

APPENDIX 2

BURGESS HILL TOWN COUNCIL

MINOR GRANT APPLICATIONS PHASE 2 2019

| ORGANISATION | REQUESTED | AWARDED |
|--------------------------------------|------------------|----------------|
| Mid Sussex Active | 1,000 | |
| Cuckfield Stroke Communication Group | 972 | |
| Kangaroos | 1,000 | |
| Speak Up | 1,000 | |
| Dame Vera Lynn Children's Charity | 1,000 | |
| Cruse Bereavement Care | 1,000 | |
| Support 4 Diabetes | 256 | |
| Summerhaven | 500 | |
| Signposts Mid Sussex | 1,000 | |
| SASBAH | 1,000 | |
| Total requested | £8,728 | £ |

| BURGESS HILL TOWN COUNCIL | |
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| MINOR GRANT APPLICATION | |
| NAME OF ORGANISATION | Mid Sussex Active |
| NUMBER OF BURGESS HILL MEMBERS/BENEFICIARIES | 8,000 BH beneficiaries & 14,000 non BH beneficiaries |
| PURPOSE FOR WHICH GRANT IS SOUGHT | Towards the cost of developing 2 new inclusive sports events |
| AMOUNT REQUESTED | £1,000 |
| TOTAL COST OF PROJECT | £2,000 |
| OTHER SOURCES OF INCOME | £1,000 from own funds |
| PREVIOUS GRANTS | None |
| CONSTITUTION | Provided |
| FINANCE | Draft report & Unaudited Financial Statements 31/8/18 |
| COMMUNITY COMMENTS: | |
| <p>Mid Sussex Active is a not for profit organisation formed in 2011, aiming to provide children with the opportunity to be physically active and move more. It supports schools in Mid Sussex by providing competitions, professional development, development of a workforce for local sports in schools (sports leaders and volunteers) and expands sporting opportunities for all, in school and the local community. In 2017/18, 11,300 children participated in 52 competitions/events and over 300 sports leaders were trained.</p> <p>The grant requested is to develop 2 inclusion events at The Triangle aimed at children who are not normally physically active and to purchase equipment that can be loaned to schools to encourage them to continue inclusive activities within the school setting. They would also train teachers and wider school staff to implement these sessions. They anticipate the project would benefit 240 young people.</p> | |
| FINANCIAL COMMENT: | |
| <i>Financial Snapshot</i> | |
| Income: | £158,224 |
| Deficit: | £(25,778) |
| Reserves: | £189,299 |
| Forward cost cover | 12 months |
| <i>Comment</i> | |
| Although this group made a deficit of £26k for this year (mainly relating to a drop in MSA Affiliations), they still have a substantial level of reserves. | |
| Sufficient funds although Members may still wish to support this application. | |
| If Members are minded to approve, a final, signed version of the Financial Statements should be sought. | |

| BURGESS HILL TOWN COUNCIL | |
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| MINOR GRANT APPLICATION | |
| NAME OF ORGANISATION | Cuckfield Stroke Communication Group |
| NUMBER OF BURGESS HILL MEMBERS/BENEFICIARIES | 14 adult BH members & 22 non-BH members |
| PURPOSE FOR WHICH GRANT IS SOUGHT | Contribution towards hall hire in Cuckfield |
| AMOUNT REQUESTED | £972 |
| TOTAL COST OF PROJECT | £972 |
| OTHER SOURCES OF INCOME | None |
| PREVIOUS GRANTS | None |
| CONSTITUTION | Charter but not signed |
| FINANCE | Summary of account to 31/3/2019 |
| COMMUNITY COMMENTS: | |
| <p>Cuckfield Stroke Communication Group is a registered charity and part of the national Stroke Association. It has been running for over 16 years and supports adults with speech difficulties following a stroke or other neurological conditions. They help members regain their confidence and learn to use other ways of communicating. They also have a monthly speech and language therapist and art group. They aim to help members get back to as normal a life as possible, combat social isolation and also provide respite for carers.</p> <p>There is a Stroke Club in Burgess Hill but this is a social club and does not provide the communication support provided by the Cuckfield group. Some Burgess Hill residents attend both groups.</p> <p>The grant requested is towards the cost of weekly venue hire at Queens Hall in Cuckfield. The hall is a good space for the all the activities allowing two to go on at a time.</p> | |
| FINANCIAL COMMENT: | |
| <i>Financial Snapshot</i> | |
| Income: | £ 8,860 |
| Deficit: | £ (7,735) |
| Reserves: | £ 6,268 |
| Forward cost cover | 6 months |
| <i>Comment</i> | |
| <p>Although the group have a reasonable level of reserves for their size of organisation, the year to 31 March 2019 has seen a considerable deficit delivered. The group have, however, confirmed the current year has improved but will still need to rely on some donations.</p> | |
| No financial objection to grant application. | |

