

Meeting of the

COMMUNITY & COMMUNICATIONS COMMITTEE

AGENDA

Tuesday 22 April 2025

6:30pm

Springfield Centre, Springfield Boulevard, Springfield

Committee Members:

Cllr L Adura

Cllr O Cole

Cllr P Halton-Davis

Cllr K Kavarana (Chair)

Cllr F Mangan

Cllr M Petchey

Cllr B Barton

Cllr V Dixon

Cllr J Howard

Cllr D Kendrick

Cllr R McCafferty

AGENDA

1. To Receive

Apologies for Absence
Declarations of Interest

2. Minutes of the previous meeting

Page 5

The Committee are invited to approve the minutes of the meeting held 25 February 2025, previously circulated and therefore taken as read.

3. Public Involvement – Deputations, Petitions and Questions

Members of the public may make representations in respect of the business on the agenda.

4. Grants

i. **MK Gallacticos FC** (Grant Application 001/25-26/Sect 137)

Page 9

Committee is invited to consider an application from MK Gallacticos FC for £1000.00 towards the cost of delivering their presentation event in Oldbrook.

ii. **Frank Howe Court Social Club** (Grant Application 002/24-25/Sect 137)

Page 17

Committee is invited to consider an application from Frank Howe Court Social Club for £400.00 towards the cost of purchasing parasols and cushions for their communal garden.

iii. **Friends of Conniburrow & Pebbles Family Centre Parent forum** (Grant Application 003/24-25/Sect 137)

Page 27

Committee is invited to consider an application from Friends of Conniburrow & Pebbles Family Centre Parent forum for £250.00 towards the cost of providing a family day out.

iv. **All People Active** (Grant Application 004/24-25/Sect 137)

Page 37

Committee is invited to consider an application from All People Active for £1000.00 towards the cost of delivering a Multi-Sport Youth Club in Springfield.

v. **Yoga for Health Alliance** (Grant Application 005/24-25/Sect 137)

Page 47

Committee is invited to consider an application from Yoga for Health Alliance for £1000.00 towards the cost of delivering an event in Willen as part of International Yoga Day.

vi. **MK Breakdance & Activities** (Grant Application 006/24-25/Sect 137)

Page 57

Committee is invited to consider a start-up grant application from MK Breakdance & Activities for £1500.00 towards the delivery of breakdancing sessions at the Trinity Centre, the purchase of some of the associated equipment needed to start up, as well as the provision of scholarships for 3 children.

vii. Committee are invited to note the Grant Evaluation report received from MK Melting Pot following the grant award of £540 in December 2023 towards the delivery of community cooking lessons using a slow cooker.

Page 77

- viii. Committee are invited to note the Grant Evaluation report received from Connection Support following the grant award of £499 in May 2024 towards the recruitment & training of a volunteer befriender to support clients in CPCC area. **Page 79**

5. Communications - Programme & Priorities 2024/25

- i. **Heritage, Arts & Culture Working Group – Terms of Reference** Minute 64/24i **Page 81**
Further to the Committees decision to form a Working Group to consider the consultation responses received from residents relating to Heritage, Arts & Culture and to develop an Action Plan, Committee are invited to approve the Terms of Reference for the working group.

6. Community Projects - Programme & Priorities 2024/25

- i. **MKCC – Community Infrastructure Fund 2025/26**
Committee are invited to note that the application submitted, requesting funding for play area improvements in Fishermead, was not successful in the first stage of the CIF application, but has been placed in the reserve pool should some of the successful applications not go ahead.
- ii. **Applications for free use of CPCC Community Spaces**
Committee are invited note that we have started to receive applications & proposals from community groups interested in using the Hub. Committee will be asked to consider the applications received so far at the next meeting.
- iii. **CPCC Community Hub Opening Events – Update**
Committee are invited to receive a verbal update from the Committee Clerk on the plans for the opening events for the CPCC Community Hub.

7. Homeground

- i. Committee are invited to note that the schedule for the May edition of Homeground magazine has been changed to allow for the inclusion of up to date information relating to the CPCC Hub. The magazine will be distributed w/c 26 May 2025.
The magazine proof will be circulated to the Committee for comments w/c 5 May 2025.

- 8. Committee Terms of Reference Review** **Page 83**
Committee is invited to review its Terms of Reference prior to the Annual Meeting of Council in May. Amendments will be considered at the Annual Meeting.

- 9. Date of Next Meeting**
Tuesday 27 May 2025.

BY ORDER OF THE COUNCIL

T Jones
Community Officer/Committee Clerk

**Minutes of the Community & Communications Committee
held on Tuesday 25 February 2025
commencing at 6.30pm
at the Springfield Centre, Springfield Boulevard, Springfield**

This meeting was open to the Public

Members Present

Cllr L Adura
Cllr O Cole
Cllr K Kavarana (Chair)
Cllr F Mangan
Cllr M Petchey (arrived at 18:31)

Cllr B Barton
Cllr J Howard (arrived at 18:31)
Cllr D Kendrick (arrived at 18:31)
Cllr R McCafferty

In attendance

T Jones, Community Officer/Committee Clerk

56/24

Apologies for Absence

Cllr V Dixon - unwell
Cllr P Halton-Davis - unwell

57/24

Declarations of Interest

Cllr Cole declared an interest in Agenda Item 4i, as a Director of Action Speaks (partner organisation)
Cllr Petchey declared an interest in Agenda item 4i, as a trustee of the Trinity Centre

58/24

Members of the Public Present

None

59/24

Minutes of the previous meeting

The minutes of the meeting, having been previously circulated, were approved as a correct record and signed by the Chair.

60/24

Public Involvement – Deputations, Petitions and Questions

None

61/24 Grants

- i. **The Free and the For CIC – Table Project** (Grant Application 009/24-25/Sect 137) – minute C&C 30/24.iv

Committee considered the report received from The Free & The For in relation to the Table Project launch and authorised the release the 2nd instalment (£377) of the agreed grant award.

Committee noted that a start-up grant of £1000 was awarded in November 2024, with payment to be made in 2 instalments. The release of the 2nd instalment (£377) was subject to the delivery of a launch event in Fishermead, the outcomes of which were required to be detailed in a report to CPCC.

The 2nd instalment is to be used to deliver workshops to address community needs identified at the event.

- ii. **Willen Residents Association** (Grant Application 006/24-25/Sect 137)– minute C&C 30/24.i

Committee considered the project plan received from Willen Residents Association and authorised the release the 2nd instalment (£900) of the agreed grant award.

Committee noted that a start-up grant of £1500 was awarded in November 2024, with payment to be made in 2 instalments. The release of the 2nd instalment (£900) was subject to receiving a pond project plan, developed by Willen Residents Association having consulted with the CPCC Estates Manager.

62/24 Communications - Programme & Priorities 2024/25

- i. **2025/2026 Annual Community Council Budget/Precept Consultation – Report**

Minute 54/24i

Further to Committee considering the 2025/2026 Annual Community Council Budget/Precept Consultation Report at the last meeting, Committee reviewed the detailed feedback received specifically in relation to Question 6 “What new heritage, culture and arts initiatives would you like to see introduced in the community?”

Committee resolved to establish a Working Group to develop an Action Plan for the ideas received in responses to Questions 6 & 20 where they fall within the Committee’s remit. Committee resolved that Cllrs Petchey, Kendrick, Adura, Mangan, McCafferty, Cole and the Committee Clerk should form the membership of the Working Group

63/24 Community Projects - Programme & Priorities 2024/25

- i. **Community Coffee Morning – Springfield**

Committee noted that the weekly coffee morning at Springfield will be paused from the end of February. Attendance numbers over recent weeks has been low and staff resourcing needs to re-directed to other tasks, preparing for the transfer to the Hub.

- ii. **Policy for granting free use of CPCC Community Spaces**

Committee considered and resolved to make a recommendation to Council that the updated policy for granting free use of CPCC Community Spaces be adopted.

Committee noted that the current policy (adopted in November 2022), which set out the parameters within which the Committee can grant one-off free use of Oldbrook/Springfield Centres to community groups to support projects, has been revised to include criteria for the free use of space within the Community Hub. Committee also reviewed and accepted the draft application form to be used for any requests for free use.

iii. **MK Play Association**

Committee noted that the summer holiday play sessions, delivered by MK Play Association, will take place on:

Fishermead Pirate Park - Imaginative & Messy Mixed Play Tuesday 29th July PM - 1.30-3.30

Springfield - Imaginative & Messy Mixed Play Wednesday 6th August PM - 1.30-3.30

Oldbrook Green - Sports & Games Thursday 14th August PM - 1.30-3.30

Springfield - Pre-teen/Teen session Wednesday 20th August PM - 1.30-4.30

Committee also noted that The Cricketers Pub have kindly agreed to allow use of their toilets for attendees at the Oldbrook session.

An application for use of public space for the 2 events in Springfield has been submitted to MK City Council and a response is awaited.

iv. **CPCC Community Hub Opening Events – Update**

Committee received a verbal update from the Committee Clerk noting that a meeting of the Working Group is to be set up.

64/24 Homeground

- i. Committee noted that a number of positive comments and interest in the Hub had been received following the publication of the February edition of the magazine. Some issues around distributed were noted to be followed up.
- ii. Committee considered the draft content plan for the May edition of Homeground magazine. Committee accepted the outline presented, with potential to include some content relating to heritage to be determined by the Working Group.
- iii. Committee considered a request from Willen Hospice to include advertising for the Midnight Moo fundraising event in the May edition of Homeground. Committee resolved to authorise the advertising of fundraising events for Willen Hospice to be included free of charge, where space allows.
- iv. Committee considered a request for commercial advertising from Walfinch Care. Committee authorised its inclusion with ½ a page allocated for this purpose charged at the commercial rate, to be clearly identified as an advertisement. An items to be included to invite other commercial advertisers to pay for space in the Homeground magazine.

65/24 Date of Next Meeting

Tuesday 22 April 2025.

Campbell Park Parish Council

Caring within the Community

1 Pencarrow Place
Fishermead
Milton Keynes MK6 2AS
Tel: No: 01908 608559
admin@campbell-park.gov.uk

FOR OFFICE USE ONLY

Grant Reference No: 001/25-26/Sect 137 **CSW Mtg Date:** April 2025

Ratification required by Council? Y N **Council Mtg Date:** _____

Applicant: MK Gallacticos FC

Previous Applicant? Y N **Date:** April 2024 **Monitoring Form Returned?** Y N

CPPC support acknowledged on marketing material & copies supplied? Y N

Standard Grant requested: £ 1000

Grant awarded: £ _____

Start Up Grant requested: £ _____

Grant awarded: £ _____

Payment Profile:

1:£ **Date:** **2: £** **Date:** **3:£** **Date:**

Criteria Met Y N Date: **Criteria Met Y N Date:** **Criteria Met Y N Date:**

Power: Section 137

Grant Application Form

Please ensure the application is fully completed and all relevant paperwork supplied. In order for a request to be considered the application must be received by the first day of the month

Return completed applications to:

Campbell Park Parish Council

1 Pencarrow Place

Fishermead

Milton Keynes, MK6 2AS or e-mail: admin@campbell-park.gov.uk

STANDARD GRANTS:

- i. Grant Applications under £500 will be considered monthly
- ii. Grant Applications for funding over £500 will be considered on a quarterly basis: April, July, October and January
- iii. A complete application must be received by the 1st of the month
- iv. Grants may be awarded up to a limit of £1,000

COMMUNITY START UP GRANTS:

- i. Only available to new groups within their first 12 months of operation
- ii. Start Up Grants will be considered monthly
- iii. A complete application must be received by the 1st of the month
- iv. Grants may be awarded up to a limit of £1,500 payable in two or three instalments (depending on the type of application). The second and third instalments will only be released on successful completion of a project monitoring report, having met specified criteria.

Community Start Up Grants to Youth Groups (and those working with vulnerable members of our community), will be subject to a 3 Stage Process as follows;

- a. Stage 1 – Committee will consider the application and if a decision to support the project 'in principle' is made the applicant will be awarded sufficient funding to enable DBS checks and Safeguarding training to be completed.
- b. Stage 2 – Committee will require evidence of completion of DBS checks, Safeguarding Training and will supply CPPC with their Safeguarding Policy. If accepted, a Grant Award part-payment will be released to support Phase 1 of Project.
- c. Stage 3 – The Applicant will complete a Project Monitoring Report on completion of Phase 1 of the Project. This will be considered by Committee who will decide if to release the final instalment of the part-payment to progress Phase 2 of the project.

Application Guidance

Please read the following notes carefully before completing the Application Form. Incorrect or incomplete forms are likely to be delayed or rejected.

Beneficiaries:

All applications must benefit the community within Campbell Park Parish which includes Willen, Woolstone, Fishermead, Oldbrook, Springfield, Newlands and Winterhill

Applicants must:

- be available to attend a Parish Council meeting to explain the purpose of their project, if required to do so. Attendance will be compulsory for all Start Up Grant Applications.
- Standard Grant Applicants must provide a set of accounts with the application
 - (i) those with an annual income over £5,000 – 3 years accounts
 - (ii) those with an annual income under £5,000 – 1 years accounts
- Start Up Grant Applicants must provide a copy of;
 - All bank statements
 - The groups adopted Constitution (the aims and rules of your community group)
 - A Business Plan or similar.
- All Groups working with Young People and vulnerable members of our community must do the following;
 - Provide evidence that all Adult Group leaders have attended Safeguarding Training within the previous 12 months.
 - Provide evidence that all Adult Group leaders have passed a DBS check carried out no more than 6 months prior to the date of application.
 - Provide a copy of the groups Safeguarding Policy, which must be reviewed by your group at least annually.
 - *Participate in a project review meeting with a MK Council Youth Officer or other professional appointed by CPPC. The MK Council Officer will provide CPPC with feedback from this meeting which will be used in the consideration of the grant application.
 - *CPPC encourage all Youth Groups to become members of Action4Youth, National Youth Agency and/or gain quality marks with UK Youth.

* This may not be applicable to Youth Groups registered with a Governing Body e.g. Football Association

If you are unsure of the requirements for your group, please contact the Community Officer on 01908 608559 to discuss this prior to the submission of your application.

Who can apply:

- applicants must be:
a not-for-profit, voluntary or community group

We cannot fund:

- goods or services such as equipment for a school or hospital, that should be provided by a statutory body
- projects involving political or campaigning activities
- political parties or groups affiliated to a political party
- projects promoting religious beliefs
- medical treatment
- deficit funding or the repayment of loans
- unspecified expenditure
- fundraising events
- grants to be distributed to other groups or passed on to an individual
- individuals
- Retrospective applications for projects/activities/items already taken place or already purchased

Allocation:

Applications under £500 and Start Up grants will normally be considered within 1 month of receipt of an application form. Applications over £500 will be considered quarterly in April, July, October and January.

If part funded by other bodies, grants will not be paid until the balance of costs is guaranteed. The Parish Council is prepared to provide a letter of intent where this will assist in the obtaining of the balance.

