

Public Document Pack



County Hall
Rhadyr
Usk
NP15 1GA

Tuesday, 14 June 2016

Notice of meeting

Central Monmouthshire Area Committee

Wednesday, 22nd June, 2016 at 2.00 pm,
The Conference Room, County Hall, The Rhadyr, Usk

AGENDA

Item No	Item	Pages
1.	Election of Chair.	
2.	Appointment of Vice Chair.	
3.	Apologies for absence.	
4.	Declarations of interest.	
5.	Minutes of the previous meeting.	1 - 4
6.	Public open forum.	
7.	Petition - Road safety concerns at Porthycarne Street / Abergavenny Road, Usk.	5 - 14
8.	Area Committee Grant Applications:	
8.1.	Gwent Best Kept Village.	15 - 28
8.2.	Friends of Nelson Gardens.	29 - 44
8.3.	Usk Baptist Church.	45 - 50
8.4.	Llanishen Village Hall.	51 - 62
8.5.	Raglan Village Hall.	63 - 80

Paul Matthews

Chief Executive

MONMOUTHSHIRE COUNTY COUNCIL
CYNGOR SIR FYNWY

THE CONSTITUTION OF THE COMMITTEE IS AS FOLLOWS:

County Councillors:

S. White
P. Clarke
D. Blakebrough
G. Burrows
R. Edwards
E. Hacket Pain
B. Hayward
P. Jones
V. Smith
B. Strong
A. Wintle

Public Information

Access to paper copies of agendas and reports

A copy of this agenda and relevant reports can be made available to members of the public attending a meeting by requesting a copy from Democratic Services on 01633 644219. Please note that we must receive 24 hours notice prior to the meeting in order to provide you with a hard copy of this agenda.

Welsh Language

The Council welcomes contributions from members of the public through the medium of Welsh or English. We respectfully ask that you provide us with adequate notice to accommodate your needs.

Aims and Values of Monmouthshire County Council

Sustainable and Resilient Communities

Outcomes we are working towards

Nobody Is Left Behind

- Older people are able to live their good life
- People have access to appropriate and affordable housing
- People have good access and mobility

People Are Confident, Capable and Involved

- People's lives are not affected by alcohol and drug misuse
- Families are supported
- People feel safe

Our County Thrives

- Business and enterprise
- People have access to practical and flexible learning
- People protect and enhance the environment

Our priorities

- Schools
- Protection of vulnerable people
- Supporting Business and Job Creation
- Maintaining locally accessible services

Our Values

- **Openness:** we aspire to be open and honest to develop trusting relationships.
- **Fairness:** we aspire to provide fair choice, opportunities and experiences and become an organisation built on mutual respect.
- **Flexibility:** we aspire to be flexible in our thinking and action to become an effective and efficient organisation.
- **Teamwork:** we aspire to work together to share our successes and failures by building on our strengths and supporting one another to achieve our goals.

This page is intentionally left blank

Public Document Pack Agenda Item 5

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Central Mon Area Committee held
at County Hall, The Rhadyr, Usk, NP15 1GA on Wednesday, 9th March, 2016 at 2.00 pm**

PRESENT: County Councillor S. White (Chairman)

County Councillors: D. Blakebrough, G. Burrows, B. Hayward and
V. Smith

Also in attendance: Mr. D Farnsworth – Member of the public
Mr. M. Law - Press

OFFICERS IN ATTENDANCE:

Deb Hill-Howells	Head of Community Led Delivery
Mr. B. Winstanley	Estates Manager
Mr. C. Schmidt	Transport Planning and Policy Officer
Mr. R. Williams	Democratic Services Officer

APOLOGIES:

County Councillors E. Hacket Pain and B. Strong

1. Declarations of interest

There were no declarations of interest made by Members.

2. Minutes of the previous meeting

The minutes of the Central Monmouthshire Area Committee Meeting dated 27th January 2016 were confirmed and signed by the Chairman.

3. Public open forum

On behalf of a representative of Monmouth Town Council, the Chairman requested an update on the third lane construction on the Wye Bridge at Monmouth.

Members were informed that funding was available this year for design purposes and funding would be requested for construction purposes. Funding was likely to be received for pre-works in 2016/17 and it was anticipated that further funding would be available for 2017/18. Peter Woodrow in the Highways Department was the best person to contact for further information regarding this project.

The Chair stated that she would contact Peter Woodrow regarding this matter and the Transport Planning and Policy Officer would provide the Chair with details of the bidding document.

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Central Mon Area Committee held
at County Hall, The Rhadyr, Usk, NP15 1GA on Wednesday, 9th March, 2016 at 2.00 pm**

4. Area Committee Grants

We received a verbal update by the Head of Community Led Delivery regarding the future of Area Committee Grants. In doing so, the following points were noted:

- Each Area Committee will receive £5000 grant funding.
- This financial year's funding has been slipped into the next financial year.
- The process of issuing grants by each Area Committee has differed. Therefore, a standardised application form has been established.
- In the first instance, the form will be completed and will be sent to the Chairs of the Area Committees who will check whether the forms comply with the eligibility criteria.
- Eligible application forms will then be determined by the Area Committees.
- The application form is on the County Council's website. The Head of Community Led Delivery will despatch the application form to the clerks to the Town and Community Councils.
- The closing date to receive completed applications is 30th May 2016. Eligible applications will then be considered at the Central Monmouthshire Area Committee meeting on 22nd June 2016.

We resolve to receive the update report and noted its content.

5. Portal Road Development Update

We received a verbal update by the Estates Manager regarding Portal Road. In doing so, the following points were noted:

- The southern part of the site will be going on the market at the beginning of next week with Alder King. Estates are currently agreeing costs.
- The remainder of the site is being developed for Premier Inns, the current target date of November 2016 for opening remains.
- Activity is likely to increase on the site shortly, with construction commencing towards the end of March / beginning of April 2016. Estates have requested a timetable of activity directly from Whitbread for the construction.
- Estates agreed to explore the possibility of housing temporary coach parking on the site as soon as possible.

We resolved to receive the verbal update and noted its content.

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Central Mon Area Committee held
at County Hall, The Rhadyr, Usk, NP15 1GA on Wednesday, 9th March, 2016 at 2.00 pm**

6. Transport Update

We received a report by the Transport Planning and Policy Officer in which the Committee received an update on work that has been undertaken to progress transport projects and to seek external finance, including via the Community Infrastructure Levy (CIL).

The Monmouthshire Local Transport Plan was agreed at Full Council on 26th February 2015.

Having received the report, the following points were noted:

- The Active Travel Act mapping included information from disability groups and would therefore be DDA compliant.
- The Passenger Transport Unit Manager would be preparing a report on bus services in due course.
- It was noted that public transport was essential for rural communities. The Grass Routes Scheme continues to run a 'book a journey scheme'.

We resolved to receive the report and noted its content.

The meeting ended at 3.05pm.

This page is intentionally left blank



SUBJECT: PETITION – ROAD SAFETY CONCERNS AT PORTHYCARNE STREET/ABERGAVENNY ROAD, USK
MEETING: CENTRAL AREA COMMITTEE
DATE: 22nd June 2016
DIVISIONS/WARD AFFECTED: Usk Town

1. PURPOSE

To advise members of the petition presented to Monmouthshire County Council requesting that the Council addresses road safety issues on Porthycarne Street/Abergavenny Road, Usk.

2. RECOMMENDATION

- 2.1.1 That members note the petition shown in appendix 1, and the actions taken to date, including the formation of a Speedwatch Group by local residents.
- 2.1.2 That further speed monitoring is undertaken before consideration of potential physical traffic improvements which would also need to be prioritisation alongside other proposed schemes throughout Monmouthshire.

3. KEY ISSUES

- 3.1.1 A petition was presented to Monmouthshire County Council in January 2016 raising concerns about the speed of vehicles using Porthycarne Street/Abergavenny Road, Usk. It should be noted that this section of road has been subject to an ongoing review for the last 12-18 months.
- 3.1.2 In order to quantify speeds being used along the route 3 x automated traffic surveys were installed in February 2015. The results of this monitoring showed the average speeds of vehicles using the road were generally below 30mph with the exception of northbound speeds out of the built up environment being 32mph (Speed data attached in appendix 2).
- 3.1.3 In June 2015 local volunteers in conjunction with Gwent Police formed a community “speedwatch” group in order to address concerns regarding vehicles travelling at excessive speeds.. The group were trained by Gwent Police in the use of a handheld “speed gun” used to monitor vehicle speeds. As such, this group have undertaken extensive monitoring sessions over the last 12 months, resulting in recording 234 vehicles travelling at 35mph or over in a 7 month period. This number roughly equates to 8 vehicles per week where the average daily volume of vehicles is 1278.
- 3.1.4 Recently Gwent Police have adopted this road as a dedicated speed enforcement site and following a site assessment recorded the 85%tile speed as being 39mph and the average speed of 31mph.
- 3.1.5 Since receiving the petition, officers have been in discussion with members of the Speedwatch Group to discuss the points raised within the petition. The concerns raised may best be

summarised within a detailed response to an email from to a representative of the group and shown in appendix 3.

4. REASONS

- 4.1.1 The petition highlights concerns of residents within the Porthycarne Street/Abergavenny Road area. Following additional speed monitoring should the data indicate excessive speeds are being used that consideration be given to additional speed reduction measures.

5. RESOURCE IMPLICATIONS

The resource to consider additional road safety measures will be met from within the existing Traffic & Development budget.

6. CONSULTEES

Local Members, Town Council and the general public

7. BACKGROUND PAPERS

8. AUTHOR

Paul Keeble - Traffic & Development Manager

9. CONTACT DETAILS

paulkeeble@monmouthshire.gov.uk etc

Appendix 1- Petition from Residents

Appendix 1 Petition

Paul Matthews (Chief Executive Officer)
Monmouthshire County Council
County Hall
The Rhadyr
Usk
NP15 1GA

Usk Community Speedwatch Volunteers
c/o Tim Southern
4 Abergavenny Road
Usk
NP15 1SB
Date: 16th January 2016

RE: Excessive Speeding on Abergavenny Road, Usk

Dear Sir

Usk Community Speedwatch Volunteers are writing this letter to ask Monmouthshire County Council to carry out improvements in highway design to make pedestrian movements safer by reducing vehicle speeds. The town suffers from excessive speeding on some of its roads which has been recorded by residents from the town and this necessitates action to resolve the issue.

Usk Community Speedwatch formed in June 2015 with the aim of reducing traffic speeds in Usk town. The group has undertaken over 18 Speedwatch sessions and have found consistent speeding of vehicles in a built up area where residents have to cross the road on a regular basis. Further information can be found in **Annex 1**.

We are writing this letter because we believe it is time something is done to improve the situation with some urgency. The impact of Speedwatch volunteers will not last long term and can clearly be seen to have limited effect. An assessment of traffic management options is needed to identify solutions. Please see **Annex 2**.

Whilst our voluntary group is happy to play its part, 'Speedwatch' can only have a limited effect on its own and additional solutions are needed in the long term. Our request for action to be taken by the Council, meets your Unitary Development Plan objective (Section: 9.12 MV11) – see **Annex 2**.

It also meets your objective of engaging and working with local communities in partnership. Our request clearly fits in with what you want to achieve and will provide for safer communities and improve and encourage walking to reduce reliance on cars and improve people's health.

We would be grateful if you would respond to this letter by **16th February 2016** and,

1 – confirm whether MCC is willing to carry out a full assessment of traffic management options and clearly state what the Council can do to address our concerns, improve safety and reduce vehicle speeds on Abergavenny Road / Porthycarne Street, and in Usk town.

