



Minutes of Grants Committee Meeting held at 10:00 a.m. on Wednesday 13th May 2026 at the Caldicot Town Council Building, Sandy Lane, Caldicot NP26 4NA

Present: Cllr F Rowberry - Chair
Cllr J Davies
Cllr RJ Higginson
Cllr M Mitchell
Cllr IR Shillabeer

Also present: L Wallington – Community Development Officer
Members of the Public x 1

G8/2025-26 Welcome

The Chair welcomed everyone to the meeting.

G9/2025-26 Apologies for Absence

RESOLVED to receive apologies for absence from Cllr C Cochrane.

G10/2025-26 Declarations of Interest

Cllr RJ Higginson declared a personal prejudicial interest relating to Item 6viii Caldicot Rugby Club, as a member of Caldicot Rugby Club.

Cllr F Rowberry declared a personal prejudicial interest relating to Item 6vii Caldicot Town AFC, as a member of Caldicot Town AFC.

Cllr M Mitchell declared a personal prejudicial interest relating to Item 6vi Caldicot Pride, as a member of Caldicot Pride.

G11/2025-26 Public Question Time and Participation

No questions were received.

G12/2025-26 Minutes

Members **RESOLVED** to confirm the minutes contained therein:

- i) **Minutes of Grants Committee Meeting held on Tuesday 7th October 2025**
Proposed by Cllr RJ Higginson, seconded by Cllr IR Shillabeer

G13/2025-26 Grant Applications

Members considered the following grant applications:

- i) **Portskewett and Sudbrook Junior Football Club - £5,000.00**
Members noted that the application was not supported by the required financial statements or evidence of costs. Members raised concerns regarding the unclear proportion of Caldicot beneficiaries.

Members **RESOLVED** to **recommend** that the application be deferred pending further information.

Proposed by Cllr J Davies, seconded by Cllr M Mitchell.

ii) Caldicot Town Team - £775.00

Members noted that the application was not supported by the required financial evidence of costs.

Members **RESOLVED** to **recommend** that the application be deferred pending further information.

Proposed by Cllr J Davies, seconded by Cllr RJ Higginson.

iii) Caldicot Castle JFC - £1,663.89

Members noted that the constitution and bank statements had been received following the publication of the agenda.

Members **RESOLVED** to **recommend** awarding 100% (£1,663.89) of the requested grant from budget code 3010, subject to the submission of a financial quotation and the inclusion of "Caldicot Town Council" on the team kit.

Proposed by Cllr M Mitchell, seconded by Cllr J Davies.

iv) Caldicot Community Café - £1,500.00 to £2,000.00

Members **RESOLVED** to **recommend** awarding 100% (£1,500.00) of the requested grant from budget code 3090.

Proposed by Cllr RJ Higginson, seconded by Cllr J Davies.

v) TogetherWORKS Caldicot - £900.00

Members noted that the application was not supported by the required financial statements or evidence of costs.

Members **RESOLVED** to **recommend** that the application be deferred pending further information.

Proposed by Cllr M Mitchell, seconded by Cllr F Rowberry.

vi) Caldicot Pride - £1,500.00

Cllr M Mitchell left the meeting at 10:26 a.m.

Members **RESOLVED** to **recommend** awarding 100% (£1,500.00) of the requested grant from budget code 3010.

Proposed by Cllr J Davies, seconded by Cllr RJ Higginson,

Cllr M Mitchell rejoined the meeting at 10:32 a.m.

vii) Caldicot Town AFC - £7,000.00

Cllr F Rowberry left the meeting at 10:32 a.m.

Members noted that the application was not supported by the required financial statements or evidence of costs.

Members **RESOLVED** to **recommend** that the application be deferred pending further information.

Proposed by Cllr M Mitchell, seconded by Cllr J Davies.

Cllr F Rowberry rejoined the meeting at 10:36 a.m.

viii) Caldicot Rugby Club - £21,006.90

Cllr RJ Higginson left the meeting at 10:36 a.m.

Members raised concerns regarding the high level of reserves held by the applicant and expressed uncertainty regarding the effectiveness of the proposed fencing in preventing dog fouling. Members noted that the request exceeded the Committee's budget and would not be viable for the Council to support. It was also noted that no applications had been made to external funding bodies and Members suggested that Officers notify the applicant of alternative sport-specific funding opportunities that may be more suitable.

Members **RESOLVED** to **recommend** that the application be deferred pending further information and that Officers support the club in identifying alternative external funding sources.

Proposed by Cllr J Davies, seconded by Cllr IR Shillabeer.

Cllr RJ Higginson rejoined the meeting at 10:48 a.m.

ix) Coffee and Craft - £780.00

Members **RESOLVED** to **recommend** awarding 100% (£780.00) of the requested grant from budget code 3090.

Proposed by Cllr IR Shillabeer, seconded by Cllr RJ Higginson.

G14/2025-26 Date of Next Meeting

Members **RESOLVED** to note that the next meeting of the Grants Committee is scheduled to be held on Monday 14th September 2026.

Meeting ended at 10:55 a.m.

Signed **Date**

Chair

Grants Applications Overview 26-27

Grants budget	£33,663.00
Budget spent	£5,443.89
Budget remaining	£28,219.11

[illegible]

[illegible]

Community Well-Being/Grant Funding Donations Budget						
Code	Heading	Budget 26/27	Available Budget	Grants Spent S1 13/05/26	Grants Spent S2 14/09/26	Remaining Budget
2280	Entertainments & Arts	£7,350.00	£7,350.00			£7,350.00
2290	Events Committee (SLA Agreement)	£12,127.50				
2300	Playscheme	£5,250.00	£5,250.00			£5,250.00
2310	Caldicot Youth Group (SLA TBA)	£5,250.00				
3010	General/Community Groups	£9,450.00	£9,450.00	£3,163.89		£6,286.11
3030	Garden Competition	£525.00	£525.00			£525.00
3040	Royal British Legion	£1,323.00	£1,323.00			£1,323.00
3050	Flowers/Spray/Cards Etc	£210.00	£210.00			£210.00
3090	Elderly & Disabled Initiative	£3,150.00	£3,150.00	£2,280.00		£870.00
3100	Children & Young People's Initiative	£1,050.00	£1,050.00			£1,050.00
3130	Flags/Flagpole	£105.00	£105.00			£105.00
3140	Mental Health support projects	£5,250.00	£5,250.00			£5,250.00
3150	Citizen's Advice (SLA - £12,600)	£0.00				
3160	Warm Spaces	£0.00				
Total Community Well-Being/Grant funding		£51,040.50	£33,663.00	£5,443.89	£0.00	£28,219.11

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



COMMUNITY GRANTS POLICY

Caldicot Town Council would like to award grants to voluntary organisation and community groups which in the opinion of the Council is for the benefit and in the interests of the town of Caldicot and / or its residents. The benefit of such an award must be commensurate with the expenditure.

The Town Council will consider each application on their individual merits. Applicants are asked to note that the final decision on assessment of applications and the level of any grant offered lies with Caldicot Town Council.

Who can apply?

Caldicot Town Council welcomes applications from local voluntary organisations, community groups and sports/recreational clubs.

All applicants must:

- be of a non-commercial nature.
- have a constitution, set of rules, or documented aims and objectives.
- have a bank account with at least two signatures.

The paramount concern of the Town Council is that any grant awarded must be of real benefit to the residents of the town.

How can the grants be used and how are they considered by Caldicot Town Council?

Grants can be used for capital projects or for revenue purposes but only for the purpose specified in the application form and the use of the grant.

The Town Council will consider application on the following basis:

- The grant will effectively meet the needs of the community.
- How effectively the organisation will use the grant.
- Whether the costs are appropriate and realistic.
- Level of contributions raised locally.
- Whether the organisation could reasonably have been expected to obtain sufficient funding from a more appropriate source.
- If the request is to cover the cost of an event whether the grant being requested could realistically be taken out of any fundraising at an event e.g. licences, room hire etc.
- How the organisation is managed.

How and when an application can be made?

Applications will only be accepted on the Community Grant Application form which can be obtained from Caldicot Town Council or on their website and can be submitted at any time. Applications forms must be filled in in detail and the documents requested sent with the application form.

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



Payments will only be made in the financial year in which they apply and cannot be split over several years.

Applicants will be notified of the date of the meeting a week in advance to enable a representative to attend and they will be notified of the outcome within two weeks of the Grants Committee meeting. The Town Council reserve the right to question the representative at the meeting about the application.

It is suggested that the applicants take a photocopy of their completed application form for their own reference.

What is required with the application form?

- A copy of the organisation's constitution, set of rules or statement of aims and objectives.
- Copies of the accounts for the last two years.
More recently formed groups should provide the best supporting documents they can including bank statements, business plan/budget etc and explain if the accounts are not available.
- Supporting evidence of the cost of the project. Evidence could include estimates (more than one) or plans etc.
- Copies of the minutes of the AGM and latest meeting.

Caldicot Town Council reserves the right to refuse applications not completed in full and unless there is a reasonable explanation (see the application form) for not adding the required documents then all documents required should be appended to the application form.

What will not be funded?

Applicants are asked to note that the following will not be considered:

- Organisations or activities which do not substantially benefit the residents of the town.
- Any group run or funded in the main by a statutory body or are the responsibility of another public body / agency. However, in some circumstances some form of match / joint funding may be considered.
- Organisations which are primarily commercial in nature.
- Organisations which are closed or have a restricted membership.
- Religious or political activities unless unrestricted community benefit can be demonstrated.
- Loan repayments.
- Retrospective applications where the activity or project has already been carried out.
- Applications from individuals.

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



What are the conditions of the grant?

- Applications can only be used for the purposes stated in the application and the Council reserves the right to reclaim any grant not being used for the specified purpose of the application.
- That by 1st March of the financial year in which the payment is made the Town Council will ask for a short report detailing how the grant was used and the impact it has made or a progress report plus a financial statement as to how the grant has been spent by the successful applicants.
- If the organisation requires a change of the purpose of the grant, the Council's prior approval must be obtained. If the grant is not used for the purpose for which it was originally applied for, and permission has not been given then the Council has the right to reclaim the grant.
- Individuals may apply for grants if submitted by an organisation to which they belong. The organisation is responsible for ensuring the grant is used for the purpose for the purpose for which it is granted.
- Organisations are responsible for ensuring that they are in compliance with and legal and statutory requirements.
- Should for any reason the organisation disbands during the period of the grant the Council may ask for all or part of the monies to be paid back.
- Recognition of the grant from Caldicot Town Council must be made in any publicity or promotion of the use of the grant.
- The organisations can normally only make one application per year, though in some circumstances exceptions can be made.
- More than one project can be included in a grant, though one completed application form per project is required.

Should any of these conditions not be met it could result in the grant being withdrawn, the grant having to be repaid and future grant funding applications being refused.

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



Grant Application Checklist

Applicant Details				
Name of Organisation	Portskewett and Sudbrock Junior Football Club			
Date of Application Received	04/12/25 - Deferred from Grants Meeting 13.05.26			
Amount Requested	£ 5,000.00			
Documents Received				
Constitution / Rules / Aims & Objectives				✓
Supporting Cost Evidence (quotes / estimates / invoices)				✓
Minutes of AGM (or latest meeting)				✓
Financial Accounts (at least two years)	Audited		At least 2 years	
	Non-audited		Less than 2 years	✓
Consideration				
Date Considered by Grants Committee				
Grant Minute Reference Number				
Date Considered by Town Council				
FTC Minute Reference Number				
Amount of Grant Approved		£		
Actions to be Completed:				
Bank Account Name				
Account Number	Sort Code			
Date of Payment Made:				
Date of Receipt Received:				
Signed Audited Accounts (following year)				
Financial Analysis Report (grant outcomes)				

Caldicot Town Council

Cyngor y Dref Cil-y-Coed



Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA

COMMUNITY GRANT APPLICATION FORM

1	Applicant's Contact Details
Name of contact person:	Craig Parker
Position in organisation:	Treasurer / U10 Coach
Address:	[REDACTED]
Home no:	
Mobile no:	[REDACTED]
Email address:	[REDACTED]
2	Organisation or Group Details
Name of organisation/group:	Portskewett and Sudbrook Junior Football Club
Name of chairperson:	Vicky Boston
Name of secretary:	Jamie Grannell
Name of treasurer:	Craig Parker
Address:	Portskewett and Sudbrook Recreational Grounds Portskewett NP26 5TQ
Description of organisation/group: Not for profit junior football club providing access to football for all children aged 4-16	

What does your organisation/group offer to the town of Caldicot and how does the town benefit?:

Our local junior football club is more than a place to play sport — it is a crucial part of the fabric of the town. With over 43% of our members living in Caldicot, we provide children with a direct route into an active, social community right on their doorstep. We offer structured training, fixtures and competition, along with the chance to develop physical skills, confidence, and teamwork in a supportive environment they recognise.

Because so many players come from Caldicot but also, Portskewett, Sudbrook, Caerwent, Rogiet, Magor, Undy and Llanmartin - these friendships stretch beyond the pitch, strengthening social ties between schools, families, and neighbourhoods. We have seen real bonds form with these primary school children who meet as part of a team in our club that then go on to become best friends as they all merge in Comprehensive school.

The club gives kids a safe place to spend time, learn discipline, and enjoy success and setbacks together. Volunteers — coaches, parents, and local supporters — create a culture where young people feel seen and valued.

Importantly, the club is a source of pride. Match days bring the local villages together, building identity and belonging. The club provides clear pathways for children to progress, whether they want to play casually or chase bigger ambitions.

In short, the club isn't just serving children — it's investing in the future of the local communities: healthier lifestyles, stronger relationships, and a shared sense of purpose that keeps young people connected to where they grow up.

Page 2 of 8 June 2024

Caldicot Town Council

Cyngor y Dref Cil-y-Coed



Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA

Date when organisation/group was formed:	June 2019
Are you a registered charity? If so, what is the charity number?:	N/A
Where does your organisation/group normally meet?:	Portskewett and Sudbrook Recreational Grounds Portskewett NP26 5TQ
How often does your organisation or group meet?:	Daily - we have sessions for teams every day of the week

3

Grant Application Details

Briefly describe the project or purpose for which you require a grant. Please state how it will benefit the local community to meet the following criteria:

We are crowdfunding for a new pitch perimeter fence to protect the children's playing area from constant dog fouling. A local youth club and exercise groups also use this space.

i. Community Benefit

A pitch perimeter fence protects playing surfaces from dog fouling, keeping them safer and more hygienic for children. It reduces the risk of illness, cuts time and money spent on clean-up, and prevents damage to the grass. A cleaner pitch encourages greater use by local teams and families, improving community health and pride in shared facilities. It shows respect for volunteers' efforts and preserves the space for what it's meant for — sport.

ii. Sustainability

A perimeter fence supports sustainability by protecting the pitch from contamination and damage, reducing the need for repeated repairs, chemical treatments, and wasteful maintenance. Healthier turf lasts longer, requires fewer resources, and stays playable in all seasons. By keeping the space clean and fit for purpose, the fence encourages more outdoor sport close to home, cutting travel and strengthening long-term community use of existing facilities instead of constantly replacing them.

