

Request for Grant funding

VJ80 Commemoration

Each year Wickhambrook Parish Council sets aside some funds from its budget to give financial support to local organisations. The power under which a Parish Council may normally do this is s.137 of the Local Government Act 1972.

An application has been received from the Wickhambrook Local History Society (attached as **Appendix A**) asking for assistance towards a Commemorative VJ80 event on Sunday 17th August. The grant application comprises:

- A Place Setting (hire of crockery and table cloths - £192.60; and
- Refreshment supplied by Wickhambrook WI (tea, coffee, cakes and savoury bites) - £300

A copy of their accounts has been requested in accordance with the grant awarding policy.

A parish council is generally able to make payments for services and supplies under the powers conferred upon it by relevant legislation. Where no such power exists, (e.g. Charitable donations) then a parish council may incur expenditure either under

- the General Power of Competence in s.1 of the Localism Act 2011 (which does not apply to Wickhambrook Parish Council, it not being eligible), or
- s.137 of the Local Government Act 1972 (LGA1972), for any purpose, except one which is subject to a statutory prohibition, restriction or limitation¹.

The parish council's relevant powers are:

1. **Local Government Act 1972, s.145(2)** - to provide or contribute to entertainment, dancing, theatre, concerts, bands, orchestras, arts and crafts etc.

Funds in the budget line for grant/local support are:

Current FY

Grants/Local Support & Village Organisations - £509.76 against a budget of £750

Civic Event - £250

Earmarked Reserves - £1000

Action:

Councillors are asked to consider whether to award:

- i. **£492.60, being the cost of place settings and refreshments to the Local History Society for a commemoration of VJ80; and**
- ii. **transfer £250 from the revenue line Civic Event, to the revenue line Grants/Local Support and Village organisation towards this cost.**

WICKHAMBROOK PARISH COUNCIL
c/o The Clerk, Mrs H Workman
3 Farriers Close, Great Barton
Bury St Edmunds IP31 2FP

Tel: 07508 039810

e-mail: parishclerk@wickhambrook.org.uk

website <https://wickhambrook.org>

APPLICATION FOR A GRANT

Before completing this form, please read carefully the attached document entitled Wickhambrook Grant Awarding Policy. Copies of the form together with the **latest copy of examined accounts** must be submitted along with any supporting documentation requested.

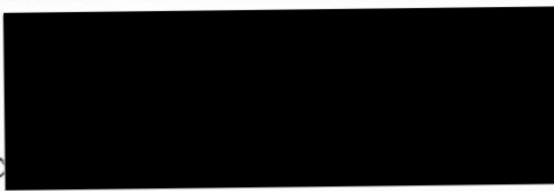
General information for applicants

It is Wickhambrook Parish Council's intention (subject to budget restrictions and available resources) to support initiatives from local community groups and organisations. Priority will be given to applicants who have not previously received grants from Wickhambrook Parish Council. The size of any grant awarded is at the discretion of the Parish Council but will generally not exceed £500 in any one application.

If you have any queries on the completion of this form please contact the Parish Clerk, Wickhambrook Parish Council, 3 Farriers Close, Great Barton, Bury St Edmunds IP31 2FP

Email: parishclerk@wickhambrook.org.uk

Details of Your Organisation:

Name of Organisation	WICKHAMBROOK HISTORY SOCIETY
Address: CHAIRPERSON DOROTHY ANDERSON SECRETARY GILLIAN COOPER TREASURER PAM MILLER.	
Contact Telephone No.:	
Email:	
Registered Charity No.:	
If you are part of a larger organisation, its name	
Principal aims and objectives: To educate and inform on all aspects of local history and to keep the past of the village alive	

Details of Grant Requested:

Explain your need for a grant with the likely number of beneficiaries and their age

Profiles: COMMEMORATE VJ DAY EVENT SUNDAY 17TH AUGUST.
(80th ANNIVERSARY OF END OF WW2) FOR RESIDENTS OF
WICKHAMBROOK AND SURROUNDING AREA.

