

NEWENT TOWN COUNCIL

AND BURIAL AUTHORITY



Grant Application Form

Please refer to Newent Town Council's Grant Policy before submitting your application incorrect or incomplete applications will be returned, If you need any assistance, please contact us.

Please indicate what type of funding you are seeking

Revenue Grant

☐

Small Grant

☒

Urgent request for funding

☐

Name of Group / Organisation

Newent Allotment Association

Main Contact Name & Position held within the organisation

[REDACTED] NAA Secretary

Contact Address

[REDACTED]
Newent
GL18 [REDACTED]

Contact Telephone Number

[REDACTED]

Contact e-mail address

[REDACTED]

Is the application for a newly formed group (less than a year) Yes ☐ No ☒

How long has the group been operating?

20 years.

Does the organisation have a voluntary Management Committee Yes ☒ No ☐

Does the organisation have a formal constitution Yes ☒ No ☐

Is the Organisation a registered Charity Yes ☐ No ☒

If yes, please supply Charity Number

Does the organisation have an annual audited record of accounts Yes ☒ No ☐

Has your organisation accounts had an Annual Independent Examination Yes ☐ No ☒

Please attach a copy of your groups most recent audited/examined accounts and latest bank statement to your application

Does the organisation work with/provide services to children Yes ☐ No ☒

If yes, please supply your up-to-date safeguarding policy with your application

Does the organisation have a bank account with a minimum of two authorised representatives required to authorise each transaction Yes ☒ No ☐

Please describe your group's main activities:
please use a separate sheet if required

We rent plots at Newent Allotments through Newent Council for tenants to grow fruit, vegetables and other plants for own consumption. This offers a space for individuals to cultivate their own food, enjoy physical activity and connect with nature and the allotment community.

Amount of grant requested

£ 477.87

For what purpose or project is the grant requested:

Please use a separate sheet if required

The Allotment Association would like the funding to purchase machinery for allotmenters to use to assist in cultivating their plot, eg Rotavator, brushcutter.

We would like to hold a allotment community BBQ towards the end of the season so a BBQ would be a great help to achieve this.
fake camera would deter any unwanted items being left in the car park.

Who will benefit from the project

Newent allotment plot holders can all use the machinery to be kept in the container onsite.

BBQ all allotment holders can attend and will be a great community event as we have had many new plot holders join in the last year.

fake camera will deter any unwanted dumping in car park whilst we wait for a CCTV camera from the council to be hard wired in.

How will Newent Benefit from the project:

All plot holders live in Newent and sharing machinery to make lighter work on the plot and having a end of season BBQ would be a lovely thing to have in Newent. Plot holders love having a allotment and would tell friends & family what progress has been made and the lovely things we can provide for all at the Newent Allotments.

What is the total cost of the project

£ 477.87

Have you applied for a grant for the same project to another organisation; if so which organisation and how much:

No

What would happen if the funding approved was less than requested? Would the project still go ahead? Please tell us what could be achieved if only part of the requested amount was approved

We would look at what amount is given via funding and have to decide as a committee what is the current priority. We do not have much in the bank account and so without funding we cannot improve resources for the community

Please provide a full breakdown of costs and how they will be funded:

Item	Cost	Funded from
Hyundai HYT150 motorator	£279.00	Small grant funding
Argos charcoal BBQ	£50.00	Small grant funding
Amazon outdoor fake CCTV security camera	£8.48	Small grant funding
Hyundai HYBC 5200X petrol brushcutter	£140.39	Small grant funding
Total Project Cost	477.87	

Please continue on a separate sheet if necessary

Application Check List

Please ensure the following documents are included with your application. Refer to Newent Town Council's Grant policy for guidance

Please tick each box

- | | |
|---|-------------------------------------|
| A copy of the most recent accounts audited/External Examination | <input type="checkbox"/> |
| A copy of the organisations constitution if applicable | <input type="checkbox"/> |
| An up-to-date copy of the organisations Safeguarding policy | <input type="checkbox"/> |
| Latest bank statement | <input checked="" type="checkbox"/> |
| Any further information you feel may aid the Council in making its decision | <input type="checkbox"/> |

Please read the following terms and conditions carefully. By signing this form, you are confirming that:

- You are an official representative of your group and are authorised to apply for funding on their behalf.
- Your details can be held by Newent Town Council in accordance with the Data Protection Act to administer the grants process.
- The information provided in this application is a fair and accurate description of your group and the project for which you are seeking funding. Misleading or inaccurate information may result in your application being rejected or funds being requisitioned.
- Late application or failure to complete any section of the application form may result in your application being delayed or rejected.
- Information about your group and your project will be made available as part of Newent Town Council's decision-making system and published on Newent Town Council's website. Personal contact details and bank details will not be made public.
- You have given due regard to health and safety considerations and have controls in place to eliminate or reduce risk exposure.
- You will provide Newent Town Council with any information requested to enable them to assess your application. This may include (but is not restricted to) a copy of your constitution, accounts or bank statements, equal opportunities policy, insurance and relevant health & safety policies.
- You will provide Newent Town Council with any evidence or monitoring information they request to ensure that any grant awarded has been spent in accordance with this application and any other terms and conditions.
- Grant funding may be subject to additional terms and conditions, which will be made available to you if your application is successful.
- You confirm that the information given in this application is a fair and accurate description of your group and your proposed project.
- You agree to abide by the terms and conditions of the grants process.
- You agree to return the approved funding if the project for any reason cannot be undertaken
- The funding will be spent within the financial year it is received
- All grant applications are nontransferable.
- Newent town council reserve the right to withdraw any or all grants at any time.
- For further information please see Newent Town Council's Grant Policy

I agree to the above conditions; (Please tick box)

☐

Signature:

Date

28/8/25

Position in organisation

Secretary

