

RECORD OF EXECUTIVE DECISION TAKEN BY AN EXECUTIVE MEMBER

This form **MUST** be used to record any decision taken by the Elected Mayor or an individual Executive Member (Portfolio Holder).

The form must be completed and passed to the Chief Officer responsible for Legal and Democratic Services no later than NOON on the second working day after the day on which the decision is taken. No action may be taken to implement the decision(s) recorded on this form until 7 working days have passed and the Chief Officer responsible for Legal and Democratic Services has confirmed the decision has not been called in.

1. Description of decision

To award the following grants from the Community Chest fund:

Recipient	Reason for Award	Amount Awarded
All Saints Parish Church	To enable roof and floor repairs to be done to ensure the environment is safe for all users, including church tours.	£1,000
PBIC Ltd	To enable and encourage Polish migrants & the Bedford community to celebrate Polish Heritage.	£500
Progressability.org (Angling 4 Success)	To purchase protective and warm clothing for a project that supports young people aged between 8 and 18 almost all are from low-income families and live in disadvantaged neighbourhoods.	£500
SMART Criminal Justice Services (SMARTCJS)	To provide care packs with essential items to rough sleepers at Prebend Street Day Service, supporting individuals experiencing homelessness and severe hardship	£500

In each case, funding is awarded subject to the project or event being delivered as indicated in the application.

2. Date of decision

13 August 2025

3. Reasons for decision

The awards are in accordance with the established criteria for making awards and will assist the organisations in providing services to local residents.

4. Alternatives considered and rejected

In reaching each decision regarding an award, consideration was given to:

- (a) Awarding the amount requested
- (b) Awarding a different amount
- (c) Declining to make an award

5. How decision is to be funded

The decision will be funded from the approved budget for the award of Community Chest Grants of £10,000 for 2025/2026.

6. Conflicts of interest

Name of all Executive members who were consulted AND declared a conflict of interest.	Nature of interest	Did Standards Committee give a dispensation for that conflict of interest? (If yes, give details and date of dispensation)	Did the Chief Executive give a dispensation for that conflict of interest? (If yes, give details and the date of the dispensation).

The Mayor has been consulted on this decision

Not Applicable

Signed 

Date: **13 August 2025**

Name of Decision Taker: **Mayor Tom Wootton**

This is a public document. A copy of it must be given to the Chief Officer responsible for Legal and Democratic Services as soon as it is completed.

Date decision published:14August2025.....

Date decision can be implemented if not called in:22August2025.....

(Decision to be made exempt from call in.....NO.....)

Bedford Borough Council – Report to the Mayor

13 August 2025

Report by the Mayor's Personal Assistant

Subject: COMMUNITY CHEST 2025/2026

1. EXECUTIVE SUMMARY

- 1.1 This report advises the Mayor of four applications for funding from the Community Chest and requests a decision regarding the funding, if any, to be awarded.

2. RECOMMENDATION

- 2.1 **The Mayor is requested to consider four applications for financial assistance which are detailed in Appendices B to E and, if satisfied, to determine the sum, if any, to be awarded to each up to the maximum of £1,000 in accordance with the agreed Community Chest criteria shown at Appendix A.**

3. REASON FOR RECOMMENDATION

- 3.1 To enable consideration to be given to supporting applications for financial assistance from voluntary, community or charitable organisations working locally which provide services that benefit Bedford Borough residents.

4. THE CURRENT POSITION

- 4.1 The Council has previously agreed criteria for the award of small grants of up to £1,000 to voluntary, charitable organisation or community group providing services and activities for Bedford Borough residents under its Community Chest Scheme. The criteria are shown at **Appendix A**.
- 4.2 There is an approved budget for the 2025/2026 financial year of £10,000 for the purpose of making awards. There are funds of £2,500 allocated for awards in quarter 1 of this financial year.

5. DETAILS

- 5.1 The Mayor is requested to consider the applications shown at **Appendices B to E** having regard to the approved criteria, which are shown at **Appendix A**. The applications are summarised below:

Appendix	Applicant	Reason for Application	Amount Requested
B	All Saints Parish Church	To enable roof and floor repairs to be done to ensure the environment is safe for all users, including church tours.	£1,000
C	PBIC Ltd	The purpose of the event is to enable and encourage Polish migrants & the Bedford community to celebrate Polish Heritage. The event will be a place for us to share and raise awareness about Polish culture, traditions and history. We would like this event to create a sense of community, celebration and solidarity through family friendly, Polish-themed arts and crafts activities, musical and expressive arts performances. We expect there to be at least 1000 individuals accessing this event as per previous years.	£1,000
D	Progressability.org (Angling 4 Success)	The purchase of protective and warm clothing for an exciting project that supports and helps transform and improve the lives of young people, who are struggling academically and are significantly disadvantaged socially and economically. Supporting young people aged between 8 and 18 almost all are from low-income families and live in disadvantaged neighbourhoods.	£1,000
E	SMART Criminal Justice Services (SMARTCJS)	To provide care packs with essential items to rough sleepers at Prebend Street Day Service, supporting individuals experiencing homelessness and severe hardship	£1,000
	Total		£4,000

6. **ALTERNATIVES CONSIDERED AND REJECTED**

6.1 In reaching each decision regarding an award, consideration will be given to:

- a) Awarding the amount requested
- b) Awarding a different amount
- c) Declining to make an award

7. **KEY IMPLICATIONS**

7.1 Legal Issues	<p>The Council must have the power to provide grant funding to the organisation concerned. A source of power for payments to “voluntary organisations” (which are defined to be “a body which is not a public body but whose activities are carried on otherwise than for profit”) and to charitable bodies (in furtherance of their work in the United Kingdom) is s.137 of the Local Government Act 1972. A further source of power is of the Localism Act 2011.</p> <p>Criteria for the award of grants from the Community Chest fund have been established by the Grants Committee over a number of years and are reproduced at <u>Appendix A</u>.</p>
7.2 Policy Issues	<p>The criteria for the award of grants to voluntary, community and charitable organisations from the Community Chest (shown at Appendix A to this report) were approved by Members at the meeting of the Grants Committee on 3 March 2011.</p>
7.3 Resource Issues	<p>The Council’s agreed revenue budget for Community Chest for 2025/2026 includes a budget of £10,000 for Community Chest grants. This has been split into four quarters and £2,500 for this financial year. There are four applications for funding for consideration set out in this report for a total sum of £4,000. The budget available to award for this quarter is £2,500. The remaining budget for the next 3 quarters is £7,500.</p>
7.4 Risks	<p>There is a risk to the Council’s reputation if the process for allocation of grants is not seen to be conducted in a fair and transparent manner. There is also a small risk that a legal challenge could be made against the Council under, for example, equalities legislation. This risk is mitigated through previous consultation undertaken with the third sector which was considered by the Grants Committee at its meeting of 14 March 2012 and the established criteria and application process for the Community Chest which was approved by the Grants Committee at the meeting of 3 March 2011.</p>

7.5 Environmental Implications	No adverse environmental implications have been identified as arising from the projects for which funding is sought.
7.6 Equalities Impact	<p>In preparing this report, due consideration has been given to the Borough Council's statutory Equality Duty as set out in Section 149(1) of the Equality Act 2010, to have due regard to the need to;</p> <ul style="list-style-type: none"> a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act; b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it. <p>A detailed equality analysis regarding the Council's arrangements for consideration of grant applications was considered by the Executive on 7 December 2011. This analysis shows that the organisations supported through third sector grants and community chest awards provide services to persons with protected characteristics and, therefore, there is the potential for changes to the level of support provided to organisation to adversely affect persons in protected groups.</p> <p>A relevance test for equality has been completed in respect of the recommendations made in this report. The equality test determined that since there are no proposals to change the processes or guidelines for the award of grants that the activity has no relevance to Bedford Borough Council's statutory equality duty to eliminate unlawful discrimination, advance equality of opportunity and foster good relation. An equality analysis is not needed.</p>
7.7 Impact on Families	The applications for consideration may have a positive impact on families resident in the Borough and the services being offered by organisations applying for grants are detailed in the appendices.
7.8 Community Safety and Resilience	The applications for consideration may have a positive impact on community safety and resilience and the services being offered by organisations applying for grants are detailed in the appendices.
7.9 Impact on Health and Wellbeing	The applications for consideration may have a positive impact on the health or wellbeing of Borough residents and the services being offered by organisations applying for grants are detailed in the appendices.

