

Monk Fryston Parish Council

NOTICE OF MEETING

I hereby give notice that an extraordinary meeting of the Parish Council of the above named Parish will be held at the Community Centre on Wednesday 6 April 2016 at 7.30pm

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting. Dated this 29 March 2016

AGENDA

Item		Lead
1	To receive apologies for absence	
2	To receive declarations of interest	
3	Motions <i>(in bold italic)</i>	Various
a	<i>To consider the application for a grant received from Hillam and Monk Fryston Womens Institute and to determine an appropriate award</i> (application issued under separate cover).	Cllr BH
b	<i>To consider the application for a grant received from Monk Fryston Cycling Club and to determine an appropriate award</i> (application issued under separate cover).	Cllr BH

Date: Wed, 24 Feb 2016 21:09:46 +0000
From: jain.mitchell90@btinternet.com

There are 2 options we have sourced

Option 1

We can get these medals engraved. If we went for 200, they are £2 each. £1 each without engraving.

[Gold Cycling Target Medal with Red, White & Blue Ribbon 45mm \(1.75"\)](#)



Gold Cycling Target Medal with Red, White & Blue Ribbon ...

Gold Cycling Target Medal and Ribbon Combo, measuring 45mm in diameter. Incorporating a man cycling set within a star edging. Complete with a red, white & blue r...

View on www.trophiesplusmeda...

Preview by Yahoo

Option 2

Or these people can do 200 medals at £0.94 + £0.30 engraving, each, including a logo of our choice inserting into the centre of the medal.

<http://www.medalsdirect.co.uk/by-category/cycling-medals/50mm-new-wreath-cycling-medal-ribbon.html>

Monk Fryston Parish Council Document 004	Page 1 of 2
Policy and Procedure for Grants	Rev: 1.0
Prepared and Issued by: Bill Holmes	Issued: February 2012
Approved at Council Meeting Dated: 7th February 2012 Minute reference 6d	

Document Distribution

Copy	Distribution
1	All Councillors
2	Clerk
3	
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Document Change History

Revision	Date	Author	Verified	Section	Change Description
1	7/2/12	BH	PC	new	None

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1.0 Summary

This document covers the Policy and Procedure applicable to grants allocated by Monk Fryston Parish Council. There are a number of Grants that the Parish council is empowered to give and/or manage. The parish council will review the requirement for grant provision during the compilation of the budget and setting of the annual precept. Subject to operating conditions the funding will be made available in line with the appropriate legislation.

2.0 Guidelines

- Applications must be submitted using the form in appendix A
- Applications for must be submitted by the cut off dates - 31st March (Tranche 1) and 30th September (Tranche 2)
- Applications up to £250 will be considered.
- Where no applications have been received by the cut-off date then applications above £250 will be considered.
- Where the request for grant is for the full amount then the Parish Council will consider fulfilling the requirements of the application as a Parish Council 'Project'
- The Parish Council will review the application on its merits and award all or part of the grant in line with the appropriate legislation.
- The Parish Council will release the grant on the production of an invoice or provide the equipment / service as detailed in the grant application where the Parish Council agrees to undertake the grant application as a Parish Council Project.
- No grant will be given above the value of the Grant budget set by the Parish Council
- Only one grant application per tranche period will be considered from any organisation or group.
- The Parish Councils decision on the allocation of grants is final
- The Parish Council reserve the right to withdraw part or the entire grant budget depending on current Parish Council Priorities.
- Where a grant has been allocated as S106 monies then this will be issued to the Parish Council by the appropriate authority.
- The monies shall be released by the Parish Council on the production of an invoice.
- Where the S106 grant is for the full project requirement then the Parish Council may consider taking this on as a project before the application to the appropriate authority is made.

3.0 Role of the Parish Council

- The Parish Council will consider all applications in accordance with the appropriate legislation.
- The Parish Council will convene a committee meeting of at least 3 members to consider all applications.
- This meeting will occur as soon as possible after the last submission date for each tranche.
- Where the application is outside the tranche period then the application will be considered at the next Full Parish Council meeting.
- The parish council will decide whether to award :-
 - The full value of grant applied for as detailed on the request
 - Part of the value of the grant applied for as detailed on the request
 - To undertake the full request as a Parish Council 'Project'

