

Football equipment	6,239	4,763	2,198	1,190	10,341	4,208	0	0	0	0
Grounds improvements	854	0	0	0	0	0	0	0	0	0
Hire training facilities	1,293	898	972	1,263	1,102	0	0	0	0	0
Insurances	0	3,454	1,335	2,862	2,311	2,201	209	206	206	0
Legal expenses	0	2,268	2,440	1,203	0	0	0	0	0	0
Light & heat	3,570	4,326	4,856	4,577	5,330	9,076	800	750	750	0
Managers' expenses	0	0	0	0	0	0	0	0	0	0
Mini bus expenses	0	0	0	0	0	0	0	0	0	0
Physiotherapy & 1st aid	580	800	1,168	910	0	1,230	0	0	0	0
Pitch maintenance	6,054	1,655	6,377	2,142	2,314	0	0	0	0	0
Players costs	37,352	40,820	49,442	27,484	26,265	14,929	2,000	2,000	0	0
Programmes	1,329	1,734	2,831	2,196	2,497	1,209	150	150	0	0
Referees	5,087	4,141	4,576	6,453	3,255	2,952	200	200	0	0
Rent	2,350	2,350	3,414	4,050	4,050	5,062	0	1,012	0	1,012
Stocktaker	0	0	0	0	0	0	0	0	0	0
Sundries	0	34	0	20	52	0	0	0	0	0
Telephone	185	345	671	526	225	81	51	0	0	0
Tractor maintenance	912	591	636	0	711	750	0	0	0	0
Travel	3,647	2,456	1,461	1,370	750	0	0	0	0	0
Trophies	465	0	175	235	0	0	0	0	0	0
TV , Telephone and Internet costs	1,008	2,031	1,599	1,569	2,038	2,145	120	120	120	0
Water rates	790	307	486	342	387	521	40	40	40	0
Website expenses	96	0	115	12	0	0	0	0	0	0
	91,209	84,069	104,134	72,325	81,807	51,616	4,421	4,728	1,616	1,262
VAT				(6,969)	-1329.34			(500)		

GODALMING TOWN COUNCILApplication for Grant Aid

1. Name of Voluntary Organisation HUCKLEBERRIES NURTURE FARM CIC
2. Contact Name, Address and Telephone Number BEVERLEY COOK, 3 BURFORD LODGE, ELSTEAD, GODALMING, GU8 6HU
M 07979 856851
3. Details of Organisation; is it
 - a) A Charity?
 - b) A Trust?
 - c) A Private Limited Company?
 - d) Affiliated to any National Body?
 - e) Any other official registration?
4. What are the aims and objectives of the Organisation? 1. TO ENHANCE THE SOCIAL EMOTIONAL AND MENTAL WELL-BEING OF CHILDREN AND YOUNG PEOPLE THROUGH THERAPEUTIC CONTACT WITH ANIMALS INTERWOVEN WITH WELL-BEING TECHNIQUES, SUCH AS YOGA, MINDFULNESS, JOURNALLING, ART.
2. TO PROVIDE A SAFE "PLACE TO BE ME" WHERE CHILDREN AND YOUNG PEOPLE CAN BE THEMSELVES AND LEARN TO LOVE WHO THEY ARE
5. Apart from general fund raising events, does the Organisation obtain revenue from any direct trading activity? IF (YES,) please provide full details.
NOT CURRENTLY, BUT WE PLAN TO RAISE FUNDS THROUGH CHILDRENS PARTIES, PARENT/CHILD WELL-BEING SESSIONS, SCHOOL VISITS AND SALE OF HOME MADE YOGA PILLOWS. THIS WILL REPRESENT ONLY A SMALL PROPORTION OF INCOME
6. Please state size of membership and annual subscription levels of Organisation. _____
BOARD MEMBERS = 3
WELL-BEING SESSIONS = 144 CHILDREN AA, ATTENDING 12 SESSIONS (2H) EACH FULLY FUNDED
7. Please enclose the following information as applicable to your Organisation:-
 - a) Constitution or aims - ARTICLES OF ASSOCIATION
 - b) Copy of accounts (these will not be required for a new organisation)
 - c) Copy of budget for current financial year
 - d) Copy of last annual report to members (this will not be required for a new organisation)
8. If not included in the annual report enclosed, please provide details of your Organisation's activities over the past year, with particular reference to any special projects undertaken or planned.

IN SEPT 2018 I COMMENCED WORK WITH A SCHOOL EMOTIONAL LITERACY SUPPORT ASSISTANT (ELSA) AND YOGA PRACTITIONER TO DEVELOP A PROGRAMME OF SIX WELL BEING SESSIONS WITH FARM ANIMALS. THE PILOT PROJECT LAUNCHED IN JAN - FEB 2019. WE ESTABLISHED AS A CIC IN MARCH 2019. WE EXPANDED THE PROGRAMME TO 12 SESSIONS (x 2H) OVER 12 WEEKS FOLLOWING FEEDBACK FROM THE PILOT, AS WELL AS EXTENDING OUR OFFER TO PROVIDE YOGA, MINDFULNESS, JOURNALLING & DOODLING. WE HAVE GOATS, KIDS, LAMBS, RABBITS, DUCKS, PUCKLINGS, CHICKENS, CATS AND A DOG. SESSIONS TAKE PLACE IN OUR NURTURE BELL TENT.

