

SHEPTON MALLET TOWN COUNCIL

Meeting	Policy and Resources Committee, Item 7.8
Date	5 th January 2021
Author	Liz Evans, Responsible Financial Officer
Subject	Community Donation Applications

1.0 PURPOSE OF REPORT

- 1.1 For Councillors to consider requests received for Community Donations and to agree or not to make awards to applicants.
- 1.2 Councillors are requested to read the applications in detail and be mindful of the organisation's governance, funding, support, membership and length of existence.

2.0 BACKGROUND INFORMATION

- 2.1 The following applications (which are attached to this report) have been received and the committee is required to make a decision on the awarding of donations based on the current criteria:
 - To provide financial support to organisations who work to improve the quality of life for residents by supporting the Town Council's objectives:
 - To provide facilities and activities which promote and support health and wellbeing as well as meeting social and leisure needs
 - To support community involvement in local arts and cultural activities which benefit the residents of Shepton Mallet
 - To support community participation in local sports and leisure activities to enable clubs to develop and thrive
 - To facilitate access and sustainable transport schemes by community and voluntary activity
 - To maintain and enhance opportunities to create a green, clean and safe environment, including biodiversity and sustainability
- 2.2 The budget for the financial year 2020-21 is £10,000.
- 2.3 £100 was allocated at the Open Spaces meeting on 28th July 2020 to Shepton Mallet AFC and £2,558 allocated at the meeting on 22nd September 2020. The total remaining, is therefore **£7,342**. Any underspend in this budget will be moved to General Reserves at financial year end.
- 2.4 This is the second meeting of two for the purpose of considering Community Donation applications.

2.4 Total grants requested at this meeting: **£5,490.**

GROUP/ORGANISATION	AMOUNT REQUESTED (£)	REASON FOR REQUESTING DONATIONS	CRITERIA CHECKED/ INFO REC'D
Hearthstone Ways CIC	£1,500	The House of Belonging project, with local churches, will create visual/sensory contemporary art, and offer a culturally enriching experience for locals.	Yes
Windsor Hill Wood	£2,000	To run outdoor woodland sessions for adults over the winter period with the aim to improve mental & physical health and personal wellbeing.	Yes
Make the Sunshine CIC	£1,990	To run a day of free performances in Shepton for local families (dates tbc) and to run the Window Wanderland illuminated trail in November 2021	Yes

3.0 HISTORY OF DONATIONS RECEIVED BY CURRENT APPLICANTS

ORGANISATION	2019-2020 (£)	2018-2019 (£)
Hearthstone Ways CIC	0	0
Windsor Hill Wood	0	0
Make the Sunshine CIC	0	0

3.0 RECOMMENDATIONS

3.1 For Councillors to consider if they make appropriate financial awards.

The Criteria is as follows:

Criteria	Evidenced?
a) There is evidence that the community or volunteers will benefit from the event, project or activities, rather than an individual or small number of individuals. The project encourages community involvement	
b) The event, project or activity must make a difference to the quality of residents in Shepton Mallet	
c) The organisation has made a well justified statement in support of the application	
d) The event, project or activity contributes to the objectives of the Town Council and gives free access and accessibility to all sections of the community	
e) The event, project or activity represents value for money (include photos, plans, project costs)	
f) The organisation is not-profit making	

g) The organisation has demonstrated financial need (through providing either bank statements for an established organisation, or business plan and comprehensive budget (with quotes) for an new organisation)	
h) There is evidence, with supporting documentation, that the organisation has sought to generate income from other sources	
i) The organisation has a bank account in its own name with at least 2 cheque signatories, or has agreement for monies to be held in trust by another recognised organisation	
j) The organisation has a constitution or similar (terms of reference) and a committee structure	
k) Where this is a start-up, notes of meetings are provided to demonstrate that this idea has been considered by others, other than just the applicant	
l) The organisation has provided the name of one other person in the organisation who are part of the decision making process	
m) The organisation is able to give recognition to Shepton Mallet Town Council through its publicity and publications	
n) The organisation is prepared to provide feedback to the Town Council on how the donation was used, through its monitoring and feedback form	
o) The organisation has provided a copy of the organisation's equal opportunity statement and environmental impact assessment	