Appendix A grant Application form

Monk Fryston Parish Council Grant Application			
Name of Organisation	Monk Fryston Cycling Club		
Purpose of Organisation	<ol style="list-style-type: none"> 1. To hold and promote a socially inclusive road cycle ride starting in the Village every Sunday morning. 2. To raise funds for a nominated charity via an annual charity cycle ride. We have raised approximately £18k for charity since 2013. 3. To promote the health and social benefits of Cycling. 		
Grant Applied for {enter details of what Grant is needed for	<p>We are very proud that the Tour De Yorkshire is passing through the villages of Monk Fryston and Hillam on 30th April and particularly so as some members of our club have featured on the tour's promotional literature.</p> <p>Our Club has led and liaised with other Village groups to use the tour as an opportunity to create a cycling based event , aiming to:-</p> <ol style="list-style-type: none"> 1. Encourage people, particularly young people to take up cycling 2. To showcase Monk Fryston and Hillam as great places to live by encouraging and fostering a participative community atmosphere. 3. To have a great day 4. To endeavour to use the event to raise funds for a number of Village groups and clubs, particularly children and youth groups. <p>One of the key events we wish to hold on the 30th April is a family commemorative cycle ride on part of the tour route, between the school and the ring tree. This will be aimed at families with primary school age children. The idea is for the families to ride as far as they can by completing as many laps as possible on this closed road circuit.</p> <p>We want to make this event and the day - enjoyable, memorable and as special as possible. We wish to award all the children who take part with a commemorative, inscribed medal and certificate.</p> <p>We hope this will provide a long term memory of growing up in Monk Fryston, and act as a spur for them and their families to take up cycle riding as a long term, healthy hobby. The medals we have sourced cost £2.00 each and we hope that you will support the purchase of 200. This is the number of participants we estimate will take part, along with their parents.</p>		
Total Value of Project	£400 Excl other activities	Total Value of Grant Applied for	£400

Quote received {attach copy}	Yes	Approx. no of Residents who will benefit	200 Plus families	Are You VAT Registered {Y/N}	no
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Declaration	I confirm that the grant applied for is for the benefit of residents in Monk Fryston.
Name of Person making application	Iain Mitchell
Position in	On behalf of Monk Fryston Cycling Club (a non constituted body.

Parish Council Document

Organisation	Should our request be successful we would request the grant to be made via Monk Fryston and Hillam Community Association)		
Signed	<i>[Signature]</i>	Date	11 th March 2016

For Parish Council Use Only			
Date Received		Discussed at meeting held on	

Grant Agreed		Full/Part {F/P}		PC Project {Y/N}	
Value of Grant Awarded					
Councillors Present					
Invoice Received		Invoice Date			


On Completion please send form to
 Mr P. Scott, Clerk to Monk Fryston Parish Council, 2 Malvern Mews, Monk Fryston Leeds, West Yorkshire, LS25 5DX

Approved

Appendix A grant Application form

Monk Fryston Parish Council Grant Application			
Name of Organisation	Hillam & Monk Fryston Wome's Institute (HMFWI)		
Purpose of Organisation	Women's Institute		
Grant Applied for {enter details of goods and services required, indicative value and reasons.	The WI members, from Hillam, Monk Fryston and surrounding villages are giving up their free time, skills and materials to support the creation of 2.3kms of bunting for the villages. This includes over 6000 individual flags which are then sewn onto over 15km of tape to create bunting. Money is required to pay for materials to make bunting to cover the villages for the Tour de Yorkshire cycling event on the 30 th April.		
	As the bunting will be used solely to decorate the villages, we would be grateful if any funding could be given to cover the costs of fabric, sewing materials and binding tape. The WI is happy for the bunting to remain in the village for as long as required.		
Est Total Value of Project	£250	Indicative Value of Grant Applied for	£150

Quote received {attach copy}	No	Approx. no of Residents who will benefit	All	Are You VAT Registered {Y/N}	N
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Declaration	I confirm that the grant applied for is for the benefit of residents in Monk Fryston.				
Name of Person making application	Rebecca Lyth				
Position in Organisation	Secretary				
Signed				Date	18/03/2016

For Parish Council Use Only					
Date Received		Discussed at meeting held on			
Grant Agreed		Full/Part {F/P}		PC Project {Y/N}	
Value of Grant Awarded					
Councillors Present					
Invoice Received		Invoice Date			

On Completion please send form to
Mr P. Scott, Clerk to Monk Fryston Parish Council, 2 Malvern Mews, Monk Fryston Leeds, West Yorkshire, LS25 5DX