



Established 1894

## Angmering Parish Council

The Corner House  
The Square  
Angmering  
West Sussex, BN16 4EA

Telephone/Answerphone 01903 772124

E-mail: [admin@angmering-pc.gov.uk](mailto:admin@angmering-pc.gov.uk)

Website: [www.angmeringparishcouncil.gov.uk](http://www.angmeringparishcouncil.gov.uk)

### MINUTES OF THE MEETING OF THE ANNUAL MEETING OF ANGMERING PARISH COUNCIL HELD ON MONDAY 12 JUNE 2023 AT THE ANGMERING VILLAGE HALL, KING SUITE

**Present:** Councillors Nikki Hamilton-Street (Chair), Norma Harris, Alan Evans, Sylvia Verrinder, Matthew Want, Renée Hobson, John Oldfield, Alison Reigate, Paul Bicknell and David Marsh

**In Attendance:** Tracy Lees (Committee Clerk), Katie Herr (Clerk), ADC Cllrs. Andy Cooper and Amelia Worne, WSCC Cllr. Deborah Urquhart and three members of the public

**Acronym:** Angmering Parish Council – APC; West Sussex County Council – WSCC; Arun District Council – ADC; Angmering Community Land Trust – ACLT; Planning & infrastructure Committee (formally HTP) – PI; Community, Leisure, Environment & Wellbeing Committee – CLEW; Neighbourhood Plan – NHP; West Sussex Association of Local Councils – WSALC; Traffic Regulation Order – TRO. Angmering Flood Alleviation Scheme – AFAS.

AGENDA ITEM	MINUTE NO.	AGENDA POINT	ACTION FOR
1	23/027	<b>APOLOGIES FOR ABSENCE</b> None.	
2	23/028	<b>DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA.</b> Cllr. Verrinder declared a non-pecuniary interest in Item 16.	
3	23/029	<b>APPROVAL OF MINUTES</b> Approval of the minutes of the meeting of the committee from <b>Monday 15 May 2023</b> were then agreed by all and signed by the Chair.	
4	23/030	<b>PUBLIC CONSULTATION</b> No questions were asked.	
5	23/031	<b>THE CLERK'S REPORT ON MATTERS OUTSTANDING FROM PREVIOUS MEETINGS, BUT NOT INCLUDED ON THIS AGENDA, WHICH WILL INCLUDE SPECIFIC UPDATES ON:</b> The Clerk reported that there was nothing new to report and no questions were asked. The report can be found within the supporting papers for this meeting on the APC website.	

Cllr. Reigate asked about The Spotted Cow and where APC were with regards to applying for this to be an Asset of Community Value. It was reported that

APC had requested information from the venue and until this was received nothing further could be done. The Chair requested that a letter was sent to The Spotted Cow and then if nothing was received back the item would not be able to be registered.

Action: Letter to be written to The Spotted Cow re information needed.

KH

Cllr. Reigate also requested more information on the foot path in Mayflower Park becoming dual use and the Chair advised that this was now going to be covered by the Mayflower Park Working Group and CLEW Committee.

**6      23/032    CHAIRS REPORT**

The Chair reported she had heard from Cllr. Matt Stanley (Leader, Arun District Council) and that an online meeting with him had been arranged.

The report can be found within the supporting papers for this meeting on the APC website.

**7      23/033    REPORT FROM THE WEST SUSSEX COUNTY COUNCILLOR**

Cllr. Urquhart reported on the following items:

West Sussex County Council, as part of the West Sussex Waste Partnership, has been working in collaboration with the Environment Agency and Sussex Police to stop waste crime by targeting areas with well-known **fly tipping** problems.

Three joint operations have taken place in Chichester, Horsham and Arun districts which involved stopping vehicles that could be potentially carrying waste. Officers interviewed drivers and examined the vehicles' contents to deter and disrupt ongoing fly tipping.

The latest round of our **Solar Together Sussex** scheme, which helps residents to install high quality and competitively priced solar panels and battery systems, has proved to be the most popular yet.

Between March and the end of May, more than 10,600 new customers registered to receive a personal recommendation, which sets out the most suitable system for each customer and how much it might cost.