Frequency of applications:

Only one (1) application per financial year (April to end March) will be considered
Start Up grants will only be considered within the first 12 months of operation and only 1 application will be considered during this time.

ACCEPTANCE OF FUNDING

The award is made subject to your agreement to the standard conditions below.

To accept, please complete the agreement and return one signed copy to us, and retain one for your own records.

STANDARD CONDITIONS

Grants will be awarded in line with objectives identified within the Campbell Park Parish Council Business Plan

On approval of the grant, a formal letter is sent to the applicant

The Parish Council reserves the right for the repayment of a grant not used for the purposes or within the conditions stated.

If the project is not started within three (3) months of the date of the offer letter, the award will automatically lapse and you will need to make a new application. The grant should be spent within 12 months of the project start date.

Upon completion of the project you will make a written report to the Parish Council explaining the use of the grant and costs covered by it, copy invoices to be included.

If any amount of the grant remains unspent, for the purpose for which it was given, this must be returned to the Parish Council.

No further application from you will be considered until the report is received.

You understand that in making an award Campbell Park Parish Council is not to be taken as assuming or accepting any responsibility or liability of any kind whatsoever towards any person or persons in respect of any matter or thing arising out of or incidental to the execution of the work you have undertaken.

In the event that the project does not proceed/the organisation discontinue operating, ownership of all equipment/remaining resources purchased using the award money will revert to Campbell Park Parish Council.

The Parish Council may publicise the amount of funding awarded to your project or organisation in the Homeground Magazine or elsewhere.

You acknowledge the financial support received in your publicity along with the Parish Council logo and you forward a copy of such publicity to the Parish Council.

IMPORTANT NOTE: If your grant expenditure is less than the amount awarded, CPPC will reclaim the difference and reallocate this amount to other project and by signing this form you have confirmed your agreement.

Start Up Grants will be paid in two or three instalments. The second and third instalments will only be released on completion of a successful Monitoring Report. The timeframe for release of the second and third instalments will be decided on a project by project basis, but there will be a minimum of 3 months between the payment of the instalments associated with Phase 1 and 2 of the project.

DECLARATION

I confirm that to the best of my knowledge the information included in this application is complete and correct. That the budget represents a true cost or nearest estimate and the proposed project could not proceed without the financial assistance requested.

On behalf of **MK Gallacticos** (name of project or organisation)

I (name) **Zakir Miah**

Accept the above conditions in respect of the award made by Campbell Park Parish Council

Position held within organisation: **Secretary**

I confirm that the report will be forwarded to the Parish Council by the date requested.

Signed: Zakir Miah Date: 16/01/25

- 8. If your application is successful, your grant award will be paid by bank transfer.**
Please provide:

Bank Account Number: redacted **Sort Code:** redacted

9. Details of the project you are requesting a grant for.

TO INCLUDE: Please give a full description of your project, including information on:

- (a) aims*
- (b) timescales including proposed start date*
- (c) groups or organisations you may/will be working with*
- (d) what particular need will this project will meet*
- (e) how the need been identified (f) any further information that will bring the project to life.*

MK Gallacticos Football club has been setup to ensure we have a grass roots football club in a community that desperately needs a football/sports and social club that can engage children from the age of 5 all the way to adult football. This encourages integration, friendship and teaches children community involvement, discipline, teamwork, and hopefully improves the lives and the community of the people that live in this area. The club is working closely with CPPC to attract youth in the area and play football in local football leagues. We already have players and volunteers from different backgrounds who are actively involved.

We are currently working with Campbell Park Parish Council, Jubilee Wood School, MKDDL, and Fishermead Residents association.

The fund we are requesting for will be to help support us to host our annual presentation night. This event is to celebrate the hard work which the whole club put in throughout the year. We will be presenting trophies to all the players and member.

Project Start Date: 2nd June Project End Date: 2nd June

10. Is your organisation based in, or does (or will) it deliver its main service/activities within Campbell Park Parish?

Yes *We predominately based in Fishermead Sport Ground but our partipants are from the whole CPPC area*

11. Which wards will you be working in? (please 'X' all that apply) *To help us to understand what difference our grants are making, we record where projects are happening.*

Fishermead Yes

Woolstone Yes

Oldbrook Yes

Springfield Yes

12. Who will benefit from this project? *Our policy is that our grants reach a wide range of needs and interests. If you are able quantify by providing numbers/data to support your application, this would be very helpful.*

We believe the whole community benefit from this project as we celebrate the hard work and effort of over 160 children from our parish area. Our organization has children from all backgrounds including; English, African, Somalian, Bangladeshi, Pakistani, Chinese. Along with the 160 children their parents and siblings are able to attend aswell.

13. What percentage of your users/beneficiaries live within Campbell Parish Parish?

95%

14. Grant amount requested: £ 1000

15. **What percentage of your income would this grant represent:** 40%
16. **Is the request for part or full funding of the project?**
Part
17. **If part funding, how will the balance be provided?** The remaining amount will come from player subscription
18. **Has the balance already been received? If so state the date:** No
19. **If not received, when is it expected?** 1st May
20. **Do you have to satisfy any conditions to receive the balance?**
If **yes**, state conditions: No
21. **If Campbell Park Parish Council is the sole funder and only give a pro-rata grant, can your project still continue?**
- Yes – We would need to reduce the amount we spend on our trophies and potentially look to hold the event outdoor at the Sports Ground. This would make the experience for the community; primarily the children less pleasing
22. **Please list below a breakdown of expenditure for the project for which you are applying:** Please break your budget down into as much details as you can.
- *Start-Up Grant Applicants working with young people or vulnerable members of the community must ensure that costs are broken down into Stage 1, 2 & 3 costs, as explained on Page 2.**

Item:	Detail	Cost (please provide quotes where possible)	
Trophy Cost	We would need a total of 200 trophies which would be for players, sponsors, coaching and volunteers	£1300	
Venue Hire (MK Christian Centre – Oldbrook)		£645	Yes
Food	This would be light snacks to be able to cater for around 300 people	£400	
Cameraman		£100	Yes
	Total Cost	£2445	

23. **How do you plan to publicise your project?**
- Our Social media (facebook, instagram, twitter)
Our own website
And leaflets out to the local community
We will also have chef guests such as Mayor of MK, MK Dons Chairman

24. Is there any further information you wish to be considered with this application?

This project is a celebration of the hardwork and effort put in by everyone in the community. The children, parents, volunteers and the parish council who have supported the club. I believe the project is the pride of our community where we can showcase it to the mayor and other major community partners such as community foundation, resident association and many more. The event will be held at the MK Christian Centre in Oldbrook which is within the parish

25. Is there any other way in which the Parish Council could assist your organisation?

DECLARATION : I certify that:

- **The information in this application is correct.**
- **I understand that if this application is successful, the information I have provided will form the basis of my contract with Campbell Park Parish Council.**

I am authorised to make this application on behalf of:

Name of Group: MK Gallacticos

Signature: Zakir Miah

Date: 16/01/25

Print Name: Zakir Miah

Position in Group: Secretary

The Chair of your Management Committee (or equivalent) should complete this section (or another member of the Committee if the Chair has completed this form and signed above).

Name of Group: MK Gallacticos

Signature: Kamal Miah

Date: 16/01/2025

Print Name: Zakir Miah

Position in Group: Chairman

Is your Application complete?

Have you completed all questions? **Yes**

Have you provided a copy of your Organisations Accounts

Yes

(income under £5,000 – 1 years accounts/income over £5000 – 3 years accounts)

Is the application form signed in all the required places **Yes**

Start Up Grant Applicants have you provided a copy of;

- bank statement/s **Yes / No**
- The groups adopted Constitution **Yes / No**
- A Business Plan or similar **Yes / No**

Youth Groups (or those working with vulnerable people), have you provided a copy of;

- Evidence of recent DBS checks for all Adult Leaders **Yes**
- Evidence of attendance on Safeguarding Training for all Adult Group Leaders **Yes**
- Safeguarding Policy **Yes**
- Evidence of Membership with Youth Organisations* **Yes**



Campbell Park Community Council

1 Pencarrow Place
Fishermead
Milton Keynes
MK6 2AS

Tel: No: 01908 608559
admin@campbell-park.gov.uk

FOR OFFICE USE ONLY

Grant Reference No: 002/25-26/Sec 137 Committee Mtg Date: April 2025

Ratification required by Council? Y ☒ N ☐ Council Mtg Date: n/a

Applicant: FRANK HOWE COURT SOCIAL CLUB

Previous Applicant? ☒ Y ☐ N Date: _____ Monitoring Form Returned? ☒ Y ☐ N

CPCC support acknowledged on marketing material & copies supplied? Y ☐ N ☐

Standard Grant requested: £ 400 Grant awarded: £ _____

Start Up Grant requested: £ n/a Grant awarded: £ _____

Payment Profile:

1: £ n/a Date: _____ 2: £ _____ Date: _____ 3: £ _____ Date: _____

Criteria Met Y ☐ N ☐ Date: _____ Criteria Met Y ☐ N ☐ Date: _____ Criteria Met Y ☐ N ☐ Date: _____

Power: Sec 137

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 - Provide evidence that all Adult Group leaders have passed a DBS check carried out no more than 6 months prior to the date of application.
 - Provide a copy of the groups Safeguarding Policy, which must be reviewed by your group at least annually.
 - *Hold the Milton Keynes City Council Youth Provision Safe Practice Mark
 - *CPCC encourage all Youth Groups to become members of Action4Youth, National Youth Agency and/or gain quality marks with UK Youth.

* This may not be applicable to Youth Groups registered with a Governing Body e.g. Football Association

If you are unsure of the requirements for your group, please contact the Community Officer on 01908 608559 to discuss this prior to the submission of your application.

Who can apply:

- applicants must be:
a not-for-profit, voluntary or community group
- any organisation applying for a grant that have Councillors from Campbell Park Community Council on their management committee/board of control, must have at least the same number of non-Councillors as Councillors on their board.

We cannot fund:

- goods or services such as equipment for a school or hospital, that should be provided by a statutory body
- projects involving political or campaigning activities
- political parties or groups affiliated to a political party
- projects promoting religious beliefs
- medical treatment
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On approval of the grant, a formal letter is sent to the applicant

The Community Council reserves the right for the repayment of a grant not used for the purposes or within the conditions stated.

If the project is not started within three (3) months of the date of the offer letter, the award will automatically lapse and you will need to make a new application. The grant should be spent within 12 months of the project start date.

Upon completion of the project you will make a written report to the Community Council explaining the use of the grant and costs covered by it, copy invoices to be included.

If any amount of the grant remains unspent, for the purpose for which it was given, this must be returned to the Community Council. No further application from you will be considered until the report is received.

You understand that in making an award Campbell Park Community Council is not to be taken as assuming or accepting any responsibility or liability of any kind whatsoever towards any person or persons in respect of any matter or thing arising out of or incidental to the execution of the work you have undertaken.

In the event that the project does not proceed/the organisation discontinue operating, ownership of all equipment/remaining resources purchased using the award money will revert to Campbell Park Community Council.

The Community Council may publicise the amount of funding awarded to your project or organisation in the Homeground magazine or elsewhere.

You acknowledge the financial support received in your publicity along with the Community Council logo and you forward a copy of such publicity to the Community Council.

IMPORTANT NOTE: If your grant expenditure is less than the amount awarded, CPCC will reclaim the difference and reallocate this amount to other projects and by signing this form you have confirmed your agreement.

Start Up Grants will be paid in two or three instalments. The second and third instalments will only be released on completion of a successful Monitoring Report. The timeframe for release of the second and third instalments will be decided on a project by project basis, but there will be a minimum of 3 months between the payment of the instalments associated with Phase 1 and 2 of the project.

DECLARATION

I confirm that to the best of my knowledge the information included in this application is complete and correct. That the budget represents a true cost or nearest estimate and the proposed project could not proceed without the financial assistance requested.

On behalf of FRANK HOWE COURT SOCIAL CLUB (name of project or organisation)

I (name) JOHN MORRIS accept the above conditions in respect of the award made by Campbell Park Community Council

Position held within organisation: CHAIRMAN

I confirm that the report will be forwarded to the Community Council by the date requested.

Signed [Signature] Date: 19/3/25

1. Date of application: 18/3/2025

2. Name (Full Name) of the organisation making the application:

FRANK HOWE COURT SOCIAL CLUB

3. Contact Details: (Details of the main contact)

Name: JOHN MORRIS

Address:

PENRYN AVE. FISHERMEAD

Post Code:

Email address:

Telephone No's: Daytime:

Mobile:

4. Status of your organisation - please put 'X' next to all that apply. (If you are not sure what your status is, you will probably fall under Voluntary or Community groups). If you require help please contact us.

Registered Charity

Community Interest Company

Voluntary or Community Group ☒ Other (please state)

If you have a Charity or Company Number, please enter below:

Charity Number:

Company Number:

Do you have any Councillors from Campbell Park Community Council on your Committee/ Board of control? Yes ☐ No ☒ * (please see 'Who Can Apply' for more info)

5. What date did your organisation/company start?

January 2010

If your group has been operating for less than 12 months please put 'X' here:

6. Details of any previous grant received from the Parish:

Amount received £ £380 -00

Date: 9/5/2023.

Title of Project:

KINGS CORONATION CELEBRATION.

Amount received £ £300 -00

Date: 1/5/2024

Title of Project:

GARDEN PROJECT.

7. Does your organisation have a bank account with 2 signatories? (We cannot make payments to personal bank accounts; your organisation must have its own bank account). Please mark with an 'X'

Yes:

☒

No:

Name of Bank:

LLOYDS BANK

Organisations Full Name on the Account:

FRANK HOWE COURT SOCIAL CLUB FUND

Name of Signatories: 1.

2.

JOHN MORRIS

ROSEMARY SPRATT

8. If your application is successful, your grant award will be paid by bank transfer. Please provide:

Bank Account Number:



Sort Code:



9. Details of the project you are requesting a grant for:

TO INCLUDE: Please give a full description of your project, including information on:

- (a) aims
- (b) timescales including proposed start date
- (c) groups or organisations you may/will be working with
- (d) what particular need will this project will meet
- (e) how the need been identified (f) any further information that will bring the project to life.

If you require more space than provided here, please continue onto a separate sheet of paper.

Our garden project is still on-going. Since we have had a new patio laid, the residents have worked hard to provide a colourful relaxing space. The last thing that is required is parasols. (the existing ones are over 10 years old and are broken) and cushions to make the seating a bit more comfortable.

Project Start Date:

on-going

Project End Date:

N/A

10. Does your project have any impact (positive or negative) on the environment? Please provide details. If it has a negative impact, please detail any mitigation in place.

N/A.

11. Is your organisation based in, or does (or will) it deliver its main service/activities within Campbell Park Parish?

Yes



please provide details

The patio is part of Frank Herve Court.

No

please provide more details of current location/s and explain how this project will directly benefit residents of the Campbell Park Community Council area.

12. Which areas will you be working in? (please 'X' all that apply) To help us to understand what difference our grants are making, we record where projects are happening.

