



Broadstairs & St Peter's Town Council

4 December 2024

To: Cllrs: J Bright, K Bright, Farooki, Garner (Chairman), Kemp, Orhan, Roberts.

You are summoned to a meeting of the **Finance & General Purposes Committee** to be held on **Monday 9 December 2024 at 7pm in the Council Chamber at Pierremont Hall.**

Kirsty Holroyd
Town Clerk

AGENDA

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

To receive from members of the Council and the Town Clerk declarations of interest in accordance with the Code of Conduct adopted by the Town Council on 29 July 2024.

3. MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE

To approve the minutes of the meeting held on 14 October 2024. **Attach 1**

4. MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE

5. QUESTIONS AND/OR OBSERVATIONS FROM THE ELECTORATE OF BROADSTAIRS AND ST PETER'S

To agree to suspend the meeting in accordance with Standing Orders 3e,3f, and 3g which permit a maximum of three members of the parish to address the council for a maximum of three minutes each.

6. GRANTS

i) To receive an update on the applications received this year to date **Attach 2**

ii) To consider and review the eligibility criteria **Attach 3**

iii) To receive and consider applications from new applicants to 24-25

- | | | |
|---|----------------|-----------------|
| • EKC Group Broadstairs College | £7896 | Attach 4 |
| • Thanet Wanderers RUFC Ltd | £1000 | Attach 5 |
| • 1st St Peter's Sea Scouts | £16,000 | Attach 6 |
| • Thanet Disabled Riding Centre | £2000 | Attach 7 |
| • Ramsgate and Broadstairs Sea Cadets | £610 | Attach 8 |

- **Broadstairs and St Peter's Twinning Association** £500 **Attach 9**

iv) To receive and consider applications for 25-26

Broadstairs Folk Week Aug 2025

£10,000

Attach 10

The Zone Youth Club

£5000

Attach 11

7. BUDGET 2025-26

i) To receive an update from the Town Clerk/RFO

ii) To receive an updated spreadsheet detailing expected spend to March 2024 and anticipated expenditure in 2024-25 **Attach 12**

iii) To receive an updated document detailing updated total requirement and precept demand **Attach 13**

iv) To receive an update showing the effect of any increase in demand upon the Council tax

8. COMMERCIAL EVENTS REPORT

To receive the Events and Bookings Manager's end of season report and consider any recommendations therein. **Attach 14**

9. DATE OF THE NEXT MEETING - Monday 14 April 2025 at 7pm in the Council Chamber, Pierremont Hall



Broadstairs & St Peter's Town Council

FINANCE & GENERAL PURPOSES COMMITTEE MINUTES

Monday 14 October 2024 at 7pm in the Council Chamber, Pierremont Hall

Present: Councillors J Bright, K Bright, M Garner, E Orhan & S Roberts.

Town Clerk: Kirsty Holroyd

170. APOLOGIES FOR ABSENCE

Apologies with reason from Cllrs Farooki and Kemp were received and accepted.

171. DECLARATIONS OF INTEREST

None received.

172. MINUTES OF THE PREVIOUS MEETING

Members considered the minutes of the meeting held on Monday 22 July 2024.

RESOLVED: that the minutes be approved as a true record of the meeting and signed by the Chairman.

173. MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE

Min 165: David Buckett attended the meeting and gave a short presentation on the work he carried out in his capacity as the Council's Independent Internal Auditor. He listed those elements of the Council's business, finance and governance arrangements which he had inspected that day as part of the mid-term audit and answered councillors' questions. His full report will be presented to Council at the next meeting.

174. QUESTIONS AND/OR OBSERVATIONS FROM THE ELECTORATE OF BROADSTAIRS AND ST PETER'S

None

175. GRANTS

i) Members received an update on the applications received this year to date.

RESOLVED: Members agreed that another promotion of the grants scheme is needed.

ii) Members discussed how to deal with further grant applications received this financial year. The Town Clerk explained how the increased budget this year meant that funds were still available but that those groups who were accustomed to the former timescale would be applying soon for grants for projects due to take place in the new financial year.

RESOLVED: That applications for projects due to start or take place in the current financial year could apply for funding from the current year. Those events and projects due to take place after April 2025 would be allocated from the new budget.

iii) Members received an application from Broadstairs Bowls Club.

RESOLVED:

- i) **That £7060 be awarded for the repair and maintenance of the greens.**
- ii) **That since the proposed project is best carried out during the winter months £7060 be awarded from the current budget.**

176. BUDGET 2024-25

i) Members received a summary report on actual spend to date and noted that each cost centre was on budget.

At 20.23 Cllr Orhan left the meeting.

ii) Members considered the full year forecast which the Town Clerk had prepared and analysed those cost codes which were showing potential under- or overspends.

RESOLVED: That the forecast be noted and implications of any under and overspends be considered when compiling the new budget.

177. BUDGET 2055-26

Members received a verbal report from the Town Clerk on those areas of the budget where she anticipated most change from the current year. Several potentially large projects were yet to be discussed at committee, but a fuller picture should be available by the start of November.

RESOLVED: that all members of the committee be invited to attend a budget working group meeting where each budget line can be analysed and discussed in detail in order to present a draft budget at the next meeting of this committee.

178. INVESTMENT REVIEW

i) Members received a report on current reserves and considered any top ups in the new financial year.

RESOLVED: Members did not consider any top ups to be necessary at this stage, but some new ring-fenced funds might need to be considered.

ii) Members received an update on accounts and interest rates.

RESOLVED:

i) **That £200,000 be moved from the Unity Trust Current Account to the Unity Trust Instant Access Account to benefit from higher interest rates. (minute 325 from Council permits this but signatories will need to authorise)**

ii) **That £100,000 be moved from the Unity Trust Current Account to the NatWest Business Reserve to benefit from higher interest rates.**

179. COMMERCIAL EVENTS REPORT

Due to staff sickness the report would not be available until the next meeting.

- 180. DATE OF THE NEXT MEETING** - Monday 9 December 2024 at 7pm in the Council Chamber, Pierremont Hall
Meeting closed at 20.58 pm

Signed _____

Date _____

DRAFT

GRANT APPLICATION SUMMARY 2024 - 2025											Power used	
Organisation	Grant awarded 2023-24	Monitoring received	A/Cs received	Any conditions	approved E.L&T Nov 23	approved F&GP Jan 2024	approved F&GP Feb 2024	approved at F&GP 22 July 2024	Approved at F&GP 14 Oct 2024	Applied at F&GP 9 December 2024	Purpose of Grant	Power used
1 Bowls Club	6000	yes	yes	1600 extra if left in April		5100					corner steps, repair edging, lawn treatment, sponsorship	s.19
2 Cricket club	500							7060				
3 Food Festival - October	4000	yes					4000				To stage the event	s.144
4 Food Festival - Spring	2000	yes					3000	500			Cream tea	s.144
5 Broadstairs Society	500	yes	yes	none	1200						Measures to attract a younger membership	GPC
6 Broadstairs Summer Fireworks	8500	yes	yes				9500				To stage the event	s.144
7 Dickens Festival	3500	yes				3500					Managing and staging the festival	s.144
8 Folk Week	7500	yes					10000				To stage the event	s.144
9 GAP	2000										To stage the event	s.144
10 POW! Thanet	0	n/a	yes			3000						s.145
11 Sarah Thorne	3000	yes	yes			3000					To subsidise less commercial productions	s.145
12 St Peter's Memorial Hall	3000	yes	yes	No removal of trees	2000						Upgrade to men's toilets	s.19
13 Sea Scouts	2900	yes					4000		16,000	Tractor and storage container	s.19	
14 Thanet wanderers	500	yes	yes				2000		£1,000	School coaching	GPC	
15 Twinning Society	n/a	n/a			250						Costs associated with staging annual dinner	s.144
16 Water Gala	3000	yes					4000	700		To stage the event	s.144	
17 Visitor Information Group	4000	yes					2000			Operating costs	s.144	
18 Crampton Tower	1500	yes	yes					2500			Repairs to roof and driveway	s.19
19 Town Team gardening group	5000	yes	yes							Phase 3 Crampton Community Garden renovation	s.144	
Town Team	n/a	n/a	yes		3200						Litter pick tools and equipment	GPC
20 Zone Youth Club	n/a	n/a	yes	none	3000			1200			To subsidise costs of trips for young people	GPC
21 Broadstairs History Walks	n/a	n/a	no				298				PLI & publicity materials	s.144
22 14 Broadstairs Scouts	n/a	n/a	yes				3000				camping equipment	s.19
23 East Kent College	n/a	n/a							7896		food waste composter	GPC
24 Thanet Disabled Riding Centre	n/a	n/a							2000		Riding and therapy sessions	GPC
Ramsgate and Broadstairs									610		Laptop, projector etc for training	s.19
25 Sea Cadets	57400	n/a										
Powers used					9650	14600	32500	500	7060	27506		10114
<i>Local Government Act 1972</i>												
<i>Section 144 - Power to contribute to organisations encouraging tourism</i>												
<i>Section 145 - Provision of entertainment and support of the Arts</i>												
<i>Local Government (Misc. Provisions) Act 1976 - Section 19 - Power to provide and equip buildings for use having athletic, social or recreational objectives</i>												
<i>GPC General Power of Competence</i>												



BROADSTAIRS & ST. PETER'S
TOWN COUNCIL

BROADSTAIRS & ST PETER'S TOWN COUNCIL

CRITERIA FOR THE AWARDING OF GRANTS

Adopted [date]

Red type denotes Town Clerk's suggested amendment
Yellow highlight denotes issue for discussion and agreement
 Strikethrough denotes Town Clerk's suggested deletion

Broadstairs & St. Peter's Town Council is funded from the ~~precept~~ **council tax** ~~charged to~~ **collected from** residents of Broadstairs & St. Peter's and therefore only allocates grants that benefit the residents of Broadstairs & St. Peter's.

In order for the Town Council to be able to assess applications objectively, it is both necessary and helpful to assess all applications against a range of criteria and the completed application form.

Grants can be provided to sponsor events and/or to support groups and organisations. ~~Grants are sub-divided into two categories: small (up to £2,000.00), and all others (£2,000.01 and above). Small civic grants may be decided under delegated powers, in accordance with the Council's policies.~~

The Town Council's grant-making policy is based on the principle of promoting partnerships which encourage and enable local organisations to deliver projects that benefit the residents and promote Broadstairs and St. Peter's. All applications **need to align with the Town Council's vision of a Cleaner, Safer, Kinder Broadstairs and St Peter's and should meet** ~~comply with~~ the criteria set out below.

Criteria:

1. Community Benefit:

- 1.1 All grant applications must clearly show how the grant will benefit the residents, town and environment of Broadstairs and St. Peter's.
- 1.2 Grants will be awarded on the basis of need, merit and contribution to the local community.

2. Eligibility

- 2.1 No grants will be awarded to:
 - a. Individuals; **or projects where the applicant stands to gain financially**

- b. Organisations involved in political activities;
- c. Profit-making companies, unless they are Community Interest Companies;
- d. Statutory bodies *for services they should already be providing.*
- e. Religious groups that only assist their own adherents or that promote a particular religion above others. We welcome applications from religious or faith groups for projects that benefit the wider community.

- 2.2 Where an application is made for a grant to sponsor an event, the event must be:
- a. Open to the public
 - b. Have public liability insurance of not less than £5million covering the event
 - c. Applicants must be able to evidence that the correct permissions are being sought if the event is to be held on public land

- 2.3. No Grant awards will be made:
- a. Where spending has taken place prior to approval
 - b. **For general routine maintenance of buildings and equipment**
 - c. For organisations to pass monies on
 - d. To organisations that hold surplus funds that are not being used for general operation or delivery of the project
 - e. No funding shall contribute to a surplus for charitable donations or to increase an organisation's reserves
 - f. **to groups or organisations that have not tried to raise other funds during the year prior to the grant application deadline**

3. Application Process:

- 3.1. The application form must be properly completed and the documents specified in the form must be provided.
- 3.2 All applications should:
- a. include copies of their most recent related audited financial accounts
 - b. show clear plans for raising the balance of the finance needed
 - c. be able to demonstrate clear plans for the expenditure of the grant
 - d. provide evidence of how previous monies awarded by the Town Council have been spent before they receive any further grant funding (*see point 5.1 below*)
 - e. **Include a current bank statement in the name of the group.**

4. Grant Conditions:

- 4.1 All projects must acknowledge the Town Council's financial contribution in any publicity or publications and include the Broadstairs & St. Peter's Town Council logo, with text below, in all publicity and publications
- 4.2 Organisations should not make a presumption that funding will continue on a year-by-year basis [note point 5.1 below].
- 4.3 ~~As an underwrite:~~ funds for additional costs not anticipated in the original application will only be awarded in exceptional circumstances.

4.4 In addition to following their own Constitution, organisations must be open, honest and fair in their dealings with all stakeholders. Funding may be withdrawn if legitimate concerns in relation to these points have been raised and cannot be resolved to the satisfaction of the Town Council.

5. Grant Monitoring:

5.1 Any grants will be subject to monitoring and evaluation, which will cover how the grant money has been spent and to set out how the grant has benefited the residents of Broadstairs & St. Peter's. This report should be supported by press reports, feedback or evaluation reports and photographs where possible, to this end a completed grant monitoring form (available on the Town Council website) will need to be submitted:

- a. for events, within 3 months of the event being held
- b. for groups and organisations, by the end of the financial year that the grant was awarded.

5.2 Following the submission of the grant monitoring form, unspent monies may need to be returned to the Town Council, with each case being looked at on its individual merits, with the outcome discussed and agreed at a meeting of the Finance and General Purposes Committee.



Broadstairs & St Peter's Town Council

Attach 4

APPLICATION FORM FOR FUNDING FOR GROUPS AND ORGANISATIONS

PLEASE READ THESE NOTES BEFORE COMPLETING THIS FORM

- a) Please complete the form carefully in readable CAPITALS in black ink, or typed. The application needs to contain ALL the information requested and is required to be completed and returned with all relevant documentation. The grant-making criteria is on the Town Council's website at www.broadstairs.gov.uk.
- b) Please enclose an up-to-date copy of the Constitution/Rules of your organisation.
- c) Please enclose a copy of the latest accounts for your organisation. Please be accurate about your budget and finances. If your funding application is approved we may ask for evidence of quotes to back up your budget statement.
- d) Public sector funds are limited so we are seeking a clear account of how you meet the Council's priorities in putting on your event. Please ensure that you consider your answers carefully as the Panel of Councillors will have a scoring sheet and be assessing your application in accordance with the Grant Criteria as set out on our website.
- e) If appropriate, the Council may require that a member of the organisation attend a meeting of the appropriate Committee to give a presentation about the request.
- f) If appropriate, the Council may require that a Member of the Town Council be appointed to the organisation requesting financial assistance.
- g) Should your organisation be successful in its grant application, the Town Council requires that you acknowledge its financial assistance in ALL publicity, publications and social media posts by using the Town Council crest, with text "Broadstairs & St. Peter's Town Council" under the crest. Please contact the office for a high-resolution copy of this.
- h) Any financial assistance is given on the understanding that your organisation complies with current legislation on Equalities and Diversity and Unlawful Discrimination.

Your Details

Name of Organisation:

EKC GROUP BROADSTAIRS COLLEGE

Grant amount requested:

£6580.00P + VAT

<i>FOR OFFICE USE ONLY</i>	
<i>Date form received</i> 25 Oct '24
<i>Accounts Enclosed</i> Yes
<i>Copy of Constitution</i>
<i>Grant Approved / Declined</i>

1. Contact Name	SARAH BENFIELD
2. Position	ASSITANT PRINICIPAL, SUSTAINBILITY LEAD
3. Address	RAMSGATE ROAD, BROADSTAIRS, KENT Postcode CT10 1PN
4. Telephone	01843 605 040
5. email	SARAH-JAYNE.BENFIELD@EASTKENT.AC.UK
6. Website	We aim to help everyone achieve their goals Broadstairs College
7. Name & address Of TREASURER	STEVE MARGETTS GROUP HEAD OF FINANCE ADDRESS AS ABOVE "Steve Margetts" Steve.Margetts@eastkent.ac.uk

8. If your organisation has a management committee, how is it appointed? If not, how is your organisation managed? Does your group/organisation have constitutional rules?

[Family of six community-based colleges in East Kent | EKC Group](#)

ALL THE INFORMATION REGARDING GOVERNANCE, ALONG SIDE OUR POLICY AND REPORTING STRUCTURE CAN BE FOUND ON OUR WEBISTE USING THE LINK ABOVE.

9. What are the aims / objectives of your organisation?

THE EKC GROUP IS A FAMILY OF SIX COLLEGES AND NINE TRAINING CENTRES ACROSS EAST KENT. OUR MISSION IS TO PLAY A LEADING ROLE FOR EAST KENT IN DEVELOPING THE ECONOMIC AND SOCIAL PROSPERITY OF THE DIVERSE COMMUNITIES WE SERVE.

10. How does your organisation benefit the local community of Broadstairs & St. Peter's?

BROADSTAIRS COLLEGE IS CENTRAL TO THE COMMUNITY OF BROADSTAIRS AND ST PETER, AND THE WIDER THANET AREA, WITH 1208 LEARNERS FROM 14YRS UPWARDS CURRENTLY ON ROLE. WE WORK CLOSELY WITH A WIDE RANGE OF LOCAL EMPLOYERS AS TIER 1 AND 2 STAKEHOLDERS, WHO INFORM OUR CURRICULUM, ACT AS GUEST SPEAKERS TO ENRICH THE STUDENT EXPERIENCE AND PROVIDE WORK EXPERIENCE. TWICE A YEAR BROADSTAIRS COLLEGE UNDERTAKES PLANNED "SOCIAL ACTION" WHERE STUDENTS ENGAGE IN PROJECTS WITHIN THE LOCAL COMMUNITY. THIS RANGE FROM TREE PLANTING, LITTER PICKING, BUILDING SENSORY GARDENS AND PLAY AREAS FOR SCHOOLS ETC. AS AN ORGANISATION WE EMPLOY MANY LOCAL PEOPLE AT THE COLLEGE AND IN THE YARROW HOTEL, WHICH FORM PART OF OUR CAMPUS. TWICE A YEAR WE OPEN OUR CAMPUS TO THE LOCAL COMMUNITY WITH FREE EVENTS WITH THE INTENTION OF SUPPORTING LOCAL FAMILIES. IN NOVEMBER (21ST THIS YEAR FROM 5 – 7PM) WE OFFER A FREE COMMUNITY EVENT FOR FAMILIES TO EXPERIENCE OUR LIGHT SWITCH ON WHERE FAMILIES CAN VISIT SANTA FOR FREE AND RECEIVE A GIFT, FREE FACE PAINTING AND CRAFTING, WITH A LANTEEN PARADE AND FREE TEA & COFFEE AND MINCE PIES AND DISCO AND IN APRIL (23RD) WE RUN THE PARK LIFE EVENT IN CONJUNCTION WITH TDC.

