications are solely to be judged by the relevant Sub-Board within the existing policy framework.
Equality and Diversity:	Community Fund application form template and guidance was reviewed by the Council's Equality & Diversity Lead Officer.
Climate Change implications:	Not applicable.
Crime and Disorder:	Not Applicable.
Corporate Plan:	Grant applications empower residents to help contribute to the six strategic priorities.
Risk Assessment:	Contained within the report.
Background Papers:	Community Fund Guidance.
Appendices:	Appendices 1- 9 contain the grant applications.
Report Author/Lead Officer:	Julie Petty, Head of Corporate Policy and Community Safety julie.petty@gosport.gov.uk or 02392 545381.

APPENDIX 1

COMMUNITY FUND PLEASE NOTE THIS IS AN EXTRACT OF THE FULL APPLICATION¹

APPLICATION FORM

1 ABOUT YOU AND YOUR ORGANISATION

1.1 ORGANISATION DELIVERING THE PROJECT

Please tell us about the organisation that will be delivering the project.

Name of organisation	Sarisbury Spartans
Organisation address and postcode	Brookers Field, Gosport

1.4 FURTHER DETAILS ON YOUR ORGANISATION

Please tell us about the organization that will be delivering the project.

Type of organisation * *please see guidance and select	Football Club
What is the purpose of your organisation?	To provide an affordable, enjoyable and community based club for all abilities to enjoy exercise and social interactions
In which areas of Gosport does your organisation work?	We work out of Gosport, Brookers Field, Privett Park, Baypoint and Nobes Avenue
Does anyone in your organisation have any direct link with Gosport Borough Council (for example officers, councillors, contracts)?	No

1.5 ORGANISATION POLICIES

Please tell us if you have the following policies in place.

If your organisation is involved with children, young people or vulnerable persons, please tick if you have a safeguarding policy in place (if applicable)	
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¹ Only relevant answers have been included and personal information removed

Please tick if your organisation has an equalities and diversity policy in place (if applicable)	Yes
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2. ABOUT YOUR PROJECT

2.1 PROJECT SUMMARY

Please provide a name and a short description of your project.

Project name	Sarisbury Spartans
Description of project (in a few sentences)	To provide an affordable, enjoyable and community based club for all abilities to enjoy exercise and social interactions
Approximately how many people will benefit from the project?	65-70

2.2 DETAILS OF PROJECT FOR WHICH GRANT IS SOUGHT

Please explain what your project will do (max 200 words).

The money will enable us to maintain affordable football and facilities while providing appropriate equipment and facilities in the local community around Gosport and Fareham

2.3 DELIVERING FUND PRIORITIES

We want to know if your project will help address one or more of the fund priorities, which are:

- 1. Enhancing community places and spaces**
- 2. Bringing people together and building stronger communities**
- 3. Improving sustainability and tackling climate change**
- 4. Developing people, skills and opportunities**

In the box below, please outline the wider benefits of your project, specifically including how it will address any of the fund priorities.

2,4,3,1

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3. COSTS AND FUNDING

3.1 WHAT IS THE TOTAL ESTIMATED COST OF YOUR PROJECT?

Total cost of the project including any non-recoverable VAT	£3000
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3.2 HOW HAVE THE PROJECT COSTS BEEN CALCULATED?

Please indicate whether costs are a fixed quote or estimate etc. Please provide quotes for each item or works over £3k (three quotes are advised). For projects that have a high number of small costs (such as events) please provide an estimated breakdown of how the grant would be spent. An itemised summary of actual spend will need to be included as part of the End of Project Report.

We estimate costs at 1000 per team and we have three teams, this is for kit, footballs, equipment ready for the new season
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3.3 GRANT REQUEST

Tell us how much grant you are applying to us for.

Grant request	£3000
Grant request as % of project costs	100%

3.4 MATCH FUNDING

Tell us from which source you will be contributing to project costs. Please be advised that applications which can evidence some match funding may be considered more favourably than those requesting 100% of costs.

Amount of own resources committed to this project	£7000
Other grants secured for this project	£0
Loans	£0
In kind	£0

3.5 FURTHER DETAILS

Please tell us if any of the following situations would apply to your proposal.

<p>If people benefitting from the project will be required to make any contribution towards the cost, please outline how much and what they will receive.</p>	<p>Yes – Match contributions are required to cover on-going costs such as referees and venue hire</p>
<p>Please provide details of any ongoing costs associated with your project and how they would be sustained long-term.</p>	<p><i>Please see above</i></p>
<p>Please confirm whether your organisation would be willing to allow other groups and individuals to make use of any funded equipment or infrastructure. If so, please advise if a charge would apply.</p>	<p><i>Yes – we welcome all and are looking at expanding into the women’s game for the upcoming season</i></p>

4. TIMETABLE AND PROJECT MANAGEMENT

4.1 PLEASE TELL US WHEN YOUR PROJECT WILL START AND FINISH.

We expect projects to be completed within 2 years of a grant award.

<p>Estimated project start date</p>	<p>Already started</p>
<p>Estimated project completion date</p>	<p>Ongoing</p>

APPENDIX 2

COMMUNITY FUND

PLEASE NOTE THIS IS AN EXTRACT OF THE FULL APPLICATION²

APPLICATION FORM

1 ABOUT YOU AND YOUR ORGANISATION

1.1 ORGANISATION DELIVERING THE PROJECT

Please tell us about the organisation that will be delivering the project.

Name of organisation	Priddys Hard FC
Organisation address and postcode	2 Britannia Way, Priddys Hard, Gosport, PO12 4DZ

1.4 FURTHER DETAILS ON YOUR ORGANISATION

Please tell us about the organization that will be delivering the project.

Type of organisation * *please see guidance and select	Mens Football Club
What is the purpose of your organisation?	Provide a social environment & exercise for a group of local male residents, between the ages of 16-50+
In which areas of Gosport does your organisation work?	Priddys Hard – but all areas are welcome to attend
Does anyone in your organisation have any direct link with Gosport Borough Council (for example officers, councillors, contracts)?	No

1.5 ORGANISATION POLICIES

Please tell us if you have the following policies in place.

If your organisation is involved with children, young people or vulnerable persons, please tick if you have a safeguarding policy in place (if applicable)	No
Please tick if your organisation has an equalities and diversity policy in place (if applicable)	Yes

2. ABOUT YOUR PROJECT

² Only relevant answers have been included and personal information removed

2.1 PROJECT SUMMARY

Please provide a name and a short description of your project.

Project name	Season 24/25
Description of project (in a few sentences)	We are requesting funding from the council to help support the running of the club, these funds will be used to purchase kit & equipment for the club. This will ensure that the club will be able to provide the relevant kit for the team to represent the club in the upcoming season & also provide enough balls for the club as well, so we can ensure we have the right quality equipment for our matches & games. As already explained this will ensure our members have the correct equipment & can feel a sense of pride & belonging, being part of our club, representing their local team, playing in their local league in their home town
Approximately how many people will benefit from the project?	We have approx. 32 members in our squad & we also hold open training sessions & trials too, so there will be more as well – possibly 50-60 in total. The large majority of our players all live locally in & around the various Gosport boroughs, again, with the majority having grown up here, attending school here & as well, a lot of them, working in the local community too. The team come from Priddys Hard, Elson, Lee on Solent, Privett, Gomer, Hardway, Rowner, Bridgemary & Forton, to name a few. We play all of our games in the Gosport Sunday Football League & hold our weekly training sessions in Gosport too, either @ the local leisure centre or Bay House School

2.2 DETAILS OF PROJECT FOR WHICH GRANT IS SOUGHT

Please explain what your project will do (max 200 words).

We will be able to ensure we can provide adequate kit for all of the team members, so they can feel part of the team & have a sense of belonging too
We will ensure Priddys Hard FC continues to represent & support local players who join the club & build our reputation for being an inclusive club
We ensure we maintain our kit & equipment & anything that has come to end of its life is to be recycled as best we can
We welcome anyone with an interest in football to get involved with the club, as they so wish, we encourage people to contact us & come along at any point

2.3 DELIVERING FUND PRIORITIES

We want to know if your project will help address one or more of the fund priorities, which are:

1. Enhancing community places and spaces
2. Bringing people together and building stronger communities
3. Improving sustainability and tackling climate change
4. Developing people, skills and opportunities

In the box below, please outline the wider benefits of your project, specifically including how it will address any of the fund priorities.

Our project will bring people together & build a sense of community & belonging. It will also help to build peoples skills, fitness, confidence & create opportunities for personal development too

3. COSTS AND FUNDING

3.1 WHAT IS THE TOTAL ESTIMATED COST OF YOUR PROJECT?

Total cost of the project including any non-recoverable VAT	£1,000
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3.2 HOW HAVE THE PROJECT COSTS BEEN CALCULATED?

Please indicate whether costs are a fixed quote or estimate etc. Please provide quotes for each item or works over £3k (three quotes are advised). For projects that have a high number of small costs (such as events) please provide an estimated breakdown of how the grant would be spent. An itemised summary of actual spend will need to be included as part of the End of Project Report.

These costs have been calculated based on research into the costs involved in purchasing the relevant kit & equipment we will require to keep the club going

Kits - £500-600 per strip – 2 required – Home & Away

Balls - £200-300

3.3 GRANT REQUEST

Tell us how much grant you are applying to us for.

Grant request	£1,000
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Grant request as % of project costs	66%
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3.4 MATCH FUNDING

Tell us from which source you will be contributing to project costs. Please be advised that applications which can evidence some match funding may be considered more favourably than those requesting 100% of costs.

Amount of own resources committed to this project	£500
Other grants secured for this project	£0
Loans	£0
In kind	£0

3.5 FURTHER DETAILS

Please tell us if any of the following situations would apply to your proposal.

If people benefitting from the project will be required to make any contribution towards the cost, please outline how much and what they will receive.	Our team pay weekly subs & we contribute to the running of the club & maintenance as well
Please provide details of any ongoing costs associated with your project and how they would be sustained long-term.	<i>There would not be any ongoing costs involved</i>
Please confirm whether your organisation would be willing to allow other groups and individuals to make use of any funded equipment or infrastructure. If so, please advise if a charge would apply.	<i>We are happy to support any local clubs that we can – they only have to ask</i>

4. TIMETABLE AND PROJECT MANAGEMENT

4.1 PLEASE TELL US WHEN YOUR PROJECT WILL START AND FINISH.

We expect projects to be completed within 2 years of a grant award.

Estimated project start date	July 2024
Estimated project completion date	September 2024

APPENDIX 3

COMMUNITY FUND

PLEASE NOTE THIS IS AN EXTRACT OF THE FULL APPLICATION³

APPLICATION FORM

1 ABOUT YOU AND YOUR ORGANISATION

1.1 ORGANISATION DELIVERING THE PROJECT

Please tell us about the organisation that will be delivering the project.

Name of organisation	C2U Gosport CIC
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1.4 FURTHER DETAILS ON YOUR ORGANISATION

Please tell us about the organization that will be delivering the project.

Type of organisation *	Community Interest Company 15225419
What is the purpose of your organisation?	We provide a safe space for those at risk, working to reduce social isolation and help provide food basics to those impacted by the rising cost of living.
In which areas of Gosport does your organisation work?	We cover the whole of Gosport, and are ideally suited to provide our services as our hub is in the high street.
Does anyone in your organisation have any direct link with Gosport Borough Council (for example officers, councillors, contracts)?	Yes Gary Walker Councilors and GBC Officers

2. ABOUT YOUR PROJECT

2.1 PROJECT SUMMARY

Please provide a name and a short description of your project.

Project name	Providing Food to the Community
Description of project (in a few sentences)	We operate a food bank 6 days a week, providing food basics. Warm hub / Lunch Groups providing a meal ensuring people have access to food. In the school holidays we operate a healthy start breakfast for families that are struggling.
Approximately how many	Figures for 23/24 are 3481 have used the food bank,

³ Only relevant answers have been included and personal information removed

people will benefit from the project?	warm hub and Breakfast Groups. Figures for 22/23 are 1614 using the same services
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2.2 DETAILS OF PROJECT FOR WHICH GRANT IS SOUGHT

Please explain what your project will do (max 200 words).

As we are an essential element of support to Gosport, we now have to relocate, leading to increased costs for providing the services needed; this is why we are asking for support to help fund these additional costs.

We have seen an increase in demand for the services we provide, such as food banks, free healthy breakfast for children during the holidays, and the number of people that come in for a coffee and chat due to being socially isolated. In November 2022, we ran a warm hub providing soup and rolls, warm drinks and the opportunity to chat, reducing the social isolation felt by many Gosport residents. We have continued with this project in November 2023, due to the increasing numbers coming into the hub, we would like to extend this to a year-round project.

We offer advice and support to those needing benefits and social tariffs for other essential services. Furthermore, we help with budgeting advice. Our work reduces social isolation and, for others, helps promote improvement in their living situations and access to food and heating.

