



**Tadley Town Council**  
**2 Franklin Avenue**  
**TADLEY**  
**Hampshire**  
**RG26 4ET**

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**7 February 2021**

You are summoned to attend a meeting of **Finance & General Purposes Committee** as detailed below:  
Nicki Barry, Clerk

**DATE, TIME AND LOCATION: 14 February 2022 at 7.30pm via Zoom**

<https://us06web.zoom.us/j/9999813360?pwd=R3htTTZneDBHT3dmTlhYd1dhMGdkdz09>

**MEMBERS:** Cllrs: Burdett, Flahive (Chairman), Hankinson, Leeks, Lovegrove, Meiszner, Mullan and Slimin

### **AGENDA**

#### **1. APOLOGIES**

#### **2. DECLARATIONS OF INTEREST & DISPENSATION REQUESTS**

Arising from this Agenda, Members and Officers are invited to declare any relevant interests. Notwithstanding this item, Members may subsequently declare an interest at any point during the meeting. To receive any applications made by Members for a dispensation to allow them to speak and vote on an agenda item in spite of a disclosable pecuniary interest.

#### **3. MINUTES**

To receive and confirm the accuracy of the minutes of the Finance & General Purposes Committee meeting held on 13 December 2021 the contents of which will be taken as correct unless there is a specific resolution otherwise.

<https://www.tadleytowncouncil.gov.uk/UserFiles/Files/Minutes/135761-131221FGP.pdf>

#### **4. OPEN FORUM**

The meeting will recess for not more than 15 minutes for questions and comments from members of the public.

#### **5. BUDGET**

To review the budget year to date. **Attached.**

#### **6. BALANCE SHEET AND PROFIT & LOSS REPORTS**

To review the balance sheet and the profit & loss reports year to date. **Attached.**

#### **7. INTERIM AUDIT REPORT**

To receive along with audit action plan. **Attached.**

#### **8. ACTION PLAN**

To review. **Attached.**

#### **9. ANNUAL TREE SURVEY**

To receive a quotation.

## **10. HURST SCHOOL PRIZE**

To review (currently £200).

## **11. GRANT APPLICATIONS**

Berkshire MS Therapy Centre – Running costs £650

Hampshire & IOW Trust – Running costs £400

TADS – Running costs £1100

Tadley Citizen Advice – Running costs £7870 (2022/23 budget)

TDCA – Youth worker £12000 (2022/23 budget)

BPMA – Running costs £7500 (2022/23 budget)

**MINUTES OF A MEETING OF TADLEY TOWN COUNCIL FINANCE & GENERAL PURPOSES COMMITTEE HELD AT TADLEY TOWN COUNCIL AT 7.30PM ON 13 DECEMBER 2021**

**Present:** Cllrs Burdett, Hankinson, Leeks (Chairman), Lovegrove, Mullan and Slimin

**In Attendance:** Clerk, no members of the public

**1. APOLOGIES**

Received and accepted from Cllrs Flahive and Meiszner.

**2. DECLARATIONS OF INTEREST & DISPENSATION REQUESTS**

There were no declarations of interest or dispensation requests.

**3. MINUTES**

**9/22FGP** It was

**RESOLVED (6/0/0)** to receive and confirm the accuracy of the minutes of the Finance and General Purposes Committee meeting held on 11 October 2021.

**4. OPEN FORUM**

There was no requirement for an open forum.

**5. BUDGET**

The budget year to date was reviewed as attached.

**10/22FGP** It was

**RECOMMENDED (6/0/0)** to set the precept at £186466.

**6. BALANCE SHEET AND PROFIT & LOSS REPORTS**

The balance sheet and the profit & loss reports were reviewed as attached.

**7. REQUEST FOR ACCESS OVER TADLEY TOWN COUNCIL LAND**

A request from a resident for the creation of a tarmac drive to the front of 69 Franklin Avenue was received.

**11/22FGP** It was

**RESOLVED (6/0/0)** to grant a deed of easement to the resident subject to them meeting all legal and other costs involved.

**8. ONLINE MEETINGS**

**12/22FGP** It was

**RECOMMENDED (6/0/0)** to hold some Committee meetings online, i.e. those where no formal resolutions are made apart from confirmation of the minutes of the previous meeting. Delegated powers are to be given to the Clerk to comment on planning applications after consultation with members of the Highways and Planning Committee.

**9. PROPOSAL FROM INSTAVOLT**

A proposal from Instavolt was received. It was agreed that the Clerk would discuss suitable sites with Instavolt and the Tadley Environmental Group would also look at suitable sites.

The meeting closed at 7.45pm.

Signed: .....

