

# Stroud Town Council – Grant Application Form

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<b>Name of organisation</b>	Paganhill Community Group CIC		
<b>Main purpose/activities of your organisation</b>	Community Activities: during covid is providing food, both frozen meals and larder food on a pay as you can basis.		
<b>How is your organisation constituted?</b>	<input type="checkbox"/> Registered Charity <input type="checkbox"/> Charitable Incorporated Organisation <input type="checkbox"/> Community/Voluntary Group <input type="checkbox"/> Not-for-profit limited company Yes <b>Community Interest Company</b> <input type="checkbox"/> Other (please explain)		
<b>Grant fund applied to</b>	<input type="checkbox"/> Small Grant Yes <b>Community Support fund</b> <input type="checkbox"/> Arts and Culture fund <input type="checkbox"/> Carbon Reduction fund		
<b>Overall purpose of grant</b>	To provide food to those in food poverty. Both in the Paganhill area and to recently started community groups struggling to gain access to Fare Share Go food and other sources. The 4 Town Council Ward Community Groups met on zoom and have agreed that I apply for this grant which will provide them with Ambient food and some Fridge food for the current year. As these are new groups they do not yet know what the need will be and feel that by PCG keeping stocks they will be able to collect from us when they need to. Those groups are - Top of Town Middle of the Hill Trinity Rooms This grant will help pay the Joining fees and delivery costs of the food from Fare Share sw. It will also provide weight scales, sack truck and storage shelving to store the food according to Food safety guidelines. Accessing the delivery service is not always possible and some collections may have to be arranged.		
<b>Amount applied for</b>	£3000		
<b>How do you intend to spend the grant if successful?</b> (e.g. equipment, materials, staff expenses, training, room hire etc.)	<b>Purpose</b>	<b>Total spend</b>	<b>Spend from this grant</b>
	Band 4 membership gives 28 x shares of food from Fareshare SW 130-140Kg food per week. Delivery costs	2,400  £100	2,400  £100 plus.

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	Equipment	£500	£500
<b>How will the balance be funded?</b>	Contributions of community time.		
<b>Give details of other applications for funding for this project.</b> <i>*If you have not yet received a decision on other applications, please give the date when the decision is expected</i>	<b>Source</b>	<b>Amount applied for</b>	<b>Amount awarded*</b>
	Stroud district Council covid grant	£1000	£1000
<b>If the grant is for an event when will it take place?</b>		N/A	
<b>How will your project meet the criteria for this grant fund?</b> <i>(See guidance notes)</i>	<ul style="list-style-type: none"> <li>• We are improving our capacity to deliver community support in terms of quantity and quality within the organisation by - running a Food Hub which distributes 80-100 meals a week. All prepared by the Longtable to a high standard of quality. It is more difficult to quantify the ambient food but is between 50-70Kilos of food per week.</li> <li>• Involves two or more agencies working in partnership - We currently work with The Longtable, part of the Grace Network and who weekly stock our 'freezer of love'. Recently taking on two more freezers to keep up with demand.</li> <li>• Likely to have beneficial effects that extend beyond the period of the project - This project has a second phase which will include making the kitchen at the Octagon suitable to cook our own food. This will both supply our own freezer meals and also when covid allows produce meals for our community on a take-away or cafe basis. Eventually this will extend the Community hub to a meeting place where many other events can take place and offering refreshments will be a part of that. If financially viable we will be able to train staff, with LongTable's help, and eventually pay people to work in the kitchen or have a skill to put on their CV.</li> </ul>		