This year has seen an increase in the number of households registering for a battery system so they can store the cheap, clean energy they generate and use it to reduce their energy costs and carbon emissions even further.

People are coming together this week for the **#GreatBigGreenWeek** to unleash a wave of support for action to protect the planet. It's a celebration of community and a chance to make a difference for the planet.

The waste team is running a short survey to gather information on recycling knowledge in West Sussex. Results from this survey will directly feed into the next communications campaign spanning across the whole of West Sussex.

**School 'Keep Clear' Signs Trial** - The School Keep Clear markings ('zig zags') are positioned outside or near to the entrance of a school. The purpose of implementing zig zags is to provide a space, which is free from parked

vehicles, for children and parents to cross the road safely and enable road users to see them clearly. Without zig zags, vehicles constantly stop to drop off and pick up their children outside of the school - not only causing congestion but also making it unsafe for pedestrians to cross the road. It is illegal for anyone, other than the Emergency Services, to park or even stop on these markings, even if it's only for a matter of seconds (where signs are in place giving this warning). Unfortunately, some parents and carers still do this regardless of the law and potential fine that ensue if caught.

The WSCC Road Safety Group developed a new intervention, which is aimed at preventing vehicles from stopping on the zig zags, by placing a number of signs which have a combination of an emotive design and a polite message 'Please Don't Stop Here', directly onto the zig zags.

We are currently carrying out trials using these signs at 6 schools in West Sussex. We started with Bersted Green Primary back in March, with Field Place Infant School and Orchards Primary School (both in Goring) participating with the trial in May. The remaining schools also due to take part before the end of the school year are Southwater Junior, Glebe Primary in Southwick and St Peter's Primary in Henfield.

Questions were then invited.

The Chair asked about the repainting of lines after road resurfacing work had taken place outside of the Angmering School. Cllr. Urquhart will chase this.

Action: Cllr. Urquhart to report back.

Cllr. U

**8      23/034      REPORT FROM THE ARUN DISTRICT COUNCILLORS**

A warm welcome was given to Cllr. Amelia Worne as this was her first meeting with APC. Cllr. Worne commented that there was nothing else to add to her report and invited questions but none were asked. A member of the public requested a copy of her report. The report can be found at the end of these minutes.

Cllr. Cooper commented that he did not have much to report other than the first meeting of the Angmering Advisory group had taken place, it was a good starting point and he wants it to progress. He also commented on the set up of the new administration. If possible he will attend the site visit relating to A/71/23/PL, up Dappers Lane.

Questions were invited and Cllr. Cooper said he was available for questions at any time. No questions were asked.

Cllr. Cooper, Cllr. Worne, Cllr. Urquhart and one member of the public all left the meeting at 19:50.

**9      23/035      NEIGHBOURHOOD PLAN**

The Chair advised that ADC resolved to review the Local Plan. A lot of work and research will need to be done prior to the document being released. She went on to say what she would be covering this at her meeting with Cllr. Matt Stanley. The review of the Local Plan will affect what APCs NHP will



look like. It was hoped that APC and ADC will work together on this project and it will be interesting to watch what happens in the next few months.

**10      23/036    ANNUAL PLAN FOR 2023/2024**

The Clerk had sent a link to all councillors and explained what had changed from the last version. The changes made were to make the document easier to understand and use.

Cllr. Want asked for his name to be added to the action regarding defibrillators. The Clerk said she would amend the document with this changes and send round a new copy as well as uploading it on the APC website.

**11      23/037    FINAL ACCOUNTS 2022/2023**

The Clerk presented the information and asked if there were any questions. None were asked.

The Chair asked if all present were happy for her to sign the Final Accounts, all present agreed and the accounts were signed.

**12      23/038    AUDIT REPORT 2022/2023**

The Clerk advised that the audit went well and there was nothing to report.

All present noted that the Audit Report for 2022/2023 had been conducted.

The Clerk was congratulated on her work.

**13      23/039    ANNUAL RETURN 2022/2023**

The Chair gave an overview of what this is and asked if there were any questions regarding Section 1, which relates to internal controls.

The Clerk then explained that everyone needed to agree with all the statements made. The Chair then read all the statements in turn and confirmed that all present confirmed that they agreed with the statements made except no: 9 which was not applicable.