Dated: 14 February 2022

Name	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Actual 2 /22	Budget 2 /22	Actual 20/2	Budget 20/2
Precept	93233					93233					86466	86466	86466	86466
Burials	8 9	48	446	446	27 9	567	620	297	28	5 8	886	5000	2 076	2406
Memorials	530	590	346	237	455	3 9		824	939	3 4	5554	3 53	29 8	3 53
Litter Grant	7 43										7 43	6945	6777	5954
Parish Funding	9786										9786	9689	9689	9689
Other Income		2 9		360		30	06	976			2802	420	90 0	4 5
Bank Interest	477	4	4	457	3	3	429	4		455	837	000	2367	500
otal Income (£)	2 988	96	796	2500	3 77	94 52	2 55	2 0	3332	287	232449	233673	248303	230563
Street Furniture									477		477	2200		2200
Highway Signs											0	800	640	800
Memorial Benches				9 7				964			388	2000		2000
Play Area Equipment											0	2000	23007	200
Street Furniture														2000
Office Equipment						272					272	2000		2000
Cemetery Extension							4200				4200			
Litter Equipment												000	79	00
Vehicle											0	000		000
CC V											0	000		000
otal Direct Expenses (£)	0	0	0	9 7	0	272	4200	964	477	0	8830	22000	24826	2300
GROSS PROFIT /LOSS (£)	2 988	96	796	583	3 77	93880	2045	37	2855	287	2236 9	2 673	0	5
% Profit	00	00	00	23	00	00	95	7	86	00	96	9	0	0
Employee Salaries	4842	4842	4842	4842	4842	4842	4842	4842	4842	4842	48420	60000	57574	60000
Employers NI	363	363	363	363	363	363	363	363	363	363	3630	4400	4309	42 2
Employer Pension	770	770	770	770	770	770	770	770	770	554	7485	8770	8596	3745
Advertising											0		0	69
Rent	30 6			30 6			30 6			3 07	2 55	2064	20 9	2004
Giles Road Play Area Rent									57		57	54	52	55
Water Rates	8	46		42			4			27	248	525	360	5 5
Rates	59	57	57	57	57	57	57	57	57	57	572	600	572	592
Cemetery Rates	98	00	00	00	00	00	00	00	00	00	998	885	868	657
Insurance			649								649	600	340	2000
Commercial Waste			25	02	25			25			77	600	396	739
Electric & Gas	50			3 4		247			37	92	74	500		2000
Vehicle Fuel	89	98	94	35	52	29	26	54	248	22	746	2000	974	2280
Vehicle Repair & Servicing		355				389	345			5	04	29	825	07
Vehicle Tax			278								278	277	267	27
Misc Vehicle Expenses			30	46		75					5			
Staff Travelling											0	00		00
Chairmans Allowance							44				44	250	275	200
Medical Costs											0			40
Councillors Training & Travelling				43	94			38			475	200	560	000
Public Works Loan						8 96					8 96	7000	6653	7784
Printing & Distribution	300	329	300				329	300			558	200	926	2667
Postage	4										4	00	72	00
Office costs	43		62	42	08	66		89		20	3 4	500	644	593
Telephone	65	50	62	78	79	46	52	27	57	48	008	000	982	606
Internet	5	206	28	3	75	97	0	07	43	07	337	2000	2327	000
Computer Software & Maintenance	82	35	22	42	22	239	372	22	542	73	867	000	095	000
Legal Fees											0	2500	40	2500
Audit & Accountancy Fees		750			600						350	500	350	500
Consultancy & Professional Fees	68	65	8	38	65	38	88	4	68	439	362	500	042	2000
Photocopier	3	56	7		50	5		56			497	000	705	26
Equipment Hire			394								394	200		400
Equipment Maintenance & Repair											0	00	94	30
Property Maintenance								50			50	000	08	000
Maintenance Consumables	8	345	375	29	26	33		68	59		943	000	555	2000
Election Costs											0	5000		5000
Subscriptions NALC/HALC	7 9										7 9	850	692	850
Section 37 Grants		9500				3700					23200	34500	23050	34500
Section 37 Subscriptions	95	60				35		270			560	500	600	500
Section 37 The Green Maintenance		56	78	56	56	56	56	56			0 4	200	53	200
Section 42 Grants		7870			4500						2370	2500	2370	7500
Environmental Improvements	267	20						20		75	482	3000	378	3000
You Decide											0	2000	2000	2000
Highways Property Maintenance											0	000	9579	000
Grounds Maintenance	730	280	230	230	230	985	230	535	05	770	7323	7000	7067	7000
Play Areas Maintenance	325		800			2934	280	379	43	374	7235	5000	466	5000
Grasscutting	374	543	499	543	643	543	563	563			4272	5500	4280	7000
Gardening			786								786	000	857	000
Recreational Works		65	350					3680	60	800	7055	9000	8320	0000
Christmas Event				35		25		39 3	60	25	4058	4000	30	4500
Christmas Decoration Hire						88			2063	380	5324	4000	4084	4500
Burials Grounds Maintenance	230	994	499	230	280	230	230	230	320	270	35	2000	2806	2000
Burials Grounds Grasscutting	308	6 5	6 5	923	6 5	6 5	6 5	6 5			4922	7900	455	7826
Cleaning Costs											0	800	480	800
Bank charges and interest	5	5	5	5	5	47	5	5	5	5	82	90	24	90
Clothing Costs	4								26		67	300	64	300
Training			40			40					0	2000	75	2000
otal Overheads (£)	6480	3950	4878	2604	4	26405	4698	8 29	2769	4984	84559	268794	225902	277768
NE PROFIT /LOSS (£)	05508	38540	4082	202	0934	67475	6744	7992	99 3	3697	39060	57 2	20 076	265468
% Profit	86	40 0	769	48	344	72	777	856	297	064	7	24	8	5

# Tadley Town Council

## Balance Sheet Report

To: 31 January, 2022

### ASSETS

#### Fixed Assets

Total Fixed Assets	£0.00
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#### Current Assets

1100 - Trade Debtors	998.00
1200 - Bank Account Current	5,500.00
1220 - Bank Account Savings	78,134.55
1230 - Public Sector Deposit Fund	132,701.82

Total Current Assets	£217,334.37
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TOTAL ASSETS	£217,334.37
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### LIABILITIES

#### Current Liabilities

1260 - Lloyds Bank Credit Card	603.00
2100 - Trade Creditors	264.96
2110 - Accruals	1,350.00
2210 - PAYE to pay to HMRC	1,326.74
VAT	-865.78
2201 - VAT on Purchases	-865.78

Total Current Liabilities	£2,678.92
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#### Future Liabilities

Total Future Liabilities		£0.00
TOTAL LIABILITIES		£2,678.92
TOTAL NET ASSETS		£214,655.45
EQUITY		
3200 - Reserves	188,368.32	
3202 - Play Areas Refurbishment	36,000.00	
3203 - Contingency Fund	20,000.00	
3204 - Bus Service Subsidy	5,000.00	
3205 - Equipment, vehicles and tools	4,300.00	
3207 - Election Costs	15,000.00	
Net Profit / Loss	-54,012.87	
Net Profit / Loss (prior year(s))	-93,077.09	
Net Profit / Loss (current year)	39,064.22	
TOTAL EQUITY		£214,655.45

# Tadley Town Council

## Profit and Loss Report

01 April, 2021 - 31 January, 2022

Sales		
4000 - Precept	186,466.00	
4001 - Burials	8,861.00	
4002 - Memorials	5,554.00	
4100 - Litter Grant	17,142.84	
4110 - Grass Cutting Grant	9,786.00	
4900 - Other income	2,802.44	
4950 - Bank Interest	1,837.42	
	<b>Total Sales</b>	<b>£232,449.70</b>
Direct Expenses		
5010 - Street Furniture	476.58	
5040 - Office Equipment	272.24	
5070 - Cemetery Extension	4,200.00	
5080 - Memorial benches	3,881.00	
	<b>Total Direct Expenses</b>	<b>£8,829.82</b>
<b>GROSS PROFIT / LOSS</b>		<b>£223,619.88</b>
Overheads		
7000 - Employee Wages and Salaries	48,420.10	
7020 - Employers NI	3,630.80	
7030 - Employer's Pension	7,485.79	
7100 - Rent	12,154.50	
7101 - Giles Road Play Area Rent	157.00	
7110 - Water Rates	247.50	
7120 - General Rates	1,571.85	

