

FORM 1: FIRST STAGE ELIGIBILITY CHECK

Name of Group: Beer Albion Football Club

Application Eligibility		
Criteria	Yes	No
Is the application form <i>complete</i> ?	X	
Is the form <i>signed</i> ?	X	
Group Eligibility		
Criteria	Yes	No
Is the group a registered charity and standard Village Hall?	X	
Is there a copy of the group's governing document? E.g. trust deed, mem & arts, constitution.	X	
Is there a long-term lease (i.e., 28 yrs or more from time of application) or is the land free-hold?		X
Is there a copy of the most recent annual accounts?	X	
Is there less than one year's running costs in reserve?		X
Project Eligibility		
Is it an admissible type of project?	X	
Are there drawings or builders specifications, if applicable?	X	
Is the proposal not solely for land purchase?	X	
Have the works not yet started? NB: earlier phases and professional fees are admissible.		
Is it for capital works only?	X	
Will there be likely spend in 12 months from time of approval?	X	
Costs Eligibility		
Are there 3 quotes or a 'bill of quantities'? Q23	X	
Is the grant requested no larger than £5,000?	X	
Is the overall project no larger than £750,000?	X	
a. Is the grant requested no larger than 1/3 of the overall project costs?	X	
b. Is there 1/3 of the funds from the group? NB. This is flexible, as long as the whole 2/3 is not from sole, large source e.g. lottery		
Do funding gained and cost of project match?		

ASSESSOR Comments:

Only 20 years left on the lease.

They have chosen the cheapest quote which is from someone with strong links to the club, so they have offered free labour.

They have more than a year's running costs in reserve, however, once the whole project is completed they will have about a years running costs in reserve.

FORM 2: PRIORITY ASSESSMENT

Minimum score for each = 0, Maximum score for each = 5

	ITEM	Max. Score	Score Given
1	To what extent is the hall, itself, needed by the local community?	5	2
<p>Comments:</p> <p>Please note this assessment can only be done on the hall, and not the field. The hall is in use by the football club and its members for indoor meetings, socialising etc. although a few other clubs meet there occasionally e.g. monthly, and it is available for private hire, which happens occasionally. The football club has a large membership and occasionally runs events for the whole community utilising the building. There is also the Mariners Hall in Beer, which is a well-used indoor hall used by a wide range of community groups. Although the football club has a large membership, the viewing area project's benefit to multiple community groups will be significantly more limited than all other the projects funded by these grants.</p>			
2	To what extent are the works needed?	5	1
<p>Comments:</p> <p>The project is to create a viewing area to create a more welcoming experience to encourage more people to use the hall. It would be used mainly by football spectators, but also for Wedding and Christening photography, parents overseeing their children in the play park and for the community socialising events.</p>			
3	To what extent has the project been developed with community support?	5	3
<p>Comments:</p> <p>Several letters of support for the overall larger project (which also includes an extension, new kitchen and bar facilities – all being funded from elsewhere and work has already started) and the club itself from important community organisations. Football club members support the project. The overall project has community support, but little evidence of the viewing area project having community support.</p>			
4	How well is the project planned (including works, advice and disability access)?	5	5
<p>Comments:</p> <p>Well planned, with several quotations provided. Know exactly what they want to do.</p>			
5	How realistic is the funding package?	5	4
<p>Comments:</p> <p>All other funding is in place, the remainder of the money would come from the hall itself. Would prefer to see some funding from another source. It's great value for money in that the labour would be free.</p>			
Total Score:		25	15

ASSESSOR Comments:

FORM 3: SUMMARY SHEET FOR COMMITTEE

Name of Hall:

Beer Albion Football Clubhouse

The football clubhouse is very well used by the football club, and used occasionally by other community groups (e.g. for monthly meetings) and for private hire. There is another community building within Beer, the Mariners Hall. The project is to expand the football clubhouse facilities by making a viewing area which would mainly be used by football spectators but also occasionally by others, other hirers and for other larger community events. Although the football club is an important and large organisation within Beer, the benefit of the project to those outside of the football club would be limited. The project is for a viewing area, which itself is a project of limited benefit when compared to other projects funded previously. Several great letters of support for the wider project (including a kitchen, expanded bar space etc which can't be considered as part of this application as work has already started) and the club itself were received from important community organisations. They have 20 years left on their lease. The accepted quote would be including free labour.