The Chair asked if everyone was in favour of approving Section 1 and for the Clerk and the Chair to sign. All agreed. The document was then signed.

**14      23/040    ANNUAL RETURN 2022/2023**

The Chair then went on to cover Section 2 of the Annual Return which is the Accounting Statement and explained what this was. She asked if there were any questions, none were asked.

The Chair asked if everyone was in favour of approving Section 2 and for the Clerk and the Chair to sign. All agreed. The document was then signed.

**15      23/041    CORRESPONDENCE RECEIVED**

The correspondence received was a letter to APC regarding the McCarthy Stone application (old Chandlers site). The Chair referred the committee to the supporting papers where the changes were detailed. The changes were mainly regarding the number of car parking spaces, the height of the properties and the removal of the proposed toilets.

Cllr. Hobson commented that she felt this was a really good outcome.

A discussion took place re crossing points, parking spaces, and access out of the site. Cllr. Bicknell raised a concern re the generator and the amount of noise it could make but he was advised that this would not be an issue. It was also reported that all parking spaces would have an EV charging point.

Cllr. Hobson suggested that maybe the generator could be made available to APC in case of emergency situation, all agreed this was a good idea.

The Chair then advised that APC needed to respond to McCarthy Stone re their offer of £30,000.00 in lieu of not putting in toilets as originally requested. The £30,000 will go into an EMR for spending on improvements to the village.

**RESOLUTION:** Cllr. Hobson **PROPOSED** that APC accepted the offer of £30,000.00. Cllr. Verrinder **SECONDED** and **9 AGREED** and **1 ABSTAINED**.

**16      23/042    ANGMERING COMMUNITY CENTRE HALL FLOOR**

The Chair explained the background and that this repair does fall to APC under the terms of the lease. The options were then discussed, various questions were asked including if any of the companies had been used before. The Clerk reported that all three companies have been asked to quote for other works before and one had been used before.

The Clerk talked through the works previously undertaken and also how the quotes had been put together i.e. the various options that have been put forward. After discussion the following was agreed.

**RESOLUTION:** Cllr. Bicknell **PROPOSED** that quote 3 was accepted. Cllr. Want **SECONDED** and **9 AGREED** and **1 ABSTAINED**.

Cllr. Verrinder could not vote due to her non-pecuniary interest.

One member of the public left the meeting at 20:15

**17      23/043    CLIMATE CHANGE UPDATE**

Cllr. Evans talked through the Solar Energy scheme that he has been working on with East Preston Parish Council. He also updated the committee on his Climate Action Plan will go on the APC website and has been shared via the Angmering Parish Council Facebook page and will be shared to the Angmering Village Facebook page.

Cllr. Evans will be running a drop in session at Angmering Community Centre on Wednesday 21 June between 16:30 – 18:30 to give residents ideas of what they could do tackle climate change and also to hopefully receive ideas from residents of initiatives and things they would like to see. Any support from Cllrs for this event would be welcomed by Cllr Evans

He finished by saying July was 'Plastic Free Month' and that small steps make a big difference. He also asked councillors to keep a look out for other initiatives and share with him what others are doing.

Cllr. Hobson said she loved the document, how it looked and that it was very easy to read and understand. For information Cllr. Hobson is now the Rampion 2 representative for APC.

Cllr. Evans finished by advising that since APC had started offering collection points for Terracycle 500kg has been saved from going to land fill.

**18      23/044    COMMUNITY GRANT APPLICATIONS**

The 2023/2024 budget for Community Grants is £4,000.

Two grants have been awarded so far this year, leaving an available budget of £3,100.00.

Three grant applications were received this month, they were:

Tylers Trust requesting £500 – after a brief discussion it was agreed that more information was needed, therefore this grant application will be deferred to the July meeting. Cllrs. were requested to seek out more information so a decision could be made at the next meeting.

St Margaret's Church requesting £250 – after a brief discussion the following was agreed.

**RESOLUTION:** Cllr. Bicknell **PROPOSED** that a sum of £250.00 was granted to St Margaret's Church. Cllr. Reigate **SECONDED** and **ALL AGREED.**

Littlehampton Junior Park Run requesting £400 – after a brief discussion the following was agreed.

