

Forest Row Parish Council

Clerk: Mr D O'Driscoll
Email: parishclerk@forestrow.gov.uk



(Office Hours: Monday to Friday 9am to 4pm)

To: All members of the FINANCE & POLICY COMMITTEE:
Cllrs. Eichner, Gilbert, Jaffay, Killick, la Djoï,
Taylor-Smith, Volkers & A M Waters
(All other Councillors – for information)

Community Centre
Hartfield Road
Forest Row
East Sussex
RH18 5DZ

Dear Sir/Madam,
Your attendance is required at a meeting of the FINANCE &
POLICY COMMITTEE to be held on **TUESDAY 15th**
JULY 2025 in the Garden Room of the Community
Centre at **7.30pm**.

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Date: 10 July, 2025

Mr D O'Driscoll
Clerk to Forest Row Parish Council

AGENDA

0. ELECTION OF A CHAIR AND VICE-CHAIR OF THIS COMMITTEE
1. PUBLIC PARTICIPATION
2. APOLOGIES FOR ABSENCE
3. DECLARATIONS OF INTEREST/DISPENSATION REQUESTS
4. RECORDS OF THE MEETING HELD ON 15TH APRIL 2025
5. REVIEW ACTIONS FROM LAST MEETING
6. CLERK'S REPORT ON MATTERS NOT REQUIRING A DECISION
 - 6.1 EXTERNAL AUDIT
 - 6.2 REPORT ON LEASES
 - 6.3 REVISION OF ACCOUNT CODES

FINANCIAL MATTERS (except grants)

7. FINANCIAL REPORT FOR Q1
8. LIST OF PAYMENTS
9. BANK RECONCILIATION & INVESTMENT LIST
10. THE GREEN PROJECT: FINANCING ISSUES

GRANTS

11. AMENDMENTS TO THE GRANT POLICY?
12. GRANT APPLICATIONS
 - 12.1 AIR AMBULANCE
 - 12.2 ANDERIDA PROJECT
 - 12.3 CITIZENS ADVICE
 - 12.4 CONNECTIONS CAFÉ
 - 12.5 THE SHED
 - 12.6 THE SOIL FACTORY
 - 12.7 WE GROW

POLICY ISSUES

13. PROPOSAL FOR A DEVOLUTION/LGR WORKING GROUP
14. PROPOSAL FOR AMENDMENT TO THE SCHEME OF DELEGATION
15. ITEMS TO BE REFERRED TO COMMITTEE OR FULL COUNCIL

FINANCE & POLICY COMMITTEE**BACKING PAPERS FOR MEETING 15th JULY 2025**

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11	Current grant policy	16-17
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12.1	Air Ambulance grant application	19-21
12.2	Anderida Project grant application	22-27
12.3	Citizens advice grant application	28-34
12.4	Connections Café grant application	35-36
12.5	The Shed grant application	37-39
12.6	The Soil Factory grant application	40-42
12.7	We Grow grant application	43-44

COUNCILLORS' BRIEFING FOR MEETING OF THE FINANCE & POLICY COMMITTEE ON 15th JULY 2025

0. **ELECTION OF A CHAIR & VICE-CHAIR** (this being the first F&P meeting of the Council year)
1. **PUBLIC PARTICIPATION** As standard
2. **APOLOGIES FOR ABSENCE** None signified in advance.
3. **DECLARATIONS OF INTEREST/ DISPENSATION REQUESTS** Members who have a *financial* or *management* interest in any of the agenda items may wish to declare a personal interest.
4. **RECORDS OF MEETING** Records of the meeting of 15th April 2025. No complications foreseen. Members can legitimately vote to accept the minutes of previous meetings even if they were not personally present.
5. **REVIEW ACTIONS FROM LAST MEETING** A printout is attached: please note some items are deferred over to Full Council on 29th July.
6. **CLERK'S REPORT ON MATTERS NOT REQUIRING A DECISION**
 - 6.1 External audit The papers were set to the external auditors on 15th June, and have been acknowledged. The auditors have until the end of September to respond. There were no requests for public inspection.
 - 6.2 Report on leases. The draft lease for the Junior Football Field is still with the freeholders for consideration: this may be fortuitous since the issue of whether the field could potentially be used in connection with the Festival can also now be canvassed.
 - 6.3 Revision of account codes. We have agreement from our internal auditors that they will assist in renaming and streamlining our account codes as soon as we are ready, but this will depend on the view taken by Council on the future status and naming of committees.

ACTION: to note

FINANCIAL ISSUES (except grants)

7. **FINANCIAL REPORT FOR Q1**
A printout is attached for Quarter 1. To present a more realistic picture, the income section is amended to apportion the precept for the period in question (we actually receive the precept in two six-monthly tranches). Performance against the nominal target for the quarter would be 25%, and you will see that income is at 25.03% and expenditure at 23.2%.
8. **LIST OF PAYMENTS**
9. **TO NOTE BANK RECONCILIATION AND INVESTMENT LIST**
I attach relevant printouts. Please raise any queries in advance of the meeting.
ACTION: to note, response to queries as appropriate
10. **THE GREEN PROJECT : FINANCING ISSUES**
Following on-site research by the working group, an outline scheme has been conceived for enhancing the space around the VENUe and skatepark. However, in order to cost this accurately, a plan/schedule of the proposed works will be needed. The group suggest this could be done by a local trainee architect at a cost of £500. Does Committee agree?
ACTION: to resolve as appropriate

GRANTS ISSUES

11. AMENDMENTS TO THE GRANTS POLICY?

Some time ago, the question was raised whether our grant-making policy was sufficiently detailed and rigorous, but the matter was not debated further. The current policy is attached, with a copy also of the conditions contained in the current application form. Does Committee want to amend or add to either document, or perhaps amalgamate them?

ACTION: to resolve as appropriate

12. GRANT APPLICATIONS (in alphabetical order)

12.1 The Air Ambulance. £500 requested. Form and financial data attached (a publicity leaflet is available from the office). The Air Ambulance received £300 in 2024-25.

12.2 Anderida Project. £2,000 requested. Form and financial data attached. The Anderida Project received £500 in 2024-25.

12.3 Citizen's Advice. £600 requested. Form, covering letter, financial data and statistics attached. The CAB received £500 in 2024-25.

12.4 Connections Café. £5,000 requested. Form and covering statement attached – new venture, no financial data yet available.

12.5 The Shed @ Forest Row. £2814 requested. Form, financial data and budget attached.

12.6 The Soil Factory. £3450 requested. Form & purpose of funds attached. The project received £2,375 in 2024-25

12.7 We Grow. £640 requested. Form and budget (no accounts attached). We Grow received £1,200 in 2024-25.

The current grant budget is £17,500 (plus £1,500 for local artists). £1,483 has been allocated so far this year, leaving a balance of £16,017 in the main fund.

ACTION: to resolve as appropriate

POLICY ISSUES

13. PROPOSAL FOR A DEVOLUTION/LGR WORKING GROUP

As recently highlighted in various sources, there is significant uncertainty about what powers, assets and services will be devolved upwards to the mayors, and downwards to local councils during the reorganisation processes over the next 2-3 years. Areas where unitarisation has already taken place show no consistent pattern, and Sussex has not yet given any indication of its future policy.

It is imperative that we prepare for this process by research and representation, so we are not 'caught napping', with potentially serious consequences for resources and budgeting. I propose that a small group be formed to carry out this work on Council's behalf. Its remit being to research what assets and services might be devolved, the resource and finance implications, and to report back in good time for any necessary negotiations to take place.

ACTION: to resolve as appropriate

14. PROPOSAL FOR AMENDMENT TO THE SCHEME OF DELEGATION

It appears there is some ambiguity about the levels of authority in staff recruitment, not so much in how it actually happens, as in policy wording, due mainly or in part to changing structures where wording has not caught up with practice. For instance, the wording of the Scheme of Delegation has not changed since Personnel was a sub-committee of Finance &

Policy and drawn from within its membership. We have also recently adopted a formal Recruitment Policy.

The current wording of para 5.1 (bullet point.15) of the Scheme of Delegation defines the relevant remit of F&P as:

All matters relating to Staff, including recruitment, salaries and general staff terms and conditions, or based on recommendations made by the Personnel Committee. This Committee may decide that it wishes to refer such matters to the Council for final decision, subject to the matters reserved for final decision for legal reasons.

while para 2.1 of the recruitment policy reads:

Once we have identified a need to recruit, we will seek approval to recruit from Full Council, Finance & Policy or Personnel depending on the significance of the role and whether it is new or replacement.

My proposed amended wording to para 5.1 is as follows:

All matters relating to Staff, including recruitment, salaries and general staff terms and conditions, subject to the following:

- a. The Committee shall consider and resolve on whether to delegate to the Personnel & Grievance Committee the management of any straightforward recruitment matters.*
- b. The Committee shall consider and resolve on whether it wishes to reserve to itself any substantive recruitment issue or refer it to Full Council for management and/or final decision, including matters reserved for legal reasons.*
- c. The Committee must delegate to the Personnel & Grievance Committee any individual HR issue requiring determination.*

15. ITEMS TO BE REFERRED TO COMMITTEE OR FULL COUNCIL

MEETING OF F AND P COMMITTEE HELD ON 15 TH APRIL 2025			
MIN. NO	DECISION	ACTION BY	PROGRESS <i>To go out with next agenda</i>
77/25	Update account codes in RBS – book with Andy Beams	Carolyn	Deferred to follow committee structure discussion
78/25	Order Community Centre furniture	Amanda	Done & installed
79/25	Alternative income sources – Grants focus on next FC agenda	David	For FC agenda of 29/07
79/25	Alternative income sources - Paper to be sent to all Councillors	David	Deferred to the above
80/25	Pay grant to Junior Football Club	Carolyn	Done
81/25	Gov.uk email addresses – include initial and surname – go ahead	David/Carolyn	Done
82/25	Policies – include amendments	David	Done
83/25	Councillor training – send out list of companies that provide training	David	Deferred to consideration of next item
83/25	Councillor training – send out training needs analysis	David	Awaiting remaining replies
84/25	Masterplan – refer to Comms/Outreach	Comms/Outreach	Now for FC agenda on 29/07