8. SUMMARY OF CONSULTATIONS AND OUTCOME

8.1 None.

9. WARD COUNCILLOR VIEWS

9.1 Not applicable to this report.

10. CONTACTS AND REFERENCES

Report Contact Officer	<i>Cara Cosson, Mayor's Personal Assistant</i> <i>E-mail: cara.cosson@bedford.gov.uk</i>
File Reference	<i>LP/community welfare/community chest/January 2024</i>
Previous Relevant Minutes	<i>Minute 12: Grants Committee 11 February 2015</i> <i>Minute 3: Grants Committee 14 March 2012</i> <i>Minute 3: Grants Committee 3 March 2011</i>
Background Papers	None
<i>Appendices</i>	<i>A – Criteria for the award of Community Chest Grants</i> <i>B – Application from All Saints Parish Church</i> <i>C – Application from PBIC</i> <i>D – Application from Progressability.org (Angling 4 Success)</i> <i>E – Application from SMART Criminal Justice Services (SMARTCJS)</i>

BEDFORD BOROUGH COUNCIL
COMMUNITY CHEST FUND
APPLICATION FOR FINANCIAL ASSISTANCE 2018/19
(VOLUNTARY, COMMUNITY OR CHARITABLE ORGANISATIONS)

Community Chest Grants help to improve the quality of life for residents of the Borough by funding organisations which can assist the council in the goals outlined in the Corporate Plan and the Sustainable Community Strategy key themes of:

- o **Economic Development, Regeneration & Enterprise**
- o **Environment & Climate Change**
- o **Adult Health & Wellbeing**
- o **Children & Young People**
- o **Creating Safer Communities**
- o **Sustainable Communities**
- o **Social Inclusion, Community Cohesion & Culture**
- o **Housing & Transport**

Further details are available at: http://www.bedford.gov.uk/council_and_democracy/key_plans_and_strategies.aspx

The Mayor has authority to award grants from the Community Chest fund for activities in accordance with the pre-determined criteria outlined below. Grants can be awarded for CORE (running costs) and PROJECT costs **up to £1,000**.

The applicant must be able to demonstrate that the organisation is also seeking funding from elsewhere. Any sum awarded will be regarded as a 'one-off' and no commitment will be given to ongoing funding.

The organisation making an application must ordinarily:

- o Be a voluntary, charitable organisation or community group providing services and activities for Bedford Borough residents. Applications cannot be accepted from individuals or party political groups;
- o Be known to the council through partnership working or be able to demonstrate that it can develop a relationship with the council or has borough councillor representative(s) on its management committee;
- o Be a not for profit organisation;

- o Have a constitution, set of rules or memorandum and articles of association with clear aims and objectives which support the council in the goals outlined in the Corporate Plan and the Sustainable Community Strategy;
- o Have formal financial arrangements with accounts which are not more than 12 months old and (audited with certificate or verified by a suitable competent person independent of the organisation). Organisations which have been in existence for less than one year can provide a forecast of income and expenditure signed by the chairperson and the treasurer;
- o Have a bank or building society account in the name of the organisation with at least two unrelated signatories;
- o Have an equal opportunities policy;
- o Have a child protection policy/vulnerable adult policy if the organisation works with or for young people/vulnerable adults;
- o Provide a report and simple statistics on service provision/progress of the project to the deadlines set by the Council;
- o Show how the value of their work can help support the Council deliver its public sector duties to promote equality and tackling discrimination and the new public sector equality duties from April 2011:
 - Eliminate discrimination
 - Advance equality of opportunity
 - Foster good relations
- o Assist the council in providing value for money for the residents of the Borough;
- o Not be more suitably funded from another source (either within the council or from another external statutory body);
- o In relation to funding for specific projects or events:
 - Organisations should show that the project or event meets one or more of the key themes of the Council's Sustainable Community Strategy, that there is a demonstrated need and that the project would not ordinarily be funded from other council grant schemes or other statutory bodies.
 - In most cases, reimbursement will only be made once an event/project has been undertaken and proof of payment(s) made will be required. In certain circumstances other payment arrangements may, however, be considered. The project or event must be undertaken in the current financial year. Failure to achieve this will mean that the funding automatically lapses.

**BEDFORD BOROUGH COUNCIL
COMMUNITY CHEST FUND
APPLICATION FOR FINANCIAL ASSISTANCE 2015/16
(VOLUNTARY, COMMUNITY OR CHARITABLE ORGANISATIONS)**

Grant Applications for Funding (Up to £1,000)
Core or project funding for established voluntary, charitable
organisations and community groups

You can also complete this form by E-form at
http://www.bedford.gov.uk/advice_and_benefits

Community Chest Grants help to improve the quality of life for residents of the Borough by funding organisations which can assist the council in the goals outlined in the Corporate Plan and the Sustainable Community Strategy key themes of:

- **Economic Development, Regeneration & Enterprise**
- **Environment & Climate Change**
- **Adult Health & Wellbeing**
- **Children & Young People**
- **Safer Communities**
- **Sustainable Communities (incl. Housing & Transport)**

Further details are available at:
http://www.bedford.gov.uk/council_and_democracy/key_plans_and_strategies.aspx

The Mayor has authority to award grants from the Community Chest fund for activities in accordance with the pre-determined criteria outlined below. Grants can be awarded for CORE (running costs) and PROJECT costs **up to £1,000**.

The applicant must be able to demonstrate that the organisation is also seeking funding from elsewhere. Any sum awarded will be regarded as a 'one-off' and no commitment will be given to ongoing funding.

The organisation making an application must ordinarily:

- Be a voluntary, charitable organisation or community group providing services and activities for Bedford Borough residents. Applications cannot be accepted from individuals or party political groups;
- Be known to the council through partnership working or be able to demonstrate that it can develop a relationship with the council or has borough councillor representative(s) on its management committee;
- Be a not for profit organisation;

- Have a constitution, set of rules or memorandum and articles of association with clear aims and objectives which support the council in the goals outlined in the Corporate Plan and the Sustainable Community Strategy;
- Have formal financial arrangements with accounts which are not more than 12 months old and (audited with certificate or verified by a suitable competent person independent of the organisation). Organisations which have been in existence for less than one year can provide a forecast of income and expenditure signed by the chairperson and the treasurer;
- Have a bank or building society account in the name of the organisation with at least two unrelated signatories;
- Have an equal opportunities policy;
- Have a child protection policy/vulnerable adult policy if the organisation works with or for young people/vulnerable adults;
- Provide a report and simple statistics on service provision/progress of the project to the deadlines set by the Council;
- Show how the value of their work can help support the Council deliver its public sector duties to promote equality and tackling discrimination and the new public sector equality duties from April 2012:
 - *Eliminate discrimination*
 - *Advance equality of opportunity*
 - *Foster good relations*
- Assist the council in providing value for money for the residents of the Borough;
- Not be more suitably funded from another source (either within the council or from another external statutory body);
- In relation to funding for specific projects or events:
 - Organisations should show that the project or event meets one or more of the key themes of the Council's Sustainable Community Strategy, that there is a demonstrated need and that the project would not ordinarily be funded from other council grant schemes or other statutory bodies.
 - In most cases, reimbursement will only be made once an event/project has been undertaken and proof of payment(s) made will be required. In certain circumstances other payment arrangements may, however, be considered. The project or event must be undertaken in the current financial year. Failure to achieve this will mean that the funding automatically lapses.



Community Chest Application - VSS687873778

Application for financial assistance

Grant applications for funding (up to £1,000) core or project funding for established voluntary, charitable organisations and community groups

Community Chest Grants help to improve the quality of life for residents of the Borough by funding organisations which can assist the council in the goals outlined in the Corporate Plan and the Sustainable Community Strategy key themes of:

- Economic development, regeneration & enterprise
- Environment & climate change
- Adult health & wellbeing
- Children & young people
- Safer communities
- Sustainable communities (incl. housing & transport)

Further details are available at: <https://www.bedford.gov.uk/council-and-democracy/key-plans-and-strategies/>

The Mayor has authority to award grants from the Community Chest fund for activities in accordance with the pre-determined criteria outlined below. Grants can be awarded for CORE (running costs) and PROJECT costs **up to £1,000**.

The applicant must be able to demonstrate that the organisation is also seeking funding from elsewhere . Any sum awarded will be regarded as a 'one-off' and no commitment will be given to ongoing funding.