**RESOLUTION:** Cllr. Want **PROPOSED** that a sum of £400.00 was granted to Littlehampton Junior Park Run. Cllr. Reigate **SECONDED** and **ALL AGREED.**

**19      23/045    2023/2024 FINANCIAL REPORT**

The reports were presented, no questions were asked.

Cllr. Verrinder signed the reconciliations for May 2023.

**20      23/046    QUESTIONS ON THE ALREADY CIRCULATED NOTES OF MEETINGS OF PARISH COUNCIL WORKING PARTIES, REPRESENTATIVES ON OTHER ORGANISATIONS OR NOTES ON OTHER MEETINGS ATTENDED**  
None.

**21      23/047    QUESTIONS FROM COMMITTEES HELD SINCE THE LAST MEETING**

The Planning and Infrastructure Committee – None.

CLEW Committee – None.

Governance & Oversight Committee – None.

None.

**DATE OF NEXT MEETING**

The Committee's next meeting will be on **Monday 10 July 2023** at 7:30pm  
in the King Suite, Angmering Village Hall.

**The meeting concluded at 20.54.**

.....  
Chairman

Date.....

Angmering Parish Council Report June 2023 from ADC Cllr. Amelia Worne

Firstly, I would like to thank everyone in Angmering who voted for me it is an honour to be the first Liberal Democrat and the Youngest person to represent Angmering & Findon ward and I will do my best to represent everyone to the best of my ability over the coming 4 years.

I am new so please do bear with me if I don't know the answer straight away, but I will get to grips with everything as quickly as I can.

I would like to update you on my first month at Arun.

Following the election Arun remains in No Overall Control and is now being run by a coalition led by the new Liberal Democrat Leader Cllr Matt Stanley and Labour Deputy Leader Cllr Roger Nash. Chair & Vice Chairs of committees have been shared between the Liberal Democrat, Labour, Green & Independent groups showing that the council is working across party borders to work for the public.

I have been appointed to the Standards Committee and the Angmering Advisory Group where I will fight for the best of the community.

We have only had 2 committee meetings since the election planning committee which had 1 Angmering Application A/71/23/PL - LAND ADJACENT TO CRETE HOUSE, THE BEECHES, DAPPERS LANE, which was deferred pending a site visit by the committee. Also, the Planning Policy committee met, and the main item of business was the Local Plan review which the committee took the decision to start a full review of the local plan which will start immediately.

Please do contact me if you need any help.

Cllr Amelia Worne  
Liberal Democrat Councillor for Angmering & Findon Ward  
Arun District Council

Meeting Date	Agenda No:	Minute No:	Title	Action Required	Action to be taken	Comments & Next steps	Delegate To
08.03.21	4	20/198	Village Gates	Look into the possibility of installing village gates		Clerk would like to put this item on hold until works on Water Lane width have been completed as it may result in moving the signs.	KH

12.12.22	11	22/096	Asset of Community Value	Renew the listing for the Spotted Cow, Angmering, as an asset of community value.		Application submitted January 2023. Waiting on response from Spotted Cow. Chased May 2023. No response after trying several times. Not able to move forward.  The Clerk will write a letter to The Spotted Cow to request this information - June 2023	TL  KH
12.12.22	11	22/096	Asset of Community Value	Cllr Bicknell would like the list of Community Assets looked at and others possibly added		List of current ACV's sent to Paul Bicknell for comment/next steps 01/02/2023. Chased May 2023/28 June 2023	TL
15.05.23	14	23/014	Review of 2022/23	Look into the possibility of an electronic signage board.	Research subject and obtain spec/quotes	Information brought to July meeting.	CJ

#### KEY

Task has been started
Task to remain on the list
Task not yet started
Task completed



**TYLERS TRUST**

**Statement of Financial Activities**  
**for the Year Ended 5 April 2022**

	Notes	5.4.22 Unrestricted fund £	5.4.21 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies		59,536	39,949
 <b>EXPENDITURE ON</b>			
Other		48,493	35,471
<b>NET INCOME</b>		11,043	4,478
 <b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward		43,175	38,697
 <b>TOTAL FUNDS CARRIED FORWARD</b>		54,218	43,175

