



CRANLEIGH PARISH COUNCIL

Council Offices,
Village Way,
Cranleigh,
Surrey,
GU6 8AF
Tel. 01483 272311
E-mail clerk@cranleigh-pc.gov.uk

APPLICATION FOR GRANT

Please read our Grants and Donations Policy before completing this form.

When the form has been completed, please return to the Clerk at the address above.

APPLICATION DETAILS

Organisation Name	Cranleigh Chamber of Commerce
Contact Name	Rosemary French
Position in Organisation	President
Organisation Address	c/o Sundial House, 20 High Street, Cranleigh, Surrey,
Post Code	GU6 8AE
Contact Telephone No	
Registered Charity	NO

PROJECT DETAILS

Project Name	The High Street Xmas light decorations for 2020.	
Project Location	The High Street	
Project Start Date	1 st September	
Project End Date	6 th January	
Total Cost of Project:	£9000 (approx. awaiting final quotes)	
Amount Requested*	£500	Percentage of Project Cost 5.5%%

*Where the amount requested is in excess of £500 kindly advise		
The current level of Reserves held	£	
What is the applicants policy for use of those Reserves? <i>[brief outline to be given]</i>		

PROJECT COSTS

Has a grant been paid by this Council previously ?	YES
If YES give details:	Previous xmas lights installations.
Do you have funding from other authorities ?	No
If YES give details	
Have any fundraising activities been arranged ?	YES
Any other relevant additional information to support the request:	<p>Once again, we are enormously grateful to Hans Christmas Andersen who are donating a large Xmas tree for Fountain Square and numerous smaller Xmas trees to place above the shops and Stocklund Square. We are not holding a large Xmas lights switch-on event because of Covid-19 but the lights will be switched on quietly sometime in the middle of November and will stay alight until January 6th. We are approaching every business in the High Street, all chamber members, local philanthropists and residents to raise the required funding. We are hoping that Cranleigh Parish Council feels able to contribute a little to the fund. Acknowledgement will be given on social media.</p>

GRANT DETAILS

What is the Grant required for ?	
<i>Project Aims [one/two sentences stating overall aim]</i>	The storage, repair, installation, maintenance and dismantling of the High Street Xmas lights and xmas trees.
<i>Project Objectives [state three/four key objectives]</i>	To provide an attractive ambience in Cranleigh High Street to attract residents and visitors to shop, eat and drink in the village. To light up a number of lampposts. To light up xmas trees above shops. To light up the Maple trees.
<i>Project Description [outline a clear description of the project]</i>	To have them taken out of storage and each light checked, repaired and or replaced. Lights to be installed over a four week period before the middle of November, Lights to be switched on between 3pm and 11.30pm each day. On January 6 th lights to be switched off and removed over the next week.

Implementation	
Which Organisation will be responsible for implementation of the project?	Cranleigh Chamber of Commerce
If land/property is involved	
Has permission been obtained ?	Not yet. Permission will be requested from Surrey County Council to add the decorations to the lampposts. This has never been refused in the past.
Are there any current contracts or leases which may be affected ?	No
Who owns the land ?	Surrey County Council, Waverley Borough Council, Stocklund Square landlord and a number of other retail landlords.
Are any other consents required?	No

Timings	
When is the grant required by?	1 st October, 2020 when we start installation of the lights.
Timetable [kindly provide a timetable to implement the project]	
Date	Milestone

1 Aug to 1 Oct	Lights removed from storage, repaired or replaced Fund raising from local businesses and individuals.
1 Oct to mid Nov	Install lights. Fund raising from local businesses and individuals
Mid Nov to 6 Jan	Lights illuminated
6 Jan to 13 Jan	Lights removed

COMMUNITY PARTNERSHIPS

How will the project give prompt and tangible benefit the local community ?
<p>It has been an unimaginably tough year for our retailers and businesses in our village and we know it is more important than ever to help them survive by making Cranleigh as attractive as possible during the festive season.</p> <p>The last thing this village needs is a High street of boarded up businesses.</p>
Who and how many of the local community will benefit ?
<p>Every resident and visitor that visits the village will be heartened by the festive feel. Every retail business will be encouraged that their village High Street looks good at their busiest time of the year.</p>
How do you know there is a need for this project ?
<p>Our village High Street has to compete at a time of a pandemic with online shopping more than ever. Online shopping, which has doubled since March and is continuing to grow. We have to offer an experience in our High Street, a feeling of xmas goodwill and a safe and healthy place to shop.</p>

DECLARATION

I hereby certify that the details supplied in this application are correct and the following information is enclosed (as applicable).

