

FINANCE & GENERAL PURPOSES COMMITTEE – 26 OCTOBER 2026**GRANT BUDGET BALANCE 2026/27**

Budget Available for Meeting	Value of Applications Requested	Variance
£21,728.78	£10,270	£11,458.78

Background:

Penzance Council agree an annual budget available to award grants to community organisations directly benefiting the residents of the parish and which meet the strategic objectives adopted by the Council. The level of the grant budget is agreed as part of the wider Council budget in January for the forthcoming financial year. For the financial period 1 April 2026 to 31 March 2027, this level was agreed at £70,000 and this amount is split equally between the grant windows available within the year as listed on the Council's website, of which there are five windows and therefore £14,000 is available to each. If the requested applications exceed the available budget, the Committee must agree to either reduce certain grants or not approve grant(s) at all. If there is budget remaining, then this is equally split between the remainder of meetings in the year to increase the budget available in those windows.

The order each grant application is numbered on the meeting agenda is the order in which applications were submitted, fully completed and ready for consideration.

Outcome of previous grant windows in 2026/27

Grant Window	Total Awarded	Carry Forward
1 (27 th April)	£0	£14,000 (Split equally between remaining windows)
2 (20 th July)	£17,452.44	£47.56 (Split equally between remaining windows)
3 (7 th September)	£9,090.00	£8,425.85 (Split equally between remaining windows)

FINANCE & GENERAL PURPOSES COMMITTEE – 26 OCTOBER 2026**REPORT FOR DECISION****APPLICATION FOR GRANT – TREDAVOE VILLAGE COMMUNITY HALL TRUST**

Culture	Money & Decision Making	Places & Resilience	People & Wellbeing	Facilities & Open Spaces
				
	✓		✓	✓

Grant Request Summary:

Amount Requested	£5,000.00
Summary of Project	Mains water supply connection to village hall
Supporting Councillor	Paul Tревail
Grants Received in Past 5 Years	2022/23 - £100.00
Has other grant funding been sourced?	No

Recommendation:

A grant, of an amount to be determined, be awarded from the General Grants Budget to Tredavoe Village Community Hall Trust for the project: *'Water supply and connection for Tredavoe Community Hall'*

OR:-

No grant be provided to Tredavoe Village Community Hall Trust for the project: *'Water supply and connection for Tredavoe Community Hall'*

Background:

Information about the cause of the organisation and the reason for their grant request can be viewed at Appendix 1 to this report, including both the grant application and supporting documentation.

It should be noted that, in accordance with the Council's adopted Grants Policy, in instances where projects require additional funding in order to proceed, Penzance Council will not release any approved funds until such time that all other funding is in place/secured, and for a maximum of twelve months from the date of approval.

Cameron Sil
Finance Manager



PENZANCE COUNCIL

Grant Application Form:

Grant Window 17 August 2026 – 14 September 2026

Notes to Applicants

To help us process your application quickly, please:

- Read the Council's Grant Policy carefully to ensure your request is eligible.
- Complete the application **fully** and include the **supporting information** listed below – this will avoid delays in progressing your application
- Let us know if you have any questions before sending in your application
- **Please note you cannot apply outside of the defined grant window dates which are outlined above.**

Checklist for Applicants

If you can tick ALL the boxes below you are eligible to apply for a grant:

- Your project has **not** already started or been completed ☒
- Your organisation has a bank account in its own name with at least two authorised signatories named on the account (grants cannot be paid to individuals) ☒
- Your organisation is non-profit making ☒
- Your project will benefit the people of Penzance Parish ☒
- Your project **does not** have party political links ☒
- Your project is **not** for the purposes of animal welfare ☒
- Your application is **not** to cover salaries or routine administration costs ☒
- Your project **does not** discriminate against groups with protected characteristics as outlined in the Equality Act 2010 ☒

FOR OFFICE USE ONLY: Date Received	/ /
Reference Number	
Applicant Name (Responsible for any award):	
Position:	Trustee (Grants) / Treasurer
Organisation:	Tredavoe Village Community Hall Trust
Organisation's full postal address, including postcode:	Tredavoe Village Community Hall Trust Tredavoe, Penzance, Cornwall, TR20 8TN
Telephone Number:	
E-mail:	
Status of Organisation:	Registered Charity / Active
Charity/Company Number (if applicable)	Charity No: 1093228 Company No: N/A
Are there any Members of Penzance Council on your Committee? (if so, please list them)	No
Supporting Councillor signature (Mandatory):	Paul Trevail
What geographical area does your organisation cover?	The village of Tredavoe in Newlyn and Mousehole ward.