9. a) For what specific project are you now seeking financial assistance from the Town Council; please provide details. FUNDS WILL CONTRIBUTE TOWARDS A SUMMER PROGRAMME FOR 6-8 CHILDREN TO RECEIVE 12 WELL BEING SESSIONS (2HR) AT THE NURTURE FARM. THIS FUNDING WILL HELP TO SECURE FUNDING FROM BILL MEIR TRUST @ 33%. THE TARGETTED CHILDREN WITH EMOTIONAL AND MENTAL HEALTH ISSUES WILL BE REFERRED FROM A PARTNER SCHOOL IN GODALMING. CHILDREN WILL LEARN SKILLS TO ADJUST THE WAY THEY THINK ABOUT AND REACT OR COPE WITH DAY TO DAY CHALLENGES

b) Specify

- Total Estimated Cost	£8792
- Amount already available	£1000
- Amount expected to be available at commencement	£9130
- Dates scheduled to commence and finish	JUNE 19 - OCTOBER 19

10. Are you applying for or have you already received other financial assistance for this project? Please provide details:-

Body	Amount Applied For	Amount Received
BILL MEIR TRUST.	£1200	IN PROGRESS
COMMUNITY FOUNDATION SURREY	£5000	IN PROGRESS - PART 1
NATIONAL LOTTERY COMMUNITY FUND (TO EXPAND OUR OFFER)	£135K OVER 3 YEARS	IN PROGRESS COMPLETE.

11. What level of financial assistance are you seeking from Godalming Town Council? State:

a) Amount £600

b) Whether you have received a previous grant from the Town Council

- Amount £ NONE.
- Date
- Project

12. What benefits do you anticipate will be derived by the Godalming Community from your project?

- BUILD RESILANCE & EMOTIONAL WELL BEING IN PRIMARY SCHOOL CHILDREN IN THE GODALMING COMMUNITY TO EASE TRANSITION INTO THEIR TEEN YEARS
- IMPROVE AWARENESS OF MENTAL HEALTH AND WELL BEING ISSUES IN PRIMARY AGED CHILDREN.
SESSIONS ARE ADAPTED TO ADDRESS SPECIFIC NEEDS OF THE GROUP
EG ANXIETY, SELF ESTEEM, YOUNG CARER. IMPACT IS MEASURED THROUGH ASSESSMENT TARGETS & REVIEW.

I submit this application on behalf of the stated Organisation and believe all statements made or enclosed to be true.

Signed B. Park Date 26/03/2019

Capacity in which signed DIRECTOR

Complete and return to: The Town Clerk, Godalming Town Council, Municipal Buildings, Bridge Street, Godalming, Surrey, GU7 1HT.

Please note that financial information provided may be discussed in a public forum.

Huckleberries Nurture Farm CIC - Budget

2019/20

INCOME	Q1 AMJ	Q2 JAS	Q3 OND	Q4 JFM	Total
Operating Income					
Community Foundation Surrey Grant		1,250	1,250	1,250	3,750
Lottery Funding Grant		3,750	11,250	11,250	26,250
Bill Meir Trust		1,200			
Godalming Town Council		600			600
Director Investment	1,000				1,000
Child Parties	150	600			750
Parent/Child sessions	120		120		240
Private school bookings	300		1,800	1,800	3,900
Product sales profit	60		120		180
Mobile farm school visits			400	400	800
Total Operating Income	1,630	7,400	14,940	14,700	38,670
Non-Operating Income					
Interest Income				25	25
Rental Income					-
Gifts Received					-
Donations	50	50	50	50	200
Other					-
Total Non-Operating Income	50	50	50	75	225
Total INCOME	1,680	7,450	14,990	14,775	38,895

EXPENSES	Q1	Q2	Q3	Q4	Total
c/f					
Start-up Expenses					
Companies House fee	40				40
Banking Fee					-
Stove			210		210
other					-
Total start-up expenses	40	0	210	0	250
Operating Expenses					
Accounting and Legal		-	-	200	200
Annual Filing Fee	35				35
Advertising/Marketing		80	160	-	240
Dues and Subscriptions		45	75		120
Xero fees	36	36	36	36	144
PL Insurance	-	-	290	-	290
Employee Liability Insurance		90			90
Animal Insurance (tb considered)	-	-	-	-	-
Maintenance and Repairs	300	-	100	-	400
Session Supplies	35	35	35	35	140
Journals (£11ea)		396	396	396	1,188
Postage	10	10	10	10	40
Land & animal rental (peppercorn)	10	10	10	10	40
Taxes and Licenses		450			450
Telephone	-	-	-	-	-
Travel		50	50	50	150
Utilities (water)	10	10	10	10	40
Salaries					
Salaries	-	3,400	5,100	5,100	13,600
Salary overheads	-	850	1,275	1,275	3,400
Payroll Expenses		25	25	25	75

Director remuneration	-	-	-	-	-
Well-being Practitioner Fees	1,500	2,250	2,250	2,250	8,250
Animals					
Vet & vaccines	200	200	200	200	800
Feed & Bedding	490	490	590	590	2,160
Cleaning products/materials	20	20	20	20	80

Farm supplies & equipment				100	100
Nurture Tent replacement					-
Fencing/gates			500		500
Depreciation					-
Interest Expense					-
ISD equipment & supplies	15	15	15	15	60
Web Hosting and Domains	50				50
Other					-
Total Operating Expenses	2,711	8,462	11,147	10,322	32,642

Non-Recurring Expenses

Furniture, Equipment and Software			180		180
Animal equipment	30	30	30	30	120
Animal disposals				200	200
Animal loans for mating			50		50
Trailer hire for school visits			300		300
Training	220	300		850	1,370
DBS checks	150	-	-	-	150
Other					-
Total Non-Recurring Expenses	400	330	560	1,080	2,370

Total EXPENSES	3,151	8,792	11,917	11,402	35,262
Net Income Before Taxes	(1,471)	(1,342)	3,073	3,373	3,633
Corporation Tax Expense	(294)	(268)	615	675	727
VAT Expense	-	-	-	-	-
NET INCOME	(1,177)	(1,074)	2,458	2,698	2,906



RECEIVED

28 MAR 2019

26th March 2019

Mr A Jeffrey
The Town Clerk
Godalming Town Council
Municipal Buildings
Bridge Street
Godalming
GU7 1HT

Dear Mr Jeffrey

Huckleberries Nurture Farm CIC Summer Programme – Application for Grant Aid

I have pleasure in enclosing our application for grant aid for consideration at your April Policy and Management Committee.

