

ABERGAVENNY TOWN COUNCIL



COMMUNITY SMAL

L GRANT SCHEME

APPLICATION FORM 2019/20

This application form is to be used to submit an application to Abergaenny Town Council Community Small Grant Scheme. Please read the guidance notes carefully before completing the form.

Completed forms to be returned to _____ or by
post to Town Clerk, Town Hall, Cross Street, Abergaenny, NP7 5HD.

Section 1 – Contact information

a. Group Name	Abergaenny Bowls Club
b. Contact Name	Maurice Padfield
c. Contact Address	Apartment 3, Saxonbury House Lansdown Road
	Abergaenny Monmouthshire
	Postcode NP7 6AN
d. Contact email	s14rno@talktalk.net
e. Position in Group	Funding Officer
f. Contact tel no	01873 852227 or 07968867749

g. Bank Account
Details

lloyds Bank PLC
Sort Code 30 90 02
Acc No 00107442

Section 2 – Tell Us About Your Group

a. Briefly tells us about the activities that your organisation/group undertakes

Abergavenny Bowls Club is situated next to the cricket club in Avenue Road. We were founded in 1860 and are recorded as the oldest bowls club in Wales. Probably the oldest sporting organisation in the town. We have 66 members made up of male and female players. We have 4 teams at the club. Two teams for men, one team for the ladies and a mixed team with the latter only having been formed in 2018. During the course of the season we play a total of approximately 100 matches with half of these being played at our club.

We are and always have been a private club fully supported by membership fees and small amounts of money raised through sponsorship or sports grants. We maintain the clubhouse, playing facilities and the green ourselves with a willing and able body of volunteers. We hold social events throughout the year to help boost funds and for newer members to meet older members and integrate into the club.

b. Charity Details
(if applicable)

Charity Number
N/A

i. VAT Registered?

Yes/No No

Section 3. Tell Us About The Community Project/Activity You Want To Undertake

a. Which objective does this project mainly contribute towards (please tick one):

Giving Children and Young People the best possible start in life

Support for community wellbeing inc. volunteering and active citizenship

Supporting an economically thriving community

Protecting and enhancing our natural environment

b. Please give more detail on how your project will meet the objective you selected above.

As stated in my description earlier we have a mixed membership and until 2018 the Male and Female members did not play together during league matches although they might mix socially during practice sessions between matches. The game of

bowls is however changing and In 2018 along with a number of other clubs we formed a mixed team to play matches against other mixed teams during the season. These matches not only provided additional playing opportunities but also provided opportunities for couples to play in games together, something not previously available to them. We were one of the more successful clubs and repeated this success during 2019 but as usual success brings with it a number of issues that must be resolved if the game is to grow and develop with mixed teams in the future. We certainly think this is the way forward and as usual Abergavenny Bowls Club wish to be in the vanguard of this development.

There are a number of capital projects planned before the start of the 2020 season linked to this specific project and we are hoping that we can complete them all by April next year. The other projects are mentioned in my accompanying note. The issue we have to resolve and the subject of this application is one of changing facilities. Whereas previously men and women never played together this recent move towards mixed teams means that ladies and men are using the same changing room facility. Until this year the one large changing room has served to provide a suitable facility for both the home and visiting team because we were either all men or all women. Now that we have to provide for our own members and visiting players of both sexes we need to divide the existing changing room into two units. This will allow all members complete privacy when changing into playing clothes and the reverse after each match. It will also make the club more attractive to local people who might think about playing bowls but could be put off by the lack of appropriate facilities. This is just one of the projects we have for the Winter period and along with these other projects we are hoping to complete this work before the start of next season in April 2020 when we will celebrate our 160th anniversary.

c. Total Project Cost

£800/£900

d. How much are you applying for from Abergavenny Town Council?

£600

e. Have you raised the balance of funds?
(25% of the total project costs should come from other sources)

Yes

f. Please specify how you will use the Town Council grant?

The grant will be used to convert existing large changing room facility into two changing rooms to cater for men and women separately. This project is seen as invaluable in not only satisfying the needs of our members but also visiting players. We also see it as an opportunity to showcase our club as progressive and worthy of our existing reputation for developing and growing the game rather than many clubs who have to shut down as a result of complacency.

g. How will your project benefit the community of Abergavenny?

It will allow all members of the community to join our club and feel comfortable about the standard of facility provided. Last year we achieved a grant from Community Chest which allowed us to,

1, Purchase 6 new sets of bowls

2, Get 5 more members qualified as coaches

3, Get 10 members through a St John Ambulance First Aid course and 4 members have Safeguarding accreditation. This makes us well position in our 160th year to aggressively promote the club to Abergavenny and surrounding areas as a club that welcomes everyone in the knowledge that we have great facilities to offer them.

h. If your project involves working with young people does your organisation have a safeguarding policy?

Y	No
Y	

i. When will your project start and finish?