7125 - Cemetery Rates	998.00
7130 - Premises Insurance	826.83
7140 - Commercial Waste Collection	177.20
7200 - Electricity & Gas	1,173.97
7300 - Vehicle Fuel	1,746.96
7310 - Vehicle Repair and Servicing	1,104.73
7320 - Vehicle Licences	277.50
7330 - Vehicle Insurance	822.04
7340 - Miscellaneous Vehicle Expenses	150.78
7430 - Chairmans Allowance	43.99
7450 - Councillors Training & Expenses	474.89
7460 - Public Works Loan	8,196.00
7500 - Printing & Distribution	1,558.00
7510 - Postage and Carriage	40.78
7520 - Office Stationery	313.71
7530 - Telephone	1,007.44
7540 - Internet Charges	1,337.47
7550 - Computer & Software	1,866.63
7610 - Accountancy Fees	1,350.00
7620 - Consultancy & Professional Fees	1,361.30
7630 - Photocopier	497.51
7640 - Equipment Hire	394.40
7700 - Property Maintenance	150.00
7701 - Maintenance Consumables	943.86
7702 - Subscriptions HALC/NALC	1,719.10
7703 - Section 137 Grants	23,200.00
7704 - Section 137 Subscriptions	560.00
7705 - Section 137 The Green Maintenance	1,013.48
7706 - Section 142 Grants	12,370.00



7708 - Environmental Improvements	482.28	
7720 - Grounds Maintenance	7,321.63	
7721 - Play Areas Maintenance	7,235.24	
7722 - Grasscutting	4,269.80	
7723 - Gardening	786.00	
7724 - Treeworks	7,055.00	
7725 - Christmas Event	4,057.65	
7726 - Christmas Decoration Hire	5,323.90	
7730 - Burials Grounds Maintenance	3,508.80	
7731 - Burials Grounds Grasscutting	4,922.40	
7900 - Bank Charges and Interest	182.00	
8220 - Clothing Costs	66.85	
	<b>Total Overheads</b>	<b>£184,555.66</b>
	<b>NET PROFIT / LOSS</b>	<b>£39,064.22</b>

**Action Plan - Matters Arising From Audit.**

<b>CONTROL AREA</b>	<b>ISSUE</b>	<b>RECOMMENDED ACTION</b>	<b>ACTION TAKEN</b>
Earmarked and general reserves	Several of the earmarked reserves identified by the council do not meet the criteria or guidance (particularly 'contingency' and 'bus subsidy' and 'elections') The general reserves of the council are higher than the current guidance. (as raised last four years)	Please could all reserves be reviewed with regard to the guidance at paragraph 5.31 in the JPAG Practitioners Guide. Appropriate uses of funds collected from residents should be found without delay.	Reserves will be used towards the planned extensions to Tadley Cemetery and the replacement skatepark
Credit card payments	At present credit card receipts are not routinely attached to the statement when it is approved for payment.	Supporting evidence for all payments should either be in the physical file, or attached to the online ledger entries in the accounting software.	Supporting evidence will be filed with the statement rather than within the general accounts file
Budget reporting	The accounting software used by the council has no capacity for budgeting, budget comparisons or forward budgeting. The budget is therefore based on a spreadsheet. (as raised last year)	The council should look at 'add ons' that will allow proper budget functionality to be linked to the live accounting data.	The council will look at 'add ons' that will allow proper budget functionality to be linked to the live accounting data. To date no suitable 'add ons' have been found.

## ACTION PLAN

Issue	Proposed Action	Lead	Support	Priority	Feasible	Timescale	Resource Implications
Pay areas	To carry out repairs identified in the weekly pay area inspection report and to continue to audit equipment and replace where necessary. Add additional equipment where possible.	TTC		H	Y	Ongoing	TTC budget
TTC and	To carry out grass cutting, hedge cutting, garden and tree maintenance. To make enhancements where possible.	TTC		H	Y	Ongoing	TTC budget
Trees on TTC and	Carry out annual tree inspection	TTC		H	Y	Annual	TTC budget
Local organisations	To make grants, increase publicity, seek out new organisations. Run Participatory Budgeting initiative.	TTC		H	Y	Ongoing	TTC budget
Litter	To empty all litter bins in the town on a regular basis. To carry out litter picks as necessary. To encourage residents to take part in <b>any litter picking initiatives</b> .	TTC	BDBC	H	Y	Ongoing	BDBC/TTC budget
Evening bus service to and from Basnigstoke	Support and promotion for continued service	BDBC	TTC	H	Y	Ongoing	BDBC budget
Burglary	Police priority	TP	BDBC/TTC	H	Y	Ongoing	TP action
Antisocial behaviour	Police priority	TP	BDBC/TTC	H	Y	Ongoing	TP action
Road traffic offences	Police priority. SIDS deployed by BDBC/TTC.	TP	BDBC/TTC	H	Y	Ongoing	TP action/TTC budget
Bishopwood Stream	Twice yearly maintenance	EA	TTC	H	Y	Ongoing	EA/TTC budget
Shared ownership	Planning obligations	BDBC	TTC	H	Y	Ongoing	BDBC action
Affordable housing	Planning obligations	BDBC	TTC	H	Y	Ongoing	BDBC action
Priority to local people	Planning obligations	BDBC	TTC	H	Y	Ongoing	BDBC action
Parked cars on pavements	Education & enforcement	HCC	BDBC	M	Y	Ongoing	HCC/BDBC action
Local transport improvements	TTC to suggest new schemes and promote use of electric vehicles and reduction of carbon emissions	HCC	TTC	M	Y	Ongoing	HCC action
Green waste	Discussed by Eco WP BDBC HCC. Looking unlikely.	HCC	BDBC/TTC	M	?		
Improved recycling	BDBC now doing glass kerbside recycling.	BDBC		M	Y	Ongoing	BDBC budget
Nursing homes	Support for providers		TTC	M	?		TTC action
Affordable sheltered accommodation	Support for providers		TTC	M	?		TTC action
Eco buildings	Planning obligations	BDBC	TTC	M	Y	Ongoing	BDBC action
Additional facilities requested shops, cinema, restaurants, youth facilities	Support for cinema at TDCA. Support for The Point.	TDCA	TTC	M	Y	Ongoing	TTC budget
Extend cemetery provision	Seek to extend existing facility	TTC	BDBC	M	Y	2025	TTC budget BDBC action
After School activities (Hurst) Facilities requested in order of popularity were cinema, bowling alley, indoor sports centre, outdoor sports centre, larger skateboard park.	MUGA installed and refurbished. Skatepark <b>to be replaced</b> . Support for The Point.	TTC		M	Y	Ongoing	TTC budget