Total Project Cost:

£13,900

Award Requested

£4,633

Recommendation

£

Funding Package:

Unconfirmed Funds:

£0

Shortfall:

£0

<u>Funds Applied For or Raised</u>	<u>Amount</u>	<u>In hand? Yes, No, or Unsuccessful</u>
Hall contribution	£9,267	
Parish council	None	
Grant:		
None		
Total (if we give our grant)	£13,900	

Priority Scoring:

ITEM	SCORE (0-5)
1. Need for Hall	2
2. Need for proposed works	1
3. Local support	3
4. Planning of project	5
5. Funding package	4
TOTAL SCORE:	15

Assessment Summary:

East Devon District Council

Community Building Fund Application Form

2019 / 2020

Please read the guidance notes thoroughly before completing the application form.

IMPORTANT- If your application is incomplete by the deadline, it will not be assessed and will be returned to you.

Data Protection

Any personal information which you provide will be held and used by East Devon District Council for the purpose of your grant application. Your information will be held temporarily by SNAP Surveys Ltd who provide the software used for the application. Your information may also be shared within East Devon District Council for the purposes of carrying out our lawful functions. Otherwise your personal information will not be disclosed to anybody outside East Devon District Council without your permission, unless there is a lawful reason to do so, for example disclosure is necessary for crime prevention or detection purposes. Your information will be held securely and will not be retained for any longer than is necessary. There are a number of rights available to you in relation to our use of your personal information, depending on the reason for processing.

Further detail about our use of your personal information can be found in the relevant Privacy Notices which can be accessed online:<http://eastdevon.gov.uk/privacy>
SNAP Surveys Ltd Privacy Policy:<https://www.snapsurveys.com/survey-software/privacy-policy-uk>

Eligibility checklist

1 Please answer the following questions. If you answer 'No' to any of them your project isn't eligible for this funding.

If your answer is 'No' to any of these and still submit an application, your application will not be considered and will be returned to you.

	Yes	No	Does not apply
Does your total project cost between £4,500 and £750,000?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is your application to us for between £1,500 and £5,000?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Do you have the vast majority of your match funding from other sources in place?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is your community building or community shop in an area not covered by a town council?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is your community building or community shop in East Devon?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
If the application is for a community building, is it used by a minimum of three separate and distinct user groups?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Do you have permission from all the relevant organisations and people to carry out the project?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is your project a capital project for non-removable items (not to help with running costs, routine repair or maintenance nor removable items such as chairs and crockery)? Please refer to guidance.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

2 Have you been awarded funding through our Community Buildings Grants scheme in the last two years?

- Yes - if yes, you aren't eligible for this funding
 No

A - Your contact details

3 Name of your community building:

Beer Albion Football Club

4 What Parish is your community building in?

Community buildings in Town Council areas are not eligible.

Beer Parish

The contact details below will be removed before the application is made public as part of the agenda and minutes of the decision making meeting. Please see section F and the start of the questionnaire for further information.

5 Main contacts name, position on the Committee, and address (including postcode):

[REDACTED] Press Officer

6 Main contacts phone number:

[REDACTED]

7 Main contacts e-mail (IN BLOCK CAPITALS):

[REDACTED]

B - The legal status and management of your community building

8 Are you a registered charity?

- Yes
- No - please move onto question 9

If yes, what is your number?

9 Is your governing document a....

- Trust Deed
- Conveyance
- Lease
- Charity Commission Scheme
- Other - please write in below:

10 In whom is the property vested? E.g. who are the holding/ custodian trustees?

- Named trustees
- Parish Council
- Official Custodian for Charities

11 Is your community building:

- Freehold
- Leasehold - please tell us how many years remain on the lease:

20

12 Are there any restrictive covenants in your governing document?

- Yes
- No - please move onto question 13

If yes, please specify:

C - About your project

13 Are there any other community buildings in the parish? If so, please tell us what they are and explain why the community building you are applying on behalf of is needed as well as the others.

Mariners Hall (Village Hall). Beer Albion Football Club has its own club house building situated on the village football ground. The Club is a not-for-profits community sports club which is well supported by the village community, and it provides a pleasurable experience for both players and supporters with a licensed bar and hot food on match days. Additionally, the Club hosts a range of social activities and services for the benefit of the whole village. Whilst the Mariners Hall can be solely used for indoor events, Beer Albion FC is able to provide a wide range of indoor and outdoor community activities for all age groups and particularly for families. Examples are; An impressive venue for the village football club which has two senior teams, a veterans team, a junior side and provides organised coaching facilities for adults and juniors. A clubhouse with licensed bar and kitchen, A large patio area which can be covered with a marquee if required, A children's playground, A large field with a football pitch and training pitch used not only for football but also available for large village gatherings such as the annual Beer Regatta Funday.