Detailed Income & Expenditure by Budget Heading 08/07/2025

Month No: 3

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Finance & Policy							
401 Finance & Administration							
4176 FI-Precept Received	167,500	670,000	335,000			25.00%	
4181 FI-Wayleave Income	0	5	5			0.0%	
4182 FI-Devolved Services Income	438	1,600	1,163			27.3%	
4190 FI-Interest Received	1,954	7,000	5,046			27.9%	
Finance & Administration :- Income	<u>169,892</u>	<u>678,605</u>	<u>341,213</u>			<u>25.03%</u>	<u>0</u>
4101 FI-Salaries	106,812	441,000	334,188		334,188	24.2%	
4102 FI-Payroll Outsource Costs	280	800	520		520	35.0%	
4103 FI-Contrib. to Library Salary	0	6,500	6,500		6,500	0.0%	
4108 FI-Staff Training/Travel	275	1,000	725		725	27.5%	
4111 Forest Rate	0	30	30		30	0.0%	
4120 Postage	0	450	450		450	0.0%	
4121 Telecommunications	2,206	8,500	6,294		6,294	25.9%	
4123 Stationery	287	600	313		313	47.8%	
4124 FI-Subscriptions	4,178	6,600	2,422		2,422	63.3%	
4125 FI-Insurance	0	11,000	11,000		11,000	0.0%	
4126 Printer/copier	2,507	5,000	2,493		2,493	50.1%	
4134 FI-Parish Meeting	0	200	200		200	0.0%	
4135 FI-Councillors Training/Travel	0	1,000	1,000		1,000	0.0%	
4136 Security Checks	38	150	112		112	25.0%	
4137 FI-Members Allowances	919	7,000	6,081		6,081	13.1%	
4151 FI - Bank Charges	437	1,800	1,363		1,363	24.3%	
4156 FI-Legal & professional fees	100	3,500	3,400		3,400	2.9%	
4157 FI-Audit & Financial Managemen	1,540	5,000	3,460		3,460	30.8%	
4158 FI-Van Lease	0	300	300		300	0.0%	
4160 Office Equipment	80	500	420		420	16.0%	
4161 Office Maintenance	464	500	36		36	92.8%	
4165 FI-Election Fund	0	1,000	1,000		1,000	0.0%	
4166 Wayleaves	1	10	9		9	14.9%	
4169 Community Occasion	232	1,000	768		768	23.2%	
7101 PR- Advertising/Publicity	100	1,500	1,400		1,400	6.7%	
7102 PR-Website	0	500	500		500	0.0%	
7110 PR-Newsletter & Distribution	0	1,000	1,000		1,000	0.0%	
Finance & Administration :- Indirect Expenditure	<u>120,456</u>	<u>506,440</u>	<u>385,984</u>	<u>0</u>	<u>385,984</u>	<u>23.8%</u>	<u>0</u>
Net Income over Expenditure	<u>216,936</u>	<u>172,165</u>	<u>(44,771)</u>				

08/07/2025

Forest Row Parish Council

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Detailed Income & Expenditure by Budget Heading 08/07/2025

Month No: 3

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
403 Other Grants							
4360 Other Grants	1,483	17,500	16,017		16,017	8.5%	
4362 Local artists fund	0	1,500	1,500		1,500	0.0%	
Other Grants :- Indirect Expenditure	<u>1,483</u>	<u>19,000</u>	<u>17,517</u>	<u>0</u>	<u>17,517</u>	<u>7.8%</u>	<u>0</u>
Net Expenditure	<u>(1,483)</u>	<u>(19,000)</u>	<u>(17,517)</u>				
Finance & Policy :- Income	<u>169,892</u>	<u>678,605</u>	<u>341,213</u>			<u>25.03%</u>	
Expenditure	<u>121,939</u>	<u>525,440</u>	<u>403,501</u>	<u>0</u>	<u>403,501</u>	<u>23.2%</u>	
Movement to/(from) Gen Reserve	<u>47,953</u>	<u>153,165</u>	<u>(62,288)</u>				

List of Payments made between 01/04/2025 and 30/06/2025

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/04/2025	WEALDEN DC	DD	136.75		HH RATES
03/04/2025	BACS P/L Pymnt Page 1943	BACS Pymnt	25,909.91		BACS P/L Pymnt Page 1943
07/04/2025	POCKIT CARD GAGES	TOP-UP	500.00		TOP-UP
07/04/2025	POCKIT CARD YOUTH	TOP-UP	250.00		TOP-UP
07/04/2025	POCKIT CARD GG	TOP-UP	250.00		TOP-UP
07/04/2025	IVONNA LUDKEVYCH	BP	35.00		MARKET REFUND
09/04/2025	ALLSTAR BUSINESS SOLUTIONS 1		8.93		FUEL
09/04/2025	O2	DD	67.52		MOBILE
09/04/2025	O2	DD	18.79		YOUTH MOBILE
10/04/2025	BARCLAYCARD	2	64.49		CHARGES
10/04/2025	PAYTEK ADMIN SERVICES LTD	3	27.60		CHARGES
10/04/2025	AO SHIPLEY	BP	7,268.94		TAX & NI - MARCH
11/04/2025	POCKIT CARD GAGES	TOP-UP	250.00		TOP-UP
11/04/2025	POCKIT CARD GT	TOP-UP	100.00		TOP-UP
11/04/2025	PAYTEK ADMIN SERVICES LTD	4	19.20		CHARGES
11/04/2025	ARWYN PHENIX	BP	264.00		XMAS EVENT WINE
11/04/2025	DRAINAGE & PLUMBING	BP	300.00		BLOCKAGE
11/04/2025	MEL MESHER	BP	88.15		REIMBURSEMENT
16/04/2025	ALLSTAR BUSINESS SOLUTIONS 5		129.66		FUEL
17/04/2025	CORONA ENERGY RETAIL 4 LTD	6	1,594.05		AS
22/04/2025	BACS P/L Pymnt Page 1947	BACS Pymnt	216.36		BACS P/L Pymnt Page 1947
22/04/2025	EDF ENERGY CUSTOMERS PLC	7	453.47		STREETLIGHT POWER
22/04/2025	BAILEY CONSTRUCTION	BP	6,300.00		HH WORKS
22/04/2025	TJN LOCKS	BP	124.00		SPRING ROOM LOCK
24/04/2025	TELECOMS WORLD PLC	8	74.11		0800 NUMBER
25/04/2025	ENGIE POWER LTD	9	205.79		ELECTRICITY
25/04/2025	ENGIE POWER LTD	10	866.92		ELECTRICITY
25/04/2025	ENGIE POWER LTD	11	372.54		ELECTRICITY
28/04/2025	EAST SUSSEX PENSION	BP	5,315.95		SUPERANN - APR
28/04/2025	SALARIES	BP	25,479.73		STAFF
29/04/2025	BACS P/L Pymnt Page 1948	BACS Pymnt	258.24		BACS P/L Pymnt Page 1948
29/04/2025	BT PAYMENT SERVICES LTD	12	34.33		TELECOMMUNICATIONS
30/04/2025	POCKIT CARD DOD	TOP-UP	500.00		TOP-UP
30/04/2025	POCKIT CARD YOUTH	TOP-UP	200.00		TOP-UP
30/04/2025	POCKIT CARD GT	TOP-UP	1,000.00		TOP-UP
30/04/2025	POCKIT CARD GG	TOP-UP	100.00		TOP-UP
30/04/2025	ALLSTAR BUSINESS SOLUTIONS 13		50.31		FUEL
30/04/2025	FOCUS GROUP	DD	105.90		HELPLINE
30/04/2025	LADBROOK INS	BP	356.56		SHED INS
30/04/2025	FR JUNIOR FOOTBALL CLUB	BP	500.00		GRANR
30/04/2025	UNITY TRUST	BP	27.75		SERVICE CHARGE
01/05/2025	WEALDEN DC	DD	135.00		HH RATES
06/05/2025	BIFFA WASTE SERVICES LTD	1	727.27		WASTE
07/05/2025	ALLSTAR BUSINESS SOLUTIONS 2		63.66		FUEL
08/05/2025	BACS P/L Pymnt Page 1951	BACS Pymnt	20,273.02		BACS P/L Pymnt Page 1951
08/05/2025	O2	DD	72.58		MOBILE
09/05/2025	O2	DD	20.20		MOBILE