A location plan or site plan	YES/NO
Copy of organisation's latest audited accounts	YES
Copy of constitution or set of rules	YES
Evidence of any permissions or consents	Not yet but these will be provided when available.
Estimates/quotations to support the request (Projects over £1,000 require evidence that three estimates/quotations have been sought. Projects under £1,000 require evidence of two estimates/quotations	YES although not all quotes in yet.

Signed:	Date: 4 th August, 2020
Position in Organisation: President	



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APPLICATION FOR GRANT

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APPLICATION DETAILS

Organisation Name	Crimestoppers Trust
Contact Name	Glenys Balchin
Position in Organisation	Regional Manager
Organisation Address	PO Box 324 Wallington Surrey
Post Code	SM6 6BG
Contact Telephone No	
Registered Charity	YES 1108687

PROJECT DETAILS

Project Name	Safer Communities/	
Project Location	Cranleigh	
Project Start Date	End May 2020	
Project End Date	J End of June 2020	
Total Cost of Project:	£500 (artwork/social media)	
Amount Requested*	£250	Percentage of Project Cost% 50%

*Where the amount requested is in excess of £500 kindly advise	
The current level of Reserves held	£850,396 (This is Crimestoppers national level of reserves – NOT regional) Surrey Regional Committee reserves are 35k My role and Crimestoppers regional campaigns are funded by the committee not centrally from Crimestoppers Charity. Surrey Regional Crimestoppers who are applying for the funds
What is the applicant's policy for use of those Reserves? [brief outline to be given]	<p>Reserves policy</p> <p>The Trustees are committed to holding sufficient free reserves to maintain the Charity's financial stability so that it can continue to provide the resources needed for the effective running of the organisation. The level of free reserves is determined, and stability maintained, by a regular review of unrestricted expenditure requirements against forecast unrestricted income with the target level of reserves set at six months. Should the level of reserves fall below this then management will endeavour to restore available reserves to this level within a reasonable time.</p> <p>At 31st March 2019 group unrestricted reserves, including fixed assets, before the FRS 102 actuarial loss stood at £889,396 (2018 - £790,779) and after the application of FRS 102 at £850,396 (2018 - £755,779); the equivalent of over two months of the operating expenditure, which the Trustees consider to be adequate given the economic climate and the many initiatives the Charity has in train.</p> <p><i>The FRS 102 pension deficit is the long-term liability relating to the defined benefit pension scheme. This does not create an immediate cash flow obligation for the Trust as any liabilities will crystallise as employees take up pension benefits in future years. The FRS 102 valuation at 31st March 2019 led to a £4,000 increase in the FRS 102 deficit, taking it to £39,000.</i></p>

PROJECT COSTS

Has a grant been paid by this Council previously?	NO
If YES give details:	
Do you have funding from other authorities?	Yes
If YES give details	We are funded by the PCC for our contact centre and Regional Manager
Have any fundraising activities been arranged?	Not at the moment
Any other relevant additional information to support the request:	Support Surrey Police

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GRANT DETAILS

<i>What is the Grant required for?</i>	
<i>Project Aims [one/two sentences stating overall aim]</i>	Crimestoppers will work to make Cranleigh a safer and more connected place to live. We will deliver a focused campaign to raise awareness of crime issues in the local community and encourage residents to report information to our unique helpline anonymously, as well as educate them on the signs of criminality in their local area.
<i>Project Objectives [state three/four key objectives]</i>	<ol style="list-style-type: none"> 1. To empower members of the community to speak out about suspicious activity and crimes, which can have a damaging and emotional impact on their everyday lives. 2. To increase the community's involvement in keeping Cranleigh a safe place to live by encouraging more reporting of crime 3. To raise awareness of local crime types and how to spot the signs
<i>Project Description [outline a clear description of the project]</i>	Crimestoppers will run a safety campaign in Cranleigh – Our campaigns are high quality targeting people in the area via Facebook and Twitter, using relevant posts to the geared towards local crime issues to educate people to learn more about the crime types and encourage people to report information via Crimestoppers

