


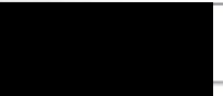
MELBOURN PARISH COUNCIL Doc. No.4.03 Version 5

Review Date: November 2020

MELBOURN PARISH COUNCIL**Application for Grant for Voluntary Organisations Local Government Act 1972, Section 137**

Please note that this application will not be considered unless it is accompanied by a copy of the latest set of annual accounts showing the organisations income, expenditure and level of balances.

If the organisation does not prepare annual accounts, copies of the bank statements covering the previous six months must be enclosed.

1	Name of Organisation	Melbourn Village College Squash Club
2	Name, Address, and Status of Contact	 Club Chairman
3	Telephone Number of Contact	
4	Is the organisation a Registered Charity?	No
5	Amount of grant requested	£1200
6	For what purpose of project is the grant requested.	Squash coaching for young people
7	What will be the total cost of the above project?	£1200
8	If the total cost of the project is more than the grant, how will the residue be financed?	Not applicable
9	Have you applied for grant for the same project to another organisation?	No

	If so, which organisation and how much?	Not applicable
10.	Are 3 rd parties necessary to deliver your project? If yes, please list them.	Chris Shaw, Squash Coach
11.	Who will benefit from the project?	Young people in Melbourn
12.	Approximately how many of those who will benefit are parishioners?	Most will live in the catchment area for Melbourn Village College

You may use a separate sheet of paper to submit any other information which you feel will support this application, please keep this information to 1 page.

Have you previously received a grant from MPC? Yes
If yes, please give date. November 2019 £750 grant

If yes and within the previous 12 months, please confirm that the grant has been spent and provide a brief report.
Grant has been spent, see separate report attached

Signed.....Roger Woodfield.....Date..14 November 2020.....

3rd parties

I/we have been fully consulted about the role attributed to us in this proposal and agree to carry it out.

Name: Organisation: Chris Shaw Professional Squash Coach

Melbourn Village College Squash Club Annual Accounts 2020 are attached

Melbourn Parish Council: 30 High Street Melbourn SG8 6DZ s:\documents\policies\document 4.03 melbourn parish council community grant policy november 2020.docx



MELBOURN SQUASH CLUB Junior Coaching 2020

Melbourn Squash Club appointed an England Squash Level 2 qualified coach, Chris Shaw, as club coach in 2019. As part of Chris' duties, the Melbourn Squash Club committee asked him to deliver free Junior coaching sessions for children in our local area, in return for a retainer and specific fees in any month where coaching greater in value than the retainer amount was provided.

Coaching was provided in two streams – midweek (Wednesday afternoon) sessions that were targeted at Melbourn Village College pupils and advertised through the school PE department, and weekend (Sunday afternoon) sessions that were advertised to the wider community.

The midweek sessions ran weekly during term-times, whilst the weekend sessions were initially monthly on a trial basis taking place on the third Sunday of each month, with the intention to move to more frequent if sufficient interest was demonstrated.

All sessions ran as planned up to the Public Health emergency in the spring which resulted in the Government's order to close indoor Sports Facilities on 20th March. Attendance at the midweek session varied, but generally average 6 children. Attendance on the Sunday session was 10 in January, 8 in February and 9 in March. In total 15 unique individuals, from 7 families, attended these sessions. Given the success of these Sunday sessions, the club were in the process of exploring running more frequent sessions when our activities were curtailed.

Melbourn Squash Club completed the necessary Risk Assessments and COVID safety work to re-open its doors again Wednesday 12th August. However, limitations on coaching meant the Junior sessions couldn't practically re-start until a further easing of government restrictions came into force on 1st September. The weekend Junior session ran again on Sunday 20th September and Sunday 17th October, but for COVID reasons the club was forced to require pre-registration of planned attendees and to have a limit of no more than two households per court. For that reason, these sessions were only advertised to parents of children who had attended back in the spring. 6 children (from 3 families) came along in September and 4 (2 families) in October. Once again, talks were in progress with parents for a suitable time on a Saturday to run weekly sessions when the second lockdown was announced.