2.3 DELIVERING FUND PRIORITIES

We want to know if your project will help address one or more of the fund priorities, which are:

- 1. Enhancing community places and spaces**
- 2. Bringing people together and building stronger communities**
- 3. Improving sustainability and tackling climate change**
- 4. Developing people, skills and opportunities**

In the box below, please outline the wider benefits of your project, specifically including how it will address any of the fund priorities.

To provide lessons on cooking healthy meals on a budget for individuals and families. We provide access to free food five days a week. We provide shelter during the day and support and signpost services that provide shelter at night. We are reducing social isolation for vulnerable people due to the increased cost of living and the possibility of a decline in health, putting further strain on the NHS.

Through events we run, we invite other community organisations to attend to promote their services and support raising their profiles within the community. We also build working relationships with these organisations to bring their services to the C2U community, strengthening us all through collaborative working and knowledge sharing.

All the projects we run at C2U Gosport CIC are devised to bring the community together and agencies within the Gosport vicinity. Some of the service users of C2U have now come

onboard as volunteers and are sharing their skills and knowledge to advance the skills of those in society.

We have recently moved from a small premises in the high street to our new location of 41 High Street. The shop we are in has stood empty for quite a while.

Through our links with other agencies, we are providing community cohesion and building stronger links of support for those that are in need in Gosport.

Through our programs we are upskilling the community of Gosport and helping people to better manage their finances reducing the demand on foodbanks.

3. COSTS AND FUNDING

3.1 WHAT IS THE TOTAL ESTIMATED COST OF YOUR PROJECT?

Total cost of the project including any non-recoverable VAT	£4975.32
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3.2 HOW HAVE THE PROJECT COSTS BEEN CALCULATED?

Provision of Healthy Start Breakfast for 24/5 Cereals, Toast, Fruit Juice, Bowls, Cup £2934.00
Providing Soup, Roll, Tea and Coffee, Milk £1541.32
Advertisement Costs to ensure we reach as many people as possible £250.00 (Banners, Posters and Leaflet Printing)
Misc expenses £250

3.3 GRANT REQUEST

Tell us how much grant you are applying to us for.

Grant request	£4975.32
Grant request as % of project costs	60%

3.4 MATCH FUNDING

Tell us from which source you will be contributing to project costs. Please be advised that applications which can evidence some match funding may be considered more favourably than those requesting 100% of costs.

Amount of own resources committed to this project	£2500.00
Other grants secured for this project	£0.00
Loans	£0.00

In kind	£0.00
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3.5 FURTHER DETAILS

Please tell us if any of the following situations would apply to your proposal.

Please confirm if the project would support a statutory activity, and if so, why funding is not available through the usual streams.	
If people benefitting from the project will be required to make any contribution towards the cost, please outline how much and what they will receive.	No Cost to service user, we do however welcome a small donation if they are able to, however we do not impose a set charge,
Please provide details of any ongoing costs associated with your project and how they would be sustained long-term.	We are in the process of looking at additional funding elsewhere, we also run a table top sale to help with costs of our events and services. We also have service users that fundraise for C2U Gosport.
Please confirm whether your organisation would be willing to allow other groups and individuals to make use of any funded equipment or infrastructure. If so, please advise if a charge would apply.	We have a meeting room and hot desks which groups and individuals to hire for a small fee.

4. TIMETABLE AND PROJECT MANAGEMENT

4.1 PLEASE TELL US WHEN YOUR PROJECT WILL START AND FINISH.
We expect projects to be completed within 2 years of a grant award.

Estimated project start date	Now
Estimated project completion date	No End Date

APPENDIX 4

COMMUNITY FUND
PLEASE NOTE THIS IS AN EXTRACT OF THE FULL APPLICATION⁴

APPLICATION FORM

1 ABOUT YOU AND YOUR ORGANISATION

1.1 ORGANISATION DELIVERING THE PROJECT

Please tell us about the organisation that will be delivering the project.

Name of organisation	Gosport University of the Third Aga (U3a)
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1.4 FURTHER DETAILS ON YOUR ORGANISATION

Please tell us about the organization that will be delivering the project.

Type of organisation * *please see guidance and select	Registered Charity No. 1099775
What is the purpose of your organisation?	The Advancement of education , and in particular the education of older people and those who have retired from full time work, by all means including associated activities conducive to learning and personal development in Gosport and surrounding district.
In which areas of Gosport does your organisation work?	The Borough of Gosport
Does anyone in your organisation have any direct link with Gosport Borough Council (for example officers, councillors, contracts)?	No.

1.5 ORGANISATION POLICIES

Please tell us if you have the following policies in place.

If your organisation is involved with children, young people or vulnerable persons, please tick if you have a safeguarding policy in place (if applicable)	Yes
Please tick if your organisation has an equalities and diversity policy in place (if applicable)	Yes

⁴ Only relevant answers have been included and personal information removed

2. ABOUT YOUR PROJECT

2.1 PROJECT SUMMARY

Please provide a name and a short description of your project.

Project name	Audio and Visual Presentation Apparatus for group events involving members
Description of project (in a few sentences)	We have regular meetings – principally a monthly event in a hired large hall (currently Thorngate) to which we invite visiting speakers to present talks of interest to as many members who wish to attend and we can accommodate. Our presentation apparatus has become a ‘motley collection’ of cast off or outdated items which are collectively often unreliable – eg. Screen, computer, projector, audio equipment. If replaced and modernized this would enable easier and more effective presentation to members, many of who are visually deficient or audible impaired.
Approximately how many people will benefit from the project?	Our current membership is around 300 - all gosport borough residents.

2.2 DETAILS OF PROJECT FOR WHICH GRANT IS SOUGHT

Please explain what your project will do (max 200 words).

The provision of a modern set of equipment, compact and mobile, would enable us to attract speakers who are a) unable to provide their own and b) more often expect us to be ‘speaker ready’ for a professionally prepared lecture (ie they prefer just to bring a memory stick to use on our kit) . With our current set of kit this is unpredictable at the very least. Such a kit would enable us to support presentations in other venues where this is required but not provided.

2.3 DELIVERING FUND PRIORITIES

We want to know if your project will help address one or more of the fund priorities, which are:

1. Enhancing community places and spaces
2. Bringing people together and building stronger communities
3. Improving sustainability and tackling climate change
4. Developing people, skills and opportunities

In the box below, please outline the wider benefits of your project, specifically including how it will address any of the fund priorities.

We could arguably satisfy all of these priorities but in particular we rely on (2) and (4) bringing people together through over 40 groups of members to improve their knowledge and/or improve their physical health by regular contact. Groups will variously be formed to provide lectures or participation in sport or recreation e.g dancing

Our organisation was set up to develop people, skills and opportunities by Third Age Trust to which the Gosport u3a has been affiliated for over 30 years. It is an organisation run by members and for members – group leaders give their time freely and voluntarily.

3. COSTS AND FUNDING

3.1 WHAT IS THE TOTAL ESTIMATED COST OF YOUR PROJECT?

Total cost of the project including any non-recoverable VAT	£1,500
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3.2 HOW HAVE THE PROJECT COSTS BEEN CALCULATED?

Please indicate whether costs are a fixed quote or estimate etc. Please provide quotes for each item or works over £3k (three quotes are advised). For projects that have a high number of small costs (such as events) please provide an estimated breakdown of how the grant would be spent. An itemised summary of actual spend will need to be included as part of the End of Project Report.

By quoted commercial prices for Screens, Computers, Projectors, Audio equipment etc of the type needed to ensure good presentations.

3.3 GRANT REQUEST

Tell us how much grant you are applying to us for.

Grant request	£1,500
Grant request as % of project costs	%100

3.4 MATCH FUNDING

Tell us from which source you will be contributing to project costs. Please be advised that applications which can evidence some match funding may be considered more favourably than those requesting 100% of costs.

Amount of own resources committed to this project	£None
Other grants secured for this project	£
Loans	£
In kind	£

3.5 FURTHER DETAILS

Please tell us if any of the following situations would apply to your proposal.

If people benefitting from the project will be required to make any contribution towards the cost, please outline how much and what they will receive.	Members subscribe annually to the organization from which facilities such as room hire, kit hire etc are included. We would not wish to increase this subscription and cause a loss of membership as a result. Most members rely on their pensions or savings for subsistence.
Please provide details of any ongoing costs associated with your project and how they would be sustained long-term.	In 2023 £406 was spent on equipment e.g. microphones etc to try and overcome the poor (and temperamental) audio equipment offered for use by Thorngate Hall which affected most meetings. This has only had limited improvement.
Please confirm whether your organisation would be willing to allow other groups and individuals to make use of any funded equipment or infrastructure. If so, please advise if a charge would apply.	We would respond accordingly to any requests by a associated groups – preferably within the u3a network. Although we would naturally give priority to our own groups.

4. TIMETABLE AND PROJECT MANAGEMENT

**4.1 PLEASE TELL US WHEN YOUR PROJECT WILL START AND FINISH.
We expect projects to be completed within 2 years of a grant award.**

Estimated project start date	As soon as grants approved
Estimated project completion date	Before November 2024

APPENDIX 5

COMMUNITY FUND

PLEASE NOTE THIS IS AN EXTRACT OF THE FULL APPLICATION⁵



APPLICATION FORM

1 ABOUT YOU AND YOUR ORGANISATION

1.1 ORGANISATION DELIVERING THE PROJECT

Please tell us about the organisation that will be delivering the project.

Name of organisation	The Friends of Hardway (FoH)
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1.4 FURTHER DETAILS ON YOUR ORGANISATION

Please tell us about the organization that will be delivering the project.

Type of organisation * *please see guidance and select	A volunteer local community organisation
What is the purpose of your organisation?	The Friends of Hardway is a society founded in 2019 to safeguard the environment of Hardway for present and future generations Our AIMS are to:- Promote Hardway community involvement. Maintain the neighbourhood of Hardway.

⁵ Only relevant answers have been included and personal information removed

	<p>Engage with the community through events and projects.</p> <p>Protect and improve the environment and appearance of Hardway.</p> <p>Engage with similar groups that benefit the community.</p> <p>Maintain the identity and history of Hardway.</p>
In which areas of Gosport does your organisation work?	Priddy's Hard, however this application is open to residents across Gosport.
Does anyone in your organisation have any direct link with Gosport Borough Council (for example officers, councillors, contracts)?	Yes. Our Treasurer, Jamie Hutchison is a Liberal Democrat councillor

2. ABOUT YOUR PROJECT

2.1 PROJECT SUMMARY

Please provide a name and a short description of your project.

Project name	Pop Up Watersports
Description of project (in a few sentences)	To provide free at the point of delivery watersports for the residents of Gosport, with a particular focus of these residents within our community who could not afford to pay for this type of activity.
Approximately how many people will benefit from the	If all available sessions are fully booked (4 sessions per day at 12 people per session) then a total of 336 will be able to attend.

project?	
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2.2 DETAILS OF PROJECT FOR WHICH GRANT IS SOUGHT

Please explain what your project will do (max 200 words).

<p>To provide 7 days of watersports events (kayaking and Stand-Up Paddle-Boarding) during the summer holidays. These events will be free at the point of delivery for those taking part. These events will mirror those provided by FoH in 2020, 2021, 2022 and 2023. FoH will engage with a local watersports provider, who hold the appropriate safeguarding, health and safety and insurance cover to deliver this event.</p>
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2.3 DELIVERING FUND PRIORITIES

We want to know if your project will help address one or more of the fund priorities, which are:

- 1. Enhancing community places and spaces**
- 2. Bringing people together and building stronger communities**
- 3. Improving sustainability and tackling climate change**
- 4. Developing people, skills and opportunities**

In the box below, please outline the wider benefits of your project, specifically including how it will address any of the fund priorities.

<p>The project will meet Priorities 2 and 4.</p>
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<p>In terms of Priority 2 FoH through the provision of pop-up watersports in 2020, 2021, 2022 and 2023 has enabled circa 1500 children, aged between 9 and 18, to take part in watersports, free at the point of delivery. This has enabled parents and grandparents to provide their children with the opportunity to take part in events which they might otherwise not be able to afford. There has been ongoing positive feedback concerning these events over the previous 4 years and FoH wish to continue delivering these opportunities.</p>
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<p>The events will take place near the memorial green on Priddy's Hard and will, inter alia, help to reduce the instance of ASB behaviour in the Priory Road area. Hardway Memorial green and the surrounding area has been plagued with ASB over the last decade, culminating in national print and TV media articles in 2019. Working with local agencies (police, council and Motiv8) we provide diversionary activities in the summer months which are focused on 9 -18 years old. This brings families to the green who see what a fabulous facility it is and thus they return when</p>

events are not taking place, which does discourage ASB.

In meeting Priority 4, FoH will enable free access to the event, which will be controlled through an online booking system and the ability to also 'walk up' on the day. As noted above, the activities are free at the point of delivery thus directly tackling poverty, deprivation and isolation. We will also engage with Motiv8 in order to ensure those in the community who may not have access to the internet will be aware of this opportunity. We are aiming to deliver 4 x 1 hr sessions each day, for 7 days with 12 attendees per session, giving a total attendance of 336.

