



# BRAUNSTONE TOWN COUNCIL

Serving the communities of Braunstone Town and Thorpe Astley

*Darren Tilley – Chief Executive & Town Clerk*

Braunstone Civic Centre, Kingsway, Braunstone Town, Leicester, LE3 2PP

Telephone: 0116 2890045 Fax: 0116 2824785

Email: [enquiries@braunstonetowncouncil.org.uk](mailto:enquiries@braunstonetowncouncil.org.uk)

[www.braunstonetowncouncil.org.uk](http://www.braunstonetowncouncil.org.uk)

2<sup>nd</sup> October 2024

*To: Councillor Anthea Ambrose (Chair), Councillor Rebecca Lunn (Vice-Chair), and Councillors Alex Dewinter, Andy Evans, Richard Forrest, Sam Fox-Kennedy, Satindra Sangha, Tracey Shepherd, Christiane Startin-Lorent, Marion Waterton and Mark Widdop*

Dear Councillor

You are summoned to attend a meeting of the **COMMUNITY DEVELOPMENT COMMITTEE** to be held in the Ravenhurst Room at Braunstone Civic Centre on **Thursday, 10<sup>th</sup> October 2024** commencing at **7.30pm**, for the transaction of the business as set out below.

Alternatively, members of the public may observe this meeting, and make contributions under the Public Session item, using Zoom video and web conferencing software (details below).

Join Zoom Meeting

<https://us06web.zoom.us/j/89341153923?pwd=Vo6PDwox3ubWtkluiaUHJfJBA9L954.1>

Meeting ID: 893 4115 3923

Passcode: 628122

Yours sincerely,

Chief Executive & Town Clerk

## **AGENDA**

**1. Apologies**

To receive apologies for absence.

**2. Disclosures of Interest**

To receive disclosures of Interest in respect of items on this agenda:

- a) Disclosable Pecuniary Interests,
- b) Other Interests (Non-Pecuniary).

3. **Public Participation**  
Members of the public may submit a petition and/or make representations, give evidence, or answer questions in respect of any item of business included on the agenda. At the discretion of the Chairperson, the meeting may be adjourned to give members of the public present an opportunity to raise other matters of public interest.
4. **Minutes of the Meeting held 11<sup>th</sup> July 2024**  
To confirm the accuracy of the Minutes of the Meeting held on 11<sup>th</sup> July 2024 to be signed by the Chairperson (**Enclosed**).
5. **Town Mayor's Report**  
To receive a report on the activities of the Town Mayor and any proposals for initiatives during the Civic Year (**Enclosed**).
6. **Crime Statistics**  
To receive the latest crime statistics, including comparative figures (**Enclosed**).
7. **Community Safety and Neighbourhood Policing Update**  
To receive an update from the Local Neighbourhood Police Beat team on local community safety and policing initiatives.
8. **Local Area Co-ordination**  
To receive a progress report concerning the priorities and achievements of the Local Area Co-ordination Project in Braunstone Town (**Enclosed**).
9. **Town Council Events 2025**  
To determine and Approve initial arrangements for Council organised events in 2025; including:
  - a) Thorpe Astley on the Beach;
  - b) Summer Fete; and
  - c) Apple Day
 (**Enclosed**).
10. **Outside Body Report: Braunstone West Social Centre**  
To receive reports from members of Outside Bodies:  
Braunstone West Social Centre
11. **Summary of Grant Applications**  
To receive a list of grants paid to date and applied for from external sources and to receive acknowledgements for Town Council Grants (**Enclosed**).
12. **Community Grant Applications**  
To consider Community Grant Application as follows:
 

a) Braunstone Community Life - Friday Social	£500
b) Winstanley Wizards	£500
13. **Projects to Reduce Loneliness and Isolation**  
To consider a Grant Application as follows:
 

a) Braunstone Community Life - Friday Social	£500
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**14. Financial Comparisons**

To receive Financial Comparisons for the period 1st April 2024 to 30<sup>th</sup> September 2024 (**Enclosed**).

**15. Approval of Accounts**

To consider payments from 3<sup>rd</sup> July 2024 until 1<sup>st</sup> October 2024 (**Enclosed**).

*Next Scheduled Meeting: 5<sup>th</sup> December 2024*



**NOTE:**

*CRIME & DISORDER ACT 1998 (SECTION 17) – The Council has an obligation to consider Crime and Disorder implications of all its activities and to do all that it can to prevent Crime and Disorder in its area.  
EQUALITIES ACT 2010*

*Braunstone Town Council has a duty in carrying out its functions to have due regard to:-*

- eliminate unlawful discrimination, harassment and victimisation;*
- advance equality of opportunity between different groups; and;*
- foster good relations between different groups*

*To ensure that no person receives less favourable treatment on the basis of race, disability, sex, gender re-assignment, sexual orientation, age, religion or belief, marriage or civil partnership, pregnancy or maternity.*

**BRAUNSTONE TOWN COUNCIL**

**MINUTES OF COMMUNITY DEVELOPMENT COMMITTEE**

**HELD AT BRAUNSTONE CIVIC CENTRE**

**THURSDAY 11<sup>th</sup> JULY 2024 AT 7.30pm**

**PRESENT:** Councillor Anthea Ambrose (Chair), Councillor Rebecca Lunn (Vice-Chair), and Councillors Nick Brown (substituting for Sam Fox-Kennedy) Andy Evans, Richard Forrest, Tracey Shepherd and Mark Widdop.

**Officers in attendance:** Pauline Snow, Deputy Chief Executive & Community Services Manager.

There was one member of the public present.

**17. Apologies**

Apologies for absence were received from Councillors Alex DeWinter, Sam Fox-Kennedy, Christiane Startin-Lorent and Marion Waterton.

**18. Disclosures of Interest**

There were no disclosures of any Disclosable Pecuniary or Non-Pecuniary Interests by Members.

**19. Public Participation**

In accordance with Standing Order 3.6, members of the public may attend the meeting for the purpose of submitting a petition and/or making representations, giving evidence or answering questions in respect of any item of business included on the agenda.

There was one member of the public present at the meeting. The gentleman lived in Cressida Court, Braunstone Lane, and was concerned about speeding and safety along Braunstone Lane particularly between Bidford Road and Woodshaw Rise. He stated that the speed of traffic had got worse over the years and now it was unpleasant and unsafe to be out in the front gardens. A vehicle had recently overturned in the area, due to travelling at speed.

**RESOLVED**

1. that the County Councillor for the Division be informed of the concerns raised by the resident including concerns about fading central white line on Braunstone Lane, and
2. Personal injury data for Braunstone Lane be requested from County Council.

*Reasons for Decision*

1. To enable the County Councillor for the Division to raise any relevant matters with County Highways.
2. To assess the number of accidents recorded on Braunstone Lane.

**20. Minutes of the Meeting held 16<sup>th</sup> May 2024**

The Minutes of the Meeting held on 16<sup>th</sup> May 2024 were circulated (item 4 on the agenda).

**RESOLVED** that the Minutes of the meeting held on 16<sup>th</sup> May 2024 be approved and signed by the Chairperson as a correct record.

**21. Town Mayor's Report**

The Committee received a report on the activities of the Town Mayor and any proposals for initiatives during the Civic Year (Item 5 on the agenda).

It was noted that due to a prior engagement, the Town Mayor would be officially opening the fete but was unable able to stay for the remainder of the day. The Town Mayor had requested volunteers to run his stall in his absence.

**RESOLVED** that the update on the Town Mayor's Engagements be noted.

*Reason for Decision*

*To monitor and review the effectiveness of the Town Council's community engagement activities.*

**22. Community Safety and Neighbourhood Policing Update**

The Committee received an update from the Local Neighbourhood Police Beat team on local community safety and policing initiatives.

The Police had been unable to attend the meeting and members had referred to the stabbing at Thorpe Astley and ongoing concerns with motorbikes on footpaths.

**RESOLVED**

1. that Leicestershire Police be formally requested to provide an update to the Town Council on the recent stabbing incident in Thorpe Astley, including previous reporting and action, along with any learning, and
2. that Leicestershire Police be requested to provide an update on the suggested multi-agency Problem Management Plan, concerning the illegal use of motorcycles.

*Reasons for Decision*

1. *No update had yet been received from the Police and it was appropriate to follow up on the previous letter to the Police on the subject and to ascertain whether previous reports had been acted upon accordingly and whether there was any learning for the incident.*
2. *To receive an update on the proposals outlined at the previous meeting of the Committee and to ensure that the Town Council could be included in the discussions.*

**23. Speed Sign Data**

The Committee received recent speed sign data for:

- a) Murby Way
- b) Turnbull Drive

(Item 7 on the agenda)

Following previous discussions with issues of speeding on Braunstone Lane it was

**RESOLVED**

1. that both speed activation signs be installed on Braunstone Lane and placed on approved lamp posts in the vicinity of Bidford Road and Woodshaw Rise junctions; and
2. that the speed activation reports for Murby Way and Turnbull Drive be forwarded to the Police Beat Team,

*Reasons for Decision*

1. *To ensure that any concerns of speeding on roads within the Town would be monitored and data collected.*
2. *To assist the Police with identifying where speeding was a concern in order to consider enforcements and identify particular areas of concern.*

**24. Report from Commbus**

The Chairperson welcomed Nigel Calver, (Communications Officer) and Kim Richardson, (Chair) of Commbus to the meeting to present an update on the work of the organisation.

It was reported that passenger numbers were now back to pre-covid figures except for Braunstone Town although it was noted that much of Braunstone Town was served with a good bus service.

More volunteer drivers were required to support the service and new timetables had been produced.

It was suggested that the timetables of trips be advertised in the Braunstone Life in order to reach as many residents as possible.

**RESOLVED**

1. that the update be received and noted; and
2. that the Town Council to help promote the service and publicise the need for more volunteers.

*Reasons for Decision*

1. To support needs of residents.
2. To support the mini bus with reaching potential customers and volunteers.

**25. Library – Community Engagement/involvement and social inclusion**

The Committee received an update on initiatives to develop community involvement in Braunstone Town Library and provide for social inclusion (item 9 on the agenda).

**RESOLVED** that the report be noted.

*Reason for Decision*

*To ensure that the Community Library continues to thrive and support local residents.*

**26. Summer Fete 2024**

The Committee received a progress report on arrangements for the Summer Fete 2024 (item 10 on the agenda).

It was noted that there were now 18 community group stalls booked and 22 private/commercial stalls booked.

**RESOLVED**

1. that the report be noted; and
2. that the recommendation to no longer reserve the Civic Centre rooms on the day of the Summer Fete to be used in the event of bad weather, be approved.

*Reasons for Decision*

1. To ensure that suitable events and activities be arranged for the annual Summer Fete.
2. To recognise that the Civic Centre was no longer an appropriate venue to transfer the summer fete over to in the event of bad weather and to allow the rooms to be hired out on the day of the Summer Fete and an income to be received.

## **27. Thorpe Astley on the Beach**

The Committee reflected on the event and determined whether it should be held in 2025 and if so in what form (item 11 on the agenda).

It was noted that the event at Thorpe Astley had been very successful with more people attending this year.

It was suggested that if the event was to continue each year, new activities would need to be considered to ensure the event was still attractive to attend.

### **RESOLVED**

1. that the Thorpe Astley on the Beach event be arranged in 2025 in a similar format to the 2024 event, and
2. that new attractions be considered to replace or enhance those already used at the event

#### *Reasons for Decision*

1. *The event provided a community event for Thorpe Astley and residents of Braunstone Town.*
2. *To ensure that the event remains attractive to attend and offers new activities and events for residents to enjoy.*

## **28. Tennis Coaching Sessions**

The Committee noted that the planned Tennis Coaching Sessions were cancelled due to the lack of interest and received an update on alternate proposals (item 12 on the agenda).

Alternative options for tennis coaching in September had been proposed but members felt that this was not an appropriate time of year to promote tennis coaching.

### **RESOLVED**

1. that no further tennis coaching be arranged for 2024;
2. that tennis coaching be arranged for mid-July and August in 2025 to coincide with Wimbledon,
3. that all options for promotion and publicity for the coaching sessions be considered and investigated to ensure widespread publicity.

#### *Reasons for Decision*

1. *To note that September was not a suitable time to commence tennis coaching.*



2. *To arrange tennis coaching at an appropriate time in the year to maximise interest in attending coaching sessions.*
3. *To ensure that promotion of tennis coaching reaches all residents of the Town to encourage participation.*

**29. Outside Body Report: Braunstone West Social Centre**

The Committee received no report from Councillor Rebecca Lunn for Braunstone West Social Centre.

**30. School Governing Body Reports**

The Committee received no reports from members of School Governing Bodies.

**31. Summary of Grant Applications**

The Committee received a list of grants paid and applied for from external sources between April 2024 and July 2024 (Item 15 on the agenda).

**RESOLVED** that the report be noted.

*Reason for Decision*

*To monitor progress with supporting community groups with identifying sources of funding and with the award of grants under the Council's Community Grants scheme.*

**32. Community Grant Applications**

The Committee considered Community Grant Applications which had been received (Item 16 on the agenda).

**RESOLVED** that the following grant applications be approved:

- |                           |      |
|---------------------------|------|
| a) Namaste Exercise Group | £500 |
| b) Swagat Group           | £500 |

*Reason for Decision*

*The grant applications met the scheme criteria.*

**33. Financial Comparisons**

The Committee received Financial Comparisons for the period 1st April 2024 to 30<sup>th</sup> June 2024 (item 17 on the agenda).

