

# Community Chest Application Summary 2019/2020

Forest Heath & St Edmundsbury councils

**West Suffolk**  
working together

Local Authority	SEBC
Organisation	BSE Concert Band
Amount Requested	<b>£3290</b> (2019-2020)
Total Project Cost	£6760 (remaining project costs £4190)
Match Funding	£550 – Suffolk Youth Music In kind – Director of music (volunteer) 147hrs Other volunteers 397.5hrs
Partnerships	N/A

**Overview** In 2017 The Bury St Edmunds Concert Youth Band was created so that local young people could become involved. 25 young people came along to the first rehearsal of The Bury St Edmunds Concert Youth Band in January 2017. Some of the new members had been playing a few years, some just a few months. The only requirements for joining are that members are aged 8-18 and have been playing for just six months. Alongside the Director of Music, 5 members of the main Band attend Youth Band rehearsals on Wednesdays to assist with reading music and giving general help and encouragement. This application is to support the progression of the Youth Band. There is currently no other local provision for inexperienced players to join an established community group that include more advance players. This provides a fantastic learning opportunity. The annual subscription for members is £30 a year which is less than 20% of the cost of any other local ensemble groups for young people. It is planned that during 2019/2020, the youth band will perform 3 full public concerts, will become self-funding and will raise additional funds for other local charities.

### **Outputs**

Every week 33 youth band members will participate in rehearsals. 3 public performances will take place over the year with up to 200 members of the public attending.

### **Outcomes**

Members are a valued member of a community.  
Young people develop their musical skills with the support of more experienced players.  
Young people will learn discipline, consideration and appreciation of others by playing as part of a larger group and playing in public.

### **Finances**

Income for last financial year - £12,428  
Expenditure for last financial year - £7,987

### **Reserves**

£3,604

**Request breakdown**

Hall Hire 45 weeks @ £20 - £900

Music - £750

Music Stands - £240

Music stand covers - £800

Youth band shirt - £720

Youth band folders - £780

**Previous Community Chest funding**

**Officer comments**

Supported by 1 families and communities officer

## 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:  
[families.communities@westsuffolk.gov.uk](mailto:families.communities@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 Forest Heath 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.

### Privacy Notice

West Suffolk councils is a Data Controller and can be contacted at: West Suffolk House, Western Way, Bury St Edmunds, Suffolk, IP33 3YU. Tel: 01284 763233. The Data Protection Officer is Leah Mickleborough and can be contacted at the same address.

We are collecting your personal information in relation to an application for a grant supplied by West Suffolk councils. The councils administer these grants as a legitimate interest in strengthening, empowering and building resilient communities.

Your data will not be shared with third parties unless to contact other parties (specifically specialist advisors/experts and community referees) who will help the processing of this application or used for Council publicity purposes (i.e. media outlets) in relation to a successful grant, or where we are required or permitted to share data under other legislation (for example the detection and prevention of fraud).

Your data will be kept for six (6) years in line with our retention policy.

You have the right to access your data and to rectify mistakes, erase, restrict, object or move your data in certain circumstances. Automated decision making and processing is not used during this application. Please contact the Data Protection

Officer for further information or go to our website where your rights are explained in more detail. If you would like to receive an explanation of your rights in paper format please contact the Data Protection Officer.

Any complaints regarding your data should be addresses to the Data Protection Officer in the first instance. If the matter is not resolved you can contact the Information Commissioner’s Office at: Wycliff House, Water Lane, Wilmslow, Cheshire, SK9 5AF  
Tel: 0303 123 1113.

For further information on our Data Protection Policies please go to our website: [How we use your information](#) or email: [data.protection@westsuffolk.gov.uk](mailto:data.protection@westsuffolk.gov.uk)

## 1. Contact Details

Organisation/lead partner name	Bury St Edmunds Concert Band
Organisation address	C/o Leonard Lawson, Treasurer 9 Richard Walker Close Bury St Edmunds
Postcode	IP32 7GX

Organisation main email	burystedmundsconcertband@gmail.com
Organisation main tel.	01284 702373
Organisation website	www.burystedmundsconcertband.co.uk
Organisation Twitter	@bseconcertband
Organisation Facebook	Bury St Edmunds Concert Band @BSEconcertband