The organisation making an application must ordinarily:

- Be a voluntary, charitable organisation or community group providing services and activities for Bedford Borough residents. Applications cannot be accepted from individuals or party political groups;
- Be known to the council through partnership working or be able to demonstrate that it can develop a relationship with the council or has borough councillor representative(s) on its management committee;
- Be a not for profit organisation;
- Have a constitution, set of rules or memorandum and articles of association with clear aims and objectives which support the council in the goals outlined in the Corporate Plan and the Sustainable Community Strategy;
- Have formal financial arrangements with accounts which are not more than 12 months old and (audited with certificate or verified by a suitable competent person independent of the organisation). Organisations which have been in existence for less than one year can provide a forecast of income and expenditure signed by the chairperson and the treasurer;
- Have a bank or building society account in the name of the organisation with at least two unrelated signatories;
- Have an equal opportunities policy;
- Have a child protection policy/vulnerable adult policy if the organisation works with or for young people/vulnerable adults;
- Provide a report and simple statistics on service provision/progress of the project to the deadlines set by the Council;
- Show how the value of their work can help support the Council deliver its public sector duties to promote equality

and tackling discrimination and the new public sector equality duties from April 2011:

- Eliminate discrimination
 - Advance equality of opportunity
 - Foster good relations
- Assist the council in providing value for money for the residents of the Borough;
 - Not be more suitably funded from another source (either within the council or from another external statutory body);
 - In relation to funding for specific projects or events:

Organisations should show that the project or event meets one or more of the key themes of the Council's Sustainable Community Strategy, that there is a demonstrated need and that the project would not ordinarily be funded from other council grant schemes or other statutory bodies.

In most cases, reimbursement will only be made once an event/project has been undertaken and proof of payment(s) made will be required. In certain circumstances other payment arrangements may, however, be considered. The project or event must be undertaken in the current financial year. Failure to achieve this will mean that the funding automatically lapses.

Reference no:	
Full legal name of organisation:	All Saints Parish Church
Name by which your organisation is commonly known:	All Saints
Main contact (the person we should write to):	
Position held within the organisation:	PCC secretary
Organisation address:	98 Iddesleigh Rd Bedford Beds United Kingdom MK40 4BX
Telephone:	
Fax:	
Email:	
Mobile phone no:	

Main contact's details

Main contact's address (if different):	35 35 Beverley crescent Bedford United Kingdom MK40 4BX
Main contact's telephone:	
Main contact's fax:	

Main contact's email:	
Main contact's mobile phone no:	
Your organisation's website address:	www.allsaintsbedford.co.uk

Important

Do you work with Bedford Borough officers to deliver your service or activity?	No
Please list their names(s) or job title(s):	

Section A: questions about your organisationQuestion 1

What type of group are you?	Registered charity
Please provide your registration number:	1133771
Please specify type of group:	
Are you a local group of a national organisation?	Yes
Please state which national organisation:	church of England
Are you affiliated to a political organisation?	No
Please state which political organisation:	

Question 2

Does your organisation have a:	Other Governing Document
Please specify:	church regulations
You must provide a signed copy with this application.	
When was your organisation set up (please specify month and year)?	church built 1909

Question 3

Briefly describe the aims, objectives and activities of your organisation:	to share the friendship of God by worshil, fellowship and mission
----------------------------------------------------------------------------	-------------------------------------------------------------------

Question 4

Does your organisation have an equal opportunities policy?	Yes
You must include a copy with your application	

Question 5

Does your organisation work with or for young people/vulnerable adults?	Yes
Are your volunteers/members/staff CRB checked?	Yes
You must include a copy of your child protection/vulnerable adults' policy with your application.	

Question 6	
Does your organisation have, or have evidence of working towards, an environmental policy?	No
Please indicate which QA system you have or are working towards.	none
You must include a copy with your application	
Question 7(a)	
Does your organisation have, or have evidence of working towards, an appropriate quality assurance system?	No
Please state which system:	
Please state date started:	
Question 7(b)	
Does your organisation have specific performance indicators?	Yes
Please list here:	a record book has numbers attending, baptisms etc sent annually to Diocese; Mission Action Plan, updated annually and reviewed by the Diocese of St. Albans; Vicar has bi-annual Ministry Development Review conducted by an authorised outside consultant
Question 8	
How many people are involved in running the organisation at this time (Please insert number of people in the boxes provided)?	
Full time employees:	0
Part time employees:	1
Volunteers working on average more than 10hrs per week:	0
Volunteers working on average less than 10hrs per week:	20
Members of Management Committee or Board:	18
Question 9	
How many people running or managing your organisation are:(Please put the number of people in the boxes provided. Some people may be counted more than once)	
White:	7
Black or ethnic minorities:	11
Male:	7
Female:	11
People with disabilities:	0
Question 10	
User involvement	

How many individuals use your service?	70
If your organisation operates on a county-wide basis, what percentage of people who use your service live in the Bedford Borough Council area?	
Are the people who use your service involved in the day to day running of the organisation or development of activities/projects?	Yes
How many?	30
Please explain how the people who use your service are involved:	running church services, managing lettings, choir members, leading faith tours, teaching children
Please explain why:	only 1 paid part time employee
Question 11	
Please list any Councillors or Officers who attend meetings on your Management Committee/Board or decision-making body:	0
Question 12	
Have any of the people listed in Question 11 benefited directly or indirectly from their involvement with your organisation?	No
Please indicate in what way:	

Question 13**Financial information**

Please indicate which financial year your figures relate to:	2024
Total gross income:	104656.75
Total expenditure:	71642.85
Equals surplus/deficit for the year:	33013.90 £28K is restricted funds raised for hurricane Beryl and being distributed in march
Savings, unrestricted reserves, cash, investments:	free funds £32K , designated building reserves £16K

Important - accounts

The accounts you supply must be not more than 12 months old and must either have:

been audited with certificate OR been independently verified by a suitable competent person independent of your organisation and have been signed and dated by them, your Treasurer and Chair (Organisations which have been in existence for less than one year should provide a forecast of income and expenditure signed and dated by the Treasurer and Chair. You may be asked for further information during the assessment process)

IF YOU ARE PROVIDING NATIONAL/REGIONAL ACCOUNTS YOU SHOULD ALSO PROVIDE AN INCOME AND EXPENDITURE BREAKDOWN FOR YOUR LOCAL SERVICE OR PROJECT.

If you hold unrestricted funds or reserves in excess of six months operating expenditure or large surpluses, (including those of the national organisation, if you have answered YES at Question 1(g)), please explain what your reserves policy is and why you are holding these funds.	
Question 14	
How much money are you applying for?	£1K
What is the estimated total cost of providing your total service?	£71K
Question 15	
Please give a brief overview of the main elements of the service you wish any award to pay for:	to enable roof and floor repairs to be done to ensure the environment is safe for all users, including church tours.
Please describe the expected outcomes of your work/activity giving details of your target groups who benefit from this work. Please state approximate numbers of each type. How will you monitor these outcomes?	the church will be safe for visitors. Adult users e.g. Music for Memory, ESOL will be able to continue in the Parish Room which will no longer leak. Children on Faith tours will be able to continue having lunch in the room
Do you provide a statutory service?	No
Please provide details:	
Are you aware of other organisations that provide the same or similar services to yours for the residents of the Borough?	Yes
Please provide details:	other churches
What are the unique elements of your service?	
How do you know that there is a need for your work/activity?	our faith tours are booked a year in advance
Please show here how your work/activity will assist in supporting the Council's Sustainable Community Plan priorities:	Queen's Park is an area where communities coexist peacefully helped by excellent relationships places of worship and local community groups between the
How does your request for a grant from public funds represent value for money for council tax payers?	a well respected local building will be enabled to continue its valuable work in the community contributing to harmonious relationships
How does your work help to support the council to promote equality and tackle discrimination and the new public sector duties? Eliminate discrimination, Advance equality of opportunity and Foster good relations	good relationships are fostered and developed via the places of worship. the Parish Room and Community Centre continue to offer support to those in the area and beyond.
Question 16	

<p>Where do the people live who will benefit from this funding, and when is your service available to users?</p> <p>Tell us about where the activity will take place. Will it cover the whole of the county, the Borough, a village or specific ward(s)? When are the users able to access the services you provide? e.g. weekdays, evenings etc.</p> <p>Please list your full opening times, tell us about manned and unmanned help-lines etc.</p>	<p>two days in term time, schools within and outside the borough visit the Gurdwara, mosque and church learning about the respective faiths and seeing community cohesion in action. volunteers from the places of worship run these tours. over 6000 children abd 1000 adults participated. Adult tours by e</p>
Do you have a waiting list for the services you supply?	Yes

Section C: financial implications of your activity

Question 17

Please show how you would spend the funding you are applying for from us in the boxes below if it was to be granted:

Capital costs

New building/ refurbishment:	
Office equipment (inc. computers)	
Vehicle purchase:	
Mobility, communication or other independent living aids	
Furniture or play equipment:	
Other:	for revision of the glazing on the Parish Room roof, general masonry repairs and internal floor refurbishment and repairs following the Quinquennial Inspection
If amount entered into Other, please specify details:	
Total capital costs:	

Revenue / running costs

Salaries of permanent staff:	P/T priest funded by Diocese
Please provide details of numbers and earnings of any employees (do not include names):	
Insurance	approx £14K annually
Office expenses (telephone, post, stationery etc):	
Premises costs (rent, room hire, utilities etc):	

Travel expenses:	
Staff and volunteer training:	
Information, education and promotional materials:	
Consultancy and advice:	
Other:	
If amount entered in Other, please specify details:	
Total revenue costs:	
Total (total capital costs + total revenue costs):	total costs of repairs £75K

Question 18

Have you applied to any other Local Authority or organisation in respect of core funding?	no
Please give the name of the Local Authority or organisation (including the House of Industry Estate), the level of funding applied for, the date applied for and the outcome if known.	