**RESOLVED** that the report be noted.

*Reason for Decision*

*There were no issues identified with income and expenditure to date.*

**34. Approval of Accounts**

The Committee considered payments from 8<sup>th</sup> May 2024 until 2<sup>nd</sup> July 2024 (item 18 on the agenda).

**RESOLVED** that the list of Approved Expenditure Transactions, for the period 8<sup>th</sup> May 2024 until 2<sup>nd</sup> July 2024, be approved.

*Reason for Decision*

*To authorise payments in accordance with the Accounts & Audit Regulations and the Council's Financial Regulations.*

The Meeting closed at 9.00pm.

**NOTE:**

*CRIME & DISORDER ACT 1998 (SECTION 17) – The Council has an obligation to consider Crime and Disorder implications of all its activities and to do all that it can to prevent Crime and Disorder in its area.*  
*EQUALITIES ACT 2010*

*Braunstone Town Council has a duty in carrying out its functions to have due regard to:-*

- eliminate unlawful discrimination, harassment and victimisation;*
- advance equality of opportunity between different groups; and;*
- foster good relations between different groups*

*To ensure that no person receives less favourable treatment on the basis of race, disability, sex, gender re-assignment, sexual orientation, age, religion or belief, marriage or civil partnership, pregnancy or maternity.*

*These minutes are a draft and are subject to consideration for approval at the currently proposed meeting scheduled for 10<sup>th</sup> October 2024.*

## **BRAUNSTONE TOWN COUNCIL**

### **COMMUNITY DEVELOPMENT COMMITTEE – 10<sup>th</sup> OCTOBER 2024**

#### **Item 5 – Town Mayor’s Report**

##### Purpose

To receive a report on the activities of the Town Mayor and any proposals for initiatives during the Civic Year.

##### Summary of Town Mayor’s Councillor Paul Kennedy activities until 2<sup>nd</sup> October 2024

<b>DATE/TIME</b>	<b>EVENT</b>	<b>LOCATION</b>
10 <sup>th</sup> August 2024 10.30am-4pm	Summer Fete	Mosssdale Meadows
24 <sup>th</sup> August 2024 10.45-11am	Ukraine Independence Flag raising	Civic Centre
26 <sup>th</sup> September 2024 at 8pm	Council	Civic Centre

##### Forthcoming Town Mayor’s Activities

<b>DATE/TIME</b>	<b>EVENT</b>	<b>LOCATION</b>
5 <sup>th</sup> October 10:45am- 2pm	Apple Day	Franklin Park
18 <sup>th</sup> October 2024 7-10pm	Diwali	Civic Centre
27 <sup>th</sup> October 2024 1.30-3.30 and 5-7pm	Children’s Halloween Disco	Thorpe Astley Community Centre
Monday 11 <sup>th</sup> November 10:45- 11:15am	Armistice Day	Civic Centre Memorial Garden
Saturday 16 <sup>th</sup> November 11am-3pm	Christmas Craft Fair	Civic Centre

##### Town Mayor’s Chosen Charity

Councillor Paul Kennedy has chosen to support Prostate Cancer UK for his Charity this forthcoming year.

1 in 8 men get prostate cancer. Prostate Cancer UK support our dads, brothers, partners and friends by raising awareness, funding lifechanging research, campaigning for change and providing much needed support.

**Summary of Crimes in Braunstone This Year**

12 Months Ending Jun 2024

Per 1000 head

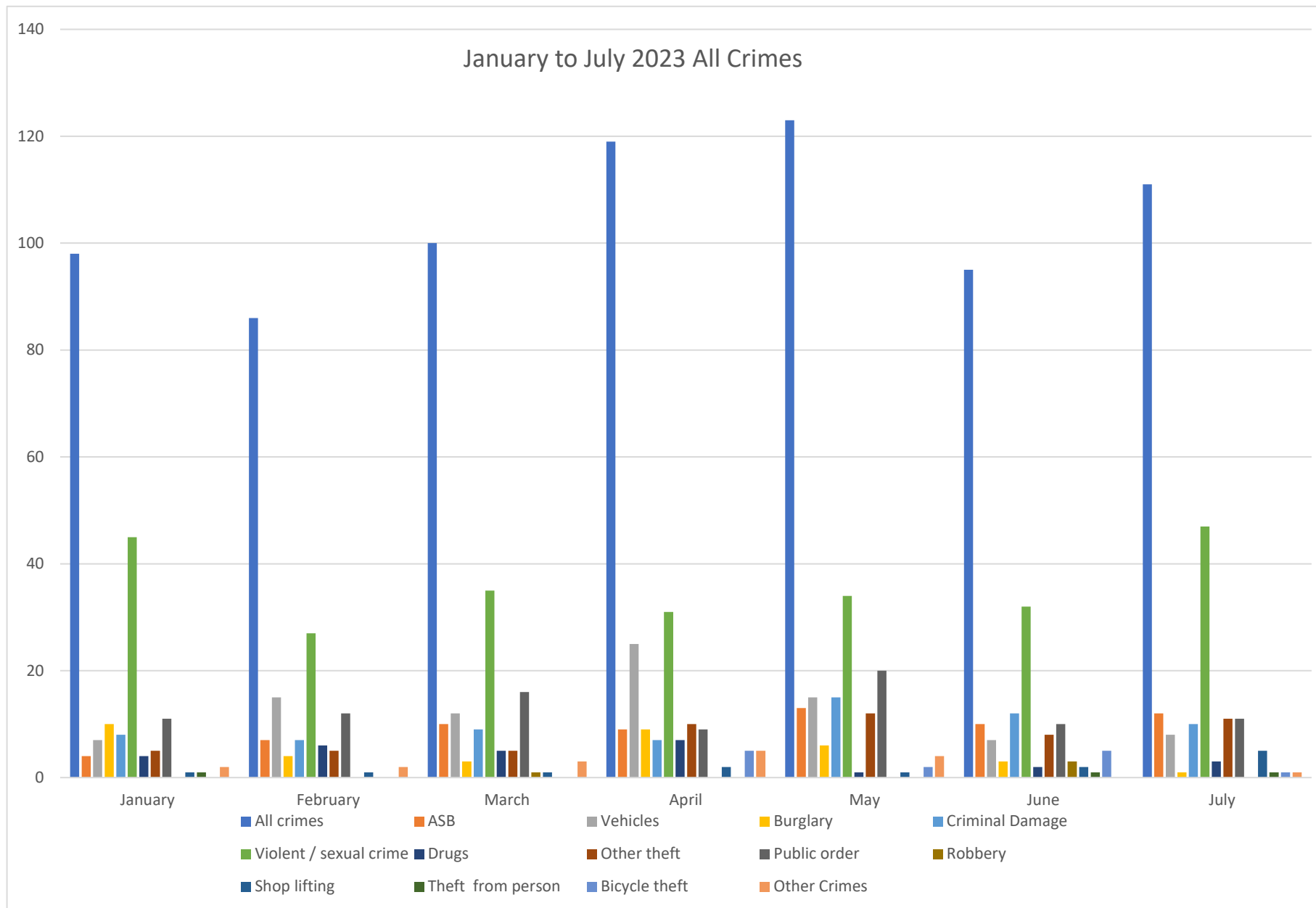
	<b>Braunstone</b>	<b>Leicestershire</b>	
<b>Crime</b>	<b>Count</b>	<b>Count</b>	<b>Rate Difference</b>
Anti-Social Behaviour	96	8,048	23% safer
Bicycle Theft	6	1,466	74% safer
Burglary	80	4,871	6% more dangerous
Criminal Damage and Arson	119	9,917	22% safer
Drugs	28	3,318	45% safer
Other Crime	27	2,119	17% safer
Other Theft	106	8,649	20% safer
Possession of Weapons	7	963	53% safer
Public Order	109	11,365	38% safer
Robbery	11	820	13% safer
Shoplifting	27	5,673	69% safer
Theft From the Person	5	825	61% safer
Vehicle Crime	159	6,486	59% more dangerous
Violence and Sexual Offences	462	40,006	25% safer

2023	All crimes	ASB	Vehicles	Burglary	Criminal Damage	Violent / sexual crime	Drugs	Other theft	Public order	Robbery	Shop lifting	Theft from person	Bicycle theft	Other Crimes
January	98	4	7	10	8	45	4	5	11	0	1	1	0	2
February	86	7	15	4	7	27	6	5	12	0	1	0	0	2
March	100	10	12	3	9	35	5	5	16	1	1	0	0	3
April	119	9	25	9	7	31	7	10	9	0	2	0	5	5
May	123	13	15	6	15	34	1	12	20	0	1	0	2	4
June	95	10	7	3	12	32	2	8	10	3	2	1	5	0
July	111	12	8	1	10	47	3	11	11	0	5	1	1	1
August	124	13	14	4	14	47	2	6	10	2	6	1	1	4
September	91	5	16	4	10	38	1	7	9	1	0	0	0	0
October	101	3	14	10	14	36	2	7	8	1	3	0	0	3
November	100	6	14	19	10	31	2	7	8	0	1	0	0	2
December	93	7	11	9	9	35	3	8	8	1	0	1	0	1
<b>TOTAL</b>	<b>1241</b>	<b>99</b>	<b>158</b>	<b>82</b>	<b>125</b>	<b>438</b>	<b>38</b>	<b>91</b>	<b>132</b>	<b>9</b>	<b>23</b>	<b>5</b>	<b>14</b>	<b>27</b>
<b>CHANGE</b>	<b>-14%</b>	<b>-21.5%</b>	<b>-16%</b>	<b>-4.65%</b>	<b>-10%</b>	<b>-12.5%</b>	<b>Not recorded last year</b>	<b>Not recorded last year</b>	<b>Not recorded last year</b>	<b>Not recorded last year</b>	<b>Not recorded last year</b>	<b>Not recorded last year</b>	<b>Not recorded last year</b>	<b>Not recorded last year</b>

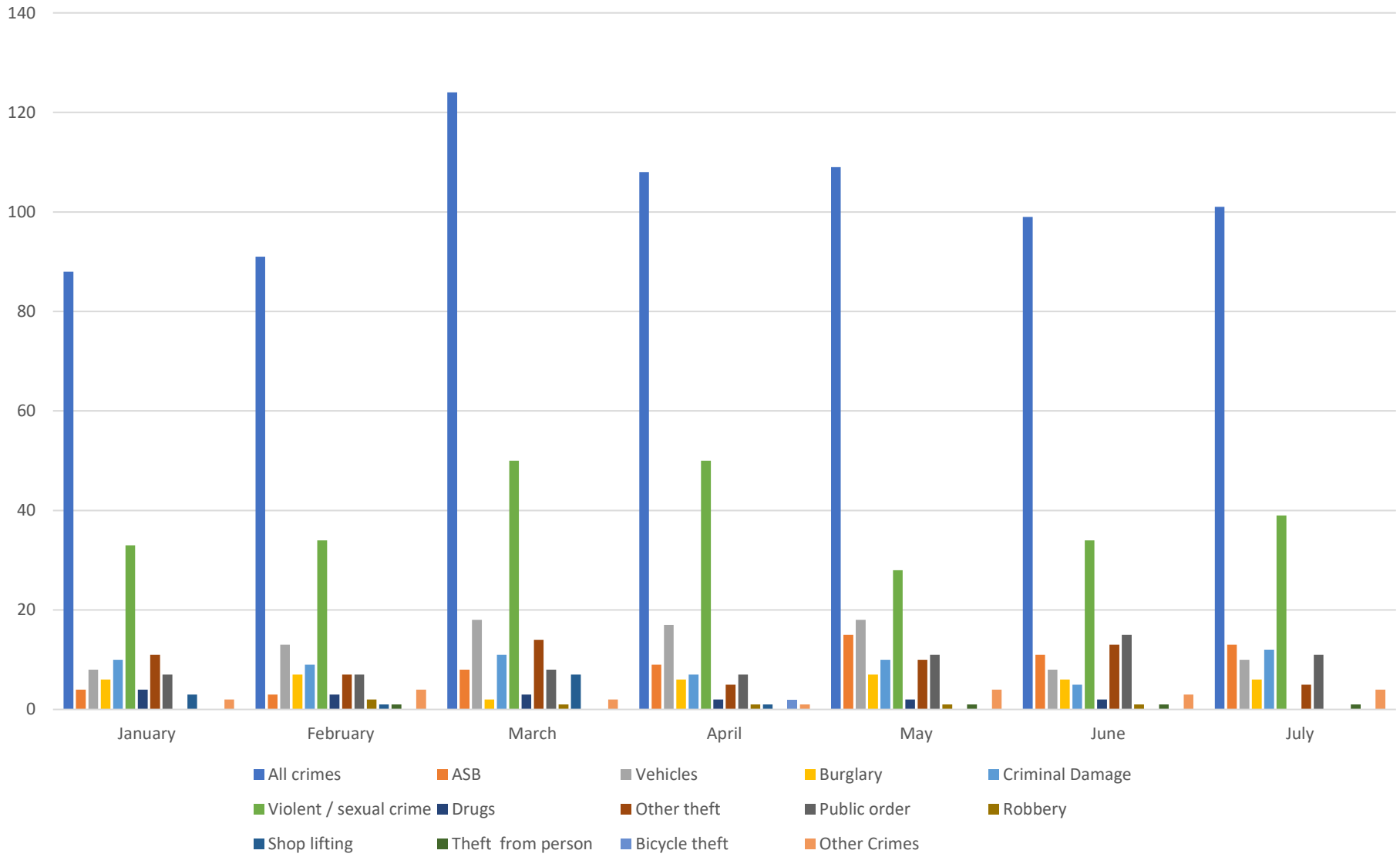
The Committee has only received figures for the top 5 crimes in past years but last year the Committee asked that all crime figures be included in the report so a direct comparison between 2022 and 2023 for recorded for some categories cannot be shown but will be included in the first 7 months of the 2024 report

