



# Faversham Town Council

## COMMUNITY GRANTS APPLICATION

The Town Council wants to help local Groups who serve the community in Faversham.  
If you need assistance to complete this form please contact the office using the details on page 6

<b>Project Name</b>	<b>Together We Grow</b>
<b>Grant Amount Requested</b>	<b>£5,000</b>

<b>Organisation Name</b>	<b>Abbey Physic Community Garden</b>
<b>Organisation Address</b>	<b>Abbey Place, Faversham, Kent ME13 7BG</b>
<b>Telephone Number</b>	<b>01795 539915</b>
<b>Email Address</b>	<b>suzanne@abbeyphysic.org</b>
<b>Contact Name</b>	<b>Suzanne Campbell</b>
<b>Position Held in Organisation</b>	<b>Manager</b>

### 1. About the project you are planning

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

The funding is for two things. Firstly, the grant will fund the much needed overhaul/repair and maintenance to the garden and the walkways The garden is in constant use and needs to satisfy health & safety requirements and paths to be wheelchair accessible. Labour costs can be kept low as the Faversham Men`s Shed project based in the garden will help with this large task.

A second element of the grant is to enable us to participate in the RHS Hampton Court Palace Garden Festival. Having had two winning entries a few years ago we have been invited to submit an entry for the 2021 show. RHS have included a dedicated community allotment area into next year`s show in recognition of the important role that community and edible gardening

have played for many of us throughout this year's awful pandemic and lockdowns; community gardening brings us back to nature, boosts our mental and physical wellbeing and helps relieve loneliness.

We would love to take part again this as it has a great `feelgood` factor about it and to have backing from our local council would be wonderful. Our last visit to Hampton Court involved over 60 in the design, growing and installation.

## 1.2. How have you identified this need?

We have identified the need for repair and maintenance from our regular H&S walk routes. Our latest set of questionnaires showed it has become increasingly difficult for wheelchair users and parents with pushchairs to get around areas of the garden.

The APCG is well used 7 days a week and in normal times has attracted over 5,000 a year. This high usage and footfall have an impact on the wear and tear and safety to members and visitors.

At our last members meeting, the invitation to Hampton Court was discussed with a 100% of members wishing to participate next year.

A key indicator of the need and value of Abbey Physic Community Garden is the continual increase membership - referrals from the local Mental Health Support Teams, local GPs, Occupational Therapists, and from individuals have risen by 22% over the past 12 months.

## 1.3. How will you measure the success of your project?

We will measure the success of our project by the

- number of volunteer members participating in the Hampton Court Garden
- number of visitors
- questionnaires and surveys to assess accessibility

## 1.4. What positive legacy will your project leave for future residents of Faversham?

The APCG is a much-appreciated resource for the wider community of Faversham residents and for an increasing number of people who visit our town for its fascinating history and environment. This wider community draw on our resource in diverse ways. As well as our current members and volunteers (currently around 220), we are visited by former members and some bring relatives and acquaintances. Health professionals interested in the therapeutic benefits of gardening visit with and without clients. Local residents, including many of the students who attend the school adjacent to the garden, benefit from accessing a beautiful outdoor space. Schools bring children to benefit from this informal educational resource. Communities interested in establishing similar programmes come to learn from our experience. In addition, local gardeners and allotmenters use us as a source of inspiration and advice. We hope that an increasing number of parents will bring their children to play in the revamped mud kitchen.

The Garden offers an inspirational opportunity to establish a tranquil, health giving environment that enables people from all sectors of society to come together. The health and safety improvements to the garden will enable us to welcome all of these groups.

We recognise that not all members and Faversham residents are able to get to Hampton Court Flower show so we endeavour to replicate our design back at APCG once the show has ended. These have been popular features of the garden in previous years.

