

COMMUNITY GRANTS FUND APPLICATION

Please answer all questions which are relevant to your organisation – failure to do so may result in a delay in the determination of your application

PROJECT (In no more than 25 words)	Visitor Information Centre works	GRANT AMOUNT REQUESTED	£3000
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Contact Details

Q1 Name of organisation making application: Shropshire Beekeepers Association

Name of contact for this application

Title: Mr Name: JEREMY CHARLTON

Position held in the organisation: [REDACTED]

Contact Address, including full postcode:

[REDACTED]

[REDACTED]

Contact Telephone Number [REDACTED]

Email address [REDACTED]

About your organisation

Q2 What type of organisation are you?

Tick (✓) relevant category:

Registered Charity:(x) Charity Registration Number 11664389

Q3 When was your organisation established?

1875

Q4 Briefly describe your organisation.

Describe your organisation, including how many members/users you have, whether there is a subscription fee and the usual activities/services you provide.
If you are a new organisation, describe the services/activities you plan to provide.

Shropshire Beekeepers Association is a registered charity which exists to promote beekeeping and to educate the public in the importance of bees to the environment.

The Association has roughly 350 members of all ages and from all walks of life with a shared passion for protecting our endangered honey bees

Since 2017, the Association has created a new Wildlife and historic Visitor Centre on the site of Conduit Head, Nobold Lane Shrewsbury which dates back to mediaeval times

The Apiary and Visitor Centre is run by a friendly and enthusiastic group of people, who share an interest in beekeeping and want to promote bees and their place in our environment

The Apiary runs a varied educational programme, including beginners' courses as well as a full range of BBKA (British Beekeeping Association) courses. As well as taster days, which members of the public can attend to training for beekeepers at all stages

The main building is used for lectures and talks. During the spring/summer months, the association offers practical experience of beekeeping and tuition in the apiary

The visitor centre, when open, is accessible to the public without the need for booking and attracts a range of visitors

Q5 If you are a subsidiary of a larger organisation, please state which one.

British Beekeeping Association (BBKA)

Q6 Does your organisation have an agreed Constitution or Memorandum of Association?

Please state which and attach a copy: Copy of the Constitution herewith

Q7 What is your primary source of funding?

Subscriptions and donations plus the sale of honey

Details of the project or activity you are planning

Q8 Describe the projects/activity you plan to use this grant for.

- i. Try to be specific about what you will do and how you will do it.

On a general note, SBKA has a programme to complete the restoration of the walkways and well observation platforms. This is mandatory for us to complete under the terms of the lease with Shropshire Council

Once fully restored, the walkways will allow visitors to safely enjoy the Wildlife area to the full, to include the bird observation hide, which now forms part of the platforms. The birdlife is a reflection of the wildlife surroundings now available to them. Once completed, the walkways will also be available for use by wheelchair users

As part of the overall programme of work, SBKA intend to encase a section of the walkways with waney edge timber cladding to form a Visitors Information Centre

SBKA will then have an indoor meeting and display area that will contain a variety of informative illustrative guides and displays to illustrate to visitors various aspects of the life bees and beekeeping as well as promoting environmental awareness generally

- ii. Please state how you have identified this need and how the project will benefit the people of Shrewsbury, together with the estimated time span. If you are seeking continuation funding for this project, please provide evidence for this continued need.

SBKA are not seeking continued funding

The display area will highlight the importance of pollinators and specifically honeybees as well as the importance of good environmental management and what individuals can do are a key element of this.

iii. How many people from the Parish of Shrewsbury do you expect to benefit directly from your project or activity?

1000

Q9 What criteria will be used to measure the success of the project and how many people from the Parish of Shrewsbury do you expect to benefit from it?

The success of the project will be measured by the continued popularity of the Apiary and Visitors Centre

Due to the historic nature of the site and being the local education centre for beekeeping, we have on average around twenty visitors a week ranging from organised visits by groups including local Women's Institute, Young Farmers Clubs, Schools, and walking clubs. We also give talks to local group meetings e.g., Allotment groups.

We have built affiliations with Shrewsbury School and Newport Girls High School Academy and have a developing schools outreach programme visiting primary schools to give presentations on Beekeeping.

Health & Safety

Q10 What, if any, special safety issues are related to your project/activity?

Please provide the following information:

i. What kind of insurance does your organisation have?