<i>Implementation</i>	
Which Organisation will be responsible for implementation of the project?	Crimestoppers Trust
If land/property is involved NO	
Has permission been obtained?	NA
Are there any current contracts or leases which may be affected?	NA
Who owns the land?	NA
Are any other consents required?	NA

<i>Timings</i>	
When is the grant	<u>June</u>

required by?	
Timetable [<i>kindly provide a timetable to implement the project</i>]	
Date	Milestone
15 th – 29 th June	Two-week social media campaign
	Crimestoppers RM connects with local stakeholders in Cranleigh – meetings, public events, meeting in Cranleigh TBC
	Crimestoppers distribute materials and resources educating public about the Freephone number to report crime
	Crimestoppers designs campaign
	Crimestoppers launches campaign asking people to report crime anonymously

COMMUNITY PARTNERSHIPS

<p>How will the project give prompt and tangible benefit the local community?</p> <p>The community will be empowered to speak out about suspicious activity and crimes, which can have a damaging and emotional impact on their everyday lives.</p>
<p>The community will be aware of local crimes issues and its consequences, which will in turn encourage reporting, reduce and disrupt future crimes and suppress the activity of these criminals in Cranleigh as well as provide police with actionable information.</p>
<p>More people from the Cranleigh area will get involved with anti-crime campaigns through promoting anonymous reporting or volunteering with Crimestoppers</p>
<p>Who and how many of the local community will benefit?</p> <p>Our campaigns will reach a wide range of people in the Cranleigh – especially hard to reach groups like families and younger people who may not necessarily participate in traditional community consultation events. Communities will benefit by becoming safer and knowing how to report crime anonymously.</p> <p>At the end of the project we hope to have involved and received reports from of local people in our campaigns and brought together new residents to promote Crimestoppers message. We will also have run at least one local awareness campaign which will be supported by the local Police and our local partners in Surrey</p> <p>We hope that this funding will enable us to rejuvenate our work in Surrey, by enabling local people to come together and make a real difference to their local community by reporting crime around them safely and anonymously. This will increase information passed on to the Police and enable more perpetrators to be brought to justice. Our campaigns will make people feel safer and more connected. Examples of the campaigns we hope to involve our volunteers in in the future include</p>

campaigns on community issues like discouraging door step crime, domestic abuse, child neglect, rural crime and protecting the elderly from fraud.

How do you know there is a need for this project? National statistics during the Pandemic have increased the need for more reporting on the above crimes

We believe that all of us have a right to be safe from crime, whoever we are and wherever we live. Our aim is to help our local communities stay safe. Through our promise of anonymity, vulnerable local people can stand up against criminals by reporting crime and making our society a better place.

As the nature of crime becomes more complex, police need the help of local people to raise awareness and pass on information. Police forces are very supportive of our work and see the need for our service. Currently much of our funding comes from PCCs in the area who see the need and impact of our work,

DECLARATION

I hereby certify that the details supplied in this application are correct and the following information is enclosed (as applicable).

A location plan or site plan	NA
Copy of organisation's latest audited accounts	YES
Copy of constitution or set of rules	YES
Evidence of any permissions or consents	NA
Estimates/quotations to support the request	NO
(Projects over £1,000 require evidence that three estimates/quotations have been sought.	
Projects under £1,000 require evidence of two estimates/quotations	

Signed:	Date: 12 th May 2020
Position in Organisation: REGIONAL MANAGER	

Item or Activity	Amount from us (£)
Printing	
Volunteer costs	
Social media Twitter/Facebook	£250
Admin print phone post internet	
Promotional items	

% RM worker salary	
Total	
Request from Cranleigh Parish Council	

We need to show quotes – can you fill this in / adapt according to quotes you may have had from previous campaigns



