

# Burnham Parish Council

Grants for the benefit of the people of the Burnham Market Parish  
**Please read the Grant Awards Policy prior to completing this form**

Please send this application form to:  
Burnham Market Parish Council, 2 Abbeyfields, Abbey Road, Great Massingham,  
Norfolk. PE32 2JE

For further information, please call the Parish Clerk on 07437 529179  
email: [parishclerk@burnhammarketparishcouncil.gov.uk](mailto:parishclerk@burnhammarketparishcouncil.gov.uk)

## Section 1: Organisation

Organisation:

Primary contact name:

Position (within applicant organisation):

Contact address:

Post code:

Telephone numbers: Day:

Night:

Email address:

Date of submission:

## Section 2: Details of organisation

Brief description of your organisation's aims:

How long has it been in existence?

Is it run by a committee?

If yes, how many committee members?

Can anyone join?

If not, what are the restrictions?

How often do you meet?

Where are meetings held?

How many members do you have?

What percentage of members live in Walpole Parish?

## Section 3: Organisation's purpose

Please give a summary of the activities your organisation has achieved during the last year. If you are a new organisation please give an idea of the activities you wish to undertake:

Describe how the local community, in particular residents of Burnham Market Parish, benefit from your organisation:

## Section 4: Grant request

Amount requested from the Parish Council:

Please give details of what you wish to use the proposed grant award for:

Have you received or applied for funding from any other source for this project/purpose? Give details:

## Section 5: Financial details

Do you receive funding from other sources and if so from where?

If you have previously received a grant from Burnham Market Parish Council in the past 3 years please give details:

## Section 6: Supporting information

Please tick the following:

I have read and agree to your terms and policies  
I have enclosed the following supporting material:

- A constitution or set of rules by which my organisation runs
- The latest set of annual accounts
- Copy of a bank statement not less than 3 months' old\*
- Any other supporting information

If you are a new organisation, please include evidence of a planned budget.

\*the bank details provided on the bank statement will be used to pay by electronic transfer

## Section 7: Policy & declaration

I declare that to the best of my knowledge and belief, the information given on this application form and in any supporting material is correct. I understand that you may ask for additional information at any stage of the application process.

Signature:

Name of signatory:

Position in organisation:

Date:

***Whoever signs this declaration and takes overall responsibility for this funding on behalf of the group must be 18 years age or over. Please note that completion of this form does not necessarily mean that a grant application will be successful in part or whole.***