The notes form part of these financial statements

**TYLERS TRUST**

**Statement of Financial Position  
5 April 2022**

	Unrestricted fund	Total funds
<b>CURRENT ASSETS</b>	5,422	5,421
Debtors	1,440	1,440
Cash at bank and in hand	55,083	43,865
<b>CREDITORS</b>	56,523	45,305
Amounts falling due within one year	(2,305)	(2,130)
<b>NET CURRENT ASSETS</b>	54,218	43,175
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>	54,218	43,175
<b>NET ASSETS</b>	54,218	43,175
<b>FUNDS</b>	54,218	43,175
Unrestricted funds	54,218	43,175
<b>TOTAL FUNDS</b>	54,218	43,175

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 5 April 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 5 April 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

(a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and

(b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements



## SECTION E: DECLARATION

### Declaration

Please ensure that this form is signed by a minimum of two appropriate members of your group.

In signing this declaration, we agree that:

1. The information provided in this application is correct.
2. We have read, understand and accept the Terms & Conditions of Funding by Angmering Parish Council
3. We will complete and return a Project Completion Report (PCR) within six months of receiving funding.
4. We have adequate and appropriate cover for our activities

<b>Chairman (signature)</b> <div style="background-color: black; width: 100px; height: 30px; margin-top: 5px;"></div>	<b>Treasurer (signature)</b> <div style="background-color: black; width: 100px; height: 30px; margin-top: 5px;"></div>	<b>Secretary (signature)</b> <div style="background-color: black; width: 100px; height: 30px; margin-top: 5px;"></div>
<b>Date:</b> 19/05/23	<b>Date:</b> 19/05/23	<b>Date:</b> 19/05/23
<b>Please print full name</b> <div style="background-color: black; width: 100px; height: 15px; margin-top: 5px;"></div>	<b>Please print full name</b> <div style="background-color: black; width: 100px; height: 15px; margin-top: 5px;"></div>	<b>Please print full name</b> <div style="background-color: black; width: 100px; height: 15px; margin-top: 5px;"></div>

SUBMIT YOUR COMPLETED APPLICATION AND SUPPORTING DOCUMENTS TO:	APPLICATION DEADLINE:
<p>Email: <a href="mailto:admin@angmering-pc.gov.uk">admin@angmering-pc.gov.uk</a></p> <p>Post: Katie Herr – Clerk                  Angmering Parish Council                  The Corner House                  The Square                  Angmering                  West Sussex                  BN16 4EA</p> <p>Tele: 01903 772124</p>	<p>The application form should be submitted on or before the 1<sup>st</sup> Monday of every month</p>





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# APPLICATION FOR A GRANT FROM ANGMERING PARISH COUNCIL 2022 – 2023

## GUIDELINES FOR APPLICATIONS

A grant is any payment made by the Parish Council, to be used by an organisation which is not directly controlled or administered by the Parish Council, for a specific purpose in the furtherance of the well-being of the local community.

The contribution made by the numerous organisations to the well-being of the local community is highly valued. In support of such voluntary efforts the Parish Council allocates a modest annual budget to award small grants to voluntary and community groups, subject to available resources. The purpose of the grant is to support voluntary and community initiatives which enhance the quality of life for residents in Angmering.

Funding is available, throughout the year, subject to budgetary constraints, and in line with the Parish Council's specified application deadlines (see page 9). Organisations wishing to apply for a grant from the Parish Council are advised to read the following Grant Criteria to ensure their application is eligible for a grant. It is also encouraged that applicants contact the Parish Council to discuss their project prior to applying for a grant.

## GRANT CRITERIA

Applications will be considered from voluntary, community groups and organisations. Applications will not be considered from individuals or private sector organisations. All applicants must be able to submit a copy of the group's constitution / set of rules, which include the aims and objectives for the group.

In order to help ensure a fair distribution of funds, only one application, per financial year, per organisation may be submitted to the Parish Council.

Any grants awarded must be paid into the group's bank account, which must be in the same name as outlined on the group's constitution. The group's bank account must have at least two authorised signatories. Any monies awarded shall be the responsibility of the recipient organisation.