Page 3 of 8 June 2024

Caldicot Town Council

Cyngor y Dref Cil-y-Coed



Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA

iii. Economic Viability

A perimeter fence helps keep the club financially stable by cutting costs linked to cleaning, repairs, and pitch restoration caused by dog fouling. Protecting the surface reduces downtime and cancellations, maintaining revenue from games, training, and events. It also boosts the value and attractiveness of the facilities, supporting future growth and investment. In short, it saves money and helps the club make better use of what it already has.

iv. Age Range Project / Grant Covers

Children aged 4-16

Adult users for local exercise classes

v. Any Environmental Benefits

A pitch perimeter fence helps protect the environment by reducing harmful waste on the grass and preventing contamination of soil and nearby waterways from dog faeces. With the surface kept healthier, the club avoids using extra chemicals and heavy maintenance to restore damaged turf. Longer-lasting grass means less disruption to biodiversity around the grounds. Overall, it supports a cleaner, more sustainable green space that the whole community can enjoy.

What is the total cost of the project?:	£23,500.00
What percentage of the grant are you applying for?:	22% (£5,000.00)
How do you intend to fund the remaining balance of the project?	£18,500.00
• Yourself, or your organisation/group:	£3,500.00
• Local authorities	£00.00

Page 4 of 8 June 2024

Caldicot Town Council

Cyngor y Dref Cil-y-Coed



Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA

• Local organisations •	£
Fundraising	£3,500.00
• Other	£11,500.00
• Total:	£23,500.00

Have you applied to any organisation for a grant for the same project?
If so please give details, including unsuccessful applications:

No

Have you applied to caldicot town council for grant funding before?

i) No



Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA

iii) If yes, please explain why you are applying again?

N/A

Will the project incur ongoing maintenance and/or running costs?

If yes, please give details of funding.

No - annual checks of the condition of the fencing will be carried out by the contractor as an extra benefit FoC.

Caldicot Town Council

Cyngor y Dref Cil-y-Coed



Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA

4

Declaration

I declare that the information given in this application is correct and if the application is successful, I agree to adhere to the conditions laid out in the Caldicot Town Council's Community Grants Policy, a copy of which I have received.

I enclose with this application:

- A copy of our constitution, set of rules or statement of our aims and objectives
- Copies of accounts for the last two years (preferably audited)
- Supporting evidence of the cost of the project or reason for the grant application e.g. invoices or estimates
- Copies of the minutes of the last AGM and the latest meeting

Please note, applications sent without the above information may not be accepted.

If you do not have these for your organisation or group, please explain why or why you have not attached them?

I confirm that I have authorisation to sign and submit this Community Grant application on behalf of the organisation/group mentioned herein:

Name of Organisation or Group:

Portskewett and Sudbrook Junior Football Club

Print Name: Craig Parker

Signed: 

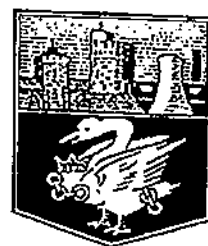
Date: 04-12-2025

Position in Organisation/Group: Treasurer / Coach

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



Grant Application Checklist

Applicant Details				
Name of Organisation	Caldicot Town AFC			
Date of Application Received	06/05/26 - Deferred from Grants meeting 13.05.26			
Amount Requested	£7,000.00			
Documents Received				
Constitution / Rules / Aims & Objectives				✓
Supporting Cost Evidence (quotes / estimates / invoices)				✓
Minutes of AGM (or latest meeting)				✓
Financial Accounts (at least two years)	Audited		At least 2 years	
	Non-audited		Less than 2 years	✓
Consideration				
Date Considered by Grants Committee	14/9/26			
Grant Minute Reference Number				
Date Considered by Town Council				
FTC Minute Reference Number				
Amount of Grant Approved	£			
Actions to be Completed:				
Bank Account Name				
Account Number	Sort Code			
Date of Payment Made:				
Date of Receipt Received:				
Signed Audited Accounts (following year)				
Financial Analysis Report (grant outcomes)				

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



COMMUNITY GRANT APPLICATION FORM

1	Applicant's Contact Details
Name of contact person:	Stephen Bright
Position in organisation:	Club Secretary / Officer
Address:	[REDACTED]
Home no:	None
Mobile no:	[REDACTED]
Email address:	[REDACTED]

2	Organisation or Group Details
Name of organisation/group:	Caldicot Town AFC
Name of chairperson:	Andrew McKay
Name of secretary:	Stephen Bright
Name of treasurer:	Daniel Grenyer
Address:	Address: Caldicot Town AFC, Jubilee Way, Caldicot, Monmouthshire, NP26 4NA
Description of organisation/group:	

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



Caldicot Town AFC is a well-established, volunteer-led community football club providing opportunities for over 300 players across Senior, Junior, youth, women's, and walking football teams.

The club plays a central role in the local community, offering not only football but also wider social and wellbeing initiatives, including a warm hub, community events, and use of facilities for local groups.

The club is committed to inclusion, with strong representation across women's and girls' football and a focus on increasing participation and community engagement.

Caldicot Town AFC – Mission Statement

Caldicot Town AFC is committed to playing at the highest level possible while staying true to our community values. We strive to develop talent, promote the game of football, and foster a lifelong love for the sport through inclusive and respectful participation.

Our aim is to compete with pride, grow sustainably, and provide opportunities for players, coaches, and supporters to achieve their full potential—upholding the values of fair play, teamwork, and integrity in everything we do.

What does your organisation/group offer to the town of Caldicot and how does the town benefit?:

Caldicot Town AFC provides structured sport, physical activity, and social opportunities for residents of all ages. The club supports health, wellbeing, and social inclusion, particularly for young people and older residents through football and wider community initiatives.

The club competes at Tier 2 and Tier 3 of the Welsh football pyramid, providing a clear and aspirational pathway for local players. This enables juniors and senior players within the community to progress and develop to a high standard without leaving the local area, helping to retain talent and inspire continued participation.

In addition to weekly club activity, the club plays an important role in the wider football community by hosting the East Gwent Cup Finals annually, bringing teams, spectators, and visitors into Caldicot and reinforcing the town's role as a key hub for local football.

The facility is also used for community events and activities, strengthening community cohesion and ensuring the club delivers both sporting and social value to the town.

This combination of grassroots access and high-level progression makes the club a key sporting asset within Caldicot.

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



Date when organisation/group was formed:	1953
Are you a registered charity? If so, what is the charity number?:	Unincorporated Association
Where does your organisation/group normally meet?:	Clubhouse, Jubilee Way, Caldicot
How often does your organisation or group meet?:	Monthly committee meetings, daily site use

3 Grant Application Details

Briefly describe the project or purpose for which you require a grant. Please state how it will benefit the community to meet the following criteria.

Project Description

This project involves the purchase and use of essential grass pitch maintenance equipment, including a compact tractor, roller mower, deep slitter, and quadraplay.

These items are critical to maintaining safe, high-quality playing surfaces for the large number of teams and community users relying on the facility.

i. Community Benefit

This project will deliver significant benefits to the Caldicot community by improving the quality, safety, and reliability of the club's grass pitches, which are used by over 300 players across junior, youth, senior teams.

High-quality playing surfaces are essential to ensure that fixtures and training sessions can go ahead consistently. By reducing cancellations caused by poor pitch conditions, the project will provide more regular opportunities for participation in sport, which is vital for physical health, social interaction, and community engagement.

The club plays a central role in the town, offering inclusive access to football for boys, girls, men, and women of all abilities. Improved facilities will support continued growth in participation, particularly within the junior and women's sections, ensuring more local residents can take part in structured sport.

ii. Sustainability

The investment in pitch maintenance equipment will enable the club to manage and maintain its facilities more effectively in-house. This ensures long-term sustainability by reducing reliance on external contractors, improving efficiency, and maintaining consistent pitch standards year-round.

The project will support the long-term viability of the club as a community hub, ensuring that facilities remain accessible and fit for purpose for future generations

iii. Economic Viability

Improved pitch conditions will increase the number of matches and training sessions that can take place, reducing lost revenue from cancellations.

The club also hosts local events and competitions, including the East Gwent Cup Finals, which bring visitors into Caldicot and support the local economy.

Enhanced facilities will strengthen the club's ability to host such events and increase overall usage of the site

iv. Age Range Covered

The project benefits all age groups, from young children in grassroots football through to adult and walking football participants.

A key focus is on supporting junior players, providing them with safe, reliable facilities that encourage long-term participation in sport.

Wellbeing & Mental Health Impact

The project will have a strong positive impact on mental health and wellbeing within the Caldicot community, particularly for young people.

Regular participation in football provides structure, routine, and a sense of belonging, all of which are critical for mental wellbeing. For many junior players, the club offers a safe and supportive environment where they can build confidence, develop social skills, and form positive relationships.

Reducing cancellations ensures continuity, which is especially important for young people who rely on football as an outlet for stress, anxiety, and social connection.

The club also supports older members of the community social initiatives such as the warm hub, helping to reduce isolation and improve overall wellbeing.

By improving pitch quality and ensuring consistent access to sport, this project directly supports both physical and mental health outcomes across the community.

vi. Environmental Benefits

The project will deliver positive environmental benefits through improved and more sustainable management of natural grass playing surfaces.

By investing in appropriate pitch maintenance equipment, the club will be able to carry out regular aeration, cutting, and surface management, which improves soil structure, enhances drainage, and promotes healthier grass growth. This reduces waterlogging and surface damage, helping pitches recover more naturally and reducing the need for intensive repair work.

Healthier pitches require fewer chemical treatments and less frequent reseeding, contributing to a reduction in the use of fertilisers and other inputs. This supports a more environmentally-responsible approach to maintaining the facility.

Improved drainage and soil condition also help to reduce surface runoff during periods of heavy rain, supporting better water management and minimising environmental impact on surrounding areas.

By maintaining high-quality natural grass pitches, the project supports the long-term sustainability of green community spaces, ensuring they remain usable and resilient while preserving their environmental value for future generations.

This approach aligns with wider environmental objectives by promoting sustainable land use, reducing waste, and supporting the long-term health of community green spaces.

What is total cost of project?

Item	Price	VAT
Kubota EK1-261 HST Rops diesel tractor:	£13,256.00	£2,651.20
1 x Trimax Striker 150 roller mower	£5,393.00	£1,078.60
1 x Sisis Maxi slit rear mounted deep splitter	£6,528.00	£1,305.60
1 x Sisis Quadraplay 1.8m rear mounted pitch maintenance tool	£7,000.00	£1,400.00
Totals	£32,177.00	£6,435.40
Cymru Football Foundation (successful £25,000 grant)	£25,000.00	£38,612.40
Amount Requested from Town Council Grants	£7,000.00	

What is the percentage of grant your applying for?

We are applying for a Town Council Grant of £7000 which is 18% of project cost.

How do you intend to fund the remaining balance of the project?

The total project cost, including VAT, is £38,612.40.

We have secured £25,000 from the Cymru Football Foundation and are applying for a Town Council Grant of £7,000, which represents approximately 18% of the total project cost.

The remaining balance, including VAT, will be covered by Caldicot Town AFC.

Funding breakdown:

Source	Amount
Cymru Football Foundation	£25,000.00
Town Council Grant	£7,000.00
Caldicot Town AFC contribution	£6,612.40
Total	£38,612.40

Have you applied to any organisation for a grant for the same project?

If so please give details, including unsuccessful applications:

As above we have applied and were successful in a pitch maintenance grant from the Cymru Football Foundation. See below:-



Coff Sgylus Pŵl drosed Cymru
Ffari y Ffariang
Prested Cymru
Prested Cymru
Prested Cymru
Prested Cymru
NP23 4AA
Cymru Football Foundation
Cymru Park,
Newport International Sports
Village,
Newport
NP23 4AA
T 01633 200000
www.cff.cymru

Grant Offer Form of Acceptance

1. PROJECT		Referred to as
1.a APPLICANT	Caldicot Town AFC	"the Applicant"
1.b PROJECT DESCRIPTION	Ground Maintenance Equipment	"the Project"
1.c PROJECT REFERENCE	FFE25019	
1.d PROJECT LOCATION	Jubilee Way, Caldicot, Monmouthshire. NP26 4NA	
1.e TOTAL PROJECT COST	£ 38,612.00	"Total Project Cost"
1.f PARTNERSHIP FUNDING	£ 13,612.40	"Partnership Funding"
1.g GRANT OFFER	£25,000.00	"the Grant Funds"

The Grant Offer as specified in section 1.g is to assist the Applicant in financing the Total Project Cost as specified in section 1.e for the completion of the Project (section 1.b).

The Grant Offer as specified in section 1.g is calculated on the basis that the Applicant has confirmed Partnership Funding of no less than the amount specified in section 1.f. to contribute towards the Total Project Cost.

The Project must commence upon receipt of Permission to Proceed and be completed no later than 31st March 2026

Have you applied to caldicot town council for grant funding before?

i) Yes / no : Yes

ii) If yes, how much has the council given you in the last five years and for what?

2025: Disability Style Bench: £740

2024: Pitch Maintenance : £4000

iii) If yes, please explain why you are applying again?

We are applying again to secure the final portion of funding required to complete this project.

The current application is to bridge the remaining funding gap and enable full delivery of the project. The equipment is critical to maintaining safe, high-quality playing surfaces for over 300 local players and wider community use.

Without this additional support, the club would struggle to complete the full equipment package, which would limit the overall impact and effectiveness of the project.

This application therefore represents a final-stage funding request to complete a fully evidenced, externally supported, and community-focused project.

Will the project incur ongoing maintenance and/or running costs? YES

If yes, please give details of funding.

Yes, the project will incur ongoing running and maintenance costs; however, these are modest and fully manageable within the club's existing financial structure.

Ongoing costs will include fuel, routine servicing, and general maintenance of the equipment. These costs will be funded through the club's regular income streams, including membership fees, fundraising activities, and bar/social income.

The club has a strong track record of managing its finances responsibly and maintaining equipment and facilities over the long term.

Importantly, this investment will reduce reliance on external contractors and reactive pitch repairs, resulting in greater efficiency and long-term cost savings, making the project financially sustainable.

The equipment will be maintained by experienced volunteers and club personnel, ensuring longevity and continued benefit to the community.

