

# MELBOURN PARISH COUNCIL

Doc. No.: 4.03  
Version: 7  
Date approved: 30 July 2025  
Review date: July 2027

## MELBOURN PARISH COUNCIL

### Application for Grant

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.

Name of Organisation	Melbourn Community Library
Name, Address, and Status of Contact	Janet Backer [REDACTED] Treasurer to Melbourn Community Library
Telephone Number of Contact	[REDACTED]
Email contact	[REDACTED]
Is the organisation a Registered Charity?	No, but it operates within the Hub which is a Registered Charity
Amount of grant requested	£325
For what purpose of project is the grant requested.	Various miscellaneous expenditure – please see attached accounts to see where our funds were spent last year
What will be the total cost of the above project?	Varies from year to year. We do have another fund from which we can purchase books, so any grant would go towards other items e.g. resources for children's story group, book stands, stationery to maintain display boards etc. We also need to renew the licence to use the projector in the Hub, and we want to start a new poetry section, and a new prize winning author section

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<p>If the total cost of the project is more than the grant, how will the residue be financed?</p>	<p>We make applications to other local Parish Councils, and also have access to some s.106 funds for book purchases only</p>
<p>Have you applied for grant for the same project to another organisation?        If so, which organisation and how much?</p>	<p>We do make applications to local Parish Councils whose villages we serve, also to the Melbourn Fete Committee</p>
<p>Are 3<sup>rd</sup> parties necessary to deliver your project?        If yes, please list them.</p>	<p>No</p>
<p>Who will benefit from the project?</p>	<p>The local population of Melbourn, Meldreth and surrounding villages. Joining the library is free to readers.</p>
<p>Approximately how many of those who will benefit are parishioners? Please provide % numbers for beneficiaries within the Parish if known.</p>	<p>The vast majority of Library users live in Melbourn and Meldreth. I am attaching some usage statistics for the Library during 2025</p>

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. June 2025

If yes and within the previous 12 months, please confirm that the grant has been spent and provide a brief report. **Please see last year's accounts to see where our income went. Also an annual activity report of Library usage in 2025.**

Signed.....Janet M. Backer .....Date.....4.5.26.....

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## 3<sup>rd</sup> parties

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

Name:

Organisation:

Name:

Organisation

## MELBOURN COMMUNITY LIBRARY ACCOUNTS FOR THE YEAR ENDED 31st DECEMBER 2025

Cash in Hand balance 31.12.2024			14.63
Building Society Balance 31.12.2024			2235.66
			2250.29

**ADD RECEIPTS:-**

Donations			108.3
Fines			79.75
Reservation Charges			72.5
Proceeds Easter Egg Competition			43.68
Grant Foxton Parish Council			100
Grant Fowlmere Parish Council			80
Grant Melbourn Parish Council			200
Grant Meldreth Parish Council			150
Grant from Melbourn Fete Committee			275
Proceeds from bookstall at Melbourn Fete			12.9
Takings at Picnic in the Park			15
Building Society Interest			46.88
			1184.01
			3434.3

**LESS EXPENDITURE :-**

New Books			80.35
Book Stands			26.28
General stationery			102.11
County stationery bill 2024-2025			137.9
Printing of Hubby Bear book bags			192
M & S voucher for retiring auditor			50
We're going on a bear hunt dvd			3.07
Puppet for children's story group			19.99
2 drums for children's story group			28.55
			-640.25
			£2,794.05

**Represented by :-**

Cash in Hand at 31.12.2025			15.42
Building Society Balance at 31.12.2025			2778.63
			£2,794.05

N B Stock of book bags                      £31.00

I have examined the accounts of Melbourn Community Library and from the information available,  
I am satisfied they are in order.

Signature of Auditor  
Marilyn Symonds

17th February 2026

# Melbourn Library

<b>2025 Month</b>	<b>Adult books</b>	<b>Junior books</b>	<b>Total books Issued</b>	<b>Visitors</b>	<b>New Members</b>
January	312	390	702	472	7
February	246	560	806	484	17
March	199	324	523	420	6
April	182	364	546	453	5
May	224	450	674	501	12
June	211	309	520	383	3
July	190	356	546	396	8
August	186	303	489	373	3
September	213	305	518	426	10
October	233	433	666	482	9
November	264	469	733	508	16
December	138	195	333	269	3
Total	2598	4458	7056	5167	99