



# Hednesford Town Council

Community Support Grant Application Form 2026

## SECTION 1

To be completed by all applicants

### CONTACT AND ORGANISATION INFORMATION

Name of organisation / group	West Chadsmoor Family Centre
Name of individual completing application	Holly Necchi /Angela Staples
Position within organisation	Manager/ Deputy Manager
Address and postcode of organisation	[REDACTED]
Registered address if different to above	
Company number if applicable	5485495
Charity number if applicable	1116541
Company status i.e. Charity / Not for Profit / Community Interest Company	Charity
If part of an affiliated / national organisation please state	
Does your group have a constitution or set of rules? If YES please attach a copy	Yes
Does your organisation have a bank account? If YES please attach the most recent bank statement	
Name of bank account signatories	Jeannette McInnes/Heather Preece
Years / Months operating	29years 9 months
Number of volunteers if applicable	5
Number of members if applicable	
Telephone number	[REDACTED]
Email address	[REDACTED]
Website	<a href="http://www.westchadsmoorfamilycentre.co.uk">www.westchadsmoorfamilycentre.co.uk</a>

## SECTION 2

*To be completed by all applicants.*

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### ABOUT YOU

Tell us about your group / organisation (max 200 words)

West Chadsmoor Family Centre is an established local organisation with a track record of delivering a valuable and holistic service to the local community. We offer activities for parents and pre school children. Our current activities include Story Crafts, Growing through the Seasons (this is based at our allotment), Toddler time, Inbetweens, Adult Baby Chat, Ante Natal Peep. We also offer an adult Craft Session which is currently an Introduction to Sewing and a Peer Mentor Support Group (for parents with mental health issues) both with accompanying creches. The local community benefits from a Brunch club where they are provided with breakfast and the opportunity to chat and have help and support with managing their energy bills and other financial issues. We also provide a weekly Community Table for all the local community and our families. The table provides essential groceries, chilled food, fresh fruit and vegetables.

Can you give a specific example of how your group / organisation has benefited the community and residents in Hednesford? (max 200 words)

Our organisation has significantly improved the health and well being of the community and the residents. We are now approaching the 5<sup>th</sup> year of our community table and in that time we have built up a regular group of attendees. These attendees have formed their own community and support one another. They regularly bring in goods that can be recycled and re-used by other members. They have formed their own support group and will support other attendees when they are ill by visiting them and bringing any support or medication that they may need. They meet up outside of the table's hours and go to each other's homes for coffee and a chat. One member who lives on her own commented that she does not only come to our group to get her supplies but she also comes to meet and chat with friends she has made here. They are very supportive of new attendees. This has reduces isolation, loneliness and improved our attendees mental health.

## SECTION 3

*To be completed by Community Grant applicants*

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## PROJECT

Please explain your project (max 200 words)

Our project is to provide supplies for our Community Table.

When will the project take place? Please note that grants cannot be awarded retrospectively

The project takes place on a Wednesday morning between 10.00 and 11.00pm at the Family Centre.

How will your project benefit the residents and community of Hednesford? Your answer will be used to help panel members decide on your application so please be concise. Please provide number to be engaged, anticipated outcomes, expected impact

The project will support many people living in the Hednesford area. The food they receive helps feed most families for approximately 3 days, freeing up money for energy bills. They often state that the community table helps them to "eat and heat their home's". We regularly survey our attendees and we have a number of new families whose children attend Pye Green School. One mum stated " the food and fresh produce I get from the table allows my household budget to stretch much further"

Please state clearly state why you believe this project or activity is required.(max 200 words)

The continuing cost of living crisis continues to fuel the need for our Community Table. We began running the project in April 2021, initially only 10 people attended this has risen to an average of 35 people per week. This does not represent the true number of people being fed by the table, as many of our families attend and they are often feeding 4+ people in most families.

What are your group / volunteers contributing / gaining from this project? (max 200 words)

We currently have 3 volunteers working on the project, one supports with accessing and transporting the food. He has gained skills with budgeting. The other two help set up and put away the table. They have both developed their confidence, social and communication skills.

If this is a new project and you want to carry it on in the future, how will you make sure it continues after the funding from the application has been used?

## SECTION 4

To be completed by all applicants.

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### COSTS

The maximum grant that can be awarded is **£500.00**

Please state how much grant you are applying for and clearly detail how the grant funding is to be used? (max 200 words)

We are applying for £500 and the grant funding will be used to provide food for the community table.

Please provide an itemised breakdown of costs and detail the item / quantity / cost. Not providing this information may negatively impact the outcome of your application

Groceries – tins of beans, meat, soup, spaghetti, UHT milk, cereals, tea, coffee, rice £110  
Chilled food – sausages and cheese £55  
Adult toiletries – shower gel, toothpaste, shampoo and soap.£30  
Baby items –nappies, baby wash and baby wipes £55

TOTAL £250 per week.

Is the total cost of the project greater than the amount applied for?  Yes  No

If YES, please tell us how you plan to raise the rest of the money. Please let us know if you have applied for other funding to make up the difference.

Have you received any grants from us previously?  Yes  No

If YES please state the date and amount.

£500 -20/03/25

Have you applied for other grants to support this project?  Yes  No

If YES please provide details including the name of the organisation and the level of funding you received.

Albert Hunt Trust £4000

Please detail fundraising efforts to date to support this project / idea including any sponsorship, crowdfunding, membership fees. (max 200 words)

A donation of £170 received from a cake and coffee morning.