Attached in this grant are:-

GCFA - Caldicot Town Football Club - PASW Report. Pitch Assessment Report

Our Maintenance team also attended the GMA PAS Wales- Summer Grass Pitch Management and Best Practice Courses

This demonstrates our need for ongoing professional maintenance

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA



4	Declaration
I declare that the information given in this application is correct and if the application is successful, I agree to adhere to the conditions laid out in the Caldicot Town Council's Community Grants Policy, a copy of which I have received.	
I enclose with this application: • A copy of our constitution, set of rules or statement of our aims and objectives • Copies of accounts for the last two years (preferably audited) • Supporting evidence of the cost of the project or reason for the grant application e.g. invoices or estimates • Copies of the minutes of the last AGM and the latest meeting	
Please note, applications sent without the above information may not be accepted.	
If you do not have these for your organisation or group, please explain why or why you have not attached them?	
I confirm that I have authorisation to sign and submit this Community Grant application on behalf of the organisation/group mentioned herein:	
Name of Organisation or Group: Caldicot Town AFC	
Print Name: Stephen Bright	
Signed: 	
Date: 5/5/26	
Position in Organisation/Group: Club Secretary / Officer	

The Town Clerk, Council Offices, Sandy Lane, Caldicot, Monmouthshire, NP26 4NA

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



Grant Application Checklist

Applicant Details				
Name of Organisation	Caldicot Rugby Club			
Date of Application Received	07/05/26 - Deferred from Grants meeting 13.05.26			
Amount Requested	£15,306.90			
Documents Received				
Constitution / Rules / Aims & Objectives				✓
Supporting Cost Evidence (quotes / estimates / invoices)				✓
Minutes of AGM (or latest meeting)				✓
Financial Accounts (at least two years)	Audited		At least 2 years	
	Non-audited		Less than 2 years	✓
Consideration				
Date Considered by Grants Committee				
Grant Minute Reference Number				
Date Considered by Town Council				
FTC Minute Reference Number				
Amount of Grant Approved		£		
Actions to be Completed:				
Bank Account Name				
Account Number	Sort Code			
Date of Payment Made:				
Date of Receipt Received:				
Signed Audited Accounts (following year)				
Financial Analysis Report (grant outcomes)				

Caldicot Town Council

Cyngor y Dref Cil-y-Coed



Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA

COMMUNITY GRANT APPLICATION FORM

1	Applicant's Contact Details
Name of contact person:	Ffion Guppy
Position in organisation:	Committee member
Address:	[REDACTED]
Home no:	
Mobile no:	[REDACTED]
Email address:	[REDACTED]
2	Organisation or Group Details
Name of organisation/group:	Caldicot Rugby Club
Name of chairperson:	Kevin Bajjada
Name of secretary:	Keith Mellens
Name of treasurer:	Duncan Mason

Address:	Caldicot Rugby Club, Longfellow Road, Caldicot NP26 4JW
Description of organisation/group: A community rugby club for all ages and genders. It is a community hub with developmental pathways for young players and a proud part of local identity in Caldicot. With competitive senior rugby with a first team second team and an adult touch rugby team age range from 17-65years, a flourishing youth system, and deep community involvement, it plays a central role in sport and culture across the area, particularly with our wide range of teams for our 'Mini's and Junior's' section. Caldicot RFC offers a function room for hire that's used for parties, events, and community and charity gatherings, with a licensed bar and flexible layout. Caldicot RFC is an inclusive club that welcomes everyone and places the safety and wellbeing of children, young people, and adults at the centre of everything we do. We operate a strict child protection policy that all members follow, and we maintain a zero-tolerance approach to drugs to ensure a safe sporting environment. The club works closely with local police partners, is fully vape-free, and proudly supports the period poverty campaign by providing free products for anyone who needs them. Alongside regular rugby fixtures, we host large charity fundraising events that bring the community together and support important local causes. These values reflect our commitment to being a safe, supportive, and community-focused club for all. The club also offers a fitness gym the community by providing an accessible, affordable space for people of all ages to stay active, improve their health, and connect socially. It supports physical and mental wellbeing, encourages regular exercise, and strengthens the club's role as a welcoming community hub.	

Page 1 of 8 June 2024

Caldicot Town Council

Cyngor y Dref Cil-y-Coed



Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA

What does your organisation/group offer to the town of Caldicot and how does the town benefit?

Caldicot Rugby Club offers opportunities for young people and adults to stay active, motivated, and connected. Families remain rooted in the area because their children have strong sporting opportunities. The club works towards the Well Being and Future Generations Act 2015 ensuring supporting a cohesive community, a healthier community a more equal Wales and trying to support a globally responsible Wales through recycling and supporting Wales to be prosperous.

This is evident through the club through its promotion of inclusivity, family-friendly environment and strong local support and accessibility. The Club is local and well positioned to the Town Centre of Caldicot and has good public transport, cycle and public footpath links, thus promoting environmental sustainability and helping reduce carbon footprint. This will have benefits to our wider community through reducing the harmful effects of climate change and playing our part in reducing our communities carbon footprint.

Our senior and youth team benefit from professional-level support from Newport Dragons and Welsh Rugby Union players, including recorded match analysis that is available to stream live on home match days again supporting inclusion and engagement. With our Mini and Junior teams this provides opportunities for all children across Caldicot and wider local villages to build relationships and develop social and physical skills amongst their peers, as well as creating a positive community within the club itself for families to meet and socialise with each other. Thus supporting a resilient and cohesive community.

The club host annual events at the club such as 'Latch day' and the annual Ryan Buckley touch tournament, where money is raised by the community for charities. The club have worked closely with other local businesses in the area who are invited to partake in the events. Plus the club supports our armed forces and have members who play within our rugby teams and in the past the Army have entered their teams to take part in this annual event as well as the local fire service.

The club employs local people and supports using local businesses for food and drink. If equipment is needed to support the event and any entertainment the club reaches out for local people such as bands, local Micro Brewery firms, local farm products and support the local shops for any supplies. Thus, supporting local prosperity, other employment and helping support Caldicot Town as a well-connected community. We have also managed to secure a contract with AB Inbev to provide alcohol, which is made locally and whom many of our club members and players are affiliated too.

We have strong and active safeguarding policies actively seen for all children and vulnerable adults and promotes as safe health space within the club through our non-smoking and vaping policies. Thus, further supporting the physical and mental wellbeing of the Community of Caldicot and surrounding areas.

As well as the health gains, the club provides it support to our Pre-School Educational settings. For example, the grounds are used free of charge for our early years settings to provide summer activities during the Summer school holidays as it is a safe place for supervised outdoor fun and activities and also for our Affordable Homes Providers to run summer funday sessions to help provide free summer holiday activities. Again, supportive Community cohesiveness.

Caldicot Town Council

Cyngor y Dref Cil-y-Coed



Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA

Date when organisation/group was formed:	1961
Are you a registered charity? If so, what is the charity number?:	
Where does your organisation/group normally meet?:	Caldicot Rugby Club
How often does your organisation or group meet?:	Once a month for official meetings. Committee members communicate weekly to discuss various things related to the running and support of the club, events and activities.

Grant Application Details

Briefly describe the project or purpose for which you require a grant. Please state how it will benefit the local community to meet the following criteria:

We are seeking grant support to complete the enclosure around one of our pitches and to repair the existing enclosure on our First Team pitch. These improvements will enhance safety, accessibility, and the overall experience for everyone who uses the club, but additional funding is needed to complete the project.

i. Community Benefit

Installing an enclosure around the rugby pitch will deliver significant community benefits by improving safety, protecting facilities, and creating a more inclusive environment for all users. A defined boundary between the playing area and public spaces reduces accidental pitch invasions and ensures children, families, and spectators can enjoy matches in a safer, more controlled setting.

By preventing damage from bikes, dog walkers, and antisocial behaviour, the enclosure also helps preserve the quality of the playing surface. This reduces cancellations and allows community sport to run reliably throughout the year, supporting increased participation across all age groups — from minis and juniors to youth and senior teams.

Overall, the enclosure strengthens the club's ability to host matches, festivals, and community events in a safe, well-managed space, enhancing both the sporting experience and the wider social value the club provides to the town.

ii. Sustainability

The pitch enclosure protects the club's most important asset — the playing surface — ensuring long-term access to safe, high-quality sport for all age groups. By preventing damage from bikes, dog walkers, and antisocial behaviour, it reduces maintenance costs, extends the lifespan of the pitch, and leads to fewer cancellations. This reliability supports consistent training and match schedules, increasing participation across minis, juniors, youth, and senior teams.

A protected pitch also strengthens the club's ability to host festivals, tournaments, and community events, generating additional income and raising the club's profile within the town. The enclosure improves safety for players and spectators, reduces risk, and supports responsible facility management.

Crucially, the enclosure demonstrates strong asset stewardship — a key factor in future funding eligibility — showing the club's commitment to protecting community resources and ensuring long-term sustainability.

Caldicot Town Council

Cyngor y Dref Cil-y-Coed



Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA

iii. Economic Viability

The pitch enclosure is a cost-effective investment that protects the club's most valuable asset and enables more revenue-generating activity. By preventing damage from bikes, dog walkers, and antisocial behaviour, it reduces the need for costly repairs, reseeding, and surface restoration. This delivers significant long-term savings and extends the lifespan of the pitch. A protected, well-maintained playing surface results in fewer cancellations and more consistent delivery of training sessions, home fixtures, festivals, and tournaments. Each of these events brings bar sales, catering income, and increased footfall, all contributing directly to the club's financial sustainability.

The enclosure also strengthens the club's ability to host larger events and multi-team festivals, generating substantial economic activity and reinforcing the club's role as a key community venue. Protecting the pitch in this way demonstrates responsible asset management — an important factor in future funding eligibility.

iv. Age Range Project / Grant Covers

The pitch enclosure provides whole-community benefit, supporting people of all ages who use the club throughout the year. From minis and juniors taking part in their first structured training sessions, to youth and senior teams competing weekly, and families, older residents, and visitors attending events, the improvements enhance the experience for every age group. By creating safer, more accessible, and better-equipped facilities, the enclosure ensures that everyone can enjoy and participate in sport in a welcoming, well-managed environment.

Any Environmental Benefits

The project contributes positively to the local environment by protecting green space and supporting more sustainable use of community facilities. The pitch enclosure prevents damage caused by dogs, bikes, and unauthorised use, reducing the need for repeated repairs, reseeding, and chemical treatments. By safeguarding the playing surface and minimising unnecessary maintenance, it helps preserve the quality of the green space and lowers the club's overall environmental footprint.

Together, these improvements promote more sustainable operations and ensure the club's facilities can be maintained responsibly for future generations.

What is the total cost of the project?:	Pitch enclosure: £15,306.90
What percentage of the grant are you applying for?:	100%

How do you intend to fund the remaining balance of the project? • Yourself, or your organisation/group: • Local authorities	If the grant cannot cover the remainder of the cost, we will seek financial support from other support sources. The club can contribute up to 20% where necessary for the projects.
--	--

Page 4 of 8 June 2024

Caldicot Town Council

Cyngor y Dref Cil-y-Coed



Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA

• Local	£
	£
organisations •	£
	£
Fundraising	
• Other	
• Total:	

Have you applied to any organisation for a grant for the same project?
If so please give details, including unsuccessful applications:

We previously applied to Caldicot Town Council for support towards two essential projects, and although the application was deferred at the time, we have since been able to fully fund and complete one of those projects independently. We are now seeking grant assistance to deliver the remaining project — the installation of a pitch enclosure

"Members raised concerns regarding the high level of reserves held by the applicant and expressed uncertainty regarding the effectiveness of the proposed fencing in preventing dog fouling. Members noted that the request exceeded the Committee's budget and would not be viable for the Council to support. It was also noted that no applications had been made to external funding bodies and Members suggested that Officers notify the applicant of alternative sport-specific funding opportunities that may be more suitable."

Members RESOLVED to recommend that the application be deferred pending further information and that Officers support the club in identifying alternative external funding sources."

The enclosure is intended to prevent dog walkers from accessing and crossing the pitches, which in turn eliminates the risk of dog fouling and ensures the playing surfaces can be maintained to the required standard. By keeping the pitches free from unauthorised footfall and contamination, the club can preserve pitch quality, reduce avoidable maintenance, and provide a safe, clean environment for all age groups who use the facilities.

No alternative external funding sources were identified or offered to us following the deferral of our previous application, and we are still awaiting further information from the Council regarding potential support routes. As a result, the club has continued to progress the project independently where possible, completing one of the originally proposed elements, and now seeks grant assistance to deliver the remaining enclosure works essential for protecting and maintaining the pitches.

The Club have received funding from the WRU and Sports Wales which was used for other purposes. Remaining funding from Sports Wales will be put towards Coach Education Courses.

Have you applied to caldicot town council for grant funding before?

i) Yes / no

ii) If yes, how much has the council given you in the last five years and for what?

2019/2020:

2020/2021:

2021/2022:

2022/2023:

2023/2024:

Page 5 of 8 June 2024

Caldicot Town Council

Cyngor y Dref Cil-y-Coed



Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA

iii) If yes, please explain why you are applying again?

Application deferred

**Will the project incur ongoing maintenance and/or running costs?
If yes, please give details of funding.**

Standard maintenance will be required when necessary to ensure health and safety.

Caldicot Town Council

Cyngor y Dref Cil-y-Coed



Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA

4

Declaration

I declare that the information given in this application is correct and if the application is successful, I agree to adhere to the conditions laid out in the Caldicot Town Council's Community Grants Policy, a copy of which I have received.

I enclose with this application:

- A copy of our constitution, set of rules or statement of our aims and objectives
- Copies of accounts for the last two years (preferably audited)
- Supporting evidence of the cost of the project or reason for the grant application e.g. invoices or estimates
- Copies of the minutes of the last AGM and the latest meeting

Please note, applications sent without the above information may not be accepted.

If you do not have these for your organisation or group, please explain why or why you have not attached them?

I confirm that I have authorisation to sign and submit this Community Grant application on behalf of the organisation/group mentioned herein:

Name of Organisation or Group:

Print: Caldicot Rugby Club

Name: Ffion Guppy

Signed: 

Date: 31/08/26

Position in Organisation/Group: Committee Member

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



Grant Application Checklist

Applicant Details			
Name of Organisation	Caldicot Male Voice Choir		
Date of Application Received	22/05/26		
Amount Requested	£ 1,768.32		
Documents Received			
Constitution / Rules / Aims & Objectives	☒		
Supporting Cost Evidence (quotes / estimates / invoices)	☐		
Minutes of AGM (or latest meeting)	☐		
Financial Accounts (at least two years)	Audited	☐	At least 2 years
	Non-audited	☐	Less than 2 years ☒
Consideration			
Date Considered by Grants Committee	14/09/26		
Grant Minute Reference Number			
Date Considered by Town Council			
FTC Minute Reference Number			
Amount of Grant Approved	£		
Actions to be Completed:			
Bank Account Name			
Account Number	Sort Code		
Date of Payment Made:			
Date of Receipt Received:			
Signed Audited Accounts (following year)			
Financial Analysis Report (grant outcomes)			

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



COMMUNITY GRANT APPLICATION FORM

1	Applicant's Contact Details
Name of contact person:	David Price
Position in organisation:	Grant applicant/ordinary member
Address:	[REDACTED]
Home no:	n/a
Mobile no:	[REDACTED]
Email address:	[REDACTED]

2	Organisation or Group Details
Name of organisation/group:	Caldicot Male Voice Choir
Name of chairperson:	Leon Jones
Name of secretary:	Ken Cooper
Name of treasurer:	Andrew Yearsley
Address:	Caldicot Choir Hall, Mill lane, Caldicot

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



Description of organisation/group:

Caldicot Male Voice Choir is a well-established community choir based in Caldicot, bringing together singers from across the local area to celebrate the rich Welsh tradition of male voice choral music. Founded to promote music, friendship, and cultural heritage, the choir has built a strong reputation for musical excellence and community engagement over many years. Throughout its history, the choir has performed at a wide range of local events, concerts, civic occasions, and charitable functions, both within Caldicot and beyond. It plays an active role in supporting the town's cultural life, contributing to community celebrations and helping to preserve the distinctive sound and ethos of Welsh choral singing for future generations. The choir's aims are to:

- Promote and sustain the tradition of Welsh male voice choral music
- Provide an inclusive and welcoming environment for singers of all abilities
- Support community cohesion through shared musical experiences
- Perform regularly in aid of local charities and community initiatives
- Encourage new membership to ensure the long-term sustainability of the choir

Through its activities, Caldicot Male Voice Choir continues to enrich the cultural life of the town, foster community spirit, and provide opportunities for people to engage in music-making at a local level. Provide your feedback on BizChatYou said: can you emphasise some of the activities that the choir has supported in caldicot, specifically around charitable workCopilot said: CopilotCaldicot Male Voice Choir – Grant Application Description

Caldicot Male Voice Choir is a well-established male voice choir based in Caldicot, bringing together singers from across the local area to celebrate the rich Welsh tradition of male voice choral music. Founded to promote music, friendship, and cultural heritage, the choir has built a strong reputation for both musical excellence and meaningful community contribution over many years.

