Please ensure all pages of the application form have been completed. N.B. If insufficient space is provided for the information requested, please continue on another sheet.

1. NAME OF ORGANISATION and address for principal area or place of operation.

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1. Address for principal area or place of operation. For national organisations, please list local branch where applicable.

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1. PURPOSE OR ACTIVITIES OF ORGANISATION – if possible, please attach copy of constitution

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1. MEMBERSHIP OF ORGANISATION/OR BENEFICIARIES OF ACTIVITIES:

Number of members/beneficiaries who are resident in the Community Council area (see attached map).

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National organisations may be unable to provide this information but financial assistance will only provided if there is a local branch and / or if the initiative will benefit our local community directly. Awards for national organisation will be capped to a maximum of £100.

1. MEMBERSHIP FEES, if applicable, paid by your members to be part of your organisation

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1. PRESENT FINANCIAL POSITION:

To be attached to this application. This should be as full as possible and should at least detail funds held and outstanding debts and credits. If applicable, please also attach the latest Financial Statement of organisation.

Please also attach a recent bank statement to your application. Failure to include a bank statement will automatically result in your application being rejected.

1. PURPOSE FOR WHICH ASSISTANCE IS REQUIRED AND ESTIMATE OF COSTS:

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The completed application and enclosures should be returned to the Clerk to the Community Council.   
Email: [Clerk@StNicholasBonvilston-cc.Wales](mailto:Clerk@StNicholasBonvilston-cc.Wales)

**CONTACT DETAILS FOR PERSON SUBMITTING APPLICATION:**

|  |  |
| --- | --- |
| NAME: |  |
| ADDRESS: |  |
| TEL NO: |  |
| EMAIL: |  |
| POSITION OF PERSON MAKING APPLICATION: |  |
| SIGNATURE |  |

**DATA PROTECTION**

The Community Council will be data controller for any personal data you provide as part of this application. When the application is reported to the Community Council the name and address of the contact person will not normally be published. However, the Freedom of Information Act 2000 and the Environmental Information Regulations 2004 allow the public to ask to see information held by public bodies, including information that has not been published. Where financial assistance is approved your data will be kept for 7 years as part of the Community Council's financial records.

Under data protection legislation you have the right:

* To access the personal data the Community Council holds on you.
* To require us to rectify inaccuracies in that data.
* To lodge a complaint with the Information Commissioner's Office (ICO) who is the independent regulator for data protection.

The contact details for the ICO Wales Regional Office: Information Commissioner's Office, 2nd floor. Churchill House. Churchill Way. Cardiff. CFIO 2HH. Tel: 029 2067 8400. Email: [wales@ico.org.uk](mailto:wales@ico.org.uk)

The attached map outlines the area overseen by St Nicholas with Bonvilston’s Community Council.

