REDACTED

Re: Grant Application for Food Project - Lowestoft Town Council

I make this application on behalf of the Parochial Church Council of Saint Andrews Church, Roman Road, Lowestoft, NR32 2DQ.

Prior to lockdown we operated two food projects for the benefit of all people in the Lowestoft area:

* Breakfast café
* Lowestoft Community Fridge

We operated these as service activities for the community and *not* as religious activities. By having these activities as designated activities approved by the Church Council it means that we are fully covered by our insurance (provided through Ecclesiastical Insurance – a copy of the policy can be provided is required).

We are making plans to reopen both the café and the fridge this year. We are in negotiations regarding food supplies for the fridge, hence our start date is dependent on when this supply becomes available.

We have recently held two ‘pop-up’ café sessions which we facilitated by working with Realise-Futures. The purpose of these sessions was to update all of our health and safety materials and to make sure that we had adapted to changes made to food hygiene protocols in the last two years. All of our food preparation staff are trained to food hygiene level two standard.

We are now ready to make plans for the café to open on a regular basis with a provisional start date in May 2022.

We feel it is important to offer this service free at point of access. We are based in an area of high levels of poverty (evidence - the indices of multiple deprivation) and we liaise closely with Foodbank, and other food projects in Lowestoft, to advertise what we offer.

Our breakfast café is open to all people, irrespective of background and while most of our customers come from the Roman Hill area we are open to all of Lowestoft.

Should you require any further, general, information please let me know.

I attach:

* Equality policy
* Account statements for 2021
* Grant application form

I would ask you to note that we are governed by a Parochial Church Council (PCC). A PCCdoes not have a ‘Constitution’ even though it is a legally recognised charity. It does not have a Company Memorandum and Articles, even though it is a corporate body. Its status is established by Statute, namely sections 2 and 3 of the Parochial Church Councils (Powers) Measure 1956. For further details see:- <https://www.churchofengland.org/about/leadership-and-governance/legal-services/church-representation-rules>

The purpose of our grant application is to fund the food consumables for breakfast café for approximately six months. The basic calculations are contained within the application. This grant would mean that we can ensure that the food offered is free at point of access.

Please note that all additional costs (hygiene materials, kitchen equipment, staff training, publicity, utilities and insurance) and paid for by the church.

I forward these details via email and by paper copy, delivered 13 April 2022.

With thanks for your attention in this matter,

REDACTED