A central part of the choir's work is its commitment to supporting charitable and community-focused activities within Caldicot. The choir regularly performs at fundraising concerts, remembrance services, and local events, helping to raise vital funds and awareness for a wide range of causes. These have included support for local charities, health-related fundraising initiatives, community groups, and events organised by the Town Council and other civic bodies. The choir has also contributed to seasonal events, such as Christmas concerts and civic celebrations, which bring residents together and foster a strong sense of community spirit.

Through these activities, the choir not only provides high-quality musical performances but also plays an important role in strengthening community cohesion, supporting voluntary organisations, and enhancing the cultural life of the town.

The choir's aims are to:

- Promote and sustain the tradition of Welsh male voice choral music

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



Provide an inclusive and welcoming environment for singers of all abilities
Support community cohesion through shared musical experiences
Actively contribute to charitable fundraising and community initiatives within Caldicot
Encourage new membership to ensure the long-term sustainability of the choir

Through its continued commitment to music and service, Caldicot Male Voice Choir remains a valued and active contributor to the social and cultural fabric of the town.

What does your organisation/group offer to the town of Caldicot and how does the town benefit?:

Caldicot Male Voice Choir offers a valuable cultural, social, and charitable contribution to the town. As a proud part of Wales' rich musical heritage, the choir provides high-quality live performances that enhance local events, civic occasions, and community celebrations, helping to create a vibrant and welcoming cultural environment.

The choir plays an important role in supporting charitable activity within Caldicot. Through concerts and appearances at fundraising events, members regularly help raise money and awareness for local causes, community groups, and health-related charities. This not only provides financial support where it is needed but also strengthens community engagement and encourages participation in local initiatives. In addition, the choir fosters a strong sense of community and wellbeing. It offers a friendly, inclusive space for members to come together, promoting social connection, mental wellbeing, and lifelong learning through music. Public performances also bring residents together, helping to reduce isolation and build a shared sense of pride in the town.

Overall, the town of Caldicot benefits from the choir's ongoing contribution to cultural life, its support for charitable causes, and its role in bringing people together through music and shared experience

The choir hall provides a valuable and flexible space for both the choir and the wider Caldicot community. As a dedicated rehearsal venue, it enables the choir to maintain regular practice sessions, ensuring high-quality performances that benefit local events and charitable activities. Beyond this, the hall serves as a community asset that can be used for meetings, small events, and gatherings, supporting local groups and organisations who may otherwise have limited access to suitable spaces.

Importantly, the hall offers a safe, welcoming environment that encourages social interaction, reduces isolation, and promotes wellbeing. It brings people together through music and shared activity, helping to strengthen community bonds. By providing a reliable local venue for cultural and social use, the choir hall contributes to the vitality of Caldicot's community life and supports ongoing engagement in arts and community initiatives.

Date when
organisation/group was
formed:

1963

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



Are you a registered charity? If so, what is the charity number?:	1201790
Where does your organisation/group normally meet?:	Caldicot Choir Hall
How often does your organisation or group meet?:	Twice weekly rehearsals

3	Grant Application Details
---	---------------------------

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



Briefly describe the project or purpose for which you require a grant. Please state how it will benefit the local community to meet the following criteria:

i. Community Benefit

We are seeking funding to replace the chairs in the choir hall, which are now old, worn, and no longer suitable for regular use. The new chairs will provide safe, comfortable, and accessible seating for choir members and for the wider range of community groups who use the hall.

This project will directly benefit the local community by improving the quality and usability of a shared community space. The hall is used not only for choir rehearsals but also for meetings, small events, and gatherings, including charitable and community-focused activities. Updated seating will make the space more welcoming, inclusive, and practical for people of all ages and abilities.

By enhancing the facilities in the hall, the project will support continued community engagement, encourage wider use of the space, and help ensure that local groups can meet comfortably and safely. This will contribute to stronger community connections, increased participation in local activities, and the ongoing vitality of community life in Caldicot.

ii. Sustainability

Replacing the chairs in the choir hall represents a sustainable investment in a long-term community asset. The new chairs will be durable, high-quality, and suitable for frequent use, reducing the need for ongoing repairs or repeated replacement. This ensures better

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



value for money over time and minimises waste compared to continuing to use or repeatedly replace unsuitable seating.

Where possible, the project will prioritise environmentally responsible options, such as chairs made from sustainable or recyclable materials, and suppliers with strong environmental credentials. Any existing chairs that are still usable will be reused, donated, or responsibly recycled to minimise environmental impact.

From a social sustainability perspective, the improved seating will support continued and increased use of the hall by the choir and the wider community. By providing a comfortable and accessible environment, the project helps ensure the long-term viability of the venue as a community hub, encouraging participation in cultural, social, and charitable activities for years to come.

Overall, this project reinforces the ongoing sustainability of both the physical space and the community benefit it provides.

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



iii. Economic Viability

The proposed chair replacement represents a cost-effective and well-managed investment in a frequently used community facility. The total cost for 60 chairs is £1,768.32, which already includes a 15% supplier discount, demonstrating that the choir has actively sought best value for money.

Based on this discount, the original cost would have been approximately £2,080, meaning a saving of over £300 has already been secured. This highlights strong financial planning and a commitment to minimising costs while still purchasing good-quality, durable seating.

Investing in robust, long-lasting chairs will reduce the need for ongoing repairs or frequent replacement, ensuring long-term savings and avoiding additional financial burden in the future. This makes the project more economically sustainable over time. In addition, improved seating will support more effective use of the hall by both the choir and wider community groups. A better-quality environment is likely to encourage increased use of the facility for rehearsals, meetings, and events, maximising the value of the space as a community asset.

Overall, the project is economically viable as it combines a discounted upfront cost with long-term financial benefits, ensuring that grant funding is used efficiently and delivers lasting value to the community.

iv. Age Range Project / Grant Covers

The choir hall serves a wide and inclusive age range within the Caldicot community, making it a truly intergenerational space. It is used regularly by choir members, including some of the oldest members of the community, with active choristers in their 80s and 90s. At the same time, the hall is also used for family and community events such as christenings, which involve young children and younger families.

This broad usage highlights the importance of providing safe, comfortable, and accessible seating suitable for all ages and levels of mobility. Replacing the chairs will particularly benefit older users by offering improved support and safety, while also ensuring a welcoming and practical environment for families and community groups.

By supporting such a diverse range of users, the project reinforces the hall's role as an inclusive community hub that brings generations together, promoting social connection, shared experiences, and community cohesion across all age groups.

v. Any Environmental Benefits

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



The replacement of chairs in the choir hall offers several environmental benefits by promoting more sustainable use of resources and reducing waste over time. By investing in high-quality, durable chairs, the project will minimise the need for frequent repairs or replacements, thereby reducing material consumption and waste generation in the long term.

Where possible, the choir will seek chairs manufactured from responsibly sourced or recyclable materials, supporting environmentally conscious supply chains. In addition, any existing chairs that remain usable will be reused, donated, or repurposed within the community, while those that cannot be reused will be disposed of through appropriate recycling channels to minimise landfill impact.

Importantly, maintaining and improving the existing choir hall as a well-used community venue also supports environmental sustainability by encouraging local participation in activities without the need for travel to other facilities further afield. This helps reduce the overall carbon footprint associated with community events and gatherings.

Overall, the project contributes to environmental sustainability through waste reduction, responsible purchasing, and supporting continued use of a local community asset.

What is the total cost of the project?:	£1768.32
What percentage of the grant are you applying for?:	100%
How do you intend to fund the remaining balance of the project?	Choir reserves, if necessary
• Yourself, or your organisation/group:	£
• Local authorities	£

• Local organisations	£
• Fundraising	£
• Other	£
• Total:	£

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



**Have you applied to any organisation for a grant for the same project?
If so please give details, including unsuccessful applications:**

no

Have you applied to caldicot town council for grant funding before?

- i) **Yes / no** - We have never applied for funding from the town council before
- ii) **If yes, how much has the council given you in the last five years and for what?**

2019/2020:

2020/2021:

2021/2022:

2022/2023:

2023/2024:

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



iii) If yes, please explain why you are applying again?

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



Will the project incur ongoing maintenance and/or running costs? If yes, please give details of funding.

No, no ongoing costs associated with this project

4

Declaration

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



I declare that the information given in this application is correct and if the application is successful, I agree to adhere to the conditions laid out in the Caldicot Town Council's Community Grants Policy, a copy of which I have received.

I enclose with this application:

- A copy of our constitution, set of rules or statement of our aims and objectives
- Copies of accounts for the last two years (preferably audited)
- Supporting evidence of the cost of the project or reason for the grant application e.g. invoices or estimates
- Copies of the minutes of the last AGM and the latest meeting

Please note, applications sent without the above information may not be accepted.

If you do not have these for your organisation or group, please explain why or why you have not attached them?

I confirm that I have authorisation to sign and submit this Community Grant application on behalf of the organisation/group mentioned herein:

Name of Organisation or Group:Caldicot Male voice Choir.....

Print Name:David Price.....

Signed:[Signature].....

Date:21/5/26.....

Position in Organisation/Group:grant application/ordinary member.....

After completion, please return to:

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



Grant Application Checklist

Applicant Details				
Name of Organisation	Severn Area Rescue Association (SARA)			
Date of Application Received	22/06/26			
Amount Requested	£800.00			
Documents Received				
Constitution / Rules / Aims & Objectives				✓
Supporting Cost Evidence (quotes / estimates / invoices)				
Minutes of AGM (or latest meeting)				
Financial Accounts (at least two years)	Audited		At least 2 years	
	Non-audited		Less than 2 years	✓
Consideration				
Date Considered by Grants Committee	14/9/26			
Grant Minute Reference Number				
Date Considered by Town Council				
FTC Minute Reference Number				
Amount of Grant Approved	£			
Actions to be Completed:				
Bank Account Name				
Account Number	Sort Code			
Date of Payment Made:				
Date of Receipt Received:				
Signed Audited Accounts (following year)				
Financial Analysis Report (grant outcomes)				

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



COMMUNITY GRANT APPLICATION FORM

1	Applicant's Contact Details
Name of contact person:	Sophie Foxen
Position in organisation:	Fundraising Assistant
Address:	[REDACTED]
Home no:	[REDACTED]
Mobile no:	[REDACTED]
Email address:	[REDACTED]

2	Organisation or Group Details
Name of organisation/group:	Severn Area Rescue Association (SARA)
Name of chairperson:	CEO Mark Carwadine
Name of secretary:	Kate Powell
Name of treasurer:	Chief Financial Officer Chris Burgess
Address:	The Lifeboat & Rescue Station Beachley Chepstow, NP16 7HH

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



Description of organisation/group:

SARA is entirely run by unpaid volunteers providing 24/7 search and rescue capabilities, on land, water and cliffs, as tasked by the police. We also work with the Coastguard, other Search and Rescue organisations, the ambulance service and fire and rescue service.

Beachley Station has two lifeboats that launch and recover from its station.

The aims and purposes of SARA are

- The protection of life and property by the provision and maintenance of a rescue service with, in particular, specialist skills in marine and cliff rescue
- To assist Government Departments and County and Local Authorities in their provision of emergency services
- To advance public education in outdoor safety, particularly in and around water

Date when organisation/group was formed:	1973
Are you a registered charity? If so, what is the charity number?:	CIO, number 1193634 (Charity no 505504 prior to 31 Dec 2021).
Where does your organisation/group normally meet?:	This application is from Beachley Station, Chepstow which covers the Caldicot area.
How often does your organisation or group meet?:	SARA is operational 24/7 with training almost every week, sometimes several times a week for the various disciplines (lifeboat, Swiftwater rescue, land and rope) as well as first aid training and fundraising. Trainees must undergo around 8 months of training on a Thursday evening and a Sunday, with 70% attendance required and a syllabus to complete, before they can become operational with SARA. Callouts occur every few days on average, there are usually over 100 call outs a year.

3	Grant Application Details
---	----------------------------------

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



Briefly describe the project or purpose for which you require a grant. Please state how it will benefit the local community to meet the following criteria:

Red Lighting (a change from white lighting) for the Boat Bay at Beachley Station

i. Community Benefit

One of the causes of lifeboat accidents is crews launching at night with reduced night vision. Bright white lights in the lifeboat station can affect our night vision resulting in reduced vision for the first few critical minutes of a launch. The use of red lights has been shown to reduce the loss of night vision and so improve safety. Both the Royal National Lifeboat Institution and the US Coastguard have done extensive research on the safety benefits of using red lights. In order to provide improved safety for our crews we want to install automated red lighting for night time operations. To keep volunteers in SARA we must provide a suitable environment and the lack of red lights in the boat bay is currently a risk that could be mitigated.

Safety is one of SARA's primary purposes, both as its output to the community, but also required for volunteers. To feel a sense of belonging in a community one must feel safe.. SARA personnel come from all over the Severn area. Their knowledge and skills are spread throughout their communities, through being ambassadors, providing education and volunteering at events, as well as SAR taskings. We work closely with Welsh Fire, Police and Ambulance Services. In this way we help Wales have cohesive communities. SARA provides volunteers transferrable skill such as communication, teamwork, leadership and working under pressure.

More widely, SARA provide education to schools on water safety and are an option for Duke of Edinburgh's Award for young people doing this. We also organise events, such as abseils and a run swim run event. Additionally, we provide first aid cover at events.

SARA helps to foster a resilient Wales by supporting response to emergencies, such as floods, to keep people safe, then back to their work and communities as quickly as possible. We also support youth to take part in Duke of Edinburgh's Award to develop their resilience. We train and work with our Emergency Services, thus adding another layer of resources that can be called upon.

Sustainability

SARA has been established for over 50 years with a robust plan for recruitment and retention, thus demonstrating sustainability. We utilise social media and recently adding using the Enthuse platform to help us raise money. We harness technology to sustain the organisation.

