

SECTION 1: ABOUT THE APPLICANT

1.2 Name of the Organisation

This is required again because the front sheet of the application form with your contact details will be removed for data protection and administrative purposes.

CHAT Carer and bereavement support group,

SECTION 2: ABOUT THE ORGANISATION

2.1 You need to submit one of the following documents to support your application

Please see guidance notes section 1.1 before completing this part of the form

- Constitution
- Set of Rules
- Terms of Reference
- Articles of Association

2.2 How many people are in your organisation?

| Paid Staff | Volunteers | Total Members <i>Please include here the total number of people who use your organisation and not just elected members.</i> |
|------------|------------|--|
| / | 22 | 22 members + any of the community at our Teabars. |

2.3 Has your organisation received funding from the Local Member Grants Scheme before?

- YES
- NO

Please provide the date received 5, 9, 2016

SECTION 3: BANK DETAILS

3.1 We need documentary proof of your group's bank account.

We use the account details provided (e.g. sort code and account number) to make grant payments direct to your organisation's bank account. If you have a building society account please contact us before sending in the application.

(Please note - cheque payments are not possible)

Please attach a copy of your organisation's bank account statement (within the last year). We do not need the organisation's statement of accounts.

3.2 We need to know if your bank details have changed since you last received money from LCC.

If your bank details have changed and you do not inform us this could delay the payment of your grant.

Yes – details provided on bank statement

No - bank details haven't changed/~~this is the first time applying for any funding from LCC~~

SECTION 4: THIS APPLICATION

4.1 Which County Councillor electoral division(s) will your expenditure cover or benefit?

See guidance notes section 2.1. If you are applying to more than one county councillor, please make sure you list all the electoral divisions here.

Thomton Cleveleys

4.2 Name(s) of County Councillor(s) that the grant is being requested from

| Councillor Name | Amount Requested |
|---|----------------------|
| <i>If you wish to apply to more than one county councillor, make sure you list them all here with the amounts you are asking from each of them. See guidance notes section 2.2.</i> | |
| Councillor John Shedwick | £500 £200 |
| Councillor Kay | £100 |
| Councillor Vincent | £100 |
| Councillor Clarke | £100 |
| Total Amount Requested | £500 |

4.3 What are you going to spend the grant on?

You need to tell us what you are going to buy with the money from the grant, for example, the piece of equipment you are going to buy, or what items you are going to buy if the money is to help with an event you are arranging. Detailed costs are required on the next page.

Members Christmas Lunch

4.4 How will the money benefit people in the Councillor(s) division(s)?

See guidance notes section – 2.3. You need to tell us how this money will help your organisation specifically and also the general public who live in the county councillor(s) electoral division, for example will it help bring people together or help stop anti-social behaviour.

Having a Christmas meal together in December 2017 may be the only Christmas meal in company that some of our members will enjoy, something many take for granted if you have family or friends. To enjoy a Christmas meal in company, indeed having company rather than always eating alone at home will improve our "me-time" or "time out" from the stress of caring for a loved one or grieving for them. The camaraderie of a meal together, especially before Christmas, will give us strength to cope with the hardship of Christmas, maybe, and certainly for me, on our own.

4.5 What is the total cost of the activity?

For example this is the amount it will cost to buy the equipment/hold the whole event.

£23 x 22 members = 506

4.6 How much are you applying for from the Local Member Grants Scheme?

£500.

4.7 If you are not asking for the full cost of funding for your activity please tell us where the rest of the money is coming from and if it has been secured at the time of your application.

The figures here, together with the figures in 4.6 should add up to the total cost in 4.5.

| How much? | Funding period | Funder/Applied or Confirmed? |
|-----------|----------------|------------------------------|
| £ 6 | | CHAT self-funded group. |
| £ | | |
| £ | | |
| £ | | |

4.8 If you do not get all the funds, or only a percentage of what you require, you need to tell us what will happen to your proposed activity.

