TODMORDEN TOWN COUNCIL

GRANT APPLICATION FORM 2026/27

Before applying for a grant from Todmorden Town Council, 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. If you require any guidance whilst filling out this form, please contact the office at admin@todmorden-tc.gov.uk in advance of the application deadline. Deadlines can be found on our website - https://todmorden-tc.gov.uk/upcoming-grant-deadlines/

If you have been awarded a grant from us previously, please ensure you have sent us the required feedback for that grant before applying for another as the Council will not consider a second grant until completion of the first grant which includes the feedback being submitted.

Following receipt of your application, the office may need to contact you about you for further information or clarification purposes. Please ensure the contact details provided are for someone who will be contactable following submission and can speak on the application.

If your application is late or incomplete, it may not be processed until the following grant round. Please submit completed form to the office in Word format.

Name of Organisation	**Todmorden Makery (Scavenger Labs FM C.I.C)**
Project Name/ Purpose of application	**Todmorden Makery: sustaining and developing community activity**
Grant Amount Requested from TTC	**£2,050**

Below is the list of supporting documents required with your grant application. If you are unable to provide one of these for any reason, please contact the office in advance of the application deadline.	**Included with application.**	
Full and complete copies of your latest signed, certified and audited accounts. *(For those applying under the New Organisation Stream: If your organisation is less than twelve months old, please provide your latest bank statement with a statement of income and expenditure or other financial information which indicates your financial position, and the projected income and expenditure for the next 12 months. You must also supply one person and one business reference.)*	Yes	
A copy of your organisation's constitution or set of rules.	Yes	
Copies of your bank statements for the last six months.	Yes	
A copy of your organisation's safeguarding policy/policies.	Yes	
Copies of two written estimates/ quotes if applying for a grant for equipment or capital item.		N/a
Evidence of any other awards received towards the cost of the project e.g. copy of award.		N/a
A certified copy of the resolution of the organisation to apply for a grant or letter of approval signed by two trustees/ board members.	Yes	

Any other information that is relevant to this application e.g. insurance cover, health and safety issues, planning/ events permissions.	Yes	

1. Contact Details

Address of Organisation	[redacted]
Name of person making application	[redacted]
Position in Organisation	[redacted]
Phone Number	[redacted]
Email address	[redacted]
Website	Http://todmordenmakery.org.uk

2. Organisation Details

2a. What type of Organisation are you? (Delete as appropriate)		
	Other (please state below) Community Interest Company (CIC)	
2b. Do you have a constitution or a set of rules? (if yes, please enclose a copy of your constitution)	Yes	
2c. Are you part of a larger, national or regional organisation? (If yes, please give details)		No
2d. How many trustees, volunteers and service users are there in your organisation?	2 directors 25 regular volunteers with a wider network of approximately 40–45 people contributing actively during the year; 650 registered members	
2e. 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. (Please aim for a minimum of 200 words)		
Todmorden Makery is the main project of Scavenger Labs CIC. We are a community workshop		

based at Todmorden College, promoting community resilience, social connection and environmental sustainability through practical making, repair, learning and volunteering.

People of all ages and backgrounds can access tools, equipment, skills and support in a welcoming, inclusive and low-pressure environment. Activities include repair sessions for bicycles, electrical items, computers, tools and household goods, alongside textiles, woodworking, digital making and creative projects. Within the workshop there is a Tool Library and opportunities for volunteers to share skills and develop new activities.

Our approach combines practical support with community participation. People often first come with an item to repair, an interest in making, or a need for connection, and may gradually become involved in supporting others. Through learning and working alongside one another, members build confidence, skills, friendships and a sense of belonging.

The Makery is in a period of change. During a period of National Lottery funding (September 2024-September 2026) we had two paid workers, alongside a committed volunteer community. That funding has now ended and the Makery is currently operating on a 100% volunteer basis. Volunteers lead sessions, share skills and help make the workshop welcoming and useful. Directors and a steering group provide oversight.

Over the next six months we want to strengthen communication, participation and shared responsibility, so that the project's next steps are shaped by its members and volunteers. We will hold regular volunteer and member meetings, consultation activity and outreach workshops. These will provide space to reflect on what is working well, identify practical improvements, share information more openly and hear a wide range of views about the Makery's future.

This process will help us evaluate which future funding and organisational model is most appropriate: continuing as a volunteer-led project, developing partnerships, raising more community income, or seeking funding for specific paid roles where this is supported by the community. Our main aim is to keep the Makery open and active as a welcoming, inclusive place for repair, making, learning and mutual support. We also want to widen opportunities for families and young people to take part in practical, creative and intergenerational activities (see below).