2 – clarify what budget the Council has allocated for highway improvements in the Usk area in the coming financial year (2016/17).

We have attached a petition showing **100% support** for action to be taken from the residents of Abergavenny Road.

We look forward to hearing from you.

Yours faithfully

Usk Community Speedwatch Volunteers

Cc Paul Keeble (MCC - Highways Department) – sent by email
Christian Schmidt (MCC – Highways LDP) – sent by email
Usk Town Council – sent by email
Cllr Brian Strong – copy attached
Steve Parsons (Gwent Police – Community Speedwatch) – sent by email

Encs **Annex 1** – Usk Speedwatch background & findings
Annex 2 - Solutions going forwards and UDP Objectives
Abergavenny Road Residents Petition

Annex 1

Background – why action was needed

The group was set up by residents of the town in partnership with the Gwent Police Speedwatch initiative. We all have the common purpose of making the town safer for people of all ages to walk and cross the road. This will also have a positive impact of increasing footfall in the town and reducing reliance on cars.

The group formed because many residents were concerned about the danger that speeding vehicles pose and the flagrant disregard of legal speed limits. We are made up of volunteers with a wide variety of ages, backgrounds and professions.

When we first formed, residents of Abergavenny Road made up the majority of volunteers but this has since grown to 13 members in total from across the town. Abergavenny Road has been the initial focus of the group although we are aware of other areas where similar problems with speeding have already been identified.

Abergavenny Road itself is a long straight road flanked by residential housing. The majority of housing is found on the opposite side from the footway and so there is a need to cross the road every time people leave their house which can be many times a day. This differs from many other areas where improvements or controls have been put in place. Many of the houses have school children or elderly people and it is for this reason that we want to see improvements made to the road to make it safer.

Speedwatch sessions last for an average of 1 hour and have taken place every week since July 2015. During this time, we have gathered evidence of excessive speeding which we believe demonstrates that action is needed to address the problem.

Speedwatch Findings

The group have recorded 234 vehicles travelling over 35mph or over. This information has been passed to the Police who write letters to the drivers to inform them of their actions and of the need to reduce their speed. 57 cars have been recorded at speeds in excess of 40mph and several vehicles have travelled at speeds in excess of 50mph, and one was recorded at 60mph.

This recorded speeding has taken place despite repeater signs showing that it is a Speedwatch area, despite large signs informing drivers that Speedwatch volunteers are operating, and despite volunteers wearing high visibility jackets, in line with Gwent Police guidance and training. Drivers have often been seen warning others of our presence and yet many vehicles continue to excessively speed.

The volunteers are disappointed that there is still a disregard of speed limits in the area and we are of the view that further work is necessary to reduce speeding in the longer term. We are aware that decisions on investment in traffic calming measures are often based on injury or fatality data. However, we must remember that residents in the area (eg. parents) have modified their behaviour owing to the dangers presented within three feet of their gates. Many parents involved with the group do not allow their young children to cross alone and have to supervise them whenever they go out. This shouldn't be the case and young and old should feel safe to cross their road when carrying out their daily lives.

The Speedwatch programme is a good joint initiative between the local community and the Police to try and reduce speeds and make people aware of their actions. However, long term solutions are needed, and there is a need for a highways assessment identifying the range of options available to design out excessive speeding to encourage drivers to reduce speeds.

In the long term, the cost to Gwent police of coordinating Speedwatch groups, paying for equipment, sending letters etc. is likely to cost far more than some of the highway improvements we suggest.

Annex 2

Going Forwards – Solutions needed

Improvements in highway design could include staggered speed reminders on approaches, speed displays, constrictions in the road, raised plateaus, single lane under bridge, removal of centre lines, widening of footway etc.). We are aware of design improvements which do not pose significant environmental challenges in terms of pollution and refer you to the 'Traffic in Villages – Safety and Civility for Rural Roads' toolkit for communities produced by Dorset AONB Partnership for modern approaches to highway design.

As regards the outcome of assessment, we appreciate that some options may be costly whilst others may not. Once we know what options there are, the group would be keen to help achieve improvements wherever we can. Whilst we would like some priority to be given to Abergavenny Road, we appreciate that this needs to fit in with a long term vision for the town.

Our request meets objectives set out in MCC's UDP which states:

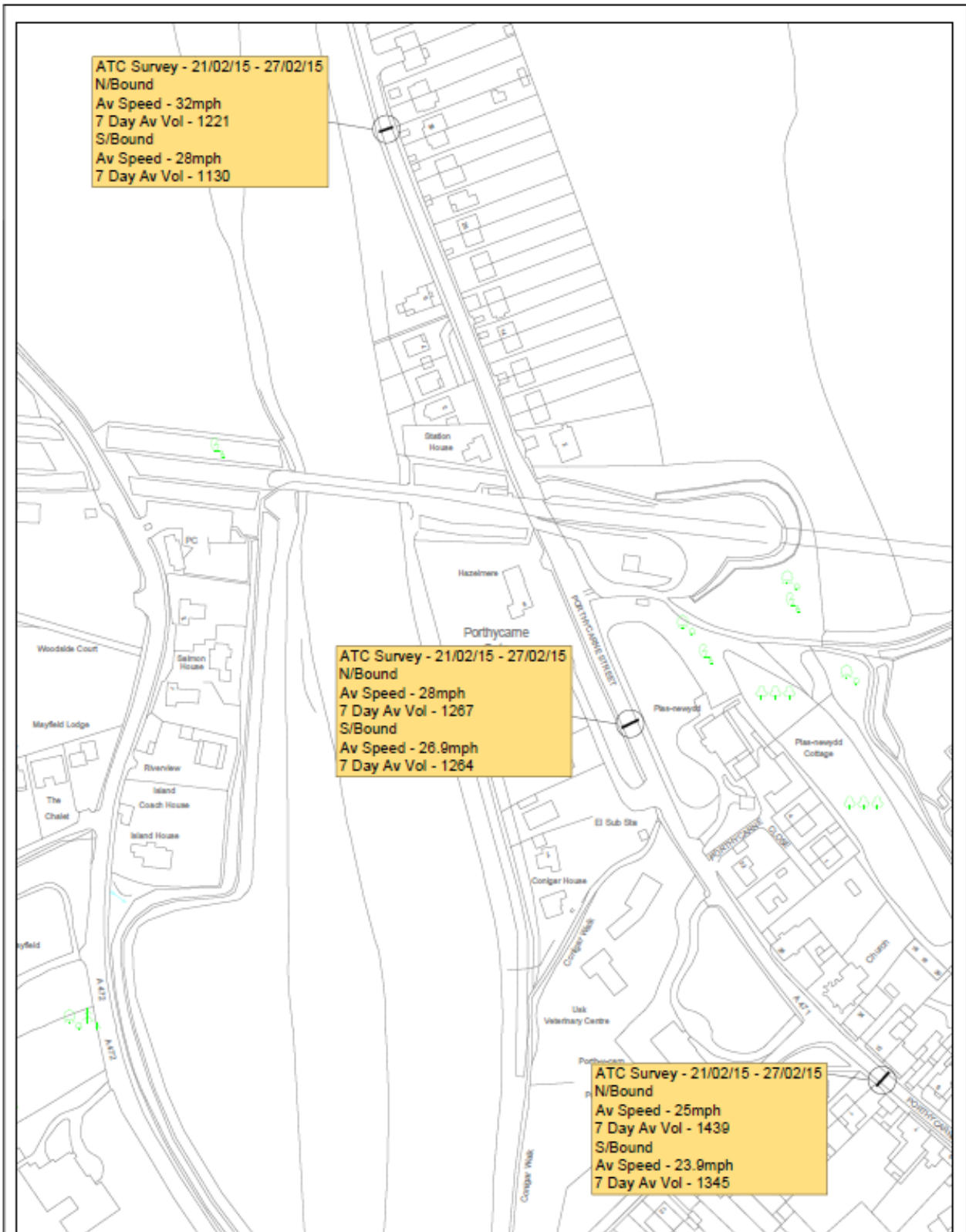
'Traffic management and calming measures will be implemented where appropriate to reduce traffic speeds and congestion, improve road safety, protect amenity, assist pedestrians (especially elderly and young people), cyclists and disabled people, reduce community severance, and facilitate on-street car parking and public transport.'



ABERGAVENNY ROAD - JANUARY 2016 - I SUPPORT THE USK SPEEDWAY
 PERMANENT SPEED CALMING ACTION ON ABERGAVENNY ROAD IN USK

House number	Name
1	S. Edmunds
2	M. P. CANSLEY T CF
3	UNOCCUPIED
4	T + S Southern
5	FABO OLSEN
6	P + M DAVEN
7	JANE POWHALL NO. 7
8	Roma Webford
9	Alex Brown
10	Malta + Anna Harris
11	DNE
12	EJ. Holbrough
13	DNE
14	REBECCA ELLIOTT
15	DNE
16	Sally Hodson
17	DNE
18	Hel Warburton (Hampshire)
19	DNE
20	A. J. Owens
21	DNE
22	RICK IRELAND
23	DNE
24	Page 11 PAUL DAINEC
25	DNE

House number	Name
44	DR. JOHN C. R. MCCHASL
45	DNE
46	DR. GUIDO DRAGO.
47	DNE
48	C LIND WALL
49	DNE
50	M. SWEET
'DNE'	DOES NOT EXIST

Appendix 2



 <p>ROGER HOGBINS HEAD OF INFRASTRUCTURE, NETWORKS AND SUSTAINABILITY</p>	Job Title Traffic Management Programme 2014/15	Rev No. Date Description Drawn by GK Scale NTS	Checked PK Date 13/01/15	Drawn 
	Drawing Title B4598 Portlucarne St, ATC Data	Drawing No. 1610-1	Date 13/01/15	
	<small> This drawing is the property of the client and is not to be used for any other purpose without the written consent of the client. The client is not responsible for any errors or omissions in this drawing. The client is not responsible for any damage or loss of any kind arising from the use of this drawing. </small>			

Appendix 3: Extract taken from email sent to Speedwatch Group 10th March 2016

In advance of today's meeting I thought it would help if I try to answer some of your points below:

- An update from you following your report of our letter to the Central Area Committee – I have asked for this to be included on the agenda for the next meeting
- What evidence is required for MCC to prioritise areas for traffic calming? Over what period of time is the evidence required? Who then makes the decision on prioritisation? What is currently on the 'Forward Plan' of a similar nature? Is it the 'Forward Plan for Individual Cabinet Member Decisions' that would relate to any future traffic calming scheme? – we have a forward programme of schemes which is rolled over from the original Road Safety Programme however with limited budgets we are often only able to deliver with the help of WG grant, which similar to MCC, the assessment is based upon criteria such as accident data, volume of traffic, pedestrian and other non-motorised vehicle users of the highway, existing speeds etc. These factors are then considered by the traffic team who undertake a risk assessment in order to prioritised schemes. Similarly the traffic engineer has a small budget allocation for addressing small scale traffic matters such as providing a new warning sign etc.
- Would it be possible for traffic calming (if determined necessary etc) on Porthycarne Street/Abergavenny Road, to be funded by S106/Community Infrastructure Levy under the 'Highway Improvements - Usk traffic relief, environmental and road safety improvements' or 'Road Safety Capital Schemes' projects? If so, what are the timescales for delivery of these projects? CIL is the pooling of contributions from developments county wide and aimed at funding larger transport schemes however s106 could be used to fund local improvements if they are directly related to the proposed development.
- How is a traffic calming scheme developed and what consultation takes place? – the traffic engineer would develop a scheme based upon current guidance and experience. Consultation is often carried out and is mandatory for those schemes which require the making of a traffic order.
- We already know that the 85th percentile is 39mph and that highway design should encourage the average speed of traffic to be 'at or below' the actual posted speed limit. The speed camera van and Speedwatch volunteers time amounts to c. 2 hours a week and it's highly unlikely that these two mechanisms alone will make the order of change required. How does this information have a bearing on the counties prioritisation for works? the guidance "setting local speed limits specifies that the average not 85percentile speed limit should be used to assess sites. the fact that GoSafe have identified this location as an active camera site is to be welcomed and offers an opportunity to achieve a better compliance of the posted speed limit. MCC very much supports the speedwatch volunteer scheme and would welcome working with such groups and Gwent Police to help address the concerns of the community. The fact that Porthycarne St is an active camera site will allow all parties to monitor speeds and assess the effectiveness of the camera and if appropriate consider if further measures are required to address excessive speeds where they exist.
- Perhaps you could explain how MCC has responded to Welsh Governments 'Setting Local Speed limits in Wales' and how this document and MCC documents can help us gain a shared understanding of the issues and scope for resolving a problem that so many residents are concerned about. MCC, along with Gwent Police who are the enforcing authority, use "setting local speeds" to assess speeding and consider if further action should be required.