Public Liability

Do the leaders have the relevant qualifications and/or experience?

Yes

ii. What policies does your organisation have in place (i.e. Health and Safety, Child Protection/Safeguarding, working with vulnerable adults, Equal Opportunities, CRB Checks etc.)? *You may be required to submit copies of your policies.*

Please refer to documentation provided

Funding of your project

Q11 Previous Applications

If you have applied for and received funding from Shrewsbury Town Council in the past please provide details of the amount, the year and briefly what the funding was used for.

Year	Project Description	Award £

Q12 Project Funding

Please provide details of the amount of funding you need for your project and give us a breakdown of what the money is for (please enclose any relevant estimates or details).

Tell us the amount of grant requested £3000 and provide a detailed breakdown as to how you have reached this figure

Project Expenditure Please list all items of expenditure for your project	Amount of Project
Timber and toughened glass	£6765
	£
	£
	£
	£
Total	£
Project Income Please list how the project shall be funded	
Grant applied for	£3000
Reserves or alternative funding	£3765
	£
	£
	£
What is the difference? This should be the same as the amount of Grant you are applying for	£3000

Q13 Covering a Shortfall

If the Town Council makes an offer less than the amount requested, how will that impact on the Project and how will you cover the shortfall?

SBKA will use the funds towards to overall cost of the project. The work will be undertaken by SBKA volunteers

Q14 Sustainability

What plans do you have in place to ensure that your organisation becomes more sustainable and less reliant on grant funding, particularly from the Town Council?

SBKA are a Charitable organisation

Your Accounts

Q15 Please provide the following details from your most recent annual accounts

Total Income	£58,142
Less Total Expenditure	£50,999
Surplus / Loss	£7,143
Savings (Reserves, Cash, Investments)	£30,865

Please provide a copy of your most recent annual audited accounts or, in the case of newly established organisations, the projected income and expenditure for the next twelve months.

You need to include these documents with this application.

Account Details

Q16 Please provide your bank or building society account details

You can only apply for grant if you have a bank/building society account in the name of your organisation. We will only pay grants into an account which requires at least two people to sign each cheque or withdrawal. **These people should not be related.**

Account name: [REDACTED]

Sort Code: [REDACTED] Account Number: [REDACTED]

Bank/building society name: [REDACTED]

Bank/building society address: [REDACTED]

[REDACTED]

Who are the signatories and what position do they hold in your organisation?

- 1 Name [REDACTED]. Position Membership Secretary and Acting Treasurer
- 2 Name [REDACTED]. Position Shop, Exam Secretary, Swarm and Asian Hornet Coordinator
- 3 Name Position

Any Other Information

Q17 Any other information which you consider to be relevant to your application.

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Declarations

Q18 Declaration

Please give details of a senior member of your organisation. For example, this may be your Chairperson, Treasurer or Secretary. They must read the application and sign below. **(This must not be the main contact name in Q1).**

I confirm, on behalf of Shropshire Beekeepers Association

That I am authorised to sign this declaration on its behalf, and that, to the best of my knowledge and belief, all replies are true and accurate.

I confirm that I have read the Terms and Conditions set out in the Notes which accompanied this application and further confirm that this application is made on the basis that if successful, the organisation will be bound to use the grant only for the purpose specified in this application, and will have to comply with those Terms and Conditions and any others which the Council might attach to the Grant.

Post held in organisation: Membership Secretary and Acting Treasurer

Title: [REDACTED] First Name: [REDACTED] Surname: [REDACTED]

Organisation address:
[REDACTED]

Telephone: [REDACTED]

Signed: Date: 3.7.2024

Q19 Signature of Person Completing the Application

This must be the signature of the person named in Q1 as the main contact and **not be the same person who has signed in Q18**

I confirm that, to the best of my knowledge and belief, all the information in this application from is true and correct. I understand that you may ask for additional information at any stage of the application process.

Signed: Date: 3.7.2024

Checklist

- 1. Have you answered every question?
- 2. Have all signatures been completed?
- 3. Have you included a copy of your constitution?
- 4. Have you included a copy of your most recent audited accounts?
- 5. Please state any supporting documents you are submitting:

Please return your completed application form to:

**Town Clerk
Shrewsbury Town Council
Livesey House
7 St John's Hill
Shrewsbury
SY1 1JD**

Telephone: 01743 281010

Email: Helen.ball@shrewsburytowncouncil.gov.uk