New streams of activity

This year we started a Computer Club, following the refurbishment and distribution of around 50 laptops, free or for a donation, to Makery members and people in Todmorden. Computer Club gives people a way to come back for help using their computers, rather than being left on their own once they have received one. We would like to develop more digital-literacy activity, as this is an area of need.

We also want to develop activity for young people and families. In the past we have offered after-school and Saturday-morning sessions. We would like to work with Todmorden Youth Matters on future activity for teenagers, including practical skills in woodworking, electronics and bike repair. Bike repair is already particularly popular with teenagers, and we would like to build on that model.

We will run pilot activities for young people and, initially, their families too. This can help children and young people develop a connection to the Makery as they grow up, helping to prevent disengagement and creating routes into skills, volunteering and community participation. Our thinking is, if we can work with them when they are still in Primary school then we can keep them

engaged when they become teenagers.

A further area we want to develop is community media making: radio, podcasting and website building. This has previously been part of our work with young people, and we would now like to begin with an internet-radio pilot, using donated microphones and mixers already available at the Makery. Pilot activities will help us gauge interest and identify relevant partners. This work can support self-expression, confidence and digital skills for young people, while also creating opportunities for older people to take part in intergenerational activity.

These new streams are reflected in the budget for outreach and pilot workshops, and for materials and practical resources. The funding will allow us to test activities, work with potential partners and build on donated equipment and the skills already available in the Makery.

2f. Will your project have any implications in respect of climate emergency and if so, how do you intend to minimise such impact? (Please aim for a minimum of 200 words)

Repair, reuse and sharing resources are at the heart of Todmorden Makery. Our workshop provides a practical alternative to replacing and disposing of everyday items. Volunteers help people repair bicycles, electrical goods, clothing, tools, computers and household items, while the Tool Library enables members to borrow equipment rather than buy items that may only be needed occasionally.

These activities help reduce waste, extend the life of useful materials and equipment, and encourage more sustainable ways of living. We also use donated and second-hand tools and materials wherever possible, and aim to pass on usable items through the workshop and our free or pay-as-you-feel shop located at the entrance of our workshop.

The Makery's environmental contribution is also educational and social. People learn practical repair and making skills alongside one another, gaining confidence to maintain and reuse items in their own homes. This supports Calderdale's Carbon Zero ambitions while making environmental action accessible, useful and rooted in everyday life.

The proposed project will help keep this shared community resource available during a period of change. Consultation, volunteer meetings and community events will help members shape a sustainable future for the Makery, including how it can continue supporting repair, reuse, learning and environmental action in Todmorden.

We feel that the issues of the climate emergency are intertwined with reduced fuel security and reliance on products that travel long distances. Community repair hubs such as the Makery offer a practical local response as we help people maintain, repair and share the things they already have, reducing waste and supporting more resilient households and communities.

We also want to use our growing expertise in repair to support wider communities. Our volunteers already work alongside other repair cafés, including Mytholmroyd, and we would like to build stronger links between local groups. Looking ahead, we aim to work towards a regional gathering of community fixers in summer 2027, creating opportunities to share skills, learn from one another and strengthen repair activity across the area.

2g. How will you acknowledge the assistance of Todmorden Town Council on all promotional material (Please see Section 6 below)
We will acknowledge Todmorden Town Council's support on relevant printed and digital promotional material, including posters, leaflets, the Makery website and social media. We will include the Council's logo in line with its guidance, issue a short announcement following any award, and acknowledge the grant at relevant community events and meetings.

3. Project Information

3a. Which Grant are you applying for?		
Small Grant		

3b. What is the Purpose of grant request (delete as appropriate)			
		Core Funding	
	Voluntary sector youth Engagement		
Community Benefit	Community Cohesion		
Environmental project	Climate change		
Skill development	Economic difficulties	Health & Wellbeing	Other (Please state)

3c. When will your project start?	**20th October 2026**
3d. When will your project finish?	**31st March 2027**

3e. How will your project benefit the local community within Todmorden?
The grant will help keep Todmorden Makery open as a welcoming community workshop during a period of change. Local people will continue to have access to practical support, shared tools, learning opportunities and a place to meet others through repair, making and volunteering. The project will support regular volunteer and member meetings, consultation activity and two or three wider community events. These will enable people who use and support the Makery to help shape its future, strengthen communication and develop shared approaches to volunteering, decision-making and governance. The Makery benefits people who may be facing financial pressure, isolation or reduced confidence, as well as those who want to share skills and contribute to their community. Repair and reuse provide affordable alternatives to replacement and disposal, while practical activity creates

opportunities for people of different ages, backgrounds and experience to work together.