3. COSTS AND FUNDING

3.1 WHAT IS THE TOTAL ESTIMATED COST OF YOUR PROJECT?

Total cost of the project including any non-recoverable VAT	£4,860.00
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3.2 HOW HAVE THE PROJECT COSTS BEEN CALCULATED?

Please indicate whether costs are a fixed quote or estimate etc. Please provide quotes for each item or works over £3k (three quotes are advised). For projects that have a high number of small costs (such as events) please provide an estimated breakdown of how the grant would be spent. An itemised summary of actual spend will need to be included as part of the End of Project Report.

This is a firm quote. There is no VAT.

If each space is filled (336 spaces available), this represents a charge of £14 per person who accesses this opportunity.

3.3 GRANT REQUEST

Tell us how much grant you are applying to us for.

Grant request	£4,860.00
Grant request as % of project costs	%100

3.4 MATCH FUNDING

Tell us from which source you will be contributing to project costs. Please be advised that applications which can evidence some match funding may be considered more favourably than those requesting 100% of costs.

Amount of own resources committed to this project	£Nil
Other grants secured for this project	£Nil
Loans	£Nil
In kind	£Nil

3.5 FURTHER DETAILS

Please tell us if any of the following situations would apply to your proposal.

Please confirm if the project would support a statutory activity, and if so, why funding is not available through the usual streams.	This does not support a statutory activity, hence other official avenues of funding are closed to us.
If people benefitting from the project will be required to make any contribution towards the cost, please outline how much and what they will receive.	The event is free at the point of delivery.
Please provide details of any ongoing costs associated with your project and how they would be sustained long-term.	<i>There are no ongoing costs to FoH.</i>

4. TIMETABLE AND PROJECT MANAGEMENT

4.1 PLEASE TELL US WHEN YOUR PROJECT WILL START AND FINISH.

We expect projects to be completed within 2 years of a grant award.

Estimated project start date	Four days in Jul 24 and 3 days in Aug 24. Exact dates will depend upon tide times and will be coordinated with the provider once funding is secured.
Estimated project completion date	End of Aug 24

APPENDIX 6

COMMUNITY FUND



PLEASE NOTE THIS IS AN EXTRACT OF THE FULL APPLICATION⁶

APPLICATION FORM

1 ABOUT YOU AND YOUR ORGANISATION

1.1 ORGANISATION DELIVERING THE PROJECT

Please tell us about the organisation that will be delivering the project.

Name of organisation	Gosport Unit 437 of the Sea Cadet Corps
Organisation address and postcode	Berkeley Hall, Royal Clarence Yard, Weevil Lane, Gosport PO12 1AX

1.4 FURTHER DETAILS ON YOUR ORGANISATION

Please tell us about the organization that will be delivering the project.

Type of organisation * *please see guidance and select	Youth organization & registered charity
What is the purpose of your organisation?	Inspiring the next generation to realise their potential and seize a better future through nautical adventure based on the customs and traditions of the Royal Navy. The Sea cadet vision and strategy can be found via the following link: https://www.ms-sc.org/userfiles/files/Sea_Cadets_V&S_Brochure_web.pdf
In which areas of Gosport does your organisation work?	Gosport Sea Cadets is open for applicants from all areas of Gosport.
Does anyone in your organisation have any direct link with Gosport	Yes, Cllr. Zoe Huggins is a trustee

⁶ Only relevant answers have been included and personal information removed

Borough Council (for example officers, councillors, contracts)?	
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1.5 ORGANISATION POLICIES

Please tell us if you have the following policies in place.

If your organisation is involved with children, young people or vulnerable persons, please tick if you have a safeguarding policy in place (if applicable)	√
Please tick if your organisation has an equalities and diversity policy in place (if applicable)	√

2. ABOUT YOUR PROJECT

2.1 PROJECT SUMMARY

Please provide a name and a short description of your project.

Project name	RIB craft & engine
Description of project (in a few sentences)	We want to purchase a good quality second hand Rigid Inflatable Boat (RIB) and engine
Approximately how many people will benefit from the project?	70

2.2 DETAILS OF PROJECT FOR WHICH GRANT IS SOUGHT

Please explain what your project will do (max 200 words).

<p>Gosport Sea Cadet Corps, as part of the Sea Cadet training offer, provides an introduction for young people from the local community to activities associated with various types of boating, including sailing & power boating. We wish to purchase a Rigid Inflatable Boat (RIB) and engine to replace an ageing craft that is soon to come to the end of its useful life. This new craft will enable the continued range of our cadets to get experience in power boating as well as sailing craft. Funding provided would be put directly towards the purchase of a RIB craft and engine.</p> <p>We know that our cadets value highly all aspects of belonging to our organisation; water activities are an essential means of bringing about personal and social development, enabling our young people to achieve</p>

professional qualifications, including power boating. It also empowers staff and cadets by developing life skills, especially self-confidence, teamwork, and leadership, in challenging environments. Importantly, Sea Cadets offers a gateway to many activities that are beyond the means of many within the socio-economic spectrum within Gosport.

The boat and outboard engine we wish to purchase, will provide greater opportunity for Sea cadets and Volunteer staff, in addition to the life skills above, to work towards their essential power boating qualification and eventually participate in a wider range of inter-SSC competitions.

Link to the likely purchase asset:

<https://ribcraft.co.uk/rib-boat-models/ribcraft-4-8/>

2.3 DELIVERING FUND PRIORITIES

We want to know if your project will help address one or more of the fund priorities, which are:

- 1. Enhancing community places and spaces**
- 2. Bringing people together and building stronger communities**
- 3. Improving sustainability and tackling climate change**
- 4. Developing people, skills and opportunities**

In the box below, please outline the wider benefits of your project, specifically including how it will address any of the fund priorities.

A recent ONS report, showed that 35.7% of people in Gosport, live in deprivation.

Sea Cadets engages young people locally, from all backgrounds, particularly the disadvantaged, and provides a framework and opportunity for individuals to maximise their potential, all of which helps to build stronger communities. This has very important long-term benefits such as reducing social exclusion and improving community participation in activities that would not otherwise be available.

We know too, that employers value the experience gained through organisations like the Sea Cadets and identify self-confidence, resilience, problem-solving, communication and teamwork as some of the most important life skills for employment.

Our project would provide additional opportunities for all cadets to participate and learn these life skills through water-borne activity.

3. COSTS AND FUNDING

3.1 WHAT IS THE TOTAL ESTIMATED COST OF YOUR PROJECT?

Total cost of the project including any non-recoverable VAT	£20,000
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3.2 HOW HAVE THE PROJECT COSTS BEEN CALCULATED?

Please indicate whether costs are a fixed quote or estimate etc. Please provide quotes for each item or works over £3k (three quotes are advised). For projects that have a high number of small costs (such as events) please provide an estimated breakdown of how the grant would be spent. An itemised summary of actual spend will need to be included as part of the End of Project Report.

A range of fixed quotes for second-hand craft available via private and business sellers. The maximum anticipated spend will be £20,000; the final price can only be confirmed once an asset has been identified and a commitment made to buy. The unit can only commit to a future buy if in receipt of grant funding

3.3 GRANT REQUEST

Tell us how much grant you are applying to us for.

Grant request	£5000
Grant request as % of project costs	25%

3.4 MATCH FUNDING

Tell us from which source you will be contributing to project costs. Please be advised that applications which can evidence some match funding may be considered more favourably than those requesting 100% of costs.

Amount of own resources committed to this project - we will look to source additional grant support via alternative sources to meet the £15k of own resources	Max £15,000
Other grants secured for this project	£
Loans	£
In kind	£

3.5 FURTHER DETAILS

Please tell us if any of the following situations would apply to your proposal.

Please confirm if the	This project would not support a statutory
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project would support a statutory activity, and if so, why funding is not available through the usual streams.	activity
If people benefitting from the project will be required to make any contribution towards the cost, please outline how much and what they will receive.	
Please provide details of any ongoing costs associated with your project and how they would be sustained long-term.	The RIB and engine will be a fully maintained & insured asset, with running costs absorbed into generic costs of running the sea cadet unit. Monies to keep the unit sustainable are via the following income generations methods: donations; grants; fund raising events; hirings; cadet subs; and solar panel electricity generation.
Please confirm whether your organisation would be willing to allow other groups and individuals to make use of any funded equipment or infrastructure. If so, please advise if a charge would apply.	We are happy to consider relevant opportunities for local youth groups. For example, Gosport Sea Cadets often help other nationwide sea cadet groups and local youth organisations with the use of accommodation & on the water activities. Charges are sometimes made to cover the cost.

4. TIMETABLE AND PROJECT MANAGEMENT

4.1 PLEASE TELL US WHEN YOUR PROJECT WILL START AND FINISH.

We expect projects to be completed within 2 years of a grant award.

Estimated project start date	As soon as grant received
Estimated project completion date	End of Q3

APPENDIX 7

COMMUNITY FUND

PLEASE NOTE THIS IS AN EXTRACT OF THE FULL APPLICATION⁷

1 ABOUT YOU AND YOUR ORGANISATION

1.1 ORGANISATION DELIVERING THE PROJECT

Please tell us about the organisation that will be delivering the project.

Name of organisation	FirstLight Trust
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1.4 FURTHER DETAILS ON YOUR ORGANISATION

Please tell us about the organization that will be delivering the project.

Type of organisation *	Registered Charity No: 1149496
What is the purpose of your organisation?	FirstLight Trust has a mission to relieve, promote and protect the health and thereby rehabilitate former and leaving members of the armed forces and emergency services affected by physical wounds and injury, post-traumatic stress disorder and psychological issues of disempowerment resulting from service life. Our Gosport Hub provides much needed socialisation and soft support to enable veterans to cope, feel worthy and begin to self-manage and take increased responsibility for their choices.
In which areas of Gosport does your organisation work?	The Hub is situated in Gosport High Street where the activities are held. The allotment project is held at Military Road. Veterans within the area that FirstLight Trust support are located and engaged with from the Gosport community.
Does anyone in your organisation have any direct link with Gosport Borough Council (for example officers, councillors, contracts)?	NO

2. ABOUT YOUR PROJECT

2.1 PROJECT SUMMARY

Please provide a name and a short description of your project.

⁷ Only relevant answers have been included and personal information removed

Project name	Gaining Growth Outside
Description of project (in a few sentences)	Supporting veterans of the armed forces and emergency services, breaking down isolation and loneliness and living a healthier lifestyle while being able to access support and advice.
Approximately how many people will benefit from the project?	90

2.2 DETAILS OF PROJECT FOR WHICH GRANT IS SOUGHT

Please explain what your project will do (max 200 words).

There will be three main aspects to this project.

FirstLight Trust will organise and host monthly walks for veterans of the armed forces and emergency services. They will aim to reduce isolation and loneliness, encourage group socialising and also integration with the local Gosport community. The 12 walks will be carefully planned and risk assessed making them accessible for all abilities.

Secondly, FirstLight Trust has successfully piloted cooking skills workshops for veterans to practice and learn basic cooking skills and how to maintain living on a budget for a healthier lifestyle. There is also a huge social aspect to cooking and eating together so no veteran eats alone. The skills will be then handed onto friends, family, and other veterans. This funding would enable FirstLight to deliver on a weekly basis.

Thirdly, the Gosport FirstLight Trust hub has an allotment maintained and managed by veterans. Vegetable produce from the allotment will be used to supplement the weekly cookery workshops. This gives veterans a focus and purpose in planning what vegetables to grow, enhances sustainable healthier living and a positive experience from involvement from the soil to the table. Veterans will be involved in cooking the produce that they have nurtured.

2.3 DELIVERING FUND PRIORITIES

We want to know if your project will help address one or more of the fund priorities, which are:

1. Enhancing community places and spaces
2. Bringing people together and building stronger communities
3. Improving sustainability and tackling climate change
4. Developing people, skills and opportunities

In the box below, please outline the wider benefits of your project, specifically including how it will address any of the fund priorities.

This project has great potential to positively impact on the lives of individuals. To potentially save lives. It will address in some way each one of the four priorities. By breaking down barriers we have seen veterans get back into the work environment and to volunteer and undertake training courses. Veterans putting down lasting manageable roots for themselves and being a positive member of the community.

Veterans directly benefit from:

- Working on their anxiety learning breathing techniques and grounding techniques.
- Regular social interaction. Forging long lasting friendships and feeling part of something again. Exploring the local area, meeting new people, learning cooking, gardening skills. Building confidence and self-esteem.
- Finding new skills in growing their own vegetables and fruit at the Gosport Hub allotment and having the courage to show others how to do the same. Maintaining the allotment and interacting with other neighbouring allotment users from the Gosport community.
- Having the opportunity to chat, share experiences and to have hard conversations and to be able to thrive positively again and not have past experiences hold them back.
- Focusing on how important a healthy lifestyle, regular activity and positive mental wellbeing is to them. The importance of engaging with their local community. A focus on respecting and maintaining that community. The allotment and cookery session will tackle sustainability of growing their own produce and reducing known waste for example.
- How to access ongoing support from many different services both civilian and military.