It is possible, that your application may be supported, but not for the full amount of funds. If this happens, we need to know if you can continue with your activity, e.g. you may provide an activity for half the intended period.

For the activity to go ahead we would have to step up our stretched fundraising of our self-funded small group to secure the full payment of the costs.

4.9 What is the start and end date of the activity or when do you intend to purchase the items/equipment?

Please note you must spend the funds in the current financial year.

| Start Date | End Date |
|--------------------------------------|--------------------------------------|
| Friday 1 st December 2017 | Friday 1 st December 2017 |

4.10 Please give a detailed breakdown of your expenditure for your activity/equipment.

See guidance notes section – 3.4. The total costs here must add up to the figure shown in section 4.5 for example if you are buying plants and compost for a gardening scheme we need to know how much these are. In addition, if you have a quotation from a supplier please also provide this as evidence of the costs.

22 members at £23 = £506.

SECTION 5: CONFIRMATION OF ORGANISATION'S POLICIES

5.1 Will the activity involve members of your organisation having significant contact with children or vulnerable adults?

See guidance notes section 4.1. If you are purchasing equipment this will not involve children or vulnerable adults. This section is only relevant for example if you are holding an event.

- Yes
 No – Please go to question 5.4.

5.2 If you have ticked 'Yes' above, does your organisation have children or vulnerable adult protection policies in place?

See guidance notes section – 4.1.

- Yes – Please supply relevant copies with your application.
- No – Please answer question 5.4.

5.3 If you answered 'yes' to question 5.1 are the appropriate individuals cleared by the appropriate DBS Check (Standard/Enhanced/Enhanced with Barred List)

NB we operate a 'spot-check' procedure, which may require you to provide evidence at a later date.

- Yes
- No – Please answer question 5.4.

5.4 If you have ticked 'No' to either questions 5.1, 5.2 or 5.3, please explain why and why you feel clearance is not necessary to enable us to consider whether your application can proceed.

If you are purchasing equipment, you need to state here that no children or vulnerable adults will be involved in the purchase of the equipment.

There are no children members in our group, only adults.
The members are not vulnerable as they all live in their own homes and lead and manage their own daily lives.

Local Member Grant: Funding Agreement

You will need to read carefully through the below terms and conditions and sign and date on the next page to declare that you agree to meeting these terms and conditions if your application is successful. We will not be able to process your application if it has not been signed or dated. **Please print off this Funding Agreement and send in a signed hard copy. We will not be able to process applications unless we have received a hard copy of this signed Funding Agreement.**

- ✓ We agree that any funding awarded will be used solely for the purposes set out in this application form and that the County Council can recover any monies not spent during the project.
- ✓ We will consult the Council about any changes to the project by completing and returning a 'Notification of Change' form. We will await agreement of the change from the County Council before the funds are spent.
- ✓ We agree that we will be responsible for any overspend on the project, and that the County Council will not be liable for any costs in excess of any funding awarded.
- ✓ We agree to keep all financial records and accounts including receipts in relation to the project for seven years after the completion of the project.
- ✓ We accept responsibility for ensuring we have all the necessary consents including planning, statutory and landownership. We also accept responsibility for ensuring there is appropriate insurance cover for the people and assets involved in the funded project and the County Council will not be held responsible for any liability, which arises before, during or after the project.
- ✓ We will meet all legal requirements relating to child protection (including Standard or Enhanced Disclosure Barring Service (DBS) checks with appropriate Barred list checks in accordance with DBS Guidance for all persons involved in the project. We will also meet the necessary requirements of having children and/or vulnerable adult policies in place
- ✓ We will adhere to all Health and Safety regulations and Lancashire County Council will not be held responsible for any liability, which arises before, during or after the project.
- ✓ We will ensure the fund is not used to pay for any expenditure that has already been incurred prior to the approval of the grant.
- ✓ We agree that in the event of any project ceasing to operate, any equipment purchased through grant aid will be retrieved for reallocation.
- ✓ We agree to provide Lancashire County Council with accurate, timely monitoring information in line with the requirements set out in the offer letter and/or service level agreement.
- ✓ We agree that Lancashire County Council reserves the right to publicise our project in the local media. If we intend to publicise the grant we will consult with the County Council before making any public statement relating to the service that the County Council is helping to fund. Any public statement must acknowledge that the Service is delivered in partnership with, and funded by Lancashire County Council, and should include Lancashire County Council's logo.
- ✓ We agree that Lancashire County Council will have the right to withhold any or the entire grant and/or request all or part of the grant to be repaid if they feel that:
 - We have not complied with all or any of the terms and conditions of the grant.
 - Information provided by us was inaccurate, incomplete or misleading.
 - No organisation can receive any grant funding, if to award a grant would contravene