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COUNCIL

APPLICATION FOR GRANT

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APPLICATION DETAILS

Organisation Name	Friends of the Hurtwood
Contact Name	Mark Beaumont
Position in Organisation	Secretary/Ranger
Organisation Address	Parish Office The Old School Room St Marks Church Yard Peaslake Surrey
Post Code	GU5 9RR
Contact Telephone No	
Registered Charity	YES

PROJECT DETAILS

Project Name	Provide public access to the Hurtwood	
Project Location	The Hurtwood (Winterfold, Pitch Hill, Holmbury Hill, Shere Heath, Alnury Heath).	
Project Start Date	Ongoing	
Project End Date		
Total Cost of Project:	£85,000 P.A	
Amount Requested*	£500.00	Percentage of Project Cost% 0.6%

*Where the amount requested is in excess of £500 kindly advise	
The current level of Reserves held	£
What is the applicants policy for use of those Reserves? <i>[brief outline to be given]</i>	

PROJECT COSTS

Has a grant been paid by this Council previously ?	Yes
If YES give details:	Last received 2009
Do you have funding from other authorities ?	Yes
If YES give details	Parish and Borough Councils
Have any fundraising activities been arranged ?	YES
Any other relevant additional information to support the request:	Our charity is supported by members who make regular donations and various fund raising activities.

GRANT DETAILS

<i>What is the Grant required for ?</i>	
<i>Project Aims [one/two sentences stating overall aim]</i>	To be able to continue to provide free public access to over 2000 acres of countryside.
<i>Project Objectives [state three/four key objectives]</i>	Car park maintenance, fly tip removal, path clearance etc.

<i>Project Description [outline a clear description of the project]</i>	
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Implementation	
Which Organisation will be responsible for implementation of the project?	Friends of the Hurtwood
If land/property is involved	Yes
Has permission been obtained ?	Yes
Are there any current contracts or leases which may be affected ?	No
Who owns the land ?	Various private land owners
Are any other consents required?	

Timings	
When is the grant required by?	November 1 st 2020
Timetable [kindly provide a timetable to implement the project]	Project is ongoing throughout.
Date	Milestone

COMMUNITY PARTNERSHIPS

How will the project give prompt and tangible benefit the local community ?
The Hurtwood provides a much needed resource of open countryside enjoyed by walkers, cyclist, horse riders and many others.
Who and how many of the local community will benefit ?
Any one is able to visit the site and park in one of our 14 free car parks
How do you know there is a need for this project ?
Public demand

DECLARATION

I hereby certify that the details supplied in this application are correct and the following information is enclosed (as applicable).

A location plan or site plan	YES/NO
Copy of organisation's latest audited accounts	YES
Copy of constitution or set of rules	YES
Evidence of any permissions or consents	YES/NO
Estimates/quotations to support the request (Projects over £1,000 require evidence that three estimates/quotations have been sought. Projects under £1,000 require evidence of two estimates/quotations	YES/NO

Signed:	Date: 05.09.20
Position in Organisation: Secretary/Ranger	



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APPLICATION DETAILS

Organisation Name	CRANLEIGH LIONS
Contact Name	Adrian Clarke
Position in Organisation	
Organisation Address	
Post Code	
Contact Telephone No	
Registered Charity	<input checked="" type="radio"/> YES / NO

PROJECT DETAILS

Project Name	DEFIBRILLATOR OUTSIDE VILLAGE HOSPITAL	
Project Location	OUTSIDE STREET WALL	
Project Start Date	OCTOBER 2020	
Project End Date	OCTOBER 2020	
Total Cost of Project:	£ BUDGET £2500	
Amount Requested*	£ 500	Percentage of Project Cost% 20%

*Where the amount requested is in excess of £500 kindly advise	
The current level of Reserves held	£ 10,099 (IN BANK ACCOUNT AS AT 01-SEP-20)
What is the applicants policy for use of those Reserves? [brief outline to be given]	FULL DETAILS SHOWN ON OUR WEBSITE, "CRANLEIGH LIONS.ORG", "GRANT MAKING POLICY"

PROJECT COSTS

Has a grant been paid by this Council previously ?	YES / NO I DO NOT KNOW
If YES give details:	
Do you have funding from other authorities ?	POSSIBLY
If YES give details	WE HAVE APPLIED FOR A CONTRIBUTION OF £500 FROM SURREY COUNTY COUNCIL
Have any fundraising activities been arranged ?	YES / <u>NO</u>
Any other relevant additional information to support the request: NOTE: INSTALLATION WILL BE FREE OF COST BY CRANLEIGH LIONS AND NHS ARE DOING ALL THE ELECTRICAL WORK FREE OF COST.	THE BALANCE OF FUNDS WILL BE PAID BY CRANLEIGH LIONS.

