

HALECOMBE QUARRY COMMUNITY FUND REQUEST FORM

COMMUNITY FUND CRITERIA

The Halecombe Quarry Community Fund will seek to support projects within the parishes of **Leigh-on-Mendip, Coleford, Mells and Whatley** local to the quarry that improve the amenity and environment of the residents within the parishes.

Projects that have clear benefits in terms of **education, recreation, nature conservation and sustainability** will be supported subject to the availability of funds.

COMMUNITY FUND GUIDELINES

- Requests will only be made for projects in the parishes of Leigh-on-Mendip, Coleford, Mells and Whatley.
- Requests are to be made either electronically or by hard copy sent to the Community Fund Administrator at halecombequarryfund@gmail.com / 6 St Bartholomews Cottages, Cranmore, Shepton Mallet, BA4 4FG.
- Requests must be for clear and deliverable community benefits within the area of the four parishes and cannot be for the benefit of individuals or exclusive groups.
- Requests can be made for a financial contribution or a contribution in materials from Halecombe Quarry. The supply of materials is to be at a commercial rate.
- Funding can be made in relation to a part or the whole of any project.
- Funding requests are limited to a maximum of £7,500 (including the commercial value of any materials). Where the request is to fund part of a larger project, proof of either the availability of the balance of the funds needed or evidence of match-funding will be required. Funding requests of £5,000 or less will be given priority.
- Any funding is to be spent within a maximum of 6 months of the donation taking place.
- Funding must be used for the project that it was requested for.
- Funding requests must be supported by a detailed breakdown of how the monies are to be used and the Quarry Operator reserves the right to request evidence of expenditure. Quotations are to accompany the application.
- Applications will only be accepted from constituted bodies and a copy of the latest accounts should be included with the application.
- Any unspent monies are to be returned.
- Grants will not be made to political parties, commercial organisations or those working for profit.
- Grants will not normally be made to organisations that have statutory responsibilities.
- Grants will not normally be awarded for recurrent expenditure, running costs, salaries and expenses.
- The Community Fund Management Committee will meet in March and September each year to decide which requests to support. Any requests to be considered by the Management committee must be received before 31st January for consideration at the March meeting and before 31st July for the September meeting.
- The Management Committee's decision will be confirmed within seven days of the meeting. If a funding request is turned down or only partially supported the reasons for the decision will be provided. The Committee's decision is final.
- The Quarry Operator reserves the right to publicise the grant of any funding.
- Successful applicants will be required to provide evidence to the administrator within 6 months of the award to show that the grant was spent in accordance with the completed application form.
- A member of the Fund Management Committee is likely to inspect the completed project as part of the reporting procedures of the Community Fund.

PLEASE ENSURE YOU PROVIDE ALL SUPPORTING DOCUMENTATION REQUIRED AS LISTED ON THE LAST PAGE OF THIS APPLICATION.

NAME AND ADDRESS OF GROUP/ ORGANISATION MAKING THE REQUEST

Contact Name

Emma Brooks

Capacity

Member of FOLS

Organisation details and full address:

Friends of Leigh School
Leigh on Mendip School
Leigh on Mendip
Radstock
Somerset
BA35QQ

Charity Registration Number (if appropriate):

1080219

E-mail address

friendsofleighschool@outlook.com
emmaminty@btinternet.com

Contact Number:

01373 812592 - School 07739571290 -Emma

PROJECT DETAILS

1. Description and location of project including full postal address:

FOLS would love to be able to enhance the school playground for the children at Leigh on Mendip School with thermoplastic playground markings.

Leigh on Mendip School
Leigh on Mendip
Radstock
Somerset
BA35QQ

2. Community benefits of project and how it meets the Community Fund Criteria:

Leigh on Mendip school has pupils attending from many of the local villages as well as Leigh on Mendip, Coleford, Holcombe and Stoke St Michael. The playground markings will provide the children attending the school from the ages of 2-11 years with a more enriched play area. Installing educational playground markings will aid learning in a fun way allowing teachers to expand their teaching outside into the playground. The markings will also provide areas for the children to play independently and as a team during their break and lunch times. We hope this will provide the children with opportunities to enhance their social skills and of course have fun. The previous playground markings are no longer visible on the playground. With the increased number of pupils in the school since it has expanded to a Primary and set to continue growing over the coming years as the older year group fill up, it becomes even more important to provide a fun and exciting playground for the children to enjoy.