<b>2024</b>	<b>All crimes</b>	<b>ASB</b>	<b>Vehicles</b>	<b>Burglary</b>	<b>Criminal Damage</b>	<b>Violent / sexual crime</b>	<b>Drugs</b>	<b>Other theft</b>	<b>Public order</b>	<b>Robbery</b>	<b>Shop lifting</b>	<b>Theft from person</b>	<b>Bicycle theft</b>	<b>Other Crimes</b>
January	88	4	8	6	10	33	4	11	7	0	3	0	0	2
February	91	3	13	7	9	34	3	7	7	2	1	1	0	4
March	124	8	18	2	11	50	3	14	8	1	7	0	0	2
April	108	9	17	6	7	50	2	5	7	1	1	0	2	1
May	109	15	18	7	10	28	2	10	11	1	0	1	0	4
June	99	11	8	6	5	34	2	13	15	1	0	1	0	3
July	101	13	10	6	12	39	0	5	11	0	0	1	0	4
August														
September														
October														
November														
December														
<b>TOTAL</b>	<b>720</b>	<b>63</b>	<b>92</b>	<b>40</b>	<b>64</b>	<b>268</b>	<b>16</b>	<b>65</b>	<b>66</b>	<b>6</b>	<b>12</b>	<b>4</b>	<b>2</b>	<b>20</b>
<b>CHANGE</b>	<b>-1.65%</b>	<b>-3.10%</b>	<b>+3.3%</b>	<b>+11.10%</b>	<b>-6%</b>	<b>+6.8%</b>	<b>+16.5%</b>	<b>+16%</b>	<b>-26%</b>	<b>+50%</b>	<b>-7%</b>	<b>+33.33%</b>	<b>-84.5%</b>	<b>+17.6%</b>

Comparison figures between January and July 2024 compared to the same period last year 2023



January to July 2024 All Crimes





## **Local Area Coordination report**

Dear all,

Please see below a short report which outlines some of the work I have undertaken since the last Community Development meeting I attended in May.

During this time, I have had 42 introductions to new residents that have come through a range of services such as Adult Social Care, Age UK, VASL (Support for Carers), Blaby District Resident Support, and Alzheimer's Society. Other introductions have happened organically with residents that I have met at groups and events within local community. I have also had many encounters with residents where we have had a conversation and I have offered information, but there has not been any need for ongoing support.

There continues to be a good range of social groups thriving within the community, being accessed by a large number of residents. I have heard many positive comments from individuals about how much they benefit from attending these groups, and how grateful they are for the opportunity to get out of the house, socialise with others, and feel part of a support network. This perfectly demonstrates the importance of strong, well-connected communities and the positive effect that it can have on people's lives.

I have been supporting multiple projects to help residents and groups by making connections, being present at events, and being a part organising a range of opportunities. Please see some examples and updates below:

**Culture to You:** This initiative brings original art works, museum artifacts and creative workshops to community groups and individual residents, with the intention to help reduce social isolation, promote wellbeing, encourage conversations and creative thinking, and engage with people who might not usually have easy access to such things. I have begun to connect this project with a few groups and local residents, and have already witnessed the huge benefits and enjoyment that it brings.

**Restore Sessions:** Following the heart-breaking incident in Braunstone Town, these sessions provide residents who may have been effected with a safe place to talk about their concerns, ask questions, and access support from a range of services. This has been set up in partnership with Hannah Williams, Neighbourhood Mental Health Lead, and gives us the opportunity to interact with residents and discover what would be most valuable to them at this time and moving forwards into the colder months.

**Local Council Events:** I was thrilled to attend the Braunstone Town Summer Fete at Mossdale Meadows and enjoyed talking with known and new residents. I also look forward to attending Apple Day, offering information and support to any residents who wish to engage with me. I also look forward to supporting Lin Burrows and all of those involved in the Knitting Bomb for Christmas – it is great to see so many events being hosted that help to bring the community together.

**Community Fridge:** I am aware that there has been a large gap left for many residents who used to access the Community Fridge at St Crispin's Church. I have been in conversation with various people who are keen to contribute in getting this back up and running, and I am hopeful that the Community Fridge will be able to open again before Christmas, potentially at a new location. I will continue to provide Pauline with updates surrounding this.

Many thanks for taking the time to read this report and I hope to see you all again soon.

If you have any questions or would like to get in touch, please see my contact details below.

kindest regards,

Kristi Trown

**Local Area Coordinator**

Braunstone Town / Thorpe Astley / Leicester Forest East  
Public Health, Leicestershire County Council

07704 222 174

[Kristi.Trown@leics.gov.uk](mailto:Kristi.Trown@leics.gov.uk)



**BRAUNSTONE TOWN COUNCIL**  
**COMMUNITY DEVELOPMENT COMMITTEE**

**10<sup>th</sup> October 2024**

**Item 9 – Town Council Events 2025**

**Purpose**

To determine and approve initial arrangements for Council organised events in 2025; including:

- a) Thorpe Astley on the Beach
- b) Summer Fete; and
- c) Apple Day

**Background**

- a) Thorpe Astley on the Beach  
The committee received an update on 11<sup>th</sup> July regarding the Thorpe Astley on the Beach event that took place on 8<sup>th</sup> June 2024 and the committee agreed to host the event in a similar format in 2025. It is proposed that the provisional date for Thorpe Astley on the Beach 2025 event be Saturday 7<sup>th</sup> June 2025.
- b) Summer Fete  
The Town Council's Summer Fete was held on Saturday 10<sup>th</sup> August 2024 and was a successful event despite the early rain. There were plenty of activities, stalls and food for all the family to enjoy along with go karts, alpacas and a climbing wall. It is proposed that the Summer Fete event be arranged for 2025 on the same format as 2024 with a provisional date of Saturday 9<sup>th</sup> August 2025.
- c) Apple Day  
The Town hosted Apple Day 2024 on Saturday 5<sup>th</sup> October 2024. It is proposed that the event is arranged on the same format for 2025 with a provisional date of Saturday 27<sup>th</sup> September.

**Recommendations**

- 1. that the report be noted; and
- 2. that the recommendation for the events for 2025 and provisional dates be approved.

**Reason**

- 1. To ensure that suitable events and activities be arranged on the Town Council's Parks and Open Spaces.
- 2. To ensure that events can be arranged and promoted in a timely.

**GRANT APPLICATIONS 1<sup>st</sup> April 2024 – 31<sup>st</sup> March 2025**  
**BRAUNSTONE TOWN COUNCIL GRANTS**

All Grants are awarded by the Council's Community Development & Social Inclusion Service for a period of 12 months.

<b><u>GROUP</u></b>	<b><u>PURPOSE OF GRANT</u></b>	<b><u>WHEN</u></b>	<b><u>AMOUNT</u></b>	<b><u>OUTCOME</u></b>	<b><u>PAID</u></b>
Ratby Band (Daytime Band)	Music, transport, refreshments, decorations for D-Day event (Approved under Delegated Authority 19/4/2024)	April 2024	£200	Approved	£200
Braunstone Athletic FC	To purchase new goal posts	May 2024	£500	Approved	£500
Punjabi Cultural Society	To cover costs for Vaisakhi event – room hire, refreshments and speakers	May 2024	£500	Approved	£500
3 <sup>rd</sup> Braunstone Brownies	To help towards cost of Brownie Pack Holiday	May 2024	£500	Approved	£500
3 <sup>rd</sup> Braunstone Rainbows	To help towards cost of Rainbow Pack Holiday	May 2024	£150	Approved	£150
Namaste Exercise Group	Exercise class tutor and day trips	July 2024	£500	Approved	£500
Swagat Group	Exercise class tutor and events	July 2024	£500	Approved	£500
Braunstone Community Life	Weekly Drop-in session to cover room hire, food, drink etc	Sept 2024	£500	Pending	£500
Winstanley Wizards	Support and fund table tennis league team entry fees	Sept 2024	£500	Pending	£500
				<b>TOTAL</b>	<b>£2850</b>

**EXTERNAL GRANTS APPLIED FOR**

<b><u>GROUP</u></b>	<b><u>PURPOSE OF GRANT</u></b>	<b><u>WHEN</u></b>	<b><u>AMOUNT</u></b>	<b><u>OUTCOME</u></b>
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**BRAUNSTONE TOWN COUNCIL**

Serving the communities of Braunstone Town and Thorpe Astley

*Darren Tilley – Chief Executive & Town Clerk*

Braunstone Civic Centre, Kingsway, Braunstone Town, Leicester, LE3 2PP

Telephone: 0116 2890045 Fax: 0116 2824785

Email: [enquiries@braunstonetowncouncil.org.uk](mailto:enquiries@braunstonetowncouncil.org.uk)

[www.braunstonetowncouncil.org.uk](http://www.braunstonetowncouncil.org.uk)

**CRITERIA FOR COMMUNITY GROUP GRANTS**

**INTRODUCTION**

Braunstone Town Council makes small grants available to various organisations, including organisations involving young people, to assist their work.

The aims are to:-

- **Encourage the formation of new community groups leading to the provision of a wider range of services at local level and that particularly fill current gaps in service provision.**
- **Assist with the recruitment of new members to existing groups**
- **Support existing groups to provide new services, equipment and running costs**

The Town Council can also advise on funding from other sources and will encourage and assist community groups in making applications for funding from other sources.

**APPLICATION CRITERIA**

- Grant applications are invited from non-profit making organisations.
- Grant applications will only be considered from groups whose principal activities are for the benefit to Braunstone Town residents.
- Grants may be used to pay for equipment, transport costs, hire of rooms, guest speakers, training, education workshops for young people etc. for groups responding to local needs and community life up to a maximum of £500.
- Projects for young people must directly benefit young people in areas such as the arts, sports, improvement to health or awareness of the environment.
- A breakdown of costs will be required for each item in your application. All expenditure must be itemised.
- Funding may be full or part cost of the event or project. The final decision on the amount of the grant is at the sole discretion of the Town Council
- The Council will expect the group to show that it is making some contribution to the costs from their own efforts through fundraising or charges to its members.
- The Council will give favorable consideration to groups that have applied for funding from other organisations (i.e. Blaby District Council, Leicestershire County Council, Lottery Funding etc)

- Where a significant number of the group's members are not residents of Braunstone Town, the Council reserves the right to reduce the maximum grant available
- Please specify a specific amount for your grant – if you do not specify a figure the application may be refused
- Groups will be asked to provide details of past applications and funding granted by the Town Council
- A copy of the most recent Bank Statement and previous year's audited accounts will be required. In the case of new groups, a budget indicating expected annual income and expenditure can be provided. Funds for an approved grant will be released on receipt of confirmation of a bank account set up in the name of the community group.
- A copy of the group's constitution will be required and this must be submitted with all applications
- Grant applications will **not** be put through to the Community Development Committee for consideration unless all documentation is present and the application form is fully completed. Please note that even if you have already submitted documents for previous applications, documents must always be included with each application.
- Deadlines for grant applications are available from Customer Services or from the Town Council Website. If missing documentation for an application is not received before the deadline for each committee meeting the application will be rejected and will need to be resubmitted along with required documentation for a future committee meeting to consider.
- If you wish to discuss your application and documentation before submission, please contact Customer Services at Braunstone Civic Centre, telephone 0116 2890045 or [enquiries@braunstonetowncouncil.org.uk](mailto:enquiries@braunstonetowncouncil.org.uk) and a pre-booked meeting can be arranged with the Deputy Chief Executive & Community Services Manager. Please note that all meetings must be booked in advance and are not available on a drop-in basis.

**GRANT APPLICATION COVER SHEET****APPENDIX A****Community Groups**

<b>GROUP</b>	Braunstone Community Life	
<b>PROJECT</b>	Weekly drop-in sessions to reduce isolation and loneliness to cover room hire, insurance, food, drink etc.	
<b>AMOUNT REQUESTED</b>	£500	
<b>MEMBERSHIP</b>	<b>Membership Numbers</b>	25/30
	<b>Braunstone Town residents?</b>	24/27
<b>PURPOSE OF GRANT</b>	<b>Purpose of grant matches criteria?</b>	yes
<b>PROJECT COSTS</b>	<b>Comments</b>	No problems
<b>INCOME</b>	<b>Balances with project costs?</b>	Yes
	<b>Comments on other grants</b>	Other grants applied for and group has contributed to costs
	<b>Amount requested from Braunstone Town Council?</b>	£500
<b>PREVIOUS APPLICATIONS</b>	<b>YES / NO</b>	Yes
	<b>How much?</b>	D-Day grant May 2024 £200
<b>REQUIRED DOCUMENTATION</b>	<b>All received as required?</b>	yes
	<b>Documents not included and reason for not including</b>	
<b>SIGNATURE</b>	<b>Signed and date?</b>	Yes
<b>RECOMMENDATION</b>	To approve the grant	
<b>REASON</b>	Grant project matches criteria and the group has applied for other funding and contributed to the cost from their own funds.	



