

Community Chest Application Summary 2018/2019

Forest Heath & St Edmundsbury councils



Local Authority	SEBC
Organisation	The Rural Coffee Caravan
Amount Requested	£3,145.20 (2018-2019) £7,034.68 (2019-2020)
Total Project Cost	£12,849.88 over two years (£6,424.94p.a.)
Match Funding	£1,200 – volunteer contributions £750 – donated slipper, ferrules, radar keys and refreshments £720 – wellbeing and creative practitioners
Partnerships	SLA with Healthwatch Suffolk and partners in the Time To Change Hub. Wide range of support agencies' information carried and referrals/signposting made.
West Suffolk Bid?	Yes

Overview

To make 6 visits p.a. for two years to areas identified as at high risk of loneliness (using AgeUK heatmaps) particularly Bardwell, Pakenham and Stanton. Each visit lasting 2 hours and providing a social opportunity alongside a route into services via the provision of information and sign posting. The RCC will also encourage any local clubs or societies to attend and hopefully encourage more folk to attend their activities.

To hold a Golden Age Fair in Bardwell in year 2. These are a one stop shop for residents to access services from 20-30 agencies (space permitting) alongside creative activities, hobby stalls and 'country market' stalls. Including a 'Sloppy Slipper' exchange, ferrule replacement and falls prevention information and provision of hearing aid batteries and radar keys to people who have difficulty finding them.

Outputs

- 6 visits per year @ 2 hours per visit
- A Golden Age Fair in Year 2.

RCC expect to attract 20 people to each of these visits and 150 to the Golden Age Fair and the information they take is known to often be shared with others. 390 actual attendees with another 150 receiving the information second hand, a total of 540.

- 100 people will have their slippers exchanged and received information about falls prevention as will 50 recipients of new ferrules.

Outcomes

Key outcomes include:

- Addressing loneliness and isolation, attendees will have the chance to come together in an informal non-threatening environment, an atmosphere that encourages conversation and friendship,

- Promoting a sense of community. Attendees will feel valued and connected to fellow residents reducing social isolation and increasing confidence
- Residents will have access to important information that supports their health, happiness and independence, with particular reference to alleviating loneliness and the associated health risks.
- Attendees will have the opportunity to say what they would like to see in their community in the way of activities such as exercise or leisure classes and support e.g. a Good Neighbour Scheme and will know how to move this forward having had introductions to the relevant agencies.

Finances

Income for last financial year – £138,414

Expenditure for last financial year – £130,426

Reserves

£58,885

Request breakdown

Community Development Officer (CDO) @ £16.12p.h.

Director @ £17.37p.h.

Administrator @ £11.56p.h.

Stationery and postage, insurances, staff training, office costs, IT and phones, expenses.

Mileage

Running expenses

Basic refreshments

Golden Age Fair:

Staff costs as above

Printing of fliers and posters

Hire and refreshments

4 volunteers mileage

Previous Community Chest funding

2017-2018 – FHDC - £3,100 – village visits and events. Exceeded grant agreement targets despite having caravan stolen.

Officer comments

None.



St Edmundsbury
BOROUGH COUNCIL

Forest Heath & St Edmundsbury councils

West Suffolk
working together

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 01284 757077. 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:
polly.kane@westsuffolk.gov.uk.

Please note: This form is for applications to the St Edmundsbury Borough Council Community Chest grants scheme. If you wish to apply to Forest Heath District Council the form can be found on the Community Grants page above. [If you wish to apply to both councils, you will need to complete a separate form for each, clearly stating how your activity will benefit the area.](#)

1. Contact details

Organisation/lead partner name	Ann Osborn
Organisation Address	The Old Shop Harleston Rd Weybread Diss
Postcode	IP21 5TU

Organisation main email	info@ruralcoffeecaravan.org.uk
Organisation main tel.	01379 855338
Organisation website	www.ruralcoffeecaravan.org.uk

Organisation Twitter	@coffeecaravan
Organisation Facebook	Rural Coffee Caravan Information Project

Contact person 1 (main contact)		Contact person 2	
Name	Ann Osborn	Name	Sally Fogden
Position in organisation	Director	Position in organisation	Chair
Daytime tel.no	01379 855338	Daytime tel.no	01359 268923
Mobile	07581311225	Mobile	
email	ann@ruralcoffeecaravan.org.uk	email	sallyfogden@btinternet.com
Address if different to organisation's		Address if different to organisation's	
		Meadow farm Coney Weston Rd Sapiston Bury St Edmunds	
Postcode		Postcode	IP31 1RX