| BURGESS HILL TOWN COUNCIL | |
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| MINOR GRANT APPLICATION | |
| NAME OF ORGANISATION | Kangaroos Mid Sussex |
| NUMBER OF BURGESS HILL MEMBERS/BENEFICIARIES | 26 adult & 71 junior BH residents |
| PURPOSE FOR WHICH GRANT IS SOUGHT | Contribution towards the cost of running the BreakAway Club |
| AMOUNT REQUESTED | £1,000 |
| TOTAL COST OF PROJECT | £76,300 |
| OTHER SOURCES OF INCOME | Own funds, WSCC, MSDC, parental contributions |
| PREVIOUS GRANTS | 2019 - £250; 2018 - £1,000; 2017 - £800; 2016 - £700; 2015 - £500; 2014 - £972; 2013 - £975; 2012 - £972; 2011 - £1,000; 2010 - £1,000; 2009 - £500; 2007 - £500; 2002 - £500; 1998 - £375; 1997 - £300; 1994 - £400 |
| CONSTITUTION | Provided |
| FINANCE | Management report 31 March 2019 |
| COMMUNITY COMMENTS: | |
| <p>Kangaroos is a registered charity formed in 1994. It provides a range of fun, inclusive social and leisure activities for children and young people with learning, physical and behavioural difficulties.</p> <p>The grant requested is towards the cost of providing BreakAway, a Saturday and Holiday club for children aged from 12 to 18 years. It is run by experienced Delivery Managers with sessional support staff and young volunteers. BreakAway provides fun activities and outings, promotes independence and opportunities to socialise, to young people for whom mainstream provision is not accessible. Due to their disabilities and challenging behaviours BreakAway often provides the only social and recreational activity available to them. The young people greatly benefit from attending the club and it provides their carers and siblings with a respite break.</p> | |
| FINANCIAL COMMENT: | |
| <i>Financial Snapshot</i> | |
| Income: | £ 486,685 |
| Surplus: | £ 19,083 |
| Reserves: | £ 165,404 |
| Forward cost cover | 4 months |
| <i>Comment</i> | |
| Medium sized organisation that has a reasonable level of cash reserves. Forward cost cover is just above what would be considered adequate. | |
| No financial objection to grant application. | |

| BURGESS HILL TOWN COUNCIL | |
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| MINOR GRANT APPLICATION | |
| NAME OF ORGANISATION | Speak Up |
| NUMBER OF BURGESS HILL MEMBERS/BENEFICIARIES | 17 adult members |
| PURPOSE FOR WHICH GRANT IS SOUGHT | Contribution towards room hire, transport, insurance & office costs |
| AMOUNT REQUESTED | £1,000 |
| TOTAL COST OF PROJECT | £3,280 |
| OTHER SOURCES OF INCOME | |
| PREVIOUS GRANTS | 2017 - £1,000; 2016 - £985.32 |
| CONSTITUTION | Requested |
| FINANCE | Receipts and Payments 31 March 2019 |
| COMMUNITY COMMENTS: | |
| <p>Speak Up is a Burgess Hill-based self-advocacy group run by and for people with learning disabilities, which was formed in 2000. It aims to improve the lives of people with learning disabilities through helping them integrate and participate more fully in their local community. Current projects include working with local schools on issues around Hate Crime and also the Thumbs Up scheme with local businesses.</p> <p>Speak Up holds regular meetings and helps people with learning disabilities speak up for themselves by organising training, sharing information and making links with other organisations. The group identifies the issues faced by people with learning disabilities and tries to do something about them either by working together or by helping individual members develop the confidence and knowledge to speak up for themselves.</p> <p>The grant requested is a contribution towards the rent of office and meeting space and transport for members.</p> | |
| FINANCIAL COMMENT: | |
| <i>Financial Snapshot</i> | |
| Income: | £ 4,013 |
| Surplus: | £ 1,268 |
| Reserves: | £ 1,838 |
| Forward cost cover | 8 months |
| <i>Comment</i> | |
| This organisation relies heavily on grants to fund its work and the removal of one or more contributors will use-up quickly the reserves, causing this organisation to struggle. | |
| No financial objections to grant application. | |