11. Approximately how many people benefit from the activities of your organisation?

Members: 1400	Non-members: 1000s over the year	Broadstairs & St. Peter's Residents: IN THE 1000S	Visitors: IN THE 100S
Approximate overall TOTAL: AVERAGE PREDICTION 5000 PER ANNUME			

12. Amount of grant being requested
An amount must be stated

£7,896.00

13. For what purpose will the grant be used? Please be specific.

LIKE MOST LARGE ORGANISATIONS THE EKC GROUP HAVE A STRATEGIC FOCUS ON SUSTAINABILITY. AT BROADSTAIRS COLLEGE WE TAKE A LEAD ON THIS AND HAVE BEEN AWARDED A WILDER KENT GOLD AND THE TRAILBLAZER GREEN SCHOOL AWARD FROM SEK THIS YEAR FOR THE WORK WE DO ON CAMPUS. WITH OVER 1400 STUDENTS AND STAFF ON SITE, WITH A THRIVING CATERING DEPARTMENT, ONSITE NURSERY AND THE YARROW HOTEL, WE GENERATE A SIGNIFICANT AMOUNT OF FOOD WASTE. THIS IS NOT ONLY COSTLY (OVER £1000 PER YEAR) TO PROCESS BUT MORE SIGNIFICANTLY, VERY DAMAGING TO THE ENVIRONMENT THROUGH THE RANGE OF GASES INCLUDING CARBON DIOXIDE RELEASED FROM LANDFILL. WHILE WE WORK CLOSELY WITH COUNTRY STYLE WASTE MANAGEMENT, IT IS ESTIMATED THAT 11.8 MILLION TONNES OF FOOD WASTE ENDS UP IN LANDFILL IN THE UK, ANNUALLY. WITH UK SCHOOLS AND COLLEGES THROWING AWAY OVER 80 TONNES OF FOOD WASTE A YEAR, ALL CONTRIBUTING TO CLIMATE CHANGE. WE WOULD LIKE A MORE SUSTAINABLE PROCESS THAT BENEFITS THE COLLEGE AND THE LOCAL COMMUNITY. I HAVE BEEN WORKING WITH RIDAN, AN INNOVATIVE ECO COMPANY THAT PROVIDE BETTER SOLUTIONS FOR RECYCLING FOOD WASTE INTO COMPOST, [Eco food waste recycling - Ridan Food Waste Composters](#). BY USING THE RIDAN COMPOSTING SYSTEM WE WILL REDUCE OUR CARBON FOOTPRINT, SAVE ON WASTE MANAGEMENT COSTS, BE ABLE TO TEACH OUR LEVEL 1 FOREST SCHOOL AND INCLUSIVE LEARNING STUDENTS ABOUT BIO-DEGRADABLE MATTER AND LIFE CYCLES AS WELL AS CLIMATE CHANGE AND SUSTAINABILITY, ALONG SIDE KEY LIFE SKILLS NEEDED TO RUN AND MAINTAIN THIS SYSTEM, MAKE OUR OWN COMPOST TO REDUCE OUR RELIANCE ON PEAT BASED PRODUCTS WITH THIS QUICK AND EFFICIENT METHOD THAT REQUIRES NO POWER INPUT AND PRODUCES PEAT FREE COMPOST WITHIN WEEKS. WITH THE COMPOST CREATED, WE WOULD LIKE TO USE THIS ON CAMPUS AND SHARE THE EXCESS WITH THE LOCAL COMMUNITY FREE OF CHARGE, THROUGH THE LOCAL COUNCIL. WE ALREADY HAVE AN ARRANGEMENT WITH A LOCAL COMPANY WHO PROVIDE US WITH FREE WOODCHIPS, WHICH WILL BE USED IN A RATIO OF 1:1 WITH THE FOOD WASTE IN THE RIDAN SYSTEM. THEREFORE, NO FURTHER ADDITIONAL COSTS ARE NEEDED. HISTORICALLY, WE WOULD HAVE SORT PAYMENT/FUNDING FOR ITEMS LIKE THIS FROM PRIVATE FUNDING STREAMS. HOWEVER, AS ALL FURTHER EDUCATION COLLEGES NOW SIT UNDER PUBLIC SECTOR FUNDING (DFE), THIS IS NO LONGER POSSIBLE AND PUBLIC SECTOR FUNDING IS VERY LIMITED. AS I AM SURE YOU APPRECIATE, MOVING TO CARBON NEUTRALITY BY 2050 IS A HUGE CHALLENGE AND VERY COSTLY. AS A GROUP WE ARE COMMITTED TO THIS TARGET AND HAVE INVESTED HEAVILY IN TECHNOLOGIES ACROSS THE OTHER 6 CAMPUSES LIKE SOLAR PANELS AND HEAT SOURCE PUMPS ETC AS PART OF OUR ONGOING COMMITMENT TO SUSTAINABILITY BUT THIS TYPE OF SMALL-SCALE ACTIVITY IS VERY SPECIFIC TO BROADSTAIRS AS WE HAVE THE YARROW HOTEL, ONSITE NURSERY AND LARGE STUDENT BODY WITH A LARGE CATERING DEPARTMENT.

14. Please explain how the project links to at least one of the Council's 'Cleaner, Safer, Kinder' initiatives:

WE HAD THE PLEASURE OF MEETING THE PREVIOUS MAYOR CLLR KIRSTAIN BRIGHT AND THE MAYORESS LAST YEAR WHO VISITED BROADSTAIRS CAMPUS TO SHARE THE COUNCILS "CLEANER, SAFER, KINDER" INITIATIVES WITH STAFF AND STUDENTS. THIS PROJECT FITS WELL WITHIN THE "CLEANER" AND "KINDER" ASPECTS OF THE BROADSTAIRS TOWN ACTION PLAN. FROM A CLEANER PERSPECTIVE, OUR FOOD WASTE WILL NO LONGER NEED TO BE COLLECTED BY COUNTRY STYLE BI-WEEKLEY, REMOVING TWO LARGE WASTE-MANAGEMENT TRUCKS FROM THE ROADS OF BROADSTAIRS AND ST PETERS AND HELPING TO REDUCE CONGESTION IN THE AREA. WE ALSO KNOW THAT BY USING THE RIDAN SYSTEM WE CAN RECYCLE THE FOOD WASTE INTO COMPOST, REDUCING THE AMOUNT GOING TO LANDFILL AND CONTRIBUTING TO HARMFUL GAS RELEASE AND GLOBAL WARMING. THIS WILL ALSO SUPPORT THE TOWN COUNCILS PLAN OF STRATEGIC PLANTING AND RE-WILDING BY PROVIDING PEAT FREE COMPOST, FREE OF CHARGE TO KEY LOCAL GROUPS. THE LOCATION OF THE RIDAN AND MATURATION BOXES IS IN AN OPEN ACCESS PART OF THE COLLEGE, MEANING THAT SELECTED LOCAL GROUPS CAN ACCESS THE SITE TO COLLECT THE FREE NUTRIENT RICH COMPOST. FOR THE KINDER PERSPECTIVE, OUR YOUNG PEOPLE AT THE COLLEGE ENJOY WORKING ON COMMUNITY BASED SOCIAL ACTION EVENTS AND WILL WORK WITH THE LOCAL COUNCIL TO PROVIDE THE COMPOST TO SUITABLE LOCATIONS. OUR YOUNG PEOPLE CAN DEVELOP VITAL EMPLOYABILITY SKILLS CARRYING OUT ACTIVITIES LIKE THIS AND DEVELOP A STRONGER SENSE OF SELF WORTH, WITH THE DEEP UNDERSTANDING THAT THEY ARE POSITIVELY CONTRIBUTING TO THE REDUCTION IN CLIMATE CHANGE AND DEVELOPING KEY KNOWLEDGE ABOUT CIRCULAR ECONOMIES AND THE SUSTAINABLE DEVELOPMENT GOALS 2, 4, 11, 12, 13 AND 15 [THE 17 GOALS | Sustainable Development](#).

15. Has your organisation previously received a grant from the Town Council? YES / NO
If YES, how much during the past financial year and when ?

£	Date(s)

16. How was this money spent?

N/A

Please provide a breakdown of your project's costs. Please note that this should be a breakdown of your total project costs

Expenditure (eg Equipment, Transport etc)	£
Ridan Pro-400	£4650.00
3 x Maturation Boxes (£480 each)	£1440.00
Delivery, assembly, installation and training	£490.00
	£6580.00 + VAT
	£
	£
Total Project Costs This should match the Total funding required for your project	£7896.00

Please provide the following details from your most recent annual accounts. "Steve Margetts" Steve.Margetts@eastkent.ac.uk	
Total Income	£
Less Total Expenditure	£
Surplus / Loss	£
Savings (Reserves, Cash, Investments)	£

You should **also enclose the most recent set of accounts**. (See checklist on front page)

Your Declaration

**Please complete the section below as the final part of your application.
Failure to complete this declaration could result in a delay to your application.**

Have you read and do you agree to comply with the Broadstairs and St. Peter's Town Council Criteria for the Awarding of Grants?	
Yes: *	No:
Are you an employee of the Town Council or Thanet District Council? Are you related to an employee or a Councillor at the Town Council or Thanet District Council?	
NO	
I am an Employee: Please record your job title, department and line-manager.	
My relative is: Please provide their name, your relationship to them, and the role/job that they play at the Council.	
I certify that the information given on this form is correct, and understand that the form will provide the basis on which the grant application is considered. I enclose an up to date copy of the constitution or rules of the organisation and the latest accounts.	
SIGNED: <i>Sarah Benfield</i>	DATE: 25/10/24

Please return the completed form – together with all appropriate attachments:

**The Town Clerk
 Broadstairs & St. Peter's Town Council
 Pierremont Hall
 Broadstairs
 CT10 1JX**

town.clerk@broadstairs.gov.uk



Broadstairs & St Peter's Town Council

APPLICATION FORM FOR FUNDING FOR GROUPS AND ORGANISATIONS

PLEASE READ THESE NOTES BEFORE COMPLETING THIS FORM

- a) Please complete the form carefully in readable CAPITALS in black ink, or typed. The application needs to contain ALL the information requested and is required to be completed and returned by the due date with all documentation. The grant-making timetable and criteria is on the Town Council's website at www.broadstairs.gov.uk.
- b) Please enclose an up-to-date copy of the Constitution/Rules of your organisation.
- c) Please enclose a copy of the latest audited accounts for your organisation. Please be accurate about your budget and finances. If your funding application is approved we may ask for evidence of quotes to back up your budget statement.
- d) Public sector funds are limited so we are seeking a clear account of how you meet the Council's priorities in putting on your event. Please ensure that you consider your answers carefully as the Panel of Councillors will have a scoring sheet and be assessing your application in accordance to the Grant Criteria as set out on our website.
- e) If appropriate, the Council may require that a member of the organisation attend a meeting of the appropriate Committee to justify the request.
- f) If appropriate, the Council may require that a Member of the Town Council be appointed to the organisation requesting financial assistance.
- g) Should your organisation be successful in its grant application, the Town Council requires that you acknowledge its financial assistance in any publicity or publications by the use of the Town Council Logo, with text below.
- h) Any financial assistance is given on the understanding that your organisation complies with current legislation on Equalities and Diversity and Unlawful Discrimination.
- i) Please be aware that you will need to complete a grant monitoring and evaluation form once your event or project is finished or complete. See grant criteria for further information.

Your Details

Name of Organisation:

THANET WANDERERS RUGBY UNION FOOTBALL CLUB LTD.

Grant amount requested:

£1000

FOR OFFICE USE ONLY

Date form received	4 Nov 2024
Accounts Enclosed	Yes
Copy of Constitution	Yes
Grant Approved / Declined	

1. Contact Name	PETER RURANSKI
2. Position	GRANTS AND SPONSORSHIP MANAGER.
3. Address	<p>ST PETER'S RECREATION GROUND. CALLIS COURT ROAD BROADSTAIRS. Postcode CT10 3AE.</p>
4. Telephone	<p>01843 - 868857 (CLUBHOUSE) 01843 - 593142 (CLUB SECRETARY).</p>
5. email	INFO@THANETWANDERERS.CO.UK
6. Website	WWW.THANETWANDERERS.CO.UK
7. Name & address Of TREASURER	<p>MRS KELLY SMITH 1, ORION WAY MARGATE CT9 4FT</p>

APPLICATION FORM for a GRANT TO SUPPORT A GROUP OR ORGANISATION

8. If your organisation has a management committee, how is it appointed? If not, how is your organisation managed? Does your group/organisation have constitutional rules?

OUR BOARD OF DIRECTORS ARE ELECTED AT AN ANNUAL GENERAL MEETING (AGM) WHICH IS HELD ANNUALLY. DIRECTORS HOLD OFFICE FOR A PERIOD OF FOUR YEARS, UNLESS REMOVED AT AN EXTRA ORDINARY GENERAL MEETING (EGM). THE CLUB IS RUN ACCORDING TO ITS ARTICLES OF ASSOCIATION (COPY ENCLOSED)

9. What are the aims / objectives of your organisation?

OUR AIM IS TO OPEN OUR DOORS TO OUR COMMUNITY AND PROVIDE A POSITIVE RUGBY EXPERIENCE FOR ALL. WHETHER YOU ARE LEARNING, PLAYING, COACHING, SUPPORTING OR JUST PASSING BY.

10. How does your organisation benefit the local community of Broadstairs & St. Peter's?

THROUGH ITS SCHOOLS & COMMUNITY PROGRAMME THE CLUB PROVIDES IN CURRICULUM TIME, FREE OF CHARGE RUGBY COACHING TO PRIMARY AND SECONDARY SCHOOLS IN BROADSTAIRS AND THROUGHOUT THANET. IT PROVIDES THE SAME FOR A NUMBER OF SEN SCHOOLS IN THE AREA AS WELL AS RUNNING SPECIALISED COACHING FOR SEN CHILDREN ON A SUNDAY MORNING. WALKING RUGBY FOR OVER 50s TAKES PLACE ON WEDNESDAYS

11. Approximately how many people benefit from the activities of your organisation?

Members: 600 6	Non-members: 2500	Broadstairs & St. Peter's Residents: 1000	Visitors: ...50
Approximate overall TOTAL:			

12. Amount of grant being requested
An amount must be stated

£ 1000

13. For what purpose will the grant be used? Please be specific.

THE GRANT WILL BE USED TO PART FUND THE CLUB'S SCHOOLS AND COMMUNITY PROGRAMME. PAYING COACHES COSTS AND EXPENSES FOR VISITING LOCAL SCHOOLS IN CURRICULUM TIME. NO CHARGE IS MADE TO ANY OF THE SCHOOLS, BUT COACHES ARE PAID FOR THEIR TIME. THE PROGRAMME RUNS FROM SEPTEMBER UNTIL THE FOLLOWING MAY. IN SEPTEMBER 2024 A TOTAL OF FIVE SCHOOLS WERE VISITED, THREE IN BROADSTAIRS, AND 197 BOYS AND 114 GIRLS RECEIVED RUGBY COACHING. DURING THE 2023-24 SEASON, 1336 BOYS AND 1116 GIRLS RECEIVED COACHING AT 12 DIFFERENT SCHOOLS.

14. How will this grant benefit the local community of Broadstairs & St. Peter's? Please be specific.

THE GRANT WILL ENABLE THE CLUB TO CONTINUE ITS IN CURRICULUM TIME RUGBY COACHING. GIVING A LARGE NUMBER OF BROADSTAIRS & ST PETER'S CHILDREN THE OPPORTUNITY TO ENJOY STRUCTURED PHYSICAL EXERCISE WHILE LEARNING TO WORK TOGETHER FOR TEAM BENEFIT. THEY WILL ALSO LEARN TO RESPECT AUTHORITY AND ACQUIRE THE DISCIPLINES THAT RUGBY DEMANDS, AS WELL AS ATTAINING AN INCREASED SELF ESTEEM.

15. Has your organisation previously received a grant from the Town Council? YES / ~~NO~~
If YES, how much during the past financial year and when?

£ 500

Date(s) 2023-24.

16. How was this money spent?

THE MONEY WAS USED TO SUPPLY KIT AND EQUIPMENT FOR THE SPECIAL EDUCATIONAL NEEDS (SEN) SECTION OF THE CLUB.

Managing your Event or Project

17. Is anyone else financially contributing to your event? If yes, please give the details below:

(a) Funding secured:	
Name of funder:	Amount secured:
LONDON RRRRAY COMMUNITY FUND	£1000
(b) Funding applied for:	
Name of funder:	Amount requested:
ALLIANZ FUTURE FUND	£2000
KENT COUNTY COUNCIL	£500 (MAXIMUM AVAILABLE).
(c) Funding being used from Reserves or Fundraising:	
Details	Amount
FUNDING FROM LONDON RRRRAY COMMUNITY FUND	£1000

18. If this would be your only source of funding, please explain why?

NOT APPLICABLE

19. If this is a recurring event and you have received funding from the Town Council before, have you sought alternative funding from another funder? If not, why?

ONGOING EVENT THROUGH EACH RUGBY SEASON.
FUNDING HAS BEEN SOUGHT IN ALL PREVIOUS YEARS AND SECURED.

20. Is your organisation VAT registered? If so, please supply your VAT number:

YES GB 399-9544-10

21. Do you have public liability insurance of not less than £5million to cover the event? If yes, please provide a copy with this application. If no then please outline below when you intend to secure it.

YES (COPY ENCLOSED)

22. Do you employ anyone to help with your event? If yes, how many people do you employ?

YES - VARIES AS MOST COACHES ALSO HOLD DOWN FULL-TIME JOBS
ON AVERAGE 2-3 PEOPLE PER WEEK (ONE IS RETIRED AND AVAILABLE
MOST OF THE TIME)

23. Do you have any volunteers assisting your event? If yes, how many volunteers do you have?

YES - VARIES ACCORDING TO AVAILABILITY
AVERAGE 1-2 PER WEEK.

24. Please give a brief outline of the skills, experience and/or training that your employees or volunteers have in managing or working on an event.

ALL COACHES HOLD THE RELEVANT LEVEL OF COACHING CERTIFICATES
AND ALL HAVE FULL D.B.S. CLEARANCE FOR WORKING WITH CHILDREN.

25. Is your event affiliated to any national or local support organisation? If yes, please provide full details:

YES. THE RUGBY FOOTBALL UNION (RFU). THE PROGRAMME HAS
BEEN RECOGNISED BY THE RFU AS ONE OF THE BEST OF ITS KIND.

FINANCIAL STATEMENT

Please complete the whole statement – both columns Current year and Next year, giving as much detail as space will allow. The form will be returned for completion if you fail to give enough information, which may delay your application.

