

MARTHAM

BOAT

DYKE

TRUST



APPLICATION
FORM FOR
SMALL GRANTS

CLERK: JILL BECKETT

REGISTERED CHARITY 1090482
MBDT@MARTHAM.GOV.UK

07775 70077

Introduction

Martham Boat Dyke Trust was formed on the 24th December 1999 to replace former Trusts that were created as a result of the Inclosure Award dated 12th June 1812. The Award was by virtue of an Act of Parliament of the year 1807, 47 *Geo III c.39*. “*Inclosing and Draining certain lands in the parish of Martham in the County of Norfolk*”

If you are interested in the Enclosure Awards, here is a very good place to start:

Domesday of English Enclosure
by William E Tate
Published by University of Reading
ISBN 0704904861

The Board

The Trust comprises of five Managing Trustees appointed by the Parish Council who is the *Custodian Trustee* along with two *ex-officio* Managing Trustees: the *Lord of the Manor* and the *Vicar of the ecclesiastical Parish of Martham St Mary and Repps with Bastwick, Thurne and Clippesby*.

Income

The Trusts income is derived from letting out mooring rights to the Martham Boat Dyke at Martham Staithe on Ferrygate Lane and according to our *Scheme* (which is our governing document), the object of the charity is “*The promotion of general charitable purposes for the benefit of the inhabitants of the area of benefit*” The “area of benefit” being legal jargon defined as the parish of Martham.

Help

Please fill in the following pages carefully, we know they are a bit bureaucratic but we are under a legal obligation to ensure any funds we grant fulfil the objects of the Scheme. A case officer (one of the Trustees), will be appointed to help you through your application and will be your point of contact.

If you require help or guidance when filling in this application or if you are unsure as to whether you are eligible, please do not hesitate in getting in touch with your case officer or the Trust at the address given on the front cover – we will be glad to assist.

The Trustees,
Martham Boat Dyke Trust

We can also supply this document in large print.

News about the Trust is also available on the Parish Council Website www.martham.gov.uk and general charity information (including the charities of Martham) can be viewed at www.charitycommission.gov.uk

APPLICATION FORM FOR SMALL GRANTS FOR ORGANISATIONS

Please read the notes on page 6

*Please return this form to the address on the front cover OR
your Case Officer if this is shown on page 6.*

1. Name of organisation or person making this application:.....

.....

Address:

.....

.....Post Code:.....

Telephone No: Fax No:

Charity Registration No (if applicable):

2. Contact with whom we can discuss this application if necessary:

.....

Telephone No:

Position in organisation:

Address (if different from above):

.....

.....

3. Name of intended recipient of grant. (if different from above)

.....

4. What are the aims and current main activities of your group? Include any printed information about your organisation.

.....

.....

**5. Where relevant, have you had checks carried out under the Child Protection Act?
(cross out non-applicable)**

YES / NO / NOT RELEVANT

6. What is the purpose for which the grant is sought? Project/activities

.....
.....
.....

7. Are you anticipating grants from other sources? YES / NO

(cross out non-applicable)

If YES, where from?

.....

8. Have you been refused a grant for your organisation? YES / NO

(cross out non-applicable)

If YES please give details:

.....

Please include with this application a copy of your latest Audited Accounts (where applicable). Also note that organisations receiving a grant will be required to provide statements and documentation of purchase.

9. Total amount requested £.....

10. Please give details of your bank/building society account.

Name of account:

Bank/building society name:

Address:

.....

Sort code:Account number:

11. Who are the signatories and what position do they hold?

Name: Position:

Name: Position:

Name: Position:

12. Please give details of any debts the group currently has:

.....

13. Please give the names and addresses of two other people involved in running your organisation (e.g. chairperson, Treasurer, Secretary, Governor)

Name:

Address:

Telephone No:

Position: Signature:

Name:

Address:

Telephone No:

Position: Signature:

14. Who, within the group will be organising the project?

.....
.....

15. DECLARATION

I have answered all the questions to the best of my knowledge.

If circumstances change during the application process, I will inform the Trust at once.

.....
(Signature of applicant)

.....
(Date)

Please see notes on page 6

IMPORTANT

The Trust can only process your application if:

- *You complete all the questions on this form.*
- *The proper people sign the form.*
- *You enclose all documents.*

Please use this checklist to make sure you are sending us everything we need.

Please tick the boxes

- You have answered all questions on the form.
- You have enclosed all documentation.
- An original Bank or Building Society statement not more than three months old.
(We need an original bank statement. We cannot accept photocopies or transaction slips.)

Or if you have a pass book:

- A copy of the pages in your passbook which show your group's name, account number and current balance, stamped and signed by your Building Society.
- Enclose copies of any quotations.
- You have made a copy of this application to keep for your reference.

DATA PROTECTION

*Information supplied to us on this form will be held on file by the Trust and will not be divulged to any third parties without the applicants consent. **However**, some information on successful applications will enter the public domain via the Trusts accounts which are published. The Trust may from time to time ask successful applicants for permission to use some details for the purpose of furthering the Trusts aims.*

Case officer to complete:

Case Officer Name

Case Officer Address

.....

.....

.....

Telephone

Application Number