Fishermead



Willen

Woolstone

Oldbrook

Springfield

Other: _____

13. Who will benefit from this project? Our policy is that our grants reach a wide range of needs and interests. If you are able quantify by providing numbers/data to support your application, this would be very helpful.

All the residents will benefit from the use of the garden area. 15 of the flats have no garden so maintaining the patio area is important. Our garden although private ~~is not open to the~~ and is not open to the general public. We do have activities here which are open to the elderly of fishermead.

14. What percentage of your users/beneficiaries live within the Campbell Park Community Council area?

100%

15. Grant amount requested: £ 400

16. What percentage of your income would this grant represent:

N/A. %

17. Is the request for part or full funding of the project?

Full

Part

18. If part funding, how will the balance be provided?

N/A

19. Has the balance already been received? If so state the date:

N/A

20. If not received, when is it expected?

N/A

21. Do you have to satisfy any conditions to receive the balance?

If yes, state conditions:

N/A

22. If Campbell Park Community Council is the sole funder and only give a pro-rata grant, can your project still continue?

Eventually we can get what we need it just takes longer to raise/prioritise our funds to achieve our aims. A 50% of our current funds have been allocated to our series, dinner & party as well as a quarterly supper club all provided free to our residents

23. Please list below a breakdown of expenditure for the project for which you are applying: Please break your budget down into as much details as you can.

***Start-Up Grant Applicants working with young people or vulnerable members of the community must ensure that costs are broken down into Stage 1, 2 & 3 costs, as explained on Page 2.**

Item:	Detail	Cost (please provide quotes if possible)
GARDEN PARASOL.	qty needed 3 @ approx £70 ea.	£210 £210
cushions for garden furniture	pack of 6 = £40 needed 18. =	£120
Total Cost		£ 330.00

24. How do you plan to publicise your project?

N/A

25. Is there any further information you wish to be considered with this application?

NO

26. Is there any other way in which CPCC could assist your organisation?

NO

DECLARATION : I certify that:

- ☒ The information in this application is correct.
- ☐ I understand that if this application is successful, the information I have provided will form the basis of my contract with Campbell Park Community Council.

I am authorised to make this application on behalf of:

Name of Group: FRANK HOWE COURT SOCIAL CLUB

Signature: [REDACTED]

Date:

19/3/25

Print Name: JOHN HARRIS

Position in Group: CHAIRMAN

The Chair of your Management Committee (or equivalent) should complete this section (or another member of the Committee if the Chair has completed this form and signed above).

Name of Group: FRANK HOWE COURT SOCIAL CLUB

Signature: [REDACTED]

Date:

19/3/25

Print Name: ROSEMARY SPART

Position in Group: Events Co-ordinator.

Is your Application complete?

Have you completed all questions? Yes / No

YES.

Have you provided a copy of your Organisations Accounts Yes / No

YES

(income under £5,000 – 1 years accounts/income over £5000 – 3 years accounts)

Is the application form signed in all the required places Yes / No

YES.

Start Up Grant Applicants - Have you provided a copy of;

- bank statement/s Yes / No
- The groups adopted Constitution Yes / No
- A Business Plan or similar Yes / No

Youth Groups (or those working with vulnerable people) -Have you provided a copy of;

- Evidence of recent DBS checks for all Adult Leaders Yes / No
- Evidence of attendance on Safeguarding Training for all Adult Group Leaders Yes / No
- Safeguarding Policy Yes / No
- Evidence of Membership with Youth Organisations* Yes / No

FOR OFFICE USE ONLY

Grant Reference No: 003/25-26/Sec 137

Committee Mtg Date: APRIL

Ratification required by Council? Y N

Council Mtg Date: MAY

Applicant: FRIENDS OF CONNIBURROW & PEBBLES FAMILY CENTRES

Previous Applicant? Y N **Date:**

Monitoring Form Returned? Y N

CPCC support acknowledged on marketing material & copies supplied? Y N

Standard Grant requested: £ 250.00 **Grant awarded:** £ _____

Start Up Grant requested: £ _____ **Grant awarded:** £ _____

Payment Profile:

1:£ **Date:** **2: £** **Date:** **3:£** **Date:**

Criteria Met Y N **Date:**

Criteria Met Y N **Date:**

Date:

Criteria Met Y N **Date:**

Power: SECTION 137

Grant Application Form

Please ensure the application is fully completed and all relevant paperwork is supplied.

Return completed applications to:
Campbell Park Community Council
1 Pencarrow Place
Fishermead
Milton Keynes, MK6 2AS or e-mail: admin@campbell-park.gov.uk

STANDARD GRANTS:

- Grant Applications will be considered on a quarterly basis: April, July, October and January
- A complete application must be received by the 1st of the month
- Grants may be awarded up to a limit of £1,000

COMMUNITY START UP GRANTS:

- Only available to new groups within their first 12 months of operation
- Applications will be considered on a quarterly basis: April, July, October and January
- A complete application must be received by the 1st of the month
- Grants may be awarded up to a limit of £1,500 payable in two or three instalments (depending on the type of application). The second and third instalments will only be released on successful completion of a project monitoring report, having met specified criteria.

Community Start Up Grants to Youth Groups (and those working with vulnerable members of our community), will be subject to a 3 Stage Process as follows;

- a. Stage 1 – Committee will consider the application and if a decision to support the project ‘in principle’ is made the applicant will be awarded sufficient funding to enable DBS checks and Safeguarding training to be completed.
- b. Stage 2 – Committee will require evidence of completion of DBS checks, Safeguarding Training and will supply CPCC with their Safeguarding Policy. If accepted, a Grant Award part-payment will be released to support Phase 1 of Project.
- c. Stage 3 – The Applicant will complete a Project Monitoring Report on completion of Phase 1 of the Project. This will be considered by Committee who will decide if to release the final instalment of the part-payment to progress Phase 2 of the project.

Application Guidance

Please read the following notes carefully before completing the Application Form. Incorrect or incomplete forms are likely to be delayed or rejected.

Beneficiaries:

All applications must benefit the community within Campbell Park Community Councils area which includes Willen, Woolstone, Fishermead, Oldbrook, Springfield, Newlands and Winterhill

Applicants must:

- be available to attend a Community Council meeting to explain the purpose of their project, if required to do so. Attendance will be compulsory for all Start Up Grant Applications.
- Provide a copy of the groups Constitution (the aims and rules of your community group)
- Standard Grant Applicants must provide a set of accounts with the application
 - (i) those with an annual income over £5,000 – 3 years accounts
 - (ii) those with an annual income under £5,000 – 1 years accounts
- Start Up Grant Applicants must provide a copy of;
 - All bank statements
 - A Business Plan or similar.
- All Groups working with Young People and vulnerable members of our community must do the following;
 - Provide evidence that all Adult Group leaders have attended Safeguarding Training within the previous 12 months.
 - Provide evidence that all Adult Group leaders have passed a DBS check carried out no more than 6 months prior to the date of application.
 - Provide a copy of the groups Safeguarding Policy, which must be reviewed by your group at least annually.
 - *Hold the Milton Keynes City Council Youth Provision Safe Practice Mark
 - *CPCC encourage all Youth Groups to become members of Action4Youth, National Youth Agency and/or gain quality marks with UK Youth.

* This may not be applicable to Youth Groups registered with a Governing Body e.g. Football Association

If you are unsure of the requirements for your group, please contact the Community Officer on 01908 608559 to discuss this prior to the submission of your application.

Who can apply:

- applicants must be:
a not-for-profit, voluntary or community group
- any organisation applying for a grant that have Councillors from Campbell Park Community Council on their management committee/board of control, must have at least the same number of non-Councillors as Councillors on their board.

We cannot fund:

- goods or services such as equipment for a school or hospital, that should be provided by a statutory body
- projects involving political or campaigning activities
- political parties or groups affiliated to a political party
- projects promoting religious beliefs
- medical treatment
- deficit funding or the repayment of loans
- unspecified expenditure
- fundraising events
- grants to be distributed to other groups or passed on to an individual
- individuals
- Retrospective applications for projects/activities/items already taken place or already purchased

Allocation:

Applications will be considered quarterly in April, July, October and January.

If part funded by other bodies, grants will not be paid until the balance of costs is guaranteed. The Community Council is prepared to provide a letter of intent where this will assist in the obtaining of the balance.

Frequency of applications:

Only one (1) application per financial year (April to end March) will be considered

Start Up grants will only be considered within the first 12 months of operation and only 1 application will be considered during this time.

ACCEPTANCE OF FUNDING

The award is made subject to your agreement to the standard conditions below.

To accept, please complete the agreement and return one signed copy to us, and retain one for your own records.

STANDARD CONDITIONS

Grants will be awarded in line with objectives identified within the Campbell Park Community Council Business Plan

On approval of the grant, a formal letter is sent to the applicant

The Community Council reserves the right for the repayment of a grant not used for the purposes or within the conditions stated.

If the project is not started within three (3) months of the date of the offer letter, the award will automatically lapse and you will need to make a new application. The grant should be spent within 12 months of the project start date.

Upon completion of the project you will make a written report to the Community Council explaining the use of the grant and costs covered by it, copy invoices to be included.

If any amount of the grant remains unspent, for the purpose for which it was given, this must be returned to the Community Council. No further application from you will be considered until the report is received.

You understand that in making an award Campbell Park Community Council is not to be taken as assuming or accepting any responsibility or liability of any kind whatsoever towards any person or persons in respect of any matter or thing arising out of or incidental to the execution of the work you have undertaken.

In the event that the project does not proceed/the organisation discontinue operating, ownership of all equipment/remaining resources purchased using the award money will revert to Campbell Park Community Council.

The Community Council may publicise the amount of funding awarded to your project or organisation in the Homeground magazine or elsewhere.

You acknowledge the financial support received in your publicity along with the Community Council logo and you forward a copy of such publicity to the Community Council.

IMPORTANT NOTE: If your grant expenditure is less than the amount awarded, CPCC will reclaim the difference and reallocate this amount to other projects and by signing this form you have confirmed your agreement.

Start Up Grants will be paid in two or three instalments. The second and third instalments will only be released on completion of a successful Monitoring Report. The timeframe for release of the second and third instalments will be decided on a project by project basis, but there will be a minimum of 3 months between the payment of the instalments associated with Phase 1 and 2 of the project.

DECLARATION

I confirm that to the best of my knowledge the information included in this application is complete and correct.

That the budget represents a true cost or nearest estimate and the proposed project could not proceed without the financial assistance requested.

On behalf of _____ (name of project or organisation)

I (name) _____ accept the above conditions in respect of the award made by Campbell Park Community Council

Position held within organisation: _____

I confirm that the report will be forwarded to the Community Council by the date requested.

Signed: _____ **Date:** _____

1. **Date of application:** 20th March 2025
2. **Name (Full Name) of the organisation making the application:** Friends of Conniburrow & Pebbles Family Centre
3. **Contact Details:** (Details of the main contact)
- Name:** Emma Showler
- Address:** [REDACTED]
- Post Code:** [REDACTED] **Email address:** Parentforum.ccc@gmail.com
- Telephone No's: Daytime:** [REDACTED] **Mobile:** [REDACTED]
4. **Status of your organisation - please put 'X' next to all that apply.** (If you are not sure what your status is, you will probably fall under Voluntary or Community groups). If you require help please contact us.
- Registered Charity ☒ Community Interest Company
- Voluntary or Community Group ☒ Other (please state)
- If you have a Charity or Company Number, please enter below:**
- Charity Number: EW90703 Company Number:
- Do you have any Councillors from Campbell Park Community Council on your Committee/ Board of control?** Yes ☐ No ☒ * (please see 'Who Can Apply' for more info)
5. **What date did your organisation/company start?** 2017
- If your group has been operating for less than 12 months please put 'X' here:* ☒
6. **Details of any previous grant received from the Parish:**
- Amount received £** **Date:**
- Title of Project:**
- Amount received £** **Date:**
- Title of Project:**
7. **Does your organisation have a bank account with 2 signatories?** (We cannot make payments to personal bank accounts; your organisation must have its own bank account). **Please mark with an 'X'**
- Yes:** ☒ **No:** ☐
- Name of Bank:** Lloyds
- Organisations Full Name on the Account:** Friends of CCC
- Name of Signatories:** 1. 2.

8. If your application is successful, your grant award will be paid by bank transfer. Please provide:

Bank Account Number:



Sort Code:

9. Details of the project you are requesting a grant for:

TO INCLUDE: Please give a full description of your project, including information on:

(a) aims

(b) timescales including proposed start date

(c) groups or organisations you may/will be working with

(d) what particular need will this project will meet

(e) how the need been identified (f) any further information that will bring the project to life.

If you require more space than provided here, please continue onto a separate sheet of paper.

We would like to provide a summer trip on Thursday 19th June for families in the area to come together and enjoy a day out with their children.

Project Start Date: Thursday 19th June 2025

Project End Date: Thursday 19th June 2025

10. Does your project have any impact (positive or negative) on the environment? Please provide details. If it has a negative impact, please detail any mitigation in place.

The impact will be very positive for the local community and residents of the Campbell Park Parish area. It will provide the opportunity to come together for a group outing. The trip will be an exciting, positive event to look forward to, and a "breath of fresh air" for many of our families, some of whom never leave their estates in day-to-day life. It will provide opportunities for these families to make friends with one another and build support networks. It will give families the opportunity to have a group outing that otherwise they may be unable to afford due to the current cost of living. To add, our trips are always fully booked and very successful.

11. Is your organisation based in, or does (or will) it deliver its main service/activities within Campbell Park Parish?

Yes please provide details Yes, activities are provided at Pebbles Family Centre, Fishermead

No please provide more details of current location/s and explain how this project will directly benefit residents of the Campbell Park Community Council area.

12. Which areas will you be working in? (please 'X' all that apply) *To help us to understand what difference our grants are making, we record where projects are happening.*

Fishermead ☒

Willen

Woolstone ☒

Oldbrook ☒

Springfield

Other: _____

13. Who will benefit from this project? *Our policy is that our grants reach a wide range of needs and interests. If you are able quantify by providing numbers/data to support your application, this would be very helpful.*

A number of families attending the centre will benefit from the trip.

14. What percentage of your users/beneficiaries live within the Campbell Park Community Council area?

We estimate around 22% families attend the family centre from the campbell park community council area.

15. Grant amount requested: £250.00

16. What percentage of your income would this grant represent: %

17. Is the request for part or full funding of the project? Full Part ☒

18. If part funding, how will the balance be provided?

1. Grant applications submitted to other councils under which families of children 0-5yrs live who are served by the Family Centre.
2. Contributions from families attending the event
3. Parent Forum (Friends of Conniburrow & Pebbles Family Centre) fundraising

19. Has the balance already been received? If so state the date:

20. If not received, when is it expected?

21. Do you have to satisfy any conditions to receive the balance?

If yes, state conditions:

22. If Campbell Park Community Council is the sole funder and only give a pro-rata grant, can your project still continue?

23. **Please list below a breakdown of expenditure for the project for which you are applying:** Please break your budget down into as much details as you can.