How long has your organisation been in existence?	Less than one year ☐
	Between one and five years ☐
	More than five years ☒

Please be aware for all applications, the applicant must deliver a presentation to the Finance & General Purposes Committee.

1. Organisation Background

Have you ever applied or received a grant from Penzance Council within the last 5 Years? (Please list – continue on a separate sheet if necessary)
Date applied: December 2024 Project: Artificial Christmas Tree for Dec 24 onwards (more sustainable option) Amount applied for: £332 Were you successful?: Yes Years Applied: 2021 to 2023 Project: Real Christmas trees for Tredavoe Village and Chapel (not sustainable long term) Amount applied for: £100 per annum Were you successful?: yes for each year
What are the aims and objectives of your organisation?
The Victorian village community hall and attached chapel are owned by the hamlet of Tredavoe, and the Tredavoe Village Community Hall Trust was set up in order to manage and maintain the buildings for the village of Tredavoe, and the wider community as a whole. The Trust is responsible for the upkeep and the running of the buildings.
What are the main activities of your organisation?
The community hall is the village hall within Tredavoe and is used by the residents as a community space. The Trust organises and facilitates events for the village and wider community, such as coffee mornings, quiz nights, mother & baby yoga and other fundraising activities. The Trust has also organised summer and Christmas fayres for the wider community. The hall is hired as a rehearsal space for a local Latin-American/Caribbean band and its drummer on a regular basis, and since the chapel no longer hosts services, the space is currently for hire as a wedding venue. The Trust manages this hire to raise funds for the upkeep of the building.
Please demonstrate your organisation's commitment to equal opportunities (please enclose any relevant policies)

The Tredavoe Village Community Hall Trust is constitutionally obligated to ensure that there is equality of opportunity.

Our constitution states the following:

“Anyone may become a trustee, regardless of age, gender, nationality or religion, save from any legal reasons debarring them from holding such office. All trustees must sign a declaration that they will act in accordance with the objectives of the Trust and that they will, while members of the Trust, act in the best interest of the Trust.”

We currently have a trust composition of 8 members equally split between female/male membership.

	Yes / No or N/A
Is this a retrospective grant application?	No
Are you part of a religious group?	No
If the application is for a Church – is it for anything other than a parish clock, Community Hall (used by all within the community) or environmental purposes?	No (it is for a water supply to the community hall)
If the application is for a School – is it for anything other than environmental purposes or a project that does not benefit the wider community and is not in addition to statutory services?	No (please note that the community hall was historically a Sunday school room but it is now the village community space)
If the application is from an education, health or social service establishment – do you work in partnership with other groups?	No
If the application is from an education, health or social service establishment – is the proposed project in addition to statutory services?	No

2. Your project

Start Date (<i>cannot start prior to the approving Council meeting*</i>)	As soon as possible once funds/contractor are available. Expected to be late 2026.
Finish Date	Estimated time for work is one week

Total Cost of Project	£7,466 We are very aware that this is based on 2025 prices and that the total cost of the project will be more than this figure. Any shortfall will be paid by the Trust
Grant Applied For	£5,000

** All the grant windows and timelines for the current financial year can be found on the Council's website – penzance-tc.gov.uk/grants*

