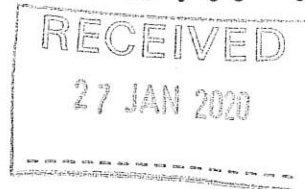


LYME REGIS TOWN COUNCIL

TERM GRANT APPLICATION FORM 2020



PLEASE NOTE: Read the accompanying guidelines before completing this form

1. Name of organisation Axe Valley & West Dorset Ring & Ride Service Ltd
2. Name of person submitting the application Mrs J Hopson-Hill
 Position held in organisation Coordinator
 Contact address Parish Office, St Paul's Church, High Street, Honiton EX14 1PE

 Telephone no. 01404 46520
 Email axevalleyringride@btconnect.com
 Website _____
3. What are the main activities of the organisation?
We provide community transport facilities for those with a special need such as the elderly, the disabled, the poor, parents with young children and those living in isolated areas where there is no adequate transport.
Our service users are able to increase their access to their local communities which helps to give them the confidence to stay in their own homes if they wish to. Many of our passengers live alone. The service users also benefit from the social aspect of the passenger club trips by regularly meeting other passengers and forming friendships through use of the bus. This also helps with health problems which may increase through social isolation, such as depression. The service can be of great benefit to isolated or disabled people who through lack of suitable transport can be cut off from services and shops available locally.

4. What is funding required for?
We are applying for an annual grant to help us continue to provide the service to residents. As well as helping elderly, disabled or isolated Lyme Regis residents, we also bring passengers into the town from areas of West Dorset and East Devon for tourist purposes and to shop in the town. The demand for the service continues and many journeys have waiting lists. (Passenger figures attached).
Our passenger numbers have been unaffected by free bus passes as we serve those with a special need and the elderly and disabled. Continuing cuts in public transport have increased demand. As a service for marginalised groups with few advocates, we are committed to continuing to help those most in need in this area. Our funding is mainly raised from contributions, and voluntary grants made locally are a great help in continuing the provision of the service.

5. What are the objectives of the organisation and/or the project for which funding is

25 X1014399A

required?

The objective is to provide transport for those with a special need.

Lyme Regis residents can have a morning shopping trip into town each week, also an afternoon outing each week and one Saturday trip each month. The service is a lifeline for many residents who would otherwise be housebound.

6. What length of time is the funding required for (funding will not normally exceed five years)?

Five years to ensure security for the service.

7. How will the funding benefit the town, its residents and/or visitors?

Disadvantaged groups such as disabled, elderly or isolated residents can use the service we provide. The bus driver will help passengers with shopping bags and equipment such as trolleys or walkers. The buses are also available for hire to charities supporting disabilities and local residential homes.

As well as helping elderly, disabled or isolated Lyme Regis residents, we also bring passengers into the town from other areas of West Dorset and East Devon for tourist purposes and to shop in the town.

8. How will the objectives and benefits of the organisation and/or project be measured?

We receive continual feedback from passengers and record all our journeys in a progress report(attached)

9. Please provide details of other grant applications and/or fundraising activities in relation to

the organisation and/or project

The annual turnover is in the region of £70,000 p.a. with funding support from councils amounting to almost half of this figure. Funders include Devon County Council, Dorset County Council, East Devon District Council, Axminster, Beaminster, Bridport, Lyme Regis and Seaton Town Councils, and many of the parishes within the area served. (Accounts attached)(Contributions attached)

10. How will you inform others the organisation has received funding from the council?

The timetables state 'Supported by a grant from Lyme Regis Town Council'. The grant is also shown in the annual accounts. We are receiving new enquiries from the residents, but should expect useage in Lyme Regis to rise further if the service could be advertised in the communications that you issue to all residents of the town.

11. Total anticipated cost of project or annual running costs £ 70,000

12. Amount of funding sought from Lyme Regis Town Council. If funding is sought for up to five years, what is the annual sum required? £ 3,000 for 5 years

13. Please tick to show you have enclosed information that covers the following required information:

- a) A business plan that includes a clear understanding of the organisation's operating environment, risk exposure, and details of the projected income and expenditure
- b) Bank references
- c) Audited accounts for the previous financial year
- d) Registration documentation

X

X

X

X

14. Please tick if any other supporting information has been attached and specify the type of documentation:
Passenger figures and Contributions list

X

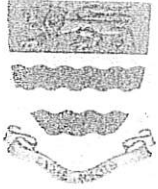
The application form must be signed by **two** of the organisation's officers.

Signature Sandra Ward
Name
(Print) Sandra Ward
Position
held Chairman
Date 25.1.20

Signature Jane Hopson-Hill
Name
(Print) Jane Hopson-Hill
Position
held Coordinator
Date 25.1.20

Notes to applicants

1. Please read the accompanying term grants policy and procedure to check the eligibility of your organisation and/or project, what you must include in your application, any restrictions on the funding, and how grants will be monitored and reviewed.
2. Applications will only be considered on submission of the completed application form together with the relevant supporting documentation.
3. Applications should be addressed to John Wright, Town Clerk, Lyme Regis Town Council, Guildhall Cottage, Church Street, Lyme Regis, Dorset, DT7 3BS.
4. Applications must be received by **noon on Monday 27 January 2020**. All applications will be acknowledged.
5. Applications will be considered at an extraordinary Full Council meeting on Tuesday 4 February 2020.



LYME REGIS TOWN COUNCIL

TERM GRANT APPLICATION FORM 2020



PLEASE NOTE: Read the accompanying guidelines before completing this form

1. Name of organisation Axminster and Lyme Cancer Support
2. Name of person submitting the application Mary Kahn
Position held in organisation Founder/Chair of Trustees
Contact address Heather Moor

Telephone no.

Email info@axminsterandlymecancersupport.co.uk

Website www.axminsterandlymecancersupport.co.uk

3. What are the main activities of the organisation?

Drop-in Sessions: These provide a friendly environment to support anyone who has, has had, or is affected by cancer (including relatives or carers) enabling patients and their families to receive support and to try and cope with the challenges and stresses that cancer imposes upon them.

Focused Events: We offer opportunities for clients to look at ways to eat well, manage stress, including mental health, and stay active to promote ongoing health. We liaise with a variety of cancer-specialist health professionals, both locally and nationally, and are supported by a wide range of therapists, counsellors, exercise trainers, local artists and writers.

Local Counselling: We aim to help reduce healthcare inequalities by subsidizing counselling for those who are unable to afford it themselves and to provide these services locally and in a timely manner. We also support those referred via their primary care provider as there is often a long waiting time and we are able to refer immediately.

4. What is funding required for?

Drop-in sessions: Twenty-four per year. **Annual Cost - £672**

Cost per session: Venue Hire (Lyme Regis Football Club) £20
Refreshments £8

Fermented Food Event: Four per year. **Annual Cost - £600**

Cost per session: Venue Hire (Lyme Regis Football Club) £50
Delivery (specialist speaker) £100

Nordic Walking: Twenty-four per year. **Annual Cost - £720**

Cost per session: Trainer (Lyme Bay Nordic Walking) £30

Creative Writing Workshops: Four per year. **Annual Cost £600**

Cost per session: Venue Hire (Lyme Regis Football Club) £20
Delivery (specialist writer) £120
Refreshments - £10

5. What are the objectives of the organisation and/or the project for which funding is required?

We aim to offer support to all clients registered as receiving active care for cancer in our area as well as family members and carers. The number of registered patients last year was approximately 476 people, 50 of whom regularly used our service.

We aim to improve the resilience and emotional well-being of people affected by cancer by offering support in an environment close to home. Many patients have to travel to Dorchester or Exeter to access treatment and ancillary services similar to those we offer (exercise, dietary and well-being sessions).

Drop-in sessions provide a friendly local forum run by understanding volunteers for clients, families and carers where questions can be asked and concerns can be expressed. A friendly face, a cup of tea and a listening ear. This is an important service for both those who have cancer and their loved ones and carers who also need emotional support to deal with the stresses that this disease brings.

The **fermented food events** and **Nordic walking** are two practical ways to help build physical resilience whilst the **creative writing workshops** provide an opportunity for people to express themselves in a non-verbal fashion or engage in something far removed from the stresses they are feeling day to day. There is an abundance of research available to show the effectiveness of these complementary therapies in the well-being of those suffering from or indirectly

6. What length of time is the funding required for (funding will not normally exceed five years)?

We require funding for a five year term.

7. How will the funding benefit the town, its residents and/or visitors?

This funding will be used to support any member of Lyme Regis and the surrounding community whose life has been affected by cancer. Both clients and their families often feel isolated by this disease and set apart from the general community. Our events offer opportunities for these people to engage in activities that will bring them in contact with other similarly affected members of the community to improve their physical and emotional well-being.

As our charity is becoming more widely known, our network of volunteers and beneficiaries of our services grows and increases the strength of connections within the community. These enhanced links will bond to form a tolerance and understanding in a community that can better support itself in the future.

8. How will the objectives and benefits of the organisation and/or project be measured?

We will measure the objectives and benefits of our organisation with:

- Improved client well-being, received through regular discussions and verbal and written feedback being received.
- Regular feedback surveys. We are about to start a three month client feedback questionnaire, to gain a greater understanding as to the impact and needs of our local clients.
- Increased requests for provision of services...we regularly ask our clients what will make a difference and how we can improve our support.

9. Please provide details of other grant applications and/or fundraising activities in relation to the organisation and/or project

- We initially secured funding from Macmillan (£1200) in 2018 which helped us with our start-up costs.
- Our website was designed for us free of charge by Watershed PR in Charmouth.
- We fund ourselves by way of regular fundraising events, donations at our drop-in sessions and over 30 collection pots located in various business outlets in and around Axminster and Lyme Regis which are now giving us a regular income.
- Our fundraising activities so far have included:
 - an afternoon tea party in August 2018 - £850
 - a quiz night in November 2018 - £543
 - Axminster Town Council - £250
 - Axe Vale Show - £500
 - Axminster Care Service - £300
 - Collection pots and donations - £1,638
 - Grant awards - £2,760

Further financial information is given in our annual report, audited accounts and funding spreadsheet (attached).
We have in 2020 several fund raising event s planned form quiz nights to an auction of promises in November. Details can be seen on our website.

How will you inform others the organisation has received funding from the council?

We will:

- issue a press release to the local papers
- add Lyme Regis Town Council to our list of supporters on our website
- add Lyme Regis Town Council to our list of supporters on display at events
- remind beneficiaries of the support given by Lyme Regis Town Council as events happen
- Place a 'Thank-you' in our monthly newsletter which is sent our to our subscribers and posted on social media

11. Total anticipated cost of project or annual running costs

£ 12,960

12. Amount of funding sought from Lyme Regis Town Council. If funding is sought for up to five years, what is the annual sum required?

£ 2,592 pa

13. Please tick to show you have enclosed information that covers the following required information:

- a) A business plan that includes a clear understanding of the organisation's operating environment, risk exposure, and details of the projected income and expenditure
- b) Bank references
- c) Audited accounts for the previous financial year
- d) Registration documentation

<input checked="" type="checkbox"/>
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14. Please tick if any other supporting information has been attached and specify the type of documentation:



Spread sheet detailing grant funding applied for and received for this financial year.

The application form must be signed by **two** of the organisation's officers.

Signature

Signature

Name (Print) M A Kahn

Name (Print) K R Townsend

Position Held Founder

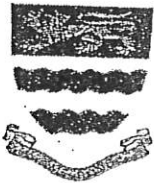
Position Held Treasurer

Date 22.1.2020

Date 22.1.2020

Notes to applicants

1. Please read the accompanying term grants policy and procedure to check the eligibility of your organisation and/or project, what you must include in your application, any restrictions on the funding, and how grants will be monitored and reviewed.
2. Applications will only be considered on submission of the completed application form together with the relevant supporting documentation.
3. Applications should be addressed to John Wright, Town Clerk, Lyme Regis Town Council, Guildhall Cottage, Church Street, Lyme Regis, Dorset, DT7 3BS.
4. Applications must be received by noon on Monday 27 January 2020. All applications will be acknowledged.
5. Applications will be considered at an extraordinary Full Council meeting on Tuesday 4 February 2020.



LYME REGIS TOWN COUNCIL
TERM GRANT APPLICATION FORM 2020



PLEASE NOTE: Read the accompanying guidelines before completing this form

1. Name of organisation Bridport and District Citizens Advice
2. Name of person submitting the application Rovarn Wickremasinghe
 Position held in organisation Chief Officer
 Contact address 45 South Street
Bridport
Dorset
DT6 3NY
 Telephone no. 01308 456880
 Email Rovarn@bridport-cab.org.uk
https://www.citizensadvice.org.uk/local/bridport-district/contact-us/
 Website (new site currently in development)
3. What are the main activities of the organisation?
Our twin aims are to provide advice people need for the problems they face and to
improve the policies and practices that affect people's lives. We provide generalist
advice on a range of topics including benefits, debt, housing, employment and consumer
issues. We have specialist casework services in benefits and debt and will represent
clients at benefit tribunals and help with debt relief orders and bankruptcy.
We are part of the National Citizens Advice (Universal Credit) Help to Claim service
and the county-wide Dorset Adviceline, a telephone help service staffed by Dorset
Citizens Advice offices.
4. What is funding required for?
To continue to provide a weekly CAB outreach service at one or more locations in Lyme
Regis. Funding will cover the costs to us of volunteer training and travel expenses,
management and supervision costs, telephony, equipment and publicity costs.
We have assumed no rental costs in the anticipated project costs and IT support is
currently managed by a volunteer.
We have also assumed an inflationary rate of 2% on our future costs.
5. What are the objectives of the organisation and/or the project for which funding is required?
We want to ensure that people in our district can access face-to-face advice
easily when they need it and the project will contribute to this objective.
We will provide a mixture of drop-in advice and appointments so that people do not
have to travel to the main office in Bridport. During 2018/19 we have also been providing
an additional outreach service in Lyme Regis at the Medical Centre (Mondays 10 am -12
noon) and intend that this will continue: our data tells us that 44% of our clients report a

disability or long term health problem.

6. **What length of time is the funding required for (funding will not normally exceed five years)?**
5 years

7. **How will the funding benefit the town, its residents and/or visitors?**
The funding will improve access to face-to-face advice for residents of Lyme Regis and visitors by providing a weekly advice service from 10.00 am -3.00 pm at a central location.
In 2018-19 we helped 169 residents from the ward. Of these clients we recorded 28 positive financial outcomes with income gains (additional benefits identified and claimed, or won on appeal) totalling £75,494.
We also provide opportunities for residents to help their community by volunteering for us and they receive comprehensive training.

8. **How will the objectives and benefits of the organisation and/or project be measured?**
We will run various reports from our computerised case recording
We will run various reports from computerised case system detailing how many clients from the ward have been helped, the types of issues, client profiles and financial outcomes achieved so that we can measure performance.