GRANT DETAILS

What is the Grant required for ?	
<u>Project Aims</u> [one/two sentences stating overall aim]	TO PROVIDE A "STATE-OF-THE-ART" DEFIBRILLATOR IN CENTRAL CRANLEIGH AVAILABLE 24/7 IN AN <u>UNLOCKED</u> BRIGHT YELLOW CABINET
<u>Project Objectives</u> [state three/four key objectives]	TO PROVIDE EASY ACCESS TO A DEFIBRILLATOR IF SOMEONE FALLS ILL NEARBY, IN LINE WITH THE BRITISH HEART FOUNDATION GUIDANCE.

Project Description [outline a clear description of the project]	INSTALLATION BY CRANLEIGH LIONS AND ELECTRICAL INSTALLATION BY NHS ELECTRICIANS. FUTURE MAINTENANCE OF BATTERIES & PADS BY CRANLEIGH LIONS OR NHS STAFF (TO BE DETERMINED)
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Implementation	
Which Organisation will be responsible for implementation of the project?	CRANLEIGH LIONS
If land/property is involved	
Has permission been obtained ?	YES, FROM NHS
Are there any current contracts or leases which may be affected ?	NO
Who owns the land ?	NHS
Are any other consents required?	BEVERLEY AT CPC TO LOOK INTO ANY NEEDS FOR PLANNING PERMISSION

Timings	
When is the grant required by?	EARLY OCTOBER IF POSSIBLE
Timetable [kindly provide a timetable to implement the project]	WE HOPE TO PROCURE AND INSTALL DURING OCTOBER (SINGLE DAY INSTALL)
Date	Milestone