Time: 15:08

Unity Trust

List of Payments made between 01/04/2025 and 30/06/2025

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
09/05/2025	AO SHIPLEY	BP	8,392.21		TAX & NI - APRIL
12/05/2025	BARCLAYCARD	3	67.44		CHARGES
12/05/2025	PAYTEK ADMIN SERVICES LTD	4	19.20		CHARGES
12/05/2025	PAYTEK ADMIN SERVICES LTD	5	27.60		CHARGES
12/05/2025	ANNABEL RAE	BP	30.00		LOW COST COUNSELLING
12/05/2025	DAVID LOVEDAY	BP	111.04		REIMBURSEMENT - SHED
12/05/2025	BAILEY CONSTRUCTION	BP	2,160.00		HANDRAIL REPAIRS
12/05/2025	FLEUR BRITTEN	BP	35.76		REIMBURSEMENT - SHED
12/05/2025	EMMA DAVIES	BP	182.01		REIMBURSEMENT - GAGES
14/05/2025	ALLSTAR BUSINESS SOLUTIONS	6	8.93		FUEL
19/05/2025	BACS P/L Pymnt Page 1953	BACS Pymnt	8,077.90		BACS P/L Pymnt Page 1953
19/05/2025	CORONA ENERGY RETAIL 4 LTD	7	1,072.30		GAS
20/05/2025	RURAL SERVICES	BP	148.68		MEMBERSHIP
20/05/2025	DAVID LOVEDAY	BP	35.50		REIMBURSEMENT - SHED
21/05/2025	BACS P/L Pymnt Page 1954	BACS Pymnt	150.00		BACS P/L Pymnt Page 1954
21/05/2025	ALLSTAR BUSINESS SOLUTIONS	8	60.41		FUEL
22/05/2025	EDF ENERGY CUSTOMERS PLC	9	449.32		STREETLIGHT POWER
23/05/2025	TELECOMS WORLD PLC	10	74.26		0800 NUMBER
23/05/2025	PORTIA COCKS	BP	12.25		REIMBURSEMENT - APM
28/05/2025	ENGIE POWER LTD	11	188.83		ELECTRICITY
28/05/2025	ENGIE POWER LTD	12	784.66		ELECTRICITY
28/05/2025	ENGIE POWER LTD	13	680.69		ELECTRICITY
28/05/2025	EAST SUSSEX PENSION	BP	5,200.60		SUPERANNUATION - MAY
28/05/2025	STAFF	BP	24,874.84		MAY SALARIES
29/05/2025	BT PAYMENT SERVICES LTD	14	34.33		TELECOMMUNICATIONS
29/05/2025	FOCUS GROUP	DD	105.90		0800 NUMBER
31/05/2025	UNITY TRUST	BP	29.85		SERVICE CHARGE
02/06/2025	POCKITGARD - GG	TOP-UP	500.00		TOP-UP
02/06/2025	POCKITGARD - GT	TOP-UP	1,500.00		TOP-UP
02/06/2025	POCKITGARD - YOUTH	TOP-UP	500.00		TOP-UP
02/06/2025	BIFFA WASTE SERVICES LTD	1	615.38		WASTE
02/06/2025	BNP PARIBAS	DD	726.58		COPIER
02/06/2025	POCKITGARD - DOD	TOP-UP	500.00		TOP-UP
04/06/2025	BACS P/L Pymnt Page 1957	BACS Pymnt	3,820.53		BACS P/L Pymnt Page 1957
09/06/2025	O2	DD	72.58		MOBILE
10/06/2025	BARCLAYCARD	2	41.90		CHARGES
10/06/2025	PAYTEK ADMIN SERVICES LTD	3	19.20		CHARGES
10/06/2025	PAYTEK ADMIN SERVICES LTD	4	27.60		CHARGES
10/06/2025	O2	DD	20.20		MOBILE
10/06/2025	JASMINE BARNES	BACS	50.00		ALLOTMENT REFUND
10/06/2025	AO SHIPLEY	BACS	8,036.92		TAX & NI - MAY
10/06/2025	EMMA DAVIES	BACS	229.05		REIMBURSE - GAGES
11/06/2025	BACS P/L Pymnt Page 1959	BACS Pymnt	13,808.46		BACS P/L Pymnt Page 1959
11/06/2025	BNP PARIBAS	DD	1,315.70		COPIER
11/06/2025	ALLSTAR	DD	8.93	FUEL CARD	ALLSTAR
17/06/2025	BACS P/L Pymnt Page 1960	BACS Pymnt	1,833.17		BACS P/L Pymnt Page 1960
18/06/2025	ALLSTAR BUSINESS SOLUTIONS	5	59.26		FUEL

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Time: 15:08

Unity Trust

List of Payments made between 01/04/2025 and 30/06/2025

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
18/06/2025	EMMA DAVIES	BACS	30.99		REIMBURSEMENT - GAGES
19/06/2025	POCKIT-CARD CC	TOP-UP	500.00		TOP-UP
19/06/2025	POCKITCARD-GT	TOP-UP	500.00		TOP-UP
19/06/2025	EMMA REID	BACS	150.00		STAFF TRAINING
20/06/2025	CORONA ENERGY RETAIL 4 LTD	1	589.22		GAS
24/06/2025	TELECOMS WORLD PLC	6	73.97		0800 NUMBER
25/06/2025	EDF ENERGY CUSTOMERS PLC	7	458.72		STREETLIGHT POWER
26/06/2025	ENGIE POWER LTD	8	676.70		ELECTRICITY
26/06/2025	ENGIE POWER LTD	9	194.84		ELECTRICITY
26/06/2025	ENGIE POWER LTD	10	105.90		ELECTRICITY
26/06/2025	ENGIE POWER LTD	11	16.20		ELECTRICITY
26/06/2025	FOCUS	DD	105.90		HELPLINE
26/06/2025	ENGIE	DD	-105.90		ADJ
27/06/2025	SIEMENS FINANCIAL SERVICES	12	213.30		DRINKS MACHINE LEASE
27/06/2025	EAST SUSSEX PENSION	BACS	5,178.97		SUPERSNN - JUNE
27/06/2025	BACS P/L Pymnt Page 1963	BACS Pymnt	2,284.00		BACS P/L Pymnt Page 1963
27/06/2025	CONCIOUS MERCH	BACS	161.10		CLLR BADGES
27/06/2025	STAFF	BACS	25,251.70		SALARIES
30/06/2025	BIFFA WASTE SERVICES LTD	13	839.16		WASTE
30/06/2025	BT PAYMENT SERVICES LTD	14	34.33		TELECOMMUNICATIONS
30/06/2025	UNITY TRUST	BP	36.90		HANDLING CHARGE
30/06/2025	UNITY TRUST	BP	24.30		SERVICE CHARGE

Total Payments 225,136.95

7150.00
 217,986.95

Time: 15:08

POCKIT CARD - DOD

List of Payments made between 01/04/2025 and 30/06/2025

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
04/04/2025	TERRAIN TYRES	BP	93.25		MOWER TYRE
04/04/2025	EAST GRINSTEAD GLASS	BP	43.20		NOTICEBOARD REPAIRS
10/04/2025	TERRAIN TYRES	BP	65.50		TYRE
10/04/2025	EAST GRINSTEAD GLASS	BP	43.20		NOTICEBOARDS
12/04/2025	GIFFGAFF	DD	10.00		MOBILE
15/04/2025	AMAZON	BP	8.75		RADIATOR VALVE
16/04/2025	JUST LAWNMOWERS	BP	288.99		SHREDDER BLADES
20/04/2025	ZOOM	DD	12.99		VIRTUAL MEETINGS
29/04/2025	ZOOM	DD	101.32		VIRTUAL MEETINGS - ANNUAL
30/04/2025	POCKIT	BP	1.99		FEES
03/05/2025	COOKSMILL	BP	146.28		EQUIPMENT
09/05/2025	MR PAPER	BP	15.41		MACHINE ROLLS
12/05/2025	GIFFGAFF	DD	10.00		MARKET MOBILE
15/05/2025	CARTRIDGE SAVE	BP	80.87		INK
22/05/2025	SCREWFIX	BP	49.49		RADIATOR
30/05/2025	POCKIT	BP	1.99		FEE
06/06/2025	WEALDEN DC	BP	21.00		MARKET TENS
12/06/2025	GIFFGAFF	DD	10.00		MOBILE
26/06/2025	AMAZON	BP	3.50		PARTS
26/06/2025	AMAZON	BP	20.98		TYRES
30/06/2025	POCKIT	BP	1.99		FEE
Total Payments			1,030.70		

POCKIT CARD - CC

List of Payments made between 01/04/2025 and 30/06/2025

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
15/04/2025	WEALDEN DC	BP	21.00		TENS MARKET
15/04/2025	AMAZON	BP	12.99		GLOVES
23/04/2025	AMAZON	BP	54.94		NAILS/HANDLES
29/04/2025	UKCRBS	BP	15.01		CRB CHECK
30/04/2025	POCKIT	BP	1.99		FEEES
07/05/2025	SHED FLOAT	CASH	50.00		SHED FLOAT
07/05/2025	POCKIT	BP	1.99		FEE
08/05/2025	WEALDEN DC	BP	21.00		TENS - MARKET
22/05/2025	GLASDON	BP	191.18		BIN LINERS
31/05/2025	POCKIT	BP	1.99		FEE
02/06/2025	OYPLA	BACS	449.90		BRIDGE TABLES
04/06/2025	UKCRBS	BACS	15.01		CHECK
05/06/2025	UKCRB	BACS	15.01		CHECK
11/06/2025	ICO	BACS	78.00		DATA PROTECTION
17/06/2025	AMAZON	BACS	12.99		PADLOCKS
18/06/2025	AMAZON	BACS	15.28		PARTS
30/06/2025	POCKIT	BP	1.99		FEE
Total Payments			960.27		

Time: 15:09

POCKIT CARD - YOUTH

List of Payments made between 01/04/2025 and 30/06/2025

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/04/2025	CO-OP	BP	20.80		REFRESHMENTS
04/04/2025	NO. 8	BP	16.00		SUPPLIES
07/04/2025	ICELAND	BP	77.95		REFRESHMENTS
16/04/2025	CO-OP	BP	5.80		REFRESHMENTS
18/04/2025	POCKIT	BP	1.99		FEES
22/04/2025	ICELAND	BP	90.60		REFRESHMENTS
01/05/2025	SEASONS	BP	12.52		SUPPLIES
06/05/2025	CO-OP	BP	20.62		REFRESHMENTS
07/05/2025	CO-OP	BP	19.07		REFRESHMENTS
13/05/2025	CO-OP	BP	27.14		REFRESHMENTS
14/05/2025	SAINSBURYS	BP	95.53		REFRESHMENTS
14/05/2025	NO.8	BP	8.00		SUPPLIES
14/05/2025	CO-OP	BP	9.18		REFRESHMENTS
18/05/2025	POCKIT	BP	1.99		FEE
20/05/2025	NO.8	BP	45.10		SUPPLIES
20/05/2025	SEASONS	BP	5.50		SUPPLIES
20/05/2025	CO-OP	BP	3.20		REFRESHMENTS
22/05/2025	CO-OP	BP	24.80		REFRESHMENTS
23/05/2025	NO.8	BP	38.00		SUPPLIES
27/05/2025	ICELAND	BP	61.39		REFRESHMENTS
08/06/2025	SEASONS	BP	9.30		FOOD
08/06/2025	CO-OP	BP	36.03		REFRESHMENTS
08/06/2025	TESCO	BP	40.00		FOOD
09/06/2025	ICELAND	BP	80.59		REFRESHMENTS
17/06/2025	CO-OP	BP	2.50		REFRESHMENTS
18/06/2025	POCKIT	BP	1.99		FEE
19/06/2025	CO-OP	BP	26.37		REFRESHMENTS
19/06/2025	NO 8	BP	11.50		EQUIPMENT
22/06/2025	HSQE	BP	108.00		STAFF TRAINING
30/06/2025	WAITROSE	BP	11.84		EQUIPMENT
30/06/2025	ICELAND	BP	113.44		REFRESHMENTS
30/06/2025	SACRED HEART	BP	14.48		EQUIPMENT
30/06/2025	ASHDOWN PHARMACY	BP	1.20		EQUIPMENT
Total Payments			1,042.42		

