



# 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.**

<b>Date of Application:</b>	27.5.23	<b>Ref Number:</b> <i>(official use only)</i>	
<b>Name of Organisation:</b>	Denis' Field Friends and Growers Group		

<b>Name of person making the application.</b>		<b>Position:</b>	Chair of Denis' Field Friends & Growers Group
<b>Telephone Number:</b>		<b>Email Address:</b>	
<b>Website:</b>		<b>Town Clerk confirmed Bank details and supporting documents</b> <i>(official use only)</i>	

### ORGANISATION DETAILS

<b>What type of organisation are you?</b>		
<input type="checkbox"/> Charitable Organisation	<input checked="" type="checkbox"/> Unregistered Community Group/ <del>Club/Society</del> (delete as appropriate*)	
<input type="checkbox"/> Registered Charity	<input type="checkbox"/> Charity Number	<input type="checkbox"/> Other (please state)
<b>Do you have a constitution or a set of rules? (if yes, please enclose a copy of your constitution)</b>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Are you part of a larger, national or regional organisation?</b> If yes, please give details	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<b>How many trustees, volunteers and service users are there in your organisation?</b>	35	
<b>Tell us about your organisation, its aims and the work you wish to undertake and your main activities and how you encourage engagement from all sections of the Todmorden Community</b>		

Denis' Field Friends and Growers Group (DFFG) was established to enhance the public green space in Todmorden known as Denis' Field. This site is a council-owned public recreational space of approximately 2 and a quarter acres (130m x 65m), accessible via Stansfield Hall Road and Woodlands Avenue. It has been a community green space for at least 35 years. The land has the benefit of having been granted status of an Asset of Community Value. 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 entered a licence agreement with Calderdale Council 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 to grow vegetables and soft fruit. We have gradually developed the area, with support from Calderdale Council, Todmorden Town Council and the National Garden Scheme, and we now have 13 raised beds and a compost bay, which enable 35 members (currently) of the local community to engage in sustained growing activities.

All the amenities on site have been constructed and are maintained by volunteers. Membership of DFFG is open to everyone and is free; there is a small annual charge of £12 for growing bed rental. Anyone local can request to be put on the raised bed waiting list. Membership of the Group is diverse and includes minority groups. We strive to be inclusive of ethnicity, gender, age, learning, mental and physical needs.

We now wish to develop our site further by constructing a water collection unit. We already have a stable water tank in place adjacent to the compost bay. Our plan is to construct a timber frame around the tank and bay to enable the collection of rain water. The construction will be low lying, not visible from surrounding houses. This water collection unit will greatly enhance the capacity of growers to work at the site without having to bring water from outside the immediate area – a major barrier, particularly for people with physical needs. The funding will cover the cost of materials for construction of the unit. The unit will be constructed by volunteers giving their time freely to enhance the quality and useability of this community asset.

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

We always acknowledge the help of funders in our development of Denis' Field. The Town Council has already been acknowledged by inclusion on the bespoke Welcome sign recently erected at the entrance to Denis' Field. We will also acknowledge the support of the Council on our website and active Facebook page, which currently has 386 members.

As part of this grant, we would like apply for funds to produce some professionally-designed signage to promote the work and profile of DFFG, and acknowledge funding we have received from Todmorden Town Council – both for this project and a previous project to construct growing beds – as well as other funders who have contributed to developments on the site: the National Garden Scheme, Calderdale Council and the National Lottery Community Fund. A professional Graphic Design artist who is a member of DFFG has completed the designs for this signage as a voluntary contribution. We would now like to produce these signs professionally and fix them on site, both enhancing the look of the new developments to the field over the past two years and further acknowledging the support of Todmorden Town Council alongside other funders.

As an adjunct to this, we would also like to purchase numerical signs for the growing beds, to identify each one individually and again enhance the look of the beds. As we proceed this will help us organisationally with bed allocation.

**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 specifically designed to save water, by collecting rainwater for use on the community growing beds. In addition, our project will have positive impact in relation to climate emergency, in the sense that it continues to promote the value and importance of regular outdoor activities, and of growing organic food – vegetables and fruit – on a small-scale, through the energy of community organisation and commitment. The gardening project on Denis' Field has received enthusiastic support from local people, and there is a growing waiting list of people wishing to grow food in the raised beds. We believe these

facets of our project contribute to the growing international reputation of Todmorden as a town committed to community action around food production – in itself, an important model for sustainable living in the face of climate emergency.

**FINANCIAL INFORMATION – (Please complete/provide)**

Level of Reserves Held at application date	Audited Accounts/Annual Income Expenditure Statement	Bank Statement(s) Balance at application date	Total value of Assets Held
<b>£274</b>	<b>See attached</b>	<b>£274</b>	<b>£274</b>

**DETAILS OF FUNDING REQUESTED**

**What is the purpose of your request for a grant?**

<input type="checkbox"/> Town Hall Hire  <input checked="" type="checkbox"/> Project Delivery  <input type="checkbox"/> Core Funding <input type="checkbox"/> Civic Pride <input type="checkbox"/> Town Centre Improvement <input type="checkbox"/> Safety/Promotion  <input checked="" type="checkbox"/> Environmental Projects  <input type="checkbox"/> Climate Change  Community Benefit	<input checked="" type="checkbox"/> Community Cohesion  <input type="checkbox"/> Cultural Arts & Music <input type="checkbox"/> Town Centre Event  <input checked="" type="checkbox"/> Food Growing  <input type="checkbox"/> Skills Development <input type="checkbox"/> Voluntary Sector Youth Engagement <input type="checkbox"/> Social Exclusion/Economic Difficulties  <input checked="" type="checkbox"/> Accessibility and Inclusivity – especially Dementia friendly  <input type="checkbox"/> Other (Please Specify)
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<b>What is your project called?</b>	<b>Denis' Field Water Collection Unit</b>
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<b>When will your project start and finish?</b>	<b>Start Date: 22.2.23</b>	<b>Finish Date: 30.9.23</b>
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**How will your project benefit the local community within the Todmorden town boundary? (Use a separate Sheet if necessary).**