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



iii. Economic Viability

SARA has a strong financial plan with wide ranging fundraising tactics. Therefore, SARA is not dependent on a single source of income. Funds are constantly prioritised to ensure SARA remains operational 24/7. All operational volunteers commit to raising funds, as well as being operational. This might mean standing outside a supermarket with tins, it might mean organising an event, speaking to companies and applying for grants, amongst other things. SARA also has non operational members whose role is solely fundraising.

iv. Age Range Project / Grant Covers

SARA lifeboats might help anyone in need when tasked. Those who may be particularly vulnerable are the old, young, people with mental and physical disabilities, for example who get stuck in difficult positions only properly accessible by lifeboat, and or have difficulty in the water. Whilst a certain level of physical fitness is required for operational crew, SARA welcomes anyone who wants to volunteer as there are always roles that can be helped with such as social media, fundraising, education and administration.

v. Any Environmental Benefits

Our volunteers love the outdoors and we want others to be able to safely enjoy the environment. This is a primary motivation for many volunteers. SARA also promotes healthy exercise outdoors eg running the Run Swim Run event. We know that we must care for each other and our planet. We are also environmentally conscious (handbook pg 45)

What is the total cost of the project?:	£800
What percentage of the grant are you applying for?:	100%
How do you intend to fund the remaining balance of the project?	<i>If this grant application is not successful or partially successful we will look at other avenues, including other Parish or Town councils.</i>
• Yourself, or your organisation/group:	£
• Local authorities	£

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



• Local organisations	£
• Fundraising	£
• Other	£
• Total:	£

Have you applied to any organisation for a grant for the same project? If so please give details, including unsuccessful applications:

No

Have you applied to Caldicot town council for grant funding before?

i) Yes

ii) If yes, how much has the council given you in the last five years and for what?

2023/2024: £450 equipping new land search technicians

2025/ 2026: £900 water Personal Protective Equipment

iii) If yes, please explain why you are applying again?

This is a different initiative that requires new funding.

Example of what it may look like:



Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



Will the project incur ongoing maintenance and/or running costs?
If yes, please give details of funding.

Once installed the costs of electricity and upkeep is not be anticipated to be more than the current white light system so this is already factored into the SARA financial plan.

4

Declaration

I declare that the information given in this application is correct and if the application is successful, I agree to adhere to the conditions laid out in the Caldicot Town Council's Community Grants Policy, a copy of which I have received.

I enclose with this application:

- A copy of our constitution, set of rules or statement of our aims and objectives
- Copies of accounts for the last two years (preferably audited)
- Supporting evidence of the cost of the project or reason for the grant application e.g. invoices or estimates
- Copies of the minutes of the last AGM and the latest meeting

Please note, applications sent without the above information may not be accepted.

If you do not have these for your organisation or group, please explain why or why you have not attached them?

I confirm that I have authorisation to sign and submit this Community Grant application on behalf of the organisation/group mentioned herein:

Name of Organisation or Group: Severn Area Rescue Association

Print Name: SOPHIE FOXEN

Signed: [Redacted Signature]

Date: 20 Jun 2026

Position in Organisation/Group: Fundraising Assistant

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



Grant Application Checklist

Applicant Details			
Name of Organisation	Monmouthshire Youth Service		
Date of Application Received	2/7/26		
Amount Requested	£1,855.00		
Documents Received			
Constitution / Rules / Aims & Objectives			
Supporting Cost Evidence (quotes / estimates / invoices)			
Minutes of AGM (or latest meeting)			
Financial Accounts (at least two years)	Audited		At least 2 years
	Non-audited		Less than 2 years
Consideration			
Date Considered by Grants Committee	14/09/26		
Grant Minute Reference Number			
Date Considered by Town Council			
FTC Minute Reference Number			
Amount of Grant Approved	£		
Actions to be Completed:			
Bank Account Name			
Account Number	Sort Code		
Date of Payment Made:			
Date of Receipt Received:			
Signed Audited Accounts (following year)			
Financial Analysis Report (grant outcomes)			

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



COMMUNITY GRANT APPLICATION FORM

1	Applicant's Contact Details
Name of contact person:	Darren Hickey
Position in organisation:	Youth Worker
Address:	[REDACTED]
Home no:	
Mobile no:	[REDACTED]
Email address:	[REDACTED]

2	Organisation or Group Details
Name of organisation/group:	Monmouthshire Youth Service
Name of chairperson:	
Name of secretary:	
Name of treasurer:	
Address:	

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



Description of organisation/group:

Caldicot's Youth Centre, The Zone, provides a safe, warm and welcoming environment and space for Young People of Caldicot and surrounding areas. The Zone provides the opportunity for Young People to engage and build professional relationships with professionally qualified Youth Workers who are registered and regulated by the EWC (Education Workforce Council). The Young People are offered a wide range of activities, sessions, projects, one-to-one support and trips. The Zone also provides the opportunity for Young People to engage and meet other Young People from their local communities and peer groups to engage in activities, sessions and Trips. The Youth Service is offered to all Young People aged 11 – 25.

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



What does your organisation/group offer to the town of Caldicot and how does the town benefit?:

The Youth Service staff are qualified "Youth and Community Workers" therefore as well as working with Young People we also reach out and work with the local community. We carry out, outreach sessions where Youth Service staff work outside of The Zone and engage with young people in the community and at local "hotspot" areas, whether this is in the Town, Skatepark, Caldicot Castle, King George V Playing Fields. This gives us the opportunity to engage with Young People who may not usually access The Zone, promote our offer and to help to reduce local ASB issues.

Date when organisation/group was formed:	
Are you a registered charity? If so, what is the charity number?:	
Where does your organisation/group normally meet?:	
How often does your organisation or group meet?:	

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



3

Grant Application Details

Briefly describe the project or purpose for which you require a grant. Please state how it will benefit the local community to meet the following criteria:

i. Community Benefit

Whilst The Zone Youth centre offers a safe place for all young people to access, by providing our trips we are offering our young people further opportunities. Our trips and visits have set objectives and learning outcomes and help young people develop skills within the hidden curriculum. Some of these outcomes include socialisation, communication skills, independent living skills and many more. Our theme park trips are an opportunity for young people to safely take part in risk taking behaviour which will benefit the community as they are less likely to take part in risky behaviour in the community.

A lot of young people who access the trips don't typically access the centre, which means that the youth service engages with a wider variety of young people. This gives the young people an opportunity they don't normally get. With the rising cost of living young people are having less opportunity to try out new experiences and the youth service's trips allow them to experience these opportunities at a reduced cost.

ii. Sustainability

The trips we provide are at a reduced cost; therefore, they are not for profit. However, if there is any minimal money made then it will be banked for further trips to help reduce further trips. Each trip is evaluated by the young people on the trip which allows us to adapt and improve our trips using the voices of the young people. The trips are highly attended and often have reserve lists which means young people sometimes missing out. Due to the popularity, the trips are seen as opportunities to promote the rest of the work our service do in supporting young people.

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



iii. Economic Viability

The trips are heavily reduced and subsidised, therefore meaning it becomes more affordable for Young People who are from low income and more deprived areas. By reducing the cost of the trips and making them more affordable it provides the Young People with an opportunity they may not normally get. The aim is to make the trip as cheap as possible for the young people attending.

Some of the Young People who attend the trips don't always access The Zone Youth Centre, so this provides them the opportunity to meet and engage with professionally qualified Youth Workers, and other Young People from their local communities.

iv. Age Range Project / Grant Covers

This trip is offered to Young People of Monmouthshire who are ages 11 -17.

v. Any Environmental Benefits

Our trips use MCC Passenger Transport Unit (PTU) which reduced the environmental impact than if all of the Young People attend the Theme Parks with their families.

What is the total cost of the project?:	Our remaining ten trips would cost £3610 to provide each trip at a heavily reduced cost to the young people in attendance.
What percentage of the grant are you applying for?:	For our four remaining most popular bigger trips to go ahead at a reduced cost. Here is a breakdown of each trip and the funding we would require. 30 young people - Alton Towers = £525 15 young people - Summer Camp = £220 30 young people - Thorpe Park = £830 15 young people - Winter Wonderland = £280 Total = £1,855 = 51% of the total cost of trips for the financial year.

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



How do you intend to fund the remaining balance of the project? • Yourself, or your organisation/group: • Local authorities	£ MCC are covering staff costs for the organisation, costs for staff on the trip, and the evaluation reports after the trip. The rest of the trip will be covered by the young people attending the trips. This will be at a heavily subsidised price which will be calculated to ensure we break even and Monmouthshire Youth Service won't make any profit.
• Local organisations • Fundraising • Other • Total:	£ We have had funding from Chepstow Town Council (£4,000 26/27 for trips), Monmouth Town Council (£4,000 26/27 trips and activities) and Abergavenny Town Council (10,000 26/27 trips or equipment or food) to organise trips for young people. £ MCC Passenger Transport Unit provides the Transport at a reduced cost. £ We are also able to get the tickets at a reduced cost due to being an education group
Have you applied to any organisation for a grant for the same project? If so please give details, including unsuccessful applications: We successfully applied last year (25/26) Caldicot town council for our Thorpe Park Fright Night last year. We received £527 which ensure the young people paid £30 each instead of £45 per person. We also apply annually to Chepstow, Abergavenny and Monmouth Town Council for trips in their local areas. The trips are often county wide so overlap. The details of these are outlined above.	

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



Have you applied to caldicot town council for grant funding before?

i) Yes / no

ii) If yes, how much has the council given you in the last five years and for what?

2019/2020:

2020/2021:

2021/2022:

2022/2023:

2023/2024:

2024/2025:

2025/2026: £527 for Thorpe Park Fright Night Trip

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



iii) If yes, please explain why you are applying again?

The trips we provide for Young People are not for profit, therefore we don't make any money from the trips, if there is anytime we do make a little profit the money goes back into the next trip to help reduce the cost and to keep it as affordable as possible for the Young People, which gives them more opportunity to attend the trip.

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



Will the project incur ongoing maintenance and/or running costs? If yes, please give details of funding.

4

Declaration

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



I declare that the information given in this application is correct and if the application is successful, I agree to adhere to the conditions laid out in the Caldicot Town Council's Community Grants Policy, a copy of which I have received.

I enclose with this application:

- A copy of our constitution, set of rules or statement of our aims and objectives
- Copies of accounts for the last two years (preferably audited)
- Supporting evidence of the cost of the project or reason for the grant application e.g. invoices or estimates
- Copies of the minutes of the last AGM and the latest meeting

Please note, applications sent without the above information may not be accepted.

If you do not have these for your organisation or group, please explain why or why you have not attached them?

I confirm that I have authorisation to sign and submit this Community Grant application on behalf of the organisation/group mentioned herein:

Name of Organisation or Group: Monmouthshire County Council

Print Name: Darren Hickey

Signed [Redacted Signature]

Date: 02/07/2026

Position in Organisation/Group: Youth Worker

After completion, please return to:

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



Grant Application Checklist

Applicant Details				
Name of Organisation	Caldicot Musical Theatre Society (CMTS)			
Date of Application Received	06/07/26			
Amount Requested	£2,500.00			
Documents Received				
Constitution / Rules / Aims & Objectives				✓
Supporting Cost Evidence (quotes / estimates / invoices)				✓
Minutes of AGM (or latest meeting)				
Financial Accounts (at least two years)	Audited		At least 2 years	
	Non-audited		Less than 2 years	✓
Consideration				
Date Considered by Grants Committee				
Grant Minute Reference Number				
Date Considered by Town Council				
FTC Minute Reference Number				
Amount of Grant Approved		£		
Actions to be Completed:				
Bank Account Name				
Account Number	Sort Code			
Date of Payment Made:				
Date of Receipt Received:				
Signed Audited Accounts (following year)				
Financial Analysis Report (grant outcomes)				

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, sandy Lane, CALDICOT, NP26 4NA

Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



COMMUNITY GRANT APPLICATION FORM

1	Applicant's Contact Details
Name of contact person:	Dawn Probert
Position in organisation:	Treasurer
Address:	[REDACTED]
Home no:	[REDACTED]
Mobile no:	[REDACTED]
Email address:	[REDACTED]
2	Organisation or Group Details
Name of organisation/group:	Caldicot Musical Theatre Society [CMTS]
Name of chairperson:	Michael Probert
Name of secretary:	Toby Burnett-Fielding
Name of treasurer:	Dawn Probert
Address:	As Above
Description of organisation/group: To promote, maintain, improve and advance education and appreciation of the arts in all forms among the people of Caldicot and the surrounding area. In furtherance of this the charity will provide an opportunity for all local people, without exception, to access and take part in developing in all aspects of performing arts through teaching and coaching to benefit them, the public, other organisations and charities and to produce live musical theatre in Caldicot and the surrounding area to the highest possible standard.	

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



What does your organisation/group offer to the town of Caldicot and how does the town benefit?:

As mentioned in previous question

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



Date when organisation/group was formed:	1925
Are you a registered charity? If so, what is the charity number?:	Yes Charity Number 1172593
Where does your organisation/group normally meet?:	Monday 7-9 pm Caerwent Village Hall
How often does your organisation or group meet?:	Weekly
3	Grant Application Details

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, sandy Lane, CALDICOT, NP26 4NA

Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



Briefly describe the project or purpose for which you require a grant. Please state how it will benefit the local community to meet the following criteria:

Community Benefit

Our project is our production of We Will Rock You over the Halloween weekend 2026 at Caldicot School. As a licenced performance the costs are higher. The rights alone for this production are in excess of £1500, with additional costs for the music, tech resource etc. In total the cost of producing a show will be approx. £8000. We are looking for a contribution towards this production of £2500 to enable us to hire Caldicot School for show week.

For productions, the members will benefit by receiving professional coaching and training from our musical and performance directors together with the opportunity to develop their skills and confidence and perform to an audience in a large venue. The arts bring so many benefits not only to the performers but to the audiences that come to watch, some tangible e.g. skills, and other intangible e.g. improving wellbeing, bringing people together, social skills and promoting and building the arts culture locally. We regularly sell out our performances and our audience is loyal and growing year on year. We aim to stage shows which do not exclude any demographic (cast or audience) to ensure a family experience

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, sandy Lane, CALDICOT, NP26 4NA

Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



ii. Sustainability

The project strengthens community sustainability by providing year-round creative opportunities that improve wellbeing, confidence, and cohesion for Caldicot residents. Environmentally, CMTS minimises waste by reusing set materials, sourcing locally, and offering digital programmes.

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



iii. Economic Viability

We operate through diverse income streams (ticket sales, membership fees, fundraising, sponsorships) and maintain responsible financial management with annual accounts provided as required. Our committee structure, safeguarding policies, and membership framework ensure long-term organisational resilience

Age Range Project I Grant Covers

We have members from the age of 10 to approx. 65 years . The show should attract all age groups and families. Most people will recognise the music as being Queen so hopefully we can sell out all 3 shows .

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, sandy Lane, CALDICOT, NP26 4NA

Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



iv. Any Environmental Benefits

Environmentally, CMTS minimises waste by reusing set materials, sourcing locally.

