



Hadleigh Town Council

The Guildhall
Market Place
Hadleigh
Suffolk
IP7 5DN
(01473) 823884

COMMUNITY GRANTS FUNDING APPLICATION FORM 2024/2025

All applications must be submitted using this form

How to use this form: this form can be printed and completed by hand or can be filled in electronically. Please try to keep your answers to the point to fit into the boxes.

Typed entries acceptable for email applications

Applicant Information

Name and address of the person making the application on behalf of the organisation	Colleen Sweeney [REDACTED]
Position held in organisation	Chief Officer
Telephone number	[REDACTED]
Email address	[REDACTED]
Name of the organisation you are requesting funding for	Sudbury & South Suffolk Citizens Advice
What type of organisation are you requesting funding for (e.g., charity/voluntary organisation)? (No grant will be awarded to or for any commercial venture for private gain)	Registered Charity
Please provide any relevant registration number	1123466
What does this organisation do?	We provide free, impartial and confidential advice to residents of Babergh District



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What are the aims of this organisation?	To provide free, independent, confidential and impartial advice to residents of Babergh District including Benefits, Consumer problems, debt, education, Employment, Family/ Relationships, Health, Housing, Immigration, Legal and Tax matters, utilities
Has this organisation received a grant from Hadleigh Town Council in the last 3 years? If so, when was it received, what was the value of the grant awarded, and what was it for?	October 2023: £1,200 October 2022: £900 October 2021: £800
What is the name of the project/activity you are applying for?	Advice for Hadleigh Residents
How many people in Hadleigh will benefit from this project?	Any resident of Hadleigh can benefit from our free advice by phone, email or in person at our Hadleigh outreach sessions or our offices in Sudbury
When will the project be started/finished?	1 year from receipt of funding

Constitution

Does this organisation have a constitution? Yes / No (If Yes please attach a copy)

Financial information

Total income of the organisation in the last financial year including date of year end.	£251,137
Total amount spent in the last financial year.	£275,247
Where does the organisation get its funding from?	Part funding from Suffolk CC, Babergh DC, Sudbury TC, Babergh Parish Councils, Community Lottery Foundation, Rope Trust plus making applications to local trusts



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What is the total cost for the project/activity which this funding application relates to? (Please provide a breakdown of the key costs involved).	£12,000 allocation of a proportion of the following costs: Premises/Utilities/Supervision/Post/telephone/IT/Stationery/Printing/Volunteer Travel & Expenses
What is the amount of grant requested from Hadleigh Town Council?	£1,300
How much has already been raised?	The balance will be taken from our core funding
Is the grant for match funding? (i.e. are funds from elsewhere dependent on our funding?)	No
Have you applied elsewhere for a grant, if so, which organisation(s), how much for, and when will you know if the application has been successful?	A proportion of grants from Suffolk CC and Babergh DC will be allocated towards advice services for Hadleigh residents
How will you continue to fund the project once Hadleigh Town Council's funding runs out? (If you are seeking funding for a one-off event then you do not need to answer this question).	We will continue to apply for funding from both statutory sources and private trusts
Please provide your bank / building society details so a BACS payment can be made if your grant application is successful	

About your project

Please tell us about your project in up to 500 words. We would like to know the following:

- Why do you want to do this project?
- How do you know that it is needed?
- How many Hadleigh residents will benefit from it?
- How does the project meet one or more of our funding priorities (below)?
 1. Support projects and initiatives which will directly benefit the residents of Hadleigh
 2. Enable local people to participate in voluntary groups, organisations, and activities
 3. Help the towns voluntary groups and organisations improve effectiveness or offer additional services or activities.
 4. To support organisations which meet the need of the people experiencing social and economic difficulties
 5. To ensure that there is equality of access for Hadleigh residents to the services it provides and funds
 6. Projects and initiatives that contribute to Hadleigh Town Council's priorities or strategies



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About your project :

To continue to provide our free advice services to residents at Hadleigh by telephone, email or face to face including at our twice monthly outreach sessions at the Ansell Centre. Having increased our outreach sessions to twice per month we are frequently seeing 4-5 clients per session. To meet demand we also now provide additional help to our outreach adviser with a trainee adviser accompanying him who initially takes people's basic details, freeing our adviser to spend more time advising clients, as well as giving our trainee excellent hands on experience. The main users of our outreach fall into the over 60 age group who will continue to particularly benefit from being able to speak to an adviser face to face and not having to travel to get the help they need.

We helped 140 Hadleigh residents in the past year compared with 108 in the previous year with 653 different problems compared with 528 in the previous year, evidencing the need for our advice that continues to increase. Over half the people helped having a disability or long term health condition.

With the impact of the cost of living increases, helping to maximise people's incomes continues to be a key way in which we can help. In the past year we have achieved income gain of £46,928 for Hadleigh households (£13,000 more than in the previous year) and will continue to ensure that people are able to access all the support they are entitled to, as well as applying for charitable grants for essential items on their behalf.

We are also finding that people are coming to us with more complex problems which can result in advisers having to spend longer to resolve so we constantly need to recruit volunteers to train as advisers in order to meet demand. We are currently undertaking a recruitment campaign to achieve this.



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Declaration:

We confirm that all the information contained within this application is true and accurate to the best of our knowledge and belief, and that we are authorised to submit this application on behalf of the group.

By signing this form you have read and agree to abide by the terms and conditions

Signature 1
(person submitting form)

Signature 2
(Chair or senior representative of the organisation)
(Must be a different person and unrelated to signature 1)

Date: 8/10/24

Please return your completed application form to:

Hadleigh Town Council, Guildhall, Market Place, Hadleigh, Suffolk, IP7 5DN or email to assistant@hadleightowncouncil.gov.uk