9. **Please provide details of other grant applications and/or fundraising activities in relation to the organisation and/or project**
In 2018-19 the organisation achieved the following grant/project funding in addition to the core funding of £69,867 from West Dorset District Council:

Dorset CC £8000, Towns and Parishes £14,705, Bridport TC grant for office equipment £500, WDDC Car Boot Fund £500, Healthwatch £4313, Pensionwise £1750, Wessex Water £4824, Westway £5915, West Dorset Mencap £1250, Access to Justice £10,000, Alice Ellen Cooper Dean £5000, National Citizens Advice £4317 (through DWP Help to Claim and energy company funding)

10. **How will you inform others the organisation has received funding from the council?**
AGM and Annual Report
Press release
Social media and new website when completed.

11. Total anticipated cost of project or annual running costs (5 years) £ 26,000

12. Amount of funding sought from Lyme Regis Town Council. If funding is sought for up to five years, what is the annual sum required? £ 5200

13. Please tick to show you have enclosed information that covers the following required information:
- a) A business plan that includes a clear understanding of the organisation's operating environment, risk exposure, and details of the projected income and expenditure ☒
 - b) Bank references ☒
 - c) Audited accounts for the previous financial year ☒
 - d) Registration documentation ☒

14. Please tick if any other supporting information has been attached and specify the type of documentation: *Annual report* ☒

The application form must be signed by **two** of the organisation's officers.

Signature _____
Name _____
(Print) R. WICKHAMPTON
Position _____
held CHIEF OFFICER
Date 24/01/20

Signature _____
Name _____
(Print) S. M. GIDNEY
Position _____
held TREASURER
Date 24/01/20

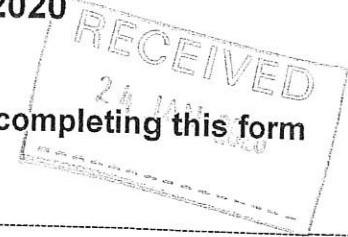
Notes to applicants

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4. Applications must be received by **noon on Monday 27 January 2020**. All applications will be acknowledged.
5. Applications will be considered at an extraordinary Full Council meeting on Tuesday 4 February 2020.



LYME REGIS TOWN COUNCIL

TERM GRANT APPLICATION FORM 2020



PLEASE NOTE: Read the accompanying guidelines before completing this form

1. Name of organisation B Sharp
2. Name of person submitting the application Ruth Cohen
 Position held in organisation CEO/Artistic Director
 Contact address Unit 5, Uplyme Road Business Park, Lyme Regis
DT7 3LS
 Telephone no. _____
 Email ruthcohen@bsharp.org.uk
 Website www.bsharp.org.uk

3. What are the main activities of the organisation?

Formed in 2007, B Sharp is a registered charity based in Lyme Regis. We offer a broad and inclusive programme of music, participation, performance and development for children and young people in Lyme Regis and the surrounding area.

We provide a safe and enjoyable environment where children and young people can take part in inspiring music making activities through which they develop music skills and build confidence and self-esteem and are valued for their contribution both as individuals and to wider society.

B Sharp aims to offer a range of opportunities, from Early Years to adulthood, so that children and young people can make music and sing with B Sharp at any time and at any age as they grow up.

Our core activities are centred in Lyme Regis at The Hub, with integrated outreach and satellite activities in surrounding towns and with schools, arts, youth and community organisations.

To date we have worked with over 6,000 children and young people in a direct and meaningful way and reached over 50,000 through audiences. 36 young people have progressed through B Sharp firstly as participants, then as young music leaders, going on to HE courses in music and related disciplines and careers in music and the performing arts. 6 alumni have returned to work with B Sharp as Music Leaders.

B Sharp alumni quote: *"I have found my friends through B Sharp and also my voice through music. Being a trainee with B Sharp was an immense help with my confidence and communications. I gained a lot of experience in music tech and performance with B Sharp, which gave me confidence and inspired me to go on to study and get paid work in this field."*

Music Projects:

- Hub Jams – Tuesdays (term time) at The Hub for young people 11 – 18. Participant quote: *"Since joining I have met a lot of people, made so many more friends and most importantly gained so much confidence", I, participant.*
- Boombox – Thursdays (term time) at The Hub for young people 8 – 11.
- B Sharp Early Years - Music and movement for toddlers and their families.
- Hard to Reach/Vulnerable – Young people in challenging circumstances – mental health support, NEET (Not in Education, Employment or Training), autism spectrum in the wider area, including young people from Lyme. Participant quote: *"Just being at B Sharp helps me forget about any issues at home – even if only for 2 hours a week."*
- Schools Programme - Singing and instrumental group work in primary and secondary schools.
- Festivals and Events - Performing at local community events/festivals and our own. Participant quote: *"B Sharp has helped me gain confidence around people and in front of crowds on a stage."*
- Commissions – Bespoke pieces of music written and performed by B Sharp for specific events.
- B Sharp House Band – B Sharp band for hire, made up of young people who play at venues, celebrations and corporate events.
- Outreach satellite town workshops – Music making workshops in Bridport and Axminster.

Young Music Leadership Training Programme.

B Sharp has an established Young Music Leader trainee programme, with young people entering the scheme at 15/16. Each Young Music Leader has an individual learning plan, and is supported to develop their interests and leadership skills, and build up a personal portfolio of evidence. They work across all our programme strands and can progress to become Music Leaders.

They learn by helping in sessions, progressing to leading small groups themselves. They also help organise and programme events, and can gain experience as entrepreneurs, promoters, marketing and social media, technicians, journalists and designers. Their leadership skills are transferable across a range of disciplines. Colleges, Universities and businesses are impressed with the broad 'real life' training and experience they gain. B Sharp is a pioneer of this training model and other youth organisations seek our advice in order to copy it.

9 young trainees are currently participating in our programme, 7 of which live in Lyme Regis.

Trainee quote: "I haven't had the easiest ride at school, not going to lie, with friendship group stuff especially. But with B Sharp it is like belonging, that has been the place I have found my core group of friends. I have really enjoyed working as a trainee, because building relationships with the young people has been fulfilling for me, because B Sharp helped my confidence hugely, and to be able to pass that on has been amazing. Because I know in my life if I hadn't had that push, or that extra support through music, then I don't know where I would be. It has helped me enormously."

Community Events in Lyme Regis

B Sharp creates its own events and festivals, and works with local organisations to give young people performance opportunities e.g.

- B Sharp Busking Festival
- Big Mix (when funding allows)
- Annual end of year B Sharp party

- Community events: Anning Road fete, Food Rocks, Fossil Festival, Uplyme fete, Marine Theatre 125th anniversary celebration, pop-up choir at SWIM.

Early Years

We work with a number of Early Years pre-schools, providing music to build confidence, communication, co-ordination, literacy and numeracy skills and social skills at the earliest opportunity. Research shows that the earlier the engagement, the deeper and longer lasting the impact.

"B Sharp has had a big impact on the children's confidence. One boy T the sessions have had a huge life changing impact on – before he would be kicking and screaming – now he has started drumming and smiling. He came to the instruments in his own time, but B Sharp's open and inclusive style meant he was able to access." Early Years/Reception Teacher

Developing Music and Singing Opportunities in Schools

Through partnerships with local authorities, arts and educational organisations (Dorset and Devon Music Education Hubs) and schools, we design and deliver a variety of music and singing programmes that would not be possible for schools to do on their own. In particular, we work with The Woodroffe School and its Primary feeder schools such as St Michael's, Mrs Ethelstones, Seaton, Shute, Axe Valley Community Primary, Colyton, Kilmington, St Mary's Bridport, Symondsbury, St Catharine's Bridport, Marshwood, St Mary's Thorncombe.

Through working with these schools, children and young people can experience something not normally on offer and we create pathways for them to join us in our other activities later on.

Teacher quote: "B Sharp has been an amazing experience for our children who have been inspired to let their musical creativity out. We are very lucky to have an organisation like this making this all possible for children in a culturally deprived area"

Professional Workforce Development

Our workforce and young leaders receive Continuous Professional Development, keeping up to date with national standards in areas such as Safeguarding and Mental Health First Aid, by inviting experienced professionals to come to Lyme and hold workshops, as well as taking staff to regional training opportunities, seminars and conferences.

Our professional standards are highly regarded e.g. Dorset Music Education Hub has commissioned B Sharp to deliver training to Early Years staff across Dorset on delivering music for early years children. We were also invited to speak about our approach to making music making with young people at a national music conference in November 2019.

4. What is funding required for?

- Continuation of our Young Music Leadership programme – nearly all are from Lyme Regis (See Q3)
 - Contribute towards the Hub Jams @ The Hub (See Q3)
 - Contribute towards Boombox @ The Hub (See Q3)
 - Support administration, monitoring and evaluation of our programme, with a view to 'what next?' researching and developing new opportunities for young people.
 - Support strategic development, allowing the CEO and board of trustees to continue to expand B Sharp's programme of activities, increase the range and number of partners to secure a more sustainable financial future.
-

- LRTC support is key to unlock investment from other organisations. By supporting our back office, LRTC funding frees up CEO strategic time to make this happen. Many funders look for evidence of local support. The previous generosity of LRTC has shown that our community peers value B Sharp. A future LRTC funding agreement will continue this leverage.

5. What are the objectives of the organisation and/or the project for which funding is required? Continuing B Sharp's core activities in Lyme Regis (other income sources support our work outside Lyme):

- Deliver regular weekly term time sessions for Hub Jams and Boombox @ The Hub.
- Deliver Early Years sessions for Lyme Regis
- Training sessions for Young Music Leaders and Music Leaders
- Continuation of B Sharp office rental
- Office/management work dedicated to Lyme Regis activities and strategic development – administration, partnership meetings with local organisations to help them celebrate their events; partnership meetings with local authorities, music education sector and youth organisations.
- Publicity and marketing work to publicise activities and outcomes.

6. What length of time is the funding required for (funding will not normally exceed five years)?
5 years

7. How will the funding benefit the town, its residents and/or visitors?

Background context: Young people living in this region face issues that are hidden by its reputation for affluence and its beautiful landscape. Geographical isolation and poor transport systems with infrequent bus services and limited access to cultural activities have been shown to have a negative impact on the aspirations and motivation of young people living in rural communities. There are also minimal opportunities for young people locally to access training, work experience and employment opportunities. In a recent survey, 74% of B Sharp's participants, school pupils and audiences considered themselves to be rurally isolated. A recent BBC research project (www.bbc.co.uk/news/newsbeat-46815257) ranked West Dorset as among the most difficult places to live for young people aged 16 - 24, due to issues around rural isolation. Local young people also face a range of personal challenges. In a recent survey of participants, for example, 60% said they were experiencing or had experienced a challenge such as poor mental health, eating disorders, low self esteem, low income, drug and alcohol issues, bullying or abuse.

A recent Youth Music/ Ipsos Mori report (www.ipsos.com/ipsos-mori/en-uk/sound-next-generation) contained significant evidence to confirm what we already knew – that music has a beneficial impact on the lives of young people, and provided confirmation of the need for the work of our charity. For example, the report states that "Music is integral to young people's lives. It's young people's favourite hobby, equal to gaming and ahead of sport, drama and dance. Young people are listening to more music than ever before and they often listen whilst

doing something else – music is the accompanying soundtrack to their lives.” However curriculum pressures, and squeezed school budgets, leading to less staff capacity, mean that children are having fewer opportunities to access music with education, or in school bands, clubs and choirs. In addition, many parents tell us that they cannot afford the cost of one-to-one instrument lessons.

Benefits:

- B Sharp is the only organisation in Lyme Regis that offers a safe environment for a diverse range of children and young people to come together and create and perform their own music. There is a wealth of published evidence and testimonies of young people, teachers and families connected to B Sharp showing that children and young people making music together builds confidence, social skills, increased engagement and achievement in schools, and improves mental health and citizenship. Participants also develop skills in playing instruments, singing, composing and performing.
- The training, experience and attitude we offer prepares young people (especially our young music leaders) for further education, employment and training, including developing leadership skills. Portfolios built through young people’s time with us helps evidence their knowledge and experience, assisting them into further education, work and training.
- Participants develop personal and social skills, mixing with others, across a wide range of ages, abilities and background. They learn to work alongside others, appreciate difference and potentially make lifelong friendships.
- We actively try to reach people who struggle to be able to afford to take part in music, and provide free and subsidised places – we make sure people know about this offer and are comfortable to ask, through working with schools, clubs and other partners.
- We actively try to reach children and young people in other challenging circumstances that act as barriers to participation and assist them overcome these barriers in a welcoming environment.
- Young people contribute towards the content of our activities, writing their own songs and music, and designing events, giving a sense of ownership, opportunities to express themselves and be part of something relevant and meaningful to them.
- Young people are able to contribute towards the community by performing at local events and festivals. (See Q3 above for a list). This shows young people in a good light, strengthening the community and making young people feel welcome.
- We introduce music into the curriculum with local Early Years sessions, and provide additional enriching opportunities for local schools including opportunities to work with our ‘home grown’ Music Leaders, with professional guest musicians (eg. John K Miles), and to come together to perform. Through our work in the education sector, we bring Continuous Professional Development to teachers in school settings.
- The majority of our money is spent locally, investing in the local community – e.g. web maintenance, printers, designers, technicians, musicians, venues, printed press,

photographers and stationary suppliers.

- We are building a workforce and employ local people. We pay our trainees and staff, creating incomes that help sustain them and enable them to live locally. Currently we pay 23 people 65% aged between 18 – 30 years old
 - CEO
 - Administrator
 - 8 Regular Music Leaders (2 Occasional)
 - 2 Youth Support workers
 - 1 bookkeeper
 - 1 advisor
 - 9 Trainee Young Music Leaders (7 from Lyme)
- B Sharp is a major user of The Hub, helping to maintain its viability.
- We use and support venues such as The Marine Theatre, St Michaels church and The Driftwood.
- We create opportunities for volunteers to become involved in our events and festivals, in addition to tapping into knowledge with board volunteers. This helps volunteers develop social networks and feel part of the community, reducing social isolation.
- We invite special guests to run workshops and work with the Marine Theatre's visiting artists so that young people can meet and participate in workshops with visiting professional musicians from a culturally diverse background e.g. recently The Dhol Foundation.
- We help join up partners, sharing resources so that efficiencies are made and young people and families get a better service.
- This LRTC grant will help B Sharp deliver its 2019 – 2022 business plan (attached).

8. How will the objectives and benefits of the organisation and/or project be measured?

We will carry out both quantitative and qualitative evaluation and monitoring of our work:

Quantitative:

- Record the number of music making sessions, training sessions and music leader hours
- Keep a register of the number and demographic of participants.
- Record of trustee meetings.
- Keep a record of performances at festivals and events, numbers of participants and estimate of audience.
- Keep a financial record on income and expenditure.

Qualitative

- Self-assessment questionnaires for participants regarding their progress, Music Leader observations of participants' progress and parent feedback on young people's development.
 - Participant Individual Learning Plans and Music Leader planning and session notes.
 - Portfolios built by Trainee Young Music Leaders.
-

- Minutes of board meetings.
- Notes of partnership meetings.
- Records of funding applications and awards.
- Notes of evaluation meetings.
- Testimonials and quotes from stakeholders, and social media.
- Case studies.

Summary example of a case study:

H is 3.5 years old, has additional needs and is non-verbal, with little interaction with her peers.

