



TODMORDEN TOWN COUNCIL

SMALL GRANTS APPLICATION FORM – MAXIMUM GRANT £3,000

CONTACT DETAILS

Applicants should familiarise themselves with the Discretionary Grants Policy and award criteria before submitting their Grant application.

Date of Application:	21 May 2022	Ref Number: <i>(office use only)</i>	
Name of Organisation:	Denis' Field Friends and Growers		
Address:			
	Postcode:		

Name of person making the application.		Position:	Chair
Telephone Number:		Email Address:	
Website:	http://www.savedenisfield.uk/denis-field-friends-and-growers.html	Beneficiary Bank Account Sort Code and Account Number	Confirmed seen by Town Clerk

ORGANISATION DETAILS

What type of organisation are you?			
<input type="checkbox"/> Charitable Organisation	<input checked="" type="checkbox"/> Unregistered Community Group/Club/Society (delete as appropriate*)		
<input type="checkbox"/> Registered Charity	<input type="checkbox"/> Charity Number	<input type="checkbox"/> Other (please state)	
Do you have a constitution or a set of rules?(if yes, please enclose a copy of your constitution)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Are you part of a larger , national or regional organisation. If yes, please give details	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
How long has your organisation been operating?	1 year		
How many trustees, volunteers and service users are there in your organisation?	40		
Have you been awarded funding from Todmorden Town Council before?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
PURPOSE OF GRANT APPLICATION (Tick all that apply)			
Community Benefit <input checked="" type="checkbox"/>	Community Cohesion <input checked="" type="checkbox"/>	Core Funding <input type="checkbox"/>	Civic Pride <input type="checkbox"/>
Climate Change <input type="checkbox"/>	Environmental Projects <input checked="" type="checkbox"/>	Food Growing <input checked="" type="checkbox"/>	Skills Development <input type="checkbox"/>
Cultural Arts & Music <input type="checkbox"/>	Town Centre Improvement Safety/Promotion <input type="checkbox"/>	Voluntary Sector Youth Engagement <input type="checkbox"/>	Social Exclusion/ Economic Difficulties <input type="checkbox"/>
Accessibility and Inclusivity – especially Dementia friendly <input type="checkbox"/>			

Tell us about your organisation, its aims and the work you undertake and your main activities and how you encourage engagement from all sections of the Todmorden Community.

Denis' Field Friends and Growers Group (DFFG / the Group) was recently established to enhance a public green space in Todmorden, West Yorkshire known as Denis' Field. This site is a council owned public recreational space of approximately 2 and a quarter acres (130m x 65m). It has been a community green space for at least 35 years. The Group's aim is to support, encourage and enable the community to work together to improve the site for the public to enjoy.

The key aims of the group are to

- create growing spaces on the site for all to enjoy
- develop the biodiversity of the site
- organise social events on the site
- improve the physical and mental health and wellbeing of the community by working with local people of all ages to make improvements to the site

DFFG is a newly formed and constituted community group that, in spring 2021, entered a licence agreement with the Borough Council of Calderdale to use an agreed area of land on Denis' field for the purpose of a community garden with permitted activities to include the erection and use of raised beds, a compost bay, the erection and use of a polytunnel and shed and an area to be used as a community plant exchange area (strictly not for commercial purposes). The license specifies that only vegetables and soft fruit are to be grown, and that none can be used in the commercial market or be sold.

The land has the benefit of having been granted status of an Asset of Community Value. The Group and its aims also have the full support of Todmorden Town Council.

DFFG has an elected committee and insurance. Since Oct 2021 it has had funds and a current bank account. The Group has an active website and has made a film about the site. See links: <http://www.savedenisfield.uk/> and <https://vimeo.com/411757497>.

The Group is made up of amateur gardeners and other members that are keen to support community access to gardening and growing. During 2021, a compost area was built, and the Group constructed seven raised beds of 2.5m x 1.25m each.