***Start-Up Grant Applicants working with young people or vulnerable members of the community must ensure that costs are broken down into Stage 1, 2 & 3 costs, as explained on Page 2.**

Item:	Detail	Cost <i>(please provide quotes if possible)</i>
Thrift farm	Total cost of entry to the farm	£1250.00
Coaches	Providing travel to and returning from the farm	£640.00
Total Cost		£

24. **How do you plan to publicise your project?**

Within the family centre, on their facebook page

25. **Is there any further information you wish to be considered with this application?**

26. **Is there any other way in which the Parish Council could assist your organisation?**

DECLARATION : I certify that:

- The information in this application is correct.
- I understand that if this application is successful, the information I have provided will form the basis of my contract with Campbell Park Community Council.

I am authorised to make this application on behalf of:

Name of Group: Friends of Conniburrow & Pebbles Family Centre

Signature: E. Showler Date: 20.03.25

Print Name: Emma Showler

Position in Group: Chairperson

The Chair of your Management Committee (or equivalent) should complete this section (or another member of the Committee if the Chair has completed this form and signed above).

Name of Group: Friends of Conniburrow & Pebbles Family Centre

Signature: C. Hands Date: 20.03.25

Print Name: Caitlin Hands

Position in Group: Trustee

Is your Application complete?

Have you completed all questions? **Yes / No**

Have you provided a copy of your Organisations Accounts **Yes / No** *can be emailed on request*
(income under £5,000 – 1 years accounts/income over £5000 – 3 years accounts)

Is the application form signed in all the required places **Yes / No**

Start Up Grant Applicants - Have you provided a copy of;

- bank statement/s **Yes / No**
- The groups adopted Constitution **Yes / No**
- A Business Plan or similar **Yes / No**

Youth Groups (or those working with vulnerable people) -Have you provided a copy of;

- Evidence of recent DBS checks for all Adult Leaders **Yes / No**
- Evidence of attendance on Safeguarding Training for all Adult Group Leaders **Yes / No**
- Safeguarding Policy **Yes / No**
- Evidence of Membership with Youth Organisations* **Yes / No**

FOR OFFICE USE ONLY

Grant Reference No: 004/25-26/Sect 137

Committee Mtg Date: April

Ratification required by Council? Y N

Council Mtg Date: May

Applicant: ALL PEOPLE ACTIVE

Previous Applicant? Y N **Date:**

Monitoring Form Returned? Y N

CPCC support acknowledged on marketing material & copies supplied? Y N

Standard Grant requested: £ 1000

Grant awarded: £ _____

Start Up Grant requested: £ _____ **Grant awarded: £** _____

Payment Profile:

1:£ **Date:** **2: £** **Date:** **3:£** **Date:**

Criteria Met Y N **Date:**

Criteria Met Y N

Date:

Criteria Met Y N **Date:**

Power: SECTION 137

Grant Application Form

Please ensure the application is fully completed and all relevant paperwork is supplied.

Return completed applications to:
Campbell Park Community Council

1 Pencarrow Place
Fishermead

Milton Keynes, MK6 2AS or e-mail: admin@campbell-park.gov.uk

STANDARD GRANTS:

- i. Grant Applications will be considered on a quarterly basis: April, July, October and January
- ii. A complete application must be received by the 1st of the month
- iii. Grants may be awarded up to a limit of £1,000

COMMUNITY START UP GRANTS:

- i. Only available to new groups within their first 12 months of operation
- ii. Applications will be considered on a quarterly basis: April, July, October and January
- iii. A complete application must be received by the 1st of the month
- iv. Grants may be awarded up to a limit of £1,500 payable in two or three instalments (depending on the type of application). The second and third instalments will only be released on successful completion of a project monitoring report, having met specified criteria.

Community Start Up Grants to Youth Groups (and those working with vulnerable members of our community), will be subject to a 3 Stage Process as follows;

- a. Stage 1 – Committee will consider the application and if a decision to support the project ‘in principle’ is made the applicant will be awarded sufficient funding to enable DBS checks and Safeguarding training to be completed.
- b. Stage 2 – Committee will require evidence of completion of DBS checks, Safeguarding Training and will supply CPCC with their Safeguarding Policy. If accepted, a Grant Award part-payment will be released to support Phase 1 of Project.
- c. Stage 3 – The Applicant will complete a Project Monitoring Report on completion of Phase 1 of the Project. This will be considered by Committee who will decide if to release the final instalment of the part-payment to progress Phase 2 of the project.

Application Guidance

Please read the following notes carefully before completing the Application Form. Incorrect or incomplete forms are likely to be delayed or rejected.

Beneficiaries:

All applications must benefit the community within Campbell Park Community Councils area which includes Willen, Woolstone, Fishermead, Oldbrook, Springfield, Newlands and Winterhill

Applicants must:

- be available to attend a Community Council meeting to explain the purpose of their project, if required to do so. Attendance will be compulsory for all Start Up Grant Applications.
- Provide a copy of the groups Constitution (the aims and rules of your community group)
- Standard Grant Applicants must provide a set of accounts with the application
 - (i) those with an annual income over £5,000 – 3 years accounts
 - (ii) those with an annual income under £5,000 – 1 years accounts
- Start Up Grant Applicants must provide a copy of;
 - All bank statements
 - A Business Plan or similar.
- All Groups working with Young People and vulnerable members of our community must do the following;
 - Provide evidence that all Adult Group leaders have attended Safeguarding Training within the previous 12 months.
 - Provide evidence that all Adult Group leaders have passed a DBS check carried out no more than 6 months prior to the date of application.
 - Provide a copy of the groups Safeguarding Policy, which must be reviewed by your group at least annually.
 - *Hold the Milton Keynes City Council Youth Provision Safe Practice Mark
 - *CPCC encourage all Youth Groups to become members of Action4Youth, National Youth Agency and/or gain quality marks with UK Youth.

* This may not be applicable to Youth Groups registered with a Governing Body e.g. Football Association

If you are unsure of the requirements for your group, please contact the Community Officer on 01908 608559 to discuss this prior to the submission of your application.

Who can apply:

- applicants must be:
a not-for-profit, voluntary or community group
- any organisation applying for a grant that have Councillors from Campbell Park Community Council on their management committee/board of control, must have at least the same number of non-Councillors as Councillors on their board.

We cannot fund:

- goods or services such as equipment for a school or hospital, that should be provided by a statutory body
- projects involving political or campaigning activities
- political parties or groups affiliated to a political party
- projects promoting religious beliefs
- medical treatment
- deficit funding or the repayment of loans
- unspecified expenditure
- fundraising events
- grants to be distributed to other groups or passed on to an individual
- individuals
- Retrospective applications for projects/activities/items already taken place or already purchased

Allocation:

Applications will be considered quarterly in April, July, October and January.

If part funded by other bodies, grants will not be paid until the balance of costs is guaranteed. The Community Council is prepared to provide a letter of intent where this will assist in the obtaining of the balance.

Frequency of applications:

Only one (1) application per financial year (April to end March) will be considered

Start Up grants will only be considered within the first 12 months of operation and only 1 application will be considered during this time.

ACCEPTANCE OF FUNDING

The award is made subject to your agreement to the standard conditions below.

To accept, please complete the agreement and return one signed copy to us, and retain one for your own records.

STANDARD CONDITIONS

Grants will be awarded in line with objectives identified within the Campbell Park Community Council Business Plan

On approval of the grant, a formal letter is sent to the applicant

The Community Council reserves the right for the repayment of a grant not used for the purposes or within the conditions stated.

If the project is not started within three (3) months of the date of the offer letter, the award will automatically lapse and you will need to make a new application. The grant should be spent within 12 months of the project start date.

Upon completion of the project you will make a written report to the Community Council explaining the use of the grant and costs covered by it, copy invoices to be included.

If any amount of the grant remains unspent, for the purpose for which it was given, this must be returned to the Community Council. No further application from you will be considered until the report is received.

You understand that in making an award Campbell Park Community Council is not to be taken as assuming or accepting any responsibility or liability of any kind whatsoever towards any person or persons in respect of any matter or thing arising out of or incidental to the execution of the work you have undertaken.

In the event that the project does not proceed/the organisation discontinue operating, ownership of all equipment/remaining resources purchased using the award money will revert to Campbell Park Community Council.

The Community Council may publicise the amount of funding awarded to your project or organisation in the Homeground magazine or elsewhere.

You acknowledge the financial support received in your publicity along with the Community Council logo and you forward a copy of such publicity to the Community Council.

IMPORTANT NOTE: If your grant expenditure is less than the amount awarded, CPCC will reclaim the difference and reallocate this amount to other projects and by signing this form you have confirmed your agreement.

Start Up Grants will be paid in two or three instalments. The second and third instalments will only be released on completion of a successful Monitoring Report. The timeframe for release of the second and third instalments will be decided on a project by project basis, but there will be a minimum of 3 months between the payment of the instalments associated with Phase 1 and 2 of the project.

DECLARATION

I confirm that to the best of my knowledge the information included in this application is complete and correct.

That the budget represents a true cost or nearest estimate and the proposed project could not proceed without the financial assistance requested.

On behalf of **ALL PEOPLE ACTIVE** (name of project or organisation)

I (name) **JAMES GREGORY**

Accept the above conditions in respect of the award made by Campbell Park Community Council

Position held within organisation: **CEO / DIRECTOR**

I confirm that the report will be forwarded to the Community Council by the date requested.

Signed: James Gregory Date: 21st March 2025

1. **Date of application: 21st March 2025**

2. **Name (Full Name) of the organisation making the application:**

ALL PEOPLE ACTIVE CIC

3. **Contact Details:** (Details of the main contact)

Name: JAMES GREGORY

Address: redacted

Post Code: redacted

Email address:

JAMES.GREGORY@ALLPEOPLEACTIVE.ORG

Telephone No's: Daytime:

Mobile: redacted

4. **Status of your organisation - please put 'X' next to all that apply.** (If you are not sure what your status is, you will probably fall under Voluntary or Community groups). If you require help please contact us.

Registered Charity

Community Interest Company **X**

Voluntary or Community Group

Other (please state)

If you have a Charity or Company Number, please enter below:

Charity Number:

Company Number: **11168141**

Do you have any Councillors from Campbell Park Community Council on your Committee/ Board of control? Yes **NO** x * (please see 'Who Can Apply' for more info)

5. **What date did your organisation/company start? JANUARY 2018**

If your group has been operating for less than 12 months please put 'X' here:

6. **Details of any previous grant received from CPCC: NO GRANTS HAVE BEEN RECEIVED FROM CPCC.**

Amount received £

Date:

Title of Project:

Amount received £

Date:

Title of Project:

7. **Does your organisation have a bank account with 2 signatories?** (We cannot make payments to personal bank accounts; your organisation must have its own bank account). **Please mark with an 'X'**

Yes: X No:

Name of Bank: HSBC

Organisations Full Name on the Account: ALL PEOPLE ACTIVE CIC

Name of Signatories: 1. **JAMES GREGORY** 2. **LAURA CHRISTIE**

8. **If your application is successful, your grant award will be paid by bank transfer.** Please provide:

Bank Account Number: redacted **Sort Code:** redacted

9. **Details of the project you are requesting a grant for:**

TO INCLUDE: Please give a full description of your project, including information on:

(a) aims

(b) timescales including proposed start date

(c) groups or organisations you may/will be working with

(d) what particular need will this project will meet

(e) how the need been identified (f) any further information that will bring the project to life.

WHO ARE WE: *All People Active CIC exists to provide all people living in underserved areas with the opportunity to ‘Get Out, Get Up, and Get Active’ in their own community and on their own doorstep. We know that people living on in or on the edge of poverty face the most barriers to being active, so we work hard to remove barriers so people who need to be active the most get the equal opportunity to do so. We train up local people as much as possible to be our community leaders so they can be empowered to inspire the rest of their community to be active, healthy and happy.*

ISSUE: Residents have told us: “There are not a lot of things for our kids to do after school, and what is available, is too far away, too costly and unaffordable for many families. Because of this, a lot of our kids end up coming home and playing on their phones instead.”

This is not good for the children and young people who live in Springfield and surrounding areas, as being inactive or sedentary is bad for a child’s health and wellbeing. Getting up, getting out, and getting active is not just a child’s right, but it is something that is so beneficial for children, as it’s not only good for their physical health, but mental health too.

There are also numerous other benefits to helping kids get more active. It builds up their self-esteem, their confidence, their social skills (with both peers and positive role models), it prevents them from being lonely and isolated, and it helps them to connect to their community and feel like they belong and that they are valued. Giving young people somewhere to go, something to do, and people to talk to also helps them to build up pro-social identities so they are then more likely to stay away from other undesirable temptations, such as ASB, gang exploitation and youth violence.

What All People Active will do:

We will Co-design with young people and deliver a 12 week multi-sport and physical activity youth club that will help 8-13 year olds to enjoy playing sport and getting active in their own community. During the 12 weeks, we will be seeking further investment from various sources and partners to keep this session running.

As we are running the café when it opens in April, the proceeds of the café will go towards sustaining this youth club.

Activities that All People Active can offer for young people to choose to do include:

- Dodgeball
- Handball
- Football
- Street Dance

- Martial Arts & Self-Defence
- Tennis
- Pickleball
- Basketball
- Fun Fitness
- Rounders

We run this multi-sport activity youth club in Bletchley, and we get 18-20 children each week. We also run an 'MK Girls Can' multi-sport youth club in Netherfield and we get 12-14 girls each week, so we are very well experienced of delivering this type of programme.

We will work with Orchard Academy, Shepherdswell Academy and MK Academy to ensure we get a true youth voice as to what it is the children and young people would like to see on their estate.

We will explore either delivering it from the community centre, Orchard Academy or on the green space next to the new community hub (this would also drum up footfall for the café, as parents could sit and enjoy a coffee or a smoothie whilst their children have fun being active).

Project Start Date: 23rd April Project End Date: 23rd July (but we would extend to ensure it runs throughout the summer)

10. Does your project have any impact (positive or negative) on the environment? Please provide details. If it has a negative impact, please detail any mitigation in place.

Our Multi-Sport Doorstep Sport Club will have NO negative impact on the environment. When we run this outside on the green space, it will have a positive impact on the community and environment, as seeing children and young people out playing sport and 'being children' will bring joy to the rest of the community too.

11. Is your organisation based in, or does (or will) it deliver its main service/activities within Campbell Park Parish?

Yes ☒ *please provide details*

No ☐ *please provide more details of current location/s and explain how this project will directly benefit residents of the Campbell Park Community Council area.*

All People Active have been delivering across the Campbell Park parish for years, mainly on Fishermead and surrounding areas. We haven't yet delivered on Springfield, but our 3 year development plan is based on as expanding our offer and for Springfield and Fishermead to be our flagship place to coincide with us managing the café.

