



ITEM 10 10.2  
Appendix 4  
Refers

**LEDBURY TOWN COUNCIL**

**Grant Application Form**

**1. Your Organisation**

<b>Contact Name:</b>	
<b>Position:</b>	
<b>Organisation:</b>	JOHN MASEFIELD HIGH SCHOOL
<b>Contact Address:</b>	MABELS FURLONG, LEDBURY, HEREFORDSHIRE HR8 2HF
<b>Telephone Number:</b>	01531 631012
<b>E-mail:</b>	
<b>Status of Organisation:</b>	JOHN MASEFIELD HIGH SCHOOL
<b>Charity/company number</b>	Charity No: (if applicable) Company No: 07631985
<b>What geographical area does your organisation cover?</b>	LEDBURY – SCHOOL CATCHMENT AREA
<b>How long has your organisation been in existence? (please <input checked="" type="checkbox"/>)</b>	Less than one year
	Between one and five years
	More than five years *
<b>What are the aims and objectives of your organisation?</b>	EDUCATION OF CHILDREN AGED 11-18
<b>What are the main activities of your organisation?</b>	EDUCATION

## 2. Your Project/Activity

<b>Project title:</b>	FOOD TECHNOLOGY EQUIPMENT
<b>Description of project</b> (please continue on a separate sheet if necessary)	FOOD TECHNOLOGY ROOM / EQUIPMENT REFURBISHMENT
<b>Where in Ledbury will the project/activity take place?</b>	JOHN MASEFIELD HIGH SCHOOL
<b>Who will benefit from the project?</b> (please tell us what groups will benefit and approximately how many people will benefit in total)	ALL STUDENTS AND STAFF AT JOHN MASEFIELD HIGH SCHOOL
<b>What evidence do you have of local need/demand for the proposed project/activity?</b> (This might be survey work or statistical evidence)	<p>FOOD AT JMHS A VERY POPULAR SUBJECT. STUDENTS TAKE PART IN FOOD LESSONS IN Y7 AND 8 CAN THEN OPT TO TAKE IT AS A GCSE FROM Y9. EVERY YEAR, TWO FULL CLASSES OF STUDENTS OPT TO TAKE FOOD FROM Y9 AND RESULTS AT GCSE IN Y11 ARE ALWAYS GOOD. WE BELIEVE IT IS VITAL FOR STUDENTS TO LEARN ABOUT FOOD FROM THE FOLLOWING PERSPECTIVES: FOOD PROVENANCE (ESPECIALLY AS HEREFORDSHIRE PRODUCES SOME OF THE BEST FOOD IN THE COUNTRY!), NUTRITION, HYGIENE AND SAFETY AND OF COURSE MOST IMPORTANTLY FOOD PREPARATION AND COOKING SKILLS. STUDENTS ARE ENCOURAGED TO BE INDEPENDENT COOKS FROM Y7 AND ARE INTRODUCED TO A VERY WIDE RANGE OF DISHES AND COOKING TECHNIQUES.</p> <p>IN 2017 WE WERE VERY FORTUNATE TO BE ABLE TO SECURE FUNDING FOR A FOOD ROOM REFURBISHMENT WHICH WAS LONG OVER-DUE. WE ARE NOW WORKING TO UPDATE THE EQUIPMENT THAT WE USE IN THE KITCHEN AND WOULD VERY MUCH APPRECIATE FUNDING TO BE ABLE TO PURCHASE THE FOLLOWING ITEMS: A DIGITAL CAMERA TO ALLOW STUDENTS TO PHOTOGRAPH THEIR DISHES FOR EVALUATION AND DISPLAY PURPOSES, SOME MORE DIGITAL SCALES, FRYING PANS AND A NEW SET OF VEGETABLE KNIVES TO</p>

	REPLACE THE VERY OLD ONES WE ARE CURRENTLY USING.
<b>What support have you received for this project?</b> (Please tell us about any expressions of support you have received from outside your organisation)	WE RECEIVED FUNDING FROM THE CLIVE & SLYVIA RICHARDS TRUST IN 2017 WHICH ENABLED US TO RERURBISH THE ROOM AND COOKERY EQUIPMENT. WE ARE NOW LOOKING TO UPDATE OUR UTENSILS ETC TO MATCH THE HIGH QUALITY FITTINGS OF THE ROOM.
<b>How will the project be managed and how will you measure its success?</b>	THE EQUIPMENT WILL BE IN DAILY USE AND WILL BE A ONE OFF PURCHASE.
<b>Please give the timescale and key milestones for your project, including a start date and finish date.</b>	EQUIPMENT WILL BE PURCHASED IMMEDIATELY UPON RECEIPT OF FUNDS IF WE ARE SUCCESSFUL SO THE PROJECT WILL BE COMPLETE WITHIN A FEW WEEKS DEPENDING UPON DELIVERY TIMES.
<b>Please explain how your organisation will acknowledge Ledbury Town Council's contribution.</b>	PUBLICITY VIA OUR SCHOOL WEBSITE AND NEWSLETTER. WE WILL ALSO PROMOTE IT VIA THE LEDBURY REPORTER IF POSSIBLE.

### 3. How you will pay for your project.

<b>What is the total cost of the project?</b>	<b>£500.00</b>
<b>Amount requested from Ledbury Town Council.</b>	<b>£500.00</b>

*Please list any applications you have made for funding from other organisations.*

<b>Organisation</b>	<b>Contribution Sought (£)</b>	<b>Applied (please tick as appropriate)</b>	<b>Granted (please tick as appropriate)</b>

#### 4. Further information enclosed

<b>Information</b>	<b>Enclosed (please tick)</b>
A copy of your organisation's most recent bank statement <b>(mandatory)</b>	ENCLOSED
A copy of your constitution (or similar document showing the organisation's status) and list of appointed officers	
A copy of your organisation's committee and meeting structure	
A copy of your organisation's latest set of accounting statements (if any exist)	
Copies of any letters of support for your project	
Other (please list below):	

#### 5. Declaration by the applicant

**I/we declare that, to the best of my/our belief, the information given on this application form and in any enclosed supporting document is correct.**

**I/we accept the following:**

- (i) That any false information we provide, even if provided in good faith, may lead to the withdrawal of the grant offered.**
- (ii) That any grant offered will be used only for the purposes set out in this application.**
- (iii) That we will provide reports on progress at the request of the Town Council.**

**Should any grant offered not be used in accordance with the terms and conditions set by the Town Council, we undertake on behalf of the organisation to repay the outstanding amount to Ledbury Town Council on demand.**

<b>Signed:</b>	
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<b>Name (s):</b>	
<b>Date:</b>	<b>2/5/2018</b>

Please return your completed form to:

Mrs K Mitchell  
Clerk to the Council  
Town Council Offices  
Church Street  
Ledbury  
Herefordshire  
HR8 1DH

E-mail: [admin@ledburytowncouncil.gov.uk](mailto:admin@ledburytowncouncil.gov.uk)