State Aid rules.

- The use of the grant is in breach of County Council Policies and Procedures.

We understand that by signing this form, if the application is approved by the County Councillor(s) named, we are contracting to spend the funding as stated in this application form and to provide the monitoring and other information required under the terms of the Local Members Grant Scheme.

Declaration

- ✓ We certify that to the best of our knowledge the information provided in the application form is accurate and correct.
- ✓ That the persons below can both sign on the organisation's bank account (please note that the two signatories cannot be related to each other)
- ✓ By signing and submitting this form, we agree to the funding agreement detailed here.
- ✓ We declare that the organisation meets the general eligibility criteria as set out in the guidance notes.

We also understand that should this application be successful, the information contained in the application form will be used to form the basis of the funding agreement and for monitoring purposes.

Name of Organisation: CHAT Group Carer and bereavement support group.

PATRICIA BONNAR

Name of First Signatory (please print)

TEAM LEADER and TREASURER

Position in the Organisation (please print)

Patricia Bonnar

Signature

Date: 5-9-17

MIAVIS HOOLEY

Name of Second Signatory (please print)

CHAP MEMBER

Position in the Organisation (please print)

M. Hooley

Signature

Date: 5/9/17

Checklist for applicants:

Please ensure you have completed all sections on this form and have enclosed the necessary supporting documentation - incomplete forms cannot be processed for consideration by the councillor(s).

- ✓ I have answered all of the questions on the form
- ✓ Attached the necessary supporting documents listed in Section 2
- ✓ Attached a copy of your bank statement
- ✓ Completed the declaration with 2 signatures from people who can sign on the organisations bank account
- ✓ Attached a copy of your Child Protection and Vulnerable Adults Policy if you have answered 'Yes' in Section 5.1
- ✓ If submitting my application electronically, I have posted a hard copy of the Funding Agreement and Signed Declaration on page 9 and 10.

In addition, please make sure that:

- ✓ You have kept a clear copy of the form for your own records
- ✓ You have clearly marked each document with the name of your organisation

Completed application forms should be submitted to the Democratic Services Team via the address below.

Telephone: 01772 533756 or 01772 536862

Email: LPTlocalmembergrants@lancashire.gov.uk

Postal Address:

Local Member Grants
Lancashire County Council
Legal and Democratic Services
2nd Floor, Christ Church Precinct
County Hall
PRESTON
PR1 8XJ

CHAT GROUP

DATE OF CONSTITUTION

This Constitution was adopted by the Group on 01.08.03.

It formalises the guidelines that the Group has followed since it was established in September 1996.

NAME OF GROUP

CHAT stands for "Carers Hour At Thornton". The Group began with a once monthly meeting, and has developed gradually.

OBJECTIVES

Chat's main objective is to provide support for carers, bereaved and older people who are socially isolated. The Group was formed from a "Look after Yourself" group which the first Chat members attended. "Look after Yourself" was a 6-week course based on gentle exercise, relaxation methods and health topics. Chat adopted these objectives, but wanted to allow members to continue to meet regularly.

POWERS

The Health Centre supported Chat by providing a venue. The Wyre PCT continued this arrangement. Funding for group activities has come from raffles, fairs, stalls and the Group subscription fee of 50p a meeting, which includes tea and biscuit. The Tea Bar will have a similar arrangement, with stalls selling saleable goods such as 30p books etc.