ALL AGES OF PUBLIC TO BE INCLUDED 0-100+

EVENT TO BE HELD IN WICKHAMBROOK MEMORIAL HALL, NUMBER
THEREFORE LIMITED TO HALL CAPACITY. 300 (DANCING STANDING)

200 SEATED. AS IT WILL BE A FREE WALK IN EVENT WITH PUBLIC
ARRIVING AND LEAVING AT DIFFERENT TIMES WE HOPE FOR MAXIMUM OF 250
AT ANY ONE TIME.

Grant requested: £

Please provide a breakdown of costs which make up the grant requested:

A PLACE SETTING (HIRE OF CROCKERY AND TABLE CLOTHS.
QUOTATION ATTACHED.

£192-60

REFRESHMENT SUPPLIED BY WICKHAMBROOK WI (TEA/COFFEE SOFT DRINKS
AND CAKES / SAVOURY BITES. MAXIMUM 300 PEOPLE @ £1-00 per head

£300-00

Details of Other Grants – please include grants received from Wickhambrook PC:

Received in the last two years:

£492-60

Donation to the History Recorder for a display cabinet

Currently applied for:

Please use this space for any significant information about your organisation not already supplied:

WICKHAMBROOK HISTORY SOCIETY TO BE ASSISTED IN THE
ORGANISATION OF THIS EVENT BY ALAN & KATHRYN CORDY
(ROYAL BRITISH LEGION POPPY APPEAL ORGANISERS FOR THE WICKHAMBROOK AREA)

I certify that the foregoing information is accurate to the best of my knowledge

Signature of applicant:

[Redacted Signature]

Office Held: Chairman

Date: 10-4-25

VJ Event 17th August 2025

Notes to support grant application to Wickhambrook parish council for funding towards VJ event.

About the event.

To be held in Wickhambrook memorial hall as a free event for residents of Wickhambrook and surrounding area, the hall being built as a memorial for those who gave the ultimate sacrifice as a result of war.

A free afternoon tea event with memorabilia displays, talk by Nicky Reynolds about the women's land army, very appropriate as the largest number of land army girls were employed by Justin Brooke Ltd, and Sarah May with music and songs of the era.

Organisation holding event. Wickhambrook history society assisted by Alan and Kathryn Cordy (RBL Poppy appeal organisers for the Wickhambrook area.

Funding already received.

£540.00 from Wickhambrook carnival committee to cover the cost of the singer and hall hire.

Further funding is required for crockery/tablecloth hire Quotation attached to application.

Refreshments supplied by Wickhambrook WI, a rough estimate of £ 1.00 per head.

We would also like to hold a raffle to raise funds for the Alzheimer's society at this event as it has touched so many peoples lives and continues to do so.

Yours sincerely

Kathryn Cordy. 10/04/2025



A Place Setting

Cathy Cordy

Newmarket Crockery Hire Ltd.
Boyden End House Boyden End
Wickhambrook
CB8 8XX

Quotation: Hire for VJ Day celebrations 17th August

Order Date 03/04/2025

Our Reference 12943

Your Reference

Rental Period 15/08/2025 09:00 to 18/08/2025 17:00

Delivery Address

Item	Type	Quantity	Price	Surcharge	Total
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Crockery

PLATE SIDE (Steeelite)	Rental	200	0.18	0.00	36.00
MUGS	Rental	200	0.20	0.00	40.00
Total for Crockery:					£76.00

Silverware

Tea Spoon (Beaded)	Rental	25	0.18	0.00	4.50
Total for Silverware:					£4.50

Linen

TABLE CLOTH 70" X 108" WHITE	Rental	12	5.00	0.00	60.00
Total for Linen:					£60.00

Cleaning Charges

Washing Up Tableware	Sale	1	20.00		20.00
Total for Cleaning Charges:					£20.00



A Place Setting

Cathy Cordy

Newmarket Crockery Hire Ltd.
Boyden End House Boyden End
Wickhambrook
CB8 8XX

Quotation: Hire for VJ Day celebrations 17th August

Rental charges	£140.50	Charge total	£160.50
Sale charges	£20.00	Tax total	£32.10
Service charges	£0.00	Charge and tax total	£192.60

UNKNOWN ATTRIBUTE FIELD closing_text