Our project is in its embryonic stage and funding from the Town Council will assist greatly in helping us to establish our programme and offer, using local well-being practitioners. To date everyone involved has volunteered their time, and whilst as founder I will continue to work in a voluntary capacity for the time being, I need to be able to cover Practitioner costs to take us to the next level.

I hope that you will consider Huckleberries Nurture Farm a worthwhile cause. It has great potential to help primary aged children who need that bit of extra support and time to focus on their emotional well-being. The pilot has already made a huge difference to the children who attended.

You can find more information on our website at www.huckleberries.co.uk, or glance through our journey to date at <https://www.facebook.com/HuckleberriesNurtureFarm/>

Please don't hesitate to contact me should you require further information

Yours sincerely

Beverley Cook

Director and Programme Lead

RECEIVED
27 FEB 2019

GODALMING TOWN COUNCIL

Application for Grant Aid

SURREY ASSOCIATION FOR VISUAL

1. Name of Voluntary Organisation IMPAIRMENT TRADING AS SIGHT FOR SURREY

2. Contact Name, Address and Telephone Number HELEN HOPKINS, TRUSTS
AND GRANTS FUNDRAISER, RENTWOOD, SCHOOL LANE,
FETCHAM, SURREY KT22 9JX 01372 377701

3. Details of Organisation; is it

- a) A Charity?
- b) A Trust?
- c) A Private Limited Company?
- d) Affiliated to any National Body?
- e) Any other official registration?

4. What are the aims and objectives of the Organisation? Sight for Surrey offers
a lifetime of support to people who are blind or partially
sighted, Deaf, deafblind or hard of hearing. Our mission is to
support people to overcome their day-to-day challenges.

5. Apart from general fund raising events, does the Organisation obtain revenue from any direct trading activity? If YES, please provide full details.

Within our charitable activities we sell equipment to private
clients. Annual income approx £35K at very low margin.

6. Please state size of membership and annual subscription levels of Organisation. _____

We are not a public membership organisation.

7. Please enclose the following information as applicable to your Organisation:-

- a) Constitution or aims
- b) Copy of accounts (these will not be required for a new organisation)
- c) Copy of budget for current financial year
- d) Copy of last annual report to members (this will not be required for a new organisation)

8. If not included in the annual report enclosed, please provide details of your Organisation's activities over the past year, with particular reference to any special projects undertaken or planned.

9. a) For what specific project are you now seeking financial assistance from the Town Council; please provide details.

PAN SENSORY EVENT - LIVING WITH SIGHT
AND/OR HEARING LOSS

b) Specify

- Total Estimated Cost	£1670
- Amount already available	£ 500
- Amount expected to be available at commencement	£1670
- Dates scheduled to commence and finish	24 JUNE 2019

10. Are you applying for or have you already received other financial assistance for this project? Please provide details:-

Body	Amount Applied For	Amount Received
SCC	£500	£500
MASONIC CH. FND.	£500	no outcome yet
Sight for Surrey	£1670	from Prudential Risk holders

11. What level of financial assistance are you seeking from Godalming Town Council? State: *participants Aug 2019.*

a) Amount £ 500

b) Whether you have received a previous grant from the Town Council

- Amount £
- Date
- Project

12. What benefits do you anticipate will be derived by the Godalming Community from your project?

SEE ATTACHED

I submit this application on behalf of the stated Organisation and believe all statements made or enclosed to be true.

Signed Helon Hopkins Date 26 February 2019

Capacity in which signed Trusts and Grants Fundraiser

Complete and return to: The Town Clerk, Godalming Town Council, Municipal Buildings, Bridge Street, Godalming, Surrey, GU7 1HT.

Please note that financial information provided may be discussed in a public forum.

Sight for Surrey additional information for Godalming Town Council

Sight for Surrey

Sight for Surrey provides services that includes specialist assessment and rehabilitation, specialist one-to-one support, mobility and outreach as well as Volunteering Support; Access Technology Training; Communication Class; Eye Clinic Liaison Officer; Resource Centre; Community Outreach and Mobile Sight & Hearing Support Bus; Benefits and Entitlements Service; Job Sense (aiming to address the increasingly competitive job market and a significant disability employment gap in the UK); Communicator Guides for those with combined sight/hearing loss; Support Workers; Friendship Group. Our specialist work involves teaching strategies and techniques to enable people with significant sight loss to manage their daily tasks independently. This might be for mobility such as crossing roads, managing public transport and orientation around an area, or preparation and cooking food, managing household tasks or personal care.

For our service users aged 0-18 the services we provide include habitation with specialist mobility and life skills assessment and training; Children and Young People's Inclusion programme (a range of social, leisure and careers support activities and training); Information and Support; Children's registrations and maintaining the Certificate of Vision Impairment (CVI) register. We offer limited Family Support.

Living with hearing loss can be a challenge and impact greatly on a person's life. We provide the following services: practical and emotional support; supported self-assessments, support plans and reviews; support to identify and apply for supported accommodation; advice and information for Deaf parents; guidance on developing networks to reduce isolation – often with support workers or volunteers; facilitating equal access or assistance in negotiating with local or voluntary organisations, services or companies.