You should also enclose the most recent set of audited accounts. (See checklist on front page)

INCOME	Current Year Actual or Estimated (state which)	Next Year Estimate	EXPENDITURE	Current Year Actual or Estimated (state which)	Next Year Estimate
SUBSCRIPTIONS	£53,671.00	£55,000.00	STAFF COSTS	£2,898.00	£3,500.00
GRANTS Please specify:	£5,000.00	£5,000.00	VOLUNTEER EXPENSES	£148.00	£500.00
SPONSORSHIP or DONATIONS Please specify:	£37,300.00	£40,000.00	PREMISES		
			Rent	£4,802.00	£5,300.00
			Rates	£3,153.00	£3,500.00
			Services	£28,987.00	£32,000.00
			Maintenance	£19,697.00	£20,000.00
FUND-RAISING: Please specify:	£65,410.00	£69,000.00	OFFICE EXPENSES		
			Telephone/Fax	£1,009.00	£1,100.00
			Printing/Stationery	£39.00	£100.00
			Postage		
FEES & CHARGES Please specify:			ADVERTISING	£5,731.00	£6,300.00
			INSURANCE	£4,246.00	£4,800.00
OTHER Specify:	£4,373.00	£4,000.00	VENUE HIRE		
Services			EQUIPMENT		
Programmes	£130.00	0	Purchase	£18,704.00	£22,000.00
Event Income	£231.00	0	Hire		
			OTHER Specify: (SEE ACCOUNTS)	£56,899.00	£60,000.00
TOTAL: £	166,115.00	159,000.00	TOTAL: £	146,313.00	£159,100.00

BANK BALANCES:

Balance at bank at the beginning of last financial year	£ 70,043.00	BALANCE
+ Add Income during the year	£ 166,115.00	£ 236,458.00
- Less Expenditure during the year	£ 146,313.00	£
Balance at the beginning of this financial year	CARRIED FWD	£
Reserves / Savings	£	

Your Declaration

Please complete the section below as the final part of your application.
Failure to complete this declaration could result in a delay to your application.

Have you read and do you agree to comply with the Broadstairs and St. Peter's Town Council Criteria for the Awarding of Grants?

Yes: No:

Are you an employee of the Town Council or Thanet District Council? Are you related to an employee or a Councillor at the Town Council or Thanet District Council?

NO

I am an Employee: Please record your job title, department and line-manager.

NOT APPLICABLE

My relative is: Please provide their name, your relationship to them, and the role/job that they play at the Council.

NOT APPLICABLE

I certify that the information given on this form is correct and understand that the form will provide the basis on which the grant application is considered. I enclose an up-to-date copy of the constitution or rules of the organisation and the latest audited accounts.

SIGNED:



DATE:

18th OCTOBER 2024

Please return the completed form – together with all appropriate attachments:

The Town Clerk
Broadstairs & St. Peter's Town Council
Pierremont Hall
Broadstairs
CT10 1JX

town.clerk@broadstairs.gov.uk



Broadstairs & St Peter's Town Council

APPLICATION FORM FOR FUNDING FOR GROUPS AND ORGANISATIONS

PLEASE READ THESE NOTES BEFORE COMPLETING THIS FORM

- a) Please complete the form carefully in readable CAPITALS in black ink, or typed. The application needs to contain ALL the information requested and is required to be completed and returned by the due date with all documentation. The grant-making timetable and criteria is on the Town Council's website at www.broadstairs.gov.uk.
- b) Please enclose an up-to-date copy of the Constitution/Rules of your organisation.
- c) Please enclose a copy of the latest audited accounts for your organisation. Please be accurate about your budget and finances. If your funding application is approved we may ask for evidence of quotes to back up your budget statement.
- d) Public sector funds are limited so we are seeking a clear account of how you meet the Council's priorities in putting on your event. Please ensure that you consider your answers carefully as the Panel of Councillors will have a scoring sheet and be assessing your application in accordance to the Grant Criteria as set out on our website.
- e) If appropriate, the Council may require that a member of the organisation attend a meeting of the appropriate Committee to justify the request.
- f) If appropriate, the Council may require that a Member of the Town Council be appointed to the organisation requesting financial assistance.
- g) Should your organisation be successful in its grant application, the Town Council requires that you acknowledge its financial assistance in any publicity or publications by the use of the Town Council Logo, with text below.
- h) Any financial assistance is given on the understanding that your organisation complies with current legislation on Equalities and Diversity and Unlawful Discrimination.
- i) Please be aware that you will need to complete a grant monitoring and evaluation form once your event or project is finished or complete. See grant criteria for further information.

Your Details

Name of Organisation:

1st St Peter's Sea Scouts

Grant amount requested:

£16000 (£8000 for compact tractor and £8000 for shipping container)

<i>FOR OFFICE USE ONLY</i>	
<i>Date form received</i>	8 November 2024
<i>Accounts Enclosed</i>	Annual report
<i>Copy of Constitution</i>	n/a
<i>Grant Approved / Declined</i>	

APPLICATION FORM for a GRANT TO SUPPORT A GROUP OR ORGANISATION

- 8. If your organisation has a management committee, how is it appointed? If not, how is your organisation managed? Does your group/organisation have constitutional rules?**

The Group Trustee Board makes decisions and carries out administrative tasks to ensure that the best quality Scouting can be delivered to Young People in the Group. We are bound by Scout Association Policy, Organisation and Rules (POR): Chapter 3; no. 13. along with our group constitution. The committee is made up of ex-officio members, elected members and parent representatives (as per POR rule 5.4.7.10).

The Group Trustee board is also our Group's Charity Trustees. Further details of the POR are found: <https://prod-cms.scouts.org.uk/media/pjqmry3z/june-2024-por-pdf.pdf> (group constitution is also attached).

- 9. What are the aims / objectives of your organisation?**

We are a Sea Scout group based in Broadstairs, Thanet and were the very first scout troop founded in Thanet, in 1910. Today, we are the largest group in Thanet. We have three sections with approx. 25 Beavers age 6-8, approx. 32 Cubs age 8-10, and approx 34 Scouts age 10-14. Our group enables young people to make new friends, have amazing adventures, and learn new valuable skills for life, and contribute to the community. Regardless of abilities or additional needs, our inclusive group is open to all, and has a positive impact on the mental health and wellbeing of not only our Young People but also all those adult Leaders and Young Leaders who volunteer too. We strive to give Young People the opportunities to grow in confidence, self-reliance, and build leadership skills in a safe, supportive and fun environment.

- 10. How does your organisation benefit the local community of Broadstairs & St. Peter's?**

The Group provides activities and training to help young people in Broadstairs and St Peters develop future skills, goals and values that will be valuable to them in their everyday and future lives, and which enable and encourage them to contribute to their local community. A major part of the Scouting movement is community involvement, and our group has been involved in fundraising within Broadstairs over the years. As a Royal Navy recognised Sea Scout group much of our activity and training centres around the water. Historically our Group has been a core part of the harbour at Broadstairs, with many of the Group's boats moored within the Harbour throughout the summer months. After building our boat park last summer we now have a permanent presence on the seafront again. Since the Group was founded, hundreds of young people in Broadstairs have been members of our Group benefiting from its activities. Many of these have gone on to use those skills and values for the benefit of the wider community, in their work and by volunteering, many within the Scout movement as well as other organisations.

- 11. Approximately how many people benefit from the activities of your organisation?**

Members: .100..	Non-members: .260..	Broadstairs & St. Peter's Residents: Hundreds	Visitors:
Approximate overall TOTAL: .1000+. annually, over the lifetime of the group tens of thousands			

Managing your Event or Project

17. Is anyone else financially contributing to your event? If yes, please give the details below:	
(a) Funding secured: <i>Name of funder:</i>	<i>Amount secured:</i>
(b) Funding applied for: <i>Name of funder:</i>	<i>Amount requested:</i>
(c) Funding being used from Reserves or Fundraising: <i>Details</i>	Amount

<p>18. If this would be your only source of funding, please explain why?</p> <p>We would use a small amount of our group savings if needed when sourcing the equipment</p>

<p>19. If this is a recurring event and you have received funding from the Town Council before, have you sought alternative funding from another funder? If not, why?</p> <p>N/A</p>

20. Is your organisation VAT registered? If so, please supply your VAT number:

No

21. Do you have public liability insurance of not less than £5million to cover the event? If yes, please provide a copy with this application. If no then please outline below when you intend to secure it.

No event but we do have Scouting Insurance covering us for £25,000,000 public liability.

If we were successful with the grant we would take out additional insurance cover and road tax to cover us for the use of a tractor on the small area of public land between the boat park and Viking Bay Concrete slipway onto the beach. Any users of the equipment would be trained and follow our defined safety procedures.

22. Do you employ anyone to help with your event? If yes, how many people do you employ?

N/A

23. Do you have any volunteers assisting your event? If yes, how many volunteers do you have?

All of our group leaders are volunteers

24. Please give a brief outline of the skills, experience and/or training that your employees or volunteers have in managing or working on an event.

To use the equipment, we would ensure that all users have appropriate licences and insurance and are trained and adhere to risk assessments and safety procedures.

25. Is your event affiliated to any national or local support organisation? If yes, please provide full details:

N/A

FINANCIAL STATEMENT

Please complete the whole statement – both columns Current year and Next year, giving as much detail as space will allow. The form will be returned for completion if you fail to give enough information, which may delay your application.

You should also enclose the most recent set of audited accounts. (See checklist on front page)

2023-2024

2023-2024

INCOME	Current Year Actual or Estimated (state which)	Next Year Estimate 2024-	EXPENDITURE	Current Year Actual or Estimated (state which)	Next Year Estimate 2024-
SUBSCRIPTIONS			STAFF COSTS	£0	£0
GRANTS <i>Please specify:</i>		£6200 *	VOLUNTEER EXPENSES	£0	£0
Co-op Community - safety boat	£1139.49		Scout Association Membership fees	£4571	£5000
Cantiacorom Foundation - New Outboard motors	£4400				
Royal Navy Admiralty Fund - Canoe trailer	£2500				
Broadstairs Town Council - Boat park	£2900 + £7600				
SPONSORSHIP or DONATIONS			PREMISES		
<i>Please specify:</i>	~£500		Rent	£3557.28	£5500
e.g. Rotary Club, parents, church choir instead of Xmas cards			Rates	£27.65	£150
			Services		
			Maintenance	£2316.21	£1000
			Building work	£5500	£5000
FUND-RAISING: <i>Please specify:</i>			OFFICE EXPENSES	£0	
Thanet Roadrunners for helping at water station	£100		Telephone/Fax		
Amazon fundraising on spending	£37.96		Printing/Stationery		
Co-op hot chocolate for Xmas lights	£200		Postage		
FEES & CHARGES			ADVERTISING	£0	
<i>Please specify:</i>					
Bank interest	£403.45		INSURANCE	£1894.33	£2500
Cost of events	£2800				
			VENUE HIRE		
OTHER Specify:					
Gift Aid	£2856.88	£3000	EQUIPMENT		
Annual Camps	£14982.50	£15000	Vehicle Repairs/ Servicing	£2776.06	£2000
Subs	£13115.26	£15000	Replacement equipment	£7169.55	£3500
Minibus loan	£830	£200	Other Specify:		
Group scarf purchases	£278	£100	Activity/ badge costs	£13417.67	£14000
			Go Cardless Fees	£1006.74	£1000
TOTAL: £	54649	£39500	TOTAL: £	42236.49	£39650

BANK BALANCES:

Balance at bank at the beginning of last financial year	£ 32349	BALANCE
+ Add Income during the year	£ 54649	£ 86998
- Less Expenditure during the year	£ 42236	£ 44762
Balance at the beginning of this financial year	CARRIED FWD	£ 44762
Reserves / Savings	£ 0 - all included in bank balance above	

The building of the boat park crossed between the 2 financial years, resulting in an artificially high balance at year end.

* Grants already received this financial year for replacing camping equipment and safety boat.

Your Declaration

**Please complete the section below as the final part of your application.
Failure to complete this declaration could result in a delay to your application.**

Have you read and do you agree to comply with the Broadstairs and St. Peter's Town Council Criteria for the Awarding of Grants?

Yes: No:

Are you an employee of the Town Council or Thanet District Council? Are you related to an employee or a Councillor at the Town Council or Thanet District Council?

No

I am an Employee: Please record your job title, department and line-manager.

My relative is: Please provide their name, your relationship to them, and the role/job that they play at the Council.

I certify that the information given on this form is correct and understand that the form will provide the basis on which the grant application is considered. I enclose an up-to-date copy of the constitution or rules of the organisation and the latest audited accounts.

SIGNED: *G Allan*

DATE: 08-Nov-2024

Please return the completed form – together with all appropriate attachments:

**The Town Clerk
Broadstairs & St. Peter's Town Council
Pierremont Hall
Broadstairs
CT10 1JX**

town.clerk@broadstairs.gov.uk

**Annual Report Comparison
2023-2024 v 2022-2023**

	2023-2024	2022-2023
Income		
Badges / Scarves	278.00	146.10
Bank Interest	403.45	46.62
Donation	19,445.21	4,784.63
Events - Beavers	468.00	1,156.00
Events - Cubs	1,569.50	3,986.50
Events - Scouts	12,945.00	8,953.00
Fundraising	2,681.97	306.72
Gift Aid	2,856.88	2,679.29
Marine	0.00	300.00
Meetings	56.00	0.00
Membership Fees	13,115.26	10,873.50
Minibus	830.00	80.00
Expense		
Activity Equipment	63.75	114.31
Admin	308.16	290.45
Badges	660.35	872.25
Bank Fees	1,006.74	868.65
Boat Park	2,192.23	500.00
Camping Equipment	177.94	457.90
Events - Beavers	561.06	1,094.41
Events - Cubs	2,042.27	2,925.17
Events - Scouts	10,176.47	5,334.83
Insurance	1,894.33	1,761.00
Marine	10,169.55	3,379.02
Meetings - Beavers	409.83	402.16
Meetings - Cubs	667.63	453.87
Meetings - Scouts	845.80	305.55
Membership Costs	4,571.00	3,888.50
Minibus	2,652.08	1,147.01
Miscellaneous	128.39	0.00
Rates	27.65	0.00
Rent	3,557.28	2,842.50
Training	0.00	60.00
Venue Maintenance	123.98	17.50
Account balances		
Lloyds Treasurer Account	574.45	403.02
Lloyds Camp / Event Account	4,124.09	4,042.69
Lloyds Saving Account	39,627.10	27,434.38
Petty Cash Beavers	0.00	100.00
Petty Cash Cubs	0.00	100.00
Petty Cash Scouts	0.00	100.00
Expense Account	436.35	169.12
Summary		
Account balance brought forward	32,349.21	25,751.93
Total income	54,649.27	33,312.36
Total expenditure	42,236.49	26,715.08
Net income	12,412.78	6,597.28
Account balance carried forward	44,761.99	32,349.21



APPLICATION FORM FOR FUNDING FOR GROUPS AND ORGANISATIONS

PLEASE READ THESE NOTES BEFORE COMPLETING THIS FORM

- a) Please complete the form carefully in readable CAPITALS in black ink, or typed. The application needs to contain ALL the information requested and is required to be completed and returned with all relevant documentation. The grant-making criteria is on the Town Council's website at www.broadstairs.gov.uk.
- b) Please enclose an up-to-date copy of the Constitution/Rules of your organisation.
- c) Please enclose a copy of the latest accounts for your organisation. Please be accurate about your budget and finances. If your funding application is approved we may ask for evidence of quotes to back up your budget statement.
- d) Public sector funds are limited so we are seeking a clear account of how you meet the Council's priorities in putting on your event. Please ensure that you consider your answers carefully as the Panel of Councillors will have a scoring sheet and be assessing your application in accordance with the Grant Criteria as set out on our website.
- e) If appropriate, the Council may require that a member of the organisation attend a meeting of the appropriate Committee to give a presentation about the request.
- f) If appropriate, the Council may require that a Member of the Town Council be appointed to the organisation requesting financial assistance.
- g) Should your organisation be successful in its grant application, the Town Council requires that you acknowledge its financial assistance in ALL publicity, publications and social media posts by using the Town Council crest, with text "Broadstairs & St. Peter's Town Council" under the crest. Please contact the office for a high-resolution copy of this.
- h) Any financial assistance is given on the understanding that your organisation complies with current legislation on Equalities and Diversity and Unlawful Discrimination.

Your Details

Name of Organisation:

Thanet Disabled Riding Centre

Grant amount requested:

£2000

<i>FOR OFFICE USE ONLY</i>	
<i>Date form received</i> 9 November 2024
<i>Accounts Enclosed</i> Yes
<i>Copy of Constitution</i> Yes
<i>Grant Approved / Declined</i>

1. Contact Name	Robin Putney
2. Position	Trustee
3. Address	<p>Thanet Disabled Riding Centre</p> <p>Broadstairs, KENT</p> <p>Postcode CT10 3AH</p>
4. Telephone	07887560257
5. email	Robin.tdrc@btinternet.com
6. Website	www.disabledridingcentre.com
7. Name & address Of TREASURER	<p>Mr Andrew Barnard</p> <p>Thanet Disabled Riding Centre</p> <p>Broadstairs</p> <p>Kent</p> <p>CT10 3AH</p>

8. If your organisation has a management committee, how is it appointed?
 If not, how is your organisation managed? Does your group/organisation have constitutional rules?

The Riding Centre is a Registered Charity N0. 1104103. It is Managed by Nora Setterfield MBE and two assistant managers. It is structured in accordance with the Charity Commission with associated Trustees. It has a written constitution with associated policies e.g. Child and Adult Protection which are available on request

9. What are the aims / objectives of your organisation?

Thanet Disabled Riding Centre provides individual tailored riding and therapy sessions to children and adults with many different physical and mental disabilities, vulnerabilities, and special educational needs. Our motto is "if we have the right horse, we will take the rider, no matter the disability" We challenge our riders to do things they wouldn't usually do. Riding sessions build physical strength and confidence through fun/educational games in the paddock and confidence/awareness on the road. Therapy sessions build confidence and support for mental health sufferers in a safe and confidential environment. The Centre works with individuals from the community and local schools it has 50 riders and 12 therapy clients, with more on a waiting list. We are dependent on volunteers and are lucky to have 20+. Some of these have disabilities/special educational needs themselves.

The Centre has 4 working ponies and a retired tea drinking shetland pony who ventures out for the odd therapy session. It is situated in the ground of Maurice House a British Legion Care Home

10. How does your organisation benefit the local community of Broadstairs & St. Peter's?

The Riding Centre is based in the heart of Broadstairs and St Peter's and although we serve Thanet approximately one third 18 of our riders/clients are Broadstairs and St Peter's residents We have been serving the disabled and those with special needs in the community for almost 50 years. 2025 will be the 50th anniversary of Nora Setterfield MBE running the centre.

11. Approximately how many people benefit from the activities of your organisation?

Members: ...	Non-members:	Broadstairs & St. Peter's Residents: ...20....	Visitors: ...42....
Approximate overall TOTAL:62.....			

12. Amount of grant being requested
An amount must be stated

£2000

13. For what purpose will the grant be used? *Please be specific.*

The Grant will be used to assist in funding the Riding and Therapy sessions for for our Disabled and SEN Broadstairs and St Peter's riders/clients. With each one attending weekly the grant will fund approximately £2 per session.

14. Please explain how the project links to at least one of the Council's 'Cleaner, Safer, Kinder' initiatives:

Thanet Disabled Riding Centre contributes daily to the Council's KINDER initiative. We are all about providing a safe and caring environment to enabled our disabled and SEN riders and clients to enjoy and benefit from horse riding and therapy sessions. Indeed some of our volunteers themselves are disabled and have additional needs.

Being outside is so important for your health. We provide a space where our clients have fun whilst exercising and learning in a safe and secure, open-air environment, near the seaside – often riding the horses down towards the beach.