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	<ul style="list-style-type: none"><li>● Developing community support networks - Being part of the Longtable network has meant a Stroud group has emerged; people who want to talk to each other about the Freezer of Love and any supporting Food enterprise. Additionally PCG has become known through our advertising and the BBC Countryfile film in January. Other agencies refer people who want to see how a Food Hub can work. This outreach work is becoming a part of what PCG offers and helps our Town and surrounding areas. We have also supplied start up Community Hubs with ambient food.</li><li>● Innovative in its approach or in the issues it addresses - PCG follows an Asset Based Community Development (ABCD) way of working. We have been working with this approach since we started, over 4 years ago. Our ethos is very much focused on neighbours helping neighbours. We view our Volunteer members as assets, who all have something that they can uniquely offer to our community. Members can feel a part of something, not simply giving time to a cause. Their views and ideas are heard and where possible, acted on. Giving responsibility and enabling members to use skills and be appreciated. In the Food Hub two members have come forward as natural leaders and are helping organise the Food Hub and the rotas. Other members bring ideas to a regular online meeting, the latest being a wellbeing corner. Donated books, uplifting sayings and an information section; leaflets and posters that let people know where further help/advise might be sought.</li><li>● Matching funding from another source or from fund-raising or volunteer time -<ol style="list-style-type: none"><li>1. We currently have over 50 volunteers in the Food Hub. 8 people work for a total of 32 hours running the Food Hub.</li><li>2. Food collections take place 4 times per week which means 2 people to carry food and store at the Octagon. 12 Hours.</li><li>3. FairShare SW delivers food on a Thursday which is another 1-2 hours in unpacking the van and putting food away.</li><li>4. A further 4 hours accounts for preparation (2 hrs each session).</li><li>5. Admin time is extensive and involves communicating with the Food providers, meetings, admin, communicating with other agencies, advertising, DBS checks and organising training and introductions for new members. A conservative estimate is 40-60 hours per week.</li></ol></li></ul>
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	<p style="text-align: center;">Totalling around 100 hours per week.</p> <p>There is a renewed interest in Community wellbeing and our volunteer/members want to be part of a community where we all look after our neighbours: Where we can be creative, have fun and develop a strong community. We are still developing and due to the needs of a society in Lockdown many of our residents choose to be a part of something that offers them neighbourliness and kindness. PCG wishes to grow this, with our neighbours, spreading our ABCD ethos and finding a way to have a community hub at the Octagon which will allow people to come together, even if it's distanced in the garden during the summer months. To achieve this we are in the process of signing a lease with WEBnet for the Octagon, we plan the terms to be a peppercorn rent following an extensive survey; we have just received the report. We are planning to access a number of Grants that will help us bring the building up to a suitable standard. It will take us time but we have a long term plan to be able to make the building viable as a Community Hub. We have applied to SDC for funding for a Full Time Manager position. This will be to manage the projects and provide a much needed boost to our small organising team.</p>
<p><b>How will your project help to reduce CO<sub>2</sub> emissions?</b> (See guidance notes)</p>	<p>Our Project uses food that would have otherwise gone to Landfill. The BBC Smart Guide to Climate Change says ' If food was a country it would be the third highest emitter of greenhouse gases after the USA and China. 30% of the food we produce is wasted about 1.8 Billion tonnes a year.' FareShare Go and FareShare SW, who we work with, are preventing a substantial amount going to landfill in the UK, as well as feeding people in food poverty.</p>
<p><b>CHECKLIST</b> <b>I confirm that:</b></p>	
<p>I have read the grant terms and conditions</p>	<p style="text-align: center;"><b>Yes/No/ N/A</b>  yes</p>
<p>I have attached a copy of our latest accounts, including a breakdown of salary costs</p>	<p style="text-align: center;">yes</p>
<p>I have attached a copy of our governing document/constitution</p>	<p style="text-align: center;">yes</p>
<p>I have attached a copy of our safeguarding policy (only required for projects working with children, young people or vulnerable adults)</p>	<p style="text-align: center;">yes</p>