| BURGESS HILL TOWN COUNCIL | |
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| MINOR GRANT APPLICATION | |
| NAME OF ORGANISATION | Dame Vera Lynn Children's Charity |
| NUMBER OF BURGESS HILL MEMBERS/BENEFICIARIES | 2 children & their families in BH |
| PURPOSE FOR WHICH GRANT IS SOUGHT | Towards the cost of providing free weekly sessions of Conductive Education to children with delayed motor development |
| AMOUNT REQUESTED | £1,000 |
| TOTAL COST OF PROJECT | £258,005 |
| OTHER SOURCES OF INCOME | Own funds |
| PREVIOUS GRANTS | None |
| CONSTITUTION | Signed Articles of Association provided |
| FINANCE | Draft Report & Financial Statements 31/3/19 |
| COMMUNITY COMMENTS: | |
| <p>The Dame Vera Lynn Children's Charity is a registered charity, based in Cuckfield, that was formed in 2001. It provides a free early intervention service to children with delayed motor development, including cerebral palsy, aged 0-5 years. They provide educational and related services, including Conductive Education to help the children develop and become as independent as possible. They also provide practical and emotional support to their families/carers. The free service is easily accessed with no doctor's referral necessary.</p> <p>The grant requested is towards the cost of providing free weekly sessions of Conductive Education for the children and their families who live in Burgess Hill.</p> | |
| FINANCIAL COMMENT: | |
| <i>Financial Snapshot</i> | |
| Income: | £ 300,461 |
| Deficit: | £(93,877) |
| Reserves: | £ 236,337 |
| Forward cost cover | 7 months |
| <i>Comment</i> | |
| <p>This organisation has undergone significant changes in recent years through relocating to Cuckfield and seeing exceptional growth in the number of families requiring the charity's services. Donations and legacy income has reduced substantially on the prior year whilst costs have risen, which has led to a deficit of some £94k (prior year surplus of £159k). The current year's budget is for another deficit of around £57k. Reserves remain good at 31/3/19, however, the budgeted deficit will start to reduce this.</p> | |
| <p>Sufficient funds although Members may still wish to support this application. Should Members be minded to approve this application, a signed copy of the latest accounts to 31 March 2019 should be sought.</p> | |

| BURGESS HILL TOWN COUNCIL | |
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| MINOR GRANT APPLICATION | |
| NAME OF ORGANISATION | Cruse Bereavement Care West Sussex |
| NUMBER OF BURGESS HILL MEMBERS/BENEFICIARIES | 35 BH beneficiaries in 2018. They aim to support least 30 BH residents in 2019-20 |
| PURPOSE FOR WHICH GRANT IS SOUGHT | Contribution towards costs of bereavement volunteers |
| AMOUNT REQUESTED | £1,000 |
| TOTAL COST OF PROJECT | £3,000 |
| OTHER SOURCES OF INCOME | Own funds |
| PREVIOUS GRANTS | 2017 - £750; 2014 – £500; 2012 - £500; 2011 - £500; 2010- £500 |
| CONSTITUTION | Provided |
| FINANCE | Annual Accounts 31/3/19 - unsigned |
| COMMUNITY COMMENTS: | |
| <p>Cruse Bereavement Care is a national charity and the West Sussex Branch was set up in 2008 (it comes under the umbrella of the national organisation's Constitution). It provides a free one-to-one bereavement counselling and advice service to people of all ages suffering bereavement throughout West Sussex. It also runs support groups and provides information and education to individuals and organisations.</p> <p>The grant requested is towards the cost of providing one-to-one support comprising six weekly hour long sessions with a trained bereavement volunteer. The cost of the service includes recruitment, initial training and ongoing development of bereavement volunteers, travel costs of the bereavement volunteers and provision of literature to clients free of charge.</p> | |
| FINANCIAL COMMENT: | |
| <i>Financial Snapshot</i> | |
| Income: | £ 49,907 |
| Deficit: | £ (7,772) |
| Reserves: | £ 25,140 |
| Forward cost cover | 5 months |
| <i>Comment</i> | |
| <p>The reduction in local authority grants (£35k from 2018 to 2019) has had a detrimental impact on the organisation's finances producing a deficit of just under £8k for the year to 31 march 2019 (surplus £20k prior year). The organisation funding model is, however, changing within the next two years whereby the national organisation will support the local branches more directly where there are funding deficits, but not for the forthcoming year.</p> | |
| No financial objections to grant application. | |