Project title:	Water supply and connection for Tredavoe Community Hall
Description of project (please continue on a separate sheet if necessary)	The project is to provide a mains water supply to the community hall. This will involve the following work items. Obtaining a licence, exposure of SWW water main in highway, relay water service approx 50m in length with 25mm MDPE pipe. Make connections to stop tap inside building. Backfill and reinstate all excavations to highways and the Removal of excess spoil from site. To facilitate the successful completion of the work one supplier will be contracted for all works on a fixed price quote (already received at circa £5,200 - £5,400 net of VAT). Plus approx £500 for SWW to connect, and a contingency for incidentals of £500
Where in the Parish will the project/activity take place?	Tredavoe Community Hall and the highway directly in front of the site.
Who will benefit from the project? (please tell us what groups will benefit and approximately how many people will benefit in total)	Primarily the residents of Tredavoe, but also the wider community. Tredavoe is a close knit community, with a free quarterly newsletter delivered to every household. Despite its proximity to Newlyn, Tredavoe is fairly isolated, with a single track access, no through traffic, no public transport services and no other facilities such as a pub or shop. The Community Hall's role as a community hub and meeting place is therefore invaluable for the mental and emotional wellbeing of the residents. There are around 70 adults in the village, with 17 children or young people. Of the adult population, 13 live alone, and 22 are over 70, with an additional 4 people with significant health issues or special needs. All these will benefit from being able to meet and use the village community hub. In addition, the ability of the Trust to hire the space to people outside the village to provide a low cost small event venue, such as birthday celebrations, as well as a beautiful wedding venue, will increase the opportunities to raise much needed funds for the upkeep of the building,

	and to be less reliant on grants and bequests. Without a water supply, the future of this valued Grade 2 listed building seems uncertain.
What evidence do you have that this project is required? (This might be survey work or statistical evidence)	The Community Hall cannot function without a safe and reliable water supply. Until November 2024, water was provided by a kindly farmer, but replacement of the pipework at the farm lost the connection to the Hall permanently. This has left the Hall without access to mains water, and therefore we are unable to hire out the hall to its full potential (since there is no potable water or flushing toilet) or use it as a community space due to the lack of water supply to its sanitary or catering facilities. This can be evidenced by the written quotations we have received to connect the community hall to a mains water supply or by visit to the chapel which can be easily arranged upon request.
What support have you received for this project? (Please tell us about any expressions of support you have received from outside your organisation)	We have received no other outside support – the balance of the cost will come from fund raising efforts by villagers, residual funds from hire and donations from villagers. Of the total cost of £7,466 (inc Vat) the Trust will contribute all costs over any grant awarded
How will the project be managed and how will you measure its success?	A schedule of works and timetable will be created in conjunction with the contractor and agreed prior to the commencement of works. We will have staged payments in line with work completion and a trust subcommittee will oversee the work and agree upon stage completion and payment release.
Please give the timescale and key milestones for your project, including a start date and finish date.	Estimated dates as follows. Start Date: late 2026 Estimated timescale for trench and connection is one week. Final tarmac would be weather dependent (extra day)
What arrangements do you have in place to ensure safeguarding of children and young people (applicable only if your project involves working with this client group)	Tredavoe Village Community Hall Trust has a child care policy which can be provided upon request. (Note, however, that our project does not involve working with this client group)
What will the money be spent on? (Provide a full breakdown	Total project cost: Labour & Plant £3,800 Materials £650 Road fund license £600

of project cost(s) identifying what cost(s) this grant would be spent on)	Chlorination £350 SUB TOTAL: £5,400 (+ VAT) £1,080 = £6,480 SWW costs of connection £486 (from quote Dec 2024) Contingency for incidentals/miscellaneous costs £500 TOTAL £7,466 As previously indicated, these quotes are based on 2025 prices, and it is anticipated that the final actual costs will be higher than this estimate. Any increase in the cost of the project will be funded by the Trust
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Please list any applications you have made for funding from other organisations in the table below:

Organisation	Contribution Sought (£)	Applied? (Yes/No)	Granted? (Yes/no)

3. Further information enclosed Checklist

	Enclosed? (Yes/No)
A copy of your organisation's most recent bank statements (mandatory)	Yes
Copies of all <u>relevant</u> Employer, Building & Public Liability Insurance Certificates & Title Deeds if appropriate (mandatory)	Yes **
A copy of your constitution and articles of association (or similar documents if the above do not exist, showing the organisation's status)	Yes
A copy of your organisation's latest set of accounting statements (if any exist)	Yes
Copies of any letters of support for your project	Yes
The bank account your project is using is in the project's/organisation name with at least 2 authorised signatories required to sign each cheque or online payment	Yes
I have read the Privacy Notice at the end of this form and placed an 'x' in the relevant box	Yes
Other (please list) Quotes for the work required (8A to 8C)	Yes

If any of the above documents have not been enclosed, please give reasons why:

With regard to the insurance certificate, we have spoken with our insurers, Methodist Insurance, who advised us that certificates for Public Liability and Buildings Insurance are not normally issued. Details of the cover is enclosed in the policy schedule, which we have attached, along with the Certificate of Insurance for Employer's Liability. If you required further information about the insurance, our insurers have offered to supply a letter confirming the information required.