Members have started growing vegetables and more people want to start gardening and growing. There are currently over 40 members in the Group, with 20 active gardeners, each of whom is keen to oversee a raised bed in the community vegetable growing area. A waiting list has been established because there are more people wanting to grow using the raised beds than can currently be supported. This project and the development of the growing area will help meet this community demand.

How will you acknowledge the Assistance of Todmorden Town Council on all promotional material - see Declaration at end of application.

Social Media: We have a website where we announce the project and acknowledge The Town Council as supporting us in the funding of this project. We also have a Facebook site which is our key means of communication with the community. We currently have 375 followers on our Facebook site: <https://www.facebook.com/groups/2080888592022393>

Press release: In 2022 September, when the beds will be completed and growing will be in progress we will have a teddy Bears picnic for the families and children that are involved in growing and meeting on the field. We will issue a Press Release to publicise the beds and encourage more families with young children, and acknowledge the contribution made by the Town Council.

Will your project have any implications in respect of climate emergency and if so, how do you intend to minimise such impact?

This project is about involving children and their carers and families from the youngest of ages in the ecologies of vegetable and plant growing.

Not only will the young children learn about how to care and grow plants and vegetables from seed, but the project will support participants to learn gardening skills with the support of more experienced growers so that those who have gardening knowledge can support those with less. By building a place-based relationship with the field and visiting it regularly over time all participants will be engaging with the well-being and health potentials of spending time in the outdoors, as well as becoming more aware of our responsibilities towards caring, sustaining and maintaining greens spaces and their plant and animal diversity.

FINANCIAL INFORMATION – (Please complete/provide)

Level of Reserves Held at application date £100	Audited Accounts/Annual Income Expenditure Statement	Bank Statement(s) Balance at application date £9402.27	Total value of Assets Held £9402.27
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DETAILS OF FUNDING REQUESTED

What is the purpose of your request for a grant?

Town Hall Hire Core Funding Event
 Project Delivery Other

What is your project called?	Groundlings: Growing Beds for under-fives and their carers and families	
When will your project start and finish?	Start Date: June 2022	Finish Date: September 2022

How will your project benefit the local community within the Todmorden town boundary? (Use a separate Sheet if necessary).

This project is specifically aimed at bringing more families and carers with young children to spend time outdoors, and involved in growing plants, vegetables and caring for soil. We recognise that carers of young children may need some extra support in order to feel confident to engage with growing activities, and therefore we think it is important to designate some of the Growers Group raised beds specifically for young children under the age of five. We recognise that families with under 5s during covid missed out of informal group activities with parents and carers, and we think that getting local children involved in growing on the field will help to make the field a family friendly space where parents of young children can relax and meet up.

Two early years settings – Caterpillars Nursery and Cacoon childminding – will take responsibility for a raised bed each, planting and nurturing produce throughout the year. These two organisations have agreed to take part in this project.

**Why is this project needed? What advantage will it bring to Todmorden?
How many people within the Todmorden town boundary will benefit from the project?**

Why: Both the early years settings who will take responsibility for a bed have limited outdoor green spaces on their site, and Denis' Field is very easily walkable with young children and buggies (for the nursery there are no roads to cross which will make it much easier for staff to visit on a regular basis).

Advantages: The project is a first step for the Friends of Denis' Field to start to make the Field a space that welcomes and provides outdoor space for young children to spend time in nature and as a play space

How many people will benefit: The two raised beds that we are asking for help to fund will be dedicated to two of the closest Early Years Settings to Denis' Field: Caterpillars Nursery (with approximately 55 children on roll) and Cacoan (a nearby childminding setting catering for up to 5 infants/children). Additionally, we envisage that some of the families of the children may also start to visit the field and get involved in growing activities.

Denis' field and these childcare providers are located close to or within areas identified in the 2019 Index of Multiple Deprivation as amongst the 20% most deprived areas in Calderdale. There are many houses without gardens within 500 metres of the field.

Please include dates and venue of events if applicable – please include a draft programme if available.