Applicants may apply for start-up funding, running costs, and / or the purchase of one-off pieces of equipment or capital projects. A clear budget breakdown must be provided with each application. Please refer to the following table for the maximum levels of funding that can be awarded for different types of expenditure:



<b>PURPOSE OF GRANT</b>	<b>Up to a maximum of:</b>
Start-up grant (for newly established groups, defined as those in existence for less than 12 calendar months), can include applications for running costs and equipment)	£750
Running costs	£250
One off cost (e.g. purchase of equipment)	£500
Capital costs (e.g. costs associated with building projects or alterations to premises)	£750

<b>CONDITIONS AND EXCLUSIONS</b>
Typically, awards will not be given for administration costs
Awards must be seen to be for the benefit of a significant number of Angmering residents
Awards will not generally be given to individuals
Awards must be used for or towards the specific project or item applied for
Once project completed, evidence must be provided that the award was used appropriately

#### THINGS TO NOTE

1. Organisations must be able to submit a copy of their previous year's accounts. In the case of new organisations, a full budget for the proposal must be submitted.
2. Applicants must provide an answer to all the questions on the application form.
3. Applicants must be able to demonstrate how a grant would benefit the community of Angmering.
4. Account will be taken of the extent to which funding has been sought or secured from other sources, including the group's own fundraising activities.
5. On-going commitments to award grants in future years will not be made by the Parish Council.
6. The Parish Council may make the award of any grant subject to such additional conditions and requirements as it considers appropriate. In addition, the Parish Council may decide to defer the application to a future meeting whilst further information is sought from the group.
7. In the event the grant is not used in part or in full, the group must notify the Parish Council with a full explanation. If the grant is not used for the purpose intended, the Parish Council reserves the right to request its return.
8. Please note: The Parish Council will acknowledge receipt of all applications submitted. Applicants can expect to be contacted approximately 4 weeks after each deadline date with the outcome of the Full Parish Councils decision.

# APPLICATION FOR AN ANGMERING PARISH COUNCIL GRANT

Please ensure you read the **Guidelines for Applications** before completing this form.

In order to be eligible for a Parish Council Grant you or your organisation must:

- Complete **ALL** sections.
- Make sure the Declaration is signed correctly in **Section D**.
- Confirm your understanding of our Data Protection statement in **Section E**.

## SECTION A: ORGANISATION DETAILS

### NAME OF ORGANISATION/GROUP

Tylers Trust

### DETAILS OF APPLICANT

To whom all correspondence should be sent

Name: Janice Ellis

Position within the organisation: CEO

Address: [REDACTED]

Postcode: [REDACTED]

Telephone Number: [REDACTED]

Email: tylerstrust@gmail.com

Website: <https://tylerstrust.co.uk>

### WHAT TYPE OF ORGANISATION ARE YOU?

Tick relevant box

A Charity providing services available to residents of Angmering	✓
An existing local group or organisation providing services available to residents of Angmering	
A new group or organisation, wishing to provide services for the residents of Angmering	

#### **BRIEFLY DESCRIBE THE MAIN PURPOSE OF YOUR ORGANISATION/GROUP**

Tyler's Trust is a small charity providing heartfelt help for children, young adults and their families when a child has a life-threatening/limiting illness. In addition, we support young adults with physical and or learning difficulties, this is achieved through the provision of services including:

Unique personalised gift box for each child/young person.

Large bespoke bag of presents for each sibling.

Household essential kits: in many families, one parent has to stop work and money is an issue.

Bespoke craft sessions.

Parental/carer's coffee mornings.

Family fun day.

The management of two parent's rooms at local hospitals including the provision of:

Parent bags with toiletries, food and drink, and essentials.

Emotional support through meetings, telephone calls, and social media.

#### **WHEN WAS YOUR ORGANISATION / GROUP FORMED?**

2014

#### **HOW MANY MEMBERS DOES YOUR ORGANISATION HAVE?**

This should include people who are involved in the activity

Adult	300
Junior (under 16)	200

#### **WHAT % OF YOUR MEMEBERS LIVE IN ANGMERING?**

5 – 8%

#### **IS YOUR ORGANISATION A REGISTERED CHARITY?**

Tick relevant box

<b>Yes</b>	✓	If yes, please provide the registered charity number below
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<b>No</b>		Charity Number: 1162827 .....
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### PROJECTED INCOME