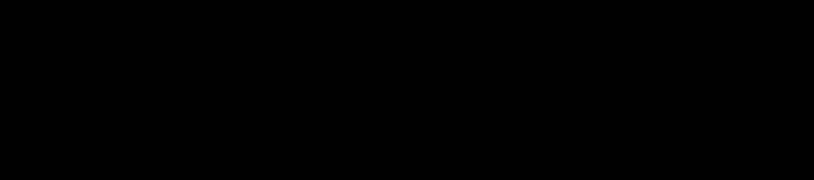
4. Declaration by the applicant

I/We declare that, to the best of my/our belief, the information given on this application form and in any enclosed supporting document is correct.

I/We declare that, I/we have read the Council's Grant Policy and believe to the best of our knowledge, that we meet the criteria set out by the Policy.

I/We accept the following:

- (i) that any false information we provide, even if provided in good faith, may lead to the withdrawal of the grant offered,
- (ii) a presentation is required by the applicant(s) to the Council. This will be arranged prior to any meeting by the Council staff.
- (iii) that any grant offered will be used only for the purposes set out in this application and
- (iv) that we will provide reports on progress to Penzance Council and attend the Annual Town meeting (see section 4.1) (if appropriate).
- (v) that should any grant offered, not be used in accordance with the terms and conditions set by Penzance Council, we undertake on behalf of the organisation to repay the outstanding amount to Penzance Council on demand.
- (vi) that I/we will work with the Council's Communications Officer to promote the grant award and will acknowledge the funding provided by Penzance Council in all promotional materials, media coverage & interviews, and on our website(s)/social media channels (if applicable).

Signed:	
Name(s):	
Position(s):	Trustee (Grants)/Treasurer
Date:	6 th September 2026

Please be aware that the decision as to whether you have been successful in your application will be communicated to you shortly after the relevant Committee / Council meeting.

5. Privacy Notice

Penzance Council takes your privacy seriously.

A full copy of the Council's Data Protection Policy (including a Privacy Notice) is available to download on the website: www.penzance-tc.gov.uk/download/data-protection-policy/

If you require the Data Protection Policy in a different format, please contact Penzance Council:

Email: info@penzance-tc.gov.uk

Tel: 01736 363405

Please indicate below that you understand how your data will be processed and stored and therefore give your explicit consent for Penzance Council to hold your data in accordance with our Privacy Policy:

Yes ☒ No ☐

Please return your completed form and relevant information to:

Penzance Council

Email: info@penzance-tc.gov.uk

In-person/post: Penlee Centre, Penlee Park, Penzance, TR18 4HE

(if you wish to post an application, you must ensure that it arrives before the grant window deadline, this method is not recommended unless you use guaranteed delivery)

FINANCE & GENERAL PURPOSES COMMITTEE – 26 OCTOBER 2026**REPORT FOR DECISION****APPLICATION FOR GRANT – MOUNTS BAY MARINE GROUP**

Culture	Money & Decision Making	Places & Resilience	People & Wellbeing	Facilities & Open Spaces
				
	✓		✓	✓

Grant Request Summary:

Amount Requested	£5,270.00
Summary of Project	Seawater quality testing within Penzance parish
Supporting Councillor	Duncan Paul
Grants Received in Past 5 Years	N/A
Has other grant funding been sourced?	No

Recommendation to Penzance Council:

A grant, of an amount to be determined, be awarded from the General Grants Budget to Mounts Bay Marine Group for the project: '*Seawater Quality Monitoring in Mount's Bay*'

OR:-

No grant be provided to Mounts Bay Marine Group for the project: '*Seawater Quality Monitoring in Mount's Bay*'

Background:

Information about the cause of the organisation and the reason for their grant request can be viewed at Appendix 1 to this report, including both the grant application and supporting documentation.

It should be noted that, in accordance with the Council's adopted Grants Policy, in instances where projects require additional funding in order to proceed, Penzance Council will not release any approved funds until such time that all other funding is in place/secured, and for a maximum of twelve months from the date of approval.