3. Level of funding requested from Halecombe Quarry Community Fund:
(money or quarry products, e.g. crushed stone, asphalt, concrete)

£3,114.00 Total costs including installation

4. Timescales for project and when monies would be spent or materials required:

The company who we have chosen to complete this work expects to have the work completed within 6 months of receiving the initial instruction to go ahead. The work will only take a day or two but it will take some time to fit us in between the other jobs planned which is typically a 3 month wait.

5. Breakdown of costs of the project (supported by supplier quotations):

1 089 Exercise Track 1 Each £930.00 £930.00 £186.00 Y
Thermoplastic marking
2 021 Mimic Me 1 Each £320.00 £320.00 £64.00 Y
Thermoplastic marking
Num of Players: 4 Players
3 306 Wall Targets 1 Each £240.00 £240.00 £48.00 Y
1 of each Target (5 in total)
Size: Each Target 431 x 338mm
Material: HDPE
Installation Notes: Wall mounted
4 050 a-z Caterpillar 1 Each £330.00 £330.00 £66.00 Y
Thermoplastic marking
5 063 Number Snake 1 Each £350.00 £350.00 £70.00 Y
Thermoplastic marking
Num Range: 1 to 25
6 Installation (PGM) 1 Each £425.00 £425.00 £85.00 Y

Please see attached quote

6. Details of other sources of funding for the project including approved and rejected funding request:

Friends of Leigh school are working hard to continue to fundraise with funds running low due to the lack of large fundraising events during lockdowns. No other fundraising required for this project.

7. What legal or planning approvals or permissions are required to undertake the project?
Please provide evidence that approvals are in place.

No legal or planning required.

8. Executive Summary of proposals in 100 words maximum

NOTE: THE EXECUTIVE SUMMARY WILL BE READ OUT AT THE MANAGEMENT COMMITTEE MEETING

Friends of Leigh school would like to be considered as a recipient of The Halecombe Quarry fund to install thermoplastic playground markings to our school. We feel that improving the plain playground area would benefit every child in the school through play and learning. It is important for the children's social, mental and physical wellbeing to have an engaging and interesting play area for fun and learning. The sum of money required would take a considerable amount of time to fundraise for, so a grant would be greatly appreciated by all of the children, teachers and parents at the school.

Please continue on additional pages if necessary.

Name:

Emma Brooks

Signed:

Emma Brooks

Dated:

3rd of July 2022

Any questions about completing the Application Form should be directed to the Administrator at halecombequarryfund@gmail.com / 6 St Bartholomews Cottages, Cranmore, Shepton Mallet, BA4 4FG or call 07971 516916.

ADDITIONAL INFORMATION

Please see the following attached documents to support the application

- Quote and detailed quote information and plan
- copy of audited accounts
- copy of the constitution and AGM minutes to support signatories
- Bank account details and signatories
- VAT registration - Not applicable
- proof of compliance - Signet Signs is a reputable company who regularly work within school grounds and will hold safety requirements. The school will also undertake risk assessments as for any contractor on site.

DOCUMENTS TO INCLUDE

Please ensure you have included the following documentation with your application. Failure to do so will result in delays in processing your application and may result in your application not being put forward for consideration.

- Quotations substantiating the amount requested,
- Independently verified / audited accounts (most recent available),
- Copy of the adopted constitution or other governing document for the organisation,
- Details of the main bank account with at least two signatories,
- VAT registration number (where applicable), and
- Additional information relevant to the application, for example:
 - proof of either the availability of the balance of the funds needed or evidence of match-funding (for part-funded applications)
 - evidence of ownership for capital projects, or written proof of landlord's consent
 - proof of planning consent (where required)
 - proof of compliance with any statutory requirements inherent in the project eg. Safety certificates, risk assessments, etc.
 - evidence of community support and/or consultation