We work with individuals from local schools and the wider community, supported by more than 20 volunteers, some with disabilities/special educational needs themselves who might find it difficult or impossible to succeed in a workplace without the right support.

Many families are on low incomes, and with the cost-of-living crisis hitting hard – especially disabled people and families with disabled children – we only suggest a small voluntary donation from our clients.

**15. Has your organisation previously received a grant from the Town Council? YES / NO
If YES, how much during the past financial year and when ?**

£	Date(s)

16. How was this money spent?

I am unsure if the charity has received funds in the past, certainly not in ther last few years.

Please provide a breakdown of your project's costs. Please note that this should be a breakdown of your total project costs

Expenditure (eg Equipment, Transport etc)	£
Contribute to the weekly cost of each ride/therapy session of a Broadstairs and St Peter's client 20 riders x 50 weeks x £2	£2,000.00
	£
	£
	£
	£
	£
Total Project Costs This should match the Total funding required for your project	£2,000.00

Please provide the following details from your most recent annual accounts.	
Total Income	£141,714.05
Less Total Expenditure	£107,008.73
Surplus / Loss	£34,705.32
Savings (Reserves, Cash, Investments)	£71,754.63

You should **also enclose the most recent set of accounts.** (See checklist on front page)

Your Declaration

**Please complete the section below as the final part of your application.
Failure to complete this declaration could result in a delay to your application.**

Have you read and do you agree to comply with the Broadstairs and St. Peter's Town Council Criteria for the Awarding of Grants?	
<input type="checkbox"/> Yes: ✓	<input type="checkbox"/> No:
Are you an employee of the Town Council or Thanet District Council? Are you related to an employee or a Councillor at the Town Council or Thanet District Council? No and No	
I am an Employee: Please record your job title, department and line-manager.	
My relative is: Please provide their name, your relationship to them, and the role/job that they play at the Council.	
I certify that the information given on this form is correct, and understand that the form will provide the basis on which the grant application is considered. I enclose an up to date copy of the constitution or rules of the organisation and the latest accounts.	
SIGNED: Robin Putney	DATE: 09/11/24

Please return the completed form – together with all appropriate attachments:

**The Town Clerk
Broadstairs & St. Peter's Town Council
Pierremont Hall
Broadstairs
CT10 1JX**

town.clerk@broadstairs.gov.uk

RULES AND CONSTITUTION

1. Title

The Centre shall be known as Thanet Disabled Riding Centre.

2. Objects

The Centre's objects shall be to provide disabled people who live within the Thanet area with the opportunity to ride and/or to carriage drive to benefit their health and wellbeing.

3. Powers

The Centre has the following powers which may be exercised only in promoting the objects:

- 3.1 To provide disabled people with the means to ride and/or to carriage drive at the level of their ability, choice and ambition
- 3.2 To encourage disabled people to occupy positions of responsibility within the Centre
- 3.3 To contribute to the attainment of the Objects
- 3.4 To raise funds and invite and receive contributions from any person or persons whatsoever by way of loan subscription, donation or otherwise in any manner it sees fit consistent with the charitable status of the Centre
- 3.5 To acquire or hire property of any kind including but not limited to horses and ponies
- 3.6 To set aside funds for special purposes or as reserves against future expenditure
- 3.7 To deposit or invest funds in any lawful manner
- 3.8 To insure the Centre's property against any foreseeable risk and take out other insurance policies to protect the Centre and its members where required
- 3.9 To insure members of the Committee against the costs of a successful defence to a criminal prosecution brought against them as charity trustees or against personal liability incurred in respect of any act or omission which is or is alleged to be a breach of trust or a breach of duty (unless the member concerned knew that or was reckless whether the act or omission was a breach of trust or breach of duty)
- 3.10 To do anything else within the law which promotes or helps to promote the Objects.

4. Membership

- 4.1 Membership of the Centre shall be open to any individual or organisation residing in or having connections within the Centre's area and actively interested in promoting the Objects
- 4.2 The Committee may establish different classes of membership and may set appropriate rates of subscription or levy no subscription
- 4.3 The Committee shall keep a register of members

4.4 The Committee may at any time terminate the membership of any individual or organisation provided that the individual or a representative of an organisation (as the case may be) shall have the right to be heard by the Committee before a final decision is made

5. General Meetings

5.1 All members shall be entitled to attend general meetings of the Centre in person or (in the case of a member organisation) through an authorised representative.

5.2 General meetings shall be called by 28 clear days' notice to the members specifying the business to be transacted

5.3 There shall be a quorum at a general meeting if the number of members or authorised representatives personally present is at least 50 per centum of the members

5.4 The Centre's Chairman or some other member elected by those present shall preside at a general meeting

5.5 Except where otherwise provided in this Constitution every issue at a general meeting shall be determined by a simple majority of the votes cast.

5.6 Except for the chairman of the meeting who shall have a second or casting vote every member or authorised representative present in person shall be entitled to one vote on every issue

5.7 An Annual General Meeting (AGM) must be held every year

5.8 At an AGM the members shall:

5.8.1 receive the accounts of the Centre for the previous financial year 5.8.2 receive the report of the Committee on the Centre's activities since the previous AGM

5.8.3 elect Committee members to replace those retiring from office 5.8.4 discuss and determine any issues of policy or deal with any other business put before them

5.9 An extra ordinary general meeting (EGM) may be called at any time and must be called within 14 days after a written request to the Committee from at least 10 percent of the members

6 The Committee

6.1 The Committee shall have control of the Centre and its property and funds.

6.2 The Committee shall be composed of the following members:

6.2.1 the Centre Chairman

6.2.2 the Centre Treasurer

6.2.3 the Centre Secretary

6.2.4 all permanent volunteer helpers

6.3 A Committee member shall automatically cease to be a member of the Committee if he or she:

6.3.1 is disqualified under the Charities Act 1993 from acting as a charity trustee

6.3.2 is incapable whether mentally or physically of managing his or her own affairs

6.3.3 ceases to be a member of the group

6.3.4 ceases to reside in the Group area

6.3.5 resigns by written notice to the Committee

6.3.6 is removed by a resolution passed by all the other members of the Committee after inviting the views of the Committee member concerned and considering the matter in the light of any such views

7. Committee Meetings

7.1 The Committee shall meet whenever necessary

7.2 There shall be a quorum at a Committee meeting when at least half the members are present

7.3 The Centre Chairman or (if the Centre Chairman is unable or unwilling to do so) some other member of the Committee chosen by the members present shall preside at each Committee meeting

7.4 Every issue shall be determined by a simple majority of votes cast at a Committee meeting but a resolution which is in writing and signed by all members of the Committee shall be as valid as a resolution passed at a meeting and shall be treated as passed on the date of the last signature

7.5 Except for the Chairman of the meeting who shall have a second or casting vote every Committee member shall have only one vote on each issue

8. Property and Funds

8.1 The property and funds of the Centre shall be used only for promoting the Objects and shall not belong to the members of the Centre or the Committee

8.2 No Committee member may receive any payment of money or other material benefit (whether direct or indirect) from the Centre except:

8.2.1 reimbursement of reasonable out-of-pocket expenses actually incurred in the administration of the Centre

8.2.2 an indemnity in respect of any liabilities properly incurred in running the Centre (including the costs of a successful defence to criminal proceedings) 8.2.3 in exceptional cases other payments (but only with the prior written approval of the Commission.

8.3 Whenever a Committee member shall have a personal interest in a matter to be discussed at a Committee meeting the Committee member shall

- 8.3.1 declare an interest before discussion begins on the matter
- 8.3.2 withdraw from that part of the meeting unless expressly invited to remain in order to provide information
- 8.3.3 not be counted in the quorum for that part of the meeting
- 8.3.4 withdraw during the vote and have no vote on the matter
- 8.4 Funds which are not required for immediate use or which will be required for use at a future date shall be placed on deposit or invested until needed

9. Records and Accounts

9.1 The Committee shall comply with the requirements of the Charities Act 1993 as to the keeping of financial records the audit or independent examination of accounts and the preparation and transmission to the Commission of:

- 9.1.1 annual reports
- 9.1.2 annual returns
- 9.1.3 annual statements of account

9.2 The Committee shall keep proper records of:

- 9.2.1 all proceedings at general meetings
- 9.2.2 all proceedings at Committee meetings
- 9.2.3 all professional advice obtained

9.3 Annual records and statements of account relating to the Centre shall be made available for inspection by any member of the Centre

9.4 A copy of the latest statement of account shall be supplied to any person who makes a written request and pays the Centre's reasonable costs as required by the Charities Act 1993

10 Amendments

This Constitution may be amended at a general meeting by not less than a two-thirds majority of the votes cast but:

- 10.1 The members shall be given 28 clear days' notice of the proposed amendments
- 10.2 No amendment shall be valid if it would make fundamental change to the Objects or to this clause or destroy the charitable status of the Centre

11. Dissolution

11.1 If at any time the members at a general meeting shall decide to dissolve the Centre the members of the Committee and Charity Trustees shall remain in office and shall be responsible for the orderly winding up of the Centre's affairs.

11.2 After making provision for all outstanding liabilities of the Group the Committee shall give or transfer the remaining property and funds to the Riding for the Disabled Association.

11.3 A final report and statement-of account relating to the Centre shall be sent to the Commission

Nora Setterfield (Manager)

N. E. Setterfield

15/08/23



Broadstairs & St Peter's Town Council

APPLICATION FORM FOR FUNDING FOR GROUPS AND ORGANISATIONS

PLEASE READ THESE NOTES BEFORE COMPLETING THIS FORM

- a) Please complete the form carefully in readable CAPITALS in black ink, or typed. The application needs to contain ALL the information requested and is required to be completed and returned by the due date with all documentation. The grant-making timetable and criteria is on the Town Council's website at www.broadstairs.gov.uk.
- b) Please enclose an up-to-date copy of the Constitution/Rules of your organisation.
- c) Please enclose a copy of the latest audited accounts for your organisation. Please be accurate about your budget and finances. If your funding application is approved, we may ask for evidence of quotes to back up your budget statement.
- d) Public sector funds are limited so we are seeking a clear account of how you meet the Council's priorities in putting on your event. Please ensure that you consider your answers carefully as the Panel of Councillors will have a scoring sheet and be assessing your application in accordance to the Grant Criteria as set out on our website.
- e) If appropriate, the Council may require that a member of the organisation attend a meeting of the appropriate Committee to justify the request.
- f) If appropriate, the Council may require that a Member of the Town Council be appointed to the organisation requesting financial assistance.
- g) Should your organisation be successful in its grant application, the Town Council requires that you acknowledge its financial assistance in any publicity or publications by the use of the Town Council Logo, with text below.
- h) Any financial assistance is given on the understanding that your organisation complies with current legislation on Equalities and Diversity and Unlawful Discrimination.
- i) Please be aware that you will need to complete a grant monitoring and evaluation form once your event or project is finished or complete. See grant criteria for further information.

Your Details

Name of Organisation:

Ramsgate & Broadstairs Sea Cadets

Grant amount requested:

£604.95	
---------	--

FOR OFFICE USE ONLY

Date form received 2 December 2024.

Accounts Enclosed Yes

Copy of Constitution Yes

Grant Approved / Declined

1. Contact Name

2. Position

3. Address

Postcode CT11 8AU

4. Telephone

5. email

6. Website

**7. Name & address of
TREASURER**

Steve Cummings
42 Muir Road
Ramsgate
CT11 8AU

APPLICATION FORM for a GRANT TO SUPPORT A GROUP OR ORGANISATION

**8. If your organisation has a management committee, how is it appointed?
If not, how is your organisation managed? Does your group/organisation have constitutional rules?**

Every Sea Cadet unit is an individual charity. All our management committee are Trustees and operate under the National Sea Cadet Constitution

9. What are the aims / objectives of your organisation?

The purpose of the Sea Cadets is to provide meaningful maritime training with cadets often achieving life-long qualifications from professional bodies such as Royal Yacht Association, power boating, yachting and dingy sailing. Additional to this, cadets can learn a number of skills within the unit such as first aid, lifesaving, amateur radio, musician, navigation, seamanship, leadership skills, naval traditions and life skills/well-being. We have regular guest speakers on a range of subjects including environmental, leadership, self-esteem, careers etc. The cadets are involved in the Duke of Edinburgh awards, summer camps, drill, piping competitions, expeditions, and weekend visits to training camps around the southeast. Our cadets not only have a lot of fun but learn self-respect, being part of a team and the value working within the community.

We now have our REMBRANT 6 ship navigation simulator fully operational (which is able to provide the same level as Navigation Training Universities such as Southampton) and is being offered to local schools and maritime organisations. We also have a dedicated CIS (Communications Information System)

With our move to the ferry terminal, we are now able to open as a Sea Cadet Area Training Centre for a variety of courses which we were unable to do in our limited access old building. First Aid training courses are being held for East Kent in November.

We currently have 10 Uniformed or Civilian Instructors and 5 Unit Management Team/Trustees. All staff are volunteers

Cadets on role is currently 28 with new recruits applying

10. How does your organisation benefit the local community of Broadstairs & St. Peter's?

Our Sea Cadet unit has always had strong links with Broadstairs & St Peters, attending the Remembrance Day service, associations with the yacht club, local schools and colleges plus we attend as many community events as possible.

We have a large number of cadets and staff who reside in this area, and we are actively seeking new cadets from the area using social media and publications.

The funding bid would greatly enhance our ability to deliver training using up to date media and small conference facilities/presentations not only to cadets but to the wider community including community groups, schools and colleges. This equipment would be used in conjunction with our navigation simulator. We would be able to advertise this on our Broadstairs social media platforms and via community links

11. Approximately how many people benefit from the activities of your organisation?

Members: 43	Non-members:	Broadstairs & St. Peter's Residents:	Visitors:
-------------	--------------------	--	-----------------

Approximate overall TOTAL: Our cadets and staff come from the Broadstairs, St Peters & Ramsgate area. We have 43 members, but we are now affiliated with other local organisations and schools in all areas, so non-members numbers increase at different times

12. Amount of grant being requested An amount must be stated

£ 612.01

13. For what purpose will the grant be used? Please be specific.

We recently moved into a new premises which has secured the future of our Sea Cadet unit and because of its size, has allowed us to greatly enhance our own lessons and training schedule but also to offer the facility to other units as an Area Training Centre and other local organisations, community groups and schools/colleges.

We have one big room, but this has many limitations regarding classrooms and the ability to teach using visual aids. In our previous building we made do with an old laptop for all teaching presentations occasionally projecting onto a wall with an equally old, donated projector.

This funding bid is specifically designed to address these issues and being able to offer good quality education, presentations, training videos, our own productions. We have applied for an up-to-date laptop replacing our very old re-conditioned model, a Wi-Fi/Bluetooth projector, a projector screen, laptop stand and a Bluetooth speaker. The equipment would also be used in conjunction with our simulator to deliver navigation training.

If we were successful in this bid the way it would totally transform our method of training dramatically

14. Please explain how the project links to at least one of the Council's 'Cleaner, Safer, Kinder' initiatives

Within this project we achieve many goals including education, raising awareness of local community groups, well-being and collaboration. These goals are already part of the sea cadet ethos and we offer much more in the way establishing 'safe zones' within our building for cadets and staff, opportunities to get involved with local groups and career paths.

15. Has your organisation previously received a grant from the Town Council? NO If YES, how much during the past financial year and when ?

£ N/A	Date(s)

16. How was this money spent? N/A

Did you acknowledge the Town Council grant on your publicity ? N/A

Please provide a breakdown of your project's costs. Please note that this should be a breakdown of your total project costs

Expenditure (eg Equipment, Transport etc)	£
WiMiUS P63 portable projector	£149 (Amazon)
Visualape 120" portable screen with stand	£45.99 (eBay)
Cahaya adjustable height projector stand	£23.53 (Amazon)
Asus Viobook 15 laptop	£368 (Amazon)
Rienok portable Bluetooth speaker	£25.49 (Amazon)
Total Project Costs This should match the Total funding required for your project	£612.01

Please provide the following details from your most recent annual accounts.

Total Income	£7,376.34
Less Total Expenditure	£9,044.44
Surplus / Loss	£1,668.01
Savings (Reserves, Cash, Investments)	£12,412.61

Your Declaration

**Please complete the section below as the final part of your application.
Failure to complete this declaration could result in a delay to your application.**

Have you read and do you agree to comply with the Broadstairs and St. Peter's Town Council Criteria for the Awarding of Grants?

Yes: No:

Are you an employee of the Town Council or Thanet District Council? Are you related to an employee or a Councillor at the Town Council or Thanet District Council?

No

I am an Employee: Please record your job title, department and line-manager.

N/A

My relative is: Please provide their name, your relationship to them, and the role/job that they play at the Council.

N/A

I certify that the information given on this form is correct and understand that the form will provide the basis on which the grant application is considered. I enclose an up-to-date copy of the constitution or rules of the organisation and the latest audited accounts.

SIGNED:

S D Cummings

DATE:

30 Nov 2024

Please return the completed form – together with all appropriate attachments:

**The Town Clerk
Broadstairs & St. Peter's Town Council
Pierremont Hall**

Broadstairs
CT10 1JX

town.clerk@broadstairs.gov.uk



Broadstairs & St Peter's Town Council

Attach 9

APPLICATION FORM FOR FUNDING FOR GROUPS AND ORGANISATIONS

PLEASE READ THESE NOTES BEFORE COMPLETING THIS FORM

- a) Please complete the form carefully in readable CAPITALS in black ink, or typed. The application needs to contain ALL the information requested and is required to be completed and returned by the due date with all documentation. The grant-making timetable and criteria is on the Town Council's website at www.broadstairs.gov.uk.
- b) Please enclose an up-to-date copy of the Constitution/Rules of your organisation.
- c) Please enclose a copy of the latest audited accounts for your organisation. Please be accurate about your budget and finances. If your funding application is approved we may ask for evidence of quotes to back up your budget statement.
- d) Public sector funds are limited so we are seeking a clear account of how you meet the Council's priorities in putting on your event. Please ensure that you consider your answers carefully as the Panel of Councillors will have a scoring sheet and be assessing your application in accordance to the Grant Criteria as set out on our website.
- e) If appropriate, the Council may require that a member of the organisation attend a meeting of the appropriate Committee to justify the request.
- f) If appropriate, the Council may require that a Member of the Town Council be appointed to the organisation requesting financial assistance.
- g) Should your organisation be successful in its grant application, the Town Council requires that you acknowledge its financial assistance in any publicity or publications by the use of the Town Council Logo, with text below.
- h) Any financial assistance is given on the understanding that your organisation complies with current legislation on Equalities and Diversity and Unlawful Discrimination.
- i) If you have run the event before, then please attach any press reports, feedback or evaluation reports which have been written after the event has taken place (n.b. this will cease to be a requirement from the 31st November 2017, as all future grant applications will need to complete a grant monitoring and evaluation form, see grant criteria for further information)

Your Details

Name of Organisation:

BROADSTAIRS and ST. PETERS TWINNING ASSOCIATION

Grant amount requested:

ORIGINAL FIG. £250 (as of 13.11.24) *please consider*
SUBMITTED (10.10.24) £500 now requested

FOR OFFICE USE ONLY	
Date form received	14 November 2024
Accounts Enclosed	Yes
Copy of Constitution	Yes
Grant Approved / Declined	

(Please see attached letter)

APPLICATION FORM for a GRANT TO SUPPORT A GROUP OR ORGANISATION

8. If your organisation has a management committee, how is it appointed? If not, how is your organisation managed? Does your group/organisation have constitutional rules?