We provide a range of Communication Professionals for Deaf, deafened, hard of hearing people and those with combined sight and hearing loss in order to meet their communication needs. Our Communication Professionals have extensive experience in the following areas: Social Services, Health, Business Meetings, Community, Legal and Employment. The services offered include: British Sign Language/English Interpreters; Interpreters for those with combined sight and hearing loss; Deaf Translators; Lip speakers; Electronic/Manual Note takers; Speech-to-Text Reporters; Remote Video Communicators.

Sight for Surrey, as an organisation, reflects the wide diversity of vision impaired/combined sight hearing loss clients in Surrey. Regardless of income or severity of condition, the charity is there to support them all. We have gained the support of our community through all our work - we are the first place clients come to for support and our work providing Eye Clinic Liaison Officers in the local hospitals underpins this. The habilitation/re-habilitation we provide for our service users enables them to give back to the community in a variety of ways.

For example: we have a 27 year old service user who is also a Trustee. Totally blind from birth, he received vital support to enable his independence and integration into a mainstream environment from our mobility service for children. On leaving school he became the first totally Blind student to attend Cambridge University and successfully gained a 1st class degree, went on to work in local government and is now working at The Wellcome Trust. Through his experience as a user and his strong knowledge of the needs of younger visually impaired people, he is able to help mentor those who are struggling emotionally to come to terms with being blind and be a strong advocate for our work.

Sight for Surrey has strong partnerships within the community. We undertake regular consultation with Surrey County Council on whose behalf we deliver the Sensory Services Contract in Surrey. We work closely with their Physical & Sensory Services Team and Surrey County Council's Mental Health Workshops and contacts. As a local organisation we have the ability to respond quickly and have links with local statutory/non-statutory organisations. We work with and complement the RNIB and Guide Dogs. Pressure on local government finances means that our charitable work is an essential part of the statutory work we deliver.

Ms O, a vision impaired professional working from home, struggling with admin and form filling, benefitted from daily support from a Reader Guide. This input resulted in the establishment of a working filing system that enabled Ms O to continue working confidently and productively. Ms O described the support as "invaluable".

Sight for Surrey and Godalming

Volunteering is at the heart of everything we do to support and empower people who are vision impaired, Deaf, hard of hearing or Deafblind to live independent and full lives. Becoming a Sight for Surrey volunteer can be a rewarding way to reach out to people in your community and unlock your own potential. The roles we have on offer are Hearing Loss Technical Support, Driver, Home Visitor, Driver, ICT Support. We currently have 8 volunteers from Waverley supporting our service users there.

Sight for Surrey's Hearing and Sight Mobile Bus regularly visits shopping centres, community and day centres, care homes and clubs for the elderly, and provides a presence at events. Notably, this service is available in rural areas that are often badly served by public transport. Expert staff are on hand to demonstrate and supply a range of specialist equipment and offer assessments and basic repairs to NHS hearing aids. They can also provide information and signpost to relevant local services and networks. Please note, we do not offer hearing or sight tests. The bus is currently scheduled to visit Brightwells Gostery Community Centre (Jan and Jun), Farncombe Day Centre (Feb), Busbridge and Hambledon Church Office (Mar), Four Villages Day Centre (Mar), Haslewey Community Centre (Mar), Senior Link Group Cranleigh Baptist Church (Mar), The Clockhouse Centre (Apr), Rowley's Centre (Apr), Haslemere Macular Club (Jun), in Waverley this year.

We support 514 sight impaired and 339 hearing impaired active service users in Godalming.

Specific Project Details

Pan Sensory Event – Living with Sight and/or Hearing Loss

Losing your sight or hearing can leave you with feelings of grief and social isolation. As a result of the work undertaken by our outreach and rehabilitation support workers, we plan to run a Pan Sensory Event in Godalming to existing and new clients to provide advice and practical solutions to aid independent living and help to alleviate loneliness. We also aim to remove the barriers that discriminate the vision and hearing impaired and support family members.

We have booked the Godalming Masonic Hall on 24th June and the event will run from 10.30 – 4.30. Co-incidentally this event is taking place during DeafBlind week. We will mail out to the 853 active clients in Godalming on our database. We anticipate an attendance in the region of 40 and see the mailing as part of our promotional strategy.

The day will be an opportunity for attendees to meet others and share experiences in an informal, supportive setting. Topics for the day will include tips and gadgets for everyday living; introductions to IT and artificial intelligence (Amazon Echo, Synaptic tablets and phones); getting out and about; signposting to other organisations that can help, equipment etc. We will have our Outreach and Rehab workers on hand in addition to our Access Technology and Resources Trainers.

Background – we ran a pilot event in May 2018 in Woking for just those living with a sight loss with positive feedback. As a result, in 2019 we are running 3 Living with Sight Loss Events and 2 Pan Sensory Events across the county.

Feedback from the pilot event:

'Can be very isolating and people aren't always aware of the challenges that we face.

Don't have as many friends now that I am 83!'

'I met more people at the event than I have met in the last two years. The day increased my confidence and I thoroughly enjoyed it.'

'Information gathering was main motivation for attending.'

Question: Are there any care homes which specifically support people with VI, as getting older and realising sight is going would like to think about future provisions?

Sight for Surrey has many years of experience of delivering events for vision impaired clients – knowing what venues and formats work and the needs of the majority of our clients who are over 50. We are using the experience to support our deaf clients who we know will travel further and that they will need specialist interpreters/intervenors to be on hand.

