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. We also provide a guidance document to help you with the completion of this form.

1. Contact Details

Name of Organisation	[redacted]
Address of Organisation	[redacted]
Name of person making application	[redacted]
Position in Organisation	[redacted]
Phone Number	[redacted]
Email address	[redacted]
website	https://www.achurchnearyou.com/church/18018/ https://www.facebook.com/StMarysTod/?locale=en_GB

2. Organisation Details

2a. What type of Organisation are you? (Delete as appropriate)		
Registered Charity (Charity number please state below). **1208288**		
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)	**Yes**	
2d. How many trustees, volunteers and service users are there in your organisation?	15 trustees; 80 volunteers Potentially the whole town uses St Mary's, average footfall of 300 per week, with up to 500 over Christmas and other festivals, funerals etc	

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)

St Mary's aims to be a community-oriented local church, with not only religious services but also community events and outreach. The congregation is growing and now includes members from under a year old to our oldest member who will be 102 in October 2026. Growth means that volunteer numbers and capacity have grown. We now hold an average of one community event per month eg Barmy Bingo, Oktoberfest, Assembly Bangers, Ghostly Tales and fairs, as well as a weekly community café and other outreach eg forthcoming MacMillan Coffee Morning with Warburtons Funerals. All of these are fully inclusive events.

The café and many of our other events have a "no charge, donate what you can" policy, which means that we welcome people from a wide range of the community. We also partner with other organisations such as Tod Choral, Music for the Many, Three Valleys Gospel Choir, the Folk Festival and Book Festival to stage cultural events. We are active members of Todmorden Interfaith and have hosted meetings. We regularly take large funerals for members of the community, as well as funerals for our own members. We work closely with the local schools and almost all the Primary Schools hold Christmas events and RE lessons at St Mary's, with the Church Schools (National and St Peter's) visiting more frequently. We have recently an increase in footfall thanks to the Heritage fortnight and the exhibition continues to bring in visitors.

However, with greater footfall and welcome have also come some risks, with some people abusing hospitality. During August there were two assaults on the site, one an indecent assault on the vicar and another (on staff from local business) the result of a fight that was alcohol fuelled. Other more minor public nuisance and public health issues have been observed, for example use of the Crypt area as a public convenience and the smoking of marijuana.

As a consequence, we are now seeking to enhance the safety of the site, to deter anti-social behaviour and increase its welcome to the public, by improving the lighting, converting it to LED and introducing CCTV, along with an existing project for the installation of solar panels on St Mary's, in collaboration with Todmorden Community Energy.

The introduction of the solar panels makes the addition of lighting and CCTV more affordable in terms of running costs and so is timely given the safety concerns. This will also be linked with draft proofing measures across the site, which will enhance both environmental sustainability and comfort for customers for all the events in the building.

The improvements to lighting and CCTV around the church will also enhance safety in the centre of the town and the conservation area, enabling and encouraging more people to use it safely and deterring anti-social and criminal behaviour. In turn this will also enhance the safety of the various events at St Mary's run by a wide range of community organisations including the Folk Festival, the Book Festival and various choirs, orchestras and schools events, particularly around Christmas.

2f. Will your project have any implications in respect of climate emergency and if so, how do you intend to minimise such impact?

The overarching environmental benefit will be provided by the solar panels, providing renewable energy for St Mary's electricity needs, which currently includes lighting, Wifi and water heaters. The availability of greater electrical capacity will enable the financial headroom to run the CCTV and external lighting to enhance the site's safety.

The work of draft proofing will also reduce heating costs, providing an environmental benefit in reduced fuel use, benefits for financial sustainability and greater customer comfort.

2g. How will you acknowledge the assistance of Todmorden Town Council on all promotional material (Please see Section 7 below)

We will include reference to the grant in Press Releases about the solar panels and the lighting installation, in social media and across our website and other promotional materials.