At the start of the pre-school sessions H struggled with games such as the conducting game with its start/stop instructions. However, by the last session H was fully engaging and participating in all of the activities. This includes sitting on the carpet for the whole duration of a song and copying activity. This meant she was able to sit alongside her peers and be part of the group, something that the music leaders and staff had not observed before. H was also vocalising alongside the singing and smiling throughout. She had no 1-2-1 support and did not seem to require any.

"There was a lovely interaction between the class teacher and H in the last session where H was vocalising and copying Jacques (B Sharp Music Leader) and there was lots of smiling between them and the teacher was encouraging H. H does not give much eye contact so this exchange was really important and you could see her glowing from the positive feedback."

The music sessions have also had an impact outside the sessions also. Staff commented: "She has learnt to process START and STOP – it is amazing the way she joined in and we now find that she understands STOP better than NO."

Staff also reported back to us that H's mum had said she had been vocalising more at home since taking part in the music making.

- To hear our music and hear stories from our young people visit <https://bsharp.org.uk/about-us/gallery/>

9. Please provide details of other grant applications and/or fundraising activities in relation to the organisation and/or project

B Sharp operates across West Dorset and East Devon, although the core work takes place in Lyme Regis. To sustain our work in Lyme Regis each year we need to bring in an additional £12K - £15K per year.

The following grants have been confirmed. Many are ring fenced for specific pieces of work. We will seek further grants over the 3-year period.

- Youth Music – a major source of our funding 2018 – 21
- Crowd Funding November 2019. £3,000
- Dorset County Council, matching Crowd Fund. £3,000
- Garfield Weston Foundation
- Dorset Music Education Hub (to run Early Years training)
- Devon Music Education Hub
- Contributions from Early Years centres and schools
- Social Inclusion Award (for work with Mental Health Support Groups)
- Arts Council England – Grassroots Music Fund (partnership project with Marine Theatre to

support mentoring and performance for young bands)

- Lyme Regis Splash donation
- Axe Valley Show donation (for new musical instruments)
- Lyme Regis Fossil Festival (to work with schools towards a Fossil Festival performance)
- Farmfest Charity Partnership Funding
- Thomas Deane Trust (For mentoring around emerging young artists)
- DAISI (Mentoring for a trainee music leader)
- Dorset Community Foundation (for i-Will Project)
- Areas Of Outstanding Natural Beauty Sustainable Development Fund

The following are projected income sources

- Further grants from Youth Music, Arts Council, Local Authority, Trusts and Foundations
- Regatta & Carnival
- Subscription fees by participants. NB Free or subsidised for those in need.
- Philanthropic donations from public
- B Sharp House Band hire
- Donations and ticketing at events
- Bar and raffle at events

10. How will you inform others the organisation has received funding from the council?

- LRTC Logo on all our publicity material – print and online
- Recognition and logo on our website
- Thanks in our annual report and accounts submitted to the Charity Commission
- Local press releases
- Thanks on our social media platforms
- Applications, meetings and reports to other funders and partners

11. Total anticipated cost of project or annual running costs £ £115,000

12. Amount of funding sought from Lyme Regis Town Council. If funding is sought for up to five years, what is the annual sum required? £ 12,000

13. Please tick to show you have enclosed information that covers the following required information:

- | | |
|--|--|
| a) A business plan that includes a clear understanding of the organisation's operating environment, risk exposure, and details of the projected income and expenditure | <input checked="checked" type="checkbox"/> |
| b) Bank references | <input checked="checked" type="checkbox"/> |
| c) Audited accounts for the previous financial year | <input checked="checked" type="checkbox"/> |
| d) Registration documentation | <input checked="checked" type="checkbox"/> |

14. Please tick if any other supporting information has been attached and specify the type of documentation: Email of Support from The Hub

☒

The application form must be signed by **two** of the organisation's officers.

Signature
Name (Print) Lorraine Colledge
Position held Interim Chair
Date 23/01/2020

Signature
Name (Print) CLIFFORD ALLEN
Position held TREASURE
Date 23 JANUARY 2020

Notes to applicants

1. Please read the accompanying term grants policy and procedure to check the eligibility of your organisation and/or project, what you must include in your application, any restrictions on the funding, and how grants will be monitored and reviewed.
2. Applications will only be considered on submission of the completed application form together with the relevant supporting documentation.
3. Applications should be addressed to John Wright, Town Clerk, Lyme Regis Town Council, Guildhall Cottage, Church Street, Lyme Regis, Dorset, DT7 3BS.
4. Applications must be received by **noon on Monday 27 January 2020**. All applications will be acknowledged.
5. Applications will be considered at an extraordinary Full Council meeting on Tuesday 4 February 2020.



LYME REGIS TOWN COUNCIL TERM GRANT APPLICATION FORM 2020

RECEIVED
27 JAN 2020

PLEASE NOTE: Read the accompanying guidelines before completing this form

1. Name of organisation Lyme Folk Weekend
2. Name of person submitting the application Jeremy Hayes
 Position held in organisation Director
 Contact address 32 Barnes Meadow, Uplyme, Lyme Regis, DT7 3TD
 Telephone no. 07968 959298
 Email jeremy@lymefolk.com
 Website www.lymefolk.com

3. What are the main activities of the organisation?

Running the annual folk festival in Lyme Regis.

The festival includes ticketed events in the Marine Theatre, and free events on the seafront, in Theatre Square and at various venues around the town.

4. What is funding required for?

The free music events on the seafront stage (Marine Parade) and in Theatre Square.

5. What are the objectives of the organisation and/or the project for which funding is required?

We aim to hold free music, dancing and other activities for four consecutive days throughout the folk festival. We bring good quality acts to Lyme Regis and also hold open mic sessions, family barn dances, and dancing and musical performances by local musicians and singing groups.

6. What length of time is the funding required for (funding will not normally exceed five years)?

We have run the festival each year since 2013 and intend to carry on, on an annual basis, so the funding is required every year for the foreseeable future.

7. How will the funding benefit the town, its residents and/or visitors?

The outdoor events provide free entertainment for local residents and visitors to the town, and also provide a professional-standard platform for young and local acts and entertainers, including local choirs and singing groups, young musicians and dance groups. We also employ young local technicians, giving them a safe and friendly environment in which to learn their trade.

8. How will the objectives and benefits of the organisation and/or project be measured?

We assess each year's festival as soon as it is over, to consider which elements have gone well and which could be improved, but generally the festival is a successful annual event, and we are confident that the organisation is working properly.

9. Please provide details of other grant applications and/or fundraising activities in relation to the organisation and/or project

We sell tickets to our Marine Theatre concerts, and invite a small number of traders to operate on the seafront. We also invite the public to make contributions during the festival.

10. How will you inform others the organisation has received funding from the council?

On our official website and social media platforms, through local press, and in all our publicity material.

11. Total anticipated cost of project or annual running costs

£ 4,000pa

12. Amount of funding sought from Lyme Regis Town Council. If funding is sought for up to five years, what is the annual sum required?

£ 2,000pa

13. Please tick to show you have enclosed information that covers the following required information:

- a) A business plan that includes a clear understanding of the organisation's operating environment, risk exposure, and details of the projected income and expenditure
b) Bank references
c) Audited accounts for the previous financial year
d) Registration documentation

14. Please tick if any other supporting information has been attached and specify the type of documentation:

--

The application form must be signed by **two** of the organisation's officers.

Signature _____
Name _____
(Print) **Jeremy Hayes**
Position _____
held **Director**
Date **26/2/2020**

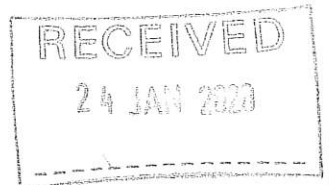
Signature _____
Name _____
(Print) **Joanne Hayes**
Position _____
held **Director**
Date **26/2/2020**

Notes to applicants

1. Please read the accompanying term grants policy and procedure to check the eligibility of your organisation and/or project, what you must include in your application, any restrictions on the funding, and how grants will be monitored and reviewed.
2. Applications will only be considered on submission of the completed application form together with the relevant supporting documentation.
3. Applications should be addressed to John Wright, Town Clerk, Lyme Regis Town Council, Guildhall Cottage, Church Street, Lyme Regis, Dorset, DT7 3BS.
4. Applications must be received by **noon on Monday 27 January 2020**. All applications will be acknowledged.
5. Applications will be considered at an extraordinary Full Council meeting on Tuesday 4 February 2020.



LYME REGIS TOWN COUNCIL
TERM GRANT APPLICATION FORM 2020



PLEASE NOTE: Read the accompanying guidelines before completing this form

1. Name of organisation LymeForward CIC
2. Name of person submitting the application Christopher Tipping
 Position held in organisation Manager
 Contact address The Hub, Church Street, Lyme Regis, DT7 3BS

 Telephone no. 01297 445021
 Email Manager@lymeforward.com
 Website www.lymeforward.com

3

What are the main activities of the organisation?

We address local, social, economic and Health & Wellbeing issues through community engagement, collaboration and partnership working, and we will work with individuals, families, partners and groups to identify their needs. We also provide support for local initiatives through advice, consultation and developing funding sources.

We also engage with the wider area of Uplyme, Charmouth and surrounding villages and we also are developing "cross border" links with Devon – a good example being the River Lim path project which successfully brought together two different highways authorities

Our current areas of operation are:

Weekly Bulletin – we have over 170 subscribers to our weekly information bulleting disseminating information to the wider population

Bi – monthly funding bulletin which goes to just over 30 organisations in the area

Coastal Community Team – which collaborates across a number of organisations and seeks to find funding on local economic issues. We are also heavily engaged in the development of the Dorset Local

Industrial Strategy (LIS) in conjunction with Dorset LEP.

Foodbank – which address poverty and disadvantage in our local area

The Old School House Community Café – which was developed from our Community Lunches and is a way of addressing social isolation, loneliness and vulnerability from cradle to grave.

Carers Café – we have enabled this support group for the hidden army of local unpaid carers.

Memory Café – which is designed to support early onset dementia or memory loss, but also (not by design) helps with loneliness in old age, and supporting the wider family members.

Death Café – another support group to help those affected by Death and giving a safe space to talk about it.

Health and Wellbeing group: Over the last 18 months carried out a detailed needs analysis of, and recommendations for the provision and delivery of Medical and Social Care services to Lyme, Charmouth and Uplyme. Exploring opportunities for partnership working with Primary Care Network, cross-border partners and Integrated Care system within West Dorset. With the aim of shaping the local environment for healthier lives.

FoodSchool - (shortly to be launched in early 2020). A programme of courses aimed at teaching the local community kitchen and cookery skills. Aligned to the needs identified from Foodbank and other local referrers.

We are home to over 30 active volunteers who “gift their time” across our projects, whom we liaise with and support on a regular basis, which recognises their contribution and best utilises their skills and knowledge.

We are continuing develop Social Marketing increasing knowledge and access to our services, encouraging donations and to attract volunteers

- 4 . What is funding required for?

Funding is needed to contribute to the Core Costs of:

(3 year projection shown)

EXPENDITURE	2020/2021	2021/2022	2022/2023
Staff Costs	12,000	14,000	15,000
Rent & Service Charges	700	2,100	3,120
Office costs, eg: printing/phones	200	200	200
Equipment			
Insurance & audit & accounts	1,100	1,100	1100
IT & Web	253	230	230
Travel	100	150	150
Meeting Costs	100	125	125
Misc (including training)	200	750	750

This will enable us to continue to deliver LymeForward services at the current level, and help enable us to work toward making LymeForward a self-sustaining social enterprise.

Please note that LymeForward ringfences capital and purchase costs for specific projects and this purely reflects the core costs.

We are working collaboratively with Lyme Regis Development Trust so that we can utilise funding and be more efficient in managing our costs for the benefit of our projects and more importantly members of local community

- 5 What are the objectives of the organisation and/or the project for which funding is required?

Our objectives are:

Social : Working in partnership and collaboration with other organisations to develop projects that bring people together and address loneliness and isolation creating links with local systems supporting people to live their best lives.

Economic: To optimise and attract larger scale funding such as the Local Economic Partnership (LEP) or the future replacement for the Coastal Communities Fund, to enhance productivity, sustainability, healthier living and caring communities.

Health and Wellbeing: Influence and shape from a Community perspective the local local Health, Social Care and Wellbeing provision working in conjunction with Healthier Lives.

With all our projects we will continue to monitor the “need” and adapt and change where necessary

- 6 What length of time is the funding required for (funding will not normally exceed five years)?

5 years which will enable LymeForward to transform into a self-sustaining social enterprise.

- 7 How will the funding benefit the town, its residents and/or visitors?

Funding will benefit the town in 3 ways:

Social – our projects address loneliness and social isolation and also

help to support others affected by these issues, We will also act as an enabler of social cohesion e.g bringing people together.

Economy – we will be helping to upskill the local population and also act as a signposter for help and advice. Additionally we would look via the Coastal Community Team for funding that addresses the issues of the “seasonality” and look to develop the tourism economy by promoting longer visitor stays which translates to more money spent in the town.

Health and Wellbeing – our work addresses the true concept of safer neighbourhoods which encompasses healthy living and access to services. With our increasing ageing population plus greater numbers of frail elderly and people with dementia this will bring an emphasis on care closer to home with Social Prescribing being an essential part of the new provision. There will be a gap in the provision of care in local communities which has been and will have to be filled by using the voluntary sector.

8

. How will the objectives and benefits of the organisation and/or project be measured?

There are various ways we can measure the impact of LymeForward

- Funds raised – we can measure the amount of funding we have attracted to our area for projects where we are either involved or have assisted in fundraisings
- Users – we can measure on the number of users of our services as a measure of success, and in the case of any training we give, the percentage of which go onto find local employment
- Volunteers – the number of volunteers we attract is a measure of need and success
- SLA level feedback – via requirements of funders
- Anecdotal evidence – feedback from users both verbal and written.

- Surveys – surveys of users and impact e.g. any social prescribing we are involved in can and should be measured by follow up questions regarding satisfaction and results.

9. Please provide details of other grant applications and/or fundraising activities in relation to the organisation and/or project

Funding from Dorset Council has been confirmed for 2020-2021 at £6k

Other funding is project specific and would not form part of core costs

10. How will you inform others the organisation has received funding from the council?
LymeForward has a large readership of it's weekly bulletin of 170 recipients with an average 65% read rate, so it would be appropriate to announce in this bulletin

In addition we would announce over our well followed Social Media feeds and in the local press

11. Total anticipated cost of project or annual running costs 14,653 in
£ year one

12. Amount of funding sought from Lyme Regis Town Council. If funding is sought for up to five years, what is the annual sum required? £ 10,000 pa

13. Please tick to show you have enclosed information that covers the following required information:

- a) A business plan that includes a clear understanding of the organisation's operating environment, risk exposure, and details of the projected income and expenditure
- b) Bank references
- c) Audited accounts for the previous financial year
- d) Registration documentation

<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>

14. Please tick if any other supporting information has been attached and specify the type of documentation:

Attached copies of operational roadmaps.

<input checked="" type="checkbox"/>

The application form must be signed by **two** of the organisation's officers.

