

CORONAVIRUS EMERGENCY GRANT APPLICATION

During this period of emergency, The Town Council wants to help local organisations who are already best able to serve the community in Faversham. Funding has been diverted from 'Community Events' to fund the Coronavirus Emergency Grants, which are available to constituted organisations.

If you need assistance to complete this form please contact the office using the details on page 4



Project Name	Faversham Market Survival Package
Grant Amount Requested Maximum amount per application is £500 ¹	£500

Organisation Name²	Faversham Market Cooperative
Organisation Address	The Lodge Hill Road Goodnestone Faversham ME13 9BU
Telephone Number	07711 896880
Email Address	richardwates72@gmail.com
Contact Name	Richard Wates
Position Held in Organisation	Treasurer

1. About the project you are planning

1.1. What do you plan to do with the Community Grant funding you are seeking?

The timing of imposed restrictions brought about by the COVID-19 situation has been extremely challenging for Faversham Market. They come on top of a particularly lean winter with a number of markets being cancelled due to heavy rain and strong winds, with the subsequent loss of income and traders. This has had a dramatic impact on the Market's savings. Spring is traditionally the time when

the Market can begin to build up its savings to ensure a financially stable year.

The Market needs to pay all its current overheads now to protect the Market while it is dormant for the coming weeks. The Market will then be in a position to immediately start trading again, the moment current measures are relaxed.

It will also be able to continue operating into the future, without large debts, providing an essential service and community asset to Faversham and continuing to be a key component of the town's economy.

1.2. How have you identified this need?

Faversham Markets are made up of Charter Markets held on Tuesdays, Fridays and Saturdays, Best of Faversham Markets on the first and third Saturday of the month along with an Antiques & Vintage Market on the first Sunday.

A large number of local shoppers depend on the stalls selling essential goods (such as groceries, fruit and veg, clothing, household goods) and also enjoy the community aspect and friendly atmosphere of the market.

Faversham Markets are vital to the Town's economy. Many stallholders and much of the produce is local, thus supporting local producers, farmers and makers. The markets are also a big attraction to visitors who come to Faversham from around the region, many of Faversham's businesses benefit from the high number of visitors.

Due to the Coronavirus emergency, Faversham Markets are under threat as following Government guidelines the Market is no longer able to trade. Due to the number of shoppers visiting each Market and the sociable nature of the Markets, it proved impossible to maintain the strict safety measures put in place by the Government.

The board is urgently seeking external funding to help support the Markets through these difficult times while it is unable to operate, to ensure the markets can return once current measures have been lifted.

2. Project Funding and Costs

2.1 Please provide a breakdown of your project's costs. Please note that this should be a breakdown of your total project costs³

Expenditure	£
Outstanding staff overheads until 1 st April 2020	£2,500
Market insurance for two months	£260
Office rent for two months	£500
Bookkeeping and accounting services for two months	£820
Total Project Costs	£4080
Please state whether this is a one-off, weekly or monthly request	Weekly for six weeks, totalling £3,000 Faversham Market will fund the remaining costs

3. About your organisation

3.1. What type of organisation are you?		Please tick the relevant category:
Registered Charity		Registration Number:
Voluntary Organisation		
Limited Company	Yes	Company Number: 31469R
Community Group		
Other		Please Specify:

3.2. Briefly describe your organisation. Describe your organisation, how many members/users you have, if you charge subscription fees and the usual activities/services you provide. If you are a new organisation please describe the activities/services you plan to provide.

Faversham is a market town and has been home to a market for at least a thousand years. It received its royal charter from Henry VIII and has played an essential role in the economic health of the town ever since. The Markets are extremely popular and much loved by residents, visitors and shoppers of all ages.

Faversham Market Co-operative is a not-for-profit limited company comprising elected stallholders from Faversham Market. The Market is managed by licence on behalf of Swale Borough Council.

There are weekly markets every Tuesday, Friday and Saturday along with a 'Best of Faversham' local crafts and produce market held in Preston Street on the first and third Saturdays of the month along with a monthly Antiques & Vintage Market held on the first Sunday.

The Market's board is made up of volunteers from amongst the Cooperative's shareholders. The day to day running of the Market was the responsibility of an employed part-time Market Manager, who has recently left the company. However, oversight and management of the market is currently being managed by the board and other volunteers.

3.3. Do you have a Constitution or Memorandum of Association? Please state which and include a copy with your application.

Terms of reference attached.

3.4. Projects working with children, young people or vulnerable adults must have a safeguarding policy. If you don't have a safeguarding policy or relevant DBS checks in place you can still apply for funding but you will be required to put these in place before any grant is awarded.

Do you have a safeguarding policy?	n/a
Do your Staff/Volunteers have valid DBS checks?	n/a

3.5. Depending on the nature of your project, you may require public liability insurance.

Do you have public liability insurance?	Yes
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3.6. Any Other Information. Please provide any other information which you consider to be relevant to your application.

Faversham Market is in the very unfortunate position of not being eligible for one of the Government's Small Business Grants. As the Market operates under licence from Swale Borough Council, it was not liable for business rates, thus does not qualify for a grant.

This is why the Market is approaching Faversham Town Council for much needed help.

4. Declarations

4.1. To be completed by a senior member of your organisation

I confirm that I am authorised to sign this declaration and that to the best of my knowledge and belief, all replies are true and accurate.

Name	David Simmons
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Post Held	Chairman
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Signature	
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4.2. To be completed by the person completing the application (must be different to above)⁴

I confirm that I am authorised to sign this declaration and that to the best of my knowledge and belief, all replies are true and accurate.

Name	Richard Wates
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Post Held	Treasurer
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Signature	
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4/2/2020

5. Checklist

**Have you answered every question?
have all signatures been completed?**

Please submit your completed Application Form and Additional Documents to:

Louise Bareham
Town Clerk
Louise.bareham@favershamtowncouncil.gov.uk

Or post to:

Town Hall
12 Market Place
Faversham
ME13 7AE

- ¹ Maximum payment at any one time
- ² Must be a fully constituted or recognised organisation
- ³ A regular weekly or monthly grant may be agreed for a period not exceeding 3 months
- ⁴ In an emergency situation, one signature may be sufficient, subject to the discretion of the Town Clerk