

# Community Chest Application Summary 2016/2017

Local Authority	St Edmundsbury Borough Council
Organisation	<b>Hopton Day Care Centre</b>
Amount Requested	<i>£5,000</i>
Total Project Cost	£5,000
Match Funding	Potential fundraising effort and Volunteer Hours in the future
Partnerships	Newmarket Day Centre, CAS, Rural Coffee Caravan, GPs
West Suffolk Bid?	No

## Key Points

- Set up 24 years ago Hopton Day Centre was established to provide somewhere for the elderly and frail from local villages to meet up a least one day a week to socialise and be provided with a nutritious lunch and refreshments.
- Many elderly retired residents feel increasingly isolated whether through location, lack of mobility, ill health, families moving away or loss of a partner or close friend.
- The Centre has recently suffered from falling attendance and has been operating from reserves. They wish to embark on an active recruitment campaign to attract new members; look at fund raising and consider what other income generating streams may be available. However they recognise that this can not be achieved overnight and require an injection of money to keep them operating in the short term.
- The outcome of this project is to ensure that the Centre becomes financially self-sufficient again without compromising the service it offers.

## Community Chest Grant Application Form – Part A

Community Chest grants support voluntary and community groups who make a major contribution to improving the quality of life for people in West Suffolk. The information on this form will help us process your application. We hope you will find it quite easy to complete, but if you have any questions, please give us a ring on 01638 719763. Before completing this form, we ask you to please read the guidelines, which are available on: [www.westsuffolk.gov.uk](http://www.westsuffolk.gov.uk)

Please return your completed, signed form and supplementary documents to:

[richard.baldwin@westsuffolk.gov.uk](mailto:richard.baldwin@westsuffolk.gov.uk) or FAO. Richard Baldwin, Families and Communities, Council Offices, College Heath Road, Mildenhall, Suffolk, IP28 7EY.

Name of your organisation:

HOPTON DAY CARE CENTRE

Organisation address details

Address Ln1	HIGH STREET CHAPEL		
Address Ln 2	HIGH STREET		
Address Ln3	HOPTON		
City/Town	DISS	Postcode	IP22 2QZ
Tel No	██████████ ██████████	E-mail	
Website			

Main Contact Person		Second Contact Person	
Title	MRS	Title	MRS
Forename	LESLEY	Forename	SUE
Surname	WILLIAMS	Surname	SHORTEN
Role	CHAIRPERSON	Role	SECRETARY, VICE-CHAIR
Daytime Tel No.	██████████	Daytime Tel No.	██████████
Evening Tel No.	██████████	Evening Tel No.	
Fax No.		Fax No.	
Mobile No.		Mobile No.	
Email		Email	████████████████████
Address Details (if different from Org address)		Address Details (if different from Org address)	
Ln1	████████████████████	Ln1	██████████
Ln2		Ln2	██████████
Town	██████████	Town	██████████
Post Code	██████████	Post Code	██████████

## About your organisation

When did your organisation start? 26/04/1991

What local authority/authorities does your organisation work in? ST EDMUNDSBURY

What is the status of your organisation?

Registered charity		Charity number:
Applying for charitable status		
Company limited by guarantee		Company number:
Community Interest Company		
Part of a larger regional or national charity (Please state which one)		
Other (Please specify)	CONSTITUTED COMMUNITY ORGANISATION	

How many people are involved in your organisation?

Management Committee	8	Members	
Full Time Staff / Workers	3	Service Users (14 on books)regularly attending	9
Part Time Staff / Workers	2	Volunteers and Helpers (non-management)	

What is the purpose of your organisation? Please briefly describe why your organisation was set up, what its aims and objectives are and who primarily benefits from your organisation.

The Hopton Day Care centre was set up about 24 years ago to provide somewhere where the elderly and frail from local villages could meet up at least one day a week to socialise and be provided with a well balanced nutritious lunch and morning and afternoon refreshments.

It was realised that many elderly retired residents felt increasingly isolated whether through location, lack of mobility, ill health, family moving away or loss of partner or friends and this could have a detrimental effect on their general well being and health.

It was also felt that offering physical and mental stimulation and providing something that people could look forward each week would play a part in preventing some of the complex health issues that could arise and thus help to reduce the demand on the care system.

It was felt that an opportunity for them to get out and meet up with others for even one day a week could have enormous and wide ranging benefits including:

- The opportunity to take part in simple exercises to improve mobility;
- Some respite for their carers;
- Entertainment and outings;
- Mental stimulation with games and conversation;
- Involvement in a family environment;
- Opportunities for health issues to be identified;
- Opportunities to provide advice on benefits, council tax etc;
- Help with dealing with correspondence and day to day issues;
- Information about support for special needs.

What was your organisation's total income for last financial year?

What was your organisation's total expenditure for last financial year?

Does your organisation have more than 6 months running costs?

No

What are your organisation's current unrestricted reserves or savings?

£4,000 in savings account and  
£2,000 in current account.

The council has a strategic priority of building resilient families and communities that are healthy and active. Please indicate which of the following areas your project contributes towards:

A thriving voluntary sector and active communities who take the initiative to help the most vulnerable;

People playing a greater role in determining the future of their communities;

Improved wellbeing, physical and mental health;

Accessible countryside and green spaces.

## About the project your organisation is seeking a grant for

What do you want the funding for? Please be specific. Please note that 'project' is meant to describe the project you are seeking funding for, and not your organisation.