Start date

December 2019

Completion date

March 2020

j. Are there any outstanding permissions i.e. planning permission required before this project can start? If so, please list together with expected dates when permission will be granted

There are no planning permissions required.

Section 4

This application is to be signed by a person holding a position in the organisation applying for the grant. Before submitting the application please ensure that you have all the additional information as set out in the guidance.

Signed



On behalf of
(name of group)

Abergavenny Bowls Club

Date

Monday 9th September

ABERGAVENNY BOWLS CLUB – ACCOUNTS FOR YEAR ENDING 30 SEPTEMBER 2018

Income

Normal Income

Bar Sales	4410.55
Less Purchases	2249.85
<u>Less Opening Stock</u>	<u>90.00</u>
Bar Profit	2070.70
Subscriptions	4860.00
Donations	365.00
Dividends & Misc Sales	111.77
Comp Fees & Green Fees	219.50
Fund Raising & Socials	882.91
Raffles	673.50

2018

2017

Expenditure

Normal Expenditure

Green	2992.49	2752.26	3300
Buildings	499.78	324.04	400
Water/Rent/Rates	810.24	738.29	800
Electricity	220.52	282.97	220
League/Comp fees	724.00	633.00	700
Fund Raising & Socials	280.00		
Admin	145.00	190.96	150
Engraving & Misc	292.11	87.20	
Insurance	1286.93	1253.88	1300

2018

2017

'18 Budget

Normal Income Total	9183.38	7008.08	Normal Expenditure Total	7251.07	6510.65	6870
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Other Income

Insurance Compensation		10809.60
Sunday Lunch Surplus		2.00
Sponsorship	2750.00	
Grant	1487.00	
Sale of shirts	613.00	

Other Expenditure

Shed Purchase		8518.50
Tree cutting		250.00
Purchase of playing shirts	1880.10	
Coaching Courses & Equip	1527.90	

Total Expenditure for year	10659.07	15279.15
Surplus for year	3374.31	2532.53

Total Income	14033.38	17811.68		14033.38	17811.68
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Balance Sheet at 30 Sept 2018

Bank Current account	4852.96	Brought Forward	9391.44
Bank Deposit account	7791.10	2018 Surplus	3374.31
Cash in hand	121.69		
	12765.75		12765.75

Abergavenny Bowls Club Constitution: Revised November 2017

Name:

1 The Club shall be called the Abergavenny Bowls Club, hereinafter called The Club.

Affiliations

2 The Club shall be affiliated to the Welsh Bowling Association, the Monmouthshire Bowling Association, the East Monmouthshire Bowling Association, the South Wales and the Monmouthshire Women's Bowling Association.

Objectives

3 The objectives of The Club shall be:

- 1 to provide opportunities for members to participate in the game of bowls.
- 2 to encourage recreational, social and competitive aspects of the game.
- 3 to promote high levels of achievement in the game by means of competitive matches within The Club and with members of other clubs.

Membership

4.1 Membership of The Club shall not be unreasonably restricted on the grounds of sex, race, age, disability, political or religious opinions to any person who is prepared to accept and support the objectives of The Club.

4.2 In accepting membership a person agrees to abide by the Constitution of The Club and the decisions of the Committee.

4.3 Members under the age of 18 years shall be considered as junior members.

4.4 Life Membership shall be available to specified members, subject to agreement of members at an Annual General Meeting or an Extraordinary General Meeting, whichever can be convened earlier.

4.5 All full members and life members shall enjoy equal voting rights.

4.6 Associate membership shall be available to specified family of full members subject to agreement by the Committee.

For the attention of,
Jane Lee
Town Clerk

Please find enclosed the completed grant application form on behalf of Abergavenny Bowls Club.

I should point out that the audited accounts details are in respect of our operation year in 2018.

It shows the current balance at that time to be quite healthy but since that date considerable amounts have been spent on renewing items at the club and improving the green itself. By far the greatest part of the funds still available will pay for other works we are undertaking alongside the changing room improvements indicated in this application.

1, We are increasing the size and facilities afforded by our present kitchen and bar. This will also involve the purchase of new refrigeration, water heating unit and improved lighting and ventilation. This will mean the partial demolition of gents toilet unit.

2, We will need to build a new toilet facility and this project in itself will be the most costly.

As you can see we have raised sufficient funds to achieve these ambitious projects and really would like the support of The Town Council Grants Committee for the changing room alterations.

Regards,

Maurice Padfield
Funding Officer
Abergavenny Bowls Club
Avenue Road.

Officers

- 5.1 The Officers of The Club shall be the President, Vice President and the Executive Officers.
- 5.2 The Executive Officers shall be the Chairperson, Vice Chairperson, Secretary, Treasurer, Club Captain, Ladies' Captain, Buildings Manager and Grounds Manager.
- 5.3 All Officers of The Club shall retire annually, but shall be eligible for re-election at the Annual General Meeting.
- 5.4 Any Officers not wishing to stand for re-election shall advise the Secretary of their intention at least one month before the date of the Annual General Meeting.
- 5.5 The Club Captain and Team Captains are responsible for forming a Selection Committee for their relevant leagues.