### Data Protection Statement

We need the information we ask for on this form to assess your grant application.

By submitting this application, you are consenting to us sharing appropriate information on this application with employees, Councillors and Grant Panel members. This information may be used for publicity purposes if the grant is awarded.

### Media consent form

I consent to being photographed/recorded by Hednesford Town Council and authorise that the photos / recordings may be used in the following ways:

- In publicity materials, including printed publications, promotional videos, and digital media including Hednesford Town Council website and social media
- In news releases sent to the media, including local press

Name (please print)  
behalf)

ANGELA STAPLES

Signature (if under 18 a guardian must sign on

[Redacted Signature]

Date

27/1/26.

If you'd like us to stop using an image / recording please let us know by emailing:  
**matthew.johnson@hednesford-tc.gov.uk** or telephone **01543 424 872**

**Under the 1998 Data Protection Act, your rights include:**

- Your consent to the publication of your images can be withdrawn at any time
- Your images / recordings will not be used for any other purpose without your further consent
- The contact information you have provided will only be used to contact you about these images

**Conditions of use**

- We will not include personal e-mail, postal addresses or telephone numbers on video, our website or in printed publications and advertising
- We may use group or class images with very general labels such as 'Winners of Council grants'
- We may use the image in literature unrelated to when the picture was actually taken
- We may include your full name with the image
- We will retain your consent form for five years; however we reserve the right to store and retain the images/recordings in our archive indefinitely

**Return application forms by midnight on 28<sup>th</sup> February 2026**

**By Post or in person to:**

Community Grant Application  
Hednesford Town Council  
Pye Green Community Centre  
Bradbury Lane  
Hednesford  
WS12 4EP

**By Email to:**

Community Grants - Matt Johnson, Community Officer  
**matthew.johnson@hednesford-tc.gov.uk**

**Guidance Notes and Conditions of Funding**

Hednesford Town Council awards grants to local organisations and community groups to assist them in achieving their aims and objectives

Please ensure that you read all the following prior to applying for the funding

### **Funding Guidance/ Terms and Conditions:**

- Funding applications can only be accepted from groups or organisations who work within Hednesford and benefit the local community
- Please ensure that all questions on the form are completed in full and provide any additional documentation as needed to support your application
- Grants are for a maximum of £500.00 and awarded and agreed by full council. You may be awarded less than applied for
- The funding is available for start-up groups and organisations as well as those already operating and established (We do require a bank account in the groups/organisations name, relevant signatories and documentation relating to the constitution of the group)
- There are some things that will not be considered, including:
  - Applications from individuals
  - Activities that occur outside of Hednesford
  - Discrimination on the grounds of race, gender, age, disability, religion
  - Buying, selling or consumption of alcohol
  - Activities that support any political or religious activities
  - Profit-making / fundraising activities
- Statutory duties such as Education, Health or Social services for which the Central Government, Health Authority, District or County Council are the appropriate funder will not be considered; although local schools may apply for funding for items not considered statutory
- Groups / organisations must clearly state aims and objectives and provide a written constitution or governing documents in order to be eligible to apply for the funding
- The group/ organisation is required to have its own bank account in its own name, with two authorised signatories as named on the application form
- The group / organisation is required to submit accounts that have been independently considered by a qualified person for the previous financial year or in the case of a new group /organisation a budget and plan
- The Town Council has the right to reclaim the grant in the event of it not being used for the purpose as outlined on the application form
- Organisations receiving grant money must acknowledge the Town Council's contribution on all media/publicity work
- A representative from the organisation must to be available to attend the Annual Town Assembly on Friday 10<sup>th</sup> April 2026 to collect the grant award
- All awarded organisations must complete a project report update at 6 months and 12 months detailing the positive impact that the grant funding has had for their organisation. This will be sent to you by the Community Officer for you to complete.

Failure to provide satisfactory updates within the timescales given may result in the grant being recalled by Hednesford Town Council

- If you have difficulty completing the reports please contact the Community Officer

**Declaration**

We have read and understood the terms and criteria of the Hednesford Town Council Community Grant Scheme.

We declare that all the information given by us is true and we understand that if any funds are not used for the purpose outlined in this application, then they are liable to be recovered by Hednesford Town Council.

We will keep full records of all receipts relating to expenditure and will provide to the Council within six weeks of completing the work outlined in this application form if requested. If the group or business is dissolved and equipment has been purchased with this grant, any such equipment remaining will be distributed within the community at the discretion of Hednesford Town Council.

Please sign below

**Signatures authorising this application from your group or organisation**

(two people must sign this form unless you are the sole company director).

Signature 1

[Redacted signature box]

Signature 1

[Redacted signature box]

Name (please print)

ANGELA STAPLES

Name (please print)

MOLLY NECCHI

Date

27/1/26

Date

27/1/26

Please remember to include any supporting documents including your organisation constitution /rules or statement of your company aims/objectives, recent copy of organisation bank statement and any other supporting information that may assist your application.

## Grant application timeline

Please note that we do not accept late entries or second applications from organisations in the same funding round.



## Further information

If you have any questions or enquiries regarding the funding or application process, please contact Hednesford Town Council on **01543 424872** or visit [www.hednesford-tc.gov.uk](http://www.hednesford-tc.gov.uk) – projects and community - funding

## Community Grants

Matt Johnson  
Community Officer  
[matthew.johnson@hednesford-tc.gov.uk](mailto:matthew.johnson@hednesford-tc.gov.uk)  
01543 424872

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