Our project will benefit the local community by enabling us to further develop the valuable community asset of Denis' Field. The project will foster community belonging and enhance engagement with green space. The DFFG constitution commits us to improving the health and wellbeing of the community. Nature is a great way to bring together people of all ages, ethnicity, gender, race, religion, disability and sexual orientation. This project will further enhance the work we are doing to develop and engage the local community in this valuable green space. Engagement in growing activities has a great impact in terms of wellbeing and community knowledge and expertise. Members of DFFG have reported the benefit of being able to socialise, make new friends, enjoy the fresh air and learn from each other, sharing their knowledge, skills and enthusiasm for gardening and growing.

**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?**

The project is a vital step in the development of the growing space on Denis' Field into a sustainable and effective community asset. Collecting rainwater in this way will allow growers to access a steady water supply for the raised beds without having to source water from the mains. The project demonstrates sustainable growing activity in action – in this way, it benefits Todmorden by contributing to the Town's reputation and profile as a space of sustainable food production.

The project will directly benefit the 35 people who currently cultivate fruit and vegetables in the raised beds, plus the approximately 55 children on roll at Caterpillars Nursery, Stansfield Street, 5 infants at Cocoon Childminding Facility on Adelaide Street, and approximately 12 youths associated with the Masjid-e-Hamza on Eagle Street. All these organisations are currently responsible for a raised bed on Denis' Field. More broadly, the project will benefit the many people who regularly use Denis' Field for leisure activities, as it will generally lead to the enhancement of the space and increase its biodiversity. The inclusion of costings for small signs to affix to the water collection unit, growing beds and jubilee bench will further promote awareness of the work being done and the support gained to develop the site as an environmentally sound community asset.

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

n/a

## PROJECT COSTS AND FINANCES

<b>Total Cost of Project:</b>	<b>£1,379.13</b>	<b>Amount Requested:</b>	<b>£579.13</b>
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<b>Have you previously applied for grant funding from Todmorden Town Council?</b>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<b>If yes, when did you apply and what amounts were awarded?</b>	We were awarded a small grant of £710 on 13.6.22. The funding enabled us to buy materials to construct growing beds.	

<b>Have you or this group previously applied for or received any other grant for this project?</b>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<b>Applied to:</b>		
<b>Date(s) applied for:</b>		
<b>Received from:</b>		
<b>Date(s) received:</b>		

<b>Amount (s) received:</b>	
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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.

<b>Expenditure items</b>	<b>Cost (£) Actual Submitted/requested</b>
10 lengths of 4.8m x 47mm x 125mm Treated Sawn Timber	<b>166.16</b>
2 lengths of 3.6 m x 47mm x 75mm Treated Sawn Timber	<b>15.61</b>
3 lengths of Vistalux Corrugated Plastic Sheeting	<b>66.97</b>
3 packs Vistalux Fixings	<b>10.25</b>
30 lengths of 25mm x 50mm Treated Lath Battens	<b>129.60</b>
10 bags of Postcrete	<b>62.40</b>
4 Boxes of woodscrews	<b>29.81</b>
Numeral Signs from Signomatic (including VAT and Delivery)	<b>41.08</b>
Acknowledgement Signs from The Sign Shed (inc VAT)	<b>57.25</b>
<b>If applicable - Volunteer hours at £10 per hour - (Match with Figure in Income)</b>	<b>800.00</b>
<ul style="list-style-type: none"> <li>• 32 hours prep and siting of timber platform and water tank (£320)</li> <li>• 48 hours for construction of water collection unit (£480)</li> </ul>	
<b>A: Total Expenditure</b>	<b>£1,379.13</b>

<b>Other Income Sources (state from whom and whether confirmed)</b>	<b>Income (£)</b>
From your own resources (including public fundraising)	
<b>If applicable - Volunteer hours at £10 per hour - (Match with Figure in Expenditure)</b>	<b>800.00</b>
<ul style="list-style-type: none"> <li>• 32 hours prep and siting of timber platform and water tank (£320)</li> <li>• 48 hours for construction of water collection unit (£480)</li> </ul>	
<b>B: Total Income</b>	<b>800.00</b>

<b>C: Sum requested from Todmorden Town Council</b>	<b>£579.13</b>
<b>D: Applicant contribution % = (B/A)% - (official use only)</b>	<b>58%</b>
<b>E: Todmorden Town Council Contribution % = (C/A)% (official use only)</b>	<b>42%</b>
<b>D: Total income (must be sum of B &amp; C above) and equal to figure A</b>	<b>£1,379.13</b>
<b>TTC use – does applicant contribution % meet criteria – see end of application form (official use only)</b>	<b>Yes</b>

How much do you receive from your main funder ?	We do not have a main funder. We do not have a regular income. DFFG is a voluntary community organisation.
What other grants have you received in the last 3 years (amount and from who?)	
<p>£2000: National Gardens Scheme Community Gardens Award          £500: Calderdale Council Small Grants          £7300: National Lottery Community Fund</p>	
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 - Councillor Andy Hollis       No