Signature
Name
(Print) **Christopher Tipping**
Position
held **Manager**
Date **23/01/2019**

Signature
Name
(Print) **Susan Davies**
Position
held **Director**
Date **23/01/2019**

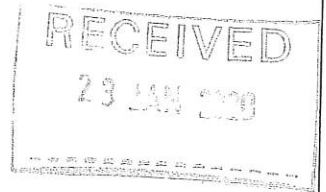
Notes to applicants

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2. Applications will only be considered on submission of the completed application form together with the relevant supporting documentation.
3. Applications should be addressed to John Wright, Town Clerk, Lyme Regis Town Council, Guildhall Cottage, Church Street, Lyme Regis, Dorset, DT7 3BS.
4. Applications must be received by **noon on Monday 27 January 2020**. All applications will be acknowledged.
5. Applications will be considered at an extraordinary Full Council meeting on Tuesday 4 February 2020.



LYME REGIS TOWN COUNCIL

TERM GRANT APPLICATION FORM 2020



PLEASE NOTE: Read the accompanying guidelines before completing this form

1. Name of organisation Lyme Regis Fossil Festival/Lyme Regis Development Trust

2. Name of person submitting the application Jon Doody
 Position held in organisation Fossil Festival Organiser
 Contact address St Michael's Business Centre
 Church Street
 Lyme Regis, Dorset, DT7 3DB

 Telephone no. 01297 445021 or 07791 531523
 Email fossilfestival@lrdt.co.uk
 Website www.fossilfestival.com www.lrdt.co.uk

3. What are the main activities of the organisation?

 Lyme Regis Development Trust (LRDT) is an inclusive, community based charity that works to stimulate the economic, social and environmental well-being for all in Lyme Regis and surrounding areas. The Trust's objectives are:
 - To promote economic growth, and the improvement of employment opportunities.
 - To promote educational, cultural and social activities.
 - To improve the quality of life and access to resources.
 - To support community involvement and voluntary action.
 - To promote general charitable purposes for the benefit of the community.
 - To achieve the above objectives by operating as an efficient, effective, inclusive, sustainable and accountable community-based organisation.
 - To work together with other organisations in Lyme Regis (Theatre, Hub, Museums and LRDT, Town Council)

4. What is funding required for?
 Every year the Trust, at risk, organises the Fossil Festival, covering not only all of the infrastructure and events costs but also the costs of employing a member of staff especially to organise the event. Funding is requested to support the Trust in organising, promoting and facilitating the Lyme Regis Fossil Festival for the next 5 years – that is Fossil Festivals in 2020 - 2024.
 A grant of £6,000 each year would help a key part of the festival – the ability to deliver scientific, artistic and musical workshops and for 2020 set up a young person's heritage group to work on projects with the Lyme Regis Museum and the fossil festival team. Learning material will be produced as a resource for schools and other groups that will be available on the fossil festival website. For each year going forward, we plan to leave a legacy to ensure that an increasing number of the local community engage with their local heritage through practical creative projects. In achieving this we aim to increase a greater feeling of wellbeing as individuals will feel more connected to those around them as well as the place in which they feel they belong.
 The community will learn more about our local heritage and in working together how it can

REF ID: A69494

[illegible]

-

The Lyme Regis Fossil Festival aims to

-
- This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

6. What length of time is the funding required for (funding will not normally exceed five years)?

5 years

7. How will the funding benefit the town, its residents and/or visitors?

The event will continue to attract people with an interest in science to the town, bringing business to the town not from just the UK but across the world just before the start of the main season. It will encourage people to return in future. The festival will raise the profile of Lyme Regis as a destination.

Local people will be able to experience high quality arts performance and other cultural activity. People of all ages and abilities will explore science hands on and meet top scientists in their local area. Young people will have been introduced to the world of earth sciences with engaging activities and be able to gain information about courses and careers in STEM subjects. The festival contributes to the rich cultural environment of Lyme Regis.

A successful festival provides business for the business community – accommodation requirements, catering businesses benefit and monies are re-cycled in to local businesses and organisations from the requirements of running the festival.

The festival 'markets' Lyme Regis to the people that attend the festival – we know from feedback collected from previous festivals that people return to the town at other times bringing further business.

The festival is a major 'volunteering opportunity'. It gives volunteers, both young and old, the opportunity to contribute to and support a high profile event in Lyme Regis – it enables them to 'rub shoulders' with top scientists in their field. This improves the cohesiveness of the community of Lyme Regis.

8. How will the objectives and benefits of the organisation and/or project be measured?

Collecting feedback from people attending the event, specifically asking questions targeted at young people/have they been before? Where do they come from?

Counting attendance at each of the venues

Surveying town businesses after the event, utilising the business group

Seek feedback from partners and traders

Engage with people using social media to solicit feedback both during and after the event
Survey accommodation providers after the event

9. Please provide details of other grant applications and/or fundraising activities in relation to the organisation and/or project

Funds raised to date:

Local business	£3,000.00
Heritage Lottery Fund	£9,800.00
Paleontological Association	£3,000.00
Valentine Trust	£5,000.00
Dorset Council	£1,000.00

Other potential income sources:

Donations from public	£800.00
Mary Anning play	£300.00
Trader fees	£1000.00
Local business sponsorship	£500.00

How will you inform others the organisation has received funding from the council?

10. We will display reference to the Council on our sponsors' banner on our website (www.fossilfestival.com) and social media. We would also make reference to your support on our sponsors' banner displayed at the event and on marketing material and in the programme.

11. Total anticipated cost of project or annual running costs

28,000
minimum per
£ year

12. Amount of funding sought from Lyme Regis Town Council. If funding is sought for up to five years, what is the annual sum required?

£ 6000

13. Please tick to show you have enclosed information that covers the following required information:

- a) A business plan that includes a clear understanding of the organisation's operating environment, risk exposure, and details of the projected income and expenditure
- b) Bank references
- c) Audited accounts for the previous financial year
- d) Registration documentation

<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>

14. Please tick if any other supporting information has been attached and specify the type of documentation:

<input type="checkbox"/>

The application form must be signed by **two** of the organisation's officers

Signature

Name
(Print)

Position
held

Date

Signature

Name
(Print)

Position
held

Date

John Dood

FESTIVAL ORGANISER

23/1/20

CHRIS TIPPING

CEO

23/1/2020

FOSSILFESTIVAL@LRDT.CO.UK

Notes to applicants

1. Please read the accompanying term grants policy and procedure to check the eligibility of your organisation and/or project, what you must include in your application, any restrictions on the funding, and how grants will be monitored and reviewed.
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4. Applications must be received by **noon on Monday 27 January 2020**. All applications will be acknowledged.
5. Applications will be considered at an extraordinary Full Council meeting on Tuesday 4 February 2020.

RECEIVED
27 JAN 2020

1. Name of organisation Marine Theatre

2. Name of person submitting the application Gabrielle Rabbitts
Position held in organisation Director

Contact address Marine Theatre, Church Street, Lyme Regis DT7 3QB

Telephone no. 01297 442 394

Email director@marinetheatre.com

Website www.marinetheatre.com

3. What are the main activities of the organisation?

The Marine Theatre offers a broad year-round programme of theatre, music, film and comedy, as well as having a key role in the town's festivals, community events and local societies. It also provides youth engagement through workshops for schools and technical training courses for young people. The theatre is available for private hire and holds a license for weddings.

4. What is funding required for?

The funding is required to support the cultural programme of the charity and it's core costs that are not met by self-generated income or available grant funding.

5. What are the objectives of the organisation and/or the project for which funding is required?

- Provide year-round quality entertainment to local residents and visitors
- Engage with young people by offering skill developing training programmes
- Support local amateur companies and local festivals
- Reduce isolation and loneliness in the older community

6. What length of time is the funding required for (funding will not normally exceed five years)?

- Five years

7. How will the funding benefit the town, its residents and/or visitors?
Having a theatre

The Marine Theatre is the only venue in Lyme Regis and has been open to the public for 125 years. Having a theatre in Lyme Regis adds to the town's rich offering to both its residents and visitors. The theatre is open all year round ensuring there is entertainment for 12 months of the year. During school holidays and summer season family shows and popular entertainment is programmed giving holidaymakers added enrichment to their stay. Out of season, the theatre brings audiences into the town to use local restaurants, pubs, B&Bs and hotels to boost income during quieter periods.

The funding will also support non-commercial outreach such as school workshops

8. How will the objectives and benefits of the organisation and/or project be measured?
Audience surveys monitor feedback on all aspects of the theatre's programme to ensure we are giving the audience what they want.

Monthly volunteer meetings give an opportunity for discussion and to raise questions
The Technical Theatre Course students will be asked to complete a feedback form on completion of the course.

Local societies and organisations are encouraged to email or have face to face meetings during and after their events

9. Please provide details of other grant applications and/or fundraising activities in relation to the organisation and/or project

Dorset leader LAG: Lighting Rig: £42,000

Dorset Council Impact Fund: Tech Theatre Course & Music Mentoring: £6,000

Arts Council England: Tech Theatre Course & Music Mentoring: £15,000

Coastal Revival Fund: Renovations: £31,620

Section 106: Technical Equipment: £20,000

Leisure Development Fund: Technical Equipment: £5,000

Marine Theatre Raffle: Core Costs: £6,000

Adopt A Year Campaign: £5,200

Sir Ian McKellen: Renovations: £10,000

Private Sponsor: Website: £1,000

10. How will you inform others the organisation has received funding from the council?
Logo and wording on website

Logo and wording on footing of Monday email

Plaque in the theatre foyer

Press release in local papers

Email to theatre members

Press release on social media

11. Total anticipated cost of project or annual running costs £ 334,389.00

12. Amount of funding sought from Lyme Regis Town Council. If funding is sought for up to five years, what is the annual sum required? £ 30,000

13. Please tick to show you have enclosed information that covers the following required information:

- a) A business plan that includes a clear understanding of the organisation's operating environment, risk exposure, and details of the projected income and expenditure
- b) Bank references
- c) Audited accounts for the previous financial year
- d) Registration documentation

X
X

14. Please tick if any other supporting information has been attached and specify the type of documentation:

--

The application form must be signed by **two** of the organisation's officers.

Signature

Name

(Print)

Position

held

Date

Sophia Moseley

Theatre Manager

29/1/20

Signature

Name

(Print)

Position

held

Date

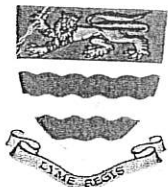
John Luckey

Marketing Manager

29/1/2020

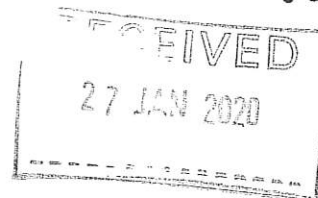
Notes to applicants

1. Please read the accompanying term grants policy and procedure to check the eligibility of your organisation and/or project, what you must include in your application, any restrictions on the funding, and how grants will be monitored and reviewed.
2. Applications will only be considered on submission of the completed application form together with the relevant supporting documentation.
3. Applications should be addressed to John Wright, Town Clerk, Lyme Regis Town Council, Guildhall Cottage, Church Street, Lyme Regis, Dorset, DT7 3BS.
4. Applications must be received by **noon on Monday 27 January 2020**. All applications will be acknowledged.
5. Applications will be considered at an extraordinary Full Council meeting on Tuesday 4 February 2020.



LYME REGIS TOWN COUNCIL

TERM GRANT APPLICATION FORM 2020



PLEASE NOTE: Read the accompanying guidelines before completing this form

1. Name of organisation The Hub / Lyme Regis Development Trust
2. Name of person submitting the application Diane Earle
 Position held in organisation The Hub Manager
 Contact address The Hub
Church Street, Lyme Regis

 Telephone no. 01297 444266
 Email Diane@lrtdt.co.uk
 Website www.hublyme.co.uk / www.lrtdt.co.uk

What are the main activities of the organisation?

The Hub provides a positive environment for children and young people to learn and play, offering experiences that inspire and support them to achieve their potential and develop new skills and confidence. The Hub is the 'Youth Centre' for Lyme Regis and hosts 8 regular weekly sessions for young people ranging in age from toddlers up to 25 years.

The Hub has also become a place that provides support to other community groups and projects. Regular activities that are held at The Hub are Foodbank (for which we donate the space), Community Café, Death Café and Carers Café. These are community functions and groups that use the building free or on a donation only basis.

Youth Club:

Here are some statistics for the school year (Sept-July) 2018-2019.

There were a total of 122 individual young people, aged 11-18 years, accessing youth club throughout the year.

Gender, Male 56%, Female 44%,

Postcode data shows that the majority of young people attend from Lyme Regis. DT7 63%, DT6 10%, EX12 13%, EX13 8%, EX24 3% and TA20 2%.

While at youth club, young people engage in a wide range of activities, including, Sport, Skating on the ramps/on the flat in the hall, Video games (Xbox/Wii U) and cookery. Our trained Youth Workers offer a range of advice when approached. Young people say that they feel happy and safe and enlightened(!) at youth club, and that they trust our Youth Workers.

The Hub is the base for the new Lyme Bay radio station and has been involved from the outset in not only the design, but also the gathering of community feedback and input to help get the project started. The Hub will be key in ensuring that our youth community is well represented in this project.

25 2104199A

South West Kickboxing was started by Gareth Taylor, he has said the following:

Now in our 6th year The Hub is a perfect place for a kickboxing club with plenty of room for people to move around. The Hub is a place where young people come in confidence to learn new skills meet new people and most importantly build confidence, saying that, it goes for adults as well as children. One of my students travels all the way from Exeter to come to class because she doesn't feel confident in classes in Exeter. We currently have around 65 to 70 members in the club and average between 12 and 24 people per class...

On the following page is a snap shot of attendance to The Hub for November 2019.

Group	Hire	Attendees Monthly
South West Kick Boxing	Monday 7.00-8.30 Thursday 7.30-9 Hall	155
Sam Howe Yoga	Tuesday and Wednesday Morning	42
Youth Club	All building	143
B Sharp	Tuesday and Thursday after school	116
Lyme Kids Club	Thursday Hall 9.30-11.30	20A 36C
Fitsteps Lyme Regis	Sports Hall 6-7 pm Thursday	45
Helen O'Grady Drama	Friday 4-6 Sports Hall	70
Badminton U3A	Sports Hall for Badminton	36
LymeForward	Community Café Death Café	56 12
Lyme Regis Youth Football Team	Sports Hall	39
Residential	Exeter Sea Cadets	18
Cosy Corner Yoga	Sports Hall	24
Fusion Fostering	Café or office space	6
Ad Hoc Private Hire	Sports Hall Sports Hall	15 12
TOTALS		837 Visits

4. What is funding required for?
The funding is for a contribution towards the core running costs of the building. To keep the lights on and the doors open for young people of Lyme Regis and the surrounding areas. The estimated annual revenue cost is approximately £35K, rising 2% annually, breaking down as 35% for utilities, inspections and insurances, 50% for personnel costs of management, administration, development and cleaning, 15% for repairs.

