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PORLOCK



Parish Room
Old School Centre
West End, PORLOCK
Somerset TA24 8NP

Parish Council

SPONSORSHIP & GRANT APPLICATION FORM

Thank you for your interest in applying for a sponsorship and grant from Porlock Parish Council. Please read the grant policy before starting to fill in the form.

If you require any advice or guidance, please contact Porlock Parish Council on 01643 863350 or at info@porlockparishcouncil.gov.uk.

Completed forms to be returned by email, or posted to - Porlock Parish Council, Old School Centre, West End, Porlock, Somerset TA24 8NP.

1. Name/Address of individual organisation

Porlock Vale CIC
Vale Yard
High Street
Porlock
TA24 8PU

Contact name: Deborah Stanyon

Position in organisation (If applicable): Centre Manager

Contact telephone number: 01643 863150

Contact email: Manager@porlock.co.uk

2. Briefly describe the aims and objectives of your organisation or sponsorship activity;

What does your organisation do and how does it generally benefit the residents of Porlock?

Porlock Information Centre is identified as being at the heart of the Community, following the results of our community survey in January 2024. We arrange events to bring people together, pro-actively promote and support fellow organisations to foster strong relationships within the community. We collaborate and communicate with community and statutory organisations to represent our residents. We contribute to supporting our people by providing comprehensive and forward-looking information. We arrange events which include an appreciation of our outside spaces, heritage and history. We actively promote Porlock and Porlock Vale in person, phone, online via the www.porlock.co.uk website, social media, printed media, local radio and TV. Our company vision is "to create a thriving, inclusive and sustainable community Centre which improves the well-being of residents through meaningful partnerships and volunteer-led initiatives.

Where does your organisation meet and how often: We meet in our premises at Vale Yard, at least every 6 weeks.

Number of members: 87

3. How much funding are you applying for? £ 500.00

NOTE: Council will normally request more detailed information for applications of £500 or more.

4. What is the total cost of your project? £ 1020.85 Plus unpaid volunteer hours
Please give a full breakdown of what the funding will be spent on
(Use a separate sheet if more space needed)

£499.00 www.porlock.co.uk web maintenance

£503.86 www.porlock.co.uk website hosting

£17.99 Doman name

5. Please give an overview of how your organisation is normally funded:

Grants
Business membership subscriptions
Sale of local crafts and Ladies Pre-Loved clothes
Events
Porlock Vale Lottery
Donations
Bed booking commission

6. Briefly describe the project for which you require a grant.

Please be aware that PPC do not normally give grants for running costs. If your application contains an element of running costs, please detail your plans to source alternative funding for this in future years. If your application is for over £500 please give full details of the circumstances related to your request.

We would like a contribution towards the costs of the www.porlock.co.uk website.
The website is the main promotional and informational Porlock website where we represent the community and all businesses within Porlock Vale.
We have demonstrable success with the reach of our website, stats provided to PPC earlier this year.
Website updates and changes are carried out by Centre volunteers, to keep costs as low as possible.

7. Explain how the project would benefit the community or residents of Porlock.
Please give approximate numbers and any significant demographic impacts

The www.porlock.co.uk website is the window and represents the digital image of Porlock Vale. We use the website to promote the history, geography, flora, fauna, heritage, events, news, information, contact details, businesses and local community organisations.

For anyone who has access to a computer or smart phone, the website exists specifically to benefit the residential and business community of Porlock.

8. Details of any other funds/grants you have received:
- a. Towards the cost of this project: Zero £0.00
- b. By your organisation, in the last two years: All public financial information is disclosed in our accounts submitted and available to view on Companies House.

<https://find-and-update.company-information.service.gov.uk/company/14109622>

9. Outline the fund-raising activities you have undertaken in the last 12 months and what is planned for the next 12 months:

Music concerts
Open Gardens
Walks
Porlock Vale Lottery
Continuation of the sales of local craft items, Ladies Pre-Loved Boutique and Hot Desk Office
Any other events which will raise funds and support the community and/or promote Porlock Vale

10. Details of any grants or funding received from Porlock Parish Council in the past three years:
Please provide the dates and amounts
17.10.2022. £2500.00 grant contribution to design, produce and distribute the Porlock Shoppers Guide.
11. Anticipated income/expenditure for next 12 months:
Income £ 51433.00 Expenditure £ 53439.00
12. If the funding is for security measures do you have the support of the local police and/or crime reduction officer? Not applicable (*delete as necessary*)
If Yes – Name of contact N/A
:

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

Name of Account: [REDACTED]

Account number [REDACTED]

Bank: [REDACTED]

Please provide the following supporting documentation with your application:

- Your most recent accounts;
- A copy of last bank statement;
- A copy of your constitution;
- Details of your organisation's officers;
- A copy of your safeguarding policy if your group works with vulnerable adults, or children;
- Any other documentation you feel may help in assessing your application.

Organisations are expected to have clear written aims & objectives, a written constitution and a separate bank account. However not having these does not automatically mean the application will be refused,

especially for grants under £500, subject to suitable evidence of the organisation's structure and its requirements being demonstrated to Council.

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 staff members to manage the grant application process.

I also understand that PPC may pass details onto an official organisation 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

A handwritten signature in blue ink, appearing to read 'D Stanya'.

Date 2nd September 2025