## 2. Project Funding and Costs

**2.1. Please advise of any other organisations you have asked to support your project and indicate whether any funding has been committed by these organisations.**

Organisation Name	£	Status - Approved / Awaiting Decision or other support (non-financial)
<b>Total - Other Funding Requested</b>		
<b>Total - Community Grant Funding Requested</b>	<b>£5000</b>	Should be the same figure provided on page 1
<b>Total funding required for your project</b>		

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

Expenditure (eg Equipment, Transport etc)	£
Repair supplies wood/sand/slate chippingsx4 /screws	1114
Heavy duty ground cover/wheelbarrowsx2, Emergency stop button, gas safety certification	298.95
Composite non slip decking suitable for wheelchair access	1014
Hampton van hire/fuel/staff/volunteer – set up and breakdown/volunteer show day	958
Compost x 3 delivered to site	249
Plants/seeds/pots/equipment(wood.screws)	510
Volunteer/staff costs(food/refreshments over 7 days Build up and breakdown (18 people @£10pp)	320

Leaflets/promotion and incidentals	300
Volunteer entrance show tickets x 15	236
<b>Total Project Costs</b> This should match the Total funding required for your project, above.	<b>£5000</b>

**2.3. If the Town Council makes an offer less than the amount requested, how will the project cover the shortfall?**

Continuous funding applications and fundraising.

**2.4. What plans do you have in place to ensure that your organisation is not reliant on grant funding in the future?**

We are proactive in pursuing opportunities for sustainable funding. We have an up to date funding plan and seek funds from a variety of funders so as not to be reliant on any one funder. We have an excellent track record of managing funded projects to time and within budget.

**3. About your organisation**

3.1. What type of organisation are you?		Please tick the relevant category:
Registered Charity	<input checked="" type="checkbox"/>	Registration Number: 1119456
Voluntary Organisation	<input type="checkbox"/>	
Limited Company	<input checked="" type="checkbox"/>	Company Number:06015188
Community Group	<input type="checkbox"/>	
Other	<input type="checkbox"/>	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.

The Abbey Physic Community Garden (APCG) is a half-acre, award winning, therapeutic garden in the heart of Faversham, Kent. Our core purpose is to help people improve their physical and mental health and wellbeing, build skills and confidence, reduce social isolation and connect with their community. We are a member led organisation, with members taking active leadership roles in the garden. Working in partnership with other community groups is hardwired into the way we work. In just four years we have transformed the garden, more than doubling our income, increased staffing and opening hours, undertaken more outreach work and expanding our membership to over 220. Typically we support up to 60 individuals a week, approx. half male/females and 75% with mental health issues and long term unemployed. These numbers are higher without COVID restrictions. We offer support, companionship and a wide range of activities including therapeutic horticulture and horticulture training, craft activities and skills development. Our community kitchen helps people learn about nutrition, budgeting and how to cook and produces healthy meals for members and visitors to share. The Men's Shed project offers wood working and practical make and mend sessions and encourages men to share their feelings and support each other. We also run a Monthly Happy Café. In response to member needs we offer a range of activities, typically run by volunteers. Recent examples include Singing Group, Drumming workshops, floristry, litterpicking and Death Café. Our bee hives and friendly chickens provide further activities for members to get involved. These diverse activities complement each other. For example people who come to garden become interested in cooking the food they have grown. Last year we delivered over 6000 staffed activity sessions and produced over 1800 meals. For many however, the Physic Garden is more than activities – above all it is the peaceful environment we offer and the support they get from peers with similar lived experiences.

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

Both

**3.4. What are your current sources of funding?** For example subscriptions, donations, sponsorship, fundraising, grants etc.