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<b>Name of organisation</b>	Wicked Events
<b>Main purpose/activities of your organisation</b>	Sourcing, training and managing volunteer stewards for cultural events
<b>How is your organisation constituted?</b>	<input type="checkbox"/> Registered Charity <input type="checkbox"/> Charitable Incorporated Organisation <input type="checkbox"/> Community/Voluntary Group <input type="checkbox"/> Not-for-profit limited company <input type="checkbox"/> Community Interest Company <input checked="" type="checkbox"/> Other (please explain)  <i>At present we are not consolidated into a single organisation but are looking to form a not for profit co-operative style structure.</i> <i>Wicked Events is a sole trader, Spaniel in the Works is a not for profit company and Paul McLaughlin is self employed.</i>
<b>Grant fund applied to</b>	<input type="checkbox"/> Small Grant <input type="checkbox"/> Community Support fund <input checked="" type="checkbox"/> Arts and Culture fund <input type="checkbox"/> Carbon Reduction fund
<b>Overall purpose of grant</b>	<p>We are creating a series of training videos and associated online programmes designed to assist Festival organisers and venue managers to train their customer facing staff in all aspects of customer service required for the smooth and effective running of outdoor festivals and indoor events.</p> <p>We believe that good training is critical to the successful staffing and production of all events. Stewards will be given their training online, equipping them to go into the customer facing setting with confidence that they have the skill set to deal with their role as a volunteer/steward. They will access this training via a dedicated online portal after they have been accepted as a volunteer and be given a specific code depending upon their role at the festival</p> <p>This training would normally be done in person but in the current climate, we felt that a resource to allow online/offsite training would be beneficial in getting festivals and venues operating again as soon as they possibly can. These videos will also reduce the face to face time required for staff which may continue to be required by government restrictions.</p> <p>The training will be targeted and specific. The videos will be</p>

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	<p>innovative, interesting and informative (and fun!) and will be delivered and supported technically by experienced industry professionals, providing much needed employment for the sector at a difficult time.</p> <p>The video training will be offered to Stroud venues and festivals, as well as being disseminated more widely throughout the UK. The aim is to educate the volunteers/stewards in a lively and funny way giving important information without being dull or overloading with information.</p> <p>This application is to pilot the project working with Stroud venues and festivals and we may be able to offer this pilot for free - depending on funding received.</p> <p>The festivals and venues that we intend to contact include:</p> <p>Stroud Book Festival – 25 volunteer staff          Stroud Theatre Festival – 40 volunteer staff          Stroud Steampunk Weekend - 10 volunteer staff          Lansdown Hall          SVA          The Subscription Rooms          Stroud Jazz Festival          Stroud Film Festival          Stroud Festival of Nature          Hidden Notes Festival          Stroud Festival of Sacred Music          The Museum in the Park          Stroud Fringe Festival</p> <p>In total it would be expected that over 350 volunteer stewards could be trained in the Stroud Town just for these events. This will provide a better experience for the thousands of visitors that the events and venues welcome.</p>		
<b>Amount applied for</b>	£3,000		
<b>How do you intend to spend the grant if successful?</b> (e.g. equipment, materials, staff expenses, training, room hire etc.)	<b>Purpose</b>	<b>Total spend</b>	<b>Spend from this grant</b>
	To write, cast, film, edit, create online platform, and provide online resources for training staff and volunteers.	£4,000	£3,000

