

1. Name/Address of organisation

Westfields Pre-school Playgroup
The Scout Lodge, Monteagle Lane, Yateley, Hampshire
GU46 6LU

Contact name:Carrie Wright.....

Contact telephone number:01252 879846
.....01252 879846@westfields-pspg.
.....uk

Position in organisation:Administrator.....

2. Aims and objectives of your **organisation**; What does your organisation do and how does it benefit the residents of Yateley, Frogmore and Darby Green?

The aims of the Pre-school are to enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups and by:

- (a) offering appropriate play, education and care facilities, family learning and extended hours groups, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, culture, religion, means or ability;
- (b) encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas;
- (c) instigating and adhering to and furthering the aims and objects of the Pre-school Learning Alliance and Pre School

Where does your organisation meet?Above address.....

How often do you meet?Term time Monday to Friday.....

How many members do you have?8 staff, 25 children.....

How many are Yateley, Frogmore or Darby Green residents?100.....%

Does your organisation have a constitution? Yes

If yes you should provide a copy with your application.

3. Briefly describe the project for which you require a grant. Please be aware that YTC do not normally give grants for running costs. If your application contains an element of running costs please detail your plans to source alternative funding for this in future years.

Hampshire County Council approved our setting a couple of years ago to take on funded two-year olds – parents are entitled to the funding if they have a joint income of less than £16,190.00 per annum and are in receipt of benefits. Currently almost a third of the children in our setting are under the age of 3 and we have more on our register to start in January 2017

We have plenty of toys and activities suitable for 3 to 4 year olds but very few toys specific for our two year olds, who often need more sensory toys.

We also have 4 special educational needs children in the setting, who would also benefit from the same toys

We would therefore like to purchase the following items with any grant money

Chunky wooden cutting sets	£16.00 x 2
Noah's Ark	£31.99
Wooden Boulders	£39.99
Duplo Community people	£32.99
Special Needs figures	£22.99
Under 3s wooden tea set	£34.99
Wooden tableware	£52.99
Wooden Treasure assortment	£41.99
Heuristic starter set	£58.99
Soft mirror set	£69.99
Sensory floor tiles	£34.99 x 4
Sensory mood shape	£80.00
Fibre optic lamps	£9.99
Dome mood lights	£8.99
Sensory liquid timer	£5.99
Tactile sponge set	£27.99
Mirror Merry-go-round	£59.99
Sensory Silishapes	£34.99
TOTAL	£788.81

Source for all the above items is Hope Education – (www.hope-education.co.uk/hampshire) – see attached copies of pages from the catalogue.

4. How much funding are you applying for (Please be aware that YTC do not usually grant applications over £1,000. For applications over £500 we would expect at least 50% of the total cost to be match funded)

~~£800.00~~ £ 500.00

5. Has the project that you want the funding for already happened? No
6. Will you be passing the funding on to any other groups (except to pay for goods and services)? No

7. If the funding is for security measures do you have the support of the local police and/or crime reduction officer?

Yes (name of contact) / No / Not applicable

8. How will the funding benefit the community or residents of Yateley, Frogmore or Darby Green?

We have been established since 1987 (and we are a registered charity – charity number 1031955) – hundreds of children have passed through our doors and we fully intend for many more future generations in Yateley and the surrounding area to attend our Pre-school. We are one of the only Pre-schools in the area registered to take 2 year olds and therefore we want to excel in meeting the needs of the children who attend.

Our last Ofsted report (enclosed) gave us an overall ‘good’ rating and we were considered ‘outstanding’ in our contribution of the early years provision to the well-being of the children.

9. Please tell us how this funding will lead to greater self sufficiency and lessen the need for future applications.

The funding will lead to greater self-sufficiency as the equipment we plan to purchase is well-made and robust, whereas we currently rely on a lot of donations from parents and charity-shop brought equipment. These items often need throwing out quite quickly.

10. How is your organisation normally funded?

Hampshire County Council Early Years funding (EYE funded).

11. What are your current subs/fees/charges?

£14.50 for a 3 hour session for unfunded children (i.e. under 3 years old).

Details of other fundraising activities for this project

12. Have you applied for any other funds/grants towards the cost of this project? Please include details below

No

13. What fund raising activities took place in the **last** 12 months and what fund raising activities are planned for the **next** 12 months

2 x cake sales (£64.11), Holiday Club throughout the summer (£354.00), Easter Bonnet Competition (£94.00), Summer Party (stalls - £89.53), stall at the Infant School (£94.40).

We also regularly raise money for other causes – we raised £63.25 for the British Heart Foundation and £30.00 for Den Day (Save the Children).

We intend to continue with these fund-raising activities – most of the above are annual fund-raising events.

14. Anticipated income/expenditure for next 12 months

See attachments – similar to last 2 years

15. Details of any grants received from Yateley Town Council in the past three years with dates.

none

16. Other grants from any other sources in the last three years with dates.

none

Please give us details of the bank account that the grant should be paid into if approved.

Name of Account WestfieldsPre-school Playgroup

Account number 03644627

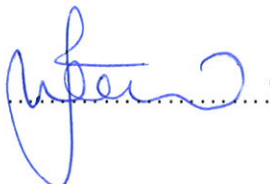

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Please note, payments can only be made following receipt of appropriate invoices.

Please ensure the following supporting documentation accompanies your application;

- Your most recent accounts;
- Your most recent bank account statement & details of any other investments/savings;
- A copy of your constitution;
- Details of your organisation's officers;
- Any other documentation you feel may help in assessing your application.

Declaration: I/we declare that the information confirmed in this application is correct and that any grant received will be applied as detailed in the request.

Signed  

Date 03/9/16

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Grant applications must be checked against the following criteria. Any questions where the answer is no must be reported to the Finance and Policy Committee meeting where the application is being considered and must form part of the formal agenda items list for that meeting.

Yes	
✓	The grant will result in a benefit for the area covered by the Town Council and will contribute positively to the life of people living, working and visiting the area of Yateley, Frogmore and Darby Green?
✓	Does the grant exclude ongoing running costs?
✓	If the application is for running costs has the applicant included plans for where future running costs will be found from?
✓	Is the grant for a group and not for individuals or organisations whose function is primarily undertaken by the health authority or Hampshire County Council's Social Services?
✓	Is the grant for non-political or non-quasi-political organisations or projects?
✓	Is the grant application for less than £1,000?
n/a	For applications in excess of £500, has the applicant detailed sources for at least 50% of the overall cost of a project?
✓	For applications for less than £500, has the applicant detailed evidence of applications to other funding bodies and/or internal fundraising.
✓	Does the application include the required financial and organisational information?
✓	Is this the only application in this financial year from this group or organisation?
✓	Is the applicant based in the Town Council area? If not what proportion of beneficiaries of the grant reside in the area? (grants will be pro-rata for residents of Yateley using that service.)
✓	Is the application for future funding? (ie not retrospective)
✓	Is the grant for the sole use of the applying group and not to pass on money?
✓	Will the applicant supply invoices before payment of a grant?
✓	Has the applicant demonstrated how one off grant funding will lead to greater self sufficiency and lessen the need for future applications.
n/a	For applications for funds for security measures, does the applicant have the support of the local police or crime reduction officer.

Assessing officer J. Biscombe

Date of assessment 27/9/16

Decision (delete as applicable) reject / return for further information / proceed to committee

Approved as agenda item for the Finance and Policy meeting on 3/10/16

Outcome at that meeting