Date applied	Organisation	Amount applied for	Outcome
--------------	--------------	--------------------	---------

Please state why:	
Question 19	
If you have not applied for core funding from another source and we are not able to fund your application fully, what would happen to your service/activity or project?	the building will continue to deteriorate
Would a grant from the Council help you secure match/lever funding?	yes
Please explain how:	by demonstrating local support

Section D: bank details

If your grant application is successful, you will be requested to submit your bank account details under separate cover.


Section E: Terms and Conditions**Terms and Conditions**

If you accept a grant from us it will be on the understanding that you have agreed the following general terms and conditions:

1. You will acknowledge receipt of the grant cheque and confirm in writing that the money will be spent on the purpose approved by Bedford Borough Council.
2. No changes to the project will be made without the prior express agreement of Bedford Borough Council. This Council will be informed of anything exceptional relating to the grant purpose or the organisation as soon as reasonably practicable.
3. A copy of your annual report and accounts will be supplied.
4. Accurate and comprehensive financial records of the spending of the grant must be kept and made available for inspection on demand. Your agreement of this condition allows the Council's officers to enter your premises to inspect the records upon reasonable notice being given and during normal office hours. Use of the grant funding may be subject to an independent review.
5. Bedford Borough Council is likely to use your name in its publicity material; you will acknowledge the grant in your annual report or other publicity relating to the work being funded.
6. Any part of the grant that is not required for the purposes approved will be refunded to Bedford Borough Council.
7. Bedford Borough Council (see condition 2) reserves the right to withhold a grant or require repayment if it is found that any form of deliberately false or misleading information was provided.
8. Bedford Borough Council reserves the right to withhold a grant or require repayment, if your organisation becomes insolvent or goes into administration, receivership or liquidation, provided the grant has not already been spent on its intended purpose.
9. All or any part of the grant will be claimed within two years of the funding being made available.
10. Please note that the details you supply when completing this form may be computerised by Bedford Borough Council for the purposes of assessing your application. In the course of working with you on this matter, these details may be disclosed to other local authorities, primary health care trusts and other organisations or individuals with whom the Council may need to refer, to evaluate and process your application. Details of the application may be published during the Council's decision-making process unless the information is classified as exempt under the provisions of Part 1 of Schedule 12A of the Local Government Act 1972.
11. Dependant upon the level of funding, additional conditions may be added to take account of aspects of a particular grant through a Service Level Agreement/Partnership Agreement/Working Arrangement or Monitoring Agreement.

I agree to the Terms and Conditions	Yes
-------------------------------------	-----

Section F: declaration

I confirm, on behalf of:	All Saints Church, Queen's Park, Bedford
that I am duly authorised to sign this declaration on its behalf, and that, to the best of my knowledge and belief, all replies are true and accurate. I further confirm that this application is made on the basis that if successful, the organisation will be bound to use the grant exclusively for the purposes specified in the application, and in compliance with the terms and conditions attached to the grant.	Yes
Signature of applicant:	

Date:	15/02/2025
Name and designation:	[REDACTED] PCC Secretary

PLEASE RETURN THIS FORM WITH THE REQUIRED ENCLOSURES. PLEASE KEEP A COPY FOR YOUR RECORDS.

The Community Welfare Team
 Bedford Borough Council
 Borough Hall
 Cauldwell St
 Bedford
 MK42 9AP

Voluntary sector support

All Saints Parish Church

1. How many people are involved in running your group? Please count everyone who has a role in planning, organising or leading your group's activities – please insert numbers as appropriate.

Full time staff:	0
Part time staff:	1
Volunteers:	20 20 - 30
Management committee members	18
Other	

2. Of the people you included in your total at 1 above how many of them would you describe as shown below – please put numbers in the appropriate boxes, some people may be counted more than once if they are covered by more than one description.

Disabled people:	3
Young people (under 19):	
Young people (19-25):	
Older people (60+):	8
Women & girls:	
People of minority ethnic origin:	14
3. What ages are the people who you hope to benefit through your project? (Please select all that apply)	0-5, 6-10, 11-16, 26-45, 46-60, 60+

4. How would you describe the people who will benefit from your service/project? We understand that your project may benefit several different groups but please select a maximum of three categories from the following by ticking	People on low income, People living in an area of deprivation, Women & girls
5. Tell us about the people who will benefit from your service/project. We understand that your service/project may benefit several different groups but please select a maximum of three categories from the following:	White & Black Caribbean, White & Asian, Black African
Please specify:	

Which category(ies) below best describes (a) the work of your organisation and (b) the client group(s) you serve? Please select:

(a) Service(s) provided:	Other
Please specify	Church with facilities serving a wide range of community groups
(b) Client group(s):	Children and/or Young People, Ethnic Minority Communities, Older People, People on low incomes, People living in deprived areas
Please specify:	

Reference

CCF1017

First name

Service

Apply for Community Chest funding

Last name

Date created

Thu, 10 Apr 2025 11:56 am

Telephone

Case status

Active

Email address

Position held within the organisation

Project Officer

Main contact if different from above (the person we should write to)

Organisation details

Name of your organisation (this should be its full, legal name)

PBIC Ltd

Name by which your organisation is commonly known (if different to the above)

PBIC

I can't see the address

No

Address line 1

90-92 Bromham Road

Address line 2

-

Address line 3

-

Town / city

Bedford

Postcode

MK40 2QH

Telephone

Email

Website address

www.pbic.org.uk

Do you work with Bedford Borough Council officers to deliver your service / activity?

No

Please list their names(s) or job title(s)

-

Which of the following best describes your organisation?	Registered charity
Please provide your registration number	1152448
Please specify type of group	-
Are you a local group of a national organisation?	No
Please state which national organisation	-
Are you affiliated to a political organisation?	No
Please state which political organisation	-
When was your organisation set up (please specify month and year)?	27 June 2008
Briefly describe the aims, objectives and activities of your organisation:	At PBIC, we support migrant communities with successful integration into the UK. Our services aim to empower and encourage individuals to become independent, allowing them to take ownership of their issues, understand their rights and the systems that govern the communities in which they live. All our services are free of charge to our clients, delivered by multilingual advisors, teachers and volunteers giving people somewhere to go and speak in their own language, express their concerns and to be listened to. Our holistic approach means anyone who turns to us for help should be confident that they will receive support
Which of the following does your organisation have	Constitution,Memorandum and articles of association
Please specify	-
Does your organisation have an equal opportunities policy?	Yes
Does your organisation work with or for young people / vulnerable adults?	Yes
Are your volunteers / members / staff CRB checked?	Yes
Does your organisation have, or have evidence of working towards, an environmental policy?	Yes
Does your organisation have, or have evidence of working towards, an appropriate quality assurance system?	Yes
Please state which system	QA Matrix
Please state date started	-
Does your organisation have specific performance indicators?	No
Please list here	-
Full time employees	10
Part time employees	8
Volunteers	13
Members of Management Committee or Board	7

