

Review Policy:

Every 2 years or after grant application round if amendments identified

MELBOURN PARISH COUNCIL

Application for Grant for Voluntary Organisations

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 County Primary School Parents Teachers and Friends Association
2.	Name, Address, and Status of Contact	Logan Gamble, Treasurer [REDACTED] [REDACTED]
3.	Telephone Number of Contact	[REDACTED]
4.	Is the organisation a Registered Charity?	Yes
5.	Amount of grant requested	£ 3,780
6.	For what purpose of project is the grant requested.	Following the success of the 2023 MPS PTFA Fireworks Night, we would like to request a grant to again help cover the cost of this annual event. The amount requested covers the cost of

		the display and represents a 12% increase in the cost vs 2023.
7.	What will be the total cost of the above project?	The total cost of the event is expected to be in the order of £6000
8.	If the total cost of the project is more than the grant, how will the residue be financed?	The PTFA will buy food, drinks, glow items etc for sale and run those stalls ourselves using volunteers. The PTFA also funds the cost of licensing, safety equipment and first aid cover for the event.
9.	Have you applied for grant for the same project to another organisation?	No
	If so, which organisation and how much?	N/A
10.	Are 3 rd parties necessary to deliver your project? If yes, please list them.	Yes: Starburst The Firework Co. www.skyburst.co.uk
11.	Who will benefit from the project?	Families in the parish will benefit from this staple community event. The event is very popular and well attended; tickets will once again be available to

		<p>all Melbourn families at the school as well as the wider community in Melbourn and beyond. Should our grant application be successful, it will allow us to keep our ticket prices affordable in the face of inflation. This allows a greater proportion of the community to benefit.</p> <p>The Fireworks Night is our largest fundraising event, and the income generated enables the PTFA to fund enrichment activities, provide new facilities or equipment, and to support the well-being of the local children.</p>
12.	Approximately how many of those who will benefit are parishioners?	<p>It is difficult to say because the PTFA does not record geographic data with ticket sales. The majority of attendees are from the local school community. We are aware of non-school community members who regularly attend and also live in the parish. Equally some attendees we know come from surrounding villages and towns. The vast majority of the ~1,300 attendees would be from the parish.</p> <p>90% of the school community lives in Melbourn, all of whom will benefit from the funds raised for the school.</p>

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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: April 2023

If yes and within the previous 12 months, please confirm that the grant has been spent and provide a brief report: Previous grant spent in its entirety. Report previously submitted to Parish Council and re-submitted alongside this application.

Signed..........Date...21/04/2024...

3rd parties

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

Name: Leigh Pittaway

Organisation: Skyburst The Firework Co.

Report on Parish Council Grant Expenditure

The grant provided by the Parish Council in April 2023 has been used to cover the cost of the Primary School's PTFA annual fireworks display and to purchase additional equipment to improve the school's community events.

The total amount of the grant was £4,461, which was used as follows:

Fireworks display: £3,340 was used to fund the annual fireworks display held at Melbourn Primary School. The display was a sell-out success and enjoyed by the whole community. The event generated a massive £14,255.66 turnover and an estimated £8,500 profit, all of which is available to donate to the school for much needed resources for the children.

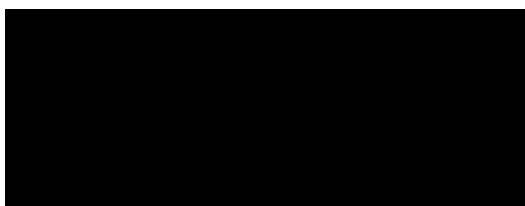
New equipment: £860 was used to purchase a new marquee to be used at PTFA events such as the Fireworks Night and annual Summer Fayre. The new marquee is a little larger than its predecessor, allowing for more space for volunteers using BBQ equipment underneath. It is also much more stable and the cover is fireproof, improving our confidence in the safety of our events.

£375.92 was used to purchase two extra long extension cables to improve safety practices and two new hot water urns to replace faulty equipment. These items will benefit community our community events (Fireworks Night and Summer Fayre) as well as many small events held at and within the school throughout the calendar year. Our new urns also have a better energy efficiency rating than the equipment they are replacing.

This totals £4,575.92 equating to an overspend of £114.92, which has been covered by PTFA funds.

In summary, the Parish Council's grant has been used to great effect and has helped to enhance the PTFA's community events. On behalf of the Melbourn Primary School PTFA, I would like to thank the Parish Council for their support in awarding us the money to improve both provision for community events and our fundraising capabilities.

Signed,



Logan Gamble

PTFA Treasurer

On behalf of Melbourn Primary PTFA

100% = double
200% = triple

Description	2022/2023				2021/2022
	Income	Expenditure	Profit	Profit Inc/(Dec) on PY	Profit
Summer Fayre	£8,098	(£3,343)	£4,755	(35%)	£7,333
Fireworks	£11,963	(£4,590)	£7,372	1%	£7,303
Quiz Night	£2,081	(£681)	£1,400	21%	£1,153
Christmas cards	£1,082	(£5)	£1,078	(1%)	£1,091
Christmas Fayre	£1,210	(£248)	£962		£0
Lucky Numbers	£696	(£455)	£241	(61%)	£617
Ice pops	£0	£0	£0		£237
Discos	£3,166	(£1,329)	£1,837	114%	£859
Pancake Flip	£2,278	(£70)	£2,207		£0
Total from events	£30,573	(£10,722)	£19,852	7%	£18,593
Non-event income	£3,297		£3,297	(40%)	£5,530
Non-event expenditure		(£4,261)	(£4,261)	92%	(£2,215)
Total before donations	£33,870	(£14,983)	£18,889	(14%)	£21,908
Donations paid (see Appendix B)		(£34,573)	(£34,573)	3746%	(£899)
TOTAL FOR 2022/23	£33,870	(£49,556)	(£15,684)	(175%)	£21,009

Bank reconciliation

Description	2022/23	2021/22
Bank b/f @ 1 September 2022	£25,339	£5,730
Total for 2022/23 per above	(£15,684)	£21,009
Debtors movement	£1,334	(£1,354)
Creditors movement	£225	(£30)
Deferred income movement	(£90)	£650
Stock movement	(£258)	£114
Prepayments movement	£4,421	(£780)
Bank c/f @ 31 August 2023	£15,287	£25,339
Less: Committed costs		
None		
Committed donations	£0	£0
Reserves	£15,287	£25,339