Finally, MCC speed monitoring data shows that the average speeds along Porthycarne St/ Abergavenny Road are below 30mph. Therefore as this site is now an active camera site, it will be interesting to see from future speed data if the speed camera van and the speedwatch group activity has an impact upon driver behaviour and results in a further reduction of speeds within this locality.

I hope that this note is helpful.



monmouthshire
sir fynwy

Area Committee Grant

2016 Application Form

Area Committee	Closing date for Applications	Area Committee Meeting	Chair
Lower Wye	23 rd May	15 th June	Councillor Ann Webb AnnWebb@monmouthshire.gov.uk 07816678948
Central Monmouthshire	31 st May	22 nd June	Councillor Susan White SusanWhite@monmouthshire.gov.uk 01600712611
Bryn y Cwm	20 th June	13 th July	Councillor Douglas Edwards DouglasEdwards@monmouthshire.gov.uk 07954292398
Severnside	27 th June	20 th July	Councillor David Evans DavidEvans2@monmouthshire.gov.uk 01291420354

This application form is to be used to submit an application for the Area Committees capital grant scheme. Each Area Committee has a total of £5,000 to be awarded.

Closing dates and contact information

Area Committee	Closing date for Applications	Area Committee Meeting	Chair
Lower Wye	23 rd May	15 th June	Councillor Ann Webb AnnWebb@monmouthshire.gov.uk 07816678948
Central Monmouthshire	31 st May	22 nd June	Councillor Susan White SusanWhite@monmouthshire.gov.uk 01600712611
Bryn y Cwm	20 th June	13 th July	Councillor Douglas Edwards DouglasEdwards@monmouthshire.gov.uk 07954292398
Severnside	27 th June	20 th July	Councillor David Evans DavidEvans2@monmouthshire.gov.uk 01291420354

If you are not sure which Area Committee you should be applying to, the members of each area committee are as follows

Area Committee	County Councillors	Contact details can be found at following link
Lower Wye	David Dovey Dimitri Batrouni Graham Down Peter Farley Bob Greenland Phyl Hobson Phil Murphy Armand Watts Ann Webb (Chair)	http://democracy.monmouthshire.gov.uk/mgCommitteeMailingList.aspx?ID=150
Central Monmouthshire	Peter Clarke Debby Blakebrough Geoff Burrows Ruth Edwards Liz Hacket Pain Bob Hayward Penny Jones Val Smith Brian Strong Alan Wintle Sue White (Chair)	http://democracy.monmouthshire.gov.uk/mgCommitteeMailingList.aspx?ID=152
Bryn y Cwm	Ralph Chapman Douglas Edwards (Chair) James George Roger Harris Martin Hickman Giles Howard Simon Howarth Dave Jones Bryan Jones	http://democracy.monmouthshire.gov.uk/mgCommitteeMailingList.aspx?ID=151

Area Committee Grant Application Form 2016

	Sara Jones Paul Jordan Maureen Powell John Prosser Kevin Williams	
Sevenside	Jessica Crook Tony Easson David Evans (Chair) Peter Fox Linda Guppy Jim Higginson John Marshall Frances Taylor Pauline Watts	http://democracy.monmouthshire.gov.uk/mgCommitteeMailingList.aspx?ID=149

Please apply to the committee that your ward member attends.

Tick list for applications;

1. Completed application form
2. Copies of certified accounts or most recent bank statement
3. Any supporting information, e.g. copies of quotes, match funding details

Grant Selection Criteria

Please read this section carefully before completing your application

Eligibility Criteria:

- Be a group or individual acting for the wider benefit of the local community
- The group must operate within the geographical boundary of the Area Committee which it is applying to.

And a project must

- Support one of the 4 priorities identified in 2a.
- Must address a community issue or support a local community initiative
- Provide benefits to the local community
- Where a local Whole Place plan exists the project should support one of the locally identified priorities.

Application Process

- Uncompleted applications will not be considered.
- Any applications that do not meet the eligibility criteria will not be considered.
- All applications will be considered by the local Area Committee and successful applicants will be notified by e-mail with any details of restrictions or conditions.
- Successful applicants will be required to evidence details of spend when requested.

Exclusions

Excluded Groups

- Groups other than community, self-help and voluntary groups.
- Groups which use their surplus for the benefit of an individual or business
- Overseas charities – The grants are intended to support local communities

Excluded Activities

- Non- community projects – A group does not have to be a charity to apply, however any project supported must benefit a local community within the geographical boundary of Monmouthshire County Council.
- Ongoing running costs – Grants will not be awarded for ongoing running costs or maintenance. Applications must be for one off investments, purchases within the categories outlined in 2a.
- Religious worship – Applications from religious bodies will only be considered if there is a wider benefit to the local community.
- Core activities of statutory services – Statutory services seeking grants for core activities such as library books or essential hospital equipment is excluded. However applications relating to special projects for the benefits of local communities will be considered.
- Political activity – Applications to support fundraising, campaigning or any other activity associated with any political party will not be accepted.
- Individual sponsorship – Applications to support individuals will not be accepted.
- Multiple applications – Only one application per person/organisation may be supported in a financial year.

Grant Terms & Conditions

The terms and conditions below set out the relationship between Monmouthshire County Council (MCC) and you as an individual or group. If you have any questions or would like help please contact the Area Committee Chair, the details of which are below.

MCC can ask you for extra information to support your application.

- The amount we provide is final and we will not increase it if you overspend or have worked out your costs incorrectly.
- If you do not spend all the grant provided, you must return any unspent money to us within six months of receipt of the grant.
- MCC will not be responsible for any expenditure (on assets, equipment or your project) you have incurred before you receive our letter / e-mail confirming details of the grant provided.
- From time to time , MCC may use your name and address in any publicity about the grant. We may also choose to advertise the award of the grants on our website, in the press or social media, please advise if you are unwilling to agree to this.
- If requested, successful applicants must agree to provide a report on how the community grant was used and the benefits experienced by the local community as a result.
- MCC can ask you to return the grant in full if we find out that you have used it for a purpose other than set out in your application.
- The Area Committees decision on your application is final and they may choose not to answer any of your questions about the decision.
- MCC may withhold all or part of the grant, or recover all or part of any payment from you. If we discover that:
 - you have broken any part of this agreement;
 - any information in the application form or a supporting document was incorrect or misleading;

- your group or the project ends for any reason
- the grant was awarded on the basis of match funding which is withdrawn or is not achieved.

Guidelines for a successful application

Please read the application form carefully and seek assistance if required before completing and submitting your application. Your application will be considered by the Area Committee in your geographical area.

1. Applications must be received by the closing date indicated on page 1 of this form.
2. If you require any guidance or assistance in completing this form, please contact the Area Committee Chair as listed on page 1. They can be contacted on the details below.
3. You must supply a copy of audited accounts alongside your application. If these are not available you must provide a copy of your most recent bank statement.
4. Please feel free to supply any additional information which you feel is relevant to and will support your application.

You can hand write your application (you can get copies at your local hub) or download a copy of the form at Monmouthshire County Councils website. Please return completed forms to the chairperson of the relevant area committee as indicated on the cover page. Alternatively send them by post to the relevant Councillor at

Monmouthshire County Council. Usk
County Hall, Rhadyr, Usk,
Monmouthshire. NP15 1GA

Section 1 - Contact Information

1a Applicant's name/group name

[Redacted]

1b Contact name (if applying on behalf of a group)

JOANNE GILLARD

1c Contact address

[Redacted]

[Redacted] Post Code [Redacted]

1d Contact e-mail address

[Redacted]

1e Registered address if applying on behalf of a group

N/A

[Redacted]

[Redacted] Post Code [Redacted]

1f Your position in the group

ADVISOR TO COMMITTEE

1g Daytime telephone Number

[Redacted]

If you are successful with your application we will pay the grant award directly into your bank account, in order to do this please provide the following details

1h Name of Account Holder

[Redacted]

1i Account Number

[Redacted]

1j Sort Code

[Redacted]

1k Bank Name and address

[Redacted]

Section 2 - Tell us about your group

2a What category does your project fall into (please tick)

- Nobody is left behind
- People are confident, capable and involved
- Our county thrives
- Maintaining locally accessible services

2b Please provide a brief description of the activities that your group undertake.

GAVO hosts the GBKV Competition annually to nurture civic pride + volunteering in local communities - Established over 30 years ago, it is part of the local heritage + supports local tourism. In recent years, schools categories have supported the development of new skills, understanding of the environment in young ^{people} + developed inter-generational work that has far reaching benefits.

2c In What year was the group founded?

CIRCA 1975-80

2d Are you a registered charity

YES

If yes, please provide registered number

111 3558

2e If your application is related to sport is the team a member of / or affiliated to a registered body

- Yes
- No

If yes which one

N/A

Section 3 - Tell us about the community activity that you wish to support

3a How much are you applying for? £ 250 - 00

3b Are you applying for, or receiving funding from another source? Yes No

3c Please explain what the grant will be used for

The monies would be used towards the volunteer judges travel expenses, for visiting + judging the villages entering the Competition. Furthermore, it would contribute to the purchase of relatively inexpensive trophies and frames (for certificates) for winning schools + villages.

3d How will your project benefit your local community The Competition acts as a catalyst, stimulating hundreds of hours of voluntary work. It's a tool for engaging local people and children via School to take pride in where they live. It educates on conservation/environmental issues, teaches gardening skills, encourages new social opportunities. It reduces anti-social behaviour, addressing its consequences including the removal of graffiti, litter, fly tipping etc + by encouraging young people to become involved and take pride in their surroundings (ie diversionary activity.)

