



# Ward Flexibility Funding Application Form

Thank you for your interest in Stockport Council's Ward Flexibility Fund. To give your group the best chance of success please read the guidance notes and the questions on the application form carefully.

Please ensure that all boxes on this form are completed. You must also include all additional information that is requested.

## 1. About Your Organisation

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### 1. Name of Organisation/ Group

Drawing Board Productions Community Interest Company - Heaton's Post Hub

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### 2. Organisation/Individual Address

19 Briarfield Road  
Heaton Chapel  
Stockport  
SK4 5HT

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### 3. Main Contact Details (for correspondence)

Title:

Name: Amanda Fourie

Role: Director

Address:

Postcode:

Home Phone Number:

Mobile Phone Number:

Email Address:

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### 4. Please provide your bank account details

Return to:  
Democratic Services  
Town Hall, Stockport SK1 3XE

Account Name:

Account Number:

Sort Code:

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**5. What is the status of your Organisation/ Group?**

*Please Tick*

- |                                |                          |   |                                     |
|--------------------------------|--------------------------|---|-------------------------------------|
| A New Group                    | <input type="checkbox"/> | Voluntary Organisation  | <input type="checkbox"/>            |
| A Registered Charity No.       | <input type="checkbox"/> | Company Limited by Guarantee No. (Community Interest Company: 12591996) | <input checked="" type="checkbox"/> |
| Applying for Charitable Status | <input type="checkbox"/> | Unregistered Association  | <input type="checkbox"/>            |
| Friendly Society               | <input type="checkbox"/> | Other (Please specify)  | <input type="checkbox"/>            |
| Housing Association            | <input type="checkbox"/> |   |                                     |

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**6. Please describe the main activities of your Organisation/ Group**

Drawing Board Productions works to connect, inform and inspire local communities through the publication of free monthly community newspapers, the organisation of community events, and the operation of a community hub space.

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**7. When was your Organisation/Group established?**

Heatons Post and was established in February 2020 with Community Interest Company status as Drawing Board Productions finalized shortly after.

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**8. Does your organisation have the following policies and procedures in place?**

*If you are awarded a grant you will be required to send copies of all relevant documents as part of the grant agreement.*

- |  |                                     |
|--|-------------------------------------|
| A governance/management committee              | <input checked="" type="checkbox"/> |
| A Constitution/governing document/set of rules | <input checked="" type="checkbox"/> |
| An Equal Opportunities Policy                  | <input checked="" type="checkbox"/> |
| A Child Protection Policy (where necessary)    | <input type="checkbox"/>            |
| A Health and Safety Public liability           | <input checked="" type="checkbox"/> |

## 2. About Your Application

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### 9. Please give us a brief description of your proposed/planned project or activity

*You may wish to include details of what activities will take place, where will it happen, how often and who will take part. If you are applying for equipment you can tell us what will it be used for and why is it needed.*

A community hub for the Heatons and Reddish.

Drawing Board Productions has been given the opportunity to take on one of the units on Tatton Road South which has opened as a community Hub for the Heatons and Reddish. The hub is initially open for 6 weeks and we aim to renew this for an additional 6 weeks from mid-June, with the option to then take on a 3-year lease.

The Hub will act as:

- a base for Heatons Post community newspaper
- a place to pick up local information (community groups, businesses, events etc)
- a base where community groups, support groups, charities and representatives from official bodies can run drop-in sessions for the local community
- a space where small, local businesses can showcase their products.

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### 10. Who will benefit from this grant?

*e.g. local residents, young people, older people and how?*

All sectors of the Heatons & Reddish community will benefit from a grant to support the Hub.

- For residents, the Hub will act as a central point of information and a location to collect and discuss Heatons Post
- For community groups, local charities and support groups, the Hub will act as a venue to help them connect with and talk to local residents
- For small, local businesses, the Hub will provide a place for the community and visitors to the area to see and purchase their products
- For visitors to the area, it will act as a local visitor information centre

#### 10(a) How Many Stockport residents will benefit?

All Residents of the Heatons & Reddish, as well as visitors from other areas of Stockport/out of the area

#### 10(b) Are there any restrictions on who will benefit from the funding?

No

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### 11. Your Project's Budget

*Please provide a breakdown of cost for your project including VAT where applicable and submit any estimates for the purchase of equipment or work to be done.*

#### 11(a) How much will the project/activity cost in total?

Weekly rent: £150 x 6 weeks = £900

Electricity: £60

WiFi: 37.50

Building Insurance: £140  
Content Insurance: £45

Total cost for additional 6 weeks: £1,187.50

**11(b) Tell us about other any other sources of income you have already applied for or raised so far in relation to this project**

Drawing Board Productions received a grant of £500 from Sector3 to contribute towards the initial set up of the hub and the first 6 weeks' operation costs. This has been supplemented through the rental of shelf space to local businesses to display and sell products.

