Northam Burrows Charity has opened its 2025 grant round, in line with Object 2 of the Northam Burrows Charity, the Objects of which are:

(1) The object of the Charity is to manage and preserve for the benefit of the inhabitants of the Ancient Manor of Northam the rights of common held by the inhabitants in relation to the common land known as Northam Burrows in Devon such land being more particularly described in the schedule.

(2) If and in so far as the income of the Charity cannot be applied towards the Object specified in sub-clause (1) above, the trustee may apply it for the general benefit of the inhabitants of the wards of Northam, Westward Ho! and Appledore in Devon in such charitable ways as the trustee thinks fit.

Annually, the Charity invites applications for grants which align with the criteria in Object 2 above.

The **2025** grant fund is **£39,917.80**. The maximum single grant award made to one organisation or to one project will be ¼ of the fund, or **£9,979.45**. The Charity welcomes applications for grants of any amount, up to and including this figure.

**To apply for a grant, please complete this form and return it to the Charity Trustee’s Secretary, care of the Council Offices, Windmill Lane, Northam. EX39 1BY**

Completed forms are to be returned by **midnight** on **Thursday 10th July 2025**. The Charity will consider the applications at its meeting on the **24th July 2025**. This meeting is open to the public.

Please note that this application will not be considered unless it is accompanied by:

* A copy of the latest set of accounts, showing your organisation’s income, expenditure and bank balances, and
* A copy of the organisation’s constitution, including a list of committee members and signatories.

If your organisation is too new to have annual accounts, copies of the bank statements covering at least the previous six months must be enclosed.

The Charity considers grant applications from local organisations each year, subject to available and identified funds and in accordance with the Grants Policy.[[1]](#footnote-1) A successful application does not imply automatic future success – each application is considered on its merits and against availability of funds.

By signing this form, you are confirming that you are consenting to the Northam Burrows Charity holding and processing your and your organisation’s data relating to the grant application for as long as required. Your data will be stored and processed in accordance with our Privacy Policy. A copy of the policy can be obtained from the Charity Trustee’s Secretary. Unless otherwise indicated, the Charity will only use the details provided on this form to contact you or your organisation in relation to your grant application.

**Please note - If your grant is approved, the Charity will ask for a completed impact evaluation form, project accounts and copies of all receipts on project completion or within 24 months of the payment of the granted funds. The Charity may also ask your organisation to have prepare a short piece that may be published or used in the Charity’s community impact reviews.**

Please complete **all boxes** on this form.If completing it electronically, boxes will expand as you type.

|  |  |  |
| --- | --- | --- |
| **1** | **Organisation’s name** | |
| **2** | **Organisation’s address** | |
| **3** | **Contact 1 name** | **Contact 2 name** |
| **4** | **Telephone** | **Telephone** |
|  | **email** | **email** |
|  | **Role within the organisation** | **Role within the organisation** |
| **5** | **Is your organisation VAT registered? YES/NO**  **If Yes, please provide your registration number:** | **Is your organisation a registered charity?**  **YES/NO**  **If Yes, please provide the Charity Registration Number:** |
| **6** | **Date the organisation was established:** | |
| **7** | **What does your organisation do?** | |

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| --- | --- |
| **8** | **Grant requested**  **£\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Please provide your bank details which we will use if your grant is successful.**  **Account name:**  **Sort Code:**  **Account No:**  **Name of Bank:**  *Note: the bank account the funds are paid into must be in the name of the organisation, be a community/charity/business account. Accounts cannot be personal or in the name of any individual(s).* |
| **9** | **Reason for grant request and details of how your grant will be used:**  *(eg. Details of project together with numbers of those involved in the project, members and/or others; equipment; event; How your beneficiaries will benefit from you receiving this grant)* Please continue on a separate sheet if necessary. |
| **10** | What is the estimated total cost of the project (activity, provision of service or any other reason) towards which you are applying for a grant?  *Note: should your application be successful but not represent the completion of your fund-raising exercise, the Charity reserves the right to hold the promised funds until such time as the it is satisfied the project may be started. This needs to be within 24 months of the date of the grant award being agreed.* |
| **11** | How will any shortfall be met? |
| **12** | Who are your main beneficiaries? |
| **13** | How many people will benefit? |
| **14** | How many inhabitants of the wards of Appledore, Northam and Westward Ho! will benefit? |

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| **15** | **Details of all other grant applications in the past 5 years (including to this Charity)** *(Please use extra sheet if required)* | | | | |
| **Grant source** | | **Grant amount** | **Successful? Yes/No** | **Date received or expected** | **Reason for grant** |
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| **16** | **FINANCIAL INFORMATION:** |
| **Current Assets:**    **Current Cash Balance:**  **Annual Income:**  **Annual Expenditure:** | |

**Application checklist**

Please make sure all the below are included:

|  |  |
| --- | --- |
| **Document / information** | **Included?** |
| Completed and signed application form |  |
| A copy of your organisation’s constitution or other evidence of your charitable/not for profit status and details of your structure or trustees. |  |
| A copy of your organisation’s last audited accounts or, if in the first year of operation, all bank statements to date. |  |

|  |  |  |
| --- | --- | --- |
| **17** | Signed: | Signed: |
| Date: | Date: |
| *(The people authorised to apply for and on behalf of the organisation named in Item 3 above)* | | |

Your data will be stored and processed in accordance with our Privacy Policy. A copy of the policy can be obtained from the Charity Trustee’s Secretary. Unless otherwise indicated, the Charity will only use the details provided on this form to contact you or your organisation in relation to your grant application.

1. Available from <https://www.northamtowncouncil.gov.uk/_UserFiles/Files/Burrows%20Charity%20Grants%20Policy%20V0.2.pdf> [↑](#footnote-ref-1)