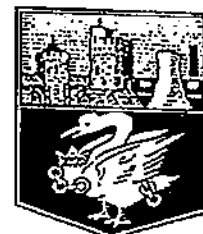
What is the total cost of the project?:	Approx. £8000
What percentage of the grant are you applying for?:	30% £2500

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, sandy Lane, CALDICOT, NP26 4NA

Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



How do you intend to fund the remaining balance of the project? Yourself, or your organisation/group: • Local authorities	We have also applied for other grants to help out with costs of the production rights and the remaining will be funded by various fundraising events we are holding throughout the year such as treasure hunts and quizzes and monies from our bank.
• Local organisations Fundraising Other Total:	
Have you applied to any organisation for a grant for the same project? If so please give details, including unsuccessful applications: We have applied for other grants but not for the School Hire	

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, sandy Lane, CALDICOT, NP26 4NA

Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



Have you applied to Caldicot Town Council for grant funding before?

i) Yes I no

If yes, how much has the council given you in the last five years and for what?

2019/2020:

2020/2021 :

2021/2022:

2022/2023:

2023/2024: £7000 Labour Club Project (Consultancy for purchasing club as a new venue for CMTS)

£1261.90 given to us for our 100th Anniversary celebrations to be able to hold various shows/events in 2024-2025

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, sandy Lane, CALDICOT, NP26 4NA

Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



iii) If yes, please explain why you are applying again?

Different project

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, sandy Lane, CALDICOT, NP26 4NA

Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



Will the project incur ongoing maintenance and/or running costs? If yes, please give details of funding.

No it is for a specific production

4

Declaration

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, sandy Lane, CALDICOT, NP26 4NA

Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



I declare that the information given in this application is correct and if the application is successful, I agree to adhere to the conditions laid out in the Caldicot Town Council's Community Grants Policy, a copy of which I have received.

I enclose with this application:

A copy of our constitution, set of rules or statement of our aims and objectives Copies of accounts for the last two years (preferably audited)

Supporting evidence of the cost of the project or reason for the grant application e.g. invoices or estimates

Copies of the minutes of the last AGM and the latest meeting

Please note, applications sent without the above information may not be accepted.

If you do not have these for your organisation or group, please explain why or why you have not attached them?

I have only included accounts from 24/25 as this years accounts only finished 30th June 26.

Also we do not need to hold an AGM due to our Constitution.

I confirm that I have authorisation to sign and submit this Community Grant application on behalf of the organisation/group mentioned herein:

Name of Organisation or Group•

.....
Caldicot Musicial Theatre Society
.....

Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



Position in Organisation/Group• Treasurer

June 2024

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



Grant Application Checklist

Applicant Details			
Name of Organisation	Friends of Caldicot Library		
Date of Application Received	06/07/26		
Amount Requested	£ 318.96		
Documents Received			
Constitution / Rules / Aims & Objectives	✓		
Supporting Cost Evidence (quotes / estimates / invoices)	✓		
Minutes of AGM (or latest meeting)			
Financial Accounts (at least two years)	Audited		At least 2 years
	Non-audited		Less than 2 years ✓
Consideration			
Date Considered by Grants Committee	14/9/26		
Grant Minute Reference Number			
Date Considered by Town Council			
FTC Minute Reference Number			
Amount of Grant Approved	£		
Actions to be Completed:			
Bank Account Name			
Account Number	Sort Code		
Date of Payment Made:			
Date of Receipt Received:			
Signed Audited Accounts (following year)			
Financial Analysis Report (grant outcomes)			

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP23 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP23 4NA



COMMUNITY GRANT APPLICATION FORM

1	Applicant's Contact Details
Name of contact person:	ANGELA KING
Position in organisation:	TREASURER
Address:	[REDACTED]
Home no:	
Mobile no:	[REDACTED]
Email address:	[REDACTED]

2	Organisation or Group Details
Name of organisation/group:	FRIENDS OF CALDICOT LIBRARY
Name of chairperson:	MR P. STRONG
Name of secretary:	MRS J. GILLIS
Name of treasurer:	MRS A. KING
Address:	c/o ANGELA KING (AS ABOVE)
Description of organisation/group:	WE SUPPORT THE WIDER WORK OF CALDICOT LIBRARY (E.G SUMMER READING SCHEME) AND GENERATE IDEAS FOR IMPROVING THE LIBRARY.

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



What does your organisation/group offer to the town of Caldicot and how does the town benefit?:

- WE OFFER OPPORTUNITIES FOR RESIDENTS TO BECOME INVOLVED IN LIBRARY ACTIVITIES AND TO SUPPORT ASPECTS OF THE LIBRARY'S WORK.
- WE HAVE PROVIDED PRINT EDITIONS OF NEWSPAPERS.
- WE HAVE SUPPORTED THE SUMMER READING SCHEME FOR CHILDREN.
- WE LOOK AFTER FLOWER BEDS IN FRONT OF THE LIBRARY.

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



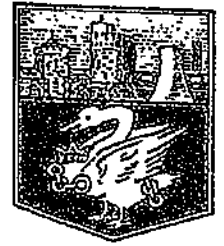
Date when organisation/group was formed:	2018
Are you a registered charity? If so, what is the charity number?:	No
Where does your organisation/group normally meet?:	AT CALDICOT LIBRARY
How often does your organisation or group meet?:	USUALLY MONTHLY

3	Grant Application Details
Briefly describe the project or purpose for which you require a grant. Please state how it will benefit the local community to meet the following criteria: I. Community Benefit IT WILL GIVE ALL MEMBERS OF THE COMMUNITY ACCESS TO A NATIONAL AND LOCAL PRINT EDITION NEWSPAPER FREE OF CHARGE. II. Sustainability SHARING A NEWSPAPER SAVES ENERGY AND MATERIALS USED IN PRODUCTION	

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



iii. Economic Viability

POTENTIAL ECONOMIC BENEFITS
FROM RESIDENTS BEING BETTER
INFORMED

iv. Age Range Project / Grant Covers

- ALL AGES
- PARTICULARLY LIKELY TO BE USED
BY OLDER PEOPLE, WHO ARE LESS
LIKELY TO BE DIGITALLY ENGAGED,

v. Any Environmental Benefits

SEE 'SUSTAINABILITY'

What is the total cost of the project?:	£354.40 (£292 "1"; £62.40 CFP)
What percentage of the grant are you applying for?:	90%
How do you intend to fund the remaining balance of the project?	GROUP EVENTS (E.G. QUIZ NIGHT, CHRISTMAS MUSIC READINGS)
• Yourself, or your organisation/group:	£35.44
• Local authorities	£

Caldicot Town Council

Cyngor y Dref Cll-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodiyl, CIL-Y-COED NP26 4NA



• Local organisations	£ /
• Fundraising	£ SEE ABOVE
• Other	£ /
• Total:	£ /

Have you applied to any organisation for a grant for the same project?
If so please give details, including unsuccessful applications:

YES
PORTSKWELL & SUBBROOK CC } UNSUCCESSFUL
CAERWENT C.C.

Have you applied to caldicot town council for grant funding before?

i) Yes / No

ii) If yes, how much has the council given you in the last five years and for what?

2019/2020:

2020/2021:

2021/2022:

2022/2023:

2023/2024:

2024/25: £187.50 FOR NEWSPAPER PURCHASES
FOR LIBRARY USE

Page 5 of 8 2025/26: £187.50. NEWSPAPER PURCHASES
FOR LIBRARY USE

June 2024

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Smyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



iii) If yes, please explain why you are applying again?

CONTINUATION OF PURCHASES

Will the project incur ongoing maintenance and/or running costs?
If yes, please give details of funding.

NO. THE PROJECT IS FOR
ONE YEAR ONLY. CONTINUATION
BEYOND THAT WILL REQUIRE
A FURTHER DECISION.

4	Declaration
I declare that the information given in this application is correct and if the application is successful, I agree to adhere to the conditions laid out in the Caldicot Town Council's Community Grants Policy, a copy of which I have received. I enclose with this application: • A copy of our constitution, set of rules or statement of our aims and objectives • Copies of accounts for the last two years (preferably audited) • Supporting evidence of the cost of the project or reason for the grant application e.g. invoices or estimates • Copies of the minutes of the last AGM and the latest meeting Please note, applications sent without the above information may not be accepted. If you do not have these for your organisation or group, please explain why or why you have not attached them? I confirm that I have authorisation to sign and submit this Community Grant application on behalf of the organisation/group mentioned herein: Name of Organisation or Group: FRIENDS OF CALDICOT LIBRARY Print Name: ANGELA KING Signed: [Signature] Date: 6-7-26 Position in Organisation/Group: TREASURER	

June 2024

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



Grant Application Checklist

Applicant Details			
Name of Organisation	Jack Hallett - Team Wales Individual Athlete		
Date of Application Received	22/7/26		
Amount Requested	£500.00		
Documents Received			
Constitution / Rules / Aims & Objectives			
Supporting Cost Evidence (quotes / estimates / invoices)			
Minutes of AGM (or latest meeting)			
Financial Accounts (at least two years)	Audited		At least 2 years
	Non-audited		Less than 2 years
Consideration			
Date Considered by Grants Committee			
Grant Minute Reference Number			
Date Considered by Town Council			
FTC Minute Reference Number			
Amount of Grant Approved		£	
Actions to be Completed:			
Bank Account Name			
Account Number	Sort Code		
Date of Payment Made:			
Date of Receipt Received:			
Signed Audited Accounts (following year)			
Financial Analysis Report (grant outcomes)			

Admin

From: [REDACTED]
Sent: 22 July 2026 12:59
To: Town Council; Admin; Clerk
Subject: Assistance

Importance: High

COMMUNITY GRANT APPLICATION FORM

1 Applicant's Contact Details

Name of contact person: Jack Hallett

Position in organisation: Individual Athlete (representing Team Wales)

Address: [REDACTED]

2 Organisation or Group Details

Name of organisation/group: Welsh National Powerlifting Team (Individual Representative)

Name of chairperson: N/A (Individual Application) Address: [REDACTED]

Description of organisation/group:

I am a 17-year-old SubJunior powerlifter based in Caldicot. I have been selected to represent Wales at the Commonwealth Powerlifting Championships in Winnipeg, Canada. While I train as an individual athlete under the governing body for Welsh Powerlifting, I am seeking support as a local resident representing our community on the international stage.

What does your organisation/group offer to the town of Caldicot and how does the town benefit?:

My participation provides a positive role model for young people in Caldicot, demonstrating what can be achieved through discipline and dedication. By competing at a Commonwealth level, I represent Caldicot on a global stage bringing pride to the town and promoting health, strength, and sportsmanship within the local community.

Date when organisation/group was formed: N/A (Individual)

Are you a registered charity?: No

Where does your organisation/group normally meet?: Local training facilities in/around Caldicot.

How often does your organisation or group meet?: Daily training schedule.

3 Grant Application Details

Briefly describe the project or purpose for which you require a grant:

The grant is requested to fund my attendance at the Commonwealth Powerlifting Championships in Winnipeg, Canada (September 17th–27th, 2026). As a self-funded athlete, the grant will cover essential costs including International Powerlifting Federation (IPF) approved kit, travel, and mandatory championship accommodation.

COMMUNITY GRANT APPLICATION FORM

1 Applicant's Contact Details

Name of contact person: Jack [Surname] Position in organisation: Individual Athlete (representing Team Wales) Address: [REDACTED] Mobile no: [Insert Mobile Number]
Email address: [Insert Email Address]

2 Organisation or Group Details

Name of organisation/group: Welsh National Powerlifting Team (Individual Representative)

Name of chairperson: N/A (Individual Application) Address: [REDACTED]

Description of organisation/group: I am a 17-year-old SubJunior powerlifter based in Caldicot. I have been selected to represent Wales at the Commonwealth Powerlifting Championships in Winnipeg, Canada. While I train as an individual athlete under the governing body for Welsh Powerlifting, I am seeking support as a local resident representing our community on the international stage.

What does your organisation/group offer to the town of Caldicot and how does the town benefit?:

My participation provides a positive role model for young people in Caldicot, demonstrating what can be achieved through discipline and dedication. By competing at a Commonwealth level, I represent Caldicot on a global stage, bringing pride to the town and promoting health, strength, and sportsmanship within the local community.

Date when organisation/group was formed: N/A (Individual)

Are you a registered charity?: No

Where does your organisation/group normally meet?: Local training facilities in/around Caldicot.

How often does your organisation or group meet?: Daily training schedule.

3 Grant Application Details

Briefly describe the project or purpose for which you require a grant:

The grant is requested to fund my attendance at the Commonwealth Powerlifting Championships in Winnipeg, Canada (September 17th–27th, 2026). As a self-funded athlete, the grant will cover essential costs including International Powerlifting Federation (IPF) approved kit, travel, and mandatory championship accommodation.

i. Community Benefit

Representing Caldicot at an international level fosters community pride. I aim to share my journey with local youth groups or schools upon my return to inspire others to pursue high-level goals in sport.

ii. Sustainability

This competition is a milestone in my athletic career. The support allows me to reach the next tier of performance, which will enable me to continue competing and potentially coaching others in the community in the future.

iii. Economic Viability

The project is a one-off international event. I am seeking partial funding to supplement personal savings and local fundraising to ensure the total cost of approximately £3,860 is met.

iv. Age Range Project / Grant Covers

SubJunior (Under 18) / Youth.

v. Any Environmental Benefits

Where possible, equipment and kit selected are of high quality to ensure longevity and reuse throughout my lifting career, reducing waste.

Financial Breakdown:

- Total cost of the project: £3,860 (Estimated)

Economy return: £850 – £1,200

- With luggage for kit: £100
- Designated Hotel : £1,200
- Classic Full Power Fees £120

Kit Requirements :

- Approved singlet: £80
- Approved Socks £25
- Approved t-Shirt £35
- Team Wales kit (tracksuit): £150

- Percentage of grant applying for: £500

How do you intend to fund the remaining balance?

- Yourself: Personal savings and family support.
- Fundraising: Local sponsorship drives and community appeals.

Have you applied to any organisation for a grant for the same project?

Have you applied to Caldicot Town Council before? No.

Will the project incur ongoing maintenance and/or running costs? No, this is a specific funding request for a single international championship event.

4 Declaration

Notes on Enclosures: As an individual athlete rather than a community group, I have attached:

- Official selection letter from the Welsh Powerlifting Federation.
- Note: As I am not a registered group, I do not have a constitution or AGM minutes, but I have provided proof of my selection and residency in Caldicot.

Name of Organisation: Individual Athlete (Team Wales)

Print Name: Jack Hallett

Date: 22nd July 2026

Position: Athlete

Representing Caldicot at an international level fosters community pride.

ii. Sustainability This competition is a milestone in my athletic career. The support allows me to reach the next tier of performance, which will enable me to continue competing and potentially coaching others in the community in the future.

iii. Economic Viability The project is a one-off international event. I am seeking partial funding to supplement personal savings and local fundraising to ensure the total cost of approximately £3,860 is met.

iv. Age Range Project / Grant Covers SubJunior (Under 18) / Youth.

v. Any Environmental Benefits Where possible, equipment and kit selected are of high quality to ensure longevity and reuse throughout my lifting career, reducing waste.

Financial Breakdown:

- Total cost of the project: £3,860 (Estimated)
- Percentage of grant applying for: £500

How do you intend to fund the remaining balance?

- Yourself: Personal savings and family support.
- Fundraising: Local sponsorship drives and community appeals.

Have you applied to Caldicot Town Council before? No.

Will the project incur ongoing maintenance and/or running costs? No, this is a specific funding request for a single international championship event.