Cameron Sil
Finance Manager



PENZANCE COUNCIL

Grant Application Form:

Grant Window 17 August 2026 –14 September 2026

Notes to Applicants

To help us process your application quickly, please:

- Read the Council's Grant Policy carefully to ensure your request is eligible.
- Complete the application **fully** and include the **supporting information** listed below – this will avoid delays in progressing your application
- Let us know if you have any questions before sending in your application
- **Please note you cannot apply outside of the defined grant window dates which are outlined above.**

Checklist for Applicants

If you can tick ALL the boxes below you are eligible to apply for a grant:

- Your project has **not** already started or been completed ☐ **Tick confirmed**
- Your organisation has a bank account in its own name with at least two authorised signatories named on the account (grants cannot be paid to individuals) ☐ **Tick confirmed**
- Your organisation is non-profit making ☐ **Tick confirmed**
- Your project will benefit the people of Penzance Parish ☐ **Tick confirmed**
- Your project **does not** have party political links ☐ **Tick confirmed**
- Your project is **not** for the purposes of animal welfare ☐ **Tick confirmed**
- Your application is **not** to cover salaries or routine administration costs ☐ **Tick confirmed**
- Your project **does not** discriminate against groups with protected characteristics as outlined in the Equality Act 2010 ☐ **Tick confirmed**

How long has your organisation been in existence?	Less than one year ☐ Between one and five years ☐ <u>More than five years</u> ☐ YES
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Please be aware for all applications, the applicant must deliver a presentation to the Finance & General Purposes Committee.

1. Organisation Background

Have you ever applied or received a grant from Penzance Council within the last 5 Years? (Please list – continue on a separate sheet if necessary)
Date applied: NONE Project: Amount applied for: Were you successful?:
What are the aims and objectives of your organisation?
The objects of Mount's Bay Marine Group CIO are to: - (i) promote for the benefit of the public the conservation, protection, improvement and further discovery of the physical and natural environment of the geographical area between Cudden Point and Carn Du, West Cornwall and its adjacent areas; and (ii) advance the education of the public in the subject of conservation, protection, improvement and further discovery of the physical and natural environment. MBMG is volunteer based and not a political or protest group. Objectives are laid out in its Charity Commission Registration.
What are the main activities of your organisation?
Citizen Science Projects. Primarily aimed at recording changes and development in the environment, flora and fauna and human activity in Mount's Bay. Methodology follows precise procedures carried out by specifically trained volunteers. Some projects feed data into County and UK initiatives (such as Seasearch, Seaquest,

Shoresearch, Seagrass & Kelp Surveys, Water Quality Monitoring, Water User Surveys). Data and observations are used to inform debate and conservation activities.

Public Information and Education. Annual Winter Talks Programme, Outreach Talks, Monthly Open Meetings, Information Stalls, Social Media/Website, email Newsbites, Press Releases. (MBMG Members have appeared on BBC Springwatch and recently the BBC One Show with MBMG Member and former Chair Katie Maggs illustrating the wonder of local Spider Crab aggregations)

Public Engagement Events. For example, Beach Cleans and Rockpool Rambles.

Arts Projects. Instrumental in further public engagement and the creation of original artworks to help illustrate and give impact to educational/publicity messages. Involves local art groups/galleries, schools and colleges.

Conservation Projects. Most notably the conservation of Marazion Dunes and the protection of Seagrass beds in Mount's Bay.

Please demonstrate your organisation's commitment to equal opportunities
(please enclose any relevant policies)

The current membership of MBMG is 91 people. Volunteers are unpaid and about half the membership are active in one or more projects. Membership is open to all and diversity is encouraged. Activities are varied with scope for all levels of ability and age.

	Yes / No or N/A
Is this a retrospective grant application?	No
Are you part of a religious group?	No
If the application is for a Church – is it for anything other than a parish clock, Community Hall (used by all within the community) or environmental purposes?	N/A
If the application is for a School – is it for anything other than environmental purposes or a project that does not benefit the wider community and is not in addition to statutory services?	N/A
If the application is from an education, health or social service establishment – do you work in partnership with other groups?	N/A
If the application is from an education, health or social service establishment – is the proposed project in addition to statutory services?	N/A

2. Your project

Start Date <i>(cannot start prior to the approving Council meeting*)</i>	January 2027
Finish Date	December 2027
Total Cost of Project	£8,783. This covers the sampling and testing of water at 5 main points from Marazion to Mousehole.
Grant Applied For	£5,270. This covers the 3 points within Penzance Town Council Parish – Penzance Promenade, Wherry Town and Mousehole.