Time: 15:09

POCKIT CARD - GAGES

List of Payments made between 01/04/2025 and 30/06/2025

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/04/2025	SAINSBURYS	BP	175.28		FOOD
01/04/2025	SAINSBURYS	BP	-175.28		DUPLICATE ENTRY
02/04/2025	CO-OP	BP	0.75		FOOD
02/04/2025	CO-OP	BP	0.62		FOOD
03/04/2025	CO-OP	BP	1.65		FOOD
04/04/2025	CO-OP	BP	7.10		FOOD
08/04/2025	SAINSBURYS	BP	215.76		FOOD
10/04/2025	SAINSBURYS	BP	13.50		FOOD
11/04/2025	SAINSBURYS	BP	15.00		FOOD
15/04/2025	SAINSBURYS	BP	92.11		FOOD
17/04/2025	CO-OP	BP	4.45		FOOD
22/04/2025	SAINSBURYS	BP	194.63		FOOD
23/04/2025	CO-OP	BP	1.75		FOOD
25/04/2025	CO-OP	BP	5.60		FOOD
25/04/2025	TESCO	BP	19.69		FOOD
28/04/2025	POCKIT	BP	1.99		FEES
29/04/2025	SAINSBURYS	BP	234.81		FOOD
30/04/2025	WAITROSE	BP	19.67		FOOD
30/04/2025	ALLAN MARTIN	BP	200.00		MEAT
30/04/2025	SAINSBURYS	BP	25.58		FOOD
01/05/2025	CO-OP	BP	2.35		FOOD
01/05/2025	NO 8	BP	11.00		SUNDRIES
02/05/2025	CO-OP	BP	2.20		FOOD
02/05/2025	CO=OP	BP	3.94		FOOD
07/05/2025	TESCO	BP	4.45		FOOD
25/05/2025	POCKIT	BP	1.99		FEE
04/06/2025	CO-OP	BP	3.48		FOOD
06/06/2025	CO-OP	BP	4.19		FOOD
12/06/2025	NO 8	BP	3.00		RUBBER GLOVES
18/06/2025	CO-OP	BP	2.85		FOOD
25/06/2025	POCKIT	BP	1.99		FEE
27/06/2025	CO-OP	BP	13.20		FOOD
30/06/2025	TESCO	BP	4.20		FOOD
Total Payments			1,113.50		

Forest Row Parish Council

Bank - Cash and Investment Reconciliation as at 30 June 2025

Confirmed Bank & Investment Balances

Bank Statement Balances

30/06/2025	Cafe Cash A/c	0.00
30/06/2025	Thursday Club Cash A/c	0.00
30/06/2025	Unity Trust	331,273.55
30/06/2025	CCLA	175,000.00
30/06/2025	POCKIT CARD - DOD	654.93
30/06/2025	POCKIT CARD - CC	633.73
30/06/2025	POCKIT CARD - GAGES	1.50
30/06/2025	POCKIT CARD - YOUTH	115.35
30/06/2025	POCKIT - GT	770.79

508,449.85

Other Cash & Bank Balances

186.16

508,636.01

Receipts not on Bank Statement

0.00

Closing Balance

508,636.01

All Cash & Bank Accounts

2	Cafe Cash Account	0.00
3	Thursday Club Cash Account	0.00
4	Unity Trust	331,273.55
5	CCLA	175,000.00
6	POCKIT CARD - DOD	654.93
7	POCKIT CARD - CC	633.73
8	POCKIT CARD - GAGES	1.50
10	POCKIT CARD - YOUTH	115.35
12	POCKIT -GT	770.79

Other Cash & Bank Balances 186.16

Total Cash & Bank Balances 508,636.01



FOREST ROW PARISH COUNCIL GRANT ALLOCATION POLICY

1. GENERAL

1.1 Applications will be considered by the Finance & Policy Committee (or Full Council when necessary) which meets quarterly and will be allocated in line with its annual budget. The Council's website should be checked for dates of the meetings: www.forestrow.gov.uk.

1.2 Applications should be received in the Parish Council Office at least 10 days prior to the scheduled meeting dates.

1.3 Only one grant per community organisation will be awarded in any one financial year.

1.4 Annually recurring grants will not be considered as a rule but each grant will be considered on its merits and the benefit to the community as a whole.

1.5 Retrospective applications or payments will not be considered.

1.6 It is a condition of the grant that successful applicants will be required to show proof of expenditure and submit relevant purchase orders/quotations/invoices etc to the Clerk.

1.7 Grants must be spent within one calendar year of allocation, and in default the grant monies must be returned to the Council.

2. ELIGIBILITY

The Council will consider applications from the following eligible groups:

2.1 Registered Charities (if National, then there should be a proven benefit to local residents)

2.2 Community Organisations

2.3 Voluntary Groups – run on a not-for-profit basis with a current bank account in the name of the group.

2.4 The Council will consider applications from religious groups, but the application must show that the project will bring wider community benefit.

2.5 Grants will not normally be considered from individuals unless there are very specific, proven benefits to the community.

3. CRITERIA

3.1 Grants will be considered towards direct costs/expenditure for a wide range of purposes including marketing, professional fees or training costs, capital expenditure, refurbishment or development projects or events.

3.2 Applications must be accompanied by at least one year of (audited) accounts for the organization, if applicable, together with current bank statements, (at least one month), a full budget/financial projections and relevant quotations for the project/event to demonstrate:

3.2.1 The actual purpose for which the grant is required, and

3.2.2 Whether the project/event will be financially viable.

The requirement for audited accounts may be waived at the Council's discretion if the applicant is: a company exempt from audit under section 477 of the Companies Act 2006, or a newly formed organisation which has not yet produced annual accounts.

3.3 Any grant received must be specifically for the project at purpose described in the application. Any changes to the objectives/purpose stated in your application, must first be discussed with the Parish Clerk.

3.4 Whilst the Council does not require that applicants have match funding from other sources for their project, it should be stated on the application if other funding is being sourced.

3.5 When a grant is approved the Council's Logo should be used on any publicity for the project.

Policy last reviewed: May 2025 Due for review: May 2027
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POINTS TO NOTE WHEN APPLYING FOR A GRANT

In accordance with its General Power of Competence under Section 1-8 of The Localism Act 2011, the Council is empowered to commit to reasonable expenditure, in the form of grants, which is not restricted by other legislation.

1. General

- Applications will be considered by the Finance & Policy Committee which meets quarterly. Please check the Council's website for dates: www.forestrow.gov.uk
- Applications should be received in the Parish Council Office at least 7 days prior to the scheduled meeting dates.
- Only one grant per community organisation will be awarded in any one financial year
- Annually recurring grants will not be considered as a rule but each grant will be considered on its merit and the benefit to the community as a whole.
- Retrospective applications or payments/reimbursements will not be considered
- Payments to individuals will not be considered as a rule unless there are very specific, proven benefits to the community
- It is a condition of the grant that successful applicants will be required to show proof of expenditure and submit relevant purchase orders/quotations/invoices etc to the Clerk.

2. Eligibility

The Council will consider applications from the following eligible groups:

- Registered Charities (if National, then there should be a proven benefit to local residents) Community Organisations
- Voluntary Groups – run on a not-for-profit basis with a current bank account in the name of the group.
- The Council will consider applications from religious groups, but the application must show that the project will bring wider community benefit.
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FOREST ROW PARISH COUNCIL



The Community Centre
Hartfield Road
Forest Row
East Sussex
RH18 5DZ

Tel: 01342 822661
Email: parishclerk@forestrow.gov.uk
Web: <http://www.forestrow.gov.uk>
Clerk: David O'Driscoll

REQUEST FOR GRANT AID

Please note that grants will only be considered by the submission of this form

NAME OF ORGANISATION: Air Ambulance Charity Kent Surrey Sussex		
NAME OF CONTACT PERSON: Nick Turrell, Community Fundraising Manager		
ADDRESS FOR CORRESPONDENCE:	Tel: 01634 471900	
	Email: community@aakss.org.uk	
	Web (if any): https://www.aakss.org.uk/	
POST CODE:	SUM REQUESTED: £500	
TO WHOM SHOULD ANY GRANT CHEQUE BE MADE PAYABLE?	Air Ambulance Charity Kent Surrey Sussex	
DO YOU HAVE AUDITED ACCOUNTS? ☐ YES ☐ No IF APPLICABLE, DO YOU HAVE A BUDGET? ☐ YES ☐ No	IF YES, ARE THEY ATTACHED? ☐ YES ☐ No (Accounts) ☐ Yes ☐ NO (Budget)	IF NO, PLEASE EXPLAIN WHY Budget for 2024-2025 not in the public domain
ARE YOU ASKING FOR FUNDING FROM OTHER SOURCES? ☐ YES ☐ No		
From	Amount	Purpose
Grant applications are being submitted to other councils and the response is very positive and supportive.	Total annual expenditure £20.4m. (£56000 daily)	Our ongoing fundraising effort relates to grants, donations, lottery, raffles, legacies, events, sponsorship, business partnership.
PURPOSE OF REQUEST (please use second sheet if necessary)		
Our aim is an end to preventable loss of life from medical emergency, and to ensure the best possible outcomes for patients. We fulfil this aim by provision of HEMS (Helicopter Emergency Medical Service). HEMS brings A&E resources, including doctors and critical-care paramedics, direct to the patient at the scene of emergency. Some complex surgical procedures may be undertaken there, including chest and heart procedures and administration of anaesthetics and blood transfusions. During rapid transfer to the most appropriate hospital trauma centre, our helicopters allow for 360-degree patient access, which enables our crews to carry out several procedures during the flight. The grant is requested as a contribution to the operating costs of HEMS – helicopters, rapid-response vehicles, medical equipment, fuel, highly-trained crews.		

HOW WILL IT BENEFIT THE COMMUNITY?

In the event of a serious medical or trauma emergency in Forest Row, every resident of your parish could potentially be a beneficiary of our life-saving emergency service.

FOR OFFICIAL USE ONLY

Date of Meeting:	Min.No:	Approved: ☐ Yes ☐ No	Amount:
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POINTS TO NOTE WHEN APPLYING FOR A GRANT

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2. Eligibility

The Council will consider applications from the following eligible groups:

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- Grants will not normally be considered from individuals

3. Criteria

- Grants will be given towards direct costs/expenditure for a wide range of purposes including marketing, professional fees or training costs, capital expenditure, refurbishment or development projects or events.

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES

(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)

YEAR ENDED 31st MARCH 2024 .