| BURGESS HILL TOWN COUNCIL | |
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| MINOR GRANT APPLICATION | |
| NAME OF ORGANISATION | Support 4 Diabetes Mid Sussex |
| NUMBER OF BURGESS HILL MEMBERS/BENEFICIARIES | 35 adult BH members & 5 non BH members |
| PURPOSE FOR WHICH GRANT IS SOUGHT | Contribution towards tabards & a projection screen for use in meetings |
| AMOUNT REQUESTED | £256 |
| TOTAL COST OF PROJECT | £256 |
| OTHER SOURCES OF INCOME | Own fundraising, street collections etc |
| PREVIOUS GRANTS | 2017- £240; 2006 - £89 |
| CONSTITUTION | Provided |
| FINANCE | Income & expenditure statement March 2019 |
| COMMUNITY COMMENTS: | |
| <p>Support 4 Diabetes provides support and information for people with diabetes and their family members, particularly those who are newly diagnosed, by organising social and information sessions as well as fundraising for diabetes research. The group aims to raise public awareness of diabetes, provide support for people with diabetes and raise funds for research on diabetes.</p> <p>The grant requested is to purchase tabards for the members to wear when fundraising, to promote public awareness and visibility, and a projector screen to enable speakers to present clear information at their monthly meetings.</p> | |
| FINANCIAL COMMENT: | |
| <i>Financial Snapshot</i> | |
| Income: | £ 1,939 |
| Deficit: | £ (94) |
| Reserves: | £ 1,842 |
| Forward cost cover | 11 months |
| <i>Comment</i> | |
| Although the forward cost cover is very high, the amount in cash terms is modest. | |
| No financial objection to grant application. | |

| BURGESS HILL TOWN COUNCIL | |
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| MINOR GRANT APPLICATION | |
| NAME OF ORGANISATION | Summerhaven |
| NUMBER OF BURGESS HILL MEMBERS/BENEFICIARIES | 30 adult BH members |
| PURPOSE FOR WHICH GRANT IS SOUGHT | Towards the cost of premises hire & rebranding their logo including a banner & publicity materials |
| AMOUNT REQUESTED | £500 |
| TOTAL COST OF PROJECT | £2,830 |
| OTHER SOURCES OF INCOME | Own funds and grants |
| PREVIOUS GRANTS | £500 in 2017; £500 in 2016; £1,000 in 2015 |
| CONSTITUTION | Provided |
| FINANCE | Income & Expenditure Account 31/3/19 |
| COMMUNITY COMMENTS: | |
| <p>Summerhaven is a constituted group set up in 2015 by Burgess Hill residents with mental health problems and their supporters. The group provides a weekly 4-hour Mental Health Drop-in on Sunday afternoons in a safe and welcoming space at Park Centre. It provides opportunities to socialise and prevent social isolation as well as offering activities, information and support aimed at promoting mental and physical wellbeing. Refreshments are also provided.</p> <p>The grant requested is towards the cost rebranding their logo including a banner and publicity materials and towards cost of premises hire.</p> | |
| FINANCIAL COMMENT: | |
| <i>Financial Snapshot</i> | |
| Income: | £ 1,758 |
| Deficit: | £(1,064) |
| Reserves: | £ 3,322 |
| Forward cost cover | 14 months |
| <i>Comment</i> | |
| Although a deficit was recorded for the year to 31 March 2019, the level of reserves remain high in comparison to the annual cost base. | |
| Sufficient funds although Members may still wish to support this application. | |