3. Project Information

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

3b. What is the Purpose of grant request (delete as appropriate)

Community Benefit	Environmental project	Accessibility and inclusivity	Safety and Town Centre Improvement
Other (please state)			

3c. Project Name	**Improving environmental sustainability and community safety.**
3d. When will your project start?	**Autumn/Winter 2026**
3e. When will your project finish?	**Full installation anticipated by Spring 2027**

3f. How will your project benefit the local community within the Todmorden town boundary?

The project will benefit all who visit the Church building and use it for events by improving insulation, lighting and the safety of the environment around the church. It will also benefit the community in the long-term by making the building more financially and environmentally sustainable, safer and more accessible for use and more of an asset to the town.

We are asking the Town Council to contribute to the lighting and draft proofing work, as part of the overall scheme.

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

The project is needed as part of a series of measures to make St Mary's more financially and environmentally sustainable; it enables the carrying out of a number of measures recommended by our environmental audit in 2024, for which to dates there has not been the funding available.
The events of anti-social behaviour and violence over the summer also highlight the need for greater security through CCTV and better lighting, across both the front of the church and around the Crypt.
The Crypt hosts a range of vulnerable people at the café eg Narcotics Anonymous, Independent Living, the Trefoil Guild and Incredible Edibles and the church hosts events for a wide range of the community, all of whom need to be protected from the sort of behaviour that has been seen over the summer of 2026.

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

Potentially the whole population; the maximum capacity of the building was tested at Ginger Taylor's funeral when 360 were seated inside the church and another 100-150 gathered in the grounds. Schools events, especially at Christmas, see 250-300 parents and children attending and other events eg Ghostly Tales, the Book Festival have audiences of 200+

3i. Please include dates and venue of events if applicable (include a draft programme if available.)
N/A

4. Financial Information/ Project Costs

4a. Total Project Costs	**£28,822**		
4b. Amount requested from TTC (This figure must be equal to the shortfall between Figure A. Expenditure and Figure B. Income at item 4e below).	**£999**		
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 5 years).)		**Yes**	No
£986 awarded in May 2026 for the 550th anniversary celebrations that are still taking place.			
4d. Have you or this group previously applied for or received any other grant for this project? (If yes please give details below)		Yes	**No**
Applied to	**Northern Powergrid. Decision due November 2026 Churches Building Fund – Application to be submitted October 2026 Crook Hill Windfarm – Application to be submitted Feb 2027**		
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. 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. And please do not round figures up)*

Expenditure Description	**Cost (£)**
Solar Panels (2 quotes supplied)	£20,340
Architect's fees incl VAT (1 quote as have to use inspecting architect)	£2,808
CCTV (1 quote as this is led by the school's CCTV provider)	£2,000
Draft proofing (range of materials quoted, to be installed by Church's regular maintenance man, whose hourly rate is unlikely to be equalled)	£644
External Lighting (1 quote supplied; others sought by companies declined to quote - see Checkatrade portal)	£410

10% Contingency and inflation (Advised by the architect because of lead times and possible inflation)	£2,620
A. Total Expenditure (must be = to 4a: Total Project Costs)	£28,822

Other income	
Income Description	**Cost (£)**
Northern Powergrid	£20,000
Donation to St Mary's for the CCTV (secured)	£2,000
Further funding applications - Churches Building Fund Windfarm Trusts - Crook Hill	£4,000
St Mary's fundraising and reserves	£1823.00
B. Total Income	£27,823

C. Total Grant Requested from the Town Council*	£999.00

***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 Please see note with budget re reserves	£87,365 (unrestricted to meet all buildings costs, insurance, fuel, maintenance, volunteer and hospitality costs and legal bills awaited in relation to Christ Church)
5b. Bank Statement(s) Balance at application date	£87,365
5c. Total value of Assets Held	£87,365 (unrestricted) £66,325 (CCLA) + £17,792 (restricted)

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]
Account Number	[redacted]