Tick relevant box

Please provide a summary of your most recent accounts and whether the figures below are:	
A projection because the organisation has been running for less than 15 months	<input type="checkbox"/>
Information from the organisation's latest accounts	<input checked="" type="checkbox"/>

<u>Account Year Ending</u>	
Total Income for the year	£59,536.00
Total expenditure for the year	£48,493.00
Surplus or deficit	£11,043.00
Total savings or bank reserves at year end	£13,000-00 (unreserved)
	£30,000-00 (reserved)

## SECTION B: DESCRIPTION OF ACTIVITY/PROJECT TO BE FUNDED

### 1. Please give a description of the purpose for which you are seeking a grant

<p>The project will support young adults with physical and or learning difficulties. The aims of the project are:</p> <p>To offer the opportunity to develop new skills, through craft sessions, and volunteering. To build confidence and self-esteem, to promote social inclusion through organised activities. To support each participant to reach their full potential through mentoring, a buddying system and advocacy. The project will focus on participants' strengths and how they may use them to improve social and career opportunities. Consequently, this will improve mental health and emotional well-being.</p> <p>Research has indicated that many of the children the Trust supports, together with other young adults with learning difficulties face huge challenges as they transition into adult services.</p>
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### 2. How will / does your project or activity benefit the residents of Angmering?

<p>This project will boost the emotional wellbeing of young Angmering residents. It will increase their confidence and motivation allowing them the opportunity to become full members of the community.</p>
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### 3. Who will benefit from this activity? How many people and how often?

--



10 – 15. Young adults in Angmering over a twelve-month period with lifelong positive impact.

**4. How will you know that your activity was successful? How will you record its success?**

This project will have clear aims and objectives. These will be evaluated through the collation of participant reviews and stakeholder input.

**5. If this application is to undertake a new project, how do you know there is a need for this activity? Please include any appropriate evidence.**

Tyler's Trust identified that many children with life-threatening/limiting illnesses can survive into adulthood but with significant physical, emotional, and learning needs. Research has shown that there are very limited opportunities open to them. In collaboration with colleges and other key partners, we have identified further young adults with significant needs.

It is vital that these young people are not forgotten, with appropriate support and encouragement these young adults can become effective members of their local communities. At present young adults with an EHCP have limited options open to them as they leave school/college and research has shown educators are unable to find suitable opportunities for them. They often need additional services to help them transition, our project will help the process and enhance mental well-being. Without support, they can face a lifetime of welfare benefits, poor mental health, and social isolation.

The project will provide opportunities to develop new skills through volunteering, mentoring and telephone support. The activity sessions aim to boost confidence, promote social inclusion and highlighting possible enjoyable activities. The social events such as games nights create a respectful, safe environment where young adults can relax and expand their social life. The project allows the opportunity for young adults to reach their maximum potential by focusing on their strengths.

The project will be led by Jan Ellis CEO of Tyler's Trust. Jan brings extensive management experience across the business, statutory and voluntary sectors together with a passion for ensuring people are treated fairly and gets the support they need. Jan is a strong leader who strives to work collaboratively and creatively to find solutions.

The project will lead to improvement in participants' social and emotional capabilities. The development of skills they need to succeed in the future, enables participants to have a positive contribution to their communities and their confidence grow. The events and craft sessions will further allow individual self-expression.

Volunteering will allow the opportunity to develop employment skills. They will be able to contact Tyler's Trust for support and offered a buddy or mentor if needed.

The project will be evaluated through the implementation of smart objectives, and collating participant progress and lessons learned.

We will continue to seek support via suitable grants and sponsorship.

Project Co-ordinator £2,000.00

Bespoke Craft Sessions x 10 £1,000.00

Travel Expenses per participant £500.00

Refreshments / Lunch £1,000.00

Social Activities / Venue Hire x 5 £2,000.00

Misc – Administration / Laptop / Utilities / Promotional Leaflets £1,000.00

We may have to stream live with services we offer whilst seeking alternative funding.  
Other recent charity grant applications: The Tweed Family Charitable Foundation, Woodroffe Benton Foundation.

These young adults are some of the most vulnerable in our community and desperately need help and support. It is vital to provide them with the confidence skills and motivation to allow them to succeed, without it they face a life of potentially being on welfare benefits and social isolation.