2. About your organisation

2.1. Which local authority area(s) does your organisation currently work in?

Across all local authorities in Suffolk

2.2. What type of organisation are you? (please check the relevant box)

Registered charity	<input checked="" type="checkbox"/>	Charity number:	1125748
Applying for charitable status	<input type="checkbox"/>		
Company limited by guarantee	<input type="checkbox"/>	Company number:	
Community interest company	<input type="checkbox"/>		
Part of a larger regional or national charity (Please state which one)	<input type="checkbox"/>		
Constituted community group	<input type="checkbox"/>		
Social Enterprise	<input type="checkbox"/>	What type?:	
Other (Please specify)	<input type="checkbox"/>		

2.3. How many people are currently involved in your organisation?

Trustees	6	Management board	10
Management team		Service users	5000+
Full time paid staff/workers	2	Volunteers and helpers (non-management)	80
Part time paid staff/workers	1		

2.4. When did your organisation start?

May 2003

Year

2.5. What is the purpose of your organisation? Please briefly describe why your organisation was set up, its aims and objectives, what activities it carries out and who primarily benefits.

Set up in 2003 to help rural residents in Suffolk. Our aim is 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, build community capacity and feel safer in their own environment.

Almost two-thirds of those who turn up at the visits are retired, but the demographic can be varied. It includes elderly people living alone, carers who need a break, new arrivals in a village who wish to meet some neighbours, those working at home who need a little time away from the computer, young mothers wanting to get out of the house and active residents with an idea they want to test out on others.

Maximum 300 words

2.6. What was your organisation's total income for last financial year? (your branch if part of a larger organisation)

£ 138414

2.7. What was your organisation's total expenditure for last financial year? (your branch if part of a larger organisation)

£130426

2.8. Does your organisation have more than six months running costs? (your branch if part of a larger organisation)

Yes

2.9. What are your organisation's current unrestricted reserves or savings? (your branch if part of a larger organisation)

£58885

3. About Your project

3.1. 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. Please include outputs (what you will deliver).

1.To make 6 visits pa for two years to areas identified as at high risk of loneliness (using AgeUk heatmaps) particularly Bardwell Pakenham and Stanton. Each visit lasting 2hours and providing a social opportunity alongside a route into services via the provision of information and our sign posting service. We will also encourage any local clubs or societies to attend and hopefully encourage more folk to attend their activities. The Safer

Neighbourhood Teams will also be invited. These visits can take place outside in villages without a hall or indoor meeting space if necessary.

2. To hold a Golden Age Fair in Bardwell in year 2. These are a one stop shop for residents to access services from 20-30 agencies (space permitting) alongside creative activities, hobby stalls and 'country market' stalls. We will have 'Sloppy Slipper' exchange, ferrule replacement and falls prevention information and be able to provide hearing aid batteries and radar keys to people who have difficulty finding them. We have run over 25 of these events and they are well received and deemed very useful by attendees and by attending agencies. We offer a free afternoon tea and many attendees are there for the social occasion it provides.

We are outreach partners for Eden Communities promoting the Big Lunch as we know it to be a hugely useful tool in building community spirit and encouraging communities to 'do it for themselves'. We will also have health checks and hearing checks available. We are currently looking for wellbeing practitioners to give some of their time for free at these events, offering 'treats' like a hand massage for example.

We will endeavor to keep up our programme of visits in other parts of the borough too. History shows that you always get more than we are funded for, somehow!

Maximum 300 words

- 3.2. How does your project contribute towards the council's Families and Communities Strategy and Families and Communities Approach? Please refer to guidance and reference both in your answer.

A Safe Place; Residents will feel safer because they will know each other better and feel connected.

Recognising Individuals; We will celebrate diversity, encouraging everyone to contribute what they can in a way that means something to them. Cultural connections will be valued. For example sharing different food at the Big Lunch
Understanding Relationships; We will use our ethos of kindness and giving without receiving to encourage new or stronger relationships. We will look to work with appropriate agencies in this regard.

Encouraging Agency; We will indeed work in ways that value everyone's ability and we will encourage them in the actions they decide to take to improve, change and develop as individuals and as a community.

Developing Vision; In partnership with other agencies involved we will help these communities build goals and work towards them.

These elements are what drives us underpinning everything we do anyway.

