

Application Form

1. Name & Address of organisation

DOVERY MANOR MUSEUM
DOVERHAY
PORLOCK TA24 8QB

Contact name: JEFF COX

Contact telephone number: 07712 137289

Position in organisation: RESEARCH/ARCHIVIST

2. Aims and objectives of your **organisation**; What does your organisation do and how does it benefit the residents of Porlock?

The museum preserves, exhibits, and communicates the rich history of Porlock, ~~and~~ to the benefit of both local residents and visitors.

The museum is a vital and living archive of Porlock's history, benefiting all residents. We stage exhibitions and talks to enrich local knowledge and appreciation of our unique history.

3. Where does your organisation meet? At the museum + village hall

4. How often do you meet? Throughout the year

5. How many members do you have? 6 committee members: approx 30 volunteers



6. How much funding are you applying for? £ 700
7. What is the total cost of your project? £ 1,492
8. Please give full details of the circumstances related to your request.

The present museum website lacks capacity for full archiving, or for effective engagement with Porlock's residents.
We have allocated other museum funds for a digital archive project and for new display boards

9. Briefly describe the project for which you require a grant. Please make sure you give us a full breakdown of what the funding will be spent on.

The museum plans a complete rebuild of its website. It will involve detailed consultation with the website 'builder', as listed in the attached quotation.

The grant requested will help pay for the website, the museum matching the balance for our own funds

10. How would the funding benefit the community or residents of Porlock?

The new website will be a comprehensive online archive, accessible to all, of the many aspects of Porlock's rich history

It will promote the museum's fresh approach, firstly to inform and engage with our own community, but also to attract fresh interest in village



11. How is your organisation normally funded?

The museum is a charity, dependent on donations from visitors. We also occasionally apply for grants

12. What are your current subs/fees/charges?

None

13. Have you applied for any other funds/grants towards the cost of this project? Please include details below.

None

14. What fund raising activities took place in the **last** 12 months and what fund-raising activities are planned for the **next** 12 months.

Depending on the costs of the new website, and other planned expenditure, we may need to raise fresh funds for the archiving project

15. Anticipated income/expenditure for next 12 months

£ 1,000



16. Details of any grants received from Porlock Parish Council in the past three years, please provide the dates and amounts.

None

17. Other grants from any other sources in the last three years, please provide the dates and amounts.

None.

18. If the funding is for security measures do you have the support of the local police and/or crime reduction officer?

Yes (name of contact) / ~~No~~ / Not applicable

Please give us details of the bank account that the grant should be paid into if approved.

Name of Account DOVERLY MANOR MUSEUM

Account number 47061089

Sort Code 09 01 54



Please ensure the following supporting documentation accompanies your application;

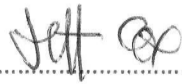
- Your most recent accounts;
- Your most recent bank account statement & details of any other investments/savings;
- A copy of your constitution if available;
- Details of your organisation's officers;
- A copy of your safeguarding policy.
- Any other documentation you feel may help in assessing your application.

Privacy Notice

In accordance with the General Data Protection Regulation (GDPR), I agree that Porlock Parish Council will process and hold personal information about me only in relation to my grant application. I consent to my personal information, including that contained in this form, being stored manually and/or electronically. It will be held securely and treated confidentially for 6 years after an application is made. I understand that it will only be accessed by authorised members of staff and the Council to manage the grant application process.

I also understand that the PPC may pass details onto an official organisations where required to do so by law or contract. I understand that my data will be disposed of securely 6 years after the application and that I have the right to correct the information at any time. I have been made aware of my rights under GDPR.

Declaration: I/we declare that the information confirmed in this application is correct and that any grant received will be applied as detailed in the request.

Signed 

Date 