White	8
Black or ethnic minorities	0
Male	4
Female	3
People with disabilities	1
How many people use your service?	2000
If your organisation operates across Bedfordshire, what percentage of the people who use your service live in the Bedford Borough Council area?	-
Please list any Councillors or Officers who attend meetings on your Management Committee/Board or decision-making body	-
Have any of the people listed above benefited directly or indirectly from their involvement with your organisation?	No
Please explain how they have benefitted	-
What ages are the people who you hope to benefit through your project? (Please select all that apply)	0-5,6-10,11-16,17-18,19-25,26-45,46-60,60+
How would you describe the people who will benefit from your service/project? We understand that your project may benefit several different groups but please select a maximum of three categories from the following by ticking	People on low income,Refugees and asylum seekers,Other
Tell us about the people who will benefit from your service/project. We understand that your service/project may benefit several different groups but please select a maximum of three categories from the following	British,Other White
Please specify	Eastern European Migrants
Which category(ies) below best describes the work of your organisation?	Adult education,Advice, counselling and information,Arts development,Community activities/development,Education, skills and training,Social inclusion, community cohesion & culture
Please specify	-
Which category(ies) below best describes the client group(s) you serve?	No one specific group
Please specify	-
Which financial year do your figures relate to?	2023/2024
Total gross income	£726,469.00
Total expenditure	£535,943.00
Surplus / deficit	£190,526.00
Savings, unrestricted reserves, cash,	£0.00

investments

If you hold unrestricted funds or reserves in excess of six months operating expenditure or large surpluses, (including those of the national organisation), please explain what your reserves policy is and why you are holding these funds.	-
How much money are you applying for?	£1,000.00
What is the estimated total cost of providing your total service?	£2,500.00
What do you plan to use the money for?	<p>the purpose of the event is to enable and encourage Polish migrants & the Bedford community to celebrate Polish Heritage. The event will be a place for us to share and raise awareness about Polish culture, traditions and history. We would like this event to create a sense of community, celebration and solidarity through family friendly, Polish-themed arts and crafts activities, musical and expressive arts performances. We expect there to be at least 1000 individuals accessing this event as per previous years.</p>
What do you hope your work / activity will achieve for the people you support? Please include details of the target groups you expect to benefit from your work / activity, and how many people are in each group. Please also explain how you will monitor these outcomes?	<p>Polish Heritage Day in Bedford is a celebration of culture and community, designed to bring people together through shared experiences. The event highlights Polish traditions while creating opportunities for connection between the Polish community and other local groups.</p> <p>For the Polish community: The event will offer a space to celebrate heritage, pass on traditions to younger generations, and enjoy music, food, and performances that reflect Polish identity.</p> <p>For other Bedford residents: The day encourages people from all backgrounds to engage with Polish culture—whether that's trying traditional foods, watching a performance, or chatting with someone new.</p> <p>For local businesses: Many market stalls will be run by small, independent businesses, offering them a chance to reach new customers and share handmade goods, foods, and services with the wider community.</p> <p>For artists and performers: Local performers will share their talents and traditions with a live audience, helping to preserve cultural expression and boost visibility for local creatives.</p> <p>For people with disabilities and non-English speakers: The Harpur Suite is fully accessible, and bilingual stewards (English, Polish, Ukrainian) will be on hand to support attendees and ensure everyone feels welcome and included.</p> <p>Through food, music, and shared cultural experiences, we aim to strengthen community bonds and celebrate the positive contributions of the Polish community in Bedford.</p>
Do you provide a statutory service?	No
Please provide details	-
Are you aware of other organisations that provide the same / similar service(s) for the residents of Bedford Borough?	No
Please provide details	-
How do you know that there is a need for your work / activity? Please give details of any research, surveys or consultation you have undertaken, or evidence of current demand.	<p>We know there is strong demand for this event because Polish Heritage Day in Bedford has taken place annually and continues to grow in popularity. Each year, we receive early interest from both community members and local vendors, many of whom contact us months in advance to ask when the event will take place and how they can get involved.</p> <p>This consistent and proactive engagement shows that the community sees real value in the event. It's become an important part of the local calendar, especially for Polish residents who want to celebrate and share their culture.</p>

For this year's event, we are working in partnership with several local Polish organisations, which further reflects the demand and commitment from the community to help shape and deliver the day. Their involvement ensures the event reflects the needs and interests of those it is intended to support.

How do your objectives link to the objectives in the Council's Corporate plan?

Day event will increase number of residents in and around the Bedford town centre, supporting the council's corporate plan. We anticipate that attendees will enjoy themselves in Bedford Town Centre before and after the event by visiting restaurants, pubs, or bars. We recognise that this will have a positive effect on local businesses and Bedford's economy.

What impact would your project have on community safety and resilience

Polish Heritage Day promotes community safety and resilience by creating opportunities for people from different backgrounds to come together in a positive, welcoming environment. By encouraging dialogue, understanding, and shared experiences, the event helps to break down cultural barriers and reduce feelings of isolation, particularly among newer or marginalised members of the community.

Bringing people together in this way strengthens social bonds and creates a greater sense of belonging, which are key factors in building a resilient and cohesive community. When people feel connected and included, they are more likely to look out for one another and contribute positively to their local area.

The event also provides a safe, accessible space for families and individuals to gather, with bilingual stewards on hand to support attendees and ensure everyone feels comfortable and respected.

What impact would your project have on the environment

The environmental impact of Polish Heritage Day is expected to be minimal. The event takes place in a central, accessible location, which encourages many attendees to use public transport, walk, or cycle. We will also promote the use of local buses and trains where possible.

Aside from travel, there are no significant environmental impacts associated with the event. We will work with vendors to encourage responsible waste disposal and recycling where facilities are available, and we will aim to keep the event's environmental footprint as low as possible.

What impact would your project have on health and wellbeing

Polish Heritage Day supports health and wellbeing by creating a positive, inclusive space where people can connect, express themselves, and feel a sense of belonging. Social connection is a key part of mental wellbeing, and this event brings together individuals and families from across Bedford to celebrate culture and community.

For many, especially those from the Polish and Eastern European communities, it provides a chance to reconnect with their heritage, which can support emotional wellbeing and reduce feelings of isolation. The event also encourages participation in cultural activities like music, dance, and crafts, which promote creativity, joy, and a sense of pride.

By creating an accessible, welcoming environment, we aim to make sure everyone feels valued and included, which has a lasting positive impact on mental and emotional health.

How does your project support families?

Polish Heritage Day is a free event, making it accessible for families of all backgrounds to attend and enjoy together. By removing financial barriers, we create an inclusive space where families can take part in cultural celebrations without added cost.

The event includes a range of family-friendly activities, such as folk art workshops, which encourage creativity, learning, and fun for all ages. These activities provide opportunities for parents and children to connect through shared experiences.

An exhibition and short film shown during the day will offer families a chance to learn more about Polish history, heritage, and contributions to the local community. This supports intergenerational learning and helps children develop a greater appreciation for cultural diversity.

How does your request for a grant from public funds represent value for money for Council Tax payers?

Entrance to Polish Heritage Day will be free of charge, therefore each council tax payer who would like to show their support and like to find out about Polish culture and history can come along. This event will allow the Bedford community to further connect with the Polish migrant community and develop a deeper understanding of Polish history and culture

How does your work / activity support the Council to promote equality, tackle / eliminate discrimination, advance equality of opportunity and foster good relations?

Polish Heritage Day supports the Council's efforts to promote equality and tackle discrimination by celebrating cultural diversity and fostering an inclusive environment. The event brings together people from different backgrounds, creating opportunities for dialogue and mutual understanding. It provides

a platform for the Polish community to showcase their heritage, while also promoting respect and appreciation for all cultures.

Do you have a waiting list for the services you supply?

No

Please tell us what you plan to do with this funding. Please include a detailed breakdown of capital costs (eg, new / refurbished building, purchase of a vehicle), revenue costs (eg, staff costs, insurance, office expenses)

- Harpur Suite and Square Hire
- Equipment hire
- Partial cover of artists fees

Have you applied to any other Local Authority or organisation in respect of core funding?

No

Please state why

We are located in Bedford Borough Council, and previously applied for the community chest fund prior to heritage day as requested by Bedford Council.

If you have not applied for core funding from another source and we are not able to fund your application fully, what would happen to your service / activity or project?

-

Would a grant from the Council help you secure match / lever funding?

No

Please explain how

-

I agree to the Terms and Conditions

Yes

I confirm, on behalf of

PBIC

that I am duly authorised to sign this declaration on its behalf, and that, to the best of my knowledge and belief, all replies are true and accurate. I further confirm that this application is made on the basis that if successful, the organisation will be bound to use the grant exclusively for the purposes specified in the application, and in compliance with the terms and conditions attached to the grant

Yes

Date

Thu, 10 Apr 2025

Name and designation

[Redacted]

Reference

CCF1019

First name

Service

Apply for Community Chest funding

Last name

Date created

Thu, 24 Apr 2025 10:37 am

Telephone

Case status

Active

Email address

Position held within the organisation

Fundraiser

Main contact if different from above (the person we should write to)

Organisation details

Name of your organisation (this should be its full, legal name)

Progressability.org

Name by which your organisation is commonly known (if different to the above)

Angling 4 Success

I can't see the address

Yes

Address line 1

129a Barkers Lane

Address line 2

-

Address line 3

-

Town / city

Bedford

Postcode

MK41 9RX

Telephone

Email

Website address

www.a4sbedford.com

Do you work with Bedford Borough Council officers to deliver your service / activity?