Tyler's Trust is able to offer this support but as a small charity we need funding to be able to do so.

## SECTION C: AMOUNT OF GRANT REQUESTED

### 1. What is the amount of the Grant you are seeking from Angmering Parish Council?

£500.00

### 2. Please indicate in which category you feel your request for funding falls into:

Please tick the relevant box

Start-up grant (for new groups, can include running costs and equipment)	£750*	
Revenue (running costs)	£250*	
One off cost (e.g. purchase of equipment)	£500*	✓
Capital costs (e.g. costs associated with building projects or alterations to premises)	£750*	

(\*Figures shown indicate the maximum grant allowance for this category)

### 3. What is the total cost of the project or activity?

£500.00

### 4. If the total cost of the activity for which you require a grant is more than the amount requested, do you have the remaining balance available?

Tick relevant box

Yes	

<b>No</b>	
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Have you applied for financial assistance elsewhere?

Tick relevant box

<b>Yes</b>	✓
<b>No</b>	

If **YES**: Please indicate details of organisations/individuals approached and amounts requested and whether the contribution is secured or still pending consideration.

Two bids have been made and are pending.

Other recent charity grant applications: The Tweed Family Charitable Foundation, Woodroffe Benton Foundation.

**5. Please give details of your own fund-raising efforts:**

Sponsorship and shop sales.

**6. If applying for running costs, please provide information on your endeavours to secure alternative sources of funding.**

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**7. Has your organisation received a grant from Angmering Parish Council before?**

Tick relevant box

<b>Yes</b>		If <b>yes</b> , please state when and how much awarded?
<b>No</b>	✓	Amount £                      Year awarded:

How did you hear about this grant scheme? Google search for Parish Councils.

## SECTION D: BANK DETIALS

Please provide your organisation's bank details below:

Account name: [REDACTED]

Sort code: [REDACTED]

Account number: [REDACTED]

Bank/Building Society Name: [REDACTED]

Address: [REDACTED]  
[REDACTED]

Post Code: [REDACTED]

If your organisation is VAT registered, please supply your VAT number

A **Cheque** can be arranged if required, please advise who it should be made payable to.

The cheque should be made out to: .....

THIS PAGE WILL BE DESTROYED AND NO RECORDS KEPT ONCE PAYMENT HAS  
BEEN MADE IF A GRANT IS AWARDE

## SECTION E: DECLARATION

**Declaration**



Please ensure that this form is signed by a minimum of two appropriate members of your group.

In signing this declaration, we agree that:

1. The information provided in this application is correct.
2. We have read, understand and accept the Terms & Conditions of Funding by Angmering Parish Council
3. We will complete and return a Project Completion Report (PCR) within six months of receiving funding.
4. We have adequate and appropriate cover for our activities

<b>Chairman</b> (signature)	<b>Treasurer</b> (signature)	<b>Secretary</b> (signature)
<b>Date:</b>	<b>Date:</b>	<b>Date:</b>
<b>Please print full name</b> Janice Ellis	<b>Please print full name</b> Michelle Dodd	<b>Please print full name</b> Leanne Farr

<b>SUBMIT YOUR COMPLETED APPLICATION AND SUPPORTING DOCUMENTS TO:</b>	<b>APPLICATION DEADLINE:</b>
Email: <a href="mailto:admin@angmering-pc.gov.uk">admin@angmering-pc.gov.uk</a>  Post: Katie Herr – Clerk Angmering Parish Council The Corner House The Square Angmering West Sussex BN16 4EA  Tele: 01903 772124	The application form should be submitted on or before the 1 <sup>st</sup> Monday of every month

## **SECTION F: DATA PROTECTION**

As Angmering Parish is a public body, we must comply with the Data Protection Act 1998. We are committed to protecting your privacy and will ensure any personal information is handled properly under the Data Protection Act.

We will use the information you give us on the application and supporting documents for:

- Grant application
- Monitoring grants
- Evaluating the way our funding programmes work and the effect they have
- Reporting statistics to Government

We may also give copies of this information to individuals and organisations such as:

Accountants, auditors and external evaluators.

Other organisations or groups involved in delivering the project.

Please tick the box the box to confirm your understanding of Data Protection ☒