Section 4

Please tick here to confirm that you have read and accepted the Grant Selection Criteria

Signed on behalf of (if you applying on behalf of a group) GWENT BEST KEPT VILLAGE COMPETITION COMMITTEE

Signature J Callard

Date 08.03.16

Please return completed forms to the Chairperson of the area committee that you are making the grant application to either at the above e-mail or by post to:

Monmouthshire County Council, Usk County Hall, Rhadyr, Usk, Monmouthshire. NP15 1GA

Section 1 - Contact Information



1 Applicants name/group name

monmouthshire
sir fynwy

Area Committee Grant

2016 Application Form

Handwritten notes:
Heron Road
Newport

Area Committee	Closing date for Applications	Area Committee Meeting	Chair
Lower Wye	23 rd May	15 th June	Councillor Ann Webb AnnWebb@monmouthshire.gov.uk 07816678948
Central Monmouthshire	31 st May	22 nd June	Councillor Susan White SusanWhite@monmouthshire.gov.uk 01600712611
Bryn y Cwm	20 th June	13 th July	Councillor Douglas Edwards DouglasEdwards@monmouthshire.gov.uk 07954292398
Sevenside	27 th June	20 th July	Councillor David Evans DavidEvans2@monmouthshire.gov.uk 01291420354

This application form is to be used to submit an application for the Area Committees capital grant scheme. Each Area Committee has a total of £5,000 to be awarded.

a

1 Contact name (if applying on behalf of a group)

b

1c Contact address

 Post Code

1

d Contact e-mail address

1

e Registered address if applying on behalf of a group

 Post Code

1f Your position in the group

1

g Daytime telephone Number

If you are successful with your application we will pay the grant award directly into your bank account, in order to do this please provide the following details

1h Name of Account Holder

1i Account Number

1j Sort Code

1k Bank Name and address

Section 2 - Tell us about your group

2

a What category does your project fall into (please tick)

- Nobody is left behind
- People are confident, capable and involved
- Our county thrives
- Maintaining locally accessible services

2

b Please provide a brief description of the activities that your group undertake.

We involve volunteers to maintain a grade II historic garden which is a rare survival of an 18th century town garden, a green oasis in the middle of Monument. The volunteers raise money to care for the garden by lectures, workshops, theatre & musical performances, historic and educational events

2c In What year was the group founded?

1997

2

d Are you a registered charity

No

If yes, please provide registered number

~~1997~~

2

e If your application is related to sport is the team a member of / or affiliated to a registered body

- Yes
- No

If yes which one

Section 3 - Tell us about the community activity that you wish to support

3a How much are you applying for?

£ 5,000.00

3b Are you applying for, or receiving funding from another source?

Heritage Lottery Fund

Yes No

3c Please explain what the grant will be used for

Restoring and conserving a historic (Grade II) landscape
Restore the Nelson Memorial parkway with the seats Nelson sat on in 1802, repair historic hot wall & plant with espaliered trees
Install disabled w.c to improve visitor facilities

3d How will your project benefit your local community

To help locals learn about heritage by being involved in lectures, tours, workshops, to develop their knowledge on Nelson as a historic figure in Monmouth, help volunteers to develop skills in maintaining a historic garden, it will become accessible as a venue for schools, businesses & provide a community space, and it is an important tourist attraction in Monmouth

Section 4

Please tick here to confirm that you have read and accepted the Grant Selection Criteria

Signed on behalf of (if you applying on behalf of a group)

Helena V. Gerrist

Signature

HELENA J. GERRIST

Date

13th May 2016

Please return completed forms to the Chairperson of the area committee that you are making the grant application to either at the above e-mail or by post to:

Monmouthshire County Council, Usk County Hall, Rhadyr, Usk, Monmouthshire. NP15 1GA

[REDACTED]

Email. [REDACTED]

13th May 2016

Dear Area Committee Grant Committee.

The Nelson Garden in Monmouth – project to restore and interpret the garden and provide increased visitor access

The Nelson Garden Preservation Trust, a non-profit making organization is applying to the Heritage Lottery Fund for a grant to restore and interpret the historic fabric of this important garden as well as creating new visitor facilities. The work this entails costs of approximately £100,000 and I am writing to you as in order to be able to deliver this project we need to secure match funding in excess of £20,000. Your financial assistance would make a real difference to our chances of being able to achieve this important project. The Nelson Garden is an important Georgian town garden in Monmouth and with its significant links to Nelson and Lady Hamilton offers a unique tourist attraction.

The Nelson garden occupies a unique historical site in Monmouth in that it lies over the 3 metres

deep front ditches of a Pre-Flavian Roman fort of the middle 50's AD – probably the earliest in Wales. This was followed by the Roman industrial town named as Blestium in a 3rd century Roman road book called the *Antonine Itinerary*. It also stands on the southern defences of the 11th century Norman town. This ancient town garden was the site of a Real Tennis court in the 17th century and a bowling green by 1718, then a viewing platform for horse races, and Admiral Lord Nelson visited here on 19th August 1802, when it was the Town Clerk's garden.

The present Nelson Garden is a rare survival of an 18th century town garden, a green oasis in the middle of Monmouth, with significant links to Lord Nelson and Emma Hamilton. It is a registered historic garden (Grade II) and contains a fine early 19th century pavilion together with the seat which Nelson sat on in 1802 to take refreshments (listed Grade II*) After many years of neglect the garden is now at risk through long-term deterioration of its fabric.

The aim of the project is firstly to restore and conserve the historic fabric of the garden. This would include repair of a rare 18th century hot wall (and then to plant espalier fruit trees thereby restoring it to it's original use) repair of the memorial pavilion and seat, and replacement of its lost historic features (urns), repair of metalwork – iron posts, chains and railings bordering the paths, and replacement of stone edging to the pool and degraded entrance door. This will give the garden a new lease of life and revive interest in its heritage

The second aim of the project is to encourage more people to engage and learn about Nelson by setting up a Nelson Heritage Trail linking the garden and the Nelson Museum in Monmouth (with its renowned collection of Nelson Memorabilia) and the Kymin (the Roundhouse where Nelson breakfasted and admired the views and the Naval Temple built in honour of sixteen admirals) so that they are partners with the Nelson Garden. At the same time as launching the Nelson Heritage Trail we would hold an Exhibition in Monmouth on Nelson to bring the project to the wider community and visitors to the area. We would invite HLF officers, Mayor, Town Councillors and our newly launched "Friends of the Nelson Garden" to this exhibition. We would build a disabled w.c. in a discreet location behind the bothy to improve facilities so that visitors, schools, volunteers could develop their knowledge of Nelson's involvement with Monmouth and enjoy workshops, lectures, tours, historical performances, drama and concerts in the garden. We would involve volunteer gardeners with the upkeep and opening of the site to the public during the summer months. This would enable them to learn new skills about management of a historic garden and the planting and care of appropriate plants to the period of the garden. The garden will then become accessible as a venue for local people, community groups, schools and businesses to use for events and social occasions, which will benefit the local economy and make Monmouth a better place to live. We would open the garden for the National Gardens Scheme and Heritage Open Doors weekend.

I am enclosing our garden brochure together with your completed application form and would be delighted to answer any questions you may have. We would be most grateful for any grant you can offer and would of course acknowledge your support in any future publicity and interpretation.

We are putting in our application on 27th May and need to have in principle offer of match funding in place by that date so we hope to hear back from you as soon as possible.

Yours sincerely,

A handwritten signature in blue ink that reads "Helena J. Gerrish". The signature is written in a cursive style with a large initial 'H' and 'G'.

Helena J Gerrish
Co-Ordinator of HLF Grant for the Nelson Garden
Preservation Trust.



Project Enquiry Form

Summary

What is the title of your project?

In no more than 15 words, please choose a title which you think best describes your project.

New Life for the Nelson Garden

Reference number

[REDACTED]

Date received

15/02/2016

Section One - Your Organisation

1a Name and address of your organisation

Name of your organisation NELSON GARDEN PRESERVATION TRUST

Address line 1

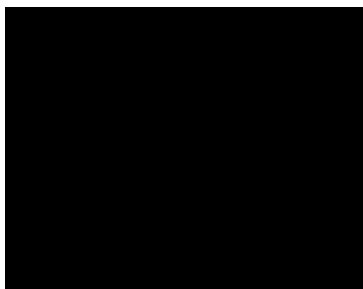
Address line 2

Address line 3

Town / city

County

Postcode



1b Details of main contact person

Name Helena Gerrish

Position Historic Garden Advisor and Trustee

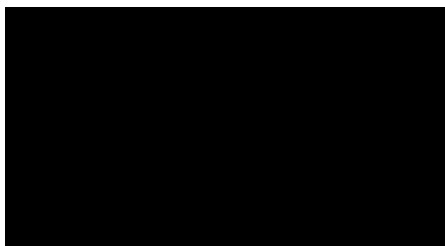
Is the address of the main contact person the same as the address in 1a?

Yes

Daytime phone number, including area code

Alternative phone number

Email address



1c Are you a not for profit organisation?

Yes

Please tell us the type of your organisation.

A Preservation Trust set up in 1997 .to restore the Nelson Garden in Monmouth

1d Where did you hear about the Heritage Lottery Fund? Please pick from list or specify below.

HLF website

Section Two - The Heritage

2a What is the heritage that your project will focus on?

The Nelson Garden occupies an unique historical site in Monmouth in that it lies over the 3 metre deep front ditches of a Pre-Flavian Roman fort of the middle 50's AD - probably the earliest in Wales. This was followed by the Roman industrial town named as Blestium in a 3rd century Roman road book called the 'Antonine Itinerary'. It also stands on the southern defences of the 11th century Norman town. This ancient town garden was the site of a Real Tennis court in the 17th century and a bowling green by 1718, then a viewing platform for horse races. Admiral Lord Nelson and Sir William and Lady Hamilton were entertained here on 19th August 1802. when it was the Town Clerk's garden.

The present Nelson Garden is a rare survival of an 18th century town garden, a green oasis in the middle of Monmouth, with significant links to Lord Nelson and Emma Hamilton. It is a registered historic garden (Grade II) and contains a fine mid-19th century Memorial pavilion (listed Grade II*) affording a clear view to the Kymin Hill crowned by the Naval Temple. The pavilion contains the seat on which Nelson sat in 1902 to take refreshments.

After many years of neglect the garden is now at risk through long-term deterioration of its fabric.

Section Three - Your Project

3a Is the address of your project the same as the address of your organisation?

No

Enter the address of your project.

Address line 1

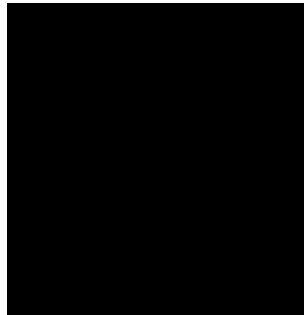
Address line 2

Address line 3

Town / city

County

Postcode



3b Describe what your project will do.

The aim of this project is firstly to restore and conserve the historic fabric of the garden. This would include repair of a rare 18th century hot wall and then to plant espalier fruit trees thereby restoring it to its original use, major structural repair of the pavilion and seat and replacement of its lost historic features, for example, urns crowning the parapet, repair of metalwork - original iron posts, chains and railings bordering the paths, upgrading of stone edging to the pool and replacing of the degraded entrance door. This will give the garden a new lease of life and sustain interest in its heritage.

The second aim of the project is to encourage more people to engage and learn about Nelson by setting up a Nelson Heritage Trail linking the garden and Nelson Museum in Monmouth (with its renowned collection of Nelson memorabilia) and The Kymin owned by the National Trust (the Roundhouse where Nelson breakfasted and admired the views and the Naval Temple built in 1800 in honour of sixteen admirals) so that they are partners with the Nelson Garden. At the same time as launching the Nelson Heritage Trail we would hold a Nelson exhibition in Monmouth (Back to Trafalgar Exhibition which was shown at various venues in Kent in 2005 to celebrate Nelson's bicentenary of the Battle of Trafalgar and Nelson's Death and which has never been shown in Monmouthshire). We would invite HLF officers, Mayor, Town Councillors and our newly launched 'Friends of the Nelson Garden' to this exhibition which would bring the project to the wider community and tourists to the area.

Thirdly we would build a disabled w.c. in a discreet location beside the Gardeners Bothy, probably over the footprint of a former gardeners lavatory, to improve visitors facilities. This would attract visitors, and enable schools and garden volunteers to enjoy environmental workshops, garden lectures, tours, Nelson related historical performances, theatre productions and concerts in the garden. It would improve access to the garden so we would open more regularly and it could be used a social venue for local people, community groups, schools and businesses. This would benefit the local economy and make Monmouth a better place to live.