No

Please list their names(s) or job title(s)

-

Which of the following best describes your organisation?	Registered charity
Please provide your registration number	1142732
Please specify type of group	-
Are you a local group of a national organisation?	No
Please state which national organisation	-
Are you affiliated to a political organisation?	No
Please state which political organisation	-
When was your organisation set up (please specify month and year)?	June 2011
Briefly describe the aims, objectives and activities of your organisation:	<p>We support young people who are struggling academically and are significantly disadvantaged socially and economically. We work with the most difficult young people who are typically excluded, near exclusion or offenders.</p> <p>We provide a wide range of experiential learning activities including angling, carpentry, Photography, cooking, outdoor skills and many others that engage and inspire. We aim to promote a sense of well-being and purpose, so the children are better equipped to return to and progress within school/college or into training/employment and start to lead a fulfilling life.</p>
Which of the following does your organisation have	Memorandum and articles of association
Please specify	-
Does your organisation have an equal opportunities policy?	Yes
Does your organisation work with or for young people / vulnerable adults?	Yes
Are your volunteers / members / staff CRB checked?	Yes
Does your organisation have, or have evidence of working towards, an environmental policy?	Yes
Does your organisation have, or have evidence of working towards, an appropriate quality assurance system?	No
Please state which system	-
Please state date started	-
Does your organisation have specific performance indicators?	No
Please list here	-
Full time employees	9
Part time employees	6

Volunteers	10
Members of Management Committee or Board	5
White	5
Black or ethnic minorities	0
Male	2
Female	3
People with disabilities	0
How many people use your service?	80
If your organisation operates across Bedfordshire, what percentage of the people who use your service live in the Bedford Borough Council area?	40
Please list any Councillors or Officers who attend meetings on your Management Committee/Board or decision-making body	-
Have any of the people listed above benefited directly or indirectly from their involvement with your organisation?	-
Please explain how they have benefitted	-
What ages are the people who you hope to benefit through your project? (Please select all that apply)	6-10,11-16,17-18
How would you describe the people who will benefit from your service/project? We understand that your project may benefit several different groups but please select a maximum of three categories from the following by ticking	People on low income,People living in an area of deprivation,Women & girls
Tell us about the people who will benefit from your service/project. We understand that your service/project may benefit several different groups but please select a maximum of three categories from the following	British,White & Black African,White & Asian
Please specify	-
Which category(ies) below best describes the work of your organisation?	Children and young people,Education, skills and training,Health (including mental health)
Please specify	-
Which category(ies) below best describes the client group(s) you serve?	Children and/or young people
Please specify	-
Which financial year do your figures relate to?	2022 to 2023
Total gross income	£372,252.00
Total expenditure	£394,001.00

Surplus / deficit	£-21,749.00
Savings, unrestricted reserves, cash, investments	£72,977.00
If you hold unrestricted funds or reserves in excess of six months operating expenditure or large surpluses, (including those of the national organisation), please explain what your reserves policy is and why you are holding these funds.	-
How much money are you applying for?	£1,000.00
What is the estimated total cost of providing your total service?	£372,252.00
What do you plan to use the money for?	<p>I am writing to seek your help with the purchase of protective and warm clothing for an exciting project that supports and helps transform and improve the lives of young people, who are struggling academically and are significantly disadvantaged socially and economically. Supporting young people aged between 8 and 18 almost all are from low-income families and live in disadvantaged neighbourhoods.</p> <p>We provide wellington boots, waterproofs and other essentials but rely on the children to come suitable dressed for a day's fishing or outdoor activities. This is often not the case and we would like to have enough clothing to make sure each child is comfortable when outside. All of the items on the list will help us continue the courses, helping the students to enjoy being outdoors and open up rather than trying to stay warm during cold and wet days or just having the socks and boots for an explore of the woods in the summer.</p> <p>The purchase of this equipment will help us to continue to provide high quality training and mentoring programs to disadvantaged young people, significantly reducing their conduct problems and opening up opportunities for their future. With the clothing lasting on average for 5 years and a minimum of 40 people a year using it, any grant will support over 200 young people.</p>
What do you hope your work / activity will achieve for the people you support? Please include details of the target groups you expect to benefit from your work / activity, and how many people are in each group. Please also explain how you will monitor these outcomes?	<p>We support children from chaotic family backgrounds. They almost universally suffer from low self-esteem and confidence. We support around 80 to 100 young people that have experienced problems including, absent parents or bereavement, domestic violence and sexual abuse, alcohol and drug abuse, gang violence and mental health problems. Over 80% of our young people we support each year have Autism, ADHD, Asperger's and / or a learning disability.</p> <p>We aim to promote a sense of well-being and purpose, so they are better equipped to progress within school/college or into employment and start to lead a fulfilling life.</p> <p>Through a programme of personal, one-to-one or very small group, customised training, we help these students to (re)engage with education, gain valuable life-changing qualifications and help them work positively with others, helping build their confidence, self-esteem and aspirations.</p> <p>Our involvement helps avert current, and later in life, anti social and criminal behaviour and the costs to the individual and society that occurs without intervention. The cost of these social problems can be high, both financially and socially. There are extra costs in the provision of public services: education, justice system, health, social care and benefits and as importantly lack of intervention creates costs to the individual and society as they grow into adulthood. These include a reduced educational</p>

attainment and lower wages, continuing mental health issues, cost to family life and a higher prevalence of anti social behaviour and criminal activity with a greater risk of the continuance of being socially excluded.

The coaches write reports at the end of each day and we collect a lot of information from providers, students and their families. The students complete personal development reviews, and we keep records of all purchases.

Do you provide a statutory service?

No

Please provide details

-

Are you aware of other organisations that provide the same / similar service(s) for the residents of Bedford Borough?

No

Please provide details

-

How do you know that there is a need for your work / activity? Please give details of any research, surveys or consultation you have undertaken, or evidence of current demand.

Founded in 2011 (although working for ten years prior to this in a different form), Progressability has grown steadily building a strong reputation for helping young people to achieve success. Following requests from council departments and other providers we have expanded to include young girls and have seen a rapid growth in the charities number of students and staff in the past 2 years. We always have a waiting list and need to employ two more staff members to cope with demand.

How do your objectives link to the objectives in the Council's Corporate plan?

The grant will help the students work at our lake site where we are transforming an ex-quarry into an outstanding biodiverse environment – supporting your Protecting the Environment plan for the area.

The clothing is for use in outside areas which supports your priority of physical and mental health. Our work supporting young people back into education, educational attainment and / or work training also supports this priority.

Our work with vulnerable, looked after and socially and economically disadvantaged young people supports your priority of supporting people to achieve their potential.

What impact would your project have on community safety and resilience

We work with offenders and those at risk of offending. Some of our young people are easily influenced and belong to gangs / have drug issues.

Our work helps them remove themselves from bad situations and set goals for the future that keep them away from crime and a life of disadvantage and low income.

What impact would your project have on the environment

As part of our work around fishing lakes and in the countryside we always talk about the importance of protecting and enhancing the environment. The new lake project will provide an excellent opportunity for us to provide greater biodiversity and environmental education that will hopefully guide some of our students towards environmental qualifications. At the least we hope a greater understanding of the natural world that we provide will help influence their actions for the better in the future.

What impact would your project have on health and wellbeing

We work with them and provide tools to help them manage their mental health issues and help them gain confidence and self esteem. Time fishing or in the countryside and away from chaotic family life and difficult situations help people to open up and talk about their issues. This has a very positive impact on their health and well being.

A number of our activities are quite physically active, such as clearing lakes and swims as well as walking in the countryside.

How does your project support families?

We help them understand and manage their emotions, which can help them and their families in the home environment. Supporting them to increase their engagement in education, provide new interests and skills and to set goals, will help them to remove themselves from the disadvantaged areas they currently live in. Our work and the ability to remove themselves will hopefully effect their attitude to their own family in the future, reducing the likelihood of mental health issues, divorce and

Appendix D

violence in their own family. As mentioned above our work reduces the costs to the individual and society as they grow in to adulthood.

How does your request for a grant from public funds represent value for money for Council Tax payers?

Our work helps avert current, and later in life, anti-social and criminal behaviour and the costs to the individual and society that occurs without intervention.

We help the young people get back into education or into new courses helping their education level and we help them develop goals for their future. Enabling them to get back into studying or work training will help them to gain work, have a reduced reliance on benefits and the NHS and hopefully have a more positive influence on society. The clothing will help the students work on our new biodiversity project at a local lake, helping the boroughs environment.

How does your work / activity support the Council to promote equality, tackle / eliminate discrimination, advance equality of opportunity and foster good relations?