Pan Sensory Budget

Venue	200
Catering	50
2 Interpreters for the Deaf (2 x 4 hours @£45 per hour plus 2 x £40 travel)	440
Volunteer Drivers Mileage	50
Staff Mileage	100
Mailings	50
Outreach Worker x 2 for 4 hours at £15 per hour	120
Outreach Worker Development 12 hours at £15 per hour	180
Hearing Loss Adviser – 4 hours at £15 per hour	60
IT Trainer – 4 hours at £23 per hour	92
Resource/Equipment Advisor – 4 hours at £22 per hour	88
Rehab Support Worker – 4 hours at £10 per hour	40
Central Costs	242
Total	£1670

Pan Sensory Event and Godalming Town Council Vision and Priorities

The event will support those who have become less able/independent through their loss to re-engage in the community with day-to-day activities/living and use of community facilities/clubs/taking up hobbies/social activities.

Lasting impact – clients will:

- Receive appropriate support as their needs change with the sight/hearing and age.
- Be able to live more independently day to day with specialist resources.
- Be able to use specialist IT/adaptations on existing screen devices for keeping in touch with friends/online shopping etc.
- Long term – have less reliance on Sight for Surrey services and those of Godalming Town Council

The event will support a safe, caring and healthy Godalming. This Pan Sensory Event is just one of the activities run by our outreach team. Outreach is one of our core services and we are the main provider of such services to the vision impaired and combined sight and hearing loss community in Surrey. We have good local awareness and knowledge. As older people can become vulnerable our Outreach team and volunteers can monitor safeness of our service users through the regular visits. As an organisation Sight for Surrey cares about its community and wants all its services users to continue to live and enjoy their lives as independently as possible despite their disability.

Environment – we will use local volunteers to support this event and other activities in Godalming, therefore reducing carbon footprint of our service.

Surrey Association for Visual Impairment (SAVI) Trading as Sight for Surrey				
Latest Estimate to End of Financial Year			@ Q3 ACTUALS	
Budget and Forecast 31 March 2019				
	Latest Estimate Full Year	Full Year Budget	Variance to Budget	
Total Income	2,339,298	2,473,072	(133,774)	
Expenditure	2,514,434	2,546,261	(31,827)	
Operational Surplus / (Deficit)	(175,136)	(73,190)	(101,946)	
Capital Expenditure	10,000	10,000	0	
Total Income less expenditure	(185,136)	(83,190)	(101,946)	

GODALMING TOWN COUNCIL

Application for Grant Aid

1. Name of Voluntary Organisation Waverley Borough Council
2. Contact Name, Address and Telephone Number Tom Crouse
The Berrys, Godalming, GU7 1MR
01483 523169

3. Details of Organisation; is it
- a) A Charity?
 - b) A Trust?
 - c) A Private Limited Company?
 - d) Affiliated to any National Body?
 - e) Any other official registration?

4. What are the aims and objectives of the Organisation? Please see
attached form.

5. Apart from general fund raising events, does the Organisation obtain revenue from any direct trading activity? If **YES**, please provide full details.

No

6. Please state size of membership and annual subscription levels of Organisation. _____

Total number of Staff = 456.

7. Please enclose the following information as applicable to your Organisation:-

- a) Constitution or aims
- b) Copy of accounts (these will not be required for a new organisation)
- c) Copy of budget for current financial year
- d) Copy of last annual report to members (this will not be required for a new organisation)

8. If not included in the annual report enclosed, please provide details of your Organisation's activities over the past year, with particular reference to any special projects undertaken or planned.

Please see attached form.

9. a) For what specific project are you now seeking financial assistance from the Town Council; please provide details.

Please See attached form

- b) Specify
- Total Estimated Cost £6000
 - Amount already available £0
 - Amount expected to be available at commencement £ ~~0~~ 0
 - Dates scheduled to commence and finish - 18.02.19 to 16.06.19

10. Are you applying for or have you already received other financial assistance for this project? Please provide details:-

Body	Amount Applied For	Amount Received
------	--------------------	-----------------

Please see attached form.

11. What level of financial assistance are you seeking from Godalming Town Council? State:

a) Amount £ 500

b) Whether you have received a previous grant from the Town Council

- Amount £
- Date N/A.
- Project

12. What benefits do you anticipate will be derived by the Godalming Community from your project?

Please See attached form.

I submit this application on behalf of the stated Organisation and believe all statements made or enclosed to be true.

Signed [Signature] Date 08/02/19

Capacity in which signed Assistant Leisure Development Officer,

Complete and return to: The Town Clerk, Godalming Town Council, Municipal Buildings, Bridge Street, Godalming, Surrey, GU7 1HT.

Please note that financial information provided may be discussed in a public forum.

Godalming Town Council Grant Application Form Questions

See below the answers to the questions within the application that say 'please see form'.

4 - 'What are the aims and objectives if the organisation?'

Aims

- To increase physical activity levels throughout the Borough.
- To decrease the number of inactivity children throughout the Borough.

Objectives

- Increase the physical activity levels across the borough including within Godalming by providing 7 weeks of free coaching within the area.
- To have children attend the free weekly sessions.
- To attract and sustain currently inactivity children into physical activity. Either through the participants joining a local club or playing recreationally.
- Submit at least 1 team for each sport into the Specsavers Surrey Youth Games competition weekend.

8 - 'If not included in the annual report enclosed, please provide details of your organisations activities over the past year, with particular reference to any special projects undertaken or planned'.

- Xplorer - Xplorer is a free family friendly navigation challenge that is educational and fun and gives children a sense of adventure as they explore the park to find the markers. It involves a healthy mix of physical activity and decision making that the whole family can enjoy together. Multiple events are carried out over the year at Broadwater Park, Farnham Park and Snoxhall Fields.
- Skate Events 2018 and 2019- Skate Waverley offers the opportunity for young people to be coached by the pros, watch demonstrations and show off their new tricks. Free workshops are held throughout the summer in Haslemere, Godalming, Farnham and Cranleigh.
- Surrey Youth Games 2018 – Previous event held from the event being applied for. No changes in the aims and objectives.
- Surrey Youth Games 2019 – Event being applied for.