* All the grant windows and timelines for the current financial year can be found on the Council's website – penzance-tc.gov.uk/grants

Project title:	Seawater Quality Monitoring in Mount's Bay
Description of project (please continue on a separate sheet if necessary)	Over the last 3 years we have been undertaking formal Snorkelling Surveys to map out the environmentally important Seagrass & Kelp beds in Mount's Bay, and record marine flora and fauna along with general conditions in the sea. Our data not only informs our own local work but goes on to feed into Cornwall and UK records. This has led us to become curious about variations in water quality and the effects on nature and the environment, the public (local and tourists), and commerce etc. As a result, we have embarked on a limited level of testing in recent months. Initial investigations have included bacteriological analysis of a single weekly sample taken at Long Rock Beach plus Phosphate and Nitrogen testing of the various freshwater inlets to Mount's Bay on 2 occasions six months apart. With our initial test results in hand and a spate of SW Water sewage overflows recently (4 in 10 days leading into the August Bank Holiday Weekend), we are keen to press forward further. We are now at a point where we wish to extend our testing and collate it with an expanded range of other data. This project is aimed at improving knowledge of our immediate marine environment, to inform and educate, and to feed any debate on conservation plans etc. We cannot predict the results and outcomes. Good results can provide confidence for bathing, poor results can be used pragmatically to develop further steps, or findings can be more complex to analyse. This would be a most valuable Citizen Science Project analysing parameters that we otherwise cannot see or where we

	have only sketchy data. Without sufficient data we are left guessing. Overflow discharges have an impact on bathers (locals and tourists). Local groups in particular swim all year round. Testing will provide data to inform water use but will also be a most valuable part of our overall assessments of the Mount's Bay environment. Such information will be used in our public presentations and media articles. Whilst our volunteers are willing and able to undertake the various tasks required we are dependent on external sources for laboratory testing and other analytical kit. This element is where we seek financial support. The overall plan is to sample seawater across the main recreational sites in Mount's Bay. This will centre around 5 locations at Marazion, Long Rock, Penzance Promenade, Wherry Town and Mousehole. We are approaching Marazion Town Council and Ludgvan Parsh Council for support for the 2 sites in their parishes. This application to Penzance Town Council specifically covers the remaining 3 sites that are within their area. From May to October weekly testing would be undertaken, from November to April sampling would be more weather dependent and so at more variable intervals. (The Environment Agency only tests from May to September and then only every 2 weeks). Additional sampling may occur to investigate further at certain times within the programme typically when adverse conditions occur.
Where in the Parish will the project/activity take place?	Penzance to Mousehole Seafront
Who will benefit from the project? (please tell us what groups will benefit and approximately how many people will benefit in total)	Penzance population in general. Tourists. Local Tourist Industry. Penzance Town Council with the data generated. Bathers and other water users in Mount's Bay. Wider input into local and national environmental debate. Possible impact on thousands of people.
What evidence do you have that this project is required? (This might be survey work or statistical evidence)	Public concern about issues relating to the environment, climate change, and the water industry infrastructure. Lack of published bacteriological data in October to April and minimal Environment Agency (EA) Data in May to September (10 samples in 2026). Frequency of Combined Sewer Overflows (CSO) in