THE ASSOCIATION IS MANAGED BY AN EXECUTIVE COMMITTEE ELECTED ANNUALLY BY BALLOT OR VOTE AT THE A.G.M IN MAY.

9. What are the aims / objectives of your organisation?

TO ENCOURAGE INTEREST IN EXCHANGE VISITS WITH OUR TWIN TOWN OF WATTIGNIES IN FRANCE AND TO DEVELOP FRIENDSHIP ALONG WITH EDUCATIONAL AND CULTURAL LINKS

10. How does your organisation benefit the local community of Broadstairs & St. Peter's?

BY PROVIDING ENTERTAINMENT AT A SERIES OF VERY REASONABLY PRICED FUND RAISING EVENTS ALONG WITH THE OPPORTUNITY TO TAKE COACH TRIPS TO FRANCE AND TO RECEIVE FRENCH GUESTS FROM FRANCE

11. Approximately how many people benefit from the activities of your organisation?

Members: 60	Non-members: 60	Broadstairs & St. Peter's Residents: 100	Visitors: 100
Approximate overall TOTAL: 320			

original sum requested
as of 10.10.24

12. Amount of grant being requested
An amount must be stated

£ 250. (£500 ^{now} as of ^{13.11.24})

(please consider)

13. For what purpose will the grant be used? Please be specific.

TO ENABLE US TO OFFSET THE COST OF HOSTING A DELEGATION OF FRENCH VISITORS ATTENDING OUR ANNUAL DINNER IN MARCH 2025 AND THE DICKENS FESTIVAL SATURDAY IN JUNE 2025.

14. How will this grant benefit the local community of Broadstairs & St. Peter's? Please be specific.

IT WILL ENABLE US TO ENSURE THAT WE CAN CONTINUE TO RETAIN STRONG BONDS WITH OUR FRENCH TWIN TOWN, THIS PROVIDING OUR MEMBERS AND FRIENDS (MAINLY FROM BROADSTAIRS AND ST. PETERS) WITH ALL THE CULTURAL AND MUTUAL UNDERSTANDING BENEFITS THAT BRINGS

15. Has your organisation previously received a grant from the Town Council? YES/NO
If YES, how much during the past financial year and when ?

£ 250-00 Date(s) 25/4 2024

16. How was this money spent?

THIS MONEY WAS USED ENTIRELY TO HELP ENTERTAIN FRENCH VISITORS TO OUR ANNUAL DINNER AND PROVIDE OVERNIGHT ACCOMMODATION

FINANCIAL STATEMENT

Please complete the whole statement – both columns Current year and Next year, giving as much detail as space will allow. The form will be returned for completion if you fail to give enough information, which may delay your application.

You should also enclose the most recent set of audited accounts. (See checklist on front page)

ACTUAL and

INCOME	Current Year	Next Year	EXPENDITURE	Current Year	Next Year
	<u>Actual or Estimated</u> (state which)	<u>Estimate</u> (Financial yr end Mar 26)		<u>Actual or Estimated</u> (state which)	<u>Estimate</u> (yr end Mar 31st 26)
SUBSCRIPTIONS	£200 (est)	£200 (est)	STAFF COSTS	NONE	NONE
GRANTS Please specify: BROADSTAIRS TN Council (Received April 2024)	(actual) £250	poss £500	VOLUNTEER EXPENSES	NONE	NONE
SPONSORSHIP or DONATIONS Please specify: (Member's donation to Association)	£10.00	—	PREMISES	NONE	NONE
FUND-RAISING: Please specify: BAKE-OFF £106.04 (actual) 3 CHURCH SALES £120.36 (actual) QUIZ (NOT HELD)			OFFICE EXPENSES		
		£90-£100	Telephone/Fax	—	—
		£100 est	Printing/Stationery	£144 (actual)	£144
		£260/300 (est)	Postage	(est) £25.00	£25.00
FEES & CHARGES Please specify:	NONE	NONE	ADVERTISING	—	—
			INSURANCE	—	—
OTHER Specify:	NONE	NONE	VENUE HIRE	£248.49	£310.49
			EQUIPMENT	NONE	NONE
			Purchase	NONE	NONE
			Hire	NONE	NONE
			OTHER Specify: WRITING BRIT REGION	£24.49	£24.49
TOTAL: £	686.40	890.95 (est)	TOTAL: £	441.98	503.98

BANK BALANCES:

	(as at 31.3.23)	BALANCE
Balance at bank at the beginning of last financial year	£ 2750.84	
+ Add Income during the year	£ 4108.00	£ 6858.84
- Less Expenditure during the year	£ 3944.54	£ 3944.54
Balance at the beginning of this financial year (as at 1.4.24)	CARRIED FWD	£ 2914.30
Reserves / Savings	£ —	

*Last financial yr end 31.3.24 (see R) Accts - audited)
This year's financial yr begins 1.4.24. end 31.3.25*

Your Declaration

Please complete the section below as the final part of your application.
Failure to complete this declaration could result in a delay to your application.

Have you read and do you agree to comply with the Broadstairs and St. Peter's Town Council Criteria for the Awarding of Grants?

Yes:

No:

Are you an employee of the Town Council or Thanet District Council? Are you related to an employee or a Councillor at the Town Council or Thanet District Council?

NO

I am an Employee: Please record your job title, department and line-manager.

/

My relative is: Please provide their name, your relationship to them, and the role/job that they play at the Council.

/

I certify that the information given on this form is correct, and understand that the form will provide the basis on which the grant application is considered. I enclose an up to date copy of the constitution or rules of the organisation and the latest audited accounts.

SIGNED:

Robert Barrans

M: 075102
99064 (TREASURER)

DATE:

10/10/24

(revised. 13/11/24)

Please return the completed form – together with all appropriate attachments:

The Town Clerk
Broadstairs & St. Peter's Town Council
Pierremont Hall
Broadstairs
CT10 1JX

town.clerk@broadstairs.gov.uk



Broadstairs & St Peter's Town Council

EVENT FUNDING APPLICATION FORM

PLEASE READ THESE NOTES BEFORE COMPLETING THIS FORM

- a) Please complete the form carefully in readable CAPITALS in black ink, or typed. The application needs to contain ALL the information requested and is required to be completed and returned by the due date with all documentation. The grant-making timetable and criteria is on the Town Council's website at www.broadstairs.gov.uk.
- b) Please enclose an up-to-date copy of the Constitution/Rules of your organisation.
- c) Please enclose a copy of the latest audited accounts for your organisation. Please be accurate about your budget and finances. If your funding application is approved we may ask for evidence of quotes to back up your budget statement.
- d) Public sector funds are limited so we are seeking a clear account of how you meet the Council's priorities in putting on your event. Please ensure that you consider your answers carefully as the Panel of Councillors will have a scoring sheet and be assessing your application in accordance to the Grant Criteria as set out on our website.
- e) If appropriate, the Council may require that a member of the organisation attend a meeting of the appropriate Committee to justify the request.
- f) If appropriate, the Council may require that a Member of the Town Council be appointed to the organisation requesting financial assistance.
- g) Should your organisation be successful in its grant application, the Town Council requires that you acknowledge its financial assistance in any publicity or publications by the use of the Town Council Logo, with text below.
- h) Any financial assistance is given on the understanding that your organisation complies with current legislation on Equalities and Diversity and Unlawful Discrimination.
- i) If you have run the event before, then please attach any press reports, feedback or evaluation reports which have been written after the event has taken place (n.b. this will cease to be a requirement from the 31st November 2017, as all future grant applications will need to complete a grant monitoring and evaluation form, see grant criteria for further information)

Your Details

Name of Organisation:

Broadstairs Folk Week

Grant amount requested:

£10,000

<i>FOR OFFICE USE ONLY</i>	
<i>Date form received</i>	17 Oct '24
<i>Accounts Enclosed</i>	Yes
<i>Copy of Constitution</i>	Yes
<i>Grant Approved / Declined</i>	

1. Contact Name	Kai Hoffman
2. Position	Festival Director
3. Address Postcode	Folk Week Office, Kent Innovation Centre, Millenium Way, Broadstairs, Kent, CT11 0LQ
4. Telephone	01843604080
5. email	kai@broadstairsfolkweek.org.uk
6. Website	www.broadstairsfolkweek.org.uk
7. Name & address Of TREASURER	Sarah Crabtree, Millenium Way, Broadstairs, CT10 1EG

EVENT SPONSORSHIP APPLICATION FORM

1. What is the name of your event? A working title is acceptable.

Broadstairs Folk Week

2. Where do you plan to hold your event? Do you own this land/property? If no, what is the name, address and contact telephone number of the owner? Have you received permission from the landowner to use the land?

For our 60th anniversary year we are planning to hold Folk Week in venues across Broadstairs town, including the Queen's Road Baptist Church, Crampton Tower Museum, The Vale United Reform Church, Victoria Gardens and Bandstand, Pierremont Park, and 15 local pubs, with written agreements and all appropriate permissions.

Queens Road Baptist Church, 2 Queen's Road, CT10 1NU. 01843 602762
 The Vale United Reform Church, Broadstairs CT10 1RB. 01843 864967
 Crampton Tower Museum, The Broadway, CT10 2AB. 01843 871133
 The Sarah Thorne Theatre, Fordoun road, CT10 2BN 01843 873701
 Broadstairs Sailing Club, 12 Harbour Street, CT10 1EU. 01843 861373
 Victoria Gardens & Bandstand, Victoria Parade, Broadstairs CT10 1QS, via TDC
 Pierremont Park, Pierremont Avenue Broadstairs CT10 1JX, via TDC

Pubs to include:

Bradstow Mill, High St, CT10 1NG /
 Charles Dickens, 5-6 Victoria Parade, CT10 1QS /
 The Crown, 23 High St, CT10 1LP /
 The George, 52 Albion St, CT10 1NE
 Harpers, 8 Harbour St, CT10 1ET
 Little Albion Inn, 40 St Peters Rd, CT10 2AP
 The Magnet, 37 Albion St, CT10 1NE
 Neptune's Hall, 1-3 Harbour St, CT10 1ET
 Pavillion on the Sands, Harbour St, CT10 1EU
 Prince Albert, 38 High St, CT10 1LH
 Royal Albion Hotel Gardens, 6-12 Albion St, CT10 1AN
 Sonder, 1-13 Charlotte St, CT10 1LR
 Smoked Bar & Grill, 92 High St, CT10 1JJ
 Tartar Frigate, Harbour St, CT10 1EU
 The Wrotham Arms, Ramsgate Rd, CT10 1QQ

3. Which date(s) will your event be held on?

8th to 15th August 2025

If you are applying for funding for a package of events then please outline these on a separate sheet and attach to this form.

Please state the start date and time:

08.08.25, 10am

Please state the end date and time:

15.08.25, 11pm approximately.

4. Is your event open to the public? If not, your event will not qualify for funding.

Yes

5. Please provide a general description of your event. Include things like where will your event be held, how it will be promoted and who you expect to attend.

Folk Week is a week-long festival that promotes entertainment and education for all ages in all aspects of English and multi-cultural folk music, dance and song. Founded in 1966, the festival will be celebrating its 60th anniversary in 2025. Estimated attendance numbers have ranged between 80- to 120,000 people over the course of our week-long program of hundreds of events, all located within Broadstairs. According to the 2022 Visit Kent Business Study, using the Cambridge Economic Impact Model, 120,000 BFW visitors equates to 3% of total visitors to Thanet per annum, of 4.2 million total visitors. This means that 3% of the total visitor spend in Thanet per annum can be attributed to Folk Week, a £9.84 million boost to the local economy (3% of the total spend of £328 million, with 120K visitors. Even in a slower year, say 60K visitors, the spend would be a £4.9 million boost to the local economy according to this published research).

There is a programme of over 70 performance events a day, many of which are free to attend for all ages and abilities. The programme includes high quality ticketed concerts as well as ten hours per day at the Bandstand, multiple daily dance performances, and opportunities for the general public to join in and make music, both playing and singing, at 15 pubs all over Broadstairs. In addition to our ticketed concerts, we also support local musicians with scheduled performances in venues around the town, involving pubs and numerous other venues. Our festival, with the help of around 230 volunteers of all generations, also includes an extensive programme of over 75 workshops for adults and children in music, song and dance.

The festival is attended by visitors and locals. Visitors come from around the country and abroad to stay in Broadstairs for between three to eight days at various serviced or self-catered accommodation all over Thanet – as well as at the Festival Campsite. Over the years we have developed a very dedicated following who come back year after year.

The organisers of Folk Week are local people involved in a community event which is also a registered charity. The festival generates a feeling of involvement throughout the community and our volunteers come from a huge range of backgrounds. The involvement of local volunteers means that people feel Folk Week is a community event that they can participate in and contribute to in a positive way, both for our residents and visitors.

Folk Week generates a large amount of publicity and is covered regularly by local TV and radio. In past years, for example, BBC TV South East news has based its entire Friday night programme from Folk Week and also trailed the events in the preceding month. Folk Week is widely promoted locally and nationally via social media, print, press releases, interviews and PR. For 2025 we are also investing in a brand new social media campaign to spread the word about our beautiful seaside community and very unique festival throughout the UK and abroad for our 60th year.

6. How many times have you previously held this event? Is this the first time this event has been held?

Folk Week is now entering it's 60th year as an annual Broadstairs-based festival.

7. Please confirm how your event will be promoted/marketed?

We will use a combination of social media marketing, broadcast interviews and printed advertising to promote and market Folk Week to the wider public as well as the dedicated folk audience. As our festival is entering its 60th year, word of mouth has also been very effective, for generations, in the Kent area. For our 60th a targeted program of social media marketing is planned as well as interviews on local and national radio and television.

8. Please describe how you will meet our funding criteria:

(i) How does your event take into account the needs of the community?

Annually, Folk Week provides a vast selection of free events in public areas such as the Bandstand, Victoria Gardens and numerous local pubs to provide high quality culture, history and entertainment for everyone in our community. With a varied program of song, dance and music performance, we offer an opportunity the public would not otherwise have in our area to experience the traditions, and innovations, of English and Multicultural Folk music past and present, for all ages and abilities. We also offer the opportunity for local artisan producers to showcase their products at our craft and music fair and for dancers to experience and take part in daily open-air performances. Folk Week spends a year in the planning of our festival, taking into consideration the safety, wellbeing and security of our community as well as the importance of cleanliness and maintenance of our local area. Folk Week also takes greener initiatives into consideration as part of the festival planning, printing our own branded reusable cups and recycling wherever possible.

(ii) Please explain how the event links to Sports, Health or Well-being?

Music is proven to raise spirits and provide opportunities for improved mental health and well-being outcomes in individuals taking part in workshops, concerts and high quality live performance. A 2023 study published in the European Journal of Public Health states that "participation in community music and singing activities can exert beneficial effects in terms of reduction of isolation, depression and mental health." Supported by the World Health Organisation, the study goes further to say that "participation in musical events can lead to emotional, cognitive and socio-relational benefits, with a positive effect on crucial biopsychosocial functions (e.g. increased immune response, greater sense of self-efficacy, reduction of social isolation, etc.)." Our Festival also includes a large element of dance-related performances, social dancing and workshops, providing opportunities for improved fitness and physical health for all who take part in our free programs or the ticketed dance offerings, with ticket prices carefully judged to cover costs of the artists and allow as many as possible to attend.

(iii) And/or: How does the event have a clear link to Culture, Arts or Music?

Folk Week is a festival based around English and multicultural folk music and dance, involving hundreds of cultural events across multiple artistic disciplines including song, dance and instrumental music making.

(iv) And/or: How does the event have a clear link to Broadstairs & St. Peter's Heritage?

Folk Week is a part of the town's heritage, having been founded in Pierremont Park in 1966, and run continuously (except one year of Covid) for 60 years. Generations have been coming to the festival since it began, continuing to bring their own children and grandchildren. The Hooden Horse is the logo of the festival and is one of the few remaining folk traditions in East Kent still 'alive' today. With our 60-year history, Folk Week has helped to shape the town of Broadstairs and St. Peters. Many people, artists and audience members alike have moved to the town because they visited during the festival and enjoyed the welcoming family atmosphere it creates.

9. Why do you think the council should sponsor your event?

(i) How is the event going to support and promote Broadstairs & St. Peter's?

As a registered charity, Folk Week has organised a festival every year for the past 59 years, bringing economic benefit and community spirit to the town. In addition, Folk Week's economic impact ensures that businesses in the town can survive through the leaner winter months.

On minimal resources, Folk Week recruits an army of volunteers that keep expenditure low and ensures that the festival can run safely and successfully. The positive benefits of volunteering are well-documented, and many local people have found life-long friends, experience mental and physical well-being by participating in the festival.

Folk Week is advertised nationally and puts the town's name on the map. Folk Week has helped create a lively, year-round music scene, with weekly sessions in local pubs. Folk Week is a launch pad for many local musicians to enhance their career and creates an environment to enable many people to participate in making music in choirs and music workshops.

(ii) How will it support and benefit the local economy of Broadstairs & St. Peter's?

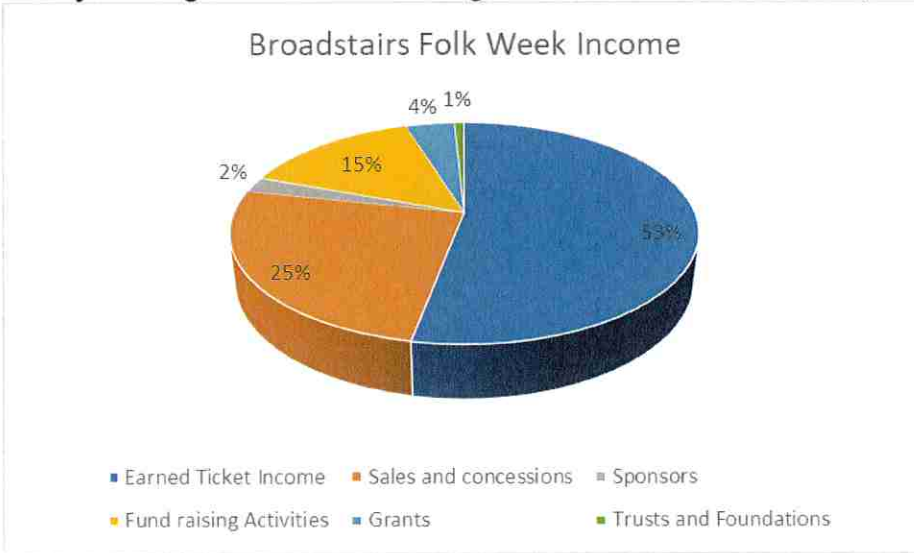
Folk Week is documented to bring between 80,000 to 120,000 people to Broadstairs annually over the course of our seven-day festival. Using the Cambridge Economic Impact Model study done by Kent County Council in 2022 of Thanet District (led in association with Visit Kent Business), this equates to a visitor spend of between £6.53 million to £9.84 million annually based on the number of visitors to Thanet District per annum (4.2 million total visitors; 120,000 visitors = 3%, etc.). Our local economic impact cannot be denied; we have had reports from local pubs and businesses who confirm that, during the 2024 festival, their average weekly takings went up nearly 700%. This amount of additional income creates a significant boost to these privately-owned businesses, which helps them to continue trading throughout the year.