We would involve volunteer gardeners with the upkeep and opening of the site to the public during the summer months. This would enable them to learn new skills about the management of a historic garden and the planting and care of appropriate plants to the period of the garden. We would open the garden for the National Gardens Scheme and Heritage Open Doors weekend.

Section Four - Project Management

4a When do you expect your project to start and finish?

Autumn 2016 to Spring 2018

Section Five - Project Costs

5a How much is your project likely to cost? If you know, tell us what the major costs are likely to be.

£95,000 to £100,000. We already have just over £3,000 earmarked for pavilion repairs from local grants and donations

- 1) Repair to rare 18th century hot wall and planting of espalier trees together with an interpretation panel explaining the composition of the wall and how it works
- 2) Essential structural repair to Grade II* pavilion and replacement of its lost historic features e.g. urns on the roof
- 3) Provide a disabled toilet together with all services (drains and electricity)
- 4) Repair of the historic fabric of the garden, metalwork, railings, stone surround to the pool and new entrance doorway
- 5) Employ a project officer

5b How much are you likely to ask for from us?

£95,000

Please use the button below if you would like to attach any documents, such as images, to your form.

ANNUAL ACCOUNTS

NELSON GARDEN PRESERVATION TRUST

RECEIPTS AND PAYMENTS ACCOUNT - Year ended 31 August 2015

RECEIPTS	2015 £	2014 £
Community Events	108.60	168.20
Donations	2,342.45	500.00
Grants	1,500.00	2,500.00
NGPT Events	665.70	769.00
Friends of Nelson Garden	165.00	0.00
Visitors	301.93	347.30
Private Hire	50.00	50.00
Miscellaneous	145.00	0.00
TOTAL RECEIPTS	5,278.68	4,334.50
PAYMENTS		
Gardening expenses	119.40	146.13
Insurance	483.25	536.01
Maintenance	14.28	57.66
Miscellaneous	1,727.01	100.71
NGPT Events	375.41	226.09
Publicity	209.00	12.00
Restoration work	0.00	3,221.00
Improvements	661.00	0.00
Short-term loans	0.00	2,000.00
Tools	0.00	89.00
TOTAL PAYMENTS	3,589.35	6,388.60
Net Receipts/Payments	1,689.33	(2,054.10)
Bank Balance at 1 September 2014	2,599.96	4,654.06
Bank Balance at 31 August 2015	4,289.29	2,599.96

B J Atkins

Mrs B J Atkins
Treasurer

Date: 5/10/15



Mr Geoff Quinn
External Examiner

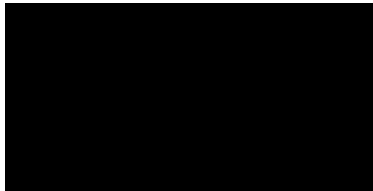
Date:

LETTER OF SUPPORT



14th April 2016

Helena Gerrish,



Dear Helena,

Nelson Garden Preservation Trust application for a grant from Our Heritage, Heritage Lottery Fund

I am writing in my capacity as President of the Welsh Historic Gardens Trust to warmly and enthusiastically lend my support to the application by the Nelson Garden Preservation Trust for funding from the Our Heritage scheme of the Heritage Lottery Fund. I understand that the amount applied for will be in the order of £80,000.

The Nelson Garden, in the heart of Monmouth, is a historic garden of great interest and rarity, as recognised by its inclusion on the Register of Historic Parks and Gardens of Special Historic Interest in Wales (Grade II). As a Georgian and Regency period town garden it survives more or less intact, complete with its original walls, path layout, flowerbeds and lawn. Its centrepiece is a remarkable summerhouse dating to the 1820s. The garden has strong historical associations with Lord Nelson and Emma Hamilton, who were entertained to tea in an earlier summerhouse (whose footings remain) in the garden.

There are two main motivations for the Trust's application to the Our Heritage scheme. The first is to secure the future of the garden by repairing and renovating the fabric of the garden. The second is to greatly increase public access. Public access, enjoyment and understanding of the garden lies at the heart of the application. In order to achieve this public facilities need to be put in place. This entails the conversion and extension of an existing small building in the garden to a public toilet (including disabled). Without grant aid from the Our Heritage scheme it will not be possible adequately to repair the fabric or to have greater public access to the garden.

The Welsh Historic Gardens Trust, a voluntary body whose core aim is to secure the future of the historic parks and gardens of Wales, and for Wales, gives its wholehearted support to this excellent project.

Yours sincerely,

Elisabeth Whittle, MA, FSA

President, Welsh Historic Gardens Trust

NELSON GARDEN PROJECTED BUDGET



HOLLAND HERITAGE

Cost Item	Potential cost (ex VAT)
Archaeology (eg Monmouth Archaeology)	£2,000
Ecology (eg Anthony Jellard)	£2,000
Disabled loo including services to JT's design rather than timber shed	£20,000
Topographical survey	£1,000
Quantity Surveyor	£1,000
Structural engineer	£1,000
Interpretation (design and production)	£5,000
Joiner (urns and door)	£5,000
Repair of Hot Wall	£20,000
Repairs to Pavilion	£10,000
Timber conservator / replica seat	£2,500
Pond	£2,500
Project Management (up to point of HLF decision)	£2,800 *
Architects fees outline schedule of repairs / Health and Safety management / sketch proposals	£8,500
Planning fees (pre-app & application)	£270 *
Building Control fees	£465 ?
Sub -total	£84,035
VAT @ 20% on £80,965 (* = items not eligible for VAT)	£16,193
Total costs	£100,228



Area Committee Grant

2016 Application Form

Area Committee	Closing date for Applications	Area Committee Meeting	Chair
Lower Wye	23 rd May	15 th June	Councillor Ann Webb AnnWebb@monmouthshire.gov.uk 07816678948
* Central Monmouthshire	31 st May	22 nd June	Councillor Susan White SusanWhite@monmouthshire.gov.uk 01600712611
Bryn y Cwm	20 th June	13 th July	Councillor Douglas Edwards DouglasEdwards@monmouthshire.gov.uk 07954292398
Severnside	27 th June	20 th July	Councillor David Evans DavidEvans2@monmouthshire.gov.uk 01291420354

This application form is to be used to submit an application for the Area Committees capital grant scheme. Each Area Committee has a total of £5,000 to be awarded.

Section 1 - Contact Information

1a	Applicants name/group name	USK BAPTIST CHURCH/ COFFEE 'SADP'
1b	Contact name (if applying on behalf of a group)	BARBARA HUGHES
1c	Contact address	[REDACTED]
		[REDACTED] Post Code
1d	Contact e-mail address	[REDACTED]
1e	Registered address if applying on behalf of a group	[REDACTED]
		[REDACTED] Post Code
1f	Your position in the group	CHURCH SECRETARY
1g	Daytime telephone Number	[REDACTED]

If you are successful with your application we will pay the grant award directly into your bank account, in order to do this please provide the following details

1h	Name of Account Holder	[REDACTED]
1i	Account Number	[REDACTED]
1j	Sort Code	[REDACTED]
1k	Bank Name and address	[REDACTED]

Section 2 - Tell us about your group

2a What category does your project fall into (please tick)

- Nobody is left behind
- People are confident, capable and involved
- Our county thrives
- Maintaining locally accessible services

2b Please provide a brief description of the activities that your group undertake.

WE HAVE AN OPEN COFFEE 'SHOP' EVERY TUESDAY, WHERE ANYONE CAN COME IN, FEEL WELCOMED ENJOY REFRESHMENTS AND 'HAVE PEOPLE WHO' ARE WILLING TO TALK AND/OR HELP WITH PROBLEMS - IF NEEDED. NO FORMAL CHARGE BUT A DONATION BOX IS PROVIDED.

2c In What year was the group founded?

2012

2d Are you a registered charity

YES - ACTUAL CHURCH IS

If yes, please provide registered number

234665 - CHARITIES REGULATORY No
 X 72373 - Churches Ref. No

2e If your application is related to sport is the team a member of / or affiliated to a registered body

- Yes
- No

If yes which one

Section 3 - Tell us about the community activity that you wish to support

3a How much are you applying for?

£ 2000

3b Are you applying for, or receiving funding from another source?

Yes No

3c Please explain what the grant will be used for

- a) NEW CHAIRS FOR TABLES ALREADY BOUGHT - FROM DONATIONS CHAIRS THAT ARE SUITABLE FOR ALL AGE GROUPS AND ABILITIES.
- b) NEW FLOOR COVERING - ON CLEANLINESS AND SAFETY ISSUES
(WE HAVE A '5' RATING FOR FOOD HYGIENE)

3d How will your project benefit your local community

WE HAVE ABOUT FIVE PEOPLE WHO COME INTO THE VULNERABILITY CATEGORY - AUTISTIC SPECTRUM, MILD DEMENTIA, THESE AND OTHER OLDER PEOPLE COME WEEKLY, AND ALTHOUGH NOT REGULAR CHURCH MEMBERS ARE HAPPY AND MADE TO FEEL COMFORTABLE IN THIS ENVIRONMENT.

Section 4

Please tick here to confirm that you have read and accepted the Grant Selection Criteria



Signed on behalf of (if you applying on behalf of a group)

Signature

Barbara Hughes

Date

18th May, 2016

Please return completed forms to the Chairperson of the area committee that you are making the grant application to either at the above e-mail or by post to:

Monmouthshire County Council, Usk County Hall, Rhadyr, Usk, Monmouthshire. NP15 1GA



USK BAPTIST CHURCH

Minister: Rev'd Paul Baxter, BD

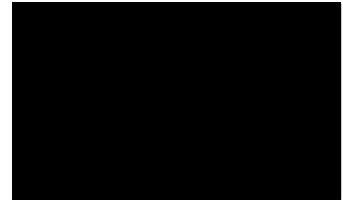
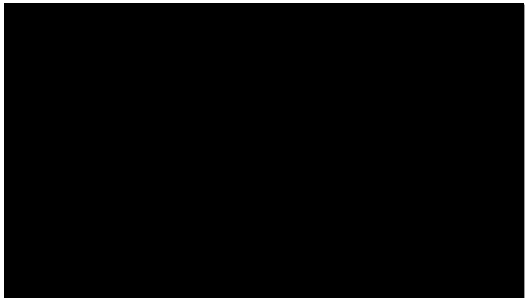
3 Conigar Cres, Usk, Monmouthshire, NP15 1RX

Bank statement enclosed
to accompany Area Grant
Application form for

Coffee Shop @ Usk Baptist Church.