	Notes	Unrestricted Funds	Restricted Funds	Total Funds 2024	Total Funds 2023
Income:		£	£	£	£
Donations and legacies	3	7,308,639	438,353	7,746,992	6,324,221
Charitable activities	3	2,201,696	-	2,201,696	2,002,245
Trading activity	3	8,810,106	149,950	8,960,056	8,716,055
Investment income	3	179,696	-	179,696	250,326
Other income	3	1,369,883	237,590	1,607,473	1,009,398
Total income		19,870,020	825,893	20,695,913	18,302,245
Expenditure:					
Raising funds	5	3,744,725	40,888	3,785,613	2,879,113
Charitable activities	5	14,419,448	535,332	14,954,780	13,986,751
Cost of sales trading subsidiary	5	1,680,682	27,848	1,708,530	1,931,635
Total expenditure		19,844,855	604,068	20,448,923	18,797,499
Operating surplus / (deficit)		25,165	221,825	246,990	(495,254)
Unrealised gains / (losses) on investments	8	164,290	-	164,290	(166,937)
Net income		189,455	221,825	411,280	(662,191)
Transfer between funds		56,902	(56,902)	-	-
Net movement in funds		246,357	164,923	411,280	(662,191)
Reconciliation of funds:					
Fund balances brought forward		33,523,605	177,170	33,700,775	34,362,966
Fund balances carried forward		33,769,962	342,093	34,112,055	33,700,775

The above statement contains all the gains and losses recognised in the current and preceding year.
All operations are continuing.

The notes on pages 49-65 form part of these financial statements

FOREST ROW PARISH COUNCIL



The Community Centre
Hartfield Road
Forest Row
East Sussex
RH18 5DZ

Tel: 01342 822661
Email: parishclerk@forestrow.gov.uk
Web: <http://www.forestrow.gov.uk>
Clerk: David O'Driscoll

REQUEST FOR GRANT AID

Please note that grants will only be considered by the submission of this form

NAME OF ORGANISATION: THE ANDERIDA PROJECT CIC		
NAME OF CONTACT PERSON: LAURA POPLE		
ADDRESS FOR CORRESPONDENCE: Forge House, Lower Road Forest Row	Tel: 01342 54 50 58	
	Email: info@theanderidapractice.com	
	Web (if any): www.TheAnderidaProject.org	
POST CODE: RH18 5ES	SUM REQUESTED: £2,000	
Bank (BACS) details for any grant awarded:		
DO YOU HAVE AUDITED ACCOUNTS? ☒ Yes ☐ No	IF YES, ARE THEY ATTACHED? ☒ Yes ☐ No (Accounts)	IF NO, PLEASE EXPLAIN WHY
IF APPLICABLE, DO YOU HAVE A BUDGET? ☒ Yes ☐ No	☒ Yes ☐ No (Budget)	
ARE YOU ASKING FOR FUNDING FROM OTHER SOURCES? ☒ Yes ☐ No		
From	Amount	Purpose
National Lottery Community Fund	£3,000	Support for mental health, pain relief
National Lottery Community Fund	£2,280	Teenage Wellbeing Support – 38 weeks
PURPOSE OF REQUEST (please use second sheet if necessary)		
We are seeking £2,000 to help support the continued delivery of two vital community health initiatives: our Community Pain Relief Clinic and our Teen Mental Health Services. Both projects were launched in 2024 with National Lottery funding, which is due to end in June 2025. We are now asking for urgent support from the Parish Council to help keep these services running while we actively seek further funding opportunities and develop longer-term sustainable models. The Community Pain Relief Clinic, which began in November 2024, has already become a lifeline for local residents living with chronic pain. It offers high-quality, low-cost complementary healthcare—including acupuncture, osteopathy, and physiotherapy—in a multi-bed setting. The Teen Mental Health Services provide group yoga classes and creative therapeutic support to young people facing challenges such as anxiety, low mood, family difficulties, and school-related stress. These sessions are low-cost and delivered by qualified professionals who specialise in working with adolescents. With increasing demand for youth mental health support and long NHS waitlists, this service is a crucial early intervention for young people in our community. Both services operate on a community-supported subsidy model, where those who can afford to pay contribute		

to the cost of care for those who cannot. This ensures that financial hardship is never a barrier to accessing support.

With our current funding ending soon, we urgently need additional support to **bridge the gap and keep these services going**, ensuring continuity of care for those already benefiting and those who will need support in the months ahead. The funding requested from the Parish Council will make a meaningful difference in sustaining these valued community services at a time when they are needed most.

HOW WILL IT BENEFIT THE COMMUNITY?

The **Community Pain Relief Clinic** and **Teen Mental Health Services** meet critical gaps in local provision by offering accessible, affordable support to residents who would otherwise struggle to access care. Both projects are already having a profound impact on the wellbeing of our community.

The **Community Pain Relief Clinic** provides effective complementary therapies such as **acupuncture, osteopathy, and physiotherapy** for adults living with chronic pain. Pain can affect every aspect of a person's life—from mobility and independence to mental health, the ability to work, care for others, or engage socially. For those who cannot afford private treatment, options are often extremely limited. Our clinic helps bridge this gap, offering vital support that can improve quality of life, reduce isolation, and lessen the need for more costly or invasive interventions in the future.

Our **Teen Mental Health Services** were developed in response to the growing needs of young people experiencing anxiety, low mood, stress, and emotional difficulties. We provide a supportive and therapeutic space for young people to explore their feelings, build resilience, and develop a stronger sense of self. With long NHS waiting lists for mental health support, our teen services provide crucial early intervention, offering timely, accessible help that can prevent issues from escalating and reduce the long-term impact on young people and their families.

Both the pain clinic and the teen services are grounded in a **subsidy model**, ensuring that no one is turned away due to financial constraints. Those who are able to contribute help support those who cannot, creating a compassionate, community-led approach to care. This model fosters a strong sense of solidarity, shared responsibility, and inclusivity across generations.

Beyond individual treatment, these services also provide **welcoming, non-clinical spaces** where people feel respected and empowered. Practitioners offer practical support around self-care, stress reduction, and emotional wellbeing, helping participants take an active role in their own recovery.

In short, these projects are already making a tangible and measurable difference to local lives. With continued support, we can ensure that pain, distress, or financial hardship do not become barriers to living a full and connected life. By investing in these services, the Parish Council will be contributing directly to the **health, dignity, and resilience** of the Forest Row community—now and for the future.

FOR OFFICIAL USE ONLY

Date of Meeting:	Min.No:	Approved: ☐ Yes ☐ No	Amount:
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POINTS TO NOTE WHEN APPLYING FOR A GRANT

In accordance with its General Power of Competence under Section 1-8 of The Localism Act 2011, the Council is empowered to commit to reasonable expenditure, in the form of grants, which is not restricted by other legislation.

1. General

- Applications will be considered by the Finance & Policy Committee which meets quarterly. Please check the Council's website for dates: www.forestrow.gov.uk
- Applications should be received in the Parish Council Office at least 7 days prior to the scheduled meeting dates.

THE ANDERIDA PROJECT COMMUNITY INTEREST COMPANY
INCOME STATEMENT
FOR THE YEAR ENDED 31 MARCH 2024

	2024	2023
	£	£
Cost of sales	(7,783)	(9,302)
Gross loss	<u>(7,783)</u>	<u>(9,302)</u>
Administrative expenses	(964)	(14,364)
Other operating income	9,107	14,990
Operating surplus/(loss)	<u>360</u>	<u>(8,676)</u>
Surplus/(loss) on ordinary activities before taxation	<u>360</u>	<u>(8,676)</u>
Tax on surplus/(loss) on ordinary activities	-	-
Surplus/(loss) for the financial year	<u><u>360</u></u>	<u><u>(8,676)</u></u>

THE ANDERIDA PROJECT COMMUNITY INTEREST COMPANY
STATEMENT OF FINANCIAL POSITION
AS AT 31 MARCH 2024

	Notes	2024 £	2023 £
Current assets			
Debtors	4	160	-
Cash at bank and in hand		2,137	15,901
		<u>2,297</u>	<u>15,901</u>
Net current assets		<u>2,297</u>	<u>15,901</u>
Total assets less current liabilities		<u>2,297</u>	<u>15,901</u>
Creditors: amounts falling due after more than one year	5	(10,613)	(24,577)
Net liabilities		<u>(8,316)</u>	<u>(8,676)</u>
Reserves	6		
Profit and loss account		(8,316)	(8,676)
Members' funds		<u>(8,316)</u>	<u>(8,676)</u>

For the year ending 31 March 2024 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with the provisions of FRS 102 Section 1A - Small Entities.

The financial statements were approved by the Board of Directors and authorised for issue on 2 May 2024 and were signed on its behalf by

Laura Pople
Director

Company Registration No. 13951242

THE ANDERIDA PROJECT COMMUNITY INTEREST COMPANY
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2024

1 Statutory information

THE ANDERIDA PROJECT COMMUNITY INTEREST COMPANY is a private company, limited by guarantee, registered in England and Wales, registration number 13951242. The registered office is Forge House, Lower Road, Forest Row, East Sussex, RH18 5ES.

2 Compliance with accounting standards

The accounts have been prepared in accordance with the provisions of FRS 102 Section 1A Small Entities. There were no material departures from that standard.

3 Accounting policies

The principal accounting policies adopted in the preparation of the financial statements are set out below and have remained unchanged from the previous year, and also have been consistently applied within the same accounts.

Basis of preparation

The accounts have been prepared under the historical cost convention as modified by the revaluation of certain fixed assets.

Presentation currency

The accounts are presented in £ sterling.

4 Debtors	2024	2023
	£	£
Amounts falling due after more than one year		
Other debtors	160	-
5 Creditors: amounts falling due after more than one year	2024	2023
	£	£
Other creditors	10,613	24,577

6 Company limited by guarantee

The company is limited by guarantee and has no share capital.

Every member of the company undertakes to contribute to the assets of the company, in the event of a winding up, such an amount as may be required not exceeding £1.

7 Average number of employees

During the year the average number of employees was 0 (2023: 0).

THE ANDERIDA PROJECT COMMUNITY INTEREST COMPANY
DETAILED PROFIT AND LOSS ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2024

This schedule does not form part of the statutory accounts.