This consistent, ongoing engagement with veterans helps the FirstLight Trust Activity and Support Coordinators build personal pathway plans of development and achievement for every participant. Progress is monitored against individual agreed outcomes in 1:1 care pathways.

Sustainability.

In terms of sustainability we always work towards maintaining projects long term as this benefits veterans. Building trust is so important. The allotment is veteran led and we encourage this. They 'own' the project and take support and advice from the FirstLight Trust National Activity Coordinator.

The Charity and trustees have strategic plans to increase regular unrestricted funds into the charity projects including this. We also will continue to explore external grant funding opportunities.

3. COSTS AND FUNDING

3.1 WHAT IS THE TOTAL ESTIMATED COST OF YOUR PROJECT?

Total cost of the project including any non-recoverable VAT	£31,640
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3.2 HOW HAVE THE PROJECT COSTS BEEN CALCULATED?

Minibus. £60 pcm. Total 12 walks £720. Fixed. Allotment. Seeds. Soil. Compost. Netting. £800 Estimate Cooking workshops. £200 pcm. Total £2,400. Fixed

Walks. Refreshments. £5x12pp x12 walks. Total **£720 Fixed**

**Total request from Gosport Borough Council is £4,640
This equates to £51 per head for minimum 90 participants.**

3.3 GRANT REQUEST

Tell us how much grant you are applying to us for.

Grant request	£4640
Grant request as % of project costs	14.66%

3.4 MATCH FUNDING

Tell us from which source you will be contributing to project costs. Please be advised that applications which can evidence some match funding may be considered more favourably than those requesting 100% of costs.

Amount of own resources committed to this project	£27,000 National Activity Coordinator.
Other grants secured for this project	£0
Loans	£0
In kind	£0

3.5 FURTHER DETAILS

Please tell us if any of the following situations would apply to your proposal.

Please confirm if the project would support a statutory activity, and if so, why funding is not available through the usual streams.	Not statutory activity. FirstLight Trust Gosport hub engages with veterans presenting with complex challenges. These activities form part of an ongoing relationship building and reduction in isolation.
If people benefitting from the project will be required to make any contribution towards the cost, please outline how much and what they will receive.	The veterans we engage with would not be expected to contribute financially. This would be a barrier to their participation. We will expect engaged participation and adherence to the FirstLight Trust Code of Conduct for activities.
Please provide details of	The main ongoing cost is the FirstLight Trust National Activity Co-Ordinator and National Support Lead.

any ongoing costs associated with your project and how they would be sustained long-term.	These are the anchor for veterans providing support, advice, guidance on health, benefits, employment, training, family and housing issues etc. FirstLight Trust funded from core costs.
Please confirm whether your organisation would be willing to allow other groups and individuals to make use of any funded equipment or infrastructure. If so, please advise if a charge would apply.	We actively encourage community integration and find that this benefits all concerned. The Gosport café hub is open to veterans and the local community alike. This extends to activities also however generally that is friends/family of veterans involved. No charge.

4. TIMETABLE AND PROJECT MANAGEMENT

4.1 PLEASE TELL US WHEN YOUR PROJECT WILL START AND FINISH. We expect projects to be completed within 2 years of a grant award.

Estimated project start date	July 8 th 2024
Estimated project completion date	June 2025

APPENDIX 8

COMMUNITY FUND

PLEASE NOTE THIS IS AN EXTRACT OF THE FULL APPLICATION⁸

APPLICATION FORM

1 ABOUT YOU AND YOUR ORGANISATION

1.1 ORGANISATION DELIVERING THE PROJECT

Please tell us about the organisation that will be delivering the project.

Name of organisation	The Brendoncare Foundation
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1.4 FURTHER DETAILS ON YOUR ORGANISATION

Please tell us about the organization that will be delivering the project.

Type of organisation *	Registered Charity: 326508
What is the purpose of your organisation?	The Brendoncare Foundation is a well-established regional charity that aims to empower people to live their whole lives well, enabling independence, choice and holistic wellbeing. As a leading provider of long term care and community support for later life, Brendoncare provides a full spectrum of care services through 7 care homes for over 300 residents across the south of England, including nursing, dementia, residential, end of life care and extra care apartments. Brendoncare also offers an expanding network of volunteer-run community services of hubs, clubs and outreach services, bringing a lifeline of support, friendship and fun to over 1000 older people living at home across Hampshire and Dorset.
In which areas of Gosport does your organisation work?	Based at the Anchorage Centre: Brendoncare Clubs, The Anchorage, Gosport PO12 1LZ
Does anyone in your organisation have any direct link with Gosport Borough Council (for example officers, councillors, contracts)?	No.

1.6 RELEVANT PROPERTY INTEREST

⁸ Only relevant answers have been included and personal information removed

GBC Property Services are aware of the proposals and consents in principle although these are either maintenance or tenants fittings so landlord consent is not required.

2. ABOUT YOUR PROJECT

2.1 PROJECT SUMMARY

Please provide a name and a short description of your project.

Project name	Brendoncare Community Hub
Description of project (in a few sentences)	Our project is to rebrand and upgrade the Brendoncare Anchorage Centre into a hub to be utilized by the wider community through leasing of the space. This will mean the centre will be able to offer a wider range of services to the community for all ages, alongside providing an income to support the running of our own clubs.
Approximately how many people will benefit from the project?	150 - 200

2.2 DETAILS OF PROJECT FOR WHICH GRANT IS SOUGHT

Please explain what your project will do (max 200 words).

The Brendoncare Anchorage Centre in Gosport is home to 13 clubs, supporting over 100 older people every week in the form of physical activity and social groups. With 1 in 6 older people suffering with depression, our clubs can be a lifeline.

However, despite our 13 clubs running 6 days a week, we believe our amazing venue can be better utilized to benefit the wider community. This is where we need your help.

The aim of our project is to upgrade the facilities of the centre, alongside a rebrand, to make it available to the wider community. We would like to rename the centre 'Brendoncare Gosport Community Hub'. We then intend to market the venue as an affordable rentable space, attracting local groups to use the venue.

Our aim is to rent to five external groups this year.

To achieve this, we would need to:

- Replace the broken side gate, currently posing a security risk (custom build due to size).
- Replace signage with new venue name.
- Develop a new webpage to promote the venue and improve ease of access
- Upgrade the crockery, to include inclusive items.
- Commission new photography of the site.
- Upgrade chemical (COSSH) cupboard.

2.3 DELIVERING FUND PRIORITIES

We want to know if your project will help address one or more of the fund priorities, which are:

- 5. Enhancing community places and spaces**
- 6. Bringing people together and building stronger communities**
- 7. Improving sustainability and tackling climate change**
- 8. Developing people, skills and opportunities**

In the box below, please outline the wider benefits of your project, specifically including how it will address any of the fund priorities.

Our project fulfils Priority 1 and Priority 2. By upgrading the Anchorage centre into a community hub, we will be able to offer the space to the wider community. This will enable other clubs and groups to use the space, providing added value on top of the 13 Brendoncare clubs already offered at the site. Improving the community space, will enable the venue to be used to bring more people together and build a stronger community. Additionally, improving the venue will attract new members to our own clubs, with the aim of increasing attendance by 25% this year.

3. COSTS AND FUNDING

3.1 WHAT IS THE TOTAL ESTIMATED COST OF YOUR PROJECT?

Total cost of the project including any non-recoverable VAT	£7,050
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3.2 HOW HAVE THE PROJECT COSTS BEEN CALCULATED?

Item	Cost	How has this been calculated?
Gate	£1,000	Estimate
Website	£800	Estimate
Signage	£1,750	Estimate
Crockery	£500	Estimate
COSSH Cupboard	£1,000	Estimate
Bowls Mat	£1,000	Estimate
Photography	£1,000	Estimate
Total	£7,050	

We have researched the costs for each of these lines, without receiving formal quotes.

3.3 GRANT REQUEST

Tell us how much grant you are applying to us for.

Grant request	£4,050
Grant request as % of project costs	57%

3.4 MATCH FUNDING

Tell us from which source you will be contributing to project costs. Please be advised that applications which can evidence some match funding may be considered more favourably than those requesting 100% of costs.

Amount of own resources committed to this project	£1500
Other grants secured for this project	£500
Loans	£0
In kind	£1,000

3.5 FURTHER DETAILS

Please tell us if any of the following situations would apply to your proposal.

Please confirm if the project would support a statutory activity, and if so, why funding is not available through the usual streams.	N/A
If people benefitting from the project will be required to make any contribution towards the cost, please outline how much and what they will receive.	Our members pay a monthly fee towards their clubs, unless they are in receipt of means tested benefits. This currently stands at £14.85, approximately only 15% of the actual cost. For this fee, they receive access to all 68 Brendoncare clubs regionally, a befriending service and digital training to improve digital access. When we lease out the space, we will do so for £18 per hour, with an additional £5 charge for use of the kitchen. This is in line with similar spaces locally.
Please provide details of any ongoing costs associated with your project and how they would be sustained long-term.	The only ongoing costs are the continuous maintenance of the site, funded through our membership fee and wider fundraising.
Please confirm whether your organisation would be willing to allow other groups and individuals to make use of any funded	The aim of the project is to make the space available to the wider community. When we lease out the space, we will do so for £18 per hour, with an additional £5 charge for use of the kitchen. This is in line with similar spaces locally.

equipment or infrastructure. If so, please advise if a charge would apply.	
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4. TIMETABLE AND PROJECT MANAGEMENT

**4.1 PLEASE TELL US WHEN YOUR PROJECT WILL START AND FINISH.
We expect projects to be completed within 2 years of a grant award.**

Estimated project start date	July 2024
Estimated project completion date	July 2025

APPENDIX 9

COMMUNITY FUND

PLEASE NOTE THIS IS AN EXTRACT OF THE FULL APPLICATION⁹

APPLICATION FORM

1 ABOUT YOU AND YOUR ORGANISATION

1.1 ORGANISATION DELIVERING THE PROJECT

Please tell us about the organisation that will be delivering the project.

Name of organisation	5 th Gosport Sea Scout Group
Organisation address and postcode	St Lukes Road, Gosport PO12 3JW

1.4 FURTHER DETAILS ON YOUR ORGANISATION

Please tell us about the organization that will be delivering the project.

Type of organisation * *please see guidance and select	5 th Gosport Sea Scout Group are a registered charity through The Scouting Association. Charities no:
What is the purpose of your organisation?	Every week, we give opportunities to develop skills needed for school, college, university and adult life through the skills for life programme both at our HQ and on the water.
In which areas of Gosport does your organisation work?	Forton is our main catchment although children and young people come from all over Gosport district.
Does anyone in your organisation have any direct link with Gosport Borough Council (for example officers, councillors, contracts)?	No

1.6 RELEVANT PROPERTY INTEREST

Leasehold*	Year of expiry			
*Do you lease your property from GBC?	✓	Yes		No
If yes, have you discussed your grant	✓	Yes		No

⁹ Only relevant answers have been included and personal information removed

request with the relevant Council service before making this application?				
Please provide the name of your Council officer contact: Fraser Hicks				
Tenancy		Year of expiry	N/A	
Freehold				
Other (please explain)	Peppercorn rent of £1 per year.			
Not applicable				

2. ABOUT YOUR PROJECT

2.1 PROJECT SUMMARY

Please provide a name and a short description of your project.

Project name	Doors
Description of project (in a few sentences)	Replace both external and internal doors.
Approximately how many people will benefit from the project?	100+ children and youth plus additional community groups who use our HQ e.g. dance groups, ad hoc hirers, Warhammer group

2.2 DETAILS OF PROJECT FOR WHICH GRANT IS SOUGHT

Please explain what your project will do (max 200 words).

Our current HQ is over 40 years old and in need of modernisation to meet the users needs and aims of the Scout group. The main aim of this project is to continue with the HQ refurbishment.

Wooden external doors are no longer fit for purpose, damaged and no longer secure. We will install secure, watertight doors which will increase energy efficiency of the building. The external entrance will be moved to inside the compound to improve level access to the building ensuring equal opportunities for all users and improved safety for young users leaving the HQ as they will be met by adults within the compound rather than directly onto St. Luke's Road which has high levels of traffic around start/end times of sessions.

Internal doors no longer meet fire regulations and therefore need replacing for the safety and safeguarding of the HQ users.

2.3 DELIVERING FUND PRIORITIES

We want to know if your project will help address one or more of the fund priorities, which are:

1. Enhancing community places and spaces
2. Bringing people together and building stronger communities
3. Improving sustainability and tackling climate change
4. Developing people, skills and opportunities

In the box below, please outline the wider benefits of your project, specifically including how it will address any of the fund priorities.

We believe that replacing our external and internal doors will be improve security, increase energy efficiency, be safer in line with current fire regulations, will ensure children are safeguarded and will be more aesthetically pleasing to users.