Managing your Event

10. Is anyone else financially contributing to your event? If yes, please give the details below:	
(a) Funding secured: <i>Name of funder:</i>	Amount secured:
Shepherd Neame	£5000
RentaBar	£1000
Co-op Community Fund	£1900
New Life Wills	£1000
Vattenfall	£2500
(c) Funding being used from Reserves or Fundraising:	Amount
<i>Details</i>	
Annual Fund-raising (including Friends of Folk Week; 200 Club, Folk Week Lottery, Street Collections, Fund-raising events, Corporate Supporters)	£43,562

11. If this would be your only source of funding, please explain why? n/a

12. If this is a recurring event and you have received funding from the Town Council before, have you sought alternative funding from another funder? If not, why?



The grant income from Broadstairs & St. Peter's Town Council is part of a diverse income required to fund the festival. It is the building block required to show that the local authority supports the festival and contributes to its expenditure.

13. Is your organisation VAT registered? If so, please supply your VAT number: NO.

14. Do you have public liability insurance of not less than £5million to cover the event? If yes, please provide a copy with this application. If no then please outline below when you intend to secure it.

YES -renewed every June.

15. Do you employ anyone to help with your event? If yes, how many people do you employ?

Previously the festival has had 3 part-time employees but in 2022, the staff reduced to part-time people due to financial pressures caused by rising overheads and charges. As of September 2024, the festival employs one full-time and one part-time member of staff.

16. Do you have any volunteers assisting your event? If yes, how many volunteers do you have?

As a fully constituted charity, Broadstairs Folk Week has a volunteer management committee that meets monthly to organise the festival. There is a chair, vice-chair, secretary and treasurer. All appointments to the management committee are based on prior volunteering with Folk Week and are appointed due to the skills and contribution they can make to the festival. We also have a 'Workforce' of volunteers. In 2024, Folk Week had 232 Workforce volunteers, in addition to the 10 BFW committee members.

17. Please give a brief outline of the skills, experience and/or training that your employees or volunteers have in managing or working on an event.

Folk Week invests in the skills of its volunteers and enhances them by paying for some courses such as Responsibilities of Running a Charity; Health and Safety and Creating a Children's Safety Policy. (Continued next page)

All the committee members are from Thanet. They have roles including Technical Director, Finance Director, Children's Team Manager, Volunteer Manager and Risk Management.

Half of the 232 volunteers are from Thanet, the rest come from around Kent and the UK. All of the volunteer managers give feedback after the festival and their input is integrated into the future operational and information documents used by the different team sections.

The volunteers are split into various teams and trained accordingly by their team manager.

Volunteers are selected to work in teams according to their skills. All minibus drivers have appropriate license/experience; children's team workforce is DBS checked.

Bandstand/Children's Festival Management - Campsite Administration - Campsite Warden team

Collections - Country Dance Team - Craft Fair/Merchandise - Minibus Drivers

Box Office/Information Centre - Hobby Horse Morning Stewards - Lottery Ticket Sales

Concert Marquee stewards - Pavilion Dance Venue stewards

Taskforce stewards for other venues including Sailing Club, Baptist Church and Crampton Tower museum - Stage Managers - Sound Crew

Experienced volunteers who have been with Folk Week for several years are invaluable and train new members.

Folk Week has recently appointed a new Festival Director, Kai Hoffman, who began 23rd September 2024.

2001 – Graduate of Royal College of Music, London

2001 – 2024 - Professional Bandleader / Singer / French Horn Player (Ronnie Scott's, London Jazz Festival, European Jazz Expo, The Blue Note, Milan, Barbican, Royal Albert Hall, Royal Festival Hall, many others)

2008 – 2024. Music Programming Specialist, Broad Reach Records (organising, programming and project management of music-related events, including an 8-year monthly club night residency at Ronnie Scott's Club. Events for Horsebridge Arts Centre, Whitstable, Macknade, Faversham, many others)

2017-2024 Director/Founder, Herne Bay Jazz Festival CIC. Multi-day festival now in its 8th year, with 207 musicians in 2024, 35 events, 11 venues and 40 volunteers.

2024 – present. Festival Director, Broadstairs Folk Week.

Festival Administrator Tess Watkins – Trained accountant.

- Previously volunteered for Folk Week for 12 years.
- Thanet South Division Commissioner for Girl Guiding

18. Is your event affiliated to any national or local support organisation? If yes, please provide full details:

Association of Festival Organisers

The English Folk Song & Dance Society

Broadstairs Chamber of Commerce

Event Budget

18. Please complete the following budget sheet. Please give as much detail as possible.
When you make your application you should also enclose audited copies of your most recent accounts including the organisation's current Bank or Building Society balances.

TOTAL PROPOSED COST OF EVENT	£ 323,000
TOTAL CONTRIBUTION REQUESTED FROM THE TOWN COUNCIL	£ 10,000

Event Expenditure: *Please list the costs you will incur in putting on your event – This should include all expenses from security, marquees, music and entertainment, marketing and promotion. Please over-write the sections below providing as much detail as possible.*

PLEASE NOTE YOU MUST ITEMISE ALL EXPENDITURE - DO NOT SUMMARISE COSTS – IF NECESSARY USE A SEPARATE SPREADSHEET OR PAGE

<i>ALL EXPENSES ATTACHED AS A SEPARATE INCOME AND EXPENDITURE SHEET</i>	£ SEE ATTACHED SHEET	
	£	
	£	
	£	
	£	
Total Cost of Event (A)		£323,351 (PRO-JECTED)

Event Income: *Please outline what income the event will generate and what other sponsorship funds you have been able to secure.*

<i>PLEASE SEE ATTACHED INCOME AND EXPENDITURE SHEET</i>	£ SEE ATTACHED SHEET	
	£	
	£	
	£	
Total Income Raised (B)		£
Variance between A and B	£	

Your Declaration

**Please complete the section below as the final part of your application.
Failure to complete this declaration could result in a delay to your application.**

Have you read and do you agree to comply with the Broadstairs and St. Peter's Town Council Criteria for the Awarding of Grants?

Yes: No:

Are you an employee of the Town Council or Thanet District Council? Are you related to an employee or a Councillor at the Town Council or Thanet District Council? NO.

I am an Employee: Please record your job title, department and line-manager.

My relative is: Please provide their name, your relationship to them, and the role/job that they play at the Council.

I certify that the information given on this form is correct, and understand that the form will provide the basis on which the grant application is considered. I enclose an up to date copy of the constitution or rules of the organisation and the latest audited accounts.

SIGNED:



DATE:
17.10.24

Please return the completed form – together with all appropriate attachments:

**The Town Clerk
Broadstairs & St. Peter's Town Council
Pierremont Hall
Broadstairs
CT10 1JX**

town.clerk@broadstairs.gov.uk



Broadstairs & St Peter's Town Council

Attach 11

APPLICATION FORM FOR FUNDING FOR GROUPS AND ORGANISATIONS

PLEASE READ THESE NOTES BEFORE COMPLETING THIS FORM

- a) Please complete the form carefully in readable CAPITALS in black ink, or typed. The application needs to contain ALL the information requested and is required to be completed and returned with all relevant documentation. The grant-making criteria is on the Town Council's website at www.broadstairs.gov.uk.
- b) Please enclose an up-to-date copy of the Constitution/Rules of your organisation.
- c) Please enclose a copy of the latest accounts for your organisation. Please be accurate about your budget and finances. If your funding application is approved we may ask for evidence of quotes to back up your budget statement.
- d) Public sector funds are limited so we are seeking a clear account of how you meet the Council's priorities in putting on your event. Please ensure that you consider your answers carefully as the Panel of Councillors will have a scoring sheet and be assessing your application in accordance with the Grant Criteria as set out on our website.
- e) If appropriate, the Council may require that a member of the organisation attend a meeting of the appropriate Committee to give a presentation about the request.
- f) If appropriate, the Council may require that a Member of the Town Council be appointed to the organisation requesting financial assistance.
- g) Should your organisation be successful in its grant application, the Town Council requires that you acknowledge its financial assistance in ALL publicity, publications and social media posts by using the Town Council crest, with text "Broadstairs & St. Peter's Town Council" under the crest. Please contact the office for a high-resolution copy of this.
- h) Any financial assistance is given on the understanding that your organisation complies with current legislation on Equalities and Diversity and Unlawful Discrimination.

Your Details

Name of Organisation:

THE ZONE YOUTH CLUB, BROADSTAIRS

Grant amount requested:

£5000.00

<i>FOR OFFICE USE ONLY</i>	
<i>Date form received</i> 7 - Nov - 24
<i>Accounts Enclosed</i> Yes
<i>Copy of Constitution</i>
<i>Grant Approved / Declined</i>

1. Contact Name

VICTORIA SUCHAK

2. Position

MANAGER

3. Address

C/O [REDACTED], [REDACTED] ROAD
BROADSTAIRS
CT10 [REDACTED]

4. Telephone

[REDACTED]

5. email

[REDACTED]@aol.com

6. Website

<https://www.thepavilioncommunitycafe.co.uk/>

7. Name & address
Of TREASURER

MR IAN CURTIS
MICHAEL MARTIN PARTNERSHIP
PIERREMONT HALL
BROADSTAIRS

8. If your organisation has a management committee, how is it appointed?
If not, how is your organisation managed? Does your group/organisation have constitutional rules?

THE ZONE YOUTH CLUB, BROADSTAIRS IS A REGISTERED CHARITABLE INCORPORATED ORGANISATION (CIO), No. 1161470. WE HAVE FOUR APPOINTED TRUSTEES.
DAY TO DAY ORGANISATION IS MANAGED BY VICTORIA SUCHAK (CLUB MANAGER) WHO REPORTS TO THE TRUSTEES ON A REGULAR BASIS.

9. What are the aims / objectives of your organisation?

The objects of the CIO are:

To advance in life and relieve needs of young people through:

(a) The provision of recreational and leisure time activities provided in the interest of social welfare, designed to improve their conditions of life;

(b) Providing support and activities which develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals.

The population of Thanet will benefit from the work of the Charity. The charity will put particular emphasis on reaching young people who have poorer access to physical activities and learning because of poverty, disability or ethnicity in an area of high deprivation and levels of unemployment.

10. How does your organisation benefit the local community of Broadstairs & St. Peter's?

We operate from The Pavilion Youth & Community Café, and provide a safe, stimulating, fun, well-organised and supervised place for young people to enjoy. As a direct result of young people being engaged in our club they take responsibility for themselves and others, and our community as a whole benefits through reduced anti-social behaviour, an understanding of needs, and support for each other.

We are currently the only established after school open access youth club provision in Broadstairs, having started as a grass-roots club and progressing to a vibrant, essential community hub with our own building (with a 20 year TDC lease, 13 years remaining).

Our young people and their families are taking pride in us and their community, raising aspirations, enjoying a better quality of life, and creating opportunities.

Our team has developed professionally, we have created employment, and now aspire to provide a long-term, community-centred service which benefits all users.

11. Approximately how many people benefit from the activities of your organisation?

Members: 120	Non-members:	Broadstairs & St. Peter's Residents: 250	Visitors: N/A
Approximate overall TOTAL: ...370.....			

12. Amount of grant being requested
An amount must be stated

£4978.00

13. For what purpose will the grant be used? Please be specific.

The grant will be used to provide a youth worker and sports coach to help deliver our vital club sessions at The Pavilion Youth & Community Café, St Peter's. We currently run three youth club sessions, and three sports sessions, catering for children and young people aged 3-16.

In addition, we run school holiday clubs when we open for longer hours, and usually welcome around 30 children each day, providing our usual arts and sports activities, as well as a hot lunch and snacks for every child attending.

We ensure we have at least three staff on duty per youth club session, to ensure safety and the correct ratio of staff:young people. Our staff hold Enhanced DBS clearance, have 1st Aid training, Safeguarding training, Sports Coaching Level 2, and a wide range of skills which support our youth provision.

As our Commissioned funding from KCC was cut completed in March 2024, we have become reliant on the goodwill of donations and grants from other organisations. However, this has left us with a shortfall which means we are now having to access our Reserves to maintain our current level of provision, and threatens the stability and security of our organisation.

14. Please explain how the project links to at least one of the Council's 'Cleaner, Safer, Kinder' initiatives:

We provide a **safe**, stimulating, fun, supportive, caring, well-organised and supervised place for young people to enjoy. As a direct result of young people being engaged in our club, they take responsibility for themselves and others, and our community as a whole benefit through reduced anti-social behaviour, an understanding of needs, and support and **kindness** towards each other.

To include all the Council's initiatives, we also encourage all children using our club to take responsibility for regularly clearing rubbish nearby to us, using our recycling bins, and have an understanding of the importance of **cleanliness** and hygiene.

We are currently the only established free, after school open access youth club provision in Broadstairs. Since the reduction of KCC-run provision, we are seeing more children coming from further afield – Margate, Ramsgate, and the outlying villages – as many attend our high schools in Broadstairs and we are easily accessible to them after school.

Our young people and their families take great pride in us and value our services to our community. We encourage aspirations, enjoying a better quality of life, and creating opportunities.

**15. Has your organisation previously received a grant from the Town Council? YES
If YES, how much during the past financial year and when ?**

£3000.00

Date(s) APRIL 2024

16. How was this money spent?

TRIPS AND EXPERIENCES FOR THE YOUNG PEOPLE WHO ATTEND OUR YOUTH CLUB SESSIONS

Please provide a breakdown of your project's costs. Please note that this should be a breakdown of your total project costs	
Expenditure (eg Equipment, Transport etc)	£
Youth Worker @ £14ph/£126pw @ 9hrs pw term time x 12 weeks Jan-Apr 2025	£1512.00
Youth Worker @ £14ph @ 18hrs (3 days) Feb half term week	£252.00
Sports Coach (Football Club) @ £15ph/£100 x 5hrs pw x 12weeks Jan-Apr 2025	£900.00
Sports Coach @ £15ph @ 18hrs (3 days) Feb half term week	£270.00
Youth Worker @ £14ph @ 36hrs (6 days) Easter hols	£504.00
Sports Coach @ £15ph @ 36hrs (6 days) Easter hols	£540.00
Management costs for staff supervision, and administration for grant period	£1000.00
Total Project Costs This should match the Total funding required for your project	£4978.00

Please provide the following details from your most recent annual accounts.	
Total Income	£56130.00
Less Total Expenditure	£73232.00
Surplus / Loss	£17102.00
Savings (Reserves, Cash, Investments) – inc restricted Grants	£58763.00

You should **also enclose the most recent set of accounts**. (See checklist on front page)

Your Declaration

**Please complete the section below as the final part of your application.
Failure to complete this declaration could result in a delay to your application.**

Have you read and do you agree to comply with the Broadstairs and St. Peter's Town Council Criteria for the Awarding of Grants?

Yes: No:

Are you an employee of the Town Council or Thanet District Council? Are you related to an employee or a Councillor at the Town Council or Thanet District Council?

NO

I am an Employee: Please record your job title, department and line-manager.

My relative is: Please provide their name, your relationship to them, and the role/job that they play at the Council.

I certify that the information given on this form is correct, and understand that the form will provide the basis on which the grant application is considered. I enclose an up to date copy of the constitution or rules of the organisation and the latest accounts.

SIGNED: *VJ Suchak*

DATE: 07 NOVEMBER 2024

Please return the completed form – together with all appropriate attachments:

**The Town Clerk
Broadstairs & St. Peter's Town Council
Pierremont Hall
Broadstairs
CT10 1JX**

town.clerk@broadstairs.gov.uk

Broadstairs & St. Peter's Town Council Detailed Budget Summary

All Cost Centres and Codes (Between 01/12/2024 and 31/03/2025)

Code	Title	Last Year 2023-2024				Current Year 2024-2025				Next Year 2025-2026			
		Receipts		Payments		Receipts		Payments		Receipts		Payments	
		Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
10	Stationery		938.62	1,000.00		1,000.00	373.62	186.81	1,000.00	373.62	186.81	560.43	
11	Printer/Photocopier		921.12	1,000.00		1,000.00	976.33	488.17	1,000.00	976.33	488.17	1,464.50	
12	Licences		6,709.11	5,000.00		7,000.00	7,007.46		7,000.00	7,007.46		7,007.46	
13	IT		3,824.58	6,000.00		4,000.00	2,277.05	700.00	4,000.00	2,277.05	700.00	2,977.05	
14	Running Costs												
15	Insurance & Audit		5,374.09	7,350.00		11,000.00	1,420.15	8,500.00	11,000.00	1,420.15	8,500.00	9,920.15	
16	Professional Fees		40,641.57	50,000.00		46,500.00	11,117.35	5,500.00	46,500.00	11,117.35	5,500.00	16,617.35	
17	Training & Subscriptio		5,363.07	5,000.00		5,000.00	3,215.09	400.00	5,000.00	3,215.09	400.00	3,615.09	
18	Equipment & Furniture		574.40	5,000.00		3,000.00	663.23	2,000.00	3,000.00	663.23	2,000.00	2,663.23	
20	Elections		13,426.83	13,426.83		5,000.00		5,000.00	5,000.00		5,000.00	5,000.00	
84	Office contingencies		291.67	1,000.00		1,000.00	255.31	333.32	1,000.00	255.31	333.32	588.63	
101	Phones and Internet		6,048.17	3,000.00		7,000.00	4,792.69	2,396.35	7,000.00	4,792.69	2,396.35	7,189.04	
102	Office sundries		2,106.72	5,000.00		1,000.00	1,008.22		1,000.00	1,008.22		1,008.22	
103	Finance costs		-2,653.93	1,000.00		1,000.00	136.52	68.26	1,000.00	136.52	68.26	204.78	
104	Container hire		1,135.42	1,000.00		1,200.00	697.84	354.40	1,200.00	697.84	354.40	1,052.24	
105	Council business rates		3,390.59	1,250.00		3,750.00		1,250.00	3,750.00		1,250.00	1,250.00	
907	BSPTC service charge												
	SUB TOTAL	2,820.16	106,026.83	102,400.87	0.98	0.49	1.47	33,940.86	27,177.31	98,450.00	61,118.17	61,118.17	

Code	Title	Last Year 2023-2024				Current Year 2024-2025				Next Year 2025-2026			
		Receipts		Payments		Receipts		Payments		Receipts		Payments	
		Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
4	Bandstand Kiosk	10,600.00	680.59	6,000.00	680.59	6,000.00	989.04	989.04	6,000.00	989.04	989.04	989.04	
27	Notice Boards		2,040.55	1,000.00	2,040.55	1,000.00	63.53	63.53	1,000.00	63.53	63.53	63.53	
28	Park Lighting												
	SUB TOTAL	10,600.00	2,040.55	7,000.00	2,040.55	7,000.00	63.53	63.53	7,000.00	63.53	63.53	63.53	