Income over the next 5 years is anticipated at £37K yearly, breaking down into 68% from public and charitable sources including LRDT, 30% rental income, 2% fundraising activities. This forecast is based on still receiving a grant from Dorset Council for youth services and LRDC at the current levels.

-
5. What are the objectives of the organisation and/or the project for which funding is required?

A copy of our 5 year Business Plan, following a service review, is attached. Key is to increase rental income by letting more space more frequently, reducing reliance on external grant aid.

Creating flexible spaces so that the building can be affordably rented to local organisations.

Keep the doors open for open access youth club sessions to happen twice a week, staffed by trained and professional Youth Workers.

Continue to provide space and activities for young people in Lyme Regis and the surrounding area.

We will continue to work collaboratively with other organisations to address the health and wellbeing needs of our community.

6. What length of time is the funding required for (funding will not normally exceed five years)?
5 years

7. How will the funding benefit the town, its residents and/or visitors?

What young people think about The Hub

- 100% feel The Hub is safe and welcoming.
- 92% feel the staff team support their needs.
- 92% have a positive experience of The Hub.
- The level of overall satisfaction is 89%.

We know that our partners support the work at The Hub. Open Access Youth Work is necessary to provide socialisation and support to young people with problems outside the school day and environment, as well as helping to 'wrap support around' certain families. We see this as early help to reduce harmful behaviours (with a key focus on substance misuse), assist with emotional health, and help reduce anti-social behaviour. Work at The Hub can contribute towards this.

The Hub is a key venue for B Sharp workshops and performances, it is there home and

centre of operations and all their work is based on the outcomes of their core programme and leadership training based at The Hub.

Below is support for The Hub from Ruth Cohen, Chief Executive, B Sharp.

The Hub provides an essential base to B Sharp, providing us with a practical, safe space in which to hold our regular music making sessions with young people. We are able to use the different spaces to run different musical activities across a session, and sole use allows us to meet Safeguarding requirements. The young people feel welcome and comfortable at the Hub, which makes it easier for them to join in and take part in the music, and therefore experience the benefits of participation. The Hub's management team are always helpful to try and accommodate additional activities and work in partnership. The Hub is also a vital partner in helping to promote our activities and spread the word about local activities for young people. All our music kit and equipment is stored there also, in such a way that it is accessible to us at all times - which is vital both for the sessions but also for our work with local schools and at local events.

The Hub would want to continue vital links between local schools, youth service and the town and offer a varied programme of activities for all age groups.

At our Summer Activity Programme held in August 2019 the young people were from Lyme Regis, Charmouth, and Uplyme, and some of the smaller villages in Dorset. Our aim is to give them the opportunity to be in a safe environment during some of the school holidays to take part in a full range of activities and to experience some that they may have not done before. This type of Holiday Activity Programme is not available anywhere else locally and so is unique to our local community. We hope to run and extend this in August 2020 based on the positive feedback received from young people that took part in our pilot scheme.

Visitors can use The Hub during their holidays and visiting children have taken part in some of the holiday workshops. The Hub is an all-weather venue and families enjoy the space and sporting equipment that is available.

8. How will the objectives and benefits of the organisation and/or project be measured?

We will measure the success of The Hub against our business plan and the increased revenue as new sessions and projects start. We will continue to report on numbers of people visiting The Hub. We regularly obtain feedback from our users, which feeds into our improvement programme for the building.

9. Please provide details of other grant applications and/or fundraising activities in relation to the organisation and/or project

The Hub has Service Level Agreements with DCC for the provision of youth work and as funding for discretionary services is under review; this funding could be significantly reduced or removed. In accordance with LRTC Corporate Plan Youth provision is important to the town's economy and community; and we are actively finding alternative ways of trying to retain open youth club sessions and services.

A significant amount of The Hub Managers time is taken up applying for various different sources of funding to ensure the continuation of youth services.

10. How will you inform others the organisation has received funding from the council?

We will announce funding personally to all of the key users of The Hub and on our Facebook and website pages. We will use local press and tell schools via The Hub Newsletter

11. Total anticipated cost of project or annual running costs £ 30,500
12. Amount of funding sought from Lyme Regis Town Council. If funding is sought for up to five years, what is the annual sum required? £ 10,000 pa
(50,000 total)
13. Please tick to show you have enclosed information that covers the following required information:
- | | |
|--|-------------------------------------|
| a) A business plan that includes a clear understanding of the organisation's operating environment, risk exposure, and details of the projected income and expenditure | <input checked="" type="checkbox"/> |
| b) Bank references
CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Maling, Kent ME19 4JQ
Account Number 00094614 Sort Code 40-52-40 | <input type="checkbox"/> |
| c) Audited accounts for the previous financial year (FOR LRDT AS A WHOLE AND SHOW FUNDS RING-FENCED FOR SPECIFIC PROJECTS, NOT JUST THE HUB) | <input checked="" type="checkbox"/> |
| d) Registration documentation | <input checked="" type="checkbox"/> |
14. Please tick if any other supporting information has been attached and specify the type of documentation: ☐

The application form must be signed by **two** of the organisation's officers.

Signature

Name

(Print)

Position
held

Date

DIANE EARLE

HUB MANAGER

27/1/20

Signature

Name

(Print)

Position
held

Date

CHRISTOPHER TIPPING

CEO

27th January 2020

Notes to applicants

1. Please read the accompanying term grants policy and procedure to check the eligibility of your organisation and/or project, what you must include in your application, any restrictions on the funding, and how grants will be monitored and reviewed.
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3. Applications should be addressed to John Wright, Town Clerk, Lyme Regis Town Council, Guildhall Cottage, Church Street, Lyme Regis, Dorset, DT7 3BS.
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LYME REGIS TOWN COUNCIL

TERM GRANT APPLICATION FORM 2020

RECEIVED

27 JAN 2020

PLEASE NOTE: Read the accompanying guidelines before completing this form

1. Name of organisation LYME REGIS MUSICAL THEATRE
2. Name of person submitting the application JOHANNA HOPKINS
 Position held in organisation CHAIRMAN
 Contact address _____

LYME REGIS
DT7
 Telephone no. 01297
 Email _____
 Website WWW.lymeregismusicaltheatre.com

3. What are the main activities of the organisation?

This year 2020 The Society is celebrating our 100th Year. We are producing 'Chicago' at the Woodmead Halls from the 11th to 16th May 2020.

We will also be celebrating with a Concert in August of the Mikado Our first ever show in concert format at The Marine Theatre on the 1st, 2nd August, 2020.

4. What is funding required for?

The funding is in part required for a new 'mobile' piano/Keyboard. This will be used for rehearsals at the Church Hall, Woodmead Halls and Marine Theatre. Woodmead Halls or Marine Theatre no longer have a keyboard that we are able to use. The cost will include accessories, such as a stand and transport. For our 'Chicago' Show the performances require 2 piano/keyboards.

Funding is also requested for a folding stage platform, which will allow chorus and singers to be seen during performances at our concert at the Theatre, which has no such seating. Our intention will be for this to be hired/shared between other organisations within the town.

5. What are the objectives of the organisation and/or the project for which funding is required?

Lyme Regis Musical Theatre is celebrating its 100th Anniversary in 2020. We hope to continue bringing a production of Musical Theatre to the town every year. Licensing can be expensive with Production licenses averaging around £3,500. We are very aware that fundraising is part of the Society and we endeavour to do this throughout the year. This said, support of a grant will alleviate other costs within the production.

6. What length of time is the funding required for (funding will not normally exceed five years)?

We anticipate that a grant/funding would be a 3 year period.

7. How will the funding benefit the town, its residents and/or visitors?

We look forward to bring a Musical Theatre performance to the town on a yearly basis. We use local talent, young and old, within the show - whether that be on stage or behind the scenes. We use local organisations for publicity and encourage local companies to help us out. The residents and visitors get to see an amateur group doing a polished and professional show that is 'Pocket' friendly to all. Some might say we can compete with professional companies.

8. How will the objectives and benefits of the organisation and/or project be measured?

Our aim is to be inclusive to all. Allowing younger and old to be on stage. To bring new talent to the town. We aim to fill the Woodmead Hall with our performances, establishing the venue as a 'go to' performance hall. The Society supports in return local events in the town, including fetes, Carnival and theatre events.

9. Please provide details of other grant applications and/or fundraising activities in relation to the organisation and/or project

Our yearly fundraising takes us through from bingo, to individual events such as quizzes, curry evenings, race nights, dancing-line/swing events, local fetes and beach stalls.

We have applied in the past for minor grants specific to our requirements such as sound equipment.

10. How will you inform others the organisation has received funding from the council?

We will use local papers and publicity on posters.

We use social media, facebook/twitter and our own website.

11. Total anticipated cost of project or annual running costs
This cost has been steadily increasing each year. £ 19,500.00

12. Amount of funding sought from Lyme Regis Town Council. If funding is sought for up to five years, what is the annual sum required? £ 3,500.00
\$

13. Please tick to show you have enclosed information that covers the following required information:

- a) A business plan that includes a clear understanding of the organisation's operating environment, risk exposure, and details of the projected income and expenditure
b) Bank references
c) Audited accounts for the previous financial year
d) Registration documentation

<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input type="checkbox"/>

14. Please tick if any other supporting information has been attached and specify the type of documentation:

<input type="checkbox"/>

The application form must be signed by **two** of the organisation's officers

Signature
Name
(Print) JOHANNA HOPKINS
Position
held CHAIRMAN
Date 25th January 2020

Signature
Name
(Print) CARYS LOWE
Position
held SECRETARY
Date 25th January 2020

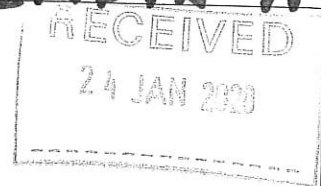
Notes to applicants

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LYME REGIS TOWN COUNCIL

TERM GRANT APPLICATION FORM 2020



PLEASE NOTE: Read the accompanying guidelines before completing this form

1. Name of organisation Lyme Regis Philpot Museum
2. Name of person submitting the application David Tucker
 Position held in organisation Director
 Contact address Lyme Regis Museum
Bridge Street
Lyme Regis
DT7 3QA
 Telephone no. 01297 443370
 Email director@lymeregismuseum.co.uk
 Website www.lymeregismuseum.co.uk

3. **What are the main activities of the organisation?**

Our museum exists to preserve and make accessible the history and heritage of Lyme Regis. Our activities are:

1. Running a museum learning service (free for Lyme Regis schools)
2. Providing volunteering opportunities for local people
3. Protecting and displaying Lyme's unique heritage
4. Running events for visitors and local people within the museum (Free to children at St Michael's and Mrs Ethelston's and their parents)
5. Running events to support people experiencing memory loss and loneliness
6. Running Fossil Walks for over 6,000 people a year.
7. Supporting Lyme's economy, the museum is a significant employer within the town and its visitors significantly contribute to the income of other local businesses
8. Running a museum research service, providing information to a range of individuals and organisations

4. **What is funding required for?**

Funding is required to support the museum's extensive and popular range of family activities and events (which are free to children and their immediate families from St Michael's and Mrs Ethelston's primary schools). The museum's enlarged building has provided the physical resources needed to run events during school holidays which are very popular with tourist and local families. These events include craft sessions, model making, painting, clay modelling, printing and animation, as well as fossil polishing and an after-school club for Lyme children.

To run these events to safe and appropriate standards, the museum contracts a wide range of artists and creative people. Funding is sought to allow the museum to continue this work.

5. **What are the objectives of the organisation and/or the project for which funding is required?**

A key objective of our charity is to move to a position of being financially self-sufficient.

Lyme Regis Museum is largely dependent on the commercial income it raises from tourists and visitors to fund subsidised or free activities for local people.

We raise 85% of our income from admissions, fossil walks and retail. The museum's trustees have long-identified that a key objective of reducing our reliance on support from Dorset Council for annual revenue support, which provides 15% of the museum's income. We are working to develop a business model that allows our charity to be self-sustaining. A great deal of progress has been made in this direction.

For all of our progress towards self-sufficiency and sustainability we are not there yet. This grant would make a very significant contribution to our ability to continue to run popular events for people of all ages for three years, thereby guaranteeing the museum's continued profitability, securing local jobs and retaining our wider contribution to the Lyme economy.

6. **What length of time is the funding required for (funding will not normally exceed five years)?**

We very much hope that Lyme Regis Town Council feel able to provide a sum of £10,000 a year, for a period of three years.

7. **How will the funding benefit the town, its residents and/or visitors?**

The funding will enable the museum to:

1. Run events in the museum (with free entry to children from St Michael's and Mrs Ethelston's and their families)
2. Continue to extend our range of fossil walks – the popularity of which is a key draw to the town, and therefore generates significant benefits for local retailers, hostelryes and accommodation.
3. Make a significant contribution to the quality of visits to Lyme by income-generating tourists
4. The funding would also enable the museum to 'lever in' significant from other grant giving bodies (see 9. below).
5. Will enable the museum to raise the income needed to extend its support to Lyme people facing specific issues (around social isolation, the pupil premium at St Michael's and working with the town's Memory Café)
6. Support the retention of local jobs and our museum's contribution to the wider Lyme economy.

8. **How will the objectives and benefits of the organisation and/or project be measured?**

Lyme Regis Museum has in place effective systems to evaluate the quality of activities within the museum. We will:

1. Use subjective evaluation to seek the comments and opinions of people engaging in activities.
2. Collect data on an on-line form through face to face interviews, which as part of the initiative will be analysed and a collated
3. Collect images of participants enjoying activities within the museum (these images will be made available to LRTC should they be of use).
4. Provide a final written report summarising activities and the results of all activities, which will be provided to LRTC.

9. **Please provide details of other grant applications and/or fundraising activities in**

relation to the organisation and/or project

The museum is currently involved in a range of funding and fundraising activities to support the operation of the museum. These are:

1. A successful application for £10,000 to the Valentine Trust to support museum learning
2. A successful application to the Friends of Lyme Regis Museum for £16,000 over two years to support museum learning
3. A successful application to Dorset Council's LDF small grants, £3,000 to help lever in significant funds from Arts Council England,
4. An application to Arts Council England for approximately £25,000 is currently being worked on to support the needs of Lyme residents with identified needs over the next two years. This application will be designed to address the Arts Council's intention to encourage museums to support the wellbeing of their local communities.

10. **How will you inform others the organisation has received funding from the council?**
Lyme Regis Museum will ensure that:

1. The Town Council logo is added to all its published material, including leaflets and posters for all events.
2. The Town Council's logo will be placed on the museum's much-used website.
3. The contribution of the Town Council will be acknowledged in the minutes of the Board of Trustees
4. The contribution of the Town Council will be highlighted in the museum's annual report to the Charity Commission. This document is accessible on line to all, and includes the museum's formal accounts.