	2024 £	2023 £
Cost of sales		
Direct labour	2,400	3,600
Other direct costs	5,383	5,702
	<u>7,783</u>	<u>9,302</u>
Gross loss	<u>(7,783)</u>	<u>(9,302)</u>
Administrative expenses		
Staff training and welfare	-	9
Motor expenses	-	45
Rent	-	375
Rates	150	-
Telephone and fax	100	-
Stationery and printing	22	-
Bank charges	20	1
Repairs and maintenance	-	13,900
Accountancy fees	57	34
Advertising and PR	615	-
	<u>964</u>	<u>14,364</u>
Other operating income		
Other operating income	5,121	-
Government grants	3,986	14,990
	<u>9,107</u>	<u>14,990</u>
Operating profit/(loss)	<u>360</u>	<u>(8,676)</u>
Profit/(loss) on ordinary activities before taxation	<u>360</u>	<u>(8,676)</u>

FOREST ROW PARISH COUNCIL



The Community Centre
Hartfield Road
Forest Row
East Sussex
RH18 5DZ

Tel: 01342 822661
Email: parishclerk@forestrow.gov.uk
Web: <http://www.forestrow.gov.uk>
Clerk: David O'Driscoll

REQUEST FOR GRANT AID

Please note that grants will only be considered by the submission of this form

NAME OF ORGANISATION: Wealden Citizens Advice		
NAME OF CONTACT PERSON: Jennifer Jadia - CEO		
ADDRESS FOR CORRESPONDENCE:	Tel: 01825 762807	
	Email: ceo@wealdencitizensadvice.org.uk	
	Web (if any): Wealden Citizens Advice Home page	
POST CODE:	SUM REQUESTED: £600	
Bank (BACS) details for any grant awarded:	CAF Bank Ltd Account Name: Wealden Citizens Advice Sort Code: 40-52-40 Account Number: 00013042	
DO YOU HAVE AUDITED ACCOUNTS? ☒ Yes ☐ No	IF YES, ARE THEY ATTACHED? ☒ Yes ☐ No (Accounts)	IF NO, PLEASE EXPLAIN WHY
IF APPLICABLE, DO YOU HAVE A BUDGET? ☒ Yes ☐ No	☒ Yes ☐ No (Budget)	
ARE YOU ASKING FOR FUNDING FROM OTHER SOURCES? ☐ Yes ☒ No		
From	Amount	Purpose
As in previous years we fund our work with applications to the District, Town and Parish Councils in Wealden. We also apply for funding from East Sussex County Council, charitable foundations and other grant giving organisations, including the Lottery and Sussex Community Foundation. We have a SLA with Wealden DC, a rolling SLA with Uckfield, Crowborough and Hailsham TC. Please see attached annual accounts for a full breakdown.		
PURPOSE OF REQUEST (please use second sheet if necessary)		
To contribute to the running costs of the service for residents, which can be accessed via phone, email, text or appointments at one of our 3 sites - Crowborough, Hailsham or Uckfield. Although our service is mainly staffed by volunteers we still require staff to supervise, train and manage the service. We need to maintain our IT system for effective record keeping and to enable us to communicate effectively with and on behalf of our clients. We also need to cover day to day costs such as postage, photocopying, cleaning, publicity and insurance.		
HOW WILL IT BENEFIT THE COMMUNITY?		
Please see attached stats.		
FOR OFFICIAL USE ONLY		
Date of Meeting:	Min.No:	Approved: ☐ Yes ☐ No
		Amount:

26th June 2025

I hope this letter finds you well and thriving in your important work for the Forest Row community. I am writing to seek your continued partnership in helping us deliver vital support to residents in Forest Row. Wealden Citizens Advice is proud to be a vital lifeline for individuals and families across the district. In the past year alone, we have assisted over 100 residents of Forest Row, addressing 698 individual issues, including debt, housing problems, employment rights, and access to benefits. Our support has resulted in tangible outcomes, such as £135k of income gained for clients, £2.5k of debts written off, and numerous successful interventions that have prevented homelessness and financial hardship. For many, our help has meant the difference between despair and hope.

Throughout Wealden, we supported 3,900 residents last year, addressing 21,000 issues and securing £2.6m in financial gains. This demonstrates the breadth of our work and the critical need for local support across the district. Here are just a few examples of the impact we've made:

- **Managing Rent Arrears and Housing Uncertainty:** A client facing eviction due to their co-tenant's unpaid rent sought our help. Despite having consistently paid their share, they were at risk of losing their home. We provided expert guidance, helped them challenge procedural errors in court documents, and connected them with housing support services. As a result, they secured emergency accommodation and developed a repayment plan, giving them a fresh start.
- **Supporting Clients Through Financial Challenges:** A part-time worker struggling with rent, council tax, and utility bill arrears due to health-related reduced hours came to us for support. We helped them secure a Discretionary Housing Payment, set up affordable repayment plans, and apply for reduced water tariffs. With our guidance, they regained financial stability, kept up with their payments, and was able to focus on their health and employment without the constant stress of financial insecurity.

As a charity, we rely on the generosity of local councils like yours to sustain our work. Your previous support has been instrumental in enabling us to:

- Offer free, confidential, and impartial advice to those in need.
- Train and equip a dedicated team of volunteers.
- Respond to emerging challenges such as the cost-of-living crisis, which continues to place unprecedented strain on vulnerable households.

This year, we kindly request a grant of £600 which will directly contribute to delivering these essential services in our community. Following a recent review of the impact of inflation on our grant awards across the Parish Councils we have experienced a decline of over 20% in real terms over the past decade. Since 2020 we have absorbed a 22% pay increase as demand for our services surged during the pandemic. We have worked hard to offset these challenges by improving efficiencies and securing additional revenue from other charitable sources. By investing in Wealden Citizens Advice, you are ensuring that residents of Forest Row have access to expert support when they need it most.

We would be delighted to provide further information about our work or attend one of your council meetings to discuss the difference your grant makes. Please do not hesitate to contact me directly at ceo@wealdencitizensadvice.org.uk or 01825 762807. Thank you for considering our request. Together, we can continue to empower the people Forest Row to overcome challenges and build brighter futures.

Yours sincerely

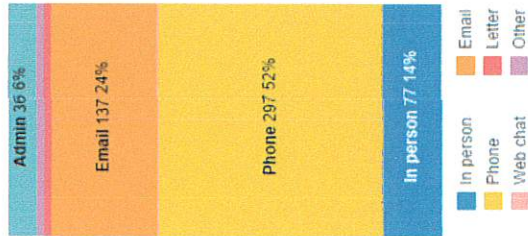


Jennifer Jadia
Chief Executive

Summary

Clients	118
Quick client contacts	
Issues	698
Activities	569
Cases	162
Outcomes	
Income gain	£135,569
Re-imbursements, services, loans	£393
Debts written off	£2,531
Repayments rescheduled	£120
Other	£18,652

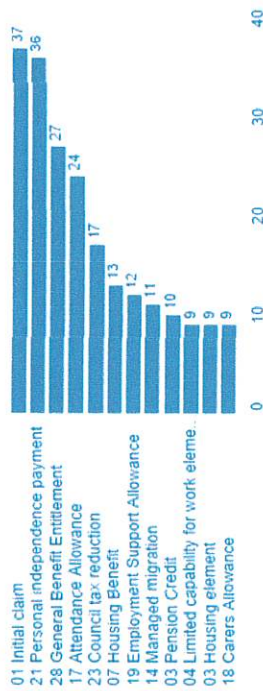
Channel



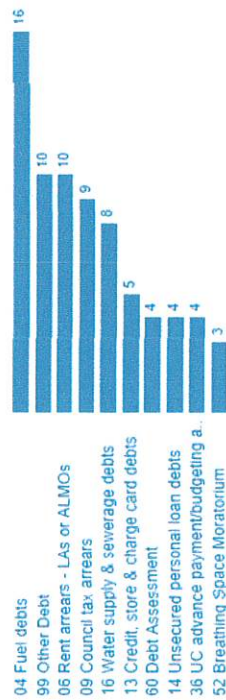
Issues

Issues	Clients
Benefits & tax credits	46
Benefits Universal Credit	18
Charitable Support & Food Ban.	6
Consumer goods & services	8
Debt	20
Education	1
Employment	8
Financial services & capability	18
GVA & Hate Crime	3
Health & community care	7
Housing	26
Immigration & asylum	3
Legal	32
Other	2
Relationships & family	2
Tax	41
Travel & transport	3
Utilities & communications	10
Grand Total	698

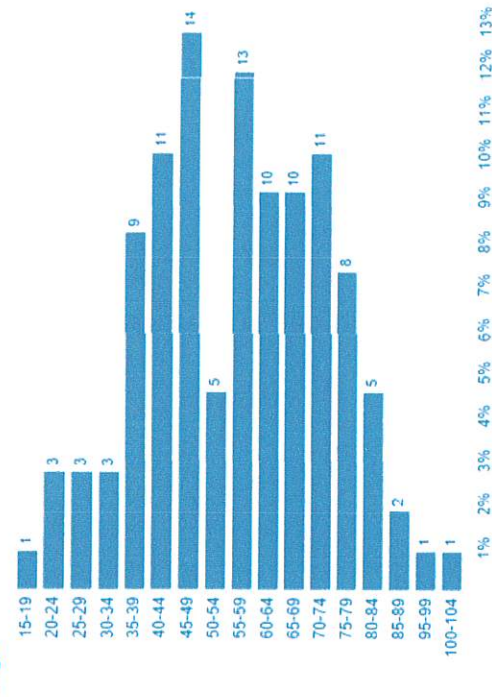
Top benefit issues



Top debt issues



Age



Gender



Disability / Long-term health



Ethnicity



Statement of financial activities for the year ending 31 March 2024
Incorporating the Income and Expenditure Account

	Note	Unrestricted funds £	Restricted funds £	Total funds 2024 £	Total funds 2023 £
Income from:	1b				
Donations and legacies	2	4,327	-	4,327	1,538
Charitable activities	3	245,059	148,175	393,234	289,173
Other (including fundraising)	4	4,289	-	4,289	2,014
Total income		253,675	148,175	401,850	302,725
Expenditure on:					
Charitable activities	5	255,928	148,676	404,604	294,500
Other	5	-	-	-	-
Total Expenditure		255,928	148,676	404,604	294,500
Net income/(expenditure)	6	(2,254)	(500)	(2,754)	8,224
before transfers					
Transfers between funds		-	-	-	-
Transfers between funds		-	-	-	-
Net movement in funds for the year		(2,254)	(500)	(2,754)	8,224
Reconciliation of funds:					
Balances brought forward	12	115,378	-	115,378	107,154
Balances carried forward	12	113,124	(500)	112,624	115,378

There are no recognised gains or losses in the year other than those included in the statement of financial activities.