# BRAUNSTONE TOWN COUNCIL

Serving the communities of Braunstone Town and Thorpe Astley

Darren Tilley – Chief Executive & Town Clerk

Braunstone Civic Centre, Kingsway, Braunstone Town, Leicester, LE3 2PP

Telephone: 0116 2890045 Fax: 0116 2824785

Email: enquiries@braunstonetowncouncil.org.uk

www.braunstonetowncouncil.org.uk

## APPLICATION FOR A COMMUNITY GROUP GRANT

NAME OF GROUP BRAUNSTONE COMMUNITY LIFE

WHERE DO YOUR ACTIVITIES TAKE PLACE? CIVIC CENTRE LE3 2PP

MEMBERSHIP NUMBERS? 25/30 HOW MANY RESIDENTS ARE FROM BRAUNSTONE TOWN? 24/27  
(An estimated or actual number of members must be specified)

IS MEMBERSHIP OPEN TO ALL BRAUNSTONE TOWN RESIDENTS? Yes

WHAT ARE THE AIMS OF YOUR GROUP?

TO PROVIDE FREE OR VERY INEXPENSIVE EVENTS OPEN TO ALL RESIDENTS.

PURPOSE OF GRANT (Please ensure that the project is compatible with our criteria)

TO PROVIDE A WEEKLY 'DROP-IN' SESSION, REDUCING SOCIAL ISOLATION AND LONELINESS, PHYSICAL AND MENTAL HEALTH - AND A WARM SPACE DURING WINTER,

BREAK DOWN OF PROJECT COSTS Please give individual costs for each item	AMOUNT
CIVIC CENTRE ROOM HIRE	£2,800.00
INSURANCE	£ 196.00
FOOD/DRINK / ESSENTIAL EQUIPMENT	£ 686.00
	£
	£
	£
<b>TOTAL COSTS (Figure must match the Total Income figure below)</b>	<b>£ 3,682.00</b>

INCOME AVAILABLE FOR THIS PROJECT	AMOUNT
Your own organisation	£ 1,682.00
Other organisations/grant scheme <u>APPLIED FOR - NOT HEARD YET</u>	£ 1,000.00
Fundraising	£
Other <u>B.T.C. SOCIAL INCLUSION GRANT</u>	£ 500.00
	£
Amount requested from Braunstone Town Council up to £500	£ 500.00
<b>TOTAL INCOME (Figure must match the Total Project costs above)</b>	<b>£ 3,682.00</b>

HAVE YOU APPLIED TO BRAUNSTONE TOWN COUNCIL BEFORE FOR A GRANT YES/NO

FUNDING RECEIVED £200.00 DDAY 80  
COMMUNITY GRANT  
SOCIAL INCLUSION GRANT £500.00  
£427.52

DATE RECEIVED MAY 2024  
28/7/2023 TO FRIDAY  
14/8/2023 4 SOCIAL



The Council has an obligation to consider Crime & Disorder implications of all its activities and to do all that it can to prevent Crime & Disorder in its area. \* Will your application have a positive or negative impact on Crime Reduction, if so, please give details WE HOPE SO - POSITIVE - BREAKING THROUGH AGE BARRIERS.

**Contact details**

NAME OF CONTACT PERSON IN YOUR ORGANISATION LIN BURROWS

ADDRESS OF CONTACT PERSON [REDACTED]

BRAUNSTONE TOWN, LEICESTER POST CODE [REDACTED]

TELEPHONE [REDACTED] EMAIL [REDACTED]

**NAMES AND ADDRESSES OF COMMITTEE MEMBERS**

CHAIRPERSON LIN BURROWS, [REDACTED]

SECRETARY BNARTI CHAMPANERY, [REDACTED]

TREASURER GERALDINE SYRETT, [REDACTED]

**If a grant is agreed, your grant will be paid via BACS. A completed BACS form will be required with your application in order to process the payment**

BACS BANK DETAILS FORM ENCLOSED  NOT GIVEN TO US, WILL ASK FOR ONE.

**In order for your grant to be considered, you will need to enclose the following documentation with every application you submit**

LATEST BANK STATEMENT ENCLOSED   
CURRENT ANNUAL ACCOUNTS ENCLOSED   
GROUP CONSTITUTION ENCLOSED  } emailed to P. Snow \*

If you are unable to supply this information, please set out the reasons below

\* PRINTER BROKEN -

**DATA PROTECTION:** by applying for a grant, you agree to Braunstone Town Council collecting and processing your personal data to enable us to deal with your application and any other related service request. A copy of the Council's Data Protection Policy and our General Privacy Notice, which sets out more information about the Council's lawful basis for collecting, processing and retaining personal data, are available from Reception or the Council's website.

Signed [REDACTED] Print Name LIN BURROWS

Date 1ST SEPTEMBER 2024

If you require any assistance in completing the form please contact Pauline Snow, Deputy Chief Executive & Community Services Manager at pauline.snow@braunstonetowncouncil.org.uk or telephone 0116 2899270 to make an appointment.

## CONSTITUTION of the "BRAUNSTONE COMMUNITY LIFE" GROUP "BCL"

- 1 TITLE: The organisation shall be called "BRAUNSTONE COMMUNITY LIFE" or "BCL".
- 2 OBJECTS: To continue to organise "The List" and to help organise and assist in the organisation of any community event. To "marry" those volunteers with groups who need assistance to help at their events. To provide a group which will run various projects benefiting Braunstone Town and its residents.  
All work to be done on a voluntary basis. The Braunstone Community Life shall be a **not for profit organisation**.
- 3 MEMBERSHIP: Membership is open to anyone who wishes to volunteer their time and who has taken part in our activities in the previous two years.
- 4 THE BRAUNSTONE COMMUNITY LIFE/BCL MANAGEMENT:
- a: The Management of the BRAUNSTONE COMMUNITY LIFE/BCL shall be in the hands of the Committee comprising three elected officers.
  - b: The Officers of the BRAUNSTONE COMMUNITY LIFE Committee will consist of  
**CHAIRMAN                      TREASURER                      SECRETARY**
  - c: If an Officer shall resign or be removed from office, the members may appoint another person in place of that Officer.
  - d: If Committee in meeting feel that an Officer or Committee Member has exceeded his/her duty, or have not acted in the interest of the BRAUNSTONE COMMUNITY LIFE /BCL then that Officer or Member may, by two thirds majority vote, be removed before expiration of his/her period of office.
  - e: The working of the BRAUNSTONE COMMUNITY LIFE Committee can carry on even if there is a vacancy amongst its Officers.
- 5 POWERS: To meet the aims of the BRAUNSTONE COMMUNITY LIFE/BCL as set out in Clause Two, the Committee shall have the power to:
- a: Raise revenue from advertisements placed in the Braunstone Life and other local newspapers, and receive contributions from other lawful bodies.
  - b: Co-operate with other local charities, voluntary bodies and statutory authorities operating in furtherance of the aims or of similar charitable purposes and to exchange information and advice with them.
- 6 BRAUNSTONE COMMUNITY LIFE COMMITTEE/BCL MEETING:
- a: Members shall hold a Committee Meeting when necessary, with the date of the meeting being relayed to members two weeks prior to the meeting.
  - b: A quorum of the BRAUNSTONE COMMUNITY LIFE/BCL Committee shall comprise of at least TWO of its Officers.
  - c: The Chairman shall preside at every Committee meeting of the BRAUNSTONE COMMUNITY LIFE/BCL but if he/she cannot be present or is unwilling to act, the members shall elect one member of the Committee to preside.
  - d: At each Committee meeting there shall be on the Agenda, an item "Any Other Business", during which time a member may raise any matter connected with the organisational activities.
- 7 ANNUAL GENERAL MEETING:  
The Secretary shall notify all members of an AGM at least **twenty one days** prior to the date of the meeting. The "BRAUNSTONE COMMUNITY LIFE "shall hold its AGM during **DECEMBER** each year.

8 CONDUCT OF MEETINGS:

The members shall cause minutes to be made by the Secretary for the purpose of all appointments of Officers made by the Committee, the names of the members present at each meeting and all resolutions and proceedings of all members at all meetings.

9 VOTING:

- a: At any Committee meeting such members, except the Chairman of the meeting, will have one vote and any resolution put to the vote shall be decided on a poll demanded by (a) the Chairman or (b) by at least three full members present. All Officers have a vote.
- b: If a poll is demanded, it shall be deemed to be the resolution of the meeting and recorded in its minutes.
- c: In the case of an equality of votes, the Chairman of the meeting at which the poll is demanded, shall be entitled to a casting vote.
- d: A member who is in any way, directly or indirectly, interested in any proposals put to a BRAUNSTONE COMMUNITY LIFE/BCL Committee meeting must declare the nature of that interest at that meeting. A member may vote in respect of any proposals or arrangement in which he/she is interested and, if the member shall do so, then his/her vote will be counted.
- e: Only full members of the BRAUNSTONE COMMUNITY LIFE/BCL may vote at the Annual General Meeting and Extra Ordinary/Special Meetings.
- f: Only elected committee members and Officers may vote at Committee meetings.

10 ADMINISTRATION OF FUNDS:

- a: The Treasurer shall hold and administer the funds of the organisation as directed by a majority resolution of its Committee.
- b: Members shall cause proper books of accounts to be kept with respect to all sums of money received and expended by the BRAUNSTONE COMMUNITY LIFE /BCL each year and all matters in respect of which receipt and expenditure takes place: all sales and purchases of goods/services and the assets and liabilities of the organisation.

11 AUDIT:

The members shall cause an audit of the books and accounts of the BRAUNSTONE COMMUNITY LIFE/BCL each year and a report of the Auditors shall be put before the AGM. The Auditor shall be a person nominated by the Committee. The financial year in respect of the Braunstone Community Life shall end of the last day of **December** each year.

13 WINDING UP:

In the event of the Committee of the BRAUNSTONE COMMUNITY LIFE/BCL resolving to cease, then the assets and monies of its organisation shall be dealt with in the following manner:

- a: Three persons to be appointed as Trustees by the Committee to hold such assets and monies on the following terms:
- b: The Trustees shall first discharge all outstanding debts of the BRAUNSTONE COMMUNITY LIFE/BCL .
- c: The Trustees shall then retain such assets and monies for a period of **two years**. Monies must be kept in a Bank deposit or Building Society account, withdrawable only on the signature of two Trustees.
- d: If, during such period, members of the community desire to revive a non-profit making group, having the same, or similar objects to the BRAUNSTONE COMMUNITY LIFE/BCL, then the Trustees shall use the assets and a maximum of 25% of all monies, including any accrued interest, to assist in the establishment

- of group. When the Trustees are satisfied that such a group is being run in a responsible and proper manner, after a minimum of three months, the Trustees shall have the power to pay the whole of the remaining monies and assets to the Board or organisers of such a group.
- e: If after the two year period, the monies and assets remain unused the Trustees will then transfer the said monies and assets to one or more voluntary groups within the Braunstone Town area, for the use of the community of Braunstone Town.

## Constitution Approved and Adopted on 14<sup>th</sup> March 2018

***Alterations to the Constitution of Community Life. Approved at EGM of 28<sup>th</sup> January 2015. As the changes are throughout the document, the new constitution is reproduced below.***

### CONSTITUTION of the "BRAUNSTONE COMMUNITY LIFE" GROUP

- 1 TITLE: The organisation shall be called "BRAUNSTONE COMMUNITY LIFE".
- 2 OBJECTS: To continue to organise "The List" and to help organise and assist in the organisation of any community event. All work to be done on a voluntary basis. The Braunstone Community Life shall be a **not for profit organisation**.
- 3 MEMBERSHIP: Membership is open to anyone who wishes to volunteer their time and who has taken part in our activities in the previous two years.
- 4 THE BRAUNSTONE COMMUNITY LIFE MANAGEMENT:
  - a: The Management of the BRAUNSTONE COMMUNITY LIFE shall be in the hands of the Committee comprising three elected officers.
  - b: The Officers of the BRAUNSTONE COMMUNITY LIFE Committee will consist of  

<b>CHAIRMAN</b>	<b>TREASURER</b>	<b>SECRETARY</b>
-----------------	------------------	------------------
  - c: If an Officer shall resign or be removed from office, the members may appoint another person in place of that Officer.
  - d: If Committee in meeting feel that an Officer or Committee Member has exceeded his/her duty, or have not acted in the interest of the BRAUNSTONE COMMUNITY LIFE then that Officer or Member may, by two thirds majority vote, be removed before expiration of his/her period of office.
  - e: The working of the BRAUNSTONE COMMUNITY LIFE Committee can carry on even if there is a vacancy amongst its Officers.
- 5 POWERS: To meet the aims of the BRAUNSTONE COMMUNITY LIFE as set out in Clause Two, the Committee shall have the power to:
  - a: Raise revenue from advertisements placed in the Braunstone Life and other local newspapers, and receive contributions from other lawful bodies.
  - b: Co-operate with other local charities, voluntary bodies and statutory authorities operating in furtherance of the aims or of similar charitable purposes and to exchange information and advice with them.
- 6 BRAUNSTONE COMMUNITY LIFE COMMITTEE MEETING:
  - a: Members shall hold a Committee Meeting when necessary, with the date of the meeting being relayed to members two weeks prior to the meeting.
  - b: A quorum of the BRAUNSTONE COMMUNITY LIFE Committee shall comprise of at least TWO of its Officers.
  - c: The Chairman shall preside at every Committee meeting of the BRAUNSTONE COMMUNITY LIFE but if he/she cannot be present or is unwilling to act, the members shall elect one member of the Committee to preside.
  - d: At each Committee meeting there shall be on the Agenda, an item "Any Other Business", during which time a member may raise any matter connected with the organisational activities.
- 7 ANNUAL GENERAL MEETING: The Secretary shall notify all members of an AGM at least **twenty one days** prior to the date of the meeting. The "BRAUNSTONE COMMUNITY LIFE" shall hold its AGM during **DECEMBER** each year.
- 8 CONDUCT OF MEETINGS: The members shall cause minutes to be made by the Secretary for the purpose of all appointments of Officers made by the Committee, the names of the members present at each meeting and all resolutions and proceedings of all members at all meetings.