	Penzance even immediately after long periods of drought. (Published Data).
What support have you received for this project? (Please tell us about any expressions of support you have received from outside your organisation)	Initial work has been supported by the charity Surfers Against Sewage. Their funding has supported initial bacteriological testing of seawater at Long Rock beach in 2026. Results from this work and comparison with the less frequent Environment Agency testing at the same point have been part of the reason for the extended project described in this application.
How will the project be managed and how will you measure its success?	The project will be managed by the Water Quality Monitoring Lead and the Trustees of Mount's Bay Marine Group. Work will be supported by a variety of scientifically qualified MBMG members and with access to specific external experts. Progress will be discussed at regular Monthly Open Meeting and at both formal Trustee and General Committee Meetings. A database of laboratory results and related observations will be compiled against time and location during 2027. This will demonstrate the success of the programme.
Please give the timescale and key milestones for your project, including a start date and finish date.	The project would start on the 1 st January 2027 and testing would finish on 31 st December 2027. A report would be compiled by 28 th February 2028. Interim results could be available during 2027. External presentations will be made at appropriate points depending on circumstances.
What arrangements do you have in place to ensure safeguarding of children and young people (applicable only if your project involves working with this client group)	N/A – only adult volunteers involved.
What will the money be spent on? (Provide a full breakdown of project cost(s) identifying what cost(s) this grant would be spent on)	Please see table below for breakdown of costs relating to the 3 testing sites, Mousehole, Wherry Town and Penzance Promenade.

Items	Unit cost	Cost calculation basis		Total cost
Laboratory testing at a UKAS accredited laboratory. E.coli, Enterococci, Coliforms cfu per 100 ml.	£25 per sample including transport estimated	3 sites. Weekly testing for one year. Plus 8 additional tests per site in the year as required according to conditions and investigations. Total 180 samples.	Total cost estimate 180 x £25.00 = £4,500	£ 4,500.00
Sampling poles and bottle holders	£84	Allow for one per site to accommodate multiple samplers.	3 x 84	£ 252.00
Sampling consumables. Gloves, pH Test Papers, thermometers, spare batteries etc				£ 120.00
Parking costs	£2.50 per site visit	Assuming chargeable parking at Wherry Town and Mousehole. Promenade on road parking at zero cost.	Estimate based on 2 x 52 weeks x £2.50 as a minimum. Would not be sufficient to cover sampling additional to routine weekly visits and multiple vehicles (2 people are required as a minimum for safety). But offset by no cost in some cases with alternative parking or method of transport.	£ 260.00
Bouyancy aids for safety	Seago Seaguard ISO 165N Inflatable - £65 each plus postage	Minimum of 2 vests required	2 x £65 + postage	£ 138.00
TOTAL				£ 5,270.00

Please list any applications you have made for funding from other organisations in the table below:

Organisation	Contribution Sought (£)	Applied? (Yes/No)	Granted? (Yes/no)
None at present			

3. Further information enclosed Checklist

	Enclosed? (Yes/No)
A copy of your organisation's most recent bank statements (mandatory)	Yes
Copies of all <u>relevant</u> Employer, Building & Public Liability Insurance Certificates & Title Deeds if appropriate (mandatory)	Yes
A copy of your constitution and articles of association (or similar documents if the above do not exist, showing the organisation's status)	Yes
A copy of your organisation's latest set of accounting statements (if any exist)	Yes
Copies of any letters of support for your project	No
The bank account your project is using is in the project's/organisation name with at least 2 authorised signatories required to sign each cheque or online payment	Any 2 Trustees must sign
I have read the Privacy Notice at the end of this form and placed an 'x' in the relevant box	Yes
Other (please list)	

If any of the above documents have not been enclosed, please give reasons why:

4. Declaration by the applicant

I/We declare that, to the best of my/our belief, the information given on this application form and in any enclosed supporting document is correct.

I/We declare that, I/we have read the Council's Grant Policy and believe to the best of our knowledge, that we meet the criteria set out by the Policy.

I/We accept the following: **ALL accepted**

- ⇒ that any false information we provide, even if provided in good faith, may lead to the withdrawal of the grant offered,
- ⇒ a presentation is required by the applicant(s) to the Council. This will be arranged prior to any meeting by the Council staff.
- ⇒ that any grant offered will be used only for the purposes set out in this application and
- ⇒ that we will provide reports on progress to Penzance Council and attend the Annual Town meeting (see section 4.1) (if appropriate).
- ⇒ that should any grant offered, not be used in accordance with the terms and conditions set by Penzance Council, we undertake on behalf of the organisation to repay the outstanding amount to Penzance Council on demand.
- ⇒ that I/we will work with the Council's Communications Officer to promote the grant award and will acknowledge the funding provided by Penzance Council in all promotional materials, media coverage & interviews, and on our website(s)/social media channels (if applicable).