9 - "For what specific project are you now seeking financial assistance from the Town Council; please provide details".

The Specsavers Surrey Youth Games is the largest annual youth sports festival in the county, with more than 2,000 competitors taking part every year. The event is suitable for anyone between the ages of 7 to 16 who wants to learn a new sport or develop skills with qualified local coaches.

The main aim of the games is to encourage young people to develop their sporting skills and promote physical activity and fair play in sport. In 2018 we had nearly 300 registrations from young people in Waverley who attended our training sessions. More than 120 of those participants were selected to represent Team Waverley during the weekend competition. The games focus on the introduction of sports to children who are beginners, meaning worries around experience levels are removed, as the majority will also be a similar level. The games also allow young people to come together and socialise through sport, meeting new people and creating friendships within the community.

Using established local coaches connected to clubs provides pathways encouraging integration into those local clubs. Creating a sustainable physical activity habit is important within this age group as this is a period where there is a high rate of drop out. Another limiting factor combated throughout the games is cost. Often families are not able to afford costings that are associated with certain sports, such as coaching fees. The Specsavers Surrey Youth Games combats these factors by providing free training and in some sports, loaning equipment.

The funding required is vital to enable that the training and weekend event can be provided to the participants free of charge. Funding will be spent on coaching/training costs and promotion of the games to maximise the number of young people given the opportunity to access the training.

10 - Are you applying for or have you already received other financial assistance for this project?

Funding Source	Amount Applied For	Successful?	Amount Received	Notes
Cranleigh Parish Council	500	No	0	
Haslemere Town Council	500	No	0	
Members Allocation		No	0	Not applied yet
Tesco Bags for Help	4000	No	0	
Tudor Trust	4000	No	0	
Waitrose Community Matters	Fund increased as per	No	0	
BIFFA	4000	No	0	
Trade Direct	4000	No	0	
Community Foundation for Surrey	4000	No	0	
Tampon Tax	4000	No	0	
Farnham Town Council		No	0	Not applied yet

*Organisations are logged as unsuccessful until confirmed as successful.

12- 'What benefits for the Godalming community do you expect will result from the project?'

The participants of the project would see:

- An increase in their physical activity levels.
- Access to try a new sport in a comfortable and accessible environment.
- The ability to try competitive sport through the competition weekend.
- The opportunity to make new friends within the local community through the training sessions.
- Provide opportunities and activities for the local children which help improve their skills. Which 219 participants took advantage of in 2018.

The Surrey Youth Games will benefit the local community as:

- The games use local coaches to provide the training. As a result there are accessible pathways to local clubs, if the participants wish to carry on the sport.
- Promotion of the local sports clubs.

- Participants from other areas of district attending the training sessions potentially will visit Godalming.

GODALMING TOWN COUNCIL

Application for Grant Aid

1. Name of Voluntary Organisation: ***Waverley Hoppa Community Transport***
2. Contact Name, Address and Telephone Number: ***Steve Forward
Unit 8, TowerGate Business Centre, Combe Lane, Wormley, Surrey GU8 5SZ
01428 681710***
3. Details of Organisation; is it:
 - a) A Charity? ***Yes – Charity Number 1104954***
 - b) A Trust?
 - c) A Private Limited Company? ***A Company Limited by Guarantee & Non-Profit***
 - d) Affiliated to any National Body? ***Member of the Community Transport Association***
 - e) Any other official registration? ***Data Protection, VAT Registered***
4. What are the aims and objectives of the Organisation?
***Hoppa aims to provide affordable, accessible, door-to-door transport to those who cannot access public transport, because they may have a disability, mobility issues or may be rurally isolated.
Our objectives are: Reduce levels of rural isolation, promote independence and social inclusion and provide access to all local health facilities.***
5. Apart from general fund raising events, does the Organisation obtain revenue from any direct trading activity? If **YES**, please provide full details.
Hoppa does create revenue streams via various transport contracts undertaken on a non-profit basis and from fare income. This direct trading activity helps support the loss-making dial-a-ride operations and services such as our dial-a-ride services and the Hospital Hoppa. Hoppa's predicted turnover for 2018/19 is in the region of £900k, with approximately 18% coming from grant funding support.
6. Please state size of membership and annual subscription levels of Organisation.
Our membership currently stands at approximately 5,350, of which 1,700 reside in the Godalming area and 717 of those live in the town of Godalming.
7. Please enclose the following information as applicable to your Organisation:
 - a) Constitution or aims
 - b) Copy of accounts (these will not be required for a new organisation)
 - c) Copy of budget for current financial year
 - d) Copy of last annual report to members (this will not be required for a new organisation)
8. If not included in the annual report enclosed, please provide details of your Organisation's activities over the past year, with particular reference to any special projects undertaken or planned.

9. a) For what specific project are you now seeking financial assistance from the Town Council; please provide details.

Hospital Hoppa: This service provides an accessible door to door, non-emergency patient transport service for the residents of Godalming & Haslemere and the surrounding villages, who do not qualify for free NHS Transport. The service goes to the Royal Surrey County Hospital, all other health facilities in the Guildford area and all other health facilities between Haslemere and Guildford.

