

# Community Chest Application Summary 2016/2017

Local Authority	St Edmundsbury Borough Council
Organisation	<b>Coffee Caravan</b>
Amount Requested	£2,196
Total Project Cost	£2,196
Match Funding	None
Partnerships	Age UK Suffolk, Suffolk Family Carers, Sue Ryder, Alzheimer's Society
West Suffolk Bid?	Yes

## Key Points

- The Coffee Caravan aims to combat rural isolation by visiting rural locations and holding events that act as a catalyst for people to talk with one another and fostering community spirit.
- The Coffee Caravan would like to deliver four special village visits (villages not yet specified) to celebrate the Queens 90<sup>th</sup> Birthday. The whole community will be invited to attend a cream tea 'on the green' or in their village hall, with a royal theme using photos, music, artefacts and film footage.
- Communities losing so many amenities often struggle to find ways of bringing people together.
- Increasingly there is a need for communities to come together to find their own solutions to the problems of isolation and that begins with opportunities for conversations and discussion for everyone in the community in a non-intimidating friendly atmosphere. Attendees will have the opportunity to say what they would like to see in their community in the way of activities and support.

**St Edmundsbury Borough Council  
Community Chest Grant Application Form  
Part A**



Community Chest funding supports voluntary and community groups who make a contribution to improving the quality of life for people in West Suffolk. The information you provide will help us consider your application. If you have any questions, please give us a call on 01638 719763. Before completing this form, we ask you to please read the guidelines, which are available on: <http://www.westsuffolk.gov.uk/community/community-grants.cfm>

Please return your completed, signed form and supplementary documents to: [richard.baldwin@westsuffolk.gov.uk](mailto:richard.baldwin@westsuffolk.gov.uk)

1. Name of your organisation(s):

2. Organisation address details

Address Ln1	THE OLD SHOP		
Address Ln2	HARLESTON RD		
Address Ln3	WEYBREAD		
City/Town	DISS	Postcode	IP21 5TU
Main phone	01379 855338	E-mail	coffee.caravan@btinternet.com
Website			

Main Contact Person		Second Contact Person	
Title	MRS	Title	REV
Forename	ANN	Forename	SALLY
Surname	OSBORN	Surname	FOGDEN
Role	DIRECTOR	Role	CHAIR
Daytime Tel No.	01379 855338	Daytime Tel No.	██████████
Mobile No.	██████████	Mobile No.	
Email	coffee.caravan@btinternet.com	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

3. What local authority area(s) does your organisation work in?

All
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\*Community Chest funding is offered by both Forest Heath and St Edmundsbury councils. As the decision making process is different any projects applying for funding across West Suffolk, must apply separately.

4. What is the status of your organisation?

Registered charity	/	Charity number:1125748
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)		
Constituted Community Group		
Social Enterprise		
Other (Please specify)		

5. How many people are involved in your organisation?

Management committee	11	Service users	5000+
Full Time staff / workers	2	Volunteers and helpers (non-management)	50+
Part Time staff / workers	1		

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

<p>To combat rural isolation and loneliness throughout Suffolk by visiting rural locations and holding events that act as a catalyst for people to talk with one another in a friendly and non-threatening atmosphere fostering community spirit and to provide access to services to individuals and communities, helping them to maintain a good quality of life.</p>
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7. What was your organisation's total income for last financial year? £
8. What was your organisation's total expenditure for last financial year? £
9. Does your organisation have more than six months running costs? Yes / No
10. What are your organisation's current unrestricted reserves or savings? £
11. West Suffolk prioritises 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 your project – why are you applying for this funding?**

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

To run deliver 4 special village visits to celebrate the Queens 90th birthday. These visits form part of a programme of events planned for 2016 and are designed for the whole community but will have particular focus for older people living alone and for people living with dementia and their carers. The whole community will be invited to attend a cream tea 'on the green' or in their village hall, with a royal theme using photos, music, artefacts and, if possible, film footage on ipads, reflecting the Queens 90 years. The community will be invited to add their own photos and memorabilia too if they wish. These things and the atmosphere of celebration will provide not only a pleasant afternoon but also provoke conversation and the sharing of memories. As this is shared national history everyone can be involved promoting a feeling of engagement and enhancing community spirit. It will be particularly useful for those suffering with dementia as they often have very clear memories of times long ago. We will have information from organisations that support them and their carers, (AgeUk Suffolk, Suffolk Family Carers (and their bus) Sue Ryder, Alzheimer's Society) and where possible these organisations will be invited to join us to meet and interact with the guests so that they can offer in an informal setting, an insight into the services they provide and give visitors the chance to have real conversations about their needs and concerns. We will invite the organisers of local activities so that they might better understand how they can offer support in such cases and therefore be more inclusive. As all residents will be invited it will give carers and folk who struggle with loneliness a social opportunity and the chance to forge better links with their community. These visits will take place outside in villages without a hall or indoor meeting space. We will have ferrule replacement and information about falls prevention and also be able to provide radar keys to people who have difficulty finding them. We will also have Fit Villages information to

encourage the community to think about exercise activities that are appropriate for the village with a view to setting this up after our event.