All activities derive from continuing operations.

Wealden Citizens Advice

Balance Sheet as at 31 March 2024

	Note	Unrestricted Funds £	Restricted Funds £	Total 2024 £	2023 £
Fixed Assets					
Tangible Fixed Assets		-	-	-	-
Non-current assets	8	4,650	-	4,650	-
Current Assets					
Debtors	9	3,716	-	3,716	1,686
Short term deposits		-	-	-	-
Cash at bank and in hand		145,255	-	145,255	227,871
		148,971	-	148,971	229,557
Creditors - amounts falling due within one year	10	40,897	-	40,897	114,179
Net Current Assets		108,074	-	108,074	115,378
Creditors - amounts falling due after one year	10	-	-	-	-
Net assets	11	112,624	-	112,624	115,378
Represented by:					
Funds of the Charity					
Unrestricted funds					
General funds	12	42,624	-	42,624	44,878
Designated funds	12	70,000	-	70,000	70,000
Restricted Funds					
	12	-	-	-	-
		112,624	-	112,624	115,378

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to subsidiary charitable companies for the year ended 31 March 2018. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- ensuring that the charitable company keeps accounting records that comply with Sections 386 of the Companies Act 2006; and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

Wealden Citizens Advice

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Board on 10/12/24 and are signed on their behalf by

Chair *NH Foskett*

NICK FOSKETT

Treasurer *John R. Perry*

JOHN PERRY

Company Registration No: 04287877

Charity Registration No: 1090666

Budget 2024/25

			£
Income			
General Advice			
Donations	General		7,600
	Hollick Family Foundation [Donation - Core Funding]	20% overheads	2,000
	Hollick Family Foundation [Donation - Project Funding]	Apr- Sep	10,000
Local Authorities - Core Funding			
	WDC		165,000
	Towns		59,500
	Parishes		15,800
	ESCC Hailsham Family Hub	Oct 23 - Mar 24	1,000
	ESCC via CitA 1066 [Admin]	Household Support Fund	2,000
	ESCC via CitA 1066 [Advice]	Household Support Fund	2,000
	ESCC [Jan-Mar]	HSF - Mon Adv Prevent Supp	8,250
	WDC [1.5 Generalist Advisers Jan-Mar25]	Cost of Living Fund	3,750
Other Organisations - Core Funding			
	Chalk Cliff Trust		5,000
	National Lottery Community Fund		20,000
	Sx Comm Foundation	General Grant Award	10,000
Local Authorities - Project Funding			
	ESCC	Money Advice 4 (Final Year)	33,578
	WDC [1.5 Generalist Advisers Jan-Mar25]	Cost of Living Fund	11,401
Other Organisations - Project Funding			
	Hailsham Foodbank [Crosslink Trust Additional Funds]	Hailsham Foodbank	2,242
	Trussell Trust	Hailsham Foodbank	5,000
	CitA [EAP WHD cases @ £100]	Work completed 2023/24	788
	CitA	DRO's 09/23-03/24	100
Partner Payments			
	ESCC via CitA 1066 - R re 2023/24	Household Support Fund	8,238
	ESCC via CitA 1066 - R re 2024	Household Support Fund	20,000
	Willingdon & Jevington PC	Local Hardship Fund	7,142
Fundraising	WCA	General	0
Bank Interest			4,000
Total Income			404,389
Expenses			
Salaries			240,684
	WDC [1.5 Generalist Advisers Jan-Mar25]	Cost of Living Fund	11,401
Pension			4,542
NI'er			17,810
NI'er		Employer Allowance	-5,000
			269,437
Staff & Volunteer			
	Other		2,025
	Recruitment		400
	Refreshments/Subsistence		700
	Staff Expenses & Travel		1,000
	Staff Training		500
	Vol. Expenses & Travel		1,500
	Vol. Training		200
			6,325
Office			
	Other		0
	Depreciation -Equipmt, Fxt&Ftgs		0
	Insurance - General		2,402
	IT Equipment & Support		6,719
	Office Equipment Expense		500
	Payroll/Acctg/Consultancy Fees		484
	Postage		800
	Printing & Stationery		2,000
	Reference Material & Subscriptns		736
	Telephone & Comms		7,500
			21,141
Premises			
	Other		1,000
	Cleaning		750
	Health & Safety Costs		1,264
	Heat & Light		5,000
	Insurance Property		500
	Rates (Water)		0
	Rent		54,364
	Repairs & Maint		400
			63,278
Governance			
	Audit		550
	CitA Membership Fees etc		5,800
	Legal & Professional Fees		50
	Trustee Expenses		674
			7,074
Other			
	Bank charges		120
	Disbursements	Partner Payments	35,380
	Misc. Expenses		780
	Publicity & Promotion		0
	Specialist Costs		0
			36,280
Total Expenses			403,535
Surplus/Deficit			854

FOREST ROW PARISH COUNCIL



The Community Centre
Hartfield Road
Forest Row
East Sussex
RH18 5DZ

Tel: 01342 822661
Email: HYPERLINK
"mailto:parishclerk@forestrow.gov.uk"
parishclerk@forestrow.gov.uk
Web: HYPERLINK
"http://www.forestrow.gov.uk"
http://www.forestrow.gov.uk
Clerk: David O'Driscoll

REQUEST FOR GRANT AID

Please note that grants will only be considered by the submission of this form

NAME OF ORGANISATION:		
CONNECTIONS CAFE		
NAME OF CONTACT PERSON: SARAH SAVILL		
ADDRESS FOR CORRESPONDENCE: 21 skylark drive Amberstone Hailsham	Tel: 07783693522	
	Email: connections.cafe.cic@gmail.com	
	Web (if any):	
	SUM REQUESTED: £5,000	
POST CODE: bn27 1gt		
TO WHOM SHOULD ANY GRANT CHEQUE BE MADE PAYABLE?		Connections cafe
DO YOU HAVE AUDITED ACCOUNTS? ☐ Yes ☒ No	IF YES, ARE THEY ATTACHED? ☐ Yes ☒ No (Accounts)	IF NO, PLEASE EXPLAIN WHY We havent opened this group yet but if it goes ahead we can get bank account added on to metro like other groups are
IF APPLICABLE, DO YOU HAVE A BUDGET? ☐ Yes ☒ No	☐ Yes ☒ No (Budget)	
ARE YOU ASKING FOR FUNDING FROM OTHER SOURCES? ☐ Yes ☒ No		
From	Amount	Purpose
PURPOSE OF REQUEST (please use second sheet if necessary)		
We set up the Connections Café in Crowborough, eastbourne, bexhill following the closure of a local club run by Know Dementia. The existing members were devastated by this closure and very keen for their clubs to continue. Connections Café runs once a week and provides an opportunity for people with dementia and their carers who are living in the local community to meet and socialise. The clubs are based in accessible, comfortable premises. We offer a programme of activities, developed in consultation with our members, responsive to their interests and carefully designed to be interesting and engaging to people with dementia. For example, we offer craft activities which create work as a group and do not involve fine motor skills; music which our members know and enjoy; games which are simple but changed regularly. This application is for funding to enable us to open one in the forest row area to offer the area with an engaging programme of activities over the next 3 years.		

Connections café was set up by Sarah Savill after the charity she worked for closed all the groups in march 2024 and made sarah redundant .After seeing what a massive whole this had left , Sarah looked into reopening the groups .Sarah also had a second job where she was a personal assistant in the community with dementia for 10 years so had lots of experience .After a couple of weeks the connection café was born the name was chosen by the people whom attend the groups .

We have been running for 1 year and 3 months now ,not only do we support the person with dementia but also the families .They can come and join the groups ,we charge a small fee dependant on how much the room hire is .Tea and coffee ,biscuits is provide in the first hour .Then first hour is where people can chat and support each other with knowledge that have on being a carer and this may help someone recently diagnosed not knowing where to turn .We also have services come in to give advice and support .Then second hour is our entertainment or activities hour .Nearly all the activities are based on music ,we do also have games where the carer ,family member or loved one can join in and are mostly seated .

We like to work with relevant services in the community and also local groups to join us .I think its really important for the community that there is a table with lots of other service leaflets in the area .

We advertise on facebook we have our own page connections café Sussex .We also are on lots of websites for people needing support and services .We also work with local surgeries and research centre on dementia ,care for the carers and association of carers.

I was approached by Amanda Sinclair at one of the dementia forum meetings in Crowborough .After hearing about the groups reopening that there is a possibility of opening one in forest row .

Im looking forward to hearing if this is something possible

Thankyou for reading

Sarah Savill

Connections cafe

FOREST ROW PARISH COUNCIL



The Community Centre
Hartfield Road
Forest Row
East Sussex
RH18 5DZ

Tel: 01342 822661
Email: parishclerk@forestrow.gov.uk
Web: <http://www.forestrow.gov.uk>
Clerk: David O'Driscoll

REQUEST FOR GRANT AID

Please note that grants will only be considered by the submission of this form

NAME OF ORGANISATION: The Shed at Forest Row		
NAME OF CONTACT PERSON: Tony Lewin		
ADDRESS FOR CORRESPONDENCE:	Tel: 07768 203021	
	Email: greentonylewin@gmail.com	
	Web (if any):	
POST CODE:	SUM REQUESTED: £2814	
TO WHOM SHOULD ANY GRANT CHEQUE BE MADE PAYABLE?	The Shed escrow account within FRPC finance structure	
DO YOU HAVE AUDITED ACCOUNTS? ☐ Yes ☒ No IF APPLICABLE, DO YOU HAVE A BUDGET? ☐ Yes ☐ No	IF YES, ARE THEY ATTACHED? ☐ Yes ☒ No (Accounts) ☐ Yes ☐ No (Budget)	IF NO, PLEASE EXPLAIN WHY We are a startup, so no quarterly or annual accounts yet, Instead, we are attaching finance statement presented at our inaugural AGM on 6/6/2025
ARE YOU ASKING FOR FUNDING FROM OTHER SOURCES? x ☐ Yes ☐ No		
From	Amount	Purpose
Wealden DC	£5000 p.a for 3 years	Setting up, equipping and running a community shed
PURPOSE OF REQUEST (please use second sheet if necessary) Purchase of personal protective equipment, air filtration systems, dust extraction systems and other machine tools and equipment for the safe operation of The Shed at Forest Row. Detailed list is on a separate sheet. NOTE:- The sum requested is already held by the Council in the budget agreed for The Shed while it was starting out as a working group of the Council. The purpose of this request is simply to enable the transfer of these funds from the FRPC reserves into the escrow account currently held in the name of The Shed.		
HOW WILL IT BENEFIT THE COMMUNITY? The equipment will enable The Shed to operate smoothly and safely for all members of the community as well as our regular volunteers, designated competent persons and visitors to the Shed.		