MEMBERSHIP

Chat has a membership form, which new members complete. A quarterly meeting is held to discuss issues and organise events. Group attendance is usually 25.

MEETINGS

The venue is at Thornton Clinic on the 1st and 3rd Friday's of the month. On July 11th 2003 volunteers from Chat opened a Tea Bar to run at the same venue, on the 2nd and 4th Friday's of the month. Both groups run from 1.30p.m. to 3.30p.m. The Tea Bar aims to provide support not only to Chat members, but also to the whole community.

RECEIPT AND EXPENDITURE

A Treasurer is responsible for all money collected at the Tea Bar and Chat. The bank account is with the Yorkshire Bank, account no. 26259795. Two signatures are required to withdraw funds for group activities, with the Treasurer Patricia Bonnar [Team Leader], Margaret Allen, and Mavis Hooley, CHAT members, nominated to do so.

"CONSTITUTION" continued

ACCOUNTS

The accounts are monitored after each meeting by the Treasurer to balance income and out goings; this enables group activities to be subsidised where possible, depending on funds available.

ANNUAL GENERAL MEETING

The Annual General Meeting will be held to summarise accounts etc. and is usually held every February.

DISSOLUTION OF GROUP

If Chat were to dissolve, any funds or equipment remaining would go to a Charity of the Group's choice

POST



MISS P BONNAR
4 Rowland Lane
Thornton Cleveleys
FY5 2QU

Can we help?
0800 4561247

Branch Address
2 Abingdon Street
Blackpool
FY1 1DR

0000000000

1301001688

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Statement date
11 August 2017

Account name
CHAT GROUP

Sort Code
05-02-63

Account number
26259795

IBAN
GB96YORK05026326259795

BIC
YORKGB21263

Current balance
£3322.57 CR

DD = Direct Debit
SO = Standing Order
TB = Telephone Banking
MB = Mobile Banking
TL = Over the Counter
Payment
EB = Electronic Banking
OD = Overdrawn
ClS = Contactless Debit
Card Transaction
WLT = Digital Wallet
Payment

Your Club & Societies Current Account statement.

Statement No: 66

| Date | Description | Debits | Credits | Balance |
|-------------|--------------------|--------|---------|---------|
| 19 Jun 2017 | Previous statement | | | 3600.49 |
| 21 Jun | 000402 | 95.70 | | 3504.79 |
| 22 Jun | 000401 | 275.00 | | 3229.79 |
| 28 Jun | 000316 | | 84.95 | 3314.74 |
| 05 Jul | 000403 | 23.10 | | 3291.64 |
| 07 Jul | 000317 | | 184.00 | 3475.64 |
| 12 Jul | 000405 | 15.98 | | 3459.66 |
| 13 Jul | 000318 | | 157.50 | 3617.16 |
| | 000404 | 165.00 | | 3452.16 |
| 21 Jul | 000319 | | 97.25 | 3549.41 |
| 27 Jul | 000407 | 6.00 | | 3543.41 |
| 04 Aug | 000406 | 254.15 | | 3289.26 |
| 09 Aug | 000320 | | 49.15 | 3338.41 |
| | 000409 | 15.84 | | 3322.57 |

130100168800010001

Change of address.

Do we have your correct postal address? If not, please contact your branch or your Relationship Manager to advise details of your new address. Alternatively if you are registered for the service, you can update your details by calling Telephone Banking. Please have a list of all the products you have with us to ensure any associated accounts are updated. Also please note that if there is more than one party to any account, each party must advise their up to date details in order for their records to be changed.

Dispute resolution.

If you have a problem with your agreement, please try to resolve it with us in the first instance. If you are not happy with the way in which we handled your complaint or the result, you may be able to complain to the Financial Ombudsman Service.

If you do not take up your problem with us first you will not be entitled to complain to the Ombudsman. We can provide details of how to contact the Ombudsman.