ACTION PLAN

After Schoo act v t es (prmary) Fac t es requested n order of popu arty were bow ng a ey, arger skateboard park, ndoor sports centre, cnema, outdoor sports cen re	MUGA nsta ed and refurb shed. Skatepark to be rep aced. Support for The Po nt.	TTC		M	Y	Ongo ng	TTC budget
Car shar ng	V s on survey resu t: mn ma support.		TEG	L		Ongo ng	
Reduced traff c	V s on survey resu t: a th rd saw traff c as a prob em.		TEG	L		Ongo ng	

H Hgh, M Med um, L Low

TTC Tad ey Town Counc , BDBC Bas ngstoke & Deane Borough Counc , HCC Hampsh re County Counc , TP Tad ey Po ce, PC Po nt Champ ons, TEG Tad ey Env ronmenta Group  
EA Env ronment Agency



# TADLEY TOWN COUNCIL

## APPLICATION FOR GRANT - ORGANISATION/GROUP ONLY

[The Council regret that they are unable to consider grants or sponsorships for individual persons]

**Please Note:** This form **MUST** be completed **IN FULL** before the Council may consider any grant application. Applications must also enclose copies of their organisation's **CONSTITUTION**, their most recent **ANNUAL REPORT**, their last **AGM MINUTES**, & a copy of their most recent published **ANNUAL ACCOUNTS**. [See Page 2, overleaf]

1. FULL NAME OF APPLICANT. [Charity/Organisation]	Berkshire Multiple Sclerosis Therapy Centre				
2. FULL POSTAL AND <b>EMAIL</b> ADDRESS OF APPLICANT. [Charity/Organisation]	Email: Bradbury House 23a August End Brock Gardens Reading RG30 2JP  <b>POST CODE</b> kirsten@bmstc.org				

3. Regd. Charity No. [If applicable] <b>800419</b>	4. Telephone No. <b>01189016000</b>
5. Full NAME of organisation's delegated contact. Kirsten Shakeri	6. Position/Title of nominated contact. <b>Fundraiser</b>

7. Please describe your organisations aims and objectives.  
 We are an independent self funded charity. Our aim is to provide therapies and treatments for our members to enable them to remain as independent and mobile as possible. This benefits the member and their families , carers etc , also taking pressure off the NHS and social services. It is estimated for every person diagnosed with MS another 10 are indirectly affected. There is no cure for MS but specialist support helps enormously. We provide our four core therapies free of charge as we believe ability to pay should not factor into whether treatment is available. Complementary therapies are offered at greatly reduced rates.

8. Does your organisation work <b>SOLELY</b> for the benefit of the people of TADLEY?	no	9. If "YES" how many TADLEY residents benefit on a regular basis from your organisation?	no
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10. If the answer to question 8 is "NO", please specify the geographical areas that you provide for and the number of persons that regularly benefit from your Charity or organisation.  
 We serve Berkshire and the surrounding area and will see anyone who can get to our Centre

11. If your organisation is OUTSIDE TADLEY, how many TADLEY residents do [or will] regularly benefit from the services you provide? <i>Please enter in the box on the right &gt;&gt;&gt;</i>	32
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12. Are you seeking Grant Aid from other sources? [e.g. B&DBC, Hampshire CC etc] Please specify below:  
 We apply to all local councils where we have members who use the Centre

13. How many <b>UNPAID VOLUNTEERS</b> do you have?	100	14. How many <b>FULL TIME PAID</b> staff?	3	15. How many <b>PART-TIME PAID</b> staff	5
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16. Have you ever received a grant from Tadley Town Council at any time in the past?	yes	17. If "YES", please enter month, year & amount:  DATE when grant awarded? 2/3/21 .....  AMOUNT awarded? £ <b>600</b>
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## PART 2. - ABOUT YOUR GRANT APPLICATION

18. What GRANT SUM are you applying for to TADLEY TOWN COUNCIL?  
*Please enter the amount applied for IN FIGURES, in the box on the right >*

£650

19. Please provide your bank account number and sort code >

20. Is your organisation registered for VAT? i.e. Can you claim input tax/VAT? >

no

21. Would you please specify what the grant would be used for? [e.g. Capital project, Running costs, etc]

Running costs in 2021 we expected a significant cash low deficit. We normally have a very mixed fundraising mix but we expect significant shortfalls in our event fundraising, cash collections, loss of earned income and a fall in donations. We have taken steps to secure our long term security but we need to raise funds to ensure we can provide vital services now we are unable to raise the funds we will need to reduce our current support which will have immediate and long term impact on our members' health

22. If the grant is towards a PROJECT DEVELOPMENT, do you require formal planning consent?

N/A

23. If the grant is to be used for a PROJECT, when do you expect to start and finish?

Start date?

Finish Date?

24. Please give any additional information that you feel is relevant, or will support the grant application. e.g. Any fund raising events undertaken by your organisation, & any amounts raised. [than grant applications]

Unfortunately since COVID most of our Collections and Events have been cancelled. We have had one collection at Reading Station £1113.90 and a sky dive that raised £9536.36. Collections and events usually bring in £50000 per annum. Since lockdown we started a lot of classes on Zoom, Yoga, pilates, physio classes, counselling and a coffee morning. Although the Centre is now partly open we are offering a hybrid of in person and zoom classes. Unfortunately we still have our communal area and shop shut.

