

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Application process

This form should be used to apply for funding from any of the five Community Engagement Forums.

Before completing this form, please ensure you check the project funding criteria and application guidance form. You can also get support with completing the application by e-mailing cefadmin@selby.gov.uk. Whether you are applying for a small grant or project funding you will need to complete section 1 and 3 of this application form and then either a grant information form or a project brief in section 2.

This is an application only and will be subject to an assessment process – we cannot guarantee support. The Community Engagement Forum Partnership Board will consider every application received. Please see the decision making flowchart to understand the process your application will go through.

After completing and saving, please send the form by email to cefadmin@selby.gov.uk. We would prefer not to receive applications by post, please.

We will let you know if you have been successful by email unless requested in writing.

Which Community Engagement Forum is this application to?

Please indicate which Community Engagement Forum this application is being submitted to (when applying to more than one CEF you will need to complete a separate application form for each CEF).

Central CEF	
Eastern CEF	
Southern CEF	x
Tadcaster & Villages CEF	
Western CEF	

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Section one: About your organisation

Please tick this box to confirm that you have discussed your application for funding with the relevant Development Officer (this is a requirement of all CEF funding applications). Contact details for both Development Officers can be viewed on the Selby District Council website.

Q1.1 Organisation name

Hambleton Mothers, Babies and Toddler Group

Q1.2 Organisation address

What is your organisation's registered address, including postcode?	
3 Station Road, Hambleton, Selby YO8 9HS	
Telephone number one	Email address (if applicable)
07542772952	
Telephone number two	Web address (if applicable)

Q1.3 Main contact details

Give us the details of the person in your organisation that is the main contact.

Title	Forenames (in full)	Surname
Mr	Adam	Durkin
Position or job title		
Chair of Toddler Group (Professional Occupation is a Graphic Designer)		

Q1.4 Organisation type

What sector does your organisation fit into?

Social enterprise	
Charity	
Voluntary or community group	X

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Other		Please describe	
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When was your organisation set up?

Day		Month		Year	1978
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Q1.5 Reference or registration numbers

Charity number	
Company number	
Other (please specify)	

If you are an unincorporated association and not registered with the Charity Commission, please tick this box and send us a copy of your governing documents (for example, constitution or set of rules) with your application.

Q1.6 Is your organisation VAT registered?

NO		No	x
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Please note that applications cannot be used to support expenditure on VAT reclaimable by the applicant from HM Revenue and Customs.

Q1.7 Please list all other bodies that you have, or plan to apply to for funding

Name of Body / Organisation	Funding Awarded/Requested*

*Where you have not yet applied to the body, please indicate the amount you intend to apply for and write 'indicative' to the side of the amount.

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Section Two: Grant information or Project Brief (separate document)

Please see the Allocation of Funding Framework and application guidance form to check whether you will need to complete a Grant information form or a Project Brief.

Q2.1 What is the title of your application?

Hambleton Mothers, Babies and Toddler Group

Q2.2 Please list the details of your application (500 words limit)

Hambleton Mothers, Babies and Toddler Group has been a Community Group within the village of Hambleton since 1978. Hambleton is a thriving Village and is constantly expanding through new housing developments. The village is popular with young families, and the growing number of families in the Village mean there is a constant demand for a local toddler group.

The group runs a 2-hour session every Wednesday morning in term time for parents and grandparents to bring their children to meet, chat, play and help build the strength of the community. The 2 hour session is broken down into various activities, including play and singing. We also provide a snack and drink for the children. The group is aimed at babies and toddlers up to school age. The group provides an opportunity to meet new people and seek support from other parents with small babies and children under pre-school age.

The group attracts a wide variety of users at all ages. The group is particularly supportive to many parents who partner's work away from home, and the feedback I have been given from some users is that they have developed extended friendships which they have found a source of comfort when their husband's are away for long periods of time.

The group is run by volunteers and the positions to run the group i.e. Chair, Secretary & Treasurer are handed over usually when the individual's children reach school age and no longer use the facility.

I am the parent to a nearly 2 year old, and have been the current chair since September 2018. The group was under threat of closure in September due to a lack of volunteers and significantly depleted funds and resources. The group hasn't been promoted well, and it has lacked a community feel resulting in fewer and fewer members which combined with the lack of fundraising has significantly affected the financial stability of the group. Unfortunately the group has been left with very little, and in order for it to survive it needs to make a new start.

In January 2017 the group had a healthy bank balance of £1,787, which included a grant of £1,000 from NYCC. Between January 2017 – July 2018 the group's finances went into decline

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with a pattern of heavy spending and no fundraising. By the time I took over the group in September 2018 the bank balance had reduced to £252.