12. Which areas will you be working in? (please 'X' all that apply) *To help us to understand what difference our grants are making, we record where projects are happening.*

Fishermead ☒ Willen

Woolstone Oldbrook

Springfield ☒ Other:

13. Who will benefit from this project? *Our policy is that our grants reach a wide range of needs and interests. If you are able quantify by providing numbers/data to support your application, this would be very helpful.*

Our multi-sport youth club will benefit children and young people living and residing on Springfield and Fishermead. We will have the capacity to provide for approximately 30-35 children per week to begin with. This programme will not only benefit the children who attend, but it will also positively impact on their families, as it will give them valuable respite and space to distress and also feel reassured or pleased that their children are having fun and finding joy without them having to fork out to pay for the opportunity.

14. What percentage of your users/beneficiaries live within the Campbell Park Community Council area?
100%

15. Grant amount requested: £ 1000

16. What percentage of your income would this grant represent: 0.53%

17. Is the request for part or full funding of the project? Full ☒ Part ☐

18. If part funding, how will the balance be provided? n/a

19. Has the balance already been received? If so state the date: n/a

20. If not received, when is it expected? n/a

21. Do you have to satisfy any conditions to receive the balance?
If yes, state conditions:
n/a

22. If Campbell Park Community Council is the sole funder and only give a pro-rata grant, can your project still continue?
No

23. Please list below a breakdown of expenditure for the project for which you are applying: Please break your budget down into as much details as you can.

***Start-Up Grant Applicants working with young people or vulnerable members of the community must ensure that costs are broken down into Stage 1, 2 & 3 costs, as explained on Page 2.**

Item:	Detail	Cost <i>(please provide quotes if possible)</i>
Coaching Fees	12 weeks x £50pw	£600
Marketing & Promo	FB advert & flyer design & print	£160
Refreshments	12 x £20	£240

Total Cost £ 1000

24. How do you plan to publicise your project?
Facebook, flyers at the shops, schools and community centre.

25. Is there any further information you wish to be considered with this application?
We will recruit young volunteers to support the delivery of this programme, and even ask for adult volunteers to support that we will look to complete their DBS for them, and get them trained up so we can then pay them as part time instructors.
26. Is there any other way in which CPCC could assist your organisation?

DECLARATION : I certify that:

- The information in this application is correct.
- I understand that if this application is successful, the information I have provided will form the basis of my contract with Campbell Park Community Council.

I am authorised to make this application on behalf of:

Name of Group: ALL PEOPLE ACTIVE

Signature: *James Gregory* **Date:** 20/3/25

Print Name: James Gregory

Position in Group: CEO / Director

The Chair of your Management Committee (or equivalent) should complete this section (or another member of the Committee if the Chair has completed this form and signed above).

Name of Group: All People Active CIC

Signature: *Laura christie* **Date:** 22/3/25

Print Name: Laura Christie

Position in Group: Director

Is your Application complete?

Have you completed all questions? **Yes /**

Have you provided a copy of your Organisations Accounts **Yes /**
(income under £5,000 – 1 years accounts/income over £5000 – 3 years accounts)

Is the application form signed in all the required places **Yes / No**

Start Up Grant Applicants - Have you provided a copy of;

- bank statement/s **Yes / No**
- The groups adopted Constitution **Yes / No**
- A Business Plan or similar **Yes / No**

Youth Groups (or those working with vulnerable people) -Have you provided a copy of;

- Evidence of recent DBS checks for all Adult Leaders **Yes / No**
- Evidence of attendance on Safeguarding Training for all Adult Group Leaders **Yes / No**
- Safeguarding Policy **Yes /**

- Evidence of Membership with Youth Organisations* **Yes**

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FOR OFFICE USE ONLY

Grant Reference No: 005/2025-26/Sec 137

Committee Mtg Date: APRIL

Ratification required by Council? Y N

Council Mtg Date: MAY

Applicant: YOGA FOR HEALTH ALLIANCE

Previous Applicant? Y N **Date:**

Monitoring Form Returned? Y N

CPCC support acknowledged on marketing material & copies supplied? Y N

Standard Grant requested: £ 1000.00

Grant awarded: £ _____

Start Up Grant requested: £ _____

Grant awarded: £ _____

Payment Profile:

1:£ **Date:** **2: £** **Date:** **3:£** **Date:**

Criteria Met Y N **Date:**

Criteria Met Y N **Date:**

Date:

Criteria Met Y N **Date:**

Power: Section 137

Grant Application Form

Please ensure the application is fully completed and all relevant paperwork is supplied.

Return completed applications to:
Campbell Park Community Council
1 Pencarrow Place
Fishermead
Milton Keynes, MK6 2AS or e-mail: admin@campbell-park.gov.uk

STANDARD GRANTS:

- Grant Applications will be considered on a quarterly basis: April, July, October and January
- A complete application must be received by the 1st of the month
- Grants may be awarded up to a limit of £1,000

COMMUNITY START UP GRANTS:

- Only available to new groups within their first 12 months of operation
- Applications will be considered on a quarterly basis: April, July, October and January
- A complete application must be received by the 1st of the month
- Grants may be awarded up to a limit of £1,500 payable in two or three instalments (depending on the type of application). The second and third instalments will only be released on successful completion of a project monitoring report, having met specified criteria.

Community Start Up Grants to Youth Groups (and those working with vulnerable members of our community), will be subject to a 3 Stage Process as follows;

- a. Stage 1 – Committee will consider the application and if a decision to support the project ‘in principle’ is made the applicant will be awarded sufficient funding to enable DBS checks and Safeguarding training to be completed.
- b. Stage 2 – Committee will require evidence of completion of DBS checks, Safeguarding Training and will supply CPCC with their Safeguarding Policy. If accepted, a Grant Award part-payment will be released to support Phase 1 of Project.
- c. Stage 3 – The Applicant will complete a Project Monitoring Report on completion of Phase 1 of the Project. This will be considered by Committee who will decide if to release the final instalment of the part-payment to progress Phase 2 of the project.

Application Guidance

Please read the following notes carefully before completing the Application Form. Incorrect or incomplete forms are likely to be delayed or rejected.

Beneficiaries:

All applications must benefit the community within Campbell Park Community Councils area which includes Willen, Woolstone, Fishermead, Oldbrook, Springfield, Newlands and Winterhill

Applicants must:

- be available to attend a Community Council meeting to explain the purpose of their project, if required to do so. Attendance will be compulsory for all Start Up Grant Applications.
- Provide a copy of the groups Constitution (the aims and rules of your community group)
- Standard Grant Applicants must provide a set of accounts with the application
 - (i) those with an annual income over £5,000 – 3 years accounts
 - (ii) those with an annual income under £5,000 – 1 years accounts
- Start Up Grant Applicants must provide a copy of;
 - All bank statements
 - A Business Plan or similar.
- All Groups working with Young People and vulnerable members of our community must do the following;
 - Provide evidence that all Adult Group leaders have attended Safeguarding Training within the previous 12 months.
 - Provide evidence that all Adult Group leaders have passed a DBS check carried out no more than 6 months prior to the date of application.
 - Provide a copy of the groups Safeguarding Policy, which must be reviewed by your group at least annually.
 - *Hold the Milton Keynes City Council Youth Provision Safe Practice Mark
 - *CPCC encourage all Youth Groups to become members of Action4Youth, National Youth Agency and/or gain quality marks with UK Youth.

* This may not be applicable to Youth Groups registered with a Governing Body e.g. Football Association

If you are unsure of the requirements for your group, please contact the Community Officer on 01908 608559 to discuss this prior to the submission of your application.

Who can apply:

- applicants must be:
a not-for-profit, voluntary or community group
- any organisation applying for a grant that have Councillors from Campbell Park Community Council on their management committee/board of control, must have at least the same number of non-Councillors as Councillors on their board.

We cannot fund:

- goods or services such as equipment for a school or hospital, that should be provided by a statutory body
- projects involving political or campaigning activities
- political parties or groups affiliated to a political party
- projects promoting religious beliefs
- medical treatment
- deficit funding or the repayment of loans
- unspecified expenditure
- fundraising events
- grants to be distributed to other groups or passed on to an individual
- individuals
- Retrospective applications for projects/activities/items already taken place or already purchased

Allocation:

Applications will be considered quarterly in April, July, October and January.

If part funded by other bodies, grants will not be paid until the balance of costs is guaranteed. The Community Council is prepared to provide a letter of intent where this will assist in the obtaining of the balance.

Frequency of applications:

Only one (1) application per financial year (April to end March) will be considered

Start Up grants will only be considered within the first 12 months of operation and only 1 application will be considered during this time.

ACCEPTANCE OF FUNDING

The award is made subject to your agreement to the standard conditions below.

To accept, please complete the agreement and return one signed copy to us, and retain one for your own records.

STANDARD CONDITIONS

Grants will be awarded in line with objectives identified within the Campbell Park Community Council Business Plan

On approval of the grant, a formal letter is sent to the applicant

The Community Council reserves the right for the repayment of a grant not used for the purposes or within the conditions stated.

If the project is not started within three (3) months of the date of the offer letter, the award will automatically lapse and you will need to make a new application. The grant should be spent within 12 months of the project start date.

Upon completion of the project you will make a written report to the Community Council explaining the use of the grant and costs covered by it, copy invoices to be included.

If any amount of the grant remains unspent, for the purpose for which it was given, this must be returned to the Community Council. No further application from you will be considered until the report is received.

You understand that in making an award Campbell Park Community Council is not to be taken as assuming or accepting any responsibility or liability of any kind whatsoever towards any person or persons in respect of any matter or thing arising out of or incidental to the execution of the work you have undertaken.

In the event that the project does not proceed/the organisation discontinue operating, ownership of all equipment/remaining resources purchased using the award money will revert to Campbell Park Community Council.

The Community Council may publicise the amount of funding awarded to your project or organisation in the Homeground magazine or elsewhere.

You acknowledge the financial support received in your publicity along with the Community Council logo and you forward a copy of such publicity to the Community Council.

IMPORTANT NOTE: If your grant expenditure is less than the amount awarded, CPCC will reclaim the difference and reallocate this amount to other projects and by signing this form you have confirmed your agreement.

Start Up Grants will be paid in two or three instalments. The second and third instalments will only be released on completion of a successful Monitoring Report. The timeframe for release of the second and third instalments will be decided on a project by project basis, but there will be a minimum of 3 months between the payment of the instalments associated with Phase 1 and 2 of the project.

DECLARATION

I confirm that to the best of my knowledge the information included in this application is complete and correct.

That the budget represents a true cost or nearest estimate and the proposed project could not proceed without the financial assistance requested.

On behalf of **International Yoga Day event at Willen Lake North** (name of project or organisation)

I (name) Joanna Konefal

Accept the above conditions in respect of the award made by Campbell Park Community Council

Position held within organisation: Founder

I confirm that the report will be forwarded to the Community Council by the date requested.

Signed: *Joanna Konefal* Date: 4.4.25

1. **Date of application: 4.4.25**

2. **Name (Full Name) of the organisation making the application:**

Yoga for Health Alliance

3. **Contact Details:** (Details of the main contact)

Name: Joanna Konefal

Address: REDACTED

Post Code: REDACTED

Email address: REDACTED

Telephone No's: Daytime:

Mobile: REDACTED

4. **Status of your organisation - please put 'X' next to all that apply.** (If you are not sure what your status is, you will probably fall under Voluntary or Community groups). If you require help please contact us.

Registered Charity

Community Interest Company

Voluntary or Community Group X

Other (please state)

If you have a Charity or Company Number, please enter below:

Charity Number:

Company Number:

Do you have any Councillors from Campbell Park Community Council on your Committee/ Board of control? Yes NoX * (please see 'Who Can Apply' for more info)

5. **What date did your organisation/company start? 8.3.2025**

If your group has been operating for less than 12 months please put 'X' here: X

6. **Details of any previous grant received from CPCC:**

Amount received £

Date:

Title of Project:

Amount received £

Date:

Title of Project:

7. **Does your organisation have a bank account with 2 signatories?** (We cannot make payments to personal bank accounts; your organisation must have its own bank account). **Please mark with an 'X'**

Yes: X **No:**

Name of Bank: The Cooperative Bank

Organisations Full Name on the Account: Yoga for Health Alliance

Name of Signatories: 1. Joanna Konefal

2. Cornelia Solomon

8. If your application is successful, your grant award will be paid by bank transfer. Please provide:

Bank Account Number: **Sort Code:**

9. **Details of the project you are requesting a grant for:**

TO INCLUDE: Please give a full description of your project, including information on:

- (a) aims*
- (b) timescales including proposed start date*
- (c) groups or organisations you may/will be working with*
- (d) what particular need will this project will meet*
- (e) how the need been identified (f) any further information that will bring the project to life.*

International Yoga Day event at Willen Lake North (The Maze) is a full day event aimed at raising awareness of therapeutical benefits of yoga on health, and mental health, offering residents opportunity to participate for free in 20 classes.

International Yoga Day (IYD) has been a global celebration of yoga's transformative power since 2015 and recognised by the United Nations.

Residents are invited to show up on Saturday 21 June 2025 between 11am and 4pm to practice different styles of yoga and beyond:

- **Hatha Yoga**
- **Vinyasa Yoga**
- **Yin Yoga**
- **Kundalini Yoga** - TBC
- **Bhakti Yoga**
- **Meditation**
- **Mindfulness**
- **Breathwork**
- **Quantum Flow**
- **Sound healing**
- **Nia Dance** - TBC
- **Biodanza** - TBC
- **Reiki**
- **Tai Chi**
- **Body Balance**
- **Inclusive Yoga** (mat/ chair*/ wheelchair)
- **Family Yoga**
- and more

The event is organized by Yoga for Health Alliance, a local community group which has been offering free and donation based events in the community. The classes will be facilitated by committee members of the organization as well as other teachers with Public Liability insurance.

The project meets needs of local residents who struggle with mental health, health, fitness, stress, etc. It is open to all demographic groups by inviting all age groups including kids (Family yoga), people with disabilities (Inclusive yoga) and people from underrepresented ethnic and religious groups through the promotion withing voluntary, public as well as commercial partners.

Project Start Date: 21.06.25

Project End Date: 21.06.25

10. **Does your project have any impact (positive or negative) on the environment? Please provide details. If it has a negative impact, please detail any mitigation in place.**

No negative impact on environment.

- 11. Is your organisation based in, or does (or will) it deliver its main service/activities within Campbell Park Parish?**

Yes X *please provide details*

No *please provide more details of current location/s and explain how this project will directly benefit residents of the Campbell Park Community Council area.*

- 12. Which areas will you be working in? (please 'X' all that apply)** *To help us to understand what difference our grants are making, we record where projects are happening.*

FishermeadX

Willen X

Woolstone X

Oldbrook X

Springfield X

are welcome to take part

Other: The event takes place in Willen Lake North but all residents

- 13. Who will benefit from this project?** *Our policy is that our grants reach a wide range of needs and interests. If you are able quantify by providing numbers/data to support your application, this would be very helpful.*

The project meets needs of local residents who struggle with mental health, health, fitness, stress, etc. It is open to all demographic groups by inviting all age groups including kids (Family yoga), people with disabilities (Inclusive yoga) and people from underrepresented ethnic and religious groups.

- 14. What percentage of your users/beneficiaries live within the Campbell Park Community Council area?**
It is hard to say as the event is open to the public but with good promotion within the local residents they could be over 50% of attendees.

