

Community Chest Application Summary 2018/2019

Forest Heath & St Edmundsbury councils



Local Authority	SEBC
Organisation	Suffolk Cinema Network
Amount Requested	£3,500.00 (2018-2019) £3,500.00 (2019-2020)
Total Project Cost	£23,910 over 2 years (£11,955p.a.)
Match Funding	Over 2 years: £2,000 – Funding applications and reserves Over 2 years (not included in costs): £12,600 – Volunteer contributions £590 – donated equipment and reduced marketing design
Partnerships	AED Sound and Village Screen (Norfolk equivalent) - part of Creative Arts East.
West Suffolk Bid?	No

Overview

Suffolk Cinema Network in a non-profit organisation to support communities across Suffolk to screen films in local venues, from village halls, barns and churches, to visitor/art centres and schools. Seeking funds to:

- Upgrade one of SCN’s cinema kits, to be housed in the St Edmundsbury area
- Advertise/market to new members in St Edmundsbury
- Staff the above work

Would like to get one kit fully upgraded, for use by St Edmundsbury residents, in two stages hence applying for two years’ funding. Parts of SCN’s portable cinema kits are over ten years old and desperately need upgrading. SCN want to ensure that new members find the kits easy to use and that the kits keep up with current technological advances. Currently some of SCN’s kit is bulky, heavy to transport and uses non HDMI cabling, which members find off-putting.

To-date SCN have not marketed or campaigned in the St Edmundsbury area and are now looking to encourage new members. They only have two members in the district at the moment.

Outputs

With SCN support, members can run screenings on a regular basis to 30-100 people who live locally. Some of our members have been successfully screening on a monthly basis for over a decade. If SCN attracted 5 new groups in St Edmundsbury they would have 25 new volunteers and between 150-500 attendees each month

Outcomes

Key outcomes include:

- Screenings help build a resilient, connected community, a village identity with local events for local people

- Screenings encourage individuals to leave the house and socialise with neighbours, improving wellbeing
- Screenings are a social activity, they tackle loneliness and isolation felt by older populations and retired communities, reducing mental health concerns
- Communities are encouraged to look out for each other; individuals are given an opportunity to share their worries and seek support
- Running regular events strengthens community bonds and develops relationships in rural areas where there are few transport links and little cultural provision
- Individuals/volunteers who run the screenings or or the village hall/community council have improved self-esteem. They feel empowered within the community; they are known for what they do - particularly important for retired individuals who seek activities that utilise their skills and experience

SCN collect data every quarter: number of screenings, audience numbers (adults/children/concessions), film titles, box office income, for each member group.

Finances

Income for last financial year – £14,295.00

Expenditure for last financial year - £17,792.25

Reserves

£6,564.21

Request breakdown

Equipment - BFI's recommendation of equipment packages for community cinemas – Advanced (middle) level.

Insurance contribution

Tech support @ £150 p.d.

Advertising/marketing costs

Previous Community Chest funding

2015-2016 – £5,500 - FHDC – Community Chest funding to provide rural screenings.

Officer comments

Supported by 2 Families and Communities Officers



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	Suffolk Cinema Network
Organisation Address	Suffolk Cinema Network C/o Forest Heath District Council College Heath Road Mildenhall Suffolk
Postcode	IP28 7EY

Organisation main email	admin@suffolkinemanetwork.org
Organisation main tel.	07779 589905
Organisation website	www.suffolkinemanetwork.org
Organisation Twitter	@SuffolkCinema
Organisation Facebook	

Contact person 1 (main contact)		Contact person 2	
Name	Laurie Jarmain	Name	Jill Streatfeild
Position in organisation	Coordinator	Position in organisation	Treasurer (voluntary)
Daytime tel.no	07779 589905	Daytime tel.no	01394 384557
Mobile	As above	Mobile	07778 746315
email	admin@suffolkcinemanetwork.org	email	jillstreatfeild@hotmail.co.uk
Address if different to organisation's		Address if different to organisation's	
220 Newfoundland Way Portishead Somerset		59 Victoria Road Woodbridge Suffolk	
Postcode	BS20 7PT	Postcode	IP12 1EL

2. About your organisation

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

Service is provided to the whole of Suffolk county but the majority of our members are based in the Mid-Suffolk/Babergh area

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

Registered charity	<input type="checkbox"/>	Charity number:
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	X	
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		Management board	4
Management team		Service users	
Full time paid staff/workers		Volunteers and helpers (non-management)	175
Part time paid staff/workers	1		

2.4. When did your organisation start?

2004

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.