14 Please explain in detail how regularly is your community building used and who uses it?

1. The ground with parking is open 24/7 and the outdoor facilities are always available to the whole community. All parents and children regularly use the children's play area and training pitch. 2. During the football season (August to May) on match days and training days: a) the club has home and away team changing rooms and showers for the players and separate facilities for the referee. b) For players and spectators, there is a licensed bar with comfortable seating. Hot refreshments are also provided from the kitchen. c) There are league matches every Saturday during the season plus midweek and junior and veteran's games on Sundays plus pre-season friendlies. Total matches per season estimated at 65. d) Matches are well supported and typically attract around 100 spectators and there can be as many as 300 for local derbies. e) In addition, there are weekly training sessions for juniors and adults when the club house facilities are available. 3. For Beer Coastguard training (approximately 10 times annually). 4, Annual Beer Regatta fund raising event (Family Fun day) attended by 1000 visitors. 5, Beer Angling Club Committee meetings and presentation evenings (approximately 12 times annually) 6. Beer Womens' Institute for afternoon tea (patio area and club house) - (Approximately 3 times annually) 7. Local Weddings and Christenings (Approximately 2 annually) 8, Local Birthday Parties, Funeral Wakes (Approximately 6 annually) 9. Quiz and Curry nights (3 annually) 10. Beer PTA for fund raising (approximately 2 events annually) 11, Scout camps use the field next door 2 or 3 times annually and the club provides them with water, electricity and shower and facilities from the clubhouse. 12. The Club also has a publicly accessible defibrillator 13. The field is used as an Air Ambulance/Coastguard helicopter landing site with night landing light.

15 What is your project?

Please check the rules to make sure your project is eligible. In particular we can't fund routine maintenance and repair costs.

To construct an outside viewing platform for general social and match day use. The project requires funding for materials only. All labour is being provided voluntarily free of charge by local businesses and individual members of the local community.

16 Why do you want to carry out this project, why is it needed and what difference will it make?

In conjunction with an ongoing separate work programme to extend the Club pavilion and improve the catering, bar and clubhouse facilities therein, the provision of an attractive outside viewing platform will provide a more comfortable and welcoming social experience for the whole local community. This will help to encourage increased use of the Club by local community groups for fund raising events and meetings and increase usage of the facility for private functions. Specifically, the outside viewing platform will provide an enjoyable viewing experience for a variety of social activities as follows: For football spectators on match days, For Wedding and Christening photography, For parents overseeing their children in the play park For all community events described elsewhere in this application. More extensive and frequent use is anticipated by local community groups such as: Beer Primary School, Beer Angling Club, Beer WI, Beer Regatta Committee, Beer Action Group (Beer BAG), Puffins Play Group, and for social events such as: Local weddings, Christenings Birthday Parties Village Fund Raising events. In summary, The Club already plays a key role in the community by providing local recreation, leisure and emergency facilities. The improvements made possible by this project will ensure that the Club continues to remain financially viable for the health, well-being and enjoyment of the whole community.

17 How do you know this work is needed? Who and how have you consulted?

Beer Albion Football Club plays a very important role in village life. Although the primary use is as a football club, providing a sporting outlet for players old and new and its considerable number of supporters, the club and its facilities are also utilised by the community as a whole for social events and other community activities. The Club has been the site for numerous charity fund raising events and enjoys the benefits of occasional hire for private functions Beer Albion Football Club celebrated its Centenary this year and is part of the fabric of Beer village and whilst it enjoys good support, the costs of running the club increase as legislation demands higher standards and patrons expect modern comfortable facilities. Continued development of the club is essential to attract members and users. This further enhancement will enable it to continue to provide facilities of the

18 Has planning approval been given?

- Yes- Planning application reference: _____
- Not required
- No- If no, why not:
Planning Application ref: 20/1306/FUL

19 Has building regulation approval been given?

- Yes
- Not required
- No- If no, why not:

20 When do you intend to start this project and how long is work likely to take?

Spring 2021 - 3 months.

D - Project costs and match funding

21 Can you claim the VAT back on any of your project costs?

- Yes - please apply for the costs without including the VAT you can claim back
- No - please apply for the project costs inclusive of VAT

22 Project costs (£)

Purchase of land

Purchase of building

Construction work 13,900

Adaptation/ repair work

Fixtures and fittings

Car park

Other (please specify below)

Professional Architect Fees

Professional Surveyor Fees

Professional Solicitor Fees

Disability access audit

Safety planning supervisor

Planning application/ Building Regulations

VAT

Inflation/ contingency

Total Cost 13,900

Please send us copies of quotations for the project, we would expect quotations from a minimum of three companies. If you don't send quotations you won't be eligible for the funding.

