



**ABERGAVENNY TOWN COUNCIL**  
**COMMUNITY LARGE GRANT SCHEME**  
**APPLICATION FORM 2024/25**

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

Completed forms to be returned to [Clerk@abergavennytowncouncil.gov.uk](mailto:Clerk@abergavennytowncouncil.gov.uk) or by post to the Principal Officer, Town Hall, Cross Street, Abergavenny, NP7 5HD.

**Section 1 – Contact information**

a. Group Name	The Melville Centre for the Arts Community Interest Company
b. Contact Name	Peter Evans (Chair)
c. Contact Address	MCA CIC, The Melville Centre, 3 – 5 Pen y Pound
	Abergavenny
	Postcode NP7 5UD
d. Contact email	Peterevans@melvillecentre.org.uk
e. Position in Group	Chair of the Board, MCA CIC
f. Contact tel no	[REDACTED]

g. Bank Account Details

Name of your organisation's bank account  
The Melville Centre for the Arts CIC  
Unity Trust Bank  
[REDACTED]

## Section 2 – Tell Us About Your Group

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

The Melville Centre for the Arts provides activities on an inclusive basis, to promote Welsh heritage and Welsh culture, to promote wellbeing and to promote education, training and skills development, primarily through the arts. Developed from feedback from consultation with the community, and drawing on the offer of MCA hosted companies such as Suitcase Theatre, The Play group, Abergavenny Film Society, Poetry Upstairs and Black Mountain Jazz, plus Abergavenny's Festivals and Noson Allan's offer, (Arts Council of Wales sponsored events), MCA CIC delivers a programme of activities, events and classes through the year.

The programme also includes events either commissioned by the MCA or collaborations between the MCA and other organisations or groups – eg Creative Futures: a youth theatre initiative funded by Shared Prosperity fund and, since 2018 – 2019, Blodeuo, a diverse ability theatre project, funded by the Arts Council of Wales and delivered by a group of three facilitators, with volunteers and support workers also participating.

MCA's programme is much enriched by the offer of organisations and community groups which hire the MCA premises. for their performances, talks, gigs, meetings, workshops and classes, including Coleg Gwent's Dysgu Cymraeg and Monmouthshire County Council's workshops for community volunteers. These are open to the public and take place in the Melville's three meeting rooms, or the Melville Theatre – for gatherings of up to 70 adults and/ or children. The Café Bar is available too... Several special interest groups also hire space and have meetings at the Melville, the majority of which can be accessed by the public on application, amongst them: Tai Chi, Writing 4 Fun, Stitch Together, Storytelling.

b. Charity Details (if applicable)  
c. VAT Registered?

Charity Number N/A  
Registered in June 2016 with Companies House: No.10257626

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

yes

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

We are seeking funding for the conversion of Melville's stage lighting to LED technology, replacing outdated fixtures dating back to the 1980s. This upgrade will significantly reduce our environmental impact by lowering electricity consumption and minimizing the use of materials that are difficult to recycle. LED stage lighting offers greater versatility, with easy programmability for colour adjustments and other features, making it a more dynamic option compared to older systems. Additionally, LED lights are lighter and safer to handle, which is particularly important when working at height. They also have a longer lifespan than traditional bulbs, generate very little heat, remove the fire risk associated with "burned-out" filters, and contain no asbestos components. This conversion will not only improve operational efficiency but also contribute to a safer and more sustainable environment.

c. Total Project Cost

£10,411.86 incl VAT

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

£3000

e. Have you raised the balance of funds?

Yes

(A minimum of 25% of the total project costs should come from other sources)

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

If the MCA CIC application is successful, the ATC grant will be spent on conversion to LED stage lighting for the Melville Theatre.

Advice on LED lighting requirements for the Melville Theatre and estimates have already been secured and there is now some urgency to spend the Shared Prosperity funding allocated.

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

Stage lighting is used in all theatre performances and rehearsals, and the majority of other events, in the Melville Theatre: concerts, talks and workshops.

\*The visual and 'atmospheric' effects which can with ease be achieved by LED lighting will provide an improved experience for audiences.

\*The current stage lighting generates heat and creates a noticeable rise in the temperature of the theatre. LED stage lighting is known to generate very little heat by comparison and it is accepted that LED stage lighting does not have any negative impact on audience comfort.

\*The relative ease of management of LED stage lighting from physical set up at height, through programming for the particular event, to the management of stage lighting 'on the night' will prove safer and more straightforward than heretofore.

\*The energy efficiency of LED stage lighting will be greater than the current stage lighting set up in the Melville Theatre. The Melville Centre's carbon footprint will be reduced.

**\*Risk management :**

1) LED lighting units are significantly lighter and more manageable than predecessor lighting units. The risk to the individual technicians physically required to position/repair and check stage lighting at height will be reduced.

2. The risk of fire occasioned by burned out filters will be removed.

\*LED Stage lighting contains no elements of asbestos unlike predecessor units in which low hazard asbestos was used.

\* The introduction of LED stage lighting in the Melville Theatre will bring the Melville Centre one step closer to becoming a venue with a contemporary feel.

As such it will be more likely to attract greater footfall in the Centre and thus the revenue required to maintain its place in Abergavenny's annals as a cultural hub and well loved, inclusive proving ground for talent, theatrical and otherwise.

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

Yes	No
yes	

i. When will your project start and finish?

Start date

February 2025 if possible

Completion date

April 2025 or sooner

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

N/A

#### 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)

The Melville Centre for the Arts CIC

Date