



Carterton Town Council

Town Hall
Alvescot Road
Carterton
Oxon OX18 3JL
Tel: 01993 842156
Email: clerk@carterton-tc.gov.uk
www.carterton-tc.gov.uk

27th September 2023

Chair: VACANT
Vice-Chair: VACANT
Members: Cllr N King, Cllr E Leeming, Cllr M McBride,
Cllr M Mead, Cllr M Tarpey, Cllr L Wood

You are hereby summoned to attend an ORDINARY meeting of the **GRANTS COMMITTEE** on **Tuesday 3 October 2023 at 6.00pm** at the Town Hall.

Under the Openness of Local Government Bodies Regulations 2014 the Council's public meetings may be recorded, which includes filming, audio-recording as well as photography.

We are proud to announce that Carterton Town Council has signed the Civility and Respect Pledge. The Council will treat all Members, Officers, and members of the public, with civility and respect at all times.

Samantha Haywood
Locum Town Clerk

AGENDA

- 1 ELECTION OF CHAIR AND A VICE CHAIR**
MOTION: To elect a Chair and a Vice Chair of the Grants Committee
- 2 APOLOGIES**
MOTION: Committee to receive apologies and approve reasons for absence.
- 3 MINUTES OF THE PREVIOUS MEETING**
MOTION: Committee to approve and sign the minutes. No minutes to approve – this is the first meeting of a newly formed committee.
- 4 DECLARATIONS OF INTEREST AND DISPENSATIONS**
With reference to items on the agenda, members are reminded of their responsibility to declare interests and to update their Register of Interests as required.
- 5 PUBLIC PARTICIPATION**
Members of the public are invited to speak on items relating to the agenda. The period of time designated for public participation in accordance with Standing Orders 3.e) and f) shall not exceed 15 minutes, max. 3 minutes per person, and will be under the direction of the Chair.
- 6 GRANT APPLICATION/S**
MOTION: To approve a grant application from Acting Community Thingumybogs



1 September 2023

Dear Carterton Town Council

I am writing on behalf of Acting Community Thingumybags to ask you to consider our grant application for funding. We are a community group run by volunteers, who produce quality Pantomimes and plays here in Carterton.

This year will be our 30th Panto., which is exciting for all involved. We have a large cast from Carterton and a few ex Cartonians who still want to take part in our group. Our age ranges from those in their 60's to children in Primary school, we advertise every year for new members.

We are performing in December, and audience numbers are approximately 120 each show and we may be able to increase that number this year.

This year is our first time performing at Gateway School and the costs to use their premises is over £2000.00. Please see attached. We will be fundraising to meet some of these costs this year and will continue to do so in the future if we use Gateway school for performances moving forward.

If we are successful, we will of course comply with the Councils terms and conditions and acknowledge your support in our publicity.

Yours sincerely





**CARTERTON TOWN
COUNCIL**

**APPLICATION FOR GRANT FUNDING
(PLEASE COMPLETE IN BLOCK CAPITALS)**

PLEASE READ THE ATTACHED GUIDANCE NOTES BEFORE COMPLETING THIS FORM

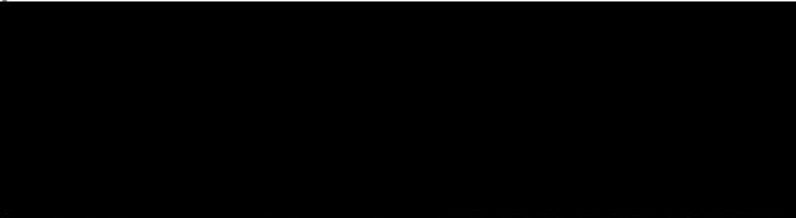
(1) Your Organisation		AMATURE DRAMAIC GROUP	
Name of Organisation:		ACTING COMMUNITY THINGUMYBOGS	
Correspondence Address:		[REDACTED]	
Postcode:	[REDACTED]	Telephone No:	[REDACTED]
Contact Name:	[REDACTED]		
Position in Organisation:	[REDACTED]		
Email Address: (PLEASE PRINT)	[REDACTED]		
Registered Charity:	YES <input type="radio"/> NO <input checked="" type="radio"/>	Registration No:	
<p><i>What are the activities and/or aims of your organisation?</i></p> <p>A.C.T.S AIM IS TO PRODUCE QUALITY, COMMUNITY PRODUCTIONS A MINIMUM OF ONE PER YEAR IN CARTERTON. WE WELCOME ANYONE WITHIN THE COMMUNITY WHO WISHES TO JOIN. WE WILL ENDEAVOUR TO INVITE AN AUDIENCE FOR FREE TO AT LEAST ONE OF OUR PRODUCTIONS. THIS IS A GROUP RUN BY VOLUNTEERS WHO ARE PROUDLY CELEBRATING OUR 30TH PANTOMIME IN 2023.</p>			
(2) Membership			
How many members do you have/how many people do you support (as applicable)?		APPROX 40 MEMBERS	
Approximately how many of the above live in		80%	