23 Match Funding (£)

We do prefer to be final funder, please make sure you have at least the vast majority of your funding in place before applying

Grant you are requesting from EDDC 4633

Your contribution 9267

Grant from Parish Council- is this confirmed? unknown

Other (please specify below and send evidence where possible)

Re "Your contribution" above, the Club has reserves of £22,000 available

Total 13,900

Shortfall 0

E - Your finances

Please send your most recent set of approved annual accounts to us

F - East Devon District Councillor comments

24 Please ask your East Devon District Council Ward Member(s) for their comments on your project and write their name(s) and comment(s) in below:

If you don't know who your EDDC Councillor is you can find out online here: www.eastdevon.gov.uk/council-and-democracy/who-is-my-councillor/

Please see Mr Pook's comments extracted from his letter of support dated 15th July (letter sent separately to you as Email attachment). "Beer Albion Football Club plays a very important role in village life. Although the primary use is as a football club, providing a sporting outlet for players and past players, the club and its facilities are also utilised by the community as a whole for community events. The club is the venue for village sporting events such as Regattas Robbies Races, it has been used for numerous charity fund raising events and enjoys the benefits of occasional hire for private functions Beer Albion Football Club is part of the fabric of Beer and whilst it enjoys good support, costs of running the club increase as legislation demands higher standards and patrons expect modern comfortable facilities. Continued development of the club is essential to attract members and users. The development proposed will enable it to provide facilities of the required standard and attract more revenue bearing events which ultimately will help the club to be self-sustaining into the future"

Section F- Checklist

25 Please check that you have included / sent the following with your application:

- Copy of governing document
- Details of offers / grants from any other funder / organisation
- A minimum of 3 quotes for total project costs
- Copy of most recent set of approved annual accounts

Optional documents to send us:

- Photographs, specifications and drawings
- Extract from your Parish Plan / Neighbourhood Plan
- Evidence from consultation e.g. letters of support from users
- Other

Please send all accompanying information by post or by e-mail to us:

Post: Jamie Buckley, Engagement and Funding Officer, East Devon District Council, Knowle, Blackdown House, Border Road, Heathpark Industrial Estate, Honiton, EX14 1EJ

E-mail: jbuckley@eastdevon.gov.uk

26 Please click in the box below to indicate that you have understood that East Devon District Council is subject to Freedom of Information legislation. Unless your information is classed as confidential or protected under data protection legislation and policies it will be made public. This will be in the form of the agenda and minutes of the decision making meeting and to fit in with any other Freedom of Information requests. If any information you have given is exempt from disclosure under the Freedom of Information Act, it may be redacted before the remainder is published.

Find out more here: <http://eastdevon.gov.uk/access-to-information/freedom-of-information/>

If you don't tick this box your application can't go forward.



27 Signature of applicant:



28 Date:

31/12/2020

Please complete this application form in full and click on the 'submit' button below to send your answers to us

Beer Albion Football Club

Club Income and Expenditure Account for the year ended 31 May 2020

	£	£	2019
Income			
Match Fees		1,838	1,080
Bar Donations		7,000	5,432
Other Donations		1,010	2,292
Sponsorship		635	3,140
Gate Receipts		1,712	1,847
Teas/draw	3,057		3,117
Less: Expenditure	<u>- 2,421</u>		<u>- 2,547</u>
		636	
Players' Fines		750	740
Polo Shirt Sales	2,495		
Less: Expenditure	<u>- 3,082</u>		
		- 587	-
Training	-		685
Less: Expenditure	<u>- 757</u>		<u>- 1,614</u>
		- 757	
Annual Dinner	7,440		945
Less: Expenditure	<u>- 9,896</u>		<u>- 1,081</u>

	- 2,456	
Registration	1,445	1,300
Advertising Boards	410	705
Race Night	-	1,403
Mascot	660	-
Programme Advertising	930	-
EDDC Grant	10,000	-
Miscellaneous	1,483	20
Total Income	<u>24,709</u>	<u>17,464</u>
Expenditure		
Insurance	1,102	1,060
Ground Rent	800	800
Water	289	577
Building Repairs and Maintenance	705	1,488
Grounds Expenses	2,694	5,321
Laundry & Kit	2,047	1,918
Affiliation & Other fees incl Cup Entry	495	480
Lottery Licence	20	20
Player & Club Fines	550	810
Referees	1,002	1,327
Stationery & Postage	334	194
Advertising Boards	734	380

Donations, gifts & flowers	142	144
Programmes	1,013	-
Miscellaneous	729	1,222
Depreciation	2,172	2,538
Total Expenditure	<u>14,828</u>	<u>18,279</u>
Net Surplus (Deficit) for the year	<u><u>9,881</u></u>	<u><u>- 815</u></u>