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<b>How will the balance be funded?</b>	ACE application is being finalised; other trusts and foundations are being approached; individual donors are being approached		
<b>Give details of other applications for funding for this project.</b> <i>*If you have not yet received a decision on other applications, please give the date when the decision is expected</i>	<b>Source</b>	<b>Amount applied for</b>	<b>Amount awarded*</b>
	ACE	£12,000	1/4/21
	Summerfield Trust	£2,500	May 21
<b>If the grant is for an event when will it take place?</b>		Filming is planned to take place in Spring, with the videos being ready by early summer	
<b>How will your project meet the criteria for this grant fund?</b> <i>(See guidance notes)</i>	<p>Both I and one of the other partners in this project, John Bassett, have been in receipt of STC grants in the past for the Stroud Book Festival and Stroud Theatre Festival respectively and have a good track record of delivering on projects as described to funders</p> <p>Stroud has a growing number of festivals and is putting itself firmly on the Festival map of the UK. Training like this will only serve to improve the customer experience and enhance the reputation of the town as a vibrant cultural place.</p> <p>Creating a well trained volunteer base for Stroud's festivals will enhance their reputation and, through improving customer service and experience, increase both the number of visitors to the festivals as well as increasing the overall volunteer pool – people are drawn to work in well organised environments with good training.</p> <p>All four of the main partners of the project, Sue Torres, John Bassett, Rob Elmore and I, all have extensive experience in high quality cultural and artistic practice. I was General Manager of the Subscription Rooms in the town for almost 5 years, have a theatre management career of over 20 years, was Director of Stroud Book Festival for 2 years and am a freelance musician and teacher, working for local and national organisations</p>		

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	<p>(Youth Development Brass Specialist for Brass Bands England); John Bassett is an actor, director &amp; writer with over 35 yrs experience in a range of non theatrical settings including the National Museum of Science &amp; Industry, Imperial War Museum &amp; Courtauld Institute. In 2002 he founded Spaniel in the Works Theatre creating educational performance work for museums, art galleries, social workers and charities. The company regularly tours to theatres, festivals, village halls and other venues. He is founder &amp; artistic director of Stroud Theatre Festival which is now in its 9th year.</p> <p>Sue Torres has been training volunteers for music festivals for over 20 years through her company Wicked Events. She regularly works with over 1500 volunteers at festivals &amp; events each year, training them in all aspects of festival customer service including basic H&amp;S, communications &amp; interactive skills. She was duty manager at a major arts venue in Stroud for 20 yrs &amp; before this, ran the successful Stroud Fringe festival.</p> <p>Rob Ellmore is a video producer with many years' experience filming, directing, editing. He partnered with screenwriter Kodjo Tsakpo for a number of his award winning indie short films, as well as successfully delivering corporate projects for the likes of CLIC Sargent, Gloucester County Council and Cotswold Canal Trust. Rob has been involved with multiple music &amp; festival related videos and funding videos for kickstarter campaigns. He has a strong background in festival technical provision.</p> <p>We believe that, if successful, this style of training video will have a life beyond its initial launch for venues, festivals, small organisations presenting concerts etc.</p> <p>Engaging with current stewards for the Festivals in the town, we plan to increase the number of local volunteers for all events in the town and the area. Volunteering is known to have beneficial effects on volunteers well being and mental health and we believe that good training in the first instance only increases a volunteer's sense of worth. We are also aware of the effects that the current restrictions have had on the theatre, events and cultural industry and are keen to offer professionals from those industries paid employment in this difficult time.</p> <p>We plan to monetise these videos going forward, with membership or one-off payment schemes being researched and devised for the project.</p> <p>We have presented these ideas to the Association of Festival Organisers and the Association of Event Organisers and are addressing the AFO's conference this month. All festival organisers we have so far approached have been enthusiastic about the project.</p>
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<b>How will your project help to reduce CO<sub>2</sub> emissions?</b> <i>(See guidance notes)</i>	Online training in the first instance will limit the amount of travel needed by the volunteers and trainers.
<b>CHECKLIST</b> <b>I confirm that:</b>	<b>Yes/No/ N/A</b>
I have read the grant terms and conditions	Y
I have attached a copy of our latest accounts, including a breakdown of salary costs	N/A
I have attached a copy of our governing document/constitution <i>(Spaniel in the Works Memoranda and articles attached – as yet this group does not have its formalised co-operative memoranda)</i>	N/A
I have attached a copy of our safeguarding policy (only required for projects working with children, young people or vulnerable adults)	N/A

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## Breakdown of Expenditure for Project Overall

