

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 Primary School Parent, Teacher and Friends Association
Name, Address, and Status of Contact	Lucy Drage, Co-Chair [REDACTED]
Telephone Number of Contact	[REDACTED]
Email contact	[REDACTED]@mpsptfa.org
Is the organisation a Registered Charity?	Yes
Amount of grant requested	£5329
For what purpose of project is the grant requested.	<p>As PTFA, we run events to raise funds for Melbourn Primary School. All profits from the events we hold are used to provide resources and experiences for the children outside of the school budget.</p> <p>The grant money we have requested will enable us to continue to run high quality events in the village to benefit not only the children attending the school, but the wider community.</p> <p>The grant requested will help us to continue to run our three main community events - Fireworks, the Summer Fayre and the Melbourn Fun Run.</p>

	<ol style="list-style-type: none"> 1. £4000 for fireworks display cost - an 18-minute professional display to music. 2. £890 for inflatable attractions for our Summer Fayre 3. £439 for a 3x6m heavy duty gazebo to use for refreshments at our each of our events.
What will be the total cost of the above project?	£5329
If the total cost of the project is more than the grant, how will the residue be financed?	The total cost of running the events will be more than the above requested amount. The remainder will be covered by event ticket sales, sponsorship from local businesses and profits from selling refreshments etc.
Have you applied for grant for the same project to another organisation?	No
If so, which organisation and how much?	N/A
Are 3 rd parties necessary to deliver your project? If yes, please list them.	<p>Yes. These community events rely heavily on volunteers from the local community in order to go ahead.</p> <p>Fireworks event - we partner with <i>Skyburst The Firework Co.</i></p> <p>We use <i>Emergency Event Medics</i> to provide first aid support at each of our events.</p>
Who will benefit from the project?	<p>All of the community have the opportunity to attend these community events, at an affordable price.</p> <p>Additionally, the children of the primary school will benefit from the profits made through additional resources and materials and new experiences enhancing their education and school experience.</p>

<p>Approximately how many of those who will benefit are parishioners? Please provide % numbers for beneficiaries within the Parish if known.</p>	<p>Approximately 90% of the children who attend the primary school are residents of Melbourn parish.</p> <p>We estimate that approx. 90% of the attendees would be Melbourn residents with the remainder from Royston and surrounding villages.</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. June 2025

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

Report has been sent to Parish Council to confirm grant spending from last year.

Signed



Date 14th May 2026

Lucy Drage

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

Organisation: Skyburst The Firework Co.

Name: Alex

Organisation: Emergency Event Medics

Melbourn Primary School Parent Teacher and Friends Association

RECEIPT AND PAYMENTS FOR THE YEAR ENDED 31 AUGUST 2025

	2025		2024	
<u>RECEIPTS (NET OF EXPENSES)</u>	£	£	£	£
Fireworks 2025		0.00		0.00
Fireworks 2024		5,929.29		8,451.31
Recycle Clothes Bank		1,046.55		0.00
EasyFundraising		89.53		377.17
Google		0.13		0.00
Quiz Night		1,353.51		1,389.84
Pancake		2,644.24		939.38
Donation		1,000.00		1,739.15
Fun Run		4,345.50		
Summer Fayre		6,691.18		6,696.47
Charties Trust		500.00		0.00
Y6 Production				115.61
Bags 2 School				295.00
Aquathon				175.00
Autumn Disco		887.76		898.61
Summer Disco		999.19		925.64
Playground Fund	143.72			
MARSH H C	300.00	443.72		
PARENTKIND ASDA Cashpot		91.53		
Donation Day		46.30		
Ice Poles		158.25		
Melbourn Summer Fete		76.98		96.00
ALPHAGRAPHICS XMAS CARDS		488.23		748.14
Parish Grant 2025 - Fireworks	3,950.00			
3x6m Gazebo	439.99			
Inflatable Race Arch	1,614.00	6,003.99		
		0.00		0.00
<u>TOTAL RECEIPTS</u>		32,795.88		22,847.32
<u>PAYMENTS (NET OF INCOME)</u>				
Late 2023/24 Logo competition prizes		-80.00		0.00
Late 2023/24 Hearts First Aid cover, Summer Fayre 2025		-108.50		0.00
Fixed Assets Cashboxes x4		-86.75		
Fixed Assets Torches		-19.98		-1,081.76
Fixed Assets Gazebos x2		-271.98		
Fixed Assets 3x6 Popup Gazebo		-439.99		
Fireworks 2025		-1,185.00		0.00
Parentkind		-162.00		-153.00
Misc.		0.00		-265.55
<u>TOTAL PAYMENTS</u>		-2,354.20		-1,500.31
RECEIPTS LESS PAYMENTS		30,441.68		21,347.01
<u>LESS DONATIONS TO SCHOOL</u>				-3,328.00
KS2 Coaches to Matilda		-4,345.00		
Y6 Year Books		-1,236.60		
Gruffalo Coach		-1,800.00		
RWI Phonics Book Bags Sets		-1,989.40		
Easter Eggs		-228.00		
				-126.00
		-9,599.00		-3,454.00
INCREASE (DECREASE) IN FUNDS DURING YEAR		20,842.68		17,893.01
FUNDS AT 31 August 2024		33,138.53		
FUNDS AT 31 August 2025		53,981.21		
	Barclays Bank	53,577.02		
	Cash Float	404.19		
		53,981.21		