2.4 PLEASE PROVIDE THE NAME OF ANY ARCHITECT / OTHER PROFESSIONAL ADVISERS

Name of architect / adviser	Atkins & Garrie Glazing
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3. COSTS AND FUNDING

3.1 WHAT IS THE TOTAL ESTIMATED COST OF YOUR PROJECT?

Total cost of the project including any non-recoverable VAT	£2650
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3.2 HOW HAVE THE PROJECT COSTS BEEN CALCULATED?

Quotes for door replacement companies.

3.3 GRANT REQUEST

Tell us how much grant you are applying to us for.

Grant request	£2000
Grant request as % of project costs	75%

3.4 MATCH FUNDING

Tell us from which source you will be contributing to project costs. Please be advised that applications which can evidence some match funding may be considered more favourably than those requesting 100% of costs.

Amount of own resources committed to this project	£650
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Other grants secured for this project	£0
Loans	£0
In kind	£0

3.5 FURTHER DETAILS

Please tell us if any of the following situations would apply to your proposal.

Please confirm if the project would support a statutory activity, and if so, why funding is not available through the usual streams.	No
If people benefitting from the project will be required to make any contribution towards the cost, please outline how much and what they will receive.	No
Please provide details of any ongoing costs associated with your project and how they would be sustained long-term.	No ongoing costs
Please confirm whether your organisation would be willing to allow other groups and individuals to make use of any funded equipment or infrastructure. If so, please advise if a charge would apply.	Yes with a donation to the 5 th Gosport Sea Scout Group.

4. TIMETABLE AND PROJECT MANAGEMENT

4.1 PLEASE TELL US WHEN YOUR PROJECT WILL START AND FINISH. We expect projects to be completed within 2 years of a grant award.

Estimated project start date	September 2024
Estimated project completion date	September 2024

4.3 CONSENTS

Please tell us if your project requires any additional consents.

<p>Is planning permission or any permits or consents required for your project? If so, at what stage are they? Please provide any planning application reference number you have for your project.</p>	<p>Planning permission not required but GBC are aware of the ongoing refurbishment project.</p>
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Board/Committee:	GRANTS SUB BOARD
Date of meeting:	Thursday 27 th June 2024
Title:	Community Event Grant Fund Applications
Author:	Head of Corporate Policy and Community Safety
Status:	For Recommendation

Purpose

To provide the Sub Board with Community Event Fund grant applications in order that members can determine grant awards.

Recommendation

That the Board:

- Consider the four grant applications outlined in this report.

1.0 Background

1.1 In November 2022 the Policy and Organisation Board agreed to set up a new Community Fund to offer grants to local community projects to be administered via this Grants Sub Board.

1.2 In March 2024, the Grant Sub Board established a Community Event Fund element. This report contains verified grant applications, up to £10,000, made since the last Grant Sub Board Meeting.

1.3 The Event Community Fund has the following priorities and applicants are asked to identify which of the following their project will help to address:

- a) Enhancing community places and spaces;
- b) Bringing people together and building stronger communities;
- c) Improving sustainability and tackling climate change;
- d) Developing people, skills and opportunities.

1.4 The Event Community Fund guidance advises that funding awards will be looked on more favourably where applications can demonstrate:

- a) A strong evidence of need;
- b) The proposed approach is likely to achieve the desired outcomes;
- c) The application does not contain high revenue costs that cannot be sustained long term;
- d) A lasting benefit can be achieved;
- e) It meets more than one of the four funding priorities;
- f) Match funding is provided;
- g) It will benefit a significant number of people;
- h) Public benefit outweighs any private gain.

2.0 Report

2.1 Accounts has confirmed that there is a total of £52,500 remaining in the Community Event Fund for 2024/25.

2.2 Each grant application is shown in an Appendix as summarised below:

	Applicant	Event Name	Amount
Appendix 1	The Friends of Leesland Park	Park Fest 24	£1,068
Appendix 2	Fortonfest	Fortonfest	£7,000
Appendix 3	Montserrat Events CIC	Party in the Park	£10,000
Appendix 4	The Big Eat CIC	Gosport Sunset Festival	£10,000
Appendix 5	Gosport Waterfront Festival CIC	Gosport Waterfront Festival	£10,000
Total			£38,068

3.0 Next Steps

3.1 Subject to Members' decisions on each of the applications, the grants officer will advise the applicant accordingly and process the grant award (including satisfactory receipt of all information required, a grant agreement and bank account verification).

4.0 Risk Assessment

4.1 There will always be an element of a risk when issuing grants to a third party organisation. The Council has financial and legal due diligence measures in place to ensure that the risks are minimised and will not issue any grants until the Council is satisfied that these measures have been satisfied.

4.2 The Grant Agreement forms are part of the measures to ensure the money is used for the purposes set out in the application and agreed by the Sub Board.

5. Conclusion

5.1 This report facilitates the Grant Sub Board's role by enabling it to consider Community Grant Fund applications.

Financial Services comments:	Contained within this report
Legal Services comments:	There are no legal implications with respect to the process. The applications are solely to be judged by the relevant Sub-Board within the existing policy framework.
Equality and Diversity:	Community Fund application form template and guidance was reviewed by the Council's Equality & Diversity Lead Officer.
Climate Change implications:	Not applicable.
Crime and Disorder:	Not Applicable.
Corporate Plan:	Grant applications empower residents to help contribute to the six strategic priorities.
Risk Assessment:	Contained within the report.
Background Papers:	Community Event Fund Guidance.
Appendices:	Appendices 1- 4 contain the grant applications.
Report Author/Lead Officer:	Julie Petty, Head of Corporate Policy and Community Safety julie.petty@gosport.gov.uk or 02392 545381.

APPENDIX 1

EVENTS FUND

PLEASE NOTE THIS IS AN EXTRACT OF THE FULL APPLICATION¹

ORGANISATION DELIVERING THE EVENT

Please tell us about the organisation that will be delivering the event.

1.1 Name of organisation	The Friends of Leesland Park
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FURTHER DETAILS ON YOUR ORGANISATION

Please tell us about the organisation that will be delivering the event.

1.9 What kind of organisation/ business are you? i.e. registered charity, CIC, Limited Company, sole trader, etc.	Voluntary Organisation bound by own Constitution
1.10 What is your charity/ company number?	N/a
1.11 What is the purpose of your organisation?	The group was established with the object of assisting with the setting up and maintaining of a leisure and wildlife area for the people of this (Leesland) borough.
1.12 In which areas of Gosport does your organisation work?	Leesland and Newtown Council Ward
1.13 Does anyone in your organisation have any direct link with Gosport Borough Council (for example officers, councillors, contracts)?	Charles Park (Countryside Section)

ORGANISATION POLICIES

Please tell us if you have the following policies in place.

1.14 If your organisation is involved with children, young people or vulnerable persons, please tick if you have a safeguarding policy in place (if applicable)	N/a
1.15 Please tick if your organisation has an equalities and diversity policy in place (if applicable)	✓

¹ Only relevant answers have been included and personal information removed

2. ABOUT YOUR EVENT

2.1 Event name	ParkFest 24
2.2 Event start date	14 September 2024
2.3 Event end date	14 September 2024
2.4 Description of event (no more than 200 words) See guidance for what information to include	<p>ParkFest 24's principal objectives are:</p> <ul style="list-style-type: none"> ➤ The presentation of a safe and enjoyable community event for local residents, their families and friends; ➤ To assist locally based charity fundraisers raise funds for their respective organisations by providing free stall sites at the event; ➤ To provide music students and locally based musicians with an opportunity to develop their stagecraft at an outdoor environment; ➤ To recognise and celebrate the work of professionals and volunteers who have helped maintain the park and its amenities during the past year; ➤ To raise local awareness to the presence of the park and its facilities and to encourage greater participation in the use of these features; ➤ To raise the profile of the FoLP and to share our passion and commitment with all park users.
2.5 Site of Event- please be specific	Leesland Park - grassland
2.6 How many people are expected to attend? For event of 500 people or more, the SAG protocol must be followed. See link above.	Approximately 500 people at peak time. Due to the operating hours of the event visitor numbers will fluctuate especially for the music only evening section of the programme.
2.7 How have you arrived at this expected attendance figure?	From figures observed at previous year's events.

DELIVERING FUND PRIORITIES

We want to know if your EVENT will help address one or more of the fund priorities, which are:

1. Enhancing community places and spaces

2. **Bringing people together and building stronger communities**
3. **Improving sustainability and tackling climate change**
4. **Developing people, skills and opportunities**

2.8 Please outline the wider benefits of your event, specifically including how it will address any of the fund priorities in no more than 100 words.

ParkFest 24 is very much a community based event, the organisers and targeted audience all living within the immediate Leesland and Newtown Council Ward. The objectives of all FoLP events has been to bring people together to build stronger communities, to make new friends while promoting our valuable community place - the park and its facilities. The success of previous events has shown our objectives have been recognised and appreciated. Further to the above, ParkFest offers local college music students an opportunity to develop their performance skills through this opportunity to perform before a large and appreciative audience.

2.9 Please provide the name of any professional advisors involved in planning this event. N/A

3.0 COSTS AND FUNDING

3.1 What is the total cost of the event including any non-recoverable VAT

£1641.40

3.2 How have the event costs been calculated?

The following prices reflect costs for ParkFest 23

PPLPRS Music Licence - £164.05

TEN - £21

Portable toilet hire - £321.60 (2023 costs)

Admin (printing, posters etc) - £30

Music costs £500

Bar Stock £604.75 (sale or return basis)

Any grant funding would be used to assist with the costs of presenting the event and in particular the music licence, toilet hire and music programme expenses.

GRANT REQUEST

Tell us how much grant you are applying to us for.

3.3 Grant request

£1068.00

3.4 Grant request as % of event costs

65.06%

MATCH FUNDING

Tell us from which source you will be contributing to event costs. Please be advised that applications must evidence at least 10% match funding and not request more than 90% of eligible costs.

3.5 Amount of own resources committed to this event	£573.00
3.6 Other grants or commercial sponsorship applied for/secured for this event. Please describe, list names and amounts: Applied for: Secured:	None at this time
3.7 Loans	N/a
3.8 In kind- please describe	N/a

FEES/ CHARGES

3.9 Will your event charge an entrance fee? If yes, what will this charge be and include?	No
3.10 Please confirm if your organisation would be willing to allow other groups to make use of any funded equipment or infrastructure. If so, please advise if a charge would apply.	N/a
3.11 Please provide details of any ongoing costs associated with your event and how they would be sustained long-term	N/a

CONSENTS

4.4 Is planning permission or any permits or consents required for your event? If so, at what stage are they?	To proceed with this event the FoLP will be required to complete and forward a GBC landbooking form and SAG Notification of Event. The organisers are further required to purchase a Temporary Event Notice and PPLPRS Music Licence. We are familiar with these requirements and will action them at the appropriate time.
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APPENDIX 2

PLEASE NOTE THIS IS AN EXTRACT OF THE FULL APPLICATION²

Events Fund

Details of the Organisation delivering the event	
Name of organisation	Fortonfest
Organisation type	Other
Please provide number	
Please state other	Fundraiser
What is the purpose of your organisation?	To bring everyone else together for a day of fun and this year to raise awareness against knife crime
About the event	
Event name	Fortonfest
Event start data	06/09/2024
Event end date	07/09/2024
Event site	Forton park
Description of Event	A day of fun and fundraising for local charities While happiness and togetherness is the order of the day my son will be remembered on the Friday evening his birthday and I raise awareness against knife crime Free entry with something for everyone
How many people are expected to attend?	400
How have you arrived at this expected attendance figure?	Over previous years attendance
Delivering Fund Priorities	
Please tick the fund priority/ies that the event will help address	Enhancing community places and spaces,Bringing people together and building stronger communities,Developing people, skills and opportunities
Please outline the benefits of your event and specifically how it will address any of the fund priorities that you have ticked	It's all about bringing people together and giving them a chance to maybe do something they haven't done before
Finances - Cost	
What is the total cost of the event (including any non-recoverable VAT)	7000
Please provide a breakdown of the total costs and indicate which costs the grant would cover	Insurances Toilet hire Silent disco hire Licences

² Only relevant answers have been included and personal information removed

	New gazebos First aiders Toilet hire Pa hire Stage hire etc Usual festival fees
Please upload any quotes for items over £1500	
Finances - Income	
Please provide a breakdown of income	£2000 fro cllr Peter chegwyns councillors budget
Please outline any ticket/admission/activity charges	Free entry
Finances - Match Funding	
Amount of financial commitment from the organisation	Nothing all fundraising from raffles and auctions and people donating
Amount of any contribution in kind and description	Raffles and auctions and sponsorship (no sponsorship yet)
Amount of other income (ie: grants or sponsorship) and description	Zero atm
Finances - Financial Reserves	
Financial reserves held (unrestricted and undesignated funds) held by your organisation, Amount:	0
The number of months running costs that this equates to	0
Finances - Grant Request	
Grant request amount	5000
Grant request as % of event costs (max 90%)	70 ?
Can your event be delivered on a smaller scale or different way?	No
If yes please provide details of this including a revised funding request amount	
Process and Policies	
Are any permits or consents required for your event?	No
If yes, please provide type and current status	
Is this a one off event?	Yes
If no please provide details of how you will sustain funding for this event in the future	
Is your organisation involved with children, young people or vulnerable persons?	No
If yes please confirm that you have a safeguarding policy	
Do you have an Equality and Diversity Policy?	Yes
If no, please state how you ensure Equality and Diversity	
Do you have relevant insurance policies for your organisation and event?	Yes
If yes please upload copies of insurance policies	files.zip
Does anyone in your organisation have any direct link with Gosport Borough Council (for	No

example officers, councillors, contracts)?	
If yes please state their name and role and/or contract	

APPENDIX 3

EVENTS FUND

PLEASE NOTE THIS IS AN EXTRACT OF THE FULL APPLICATION³

ORGANISATION DELIVERING THE EVENT

Please tell us about the organisation that will be delivering the event.