13. How has the project been developed out of the community's desire to improve the lives of local people? What evidence do you have that there is a need for this project? Please include sources of evidence, including any public/user/community consultation.

Talking to service users during the course of our work over the past 13 years has shown us that loneliness is a growing problem as is dementia. 1 in 10 people in Suffolk say they are lonely and 1 in 4 of us are suffering or will suffer, from dementia. Added to this is the lack of transport in and out of rural locations making social contact hard and meaning access to information about services that can be supportive is very limited or non-existent.

Communities losing so many amenities often struggle to find ways of bringing people together. The basic need for conversation and social connection is regularly expressed to us as a reason people come to our village visits

14. How will the project help local people to support one another?

We need to provide opportunities for communities to come together to find their own solutions to the problems of isolation and that begins with opportunities for conversation and discussion for EVERYONE in the community in a non-intimidating friendly atmosphere. Addressing loneliness and isolation, the attendees will have the chance to come together in celebration creating an atmosphere that encourages conversation and friendship promoting a sense of community. Residents will have access to important information that supports their health, happiness and independence. Attendees will have the opportunity to say what they would like to see in their community in the way of activities and support e.g. a Good neighbour Scheme, exercise or leisure classes.

15. 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.

Relevant agencies will be asked to participate as previously stated but at the very least we will have information from organisations that support people living with dementia and their carers, i.e. AgeUK Suffolk, Suffolk Family Carers (and their bus) Sue Ryder, Alzheimer's Society

These are agencies with whom we have established long term working relationships and who regularly attend our events.

16. When will the project start?

17. When will the project finish?  or is the project ongoing?

If this is an ongoing project, how will it be funded and continue going when the funding ends?

This is part of a plan to hold these events in each area. We have been working in West Suffolk for many years as part of our core business and will continue to do so as long as we can. Funding is sought on an ongoing programme using the services of a freelance fundraiser and by the charity director and trustees. About 30 applications are in at any one time.

18. Which years funding are you applying for?   
**2016 ( can't get this into the text box)**

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

20. What results (including targets/numbers) do you expect to see as a result of the funding and how do these relate to the Community Chest funding criteria?

Improving physical and mental health health and well-being – Reducing isolation, providing refreshments and encouraging older people to stay active by introducing Fit Villages and by connecting them to the people who run leisure clubs in their community and encouraging them to get involved. Or where there are none, promoting the idea of starting something and offering support as they do so.

Improving access to facilities, advice and services- by offering access to information about all services and agencies that offer support advice in Suffolk.

Overcoming problems – Helping older people who are experiencing difficult circumstances due to; illness, injury, disability, bereavement or financial difficulty by introducing them to the organisations that can support them through difficulty such as AgeUk, Suffolk Family Carers, Sue Ryder etc

Providing an opportunity for all members of the whole community to come together and celebrate and acting as a catalyst to spark ideas for future community activity that promotes community spirit and encourages engagement with as many residents as possible.

21. What is the total cost of the project?

Please provide a full breakdown of the total cost of this project, including VAT if applicable along with any in-kind contributions such as volunteer hours.

Item or activity	Cost (£)
<p><b>Per event</b></p> <p>Preparation            Research, contact, arrange visit Project Officer time 5 hours @£12.50 ph            ==£62.50            Prepare publicity materials Project Officer time 3 hours @£12.50pn =£37.50            Management time 2 hours@£13.50 =£27.00            Visit delivery            Project Officer 5 hours @£12.50 =£62.50            Evaluation            Project manager 2 hours @ £13.50 = £27.00            Project Officer 2 hours @£12.50 = £ 25.00            £249 per event</p> <p>2 volunteers per event. estimated expenses covered by existing funds            2 volunteers per event. estimated expenses covered by existing funds            Vehicle costs pro rata to cover insurance, maintenance and road tax            Associated office costs to include, ink, paper, telephone, heating            Session worker to assist with flyering and delivery            5 hours per event @10ph =£50</p>	<p>£996            £160            £240            £360            £240            £200</p>
<b>Total cost of items listed above:</b>	£2196

22. How much funding are you applying to us for?

23. What funds have you raised so far for this project?

Source	Amount (£)
<b>Total fundraising:</b>	0

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

Funder	Amount (£)	Timescale for decision
<b>Total:</b>	0	0

25. 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
<b>Total:</b>	0	0