<b>Contact Person 1 (main contact)</b>		<b>Contact person 2</b>	
Name	Clare Burman	Name	Rob Head
Position in organisation	Chairman	Position in organisation	Director of Music
Daytime tel.no	07887 614664	Daytime tel.no	07545 449020
Mobile	07887 614664	Mobile	07545 449020
email	caburman@icloud.com	email	rwhead9@gmail.com
Address if different to organisation’s		Address if different to organisation’s	
97 Queens Road Bury St Edmunds		Martins Poy Street Green Rattlesden Bury St Edmunds	
Postcode	IP33 3EP	Postcode	IP30 0SR

## 2. About your organisation

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

St Edmundsbury

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

Registered charity	YES	<input type="checkbox"/>	Charity number:
Applying for charitable status		<input checked="" type="checkbox"/>	1160092
Company limited by guarantee		<input checked="" type="checkbox"/>	Company number:
Community Interest Company		<input checked="" type="checkbox"/>	
Part of a larger regional or national charity (Please state which one)	NO	<input type="checkbox"/>	
Constituted Community Group		<input checked="" type="checkbox"/>	
Social Enterprise		<input checked="" type="checkbox"/>	What type?:
Other (Please specify)		<input checked="" type="checkbox"/>	

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

Trustees	3	Management Board	
Management team		Service users	
Full Time paid staff / workers		Volunteers and helpers (non-management) <i>in addition to trustees</i>	7
Part Time paid staff / workers			

When did your organisation start?

Year

1991

2.4. 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.

The Bury St Edmunds Concert Band was started in 1991 to:

1. Advance, improve, develop and maintain public education in and appreciation of the art and science of music in all its aspects by means of public concerts and other activities.
2. To further charitable causes by making grants and donations.

The Band currently has 52 members who perform around 10-12 public concerts each year some of which are to raise funds for other local charities and regular concerts include free-to-all concerts held at local venues such as the Abbey Gardens.

The people who benefit from the Band are:

1. The local community and general public attending concerts.
2. Other local charities that benefit from our fundraising [including recently over

£25,000 for the Theatre Royal, £15,000 for the local National Trust, 3 local primary schools over £1,000 each and £7,500 for E.A.C.H.]

3. The Band members who have a forum in which to develop their playing skills and become valued and integral members of a larger group working together as a team to give public performances to and as part of the local community.

In 2017 The Bury St Edmunds Concert Youth Band was created so that local young people could become involved.

25 young people came along to the first rehearsal of The Bury St Edmunds Concert Youth Band in January 2017. Some of the new members had been playing a few years, some just a few months.

The only requirements for joining are that members are aged 8-18 and have been playing for just six months.

Alongside the Director of Music, 5 members of the main Band attend Youth Band rehearsals on Wednesdays to assist with reading music and giving general help and encouragement.

This application is to support the progression of the Youth Band.

Maximum 300 words

- 2.5. What was your organisation's total income for last financial year?   
(your branch if part of a larger organisation)
- 2.6. What was your organisation's total expenditure for last financial year?   
(your branch if part of a larger organisation)
- 2.7. Does your organisation have more than six months running costs? Yes/No  
(your branch if part of a larger organisation)
- 2.8. What are your organisation's current unrestricted reserves or savings?   
(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).

To date the Youth Band has been funded by the main Concert Band, annual subscriptions from Youth Band members and a small grant. The Youth Band has already performed as part of the main Band concerts and has also performed mini concerts to the local community.

There are currently 33 Youth Band and it is expected it will increase further over forthcoming months.

We require funding to enable the Youth Band to increase its musical repertoire with a view to having full concerts of their own also with the aim of them becoming self

funding.

The equipment we are looking to fund to achieve this is:

Additional music scores - 15@£50 each = £750

Music folders - 40 @£19.50 each = £780

Music stand banners - 40 @ £20 each = £800

Additional music stands - 15 @£16 each = £240

Band shirts - 40 @ £18 each = £720

**Total £3,290**

It is planned that during 2019/2020, the Youth Band will perform 3 full public concerts, will become self funding and will raise additional funds for other local charities.

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.

Youth Band members develop individually as part of an overall group with a shared vision and goal, becoming actively involved in public concerts and activities, giving a greater understanding of their own role in the community.

**Element 1** – Members are a valued part of a stable and thriving community group that meets and performs locally often as part of larger community events.

**Element 2** – Members undertake much personal development by improving their musicianship both at home when practising and as a band at weekly rehearsals. They also learn discipline and consideration and appreciation of others by playing as part of a larger group and playing in public. The music repertoire is diverse and being part of a band itself demonstrates diversity as everyone has a very different but equally important parts to play.