1.1 Name of organisation	Montserrat Events C.I.C. Reg. No. 13264795
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FURTHER DETAILS ON YOUR ORGANISATION

Please tell us about the organisation that will be delivering the event.

1.11 What is the purpose of your organisation?	We organize events in and around Gosport and Lee which consist of musical entertainment, vendor stalls and children's entertainers. Most are free for the public to attend. Profits are used to support local and national charities.
1.12 In which areas of Gosport does your organisation work?	Lee-on the Solent – on Marine Parade, St. Faith's Church grounds, St. Faith's Church, Bulson Hall and Daedalus airfield. Gosport – Walpole Park and Trinity Church grounds.
1.13 Does anyone in your organisation have any direct link with Gosport Borough Council (for example officers, councillors, contracts)?	No

2. ABOUT YOUR EVENT

2.1 Event name	Party in the Park
2.2 Event start date	27 th July 2024
2.3 Event end date	28 th July 2024
2.4 Description of event (no more than 200 words) See guidance for what information to include	Live Music (local musicians including local young people) Food & Craft Market Children's Entertainment Funfair and Bar
2.5 Site of Event- please be specific	Walpole Park Gosport
2.6 How many people are expected to attend? For event of 500 people or	2,000 per day

³ Only relevant answers have been included and personal information removed

more, the SAG protocol must be followed. See link above.	
2.7 How have you arrived at this expected attendance figure?	Based on the event in 2023

DELIVERING FUND PRIORITIES

We want to know if your EVENT will help address one or more of the fund priorities, which are:

- 1. Enhancing community places and spaces**
- 2. Bringing people together and building stronger communities**
- 3. Improving sustainability and tackling climate change**
- 4. Developing people, skills and opportunities**

<p>2.8 Please outline the wider benefits of your event, specifically including how it will address any of the fund priorities in no more than 100 words.</p> <p>1. Walpole Park is a wonderful space right in the centre of Gosport with access from all over the Borough, so is an ideal place to hold community events and deserves to be utilised more often for the benefit of the residents of Gosport.</p> <p>2. Party in the Park offers an opportunity for the residents of Gosport to enjoy music and other entertainment, especially children, at no or very little cost. It fosters a community spirit and demonstrates what Gosport can offer its residents without having to travel outside the Borough to get entertainment.</p> <p>3. We do not address this in this application.</p> <p>4. We offer an opportunity to young local musicians to perform in front of a large audience, often the first time they have experienced an audience of this size. Many of these young musicians have gone on to perform at our other events, often for free as a way of thanking us for the opportunity and giving something to the community.</p>
--

3.0 COSTS AND FUNDING

3.1 What is the total cost of the event including any non-recoverable VAT	£14,200
<p>3.2 How have the event costs been calculated? Please indicate whether costs are a fixed quote or estimate etc. Events are likely to have a high number of small costs, so please provide an estimated breakdown of how you would spend grant. You can attach a separate sheet if necessary. An itemised summary of actual spend will need to be included as part of the End of Event Report All these costs are estimates based on what the cost was last year.</p>	

Performing Artists	£5,250
Equipment Hire	£2,500
Cost of other attractions	£ 800
Advertising & Marketing	£ 550
Cost of Land Use (to GBC)	£1,600
Direct expenses	£ 300
Hire of Security Staff	£ 900
Hire of other professional staff	£ 800
Insurance	£ 275
On Site Event Management	£ 500
Miscellaneous expenses	£ 725
TOTAL	£14,200

As this is a FREE to attend event for the public our only income is what we charge food vendors and stallholders to attend, which amounted to just over £4,000 last year and is expected to be the same this year.

GRANT REQUEST

Tell us how much grant you are applying to us for.

3.3 Grant request	£10,000
3.4 Grant request as % of event costs	%70

MATCH FUNDING

Tell us from which source you will be contributing to event costs. Please be advised that applications must evidence at least 10% match funding and not request more than 90% of eligible costs.

3.5 Amount of own resources committed to this event	£4,200
3.6 Other grants or commercial sponsorship applied for/secured for this event. Please describe, list names and amounts: Applied for: Secured:	NIL
3.7 Loans	NIL
3.8 In kind- please describe	Volunteers to assemble and dis-assemble stage etc. and manage food vendors and stallholders.

FEES/ CHARGES

CONSENTS

<p>3.9 Will your event charge an entrance fee? If yes, what will this charge be and include?</p>	<p>No charge to attend</p>
<p>4.4 Is planning permission</p>	<p>Alcohol License and SAG to be submitted</p>
<p>3.10 Please confirm if you require any equipment or infrastructure for your event? If so, what stage are you willing to allow other groups to make use of any funded equipment or infrastructure. If so, please advise if a charge would apply.</p>	<p>Not applicable as the grant does not cover any funded equipment or infrastructure. The stage is owned by Montserrat Events and any equipment hired is specifically for this event.</p>
	<p>Our stage was upgraded, thanks to a previous grant from GBC, and this is for hire to other organisations. We offer significantly reduced rates to charities and non- profit organisations.</p>

APPENDIX 4
COMMUNITY FUND

PLEASE NOTE THIS IS AN EXTRACT OF THE FULL APPLICATION⁴

APPLICATION FORM

1 ABOUT YOU AND YOUR ORGANISATION

1.1 ORGANISATION DELIVERING THE PROJECT

Please tell us about the organisation that will be delivering the project.

Name of organisation	The Big Eat CIC
Organisation address and postcode	Unit 24, Highcroft Industrial Estate, Enterprise Road, Waterlooville, PO8 0BT

1.4 FURTHER DETAILS ON YOUR ORGANISATION

Please tell us about the organization that will be delivering the project.

Type of organisation * *please see guidance and select	CIC
What is the purpose of your organisation?	To reward and promote local street food and local musicians in the form of community events
In which areas of Gosport does your organisation work?	Across the Borough
Does anyone in your organisation have any direct link with Gosport Borough Council (for example officers, councillors, contracts)?	NO

1.5 ORGANISATION POLICIES

Please tell us if you have the following policies in place.

If your organisation is involved with children, young people or vulnerable persons, please tick if you have a safeguarding policy in place (if applicable)	N/A
Please tick if your organisation has an equalities and diversity policy in place (if applicable)	N/A

⁴ Only relevant answers have been included and personal information removed

2. ABOUT YOUR PROJECT

2.1 PROJECT SUMMARY

Please provide a name and a short description of your project.

Project name	The Gosport Sunset Festival
Description of project (in a few sentences)	Free Community event including live music, wellness area, street food and community organisations
Approximately how many people will benefit from the project?	15,000 local people to attend over a 3 day period

2.2 DETAILS OF PROJECT FOR WHICH GRANT IS SOUGHT

Please explain what your project will do (max 200 words).

In Walpole Park on 30th August till 1st September we will deliver a free community event named the Gosport Sunset Festival.

The event will include a 3-day lineup of live music.
A wellness area including a number of stalls promoting wellbeing.
The event will also feature the best street food and a funfair.

A number of local organisations will be offered a free pitch at the event to promote themselves and help them raise awareness and funds.

The event will also work with St Vincent 6th Form college in promoting their music department and we intend to offer a work experience place to any students who wish to learn more about how an event is run.

We would be happy to work alongside the HAZ (Heritage Action Zone) again this year.

The plan is to grow the event on the back of last year's successful event.
The festival was well supported last year by locals and brought an end to the lineup of Summer Gosport events.

2.3 DELIVERING FUND PRIORITIES

We want to know if your project will help address one or more of the fund priorities, which are:

- 5. Enhancing community places and spaces**
- 6. Bringing people together and building stronger communities**
- 7. Improving sustainability and tackling climate change**
- 8. Developing people, skills and opportunities**

In the box below, please outline the wider benefits of your project, specifically including how it will address any of the fund priorities.

By bringing together local organisations and charities at a well-supported free public event will help promote local support and attractions (5)

Offering a free community driven festival is a great way to bring people together.

As the cost of entry fees to events increases it is important to offer events that are inclusive to everyone in the form of free entry (2)

By offering work experience opportunities to college students the event is a great way to develop people skills and given them an insight into how events run. (4)

2.4 PLEASE PROVIDE THE NAME OF ANY ARCHITECT / OTHER PROFESSIONAL ADVISERS

Name of architect / adviser	MLD Event Group LTD
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3. COSTS AND FUNDING

3.1 WHAT IS THE TOTAL ESTIMATED COST OF YOUR PROJECT?

Total cost of the project including any non-recoverable VAT	£20,000
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3.2 HOW HAVE THE PROJECT COSTS BEEN CALCULATED?

Please indicate whether costs are a fixed quote or estimate etc. Please provide quotes for each item or works over £3k (three quotes are advised). For projects that have a high number of small costs (such as events) please provide an estimated breakdown of how the grant would be spent. An itemised summary of actual spend will need to be included as part of the End of Project Report.

Estimated budget based on – 1. Last year's budget 2. Contribution of Festival costs 3. Print costs 4. Stage and PA costs
--

3.3 GRANT REQUEST

Tell us how much grant you are applying to us for.

Grant request	£10,000
Grant request as % of project costs	50%

3.4 MATCH FUNDING

Tell us from which source you will be contributing to project costs. Please be advised that applications which can evidence some match funding may be considered more favourably than those requesting 100% of costs.

Amount of own resources committed to this project	£2,000
Other grants secured for this project	£0
Loans	£0
In kind	£1,000

4. TIMETABLE AND PROJECT MANAGEMENT

4.1 PLEASE TELL US WHEN YOUR PROJECT WILL START AND FINISH.

We expect projects to be completed within 2 years of a grant award.

Estimated project start date	Immediate
Estimated project completion date	02/09/2024

4.2 PLEASE TELL US WHO WILL BE RESPONSIBLE FOR MANAGING YOUR PROJECT

Address and postcode	Unit 24, Highcroft Industrial Estate, Enterprise Road, Waterloooville, PO8 0BT
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EVENTS FUND

PLEASE NOTE THIS IS AN EXTRACT OF THE FULL APPLICATION⁵

1 ABOUT YOU AND YOUR ORGANISATION

ORGANISATION DELIVERING THE EVENT

Please tell us about the organisation that will be delivering the event.

1.1 Name of organisation	Gosport Waterfront Festival
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FURTHER DETAILS ON YOUR ORGANISATION

Please tell us about the organisation that will be delivering the event.

1.9 What kind of organisation/ business are you? i.e. registered charity, CIC, Limited Company, sole trader, etc.	Community Interest Company 14205835
1.11 What is the purpose of your organisation?	Annual, not-for-profit, single-event, family-oriented community music festival
1.12 In which areas of Gosport does your organisation work?	Serves all of Gosport especially the town and surrounding area. Walpole Park, Gosport
1.13 Does anyone in your organisation have any direct link with Gosport Borough Council (for example officers, councillors, contracts)?	No

2. ABOUT YOUR EVENT

2.1 Event name	Gosport Waterfront Festival
2.2 Event start date	16 th August 2024
2.3 Event end date	18 th August 2024
2.4 Description of event (no more than 200 words) See guidance for what information to include	Gosport Waterfront Festival is a three-day, outdoor, low-cost, not-for-profit family and community focused festival. It comprises of a main music stage which gives local artists from all over the borough and neighboring counties the opportunity and kudos of performing to a large fee-paying audience. The festival also features internationally known headline acts. This allows the amateur artists across many genres the

⁵ Only relevant answers have been included and personal information removed

	<p>exciting opportunity to appear with these headline acts on the same billing.</p> <p>The festival is securely and safely enclosed and patrolled by festival staff. In addition to the live music provided, the festival gives attendees the chance to experience a wide variety of food, leisure, craft, and creative workshops. It also features funfair rides and a licensed bar, appealing to a wide and varied breath of people across the local community.</p> <p>The festival attracts great interest and support across the Solent region and further afield resulting in a definitive upturn in tourism in the Gosport area over that weekend.</p> <p>The receipt of a grant from the council will allow us to keep the running costs of the festival low, which in turn ensures we can keep fees affordable to ensure its accessible to all the community.</p>
2.5 Site of Event- please be specific	Walpole Park, Gosport
2.6 How many people are expected to attend? For event of 500 people or more, the SAG protocol must be followed. See link above.	8000
2.7 How have you arrived at this expected attendance figure?	From previous years attendee numbers, and current ticket sales.