Finance Report

The Shed				
01/11/24 - 31/10/25				
Year Open Bank Balance		£1,260.00		
Current Account Balance		£678.95		
			2024 Income	2024 Outgoing
25/26 Income25/26 Outgoing				
ASSETS				
Establishment costs	£0.00	£129.84		
Machinery	£0.00	£0.00		
Equipment	£0.00	£0.00		
Float	£0.00	£50.00		
	£0.00	£0.00		
OVER HEADS				
Water	£0.00	£0.00		
Electricity	£0.00	£0.00		
Bank/Paypal/Izettle Fees	£0.00	£0.00		
Insurance	£0.00	£356.56		
Sundries	£0.00	£44.65		
Repairs	£0.00	£0.00		
The Cube	£0.00	£0.00		
INCOME				
Income	£0.00	£0.00		
Sponsorship	£0.00	£0.00		
Donations & Grants	£0.00	£0.00		
Fundraising	£0.00	£0.00		
	£0.00	£0.00		
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As you can see from the above we are currently much more a cost centre than a profit centre but we are not in a bad position especially with the grant money due to start being paid in every quarter after we complete this initial AGM and setup our own bank account. Any balance left in the Parish Council account will also be moved into our account.

To not be completely reliant on grants as well as creating a community who value the Shed and what it provides we will need to charge a yearly membership of £35 and attendance fee per session of £3. As a committee we also agree that cost should not be a barrier for people to attend the Shed and its sessions so we will work with individuals who ask for assistance. In the same way we recognise that some people may want to donate to the Shed without attending or so that others can attend in their place so we will happily accept and encourage donations. Lastly there will be many more grant opportunities available to us once we are a stand alone entity so this will be a big area for us to explore and tap into in the weeks and months to come.

The Shed at Forest Row – grant request to Forest Row Parish Council

Item	Priority	Purpose	Appr cost	comments
PPE equipment	Top	Safety and protection of volunteers and visitors	£400	£200 already spent; more needed as we expand
Dust extractor unit & vacuum	Top	Operator safety and reduction of fire risk	£950*	Works on individual tools to remove dust at source. *Price concession via MST possible
Ceiling mounted dust filter	High	Healthy air	£170	Operates after we leave to clean air for next session
Individual dust extractors	High	Captures dust at source	£240 (for 3)	Hooks up to each tool
Bench sander	High	Finishing work	£112	
Planer thicknesser	High	Enables re-use of timber & pallets	£190	Titan brand.
Cordless drill-driver	High	Universal tool	£250	DeWalt (good brand)
Reciprocating saw	High	Helps separate pallet wood	£135	DeWalt
Multitool 18v	Med		£200	
Circular saw	Med		£117	
Batteries	Med	For the above	£80	
Charger	Med		£110	
Palm sander	Med		£60	Makita
Total			£2814	

FOREST ROW PARISH COUNCIL

The Community Centre
Hartfield Road
Forest Row
East Sussex
RH18 5DZ



REQUEST FOR GRANT AID

Please note that grants will only be considered by the submission of this form

NAME OF ORGANISATION: THE SOIL FACTORY CIC			Tel: 01342 822681 Email: HYPERLINK "mailto:parishclerk@forestrow.gov.uk" parishclerk@forestrow.gov.uk Web: HYPERLINK "http://www.forestrow.gov.uk" http://www.forestrow.gov.uk Clerk: David O'Driscoll
NAME OF CONTACT PERSON: JON SLACK			
ADDRESS FOR CORRESPONDENCE: The Soil Factory c/o 3VA 49 Station Road Polegate East Sussex POST CODE: BN26 6EA	Tel: 077477 32995 Email: hello@thesoilfactory.earth Web (if any): SUM REQUESTED: £3450		
TO WHOM SHOULD ANY GRANT CHEQUE BE MADE PAYABLE?		The Soil Factory CIC	
DO YOU HAVE AUDITED ACCOUNTS? ☐ Yes ☒ No IF APPLICABLE, DO YOU HAVE A BUDGET? ☒ Yes ☐ No	IF YES, ARE THEY ATTACHED? ☐ Yes ☐ No (Accounts) ☒ Yes ☐ No (Budget)	IF NO, PLEASE EXPLAIN WHY	
ARE YOU ASKING FOR FUNDING FROM OTHER SOURCES? ☒ Yes ☐ No			
From	Amount	Purpose	
Halleria Foundation	£8,000	Equipment and operational setup for Community Centre station	
N+P East Sussex Fund	£4850	Composting equipment (application pending)	
Naturesave Trust	£3925	Educational Infrastructure (application pending)	
Corporate sponsorship opportunities	£5000+	Infrastructure, core costs and materials support	
Crowdfunding	£5000+	Community pre-sales and core staff support	

Looking Ahead: By establishing the Community Centre station properly, we create a visible demonstration of what's possible with community-scale composting. This positions Forest Row well for the mandatory food waste collections starting in 2026 and shows we're thinking ahead about local solutions.

We're aiming for 100+ households by the end of 2026 at a minimum, with potential for much more if we can secure additional funding for rapid scale-up. The station will be processing food waste from local businesses and creating valuable compost for local growers while diverting waste from incineration. More importantly, it creates a model that other communities could adapt, with Forest Row as an example of how to do this well.

We're aiming to be largely self-sustaining within 3-4 years through membership fees and business collection services, but we need this foundation period to build the systems and community relationships that make that possible.

Longer-term opportunities: Success here opens doors to larger grants including the National Lottery Climate Action Fund, Esmée Fairbairn Foundation, and Veolia Environmental Trust for expanding to neighbourhood stations across Wealden. But those funders want to see evidence of professional delivery and genuine community engagement, which is what this Parish Council support helps us demonstrate.

FOR OFFICIAL USE ONLY

Date of Meeting:	Min.No:	Approved: ☐ Yes ☐ No	Amount:
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POINTS TO NOTE WHEN APPLYING FOR A GRANT

In accordance with its General Power of Competence under Section 1-8 of The Localism Act 2011, the Council is empowered to commit to reasonable expenditure, in the form of grants, which is not restricted by other legislation.

1. General

- Applications will be considered by the Finance & Policy Committee which meets quarterly. Please check the Council's website for dates: www.forestrow.gov.uk
- Applications should be received in the Parish Council Office at least 7 days prior to the scheduled meeting dates.
- Only one grant per community organisation will be awarded in any one financial year
- Annually recurring grants will not be considered as a rule but each grant will be considered on its merit and the benefit to the community as a whole.
- Retrospective applications or payments/reimbursements will not be considered
- Payments to individuals will not be considered as a rule unless there are very specific, proven benefits to the community
- It is a condition of the grant that successful applicants will be required to show proof of expenditure and submit relevant purchase orders/quotations/invoices etc to the Clerk.

2. Eligibility

The Council will consider applications from the following eligible groups:

- Registered Charities (if National, then there should be a proven benefit to local residents)
Community Organisations
- Voluntary Groups – run on a not-for-profit basis with a current bank account in the name of the group.
- The Council will consider applications from religious groups, but the application must show that the project will bring wider community benefit.
- Grants will not normally be considered from individuals

3. Criteria

FORESTROW WAREHOUSE

The Community Centre
Hemsworth
EAST YORKS
S65 0JG
01422 822861



01342 822861
paulshclark@forestrow.gov.uk
http://www.forestrow.gov.uk
David O'Driscoll

REQUEST FOR GRANT AID

Considered by the submission of this form

NAME OF ORGANISATION: <u>Forest Row</u>		
NAME OF CONTACT PERSON: <u>Paula Harding</u>		
ADDRESS: <u>Forest Row, Hemsworth, West Yorkshire, S65 0JG</u>		
TELEPHONE: <u>01422 309658</u>		
E-MAIL: <u>paulaharding@hotmail.com</u>		
POST CODE: <u>W10 0JG</u>		
AMOUNT REQUESTED: <u>£1000</u>		
DO YOU HAVE A BANK ACCOUNT? ☒ Yes ☐ No (If Yes, please provide details)		
CHECKED BY: <u>Paula Harding</u>		
DO YOU HAVE A BANK ACCOUNT?	IF YES, PLEASE EXPLAIN WHY	IF NO, PLEASE EXPLAIN WHY
☒ Yes	☐ No (Account)	
IF APPLICABLE, PLEASE EXPLAIN WHY	☐ Yes	☒ No (Budget)
ARE YOU CURRENTLY RECEIVING OTHER GRANTS? ☐ Yes ☒ No		
Project Name	Project Description	Purpose
PURPOSE OF PROJECT: <u>For the purpose of the project, we need to build the raised beds for the community garden. We need to build the raised beds and someone to build the raised beds. Since assessing the project, we realised the 24 pallets will be used to ensure plants survival. 120 top soil = £120</u>		
HOW WILL IT BENEFIT THE COMMUNITY? <u>This project will help the local community to produce their own food.</u>		

WG projects FRow 2025

Medicinal Herbs at Gleeson Land

Already received FRPC fundraising

Materials: 4 ton bags compost + wheelbarrow		470	
Herbalist teaching sessions	12	50	600
Promotion	8	20	160
Total			1200

Needed to make project work due to flooded ground: requested from FRPC community projects funding

24 pallet collars	300
Liners	100
Top soil + mushroom compost	120
Assistant teacher sessions to build raised beds	120
Total	640

Growing Circles: WG and Soil Factory collaborative project

Funded already gained from HSF

FRow: 10 teaching sess @£25. £200 materials

Requested from FRow Resource pot held by FRPC

Liners, compost, top soil, seeds, plug plants	400
Promotion of project	160
Assistant teacher sessions	120
	680