11. Total anticipated cost of project **(OVER THREE YEARS)** £ 47,500

12. Amount of funding sought from Lyme Regis Town Council. If funding is sought for up to five years, what is the annual sum required? **(£10,000 PER YEAR OVER THREE YEARS)** £ 30,000

13. Please tick to show you have enclosed information that covers the following required information:

- | | |
|--|--|
| a) A business plan that includes a clear understanding of the organisation's operating environment, risk exposure, and details of the projected income and expenditure | <input checked="checked" type="checkbox"/> |
| b) Bank references | <input checked="checked" type="checkbox"/> |
| c) Audited accounts for the previous financial year | <input checked="checked" type="checkbox"/> |
| d) Registration documentation | <input checked="checked" type="checkbox"/> |

14. Please tick if any other supporting information has been attached and specify the type of documentation:

☐

The application ~~form must~~ be signed by two of the organisation's officers.

Signature

Name

(Print)

Position

held

Date

DAVID TOCKER

DIRECTOR

24-1-2020

Signature

Name

(Print)

Position

held

Date

VIVIAN RODGER

DUTY MANAGER

24-01-2020

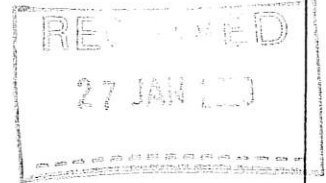
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5. Applications will be considered at an extraordinary Full Council meeting on Tuesday 4 February 2020.



LYME REGIS TOWN COUNCIL

TERM GRANT APPLICATION FORM 2020



PLEASE NOTE: Read the accompanying guidelines before completing this form

1. Name of organisation GUITARS ON THE BEACH

2. Name of person submitting the application Geoff Baker

Position held in organisation Founder and Publicist

Contact address

Telephone no.

Email

Website www.guitarsonthebeach.com

3. What are the main activities of the organisation?

To promote Lyme Regis, its traders and organisations and local musicians, including many local school age musicians, by staging a unique musical event to attract visitors to the town. GOTB is the only guitar-based musical event in the UK at which those attending are invited to participate by playing along as part of Britain's biggest guitar band. It is fully inclusive

to guitarists of all ages and abilities. Please see attached cover note which better explains the events and its ethos.

4. What is funding required for?

Staging the event; hire of a stage and sound equipment, generator hire, advertising, bannerering.

5. What are the objectives of the organisation and/or the project for which funding is required?

To promote Lyme Regis and to provide a unique opportunity for local musicians, including young local musicians, to better themselves by performing on a big stage to a large crowd. Please see attached cover note for a better-explained description of our objectives.

6. What length of time is the funding required for (funding will not normally exceed five years)?

One year, this year, 2020.

7. How will the funding benefit the town, its residents and/or visitors?

The event will attract significant numbers of visitors, thereby benefitting local traders and organisations, it will provide opportunity and experience to local musicians, including young local musicians. Please see attached cover note which explains it better, because my computer is having difficulty filling out this form and consequently preventing me from any flow of eloquence.

8. How will the objectives and benefits of the organisation and/or project be measured?

Good question. By the numbers of those attending, many visiting Lyme for the first time and, hopefully, the wider charms of the town will draw them to return. The pubs, cafes and b&bs traditionally do well out of the event. I suppose that the best way of measuring it would be by counting the takings of local businesses on the day – I understand that at some of our past events local businesses have reported their best-ever takings – but I suspect that it is unlikely that local businesses would be keen to declare the extent of their profits from the event.

9. Please provide details of other grant applications and/or fundraising activities in relation to the organisation and/or project

We are dependent upon sponsorship from local businesses and organisations but we will be holding quiz nights in local pubs, bingo, possibly concerts and gigs, hopefully an auction of local promises and donated gifts, a raffle of celebrity-signed items, and we will be approaching Dorset Council, Local Enterprise Partnerships and the National Lottery for funding [although in the past such funding requests have proved fruitless]

10. How will you inform others the organisation has received funding from the council?

Press releases which will run in local and regional media, big mentions on the website and social media.

11. Total anticipated cost of project or annual running costs £ 5,800 to 6,500+

12. Amount of funding sought from Lyme Regis Town Council. If £ 6,000 funding is sought for up to five years, what is the annual sum required?

13. Please tick to show you have enclosed information that covers the following required information:

- a) A business plan that includes a clear understanding of the organisation's operating environment, risk exposure, and details of the projected income and expenditure b) Bank references
- c) Audited accounts for the previous financial year
- d) Registration documentation

14. Please tick if any other supporting information has been attached and specify the type of documentation: *COVER NOTE + NOTE FROM THE MAYOR*

X

X

X

X

The application form must be signed by **two** of the organisation's officers.

Signature

Name *GEOFF BAKER*

(Print)

Position held *FOUNDER & PUBLICIST*

Signature

Name

(Print)

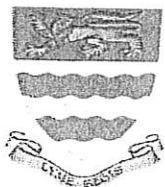
Position held *JILL NEWTON*
FOUNDER & PROMOTIONS OFFICER

Date

26/1/2020

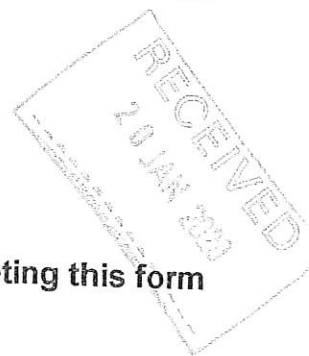
Date

26/1/2020



LYME REGIS TOWN COUNCIL

TERM GRANT APPLICATION FORM 2020



PLEASE NOTE: Read the accompanying guidelines before completing this form

1. Name of organisation Lyme Regis Bowling Club
2. Name of person submitting the application Jim Moseley
- Position held in organisation Committee member
- Contact address Between 9th feb & 6th Mar please contact the Secretary
Sue Rowe Tel .
- Telephone no. 01297
- Email
- Website www.lymeregisbowlsclub.co.uk

3. What are the main activities of the organisation?
- The Club was formed in 1937 to provide outdoor bowling to persons
of all ages and creeds, both to club membership, the paying public and
visiting bowling clubs.
4. What is funding required for?
- To replace existing kitchen units and vinyl flooring that will also increase
the floor working space and the access width into the kitchen.
The increased access width will enable disabled persons access currently
used with difficulty.
To keep costs to a minimum all exiting units will be removed by the Club
members so allowing the fitter clear access.
The units will come ready assembled so again keeping our labour costs to a
minimum.

5. What are the objectives of the organisation and/or the project for which funding is required?

To provide outdoor bowling to bowlers of all ages and creeds, to club membership the public and visiting bowling clubs.

Project :- to replace 30+ years old kitchen units that are worn, well past their best and difficult to keep clean and hygienic.

No white goods are being replaced or claimed for.

6. What length of time is the funding required for (funding will not normally exceed five years)?

Until March 2021

7. How will the funding benefit the town, its residents and/or visitors?

Replacing the units will enable the Club to offer upgraded catering facilities for our members, the visiting public and visiting Bowling Clubs. Visiting Clubs are always offered light refreshments or teas. Plus it will give us a better disabled access to the kitchen.

8. How will the objectives and benefits of the organisation and/or project be measured?

We would expect an increase in turnover for afternoon and post match refreshments that at present with the existing kitchen we can only offer in a limited way. It will enable us to increase the range of food on offer for our week long Open Tournament.

There is also less chance of any food poisoning from cracked work surfaces and cupboards shelves that may harbour bacteria.

9. Please provide details of other grant applications and/or fundraising activities in relation to the organisation and/or project

Dorset Council Leisure Development Fund £980.00.(has been agreed).

The Club has held regular coffee mornings for many years in the
closed season, averaging 3 or 4 per year, 4 for the winter 2019/20. These
raise funds to assist in the day to day running of the Club. Our
Annual Open Tournament is also a source of income, at this event
we will aim to provide cooked breakfasts, lunches and afternoon teas
to participating bowlers and their families.

10. How will you inform others the organisation has received funding from the council?

If by "others" you mean organisations we may have also applied to, then by
email.

11. Total anticipated cost of project.

£ 5100.00

12. Amount of funding sought from Lyme Regis Town Council.

£2000.00

13. Please tick to show you have enclosed information that covers the following required information:

- a) A business plan that includes a clear understanding of the organisation's operating environment, risk exposure, and details of the projected income and expenditure
- b) Bank references BANK STATEMENT,
- c) Audited accounts for the previous financial year
- d) Registration documentation

<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>

14. Please tick if any other supporting information has been attached and specify the type of documentation:

<input type="checkbox"/>

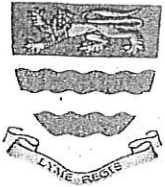
The application form must be signed by **two** of the organisation's officers.

Signature _____
Name _____
(Print) Susan Rose
Position _____
held SECRETARY.
Date 18.1.2020.

Signature _____
Name _____
(Print) GEOFFREY CLODE
Position _____
held TREASURER
Date 18/1/2020

Notes to applicants

1. Please read the accompanying term grants policy and procedure to check the eligibility of your organisation and/or project, what you must include in your application, any restrictions on the funding, and how grants will be monitored and reviewed.
2. Applications will only be considered on submission of the completed application form together with the relevant supporting documentation.
3. Applications should be addressed to John Wright, Town Clerk, Lyme Regis Town Council, Guildhall Cottage, Church Street, Lyme Regis, Dorset, DT7 3BS.
4. Applications must be received by **noon on Monday 27 January 2020**. All applications will be acknowledged.
5. Applications will be considered at an extraordinary Full Council meeting on Tuesday 4 February 2020.



LYME REGIS TOWN COUNCIL

TERM GRANT APPLICATION FORM 2020



PLEASE NOTE: Read the accompanying guidelines before completing this form

1. Name of organization Lyme Regis Gig Club
2. Name of person submitting the application Mr Marcus Dixon
 Position held in organisation Trustee
 Contact address

Telephone no.

Email

Website www.lymeregisgigclub.com

3. What are the main activities of the organisation?

Lyme Regis Gig Club is a charity (No:174427) established in 2007 to enable local people to take part in the healthy sport of sea rowing. The Club currently has a membership of around 200 aged from 8 to 78 years, more than 50% are women and the majority of whom live locally. The Club's activities include; sea skiff rowing primarily for 8-12 year-olds; Club Rowing for those who want to keep fit and have fun; and Competitive Rowing in what is the regions fastest growing sport. The Club has a small gym which offers members low cost fitness training throughout the year and when the weather is unsuitable for sea rowing. Lyme Regis Gig Club is Twinned with Bermuda Pilot Gig Club and we are jointly developing activities that will build close sporting links between young people from Lyme Regis and surrounding areas and Bermuda.

4. What is funding required for?

The funding is required to enable Lyme Regis Gig Club to commission the building of a new wooden Cornish Pilot Gig. Cornish Pilot Gigs are 32ft in length, 4.6ft in the beam, are built of oak frames and elm planks with six oars and a coxn. Today's Cornish Pilot Gigs are replicas of a fast gig called 'Traffry' which was built by the Peters Family in St Mawes in 1838 and the boat is still rowed and raced by Newquay Rowing Club. These beautiful, sea worthy gigs can provide rowing for centuries if they are well maintained and loved, as Lyme Regis gigs are. If this application to Lyme Regis Town Council is successful the commission for the new Town gig will go out to competitive tender and be built in the Autumn of 2020 and launched in early 2021.

- 95-2104399A
5. What are the objectives of the organisation and/or the project for which funding is required?

Lyme Regis Gig Club's objectives are to be a sustainable, community enterprise that offers a low cost, sport activities to local people through the medium of sea rowing. This is important in a Town that is rurally isolated and whose community doesn't benefit from an accessible, local sports centre.

The objectives include enabling local young people to develop their confidence, knowledge, know-how, health and well-being through challenge, adventure and sea rowing. Particularly in ways that address issues associated with social isolation, low self-esteem, lack of out-door activity and to support social cohesion by bringing older and younger people together in a positive environment.

Objectives also include enabling local people, including senior members of the community to participate in a sport activity to keep fit, active and be part of a team to deliver health, well-being and social benefits, which is important in a Town where 42% of the population are over 65.

The Gig Club objectives are also to represent and promote the Town through participating in competitive events including the World Championships and deliver economic benefits through the Club's annual Rowing Regatta in August as part of the Regatta & Carnival.

6. What length of time is the funding required for (funding will not normally exceed five years)?

The Lyme Regis Town Council funding is required for one year.

7. How will the funding benefit the town, its residents and/or visitors?

The funding of a new wooden Cornish Pilot Gig will enable the Town's Gig Club to meet demand from local people to participate in sea rowing. The Club currently has around 50 people waiting to join and this number will increase during the coming year. The Club has recently formed a partnership with The Woodroffe School who wish to offer sea rowing as a sporting activity to students.

Lyme Regis Gig Club successfully and positively represent the Town in competitive events held throughout the region and at the Word Championships. The Club is also Twinned with Bermuda Pilot Gig Club which is founded on and further develops Lyme Regis Town Council's Twinning with St Georges.

The Club is developing a short term membership to enable visitors to Lyme Regis to benefit from the benefits of sea rowing.

8. How will the objectives and benefits of the organisation and/or project be measured?

Lyme Regis Gig Club's aim to benefit the local community is detailed in the Charity's constitution, which is monitored and evaluated by the Trustees at their quarterly meetings. The Club's Committee have 'key performance indicators' that are measured reviewed and acted upon at their monthly meetings. The Club has a Strategic Plan that is a working document developed in consultation with the membership and stakeholders. Alongside this the Club has an Annual General Meeting where the objectives and future are discussed and the course ahead charted.

9. Please provide details of other grant applications and/or fundraising activities in relation to the organisation and/or project

Members of Lyme Regis Gig Club undertake fundraising activities throughout the year, which include two jumble sales, 100 Club, and the Rowing Regatta in August as part of the Town's Regatta & Carnival.

Lyme Regis Gig Club has saved and is contributing £6000.00 toward the cost of the new wooden Cornish Pilot Gig.

The Club has applied to the G F Eyre Trust for £5000.00 toward the cost of the new Cornish Pilot Gig, which we are hopeful we will receive. George Eyre is a Trustee of Lyme Regis Gig Club.

The Club is applying to Dorset County for a LDF or community development grant as part funding for the new gig. The G F Eyre Trust may contribute additional funds if this Dorset County Grant proves unsuccessful.

10. How will you inform others the organisation has received funding from the council?

If successful in receiving the LRTC funding, Lyme Regis Gig Club will inform others through a press release to local online, print, radio and TV media and through social media and Club's website.

Progress of the build of the new Gig will be shared and Lyme Regis Town Council will be acknowledged in all communications linked to the progress of the construction.

The launch of the new Gig in the Spring of 2021 will generate further media coverage and The Mayor of Lyme Regis will be invited to assist in christening the vessel and Members and officers invited to the event, which will generate media interest and inform others of the Town Council's support.

The new Wooden Gig will carry the Lyme Regis crest which will mark the support on an on-going basis.

11. Total anticipated cost of project or annual running costs

£ £26,000.00

12. Amount of funding sought from Lyme Regis Town Council. If funding is sought for up to five years, what is the annual sum required?

£ £10,000.00

13. Please tick to show you have enclosed information that covers the following required information:

- a) A business plan that includes a clear understanding of the organisation's operating environment, risk exposure, and details of the projected income and expenditure
- b) Bank references
- c) Audited accounts for the previous financial year
- d) Registration documentation

<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>

14. Please tick if any other supporting information has been attached and specify the type of documentation:

<input type="checkbox"/>

The application form must be signed by **two** of the organisation's officers.