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**12. How much are you applying for from the Ward Flexibility Budget?**

£700 to help toward the cost of the additional 6 weeks lease and running costs.

**12(a) If the amount you are applying for covers only part of the project/activity, then please tell us how do you intend to fund any shortfall?**

We plan to continue to rent shelf space to allow us to cover the shortfall as well as rent out a small space within the hub to a trader to sell directly to customers once covid-restrictions ease to allow this.

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**13. What is the planned timescale for spending this grant?**

Start 18 June  
Finish 30 July

### 3. Which Wards are you Applying to?

You may tick more than one box. Please note that no grant of more than £1,000 in totality will ordinarily be made.

Please tell us for each ward you wish to make an application to:-

- (a) how many people will benefit in that ward; and  
(b) what proportion of funding from your overall application you are seeking from each ward.

	Number of beneficiaries	How much funding you are seeking
<b>Bramhall &amp; Cheadle Hulme South Area Committee</b>		
Bramhall North	<input type="checkbox"/>	£
Bramhall South & Woodford	<input type="checkbox"/>	£
Cheadle Hulme South	<input type="checkbox"/>	£
<b>Central Stockport Area Committee</b>		
Brinnington & Central	<input type="checkbox"/>	£
Davenport & Cale Green	<input type="checkbox"/>	£
Edgeley & Cheadle Heath	<input type="checkbox"/>	£
Manor	<input type="checkbox"/>	£
<b>Cheadle Area Committee</b>		
Cheadle & Gatley	<input type="checkbox"/>	£
Cheadle Hulme North	<input type="checkbox"/>	£
Heald Green	<input type="checkbox"/>	£
<b>Heatons &amp; Reddish Area Committee</b>		
Heatons North	<input checked="" type="checkbox"/>	All residents £250
Heatons South	<input checked="" type="checkbox"/>	All residents £150
Reddish North	<input checked="" type="checkbox"/>	All residents £150
Reddish South	<input checked="" type="checkbox"/>	All residents £150
<b>Marple Area Committee</b>		
Marple North	<input type="checkbox"/>	£
Marple South	<input type="checkbox"/>	£
<b>Stepping Hill Area Committee</b>		
Hazel Grove	<input type="checkbox"/>	£
Offerton	<input type="checkbox"/>	£
Stepping Hill	<input type="checkbox"/>	£
<b>Werneth Area Committee</b>		
Bredbury & Woodley	<input type="checkbox"/>	£
Bredbury Green & Romiley	<input type="checkbox"/>	£
<b>Totals</b>		<b>£700</b>

This total should add up to  
the figure you provided in  
**Question 12**



Return to:  
Democratic Services  
Town Hall, Stockport SK1 3XE

## 4. Application Checklist and Declaration

1. I am authorised to make this application on behalf of the above organisation ☒
2. I certify that the information contained in this application is correct ☒
3. If the information changes in any way I will inform Democratic Services accordingly. ☒
4. I give permission for Democratic Services to contact my organisation and/or myself by phone, mail or e-mail with information about its activities and funding opportunities. ☒
5. I/ we agree (if required) to attend an Area Committee meeting to explain how the proposal will improve the environmental, economic or social wellbeing of the area and to answer any questions. ☒
6. Our details can be used for promotional purposes should this request be successful ☒
7. I/We will use this grant for the proposed project/activities stated in our application. ☒
8. I/we will not use the grant for any other purpose prior to contacting Democratic Services in order to seek authorisation. ☒
9. I/we will provide appropriate proof of expenditure to Democratic Services, within 12 months from the Grant being made. ☒
10. I/we will highlight the support of the Area Committee in recent publicity material. ☒
11. I/we agree to providing information to assist in the future monitoring of the effectiveness of the funding including reporting back to the Area Committee on how the grant has been spent and what difference it has made. ☒
12. I/we agree that the content of this completed application form and any supplementary information provided may be published on the Council's website and other publications as part of the application process. ☒

Print your name: Amanda Fourie

Signature: .....

**or** if submitted electronically tick this box to signify your agreement to the above terms ☒

Date: 14 May 2021