### Wicked Training Costs

Writers Fee	£1,000.00
Pre Production admin	£988.00
Actors for 3 days filming	£1,470.00
Director for 3 days filming	£1,000.00
Cameraman for 3 days filming	£1,500.00
Editing	£4,000.00
Contacting clients etc	£988.00
Online Advertising - Social media	£470.00
Development of Platform for Videos	£1,000.00
Contingency	£1,244.00
<b>Total expenses</b>	<b>£13,660.00</b>

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<b>Name of organisation</b>	Stroud Preservation Trust		
<b>Main purpose/activities of your organisation</b>	The core purpose of the Trust is to preserve buildings of particular historical, architectural & constructional interest in and around Stroud, or the benefit of the community and the nation		
<b>How is your organisation constituted?</b>	<input checked="" type="checkbox"/> Registered Charity <input type="checkbox"/> Charitable Incorporated Organisation <input type="checkbox"/> Community/Voluntary Group <input checked="" type="checkbox"/> Not-for-profit limited company <input type="checkbox"/> Community Interest Company <input type="checkbox"/> Other (please explain)		
<b>Grant fund applied to</b>	<input checked="" type="checkbox"/> Small Grant <input type="checkbox"/> Community Support fund <input type="checkbox"/> Arts and Culture fund <input type="checkbox"/> Carbon Reduction fund		
<b>Overall purpose of grant</b>	<p>Funding a future for the Chapels of Rest, Stroud Cemetery, Bisley Road</p> <p>Stroud Preservation Trust (SPT) are looking for funding towards a feasibility study to assess different options for the Chapels. The study would include:</p> <ul style="list-style-type: none"> <li>• A full condition survey</li> <li>• Assessment and costing of minimum repairs and adaptations needed to open the buildings for community use.</li> <li>• Assessment and costing of a complete restoration and conversion for a mix of residential and community use.</li> </ul> <p>The brief for the feasibility study is founded on our experience of building conservation projects, the expertise of our trustees and the results of community engagement we have carried out.</p> <p>Please see attached documents for further information:</p> <ul style="list-style-type: none"> <li>• Funding Brief</li> <li>• Client Brief : Feasibility Study</li> </ul>		
<b>Amount applied for</b>	£500		
<b>How do you intend to spend the grant if successful?</b>	<b>Purpose</b>	<b>Total spend</b>	<b>Spend from this grant</b>
	Detailed services and condition feasibility	Estimated to be over £10,000.	£500