DELIVERING FUND PRIORITIES

We want to know if your **EVENT** will help address one or more of the fund priorities, which are:

1. **Enhancing community places and spaces**
2. **Bringing people together and building stronger communities**
3. **Improving sustainability and tackling climate change**
4. **Developing people, skills and opportunities**

2.8 Please outline the wider benefits of your event, specifically including how it will address any of the fund priorities in no more than 100 words.

Walpole Park is a well-used, town-facing venue which is part of Gosport town's green-space plan. During the summer months it is a much-loved area of recreational enjoyment. The festival utilising this space results in it bringing large numbers of people together to help build a stronger community.

The Festival actively encourages voluntary involvement in its running, providing people of all backgrounds the opportunity to develop skills for a variety of careers in the creative and community industries. Many positions are available and the festival is totally

committed to recruiting assistance in line with diversity and inclusivity policies.

3.0 COSTS AND FUNDING

3.1 What is the total cost of the event including any non-recoverable VAT	£55,000
3.2 How have the event costs been calculated? Please indicate whether costs are a fixed quote or estimate etc. Events are likely to have a high number of small costs, so please provide an estimated breakdown of how you would spend the grant. You can attach a separate sheet if necessary. An itemised summary of actual spend will need to be included as part of the End of Event Report This figure is an estimate using past year's figures and quotes already received. 2022 Costings = £50166.91. (+ RPI 2023 @ 10%) (+ RPI 2024 @ 5%) Costs cover estimated initial contracting and setup funding including deposits for contractors and subcontractors, fees levied by Borough Council for rental of land, and materials such as promotional media. (spreadsheet attached at Annex A) Please note: Previous operations have had a working model based on projected, expected funding streams and trust, which is becoming problematic in the current economic situation, so a 'startup fund' is extremely advantageous and will benefit the festival, customers and GBC's standing. It will be our every intent to publicise fully any funding awarded on social media and in local press.	

GRANT REQUEST

Tell us how much grant you are applying to us for.

3.3 Grant request	£10000
3.4 Grant request as % of event costs	18%

MATCH FUNDING

Tell us from which source you will be contributing to event costs. Please be advised that applications must evidence at least 10% match funding and not request more than 90% of eligible costs.

3.5 Amount of own resources committed to this event	£5000
3.6 Other grants or commercial sponsorship applied for/secured for this event. Please describe, list names and amounts: Applied for: Secured:	0
3.7 Loans	0
3.8 In kind- please describe – Family member of one of our volunteers has given £500 support.	£500

FEES/ CHARGES

3.9 Will your event charge an entrance fee? If yes, what will this charge be and include?	Yes, Friday evening from 5pm £5 Saturday all day access £10 Sunday all day access £10
3.10 Please state if you are a registered charity or not? If so, what arrangements do you have in place to make use of any funded equipment or infrastructure. If so, please advise if a charge would apply.	Not a registered charity to hold the event at the venue of which we have obtained.
3.11 Please provide details of any ongoing costs associated with your event and how they would be sustained long-term	Website - £200 per year Domain name - £75 per year Premises license - £70 per year Storage for all the festival equipment in lock up - £120 per month rental. These are currently paid for from ticket sale revenue

CONSENTS

Annex A 2022 COSTS

Product/Service	Supplier	Quote plus VAT	
Walpole Park Hire	Reinstatement fee GBC	£200.00	
Headline BANDS	Two Much 2 Tone	£1,000.00	
	East17	£5,000.00	
	Gareth Gates	£5,000.00	
Riders & Hospitality	Old Lodge	£350.00	
Site Office	Wernics	£3,000.00	
Staging	Jamstage	£4,000.00	
Green Room		£900.00	
PA System		£6,500.00	
Emr PA		£300.00	
Backstage Marquee		£250.00	
FOH Marquee		£150.00	
Volunteer Marquee		£150.00	
Ticket Office Marquee		£150.00	
Staff Hospitality		£75.00	
Lighting System		£500.00	
2 wayRadios		£500.00	
Emr/Flood Lighting		£300.00	
Health/safety/security		£4,000.00	
First Aid	Mendip Medical Dave Spinks (First Aid)	£982.00	
Storage Unit	Jacobs well	£1,200.00	
Convenience Hire	Porta Loos/Posh Loos	£2,535.00	£714.00
Advertising		£1,500.00	

Event PLI	Event Ins	£1,475.91	
Fire Extinguishers		£200.00	
Security Staff		£4,000.00	
CCTV		£200	
Refuse collection	Urbaser Ltd.	£0.00	
Wristbands/lanyards		£450.00	
4x banners/sinage		£325.00	
A1 A3 A4 & A5 posters	GBC	£150.00	
Money collection containers			
Website	WIX.com	£250.00	£45.00
Domain names		£75.00	
Accountants	Wood Hicks & Co	£1,500	
Premises Licence	GBC	£70.00	
Fencing	Speedy	£3,600.00	

£50,837.91 £759.00

Net £50,837.91

VAT £759.00

Inc VAT £51,596.91

INCOME

Product	Service	Supplier	Estimated	Plus VAT
			£	£
Concession	Public & VIP Bar		8,000.00	1,600.00
Attraction	Fairground			
Concession	Catering\		£	£
concession	ice cream vans		3,000.00	600.00
stallholders			£800.00	
Advertising	Program	various	£	£
Ticket sales	VIP Pass	GCWF	150.00	30.00
Ticket sales	Gate Entry (Fri) £5	GCWF		
Ticket sales	Gate Entry (Sat) £10	GCWF		
Ticket sales	Gate Entry(Sun) £10	GCWF		
Ticket sales	Weekend Balance Safe	GCWF		
Ticket sales	Izettle Payments (Card)	GCWF		
Ticket sales	Eventbright advance			
Ticket sales	Tickets	GCWF		

2024 FINANCIAL INFORMATION

Service	Supplier	invoice recieved	Quoted + VAT	Payment due	Deposit Paid	Full payment made
Headline bands	E17		£5,000		£1,000	
	BBS		£800			
	Foo Forgers		£1,000			
Urban Agency	Amplify	Yes	£1,200	Dep 17th March	£575	
Lighting and electricity	DWAM Events	Yes	£4,841			
Marques	Premium Marquees Ltd	Yes	£836		£208.09	
Premises Licence	Gosport Borough Council	Yes	£70	21/03/2024 - Yearly		£70
Walpole Park	Gosport Borough Council	Yes	£3,690			
Site Office / Green Room	Wernick	Yes	£3,780			
Wix Website	Wix	Yes	£201.80	Yearly		£201.80
Accommodation for E17	Airbnb		£150			
Riders and Hospitality			£50			
Fencing	Beaver Tool Hire	Yes	£2,490.50			
Staging	JamStage		£4,000			
PA System			£6,500			
EMR PA			£300			
Staff Hospitality			£100			
Lighting system			£500			
2 way Radios			£500			
Security	Jock		£4,000			
First Aid	Medical Rescue Consultancy LTD	Yes	£2,947			
Storage unit	Jacobs Wells	Yes	£80	Monthly		
Porta Loo's and Posh loos	A1	Yes	£3,204			
Advertising						
Event PLI	Event Insurance	Yes	£2,378			
Fire Extinguishers			£396			
CCTV			£200			
Refuse collection			£0			
Wristbands/lanyards			£450			
4x banners/signage	Headline Printers		£325			
A1 A3 A4 & A5 posters	Speedy Printing		£35			
Domain names			£75	Yearly		£75.00
Accountants	Wood Hick & Co		£1,500			

Total

£51,203.30

£1,783

346.8

Date	Company	Contact	What for	Received	Notes
21/02/2024	Eventbrite		Ticket Sales	1244.8	
28/02/2024	Eventbrite		Ticket Sales	576	
06/03/2024	Eventbrite		Ticket Sales	307	
13/03/2024	Eventbrite		Ticket Sales	420	
20/03/2024	Eventbrite		Ticket Sales	177.6	
27/03/2024	Eventbrite		Ticket Sales	250.4	
	JRC				
20/03/2024	Facilities	John Ridley	Sponsorship	10000	
19/03/2024	A White	A White	Sponsorship	500	
03/04/2024	Eventbrite		Ticket Sales	322.4	
		Fantazzy			
03/04/2024	S Lyons	Facepaints	Stall	50	
15/04/2024	Eventbrite		Ticket Sales	458.4	
22/04/2024	Eventbrite		Ticket Sales	442.4	
29/04/2024	Eventbrite		Ticket Sales	36	
03/05/2024	K Finlayson	Tradetown	Stall	225	
07/05/2024	Eventbrite		Ticket Sales	24	
		Louleigh's			
10/05/2024	Kayleigh	Sweet Treats	Stall	225	
13/05/2024	Eventbrite		Ticket Sales	24	
		Adrieana's			
16/05/2024	A Reeves	Emporium	Stall	57	
20/05/2024	Eventbrite		Ticket Sales	48	
20/05/2024	J Mist	Boho & Blue Candle	Stall	50	
		Magick			
20/05/2024	R Cook	Fragrance	Stall	50	
20/05/2024	Kevin	AC Import	Stall	140	
		Adrieana's			
24/05/2024	A Reeves	Emporium	Stall	133	
28/05/2024	Eventbrite		Ticket Sales	168	
		The Windsor			
29/05/2024	Kathy	Castle	Advertising	275	
30/05/2024	Kevin	AC Import	Stall	200	
29/05/2024	Eventbrite		Ticket Sales	56	

Total	13912.2
Ticket Sales	4555
Stalls	1130
Advertising	275
Sponsorship	10500

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Board/Committee:	GRANTS SUB BOARD
Date of meeting:	Thursday 27 th June 2024
Title:	Heritage Fund Applications
Author:	Head of Corporate Policy and Community Safety
Status:	For Recommendation

Purpose

To provide the Sub Board with Heritage Fund grant applications in order that members can determine grant awards.

Recommendation

That the Board:

- Consider the three grant applications outlined in this report.

1.0 Background

1.1 In November 2022 the Policy and Organisation Board agreed to set up a new Heritage Fund to offer grants for local heritage projects of up to £50,000, as well as Development Grants of up to £5,000, to be determined via this Grants Sub Board.

1.2 This report contains verified grant applications, up to £50,000, made since the last Grant Sub Board Meeting.

1.3 The Heritage Fund has five funding priorities and applicants are asked to identify how their project will address at least one of them.

- a) Removing property from the 'Heritage at Risk' register
- b) Enhancing the townscape or setting of a heritage asset
- c) Improving sustainability and tackling climate change
- d) Creating employment or a sustainable future use
- e) Enhancing public access or interpretation

1.4 Heritage Fund guidance advises that strong applications demonstrate:

- a) A strong evidence of need
- b) Evidence that the proposed approach is likely to achieve the desired outcomes
- c) The project does not contain high revenue costs that cannot be sustained long term
- d) A lasting benefit can be achieved
- e) It meets more than one of the five funding priorities
- f) Match funding is provided
- g) Public benefit outweighs any private gain.

2.0 Report

2.1 Accounts has confirmed that there is a total of £250,124 remaining in the Heritage Fund for 2024/25.

2.2 Each grant application is shown in an Appendix as summarised below:

	Applicant	Project Name	Amount
Appendix 1	Mr Ken White	Overhaul and redecoration of shopfront 41-43 Stoke Road	£50,000
Appendix 2	U3a	A local history exhibition, which will be held in the Display Space at Gosport Museum from 12 th October until 9 th November.	£245
Appendix 3	Gosport Diving Museum	Redevelopment of the Diving Museum	£40,000
Total			£90,245

3.0 Risk Assessment

3.1 There will always be an element of a risk when issuing grants to a third party organisation. The Council has financial and legal due diligence measures in place to ensure that the risks are minimised and will not issue any grants until the Council is satisfied that these measures have been satisfied.

3.2 The Grant Agreement forms are part of the measures to ensure the money is used for the purposes set out in the application and agreed by the Sub Board.

4.0 Conclusion

4.1 This report facilitates the Grant Sub Board's role by enabling it to consider Heritage Grant Fund applications.

Financial Services comments:	Contained within this report.
Legal Services comments:	There are no required legal comments as the basis of policy application is outlined in this report and vests with the Sub Board.
Equality and Diversity:	Heritage Fund application form template and accompanying guidance has been reviewed by the Council's Equality & Diversity Lead Officer.
Climate Change implications:	Non applicable.
Crime and Disorder:	Non applicable.
Corporate Plan:	Each application can contribute to the five strategic priorities particularly in this case empowering our residents.
Risk Assessment:	Contained within this report.
Background Papers:	Heritage Grant Guidance.
Appendices:	Appendices 1 - 3 contain the grant applications.
Report Author/Lead Officer:	Julie Petty, Head of Corporate Policy and Community Safety julie.petty@gosport.gov.uk or 02392 545381.

