

6. St Marys Ash Vale Parochial Church Council request for funding.

From: Alex Sanderson

Sent: 09 April 2020 16:10



Subject: Application for a grant under section 137 / Agenda item for 14th April 2020 please

Dear Nigel, Dennis & Team,

I hope you and yours are all keeping well in these difficult times.

I am writing to apply for a grant please, under section 137 of the Local Government Act 1972. St Mary's is partnering with the local volunteer effort "The Ash, Ash Vale and Ash Green Coronavirus Support Group" and I believe Nathan Khan has already been in touch with you in this regard. I have the blessing of Rev Neil Lambert (PCC Chair) and Mr Patrick Brown (Treasurer) to apply for this funding on behalf of the St Marys PCC, so that you have the reassurance of a registered local charity handling the funds. The funds if granted will be ringfenced by Patrick, for this local support project, so that we can accurately track and report on how they are spent.

1. For what purpose exactly are you requesting funding? Does this include any payments or expenses to be made to volunteers or other members of the Group?
 - . We are a local group that has been formed in response to the Coronavirus pandemic, to help our neighbours over the age of 70 or who are self-isolating due to underlying conditions or being quarantined, but which do not fall into the ultra vulnerable category being looked after by the Shawfield hub run by Guildford Borough Council. Our goal is very simple, we want to help stop the spread of the virus by enabling people to stay at home if they have any symptoms. Our group now has nearly 1400 members, of which around 350 are signed up volunteers, all from our local area. We will be circulating a detailed document to members in advance of the meeting to demonstrate how many Ash Parish residents we have helped so far and how many we predict to help in the coming weeks.
 - . As the crisis deepens and the economic impacts are felt, we will need funding to be able to continue to help. We are budgeting for:
 1. Prescription fees for urgently needed medication (for example those needing medicine who are unable to access their money at this time, or those awaiting benefits decisions, awaiting the government support becoming available, and currently unable to pay)
 2. Basic food parcels for local people in short term need (for example those awaiting benefits decisions or waiting to qualify for the new government help but in immediate need. Please note that those in longer term need will be referred to the Shawfield centre team as per the scope of their provision, we do not wish to duplicate)
 3. Some of our team's funds will be used to bridge timing gaps, so we can reimburse volunteers quickly while we wait for people to reimburse us for shopping and prescriptions (essentially this is a revolving 'buffer' operating fund, simply bridging a timing gap).

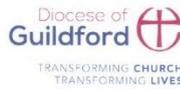
- . No grant money will be given to volunteers, or the admins managing the group, as we are all working for free. No expenses will be refunded. Volunteers are providing their own petrol, use of their laptops, phone bills etc. Gloves and carrier bags have been purchased and will be provided to our volunteers, to ensure strict rules to limit the spread of the virus are adhered to.
 - . No grant money will be paid to St Mary's or the Chapel Project for use of their staff/resources/premises. If use of The Chapel should be needed as a food distribution centre this facility will be provided free of charge. We have already raised and signed a licence agreement and provided keys to Carla for this purpose, reviewed monthly
2. **How much are you asking APC to provide?**
 - . We are applying for £5000 please, and we will circulate to members prior to the meeting our estimates showing why we are applying for this amount.
 3. **You mention that St Marys are allowing The Ash, Ash Vale & Ash Green Coronavirus Support Group (Group) are allowing the group to use their bank account, but how are the Group's funds identified and managed?**
 - . The church has several bank accounts, and we are using the St Marys PCC account for this group. All incoming donations and payments are logged as such and the funds ringfenced for this community work. Should a grant be provided under section 137 these funds will be ringfenced as a "137 grant und" and the related expenditure logged, so as to track and enable reporting against this grant in particular
 - . No volunteer is reimbursed for their shopping / prescription fees until they have provided the original receipt along with details of the person they have helped.
 - . Volunteers are instructed not to shop / pick up medication for a vulnerable person who cannot pay without first referring to the admin team, who will then assess and make the decision whether to provide a food parcel for short term help, or refer to the Foodbank, CAB, Shawfield team or other agencies where the need is likely to be longer term.
 4. **What accounting policies have been adopted? For example, what records, invoices etc are being maintained to show how the funds are being spent and for whom. How is it known what funds are available to the Group has at any one time?**
 - . St Mary's PCC accounting policies are published in our annual reports which are publicly available on the charities commission website. Charity number 1152717
 - . Each transaction funded by grant funds and / or donations for this project has a corresponding receipt.
 - . St Marys PCC has online banking to track the available funds in the account. Our Treasurer Patrick Brown manages the ringfenced reporting and is able to report at the granular level of detail.
 5. **What are the names and addresses to the Principal officers of the Group?**
 - . St Mary's PCC members are published in our annual reports which are publicly available on the charities commission website. Charity number 1152717

