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**Hever Parish Council – Community Support Grant**

**Application Form**

Each year HPC allocates a limited amount of funding to support parish projects and assets. If you wish to apply for a grant please complete the application form below and return to the clerk at least 2 weeks before the next meeting. Please note, if funding is no longer available, your application will be considered in the next financial year

Section 137 of the Local Government Act, 1972 allows a local authority to incur expenditure which in their opinion is in the interests of, and will bring direct benefit to, their area or any part of it or all or some of its inhabitants.

Section 19(3) of the Local Government (Miscellaneous Provisions) Act 1976 gives a local council the power to make grants to voluntary organisations.

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| Name, address and contact number of main contact | Amy House  [heverpta@hever.kent.sch.uk](mailto:heverpta@hever.kent.sch.uk)  07982 996642 |
| Name and address of Organisation requesting grant | Hever Primary School  Hever School, Edenbridge, TN8 7NL |
| Description of project / intended use for funding / date the funding is needed | **Supporting our KS2 Pupil Premium Pupils to attend our school show trip;**  We are taking all KS2 to see a London Show in January. The cost of this is £32 per ticket.  We have 19 **Pupil Premium in KS2** and are applying for support for them to attend. The cost of this would be around **£602 for all 19.** Extra curricular activities like this are incredibly important, even more so due to the missed opportunities in COVID which is why we are asking for support.  **Recitation Competition Prize Sponsor -**In March we hold a recitation competition. This is a wonderful opportunity for children to develop their oratory skills in a supportive environment. Every KS2 child takes part and there are a total of 12 prizes awarded, normally some kind of poetry book. We will put a book dedication inside thanking you for the support, or alternatively a thank you for your support in hotline. **Predicted cost: £120-150**  **Maypole Dancing Gift Sponsor –**Maypole dancing is a wonderful opportunity we offer all the children at Hever. As well as helping with musicality and coordination, it helps with confidence and communication in a group, skills which are essential and particularly impacted due to COVID. We are looking to give every child who has the courage to maypole dance in our celebration a little gift, something like a badge/medal/bookmark. **This is normally about 80 children so would be £80-100.**    **End of Year Awards –**Hever School are currently refreshing our values. In line with these will have an end of year awards as something to celebrate how our children have achieved. We will be looking to give each winner a book token and again could either do a book dedication or put something in hotline. **Predicted cost: £200-300** |
| Details of individuals / groups involved in planning | All activities involve either Hever Primary School and the PTA or just one of these. |
| Total project cost | **Matilda Trip -** For the whole of KS2 over £3000  **Recitation Competition Prize Sponsor -** £120-150  **Maypole Dancing Gift Sponsor -** This is normally about 80 children so would be £80-100.  **End of Year Awards -** Predicted cost: £200-300 |
| Amount requested from HPC | **Supporting our KS2 Pupil Premium Pupils to attend our school show trip -** £602 to support PP children.  **Recitation Competition Prize Sponsor -** £120-150  **Maypole Dancing Gift Sponsor -** £100.  **End of Year Awards -** £250 |
| Other sources of funding considered / applied for | **Supporting our KS2 Pupil Premium Pupils to attend our school show trip –** the PTA has donated £650 to reduce ticket costs. |
| **Who** will benefit from this project over what time period?  **How** will this be demonstrated? | **Supporting our KS2 Pupil Premium Pupils to attend our school show trip** – the pupils attending the trip will benefit, as will the whole school in sharing an experience like this. A lot of KS2, due to cost of living/COVID, have never been to London or watched a show. The impact of live theatre is immeasurable and will be inspiring for the children long-term.  **Recitation Competition Prize Sponsor –** Giving children the opportunity and challenge tolearn and recite a poem on a yearlybasis isincredibly beneficial for their oratory and presentation skills. As they move to secondary school, having had this opportunity will help set them up for GCSE presentations and further**.**  **Maypole Dancing Gift Sponsor –** Having access to dance and music is essential for kids development and the skills that children learn through music can Improve language, reading, and maths. We are incredibly lucky to have a teacher who donates her time to support the children, being able to reward them with a small token would be a lovely way to encourage their participation and make them feel valued.  **End of Year Awards –** Children at Hever School will benefit from these awards, Giving children recognition for their efforts is incredibly important and we feel the parish sponsoring these awards will create a greater sense of gravitas around them and also a wonderful opportunity to bring the parish into the school. |

Hever Parish Council annually sets a community support budget in order to provide financial assistance to a range of organisations, projects and activities which provide services for local residents.

The budget is discretionary funding and as such is separate from any other services which the Parish Council may fund under contract to fulfil statutory obligations or the delegated works of its Committees.

**Hever Parish Council & The Clerk is available to anyone in the parish to assist community groups / projects in a number of ways;**

* with further grant searching through local, regional and National bodies
* assistance with project planning
* A local council may also make loans to voluntary organisations in relation to running village halls (this may be a direct loan during the current year, from accumulated revenue, or unspent capital receipts).
* A local council which purchases equipment or building materials or pays for building work for a village hall, may reclaim VAT under section 33 of the VAT Act 1994, provided a number of conditions are met.
* A local council can also give practical help to the running of a local charity in many ways, for example; encouraging local people and organisations in the area to use and support activities and events
* calling a parish meeting to help organise fund raising activities
* facilitating use of parish noticeboards
* providing information and advice about other local authorities / groups
* raising the profile of the group / project

The Parish Council may wish to seek evidence against all or some of the following criteria:

• there is clear evidence of local need or demand for the proposed project/activity

• the grant will help provide a facility or service that will be of real and direct benefit to local residents

• the project/activity is properly thought through, is viable, of good quality and will ensure proper use of public funds, providing best value and value for money

• the organisation/project demonstrates clear knowledge and commitment to equal opportunities and Health & Safety.

The focus of the bulk of the grant process will primarily be for organisations/projects located within Hever, Four Elms and Markbeech Parish

BUDGET FOR GRANTS/DONATIONS

Please do come to the meeting to present your application if you would like to.

MONITORING AND EVALUATION

The development of monitoring and evaluation systems, particularly in respect of outcomes, is an area of good management practice all voluntary sector organisations should be prioritising. The Parish Council would welcome the provision of findings from grant aided organisations/projects.

Please contact in the first instance the Clerk and Financial Officer to Hever Parish Council ([clerk@hever.org](mailto:clerk@hever.org)) and see the website ([hever.org](http://hever.org/)) for more information and dates of full council meetings should you wish to attend.