COMMUNITY PARTNERSHIPS

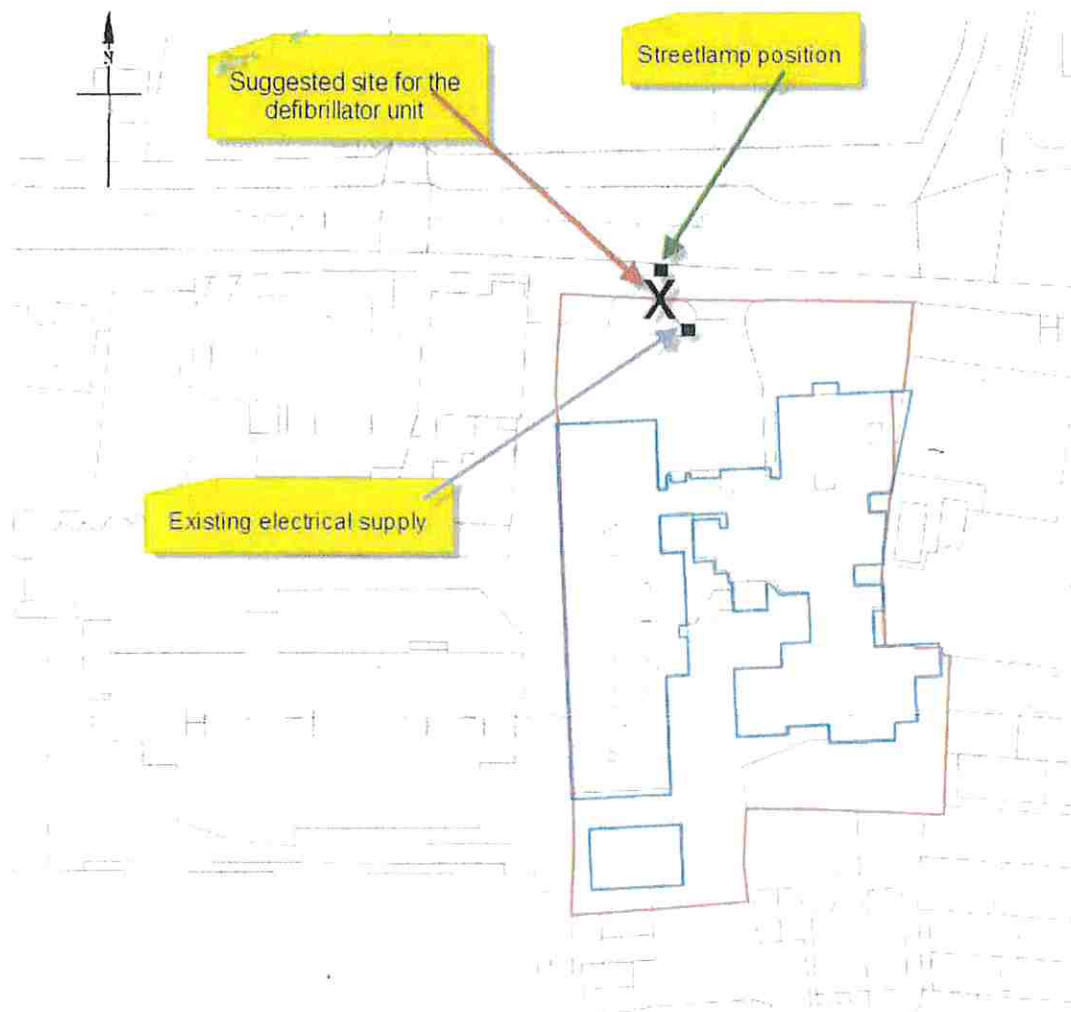
How will the project give prompt and tangible benefit the local community ?
THERE ARE 12 OTHER DEFIBRILLATOR UNITS IN CRANLEIGH, BUT SOME ARE LOCKED AWAY, SOME ARE NOT MAINTAINED, AND NONE ARE AVAILABLE 24/7
Who and how many of the local community will benefit ? ANYONE IN CENTRAL CRANLEIGH FALLING ILL AND NEEDING A DEFIBRILLATOR
How do you know there is a need for this project ? PLEASE REFER TO CPC "AED POLICY" DATED APRIL 2019 FOR A GOOD SUMMARY. TWO LIVES HAVE BEEN SAVED IN DORKING AND LEATHERHEAD RECENTLY BY "STATE-OF-THE-ART" UNITS INSTALLED THERE LIKE THE ONE WE WANT TO INSTALL IN CRANLEIGH,

DECLARATION

I hereby certify that the details supplied in this application are correct and the following information is enclosed (as applicable).

A location plan or site plan	<input checked="" type="checkbox"/> YES/NO
Copy of organisation's latest audited accounts	YES/ NO SEE CHARITY COMMISSION SITE
Copy of constitution or set of rules	YES/NO SEE "POLICIES" ON CRANLEIGH LIONS WEBSITE
Evidence of any permissions or consents	<input checked="" type="checkbox"/> YES/NO PERMIT AWAITING SIGNATURE
Estimates/quotations to support the request (Projects over £1,000 require evidence that three estimates/quotations have been sought. Projects under £1,000 require evidence of two estimates/quotations	<input checked="" type="checkbox"/> YES/NO DEFIBTECH LIFELINE AED £1807 FROM DEFIBSHOP.CO.UK ONLINE AND AED STAINLESS STEEL CABINET £558 + FIXINGS ETC, + SPARE PADS AND BATTERIES,

Signed _____	Date: 15-SEP-20
Position in Organisation: ONE OF THE CRANLEIGH LIONS	

Schedule 2**PLAN and PHOTO**



Property Services

The Cranleigh & District Lions Club

99 Gresham Street
London
EC2V 7NG

LETTER AWAITING
SIGNATURE BY NHS
AND CRANLEIGH LIONS.

www.property.nhs.uk

20 August 2020

Dear Sirs

Proposed external installation of a defibrillator at Cranleigh Village Hospital, High Street, Cranleigh ('Property')

Defibrillator Works: those works to the Property as detailed below and as indicated on the Plan and Photo attached in Schedule 2

- Installation of one defibrillator

Obligations: those obligations set out in Schedule 1 attached to this letter.