Signature

Name

(Print)

Position

held

Date

MARCUS DIXON

Trustee

27 January 2020

Signature

Name

(Print)

Position

held

Date

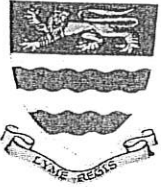
K. HEATHCOTE PROB

Chair

28/1/20

Notes to applicants

1. Please read the accompanying term grants policy and procedure to check the eligibility of your organisation and/or project, what you must include in your application, any restrictions on the funding, and how grants will be monitored and reviewed.
2. Applications will only be considered on submission of the completed application form together with the relevant supporting documentation.
3. Applications should be addressed to John Wright, Town Clerk, Lyme Regis Town Council, Guildhall Cottage, Church Street, Lyme Regis, Dorset, DT7 3BS.
4. Applications must be received by **noon on Monday 27 January 2020**. All applications will be acknowledged.
5. Applications will be considered at an extraordinary Full Council meeting on Tuesday 4 February 2020.



LYME REGIS TOWN COUNCIL
TERM GRANT APPLICATION FORM 2020



PLEASE NOTE: Read the accompanying guidelines before completing this form

1. Name of organisation Lyme Regis Majorettes
2. Name of person submitting the application Tanya Rattenbury
Position held in organisation Chairperson
Contact address Dorset
DT7
Telephone no. _____
Email _____
Website _____
3. What are the main activities of the organisation?
The aim of Lyme Regis Majorettes is to promote an interest in baron twirling, dance, choreography and fitness. To also develop team work, loyalty, commitment and fitness, respect, self confidence and most of all enjoyment for everyone.
The majorettes take part in carnivals and day-time events representing Lyme Regis all over Devon and Dorset.
We aim to help children and young adults from and assist those in financial difficulty.
4. What is funding required for?
We require funding for a sound system for our trailer that is needed to allow the children and young adults to perform and compete out in the community.

5. What are the objectives of the organisation and/or the project for which funding is required?

The Objectives of the organisation are to provide a Safe environment with equipment that Our young members can access. Where they can meet others and enjoy friendship, exercise and join activities this all helps with their social and mental wellbeing. Our young members also enjoy travelling all over Dorset and Dorset representing Lyme Regis Competing in Carnivals and fetes throughout the year.

6. What length of time is the funding required for (funding will not normally exceed five years)?

The funding would ideally be needed before the season starts for the work to be done and equipment installed.

7. How will the funding benefit the town, its residents and/or visitors?

Funding will allow local young residents be part of an organisation that is non profit making. These young locals will then be able to dress up, dance and entertain visitors during events in Lyme Regis.

8. How will the objectives and benefits of the organisation and/or project be measured?

You will be able to see the impact with the members being out and displaying. Videos and photos appear on social media.

9. Please provide details of other grant applications and/or fundraising activities in relation to the organisation and/or project

We have applied for a grant from Lyme Regis Carnival Committee.

We also have a number of fundraising activities planned including -

- Bingo
- Sponsored Walk
- Car Wash
- Curry / Quiz night.
- Car boot sale
- Big breakfast

from these events we hope to raise at least £2000.

10. How will you inform others the organisation has received funding from the council?

We would use our social media sites, local press (national press if we can). We could also have advertising put onto our trailer so it can be seen when we are at events.

11. Total anticipated cost of project or annual running costs

£ 2000

12. Amount of funding sought from Lyme Regis Town Council. If funding is sought for up to five years, what is the annual sum required?

£ 5000

13. Please tick to show you have enclosed information that covers the following required information:

- a) A business plan that includes a clear understanding of the organisation's operating environment, risk exposure, and details of the projected income and expenditure
- b) Bank references
- c) Audited accounts for the previous financial year see attached sheet
- d) Registration documentation

<input checked="" type="checkbox"/>
<input type="checkbox"/>
<input checked="" type="checkbox"/>
<input type="checkbox"/>

14. Please tick if any other supporting information has been attached and specify the type of documentation:

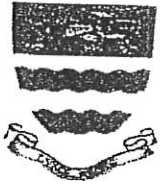
<input type="checkbox"/>

The application form must be signed by **two** of the organisation's officers.

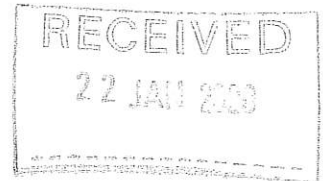
Signature	_____	Signature	_____
Name	_____	Name	_____
(Print)	Tanya Raffenburg	(Print)	Jane Tate
Position	_____	Position	_____
held	Chairperson	held	SECRETARY
Date	23.1.20	Date	23.01.2020.

Notes to applicants

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3. Applications should be addressed to John Wright, Town Clerk, Lyme Regis Town Council, Guildhall Cottage, Church Street, Lyme Regis, Dorset, DT7 3BS.
4. Applications must be received by **noon on Monday 27 January 2020**. All applications will be acknowledged.
5. Applications will be considered at an extraordinary Full Council meeting on Tuesday 4 February 2020.



LYME REGIS TOWN COUNCIL
TERM GRANT APPLICATION FORM 2020



PLEASE NOTE: Read the accompanying guidelines before completing this form

1. Name of organisation LYME REGIS R.C. PARISH

2. Name of person submitting the application Fr. Anthony Cockram

Position held in organisation Parish Priest

Contact address

Telephone no. Contact: Mr. Richard Salt 01297 32169 (fundraising organiser)

Email rtsalt09@gmail.com

Website thecatholicpn.org

3. What are the main activities of the organisation?

The parish of SS Michael and George is one of 127 parishes that sit within the Plymouth Diocesan Trust (charity no. 213227) also known as the Plymouth Diocese. Under canon law each parish is administered as a single entity and has its own separate accounts.

The parish role within the Lyme Regis community is to provide religious and spiritual support to local Catholics. In addition, it has a key role in supporting the whole community, particularly the disadvantaged and vulnerable, the elderly, families and poor.

The Diocese geographically covers Dorset, Devon and Cornwall including Bournemouth, Poole, Torbay and the city of Plymouth with supporting services for those parishes.

21 X1014399A

4. What is funding required for?

Funding is required for the restoration and preservation of the roof of SS Michael and George RC Church on Silver Street and is one project within the extensive restoration of the church, which also includes repairs to the external walls, windows and doors; the interior of the church, the Bell tower and Bell and the presbytery (Total cost £206,640)

The church is a historic Grade II* listed church and a fine example of an early 19th century Gothic Revival church and a significant heritage site within walking distance of the town. It is a building of beauty with several good quality stained glass windows and fine sanctuary lamp. It is much loved by those who worship there and greatly admired by visitors.

Due to the open position of the church, the sea air and strong prevailing winds, the building requires constant maintenance. It has now reached a stage where considerable repair work is necessary particularly to the roof.

Water ingress is the greatest threat to the long-term life and survival of a church building. Keeping a 'dry hat and boots' on a church building will contribute to keeping it weather tight and preserving it for centuries. It is therefore essential that the roof, gutters, downpipes and gulleys and external surfaces of the church are kept in good condition.

The roof of SS Michael and George Church comprises of four specific, slate covered roofs: Main; Lady Chapel; Porch and Shed roofs. Necessary works to the roof are detailed in the survey report dated 11 August 2017 prepared by Hoskens Parks RICS, which is included with this application (1.1 -1.5). The recommended repairs are rated as urgent or high priority and are budgeted as follows:

ITEM	COST
Main roof	15,000
Lady Chapel roof	7,750
Porch roof	2150
Pinnacles	10,000
Shed roof	3,250
Scaffolding & plant (apportioned)	8,670
Preliminaries, overheads (apportioned)	5,760
TOTAL COST OF PROJECT	52,580

The Project has been approved by the Diocese of Plymouth and Parish Committee and is supported by the parishioners.

To improve visitor experience, a photographic display of the restoration, history booklet and a history exposition will be created in the church for visitors to learn about and better understand the church's heritage. The Lyme Regis Group has been formed in the parish to work closely with the local museum and Tourist office to promote the heritage of the church within the town.

5. What are the objectives of the organisation and/or the project for which funding is required?

By restoring and preserving the church roof and completing the full restoration of the church we aim to:-

- Preserve the church's beauty and heritage for future generations
- Create a better visitor experience at the church to increase visitor numbers
- Provide people with a better understanding of the churches history and its place of heritage in the town.
- Improve our facility for community use as a meeting place, concert venue and place of interest and education

6. What length of time is the funding required for (funding will not normally exceed five years)?

We plan to start work in September 2020 and the works are likely to take 10 weeks

7. How will the funding benefit the town, its residents and/or visitors?

As a place of historical significance the Church of SS Michael and George is important to the local people and the visitors to the town. The town needs to attract visitors to the town and in the local economic plan of 2016 the need to enhance the cultural assests of the town was identified to strengthen the economy.

It is envisaged that the following groups and organisations will benefit from the Project

1. The current and future congregation of the Church – our regular congregation is 60 at weekend Mass and 20 at weekday Mass swelling to over 100 at Christmas and Easter.
2. Visitors and Tourists to Lyme Regis who will have a historic building to see with its graves and memorials to famous and interesting people.
3. The Town of Lyme Regis by improving its Heritage
4. Schoolchildren who will be able to visit the Church as part of their education into the history of Lyme Regis
5. Local organisations and groups who will be able to hire and use the Old School Room at the Church for meetings and functions
6. Historians, interested in historic buildings and people
7. Artists (of which there are many in Lyme Regis and the surrounding area) interested in painting beautiful buildings.

8. How will the objectives and benefits of the organisation and/or project be measured?

Photographic records will be maintained before, during and after the works to demonstrate the work that has been undertaken. A history exposition will take place in the church.

Records will be kept of the number of visitors and worshippers at the Church before and after the works particularly as regards visits by young people, schools & tourists.

A visitors book has been placed in the church to record feedback from visitors before, during and after the restoration.

Feedback forms will be available for people to comment on the displays and events taking place in the church.

9. Please provide details of other grant applications and/or fundraising activities in relation to the organisation and/or project

Applications for funding towards the full restoration have been made to the following Charitable Trusts and Foundations:

- The Alice Ellen Cooper Dean Charitable Trust
- Dorset Historic Churches Trust
- Charlotte Marshall Charitable Trust

We are also preparing to apply to the Heritage Lottery Fund and National Churches Trust as well as approaching local businesses for support.

We have received a gift of £500 from The Axe Vale Show and have a bequest for £25,000 from a late parishioner.

Plans have been drawn up to raise £25,000 within the parish through events, congregation collections and personal donations.

10. How will you inform others the organisation has received funding from the council?

We will display a notice at the church with the name of the Lyme Regis Town Council along with other donors.

Recognise all donors in leaflets, banners and displays created as a result of the renovation

Report the renovation in the local press with particular reference to the support we have received from the council

Recognition on the Parish website and in the parish newsletter

11. Total anticipated cost of project or annual running costs £ 52,580

12. Amount of funding sought from Lyme Regis Town Council. If funding is sought for up to five years, what is the annual sum required? £ 30,000

13. Please tick to show you have enclosed information that covers the following required information: [see P.6 for complete list of documents referred to in 13 & 14]

- a) A business plan that includes a clear understanding of the organisation's operating environment, risk exposure, and details of the projected income and expenditure ☐
- b) Bank references ☐
- c) Audited accounts for the previous financial year [see 14 a) below] ☐
- d) Registration documentation ☐

14. Please tick if any other supporting information has been attached and specify the type of documentation: ☐

- a) Reference to the Diocese audited accounts on the Charity Commission website
- b) A statement of the balance on the current account and the amount ring fenced for the church restoration.
- c) Statement of local parishes merger.
- d) History of the Church
- e) Survey (which includes photographs) with reference to the relevant paragraphs concerning the roof & stonework.

The application form must be signed by **two** of the organisation's officers.

Signature

Name (Print) Fr - Anthony CICKHAM

Position held

Parish Priest

Date

22/01/20

Signature

Name

(Print)

Position

held

R. SALT

Fundraising Organiser

Date

22/01/20

Notes to applicants

1. Please read the accompanying term grants policy and procedure to check the eligibility of your organisation and/or project, what you must include in your application, any restrictions on the funding, and how grants will be monitored and reviewed.
2. Applications will only be considered on submission of the completed application form together with the relevant supporting documentation.
3. Applications should be addressed to John Wright, Town Clerk, Lyme Regis Town Council, Guildhall Cottage, Church Street, Lyme Regis, Dorset, DT7 3BS.
4. Applications must be received by **noon on Monday 27 January 2020**. All applications will be acknowledged.
5. Applications will be considered at an extraordinary Full Council meeting on Tuesday 4 February 2020.

LIST OF DOCUMENTS ACCOMPANYING THIS APPLICATION PARAS 13 & 14

- 13 a) Business Plan with draft budget referred to in the Plan
- 13 b) Bank reference – see current a/c balance (14 b) below & Investment statement
- 13 c) Audited accounts -see 14 a) below
- 13 d) Registration documentation – Diocesan Trustees document re Plymouth Diocese

- 14 a) Audited accounts – The Parish forms part of Plymouth Diocese and the Diocesan audited accounts which run to 55 pages are on the Charity Commission website www.charitycommission.gov.uk/charity-details/regid=213227&subsid=0 . The latest are for year end 31/03/18 but do not show the capital, income & expenditure of the parishes. See below for unaudited figures for Lyme Regis
- 14 b) Bank statement with current balance endorsed **[Note £28,400 is ring fenced for restoration works]**
- 14 c) Statement of local parishes merger
- 14 d) History of Church
- 14 e) Survey dated 11th August 2017 which includes photographs & relevant paras on rooves & stonework
- 14 f) Schedule of works Stages 1 & 2
- 14 g) Parish statement of income & expenditure to 31/03/19
- 14 h) Statement of investments in Diocesan Central Investment Fund (CIF)
- 14 i) Statement of need for Investment income



LYME REGIS TOWN COUNCIL

TERM GRANT APPLICATION FORM 2020



PLEASE NOTE: Read the accompanying guidelines before completing this form

1. **Name of organisation** The Town Mill Lyme Regis

2. **Name of person submitting the application**

Robert McLaughlin

Position held in organisation: Chair of Trustees

Contact address: The Town Mill, Mill Lane, Lyme Regis, DT7 3PU

Telephone no. 01297 444042

Email: Town Mill Office: info@townmill.org.uk

Personal telephone no:

Personal email:

Website: www.townmill.org.uk

3. What are the main activities of the organisation?

This ancient watermill, set in the artisan quarter of Lyme Regis, was rescued from dereliction by local volunteers, through a ten-year restoration project. Today, the story of The Town Mill is recounted by volunteer millers and history guides, who mill stoneground wholemeal flour every day, and keep this special place open for everyone to enjoy.

Nestling around a cobbled courtyard, these restored mill buildings house a working flour watermill, as well as art galleries, artists' studios, a café, a silversmith, a seamstress, a pottery, a bakery & deli, a design agency and a micro-brewery. The Town Mill Trust, a registered charity, oversees the activities and is responsible for safeguarding this important part of Lyme's heritage well into the future.