- . The Ash, Ash Vale and Ash Green Coronavirus Support Group (AAVAGCSG) administrators are Carla Morson, Jayne Westwood, Sam Richards and Nathan Khan and the St Mary's PCC team members working together with them are Rev Neil Lambert (Vicar & PCC Chair), Mr Patrick Brown (Treasurer of St Mary's) and Mrs Alex Sanderson (Project manager employed part time by St Mary's and supporting this Group as a volunteer out of hours). Your former colleague Pat Scott has also joined with us, to be the conduit between our team efforts and the Ash Parish Council. She has connected us in to the local community wardens and we are keeping communications open to ensure as far as possible that we don't overlap in our efforts.
 - . Cheque signatories on the church bank account where these grant funds will be held are all members of St Marys with a mandate from the PCC. Patrick Brown holds the cheque book and will raise all cheques.
6. **We would like to see a copy of the Group's constitution, safeguarding policy and any other operational guidelines.**
- . St Marys' PCC is governed by standard PCC legislation
 - . Safeguarding policy is attached
 - . The AAVAGCSG has also issued guidance to volunteers as regards safe practises and how to ask residents to pay for their shopping. These will be forwarded prior to the meeting.
7. **What is to become of any funds remaining once the lock down is lifted and the pandemic over?**
- . We consider it very unlikely that we raise more funds than are needed to address the immediate COVID19 crisis needs of local people. We will continue to search for alternative funding. However in the very unlikely event we have left over funds, we intend to continue helping local people with the longer term impacts of the virus, e.g. the nearest foodbank. The effects of this pandemic will last for years. We will of course continue to work in partnership AAVAGCSG & St Mary's.
8. **Should you wish to make any other representations to APC in connection with this request, this will need to be in electronic written format, which will be circulated to all members.**
- . We would be delighted to share feedback verbatim from local residents who are currently able to stay shielded / isolated thanks to the work of our 300+ Volunteers who are helping by going to the shops and the chemists on their behalf. This will be submitted prior to members prior to the meeting.
 - . We are acutely aware of pockets of deprivation in the local area, including Ash Wharf for example which is highlighted in the surrey-I data. We anticipate some families particularly in the traveller community may not have bank accounts and may run out of cash, hence the need for practical aid while lockdown continues.

Patrick Brown would be more than happy to speak with you if you have any further questions regarding the financial reporting and tracking, or you can email me with any other questions you may have to enable this application to be considered on 14th April. Nathan Khan (cc'd) will be in touch regarding the additional information mentioned above.

With our warmest wishes and thanks,
Alex

Alexandra Sanderson
Project Manager



Parish Safeguarding Policy Statement

At the PCC meeting held on 1st May 2019, the PCC of
St. Mary's Church, Ash Vale

adopted the Church Of England "Promoting a Safer Church" Policy Statement, national policies and Practice Guidance approved by the House of Bishops. This policy statement actively underpins all safeguarding work within the church.

The PCC is committed to the safeguarding, care and nurture of everyone within our community, and will ensure that we will

1. Adopt and implement the House of Bishops' safeguarding policy and practice guidance.
2. Promote and publicise the 'Promoting a Safer Church' policy statement, and ensure all church officers have access to it.
3. Have a plan in place that sets out, in line with national and local priorities, how the policy will be put into action.
4. Ensure that any person who works with vulnerable groups is aware of and abides by national and local safeguarding guidance.
5. Review the policy regularly to ensure best practice

Promoting a Safer Church" sets out the Church of England's commitment to making the church a safer place for all.

The Policies and Practice Guidance apply to all Church bodies and officers. All authorised clergy, bishops, archdeacons licensed readers and lay workers, church wardens and PCCs are required by section 5 Clergy Disciplinary Measure to have to have "due regard" to safeguarding guidance issued by the House of Bishops.

The Policy Statement, Policies, Guidance and Protocols are available to view on the diocesan website at www.cofeguildford.org.uk/safeguardingpolicy

Our Parish Safeguarding Officer/s is/are

1. Denise Weaver DENISE WEAVER
E-mail deniserodgers78@hotmail.com Phone Number 07944 180113
2. Pete Wickwar
E-mail pjwickwar@aol.com Phone Number 07792 499 768

Our Designated Safeguarding Lead if PSO not on PCC Denise Weaver

E-mail deniserodgers78@hotmail.com Phone Number 07944 180113

Signed NCD Lead PCC Secretary/Incumbent. Date 1 May 2019

Diocesan Safeguarding Adviser

Ian Berry E-mail ian.berry@cofeguildford.org.uk Phone 07544 566850.