- 9 VOTING:
- a: At any Committee meeting such members, except the Chairman of the meeting, will have one vote and any resolution put to the vote shall be decided on a poll demanded by (a) the Chairman or (b) by at least three full members present. All Officers have a vote.
  - b: If a poll is demanded, it shall be deemed to be the resolution of the meeting and recorded in its minutes.
  - c: In the case of an equality of votes, the Chairman of the meeting at which the poll is demanded, shall be entitled to a casting vote.
  - d: A member who is in any way, directly or indirectly, interested in any proposals put to a BRAUNSTONE COMMUNITY LIFE Committee meeting must declare the nature of that interest at that meeting. A member may vote in respect of any proposals or arrangement in which he/she is interested and, if the member shall do so, then his/her vote will be counted.
  - e: Only full members of the BRAUNSTONE COMMUNITY LIFE may vote at the Annual General Meeting and Extra Ordinary/Special Meetings.
  - f: Only elected committee members and Officers may vote at Committee meetings.
- 10 ADMINISTRATION OF FUNDS:
- a: The Treasurer shall hold and administer the funds of the organisation as directed by a majority resolution of its Committee.
  - b: Members shall cause proper books of accounts to be kept with respect to all sums of money received and expended by the BRAUNSTONE COMMUNITY LIFE each year and all matters in respect of which receipt and expenditure takes place: all sales and purchases of goods/services and the assets and liabilities of the organisation.
- 11 AUDIT:
- The members shall cause an audit of the books and accounts of the BRAUNSTONE COMMUNITY LIFE each year and a report of the Auditors shall be put before the AGM. The Auditor shall be a person nominated by the Committee. The financial year in respect of the Braunstone Community Life shall end of the last day of **December** each year.
- 13 WINDING UP:
- In the event of the Committee of the BRAUNSTONE COMMUNITY LIFE resolving to cease, then the assets and monies of its organisation shall be dealt with in the following manner:
- a: Three persons to be appointed as Trustees by the Committee to hold such assets and monies on the following terms:
  - b: The Trustees shall first discharge all outstanding debts of the BRAUNSTONE COMMUNITY LIFE .
  - c: The Trustees shall then retain such assets and monies for a period of **two years**. Monies must be kept in a Bank deposit or Building Society account, withdrawable only on the signature of two Trustees.
  - d: If, during such period, members of the community desire to revive a non-profit making group, having the same, or similar objects to the BRAUNSTONE COMMUNITY LIFE, then the Trustees shall use the assets and a maximum of 25% of all monies, including any accrued interest, to assist in the establishment of group. When the Trustees are satisfied that such a group is being run in a responsible and proper manner, after a minimum of three months, the Trustees shall have the power to pay the whole of the remaining monies and assets to the Board or organisers of such a group.
  - e: If after the two year period, the monies and assets remain unused the Trustees will then transfer the said monies and assets to one or more voluntary groups within the Braunstone Town area, for the use of the community of Braunstone Town.

**Constitution Approved and Adopted on 28<sup>th</sup> January 2015**

**CONSTITUTION of the "COMMUNITY LIFE GROUP"**

- 1 TITLE: The organisation shall be called "COMMUNITY LIFE" .
- 2 OBJECTS: To organise a community picnic which will commemorate the 100<sup>th</sup> anniversary of the outbreak of World War I: to sow a permanent wildflower meadow and to plant a Memorial Copse, all within the grounds of Winstanley Community College. All work to be done on a voluntary basis. Community Life shall be a **not for profit organisation**.
- 3 MEMBERSHIP: Membership is open to anyone who wishes to volunteer their time.
- 4 THE COMMUNITY LIFE MANAGEMENT:
- a: The Management of the COMMUNITY LIFE shall be in the hands of the Committee comprising three elected officers.
  - b: The Officers of the COMMUNITY LIFE Committee will be elected at a legally constituted Annual General Meeting and will consist of:-
 

CHAIRMAN	TREASURER	SECRETARY
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  - c: If an Officer shall resign or be removed from office, the members may appoint another person in place of that Officer.
  - d: If Committee in meeting feel that an Officer or Committee Member has exceeded his/her duty, or have not acted in the interest of the COMMUNITY LIFE then that Officer or Member may, by two thirds majority vote, be removed before expiration of his/her period of office.

- e: The working of the COMMUNITY LIFE Committee can carry on even if there is a vacancy amongst its Officers.  
 f: The Committee may co-opt additional members.
- 5 POWERS: To meet the aims of the COMMUNITY LIFE as set out in Clause Two, the Committee shall have the power to:
- a: Raise revenue from advertisements placed in the Braunstone Life and other local newspapers, and receive contributions from other lawful bodies.
- b: Co-operate with other local charities, voluntary bodies and statutory authorities operating in furtherance of the aims or of similar charitable purposes and to exchange information and advice with them.
- 6 COMMUNITY LIFE COMMITTEE MEETING:
- a: Members shall hold a Committee Meeting each month, with the date of the meeting being fixed at the preceding meeting.
- b: A quorum of the COMMUNITY LIFE Committee shall comprise of at least three of its Officers.
- c: The Chairman shall preside at every Committee meeting of the COMMUNITY LIFE but if he/she cannot be present or is unwilling to act, the members shall elect one member of the Committee to preside.
- d: At each Committee meeting there shall be on the Agenda an item Any Other Business, during which time a member may raise any matter connected with the organisational activities. If, however, time does not permit a full discussion, a member may give notice of motion and the matter shall be placed on the Agenda as part of ordinary business at the next meeting.
- 7 ANNUAL GENERAL MEETING:
- The Secretary shall notify all members of an AGM at least **twenty one days** prior to the date of the meeting. The "COMMUNITY LIFE "shall hold its AGM during **March** each year.
- 8 CONDUCT OF MEETINGS:
- The members shall cause minutes to be made by the Secretary for the purpose of all appointments of Officers made by the Committee, the names of the members present at each meeting and all resolutions and proceedings of all members at all meetings. The Chairman's ruling on any matter of conduct at that meeting shall be final.
- 9 VOTING:
- a: At any Committee meeting such members, except the Chairman of the meeting, will have one vote and any resolution put to the vote shall be decided on a poll demanded by (a) the Chairman or (b) by at least three full members present. All Officers have a vote.
- b: If a poll is demanded, it shall be deemed to be the resolution of the meeting and recorded in its minutes.
- c: In the case of an equality of votes, the Chairman of the meeting at which the poll is demanded, shall be entitled to a casting vote.
- d: A member who is in any way, directly or indirectly, interested in any proposals put to a COMMUNITY LIFE Committee meeting must declare the nature of that interest at that meeting. A member may vote in respect of any proposals or arrangement in which he/she is interested and, if the member shall do so, then his/her vote will be counted.
- e: Only full members of the COMMUNITY LIFE may vote at the Annual General Meeting and Extra Ordinary/Special Meetings.
- f: Only elected committee members and Officers may vote at Committee meetings.
- 10 ADMINISTRATION OF FUNDS:
- a: The Treasurer shall hold and administer the funds of the organisation as directed by a majority resolution of its Committee.
- b: Members shall cause proper books of accounts to be kept with respect to all sums of money received and expended by the COMMUNITY LIFE each year and all matters in respect of which receipt and expenditure takes place: all sales and purchases of goods/services and the assets and liabilities of the organisation.
- 11 AUDIT: The members shall cause an audit of the books and accounts of the COMMUNITY LIFE each year and a report of the Auditors shall be put before the AGM. The Auditor shall be a person nominated by the Committee. The financial year in respect of the Braunstone Life shall end of the last day of **December** each year.

12 ALTERATION OF THE CONSTITUTION:

The constitution of the organisation shall not be altered except at an Extra-Ordinary General Meeting convened for the purpose and then only when two-thirds of the members present shall vote a ballot for such alteration. **Fourteen** days notice in writing for any proposed alteration must be given by the Secretary.

13 WINDING UP:

In the event of the Committee of the COMMUNITY LIFE resolving to cease, then the assets and monies of its organisation shall be dealt with in the following manner:

- a: Three persons to be appointed as Trustees by the Committee to hold such assets and monies on the following terms:
- b: The Trustees shall first discharge all outstanding debts of the COMMUNITY LIFE .
- c: The Trustees shall then retain such assets and monies for a period of **two years**. Monies must be kept in a Bank deposit or Building Society account, withdrawable only on the signature of two Trustees.
- d: If, during such period, members of the community desire to revive a non-profit making group, having the same, or similar objects to the COMMUNITY LIFE , then the Trustees shall use the assets and a maximum of 25% of all monies, including any accrued interest, to assist in the establishment of group. When the Trustees are satisfied that such a group is being run in a responsible and proper manner, after a minimum of three months, the Trustees shall have the power to pay the whole of the remaining monies and assets to the Board or organisers of such a group.
- e: If after the two year period, the monies and assets remain unused the Trustees will then transfer the said monies and assets to one or more voluntary groups within the Braunstone Town area, one of which should be, if possible, Winstanley Sports and Community College, for the use of the community of Braunstone Town.

**Constitution Approved and Adopted on 28<sup>th</sup> May 2014**



Mrs I. Burrows

🔒 Last logged on 27 August 24 at 09:44 AM

Braunstone Community Life

Switch business >



Your accounts ▾

< Your Accounts

TREASURERS ACCOUNT [REDACTED]  
BRAUNSTONE COMMUNITY LIFE

View IBAN and BIC

£ 1,691.31 Current balance

£1,691.31 Available funds ?

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Statement

📅 View upcoming payments

Search your statement



Jul

Aug

Sep



All transactions

All transactions



Statement options ▾



# Statement

 View upcoming payments

Search your statement



Jul

Aug

Sep



All transactions

## All transactions



Statement options



View pending debit card transactions and cheques being processed



DATE ▲	DESCRIPTION	TYPE ?	IN (£)	OUT (£)	BALANCE (£)
05 Sep 24	BRAUNSTONE TOWN CO [REDACTED]	FPO		171.35	1,691.31
08 Aug 24	BRAUNSTONE TOWN CO [REDACTED]	FPO		164.65	1,862.66
03 Jul 24	BRAUNSTONE TOWN CO [REDACTED]	FPO		1.56	2,027.31
01 Jul 24	BRAUNSTONE TOWN CO [REDACTED]	FPO		207.40	2,028.87

Sheet 1

Date	Item	Incoming	Outgoing
31/05/23	From customers	62.28	
31 5 23	Food and other supplies		18.2
30 6 23	From customers	92	
30 6 23			57.89
23 7 23	Braunstone Town Council grant	500	
31 7 23	St Crispin's church		384
31 7 23	From customers	68	
31 7 23	Food and other supplies		18.3
7 8 23	St Crispin's church		240
14 8 23	Braunstone Town Council grant	427.52	
30 8 23	From customers	84	
30 8 23	Food and other supplies		37.05
31 9 23	From customers	133	
31 9 23	Food and other supplies		19.22
3 10 23	St Crispin's church		240
30 10 23	From customers	52.8	
30 10 23	Food and other supplies		73.4
17 11 23	G Syrett (repayment for long term booking fee at Civic Centre		150
17 11 23	B T C room hire		67.2
22 11 23	B T C room hire		97.53
22 11 23	B T C room hire		32.51
31 11 23	From customers	97.92	
31 11 23	Food and other supplies		292.92
4 12 23	B T C room hire		38.4
8 12 23	B T C room hire		97.53
31 12 23	From customers	74	
31 12 23	Food and other supplies		97.83
	Sub-totals	1591.52	1961.98

**Loss of £370.46**

Paid by B Com. Life

Cell taken by BCL.(al monies paid by BCL

**GRANT APPLICATION COVER SHEET****ITEM 12B****Community Groups**

<b>GROUP</b>	Winstanley Wizards	
<b>PROJECT</b>	To support and fund the league team entry fees for the club	
<b>AMOUNT REQUESTED</b>	£500	
<b>MEMBERSHIP</b>	<b>Membership Numbers</b>	61
	<b>Braunstone Town residents?</b>	40
<b>PURPOSE OF GRANT</b>	<b>Purpose of grant matches criteria?</b>	yes
<b>PROJECT COSTS</b>	<b>Comments</b>	Club are contributing to costs
<b>INCOME</b>	<b>Balances with project costs?</b>	Yes
	<b>Comments on other grants</b>	No other grants applied for
	<b>Amount requested from Braunstone Town Council?</b>	£500
<b>PREVIOUS APPLICATIONS</b>	<b>YES / NO</b>	Yes
	<b>How much?</b>	£500 2023
<b>REQUIRED DOCUMENTATION</b>	<b>All received as required?</b>	yes
	<b>Documents not included and reason for not including</b>	
<b>SIGNATURE</b>	<b>Signed and date?</b>	yes
<b>RECOMMENDATION</b>	That the grant application be approved	
<b>REASON</b>	That the project matches the criteria and all documentation has been received	



### BRAUNSTONE TOWN COUNCIL

Serving the communities of Braunstone Town and Thorpe Astley

Darren Tilley – Chief Executive & Town Clerk

Braunstone Civic Centre, Kingsway, Braunstone Town, Leicester, LE3 2PP

Telephone: 0116 2890045 Fax: 0116 2824785

Email: enquiries@braunstonetowncouncil.org.uk

www.braunstonetowncouncil.org.uk

## APPLICATION FOR A COMMUNITY GROUP GRANT

NAME OF GROUP WINSTANLEY WIZARDS TABLE TENNIS CLUB

WHERE DO YOUR ACTIVITIES TAKE PLACE? THE WINSTANLEY SCHOOL

MEMBERSHIP NUMBERS? 61 HOW MANY RESIDENTS ARE FROM BRAUNSTONE TOWN? 40  
JUNIORS 22 (An estimated or actual number of members must be specified)  
ADULTS 39