Suffolk Cinema Network is a non-profit organisation to support communities across Suffolk to screen films in local venues, from village halls, barns and churches, to visitor/art centres and schools. The Network was developed as part of the arts portfolio of two district councils (Mid-Suffolk and Forest Heath) and the two project leads are still involved as advisors to the Network. Unfortunately the local authority arts budget no longer exists, so we have sought funding through community programmes, the National Lottery and the British Film Institute (BFI). We are a member of the BFI's Film Audience Network to support and promote cinema in the regions.

All of our member screenings are entirely volunteer-led, they are social events and open to anyone. Typically our events have a low ticket price (average £4) to make them accessible. All ticket revenue for the screenings (after film licence and venue hire costs) goes back into the local communities.

We have four sets of portable cinema equipment around the county that are available for members. We provide marketing, event and licensing support, offer subsidised screenings and opportunities to show specialist films such as archive film, shorts, British or foreign language films. We organise meet-ups and networking events for members to share ideas.

Our core demographic is retired communities in rural villages. These are often isolated locations, with little arts or cultural provision and limited transport links. The cinema screenings are, first and foremost, social events to encourage residents to meet at a local venue for an evening's entertainment. Feedback from our members is that the screenings help combat the isolation and loneliness felt particularly by the older members of our communities and those with limited mobility; they encourage community cohesion and promote village identity.

35 members
175 volunteers
30-100 people attend each screening

Maximum 300 words

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

£14295.00

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

£17792.25

2.8. Does your organisation have more than six months running costs?

Yes/No

(your branch if part of a larger organisation)

2.9. What are your organisation's current unrestricted reserves or savings? £6564.21
(your branch if part of a larger organisation)

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).

We would like funds to:

- 1) Upgrade one of our cinema kits, to be housed in the St Edmundsbury area
- 2) Advertise/market to new members in St Edmundsbury
- 3) Staff the above work

1) We would like to get one kit fully upgraded, for use by St Edmundsbury residents. We would do this in two stages hence applying for two years' funding. Parts of our portable cinema kits are over ten years old and desperately need upgrading. We want to ensure that new members find the kits easy to use and that the kits keep up with current technological advances. Currently some of our kit is bulky, heavy to transport and uses the old (non HDMI) cabling, which members find off-putting.

We are working with AED Sound who are audio-visual specialists, to simplify the kits and strategically upgrade the parts that need to be more in-line with current technology. AED have also suggested they could give us some parts of the kit on long-term loan.

2) To-date we have not marketed or campaigned in the St Edmundsbury area to raise our profile and we are now looking to encourage new members. We only have two members in the district at the moment (Stanton who have been members for a long time and have helped mentor our newer members, and Stansfield Village Hall/"Reel Time"). Although we have been funded by Forest Heath, Mid-Suffolk and Babergh to do a promotion in those areas, we have not had financial support from St Edmundsbury council nor sought funding to support our members and encourage new members to join.

3) We only have staffing one day a week to manage all aspects of the Network from membership queries to offers and opportunities, marketing, web and social media.

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.

Families and Communities Strategy:

- Screenings help build a resilient, connected community, a village identity with local events for local people
- Screenings encourage individuals to leave the house and socialise with neighbours, improving wellbeing
- Screenings are a social activity, they tackle loneliness and isolation felt by older populations and retired communities, reducing mental health concerns
- Communities are encouraged to look out for each other; individuals are given an opportunity to share their worries and seek support
- Running regular events strengthens community bonds and develops relationships in rural areas where there are few transport links and little cultural provision
- Individuals/volunteers who run the screenings or the village hall/community council have improved self-esteem. They feel empowered within the community; they are known for what they do - particularly important for retired individuals who seek activities that utilise their skills and experience

Families and Community Approach:

- Screenings help foster a sense of identity within rural villages and provide a safe space for people to gather
- Volunteers from contrasting backgrounds connect and work collaboratively to run screenings, playing to their strengths /skills e.g. marketing/organising events/handling the financials/programming films
- Screened events encourage social bonds
- Screenings are entirely volunteer-led events. Success or failure depends on the ability of volunteers to pull together and put on an event that develops a loyal following and generates a modest income for the village (or at least breaks even!)
- Some of our members have been running events for over a decade and have a loyal following of up to 100 people. Their screenings are known in the village and surrounding areas. They have been able to buy their own cinema kits and additional items such as blackout blinds, padded seating and surround sound, to create a truly memorable cinematic event. There is an enormous sense of pride among our volunteers

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.

Our aim is always to be sustainable so that with our support, new members can run screenings on a regular basis to 30-100 people who live locally. Some of our members have been successfully screening on a monthly basis for over a decade.

We collect data every quarter: number of screenings, audience numbers (adults/children/concessions), film titles, box office income, for each member group.

If we attracted 5 new groups in St Eds we would have 25 new volunteers and between 150-500 attendees each month.

We are also working with a partner to look at running outdoor screenings which we could offer to St Edmundsbury and we have been successfully supporting dementia-friendly film events in partnership with the Dementia Action Alliances across Suffolk. We would be very interested in working with partners in the local area to support some of these events.