The project will also build longer-term sustainability by encouraging members and supporters to contribute through regular and one-off donations.
The following case studies give an overview of how we benefit individuals in our community.

Jeane (a pseudonym) became ill and had to give up work. This left her with a depleted sense of worth and purpose. She found Todmorden Makery at this low point in her life. The provision of our well stocked workshop, in a friendly community environment with a no-pressure culture, was perfect for her as she quickly became involved in our various fixing and social activities. Jeane particularly values the diversity of people in the Makery, providing a rich experience of social inclusion in her own community. In her own words “It brings together a diverse mix of people from all walks of life, each coming for their own reasons. There’s an unspoken understanding that everyone belongs, even in their uniqueness”. Jeane also appreciates the Makery's ability to provide meaningful, practical support at times of vulnerability and transition, as with her own experience: “when life-changing things happen to people…I find the Makery a very non-judgemental service and people are welcomed with a cup of tea in a warm building with no questions asked apart from ‘how can we help you’?” Jeane has gradually found new meaning, purpose, achievement and belonging through her regular attendance at the sessions with guidance from our Volunteer Coordinator. In Jeane's words Todmorden Makery "has been the foundation I've built upon during my recovery journey" after losing her capacity to work.

Matt (a pseudonym) first became involved with Todmorden Makery through our bike repair sessions. Initially he attended occasionally and remained on the periphery of activities, making use of the workshop and seeking advice from volunteers. Over time he began helping others with repairs and gradually took on greater responsibility within the Monday evening bike maintenance sessions.

Today, Matt is involved in more complex bicycle repairs and refurbishment projects and regularly shares his skills with other members. Through this involvement he has developed confidence, practical skills and strong relationships with other volunteers. He describes the Makery as "a real community", valuing the opportunity to work alongside people with shared interests whilst helping others access affordable and sustainable transport.

Matt's experience reflects a wider pattern across the project. People often begin by attending a single session or seeking help with a repair, but many gradually become active participants who contribute their own skills and experience. Through volunteering, learning and practical collaboration they develop confidence, purpose and a stronger sense of belonging. At the same time, the wider community benefits from repaired bicycles, reduced waste, shared skills and a growing network of people willing to support one another. For many members, the Makery is much more than a workshop, it is a place where meaningful relationships and opportunities develop over time.

3f. Why is this project needed? What advantage will it bring to Todmorden?

Todmorden needs accessible, welcoming places where people can gain practical help, share skills and feel part of their community. The Makery provides this through repair, reuse, making and volunteering, with no-pressure opportunities for people to take part in different ways.

The project is needed now because the Makery is working through a period of organisational change. There is a strong and committed volunteer community, but time is needed to consult members, improve communication and agree sustainable arrangements for the future. The funding will help maintain the workshop while this work takes place.

This will help protect a community resource that supports wellbeing, practical skills, social connection and environmental action.

Alongside this grant, we will run a six-month membership and community fundraising drive, inviting regular and one-off donations from people who value the Makery. This will help build unrestricted local income and reduce reliance on grants over time. The advantage for Todmorden is that the Makery's future will be shaped and supported by the people who use, volunteer in and who understand the value we bring to the community.

We already receive regular income through donations from repair activity and from refurbished laptops provided free or for a donation. We will build on this by encouraging more members and supporters to make regular monthly contributions, alongside one-off donations.

A previous fundraising drive in 2022 increased monthly donations from a handful of contributors to around £300 per month. We believe this is achievable again: the Makery is now well established, involves a wider range of people and provides practical value to the community. For lower-income households in particular, the opportunity to repair items, access shared tools and receive practical support can make a real difference. Building regular community contributions around this value will be an important step towards a sustainable future for the Makery.

The project will also help us look ahead. We want to widen opportunities for families and young people to take part in practical, creative and intergenerational activities. We will work with Todmorden Youth Matters and other local partners to understand what young people and families would value, and to explore bringing back after-school clubs and activities at the Makery.

3g. How many people within the Todmorden town boundary will benefit from the project?