IS MEMBERSHIP OPEN TO ALL BRAUNSTONE TOWN RESIDENTS? YES

WHAT ARE THE AIMS OF YOUR GROUP?  
PLEASE SEE ATTACHED

PURPOSE OF GRANT (Please ensure that the project is compatible with our criteria)  
PLEASE SEE ATTACHED

BREAK DOWN OF PROJECT COSTS Please give individual costs for each item	AMOUNT
TO FUND JUNIOR AND ADULT LEAGUE TEAM	£
REGISTRATION FEES (PLAYERS COVER THEIR OWN LEAGUE PLAYERS FEES)	£
	£ 550
	£
	£
	£
<b>TOTAL COSTS (Figure must match the Total Income figure below)</b>	<b>£ 550</b>

INCOME AVAILABLE FOR THIS PROJECT	AMOUNT
Your own organisation	£ 50
Other organisations/grant scheme	£
Fundraising	£
Other	£
	£
Amount requested from Braunstone Town Council up to £500	£ 500
<b>TOTAL INCOME (Figure must match the Total Project costs above)</b>	<b>£ 550</b>

HAVE YOU APPLIED TO BRAUNSTONE TOWN COUNCIL BEFORE FOR A GRANT YES/NO

FUNDING RECEIVED £ 500

DATE RECEIVED 2023 16

The Council has an obligation to consider Crime & Disorder implications of all its activities and to do all that it can to prevent Crime & Disorder in its area. \* Will your application have a positive or negative impact on Crime Reduction, if so, please give details VERY POSITIVE - KEEPING OUR CHILDREN OFF OUR STREETS IN A SAFE HAVEN UNDER ADULT SUPERVISION

**Contact details**

NAME OF CONTACT PERSON IN YOUR ORGANISATION JOHN GREENING  
ADDRESS OF CONTACT PERSON [REDACTED]  
LEICESTER POST CODE [REDACTED]  
TELEPHONE [REDACTED] EMAIL [REDACTED]

NAMES AND ADDRESSES OF COMMITTEE MEMBERS  
CHAIRPERSON KENNETH OAM [REDACTED]  
SECRETARY do.  
TREASURER JOHN GREENING (AS ABOVE)

**If a grant is agreed, your grant will be paid via BACS. A completed BACS form will be required with your application in order to process the payment**

BACS BANK DETAILS FORM ENCLOSED

**In order for your grant to be considered, you will need to enclose the following documentation with every application you submit**

LATEST BANK STATEMENT ENCLOSED   
CURRENT ANNUAL ACCOUNTS ENCLOSED   
GROUP CONSTITUTION ENCLOSED

If you are unable to supply this information, please set out the reasons below

**DATA PROTECTION:** by applying for a grant, you agree to Braunstone Town Council collecting and processing your personal data to enable us to deal with your application and any other related service request. A copy of the Council's Data Protection Policy and our General Privacy Notice, which sets out more information about the Council's lawful basis for collecting, processing and retaining personal data, are available from Reception or the Council's website.

Signed [REDACTED] Print Name JOHN GREENING  
Date 20-09-24

If you require any assistance in completing the form please contact Pauline Snow, Deputy Chief Executive & Community Services Manager at pauline.snow@braunstonetowncouncil.org.uk or

Braunstone Town Council – Winstanley Wizards Table Tennis Club.

Grant application 20<sup>th</sup>. Sept. 2024.

What are your aims of the grant.

To provide table tennis for all age groups in a safe and friendly atmosphere, providing children and adults with a social outlet to a sporting opportunity including tournaments and coaching. We are able within certain limits to cater for the disadvantaged and disabled. We are the only table tennis club in Braunstone.

Purpose of grant.

This grant of £500 will be used to fund our league team entry fees for our juniors in the Leicester and District Junior Development League and our adults in The Leicester and District Table Tennis League. We are also now providing our juniors with the opportunity to join our adult teams, which is very rewarding. If last seasons fees remain unchanged or very similar, I anticipate an approximate total cost of £550. All players traditionally pay their own entry fees and all members are made aware of the total costs including the valuable contribution by BTC.

The junior league is played at Great Glen Grammar School and supported by clubs and schools from a wide area. Depending on the level of support, up to 38 teams with over 100 youngsters using 20 tables will use their sports hall over 5 legs. Singles championships follow at the end of the season. We are usually the second largest team provider, hopefully with 7 teams this season. Teams are constructed by ability not age which is very fair and works well.



0116 238 8364



[www.winstanleywizards.co.uk](http://www.winstanleywizards.co.uk)



20<sup>th</sup> September 2024

Dear Pauline,

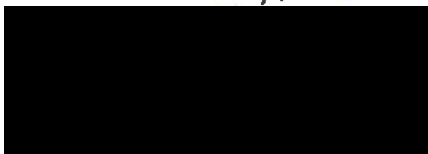
I enclose the grant application form for consideration.

Sorry it's in hard copy, try as I could, I was unable to print from the screen, I do hope that this is acceptable.

Although I will be handing over as treasurer within the next few days, I will remain on the Management Committee – I simply cannot escape!

I will provide you with details of my successor in due course.

Yours sincerely,



John Greening



Mr J. Greening

Last logged on 16 September 24 at 11:32 AM

[Settings](#)

[Log off](#)

TREASURERS ACCOUNT [REDACTED] [View IBAN and BIC](#)  
WINSTANLEY WIZARDS TABLE TENNIS CLUB

**£ 1,632.93** Current balance

£1,632.93 Available funds

[Is your business protected with Public Liability Insurance?](#)



**Check your address is up to date**

Full Access Users can now change their business address in Online for Business.

[Check now](#)

## Statement

[View upcoming payments](#)

Search your statement

[Jul](#)

[Aug](#)

[Sep](#)

[All transactions](#)

Showing All transactions.

## All transactions

[Statement options](#)

View pending debit card transactions and cheques being processed

DATE	DESCRIPTION	TYPE ?	IN (£)	OUT (£)	BALANCE (£)
09 Sep 24	SCHOOLHIRE* B20814 <span style="background-color: black; color: black;">[REDACTED]</span>	DEB	74.76		1,632.93
06 Sep 24	LEICESTER & DISTRI <span style="background-color: black; color: black;">[REDACTED]</span>	FPO		126.00	1,558.17
06 Sep 24	J C GREENING <span style="background-color: black; color: black;">[REDACTED]</span>	FPO		1.99	1,684.17
27 Aug 24	<span style="background-color: black; color: black;">[REDACTED]</span>	FPI	110.00		1,686.16



19 Aug 24	SCHOOLHIRE* B14245 [REDACTED]	DEB	70.00	1,576.16
19 Aug 24	LEICESTER & DISTRI [REDACTED]	FPO	336.00	1,646.16
15 Aug 24	TABLE TENNIS ENGLA [REDACTED]	FPO	65.00	1,982.16
05 Aug 24	[REDACTED]	FPO	12.00	2,047.16
05 Aug 24	[REDACTED]	FPO	1.99	2,059.16
24 Jul 24	SCHOOLHIRE* B14245 [REDACTED]	DEB	90.00	2,061.15
16 Jul 24	SCHOOLHIRE* B20814 [REDACTED]	DEB	485.94	2,151.15
15 Jul 24	500159	DEP	175.90	2,637.09
26 Jun 24	SCHOOLHIRE* B14245 [REDACTED]	DEB	120.00	2,461.19
24 Jun 24	SCHOOLHIRE* B14245 [REDACTED]	DEB	270.00	2,341.19
24 Jun 24	[REDACTED]	FPO	27.95	2,611.19
14 Jun 24	[REDACTED]	FPO	2.49	2,639.14
11 Jun 24	500158	DEP	120.00	2,641.63
10 Jun 24	SCHOOLHIRE* B19127 [REDACTED]	DEB	80.00	2,521.63

03 Jun 24	SCHOOLHIRE* B19600 [REDACTED]	DEB	64.00	2,601.63
31 May 24	[REDACTED]	FPI	40.00	2,665.63
28 May 24	P.O. 18 HINCKLEY R	DEP	120.00	2,625.63
23 May 24	POST OFFICE COUNTY CD 5547	DEB	7.95	2,505.63
09 May 24	SCHOOLHIRE* B19127 [REDACTED]	DEB	120.00	2,513.58
08 May 24	500156	DEP	131.90	2,633.58
07 May 24	[REDACTED]	FPI	125.00	2,501.68

[Load more transactions](#)

## Check your address is up to date

It only takes a few seconds.

And if you need to, change it here in [Online for Business](#).

You need to be a Full Access User to update your business address.

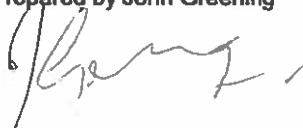
Click the button below or go to the 'Admin' tab on the top right of the screen and select 'Your Addresses'.

[Check now](#)

**WINSTANLEY WIZARDS TABLE TENNIS CLUB  
ANNUAL GENERAL MEETING  
YEAR ENDED 31ST MAY 2024**

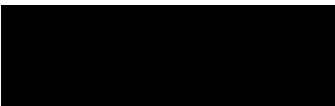
Income	£	Expenditure	£
Subs	3795.25	Hall Hire	3160.00
Funding	2030.00	Team Registration Fees	487.00
<i>SAM WIZARDS</i>		Nets/Balls	485.38
<i>B.T.C</i>		Bats	92.92
		T.T.E. Affiliation	65.00
		Website Hosting Fees	31.89
		Postage	7.95
	<b>5825.25</b>		<b>4330.14</b>
Brought Forward	<b>1294.11</b>	Carried Fwd	<b>2789.22</b>
	<b>7119.36</b>		<b>7119.36</b>

Prepared by John Greening



Hon. Treasurer  
31st May 2024

The above Income and Expenditure Statement examined by me and found to be a true record in accordance with the records provided.



M. Rogers A.I.B.  
10th June 2024

## **Constitution of:**

### **Winstanley Wizards Table Tennis Club**

Constitution adopted on the 12<sup>th</sup>.Sept.2012.

**1. The club will be called Winstanley Wizards Table Tennis Club herein after referred to as the club.**

**2. The aims and objectives of the club will be:**

To offer instruction and coaching where possible and competitive opportunities in Table Tennis

To promote the club within the local community.

To ensure a duty of care to all members of the club.

To provide all its services in a way that is fair to everyone.

To ensure that all junior members are adequately protected and accompanied at all times by responsible adults.

**3. Membership**

To ensure all present and future members receive fair and equal treatment.

Membership should consist of officers and members of the club.

All members will be subjected to the regulations of the constitution and by joining the club will be deemed to accept these regulations and codes of practice that the club has adopted.

**4. Membership Fees**

Membership fees will be set annually and agreed by the Management Committee or determined at the Annual General Meeting.

Fees will be paid by weekly subscription.

**5. Officers of the club**

The officers at the club will be:-

Chair  
Honorary Secretary  
Treasurer  
Fixture Secretary

Officers will be elected annually at the AGM

All officers will retire each year but will be eligible for re-appointment.

## **6. Committee**

The club will be managed through the Management Committee consisting of:

Officers and Committee Members only, who will have the rights to vote at meetings of the Management Committee.

The Management Committee meetings will be convened by the Secretary of the club and held no less than ~~six~~ <sup>THREE</sup> times per year, or more frequently if considered necessary.

The quorum required for business to be agreed at Management Committee meetings will be: Three including one officer of the club.

The Management Committee will be responsible for adopting new policy, codes of practise and rules that affect the organisation of the club.

The Management Committee will have the powers to appoint sub committees as necessary and appoint advisors to the Management Committee as necessary to fulfil its business.

The Management Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations/constitution. The Management Committee will be responsible for taking any action of suspension or discipline following such hearings.

## **7. Finance**

All club monies will be banked in an account held in the name of the club.

The Club Treasurer will be responsible for the finances of the club.

The financial year of the club will end on 31<sup>st</sup> May.

An **audited** statement of annual accounts will be presented by the Treasurer at the AGM.

Any cheques drawn against club funds should hold the signatures of the Treasurer plus one other officer or the Chair plus one other officer.

## **8. Annual General Meetings**

Notice of the AGM will be given by the club Secretary.

Not less than 21 clear days notice to be given to all members of the club, collectively, to Junior Members where appropriate.

The AGM will receive a report from officers of the Management Committee and a statement of the audited accounts.

Nominations for officers of the Management Committee will be sent to the Secretary prior to the AGM.

Elections of officers are to take place at the AGM.

All members have the right to vote at the AGM.

The quorum for AGM's will be four .

The Management Committee has the right to call Extraordinary General Meetings outside the AGM. Procedures for the EGM will be the same as for the AGM.

## **9. Discipline and appeals**

All complaints regarding behaviour of members should be presented and submitted in writing to the Secretary.

The Management Committee will meet to hear complaints within ten days of a complaint being lodged. The Committee has the power to take appropriate disciplinary action including the termination of membership.

The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within ten days of the hearing.

There will be the right of appeal to the Management Committee following disciplinary action being announced. The Committee should consider the appeal within ten days of the Secretary receiving the appeal.

## **10. Dissolution**

A resolution to dissolve the club can only be passed at an AGM or EGM through a majority vote of the membership.

