

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.

Four Lane Ends Mission Management Committee.

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

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>
0	13	

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

No. (As far as I know).

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.

(Account at Nationwide Building Society)

Account details

Organisation name on statements or passbook

Four Lane Ends Mission Management

Is this the same as on your governing document?

No

Yes

Account number

Sort code

Building society roll number, if applicable

(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.*

ENCLOSED

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.

No - bank details haven't changed.

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 make sure you list all the electoral divisions here.

- West Lancashire East
- Skelmersdale West

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>	
<ul style="list-style-type: none"> • Cllr P Greenall. • Cllr J. Gibson. 	£400 from each councillor.
Total Amount Requested	£800.

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.

Bickerstaffe is a rural parish near Ormskirk in West Lancashire.

Four Lane Ends Mission was build in 1904, it has been widely used since it was first built, in more recent times it has stopped being used as a place of worship and has taken on the role of a community hub. The users of the building are varied, and include Greek classes, Historical Society, choirs, Bible Study Group, Canine First Aid, Card making groups, birthday parties, funeral refreshments, Mother's Union, Women's Institute, public meetings, group for adults with additional needs, election polling station, luncheon club, Parish Council meetings and more.

Bickerstaffe does not have a Village Hall, as such the Mission provides one of the only public venues in the village. The Mission is also the only place in Bickerstaffe where residents can experience culture, explore heritage and engage with the community.

At present the car park is in two sections, the back section is new and has only complweted this year. Th front section is on need of a new surface and is uneven and unlit making it unsuitable for older people and people with disabilities. At the moment, the car park is insufficient in size which causes cars to park on the surrounding roads and pavements which is both dangerous and annoying for residents. When it all complete the full car park will be big enough for the long term future of the building.

We would like to fund improvements to the parking facilities at Four Lane Ends Mission. These improvements will make the car park more accessible and inclusive for those using the venue and allow the local community to experience so much more.

Use of the Mission is increasing and this car park is the first stage of our development plans, which also include a building extension and internal improvements. Once these improvements are made we will be able to attract more events/organisations to use the building. Therefore enabling us to offer a wider range of activities for the community to enjoy.

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.

The Mission itself is in the West Lancs East division which includes Ickerstaffe, Lathom, Simpsonswood. The division of Sjelmeradae West is nearby and as such some residents and organisations from here come to the mission, including residents from Ormskirk and Blagugate Lane area.

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.

2950

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

£ 800.

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 is 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?
£ 2150		We are applying to other funders and can use some unrestricted reserves. We will also continue of fundraising events which take place during each year.
£		
£		
£		

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 of time.

We would not be able to carry out this project or it would take longer to complete.

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
1 st August 2017.	31 st March 2018.

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.

Quotation

Four Lane Ends Mission
 Proposed Car Park re - surface
 co, Merrick Rimmer

May 2017

Job	Parts/tool/labour	Cost
Extend central raised bed by 2m.	X 50 ton limestone	£1250.00
Put in entrance line	x 4 kerb edges, x 1 man hole riser, block,	
Alter man holes to accommodate levels	sand/cement, extra plants, etc	£300
Lay existing car park with limestone	Tool hire	£250
	Labour	£1150

Total - £2950

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.

No

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.

No– Please supply relevant copies with your application.

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.

No

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.

The users of the building have their own policies and procedures e.g the Brownies, Bible Society Group etc.

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 and 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 the 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, 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.
- ✓ I declare that the organisation meets the general eligibility criteria 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:
Four Lane Ends Mission Management Committee.**

Name of First Signatory (please print)

Merrick Rimmer
Position in the Organisation (please print)
Committee Member.

Signature - 

Date: 5-7-17.

Edward McCarthy
Name of Second Signatory (please print)

Committee Member.

Position in the Organisation (please print)

Signature - 

Date: _____ 5-7-17. _____