4 Declaration

Notes on Enclosures: As an individual athlete rather than a community group, I have attached:

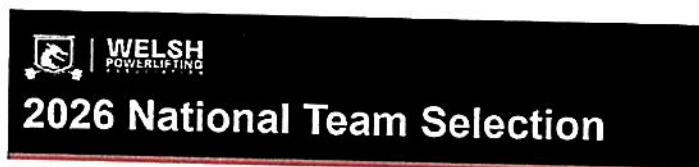
- Official selection letter from the Welsh Powerlifting Federation.
- A detailed cost breakdown/quotes for flights, hotel, and kit.
- *Note:* As I am not a registered group, I do not have a constitution or AGM minutes, but I have provided proof of my selection and residency in Caldicot.

Name of Organisation: Individual Athlete (Team Wales)

Print Name: Jack Hallett

Date: 22nd July 2026

Position: Athlete



2026 Commonwealth Team Selection

28th May 2026

Dear Jack Hallett,

Congratulations, you have been selected to represent Wales in the Sub-Junior u105kg class competing Classic Full Power at the upcoming Commonwealth Powerlifting Championships in Winnipeg, Canada.

The championships will run from the 17th September until the 27th September. A preliminary timetable can be found on the invite [here](#).

As a member of the Welsh National Team, you have the opportunity to compete on the international stage against some of the best Sub-Junior powerlifters in the Commonwealth. This is an excellent opportunity to showcase your talent, inspire others and make your mark on the international powerlifting community.

Please confirm your acceptance no later than Friday 12th June by completing the form linked [here](#). You will receive further details about the event, accommodation bookings, squad sessions and other necessary paperwork once confirmation of acceptance is received.

Congratulations again on your selection and I look forward to welcoming you into the Welsh team for 2026.

Tom Morgan

Team Wales Head Coach



Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



Grant Application Checklist

Applicant Details				
Name of Organisation	Caldicot Events Committee			
Date of Application Received	27/8/26			
Amount Requested	£10,000.00			
Documents Received				
Constitution / Rules / Aims & Objectives				✓
Supporting Cost Evidence (quotes / estimates / invoices)				✓
Minutes of AGM (or latest meeting)				
Financial Accounts (at least two years)	Audited		At least 2 years	
	Non-audited		Less than 2 years	✓
Consideration				
Date Considered by Grants Committee				
Grant Minute Reference Number				
Date Considered by Town Council				
FTC Minute Reference Number				
Amount of Grant Approved		£		
Actions to be Completed:				
Bank Account Name				
Account Number	Sort Code			
Date of Payment Made:				
Date of Receipt Received:				
Signed Audited Accounts (following year)				
Financial Analysis Report (grant outcomes)				

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



COMMUNITY GRANT APPLICATION FORM

1	Applicant's Contact Details
Name of contact person:	PAULINE HAYWARD
Position in organisation:	CHAIR / JOINT TREASURER
Address:	[REDACTED]
Home no:	[REDACTED]
Mobile no:	/
Email address:	[REDACTED]

2	Organisation or Group Details
Name of organisation/group:	CALDICOT EVENTS COMMITTEE
Name of chairperson:	PAULINE HAYWARD
Name of secretary:	
Name of treasurer:	PAULINE HAYWARD / RACHEL ROBERTS
Address:	[REDACTED]
Description of organisation/group: A group who organises 2 free events in and for Caldicot with the support and sponsorship of Caldicot Town Council.	

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



We organise and stage a Summer Fayre at
Caldicot Castle and the event to switch on the
Christmas lights in the Town Centre

We are also involved in organising a
Fireworks display, at the request of Caldicot
Town Council.

What does your organisation/group offer to the town of Caldicot and how does the town benefit?:

With the exception of the Fireworks, the
Summer event and the Christmas event are
free of charge to the people of Caldicot
and the surrounding area. Fireworks have
a nominal charge applied to cover all the
extra costs in staging the event. The Christmas
event includes Father Christmas and children
receive a free gift from Santa. It gives local
charities an opportunity to raise funds, or advertise
themselves and local groups to perform.

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



Date when organisation/group was formed:	20+ years ago.
Are you a registered charity? If so, what is the charity number?:	No.
Where does your organisation/group normally meet?:	[REDACTED]
How often does your organisation or group meet?:	Whenever necessary particularly when organising an event.

3	Grant Application Details
Briefly describe the project or purpose for which you require a grant. Please state how it will benefit the local community to meet the following criteria: i. Community Benefit <i>Fireworks – to deliver a large scale, community focused fireworks display for the residents of Caldicot and the surrounding area. It replaces multiple smaller events in the area in a safe, controlled, more efficient way minimising environmental impact.</i> ii. Sustainability <i>We protect the environment by staging one event display.</i> <i>The Committee strive to strengthen a community spirit and generate positive economic impact by supporting local businesses and traders and involving local volunteers.</i>	

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



iii. Economic Viability

The fireworks display generates 4,000 visitors to the area who use local shops and facilities in the town centre.

iv. Age Range Project / Grant Covers

All ages are included. We are a group who embraces equality, diversity and inclusion and those experiencing family hardship.

v. Any Environmental Benefits

Less incidents to impact the environment.

What is the total cost of the project?:	upto £30,000.
What percentage of the grant are you applying for?:	£10,000 approx 1/3.
How do you intend to fund the remaining balance of the project?	Ticket sales and income from stalls, pitches and funfair.
• Yourself, or your organisation/group:	£
• Local authorities	£

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



• Local organisations	£
• Fundraising	£
• Other	£
• Total:	£

Have you applied to any organisation for a grant for the same project?
If so please give details, including unsuccessful applications:

No.

Have you applied to caldicot town council for grant funding before?

i) Yes ~~Yes~~

ii) If yes, how much has the council given you in the last five years and for what?

2019/2020:

FIREWORKS

2020/2021:

2021/2022: *£13,000*

2022/2023: *£5,000*

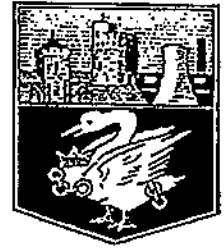
2023/2024: *£12,000*

2024/2025 *£10,000*

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, GIL-Y-COED NP26 4NA



iii) If yes, please explain why you are applying again?

In order to keep down the cost of attendance for local people we need the support of the Town Council. Generating the costs from traders and the fun fair does not meet the costs of insurance, medical cover, security, waste management, site fee for Caldicot Castle, toilets, fencing, lighting, generators etc.

Some tickets are given to those who cannot afford to bring a family - hardship fund.

Will the project incur ongoing maintenance and/or running costs?
If yes, please give details of funding.

No.

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



4	Declaration I declare that the information given in this application is correct and if the application is successful, I agree to adhere to the conditions laid out in the Caldicot Town Council's Community Grants Policy, a copy of which I have received. I enclose with this application: • A copy of our constitution, set of rules or statement of our aims and objectives • Copies of accounts for the last two years (preferably audited) • Supporting evidence of the cost of the project or reason for the grant application e.g. invoices or estimates • Copies of the minutes of the last AGM and the latest meeting Please note, applications sent without the above information may not be accepted. If you do not have these for your organisation or group, please explain why or why you have not attached them? <i>This is a separate event requested by the Town Council. Expenditure and income from 2022/2025 included.</i> I confirm that I have authorisation to sign and submit this Community Grant application on behalf of the organisation/group mentioned herein: Name of Organisation or Group: <i>CALDICOT EVENTS COMMITTEE</i> Print Name: <i>PAULINE HAYWARD</i> Signed: <i>[Signature]</i> Date: <i>24-08-2026</i> Position in Organisation/Group: <i>CHAIR / JOINT TREASURER</i>
----------	---

After completion, please return to:
The Town Clerk, Council Offices, Sandy Lane, Caldicot, Monmouthshire, NP26 4NA

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



Grant Application Checklist

Applicant Details			
Name of Organisation	Caldicot Foodbank		
Date of Application Received	28/8/26		
Amount Requested	£ 3,000.00		
Documents Received			
Constitution / Rules / Aims & Objectives	☒		
Supporting Cost Evidence (quotes / estimates / invoices)	☒		
Minutes of AGM (or latest meeting)	☒		
Financial Accounts (at least two years)	Audited		At least 2 years
	Non-audited		Less than 2 years ☒
Consideration			
Date Considered by Grants Committee			
Grant Minute Reference Number			
Date Considered by Town Council			
FTC Minute Reference Number			
Amount of Grant Approved	£		
Actions to be Completed:			
Bank Account Name			
Account Number	Sort Code		
Date of Payment Made:			
Date of Receipt Received:			
Signed Audited Accounts (following year)			
Financial Analysis Report (grant outcomes)			

28th J.

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



COMMUNITY GRANT APPLICATION FORM

1	Applicant's Contact Details
Name of contact person:	RICHARD RUFF
Position in organisation:	TRUSTEE
Address:	[REDACTED]
Home no:	—
Mobile no:	[REDACTED]
Email address:	[REDACTED]

2	Organisation or Group Details
Name of organisation/group:	Caldicot Foodbank
Name of chairperson:	Richard Ruff
Name of secretary:	Lynda Willis
Name of treasurer:	Alan Parker
Address:	% Council Offices Sandy Lane Caldicot
Description of organisation/group:	Caldicot Foodbank helps local people going through short-term crisis by issuing emergency food parcels and providing additional support via agencies

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



What does your organisation/group offer to the town of Caldicot and how does the town benefit?:

We provide emergency food parcels for those experiencing short term crisis. Parcels are available 6 days a week via the HUB or our distribution on Fridays.

In addition to our main service we also have provided

- Christmas Parcels in 2025 to 156 families. all identified via the various support agencies
- At Easter we provided Chocolate Eggs to Children Services & Flying start for distribution.
- During Summer Holidays we did a joint project with T.Wocks providing breakfast & brunch bags to 91 families issuing 160 breakfast & brunch bags to families who ^{may} otherwise would have had free school meals, all school age children included

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



Date when organisation/group was formed:	Jan 2016
Are you a registered charity? If so, what is the charity number?:	Yes 1031971
Where does your organisation/group normally meet?:	Council Offices
How often does your organisation or group meet?:	weekly

3	Grant Application Details
Briefly describe the project or purpose for which you require a grant. Please state how it will benefit the local community to meet the following criteria: i. Community Benefit We will be able to provide those families identified by the agencies with a Christmas Parcel. We would also like to extend our Brunch Bag project to provide this service at all school holidays ii. Sustainability The parcels & bags provided supports those in the community that benefit from some additional help. Our menu cards also provide a basis for individuals to acquire new cooking skills, encouraging future generations	

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



iii. Economic Viability

With the support from councils & the community we are able to deliver the services. Our ability to deliver is totally dependent on the financial & donations we receive. Working alongside other agencies & charities we are able to maximise our reach.

iv. Age Range Project / Grant Covers

Our age range is from birth, all generations receive support when in crisis

v. Any Environmental Benefits

We align our services with the Community Fridge where possible reducing waste our aim being to use all donations with nil to landfill.

What is the total cost of the project?:	Breakfast bag products £250 Brunch Bags cost £1000 over 6 wks est £750 for xmas & Easter holidays Based on 2025 Christmas Parcels £5250
What percentage of the grant are you applying for?:	* £3000 £2000
How do you intend to fund the remaining balance of the project?	
• Yourself, or your organisation/group:	£3250
• Local authorities	£3000 4000

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



• Local organisations	£
• Fundraising	£ we receive various food donations
• Other	£
• Total:	£7250 Christmas Peral £5250 - Breakfast bags £250 £6250 Brunch Bags £1000 / £750 Easter / Christmas

Have you applied to any organisation for a grant for the same project?
If so please give details, including unsuccessful applications:

We will apply to Major Council for a contribution.

Have you applied to caldicot town council for grant funding before?

i) Yes / ~~no~~

ii) If yes, how much has the council given you in the last five years and for what?

2019/2020:

2020/2021:

2021/2022:

2022/2023:

2023/2024:

2025 we received £1500 towards the Christmas Peral
Project.

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



iii) If yes, please explain why you are applying again?

The Christmas Parcel is an annual activity also with our latest project during the school holidays there is an increased cost. This funding will enable the charity to continue with these projects

Will the project incur ongoing maintenance and/or running costs?
If yes, please give details of funding.

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



4	Declaration
	I declare that the information given in this application is correct and if the application is successful, I agree to adhere to the conditions laid out in the Caldicot Town Council's Community Grants Policy, a copy of which I have received. I enclose with this application: • A copy of our constitution, set of rules or statement of our aims and objectives • Copies of accounts for the last two years (preferably audited) • Supporting evidence of the cost of the project or reason for the grant application e.g. invoices or estimates • Copies of the minutes of the last AGM and the latest meeting Please note, applications sent without the above information may not be accepted. If you do not have these for your organisation or group, please explain why or why you have not attached them? <i>Have included a copy of the Revenue account for 23/24 & 24/25 - approved at AGM Nov 25.</i> I confirm that I have authorisation to sign and submit this Community Grant application on behalf of the organisation/group mentioned herein: Name of Organisation or Group: <i>Caldicot Foodbank</i> Print Name: <i>RICHARD RUFF</i> Signed: <i>[Signature]</i> Date: <i>28 Aug 26</i> Position in Organisation/Group: <i>TRUSTEE</i>

After completion, please return to:
The Town Clerk, Council Offices, Sandy Lane, Caldicot, Monmouthshire, NP26 4NA

Caldicot Town Council

Cyngor y Dref Cil-y-Coed

Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA



Grant Application Checklist

Applicant Details				
Name of Organisation	Together Works			
Date of Application Received	01/09/26			
Amount Requested	£1,500.00			
Documents Received				
Constitution / Rules / Aims & Objectives				✓
Supporting Cost Evidence (quotes / estimates / invoices)				✓
Minutes of AGM (or latest meeting)				✓
Financial Accounts (at least two years)	Audited		At least 2 years	
	Non-audited		Less than 2 years	✓
Consideration				
Date Considered by Grants Committee				
Grant Minute Reference Number				
Date Considered by Town Council				
FTC Minute Reference Number				
Amount of Grant Approved		£		
Actions to be Completed:				
Bank Account Name				
Account Number	Sort Code			
Date of Payment Made:				
Date of Receipt Received:				
Signed Audited Accounts (following year)				
Financial Analysis Report (grant outcomes)				

Caldicot Town Council

Cyngor y Dref Cil-y-Coed



Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA

COMMUNITY GRANT APPLICATION FORM

1	Applicant's Contact Details
Name of contact person:	Maxi Gambier
Position in organisation:	Hub Facilitator
Address:	[REDACTED]
Home no:	N/A
Mobile no:	[REDACTED]
Email address:	[REDACTED]
2	Organisation or Group Details
Name of organisation/group:	TogetherWORKS
Name of chairperson:	John Woodfield
Name of secretary:	Jill Bond
Name of treasurer:	Helen Lane
Address:	TogetherWORKS, Woodstock Way, Caldicot, NP26 5DB
Description of organisation/group: TogetherWORKS is a community hub in Caldicot, created to bring people together, reduce loneliness and isolation, and provide a welcoming place where everyone feels they belong. We offer a range of free and low-cost activities, groups, events and opportunities for people of all ages to connect with others, learn new skills, volunteer and be part of their community. Our volunteers are at the	

heart of everything we do. They give their time, skills and energy to support others, but they also benefit themselves through friendship, purpose, confidence and the feeling of being needed.