In the event of dissolution any assets of the club that remain will become the property of the Winstanley Community College or other club with similar objectives to those of the club or Leicester Table tennis League in the above priority.

## 11. Amendments to the constitution

The constitution will only be changed through agreement by majority vote at an AGM or FGM.

## 12. Declaration

The Winstanley Wizards Table Tennis Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Signed:



Date: 12 09 2012

Name:

Position Club Chairman

Signed:



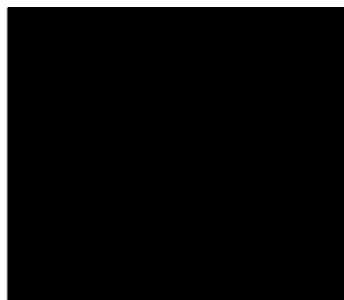
Date: 12 09 2012

Name:

Position Club Secretary

THE SAFEGUARDING CHILDREN POLICY DATED 12 SEPT. 2013  
TOGETHER WITH THE EQUAL OPPORTUNITIES POLICY  
DATED ARE NOW INCLUDED AND READ WITHIN  
THE CONSTITUTION DATED 12 SEPT. 2012 ALL OF WHICH  
HAVE BEEN ADOPTED WITHIN SECTION 12 OF THE CONSTITUTION  
AT THE ANNUAL GENERAL MEETING HELD ON 11 FEB 2015

J.C GROWING  
CHAIRMAN



KENNETH GRAM  
SECRETARY





# BRAUNSTONE TOWN COUNCIL

www.braunstonetowncouncil.org.uk

Darren Tilley – Chief Executive & Town Clerk

Email: executiveofficer@braunstonetowncouncil.org.uk

**BRAUNSTONE CIVIC CENTRE** Kingsway, Braunstone Town, Leicester LE3 2PP

Telephone: 0116 2899270 Fax: 0116 2824785 VAT Reg No. 114762482

**Civic Centre Reception & Bookings, Connect Service Shop**  
Thorpe Astley Community Centre Bookings

Tel: 0116 2890045 Fax: 0116 2824785

Tel: 0116 2890704 Fax: 0116 2893834

Our Ref:

Your Ref:

When calling please ask for:

Dear Sir/Madam

## PAYMENT VIA INTERNET BANKING

In anticipation of the phasing out of cheques the Town Council is progressing towards the use of Internet Banking to make payment for goods and services.

In order for us to make this transition from cheque payment we would like to encourage you to opt to accept payment by Internet Banking. All you need to do to make this change is to complete this form and return it to us in the enclosed pre-paid envelope or fax it to 0116 2824785.

You will be notified by Remittance Advice Note that payment has been made and the payment will appear in your account with the relevant invoice/reference number so payments will be easy to trace through your bank statement.

Thank you for your assistance in this matter.

**Alternatively, if you would prefer to accept payment by Direct Debit payment, I would be most grateful if you could supply me with the appropriate mandate form.**

(\*required)

Name (Account Name)*	WINSTANLEY WIZARDS TABLE TENNIS CLUB		
Company Address* (for receipt of remittance advice)	KINGSWAY NORTH, BRAUNSTONE TOWN		
	LEICESTER	Post Code	LE3 3BD
Contact Telephone	0116 2388364		
Bank Name*	LLOYDS		
Bank Account Address	HIGH ST LEICESTER		
		Post Code	LE1 4EP
Bank Account Number*	[REDACTED]		
Sort Code*	[REDACTED]		
Email for Remittance Advice Notes	[REDACTED]		
Signature	[REDACTED]		

Please return to Braunstone Town Council, Braunstone Civic Centre, Kingsway, Braunstone Town, Leicester, LE3 2PP





## **BRAUNSTONE TOWN COUNCIL**

Serving the communities of Braunstone Town and Thorpe Astley  
*Darren Tilley – Chief Executive & Town Clerk*  
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[www.braunstonetowncouncil.org.uk](http://www.braunstonetowncouncil.org.uk)

### **GRANTS FOR PROJECTS TO REDUCE LONELINESS AND ISOLATION**

#### **INTRODUCTION**

Braunstone Town Mayor 2023/2024, Tracey Shepherd, raised over £2000 in her Mayoral year to tackle loneliness and isolation. Some of the funding will be utilised to support two newly established Chatty Cafes at Gilly's Sandwich Bar and the Civic Community Lounge at Braunstone Civic Centre. The remaining funds will be available for community initiatives in Braunstone Town and Thorpe Astley, where the aims of the project or initiative is:

- **To reduce loneliness and isolation of residents in Braunstone Town or Thorpe Astley**
- **To help set up further Chatty Cafés in Braunstone Town and Thorpe Astley**

#### **APPLICATION CRITERIA**

- Grant applications are invited from non-profit making organisations or social enterprises
- Grants are awarded to a project/initiative (not to an individual)
- Grant applications will only be considered from groups whose activities benefit Braunstone Town and/or Thorpe Astley residents
- Grants may be used to pay for set up costs, registration, training, venue costs, transport costs, stationary, advertising, materials, stock for resale (provided the resale monies go towards to project and initiative).
- A breakdown of costs will be required for each item in your application
- Funding may be full or part cost of the event or project. The final decision on the amount of the grant is at the discretion of the Community Development Committee.
- Where a significant number of the group's members are not residents of Braunstone Parish, the Council reserves the right to reduce the maximum grant available

- Grants up to a maximum of £500 can be applied for each project
- Please specify a specific amount for your grant – if you do not specify a figure the application may be refused
- Applications cannot be considered for activities which have already taken place or have started at the time the application is made
- A copy of the most recent Bank Statement and previous year's audited accounts will be required. In the case of new groups, a budget indicating expected annual income and expenditure can be provided.
- A copy of the group's/organisation's constitution will be required

**GRANT APPLICATION COVER SHEET****ITEM 13b****Community Groups**

<b>GROUP</b>	Braunstone Community Life	
<b>PROJECT</b>	Weekly drop-in sessions to reduce isolation and loneliness to cover room hire, insurance, food, drink etc.	
<b>AMOUNT REQUESTED</b>	£500	
<b>MEMBERSHIP</b>	<b>Membership Numbers</b>	25/30
	<b>Braunstone Town residents?</b>	24/27
<b>PURPOSE OF GRANT</b>	<b>Purpose of grant matches criteria?</b>	yes
<b>PROJECT COSTS</b>	<b>Comments</b>	No problems
<b>INCOME</b>	<b>Balances with project costs?</b>	Yes
	<b>Comments on other grants</b>	Other grants applied for and group has contributed to costs
	<b>Amount requested from Braunstone Town Council?</b>	£500 – from grants to reduce Loneliness and Isolation
<b>PREVIOUS APPLICATIONS</b>	<b>YES / NO</b>	Yes
	<b>How much?</b>	D-Day grant May 2024 £200
<b>REQUIRED DOCUMENTATION</b>	<b>All received as required?</b>	yes
	<b>Documents not included and reason for not including</b>	
<b>SIGNATURE</b>	<b>Signed and date?</b>	Yes
<b>RECOMMENDATION</b>	To approve the grant	
<b>REASON</b>	Grant project matches criteria and the group has applied for other funding and contributed to the cost from their own funds.	



# BRAUNSTONE TOWN COUNCIL

Serving the communities of Braunstone Town and Thorpe Astley  
Darren Tilley – Chief Executive & Town Clerk  
Braunstone Civic Centre, Kingsway, Braunstone Town, Leicester, LE3 2PP  
Telephone: 0116 2890045 Fax: 0116 2824785  
Email: enquiries@braunstonetowncouncil.org.uk  
www.braunstonetowncouncil.org.uk

## APPLICATION FOR A GRANT FOR PROJECTS TO REDUCE LONELINESS AND ISOLATION (TM)

NAME OF GROUP BRAUNSTONE COMMUNITY LIFE

WHERE DO YOUR ACTIVITIES TAKE PLACE? CIVIC CENTRE

MEMBERSHIP NUMBERS? 25/30 HOW MANY RESIDENTS ARE FROM BRAUNSTONE TOWN? 24/27  
(An estimated or actual number of members must be specified)

IS MEMBERSHIP OPEN TO ALL BRAUNSTONE TOWN RESIDENTS? Yes

WHAT ARE THE AIMS OF YOUR GROUP?  
TO PROVIDE FREE OR VERY INEXPENSIVE EVENTS OPEN TO EVERYONE IN OUR AREA.

PURPOSE OF GRANT (Please ensure that the project is compatible with our criteria)  
TO REDUCE SOCIAL ISOLATION AND LONELINESS, TO IMPROVE PHYSICAL AND MENTAL HEALTH BY PROVIDING A WARM SPACE/SOCIAL 'DROP IN', OPEN FOR 50 WEEKS OF THE YEAR.

BREAK DOWN OF PROJECT COSTS Please give individual costs for each item	AMOUNT
<u>ROOM HIRE</u>	<u>£ 2800.00</u>
<u>INSURANCE</u>	<u>£ 196.00</u>
<u>FOOD/DRINK/ESSENTIAL EQUIPMENT</u>	<u>£ 686.00</u>
	£
	£
	£
<b>TOTAL COSTS (Figure must match the Total Income figure below)</b>	<b>£ 3682.00</b>

INCOME AVAILABLE FOR THIS PROJECT	AMOUNT
Your own organisation	<u>£ 1,882.00</u>
Other organisations grant scheme <u>APPLIED FOR NOT HEARD YET</u>	<u>£ 1,000.00</u>
Fundraising - <del>BT</del>	£
Other <u>BT COMMUNITY GRANT</u>	<u>£ 500.00</u>
Amount requested from Braunstone Town Council :- (Maximum £500 for each project)	<u>£ 500.00</u>
<b>TOTAL INCOME (Figure must match the Total Project costs above)</b>	<b>£ 3,682.00</b>

HAVE YOU APPLIED TO BRAUNSTONE TOWN COUNCIL BEFORE FOR A GRANT YES/NO

FUNDING RECEIVED <u>£ 200.00</u> <u>DDAY 80</u>	DATE RECEIVED <u>MAY 2024</u>
<u>COMMUNITY GRANT (FRI. SOCIAL)</u>	<u>£ 500.00</u> <u>28/7/ 2023</u>
<u>SOCIAL ISOLATION GRANT ( " )</u>	<u>£ 427.52</u> <u>14/8/ 2023</u>

The Council has an obligation to consider Crime & Disorder implications of all its activities and to do all that it can to prevent Crime & Disorder in its area. \* Will your application have a positive or negative impact on Crime Reduction, if so, please give details POSITIVE, ALLOWING PEOPLE OF ALL AGES TO MEET AND SOCIALISE.

NAME OF CONTACT PERSON IN YOUR ORGANISATION LIN BURROWS

ADDRESS OF CONTACT PERSON [REDACTED]

TOWN, LEICESTER POST CODE [REDACTED]

TELEPHONE [REDACTED] EMAIL [REDACTED]

NAMES AND ADDRESSES OF COMMITTEE MEMBERS

CHAIRPERSON LIN BURROWS, [REDACTED]

SECRETARY BNARTI CHAMPANERY, [REDACTED]

TREASURER GERALDINE SYRETT [REDACTED]

**If a grant is agreed, your grant will be paid via BACS. A completed BACS form will be required with your application in order to process the payment**

BACS BANK DETAILS FORM ENCLOSED  NOT SUPPLIED, WILL ASK FOR ONE.

**In order for your grant to be considered, you will need to enclose the following documentation with every application you submit**

LATEST BANK STATEMENT ENCLOSED   
CURRENT ANNUAL ACCOUNTS ENCLOSED   
GROUP CONSTITUTION ENCLOSED

} emailed to P Snow, \*

If you are unable to supply this information, please set out the reasons below  
\* PRINTER BROKEN.

**DATA PROTECTION:** by applying for a grant, you agree to Braunstone Town Council collecting and processing your personal data to enable us to deal with your application and any other related service request. A copy of the Council's Data Protection Policy and our General Privacy Notice, which sets out more information about the Council's lawful basis for collecting, processing and retaining personal data, are available from Reception or the Council's website.

Signed [REDACTED] Print Name L BURROWS  
Date 1/9/24

If you require any assistance in completing the form please contact Pauline Snow, Deputy Executive Officer & Community Services Manager on telephone 0116 2899270 or pauline.snow@braunstonetowncouncil.org.uk  
Please note that insufficient or incomplete information may result in the application being refused



# BRAUNSTONE TOWN COUNCIL

[www.braunstonetowncouncil.org.uk](http://www.braunstonetowncouncil.org.uk)

*Darren Tilley – Executive Officer & Town Clerk*

Email: [executiveofficer@braunstonetowncouncil.org.uk](mailto:executiveofficer@braunstonetowncouncil.org.uk)

**BRAUNSTONE CIVIC CENTRE** Kingsway, Braunstone Town, Leicester LE3 2PP

Telephone: 0116 2899270 Fax: 0116 2824785 VAT Reg No. 114762482

**Civic Centre Reception & Bookings, Connect Service Shop** Tel: 0116 2890045 Fax: 0116 2824785  
**Thorpe Astley Community Centre Bookings** Tel: 0116 2890704 Fax: 0116 2893834

Our Ref:

Your Ref:

When calling please ask for:

Date:

Dear Sir/Madam

## PAYMENT VIA INTERNET BANKING

In anticipation of the phasing out of cheques the Town Council is progressing towards the use of Internet Banking to make payment for goods and services.

In order for us to make this transition from cheque payment we would like to encourage you to opt to accept payment by Internet Banking. All you need to do to make this change is to complete this form and return it to us in the enclosed pre-paid envelope or fax it to 0116 2824785.