- b) Specify
- Total Estimated Cost £55,000
 - Amount already available £22,000
 - Amount expected to be available at commencement £ 0
 - Fare income (estimated) £13,000
 - Dates scheduled to commence and finish - April 2019 to March 2020

10. Are you applying for or have you already received other financial assistance for this project? Please provide details: -

Body	Amount Applied For	Amount Received
Haslemere Town Council	£5,000	£0.00
Royal Surrey County Hospital	£15,000*	£0.00
Care Haslemere	£2,000**	£0.00

*This donation from the RSCH has been confirmed for 2019/20

** This is a quarterly donation based on the number of passengers transported from Haslemere Town. It is only assumed that Care in Haslemere will donate for a 3rd straight year.

11. What level of financial assistance are you seeking from Godalming Town Council? State:

a) Amount: **£5,000**

b) Whether you have received a previous grant from the Town Council

- Amount: £5,000
- Date: May 2018 – per a Service Level Agreement
- Project: Hospital Hoppa

12. What benefits do you anticipate will be derived by the Godalming Community from your project?

Since its conception, the Hospital Hoppa service has delivered over 23,000 passenger journeys, 20% of those journeys for wheelchair users to the Royal Surrey County Hospital and other local health facilities. Approximately 35% of those journeys originated in the Town of Godalming. The service benefits those who need to access local health facilities who cannot use public transport because they may have a disability, mobility difficulties or rurally isolated. The service also benefits those who are on fixed incomes and simply cannot afford any other form of transport such as taxis. The return fare from the Godalming area to the Royal Surrey County Hospital by taxi is approximately £50.00. The single fare for the same journey on the Hospital Hoppa service is currently £10.00 and £2.50 for carers and companions, which represents excellent value for money.

I submit this application on behalf of the stated Organisation and believe all statements made or enclosed to be true.

Signed 

Date: 01.04.2019

Capacity in which signed: General Manager

Complete and return to: The Town Clerk, Godalming Town Council, Municipal Buildings, Bridge Street, Godalming, Surrey, GU7 1HR.

Please note that financial information provided may be discussed in a public forum.

Registered number: 04989679
Charity number: 1104954

WAVERLEY HOPPA COMMUNITY TRANSPORT
(A company limited by guarantee)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018

WAVERLEY HOPPA COMMUNITY TRANSPORT
(A company limited by guarantee)

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WAVERLEY HOPPA COMMUNITY TRANSPORT
(A company limited by guarantee)

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2018**

Trustees

R H Knight
A M Fox
J J Brydon
A J D Boughton
R I Stansbury
S C Naughally

Company registered number

04989679

Charity registered number

1104954

Registered office

Unit 8 Coopers Place, Combe Lane, Wormley, Godalming, Surrey, GU8 5SY

Company secretary

S Gray

Independent auditors

Wise & Co, Wey Court West, Union Road, Farnham, Surrey, GU9 7PT

WAVERLEY HOPPA COMMUNITY TRANSPORT
(A company limited by guarantee)

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2018

The Trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the audited financial statements of Waverley Hoppa Community Transport (the company) for the year ended 31 March 2018. The Trustees confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) as amended by Update Bulletin 1 (effective 1 January 2015). The Trustees confirm that the Annual report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Since the company qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

Objectives and Activities

a. POLICIES AND OBJECTIVES

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the charity commission relating to public benefit.

Policies and objectives are defined by the Memorandum of Association as refined by the advice of experts and approved by the Board.

b. STRATEGIES FOR ACHIEVING OBJECTIVES

Strategies for achieving objectives are defined by an annual budget prepared by the General Manager and Board, presented to the local authority and distributed to appropriate parties.

c. ACTIVITIES FOR ACHIEVING OBJECTIVES

Activities for achieving objectives are the provision of subsidised transport services in the locality of Waverley Borough and limited commercial services to support the primary activities.

d. MAIN ACTIVITIES UNDERTAKEN TO FURTHER THE CHARITY'S PURPOSES FOR PUBLIC BENEFIT

The organisation's core activities are the provision of dial-a-ride transport within Waverley Borough to anyone unable to utilise public services by reason of age, disability or remoteness.

The Trustees have given full regard to the Charity Commission's guidance on public benefit, and are confident that, while our customers clearly benefit from transportation, there is a benefit to the wider public in terms of addressing rural isolation, and promoting the wellbeing and social inclusion of our customers.

e. VOLUNTEERS

The company is managed by unpaid Board members, a small professional management team and a staff of employed drivers.

WAVERLEY HOPPA COMMUNITY TRANSPORT
(A company limited by guarantee)

TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2018

Achievements and performance

a. KEY FINANCIAL PERFORMANCE INDICATORS

The Trustees use two main financial indicators – the proportion of grant funding to total income, and net income or expenditure generated.

Grant funding in the year represented 23% of income (2017: 22%). The Trustees have been pursuing a deliberate strategy of contracting commercial routes – to Schools, Day Centres etc. – to subsidise the core dial-a-ride operation. In this way we have been able to minimise the need for increased public funding to maintain our objectives.

Net income or expenditure – in the year to 31 March 2018 the organisation reported net expenditure of £54k (2017: £17k net expenditure). The majority of this was from restricted funds, being the core dial-a-ride services. These services are subsidised by the commercial routes undertaken under contract with Surrey County Council.

b. REVIEW OF ACTIVITIES

In the period of review the organisation continued to provide transport services within the ambit of the operations described in its original Business Plan.

At the end of the year Hoppa reported a deficit of £54k (2017: £17k deficit) before pension gains. This result reflects continued support from Waverley Borough Council and Surrey County Council in terms of grants, as well as the continued subsidisation from our commercial activities.

The organisation's core activities are the provision of demand responsive transport within Waverley Borough, mainly assisting those with disabilities and the elderly who are unable to utilise public services by reason of remoteness or access difficulties. These priority services assist in reducing social exclusion among the disadvantaged and in the year some 26,186 passenger trips were made.

