



# Beaumaris Town Council Donation Request (Up to £500)

Beaumaris Town Council donations are available to assist recreational, charitable, cultural historical and youth organisations in Beaumaris and Llanfaes.

Priority will be given to applications which:

- Deliver a direct benefit to the people of Beaumaris and Llanfaes
- Give a benefit to more than one organisation or group

Donation requests are considered by councillors twice a year in April and November. Applications will not be considered at other times.

**Applications must be submitted by 31 March for consideration in April and 31 October for consideration in November.**

Applications submitted before the deadline will be checked for completeness by officers and may be referred back to the applicant if additional information is needed.

## **TERMS AND CONDITIONS FOR BEAUMARIS TOWN COUNCIL GRANTS.**

**Failure to comply with the following terms and conditions will result in a grant being refused or if after approval may result in withdrawal of an offer or repayment of the Grant.**

1. Applications must show a direct benefit to Beaumaris and the Llanfaes Area.
2. Applications must be from organisations. Recipients must be non-commercial and have a membership and field of activity based within the council boundary. Donations to individual are not allowed.
3. Donations are for a maximum of £500.
4. The books and accounts of the organisation must be made available, if required, for examination by the Beaumaris Town Council's representatives.
5. No application shall be considered unless the organisation has supplied the relevant accounts and other information required.
6. No application for assistance shall be considered after the last date for receipt of applications.
7. Community Centres and Village Halls, sports, art, heritage and social facilities supported by a Town Council donation must either: offer all members of the community free access, or charge a reasonable annual membership or casual use fee.
8. Applications must show that the project can be financially maintained by the applicant for at least three years following the allocation of the donation. This can include the amount of the donation.
9. Further donations will not be approved unless: The organisation can show that it has attempted to fundraise or obtain funds from other sources; or that the donation is in support of a phased development identified as such at the time of the original application.
10. Applicants must show that the facilities will be well used by a broad cross section of the community.
11. The Council will have the right to withdraw an offer if it deems that the applicants have made no effort to progress the project.
12. If the applicant does not use or only part uses the money within six months of receiving the donation the grant must be returned to Beaumaris Town Council.
13. Neither the donation nor the facilities supported by the donation shall be put to any purpose other than those for which the donation was provided without the prior approval of the Beaumaris Town Council. In the event of change of use or disposal of facilities, the Beaumaris Town Council may require repayment of all or part of the donation.



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DECLARATION	
To be made by an office holder of the organisation. For example the Chairperson, Treasurer, Secretary or other suitably responsible person.	
I certify that:	
<ul style="list-style-type: none"><li>• I am authorised to make this application on behalf of the organisation.</li><li>• The information provided on this application is true and accurate.</li><li>• The donation will only be used for the purpose specified</li><li>• The donation will be returned if the project does not go ahead</li><li>• A short report and proof of how the money was spent will be provided</li><li>• Beaumaris Town Council's support will be acknowledged in publicity, in our annual accounts and if requested by display of a 'Supported by Beaumaris Town Council' plaque.</li><li>• The terms and conditions for Beaumaris Town Council grants will be complied with.</li><li>• Any other conditions agreed with Beaumaris Town Council will be complied with.</li></ul>	
Signed	
Name	
Position	
Date	
Data Protection	
The information provided on this application form will be stored in registers and files of donation applications and awards and used to:	
<ul style="list-style-type: none"><li>• Establish your entitlement for a donation</li><li>• Decide on your application in a meeting open to the public and press.</li><li>• Administer your donation (if awarded)</li></ul>	
Freedom of Information	
Beaumaris Town Council is subject to the Freedom of Information Act. This means that details of applications for grants may be released in response to an FOI request. Information that should be kept in confidence will not be released.	
Please return your completed application form with copies of accounts and estimates to:	
The Town Clerk Beaumaris Town Council Town Hall Castle Street Beaumaris Anglesey LL58 8AP	
Telephone 01248 810317 e-mail: <a href="mailto:beaumaristowncouncil@tiscali.co.uk">beaumaristowncouncil@tiscali.co.uk</a>	



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<b>CONTACT DETAILS</b>	
Name of organisation	
Name and address of person making the application	
Post code:	
Telephone number	
E-mail	
Post held in organisation	
<b>PROJECT DETAILS</b>	
Brief summary of proposed project (100 words)	
Amount applied for:	
How will the project benefit the community of Beaumaris and Llanfaes	
Who will benefit from the scheme	
How many people will benefit from the scheme	
Adults (over 17)	
Children (0-16)	
When will the project happen	
What insurances, permits, permissions etc. Will be needed? Do you have them?	



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<b>PROJECT COSTS</b>		
Please summarise the project costs below:		
Total Project Cost		£
Donation requested from Beaumaris Town Council		£
Total grants and donations from other sources		£
Contribution from your own funds		£
Please give details of what the money will be spent on		
<b>YOUR ORGANISATION'S FINANCES</b>		
Has a copy of your most recent annual accounts been attached: NB Applications cannot be considered unless accounts are provided.		Yes/No
Name and contact details of your treasurer:		
Are you accounts audited or independently examined?		Yes/No
If yes please give the contact details of your auditor/examiner.		
Please give a summary of the groups finances since the last annual accounts:		
Income:		£
Expenditure		£
Surplus/Loss to date		£
Current reserves/savings		£
Please give details of any other funding received from local authorities and other organisations (including Beaumaris Town Council) in the past three years.		
Source	Purpose	Amount
		£
		£
		£
		£
Bank account details. Payments are made by cheque. Please give the account name that the cheque is to be made out to:		