Executive Committee

- 6.1 The management of The Club shall be vested in an Executive Committee referred to in this document as The Committee.
- 6.2 The Committee shall consist of the Executive Officers.
- 6.3 The Committee shall be empowered to make a temporary appointment until the next Annual General Meeting.
- 6.4 Meetings of the Committee shall normally take place at monthly intervals, but one or two such meetings may be cancelled in any one year at the discretion of the Chairperson.
- 6.5 A quorum of five members shall be necessary for the transaction of business by the Committee.
- 6.6 The Chairperson will have the casting vote in the event of an inconclusive vote.
- 6.7 The Committee may appoint ad hoc Sub Committees to deal with specific matters.
- 6.8 The Committee shall draw up such rules as are necessary for the running of The Club and submit them to the Annual General Meeting for approval.
- 6.9 It shall be the duty of the Committee to interpret the Constitution of The Club with respect to all questions relating to the Club, save those questions which would involve an alteration to the Constitution.

Finance

- 7.1 The Club shall levy annual subscriptions and such other charges as may be approved by the Annual General Meeting.
- 7.2 Funds may also be raised by social activities, gifts and loans.
- 7.3 The Club shall hold funds in a bank, building society or other method of investment and all cheques drawn on these accounts shall be signed by any two of the following officers: Treasurer, Chairperson, Secretary.
- 7.4 The property of The Club shall be vested in Trustees who shall be members of The Club, appointed by the Annual General Meeting.
- 7.5 In the event of The Club ceasing to exist and following the discharge of all debts and liabilities, any assets at the time of dissolution shall become the property of the Welsh Bowls Association. No members shall obtain any asset from The Club.
- 7.6 The Club may be wound up on a resolution of the members, passed by a two thirds majority at an Extraordinary General Meeting convened for that purpose upon the request of 20% of the membership of The Club. At least 21 days notice of the meeting shall be sent by letter or e-mail to all members of The Club.
- 7.7 In the event of the passing of the resolution to wind up The Club, the members of The Club shall appoint a representative committee which shall be empowered to distribute the assets, including cash and investments in hand to the Welsh Bowls Association.

Annual General Meeting

- 8.1 The Annual General Meeting shall be held during the month of November when the annual reports of The Committee and Sub Committees and of the Executive Officers shall be presented, including the annual audited accounts.
- 8.2 At least 30 days notice shall be given to all members of the date, place and hour of the Annual General Meeting, inviting nominations and resolutions and an agenda shall be presented showing proposed changes to the Constitution and resolutions proposed to members.
- 8.3 Each full member shall be entitled to a single vote on each issue and to submit resolutions and nominations. Submissions shall be made to the Secretary at least 21 days before the date of the Annual General Meeting. Submissions from the floor without due notice cannot be accepted on questions relating to the Constitution or rules. Nominations for Officers may be received from the floor.
- 8.4 No other business may be transacted at the Annual General Meeting.

General Meetings

9.1 At an Extraordinary General Meeting each full member shall have one vote only. A person who has not paid his/her membership fee shall not be entitled to be present or vote.

9.2 The Chairperson-ship of an Extraordinary General Meeting shall follow the following procedure: the President, Vice President, Chairperson, Vice Chairperson, and in the event of the absence of these Officers a Chairperson elected from those present.

9.3 Matter shall normally be decided by a show of hands but at the request of any two members present, the vote may be carried out by a secret ballot.

9.4 Approval by at least two thirds of those full members present and voting shall be required to carry out any resolution to vary the Constitution of The Club. Other resolutions shall be decided by a simple majority, in which the Chairperson may have a second or casting vote.

9.5 An Extraordinary General Meeting of The Club shall be convened on a resolution of the Committee or within one month of receipt by the Secretary of a resolution signed by not less than five members. At least 14 days notice of an Extraordinary General Meeting shall be given to members. Only business for which the Extraordinary General Meeting was called may be conducted at such a meeting.

Discipline

10.1 The Committee shall have power to take disciplinary action against any member and may expel any member deemed to be guilty of conduct detrimental to The Club.

10.2 There shall be a right of appeal to an Appeal Committee, appointed by the Committee act on its behalf, against any disciplinary action taken by the Committee against a member. The Appeal Committee shall not consist of any of The Club's Executive Officers or temporary officers as described in section 6.3. The decision of the Appeal Committee shall be final.

Constitution

11.1 The terms of the Constitution may be varied only by a two thirds majority of the Annual General Meeting, or an Extraordinary General Meeting after due notice of motion.

11.2 In the event of a matter arising which is not provided for in the Constitution, such matter shall be dealt with by the Committee whose decision shall be final.