~ omitted by mistake

Barbara Hughes



Your Community Account

At a glance

01 – 31 Mar 2016

Date	Description	Money out £	Money in £	Balance £
1 Mar	Start Balance			3,563.17
	Cheque issued [REDACTED]	31.20 ✓		3,531.97
	Direct Debit to BT Group PLC [REDACTED] [REDACTED]	50.00 ✓		3,481.97
	Standing order from [REDACTED] [REDACTED]		30.00 ✓	3,511.97
2 Mar	Direct Debit to SWALEC [REDACTED] [REDACTED]	28.00 ✓		3,483.97
4 Mar	Standing order from [REDACTED] [REDACTED]		20.00 ✓	3,503.97
	Deposit [REDACTED]		572.00 ✓	4,075.97
8 Mar	Standing order [REDACTED] [REDACTED]		25.00 ✓	4,100.97
11 Mar	Standing order [REDACTED] [REDACTED]		20.00 ✓	4,120.97
	Deposit [REDACTED]		491.50 ✓	4,612.47
14 Mar	Standing order to [REDACTED]	1,340.00 ✓		3,272.47
15 Mar	Deposit re [REDACTED]		462.00 ✓	3,734.47
18 Mar	Standing order to [REDACTED]	600.00 ✓		3,134.47
	Standing order from [REDACTED] [REDACTED]		20.00 ✓	3,154.47
22 Mar	Deposit re [REDACTED]		182.33 ✓	3,336.80

Start balance	£3,563.17
Money out	£2,908.20
▶ Commission charges	£0.00
▶ Tax paid	£0.00
Money in	£2,862.83
▶ Gross interest received	£0.00
▶ Net interest received	£0.00
End balance	£3,517.80



Continued



Area Committee Grant

2016 Application Form

*Llanishen Hall 25th 5-16
Suzelyn Hickling*

Area Committee	Closing date for Applications	Area Committee Meeting	Chair
Lower Wye	23 rd May	15 th June	Councillor Ann Webb AnnWebb@monmouthshire.gov.uk 07816678948
Central Monmouthshire	31st May	22 nd June	Councillor Susan White SusanWhite@monmouthshire.gov.uk 01600712611
Bryn y Cwm	20 th June	13 th July	Councillor Douglas Edwards DouglasEdwards@monmouthshire.gov.uk 07954292398
Sevenside	27 th June	20 th July	Councillor David Evans DavidEvans2@monmouthshire.gov.uk 01291420354

This application form is to be used to submit an application for the Area Committees capital grant scheme. Each Area Committee has a total of £5,000 to be awarded.

Section 1 - Contact Information

1a	Applicants name/group name	Llanishen Village Hall Management Committee
1b	Contact name (if applying on behalf of a group)	Jocelyn Hickling
1c	Contact address	[Redacted]
1d	Contact e-mail address	[Redacted]
1e	Registered address if applying on behalf of a group	[Redacted]
1f	Your position in the group	Chairman
1g	Daytime telephone Number	[Redacted]

If you are successful with your application we will pay the grant award directly into your bank account, in order to do this please provide the following details

1h	Name of Account Holder	[Redacted]
1i	Account Number	[Redacted]
1j	Sort Code	[Redacted]
1k	Bank Name and address	[Redacted]

Section 2 - Tell us about your group

2a What category does your project fall into (please tick)

- Nobody is left behind
- People are confident, capable and involved
- Our county thrives
- Maintaining locally accessible services

2b Please provide a brief description of the activities that your group undertake.

Provision of a village/ community hall serving the 3 parishes of Llanishen, Trellech Grange and Llanfihangel Tor y Mynydd with the object of improving the conditions of life for the said inhabitants.
Provides weekly facilities for Children through Softplay Sessions, Youth club and Art Clubs.
Adult user groups include: Sewing Group, Pantomime and drama, Fitness classes, Pottery/ Art and soft mat indoor bowls.
Local community events are hosted such as Skittles Evenings, Quiz nights, Parties, Barbeques, Seasonal Celebrations, Musical and Theatrical Events, Seminars etc.
Fundraising Events.

Hall is available also to the community and the wider community for hire for Parties, Meetings, Seminars and Conferences, Weddings and Funerals.
Also used as a polling station.
Has been used for conference and presentation facility by various organisations including Monmouthshire CC who have had regular bookings to deliver Staff Training

2c In What year was the group founded?

2d Are you a registered charity

If yes, please provide registered number

2e If your application is related to sport is the team a member of / or affiliated to a registered body

- Yes
- No

If yes which one

Section 3 - Tell us about the community activity that you wish to support

3a How much are you applying for?

3b Are you applying for, or receiving funding from another source?

Yes No

3c Please explain what the grant will be used for

We require funding to enable the purchase of 100 stackable conference style chairs plus trolleys for ease of storage for the Main Hall and a further 20 plastic stackable chairs for our activity rooms. Our current chairs were donated from another Village Hall when it closed and are now old and in bad repair and accordingly are diminishing in number. Due to their age, the upholstered conference chairs no longer comply with modern fire retardant regulations which creates a risk for us. The wooden chairs in the activity rooms are now beginning to fall apart and several have been lost this year due to them being unrepairable. The chairs need to be stackable on trolleys to enable them to be easily stored and manoevered around the Hall by the Volunteers who organise the events. The attached sample information taken from the internet demonstrate the chairs and trolleys we are looking to acquire which calculate at approx. £45 per chair for the upholstered chairs and approx. £15 per plastic chair.

3d How will your project benefit your local community

Enable us to continue providing current community based activities but also assist us in expanding the type of events that we can offer to local residents. The Hall is frequently used by local user groups and for larger events such as Pantomime and Theatre performances. Comfortable seating will enable us to encourage more local people to take part in such events and to make the experience of those persons attending better.

New fire retardant chairs will enable us to bring ourselves properly up to date with the latest regulations in respect of furniture and thus help us to safeguard our premises and decrease risk as a result of fire damage thus protecting our facility for the future. The current conference chairs are bulky and heavy and are difficult to store. This makes it very difficult for volunteers to get them up and down from the storage mezzanine. As most of the work is carried on by volunteers it is important to have equipment and furniture that is easy to handle and move around.

Enable us to expand our hire capabilities to organisations outside of the community in order to raise funds to assist with the running costs of the premises and in order to subsidise and support our local user groups and activities. We have hired the Hall for Weddings, meetings and seminars and it is important for us to be able to offer a facility that also looks aesthetically pleasing in addition to being purely functional.

Section 4

Please tick here to confirm that you have read and accepted the Grant Selection Criteria

Signed on behalf of (if you applying on behalf of a group)

Llanishen

Village Hall
Management
Committee

Signature



Date

25/05/2016

Please return completed forms to the Chairperson of the area committee that you are making the grant application to either at the above e-mail or by post to:

Monmouthshire County Council, Usk County Hall, Rhadyr, Usk, Monmouthshire. NP15 1GA

Grant Selection Criteria

Please read this section carefully before completing your application

Eligibility Criteria:

- Be a group or individual acting for the wider benefit of the local community
- The group must operate within the geographical boundary of the Area Committee which it is applying to.

- All applications will be considered by the local Area Committee and successful applicants will be notified by e-mail with any details of restrictions or conditions.
- Successful applicants will be required to evidence details of spend when requested.

And a project must

- Support one of the 4 priorities identified in 2a.
- Must address a community issue or support a local community initiative
- Provide benefits to the local community
- Where a local Whole Place plan exists the project should support one of the locally identified priorities.

Exclusions

Excluded Groups

- Groups other than community, self-help and voluntary groups.
- Groups which use their surplus for the benefit of an individual or business
- Overseas charities – The grants are intended to support local communities

Application Process

- Uncompleted applications will not be considered.
- Any applications that do not meet the eligibility criteria will not be considered.

Excluded Activities

- Non- community projects – A group does not have to be a charity to apply, however any project supported must benefit a local community within the geographical

boundary of Monmouthshire County Council.

- Ongoing running costs -- Grants will not be awarded for ongoing running costs or maintenance. Applications must be for one off investments, purchases within the categories outlined in 2a.
- Religious worship -- Applications from religious bodies will only be considered if there is a wider benefit to the local community.
- Core activities of statutory services -- Statutory services seeking grants for core activities such as library books or essential hospital equipment is excluded. However applications relating to special projects for the benefits of local communities will be considered.
- Political activity -- Applications to support fundraising, campaigning or any other activity associated with any political party will not be accepted.
- Individual sponsorship -- Applications to support individuals will not be accepted.
- Multiple applications -- Only one application per person/organisation may be supported in a financial year.

Grant Terms & Conditions

The terms and conditions below set out the relationship between Monmouthshire County Council (MCC) and you as an individual or group. If you have any questions or would like help please contact the Area Committee Chair, the details of which are below.

MCC can ask you for extra information to support your application.

- The amount we provide is final and we will not increase it if you overspend or have worked out your costs incorrectly.
- If you do not spend all the grant provided, you must return any unspent money to us within six months of receipt of the grant.
- MCC will not be responsible for any expenditure (on assets, equipment or your project) you have incurred before

you receive our letter / e-mail confirming details of the grant provided.

- From time to time, MCC may use your name and address in any publicity about the grant. We may also choose to advertise the award of the grants on our website, in the press or social media, please advise if you are unwilling to agree to this.
- If requested, successful applicants must agree to provide a report on how the community grant was used and the benefits experienced by the local community as a result.
- MCC can ask you to return the grant in full if we find out that you have used it for a purpose other than set out in your application.
- The Area Committees decision on your application is final and they may choose not to answer any of your questions about the decision.
- MCC may withhold all or part of the grant, or recover all or part of any payment from you. If we discover that:
 - you have broken any part of this agreement;
 - any information in the application form or a supporting document was incorrect or misleading;
 - your group or the project ends for any reason
 - the grant was awarded on the basis of match funding which is withdrawn or is not achieved.

Guidelines for a successful application

Please read the application form carefully and seek assistance if required before completing and submitting your application. Your application will be considered by the Area Committee in your geographical area.

1. Applications must be received by the closing date indicated on page 1 of this form.
2. If you require any guidance or assistance in completing this form,

please contact the Area Committee Chair as listed on page 1. They can be contacted on the details below.

3. You must supply a copy of audited accounts alongside your application. If these are not available you must provide a copy of your most recent bank statement.
4. Please feel free to supply any additional information which you feel is relevant to and will support your application.

You can hand write your application (you can get copies at your local hub) or download a copy of the form at Monmouthshire County Councils website. Please return completed forms to the chairperson of the relevant area committee as indicated on the cover page. Alternatively send them by post to the relevant Councillor at

Monmouthshire County Council. Usk County Hall, Rhadyr, Usk, Monmouthshire. NP15 1GA

Closing dates and contact information

Area Committee	Closing date for Applications	Area Committee Meeting	Chair
Lower Wye	23 rd May	15 th June	Councillor Ann Webb AnnWebb@monmouthshire.gov.uk 07816678948
Central Monmouthshire	31 st May	22 nd June	Councillor Susan White SusanWhite@monmouthshire.gov.uk 01600712611
Bryn y Cwm	20 th June	13 th July	Councillor Douglas Edwards DouglasEdwards@monmouthshire.gov.uk 07954292398
Severnside	27 th June	20 th July	Councillor David Evans DavidEvans2@monmouthshire.gov.uk 01291420354

If you are not sure which Area Committee you should be applying to, the members of each area committee are as follows

Area Committee	County Councillors	Contact details can be found at following link
Lower Wye	David Dovey Dimitri Batrouni Graham Down Peter Farley Bob Greenland Phyl Hobson Phil Murphy Armand Watts Ann Webb (Chair)	http://democracy.monmouthshire.gov.uk/mgCommitteeMailingList.aspx?ID=150
Central Monmouthshire	Peter Clarke Debby Blakebrough Geoff Burrows Ruth Edwards Liz Hackett Pain Bob Hayward Penny Jones Val Smith Brian Strong Alan Wintle Sue White (Chair)	http://democracy.monmouthshire.gov.uk/mgCommitteeMailingList.aspx?ID=152
Bryn y Cwm	Ralph Chapman Douglas Edwards (Chair) James George Roger Harris Martin Hickman Giles Howard Simon Howarth Dave Jones Bryan Jones	http://democracy.monmouthshire.gov.uk/mgCommitteeMailingList.aspx?ID=151

Area Committee Grant Application Form 2016

	Sara Jones Paul Jordan Maureen Powell John Prosser Kevin Williams	
Severnside	Jessica Crook Tony Easson David Evans (Chair) Peter Fox Linda Guppy Jim Higginson John Marshall Frances Taylor Pauline Watts	http://democracy.monmouthshire.gov.uk/mgCommitteeMailingList.aspx?ID=149

Please apply to the committee that your ward member attends.