Owner: NHS Property Services Limited incorporated and registered in England and Wales with company number 07888110 whose registered office is at 99 Gresham Street, London, EC2V 7NG

We are the Owner of the Property and write further to your request for permission to carry out the Defibrillator Works.

We have been informed that the Defibrillator Works will enable members of the public to have accessibility to a defibrillator should an emergency arise where one is required.

We are willing to allow you to carry out the Defibrillator Works at the Property, however, in order to do so it is important that we agree the basis of allowing you to carry out the Defibrillator Works.

By signing this letter, you agree to comply with the Obligations set out in Schedule 1.

Please sign and return the enclosed copy of this letter to confirm your agreement to the terms of this letter in order that you can commence the Defibrillator Works.

Yours sincerely

.....
NHS Property Services Limited

I/We acknowledge receipt of the original of this letter and confirm my/our agreement to its terms.

Signed:
Signed by an authorised signatory
For and on behalf of **The Cranleigh & District Lions Club**

Print name:

Dated:

Schedule 1

OBLIGATIONS

- a) You acknowledge that this letter in no way removes the need to obtain formal consents for the Defibrillator Works and in carrying out the Defibrillator Works you must comply with all laws and the terms of all other licences and consents;
- b) You agree to remove the Defibrillator Works and reinstate the Property to the reasonable satisfaction of the Owner (unless the Owner indicates otherwise) upon the provision of at least 3 months' notice and otherwise immediately for any breach of these obligations;
- c) You must cause as little disturbance and inconvenience as reasonably possible to the Owner and the occupiers of the Property and of any neighbouring land in carrying out and/or reinstating the Defibrillator Works;
- d) Prior to carrying out and/or reinstating the Defibrillator Works you must liaise with the Owner to:
 - i. arrange a suitable time; and
 - ii. access and egress to and from the Property;
- e) You shall make good any damage to the Property caused in carrying out the Defibrillator Works and/or reinstating the Defibrillator Works;
- f) You agree not to make any alteration or addition whatsoever to the Property save for the Defibrillator Works;
- g) You agree to indemnify the Owner for the costs incurred in respect of accessing and utilising the existing electrical supply as identified on the Plan;
- h) You agree that you are responsible for the ongoing maintenance and repair of the defibrillator further to completion of the Defibrillator Works, and for ensuring that it is in compliance with all laws relating to it from time to time;
- i) You agree that you are responsible and liable for all use of the defibrillator and any enquiries made in respect of it; and
- j) You agree to provide the Owner with the name and contact details of the individual whom all enquiries should be directed to, and to update the Owner accordingly if there is any change in the contact details; and
- k) You agree at all times to indemnify the Owner against all losses, claims, demands, actions, proceedings, damages, costs or expenses or other liability arising through any default in compliance with the terms of this letter.

Rowleys Cranleigh - Message (HTML)

File Message Help Tell me what you want to do

Delete Archive Delete Respond Quick Steps Move Tags Editing Speech Zoom Insights

Rowleys Cranleigh



Patricia Ellis

To Clerk

Cc



18/08/2020

You replied to this message on 24/08/2020 09:53.

Dear Beverley. I am aware that Cranleigh Parish Council used to have a small budget for grants for capital items and if this is still the case I would be very grateful if you would kindly email me an application form.

I am currently chairman of the Board of Trustees of Rowleys Centre for the Community and we need to replace our fat fryer which is coming to the end of its working life.

The cost of a new fryer would be in the region of £1200 but we have the opportunity of a reliable, quality second hand one at a cost of £500 - £600.

If possible we would like to ask the Parish Council for a grant of perhaps around £300 towards the cost which would enable Rowleys to continue to serve our elderly and more disadvantaged residents.

Although at the moment we are closed to members we continue to cook and deliver the Community Meals Service to the housebound and are working towards opening the centre in the second week of September, initially for teas coffees and cake and later hopefully for lunches.

Many thanks and regards. Patricia Ellis