12

Attach

Broadstairs & St. Peter's Town Council Detailed Budget Summary

All Cost Centres and Codes (Between 01/12/2024 and 31/03/2025)

Code	Title	Last Year 2023-2024		Current Year 2024-2025			Next Year 2025-2026		
		Actual	Budget	Actual	Budget	Forecast	Actual	Budget	Payments
29	Defibrillators	1,000.00	1,317.27	2,000.00	804.75	1,000.00	1,804.75		
30	Street Furniture	2,000.00	893.06	2,000.00	34.98	666.68	701.66		
31	Viking Bay Lift	2,500.00							
32	Toilet Extended Openi	2,000.00	590.00	2,000.00					
34	St Peter's Roundabou	4,000.00		4,000.00					
35	Decorative Lighting	20,000.00	19,678.62	18,000.00	7,422.00	10,000.00	17,422.00		
36	Twinning Sign								
37	Flagpole	1,000.00	342.33	1,000.00	207.95		207.95		
	SUB TOTAL	10,600.00	25,542.42	39,500.00	9,522.25	11,666.68	21,188.93		
Civic Costs									
		Last Year 2023-2024		Current Year 2024-2025			Next Year 2025-2026		
		Actual	Budget	Actual	Budget	Forecast	Total	Actual	Budget
19	Councillor Allowances	8,751.12	9,000.00	20.00	9,000.00	9,000.00	9,000.00	697.03	6,000.00
24	Town Mayor	385.68	6,000.00		6,000.00	5,303.00	6,000.00	1,912.28	400.00
25	Civic Events	2,786.60	1,000.00		2,000.00	400.00	2,312.28		
	SUB TOTAL	11,923.40	16,000.00	20.00	17,000.00	14,703.00	17,312.31	2,609.31	14,703.00
Community									
		Last Year 2023-2024		Current Year 2024-2025			Next Year 2025-2026		
		Actual	Budget	Actual	Budget	Forecast	Total	Actual	Budget
38	Neighbourhood Plan	300.00	2,000.00		1,000.00		1,000.00		
39	Community Payback	1,945.06	3,000.00	418.37	2,000.00	209.19	627.56	23,767.50	5,000.00
53	Beach Security	15,840.00	15,840.00	23,767.50	25,000.00	5,000.00	23,767.50		
905	Dickens House Match		5,000.00		5,000.00		5,000.00		
919	Youth Activities	141.68	1,000.00	204.26	6,614.32	420.76	420.76		

Broadstairs & St. Peter's Town Council Detailed Budget Summary

All Cost Centres and Codes (Between 01/12/2024 and 31/03/2025)

		Last Year 2023-2024			Current Year 2024-2025			Next Year 2025-2026		
		Receipts	Payments		Receipts	Payments		Receipts	Payments	
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
SUB TOTAL		141.68	26,840.00	23,688.23	204.26	204.26	39,614.32	24,606.63	5,209.19	29,815.82
921	Retort car park repairs		4,500.00	4,500.00						
922	VAT liability		250,513.26	18,762.53		281,237.47			47,450.83	47,450.83
923	New van purchase		20,889.00	16,617.50		19,200.00			16,000.00	16,000.00
931	Viking Bay Boardwalk									
SUB TOTAL			275,902.26	39,880.03		300,437.47	16,000.00	47,450.83	63,450.83	

		Last Year 2023-2024			Current Year 2024-2025			Next Year 2025-2026		
		Receipts	Payments		Receipts	Payments		Receipts	Payments	
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
40	Bandstand entertainm	10,600.00	15,978.78	16,000.00	11,200.00	11,200.00	13,946.66	16,500.00	13,946.66	13,946.66
41	Summer Theatre		3,585.00	3,585.00			5,000.00	5,000.00	5,000.00	5,000.00
42	Punch & Judy		2,330.00	2,330.00			2,980.00	3,000.00	2,980.00	2,980.00
43	visitor information kios		2,000.00	2,000.00			324.91	2,000.00	324.91	324.91
44	November Fireworks		7,000.00	7,514.70		7,500.00	7,170.50	7,500.00	7,170.50	7,170.50
46	Broadstairs in Bloom	815.75	15,000.00	8,871.23	884.00	884.00	9,109.80	20,000.00	6,666.68	15,776.48
401	D Day 80th Anniversary						2,062.77	2,500.00	2,062.77	2,062.77
402	75th Anniversary of Vi						196.69	1,000.00	196.69	196.69
912	Christmas Event	1,458.37	2,085.00	4,406.71	1,720.89	1,720.89	2,651.60	1,000.00	2,000.00	4,651.60
916	Community Event	320.00	10,000.00	8,083.37	228.33	228.33	2,015.46	3,000.00	2,015.46	2,015.46

Broadstairs & St. Peter's Town Council Detailed Budget Summary

All Cost Centres and Codes (Between 01/12/2024 and 31/03/2025)

		Last Year 2023-2024			Current Year 2024-2025			Next Year 2025-2026			
		Receipts	Payments		Receipts	Payments		Receipts	Payments		
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	
SUB TOTAL		13,194.12	58,000.00	50,769.79	11,200.00	14,033.22	14,033.22	61,500.00	45,458.39	8,666.68	54,125.07
Grants											
26	Grants	1,550.00	60,000.00	68,000.00				100,000.00	72,611.83	27,506.00	100,117.83
SUB TOTAL		1,550.00	60,000.00	68,000.00				100,000.00	72,611.83	27,506.00	100,117.83
		<i>2117</i>									
		Last Year 2023-2024			Current Year 2024-2025			Next Year 2025-2026			
		Receipts	Payments		Receipts	Payments		Receipts	Payments		
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	
Income											
1	Precept	739,284.00	739,280.00			817,160.00	817,160.00				
2	Grants	2,000.00	2,000.00								
3	Bank Interest	2,000.00	18,717.07			2,000.00	4,871.99				
5	B in B Sponsorship		0.08								
7	VAT Refund		448.36				542.85				
8	Sundry Income										
917	Overpayment		-1,415.32								
SUB TOTAL		741,284.00	759,030.19	2,000.00	819,160.00	822,574.84	822,574.84			-46.66	-46.66
Open Spaces											
47	Allotments	1,200.00	1,709.64	2,350.00	611.59	1,200.00	1,272.00	2,500.00	452.90	1,000.00	1,452.90
48	Culmers Armenty Lant			10,000.00	8,533.85	10,000.00	4,358.80	10,000.00	2,179.40	6,538.20	

Broadstairs & St. Peter's Town Council

Detailed Budget Summary

All Cost Centres and Codes (Between 01/12/2024 and 31/03/2025)

49	Mocketts Wood	5,500.00	2,292.97	5,500.00	908.20	4,634.00	5,542.20							
50	Tree Survey & Works	3,400.00	6,290.00	3,500.00	1,575.00	2,000.00	3,575.00							
51	Tree planting budget	10,000.00	1,037.27	10,000.00		10,000.00	10,000.00							
52	Environmental Initiativ	7,395.00	2,418.80	10,000.00	5,502.38	4,500.00	10,002.38							
86	town maintenance (va	2,000.00	1,676.56	1,000.00	194.67	97.34	292.01							
87	Facilities Team sundry	2,500.00	2,706.27	2,500.00	1,340.06	670.03	2,010.09							
924	Victoria Gardens	500.00	1,196.98	5,000.00	2,221.19	3,360.00	5,581.19							
	SUB TOTAL	1,200.00	2,209.64	44,645.00	26,764.29	1,200.00	1,434.23	50,000.00	16,553.20	28,440.77	44,993.97			

		Last Year 2023-2024				Current Year 2024-2025				Next Year 2025-2026			
		Receipts		Payments		Receipts		Payments		Receipts		Payments	
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
925	Professional fees					50,000.00	17,333.00	50,000.00	37,229.96	50,000.00	17,333.00	50,000.00	54,562.96
	SUB TOTAL					50,000.00	17,333.00	50,000.00	37,229.96	50,000.00	17,333.00	50,000.00	54,562.96

		Last Year 2023-2024				Current Year 2024-2025				Next Year 2025-2026			
		Receipts		Payments		Receipts		Payments		Receipts		Payments	
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
601	Algae and gutter clear	900.00	900.00	2,500.00	950.00	2,500.00	475.00	2,500.00	1,425.00	2,500.00	950.00	2,500.00	1,425.00
602	Bathroom items	1,400.00	1,279.33	1,500.00	595.00	1,500.00	297.50	1,500.00	892.50	1,500.00	595.00	1,500.00	892.50
603	Waste removal	2,750.00	2,952.29	3,000.00	1,968.87	3,000.00	984.44	3,000.00	2,953.31	3,000.00	1,968.87	3,000.00	2,953.31
604	Hygiene services	1,500.00	2,157.92	3,000.00	1,679.52	3,000.00	839.76	3,000.00	2,519.28	3,000.00	1,679.52	3,000.00	2,519.28
605	cleaning	10,400.00	10,591.27	10,800.00	8,394.56	10,800.00	4,197.28	10,800.00	12,591.84	10,800.00	8,394.56	10,800.00	12,591.84
606	Drain Clearance	600.00	2,150.00	2,500.00	1,340.00	2,500.00	670.00	2,500.00	2,010.00	2,500.00	1,340.00	2,500.00	2,010.00
607	electricity	13,500.00	23,193.75	13,000.00	6,376.53	13,000.00	3,188.27	13,000.00	9,564.80	13,000.00	6,376.53	13,000.00	9,564.80
608	EICR												
609	Fire alarms and emerg	1,200.00	1,945.21	2,000.00	1,252.13	2,000.00	626.07	2,000.00	1,878.20	2,000.00	1,252.13	2,000.00	1,878.20

Broadstairs & St. Peter's Town Council Detailed Budget Summary

All Cost Centres and Codes (Between 01/12/2024 and 31/03/2025)

610	Fire doors and extingl	1,400.00	350.47	1,500.00	620.00	310.00	930.00				
611	Fire drills and assessr	1,350.00	1,780.00	3,000.00	2,052.49	1,026.25	3,078.74				
612	Glass Door maintenar	1,200.00	335.00	1,200.00	115.00	57.50	172.50				
613	Grounds Maintenance	9,745.00	10,093.38	10,035.00	6,788.83	3,394.42	10,183.25				
614	intruder alarm	500.00	540.00	500.00		500.00	500.00				
615	Legionnaires testing	1,500.00	3,375.25	3,000.00	881.00	440.50	1,321.50				
616	PAT testing	160.00	468.00	180.00	376.75		376.75				
617	Roof inspections	1,900.00	1,000.00	1,900.00	500.00	1,000.00	1,500.00				
618	Site security	10,000.00	8,350.00	10,950.00	6,570.00	3,285.00	9,855.00				
619	Water rates	1,000.00	681.35	1,000.00	792.93	396.47	1,189.40				
620	Window cleaning	2,160.00	1,240.00	1,360.00	770.00	440.00	1,210.00				
908	Pierremont service ch.	28,317.29	847.83	28,317.29	9,186.03		9,186.03				
SUB TOTAL		28,317.29	47,370.95	63,165.00	74,231.05	28,317.29	18,750.83	72,925.00	49,919.04	26,076.17	75,995.21

		Last Year 2023-2024				Current Year 2024-2025				Next Year 2025-2026			
		Receipts		Payments		Receipts		Payments		Receipts		Payments	
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Budget
45	Events - Marketing	2,500.00	2,218.33	2,500.00	2,218.33	2,500.00	1,940.00	2,500.00	1,940.00		1,940.00		
200	Events - Catering		520.01		43.98		41.67		360.00		360.00		
201	Events -Bar		2,900.49		1,063.91		4,928.43		2,439.13		2,439.13		
204	Events - Equipment		1,007.38		1,605.25		863.74		1,793.94		1,793.94		
205	Events - Council				7.49								
206	Events - Commercial		399.96				8.33						
903	Events Room Hire	40,000.00	26,442.09	40,000.00	7.85	40,000.00	28,582.54		434.84		434.84		
904	Events Room Hire - D		1,485.41				324.58		9.20		9.20		
918	Passive room hire												
926	Ticket/Stall												
929	Stripe Fee		11.31				49.80				49.80		
930	Stripe Return		25.83				16.66				16.66		

Broadstairs & St. Peter's Town Council

Detailed Budget Summary

All Cost Centres and Codes (Between 01/12/2024 and 31/03/2025)

Code Title	Last Year 2023-2024				Current Year 2024-2025				Next Year 2025-2026			
	Receipts		Payments		Receipts		Payments		Receipts		Payments	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
SUB TOTAL	40,000.00	32,755.34	2,500.00	4,983.95	40,000.00	34,749.29	34,749.29	7,043.57	2,500.00	7,043.57	7,043.57	
Pierremont Hall												
54 Planned building work			28,000.00	23,571.04					30,000.00	3,281.97	7,120.00	10,401.97
55 Tenants' rent	44,000.00	40,863.67			44,000.00	20,596.28	20,596.28	1,143.12		1,143.12		1,143.12
56 Tenants' parking	6,500.00	8,500.00			6,500.00	3,125.00	3,125.00					
57 Annual maintenance s			10,080.00	1,231.50					10,000.00	3,717.35		3,717.35
58 Security												
59 Contribution to 7 year												
60 Water												
61 Rates			6,500.00	4,072.92					6,500.00		5,000.00	5,000.00
62 Unplanned building wo			5,000.00	2,509.20					5,000.00	2,813.34	1,406.67	4,220.01
64 Licence			500.00	350.00					400.00	523.36		523.36
65 Cleaning												
85 Landscaping and plan			2,560.00	2,280.00					4,000.00	1,925.00		1,925.00
88 Furniture/equipment			1,500.00	180.61					1,000.00	37.50	962.50	1,000.00
89 Communal charge												
203 Electricity		616.84		1,475.25		1,326.32	1,326.32			2,829.78		2,829.78
906 Waste services										1.10		1.10
911 EVCP		181.88		31.00								
SUB TOTAL	50,500.00	50,162.39	54,140.00	35,701.52	50,500.00	25,047.60	25,047.60	16,272.52	56,900.00	14,489.17	30,761.69	

Broadstairs & St. Peter's Town Council

Detailed Budget Summary

All Cost Centres and Codes (Between 01/12/2024 and 31/03/2025)

Code Title	Last Year 2023-2024				Current Year 2024-2025				Next Year 2025-2026			
	Receipts		Payments		Receipts		Payments		Receipts		Payments	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
75 Loan Repayments			35,824.00	35,823.94			35,824.00	17,911.97	17,911.97			35,823.94
SUB TOTAL			35,824.00	35,823.94			35,824.00	17,911.97	17,911.97			35,823.94
Retort House												
66 Retort House Booking	20,000.00	5,767.59			20,000.00	4,535.00						
67 Retort House Tenants	15,000.00	30,565.50			15,000.00	7,752.75						
68 Utilities			5,750.00	1,075.53			4,000.00	2,571.23	1,285.62			3,856.85
69 Rates		64.00	2,750.00	2,495.00			2,750.00					
70 Annual maintenance : 71 contribution to 7 year l			4,500.00	2,238.26			4,000.00	2,661.71				2,661.71
72 Licences			1,000.00	141.03			1,000.00	299.62				299.62
73 Cleaning			4,500.00	1,990.10			2,000.00	1,903.86	951.93			2,855.79
81 Unplanned building wr			5,000.00	1,662.19			3,000.00	490.00				490.00
83 Equipment			2,000.00	16.00			500.00	263.27				263.27
909 Tenant service charge	3,338.50	3,338.50			3,338.50							
910 communal charge				750.00			950.00	750.00	375.00			1,125.00
915 Security				13,209.69				3,640.74				3,640.74
927 Electricity - Retort		5,055.25				765.00						
SUB TOTAL	38,338.50	44,790.84	25,500.00	23,577.80	38,338.50	13,052.75	18,200.00	12,580.43	2,612.55	15,192.98		

Broadstairs & St. Peter's Town Council

Detailed Budget Summary

All Cost Centres and Codes (Between 01/12/2024 and 31/03/2025)

Staff Costs	Last Year 2023-2024						Current Year 2024-2025						Next Year 2025-2026			
	Receipts		Payments		Receipts		Payments		Receipts		Payments		Receipts	Payments		
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Forecast	Total	Budget	Budget	
21 Salaries		200,110.61	209,160.00	200,110.61									230,121.00	159,592.49	94,796.00	254,388.49
22 Pension		14,520.26	10,000.00	14,520.26									14,056.00	11,147.76	5,573.88	16,721.64
23 NI & Tax		70,510.93	67,000.00	70,510.93									80,748.00	62,610.70	34,305.00	96,915.70
76 Travel and Subsistenc		171.40	200.00	171.40									200.00	210.11	50.00	260.11
78 Payroll company		1,381.85	1,000.00	1,381.85									1,300.00	606.55	606.00	1,212.55
79 Eye tests and glasses		500.00	500.00	500.00									200.00			
SUB TOTAL		286,695.05	287,860.00	286,695.05									326,625.00	234,167.61	135,330.88	369,498.49

YE Adjustments	Last Year 2023-2024						Current Year 2024-2025						Next Year 2025-2026			
	Receipts		Payments		Receipts		Payments		Receipts		Payments		Receipts	Payments		
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Forecast	Total	Budget	Budget	
900 Debtors		8.19		8.19												
901 Creditors																
902 Void transactions																
913 Receipts in advance 2		62.50		62.50												
914 Receipts in advance 2																
SUB TOTAL		70.69		70.69												

Summary																
TOTAL	910,239.79	954,025.31	1,095,903.09	812,053.03	988,715.79	926,625.65	3,242.84	929,868.49	1,265,975.79	576,577.49	404,471.16	981,048.65				

Broadstairs & St. Peter's Town Council

04-Dec-24

Detailed Budget Summary

		Current Year 2024-2025			Next Year 2025-2026	
		Payments			Receipts	Payments
		Budget	Actual	Forecast	Budget	Budget
Code	Title				Total	
10	Stationery	£ 1,000.00	£ 373.62	£ 186.81	£ 560.43	£ 1,000.00
11	Printer/Photocopier	£ 1,000.00	£ 967.19	£ 488.17	£ 1,455.36	£ 1,700.00
12	Licences	£ 7,000.00	£ 7,007.46		£ 7,007.46	£ 7,000.00
13	IT	£ 4,000.00	£ 2,277.05	£ 700.00	£ 2,977.05	£ 3,200.00
15	Insurance & Audit	£ 11,000.00	£ 1,420.15	£ 8,500.00	£ 9,920.15	£ 11,500.00
16	Professional Fees	£ 46,500.00	£ 11,117.35	£ 5,500.00	£ 16,617.35	£ 20,000.00
17	Training & Subscriptions	£ 5,000.00	£ 3,215.09	£ 400.00	£ 3,615.09	£ 4,000.00
18	Equipment & Furniture	£ 3,000.00	£ 663.23	£ 2,000.00	£ 2,663.23	£ 3,000.00
20	Elections	£ 5,000.00		£ 5,000.00	£ 5,000.00	£ -
84	Office contingencies	£ 1,000.00	£ 255.31	£ 333.32	£ 588.63	£ -