Tick list for applications;

1. Completed application form
2. Copies of certified accounts or most recent bank statement
3. Any supporting information, e.g. copies of quotes, match funding details

Unionen Parochial HSE

Income and Expenditure to 31st December 2015

Income

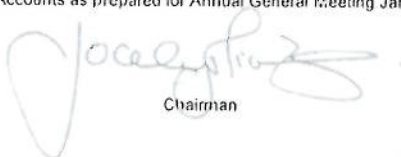
Soft Play	Parties	£1,400.00	
	Sessions	£0.00	
	Replacement Food	£0.00	
			£1,860.00
Workshop	Parties	£570.00	
			£570.00
Hire of Hall	Private	£4,717.50	
			£4,717.50
Club Income	Youth Clubs	£1,221.77	
	Circuits and Yoga	£680.00	
	Art	£500.00	
	Bowling	£277.50	
	Sewing Club	£255.00	
			£2,934.27
Bar	Sales	£2,956.70	
			£2,956.70
Other	Furniture Extrenal Hire	£50.00	
	Events	£518.55	
	Grants	£933.00	
			£1,531.55
	Total Recorded Income		£14,660.03

Expenditure

Utilities	Water	£257.50	
	O.I	£667.50	
	Electric	£2,052.00	
	Internet	£66.94	
	Telephone	£201.16	
			£3,525.19
Rates	Rates	£108.00	
			£108.00
Rent	Head Rent to MCC	£178.00	
			£178.00
Insurance	Insurance	£990.10	
			£990.10
Maintenance	Cleaning and Consumables	£415.00	
	Pest Control	£460.00	
	General Maintenance	£3,092.73	
	Grounds Maintenance	£756.00	
			£5,624.53
Bar	Supplies	£2,974.37	
			£2,974.37
Sundries	Sundries	£1,150.43	
PRS	Certificate	£173.72	
Youth Club	Sundries	£57.73	
			£1,381.88
	Total Expenditure		£14,782.07
	Net Profit/Loss		£127.96

Statement of Accounts as prepared for Annual General Meeting January 2016.

Signed:



Chairman

This site uses cookies to enhance your experience. By using our site you agree to our use of cookies. [Read more about cookies](#) X



Chair trolley+20 basic conference chair

Art. No. 137991

Package deal: chair trolley complete with 20 basic conference chairs.

Stackable conference chairs with a black upholstered seat and back and a metal frame available with either an alu lacquer or chromed finish. The chairs are equipped with coupling brackets for joining them into neat rows, ideal for talks or meetings etc.

- Seat: H 460 x W 440 x D 500 mm
- Overall chair size: H 760 x W 530 x D 500 mm
- Trolley with chairs: H 1200 x L 900 x W 600 mm

STAND:

Aluminium grey Black Chrome

[Click here for Art. No. and full product list.](#)

1 **£899.00**
Excl. VAT

More information

Package deal: chair trolley complete with 20 basic conference chairs.

Stackable conference chairs with a black upholstered seat and back and a metal frame available with either an alu lacquer or chromed finish. The chairs are equipped with coupling brackets for joining them into neat rows, ideal for talks or meetings etc.

- Seat: H 460 x W 440 x D 500 mm
- Overall chair size: H 760 x W 530 x D 500 mm
- Trolley with chairs: H 1200 x L 900 x W 600 mm

Product specifications

Colour:	Black
Material:	Fabric
Backrest height (mm):	760
Seat width (mm):	440
Seat depth (mm):	500
Seat height (mm):	460
Stand:	Aluminium grey, Black, Chrome

Similar products



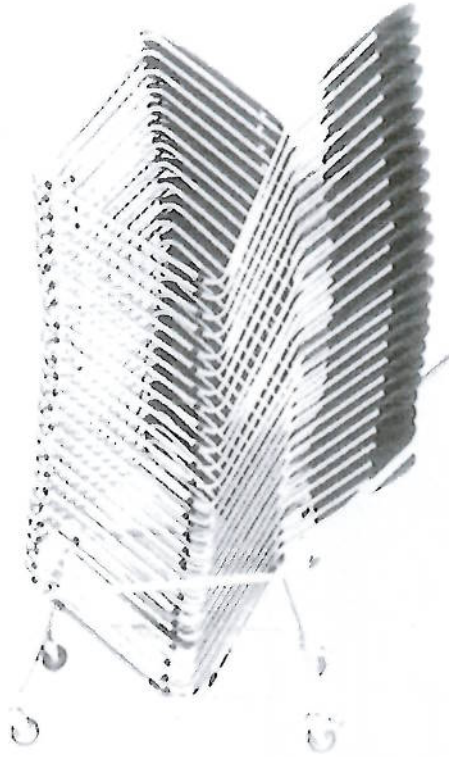
Robust conference chair

From **£45.00**



Chair trolley + 20 robust conference chairs

From **£949.00**



Raglan Village Hall
31st May
Kirstey Pope



monmouthshire
sir fynwy

Area Committee Grant

2016 Application Form

Area Committee	Closing date for Applications	Area Committee Meeting	Chair
Lower Wye	23 rd May	15 th June	Councillor Ann Webb AnnWebb@monmouthshire.gov.uk 07816678948
Central Monmouthshire	31 st May	22 nd June	Councillor Susan White SusanWhite@monmouthshire.gov.uk 01600712611
Bryn y Cwm	20 th June	13 th July	Councillor Douglas Edwards DouglasEdwards@monmouthshire.gov.uk 07954292398
Severnside	27 th June	20 th July	Councillor David Evans DavidEvans2@monmouthshire.gov.uk 01291420354

This application form is to be used to submit an application for the Area Committees capital grant scheme. Each Area Committee has a total of £5,000 to be awarded.

Section 1 - Contact Information

1a	Applicants name/group name	Raglan Village Hall and Recreation Association
1b	Contact name (if applying on behalf of a group)	Kirstie Pope
1c	Contact address	[Redacted] [Redacted] [Redacted]
1d	Contact e-mail address	[Redacted]
1e	Registered address if applying on behalf of a group	[Redacted] [Redacted] [Redacted]
1f	Your position in the group	Treasurer
1g	Daytime telephone Number	[Redacted]

If you are successful with your application we will pay the grant award directly into your bank account, in order to do this please provide the following details

1h	Name of Account Holder	[Redacted]
1i	Account Number	[Redacted]
1j	Sort Code	[Redacted]
1k	Bank Name and address	[Redacted]

Section 2 - Tell us about your group

2a What category does your project fall into (please tick)

- Nobody is left behind
- People are confident, capable and involved
- Our county thrives
- Maintaining locally accessible services

2b Please provide a brief description of the activities that your group undertake.

<p>Raglan Village Hall and Recreation Association :</p> <ul style="list-style-type: none"> • works to improve the availability, quality and use of community facilities in the village of Raglan. To date we have worked with Monmouthshire County Council to refurbish the Old Church School, improve the disabled access, provide toilet facilities, and our volunteers have painted the hall using paint donated by a local organisation. • manages the Old Church School as the village hall for the community, in partnership with Monmouthshire County Council which owns the building. Use of the hall has increased since this arrangement started in January 2016. As well as ensuring the continued availability of the hall for existing users, Yoga and Taka Hiro classes have started and a cycling group regularly visits. We plan to attract more new activities and services to Raglan. • will continue to consult with the ward's 2000 inhabitants to fully understand the needs of the community During the most recent consultation in 2015 we received and analysed responses to over 400 responses to questionnaires from residents. When asked about the types of services and activities they felt were most needed in the village, our adult survey respondents told us: <ul style="list-style-type: none"> ○ Healthcare – 76% ○ Social activities – 93% ○ Training courses (adult learning, IT access etc) – 75% ○ Mental health/wellbeing courses – 56% ○ Community café – 83% ○ Older people support – 62% ○ Library – 82% RVHA is actively seeking funding to build a new facility in the village to be able to meet the needs of the residents, but will work to improve access to services and activities in the current facility where possible.

2c In What year was the group founded?

2d Are you a registered charity Yes

If yes, please provide registered number

2e If your application is related to sport is the team a member of / or affiliated to a registered body

<input type="checkbox"/>	Yes
<input checked="" type="checkbox"/>	No

If yes which one

Section 3 - Tell us about the community activity that you wish to support

3a How much are you applying for? £1068.01

3b Are you applying for, or receiving funding from another source? Yes No

3c Please explain what the grant will be used for

To facilitate the provision of WiFi in the Old Church School
 Once installed, the Citizens Advice Bureau will use WiFi to will provide its services to the community. Gateway Credit Union will also operate from the hall. RVHA will facilitate the provision of classes to develop IT skills. Part of the grant will be used to purchase a basic laptop. WiFi will be available to users of the hall, including customers of the community cafe. The profits from the cafe, once established, will be used to fund provision of WiFi.

Purchase equipment to facilitate the running of a Community Cafe and continue to increase the range of services/activities in the Old Church School
 RVHA has identified equipment needed to facilitate running a community cafe. We have visited other local community cafes to understand the requirements. A list of items we propose to purchase is attached. A volunteer has come forward to help organise and run the cafe and knows of others who would like to help (for personal reasons this person needs to get involved in a project and feels this is very worthwhile).

The cafe will meet the needs of the community for a space to socialise. Provision will grow so that it will be running once a week by the end of 6 months. It will meet other needs identified though consultation. It will provide access to the internet (this will encourage teenagers to use the facility), help with IT skills and using the internet, a book swap and games/puzzles. As the cafe becomes established we will seek to facilitate other services to run alongside it including access to health services eg podiatry and a youth group.

As well as extensive consultations in 2014 and 2015 (see above) the Raglan Ward also developed a Community Led Plan in 2012 as part of MCC's Rural Development Programme under Axis 3, 'Aspirational Monmouthshire'. It consulted over 480 residents and states there was overwhelming support (81% - 95%) for the development of: new indoor toilets, disabled access, modern catering kitchen, community café, IT centre/community office, library and youth group. 34% would be prepared to volunteer in a community café on weekdays and 17% on weekends; a higher percentage (41%) would be prepared to help in a community library on weekdays and 22% on weekends. RVHA is committed to developing sustainable services in the village that will be supported by the community.

3d How will your project benefit your local community

The incidence and impact of social isolation in our community will be addressed through the running of a welcoming community cafe. Individuals will be able to take part in activities with other people, sharing experiences, developing friendships and social networks

Residents will feel less loneliness and isolation by having more access to social and community activities, regardless of age and ability

Local people will be more involved in the design and delivery of services in Raglan

Local people will have increased access to a range of services from an improved public space which promote health and wellbeing, learning, and quality of life.

Section 4

Please tick here to confirm that you have read and accepted the Grant Selection Criteria

Signed on behalf of (if you applying on behalf of a group)

RVHA

Signature



Date

30 May 2016

Please return completed forms to the Chairperson of the area committee that you are making the grant application to either at the above e-mail or by post to:

Monmouthshire County Council, Usk County Hall, Rhadyr, Usk, Monmouthshire. NP15 1GA

Grant Selection Criteria

Please read this section carefully before completing your application

Eligibility Criteria:

- Be a group or individual acting for the wider benefit of the local community
- The group must operate within the geographical boundary of the Area Committee which it is applying to.

And a project must

- Support one of the 4 priorities identified in 2a.
- Must address a community issue or support a local community initiative
- Provide benefits to the local community
- Where a local Whole Place plan exists the project should support one of the locally identified priorities.

Application Process

- Uncompleted applications will not be considered.