**PLEASE NOTE:** If your grant application is successful, whether in whole or in part, it would be conditional upon you [i.e. your organisation] acknowledging TADLEY TOWN COUNCIL in your Annual Report, or in any other publication [Newsletter, magazine, etc] relevant to your organisation. **In signing this grant application, you agree to be bound by this condition.**

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_

25/11/2021

**You are very welcome to attend the Finance & General Purposes Committee meeting where your grant application will be discussed.**



# TADLEY TOWN COUNCIL

## APPLICATION FOR GRANT - ORGANISATION/GROUP ONLY

[The Council regret that they are unable to consider grants or sponsorships for individual persons]

RECEIVED

27 OCT 2021

**Please Note:** This form **MUST** be completed **IN FULL** before the Council may consider any grant application. Applications must also enclose copies of their organisation's **CONSTITUTION**, their most recent **ANNUAL REPORT**, their last **AGM MINUTES**, & a copy of their most recent published **ANNUAL ACCOUNTS**. [See Page 2, overleaf]

1. FULL NAME OF APPLICANT. [Charity/Organisation]		HAMPSHIRE & ISLE OF WIGHT WILDLIFE TRUST	
2. FULL POSTAL AND EMAIL ADDRESS OF APPLICANT. [Charity/Organisation]		Email: <a href="mailto:Graham.Dennis@hiwwt.org.uk">Graham.Dennis@hiwwt.org.uk</a> 1 Vicarage Cottages, Church Road Mortimer West End, Reading POST CODE RG7 2HX	
3. Regd. Charity No. [If applicable] 201081		4. Telephone No. 07770 891126	
5. Full NAME of organisation's delegated contact. GRAHAM DENNIS		6. Position/Title of nominated contact. RESERVES OFFICER (PAMBER)	
7. Please describe your organisations aims and objectives. Conservation of wildlife in Hampshire and the Isle of Wight			
8. Does your organisation work SOLELY for the benefit of the people of TADLEY?		9. If "YES" how many TADLEY residents benefit on a regular basis from your organisation?	
NO			
10. If the answer to question 8 is "NO", please specify the geographical areas that you provide for and the number of persons that regularly benefit from your Charity or organisation. All of Hampshire and Isle of Wight			
11. If your organisation is OUTSIDE TADLEY, how many TADLEY residents do [or will] regularly benefit from the services you provide? Please enter in the box on the right >>>			ALL
12. Are you seeking Grant Aid from other sources? [e.g. B&DBC, Hampshire CC etc] Please specify below: Silchester Parish Council Pamber Parish Council			
13. How many UNPAID VOLUNTEERS do you have?	30	14. How many FULL TIME PAID staff?	1
15. How many PART- TIME PAID staff	0		
16. Have you ever received a grant from Tadley Town Council at any time in the past?		17. If "YES", please enter month, year & amount: DATE when grant awarded? 10 2020 AMOUNT awarded? £ 400.00	
Yes			

**PART 2. - ABOUT YOUR GRANT APPLICATION**

18. What GRANT SUM are you applying for to TADLEY TOWN COUNCIL?  
Please enter the amount applied for IN FIGURES, in the box on the right >

£ 400.00

19. Please provide your bank account number and sort code >

[REDACTED]

20. Is your organisation registered for VAT? i.e. Can you claim input tax/VAT? >

YES

21. Would you please specify what the grant would be used for? [e.g. Capital project, Running costs, etc]

To support the management of Pamber Forest for all its wildlife and the people that visit the site

22. If the grant is towards a PROJECT DEVELOPMENT, do you require formal planning consent?

[REDACTED]

23. If the grant is to be used for a PROJECT, when do you expect to start and finish?

Start date?

Finish Date?

[REDACTED]

[REDACTED]

24. Please give any additional information that you feel is relevant, or will support the grant application. e.g. Any fund raising events undertaken by your organisation, & any amounts raised. [than grant applications]

The money will be used to support the many local volunteers that do a fabulous job of helping me manage the reserve many of whom are Tadley residents.

**PLEASE NOTE:** If your grant application is successful, whether in whole or in part, it would be conditional upon you [i.e. your organisation] acknowledging TADLEY TOWN COUNCIL in your Annual Report, or in any other publication [Newsletter, magazine, etc] relevant to your organisation. In signing this grant application, you agree to be bound by this condition.

Signed: \_\_\_\_\_

[REDACTED]

Dated: \_\_\_\_\_

25 / 10 / 2021

You are very welcome to attend the Finance & General Purposes Committee meeting where your grant application will be discussed.





# TADLEY TOWN COUNCIL

## APPLICATION FOR GRANT - ORGANISATION/GROUP ONLY

[The Council regret that they are unable to consider grants or sponsorships for individual persons]

**Please Note:** This form **MUST** be completed **IN FULL** before the Council may consider any grant application. Applications must also enclose copies of their organisation's **CONSTITUTION**, their most recent **ANNUAL REPORT**, their last **AGM MINUTES**, & a copy of their most recent published **ANNUAL ACCOUNTS**. [See Page 2, overleaf]

1. FULL NAME OF APPLICANT.

[Charity/Organisation]

Tadley and District History Society

2. FULL POSTAL AND **EMAIL** ADDRESS OF APPLICANT. [Charity/Organisation]

Email: tadshistory@gmail.com  
5 Church Road  
Pamber Heath  
**POST CODE** RG26 3DP

3. Regd. Charity No. [If applicable]

**Not applicable**

4. Telephone No.

**01189 701578**

5. Full NAME of organisation's delegated contact.

Carol Stevens

6. Position/Title of nominated contact.

**Chair**

7. Please describe your organisations aims and objectives.

Tadley and District History Society (TADS) was founded in 1984 for people with an interest in local social history and the broader scope of history and natural history. Monthly evenings talks are held, starting at 8.00 pm, on the third Wednesday of each month (except August) at St Paul's Church, Tadley RG26 2PB, or electronic meetings are held where this is not possible. An annual subscription of £20 is paid to the society through its website or via face-to-face meetings.

8. Does your organisation work **SOLELY** for the benefit of the people of TADLEY?

Yes - 50+

9. If "YES" how many TADLEY residents benefit on a regular basis from your organisation?

Yes - 50

10. If the answer to question 8 is "NO", please specify the geographical areas that you provide for and the number of persons that regularly benefit from your Charity or organisation.