- 15. Grant amount requested: £ 1000**

- 16. What percentage of your income would this grant represent: 13% of annual income/ 20% of funding for the event**

- 17. Is the request for part or full funding of the project?** **Full** (in lieu costs are covered by myself as per detailed budget*)
PartX

- 18. If part funding, how will the balance be provided?** **We're looking to raise £5000, we have so far confirmed 4 sponsors (who bring £1250), we expect to raise further £1750 from sponsors and vendors, £800 in donations and £1200 self funded.**

- 19. Has the balance already been received? If so state the date: £1000 has been received as of 4.4.25, £1000 self funding is already secured**

- 20. If not received, when is it expected? The rest is expected to be raised before 21.6.25**

- 21. Do you have to satisfy any conditions to receive the balance?**
If yes, state conditions:

22. If Campbell Park Community Council is the sole funder and only give a pro-rata grant, can your project still continue?
 Yes, the amount of funding will determine the quality of the event with the rent of tents to cover from rain being our main cost (£900 x 4)

23. Please list below a breakdown of expenditure for the project for which you are applying: Please break your budget down into as much details as you can.

Please see Baseline funding document attached.

***Start-Up Grant Applicants working with young people or vulnerable members of the community must ensure that costs are broken down into Stage 1, 2 & 3 costs, as explained on Page 2.**

Item:	Detail	Cost <i>(please provide quotes if possible)</i>
Event organization fee	40h at £30/h	£600
Marquee rental	£900x4	£3600
Toilets rental	2 units	£240
Public Liability Insurance	£10mln	£90
Land bond	The Parks trust	£50
Sound system	Speaker	£120
Marketing	Socials, press, offline	£100
Print	Posters, leaflets	£200
Total Cost		£ 5000

24. How do you plan to publicise your project?
 Healthwatch Milton Keynes, Community Action MK, Campbell Park CC online and offline publications, The Parks Trust notice boards, social media, newsletter (300 MK residents)
25. Is there any further information you wish to be considered with this application?
 The aim of the event is to help residents find activities that can help them manage their health and mental health
26. Is there any other way in which CPCC could assist your organisation?
 Yes, I organize other community events and I promote benefits of yoga for health with government, healthcare professionals and voluntary section – further funding as well as coverage in press would be very much appreciated.

DECLARATION : I certify that:

- ☐ The information in this application is correct.

- I understand that if this application is successful, the information I have provided will form the basis of my contract with Campbell Park Community Council.

I am authorised to make this application on behalf of:

Name of Group: Yoga for Health Alliance

Signature: *Joanna Konefal*

Date: 4.4.25

Print Name: Joanna Konefal

Position in Group: Committee Chair

The Chair of your Management Committee (or equivalent) should complete this section (or another member of the Committee if the Chair has completed this form and signed above).

Name of Group: Yoga for Health Alliance

Signature: *Connie Solomon*

Date: 4.4.25

Print Name: Connie Solomon

Position in Group: Treasury

Is your Application complete?

Have you completed all questions? **Yes X / No**

Have you provided a copy of your Organisations Accounts **Yes / No X**
(income under £5,000 – 1 years accounts/income over £5000 – 3 years accounts)

Is the application form signed in all the required places **Yes X / No**

Start Up Grant Applicants - Have you provided a copy of;

- bank statement/s **Yes / No**
- The groups adopted Constitution **Yes / No**
- A Business Plan or similar **Yes / No**

Youth Groups (or those working with vulnerable people) -Have you provided a copy of;

- Evidence of recent DBS checks for all Adult Leaders **Yes / No**
- Evidence of attendance on Safeguarding Training for all Adult Group Leaders **Yes / No**
- Safeguarding Policy **Yes / No**
- Evidence of Membership with Youth Organisations* **Yes / No**

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Grant Reference No: 006/25-26/Sec 137

Committee Mtg Date: April

Ratification required by Council? Y N

Council Mtg Date: May

Applicant: MK Breakdance and Activities

Previous Applicant? Y N **Date:**

Monitoring Form Returned? Y N

CPCC support acknowledged on marketing material & copies supplied? Y N

Standard Grant requested: £ _____ **Grant awarded: £** _____

Start Up Grant requested: £ 1500.00 **Grant awarded: £** _____

Payment Profile:

1:£ _____ **Date:** _____ **2: £** _____ **Date:** _____ **3:£** _____ **Date:** _____

Criteria Met Y N **Date:** _____ **Criteria Met** Y N **Date:** _____ **Criteria Met** Y N **Date:** _____

Power: SECTION 137

Grant Application Form

Please ensure the application is fully completed and all relevant paperwork is supplied.

Return completed applications to:
Campbell Park Community Council
1 Pencarrow Place
Fishermead
Milton Keynes, MK6 2AS or e-mail: admin@campbell-park.gov.uk

STANDARD GRANTS:

- i. Grant Applications will be considered on a quarterly basis: April, July, October and January
- ii. A complete application must be received by the 1st of the month
- iii. Grants may be awarded up to a limit of £1,000

COMMUNITY START UP GRANTS:

- i. Only available to new groups within their first 12 months of operation
- ii. Applications will be considered on a quarterly basis: April, July, October and January
- iii. A complete application must be received by the 1st of the month
- iv. Grants may be awarded up to a limit of £1,500 payable in two or three instalments (depending on the type of application). The second and third instalments will only be released on successful completion of a project monitoring report, having met specified criteria.

Community Start Up Grants to Youth Groups (and those working with vulnerable members of our community), will be subject to a 3 Stage Process as follows;

- a. Stage 1 – Committee will consider the application and if a decision to support the project ‘in principle’ is made the applicant will be awarded sufficient funding to enable DBS checks and Safeguarding training to be completed.
- b. Stage 2 – Committee will require evidence of completion of DBS checks, Safeguarding Training and will supply CPCC with their Safeguarding Policy. If accepted, a Grant Award part-payment will be released to support Phase 1 of Project.
- c. Stage 3 – The Applicant will complete a Project Monitoring Report on completion of Phase 1 of the Project. This will be considered by Committee who will decide if to release the final instalment of the part-payment to progress Phase 2 of the project.

Application Guidance

Please read the following notes carefully before completing the Application Form. Incorrect or incomplete forms are likely to be delayed or rejected.

Beneficiaries:

All applications must benefit the community within Campbell Park Community Councils area which includes Willen, Woolstone, Fishermead, Oldbrook, Springfield, Newlands and Winterhill

Applicants must:

- be available to attend a Community Council meeting to explain the purpose of their project, if required to do so. Attendance will be compulsory for all Start Up Grant Applications.
- Provide a copy of the groups Constitution (the aims and rules of your community group)
- Standard Grant Applicants must provide a set of accounts with the application
 - (i) those with an annual income over £5,000 – 3 years accounts
 - (ii) those with an annual income under £5,000 – 1 years accounts
- Start Up Grant Applicants must provide a copy of;
 - All bank statements
 - A Business Plan or similar.
- All Groups working with Young People and vulnerable members of our community must do the following;
 - Provide evidence that all Adult Group leaders have attended Safeguarding Training within the previous 12 months.
 - Provide evidence that all Adult Group leaders have passed a DBS check carried out no more than 6 months prior to the date of application.
 - Provide a copy of the groups Safeguarding Policy, which must be reviewed by your group at least annually.
 - *Hold the Milton Keynes City Council Youth Provision Safe Practice Mark
 - *CPCC encourage all Youth Groups to become members of Action4Youth, National Youth Agency and/or gain quality marks with UK Youth.

* This may not be applicable to Youth Groups registered with a Governing Body e.g. Football Association

If you are unsure of the requirements for your group, please contact the Community Officer on 01908 608559 to discuss this prior to the submission of your application.

Who can apply:

- applicants must be:
a not-for-profit, voluntary or community group
- any organisation applying for a grant that have Councillors from Campbell Park Community Council on their management committee/board of control, must have at least the same number of non-Councillors as Councillors on their board.

We cannot fund:

- goods or services such as equipment for a school or hospital, that should be provided by a statutory body
- projects involving political or campaigning activities
- political parties or groups affiliated to a political party
- projects promoting religious beliefs
- medical treatment
- deficit funding or the repayment of loans
- unspecified expenditure
- fundraising events
- grants to be distributed to other groups or passed on to an individual
- individuals
- Retrospective applications for projects/activities/items already taken place or already purchased

Allocation:

Applications will be considered quarterly in April, July, October and January.

If part funded by other bodies, grants will not be paid until the balance of costs is guaranteed. The Community Council is prepared to provide a letter of intent where this will assist in the obtaining of the balance.

Frequency of applications:

Only one (1) application per financial year (April to end March) will be considered

Start Up grants will only be considered within the first 12 months of operation and only 1 application will be considered during this time.

ACCEPTANCE OF FUNDING

The award is made subject to your agreement to the standard conditions below.

To accept, please complete the agreement and return one signed copy to us, and retain one for your own records.

STANDARD CONDITIONS

Grants will be awarded in line with objectives identified within the Campbell Park Community Council Business Plan

On approval of the grant, a formal letter is sent to the applicant

The Community Council reserves the right for the repayment of a grant not used for the purposes or within the conditions stated.

If the project is not started within three (3) months of the date of the offer letter, the award will automatically lapse and you will need to make a new application. The grant should be spent within 12 months of the project start date.

Upon completion of the project you will make a written report to the Community Council explaining the use of the grant and costs covered by it, copy invoices to be included.

If any amount of the grant remains unspent, for the purpose for which it was given, this must be returned to the Community Council. No further application from you will be considered until the report is received.

You understand that in making an award Campbell Park Community Council is not to be taken as assuming or accepting any responsibility or liability of any kind whatsoever towards any person or persons in respect of any matter or thing arising out of or incidental to the execution of the work you have undertaken.

In the event that the project does not proceed/the organisation discontinue operating, ownership of all equipment/remaining resources purchased using the award money will revert to Campbell Park Community Council.

The Community Council may publicise the amount of funding awarded to your project or organisation in the Homeground magazine or elsewhere.

You acknowledge the financial support received in your publicity along with the Community Council logo and you forward a copy of such publicity to the Community Council.

IMPORTANT NOTE: If your grant expenditure is less than the amount awarded, CPCC will reclaim the difference and reallocate this amount to other projects and by signing this form you have confirmed your agreement.

Start Up Grants will be paid in two or three instalments. The second and third instalments will only be released on completion of a successful Monitoring Report. The timeframe for release of the second and third instalments will be decided on a project by project basis, but there will be a minimum of 3 months between the payment of the instalments associated with Phase 1 and 2 of the project.

DECLARATION

I confirm that to the best of my knowledge the information included in this application is complete and correct.

That the budget represents a true cost or nearest estimate and the proposed project could not proceed without the financial assistance requested.

On behalf of Milton Keynes Breakdance and Activities (MKBA)

I Meaway Kevin Kallon

Accept the above conditions in respect of the award made by Campbell Park Community Council

Position held within organisation: **Director**

I confirm that the report will be forwarded to the Community Council by the date requested.

Signed: Date: 14/03/2025

1. **Date of application:** 14/03/2025

2. **Name (Full Name) of the organisation making the application:**
Milton Keynes Breakdance and Activities (MKBA)

3. **Contact Details:** (Details of the main contact)

Name: Meaway Kevin Kallon

Address: redacted

Post Code: redacted

Email address: miltonkeynes.activities@gmail.com

Telephone No's: Daytime: Mobile: redacted

4. **Status of your organisation - please put 'X' next to all that apply.** (If you are not sure what your status is, you will probably fall under Voluntary or Community groups). If you require help please contact us.

Registered Charity

☒ **Community Interest Company**

Voluntary or Community Group

Other (please state)

If you have a Charity or Company Number, please enter below:

Charity Number:

Company Number: 14913429

Do you have any Councillors from Campbell Park Community Council on your Committee/ Board of control? Yes No ☒ * (please see 'Who Can Apply' for more info)

5. **What date did your organisation/company start?** 05/06/2023

Although our CIC was set up some time ago, we've spent the past few months preparing planning sessions, setting up social media, and organising marketing materials like flyers and posters. We're now ready to start delivering our activities to the community.

If your group has been operating for less than 12 months please put 'X' here: X

6. **Details of any previous grant received from CPCC:**

Amount received £

N/A

Date:

Title of Project:

Amount received £

Date:

Title of Project:

7. **Does your organisation have a bank account with 2 signatories?** (We cannot make payments to personal bank accounts; your organisation must have its own bank account). **Please mark with an 'X'**

Yes: ☒ X

No:

Name of Bank: Zempler Bank

Organisations Full Name on the Account: **Milton Keynes Brekdance and activities CIC**

Name of Signatories: 1.Meaway Kevin Kallon 2.Kornelia Czubajewska

8. If your application is successful, your grant award will be paid by bank transfer. Please provide:

Bank Account Number: redacted **Sort Code:** redacted

9. Details of the project you are requesting a grant for:

TO INCLUDE: Please give a full description of your project, including information on:

(a) aims

(b) timescales including proposed start date

(c) groups or organisations you may/will be working with

(d) what particular need will this project will meet

(e) how the need been identified (f) any further information that will bring the project to life.

Milton Keynes Breakdance and Activities - Trinity Center Sessions and Youth Sponsorship

Project Description (Aims, Need, Impact):

Milton Keynes Breakdance & Activities is a dynamic community initiative focused on teaching young people the art of breakdancing while fostering confidence, discipline, and creativity.

Breakdancing is more than just a dance—it's an athletic and expressive discipline that promotes resilience, teamwork, and self-improvement. Through structured sessions, children will not only develop their physical skills but also learn the value of perseverance and dedication.

While the primary focus is on breakdancing, the project will also incorporate elements of calisthenics, basketball, and football, utilizing local sports spaces to encourage young people to stay active and engaged.

By securing funding, we will be able to offer free training opportunities to young people who may not otherwise have access and create a consistent, structured environment for their development.

(a) Aims

- Provide Accessible & High-Quality Breakdance Training
- Offer structured breakdance sessions where young people can learn foundational techniques, improve their movement skills, and build confidence.
- Ensure that children from all backgrounds, especially those from disadvantaged communities, have equal opportunities to develop their skills.
- Offer Scholarships to Four Disadvantaged Children
- Remove financial barriers by providing fully funded places for four young people who show passion and potential in breakdancing.
- Use breakdance as a tool for personal growth, discipline, and self-expression.
- Encourage Physical & Mental Well-Being
- Breakdancing is an excellent way to build strength, agility, and endurance while also encouraging a growth mindset and resilience.