Our charity works with a range of ethnicities, religions and gender identities. We do not discriminate.

As part of our strategic plan, we are expanding with our Positive Steps programme which specifically supports young girls. This has dramatically increased female student numbers to around 40% (and growing) of the students we support and we now have 50% female staff supporting diversity.

Do you have a waiting list for the services you supply?

Yes

Please tell us what you plan to do with this funding. Please include a detailed breakdown of capital costs (eg, new / refurbished building, purchase of a vehicle), revenue costs (eg, staff costs, insurance, office expenses)

We would like to use the grant to purchase warm and appropriate clothing that the students can use in the outdoors. We do ask that students come appropriately dressed but this rarely happens so we like to have a full set of appropriate clothing. This way we can access the countryside without having to worry about getting wet or cold. This means the student are more likely to open up and talk about their issues.

Potential items to purchase include hats, fleeces, jackets, socks, gloves and hiking boots. We can provide receipts.

Have you applied to any other Local Authority or organisation in respect of core funding?

No

Please state why

We approach other grant making trusts for support and will approach the House of Industry Estate for support for our Biodiversity project.

If you have not applied for core funding from another source and we are not able to fund your application fully, what would happen to your service / activity or project?

The project would still continue without the clothing but we will continue to ask trusts when they are identified as our clothing list is over £5,000 and not something we can pay out of our reserves.

Would a grant from the Council help you secure match / lever funding?

No

Please explain how

-

I agree to the Terms and Conditions

Yes

I confirm, on behalf of

Progressability.org

that I am duly authorised to sign this declaration on its behalf, and that, to the best of my knowledge and belief, all replies are true and accurate. I further confirm that this application is made on the basis that if successful, the organisation will be bound to use the grant exclusively for the purposes specified in the application, and in compliance with the terms and conditions attached to the grant

Yes

Date

Thu, 24 Apr 2025

Name and designation



Reference

CCF1024

First name

Service

Apply for Community Chest funding

Last name

Date created

Thu, 15 May 2025 11:32 am

Telephone

Case status

Active

Email address

Position held within the organisation

Bid Writer

Main contact if different from above (the person we should write to)

Organisation details

Name of your organisation (this should be its full, legal name)

SMART Criminal Justice Services

Name by which your organisation is commonly known (if different to the above)

SMART CJS

I can't see the address

Yes

Address line 1

12-14 Prebend Street

Address line 2

-

Address line 3

-

Town / city

Bedford

Postcode

MK40 1QW

Telephone

Email

Website address

<https://smartcjs.org.uk>

Do you work with Bedford Borough Council officers to deliver your service / activity?

No

Please list their names(s) or job title(s)

-

Which of the following best describes your organisation?	Registered charity
Please provide your registration number	1069087
Please specify type of group	-
Are you a local group of a national organisation?	No
Please state which national organisation	-
Are you affiliated to a political organisation?	No
Please state which political organisation	-
When was your organisation set up (please specify month and year)?	April 1998
Briefly describe the aims, objectives and activities of your organisation:	<p>SMART CJS is committed to transforming communities by supporting individuals in overcoming homelessness and related challenges, such as addiction. We aim to break down barriers, providing a foundation for managing crises while equipping people with skills to avoid homelessness in the future.</p> <p>The SMART Prebend Centre plays a vital role in Bedford and is the only service of its kind within a 20-mile radius. It addresses immediate needs with services like meals, clothing, showers, and medical aid while also fostering long-term independence through workshops in budgeting, tenancy maintenance, and employment readiness.</p> <p>In 2024, SMART supported 479 individuals with housing, addiction recovery, and physical and mental healthcare. Using a trauma-informed approach, SMART builds trust and respect, empowering people to achieve their goals. Service users often face interconnected issues requiring comprehensive, tailored support through every stage of their journey—from street sleeping to self-sufficiency.</p> <p>With values rooted in trust, respect, empowerment, and compassion, SMART CJS delivers not just relief but opportunities for transformation and lasting change. Our work offers hope and empowers individuals to rebuild their lives and live to their fullest potential.</p>
Which of the following does your organisation have	Memorandum and articles of association
Please specify	-
Does your organisation have an equal opportunities policy?	Yes
Does your organisation work with or for young people / vulnerable adults?	Yes
Are your volunteers / members / staff CRB checked?	Yes
Does your organisation have, or have evidence of working towards, an environmental policy?	Yes
Does your organisation have, or have evidence of working towards, an appropriate quality assurance system?	No
Please state which system	-
Please state date started	-
Does your organisation have specific performance indicators?	Yes

Please list here	Number of case work session Actions and outcomes recorded Meals served Nurse appointments Doctors appointments P2R referrals
Full time employees	20
Part time employees	9
Volunteers	20
Members of Management Committee or Board	6
White	6
Black or ethnic minorities	0
Male	3
Female	3
People with disabilities	0
How many people use your service?	479
If your organisation operates across Bedfordshire, what percentage of the people who use your service live in the Bedford Borough Council area?	100
Please list any Councillors or Officers who attend meetings on your Management Committee/Board or decision-making body	0
Have any of the people listed above benefited directly or indirectly from their involvement with your organisation?	No
Please explain how they have benefitted	-
What ages are the people who you hope to benefit through your project? (Please select all that apply)	17-18,19-25,26-45,46-60,60+
How would you describe the people who will benefit from your service/project? We understand that your project may benefit several different groups but please select a maximum of three categories from the following by ticking	People living in rural areas,People on low income,People living in an area of deprivation
Tell us about the people who will benefit from your service/project. We understand that your service/project may benefit several different groups but please select a maximum of three categories from the following	British,White & Black Caribbean,White & Asian
Please specify	-
Which category(ies) below best describes the work of your organisation?	Accommodation with support,Adult health and wellbeing,Advice, counselling and information,Education, skills and training,Health (including mental health),Social inclusion, community cohesion & culture
Please specify	-

Appendix E

Which category(ies) below best describes the client group(s) you serve?	Ethnic minority communities, Workless people, Homeless people, People living in deprived areas, People living in rural areas, Women and girls
Please specify	-
Which financial year do your figures relate to?	23/24
Total gross income	£1,507,336.00
Total expenditure	£1,602,007.00
Surplus / deficit	£-94,671.00
Savings, unrestricted reserves, cash, investments	£1,182,060.00
If you hold unrestricted funds or reserves in excess of six months operating expenditure or large surpluses, (including those of the national organisation), please explain what your reserves policy is and why you are holding these funds.	-
How much money are you applying for?	£1,000.00
What is the estimated total cost of providing your total service?	£273,849.00
What do you plan to use the money for?	<p>To provide care packs with essential items to rough sleepers at Prebend Street Day Service, supporting individuals experiencing homelessness and severe hardship. This will include:</p> <p>Socks Underwear Toiletries Sleeping Bags Sun screen Reusable water bottles</p>
What do you hope your work / activity will achieve for the people you support? Please include details of the target groups you expect to benefit from your work / activity, and how many people are in each group. Please also explain how you will monitor these outcomes?	<p>The SMART Prebend Street Day Service provides essential care packs for rough sleepers, including socks, underwear, toiletries, sleeping bags, sunscreen, and reusable water bottles. The project aims to improve health, dignity, and safety for homeless individuals by addressing their immediate needs and encouraging engagement with support services.</p> <p>Target Groups & Expected Reach</p> <ul style="list-style-type: none"> - Supports up to 40 rough sleepers per day. - Age range: 18 to 72 years. - 80% men, with a female-only clinic assisting 37 women weekly. - Many service users are LGBTQI+, survivors of exploitation, or individuals facing addiction and mental health challenges. <p>Monitoring Outcomes</p> <ol style="list-style-type: none"> 1. Distribution Logs – Tracking weekly care pack distribution. 2. Service User Feedback – Surveys and informal conversations to assess impact. 3. Staff Observations – Monitoring well-being and engagement levels. 4. Referral Pathways – Encouraging access to housing, healthcare, and structured recovery programs. <p>This initiative directly improves quality of life, offering practical support and pathways to long-term stability and recovery. By addressing urgent needs, it fosters trust and engagement, helping individuals transition into safer living conditions.</p>
Do you provide a statutory service?	No
Please provide details	-
Are you aware of other organisations that provide the same / similar service(s) for the	No

residents of Bedford Borough?

Please provide details

How do you know that there is a need for your work / activity? Please give details of any research, surveys or consultation you have undertaken, or evidence of current demand.

-

There is clear and urgent demand for the SMART Prebend Street Day Service, supported by local data, service user statistics, and national trends on homelessness.