Standards of Lending Practice

Yorkshire Bank adheres to The Standards of Lending Practice which are monitored and enforced by the Lending Standards Board : www.lendingstandardsboard.org.uk

Fees and charges.

Details of interest rates and charges on all personal and business accounts are available at every branch and Private & Business Banking Centre and also via the internet at www.ybonline.co.uk.

IBAN - International Bank Identifier **BIC** - Bank Identifier

These details must be used for receipt of cross-border payments within the EU. BIC should also be used for all International Payments together with your full account number. If you have any queries please contact your branch or relationship manager.

Marketing.

If at any time you decide you do not wish to receive information through our marketing programme please write to us at the address overleaf or call in at your branch.

Your statement is also available in large print, braille and audio if required. Please speak to a member of staff for details.

Lost and stolen cards.

If your Debit Card is lost or stolen please notify any Yorkshire Bank branch or telephone UK: 0800 4561247 Abroad: +44 141 223 2358 as soon as possible. Lines open 24 hours, 7 days.

If your Credit Card is lost or stolen call: UK: 0800 4561247 Abroad: +44 141 223 2358 as soon as possible. Lines are open 24 hours, 7 days.

If possible please have your card details to hand when you call.

For your security calls to the numbers quoted may be recorded.

Important information about compensation arrangements.

We are covered by the Financial Services Compensation Scheme (FSCS). The FSCS can pay compensation to depositors if a bank is unable to meet its financial obligations. Your deposit is covered by the scheme.

Details on the protection of eligible deposits can be found in the information sheet and deposits excluded from the scheme can be found in the exclusion list which can be obtained from your local branch.

For further information about the compensation provided by the FSCS, refer to the FSCS website at www.FSCS.org.uk.

Please read - Interest Rate Information.

The following interest rates were applicable during the statement period. Planned borrowing interest rates apply to the amount of any borrowing, up to your agreed overdraft limit. Unplanned borrowing interest rates apply to any borrowing which is the result of our agreeing to a request from you for a temporary overdraft or temporary increase to an existing overdraft to cover a Payment Item for which you do not have sufficient Available Funds.

| Debit Interest Rate(s) effective from | Tier (\$) | Rate % (per year) |
|---------------------------------------|-----------|-------------------|
| Rate at start of statement period | 0 + | 29.25 Unplanned |

| Current Credit Interest Rate | Tier (\$) | Rate % (per year) |
|------------------------------|-----------|-------------------|
| | 0 + | 0.00 |

Cook, Lisa

From: Patricia Bonnar <me2youpbonnar@yahoo.co.uk>
Sent: 10 October 2017 21:14
To: LPT Local Member Grants
Subject: RE: LMG CHAT 65633

Good evening Lisa

Thank you for letting me know about the decision of the LMG application for CHAT group.

I also wish to thank County Councillor Shedwick for his donation towards our application.

I would be more than happy for you to approach the 3 County Councillors in my area if I have understood your email correctly?

Also you have my permission to amend our application form to reflect this.

Thank you so much for your help.

On behalf of the Group I can safely say that it is much appreciated.

Looking forward to hearing from you with any update.

Best wishes

Patricia

Team leader

CHAT carer and bereavement support group.

From: LPT Local Member Grants
Sent: 10/10/2017 14:23
To: 'me2youpbonnar@yahoo.co.uk'
Subject: LMG CHAT 65633

Dear Patricia,

Further to you submitting a Local Member Grant application to County Councillor Shedwick he has offered to fund your application at a reduced amount of £200.

He has suggested that you request the other funding from 3 other Councillors in the Cleveleys area.

As this is the case would you give me permission to amend your application form to reflect this and to approach the other 3 County Councillors in your area?

Kind Regards

*Lisa Cook
Business Support Officer
Legal & Democratic Services
Lancashire County Council
01772 536552*

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It may be confidential and may be the subject of legal and/or professional privilege.

If you are not the addressee you are not authorised to disseminate, distribute, copy or use this e-mail or any attachment to it.