- Alongside breakdancing, participants will have opportunities to engage in calisthenics, basketball, and football as complementary activities to improve overall fitness and coordination.
-

(b) Timescales Including Proposed Start Date

- Start Date: As soon as funding is secured, ideally within the next three months.
 - Initial Phase (First 3 Months):
 - Identify and confirm the four scholarship recipients.
 - Run structured breakdancing sessions at the Trinity Center.
 - Ongoing Development (3-12 Months):
 - Expand outreach to schools, youth groups, and community spaces to increase participation.
 - Continue to refine our teaching methods and curriculum to ensure structured skill progression for all participants.
 - Strengthen partnerships with local organizations to sustain and grow the project.
-

(c) Groups or Organisations We Will Work With

- Local Schools & Youth Groups
 - We have previously worked with The Willows School and plan to build on that experience by collaborating with other schools to reach young people who would benefit most from the program.
 - Schools may also integrate breakdancing into their extracurricular activities, allowing more young people to experience its benefits.
 - Community Foundations & Grant Providers
 - We are actively seeking support from funding bodies such as the Milton Keynes Community Foundation and local councils to sustain and expand our work.
 - Wider Milton Keynes Dance Community
 - By working with local dancers and instructors, we will provide mentorship and inspiration for young people looking to take their skills further.
-

(d) What Particular Need Will This Project Meet

- Providing Structured Activities for Young People
 - Many young people, especially those from lower-income backgrounds, lack access to affordable extracurricular activities that encourage self-improvement and creativity.

- Without engaging opportunities, young people risk low self-esteem, lack of motivation, or disengagement from school and community life.
 - Promoting Physical & Mental Well-Being
 - Breakdancing is an intense, physically demanding discipline that promotes fitness, flexibility, and endurance.
 - It also builds resilience, problem-solving skills, and confidence—essential life skills that help young people succeed in other areas of life.
 - Creating a Sense of Belonging & Purpose
 - Many young people struggle to find spaces where they feel valued and inspired.
 - By offering mentorship, guidance, and structured training, we create an environment where young people feel motivated, challenged, and part of a positive community.
-

(e) How Has the Need Been Identified?

- Direct Experience & Community Feedback
 - Our experience running breakdance workshops in schools has shown how engaged and excited young people become when given the opportunity to learn breakdancing.
 - Parents and teachers have expressed a strong demand for structured programs that keep children active and engaged in a positive way.
 - Conversations with Families & Schools
 - Many families have highlighted a lack of affordable activities that provide both physical development and creative self-expression.
 - Schools that have hosted our workshops have seen increased enthusiasm, focus, and interest in long-term participation.
 - Local Socioeconomic Data
 - Several areas in Milton Keynes have children from low-income backgrounds who lack access to extracurricular activities.
 - By introducing scholarships and funding participation, we ensure that no child is excluded due to financial barriers.
-

(f) Any Further Information That Will Bring the Project to Life

- Real Stories, Real Impact
- Maya (5 years old): A young breakdancer with natural rhythm and creativity. With the right support, she could develop into a skilled and expressive performer.

- Cairo, an eight-year-old from Fishermead, is one of the many children who would greatly benefit from our breakdance sessions with the right support in place.

Due to his autism, his mother specifically requested private sessions, as a one-on-one setting was the most conducive environment for him, particularly in the beginning.

These sessions had a noticeable impact on his confidence and self-esteem, allowing him to engage in movement, rhythm, and expression at his own pace. However, the cost of hiring the Trinity Centre (£15 per hour) made it financially difficult for his mother to continue, and unfortunately, we were unable to sustain the sessions.

With funding support from CPCC, we could make these essential opportunities accessible to children like Cairo, ensuring that financial barriers do not prevent them from benefiting from a program designed to boost their confidence, motor skills, and overall well-being through breakdance.

- Milo (8 years old): Quick to pick up techniques, Milo shows great coordination and an instinctive feel for movement. With the right mentorship, he has the potential to become a standout in breakdancing.
- A Space for Young People to Belong & Grow
- Beyond physical skills, this program gives young people a space where they feel encouraged, supported, and valued.
- Breakdancing teaches them that progress comes from hard work and dedication—life lessons they can carry into all aspects of their future.
- Long-Term Vision
- With ongoing support, Milton Keynes Breakdance & Activities could expand to include:
- More structured training sessions
- Competitions and showcases to celebrate progress
- Partnerships with schools to integrate breakdancing into after-school programs

This project is about more than just dance—it's about giving young people the skills, confidence, and opportunities they need to grow and succeed.

By securing this funding, Milton Keynes Breakdance & Activities will continue to inspire, engage, and uplift young people across the community.

Project Start Date: 01/05/2025 Project End Date: 01/07/2025

- Sessions Held: Weekly (3 hours per week)

10. Does your project have any impact (positive or negative) on the environment? Please provide details. If it has a negative impact, please detail any mitigation in place.

Environmental Impact of Milton Keynes Breakdance & Activities

Positive Environmental Impact

- Encouraging Sustainable, Low-Impact Activities

- Breakdancing and the other activities we incorporate such as calisthenics which are bodyweight-based exercises that require no machinery, electricity, or waste-producing equipment. This makes them inherently sustainable.

- Unlike some sports that rely on single-use plastics, disposable gear, or high-energy facilities, breakdancing is a low-impact activity on the environment.

- Promoting the Use of Existing Community Spaces

- Our sessions take place in existing indoor and outdoor community venues, reducing the need for new infrastructure.

- By utilizing spaces like the Trinity Center, we maximize the use of facilities already available, rather than constructing new spaces that could have an environmental footprint.

- Encouraging Active Travel & Reducing Carbon Footprint

- Many of our participants will come from the local community, meaning they'll walk, bike, or take public transport to sessions rather than relying on car travel.

- By providing local activities within Milton Keynes, we reduce the need for families to travel long distances for extracurricular activities, helping to lower overall carbon emissions.

1. Potential Negative Environmental Impact & Mitigation

Impact:

- Energy Use in Indoor Spaces

Mitigation:

- We will promote energy-efficient practices, such as:
 - Using venues with LED lighting and energy-saving heating systems
 - Ensuring lights and heating are turned off when the space is not in use
 - Maximizing daylight hours where possible for sessions

2. Waste from Training & Events

Impact:

- Any community gathering has the potential to generate waste, such as water bottles, snack wrappers, and discarded items from participants.

Mitigation:

- We will encourage a waste-free approach, including:
 - Encouraging participants to bring reusable water bottles instead of single-use plastic bottles
 - Using digital communication methods (emails, social media) to avoid printing unnecessary paper materials

- Implementing a 'leave no trace' policy, ensuring that venues and outdoor spaces remain clean after sessions

3. Use of Equipment & Clothing

Impact:

- While breakdancing does not require much equipment, occasional use of mats, clothing, or training gear could have some environmental impact.

Mitigation:

- Where possible, we will source sustainable materials for any equipment we need.
- We will encourage participants to reuse and repurpose clothing, reducing the demand for fast fashion in dancewear.

The project has a predominantly positive environmental impact, with only minor considerations related to energy use and waste, both of which can be effectively mitigated.

By promoting physical activity in a sustainable way, utilizing existing community spaces, and encouraging environmentally friendly habits, Milton Keynes Breakdance & Activities aligns well with eco-conscious values while providing vital opportunities for young people.

11. Is your organisation based in, or does (or will) it deliver its main service/activities within Campbell Park Parish?

X Yes *please provide details*

No *please provide more details of current location/s and explain how this project will directly benefit residents of the Campbell Park Community Council area.*

Milton Keynes Breakdance & Activities is deeply rooted in the Campbell Park Parish, ensuring that young people within the community have access to structured, engaging, and physically enriching opportunities. Our activities will be strategically delivered within the parish, making use of its existing community venues and outdoor sports spaces to provide a well-rounded program for young people of all backgrounds.

1. Central Venue for Training: The Trinity Centre

- The Trinity Centre will serve as the primary space for our breakdancing sessions, offering a safe, accessible, and community-oriented indoor space where structured classes can take place.
- Holding regular sessions ensures consistency and reliability for participants, allowing them to train, progress, and build confidence in a familiar environment.
- The indoor space provides a weather-proof location, meaning sessions can run consistently throughout the year, regardless of seasonal changes.

2. Use of Outdoor Spaces: Basketball & Football Cages

- Campbell Park Parish is home to several concrete football and basketball cages, which offer ideal spaces for additional physical activities.

- These spaces will allow us to incorporate calisthenics, movement drills, and dynamic warm-ups, giving young people a chance to improve overall strength, coordination, and fitness alongside breakdancing.
 - Outdoor sessions will help engage a wider group of young people, including those who may initially be drawn to basketball or football but can be introduced to breakdancing through movement-based drills.
-

3. Schools & Outreach in Campbell Park Parish

- We have previously worked with The Willows School, which is based within Campbell Park Parish. This experience has given us valuable insight into the enthusiasm and demand for breakdancing among students in the area.
 - Moving forward, we will seek to collaborate with additional schools within the parish, offering:
 - Workshops & Demonstrations: Introducing students to breakdancing in a school setting to spark interest and engagement.
 - Scholarships for Disadvantaged Children: Ensuring that young people from low-income backgrounds within the parish have equal access to our training program.
 - After-School & Holiday Programs: Working with schools to offer structured breakdance sessions outside of regular school hours.
-

4. Accessibility for Young People in Campbell Park Parish

- Localized delivery within the parish means that young people and families will not have to travel far to access our services.
 - The Trinity Centre is centrally located within the parish, making it easy to reach by walking, cycling, or public transport for families living in nearby estates and residential areas.
 - By using both indoor and outdoor spaces, we can make sessions accessible year-round, providing structured engagement even during school holidays.
-

5. Community Engagement & Expansion

- Beyond regular training sessions, we will work closely with community organizations, youth groups, and local events within Campbell Park Parish to:
 - Promote breakdancing and physical activities as positive alternatives to screen time and sedentary lifestyles.
 - Encourage young people to get involved in community-led activities, helping to create a sense of pride and belonging within Campbell Park Parish.
 - Eventually, host local showcases, mini-competitions, or performances to celebrate the progress of young dancers in the parish.
-

6. Long-Term Vision for Breakdancing in Campbell Park Parish

- Our goal is to establish Milton Keynes Breakdance & Activities as a long-term, sustainable program within Campbell Park Parish.

- With continued community engagement and funding, we aim to:

Increase the number of free scholarship places for young people from disadvantaged backgrounds.

Expand our services to include additional sessions or age-specific training programs within the parish.

Develop partnerships with local businesses and organizations to ensure the longevity of the project.

By strategically delivering our activities within Campbell Park Parish, we are ensuring that young people in the community have consistent access to structured, engaging, and skill-developing opportunities. Our combination of indoor training at the Trinity Centre, outdoor sessions in community sports spaces, school outreach, and scholarship programs will make breakdancing and movement activities widely accessible and impactful for the young people of Campbell Park Parish.

12. Which areas will you be working in? (please 'X' all that apply) *To help us to understand what difference our grants are making, we record where projects are happening.*

Fishermead **X**

Willen **X**

Woolstone **X**

Oldbrook **X**

Springfield **X**

Other: Campbell Park

13. Who will benefit from this project? *Our policy is that our grants reach a wide range of needs and interests. If you are able quantify by providing numbers/data to support your application, this would be very helpful.*

1. Direct Beneficiaries

We anticipate that, over the course of a year, approximately 15- 20 young people will benefit from our structured breakdancing and movement sessions

This includes:

- Regular Participants (15- 20 Young People Annually)

- Scholarship Recipients (4 Disadvantaged Children)

- We will provide fully funded scholarships for four young people every 3 months from disadvantaged backgrounds who would not otherwise be able to participate.

- These individuals will benefit from consistent coaching, mentorship, and structured skill development, helping them build confidence, discipline, and physical fitness.

- School & Outreach Participants

- We will engage with local schools within Campbell Park Parish, including those we have previously worked with (e.g., The Willows School).

- Some of these students may transition into regular sessions, further expanding the reach of our program.

2. Indirect Beneficiaries

Beyond the direct participants, this project will have a wider community impact, reaching:

- Parents & Families

Many parents are looking for positive, structured activities for their children that promote discipline and engagement.

By providing an affordable and accessible opportunity, we support families in keeping their children engaged in positive activities.

- The Wider Community & Local Residents

By utilizing community spaces such as the Trinity Centre our activities will contribute to a more active and engaged community.

- Encouraging young people to participate in structured, positive activities helps foster a safer and more vibrant local environment.

- Local Schools & Teachers

- Schools in Campbell Park Parish will benefit from having an engaging extracurricular activity that supports students' physical health, mental well-being, and confidence-building.

3. Addressing a Wide Range of Needs and Interests

This project aligns with the grant's aim to reach diverse needs and interests by:

- Providing Opportunities for Disadvantaged Young People

- Our scholarship program ensures that financial barriers do not prevent young people from participating.

- Engaging Young People Who May Not Connect with Traditional Sports

- Breakdancing offers an alternative form of physical activity, appealing to children who may not feel drawn to conventional team sports.

- Encouraging Physical Health & Well-Being

- Breakdancing builds strength, flexibility, endurance, and coordination, providing a fun and dynamic way for young people to stay active.

- Building a Sense of Community & Belonging

- By offering sessions at a well-known, central community venue, we create a safe and welcoming space where young people from different backgrounds can come together.

4. Supporting Data & Justification for Numbers

To quantify the need and projected impact:

- Local Youth Population:

There are hundreds of school-age children living within Campbell Park Parish, many of whom lack access to affordable extracurricular activities.

Existing Demand & Community Interest:

- Our previous work with The Willows School demonstrated strong engagement and enthusiasm for breakdancing.
- Parents and young people have expressed a clear demand for structured movement-based activities within the parish.

Sustainability & Growth Potential:

- Over a 12-month period, we expect at least 15-20 young people to engage with our activities, with the potential for gradual expansion.
- By ensuring affordability and accessibility, we can maintain a steady level of participation throughout the year.

This project will directly benefit around 15-20 young people annually while having a broader impact on families, schools, and the local community within Campbell Park Parish.

By filling a gap in accessible youth activities, offering structured physical engagement, and fostering a positive community environment, Milton Keynes Breakdance & Activities will play a crucial role in promoting fitness, creativity, and inclusion within the parish.

- 14. What percentage of your users/beneficiaries live within the Campbell Park Community Council area?**
80%
- 15. Grant amount requested:** £1500 start up grant
- 16. What percentage of your income would this grant represent:** 0
- 17. Is the request for part or full funding of the project?** Full ☒ Part ☐
- 18. If part funding, how will the balance be provided?** N/A
- 19. Has the balance already been received? If so state the date:** N/A
- 20. If not received, when is it expected?** N/A
- 21. Do you have to satisfy any conditions to receive the balance?**
If yes, state conditions: N/A
- 22. If Campbell Park Community Council is the sole funder and only give a pro-rata grant, can your project still continue?** Yes

23. Please list below a breakdown of expenditure for the project for which you are applying: Please break your budget down into as much details as you can.