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(e.g. equipment, materials, staff expenses, training, room hire etc.)	Study for Chapels of Rest, Stroud Cemetery to assess options for the building's future. Funded area of work. SPT trustees in conjunction with the paid contractor's investigations will be developing further community discussion and historic research.								
<b>How will the balance be funded?</b>	From SPT's reserves and from other grant applications.  SPT has reserves of £55,000 and Trustees want to fund the majority of the costs of the study which are likely to exceed £10,000. We are seeking contributions towards that overall cost. As a very small charity, we believe it is responsible to retain some reserves as potential match funding for capital works for this project, as well as for contingencies and running costs. Therefore we are seeking a contribution of £500 from Stroud Town Council's Small Grants scheme.								
<b>Give details of other applications for funding for this project.</b> <i>*If you have not yet received a decision on other applications, please give the date when the decision is expected</i>	<table border="1"> <thead> <tr> <th data-bbox="651 1059 962 1120">Source</th> <th data-bbox="970 1059 1217 1120">Amount applied for</th> <th data-bbox="1225 1059 1428 1120">Amount awarded*</th> </tr> </thead> <tbody> <tr> <td data-bbox="651 1131 962 1496"> <b>We are planning to make applications to:</b>   <b>Bristol Environmental Trust</b>  <b>D'Oyly Carte Charitable Trust</b>  <b>Garfield Weston Trust</b>  <b>Skinnners Trust</b>  <b>Summerfield Trust</b>  <b>Churches Conservation Trust</b> </td> <td data-bbox="970 1131 1217 1496"> <b>Open requests to assess interest</b>   <b>July</b>   <b>Not specific</b>  <b>May</b>  <b>March</b>  <b>In discussion</b> </td> <td data-bbox="1225 1131 1428 1496"> <b>£1,000</b> </td> </tr> </tbody> </table>	Source	Amount applied for	Amount awarded*	<b>We are planning to make applications to:</b>  <b>Bristol Environmental Trust</b> <b>D'Oyly Carte Charitable Trust</b> <b>Garfield Weston Trust</b> <b>Skinnners Trust</b> <b>Summerfield Trust</b> <b>Churches Conservation Trust</b>	<b>Open requests to assess interest</b>  <b>July</b>  <b>Not specific</b> <b>May</b> <b>March</b> <b>In discussion</b>	<b>£1,000</b>		
Source	Amount applied for	Amount awarded*							
<b>We are planning to make applications to:</b>  <b>Bristol Environmental Trust</b> <b>D'Oyly Carte Charitable Trust</b> <b>Garfield Weston Trust</b> <b>Skinnners Trust</b> <b>Summerfield Trust</b> <b>Churches Conservation Trust</b>	<b>Open requests to assess interest</b>  <b>July</b>  <b>Not specific</b> <b>May</b> <b>March</b> <b>In discussion</b>	<b>£1,000</b>							
<b>If the grant is for an event when will it take place?</b>	N/A								
<b>How will your project meet the criteria for this grant fund?</b> <i>(See guidance notes)</i>	<p>SPT's initiative to assess options for the future of the Chapels of Rest is founded on our knowledge of the community's interest in the building and its surroundings. Our aim is to bring the building back into uses which meet the needs and expectations of Stroud residents.</p> <p>From community engagement, we know people:</p> <ul style="list-style-type: none"> <li>• value Stroud Cemetery as a beautiful, urban green space.</li> <li>• value the Chapels, as a landmark within the landscape</li> <li>• especially want to keep public access to the land around the buildings</li> </ul>								

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	<ul style="list-style-type: none"> <li>want the buildings to be used by the community.</li> </ul> <p>The community response has been strong when Stroud District Council proposed selling the Chapels of Rest on the open market. There is concern about continued access to the tarmac surround to the Chapels; this is one of the few flat areas in a public green space popular with walkers, runners and families and offers spectacular views across the Stroud Valleys, Cotswold AONB and out towards the River Severn.</p> <p>SPT held an open meeting in March 2020 on the future of the Chapels of Rest. We have received 61 responses to an on line survey. Over 200 people came to an open day in October 2020 to see inside a building closed to the public for 40 years. Visitors queued to have a short socially distanced tour from SPT trustees, look inside both Chapels and view an exhibition. Fifty people have asked to be kept informed about the future of the Chapel.</p>
<p><b>How will your project help to reduce CO<sub>2</sub> emissions?</b> (See guidance notes)</p>	<p>The conservation and re-use of historic buildings reduces CO<sub>2</sub> emissions through the retention of both materials and embodied energy (from the design and construction of the original building). Through the feasibility study, we are requiring that proposals for conversion incorporate innovative best practice in environmental sustainability and low-carbon energy systems.</p>
<p><b>CHECKLIST</b> <b>I confirm that:</b></p>	
<p>I have read the grant terms and conditions</p>	<p>Yes/No/ N/A</p> <p>Yes</p>
<p>I have attached a copy of our latest accounts <a href="http://www.stroudpreservationtrust.org.uk/reports-accounts">www.stroudpreservationtrust.org.uk/reports-accounts</a></p>	<p>Yes</p>
<p>I have attached a copy of our governing document/constitution <a href="http://www.stroudpreservationtrust.org.uk/reports-accounts">www.stroudpreservationtrust.org.uk/reports-accounts</a></p>	<p>Yes</p>
<p>I have attached a copy of our safeguarding policy (only required for projects working with children, young people or vulnerable adults)</p>	<p>N/A</p>