

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.

Name, address and contact number of main contact	Jess Fermor Four Elms Primary School, Bough Beech Road, Edenbridge, Kent, TN86NE 01732700274
Name and address of Organisation requesting grant	As above
Description of project / intended use for funding / date the funding is needed	<p>Project 1 - We would like to create a sensory room in our school. A sensory room at Four Elms will offer a therapeutic space for children with additional needs, especially for those who are neuro-diverse or have SEMH needs. The equipment in the space will support and improve children's cognitive and physical skills. It will also offer sensory input to support regulation. The sensory space will also support those with behavioural difficulties. Children learn to self regulate in a controlled environment without the feeling of being punished or isolated.</p> <p>At Four Elms, additional need numbers have increased over the past few years but additionally, those with behavioural, SEMH, trauma and sensory needs has increased particularly in key stage 1. We have an increased number of children receiving social services support and have a growing waiting list for counselling support and have had to increase our therapeutic based interventions to respond to these increasing numbers.</p> <p>The site is small, with all rooms coming off the central area. Whilst this offers a unique opportunity to use the central area as a break out space for academic small group based intervention and support, it is a large space that does not provide respite away from a large busy space for those with therapeutic, behavioural or sensory based needs.</p> <p>The sensory space will be a timetabled part of a child's daily school diet, necessary for their needs. It will not be a space used as part of reward or punishment. It will not be a privilege removed or a reward given. It is a</p>

	<p>necessary tool to support a number of children to successfully access school and their learning environment.</p> <p>We have a room, but it needs to be decorated and there needs some carpentry work to make it safe for children. After that, we then need to buy specific equipment for the sensory room such as a tent, fabrics, lighting, bean bags, soft flooring mats etc.</p> <p>We will be able to show you photographs, or you could come in to visit.</p> <p>Project 2 – We are in the process of improving our PE provision which extends into playtime. We want to make our breaktime and lunchtime play more engaging and more active. We have implemented the idea of zones and have worked with the children to have different things going on in different areas. Our newest plans have seen us having a music corner for dancing, a den building zone as well as basketball, football and team games. We have been able to fund the first part of the project, but in order for it to be more successful, we need more resources and equipment for the different zones so that we can rotate the equipment and give children more of a choice throughout the week. This will help to reduce behaviour incidents as children will be less bored and also improve activity and collaboration. We want to involve our School Council in deciding what we now buy to extend our offer, but we predict that this will be anything from more balls, to giant jenga or giant chess (we have some big chess fans!) We need some secure outdoor storage to keep everything in good condition. If we were able to get the money, we would also like to improve our PE by offering support for families with swimming lessons and also looking at getting experts in to provide workshops for children. We feel this would engage more pupils in physical activity.</p> <p>Again, we would be more than happy to show off the impact of the money.</p>
Details of individuals / groups involved in planning	Four Elms staff
Total project cost	Project 1 - £1000 Project 2 - £1500
Amount requested from HPC	£1800
Other sources of funding considered / applied for	Hever Trust
Who will benefit from this project over what time period? How will this be demonstrated?	Project 1 - All pupils will be able to access this within the school, but particularly those who need it the most, as described in the project description. The impact would be fairly immediate as the children who require sensory support would be able to access it once the room is complete. We can measure the impact with our various assessment systems such as the Leuven Scales of Wellbeing and Involvement.

	<p>Project 2 – All children from Reception to year 6 would be able to access the resources purchased. They would also be able to be part of any workshops and swimming sessions. We feel the initial impact would be immediate with the playtime resources, and the long term impact would be over the course of workshops/sessions. We would be able to measure the impact by analysing how much physical activity our pupils are taking part in and what their engagement levels are like.</p>
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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) and see the website (hever.org) for more information and dates of full council meetings should you wish to attend.