You will be notified by Remittance Advice Note that payment has been made and the payment will appear in your account with the relevant invoice/reference number so payments will be easy to trace through your bank statement.

Thank you for your assistance in this matter.

**Alternatively, if you would prefer to accept payment by Direct Debit payment, I would be most grateful if you could supply me with the appropriate mandate form.**

<b>Name (Account Name)*</b>	<b>Braunstone Community Life</b>	
<b>Company Address*</b> <small>(for receipt of remittance advice)</small>	[REDACTED]	
<b>Contact Telephone</b>	[REDACTED]	
<b>Bank Name*</b>	<b>Lloyds Bank</b>	
<b>Bank Account Address</b>	7 High Street, Leicester	
	<b>Post Code</b>	LE1 4FP
<b>Bank Account Number*</b>	[REDACTED]	
<b>Sort Code*</b>	[REDACTED]	
<b>Email for Remittance Advice Notes</b>	[REDACTED]	
<b>Signature</b>	[REDACTED]	

Please return to Braunstone Town Council, Braunstone Civic Centre, Kingsway, Braunstone Town, Leicester, LE3 2PP

# Financial Budget Comparison

## for 7. Community Development

Comparison between 01/04/24 and 30/09/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/24

		2024/2025	Revised	Reserve	Actual Net	Balance	Bal %age
<b>7. Community Development</b>							
<b>Income</b>							
707	Projects	£0.00	£0.00	£0.00	£10.00	£10.00	100.00%
770	Programme of Events	£450.00	£450.00	£0.00	£1,346.68	£896.68	199.26%
771	Summer Fete						
771/1	Current Year	£0.00	£0.00	£0.00	£1,006.31	£1,006.31	100.00%
771/2	Next Year	£0.00	£0.00	£0.00	£0.00	£0.00	0.00%
771	Total	£0.00	£0.00	£0.00	£1,006.31	£1,006.31	100.00%
775	Civic Functions	£0.00	£0.00	£0.00	£0.00	£0.00	0.00%
776	Town Mayor's Charity - Pre May	£0.00	£0.00	£0.00	£15.00	£15.00	100.00%
777	Town Mayor's Charity - after May	£0.00	£0.00	£0.00	£424.48	£424.48	100.00%
786	Community / Social Inclusion Project Grant	£0.00	£0.00	£0.00	£0.00	£0.00	0.00%
790	Consumer Products (Sales)						
790/1	History Publications	£0.00	£0.00	£0.00	£0.00	£0.00	0.00%
790/2	Crime Prevention	£5.00	£5.00	£0.00	£0.00	-£5.00	-100.00%
790/3	General	£10.00	£10.00	£0.00	£0.00	-£10.00	-100.00%
790	Total	£15.00	£15.00	£0.00	£0.00	-£15.00	-100.00%
794	Social Inclusion Initiatives						
794/1	General	£0.00	£0.00	£0.00	£0.00	£0.00	0.00%
794/2	Tennis Coaching	£0.00	£0.00	£0.00	-£3.00	-£3.00	100.00%
794	Total	£0.00	£0.00	£0.00	-£3.00	-£3.00	100.00%

# Financial Budget Comparison

## for 7. Community Development

Comparison between 01/04/24 and 30/09/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/24

		<b>2024/2025</b>	<b>Revised</b>	<b>Reserve</b>	<b>Actual Net</b>	<b>Balance</b>	<b>Bal %age</b>
799	Miscellaneous	£0.00	£0.00	£0.00	£0.00	£0.00	0.00%
<b>Total Income</b>		<b>£465.00</b>	<b>£465.00</b>	<b>£0.00</b>	<b>£2,799.47</b>	<b>£2,334.47</b>	<b>£0.00</b>
<b>Expenditure</b>							
7040	Town Mayor's Allowance						
7040/1	Town Mayor's Travel & Subsistence Allowance	£375.00	£375.00	£0.00	£0.00	£375.00	-100.00%
7040/2	Town Mayor's Entertainment Allowance	£375.00	£375.00	£0.00	£28.48	£346.52	-92.41%
7040	<b>Total</b>	<b>£750.00</b>	<b>£750.00</b>	<b>£0.00</b>	<b>£28.48</b>	<b>£721.52</b>	<b>-96.20%</b>
7070	Projects						
7070/1	Climate Change	£550.00	£0.00	£0.00	£0.00	£0.00	0.00%
7070	<b>Total</b>	<b>£550.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>0.00%</b>
7080	Public Works Loan - Capital Repayments (490422)	£4,430.00	£4,430.00	£0.00	£1,400.00	£3,030.00	-68.40%
7085	Public Works Loan - Interest Repayments (490422)	£0.00	£0.00	£0.00	£409.50	-£409.50	100.00%
7700	Programme of Events	£4,000.00	£4,000.00	£0.00	£2,124.44	£1,875.56	-46.89%
7710	Summer Fete						
7710/1	Current Year	£3,000.00	£3,000.00	£0.00	£2,532.22	£467.78	-15.59%
7710/2	Next Year	£300.00	£300.00	£0.00	£100.00	£200.00	-66.67%
7710	<b>Total</b>	<b>£3,300.00</b>	<b>£3,300.00</b>	<b>£0.00</b>	<b>£2,632.22</b>	<b>£667.78</b>	<b>-20.24%</b>
7715	Thorpe Astley Summer Event	£3,145.00	£3,145.00	£0.00	£2,441.58	£703.42	-22.37%
7720	General Events						



# Financial Budget Comparison

## for 7. Community Development

Comparison between 01/04/24 and 30/09/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/24

		<b>2024/2025</b>	<b>Revised</b>	<b>Reserve</b>	<b>Actual Net</b>	<b>Balance</b>	<b>Bal %age</b>
7720/1	General	£500.00	£500.00	£0.00	£108.00	£392.00	-78.40%
7720/2	Apple Day	£400.00	£400.00	£0.00	£698.80	-£298.80	74.70%
7720/3	Open Days	£100.00	£100.00	£0.00	£0.00	£100.00	-100.00%
7720	<b>Total</b>	<b>£1,000.00</b>	<b>£1,000.00</b>	<b>£0.00</b>	<b>£806.80</b>	<b>£193.20</b>	<b>-19.32%</b>
7750	Civic Functions	£1,500.00	£1,500.00	£0.00	£572.50	£927.50	-61.83%
7760	Town Mayor's Charity - Pre May	£0.00	£0.00	£0.00	£0.00	£0.00	0.00%
7770	Town Mayor's Charity - after May	£0.00	£0.00	£0.00	£0.00	£0.00	0.00%
7850	Community Grants	£5,000.00	£5,000.00	£0.00	£3,150.00	£1,850.00	-37.00%
7860	Community / Social Inclusion Project Grant	£0.00	£0.00	£0.00	£500.00	-£500.00	100.00%
7880	Grants for D-Day Commemorations (2024)	£1,000.00	£1,000.00	£0.00	£600.00	£400.00	-40.00%
7900	Consumer Products (Purchase for resale)						
7900/1	History Publications	£0.00	£0.00	£0.00	£0.00	£0.00	0.00%
7900/2	Crime Prevention	£0.00	£0.00	£0.00	£0.00	£0.00	0.00%
7900	<b>Total</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>0.00%</b>
7940	Social Inclusion Initiatives						
7940/1	General	£800.00	£800.00	£0.00	£0.00	£800.00	-100.00%
7940/2	Tennis Coaching	£0.00	£0.00	£0.00	£0.00	£0.00	0.00%
7940	<b>Total</b>	<b>£800.00</b>	<b>£800.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£800.00</b>	<b>-100.00%</b>
7950	Community Safety	£300.00	£300.00	£0.00	£0.00	£300.00	-100.00%
7990	Miscellaneous	£100.00	£100.00	£0.00	£0.00	£100.00	-100.00%

# Financial Budget Comparison

## for 7. Community Development

Comparison between 01/04/24 and 30/09/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/24

	<b>2024/2025</b>	<b>Revised</b>	<b>Reserve</b>	<b>Actual Net</b>	<b>Balance</b>	<b>Bal %age</b>
<b>Total Expenditure</b>	£25,875.00	£25,325.00	£0.00	£14,665.52	£10,659.48	£0.00

# Paid Expenditure Transactions

**ITEM 15**

paid between 03/07/24 and 01/10/24, for the 7. Community Development

**Start of year 01/04/24**

Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Cttee	Details	Heading
BACS240402D NAKID6328	16/07/24	20083	4658	£310.80	£51.80	£259.00	7. CD	DNA Kids Ltd	payment for Halloween party 5pm @ TA POE 7700
BACS240608P ARCPO0608	16/07/24	20084	4663	£540.00	£90.00	£450.00	7. CD	Parc Ponies Ltd	Balance for Donkey hire for TA on the Beach 7715
BACS240402D NAKID6327	16/07/24	20085	4659	£298.80	£49.80	£249.00	7. CD	DNA Kids Ltd	Halloween Party 1.30pm @ TA POE 7700
BACS240703F UNTIM2562	16/07/24	20202	4685	£1,735.75	£321.45	£1,414.30	7. CD	Funtime Bounce	Supply of: Climbing wall Go karts Obstacle Course for Summer Fete 204 7710/1
BACS240628S TJOHN3560	16/07/24	20204	4681	£137.28	£22.88	£114.40	7. CD	St Johns Ambulance	First aid support for TA on the Beach 7715
110909	16/07/24	20210	4691	£9.60	£0.00	£9.60	7. CD	Leicester City Council	Balance of market licence for TA craft fair 7700
BACS240712C LARY1043	19/07/24	20253	4702	£221.25	£0.00	£221.25	7. CD	Clary Meadows Alpacas	Balance payment for alpacas for summer fete 7710/1
BACS240712S WAGAT	19/07/24	20254	4700	£500.00	£0.00	£500.00	7. CD	SWAGAT	Community Grant 7850
BACS240712N AMASTE	19/07/24	20255	4699	£500.00	£0.00	£500.00	7. CD	Namaste Group	Community Grant 7850
BACS240711 GIGGLE0248	19/07/24	20256	4698	£300.00	£0.00	£300.00	7. CD	Giggle Town Arts	Balance of summer fete entertainment 7710/1
BACS240723 GRIFFI7142	05/08/24	20269	4713	£15.00	£0.00	£15.00	7. CD	Griffin Designs	vinyl stickers for summer fete banners 7710/1
BACS240731A MAZO4950	05/08/24	20281	4717	£27.25	£4.54	£22.71	7. CD	Amazon UK	3 x yellow line spray 7710/1
BACS240731A MAZO2469	05/08/24	20282	4714	£159.99	£26.67	£133.32	7. CD	Amazon UK	Gazebo for summer fete 7710/1
BACS240731A MAZO24	05/08/24	20283		£25.60	£4.27	£21.33	7. CD	Amazon UK	Apex A3 Laminating Pouches x 100 sheets Barrier tape Red/White 7710/1
BACS240801A MAZO9457	09/08/24	20285	4721	£30.37	£5.06	£25.31	7. CD	Amazon UK	40 drill in tent pegs for gazeboes 7710/1
BACS240814B RANDO7935	30/08/24	20371	4610	£283.20	£47.20	£236.00	7. CD	Brandon Hire Plc	Hire of 2 Event toilets for Summer Fete 10th August 2024 Drop off on Friday 9th August by 3pm at latest Pick up on Monday 12th August 7710/1

# Paid Expenditure Transactions

Start of year 01/04/24

paid between 03/07/24 and 01/10/24, for the 7. Community Development

Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Cttee	Details	Heading
BACS240823A MAZOAB01	30/08/24	20374	4736	£28.04	£4.68	£23.36	7. CD	Amazon UK	2 x reel extension leads 7750
BACS240821 QUICKP1211	30/08/24	20377	4734	£534.00	£89.00	£445.00	7. CD	Quick Print UK Ltd	Tickets for POE 2024 2025 7700
BACS240822S TJOHN5933	30/08/24	20378	4740	£171.60	£28.60	£143.00	7. CD	St Johns Ambulance	First Aid cover for summer fete 2024 7710/1
BACS240822H APPY0190	30/08/24	20380	4739	£650.00	£0.00	£650.00	7. CD	Happy Hooves Mobile Mini Farm	Petting Farm for Apple Day 7720/2
BACS240822A MAZO2560	09/09/24	20372	4737	£68.50	£11.42	£57.08	7. CD	Amazon UK	1 x lecturn for civic events 7750
BACS240829J AAAK016	09/09/24	20394		£93.70	£0.00	£93.70	7. CD	JAAAK LTD	Chatty Café for March to August 2024 7750
BACS240830 GRIFFIN14	24/09/24	20429	4764	£58.56	£9.76	£48.80	7. CD	Griffin Designs	Banner wording for Apple Day 7720/2
BACS240818S 2BGRANT	24/09/24	20430	4761	£500.00	£0.00	£500.00	7. CD	Space To Breath Collctive	Social Inclusion Grant 7860
110914	01/10/24	20469	4768	£190.00	£0.00	£190.00	7. CD	Electric Dreams	Disco for Diwali event 2024 7700
BACS240925C HILLIGUY	01/10/24	20475	4771	£100.00	£0.00	£100.00	7. CD	Chilli Guys	Deposit for Diwali catering 2024 7700
		20478/7		£5.00	£0.83	£4.17	7. CD	Petty Cash	flowers for library 7990
		20478/8		£2.59	£0.43	£2.16	7. CD	Petty Cash	flowers for library 7990
<b>Total</b>				£7,496.88	£768.39	£6,728.49			