| BURGESS HILL TOWN COUNCIL | |
|---|---|
| MINOR GRANT APPLICATION | |
| NAME OF ORGANISATION | Signposts Mid Sussex Ltd |
| NUMBER OF BURGESS HILL MEMBERS/BENEFICIARIES | 180+ BH adult & 75 non BH adult members |
| PURPOSE FOR WHICH GRANT IS SOUGHT | Contribution towards rental costs |
| AMOUNT REQUESTED | £1,000 |
| TOTAL COST OF PROJECT | £18,286 |
| OTHER SOURCES OF INCOME | Own funds & other grants |
| PREVIOUS GRANTS | 2018 - £1000; 2017 - £1,417; 2016 - £750; 2010 - 2015 - £1,000 per year |
| CONSTITUTION | Memorandum & Articles of Association provided |
| FINANCE | Financial Statements 28/2/2018 |
| COMMUNITY COMMENTS: | |
| <p>Signposts Mid Sussex is a registered charity formed in 2003, which provides a range of services and activities as well as information, support and advice to people with learning disabilities and other vulnerable people, helping them stay safe and well and living as independently as possible. It also provides support to their families and carers.</p> <p>Signposts also runs the My Network service in Mid Sussex supporting people whose services have been affected by cuts to social services.</p> <p>Up to 200 people per week visit their premises at the Old Post Office Resource Centre in Station Road for support, advice or social activities.</p> <p>The grant requested is towards running costs, particularly rent.</p> | |
| FINANCIAL COMMENT: | |
| <i>Financial Snapshot</i> | |
| Income: | £ 72,214 |
| Surplus: | £ 6,091 |
| Reserves: | £ 26,846 |
| Forward cost cover | 4 - 5 months |
| <i>Comment</i> | |
| Surplus for the year has increased the level of reserves to a modest level. | |
| No financial objection to grant application. | |
| If Members are minded to approved this application, updated and signed accounts should be sought. | |

| BURGESS HILL TOWN COUNCIL | |
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| MINOR GRANT APPLICATION | |
| NAME OF ORGANISATION | SASBAH |
| NUMBER OF BURGESS HILL MEMBERS/BENEFICIARIES | 26 adult Burgess Hill members & 3 junior BH members |
| PURPOSE FOR WHICH GRANT IS SOUGHT | Contribution towards the cost of venue hire in Burgess Hill |
| AMOUNT REQUESTED | £1,000 |
| TOTAL COST OF PROJECT | £1,859 |
| OTHER SOURCES OF INCOME | Events and other grants |
| PREVIOUS GRANTS | 2017- £448; 2015 - £250; 2012 - £500; 2010 - £350 |
| CONSTITUTION | Provided |
| FINANCE | Financial statements to 31 December 2018 |
| COMMUNITY COMMENTS: | |
| <p>SASBAH (Sussex Association for Spina Bifida and Hydrocephalus) is a registered charity, formed in 1965, which provides support services for people in Sussex with spina bifida and/or hydrocephalus. The Mid Sussex group currently meets in accessible cafes in Burgess Hill.</p> <p>They would like to develop the Mid Sussex group by hiring a suitable venue to enable the introduction of occasional speakers, craft activities and provision of refreshments. Also an opportunity to discuss issues, which are often of a more personal nature, in greater privacy. The sessions would be facilitated by the Social Inclusion Officer, providing advice and guidance on a range of issues, and with the aim of combating social isolation, building skills, increasing self-confidence and self-esteem and providing opportunities to make friends.</p> <p>The grant requested is towards the cost of a venue hire in Burgess Hill.</p> | |
| FINANCIAL COMMENT: | |
| <i>Financial Snapshot</i> | |
| Income: | £ 154,265 (Exclds transfer from old charity) |
| Deficit: | £ (40,617) |
| Reserves: | £ 121,708 |
| Forward cost cover | 7 months |
| <i>Comment</i> | |
| <p>The organisation has identified the challenging fundraising year and lack of a fundraiser which has contributed to the recorded deficit of £40k. Despite this, the level of reserves remain good but the current year's performance will be important.</p> | |
| No financial objection to grant application. | |