



TODMORDEN TOWN COUNCIL

GRANT APPLICATION FORM – MAXIMUM GRANT £3,000

Applicants should familiarise themselves with the Discretionary Grants Policy and award criteria before submitting their Grant application. Please complete all the highlighted boxes on this application form

Contact Details

Name of Organisation	Calder Valley Shared Transport Limited, trading as POD
Address of Organisation	[REDACTED]
Name of person making application	[REDACTED]
Position in Organisation	Director
Phone Number	[REDACTED]
Email address	[REDACTED]

Organisation Details

What type of Organisation are you? (Delete as appropriate)	
	Other (please state below)
	Community Benefit Society
Do you have a constitution or a set of rules? (if yes, please enclose a copy of your constitution)	Yes
Are you part of a larger, national or regional organisation? (If yes, please give details)	No
How many trustees, volunteers and service users are there in your organisation?	We currently have 4 directors and 8 volunteers.

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

POD is a new organisation that will offer affordable shared transport options to residents of the Upper Calder Valley, contributing to a greener and less polluted local environment. In the short term, this will be in the form of a car share scheme. We are set up as a Community Benefit Society under the name 'Calder Valley Shared Transport Limited', trading as POD. We are registered with the Financial Conduct Authority using Co-operatives UK's model rules.

We came together, as Hour Car member users and employees (see attached biographies), to look for a solution to the imminent closure of the existing Hour Car scheme, which has struggled financially due to rising insurance costs, an ageing fleet of cars and inefficient processes. It is expected that Hour Car will cease to exist by 31st August 2024. We have developed a fully-costed project to create a new financially

sustainable, environmentally-friendly car share scheme that will serve a wider area across the Calder Valley. This new scheme is entirely separate from Hour Car and its Directors.

Our aim is to establish a car share scheme with four cars based in Todmorden and Hebden Bridge. We submitted a fully costed grant application for £100,000 capital funding to the Rural England Prosperity Fund in July 2024. To receive the funding, we must secure 20% match funding - £25,000 capital from other sources. We have secured £5,000 for this purpose from Hebden Royd Town Council and are applying for £5,000 from Community Foundation for Calderdale and will secure some money in shares from members. If successful, this £500 from Todmorden Town Council will be part of this match funding.

This will contribute to us investing in modern, low-mileage hybrid vehicles. With the whole funding, we will also improve existing infrastructure at parking bays and set up in partnership with the Co-Wheels social enterprise, who will provide support and resources for us to operate sustainably. This capital will help us become operational by the end of 2024 with two cars located in Todmorden.

We will offer improved mobility options to residents in Todmorden, in particular for residents on low incomes who cannot afford to run a car or those that would financially benefit from giving up ownership of a car.

By reducing car ownership in Todmorden, there will be significant environmental benefits: lower pollution, fewer parking pressures, reduced congestion on the roads and a more pleasant and safer walking/cycling environment in the whole council area.

To ensure we encourage engagement from, and ensure benefits reach, all members of Todmorden's community, we have developed a Communications and Engagement Strategy. We have submitted this alongside the application. In it, we detail how – by geographically targeted community engagement and establishing a network of key stakeholders we will make a concerted effort to reach low-income residents and increase awareness amongst the South Asian population.

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

Our project will – as research suggests of car share schemes – benefit rather than hinder the local environment. By reducing private car ownership and use in the local environment, POD will lead to improved air quality and reduced emissions. Once people do not own a car, they will also be more likely to make journeys by walking/cycling or by public transport instead of by car.

To minimise the impacts of our own cars on the environment, we are in the short term, committed to investing in hybrid vehicles that are within a few years old and compared to other petrol cars, relatively low emissions. In the medium term, we aim to transition to a fully electric fleet of vehicles. This was not possible at this stage because it would have impacted on our financial sustainability; in becoming established, being financially sustainable is our priority. We intend to become a key part of Calderdale Council's Mobility Hub plans, such that we would have electric vehicles in charging bays in Todmorden and Hebden Bridge in the future.

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

On award of the grant, we will inform those that have signed up to our newsletter of the grant.

We will also add information to our website to acknowledge that Todmorden Town Council has provided a grant with the amount provided.

We will, once we have received all grants at this stage, put a social media post to notify residents in the area that we have been awarded the grant from Todmorden (and other grants simultaneously), and to thank the Council publicly.

We will include the crest of the Town Council as a letter footer in future communications.

Project Information

Which Grant are you applying for?

New Organisation

What is the Purpose of grant request (delete as appropriate)

	Project Delivery	Core Funding	
Town Centre Improvement		Social Exclusion	Accessibility and inclusivity
Community Benefit			
Environmental project	Climate change		
		Health & Wellbeing	

Other (please state)

Project Name: POD- Calder Valley Shared Transport Limited

When will your project start?: December 2024 (becoming active as car share)

When will your project finish?: N/A - ongoing

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

Our project will offer key economic, environmental and health benefits to the local community. It will:

- reduce car ownership: our survey research with previous Hour Car members showed that the scheme led to people not buying or giving up their cars. This has a clear economic benefit for local residents.
- increase mobility: in particular, residents without a car, and most importantly, those that cannot afford a car, will be able to make journeys and reach destinations not possible with public transport.
- reduce car dependency: by reducing the number of car owners, car dependency is reduced as people in Todmorden that are members of the scheme will be less reliant on their privately-owned vehicles

- increase use of public transport: research shows that car clubs result in reduced car ownership which has the knock-on effect of increasing public transport journeys
- increase active travel journeys: it also has the knock-on effect of more journeys made on foot or by bicycle, with associated health benefits.