Maximum 300 words

3.4. Are you working with any other organisations/groups on this project? **Yes**
/ No

If yes, please state the names of these organisations/groups and the nature of the relationship.

1) AED Sound for the audio-visual advice and equipment on loan / equipment sourced at a reduced price

2) Village Screen (our Norfolk equivalent) which is part of Creative Arts East. They have upgraded/high quality kits in Norfolk and twice as many members; we are working in partnership with them (and have been for a few years now). We are looking to merge the organisations at some point in the future, to offer community cinema support across the whole region. Kit upgrades and kit hosting (venues that look after our kit for use by members) is part of our ongoing conversation with them

3) We always look to partner on projects. If we were able to support dementia-friendly screenings in the area, we would bring partners on board such as the Dementia Action Alliances/Age UK/Alzheimer's Society

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.

The Network has been in existence for over a decade and still attracts interest and new members.

“Onscreen is a new village film club which started up in January 2016. We already have a core group of villagers who attend most of the monthly screenings and who enjoy both the films and the social gathering. We would not have been able to get the club up and running without the help and support of SCN. An important part of creating the club has been the ability to show the film on a large screen and the facility of being able to borrow the equipment to do this via SCN has been invaluable.”

Old Newton On Screen

"Without Suffolk Cinema Network we would not have a village cinema because we relied on their equipment in our early days. Now it keeps us informed about initiatives, funding, special seasons etc which have helped us to develop and improve our village cinema. It makes us feel that what we are doing is worthwhile and that we are part of a bigger movement. The Network enables us to share experiences with other community cinemas which is reassuring and invaluable."

East Bergholt Cinema

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?

All of our screenings are volunteer-led and we would be encouraging St Edmundsbury residents to set up their local screenings in a similar way, as volunteer-run social activities for local communities, with our help and support.

Our volunteers always tell us that the social aspect of the film event is more important than the film itself – the real value is in bringing people together, reducing loneliness and isolation and encouraging residents to get to know their neighbours. The film is the 'hook' to encourage residents to gather together every month and enjoy some cultural entertainment. Often members offer food or drinks or additional socialising opportunities tagged onto the film event.

We have sought help and advice from one of our advocates and members who runs the Stanton village cinema and who has offered help and advice to other new members just starting out. He is a great champion of community cinema and of encouraging more community cinemas in the area.

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?

As mentioned, we are developing a relationship with AED Sound (audio-visual specialists) to provide ongoing maintenance of our equipment (such as PAT tests) and to help upgrade parts of our kit in exchange for AED having a 'sponsor' relationship with the Network. AED are offering in-kind support in terms of time given to train our members on the kit and (some) equipment that they will give us on a long-term loan basis, to ensure we provide a good support service to our members.

We also work with arts venues, local authorities and libraries to host kits, so that the kit is always accessible and housed in a community space. This is in-kind support from those local venues.

We aim to make member groups self-supporting over two years and our more established groups will support new ones as they join.

Maximum 150 words

5. Funding request and budget

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

2018/2019	2019/2020
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- 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)

PLEASE NOTE THAT £12,600 OF THIS TOTAL IS VOLUNTEER TIME / IN-KIND SUPPORT

- 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
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Advertising/marketing – print costs and distribution – to promote the Network	£ 300
Total	£23,910

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 individually)	
Postcode Lottery Trust (some funds towards marketing and staffing, until Apr 2018)	£ 500
Suffolk County Council (no funding period limitation)	£ 500
British Film Institute (no funding period limitation)	£ 700
Reserves	£ 300
Volunteer contributions (including estimated hours given and roles)	
Treasurer@£220 per day x 1 day over the two years	£ 220
Coordinator x 4 days@£150 per day	£ 600
Tech support to set up kit, PAT testing, equipment maintenance and upgrades, training sessions for new members (over two years) c/o AED Sound. 2 days @£150 per day	£ 300
Venue hosts (£100 per day to deal with queries/kit collection and drop off x 6 days in total)	£ 600
	£12600
+ Each member group works with, on average, 5 people who give, on average, 3 hours per month (per screening). At £7 per hour, 5 groups would contribute the equivalent £525 a month x 24 months	
Equipment and resources (please itemize)	
	£ 500

Equipment donated by AED Sound, on long-term loan – tbc – estimate only	
Other	
Advertising/marketing - designer gives us reduction on print costs	£ 90
Total	£16,910

*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? **N/A**

Funder	Amount requested	Decision timescale
	£	
	£	
	£	

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
Forest Heath District Council	£1,500	Final contribution towards running the Network
Forest Heath District Council	£5,000	Community Chest funding to run some film events in Forest Heath for non-members and a promotion of the Network across the District
Total:	£6,500	