The Wednesday sessions did not recommence at the start of September due to practicality concerns with the school (Melbourn Squash Club is located on the Melbourn Village College site). These had been solved, and the Wednesday sessions had been arranged to restart on Wednesday 11th November... until the government ordered Indoor Sports facilities to close from 5th November to 2nd December.

Initially, the club paid the coach on an ad hoc basis. Following the club closure in March due to the COVID emergency, the committee decided to pay Chris Shaw a retainer for the rest of the year. The club had made a commitment to Chris Shaw and it was important to help his financial situation and for us to be sure his services would continue to be available when we could resume normal squash activities whenever that might be. So payments to Chris Shaw have amounted to £281 and £540 in November (being 9 months retainer at £60 per month) So our total cost for 2020 is £821 for Chris Shaw's services. The Melbourn Parish Council grant was £750. The extra coaching cost of £71 together with the cost of court fees and squash balls was funded by the club as part of its

programme to encourage more juniors to join the club. Indeed, as a result of this year's coaching we have seen 4 juniors join the club which is encouraging.

Our plan for 2021 is to pay Chris Shaw £1200 based on a monthly retainer of £100 to cover a minimum of 35 after school sessions and 12 weekend sessions (his fee for group sessions is now £25 per session) The club will continue to fund court fees and squash balls.

Melbourn Village College Squash Club

Unaudited Financial Information

for the Year Ended 31 August 2020

Taylor & Co
Chartered Certified Accountants
The Sycamores
43 Kneesworth Street
Royston
Hertfordshire
SG8 5AB

**Chartered Certified Accountants' Report to the Proprietor on the Preparation of
the Unaudited Financial Information of
Melbourn Village College Squash Club
for the Year Ended 31 August 2020**

In accordance with the engagement letter we have prepared for your approval the financial information of Melbourn Village College Squash Club for the year ended 31 August 2020 which comprises the Profit and Loss Account and the related notes from the entity's accounting records and from information and explanations you have given us.

As a practising member firm of the Association of Chartered Certified Accountants (ACCA), we are subject to its ethical and other professional requirements which are detailed at <http://www.accaglobal.com/en/member/professional-standards/rules-standards/acca-rulebook.html>.

This report is made solely to you, in accordance with the terms of our engagement letter. Our work has been undertaken solely to prepare for your approval the financial information of Melbourn Village College Squash Club and state those matters that we have agreed to state to you in this report in accordance with the requirements of the Association of Chartered Certified Accountants as detailed at http://www.accaglobal.com/content/dam/ACCA_Global/Technical/fact/technical-factsheet-163.doc. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than for our work or for this report.

You have approved the financial information for the year ended 31 August 2020 and have acknowledged your responsibility for it, for the appropriateness of the financial reporting framework adopted and for providing all information and explanations necessary for its compilation.

We have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial information.

.....
Taylor & Co
Chartered Certified Accountants
The Sycamores
43 Kneesworth Street
Royston
Hertfordshire
SG8 5AB

Date :

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Taylor & Co
Chartered Certified Accountants
The Sycamores
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Date :

**Melbourn Village College Squash Club
Balance Sheet as at 31 August 2020**

	Note	2020 £	2019 £
Fixed assets			
Tangible assets		59,042	59,042
Current assets			
Debtors		414	1,512
Cash at bank and in hand		8,324	10,379
		<u>8,738</u>	<u>11,891</u>
Current liabilities			
Accruals		(1,787)	(485)
Net current assets		<u>6,951</u>	<u>11,406</u>
Net assets		<u>65,993</u>	<u>70,448</u>
Accumulated Fund			
Balance Brought Forward		70,448	70,323
Excess of Income over Expenditure		(4,455)	125
		<u>65,993</u>	<u>70,448</u>