Conversation is the social glue that fosters new friendships, reveals need and offers of help, sparks ideas, forms plans and CONNECTS us to each other and to the community. As a consequence we feel safer and actually more valuable as we realise we all have something to offer, even if it's just a smile.

We will use our membership of the campaign to End Loneliness and our association with the Jo Cox commission to inform and inspire us to work to these elements to the best of our ability.

Maximum 300 words

- 3.3. How many people will benefit from your project (on a weekly, monthly or annual basis) and how? Please include outcomes (how your project will benefit the people who are involved in it) and how you will collect evidence of this.

We expect to attract 20 people to each of these visits and 150 to the Golden Age Fair and the information they take, we know, is often to share with others. So 390 actual attendees with another 150 receiving the information second hand, a total of 540. (If we can maintain our existing visits we will double this figure)

Addressing loneliness and isolation, attendees will have the chance to come together in an informal non-threatening environment, an atmosphere that encourages conversation and friendship, promoting a sense of community. Attendees will feel valued and connected to fellow residents reducing social isolation and increasing confidence

Residents will have access to important information that supports their health, happiness and independence, with particular reference to alleviating loneliness and the associated health risks.

Attendees will have the opportunity to say what they would like to see in their community in the way of activities such as exercise or leisure classes and support e.g a Good Neighbour Scheme and will know how to move this forward having had introductions to the relevant agencies.

100 people will have their slippers exchanged and received information about falls prevention as will the 50 recipients of new ferrules. This table shows the cost of slips trips and broken hips. Our intervention has the potential to save the NHS money.

1	AMBULANCE CONVEYANCE	Actual	£225.00
2	A&E ATTENDANCE	Average Cost	£120.39
3	HIP REPLACEMENT	Average Cost	£5,675.31
4	OUTPATIENT ACTIVITY - FIRST ATTENDANCE (Exc. Telephone)	Average Cost	£151.13
	OUTPATIENT ACTIVITY - FOLLOW UP ATTENDANCE (Exc. Telephone)	Average Cost	£84.02
	OUTPATIENT ACTIVITY - PROCEDURES	Average Cost	£162.31
5	X-RAY		£26.09

Up to 25 people will be given radar keys alleviating the stress they feel accessing accessible toilets.

We will collect evidence to measure these outcomes using verbal feedback, video, photos, case studies and statistics recording numbers, ages, gender, etc
Maximum 300 words

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

We carry information from a wide variety of local and county wide support agencies. We invite them to travel with us when they can. These include the CAB, Age Uk, Alzheimer's Society, Sue Ryder, West Suffolk assoc for the Blind, Independent Age, Our Special Friends. We have an SLA with Healthwatch Suffolk and are partners in the Time To Change Hub We will contact the Safer Neighbourhood team and the Family and Communications Officer to ask them to join us whenever they can. We also invite parish councilors and the Vicars of each parish to attend. We research local activities and invite them along to meet residents they might not know who may wish to join in but either didn't know about it or are rather shy.

Maximum 150 words

3.5. What evidence do you have that there is a need for this project? Please include sources of evidence, including any public/user/community consultation and research you have carried out.

We have been working in STEDS for many years now and we want to continue to build on previous work. The support we had from this area when our caravan was recently stolen was overwhelming making us realise how important our service is in West Suffolk. The need for connection is well documented For example, analysis of the responses of 2,400 adults in the UK to the European Social Survey finds that more than 25% of adults in the UK experience high levels of loneliness,

with 6% of the sample reporting feeling lonely most or all of the time.

A separate online survey of 2,250 people living in the UK commissioned by the Mental Health Foundation found that 11% of adults in the UK reported feeling lonely 'often'. Further, a report into the triggers for loneliness in the UK commissioned by the Co-op and British Red Cross in 2016 found that 18% of a representative sample of

adults in the UK reported feeling lonely "often" or "always", with 4% of people within this most extreme "always" group.

Over 1 million older people in the UK suffer chronic loneliness, a condition which increases likelihood of an early death by 26%. A new survey of lonely people 65 years-old and older by the Campaign to End Loneliness, found that, of all possible experiences, simply being together with someone is missed most of all (52%), closely followed by laughing with another person (51%). Meanwhile 46% miss having a hug. 1 in 10 people say they are lonely with the TV as their only companion. This can happen in a tower block or in a village. In rural areas lack of transport makes social contact hard and makes access to information about supportive services very limited or non-existent.