**Element 3** – New players are sat next to more experienced players or main Band members who will help and support them however they require, whether it's with reading the notes, the rhythms, technical playing assistance or with encouraging their own self confidence in their ability.

**Element 4** – Members will find out first hand what happens if they don't put in the commitment (ie practice) that is required as they will struggle to play their required part in the performance. Through the common group goal of performance, individuals will realise the action they individually must take to contribute effectively.

**Element 5** – The very nature of a Band is such that individuals work together for a team goal. Pieces will be practised individually and rehearsed together over many weeks. Band members will clearly see how the overall piece and performance improves with perseverance and commitment over time.

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.

On a weekly basis at least 33 Youth Band members will participate in rehearsals. During a year, 3 public performances may be enjoyed by up to 200 members of the public.

In addition, the Youth Band will contribute and assist the main Band in raising funds for other local charitable organisations which in turn will benefit potentially hundreds or even thousands more people in the local community every year.

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.

N/A

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.

There is no other local provision for inexperienced players to join an established community group that also includes more advanced players and adult players (from the main Band) to sit alongside them to help and encourage them with their playing.

The annual subscription for a member is just £30 per year which is less than 20% of the cost of any other local ensemble groups for young people and any other groups do not tend to mix young people of varying abilities or give public performances within the community.

The opportunity for young musicians to thrive and develop their playing and team skills is greatly increased in this mixed ability environment.

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 Youth Band was created to give local young people the opportunity to develop their musicianship and be part of an active community group.

Since it started, the Youth Band has already performed alongside the main Band at a free afternoon concert at the Abbey Gardens and at a Christmas Concert at the New Green Centre at Thurston and has performed their own mini concerts at Risby Park Care Home and at Moreton Hall Community Centre and there is another concert planned at Stowlangtoft Care Home this Christmas.

With investment in new music and equipment, the Youth Band will become prepared and equipped to perform their own full concerts in the community, for even more people to enjoy.

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

01/04/2019

End date

31/03/2020

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

The ongoing running costs are minimal and will be covered by Youth Band member annual subscriptions, any ad hoc donations received and the Main Bury St Edmunds Concert Band if required.

Maximum 150 words

## 5. Funding request and budget

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

<b>2019/2020</b>	<del>2020/2021</del>
------------------	----------------------

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)

£6,760
--------

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.

<b>Item</b>	<b>Amount</b>
<b>Staff and volunteers</b> (including roles, hourly rates, NI/tax contributions and expenses where applicable)	
<b>Overheads</b> (including items such as venue/office costs, utilities, back office services, insurance)	
<i>Expenditure to date:</i>	
Hall hire	£1,155
<i>Planned expenditure over the next year:</i>	
Hall hire 45 weeks @ £20	£900
<b>Equipment and resources</b>	
<i>Expenditure to date:</i>	
Music	£915
Music stands and bags	£400
Music pads and labels	£68
Folders and posters	£32
<i>Planned expenditure:</i>	
Music	£750
Music stands	£240

Music stand covers	£800
Youth Band shirts	£720
Youth Band folders	£780
<b>Other</b>	
<b>Total</b>	<b>£6,760</b>

5.4. Please provide a full breakdown of all other funding you have secured for this project.

<b>Item</b>	<b>Amount</b>
<b>Funding already secured</b> (please detail funders, amounts and funding periods individually)	
21/11/16 Suffolk Youth Music – for start up costs included in expenditure to date above	£550
<b>Total</b>	<b>£550</b>

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
NONE	£ £ £	

5.6. Please provide a full breakdown of all in-kind support\* you have secured for this project.

<b>Item</b>	<b>Amount</b>
<b>Volunteer contributions</b> (including estimated hours given and roles)	
<u>Annual support:</u>	

Director of music - 3 hours x 45 weeks plus concerts 12 hours Total 147 hours @ £15 per hour = £2,205	£6,180
5 volunteers - 1.5 hours x 45 weeks plus concerts 12 hours Total 397.5 hours @ £10 per hour = £3,975	
<b>Equipment and resources</b> (please itemise)	
<b>Other</b>	
<b>Total</b>	<b>£6,180</b>

\*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.

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

**2019/20**        **2020/21**   

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?

<b>Funding Source</b>	<b>Amount (£)</b>	<b>Reason for funding</b>
<b>NONE</b>		
<b>Total:</b>		

Thank you for completing Part A of the form. Please continue to part B.