4. What is funding required for?

Due to a tenant vacating part of the entrance area to the Town Mill the trustees now have the opportunity to develop a new visitor experience in the ground floor of the flour mill building. This will enhance the current exhibits and raise the profile of the Town Mill as an important visitor attraction, as well as provide a quality educational resource for the local area. It will help to support the viability and future success of the whole site, for local artisan small businesses, artists, craftspeople, and a community of volunteers who are passionate about the ancient mill, its machinery, buildings, garden and surrounding site.

The new visitor attraction will be called "Grain to Loaf", and will tell the story of how wheat and other grains are made into bread, and how this has developed over the centuries from the stone age. The Town Mill wishes to raise its appeal to children and young people, and this development aspires to help address that.

The main development will be in what is known as the "Front of House", which incorporates the entrance to the old flour mill. It will act as a taster experience for those going into the mill to see how flour is made, but also will be an exhibition in itself that can be enjoyed by those unable to access the mill, due to the nature of the building over three floors.

Funding is needed to provide around a dozen display boards telling the story of "Grain to Loaf"; a local artist who designed some of the existing displays has been consulted, and a provisional quote for these is around £6,000. These boards would be portable if required to enhance gallery exhibitions for heritage week or Mills weekend; they also could be used at outside fairs to raise the profile of the mill and its position in Lyme Regis, and outreach school visits.

Also needed are several artefacts such as bronze age saddle quern stones and a roman rotary quern; a volunteer has already created a medieval hand quern that has proven to be great fun for the children to use achieving instant milling success both in the mill and at outside food festivals attended in 2019. There will be models demonstrating types of flour mills, interactive exhibits demonstrating varieties of grain and bread and several tablets that can be used on this floor by those unable to access the upper floors.

We also wish to introduce several portable tablets that can be taken around the mill whenever a tour guide is unavailable. These tablets will have resources installed such as tour commentaries and interactive activities targeting different age groups. Such films and activities will be developed using local professional expertise where possible, and will be of a high quality.

The artefacts and display boards will need to be arranged in a revamped area, that will require some redecoration, suitable lighting, and installation of complementary furniture, as well as suitable signage outside and inside to point the way to the rest of the mill.

We wish to fill our up-cycled furniture with costumes flat caps and aprons so children can become a miller while on their tour; this would also be used during school visits to enhance children's visits. We also wish to create a sensory unit and a museum box.

We have existing educational resources that are currently underused or ineffective: for example our two large models requiring restoration and housing in museum standard display cases. One is of the Town Mill itself which correctly displayed and lit would enhance visitors' visual understanding of the mill and make a grand feature on the top floor. The other smaller model is of a Roman water mill which will be displayed in the Front of House and would benefit from lighting and movable parts. Both models are excellent examples demonstrating how flour mills in general work. Most of the restoration work can be undertaken by mill volunteers, but good quality display cases would need to be custom made from professional suppliers.

It is also intended that the aroma of freshly baking bread will enthuse and inspire visitors. This would simply be achieved with a small bread making machine.

5. What are the objectives of the organisation and/or the project for which funding is required?

We need to evolve as a visitor's attraction: many visitors to Lyme are repeat visitors and we also would like the local community to find us a fun and educational environment; we can only look to keep our audience by offering something new. We have seen the development to the Museum and how that has enhanced Lyme's culture and we need to offer the best quality visit that we can within our limitations

This particular "Grain to Loaf" project will add to the effectiveness of the mill in showing visitors the processes involved in turning grain into flour and then into bread. Currently, the mill delivers very informative tours showing how the milling process makes flour, so the missing dimension is the bread that the flour is made for. This enhancement will raise the profile of the mill, and hopefully result in increased footfall, not just for the mill, but the whole mill community.

The mill tours currently are difficult for some visitors to access, due to uneven floors, low beams, flights of stairs; the "Grain to Loaf" exhibits on the ground floor will provide a discrete experience for them, as well as generally. As a quality visitor attraction with this idea added, the mill site will add to the attractions that Lyme Regis offers as a place to visit. As a heritage site of local importance, it will provide an interesting and inspiring resource for local people to appreciate their past, and for local schools to visit. Educationally, a visit to the Town Mill supports understanding

in several areas of the curriculum (technology, history, science, food technology, environmental science etc), and with the "Grain to Loaf" exhibit, this would be increased.

6. What length of time is the funding required for (funding will not normally exceed five years)?

The Town Mill trustees intend to develop this project during 2020. Some of the work can be undertaken straight away, as there is a body of willing volunteers with various skills. As soon as funding allows, resources can be purchased. Several artists/IT specialists have already been consulted about producing the display artwork and the tablet resources. It is seen as a one off development, not requiring funding in subsequent years.

7. How will the funding benefit the town, its residents and/or visitors?

The town will have an enhanced attraction, drawing more visitors. The town will have part of its heritage safeguarded into the future, because the Town Mill site will be made more successful and viable; for its artisans running small businesses, this enhancement will be helpful to their future viability; for the artists who have workshops or who exhibit in the galleries, ditto; for the community of volunteers, greater satisfaction derived from their involvement at the mill; local schools, as well as residents, will have an educational resource, almost unique in the region.

8. How will the objectives and benefits of the organisation and/or project be measured?

The Town Mill keeps records of visitor numbers, donations, flour sales, so an increase in footfall and income should be seen. Artisan tenants should also see similar benefits through more people coming to the area, and report accordingly.

9. Please provide details of other grant applications and/or fundraising activities in relation to the organisation and/or project:

The Town Mill, as a charity, relies on several income streams to further its aims, the chief one being to maintain and safeguard the ancient water mill. Much of its work is undertaken by volunteers, without whom the entire Town Mill operation would probably not be viable. There are three part-time paid members of staff, and a contracted part time cleaner. Its income comes from: rents from the artisan and other tenants; donations from visitors; sales of stoneground flour and kits made by the volunteers; income from artists hiring the galleries, and commission from their arts sales; income from electricity produced by its hydro-electric scheme; occasional grants from various bodies.

Examples of recent fundraising for specific projects: in 2019, the waterwheel required renovation by completely replacing all the wood. Such an operation would probably cost around £25,000 if carried out by a contractor; the mill volunteers were able to supply the expertise and labour free of charge, and the timber cost around £2,500. This cost was met by asking the public for sponsorship (each bucket £100, each spoke £200); enough sponsorship was raised to cover the material costs. As a mark of appreciation, a special display board was produced highlighting the names of sponsors and those involved in the renovation.

Another example: recently the garden at the rear of the mill was remodelled, providing more disabled access, and the area around the Malthouse was enhanced with planters and planting. These projects were possible by securing grants for the materials, with some of the labour supplied by volunteers.

The Town Mill is able to maintain the fabric and machinery of the Mill, and manage the other operational commitments of the site, within its current finances, but for major projects, external funding is necessary. What is envisaged for the "Grain to Loaf" project would require an appropriate level of funding to ensure a quality outcome.

10. How will you inform others the organisation has received funding from the council?

The Town Mill website will give details of the project and any funding, and newsletters to mill volunteers will also impart such information. A notice, in the form of a plaque, will be installed in the Front of House acknowledging with grateful appreciation the support of the Town Council.

11. Total anticipated cost of project: £ £15,000

(This would cost substantially more without the valuable contribution of volunteers; the Town Mill will contribute resources of its own in the form of staff time and volunteer effort, and use some of its existing resources where appropriate. Please see breakdown of estimated costs attached)

12. Amount of funding sought from Lyme Regis Town Council: £15,000

If funding is sought for up to five years, what is the annual sum required? N/A

13. Please tick to show you have enclosed information that covers the following required information:

- a) A business plan that includes a clear understanding of the organisation's operating environment, risk exposure, and details of the projected income and expenditure ✓
- b) Bank references ✓
- c) Audited accounts for the previous financial year ✓
- d) Registration documentation ✓

14. Please tick if any other supporting information has been attached and specify the type of documentation: ✓

BREAKDOWN OF ESTIMATED COSTS

The application form must be signed by two of the organisation's officers.

Signature

Name (Print) ROBERT H S McLAUGHLIN

Position held CHAIR OF TRUSTEES

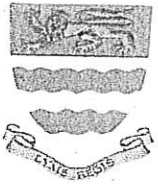
Date 24/1/20

Signature

Name (Print) ANDREW STVES

Position held TRUSTEE

Date 24/1/20



LYME REGIS TOWN COUNCIL

RECEIVED

27 JAN 2020

TERM GRANT APPLICATION FORM 2020

PLEASE NOTE: Read the accompanying guidelines before completing this form

1. Name of organisation UPLYME & LYME REGIS CRICKET CLUB.
2. Name of person submitting the application MR DEREK WELLMAN
 Position held in organisation SECRETARY
 Contact address _____
LYME REGIS.
DORSET.
 Telephone no. _____
 Email _____
 Website WWW.UPLRCC.CO.UK.
3. What are the main activities of the organisation?
THE MAIN ACTIVITIES OF UPLRCC IS TO PROVIDE CRICKET
FOR THE WHOLE COMMUNITY OF BOTH UPLYME & LYME REGIS
PUS SURROUNDING AREAS.
THIS YEAR WE ENDEAVOUR TO PROVIDE CRICKET FOR 5 TO 8
YEAR OLDS IN AN 'ALL STARS' PROGRAMME, THE GROUND IS ALSO
USED BY VARIOUS SCHOOLS IN THE AREA (INCLUDING WOODBOROUGH &
MRS ETHELSTON'S), THE TALBOT ARMS ALSO HAVE A TEAM
PUS. THE CRICKET WE PROVIDE FOR ARE OWN MEMBERS ON
SATURDAY'S & SUNDAY'S. FROM YOUNG TO OLD, WE PROVIDE
CRICKET FOR THE WHOLE COMMUNITY.
4. What is funding required for?
THE PROJECT WE ~~PROPOSE~~ REQUIRE FUNDING FOR IS TO
HELP RE-VAMP ARE LOUNGE BAR & KITCHEN AREA.
THIS WOULD BE OF GREAT BENEFIT TO THE CLUB AND
WE FEEL THE COMMUNITY, AS THIS WOULD PROVIDE AN AREA
THAT COULD BE HIRED OUT FOR SMALL FUNCTIONS. (SOMETHING
WE FEEL THE COMMUNITY IS MISSING.)

5. What are the objectives of the organisation and/or the project for which funding is required?

THE OBJECTIVES FOR U/LRCC FOR THIS PROJET IS TO TOTALLY RE-VAMP THE MAIN LOUNGE AREA OF THE PAVILION. HAVING CREATED A LOVELY PATIO AREA LAST YEAR (WITH GREAT HELP FROM THE LRCC GRANT). THIS IS URGENTLY REQUIRED AS IT WILL BE GREAT TO HAVE AN AREA WHERE WE CAN PROVIDE TEA, ETC FOR VISITORS TO THE GROUND. WE BELIEVE THIS WILL ENHANCE THE WHOLE AREA AND PROVIDE THE FINISHING TOUCHES.

6. What length of time is the funding required for (funding will not normally exceed five years)?

THIS GRANT IS FOR A ONE-OFF SUM. FOR ABB. BAR/KITCHEN PROJECT.

7. How will the funding benefit the town, its residents and/or visitors?

U/LRCC SEE THIS NOT ONLY AS A GREAT AREA FOR RESIDENTS & VISITORS TO COME & HAVE A LOVELY TEA WHILE ENJOYING THE CRICKET, BUT WE ALSO SEE THIS AS AN OPPORTUNITY FOR THE WHOLE COMMUNITY OF BOTH LYKE REGIS & U/LYME (& VISITORS) TO BE ABLE TO HIRE OUT A SMALL AREA FOR BIRTHDAY PARTIES / SMALL WEDDING GATHERINGS / COMMITTEE MEETINGS ETC. IDEAL FOR SMALLER EVENTS SOMETHING WE FEEL THE COMMUNITY IS LACKING.

8. How will the objectives and benefits of the organisation and/or project be measured?

THE CLUB ARE CONFIDENT THAT THE AREA WILL BE USED BY THE WHOLE COMMUNITY FOR THE VARIOUS ACTIVITIES MENTIONED IN ITEM ⑦ THAT & THE FACT THAT THE CLUB WILL SEE AN INCREASE IN ITS REVENUE, WHICH IS OF GREAT IMPORTANCE FOR THE CLUB TO KEEP GOING. U/LRCC SEE THIS AS A GREAT BENEFIT TO EVERYONE.

9. Please provide details of other grant applications and/or fundraising activities in relation to the organisation and/or project

U/LRCC WILL AIM TO RAISE APPROX A THIRD OF THE TOTAL COSTS OF THE PROJECT (£2,300)
THIS WILL BE DONE THROUGHOUT THE SEASON THROUGH FUNDRAISING ACTIVITIES INCLUDING:-

CHARITY MATCH V LIFEBOAT XI TEAM (SPLIT MONEY RAISED)
RAPPLES AT GAMES.

AN END OF SEASON AUCTION.

BARBEQUES & SOCIAL NIGHTS.

100 CLUB.

CLUB DUKU RACE.

10. How will you inform others the organisation has received funding from the council?

WE WOULD INFORM PEOPLE THROUGH:-

THE CLUB WEBSITE.

A. NOTICE ON ARE NOTICE BOARD,

VARIOUS SOCIAL MEDIA (INCL. FACEBOOK, TWITTER, WHATSAPP ETC)

ALSO IN THE LOCAL PAPER WITH A PHOTO & WRITE UP.

11. Total anticipated cost of project or annual running costs

£ 7,300

12. Amount of funding sought from Lyme Regis Town Council. If funding is sought for up to five years, what is the annual sum required?

£ 5,000

13. Please tick to show you have enclosed information that covers the following required information:

- a) A business plan that includes a clear understanding of the organisation's operating environment, risk exposure, and details of the projected income and expenditure
b) Bank references (LRCC ALREADY HAVE THEM)
c) Audited accounts for the previous financial year
d) Registration documentation

<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>

14. Please tick if any other supporting information has been attached and specify the type of documentation:

<input type="checkbox"/>

The application form must be signed by **two** of the organisation's officers. *7*

Signature

Name

(Print)

Position

held

Date

DEREK WELLMAN

CLUB SECRETARY

26/01/2020

Signature

Name

(Print)

Position

held

Date

GARY ROWLAND

VICE CHAIRMAN

26/01/2020

Notes to applicants

1. Please read the accompanying term grants policy and procedure to check the eligibility of your organisation and/or project, what you must include in your application, any restrictions on the funding, and how grants will be monitored and reviewed.
2. Applications will only be considered on submission of the completed application form together with the relevant supporting documentation.
3. Applications should be addressed to John Wright, Town Clerk, Lyme Regis Town Council, Guildhall Cottage, Church Street, Lyme Regis, Dorset, DT7 3BS.
4. Applications must be received by **noon on Monday 27 January 2020**. All applications will be acknowledged.
5. Applications will be considered at an extraordinary Full Council meeting on Tuesday 4 February 2020.