Because of the nature of the organisation and the age and health of its clients numbers attending have tended to fluctuate from year to year but the centre has operated on the basis that the reserves built up in busier years are there to fund the leaner years. However two poor income years have resulted in these reserves being severely depleted and the centre cannot continue indefinitely on this basis. It recognises that it needs to embark on an active recruitment campaign, organise fund raising activities and investigate other income streams, possibly offering a lunch club. However none of these things can be achieved overnight and an injection of money would enable them to keep operating whilst they get this all underway. The aim of the project therefore is to increase membership and improve the income stream so that the centre can return to being self-sufficient in terms of its running costs as it is recognised that this is the only long term solution.

How has the project been developed out of the community's desire to improve the lives of local people?

In the 24 years the Day Care Centre has been running it has enhanced the lives of many, many elderly, vulnerable people and in many cases enabled them to remain in their homes for longer and enjoy a better quality of life. To some extent it has also reduced the burden on local health services and GPs, given carers respite and offered individuals the chance to contribute to their community by volunteering at the centre and thereby enriching their own lives. Indeed the Centre could not operate without its body of volunteers and the goodwill of the Hopton High Street Chapel who have rented their whole premises to the Day Car Centre since it started on extremely reasonable terms. Pupils from the village school get involved and visit the day care centre to entertain them and local residents are encouraged to pop in for a chat. The community do not wish to see this Centre close and when the matter was raised at local Parish Council meetings both Committee Members and members of the public attending offered to approach elderly residents they knew, who they felt would benefit from joining, and encourage them to do so. We hope to cascade this approach. There is a determination to ensure that this Centre continues to operate and if funding is made available it will give the community the time it needs to address the issues that need to get the recruitment project underway.

How will the project build the capacity of local people to support one another

24 years ago a small group of individuals identified a need in the community and in response set up this Day Care Centre and since then with the help of volunteers from the Community have continued to provide this care. During this time they widened their horizons and offered places to residents of other local villages. The Centre has been operated extremely efficiently and for a long time by a dedicated group of individuals and as a result has become a bit of a village institution and as often happens has slipped from the forefront of people's minds. I believe that this project to go out to the community for help in the recruitment of new members and also fund raising ideas and events will revitalise community involvement in the Centre and hopefully attract a new generation of volunteers to come forward to keep the centre going in the future.

How will the project support partnership working?

We would hope to liaise more with local schools/nursery for more visits from the children to heighten awareness of the Centre;

We would work with local GPs , particularly important as there have been a number of personnel changes recently, to update them on what is offered at the centre and encourage them to make referrals;

We would hold open days and fund raising activities to heighten awareness within the community and raise money;

Offer a chance for potential clients to spend a day at the Centre free of charge and encourage the local community to identify individuals and even come along and spend the day with them;

By reaching out to Housing Associations and Dementia groups for example to promote activities and advertised for new members.

Are you working with any other organisations on this project? Yes  
If yes, please state the names of these groups and the nature of the relationship.

Newmarket Day Care - hope to speak to them for ideas as they had to address similar issues;

Community Action Suffolk - for general advice;

Local GP surgeries - to encourage referrals;

Rural Coffee Caravan Project - have already had involvement s here.

When will the project start?

When will the project finish?  or is the project ongoing? Yes

If this is an ongoing project, how will it be funded and sustained when the grant ends?

It is hoped that as a result of this project new clients will be recruited, there will be more sustained fund raising and new income streams developed so the Centre becomes self-sufficient again within 2 years.

How many people do you expect to benefit directly from the project on either a weekly, monthly or annual basis?

The Day Care Centre is set up to take a maximum of 18 people each week so we would like to recruit if at all possible to this level .

What outcomes (including targets/numbers) do you expect to see as a result of a grant and how do these relate to the funds criteria and outcomes? (Please see the guidelines for outcomes.)

The object of this project is to embark on a recruitment campaign to attract more members; look at fund raising and to consider what other possible other income streams there may be. The outcome of this project is to ensure that the Centre becomes financially self-sufficient again without compromising the service it offers.

What is the total cost of the project?

£5,000 see below

How much of a grant are you applying to us for? £5,000

Item or activity	Cost (£)
The actual costs in monetary terms for this project are not very high. What it requires is the goodwill of the community and an input of voluntary hours to allow people to get out and recruit new members, organise fundraising, come up with new ideas and generally raise the profile of the centre. A grant from Community Chest would allow the Centre to keep operating whilst this all takes place. It is recognised that the long term future of the centre is dependent on it becoming self-sufficient financially and has set itself the 2 year target to do this.	

What funds have you raised so far for this project?

Source	Amount (£)
<p>This is an organisation which up until the last year or so has always been self-sufficient and therefore has not had a requirement to fund raise. However this will clearly be on the agenda for the future. The Committee are considering holding an open day and taking stalls at the village fete and the Christmas Fayre at Hopton Village School for example.</p> <p>It does however still have some reserves from previous year's operations and these will go towards the current operating deficit.</p>	
<b>Total fundraising:</b>	

What other funders have you applied to for further funding for the project?

Funder	Amount (£)	Timescale for decision
None at present		
<b>Total:</b>		

What other grants and contracts has your organisation received over the past year from either Forest Heath District Council or St Edmundsbury Borough Council

Funder	Amount (£)	Reason for funding
None		
<b>Total:</b>		

