

Galleywood Parish Council



Clerk to the Council: Ms J L Head

The Keene Hall, Watchouse Road, Galleywood, Chelmsford CM2 8PT

GALLEYWOOD PARISH COUNCIL PARISH GRANTS

The purpose of a Parish Grant is to encourage and assist Clubs/Organisations /Societies/Associations to carry out activities for the benefit of Galleywood Parishioners. (*Clubs/Organisations/Societies/Associations shall herein be called Applicants*).

Applicants should be voluntary, non-profit making and non-commercial businesses, with a minimum of 50% of members residing in the parish of Galleywood.

A Parish Grant is not intended as a substitute for fund raising by Applicants, but to assist where fund raising is difficult. Applicants must show in their accounts that at least 50% of the amount applied for will be matched by fund raising in accordance with objectives for their specific group.

Accounts for the previous year must be submitted.

A Parish Grant may also be awarded for the commencement of an activity.

Galleywood Parish Council allocates money in their budget for the awarding of Parish Grants on a yearly basis. The procedure for Grant Application is set out below:

19 September 2008	Notices placed on all notice boards stating that Application Forms for Grants are available from the Clerk.
17 October 2008	Forms completed with all requested information should be returned to the Clerk.
3 November 2008	Councillors will give consideration to Application Forms.
March 2009	A letter will be circulated to all Applicants giving details of Grants decisions.
April 2009	Grants cheques issued.

***Please complete your Application Form
and return to the Clerk Ms J L Head by
Friday 17 October 2008***

 The Clerk - **01245 358898**
 clerk@galleywoodparishcouncil.org.uk
 The Assistant Clerk - **01245 348756**
 assistantclerk@galleywoodparishcouncil.org.uk
 www.galleywoodparishcouncil.org.uk



**GALLEYWOOD PARISH COUNCIL - PARISH GRANTS 2009/10
APPLICATION FORM**

1. Name and address of Club/Organisation/Society/Association
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.....
2. Name of Chairman or Secretary
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3. Name of Committee Members
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4. What is the percentage of members living in the Parish of Galleywood ?
5. Approximate age of group i.e. children/senior citizens
6. Activity of Club/Organisation/Society/Association
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7. Details of fund raising activities
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8. Amount of financial assistance sought
9. Have you attached a copy of your Constitution ? YES/NO
10. Have you attached a copy of your audited Statement of Accounts for the previous financial year? (Where appropriate include breakdown of expenditure of any Parish Grant for the previous financial year) YES/NO
11. Have you attached general and specific comments in support of application? YES/NO

.....
(Signed) (Name)
.....
(Dated)