RECEIPT AND PAYMENTS FOR THE YEAR ENDED 31 AUGUST 2026

	2025/26		2024/25	
	£	£	£	£
RECEIPTS (NET OF EXPENSES)				
Fireworks 2025		5,506.61	-1,185.00	Deposit
Fireworks 2024		0.00	5,929.29	
Recycle Clothes Bank		617.40	1,046.55	
EasyFundraising		72.54	89.53	
Google		0.26	0.13	
Stikins name labels		70.11		
Quiz Night		1,253.00	1,353.51	
Pancake		2,084.95	2,644.24	
Donation		90.00	1,000.00	
Fun Run 2025		58.69	4,345.50	
Fun Run 2026		2,067.35		
Summer Fayre 2026		-158.54	6,691.18	
Charties Trust			500.00	
Silent Disco		-5.44	887.76	
Summer Disco		0.00	999.19	
Playground Fund			443.72	
Melbourn Fete Committee Grant		275		
ParentKind ASDA Cashpot			91.53	
Donation Day			46.30	
Ice Poles		0.00	158.25	
Melbourn Village Summer Fete		0.00	76.98	
ALPHAGRAPHICS XMAS CARDS		672.83	488.23	
Parish Grant			3,950.00	Fireworks
			439.99	3x6m Gazebo
			1,614.00	Inflatable Race Arch
London Marathon Sponsorship		1,742.22		
Interest on Deposit Account		65.40	0.00	
TOTAL RECEIPTS		14,412.38	31,610.88	
PAYMENTS (NET OF INCOME)				
Late 2023/24 Logo competition prizes			-80.00	
Late 2023/24 Hearts First Aid cover, Summer Fayre 2024			-108.50	
Summer Fayre 2025 - BBQ Clean		-70.00		
Fixed Assets Cable Ramps x 25		-412.20	-86.75	Cashboxes x4
Fixed Assets Handheld Flashlight x 6		-41.97	-19.98	Torches
Fixed Assets Fun Run Arch		-1,614.00	-271.98	Gazebos x2
Fixed Assets			-439.99	3x6 Popup Gazebo
Deposit for Fireworks 2026		-1,200.00		
Parentkind		-171.00	-162.00	
Late 2024/25 Summer Fayre 2025 commission		-22.55		
Misc.		-147.14		
		0.00	0.00	
TOTAL PAYMENTS		-3,678.86	-1,169.20	
RECEIPTS LESS PAYMENTS		10,733.52	30,441.68	
LESS DONATIONS TO SCHOOL				
Woodland Courtyard		-952.39	-4,345.00	KS2 Coaches to Matilda
Play Equipment		-37,631.25	-1,236.60	Y6 Year Books
Reindeer hire		-1,215.00	-1,800.00	Gruffalo Coach
Year 6 Books		-1,269.00	-1,989.40	RWI Phonics Book Bags Sets
			-228.00	Easter Eggs
		-41,067.64	-9,599.00	
INCREASE (DECREASE) IN FUNDS DURING YEAR		-30,334.12	20,842.68	
FUNDS AT 31 August 2025		53,981.21		
FUNDS AT 16 May 2026		23,647.09		
	Barclays Bank Current Account	6,232.17		
	Barclays Bank Deposit Account	16,865.40		
	Cash Float	549.52		
		23,647.09		