Since September 2018 – January 2019 we have managed to increase our bank balance to £306. We have been open to members that the group needs to restructure its finances if it is to survive. So far we have implemented the following:

- Buying milk from a budget supermarket rather than from a local milk supplier, saving about £3.00 a month
- Buying tea and coffee in bulk from a wholesaler.
- Instigating a snack rota so that one member of the group supplies the snacks for the children. This has reduced our weekly outgoings by about £3.00 a week
- Reviewing our pricing policy to charge parents extra who bring more than two children
- We have gained a modest increase in the number of users from around 8 to between 10-14
- An ongoing charity raffle at the red lion pub to raise money for the group

I have been working closely with the Chair of the Village Hall Management Committee for advice about the structure and constitution of the group. This has resulted in the appointment of a new Treasurer and we are considering applications for the position of Secretary. In addition we have also managed to negotiate 3 month's free rent on the Village Hall saving the group around £300.

The group now has a public page on Facebook and we are constantly tapping into the Village newsfeed to raise awareness and ask for donations. We have reviewed the advert in the Village newsletter and tried to give this a fresh appeal and promote the fact that the group is under new management. We are registered on mumsnet and are actively trying to spread the word through drop in leaflets but these are currently being produced at our personal expense.

We are also proposing to hold a number of fundraising events. We are doing a Toddler Waddle on 1 May and we have secured the Village Hall free of charge for a jumble sale on 15 June. Other ideas that are currently being considered are a Craft Fair, Teddy Bears Picnic and a Race Night.

We are applying for a grant to help us raise awareness of the group's new management and opening date and times through:

- Purchasing large outdoor banners to be placed at strategic points in the Village e.g. at the entrance and exit of the Village and on the side of the Village Hall
- A pavement sign

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- Leaflets and Posters
- We would also like to purchase some signs and posters to advertise our forthcoming fundraising events

We are also applying for a grant to help revitalise the group. If successful the money would contribute towards:

- A designated area for babies. Over the years the items for babies have been ill maintained and discarded leaving nothing to accommodate parents and grandparents who bring babies. We propose a safe penned area with reclining baby seats and soft activities designed specifically for babies.
- Storage boxes, hooks, shelves and shelf partitions to keep the toys tidy. At the moment all of the toys are 'dumped' in a cupboard because there are no resources to keep them clean and tidy and safe from damage.
- New toys and activities to provide a wide and varied learning experience. The group has to resort to putting the same toys and activities out for the children on a week to week basis. This is providing inadequate stimulation and is not helped when the majority of the toys are old and broken.
- Seasonal crafts and activities e.g Easter, Halloween and Christmas. We wish to introduce crafts and games and decorate the Hall but we only have a primitive selection, and we have currently been funding this at our own personal expense which we can no longer sustain. We would greatly benefit from additional seasonal decorations, crafts and games and storage boxes to maintain their condition for the following year.
- Promoting the fundraising initiatives that will take place on a rolling yearly basis

Q2.3 Is there a specific date your applications needed to be funded by?

01 / 04 / 2019

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Q2.4 Which two objectives in the specific Community Development Plan will your application meet? (250 word limit for each objective)

Which objective?	How will you achieve this?
<p>Objective 1:</p> <p>Loneliness and Isolation</p>	<p>The toddler group has been a thriving part of the Community since 1978. The group offers a safe and friendly environment for parents and grandparents, to bring their children/grandchildren to interact and play with others. The group provides a vital social space for parents, helping them, offering peer support and friendships.</p> <p>We have increasingly seen an increase in the number of parent's whose husbands work away from home for large parts of the week, and the group has helped to provide company and friendships.</p>
<p>Objective 2:</p> <p>Youth (early years) Provision</p>	<p>Feeding into the work of the Community Cinema at the Village Hall, we wish to create a group that offers similar benefits but for parents of younger children. We want to help parents foster positive friendships with other parents in the Village and provide a friendly and supportive environment for this to happen. We want to provide a safe place for children to enjoy stimulating activities and where they can gain confidence through play.</p>

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Q2.5 Please outline how the application will benefit the specific CEF area and why there is a need for your proposal? (500 word limit)

Hambleton is a thriving Village and is constantly expanding through new housing developments. The village is popular with young families, owing to its peaceful location, good local school, and access to motorways.

The growing number of families in the Village mean there is a constant demand for a local toddler group.

The toddler group is the only designated voluntary group in the village specifically aimed at children under 5.

With the increasing cost of childcare more and more families are relying on grandparents for childcare support. There also appears to be an increasing number of families who are working flexibly to better balance the needs of childcare and finances. This has meant there is an ever-increasing demand for a local group where parents and grandparents can interact and participate in fun and stimulating activities with their children.

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Q2.6 How much funding are you requesting?

Please provide a breakdown of the different cost elements associated with your application:

Cost Element	Cost (£)
Advertising banners, leaflets & posters	300
A Pavement Sign	75
Designated Baby Area	150
Storage	75
Toys & Activities	200
Seasonal decorations, crafts & games	200
Total Cost	1000

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Q2.7 Is the total cost of the application more than the amount you are requesting?

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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If yes, where will you get the other funding from and has this been secured?