***Start-Up Grant Applicants working with young people or vulnerable members of the community must ensure that costs are broken down into Stage 1, 2 & 3 costs, as explained on Page 2.**

Item:	Detail	Cost <i>(please provide quotes if possible)</i>
START UP APPLICATION		
	3 months Venue hire, Trinity centre 3 hours per week , £15/ hour	£540-
	Scholarship for 3 children (£ 50 per child covering 1 month session)	£450
	Head spin training caps x10	£150
	Sound system	£300
	Leaflets	£50
TOTAL COST		£ 1490

24. How do you plan to publicise your project?

We will use a multi-channel approach to publicise Milton Keynes Breakdance & Activities, ensuring that young people, parents, schools, and the wider community in Campbell Park Parish are aware of and engaged with our program. Our promotion strategy will focus on social media, community outreach, partnerships, and local media engagement to maximize visibility and participation.

1. Social Media & Digital Promotion

We will actively promote the project through Instagram, Facebook, YouTube, and our website, ensuring visibility among young people and parents.

- Instagram & Facebook: We will share photos and videos of training sessions, student progress, and upcoming events to engage followers and encourage sign-ups.
- YouTube Tutorials: We already have a YouTube channel where we post tutorials, allowing students to continue practicing outside of sessions and attracting new participants who may be interested in joining.
- Website: We will keep our existing website updated with session details, success stories, and information on how to get involved.

We will also use local hashtags such as #MiltonKeynesBreakdance and #CampbellPark to increase visibility and engagement within the parish.

2. Community Outreach & Schools Engagement

We have previously worked with The Willows School and will build on this by engaging with other local schools in Campbell Park Parish to increase awareness.

- We will offer free taster sessions and assemblies to introduce students to breakdancing and encourage participation.
- Schools will receive flyers and digital posters to share with students and parents via newsletters and WhatsApp groups.

- Teachers and PE staff will be encouraged to recommend students who may benefit from the program, particularly those needing structured activities to improve confidence and fitness.

We will also collaborate with youth clubs, community centers, and after-school programs to introduce breakdancing as an engaging, positive activity for young people.

3. Local Media & Press Coverage

We will seek press coverage in community-focused media outlets to highlight the project's benefits. This includes:

- Milton Keynes Citizen (local newspaper)
- Milton Keynes Community Hub (online community news)
- Campbell Park Parish Council Newsletter

We will distribute a press release announcing the launch of the project, its goals, and the scholarship program, inviting journalists to attend and cover our sessions. Additionally, we will explore local radio opportunities, such as MKFM, to further promote the program.

4. Posters, Flyers & Word of Mouth

To engage families and young people who may not use social media, we will distribute posters and flyers at key locations within Campbell Park Parish, including:

- The Trinity Centre (where sessions are held)
- Local libraries & community centers
- Supermarkets, cafes, and small businesses
- Gyms and sports facilities

Parents and participants will also be encouraged to spread the word through word-of-mouth referrals, with an incentive such as a "Bring a Friend" campaign offering free taster sessions.

5. Performing at a Community Event

Instead of hosting an open day, we will perform at one of the community events in Campbell Park Parish to showcase breakdancing and raise awareness of the project.

- A live performance will demonstrate the energy, creativity, and skill-building aspects of breakdancing.
- It will also allow parents and potential participants to see the program in action and ask questions about how to join.
- Performing at a well-attended event will increase visibility and encourage new sign-ups.

6. Local Partnerships & Business Sponsorships

To expand the reach of the program, we will engage with local businesses and organizations within Campbell Park Parish to build partnerships.

- We will approach sports shops, streetwear brands, and local cafés to cross-promote the program.

- Businesses will have the opportunity to sponsor a scholarship place, helping a disadvantaged child participate while gaining positive local recognition.

Implementation Plan

Short-Term (0-3 Months):

- Launch social media campaign with videos and engaging content.
- Contact schools and youth clubs to arrange taster sessions.
- Distribute flyers and posters in key community locations.

Medium-Term (3-6 Months):

- Secure press coverage and radio interviews.
- Perform at a community event to promote the project.
- Begin partnership discussions with local businesses.

Long-Term (6-12 Months):

- Develop consistent social media and community presence.
- Expand partnerships with schools and local organizations.
- Explore potential sponsorships and funding for future expansion.

By using a combination of social media engagement, school outreach, community partnerships, and local press coverage, Milton Keynes Breakdance & Activities will ensure that a wide audience is aware of our sessions and has the opportunity to participate. Our structured approach will allow us to continuously grow our reach, engage more young people, and create lasting impact within Campbell Park Parish.

25. Is there any further information you wish to be considered with this application?

I would like to highlight a few additional points that I believe strengthen this application and emphasize the long-term impact of Milton Keynes Breakdance & Activities within Campbell Park Parish.

1. Expanding Opportunities Through Competitions

- One of our future goals is to support young dancers in attending breakdance competitions, both locally and nationally.
- Competing is a vital part of breakdancing culture and provides young people with valuable experiences in performance, discipline, and goal-setting.
- Continued support will allow us to help talented young dancers enter competitions, giving them a platform to showcase their skills and represent Milton Keynes in wider breakdancing events.

2. A Personal Connection to Campbell Park Parish

- I grew up in Campbell Park Parish, and I still live here today.

- As a young dancer, I did not always have access to dedicated facilities within my community, but I found ways to train and stay active by making use of public spaces, particularly the basketball and football cages.
- I spent many hours using these spaces as an outlet, which helped me develop discipline, creativity, and a strong connection to movement and dance.
- This project is a way for me to give back to the community and ensure that the next generation has structured opportunities to train, learn, and grow within Campbell Park Parish.

3. A Long-Term Vision for Youth Engagement

- Beyond weekly sessions, I aim to expand this initiative into a long-term, sustainable program that continues to serve young people in breakdancing, movement, and positive physical activity.

- With ongoing support, we can:

Develop mentorship opportunities, where experienced dancers support younger students.

Grow our outreach to more schools, ensuring more young people benefit from structured breakdance training.

Host community performances and showcases, engaging local families and businesses.

By investing in Milton Keynes Breakdance & Activities, this funding will not only support the immediate goals of the project but also lay the foundation for a thriving breakdance community within Campbell Park Parish—one that provides opportunities, mentorship, and a sense of belonging for young people now and in the future.

26. Is there any other way in which CPCC could assist your organisation?

Campbell Park Parish has already played a crucial role in supporting and nurturing community initiatives, and I am incredibly grateful for the opportunity to bring Milton Keynes Breakdance & Activities to the young people of this area. However, as we look to the future, I would love to explore how we can develop this initiative into something even more impactful and sustainable.

One of our long-term ambitions is to one day have a dedicated space—a home for breakdancing and movement-based activities where young people can train, learn, and grow all year round. Having a permanent facility within Campbell Park Parish would allow us to:

- Expand our program by offering more classes, mentorship opportunities, and workshops and sponsorship to more children
- Create a safe, creative hub where young people can practice, socialize, and develop their skills outside of structured sessions.
- Host community events, competitions, and performances that bring people together and showcase the incredible talent emerging from Milton Keynes.

A space like this wouldn't just benefit breakdancers—it would be a hub for physical activity, creativity, and youth engagement, encouraging more young people to get involved in healthy, positive, and structured activities.

While I understand that securing a dedicated space is a long-term goal, I would love to work closely with Campbell Park Parish to explore what possibilities might exist in the future. Whether through support in identifying suitable

This project is about more than just dance—it's about opportunity, mentorship, and community. With the continued support of Campbell Park Parish, I am confident that we can build something that not only benefits young people today but also leaves a lasting impact for generations to come.

- ☒ **X The information in this application is correct.**
- ☒ **X I understand that if this application is successful, the information I have provided will form the basis of my contract with Campbell Park Community Council.**

- Evidence of recent DBS checks for all Adult Leaders **Yes / No**
- Evidence of attendance on Safeguarding Training for all Adult Group Leaders **Yes / No**
- Safeguarding Policy **Yes / No**
- Evidence of Membership with Youth Organisations* **Yes / No**



MK Melting Pot

Slow Cooker Sessions

Summary





Participants



Sessions



Recipes



We had a fantastic time delivering slow cooker cooking sessions at Fishermead's Trinity Centre, where participants enjoyed learning to cook easy-to-replicate world food recipes, including lentil dishes, Afro-Caribbean curries, and healthy meals. The sessions not only provided a chance to cook and take home delicious, wholesome food but also helped us engage with centre users in a warm and welcoming space.

We were also delighted to be able to leave 2 slow cookers, a rice cooker and food bags with the Action Speaks project, ensuring they could continue making affordable, nutritious meals long after the project ended! A huge thank you to Campbell Park Parish Council for funding this initiative and to Ophelia at Action Speaks CIC Fishermead Trinity Centre for accommodating the sessions along side her Breakfast Service.

We received the sum of £499 from the community council to provide a volunteer befriender to our clients living in the local area.

Our clients have told us they greatly value the support from their Befriender volunteer. 90% feel more in control of their lives as a result of the intervention and nearly all said they felt less anxious and that their mental health and wellbeing had improved.

Our volunteer befriender, Joy, has assisted clients who are struggling with mental health issues, loneliness, poor physical health and who have felt unable to cope. She visits clients at home, assists clients to engage with health care services, catching buses, shopping trips, going for coffee and going on outings. She provides a listening ear, practical assistance and support with day to day living. The extra support that Joy can offer means that clients become better able to cope and get control back of their lives, free from services. Joy has befriended many people since she began volunteering with us.

An example includes helping young families who are struggling to cope. She assisted one client who was struggling with a young child who was not sleeping. The client was becoming overwhelmed by tasks and responsibilities. They developed a friendship by going out for coffee and walks together and the client began to speak freely and felt able to confide. Together they began dealing with issues that had been building up, things like the post which was not being opened. Together they created a system to deal with it, organise and file it. Joy helped with establishing a structured bedtime routine for the child, they began thinking of positive ideas for encouragement and developed a reward chart. These things all began to work for the family. They no longer require support.

I would like to thank you again, for the very kind donation that you provided. It has really helped to enhance the lives of local people.

Thank you.

Donna Stapleton Fundraising



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DRAFT TERMS OF REFERENCE

HERITAGE, ARTS & CULTURE WORKING GROUP

General Purpose: The Heritage, Arts & Culture Working Group (HACWG) is responsible to the Community & Communications Committee for reviewing the feedback received from residents, in relation to Heritage, Culture & Art, on the Councils 2025/26 Annual Budget.

Responsibilities: to work on behalf of the Community & Communications Committee, to develop an action plan for Committee approval, which takes on board the ideas and suggestions received from residents of initiatives they would like to see in the community.

Authority: Any initiatives forming part of the Action Plan are to be agreed by the Community & Communications Committee and be delivered within the Social Cohesion budget previously agreed by Council, in addition to any associated external funding the Working Group may secure, with the approval of the Community & Communications Committee.

Composition: The HACWG will consist of those Members and Officers appointed by the Community & Communications Committee.

Meetings: The HACWG will meet quarterly (June, September, December & April), but more frequently if required. The quorum of the meeting will be three (3). Agendas will be distributed electronically in advance of meetings, with notes distributed afterwards.

Reporting: The HACWG will report to each meeting of the Community & Communications Committee.

Resources and budget: The HACWG will not have authority to make expenditure, but should make recommendations to the Community & Communications Committee which has the use of the Social Cohesion budget made available to it by Council. It will also have the use of any associated external funding secured for specific purposes aligned with its Terms of Reference.

Term: The HACWG will operate on a short-term basis, until no later than April 2026. Once the Community & Communications Committee have approved the Action Plan developed by the Working Group, the monitoring of its implementation will become the responsibility of the Community & Communications Committee, by way of a standing agenda item.

TERMS OF REFERENCE

COMMUNITY & COMMUNICATIONS COMMITTEE

May 2024

General Purpose: The Community & Communications Committee is responsible to Council for overseeing the delivery of all matters pertaining to Community Development and for overseeing the delivery of the Communications Strategy, in particular;

1. To be responsible, under delegated authority as approved by Council, for promoting the availability of grants, assessing and awarding grants up to a maximum of £1,000 (with any grants awarded to organisations based outside of the CPCC area, being ratified by Council). Annual grants budgets to be allocated on a quarterly basis. The budget allocation to be front-loaded with an increased allocation in the first two quarters, and the remaining budget spread across the rest of the financial year. The Committee to ensure that the budget is not overspent, and with any quarterly underspend being rolled forward to the next quarter. Extra diligence to be implemented when looking at accounts for those applying for grants.
2. In accordance with the strategic aims set out in the Business Plan on behalf of Council, to work with partners to promote life-long learning amongst all residents, from infants to the elderly.
3. To work with partners to promote literacy and numeracy and work to ensure adequate provision is provided for those for whom English is a second language.
4. To work with partners to improve access to employment, training and job search support.
5. Work with organisations, including the NHS Milton Keynes Clinical Commissioning Group, Health Watch MK, Alzheimer's Society & White Ribbon to raise awareness of important issues effecting the health & wellbeing of residents, and to deliver the specific actions in section 5.4 of the Business Plan or any successor.
6. To be responsible for public consultations carried out by Campbell Park Community Council ascertaining community needs and to make recommendations to Council (excluding the budget consultation, which is under the remit of the Finance, Administration & Policy Committee).
7. To comment on behalf of Campbell Park Community Council on any Community/Social Wellbeing related consultations, plans or policies from MK Strategic Partnership, MK Council, health trusts and other public bodies.
8. In accordance with the strategic aims set out in the Business Plan, on behalf of Council, lead on matters relating to Community Safety, developing and maintaining a safe environment for residents and visitors and engaging with Thames Valley Police on issues concerning the Council.
9. To develop and maintain an effective and mutually complementary relationship with Community Groups within the CPCC area.
10. To promote recycling and/or help enforce the proper disposal of household and other waste within the CPCC boundary in accordance with the policies of Milton Keynes City Council.

11. To deliver and promote events, in partnership with others, to improve Social Cohesion.
12. To implement a programme of community events and activities, including initiatives associated with the Cost-of-Living Crisis/Warm Spaces as well as developing projects, community engagement and activities to enhance the use of the Community Centres and Hub (on completion).
13. To work with the Schools within the CPCC area, implementing a range of activities to engage the children and parents in any Community Council initiatives to enable an early understanding about the Community Council.
14. To seek opportunities to work with organisations including Milton Keynes City Council to improve assets, not owned by CPCC, within the CPCC area such as play areas, car parking etc. (CPCC owned assets to be the responsibility of the Estates Committee).
15. To highlight the dangers of loan sharks and promoting the use of Credit Unions.
16. Via an editorial panel of Members and Officers, to be responsible for the production of Homeground magazine.
17. To be responsible for content and development of the Council's external website(s)
18. To promote the use of, by staff and Councillors, existing office tools, including calendars, announcements, discussions, facilities, shared documents etc. Promotion of tools to include suitable training for all users.
19. To promote and enhance the Council's digital presence, including the use of social networking sites.
20. To be responsible for developing the style of communications including agenda, reports and minutes.
21. To be responsible for the Community Council's public relations
22. To prepare by end of October each year, for submission to Finance & Administration Committee, a detailed draft budget covering all project expenditure for the coming financial year and the following 5 financial year(s).

Any projects not included in the budget for that financial year, must be forwarded to the Finance, Administration & Policy Committee for direction.

23. To review annually the Terms of Reference prior to the Annual Meeting of Council.