Why is this project needed? What advantage will it bring to Todmorden?

At the broadest level, our population cannot continue to grow with increasing number of private vehicles on the road, more road building, ecological destruction, congestion, pollution and so on. It is essential that we reduce car journeys to address the Climate Emergency. At the broadest level, by doing so, this project will make a major contribution to Calderdale's Net Zero target by 2038.

There are more specific local advantages to Todmorden of reducing car ownership and the number of local trips by car and increasing active travel journeys:

- reduced exposure to pollution: at present, transportation is the number one cause of CO2 emissions in Calderdale.
- fewer road traffic injuries: in 2023, 142 people were seriously injured and 12 people died on Calderdale's roads. Our scheme will, at least locally, lead to fewer cars on the road, contributing to increased safety in Todmorden and the surrounding area.
- a cleaner, more pleasant Todmorden town centre: at present the town centre is still blighted by traffic; by reducing the number of vehicles on the roads, we can contribute to creating a less car-dominated town centre where greater space is given to other purposes that benefit local residents. This fits well with other plans for Todmorden.
- economic benefits from reduced traffic/congestion: a reduction in the loss of working hours and increased productivity associated with fewer private vehicles on the road. In addition, there is key evidence that pedestrians and cyclists have longer 'dwell times' (i.e. they spend longer periods of time, and spend more money in town centre premises than those that arrive by car). This will benefit the town centre businesses in Todmorden.
- reduced demand for car parking: by reducing car ownership, we reduce the competition for space to park cars. This is a key and often contentious issue in Todmorden where most houses are terraced, streets are narrow and space is limited, with few houses having driveways.

How many people within the Todmorden town boundary will benefit from the project?

Directly, as users of the car club, we have projected to have 80 users in year 1 and this will grow by 12% each year, of which we estimate (from current newsletter signups) around half will live in Todmorden. While these members will benefit from using the cars, the wider environmental and economic benefits will be felt across the whole community. Even if that might be relatively small health benefits from reduced pollution, the impact will be wide-reaching.

Please include dates and venue of events if applicable (include a draft programme if available.)

Financial Information/ Project Costs

Total Project Costs	£125,000	
Amount requested from TTC	£500	
Have you previously applied for grant funding from Todmorden Town Council? (If yes please give details including when and how much)	No	
Have you or this group previously applied for or received any other grant for this project? (If yes please give details below/ separate sheet)	Yes	
Applied to	Hebden Royd Town Council	
Dates of application	3 June 2024	
Received from	13 June 2024	
Date received/or due	12 December 2024 latest	
Amount received	£5000	

Applied to	Calder Ward Forum
Dates of application	26 August 2024
Received from	28 August 29024
Date received/or due	Will receive once we send safeguarding policy
Amount received	£500

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 provide estimates/quotations of the proposed items of expenditure you may use as evidence on separate sheets. If you are unable to claim VAT back please ensure the gross value is put in here. And please do not round figures up)

Expenditure Description	Cost (£)
5 Hybrid Vehicles (Toyota Yaris, MG3, or similar)	£110,000
Telematics for 5 vehicles	£7,200.00
Lighting for parking spaces	£1,800.00
Bike rack (x2)	£1,299.99
Child seats (x2)	£500.00
Lockable storage box (x2)	£2,118.00
Laptop	£800.00

Phone	£500.00
Spare tyre kits for 5 vehicles	£849.75
	£
	£
	£
	£
Volunteer Hours (based on £10 per hour as for this project only)	£
Total Expenditure	£ 125,067.73

Other income	
Income Description	Cost (£)
West Yorkshire Combined Authority Rural Prosperity Fund	£100,000
Community Foundation for Calderdale	£5,000
Hebden Royd Town Council (confirmed)	£5,000
Calder Ward (confirmed)	£500
(Todmorden Town Council Grant if awarded)	£500)
Sub Total	£111,000
Donation from Hour Car	£4000
Sub Total	£4000
Community Shares (we have pledges of £14,400)	£10,067.73
Sub Total	£10,037.73
Volunteer Hours (this should match the figure in the expenditure table)	£
Total Income	£125,067.73

Organisation Financial Information

Level of Reserves Held at application date	£0
Bank Statement(s) Balance at application date	£0
Total value of Assets Held	£0

Name of signatory on the account 1	
Name of signatory on the account 2	

Organisations Bank details	

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.

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.

Applicants [REDACTED]

Application Date 20 September 2024

**Please submit your completed application form and supporting documents to:
Todmorden Town Council, Todmorden Town Hall, Bridge Street, Todmorden, OL14 5AQ or via email to
admin@todmorden-tc.gov.uk**