Attach 13

101	Phones and Internet	£ 7,000.00	£ 4,792.69	£ 2,396.35	£ 7,189.04	£ 7,500.00
102	Office sundries	£ 1,000.00	£ 1,008.22		£ 1,008.22	£ 2,000.00
103	Finance costs	£ 1,000.00	£ 136.52	£ 68.26	£ 204.78	£ 1,000.00
104	Container hire	£ 1,200.00	£ 697.84	£ 354.40	£ 1,052.24	£ 1,200.00
105	Council business rates	£ 3,750.00	£ 1,250.00	£ 1,250.00	£ 1,250.00	£ 3,750.00
	SUB TOTAL	£ 98,450.00	£ 33,931.72	£ 27,177.31	£ 61,109.03	£ 66,850.00

Amenities		Payments			Receipts	
Code	Title	Budget	Actual	Forecast	Total	Budget
4	Bandstand Kiosk	£ 6,000.00	£ 989.04		£ 989.04	£ 2,000.00
27	Notice Boards	£ 1,000.00	£ 63.53		£ 63.53	£ 1,000.00
29	Defibrillators	£ 2,000.00	£ 804.75	£ 1,000.00	£ 1,804.75	£ 2,000.00
30	Street Furniture	£ 2,000.00	£ 34.98	£ 666.68	£ 701.66	£ 2,000.00
31	Viking Bay Lift					£ -
32	Toilet Extended Opening	£ 2,000.00				£ -
34	St Peter's Roundabout	£ 4,000.00				£ 10,000.00
35	Decorative Lighting	£ 18,000.00	£ 7,422.00	£ 10,000.00	£ 17,422.00	£ 20,000.00
37	Flagpole	£ 1,000.00	£ 207.95		£ 207.95	£ 1,000.00

SUB TOTAL	£ 36,000.00	£ 9,522.25	£ 11,666.68	£ 21,188.93	£ 38,000.00
Civic Costs		Payments			Receipts
Code	Title	Budget	Actual	Forecast	Total
19	Councillor Allowances	£ 9,000.00	£ 9,000.00	£ 9,000.00	£ 9,000.00
24	Town Mayor	£ 6,000.00	£ 697.03	£ 5,303.00	£ 6,000.03
25	Civic Events	£ 2,000.00	£ 1,912.28	£ 400.00	£ 2,312.28
SUB TOTAL		£ 17,000.00	£ 2,609.31	£ 14,703.00	£ 17,312.31

Community		Payments			Receipts
Code	Title	Budget	Actual	Forecast	Total
38	Neighbourhood Plan	£ 1,000.00			
39	Community Payback	£ 2,000.00	£ 418.37	£ 209.19	£ 627.56
53	Beach Security	£ 25,000.00	£ 23,767.50		£ 23,767.50
905	Dickens House Matchfunding	£ 5,000.00	£ 5,000.00		£ 5,000.00
919	Youth Activities	£ 6,614.32	£ 420.76		£ 420.76
SUB TOTAL		£ 39,614.32	£ 24,606.63	£ 5,209.19	£ 29,815.82

Events		Payments			Receipts
		Budget			Total
		£ 9,000.00			£ 9,000.00
		£ 6,000.00			£ 6,000.00
		£ 2,500.00			£ 2,500.00
		£ 17,500.00			£ 17,500.00

		Payments			Receipts
		Budget			Total
		£ 9,000.00			£ 9,000.00
		£ 6,000.00			£ 6,000.00
		£ 2,500.00			£ 2,500.00
		£ 17,500.00			£ 17,500.00

Code	Title	Budget	Actual	Forecast	Total	Budget
40	Bandstand entertainment	£ 16,500.00	£ 13,946.66		£ 13,946.66	£ 16,500.00
41	Summer Theatre	£ 5,000.00	£ 5,000.00		£ 5,000.00	£ 5,000.00
42	Punch & Judy	£ 3,000.00	£ 2,980.00		£ 2,980.00	£ 3,000.00
43	visitor information kiosk	£ 2,000.00	£ 324.91		£ 324.91	£ -
44	November Fireworks	£ 7,500.00	£ 7,170.50		£ 7,170.50	£ 8,500.00
46	Broadstairs in Bloom	£ 20,000.00	£ 9,109.80	£ 6,666.68	£ 15,776.48	£ 20,000.00
401	D Day 80th Anniversary	£ 2,500.00	£ 2,062.77		£ 2,062.77	£ 2,500.00
402	Hugin Misc	£ 1,000.00	£ 196.69		£ 196.69	£ 1,000.00
912	Christmas Event	£ 1,000.00	£ 2,451.60	£ 2,000.00	£ 4,451.60	£ 1,500.00
916	Community Event	£ 3,000.00	£ 2,215.46		£ 2,215.46	£ 3,000.00
	SUB TOTAL	£ 61,500.00	£ 45,458.39	£ 8,666.68	£ 54,125.07	£ 61,000.00
		Payments			Receipts	
Grants						
Code	Title	Budget	Actual	Forecast	Total	Budget
26	Grants	£ 100,000.00	£ 72,611.00	£ 27,506.00	£ 100,117.00	£ 100,000.00
	SUB TOTAL	£ 100,000.00	£ 72,611.00	£ 27,506.00	£ 100,117.00	£ 100,000.00

Open Spaces		Payments			Receipts		Payments	
Code	Title	Budget	Actual	Forecast	Total	Budget	Budget	Payments
47	Allotments	£ 2,500.00	£ 452.90	£ 1,000.00	£ 1,452.90	£ 1,336.00	£ 2,500.00	
48	Culmers Amenity Land	£ 10,000.00	£ 4,358.80	£ 2,179.40	£ 6,538.20		£ 10,500.00	
49	Mocketts Wood	£ 5,500.00	£ 908.20	£ 4,634.00	£ 5,542.20		£ 7,500.00	
50	Tree Survey & Works	£ 3,500.00	£ 1,575.00	£ 2,000.00	£ 3,575.00		£ 3,500.00	
51	Tree planting budget	£ 10,000.00	£ 10,000.00		£ 10,000.00		£ 5,000.00	
52	Environmental Initiatives	£ 10,000.00	£ 5,502.38	£ 4,500.00	£ 10,002.38		£ 5,000.00	
86	town maintenance (van costs)	£ 1,000.00	£ 194.67	£ 97.34	£ 292.01		£ 1,000.00	
87	Facilities Team sundry items	£ 2,500.00	£ 1,340.06	£ 670.03	£ 2,010.09		£ 2,500.00	
924	Victoria Gardens	£ 5,000.00	£ 2,221.19	£ 3,360.00	£ 5,581.19		£ 6,000.00	
	SUB TOTAL	£ 50,000.00	£ 16,553.20	£ 28,440.77	£ 44,993.97		£ 43,500.00	£ 43,500.00
Phase 3 - Basement		Payments			Receipts		Payments	
Code	Title	Budget	Actual	Forecast	Total	Budget	Budget	Payments
925	Professional fees	£ 50,000.00	£ 17,333.00	£ 37,229.96	£ 54,562.96		£ 88,000.00	

SUB TOTAL		£ 50,000.00	£ 17,333.00	£ 37,229.96	£ 54,562.96	£ 88,000.00	£ 88,000.00
Pierremont Annual		Payments			Receipts		
Code	Title	Budget	Actual	Forecast	Total	Budget	Budget
601	Algae and gutter clearance	£ 2,500.00	£ 950.00	£ 475.00	£ 1,425.00	£ 1,350.00	£ 1,350.00
602	Bathroom items	£ 1,500.00	£ 595.00	£ 297.50	£ 892.50	£ 1,000.00	£ 1,000.00
603	Waste removal	£ 3,000.00	£ 1,968.87	£ 984.44	£ 2,953.31	£ 3,000.00	£ 3,000.00
604	Hygiene services	£ 3,000.00	£ 1,679.52	£ 839.76	£ 2,519.28	£ 2,000.00	£ 2,000.00
605	cleaning	£ 10,800.00	£ 8,394.56	£ 4,197.28	£ 12,591.84	£ 13,000.00	£ 13,000.00
606	Drain Clearance	£ 2,500.00	£ 1,340.00	£ 670.00	£ 2,010.00	£ 3,310.00	£ 3,310.00
607	electricity	£ 13,000.00	£ 14,271.96	£ 7,135.98	£ 21,407.94	£ 20,000.00	£ 20,000.00
608	EICR					£ -	£ -
609	Fire alarms and emergency lighting	£ 2,000.00	£ 1,252.13	£ 626.07	£ 1,878.20	£ 698.90	£ 698.90
610	Fire doors and extinguisher checks	£ 1,500.00	£ 620.00	£ 310.00	£ 930.00	£ 987.00	£ 987.00
611	Fire drills and assessments	£ 3,000.00	£ 2,052.49	£ 1,026.25	£ 3,078.74	£ 595.00	£ 595.00
612	Glass Door maintenance	£ 1,200.00	£ 115.00	£ 57.50	£ 172.50	£ 334.54	£ 334.54
613	Grounds Maintenance	£ 10,035.00	£ 6,788.83	£ 3,394.42	£ 10,183.25	£ 11,000.00	£ 11,000.00
614	intruder alarm	£ 500.00	£ 500.00	£ 500.00	£ 500.00	£ 673.44	£ 673.44

615	Legionnaires testing	£ 3,000.00	£ 881.00	£ 440.50	£ 1,321.50	£ 839.00
616	PAT testing	£ 180.00	£ 376.75		£ 376.75	£ 360.00
617	Roof inspections	£ 1,900.00	£ 500.00	£ 1,000.00	£ 1,500.00	£ 2,000.00
618	Site security	£ 10,950.00	£ 6,570.00	£ 3,285.00	£ 9,855.00	£ 11,000.00
619	Water rates	£ 1,000.00	£ 792.93	£ 396.47	£ 1,189.40	£ 2,000.00
620	Window cleaning	£ 1,360.00	£ 770.00	£ 440.00	£ 1,210.00	£ 1,800.00
908	Pierremont service charges					
	SUB TOTAL	£ 72,925.00	£ 49,919.04	£ 26,076.17	£ 75,995.21	£ 75,947.88

Payments

Budget
£ 2,500.00

Receipts

Budget

Total
£ 1,940.00

Payments

Forecast

Actual
£ 1,940.00

Budget

£

Events - Marketing
£ 360.00

Events -Bar
£ 2,439.00

Events - Equipment
£ 1,793.00

Events - Council
£ 1,793.00

Pierremont Events

Code

45

200

201

204

205

206	Events - Commercial				
903	Events Room Hire	£	434.00	£	434.00
904	Events Room Hire - Deposit	£	9.20	£	9.20
918	Passive room hire				
926	Ticket/Stall				
929	Stripe Fee	£	49.80	£	49.80
930	Stripe Return	£	16.66	£	16.66
	SUB TOTAL	£	7,041.66	£	7,041.66

£ 2,500.00 £ 2,500.00

Payments		Budget
		£ 10,000.00

Receipts		Budget
		£ 44,000.00
		£ 6,500.00

Payments		Actual	Forecast	Total
		£ 3,281.97	£ 7,120.00	£ 10,401.97
		£ 1,143.12		£ 1,143.12
				£ 3,717.35
				£ 5,000.00

Pierremont Hall		
Code	Title	Budget
54	Planned building works	£ 30,000.00
55	Tenants' rent	£ 10,000.00
56	Tenants' parking	
57	Annual maintenance schedule	£ 6,500.00
60	Water	
61	Rates	

Code	Title	Budget	Actual	Forecast	Total	Budget
66	Retort House Bookings					£ 4,000.00
67	Retort House Tenants					£ -
68	Utilities	£ 4,000.00	£ 2,571.23	£ 1,285.62	£ 3,856.85	£ 4,000.00
69	Rates	£ 2,750.00				£ 2,750.00
70	Annual maintenance schedule	£ 4,000.00	£ 2,661.71		£ 2,661.71	£ 4,000.00
72	Licences	£ 1,000.00	£ 299.62		£ 299.62	£ 500.00
73	Cleaning	£ 2,000.00	£ 1,903.86	£ 951.93	£ 2,855.79	£ 2,500.00
81	Unplanned building works	£ 3,000.00	£ 490.00		£ 490.00	£ 3,000.00
83	Equipment	£ 500.00	£ 263.27		£ 263.27	£ 500.00
915	Security	£ 950.00	£ 750.00	£ 375.00	£ 1,125.00	£ 1,250.00
927	Electricity - Retort		£ 3,640.74		£ 3,640.74	£ 6,000.00
	SUB TOTAL	£ 18,200.00	£ 12,580.43	£ 2,612.55	£ 15,192.98	£ 24,500.00
						£ 24,500.00
Staff Costs		Payments			Receipts	
Code	Title	Budget	Actual	Forecast	Total	Budget
21	Salaries	£ 230,121.00	£ 159,592.49	£ 94,796.00	£ 254,388.49	£ 273,000.00

£917 Fire alarm, r

22	Pension	£ 14,056.00	£ 11,147.76	£ 5,573.88	£ 16,721.64	£ 54,110.00
23	NI & Tax	£ 80,748.00	£ 62,610.70	£ 34,305.00	£ 96,915.70	£ 91,000.00
76	Travel and Subsistence	£ 200.00	£ 210.11	£ 50.00	£ 260.11	£ 300.00
78	Payroll company	£ 1,300.00	£ 606.55	£ 606.00	£ 1,212.55	£ 1,300.00
79	Eye tests and glasses	£ 200.00				£ 200.00
	Employer NI					£ 35,352.00
	SUB TOTAL	£ 326,625.00	£ 234,167.61	£ 135,330.88	£ 369,498.49	£ 455,262.00
	TOTAL	£ 1,265,975.79				£ 1,071,933.88

COMMERCIAL UPDATE
2024-25

Attach 14

1. 2024-25 Income Report

1.1 Pierremont Hall

Target Income 24-25 = **£40,000.00**

Scribe

Actual 24-25 = **£ 34,338.29** -£5,661.71 from Target

Total unbudgeted spend: **-£4,543.57**

Total – spend = **-£10,205.28**

Manual Report - Actual Bookings in 2024-25

*Ignoring payments that may have been processed in 22-23 and 23-24. All bookings in 2024-25 income

Actual = £46,541.70

Total unbudgeted spend = **-£4,543.57**

Total – spend = £41998.13

1.2 Retort House

Target Income 24-25 = £20,000.00

Scribe

Actual 24-25 = £4,495.00

Total = **-£15,505.00**

Manual Report - Actual Bookings in 2024-25

Actual forecast for the end of the yr 24-25 = £7,521.00

Total = **-£12,479.00**

Total Gross income at Retort House and Pierremont Hall: **£54,062.70** inc VAT

2. Staffing Report

2024-25 Budget £10000

In 2024-25 we have staffed 39 events, total 369 hours. This has been at a cost of **£3160.30**.

An estimate for 2025-26 – We have 29 confirmed bookings. On average from 24-25 each booking needs 9.5 hours cover. Based on minimum wage going up next year, if we base the cost of the highest earnings at £11.44 the bookings already in the 2025-26 calendar will total a staffing cost of **£3151.72**.

ALL FIGURES INCOME VAT

COMMERCIAL UPDATE 2024-25

With a budget of £5000.00 for staffing this should cover new events that will hopefully be added to the next financially year.

2025-25 Budget £5000

*(9.5 hours x £11.44) x 29 events = £3151.72.

3. Bookings Report

3.1 Regular Bookers

Cross Retort and Pierremont Hall regular bookers generate **£20,114.40** inc VAT income.

- **B-JI KUNDALINI YOGA** – 8 bookings - £648.00 inc VAT (Pierremont Hall – Chamber Hall)
- **Kent School of English** – 48 bookings - £4266.00 inc VAT (£3,231.00 Retort House + £1035.00 Pierremont Hall – Chamber Hall)
- **Christ King Yoga** – 51 bookings - £918.00 inc VAT (Pierremont Hall – The Music Room)
- **Chris Greenslade Badminton** – 43 bookings - £1032.00 inc VAT (Retort House)
- **Yoga Is** – 50 bookings - £3241.80 in VAT (Pierremont Hall – Chamber Hall)
- **Hunky Dory Fitness and Lifestyle** – 36 bookings - £648.00 inc VAT (Pierremont Hall – The Music Room)
- **Hartbeeps Thanet** – 29 bookings - £1827.00 inc VAT (Pierremont Hall – The Music Room)
- **Leon Williams - East Coast Entertains** – 24 bookings - £864.00 inc VAT (Retort House)
- **Jennifer Atkinson Yoga** – 24 bookings - £864.00 inc VAT (Pierremont Hall – The Music Room)
- **Joanne Cox Pottery** – 12 bookings - £216.00 inc VAT (Pierremont Hall – The Music Room) **Stopping in February**
- **Pam Taylor Badminton** – 46 bookings - £1104.00 inc VAT (Retort House)
- **Probe Security** – 15 bookings - £2304.00 inc VAT (£1152.00 Retort House + £1152.00 Pierremont Hall – Chamber Hall)
- **Sarah Tighe Art group** – 6 bookings - £216.00 inc VAT (Pierremont Hall – The Music Room)
- **Sharlene Smith Pilates** – 33 bookings - £1188.00 inc VAT (Pierremont Hall – The Music Room)
- **The Broadstairs Society** – 6 bookings - £777.60 in VAT (Pierremont Hall – Chamber Hall) **Stopping in December**

3.2 Community Free Offer

Victoria Suchak – 25 bookings – **£900.00 inc VAT**

Town Team – 2 Bookings - **£120.00 inc VAT**

Dicken's Festival – 1 booking discount - **£1850.00 inc VAT**

Total cost of the Council offering community discounts for the venues= **£2,870.00**

ALL FIGURES INCOME VAT

COMMERCIAL UPDATE 2024-25

3.3 Council Used

Broadstairs Council Meetings – 76 bookings – £8887.50 inc VAT

Broadstairs Town Council: Summer Theatre – 10 bookings – £2100.00 inc VAT

Community Festival – 1 booking - £900.00 inc VAT

Christmas Market – 1 booking - £1200.00 inc VAT

Halloween (Under 18's) – 1 booking - £480.00 inc VAT

75th Anniversary of the Viking Ship – 1 booking - £240.00 inc VAT

Total cost of the Council using the venue at full rate = **£13,807.50**

3.4 Debtor 24-25

Babies By The Sea - £378.00

3.5 Weddings in 2024

29 Booked (5 cancelled) – within these weddings there were 14 ceremonies

INCOME GENERATED FROM THESE WEDDINGS - **£23,658.50**

3.6 Bar Income 2024-25

Gross Income £4,928.43

Spent -£2,439.13

Net Income £2,489.30

With the bar fully stocked - 25.11.24 (income still to be generated).

4. 2025 Calendar

The calendar below shows the events that have confirmed their event with us. There are a few provisional dates that are not on this list.

COMMERCIAL UPDATE
2024-25

● CLOSED
● EVENT

JAN

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

FEB

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

MAR

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

APR

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

MAY

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JUN

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

JUL

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

AUG

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SEP

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

OCT

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

NOV

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

DEC

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					