Carterton?	
Is membership/assistance restricted in any way?	NO
What is your annual subscription, if any?	£30.00 P/P OR £50.00 PER FAMILY
Are you affiliated to a national organisation? If so, which one?	SAVE THE CHILDREN FUND
Local venue/meeting place (if different from address above)	GATEWAY PRIMARY SCHOOL OX18 3SF
(3) Grants	
Purpose for which the grant is required (please give as much information as possible): TO HELP WITH HIRE OF GATEWAY SCHOOL HALL FOR REHEARSALS AND PERFORMANCES. BREAKDOWN OF COSTS ATTACHED	
Amount being applied for?	£ 700.00
What is the total cost?	£ 2092.00
Has your organisation previously applied to the Town Council for a grant?	<input checked="" type="radio"/> YES / NO
If YES, please give details: (date, amount & purpose)	SEPT. 2017 £773.94 NEW STAGE CURTAINS
Have you applied for a grant to any other body or organisation?	YES / <input checked="" type="radio"/> NO
If YES, please give details:	
(4) Fundraising	
What fundraising events or activities will your organisation be holding this year? MARCH 23 - BINGO, SUPPER AND SONG - £300.00 RAISED MAY 23 - COSTUME SALE £65.31 RAISED OCT/NOV 23 - BINGO, SUPPER & SONG - £500.00 ESTIMATED	

(5) General – PLEASE NOTE

- You must enclose a copy of your latest audited accounts, a financial projection for the period following the balance sheet, or a Business Plan if a new organisation.
- ~~Recipients of a grant from the Town Council should acknowledge the fact on all~~ relevant literature. Please apply to us for a copy of our Town Crest.
- Please provide any additional information which may assist the Council in reaching its decision.
- Any grant awarded on a draw-down basis can only be drawn during the financial year 1 April to 31 March. It cannot be carried over to the following year.

Please indicate to whom a cheque should be made payable if your application is successful. Alternatively, please supply your bank account details (preferred):



I certify that the above information is true to the best of my knowledge and belief, and that I am authorised to make this application for grant-aid

Signed



Date:

1/9/23

Please return your completed application form, with copies of accounts and financial projection and a covering letter giving any further information, to Carterton Town Council, Town Hall, 19 Alvescot Road, Carterton, OX18 3JL

Tel: [01993 842156](tel:01993842156). Email: klinnington@carterton-tc.gov.uk

GUIDANCE NOTES

Carterton Town Council has grants available for funding a project or activity. The Town Council grants are awarded at the discretion of the Grants Committee, and match funded up to 50% of costs to a maximum of £2,000; unless the Grants Committee decides that there are exceptional reasons to award a higher grant. Grants can be awarded to support a project, event or service, or to purchase equipment to help your group provide services to its users. Other funding can come from your own fundraising, existing resources or grants from other organisations.

The Grants Committee reserves the right to monitor the application and use of any grant awarded and may withhold, withdraw or recover the grant if the funds are not used for the purposes



20 August 2023

To Whom It May Concern

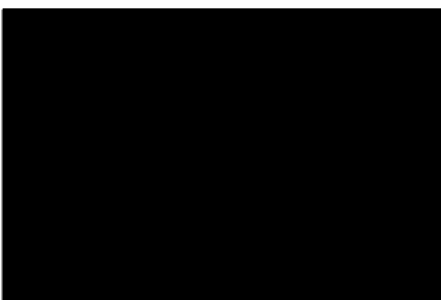
Acting Community Thingumybogs - ACT - Independent Examination - Accounting period 01 Jan - 31 Dec 2022.

Be advised I have carried out an independent examination of the Acting Community Thingumybogs accounts for the period 01 January 2022 to 31 December 2022.

I confirm their account demonstrates accurate Income and Expenditure entries and are fully aligned to their formal bank statements and find them correct. I enclose signed copies of their accounting records. Be advised bank statements have been suitably redacted but offer accurate entries to assure conformity of accounts.

I confirm I am impartial and not in anyway connected to ACT and offer my services independently and without bias. I can be contacted at the above address if clarification is required.

Yours sincerely



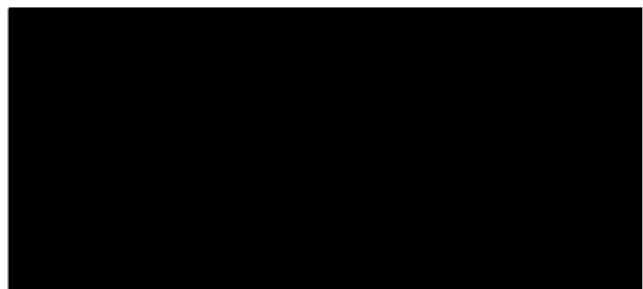
Enclosures:

1. Breakdown of ACT Income and Expenditure
2. Summary of ACT Receipts and Payment for year 2022
3. Certified copy of bank statement relating to ACT account balance as of 01 Jan 22.
4. Certified copy of bank statement relating to ACT account balance as of 31 Dec 22.