Grants, Fundraising, donations, membership fees

**3.5. 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.

<b>Do you have a safeguarding policy?</b>	<b>Yes</b>
<b>Do your Staff/Volunteers have valid DBS checks?</b>	<b>Yes</b>

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

<b>Do you have public liability insurance?</b>	<b>Yes</b>
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**3.7. Please provide the following details from your most recent annual accounts.**

<b>Total Income</b>		£149,896 (these are for the year end 2019)
<b>Less Total Expenditure</b>	<b>£92,199</b>	
<b>Surplus / Loss</b>	<b>£9697</b>	
<b>Savings (Reserves, Cash, Investments)</b>	<b>£48,000 (6 months running costs)</b>	

**Please attach a copy of your most recent audited accounts with your application. If you are a new organisation please include a projected income and expenditure report for the next 12 months.**

**3.8. Any Other Information.** Please provide any other information which you consider to be relevant to your application.

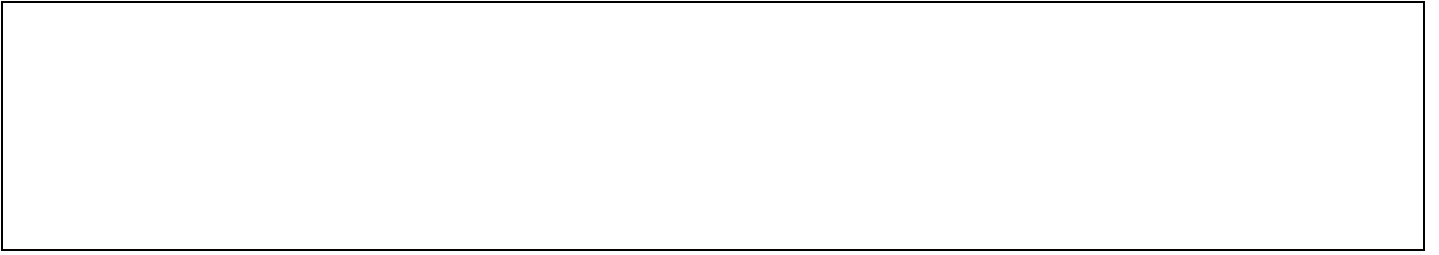
As an independently funded charity, we concentrate much of our efforts on funding applications for core staff salaries to run our varied programme of activities.

This past year we have reduced member capacity at any one time and increased staff hours to support our members on a rota system. We have also been closed to the public. In a normal year we would be able to rely on income from over 5,000 visitors, so have seen a loss of approx. £10,000 income from refreshments and Faversham Community open days.

We have secured funding for outside hand washing facilities, PPE, 2 large gazebos, tablets to keep members connected and participating and funds towards outdoor heating. We have used our own funds to purchase extra cooking equipment to run our healthy eating outside and Covid safe and purchased materials for additional materials to make other outdoor spaces dry and useable.

Keeping the community garden in good repair and accessible to all is a large job and a very important one.

To have the funding to deliver a project like Hampton Court gives a massive boost to so many members and the wider community, especially after the turbulent year we have all had. A grant towards these costs would be very much appreciated by so many. Thank you for any support you might be able to help us with.

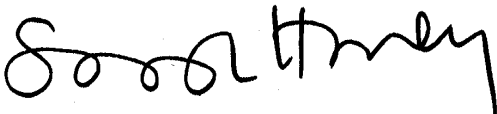




## 4. Declarations


### 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.

<b>Name</b>	<b>Sarah Harvey</b>
<b>Post Held</b>	<b>Chairman</b>
<b>Signature</b>	

### 4.2. To be completed by the person completing the application (must be different to above)

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.

<b>Name</b>	<b>Suzanne Campbell</b>
<b>Post Held</b>	<b>Manager</b>
<b>Signature</b>	

## 5. Checklist

- Have you answered every question?
- have all signatures been completed?
- Have you included a copy of your constitution?
- Have you included a copy of you accounts?
- Have you included any other relevant policies?

Please submit your completed Application Form and Additional Documents to:

[Louise.bareham@favershamtowncouncil.gov.uk](mailto:Louise.bareham@favershamtowncouncil.gov.uk)

or post to:

Faversham Town Council  
12 Market Place  
Faversham  
Kent ME13 7AE