

MINOR GRANT APPLICATION FORM Part 1 – Minor Grants Budget
 (form reviewed Oct 2023 & attendance at Parish Assembly amended Sept 2023)
 Part 1 of completed applications will be published on the town council website.
[Link to Guidance on website.](#)

Organisation/Group Name¹		Helmsley Town Hall		
Website/Social media sites.		Helmsleytownhall.co.uk		
Public contact details, if any		Via website		
Project title		Laptop For Town Hall and Telephone		
Project location		Helmsley Town Hall, Helmsley		
Brief description of project		To centralise and modernise record keeping introducing computers.		
What community benefit will be achieved?		Data and records can be stored on hard drive, backed up and transferred for the use of organisations, trustees compliance with GDPR and to provide a more efficient service for the people of Helmsley.		
Links to other groups or campaigns Is the organisation working with/for or campaigning on behalf of any organisations/campaigns not mentioned above (e.g. constituted groups with own bank accounts/internet presence/membership etc)?				Yes/No. If yes, please explain.
Liaison with the Town Council. Please would organisations/groups who receive a grant invite, via the clerk, a councillor to attend any event/meeting/stall etc. Please give as much notice as possible. Groups will still be invited to the Annual Parish Assembly and may book a few minutes for a talk if they wish but attendance is no longer a requirement for Minor Grants recipients.				Councillor may be invited to ...AGM date to be confirmed in
Year	Helmsley Town Council Financial Year (1 April - 31 March)	Estimated total project costs, inc. VAT if it cannot be reclaimed, £	Amount of Grant requested inc. VAT if it cannot be reclaimed, £	Grant as % of total cost of project
Year 1		1800	450	25%
Year 2		1800	450	25%
Year 3		1800	450	25%
	TOTAL	5400	1350	25%
Please provide details of the other sources of funding for your project and provide a copy of any grant offers.		Town Hall funds		
How and when will the applicant publicise the town council grant?		We can publicise via Facebook and at our AGM and will also place a thank you notice on our noticeboard at the entrance.		
Grant received previously?	Yes	Amount	(£300) 2024/5 no grant applied for	

¹Non-profit making/charity/ voluntary group. Must have bank account.