ACTING COMMUNITY THINGUMYBOGS 2022
SUMMARY OF RECEIPTS AND PAYMENTS FOR YEAR 2022

BALANCE B/F CASH BOOK		EXPENSES IN THE YEAR	£5139.49
BANK STATEMENT	£5505.05	Bal C/F per cash book 31 Dec 2022	
Cheques in Transit	£ 507.70	Bank Statement	£2382.56
Cash paid in not yet credited	£00.00	Less cheques in transit	£00.00
Cash in the Bank	£4997.35	Paid in not yet credited	£00.00
Cash in hand	£71.37	Cash in bank	£2382.56
Cash sub total	£5068.72	Cash in Hand	£ 170.68
Income during the year	£2624.01	Cash sub total	£2553.24
TOTAL	£7692.73	TOTAL	£7692.73

I certify that I have checked the above account and found it correct.



20 August 2023

Assting Community Thingunydogs Accounts for

2022

INCOME										EXPENDITURE					
Date	Item	Fund Raising	Partis	Other perfor	Other income	Cash in Hand	Bank	Total Income	Item	Cheque number	General Expenses	Partis Expenses	Cash Purchase	Total Expenses	Cash at Bank
1-Jan-22	Bank less o/a cheques 2021					£ 71.37		£ -						£ 4,987.35	
30-Jan-22	Reve the children fund	£ 60.00				£ 71.37		£ 60.00	SGF Donation	100835		£ 4,500.00		£ 4,500.00	£ 497.35
1-Mar-22	costume hire to CCC					£ 121.37		£ 210.00						£ 4,600.00	£ 487.35
3-May-22	May Day Costume sale				£ 160.00	£ 121.37	£ 160.00	£ 210.00						£ 4,600.00	£ 687.35
3-May-22	may day photo booth				£ 160.00	£ 128.67	£ 300.00	£ 217.30						£ 4,500.00	£ 687.35
30-Jul-22	Donation from Carterton Lions				£ 300.00	£ 128.67	£ 60.00	£ 617.30						£ 4,500.00	£ 687.35
28-Jul-22	BYE sales less awards costs	£ 60.00				£ 128.67	£ 110.00	£ 677.30						£ 4,500.00	£ 1,007.35
29-Jul-22	Sale of vintage clothes	£ 110.00				£ 181.17		£ 477.30						£ 4,500.00	£ 1,117.35
31-Jul-22	front yard sale	£ 62.80				£ 181.17		£ 739.80						£ 4,500.00	£ 1,192.35
20-Aug-22	Carterton Town Council					£ 181.17	£ 100.00	£ 839.80	Carnival pitch fee	100838	£ 25.00			£ 4,525.00	£ 1,082.35
30-Aug-22	Costume sale C Carnival	£ 100.00				£ 191.17	£ 79.89	£ 919.39						£ 4,525.00	£ 1,270.84
15-Sep-22	Entertainment Fees card				£ 279.99	£ 189.17		£ 928.39						£ 4,525.00	£ 1,270.84
30-Sep-22	Hire out photo booth				£ 229.25	£ 189.17	£ 29.29	£ 952.64	church hall for costume sale					£ 4,525.00	£ 1,300.19
8-Oct-22	Entertainment Fees card					£ 190.87		£ 952.64						£ 4,528.00	£ 1,300.19
8-Oct-22	Fee for flower festival entry					£ 190.87		£ 952.64						£ 4,530.50	£ 1,502.89
8-Oct-22	Bin Liners Costume sale					£ 190.87	£ 202.50	£ 1,155.14						£ 4,530.50	£ 2,484.08
8-Oct-22	Costume sale Town Hall	£ 202.50				£ 190.87	£ 991.37	£ 2,146.51						£ 4,530.50	£ 2,871.58
10-Oct-22	Entertainment Fees				£ 991.37	£ 190.87	£ 477.60	£ 2,624.01						£ 4,530.50	£ 2,477.38
10-Oct-22	Costume sale Town Hall card	£ 477.60				£ 190.87		£ 2,824.01						£ 5,024.70	£ 2,477.38
2-Nov-22	Zurich Insurance					£ 170.88		£ 2,824.01	Public liability	100837	£ 494.20			£ 19.89	£ 2,477.38
23-Nov-22						£ 170.88		£ 2,624.01	Inv 3229750					£ 5,044.89	£ 2,477.38
24-Nov-22						£ 170.88		£ 2,624.01	Inv 777234	100839	£ 94.80			£ 5,139.49	£ 2,382.58
31-Dec-22						£ 170.88		£ 2,824.01						£ 5,139.49	£ 2,382.58

I certify that I have checked the above account and found it correct

ENCL 1.

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