**Not applicable**

11. If your organisation is **OUTSIDE TADLEY**, how many TADLEY residents do [or will] regularly benefit from the services you provide? *Please enter in the box on the right >>>*

**Not applicable**

12. Are you seeking Grant Aid from other sources? [e.g. B&DBC, Hampshire CC etc] Please specify below:

**No**

13. How many **UNPAID VOLUNTEERS** do you have?

8

14. How many **FULL TIME PAID** staff?

None

15. How many **PART-TIME PAID** staff

None

16. Have you ever received a grant from Tadley Town Council at any time in the past?

Yes

17. If "YES", please enter month, year & amount:

DATE when grant awarded?

Mar 21  
.....

AMOUNT awarded?

£ **1500**

**PART 2. - ABOUT YOUR GRANT APPLICATION**

18. What GRANT SUM are you applying for to TADLEY TOWN COUNCIL?  
*Please enter the amount applied for IN FIGURES, in the box on the right >*

£1100

19. Please provide your bank account number and sort code >

[REDACTED]

20. Is your organisation registered for VAT? i.e. Can you claim input tax/VAT? >

No

21. Would you please specify what the grant would be used for? [e.g. Capital project, Running costs, etc]

The grant is requested for the cost of manual and electronic storage and archiving of historical materials gathered over the life of the Society for the benefit of Tadley residents. The Zoom charges are to enable the Society to provide talks, electronically, where necessary. This will enable the Society to meet its aims objectives.

22. If the grant is towards a PROJECT DEVELOPMENT, do you require formal planning consent?

No

23. If the grant is to be used for a PROJECT, when do you expect to start and finish?

Start date?

Finish Date?

24. Please give any additional information that you feel is relevant, or will support the grant application. e.g. Any fund raising events undertaken by your organisation, & any amounts raised. [than grant applications]

The Society raises funds through membership subscriptions, visitors fees and book sales arising from the Society's projects. The Society also produces and sells annual calendars, reflecting Tadley now and in the past.

**PLEASE NOTE:** If your grant application is successful, whether in whole or in part, it would be conditional upon you [i.e. your organisation] acknowledging TADLEY TOWN COUNCIL in your Annual Report, or in any other publication [Newsletter, magazine, etc] relevant to your organisation. In signing this grant application, you agree to be bound by this condition.

Signed: [REDACTED]

Dated: 18.01.2022.

18/01/2022

**You are very welcome to attend the Finance & General Purposes Committee meeting where your grant application will be discussed.**



# TADLEY TOWN COUNCIL

## APPLICATION FOR GRANT - ORGANISATION/GROUP ONLY

[The Council regret that they are unable to consider grants or sponsorships for individual persons]

**Please Note:** This form **MUST** be completed **IN FULL** before the Council may consider any grant application. Applications must also enclose copies of their organisation's **CONSTITUTION**, their most recent **ANNUAL REPORT**, their last **AGM MINUTES**, & a copy of their most recent published **ANNUAL ACCOUNTS**. [See Page 2, overleaf]

1. FULL NAME OF APPLICANT. [Charity/Organisation]	Citizens Advice Tadley & District				
2. FULL POSTAL AND <b>EMAIL</b> ADDRESS OF APPLICANT. [Charity/Organisation]	Email: admin@tadleycab.cabnet.org.uk Franklin Ave, Tadley <b>POST CODE</b> RG26 4ET				
3. Regd. Charity No. [If applicable] 1118080	4. Telephone No. 0118 981 7567				
5. Full NAME of organisation's delegated contact. Rachel Campbell	6. Position/Title of nominated contact. Chief Officer				
7. Please describe your organisations aims and objectives. To provide confidential, impartial advice that people need for the problems they face. To improve policies and procedures that affect people's lives.					
8. Does your organisation work <b>SOLELY</b> for the benefit of the people of TADLEY?	No				9. If "YES" how many TADLEY residents benefit on a regular basis from your organisation?
N/A					
10. If the answer to question 8 is "NO", please specify the geographical areas that you provide for and the number of persons that regularly benefit from your Charity or organisation. We cover the area between Basingstoke, Reading & Newbury. We offer advice face to face, via Adviceline, Email and Webchat. Please see Annual Report for further details.					
11. If your organisation is OUTSIDE TADLEY, how many TADLEY residents do [or will] regularly benefit from the services you provide? Please enter in the box on the right >>>					N/A
12. Are you seeking Grant Aid from other sources? [e.g. B&DBC, Hampshire CC etc] Please specify below: BDBC, HCC, Greenham Trust & Parish Councils all contribute to our core costs					
13. How many <b>UNPAID VOLUNTEERS</b> do you have?	25	14. How many <b>FULL TIME PAID</b> staff?	1	15. How many <b>PART-TIME PAID</b> staff	9
16. Have you ever received a grant from Tadley Town Council at any time in the past?		Yes			
17. If "YES", please enter month, year & amount:		DATE when grant awarded? March 2021			
AMOUNT awarded?		£ 7870.00			

PART 2. - ABOUT YOUR GRANT APPLICATION

18. What GRANT SUM are you applying for to TADLEY TOWN COUNCIL?  
*Please enter the amount applied for IN FIGURES, in the box on the right >*

£ 7870.00

19. Please provide your bank account

██████████

██████████

██████████

20. Is your organisation registered for VAT? i.e. Can you claim input tax/VAT? >

No

21. Would you please specify what the grant would be used for? [e.g. Capital project, Running costs, etc]

Core Costs

22. If the grant is towards a PROJECT DEVELOPMENT, do you require formal planning consent?

N/A

23. If the grant is to be used for a PROJECT, when do you expect to start and finish?

Start date?

Finish Date?

24. Please give any additional information that you feel is relevant, or will support the grant application. *e.g. Any fund raising events undertaken by your organisation, & any amounts raised. [than grant applications]*

Please see supporting paperwork and attached documents which detail our general fundraising activities and other support we receive towards our core costs and other projects.