Please watch

<https://www.youtube.com/watch?v=IYc85A8f2CM&feature=youtu.be>

Maximum 200 words

- 3.6. How has the project been developed out of the community's desire to improve the lives of local people? What role have users and/or the community had in developing this project?

The Rural Coffee Caravan only exists because of communities' desires to improve the lives of local people. We make communities aware of who we are and what we do and then respond to what they need. We work with and for them and are led by what they hope to achieve.

Maximum 200 words

4. Timescales and sustainability

- 4.1. When will your project start and end? (the period for which you are asking the council for funding)

Start date

End date

- 4.2. If this is an ongoing project, how will it be funded and supported after the end of the grant period?

Whilst these visits stand alone, it is hoped that we can visit these locations again to build on what we achieved. It is often necessary to maintain a relationship with the community to help build confidence, relationships and ideas.

We have a rolling programme of funding applications managed by ourselves and a free-lance fundraiser and will work hard to be able to continue but we will always cut our coat according to our cloth

Maximum 150 words

5. Funding request and budget

- 5.1. Which years are you applying for funding for? Please delete as applicable

2018/2019

2019/2019

- 5.2. What is the total cost of the project? (project costs only, not for your whole organisation and not just the funding you are requesting)

- 5.3. Please provide a full breakdown of the total cost of this project, including VAT if applicable. Please only include direct expenditure for this project.

Item	Amount
Staff and volunteers (including roles, hourly rates and NI/tax contributions where applicable) Visit preparation Hourly rate includes all employment costs and NIC Community Development Officer (CDO) 10 hours per visit @ £16.12/hour x 12 Director 5 hours per visit @ £17.37/hour x 12 Administrator 2 hours per visit @ £11.56/hour x12 All associated costs incurred * Visit evaluation CDO 2 hours per visit @£16.12/hour x12 Director 2 hours per visit @ £17.37/hour x12 Administrator 2 hours per visit @£11.56/hour x12 Golden Age Fair Delivery Community Development Officer (1.5 days a week =150 hours @ £16.12/hour*) Director (2 hours a week=30 hours @ £17.37/hour*) Administrator (2 hours a week=30 hours @ £11.56/hour*) Golden Age Fair Evaluation Director (6 hours total @ £17.37/hour*) Administrator (6 hours total £11.56/hour*)	 1,934.40 1.042.20 277.44 386.88 416.88 277.44 2418.00 521.10 346.80 104.22 69.36
Overheads (including items such as venue/office costs, utilities, back office services, insurance) Village Visits Stationery and postage, insurances, staff training, office costs, IT and phones, expenses. Mileage Running expenses Basic refreshments * RCC annual cost budget amortized over 200 village visits in year Golden Age Fair Printing of fliers and posters Hire and refreshments 4 volunteers mileage	 1,112.76 180.00 554.40 108.00 150.00 200.00 80.00
Equipment and resources	
Other	
Total	£10,179.88

5.4. Please provide a full breakdown of all other funding and in-kind support* you have secured for this project.

Item	Amount
Funding already secured (please detail funders, amounts and funding periods individual)	
Volunteer contributions (including estimated hours given and roles) 120 @£10ph	£1200
Equipment and resources (please itemize) 100 Slippers 50 Ferrules 25 Radar keys Donated Refreshments	£500 £100 £50 £100
Other We are asking for wellbeing and creative practitioners to volunteer some time to offer their expertise as an act of kindness e.g. hand massage or a taster yoga session or maybe a creative activity. The response so far has been positive so I will estimate 24 hours at £30 p.h.	720
Total	£2670

*In-kind support is assistance and items you would normally expect to pay for, but which you are getting for free, such as volunteer hours or a free venue. You might find it useful to give volunteer hours a value, such as the minimum wage, or higher if you have volunteers with particular expertise it would be expensive to pay for.

5.5. What other funders have you applied to for this project but have not yet had a decision from?

Funder	Amount requested	Decision timescale
No other funders applied to	£ £ £	

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

2018/19

2019/20

5.7. What other grants and contracts has your organisation received over the past three years from either Forest Heath District Council or St Edmundsbury Borough Council?

Funding source	Amount (£)	Reason for funding
<p style="text-align: center;"> FHDC 2016/17 FHDC 2014/15 STEDS 2015/16 </p>	<p style="text-align: center;"> 3,110 5,000 510 </p>	<p>Village visits and events</p>
Total:	8,620	