Our community has shown us time and again that sometimes it is the simple things that matter most, sitting around a table, sharing food, having a conversation and knowing that somebody has thought about you.

Page 1 of 8 June 2024

Caldicot Town Council

Cyngor y Dref Cil-y-Coed



Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA

What does your organisation/group offer to the town of Caldicot and how does the town benefit?:

TogetherWORKS provides a welcoming community space where people can come together, meet new people and feel part of Caldicot.

We run regular groups, activities, volunteering opportunities and community events, helping people who may otherwise experience loneliness or social isolation to build relationships and become more connected to their local community.

Our community Feasts have become a particularly special part of this.

The idea for our Christmas Day Lunch came from our community. For around two years, people have been asking us, "Are you open on Christmas Day?" Eventually, we asked ourselves why they were asking. We realised that some of the people enquiring about volunteering were actually people who expected to be alone on Christmas Day but found it easier to say they wanted to volunteer than to admit they had nobody to spend the day with.

So, in our first year, we said yes.

A small group of volunteers came together to prepare and serve Christmas lunch for 16 people. Many of those volunteers would otherwise have been spending Christmas alone themselves. What could have been a difficult day became something very different — a room full of people sharing food, laughter and friendship.

It was not perfect. Our small kitchen and domestic cooker made preparing and keeping the food hot enough extremely difficult, particularly when serving older guests. But what we learned was that the value of the day was about much more than the food.

It was about belonging.

This will be our third Christmas Day Lunch, and we want to build on what we have learned. We want

everyone involved guests and volunteers alike to feel that they are valued members of the Caldicot community.

We would also like to develop this idea beyond Christmas, creating other community feasts throughout the year, including Eid and Easter celebrations. These will provide opportunities for people from different backgrounds, ages and circumstances to come together around a shared table and celebrate as one community.

We believe that sharing food is one of the simplest and most powerful ways of bringing people together.

Page 2 of 8 June 2024

Caldicot Town Council

Cyngor y Dref Cil-y-Coed



Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA

Date when organisation/group was formed:	September 2021
Are you a registered charity? If so, what is the charity number?:	CIO 1217101
Where does your organisation/group normally meet?:	Address as above
How often does your organisation or group meet?:	Monday to Thursday 9am to 4:30pm Including some evenings and weekends
3	Grant Application Details

Briefly describe the project or purpose for which you require a grant. Please state how it will benefit the local community to meet the following criteria:

We are seeking funding to support our third annual TogetherWORKS Christmas Day Lunch and two other Community Feasts, which will provide a two-course traditional Christmas meal, including a vegetarian option, for approximately 16 people who would otherwise be alone on Christmas Day.

As we do not have the facilities to safely prepare a full Christmas dinner for this number of people, the grant would allow us to purchase the Christmas lunch from a suitable local supplier, ensuring that the food can be served safely and warmly.

We would also like to purchase good-quality reusable cloth tablecloths and cloth napkins. These will be used not only for the Christmas lunch but for future community feasts, including Easter and Eid celebrations.

The funding will therefore have a benefit beyond one day. It will help us establish a sustainable resource that can be used repeatedly to bring our community together throughout the year.

i. Community Benefit

The greatest benefit is simple: **nobody should feel that they have to spend a special day alone.**

Our Christmas Day Lunch gives people who may otherwise be alone somewhere to go, someone to talk to and a reason to celebrate.

But it is equally important that our volunteers feel valued.

Our Christmas lunch is completely volunteer-led. The people who set up, prepare, welcome guests, serve food, wash up and make sure everyone has a lovely day are an essential part of what makes the event special.

We deliberately describe them as volunteers rather than focusing on their personal circumstances. They are there because they are needed, because they have something to contribute and because they are part of our community.

Many of our volunteers give their time throughout the year. Giving them the opportunity to sit down and enjoy a community meal they have helped create is an important way of saying thank you and recognising the contribution they make.

Feeling valued can lead to people becoming even more involved. Someone who starts by volunteering at a community lunch may go on to help with another event, join a group, support another volunteer or offer a skill they did not realise the community needed.

Our community feasts will therefore not just feed people — they will help build relationships, confidence, volunteering and a stronger sense of community in Caldicot.

ii. Sustainability

We want the benefit of this grant to continue long after Christmas Day.

The reusable cloth tablecloths and napkins will be used at Christmas, Easter, Eid and other community meals and celebrations throughout the year. This means we will not need to repeatedly purchase disposable table coverings and napkins.

The equipment will become part of our community event resources and can be used again and again.

We also want to develop our community feasts gradually, using what we already have and making the

most of our volunteers and community partnerships.

The Christmas lunch itself will be purchased because our current kitchen facilities are not suitable for safely preparing a meal of this size. This allows our volunteers to concentrate on what they do best — welcoming people, creating a friendly atmosphere, serving guests and making the day special.

iii. Economic Viability

Our project is highly dependent on volunteers, meaning that the funding goes directly towards creating a meaningful community experience rather than paying for staff time.

A relatively small grant will enable us to provide a Christmas meal for around 16 people and purchase reusable items that will support numerous future events.

The cloth tablecloths and napkins are a particularly good-value investment because they can be used repeatedly for community feasts throughout the year.

We will also look wherever possible to support local suppliers when purchasing food and services, helping to keep the economic benefit within the local community.

Most importantly, the project makes use of something Caldicot already has in abundance, people who care about their community and are willing to give their time to make a difference.

iv. Age Range Project / Grant Covers

The project is open to all ages.

The Christmas Day Lunch is particularly important for older people and those who may be socially isolated or living alone, although we do not restrict participation solely by age.

Our volunteers also come from a range of ages and backgrounds.

Our wider programme of community feasts, including Easter and Eid, will be inclusive and designed to bring different generations and communities together.

v. Any Environmental Benefits

There are clear environmental benefits to investing in reusable items.

The purchase of washable cloth tablecloths and napkins will reduce our reliance on single-use and disposable products. They can be washed and reused for many years across our Christmas, Easter, Eid and other community events.

We will also avoid purchasing equipment that is only used once. The resources purchased through this grant will become a shared community asset for TogetherWORKS and will support events throughout the year.

By investing once in durable, reusable resources, we can reduce waste and make our future community celebrations more sustainable.

Bringing Caldicot Together

Our Christmas Day Lunch started with a simple question from local people: "Are you open on Christmas Day?"

That question told us something important about our community.

It told us that there were people in Caldicot who wanted somewhere to go, someone to talk to and a place where they belonged.

Three years later, we know that the answer should continue to be yes.

We would like to take that same spirit into Easter, Eid and other celebrations throughout the year creating opportunities for people to sit around the same table, share food, learn about one another and celebrate what makes Caldicot such a special community.

With the support of Caldicot Town Council, a relatively small investment can help us create something that lasts: not just a meal, but connection, dignity, volunteering, friendship and a stronger sense of belonging.

Page 3 of 8 June 2024

Caldicot Town Council

Cyngor y Dref Cil-y-Coed



Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA

What is the total cost of the project?:	Costings and Estimates Breakdown
	The reusable cloth tablecloths and napkins will be used at Christmas, Easter, Eid and other community meals and celebrations throughout the year. This means we will not need to repeatedly purchase disposable table coverings and napkins. Below are quotes for reusable napkins and table cloths. See attached appendix for screenshots. 20 Cotton Napkins £49.75 - ETSY £40.95 - DUNELM Tablecloths £120 for 2 - John Lewis £60 for 2 - DUNELM

Christmas Community Meal Quotes

Below are quotes for 16 people.

Breakdown of 2 courses to include:

- Main Course (Turkey/Vegetarian Option, Vegetables, Potatoes, Extras, Dessert &)
- Extras and sides (Yorkshire Pudding, Pigs in Blankets, Stuffing, Cauliflower Cheese)
- Desserts (Tiramisu, Apple Crumble, Rhubarb Crumble, Chocolate Fudge Cake)

Miscellaneous items that TogetherWORKS provide (Seasonings, Sauces, Drinks, Small Extras): £30

NEAVA Catering

Estimated Cost: £510



Poppy and Fig Catering

Estimated cost: £560

Fresh Food Events

Estimated cost: £736

Community Feasts – Proposed £1,500 Budget

1. Christmas Day Lunch – £610.95

Christmas food – £510.00

Two-course Christmas Day lunch for approximately 16 people, including a traditional and vegetarian option.

This includes the main meal, vegetables, potatoes, stuffing, gravy, vegetarian alternative and dessert.

Reusable tablecloths and napkins – £100.95

- Reusable cloth tablecloths
- Reusable cloth napkins

These will be used for Christmas and then retained for future Easter, Eid and other community feasts.

Christmas total: £610.95

2. Eid Community Feast – £352.03

A welcoming Eid celebration bringing people from across the Caldicot community together around a shared meal.

Proposed menu

Chicken biryani, vegetarian biryani, naan bread, salad, yoghurt/mint accompaniment and a simple sweet dessert.

Shopping list

Item	Estimated cost
Chicken – approximately 3.5–4kg	£38.00
Basmati rice – 4kg	£10.00

Biryani spice/flavouring	£5.00
Onions – large quantity	£5.00
Garlic and ginger	£5.00
Tomatoes	£6.00
Peppers	£6.00
Carrots	£4.00
Potatoes	£5.00
Frozen mixed vegetables	£5.00
Chickpeas and lentils for vegetarian option	£8.00
Natural yoghurt	£6.00
Fresh coriander and mint	£5.00
Naan breads	£12.00
Cooking oil	£8.00
Stock, herbs and spices	£12.00
Salad ingredients	£12.00
Fruit	£10.00
Dates	£8.00
Baklava/Eid sweet treats	£30.00
Dessert ingredients	£20.00
Fruit juice/soft drinks	£20.00
Water	£5.00
Tea and coffee	£8.00
Milk and sugar	£5.00
Bread/extra accompaniments	£8.00
Contingency/additional ingredients	£65.03
TOTAL	£352.03

The Eid feast would provide an opportunity for people who celebrate Eid to share their culture and traditions with the wider Caldicot community, while also welcoming people who may not otherwise have experienced an Eid celebration.

3. Easter Community Feast – £352.02

A traditional Easter community lunch designed to bring different generations together and provide another opportunity for people who may otherwise be socially isolated to share a meal.

Proposed menu

Roast chicken, vegetarian alternative, roast potatoes, stuffing, seasonal vegetables, Yorkshire puddings and gravy, followed by an Easter dessert.

Shopping list

Item	Estimated cost
Whole chickens/large chicken portions – approximately 4kg	£35.00
Vegetarian main course ingredients	£25.00
Potatoes – approximately 5kg	£7.00
Carrots	£4.00
Broccoli	£5.00
Cauliflower	£4.00
Peas	£4.00
Cabbage	£3.00
Onions	£4.00
Stuffing	£6.00
Yorkshire puddings	£8.00
Gravy	£5.00
Cooking oil	£6.00
Herbs and seasoning	£8.00
Bread rolls	£6.00
Salad ingredients	£10.00
Fruit	£10.00

Easter eggs/chocolate	£20.00
Dessert ingredients	£25.00
Ice cream/custard/cream	£10.00
Fruit juice/soft drinks	£20.00
Water	£5.00
Tea and coffee	£8.00
Milk and sugar	£5.00
Additional vegetarian/vegan ingredients	£15.00
Extra ingredients/second servings	£20.00
Contingency	£69.02
TOTAL	£352.02

4. Community Feast – £185.00

A further community feast based around a large vegetarian chilli, using the existing shopping list and providing a nutritious and affordable meal for local residents.

Proposed menu

Vegetarian chilli, rice, bread/rolls, salad and dessert.

Total: £185.00

Overall Project Budget

Activity	Cost
Christmas Day Lunch – food	£510.00
Reusable tablecloths and napkins	£100.95
Eid Community Feast	£352.03
Easter Community Feast	£352.02
Community Feast – vegetarian chilli	£185.00

	TOTAL GRANT REQUEST £1,500.00 Value for Money The £1,500 grant would support four community meals/feasts across the year, as well as providing reusable table linen that can be used repeatedly for future events. The investment therefore goes much further than a single Christmas event. The reusable tablecloths and napkins will become part of TogetherWORKS' community event resources and can be used year after year. The food budgets have also been designed around simple, filling community meals that can be prepared and served by volunteers. This means that the grant directly supports the provision of food and the creation of welcoming community events, rather than being used for staffing costs. Where possible, we will purchase ingredients economically and use supermarket offers and bulk purchases to make the funding stretch as far as possible. Prices are indicative and may vary at the time of purchase, so we will adjust quantities and brands where necessary while keeping within the approved overall budget.
What percentage of the grant are you applying for?:	100%
How do you intend to fund the remaining balance of the project?	We are dependent on donations.
• Yourself, or your organisation/group: • Local authorities	£ £

Page 4 of 8 June 2024

Caldicot Town **Council** **Cyngor y Dref Cil-y-Coed**



Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA

• Local	£
organisations •	£
Fundraising	£
• Other	£
• Total:	

Have you applied to any organisation for a grant for the same project?
If so please give details, including unsuccessful applications:

No

Have you applied to Caldicot town council for grant funding before?

i) Yes

ii) If yes, how much has the council given you in the last five years and for what?

2019/2020:

2020/2021:

2021/2022:

2022/2023:

2023/2024:

Caldicot Town Council

Cyngor y Dref Cil-y-Coed



iii) If yes, please explain why you are applying again?

In 2025, we applied for £300 towards School Holiday Breakfast bags. This is a completely different project.

Will the project incur ongoing maintenance and/or running costs?
If yes, please give details of funding.

No.

Page 6 of 8 June 2024

Caldicot Town Council

Cyngor y Dref Cil-y-Coed



Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA

4

Declaration

I declare that the information given in this application is correct and if the application is successful, I agree to adhere to the conditions laid out in the Caldicot Town Council's Community Grants Policy, a copy of which I have received.

I enclose with this application:

- A copy of our constitution, set of rules or statement of our aims and objectives
- Copies of accounts for the last two years (preferably audited)
- Supporting evidence of the cost of the project or reason for the grant application e.g. invoices or estimates
- Copies of the minutes of the last AGM and the latest meeting

Please note, applications sent without the above information may not be accepted.

If you do not have these for your organisation or group, please explain why or why you have not attached them?

I confirm that I have authorisation to sign and submit this Community Grant application on behalf of the organisation/group mentioned herein:

Name of Organisation or Group: Together Works COMMUNITY SPACE

Print Name : MAXI GAMBIE

Signed: [Redacted Signature]

Date: 01/09/20 Position in Organisation/Group: HUB FACILITATOR

After completion, please return to:

The Town Clerk, Council Offices, Sandy Lane, Caldicot, Monmouthshire, NP26 4NA

Page 7 of 8 June 2024

**Caldicot Town
Council**

Cyngor y Dref Cil-y-Coed



Council Office, Sandy Lane, CALDICOT, NP26 4NA
Swyddfa'r Cyngor, Lôn Dywodlyd, CIL-Y-COED NP26 4NA