- Any applications that do not meet the eligibility criteria will not be considered.
- All applications will be considered by the local Area Committee and successful applicants will be notified by e-mail with any details of restrictions or conditions.
- Successful applicants will be required to evidence details of spend when requested.

Exclusions

Excluded Groups

- Groups other than community, self-help and voluntary groups.
- Groups which use their surplus for the benefit of an individual or business
- Overseas charities – The grants are intended to support local communities

Excluded Activities

- Non- community projects – A group does not have to be a charity to apply, however any project supported must benefit a local community within the geographical boundary of Monmouthshire County Council.
- Ongoing running costs – Grants will not be awarded for ongoing running costs or maintenance. Applications must be for one off investments, purchases within the categories outlined in 2a.
- Religious worship – Applications from religious bodies will only be considered if there is a wider benefit to the local community.
- Core activities of statutory services – Statutory services seeking grants for core activities such as library books or essential hospital equipment is excluded. However applications relating to special projects for the benefits of local communities will be considered.
- Political activity – Applications to support fundraising, campaigning or any other activity associated with any political party will not be accepted.
- Individual sponsorship – Applications to support individuals will not be accepted.
- Multiple applications – Only one application per person/organisation may be supported in a financial year.

Grant Terms & Conditions

The terms and conditions below set out the relationship between Monmouthshire County Council (MCC) and you as an individual or group. If you have any questions or would like help please contact the Area Committee Chair, the details of which are below.

MCC can ask you for extra information to support your application.

- The amount we provide is final and we will not increase it if you overspend or have worked out your costs incorrectly.

- If you do not spend all the grant provided, you must return any unspent money to us within six months of receipt of the grant.
- MCC will not be responsible for any expenditure (on assets, equipment or your project) you have incurred before you receive our letter / e-mail confirming details of the grant provided.
- From time to time , MCC may use your name and address in any publicity about the grant. We may also choose to advertise the award of the grants on our website, in the press or social media, please advise if you are unwilling to agree to this.
- If requested, successful applicants must agree to provide a report on how the community grant was used and the benefits experienced by the local community as a result.
- MCC can ask you to return the grant in full if we find out that you have used it for a purpose other than set out in your application.
- The Area Committees decision on your application is final and they may choose not to answer any of your questions about the decision.
- MCC may withhold all or part of the grant, or recover all or part of any payment from you. If we discover that:
 - you have broken any part of this agreement;
 - any information in the application form or a supporting document was incorrect or misleading;
 - your group or the project ends for any reason
 - the grant was awarded on the basis of match funding which is withdrawn or is not achieved.

Guidelines for a successful application

Please read the application form carefully and seek assistance if required before completing and submitting your application. Your

application will be considered by the Area Committee in your geographical area.

1. Applications must be received by the closing date indicated on page 1 of this form.
2. If you require any guidance or assistance in completing this form, please contact the Area Committee Chair as listed on page 1. They can be contacted on the details below.
3. You must supply a copy of audited accounts alongside your application. If these are not available you must provide a copy of your most recent bank statement.
4. Please feel free to supply any additional information which you feel

is relevant to and will support your application.

You can hand write your application (you can get copies at your local hub) or download a copy of the form at Monmouthshire County Councils website. Please return completed forms to the chairperson of the relevant area committee as indicated on the cover page. Alternatively send them by post to the relevant Councillor at

Monmouthshire County Council. Usk
County Hall, Rhadyr, Usk,
Monmouthshire. NP15 1GA

Closing dates and contact information

Area Committee	Closing date for Applications	Area Committee Meeting	Chair
Lower Wye	23 rd May	15 th June	Councillor Ann Webb AnnWebb@monmouthshire.gov.uk 07816678948
Central Monmouthshire	31st May	22 nd June	Councillor Susan White SusanWhite@monmouthshire.gov.uk 01600712611
Bryn y Cwm	20 th June	13 th July	Councillor Douglas Edwards DouglasEdwards@monmouthshire.gov.uk 07954292398
Severnside	27 th June	20 th July	Councillor David Evans DavidEvans2@monmouthshire.gov.uk 01291420354

If you are not sure which Area Committee you should be applying to, the members of each area committee are as follows

Area Committee	County Councillors	Contact details can be found at following link
Lower Wye	David Dovey Dimitri Batrouni Graham Down Peter Farley Bob Greenland Phyl Hobson Phil Murphy Armand Watts Ann Webb (Chair)	http://democracy.monmouthshire.gov.uk/mgCommitteeMailingList.aspx?ID=150
Central Monmouthshire	Peter Clarke Debby Blakebrough Geoff Burrows Ruth Edwards Liz Hacket Pain Bob Hayward Penny Jones Val Smith Brian Strong Alan Wintle Sue White (Chair)	http://democracy.monmouthshire.gov.uk/mgCommitteeMailingList.aspx?ID=152
Bryn y Cwm	Ralph Chapman Douglas Edwards (Chair) James George Roger Harris Martin Hickman Giles Howard Simon Howarth Dave Jones Bryan Jones	http://democracy.monmouthshire.gov.uk/mgCommitteeMailingList.aspx?ID=151

Area Committee Grant Application Form 2016

	Sara Jones Paul Jordan Maureen Powell John Prosser Kevin Williams	
Sevenside	Jessica Crook Tony Easson David Evans (Chair) Peter Fox Linda Guppy Jim Higginson John Marshall Frances Taylor Pauline Watts	http://democracy.monmouthshire.gov.uk/mgCommitteeMailingList.aspx?ID=149

Please apply to the committee that your ward member attends.

Tick list for applications;

1. Completed application form
2. Copies of certified accounts or most recent bank statement
3. Any supporting information, e.g. copies of quotes, match funding details

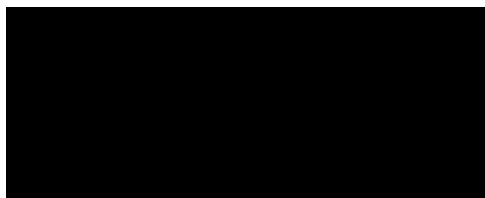
Good afternoon Kirstie,

Thank you for your call earlier I've put below the monthly and one-off costs as requested, I've also attached the order forms and service agreements.

Service	Period	Cost
Line Rental	Monthly	£12.50
Business Unlimited Broadband	Monthly	£19
Line Installation	One-Off	£50
Router	One-Off	£36
Delivery	One-Off	£5

If you require any further information please don't hesitate to contact our Business Services Team on 01608434070.

Kind regards,



The Phone Co-op Ltd
The **co-operative** phone & broadband
The **co-operative** business telecoms
The **co-operative** mobile



**SOCIAL ENTERPRISE
AWARDS 2015
UK WINNER**

The Co-operative Phone and Broadband, The Co-operative Mobile and The Co-operative Business Telecoms are all provided by The Phone Co-op Ltd; an independent consumer co-operative based in Chipping Norton and Manchester.

Registered address: 5 The Millhouse, Elmsfield Business Centre Worcester Road, Chipping Norton, Oxfordshire, OX7 5XL.
Registration number: IP28965R.

Legal Disclaimer:- Internet communications are not secure and therefore The Phone Co-op does not accept legal responsibility for the contents of this message. Any views or opinions presented are solely those of the author and do not necessarily represent those of the above organisation unless otherwise specifically stated.

All costs are inclusive of VAT

<u>Provision of WiFi in Old Church School</u>		Costs	Other Grants	Area Committee
https://business.thephone.coop/start-up-fund Start Up Fund grant of £250 for social enterprises. Apply when ordering broadband.				
- Installation	1 x £60	£60	£60	
- Router + delivery	1 x £48.20	£48.20	£48.20	
- 6 month's running costs	6 x £37.80	£226.80	£146.80	£85
Total WiFi		£335	£250	£85
Laptop - Tesco Acer 15.6" - to be available for people to use at community cafe/IT lessons. We will also seek donations of two further laptops (research on internet has shown other village halls have been successful recently approaching telecoms companies for donations)	1 x £229	£229		
Community Cafe Costs from Nisbets On-line Catering Equipment unless stated otherwise				
Vacuum pump flasks - 2.5litres	2 x £25.19	£50.38		
70 oz teapot	2 x £12.59	£25.18		
Teaspoons - Olympia budget pack 120	1 x £7.19	£7.19		
Soup spoons - Olympia Kelso pack 12	7 x £2.15	£15.05		
Mugs - Athena pack 36	1 x £33.43	£33.43		
Plastic tables, fold away legs 4ft by 2ft weight 10.7kg Will also benefit weekly art class as they are elderly and find the current old wooden tables very difficult to move	6 x £52.79	£316.73		
Table trolley (need to move furniture in and out of hall to create more space in hall for popular classes and activities)	1 x £251.99	£251.99		
Chair trolley (need as above) - www.foldingtablesuk.com - significantly cheaper than Nisbets	1 x £69.95	£69.95		
PVC gingham/polka dot wipeasy table cloths www.wipeasytablecloths.com - significantly cheaper than Nisbets	10 x £7.99	£79.90		
Amazon.co.uk - Puzzle Mates Portapuzzle Jigsaw case	1 x £18.99	£18.99		
Total other than WiFi - discount through resident's family business operating a discount scheme to social enterprises		£1097.79	£109.78	£988.01
Total		£1432.79	£359.78	£1073.01

Independent examiner's report to the trustees of Raglan Village Hall & Recreation Association

I report on the accounts of the Association for the year ended 31 December 2015, which are set out on pages 1 to 2.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that a statutory independent examination is not needed. However, the trustees have opted for a voluntary independent examination.

It is my responsibility to:

examine the accounts under section 145 of the 2011 Act

to follow the procedures laid down in the general Directions given by the commission under section 145(5)(b) of the 2011 Act

to state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the next statement.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

to keep accounting records in accordance with section 130 of the 2011 Act and

to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached



Stephen Napier A.C.A

Hodges Chambers
Crane Street
Pontypool
NP4 6LY

10 May 2016



[Redacted]		[Redacted]	
Receipts and payments accounts			
For the period from	31-Jan-15	To	31-Dec-15

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Fundraising	387	-	-	387	248
Donations	-	-	-	-	132
Grants received	-	2,000	-	2,000	-
Interest received	370	-	-	370	370
Miscellaneous	-	-	-	-	20
Help for Heroes	163	-	-	163	-
MCC Return of Capital	-	5,520	-	5,520	-
Sale of Furniture	30	-	-	30	-
Sub total (Gross income for AR)	950	7,520	-	8,470	770
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	950	7,520	-	8,470	770
A3 Payments					
Fundraising	214	-	-	214	138
Donations	10	-	-	10	-
October/November engagement exp.	-	-	-	-	419
Hall Hire	20	-	-	20	-
Insurance and license	278	-	-	278	282
Consultant	1,192	2,000	-	3,192	-
Website	-	-	-	-	36
Miscellaneous	-	-	-	-	-
Help for Heroes	163	-	-	163	-
	-	-	-	-	-
Sub total	1,877	2,000	-	3,877	875
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	1,877	2,000	-	3,877	875
Net of receipts/(payments)	- 928	5,520	-	4,592	- 105
A5 Transfers between funds	- 3,942	3,942	-	-	-
A6 Cash funds last year end	32,790	1,000	-	33,790	33,895
Cash funds this year end	27,920	10,462	-	38,382	33,790



Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash in Hand	-	-	-
	Current Account	233	5,520	-
	Savings Account	28,153	4,942	-
	Total cash funds	27,920	10,462	-

(agree balances with receipts and payments account(s))

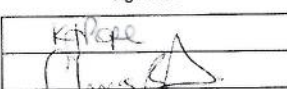

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	KIRSTINE POPE	18.5.16
	CHRIS BUTLER-DONNELL	18.5.16