**PLEASE NOTE:** If your grant application is successful, whether in whole or in part, it would be conditional upon you [i.e. your organisation] acknowledging TADLEY TOWN COUNCIL in your Annual Report, or in any other publication [Newsletter, magazine, etc] relevant to your organisation. **In signing this grant application, you agree to be bound by this condition.**

Signed: Rachel Campbell

Dated: 5.1.22

**You are very welcome to attend the Finance & General Purposes Committee meeting where your grant application will be discussed.**





# TADLEY TOWN COUNCIL

## APPLICATION FOR GRANT - ORGANISATION/GROUP ONLY

[The Council regret that they are unable to consider grants or sponsorships for individual persons]

**Please Note:** This form **MUST** be completed **IN FULL** before the Council may consider any grant application. Applications must also enclose copies of their organisation's **CONSTITUTION**, their most recent **ANNUAL REPORT**, their last **AGM MINUTES**, & a copy of their most recent published **ANNUAL ACCOUNTS**. [See Page 2, overleaf]

1. FULL NAME OF APPLICANT.  
[Charity/Organisation]

**Tadley and District Community Association**

2. FULL POSTAL AND **EMAIL** ADDRESS  
OF APPLICANT. [Charity/Organisation]

Email: **mandy@tadleycommunitycentre.org.uk**

**The Link, Newchurch Road, Tadley**

**POST CODE RG26 4HN**

3. Regd. Charity No. [If applicable]  
**301736**

4. Telephone No. **0118 9814538**

5. Full NAME of organisation's delegated  
contact. **Adrian Noad**

6. Position/Title of nominated contact.  
**Chairman**

7. Please describe your organisations aims and objectives.

**Promote benefit of inhabitants in area of benefit without distinction of sex, sexual orientation, nationality, age, disability, race or political, religious or other opinions by associating together said inhabitants & statutory authorities, voluntary & other organisations in a common effort to advance education & to provide facilities in interests of social welfare for recreation & leisure time occupation with the object of improving conditions of life for said inhabitants**

8. Does your organisation work  
**SOLELY** for the benefit of the  
people of TADLEY?

**no**

9. If "YES" how many TADLEY  
residents benefit on a regular basis from  
your organisation?

10. If the answer to question 8 is "NO", please specify the geographical areas that you provide for and the number of persons that regularly benefit from your Charity or organisation.

**Tadley, Baughurst, Pamber Heath, Pamber Green, Pamber End, Silchester**

11. If your organisation is **OUTSIDE TADLEY**, how many TADLEY residents do [or will] regularly benefit from the services you provide? Please enter in the box on the right >>>

**1,000**

12. Are you seeking Grant Aid from other sources? [e.g. B&DBC, Hampshire CC etc] Please specify below:

**Other councils**

13. How many  
**UNPAID**  
**VOLUNTEERS** do you  
have?

**30**

14. How many  
**FULL TIME PAID**  
staff?

**1**

15. How many **PART-  
TIME PAID** staff

**5**

16. Have you ever received a  
grant from Tadley Town Council  
at any time in the past?

**Yes**

17. If "YES", please enter month, year & amount:

DATE when grant awarded? **May 2021**

AMOUNT awarded? £ **12,000**

PART 2. - ABOUT YOUR GRANT APPLICATION

18. What GRANT SUM are you applying for to TADLEY TOWN COUNCIL?  
Please enter the amount applied for IN FIGURES, in the box on the right > £ 12,000

19. Please provide your bank account number and sort code > 

20. Is your organisation registered for VAT? i.e. Can you claim input tax/VAT? > No


21. Would you please specify what the grant would be used for? [e.g. Capital project, Running costs, etc]  
Help cover the salaries of our team of Family and youth workers.

22. If the grant is towards a PROJECT DEVELOPMENT, do you require formal planning consent? 

23. If the grant is to be used for a PROJECT, when do you expect to start and finish? Start date? Finish Date?

24. Please give any additional information that you feel is relevant, or will support the grant application. e.g. Any fund raising events undertaken by your organisation, & any amounts raised. [than grant applications]  
We currently run 3 youth sessions a week, one of those being for young people with mild to moderate learning disabilities. We have a range of 0-11 groups; cooking for primary school children, adoption group, group for young parents, group for mums to be along with toddler groups, messy play groups and groups that support mums to get to know other mums in the area. All these groups are designed to bring the community together whilst helping the young children of Tadley and district to engage in fun, affordable and educational sessions.

**PLEASE NOTE:** If your grant application is successful, whether in whole or in part, it would be conditional upon you [i.e. your organisation] acknowledging TADLEY TOWN COUNCIL in your Annual Report, or in any other publication [Newsletter, magazine, etc] relevant to your organisation. In signing this grant application, you agree to be bound by this condition.

Signed:  Dated: 11th January 2022

**You are very welcome to attend the Finance & General Purposes Committee meeting where your grant application will be discussed.**



## **LETTER OF SUPPORT FOR 2022/23 GRANT APPLICATION TO TADLEY TOWN COUNCIL**

Barlow's Park Management Association (BPMA) are proud of the facilities at Barlow's Park. However, this excellent facility can only operate with the continued support of certain key parties, one of which is Tadley Town Council. We hope that you can continue to help us to provide sports facilities for the health and wellbeing of Tadley residents. BPMA operates and maintains the football facility in Silchester Road, Tadley. We are NOT a football club but a constituted association who hire the pitches we maintain to local community football clubs, local leagues for cup finals and others including for charity fund raising when possible.

- Without the continued support from both BDBC and Tadley Town Council it would be highly unlikely that BPMA could continue. If so facility would be passed back to the leaseholder (B&DBC) and would mean no football facilities, including changing rooms, would be available in Tadley at the value for money that is currently provided. We are now seeking support for the coming season for a £7500 grant as last year.
- We have a renewed Service Level agreement with BDBC for 3 years from March 31 2021 which provides a grant of £9,000 per annum. This stand still grant means that we have absorbed inflation for the past 11 years while all our running costs continue to go up.
- Community football was not allowed for many months during the last two financial years due to COVID 19 restrictions. This reduced our income from pitch hire and not been able to host community or fundraising events. However, we have still had bills to pay for utility supplies due to standing charges and needed to maintain the facility. Our energy bills have increased and will continue to do so in the coming months. For two years we have had a stop/start situation depending on the restrictions on community football. The pitches still needed to be kept ready for potential restarts and in the current financial year only began in September 21.
- We applied for COVID small business support grants from West Berkshire, where the ground is situated, that we were eligible for which helped with our loss of income from hiring. Without this support we would have had to consider closure as we had limited reserves. Note that some of the grants shown in the audited accounts 2020-21 were restricted and raised through a project to buy new floodlights and a tractor and were spent in summer 2020.
- BPMA continue to operate the facility with the significant and almost total support of unpaid volunteers. Without this support our operating costs would be higher and the gap between income from grants and hiring and expenditure would be even wider.
- All the hirers, including our resident Clubs, pay market hire rates to use the facility. This is reviewed annually to ensure it is matching similar local facilities as required by BDBC grant.
- We hope that community use and fundraising events will restart this year.
- We are actively seeking ways to reduce our rising energy costs.