Over 650 registered members are connected with Todmorden Makery, alongside regular volunteers and people attending workshops, events and drop-in sessions. We expect the project to benefit existing members, new participants and the wider community through continued access to the workshop, consultation and community events.

There may be an additional 650 family members (indirect beneficiaries) who benefit in other ways from the making and repairing activities, skills learned or the household goods that we put back into the community via our free shop, though the additional numbers of people who benefit via wider partnership projects and knock-on effects is hard to estimate.

3h. Please include dates and venue of events if applicable (include a draft programme if

available.)

Tod Makery Workshop



Regular Timetable:
The Makery is a volunteer-run **community workshop space. We can help repair things** and get you started on your own **making** projects. **Get creative or get fixing. Save money, relax & have a brew!**

Contact: todmordenmakery@gmail.com or call on 01706 318132

Free Weekly Drop-in Sessions

Mon. 6 - 8 pm	**Bike Repair**
Wed. 12 - 2 pm	**General Repair and Making** Get access to tools or help from our volunteers
Wed. 6 - 8 pm	**Textiles and Creative Craft Group** Yes to Make, Mend & Recycle • Skill-Share | No to Landfill
Fri. 12 - 2 pm	**General Repair and Making**
Sat. 10 am - 12	**General Repair and Making**

Specialist Clubs / Groups

Weekly: Men in Sheds (Thurs 6-8pm)
& Computer Club (Fri 10am-12)
Monthly: Women in the Woodshop (First Weds 6-8pm)
Please email us on todmordenmakery@gmail.com for info

Help us plan the future of the project by sharing ideas and feedback:
http://todmordenmakery.org.uk/consultation

Makery Workshop, Tod College, Burnley Rd (next to Aldi)
We are made possible by the kind efforts of our volunteers, supporters, Todmorden town council & lottery funding.

COMMUNITY FOUNDATION FOR CALDERDALE
COMMUNITY FUND
Todmorden Town Council

Here is our current timetable.

4. Financial Information/ Project Costs

The total grant requested must equal the shortfall between expenditure (Fig A) and income (Fig B) in section 4e.
For example, if expenditure = £7500 and income = £4750, your grant request would be a maximum of £2750.

4a. Total Project Costs	**£5,700**		
4b. Amount requested from TTC	**£2,050**		
4c. Have you previously applied for grant funding from Todmorden Town Council? (If yes please give details of grants received from the Town Council over the last 10 years).		Yes	
• 2021 — £3,000 • 2023 — £2,550 • 2024 — £3,000 • 2025 — £2,700			
4d. Have you or this group previously applied for or received any other grant for this project? (If yes please give details below)			No
Applied to			
Dates of application			
Received from			
Date received/or due			
Amount received			

4e. Budget: This budget should be for the total cost of the activity you are applying to do and total the full project cost. Please be as accurate as you can, as you may be asked to explain any amount which is unclear. *(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. Do not round figures up)*

Expenditure Description	**Cost (£)**
Rent for 6 month 6 x £300	£ 1,800
Contribution towards accountancy and financial administration	£ 300
Venue hire for larger community meetings	£ 150
Outreach and pilot workshops for young people, families and new activities	£ 700
Refreshments, materials and meeting costs	£ 200
Printing, consultation materials, fundraising drive and publicity	£ 300
Materials and practical resources to support repair, making and workshop activities	£1000

Volunteer Hours @ £12.50p/h **Volunteer time: 100 hours × £12.50, supporting consultation, outreach, pilot activities and the fundraising drive**	£ 1250
A. Total Expenditure (must be = to 4a: Total Project Costs)	**£5700**

Other income	
Income Description	**Cost (£)**
Membership and community fundraising drive: regular and one-off donations	£2,400
	£
	£
	£
	£
	£
	£
	£
	£
Volunteer Hours (this should match the figure in the expenditure table)	£1250
B. Total Income	**£3650**

C. Total Grant Requested from the Town Council*	**£2050**

***This figure must be equal to the difference between Figure A and Figure B above. Please put this figure in box 4e. Amount Requested from TTC.**

5. Organisation Financial Information

5a. Level of Reserves Held at application date	£ 1200
5b. Bank Statement(s) Balance at application date	£2062.70
5c. Total value of Assets Held	£ 3,900
5d. Name of signatory on the account 1	[redacted]
5e. Name of signatory on the account 2	[redacted]

5f. Organisations Bank details	
Bank Account Name	[redacted]
Bank (HSBC, Virgin etc)	[redacted]
Sort Code	[redacted]