APPENDIX 1

HERITAGE FUND

PLEASE NOTE THIS IS AN EXTRACT OF THE FULL APPLICATION¹

APPLICATION FORM

1 ABOUT YOU AND YOUR HERITAGE ASSET

Please ensure you have read the guidance before completing this form

1.1 ASSET FOR WHICH THE GRANT IS SOUGHT

Please give the name and address of the heritage asset for which funding is sought.

Name of heritage asset	Shop Premises
Address and postcode	41-43 Stoke Road, Gosport, Hants, PO12 1LS
Current use	Retail Shop

1.2 CONSERVATION STATUS OF THE ASSET

Please tell us which of the following designations apply, if any.

Listed Building (please list number)	No
Scheduled Ancient Monument (please list number)	No
Local List of Heritage Assets	NA
Within a Conservation Area (please name)	Yes – Stoke Road Conservation Area
Within a Heritage Action Zone (please name)	Not Known

1.5 ORGANISATION DELIVERING THE PROJECT

Please tell us about the organisation which will be delivering the project.

Type of organisation*	Private Individual – Mr Ken White
Does anyone in your organisation have any direct link with Gosport Borough Council (for example officers, councillors, contracts)?	No

1.7 YOUR INTEREST IN THE PROPERTY

¹ Only relevant answers have been included and personal information removed

Freehold

2. ABOUT YOUR PROJECT

2.1 PROJECT SUMMARY

Please provide a name and a short description of your project.

Project name	Shopfront Overhaul
Description of project (in a few sentences)	Overhaul and redecoration of shopfront

2.2 PROJECT FOR WHICH GRANT IS SOUGHT

Please provide further detail about what your project will do (max 200 words).

Return shopfront to its former original glory

2.3 DELIVERING FUND PRIORITIES

We want to know if your project will help address one or more of the Fund priorities, which are:

1. Removing property from the 'Heritage at Risk' register
2. Enhancing the townscape or setting of a heritage asset
3. Improving sustainability and tackling climate change
4. Creating employment or a sustainable future use
5. Enhancing public access or interpretation

In the box below, please outline the wider benefits your project, specifically including how it will address any of the fund priorities.

2. Enhancing the townscape or setting of a heritage asset

2.4 PLEASE PROVIDE THE NAME OF ANY ARCHITECT / OTHER PROFESSIONAL ADVISERS

For projects costing £20,000 or more you must employ the services of a competent professional.

Name of architect / adviser	Pritchard Architecture
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3. COSTS AND FUNDING

3.1 WHAT IS THE TOTAL ESTIMATED COST OF YOUR PROJECT?

Total cost of the project including any non-recoverable VAT	£66,780.00
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3.2 HOW HAVE THE PROJECT COSTS BEEN CALCULATED?

Please indicate whether costs are a fixed quote or estimate etc. Please provide quotes for each item or works over £5k (three quotes are advised). For projects which have a high number of small costs (such as events) please provide an estimated breakdown of how the grant would be spent. An itemised summary of actual spend is required as part of the End of Project Report.

3 tenders requested by Pritchard Architecture – provided to GBC

3.3 GRANT REQUEST

Tell us how much grant you are applying to us for.

Grant request	£50,000
Grant request as % of project costs	74.86%

3.4 MATCH FUNDING

Tell us from which source you will be contributing to project costs. Please be advised that applications which evidence some match funding may be considered more favourably than those requesting 100% of costs.

Own resources	£16,780
Other grants	£-----
Loans	£-----
In kind	£-----

4. TIMETABLE AND PROJECT MANAGEMENT

4.1 PLEASE TELL US WHEN YOUR PROJECT WILL START AND FINISH.

We expect projects to be completed within 2 years of a grant award.

Estimated project start date	Spring 2024
Estimated completion date	Summer 2024

4.3 CONSENTS

Please tell us if your project requires any additional consents.

Is planning permission or any permits or consents	
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required for your project?
If so, at what stage are they? Please provide any planning application reference number you have for your project.

Planning Application Acknowledgement
23/00272/FULL – permission granted

SUMMARY OF PROPOSAL FOR 41-43 STOKE ROAD

Summary extract below - full details can be viewed at <https://publicaccess.gosport.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=RXDAK2HOIYD00>



Summary - This application looks to replace the shop front of No. 43 with one of a matching style to No. 41. While photographic evidence of shopfront No. 41 exists, unfortunately we could find no photographic evidence of the original historic shopfronts of No. 43. Therefore this report proposes alterations and improvements to 43 based on that of 41. The proposals look to make the new shopfront more sympathetic to the existing building and make overall improvements to the street scene and Stoke Road Conservation Area.



Street Scene as Proposed
1:100 @A3

APPENDIX 2

HERITAGE FUND

PLEASE NOTE THIS IS AN EXTRACT OF THE FULL APPLICATION²

APPLICANT DETAILS

Name of organisation	U3A Gosport
Organisation type – please tick	~ Registered charity - Please provide number 1099775
What is the purpose of your organisation? (max 75 words).	TO ADVANCE THE EDUCATION OF THE PUBLIC AND IN PARTICULAR THE EDUCATION OF PEOPLE NOT IN FULL TIME GAINFUL EMPLOYMENT WHO ARE IN THEIR THIRD AGE RESIDING IN GOSPORT AND ITS SURROUNDING LOCALITY. THE PROVISION OF FACILITIES FOR LEISURE TIME AND RECREATIONAL ACTIVITIES WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE ABOVE PERSONS IN THE INTERESTS OF THEIR SOCIAL WELFARE.

ABOUT THE PROJECT

Project name	Then and Now – A Place to Learn
Short summary of project (Max 30 words)	A local history exhibition which will be held in the Display Space at Gosport Museum from 12 th October until 9 th November.

Please provide further detail about what your project will do (max 200 words).

The Art Nouveau building that today houses the Gosport Museum and Art Gallery was opened in 1901 as a free library, technical institute and school of art. Its use as a place of learning has changed over the years and during the Second World War, when the day school was evacuated, school rooms were adapted for use as a British Restaurant. This exhibition will cover the building's changing role, as well as introducing visitors to the people associated with the different schools, from a famous author to an artist and to a much-loved female zoologist. It will include the memories of people who attended the grammar school from 1944 until the move to Bay House in 1958. The Gosport u3a local history group has uncovered fascinating information not widely known which they would like to introduce to the people of Gosport. Who knows that the town once had a School of Art, that it had a British Restaurant (actually it had three), and that a draper's son became a famous author? It is time to tell this story.

² Only relevant answers have been included and personal information removed

Delivering Fund priorities

Please tick the fund priority/ies that the project will help address:

1. Removing property from the 'Heritage at Risk' register
2. Enhancing the townscape or setting of a heritage asset
3. Improving sustainability and tackling climate change
4. Creating employment or a sustainable future use
5. Enhancing public access or interpretation - **yes**

Please outline the benefits of your project and specifically how it will address any of the fund priorities that you have ticked (max 100 words).

This project has been widely researched and makes a new story about Gosport's history available to the town and elsewhere. It is intended to stimulate interest and further research, as well as to provide visitors with the opportunity to explore the building in its historical context. The group also intends to organise tours of the building, give talks and be available in the exhibition room to answer questions. It is hoped that it will also show that later life is a time of possibility and growth.

FINANCES

Cost

Total cost of the project including any non-recoverable VAT	£490
Please provide a breakdown of the total costs and indicate which costs the grant would cover.	
Please upload any quotes for items over £1500 (three quotes are advised).	
Room hire for five weeks	£50
A1 card	£72
Photos/posters/invitations	£35
Licence for two photographs	£24
A4 card for text	£30
Double-sided tape	£20
Printing ink	£100
Text lamination	£40
Blackboard and chalk	£24
Memory stick	£10
Hooks, nails, hanging equipment	£10
Private view	£50
Postage	£25
The grant would cover half the cost of the above	

Match Funding

Amount of financial commitment from the applicant	£245
Amount of any contribution in kind and description (Max 75 words).	None
Amount of other income (ie: grants or sponsorship) and description (Max 75 words).	None

Grant request

Grant request amount	£245
Grant request as % of project costs	50%

PROCESS AND POLICIES

Are any permits or consents required for your project?	A licence to use has been granted by the Intellectual Property Office. This arose as a result of the copyright issue on two photographs of paintings from Poole Museum which are still in copyright but copyright holder unknown.
Does anyone in your organisation have any direct link with Gosport Borough Council (for example officers, councillors, contracts)?	No

APPENDIX 3

HERITAGE FUND

PLEASE NOTE THIS IS AN EXTRACT OF THE FULL APPLICATION³

Name of organisation	The Historical Diving Society
Organisation type	Registered charity
Please provide number	1159032
What is the purpose of your organisation?	<p>The objectives of HDS are to:</p> <ul style="list-style-type: none"> • Advance the education of the public in the study of the history of diving • Identify, preserve, and maintain archives associated with historical diving • Publish appropriate literature and organise regular meetings on historical diving subjects • Pursue the establishment and maintenance of a museum for the permanent exhibition and preservation of items of historical and educational value • Preserve and protect the UK's rich diving heritage
About the event	
Project name	Redevelopment of the Diving Museum
Short summary of project	<p>To redevelop and upgrade the Diving Museum throughout the whole of No2 Battery following the competition a repair project.</p> <p>.</p>
Estimated project start date	05/07/2024
Estimated completion date	31/07/2025
Please provide further detail about what your project will do	<p>Engaging and professionally designed displays that speak to a wide range of audiences.</p> <ul style="list-style-type: none"> • Public engagement activities on site for a range of audiences from families to those with a specialist interest in diving. • Organisational resilience through systematic approaches to developing our volunteers, IT, and the marketing and income generation activities of the museum. • The successful integration of paid posts into a volunteer organisation, and the viable retention of a paid Museum Manager and Community Engagement Officer,

³ Only relevant answers have been included and personal information removed

	Employing staff we will be able to extend our opening hours, and our programme of activities, therefore significantly increasing engagement opportunities for the local community. It will strengthen our contribution to the local economy and to the regeneration of Gosport. Gosport is a priority category 1 Levelling Up area, a Levelling Up for Cultural Place, and a Priority Place. A key ambition of the Activity Plan is to support the pathway to learning and employment for people in Gosport. We already work closely with local learning providers and support agencies; this project will enable us to extend and further embed this work into our programme of activities and deepen our local partnerships.
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Delivering Fund Priorities

Please tick the fund priority/ies that the event will help address	Enhancing the townscape or setting of a heritage asset, Improving sustainability and tackling climate change, Creating employment or a sustainable future use, Enhancing public access or interpretation
Please outline the benefits of your event and specifically how it will address any of the fund priorities that you have ticked	<p>The project will:</p> <ul style="list-style-type: none"> • Enhance the museum/building interpretation, access and creating a sustainable future use. • It will open an important Gosport heritage asset to local residents and visitors to view and learn about, tell the story of the country's rich history of diving and explain why Gosport is known as the home of diving. • It will create local employment and help the local economy. • Working with Gosport Access Group & Disability Forum will enable access for all abilities. • An air source heat pump (green energy) will be used to control the internal environment.

Finances - Cost

What is the total cost of the event (including any non-recoverable VAT)	1,080,604
Please provide a breakdown of the total costs and indicate which costs the grant would cover	<p>Total capital costs: £643,289 Total activity costs: £235,163 Total other costs: £202,152 The grant will match funding towards the capital and activity costs.</p>
Please upload any quotes for items over £1,500 (three quotes are advised)	I did not submit quotes as the project costs have been estimated for the National Lottery Heritage Fund (NLHF) application and will go out to tender if that grant is awarded.

Finances - Match Funding

Amount of financial commitment from the organisation	114,000
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Amount of any contribution in kind and description	Wi-Fi equipment donation - £3,591 Volunteer time - £44,900
Amount of other income (ie: grants or sponsorship) and description	NLHF: £702,604 - possible uplift of £124,000 Arts Council England: £50,000 Royal Society: £3,500 South East Museum Development: £3,740 Corporate: £15,500
Finances - Financial Reserves	
Financial reserves held (unrestricted and undesignated funds) held by your organisation, Amount:	22,000
The number of months running costs that this equates to	12
Finances - Grant Request	
Grant request amount	40,000
Grant request as % of event costs	0,004
Process and Policies	
Are any permits or consents required for your project?	Yes
If yes, please provide type and current status	Planning, listed building and advertising applications have been submitted and granted.
Is your organisation involved with children, young people or vulnerable persons?	No
Do you have an equality and diversity policy?	Yes
Do you have relevant insurance policies for your organisation and event?	Yes
If yes please upload copies of insurance policies	files.zip
Does anyone in your organisation have any direct link with Gosport Borough Council (for example officers, councillors, contracts)?	Yes
If yes please state their name and role and/or contract	Kevin Casey, Alverstoke ward councillor