June: wood, soil will be ordered

Early July: 2 Volunteer days: one making the raised beds, the second moving soil from the accessible entrance to the far end of the field where the raised beds are shifting

July-August: quick result planting on the beds to create momentum

September: A celebratory teddy bears picnic for children and Staff

PROJECT COSTS AND FINANCES

Total Cost of Project:	£ 1190	Amount Requested:	£ 710
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Have you previously applied for grant funding from Todmorden Town Council?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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If yes, when did you apply and what amounts were awarded?	
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Have you or this group previously applied for or received any other grant for this project?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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Applied to:	
Date(s) applied for:	
Received from:	
Date(s) received:	

Amount (s) received:	
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Budget: This budget should be for the **total cost** of the activity you are applying to do. Please be as accurate as you can, as you may be asked to explain any amount which is unclear. Attach a separate budget sheet if you have done this work already. Please also provide estimates/quotations of the proposed items of expenditure you may use.

Expenditure items	Cost (£)
8 wood lengths of wood (Fielden Factors + all including VAT)	£322 (including VAT)
Roofing Felt (Screwfix)	£20
6 bags of Tommy Topsoil soil for	£306
Wood preserver	£30
Coach screws	£32
A: Total Expenditure	£ 710

Other Income Sources (state from whom and whether confirmed)	Income (£)
From your own resources (including public fundraising)	0
Volunteer hours 48 at £10 per hour	480
If applicable - Volunteer hours at £10 per hour - (Match with Figure in Expenditure)	
B: Total Income	480

C: Sum requested from Todmorden Town Council	£ 710
D: Applicant contribution % = (B/A)%	41%
E: Todmorden Town Council Contribution % = (C/A)%	59%
D: Total income (must be sum of B & C above) and equal to figure A	1190
TTC use – does applicant contribution % meet criteria – see end of application form	Yes

How much do you receive from your main funder ?	Per year £0
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What other grants have you received in the last 3 years (amount and from who?)

£7300 National Lottery community fund
 £500 Todmorden Ward Forum Grants Scheme
 £2000 National Garden Scheme

Please attach any other information you think is appropriate for this project, e.g. insurance cover, health and safety issues, planning permission received, quotations from suppliers and any other relevant information to support your application.

If your group has been set up or has been running for less than a year, applicants must provide one personal reference. You must also provide a copy of your latest bank statement with a statement of income and expenditure of other financial information which indicates your financial position.

Personal Reference:	Reference contact details:

TOWN COUNCILLOR SUPPORT – is this application supported by your ward Town Councillor?

Yes No

DECLARATION

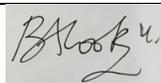
- I am authorised to make this application on behalf of the above organisation
- I certify that the information contained in this application is correct
- I confirm that I have read and understood the Council's criteria for its small grants scheme
- If the information in the application changes, I will inform Todmorden Town Council as soon as possible
- I give permission for Todmorden Town Council to record the details of my organisation electronically and contact organisation by phone, mail or email with information from time to time
- I agree to the terms and conditions of the grant criteria stipulated on this form and will provide evidence to the Council to show that the grant has been used in the manner it was intended and will repay any funds that have not been used towards the grant
- I agree to promote Todmorden Town Council in all publicity activities in support of the grant awarded
- I agree to comply with any other terms and conditions that the Council may attach to the grant
- I agree to return any unspent grant monies awarded.

Acknowledging the contribution from Todmorden Town Council

This is public money used to support local good causes. We would expect Residents to be made aware of this wherever your organisation is able to do so through use of the Council's crest and commentary wherever the opportunity arises.

- **Press Release on award of Grant.**
- **Web Site acknowledgement that Todmorden Town Council has provided a Grant and the amount provided.**
- **Social media post on award being given.**
- **Any literature promoting the project and or purpose of the grant.**
- **Inclusion of crest on letter footer as funders/part funders of organisation.**

Applicant Signature:



Date: 23 May 2022