However the ability to further increase our income is limited because:

- The hire of the facilities is already fully maximised at the weekends -the peak hire period. Limited number of pitches mean we cannot increase hiring income and expansion would need considerable grant funding not readily available at present.
- Floodlights on the senior pitch enable us to host some evening matches but there are limited evening leagues.
- BPMA has applied to local parish councils for additional funding as requested by some Tadley councillors. However, these parish councils advise that they already fund football facilities in their own parish that are used by Tadley residents. With over 20 junior teams alone Tadley Calleva Youth football club's teams cannot all play at Barlow's Park so use other local pitches provided by parishes such as Baughurst, Aldermaston and Silchester.



# TADLEY TOWN COUNCIL

## APPLICATION FOR GRANT - ORGANISATION/GROUP ONLY

[The Council regret that they are unable to consider grants or sponsorships for individual persons]

**Please Note:** This form **MUST** be completed **IN FULL** before the Council may consider any grant application. Applications must also enclose copies of their organisation's **CONSTITUTION**, their most recent **ANNUAL REPORT**, their last **AGM MINUTES**, & a copy of their most recent published **ANNUAL ACCOUNTS**. [See Page 2, overleaf]

1. FULL NAME OF APPLICANT.

[Charity/Organisation]

Barlow's Park Management Association

2. FULL POSTAL AND EMAIL ADDRESS OF APPLICANT. [Charity/Organisation]

Email:

Barlow's Park Football Complex  
Stitcher Road  
Tadley  
Hampshire  
RG28 9PZ  
c/o Treasurer: p.courtage@gmail.com  
80 Aldwood Road, Tadley

POST CODE

RG28 4QE

3. Regd. Charity No. [If applicable]

4. Telephone No.

07717 211079/ 01184370759

5. Full NAME of organisation's delegated contact.

Pete Courtage

6. Position/Title of nominated contact.

Treasurer

7. Please describe your organisations aims and objectives.

See Constitution (attached) for full list

- a) to promote the provision of sporting and social facilities for the area of benefit
- b) to maintain the facilities at Barlow's Park to agreed standard
- c) To manage the facilities on a day to day basis

8. Does your organisation work **SOLELY** for the benefit of the people of TADLEY?

No

9. If "YES" how many TADLEY residents benefit on a regular basis from your organisation?

No

10. If the answer to question 8 is "NO", please specify the geographical areas that you provide for and the number of persons that regularly benefit from your Charity or organisation.

Area of benefit is a 5 mile radius from TTC offices. Visiting teams come from a wider area depending on the league teams play in. The local clubs using the facility as their home ground are not exclusively from Tadley but the vast majority are. In a normal year about 3000 people use the facility annually for football games training and thousands attended some charity fundraising events and the previous firework events run by the Lodden Valley Lions in November until COVID led to that being cancelled.

11. If your organisation is **OUTSIDE TADLEY**, how many TADLEY residents do [or will] regularly benefit from the services you provide? Please enter in the box on the right >>>

n/a

12. Are you seeking Grant Aid from other sources? [e.g. B&DBC, Hampshire CC etc] Please specify below:

We have a new 3 year agreement for an annual grant of £9000 from BDBC from 2021/22 onwards with a Service Level agreement

13. How many **UNPAID VOLUNTEERS** do you have?

30+

14. How many **FULL TIME PAID** staff?

0

15. How many **PART-TIME PAID** staff

1- up to 36 hours a month

16. Have you ever received a grant from Tadley Town Council at any time in the past?

Yes

17. If "YES", please enter month, year & amount:

DATE when grant awarded? 4/21 .....

AMOUNT awarded? £ 7500



**PART 2. - ABOUT YOUR GRANT APPLICATION**

18. What GRANT SUM are you applying for to TADLEY TOWN COUNCIL?  
*Please enter the amount applied for IN FIGURES, in the box on the right >*

£7500

19. Please provide your bank account number and sort code >

20. Is your organisation registered for VAT? i.e. Can you claim input tax/VAT? >

No

21. Would you please specify what the grant would be used for? [e.g. Capital project, Running costs, etc]  
To fill the gap between the cost of running and maintaining the facility and income from pitch hire, BDBC grant funding and fund raising

22. If the grant is towards a PROJECT DEVELOPMENT, do you require formal planning consent?

n/a

23. If the grant is to be used for a PROJECT, when do you expect to start and finish?

Start date?

Finish Date?

24. Please give any additional information that you feel is relevant, or will support the grant application. e.g. Any fund raising events undertaken by your organisation, & any amounts raised. [than grant applications]

See attached document and audited accounts for 2019-20 for more information on how facility is run and benefit it bring to community It is the only football facility in Tadley serving the needs of many local football teams for people of all ages and both male and female players. The 700 hours at least a year (worth at least £7000 in kind) provided by volunteers to maintain the ground means we can operate on a very small annual budget. We maximise the pitch hire while maintaining the standards but pitches are limited in number and availability at weekends especially so income is restricted. We also fund raise - see accounts - and offer ground to community groups for charity events as there are no other equivalent facilities locally.

**PLEASE NOTE:** If your grant application is successful, whether in whole or in part, it would be conditional upon you [i.e. your organisation] acknowledging TADLEY TOWN COUNCIL in your Annual Report, or in any other publication [Newsletter, magazine, etc] relevant to your organisation. In signing this grant application, you agree to be bound by this condition.

Signed: \_\_\_\_\_ Dated: 23 January 2022

**You are very welcome to attend the Finance & General Purposes Committee meeting where your grant application will be discussed.**