



Lowestoft Town Council Grant Awarding Policy

Grant Application Form

Please complete this form and send it with:

- Your Equality Policy (and Safeguarding Policy if project relates to young and/or vulnerable people)
- Your constitution

to The Town Clerk, Lowestoft Town Council, First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE or e-mail admin@lowestofttowncouncil.gov.uk

About your organisation. Insert 'yes' or 'no' and/or provide additional information where relevant	
Is this application being made on behalf of a sports club?	NO
Name of organisation	THE PEOPLES CARPET BOWLS CLUB
Name of account to which payment to be made (explain if not your organisation's name)	REDACTED
What does your organisation do? (100 words max)	WE PLAY CARPET BOWLS ON 30 FT MATS IN ST MARGARETS CHURCH HALL LOWESTOFT. WE ARE AN ALL AGE CLUB FOR ALL ABILITIES. PRIMARILY AIMED AT THE OVER 55'S.
What relevant local area does your organisation cover?	LOWESTOFT
Who are the main beneficiaries of your work?	ALL MEMBERS WHO ATTEND.
Are you a charity? If yes, describe the type of charity	NO
If registered, what is the charity number?	N/A
Not-for-profit? If no, describe the organisation	WE ARE A NEWLY FORMED GROUP, WHO WANTS TO ENCOURAGE PEOPLE TO MIX SOCIALLY WHILE HAVING THE OPPORTUNITY TO HAVE SOME GENTLE EXERCISE AND MIX SOCIALLY
Organisation income (last complete financial year)	AS WE ARE NEWLY FORMED WE DO NOT HAVE A COMPLETE YEARS INCOME. WE HAVE BEEN SHUT DUE TO THE PANDEMIC
Organisation expenditure (last	



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complete financial year)	N/A
Contact details	
Name	MRS. LINDA SEALL
Address	REDACTED
Telephone number/s	REDACTED
E-mail	REDACTED
Position within organisation	SECRETARY
Explain how you are authorised to make this application on behalf of the organisation	I WAS ASKED BY THE COMMITTEE AND CLUB MEMBERS TO MAKE THE APPLICATION
About your project	
Please provide details of the project and how the project will benefit the people of Lowestoft (250 words max).	We hope to give people the opportunity to try a new sport. Carpet bowls is suitable for everyone and can be adapted to suit all abilities. It also provides the opportunity to socialise
Total cost of project	£750.00
Breakdown of cost	INSURANCE £71.86 HALL HIRE £16 per hour 2hrs = £32 PURCHASE OF EQUIPMENT £750.00
Grant requested from Lowestoft Town Council	£750.00
What specifically would the grant from the Council fund?	THE EQUIPMENT PURCHASED TO START THE CLUB
Have any funds been requested/agreed from other sources? Provide details	NO

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sources? Provide details	
When are the funds required?	AS SOON AS POSSIBLE
Project start date	THE CLUB STARTED ON THE 12 MARCH 2020 LOCKDOWN 23 MARCH 2020 RESTARTED AFTER LOCKDOWN ON THE 20th MAY 2021
Project completion date	THERE IS NO COMPLETION DATE AS WE HOPE TO KEEP THE CLUB RUNNING INDEFINATELY
Compliance Agreements (insert 'YES' to indicate your agreement to the questions below. If you do not intend to comply, insert 'NO'.)	
Do you authorise us to hold and use information that you have provided, for the purpose of processing and monitoring this grant application? You can ask us for details of the information we use for this purpose at any time.	YES
Do you acknowledge that if you provide false or misleading information in your application or at any point in the life of any grant, we will provide information to relevant enforcement agencies and take any action to recover any funds and damages, as we deem appropriate?	YES
Do you authorise us to use information about your project and organisation as part of our publicity and promotion of our grants programme?	YES
Do you agree to acknowledge the Council appropriately on all of your related publicity and promotional material including posters, advertisements, press releases and leaflets?	YES
Do you agree not to distribute funds granted to any other organisation, other than as agreed as part of the grant award?	YES
Do you agree to report the outcome and impact of the grant to the Council as required in the Council's Grant Awarding Policy?	YES
Do you agree that any grant awarded will only be used for the purpose for which it was given and in compliance with any conditions applied?	YES

Signed... REDACTED Date..... 3-6-2021

(Signatory must be authorised to act on behalf of the organisation and, if different from the main contact listed above, this should be explained.)

Revisions	
Date	Amendment

Constitution

1. TITLE:

The peoples Carpet Bowls Club

2. PURPOSE:

To play carpet bowls as governed by the rules of the English Carpet Bowls Association. In matches and tournaments involving other clubs, play will be according to the rules of any association with which the club is affiliated.

3. MEMBERSHIP:

Membership shall be open to all Residents in Lowestoft. Those outside the area may join at the discretion of the committee.

4. RULES OF PLAY:

All members are entitled to volunteer to play in matches or tournaments, but the Team Captain will choose teams from among those who are willing to play.

Members obliged to sit out at club sessions should only sit out for five ends.

5. MANAGEMENT:

The managing committee which is elected at the Annual General Meeting consists of a Chairman a Treasurer a Secretary and three other members. It will meet at least 3 times a year. A quorum shall be four members. (A club captain may be co-opted from within the committee)

6. FINANCE:

The financial year shall be from the 1 March to the 28 February. The A.G.M shall be held during April if practical.

An annual subscription is charged and a fee for each two hour session. At the discretion of the Treasurer these sums may be reduced e.g. for non-playing members of Juveniles. All fees to be approved at the A.G.M.

THE PEOPLES CARPET BOWLS CLUB

Equality policy

The Peoples Carpet Bowls Club is a newly formed Carpet Bowls Club for the over 55's

The Equality Act (2010) brings together all the legal requirements on equality we must meet. It ensures a consistent approach to addressing discrimination by the Association against members being discriminated against at an association event.

Aims

The Peoples Carpet Bowls Club is open to all people in the Lowestoft area as outlined in our constitution. Our aim is to promote the interests of the membership and to maintain and encourage socialisation and exercise amongst the over 55's.

In particular we aim to treat every member equally, regardless of their age, disability, gender, race, religion or belief.

Accessibility

All our meetings at St Margaret's Church Hall are accessible to all people including disabled people and wheelchair users.

Diversity

Our Bowls club belongs to all our members. We aim to organise and run meetings and a range of events to suit the interests and meet the needs of our members. The Bowls club is open to new ideas, and welcomes the opportunity for members to share their cultural heritage with one another.

Inclusion and Respect

We aim to ensure that every member of the Peoples Carpet Bowls Club is made to feel welcome and included at our meetings and events.

Sexist, racist, homophobic, transphobic or otherwise inflammatory remarks and behaviour are not acceptable. These constitute harassment, and have no place in the club.