Other community support services covers school runs – both mainstream and Special Educational Needs – Group Transport contracts and transporting passengers to Day Centres. A total of 49,568 passenger trips were made in this service category during the year.

c. INVESTMENT POLICY AND PERFORMANCE

There is no policy to invest in assets other than the premises and vehicles utilised for delivering the services.

Financial review

a. GOING CONCERN

After making appropriate enquiries, the Trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

WAVERLEY HOPPA COMMUNITY TRANSPORT
(A company limited by guarantee)

TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2018

b. FINANCIAL RISK MANAGEMENT OBJECTIVES AND POLICIES

The Trustees have identified two main financial risks – loss of grant funding, and the inability to fund replacement of our key capital asset, the vehicles themselves.

In terms of grant funding the largest single amount comes from Waverley Borough Council. Hoppa are operating the second three year term of a Service Level Agreement with Waverley; this agreement provides certainty of income in exchange for quarterly performance reviews. Both parties have found this arrangement to be very beneficial and hope to renew this every three years. Other grants are received from other County, Town and Parish Councils. Hoppa minimise risk to these grants by maintaining regular contact with all these stakeholders, updating them on our operational and financial situation.

Hoppa operate twenty seven vehicles, mostly minibuses with wheelchair access. There is a Board target to maintain an average vehicle life of between five and six years, with no vehicle being older than twelve years. This gives rise to a capital requirement of over £100k every year to replace older vehicles; the funding for this needs to be provided from net income, capital grants or other fundraising. In terms of risk the Trustees have considered options of debt financing, as well as maintaining vehicles for longer, albeit likely to incur greater repair costs.

c. FINANCIAL RESULTS

At the balance sheet date unrestricted funds of £256,101 (2017: £296,558) and restricted funds of £146,932 (2017: £147,806) were held.

d. RESERVES POLICY

There is a monthly review of likely operating expenses and income, grants, donations and requirements for replacing vehicles, all to ensure the ability to continue providing services throughout a forthcoming period of at least 6 months.

e. DEFICIT

In the year to 31 March 2018 Hoppa has reported a deficit of £54k (2017: deficit £17k) before actuarial gains. The Trustees approve an annual budget with a target of generating net income before depreciation, to be used for capital funding. Before vehicle depreciation the company generated net income and the funds generated have been earmarked for further vehicle replacements.

f. PRINCIPAL FUNDING

Local authority grants and donations from parish councils and charitable institutions comprise 23% of funding (2017: 22%), the balance being generated by operating income. The reliance on grant funding continues to reduce as a result of a deliberate strategy by the Trustees.

WAVERLEY HOPPA COMMUNITY TRANSPORT
(A company limited by guarantee)

TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2018

Structure, governance and management

a. CONSTITUTION

The company is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 9 December 2003.

The charity was formed in succession to Waverley Community Transport and assumed all that company's assets and liabilities with effect from 31 March 2004.

The principal object of the company is to provide relief to the inhabitants of the Borough of Waverley in Surrey whose access to transport is affected by age, mental or physical disability, poverty or rural isolation, and in particular to provide and maintain non-profit community transport services and to assist the charitable work of organisations and bodies engaged in promoting relief of such persons through the provision of appropriate services.

The objectives have not been amended during the year.

b. METHOD OF APPOINTMENT OR ELECTION OF TRUSTEES

The management of the company is the responsibility of the Trustees who are elected and co-opted under the terms of the Memorandum and Articles of Association.

c. POLICIES ADOPTED FOR THE INDUCTION AND TRAINING OF TRUSTEES

All Trustees receive explanatory documentation from Companies House and the Charities Commission and an introductory briefing with the Chairman, Operating Director and General Manager and attend a full Board meeting as an observer before appointment. Subsequently each Board member receives financial results, board minutes, budgets, draft business plans and a health and safety manual.

d. PAY POLICY FOR SENIOR STAFF

The General Manager is the senior member of staff and a key employee. The Trustees policy is to ensure that this employee is remunerated on a par with commercial enterprises, and use a combination of salary and performance bonus to achieve this.

e. ORGANISATIONAL STRUCTURE AND DECISION MAKING

The Chairman, Operating Director, General Manager and Board meet monthly and are advised quarterly by local authority Councilors and experts. Limits of decision making authority are defined by reference to magnitude and banking mandates by Board authority.

f. RELATED PARTY RELATIONSHIPS

The Trustees and senior staff make a declaration each year concerning related parties. There were no transactions with related parties during the year.

WAVERLEY HOPPA COMMUNITY TRANSPORT
(A company limited by guarantee)

TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2018

Plans for future periods

a. FUTURE DEVELOPMENTS

In a climate of financial challenge for our local authorities, who are our key sponsors, Hoppa continues to subsidise its core services by bidding for, and winning, contracts to provide community transport routes wherever they fit within the operational criteria.

TRUSTEES' LIABILITY

The Trustees of the company guarantee to contribute an amount not exceeding £10 to the assets of the charity in the event of winding up.

SMALL COMPANY PROVISIONS

This report has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

TRUSTEES' RESPONSIBILITIES STATEMENT

The Trustees (who are also directors of Waverley Hoppa Community Transport for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

WAVERLEY HOPPA COMMUNITY TRANSPORT
(A company limited by guarantee)

TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2018

DISCLOSURE OF INFORMATION TO AUDITORS

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the company's auditors are unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any information needed by the company's auditors in connection with preparing their report and to establish that the company's auditors are aware of that information.

This report was approved by the Trustees, on 21/6/18 and signed on their behalf by:



R I Stansbury
Trustee