Evidence of Need – Key Statistics

- In 2024, SMART supported 479 individuals at Prebend Street, demonstrating a sustained and growing need for its services.
- 1,792 people were estimated to be homeless in Bedford during Christmas 2024, including 683 children, equivalent to 1 in every 103 people in the area.
- Bedford has the highest risk of homelessness in the UK, with 1,724 households officially at risk, over six times the national average.

Consultation and Research

SMART has undertaken regular service user engagement, community partnerships, and statistical analysis to ensure services are aligned with real needs:

1. Service User Data (2024):

- 188 individuals supported with drug or alcohol misuse issues.
- 232 individuals had mental health problems.
- People with learning disabilities (9) and physical/sensory disabilities (3) also accessed the service.

2. Surveys & Feedback:

- Surveys indicate over 80% of service users feel treated with dignity and respect.
- Based on feedback, SMART adapted its clothing & Essential items bank model to a self-service approach, improving autonomy and dignity.

3. Community Engagement:

- SMART collaborates with Bedford Borough Council, Citizens Advice Bedford, housing providers, healthcare services, and outreach teams to monitor trends and respond to emerging needs.

Current Demand & Pressures

- Cost of Living Crisis has worsened homelessness, increasing demand for food, clothing, and healthcare support at Prebend Street.
- Prebend Street is the only accessible option for many rough sleepers.
- People facing homelessness now arrive in worse health, having slept in cars, squats, or on streets with no support, safety, or hope.
- Women face increased risk of exploitation, with many resorting to survival sex for accommodation.

How do your objectives link to the objectives in the Council's Corporate plan?

Our project aligns closely with Bedford Borough Council's Corporate Plan (2024/5 - 2027/8), particularly in the areas of supporting individuals and families and promoting health and wellbeing. Here's how:

Supporting Individuals and Families

The Council aims to prevent and address homelessness and secure appropriate housing.

Our project directly supports rough sleepers, providing essential care packs that improve dignity, hygiene, and safety, helping individuals engage with wider support services.

By offering basic necessities, our initiative contributes to the Council's goal of enabling people to participate in their community and supporting vulnerable residents.

Promoting Health and Wellbeing

The Council is committed to building healthier communities and addressing health inequalities.

Our project improves physical and mental health by providing hygiene products, clothing, and protection from the elements, reducing health risks for rough sleepers.

Therefore our initiative aligns with the Council's objective to ensure residents of all ages can access services that support healthier lives.

What impact would your project have on community safety and resilience

Our project will enhance community safety and resilience by providing care packs to rough sleepers at Prebend Street, reducing vulnerability and improving well-being.

Impact on Community Safety

- Care packs reduce health risks by providing essential items like hygiene products, clothing, and sleeping bags, preventing illness and promoting dignity.
- Rough sleepers often face exploitation and crime. By ensuring access to necessities, the project minimises their reliance on unsafe coping mechanisms.
- Encouraging engagement with support services fosters trust in local organisations, helping individuals transition to stability.

Impact on Community Resilience

- Access to clean clothing and basic hygiene boosts confidence and self-sufficiency, increasing

motivation to seek employment or housing.

- Reducing emergency health crises lessens pressure on police and healthcare services, allowing resources to be directed effectively.
- Community-led support encourages public awareness, breaking stigma around homelessness and fostering volunteer engagement.

By addressing urgent needs, this project helps rough sleepers stay safe, regain dignity, and access support, strengthening Bedford's social cohesion and promoting long-term recovery.

What impact would your project have on the environment

Protecting the Environment

The Council prioritises sustainability and environmental protection. Our project includes reusable water bottles, reducing plastic waste and promoting eco-friendly solutions for rough sleepers.

By supporting active travel solutions and safe outdoor living, your initiative indirectly contributes to the Council's goal of improving air quality and wellbeing.

What impact would your project have on health and wellbeing

Our project will have a direct positive impact on the health and wellbeing of rough sleepers at Prebend Street, aligning with Bedford Borough Council's goal of building healthier communities and addressing health inequalities.

Impact on Health

Improved Hygiene & Physical Health – Access to toiletries, clean underwear, and socks reduces risk of infections and improves overall health.

Protection from Weather – Sleeping bags and sunscreen help prevent cold-related illnesses and sun exposure risks, reducing long-term health complications.

Access to Essential Hydration – Reusable water bottles prevent dehydration, which is a serious issue for rough sleepers.

Impact on Wellbeing

Restores Dignity & Mental Wellbeing – Having basic necessities improves self-worth, stability, and mental resilience, reducing feelings of neglect.

Encourages Engagement with Services – Receiving support fosters trust and connection, making individuals more likely to seek long-term solutions like housing and healthcare.

Reduces Isolation & Builds Community Support – Interaction with support services helps build social connections, improving overall wellbeing and stability.

By addressing urgent health risks and supporting mental resilience, this initiative strengthens individual wellbeing while promoting a healthier, more inclusive community.

How does your project support families?

Direct Support for Families

- Preventing Family Breakdown – Many rough sleepers have estranged family members. By improving their health, dignity, and stability, the project increases their chances of reconnecting with loved ones.
- Reducing Intergenerational Homelessness – Children of homeless individuals are at higher risk of experiencing homelessness themselves. By providing care packs, the project helps break the cycle and encourages long-term recovery.
- Supporting Vulnerable Women – Women experiencing homelessness often face exploitation and abuse. The project provides essential items that improve safety and well-being, reducing their vulnerability.

Community & Family Wellbeing

- Reducing Pressure on Families – Many individuals experiencing homelessness rely on family support, which can strain relationships. By providing care packs, the project eases the burden on families.
 - Encouraging Stability & Recovery – Access to basic necessities increases engagement with support services, helping individuals transition into stable housing and employment, benefiting their families.
 - Strengthening Community Resilience – By addressing homelessness, the project contributes to a safer, more inclusive community, benefiting families across Bedford Borough.
- By providing essential resources, your project protects families, strengthens community ties, and fosters long-term stability.

How does your request for a grant from public funds represent value for money for Council Tax payers?

This project represents excellent value for money for Council Tax payers by addressing urgent community needs while ensuring efficient use of public funds.

Cost-Effective Support for Vulnerable Residents

- The project provides essential care packs to rough sleepers, reducing health risks and preventing crisis situations that would otherwise require expensive emergency interventions.

- By improving hygiene, hydration, and protection from the elements, the initiative reduces strain on healthcare services, lowering costs for the NHS and local support agencies.

Preventing Long-Term Costs

- Homelessness leads to higher public spending on emergency housing, policing, and social services.
- By providing basic necessities, the project helps individuals engage with support services, increasing their chances of finding stable housing and employment, reducing long-term dependency on public funds.

Strengthening Community Safety & Wellbeing

- Supporting rough sleepers reduces anti-social behaviour, improving public spaces and safety for all residents.
- The initiative fosters community resilience, encouraging volunteer engagement and local partnerships, ensuring sustainable impact beyond the initial funding.
- By leveraging existing resources and partnering with local services, the initiative maximises impact while minimising costs.

This project delivers measurable benefits to both rough sleepers and the wider community, ensuring public funds are used efficiently to create long-term positive change.

How does your work / activity support the Council to promote equality, tackle / eliminate discrimination, advance equality of opportunity and foster good relations?

Promoting Equality & Tackling Discrimination

- Supporting Vulnerable Individuals. Rough sleepers often face systemic exclusion and discrimination. By providing essential care packs, your project ensures equal access to basic necessities, helping individuals regain dignity and stability.
- Reducing Health Inequalities. Many homeless individuals suffer from poor health due to lack of hygiene and protection from the elements. Your initiative addresses these disparities, ensuring better health outcomes for all.

Advancing Equality of Opportunity

- Encouraging Engagement with Services. By meeting immediate needs, the project removes barriers that prevent rough sleepers from accessing housing, healthcare, and employment support.
- Empowering Individuals. Providing clean clothing, toiletries, and hydration improves confidence and self-sufficiency, increasing the likelihood of long-term recovery and reintegration into society.

Fostering Good Relations

- Strengthening Community Cohesion. The project raises awareness about homelessness, encouraging public understanding and compassion.
- Encouraging Volunteer & Partnership Engagement. By working with local services, businesses, and volunteers, the initiative builds a collaborative approach to tackling homelessness, fostering stronger community ties.

By providing essential support, your project eliminates barriers, promotes inclusion, and strengthens community resilience, ensuring Bedford Borough remains a fair, supportive, and thriving place for all.

Do you have a waiting list for the services you supply?

Yes

Please tell us what you plan to do with this funding. Please include a detailed breakdown of capital costs (eg, new / refurbished building, purchase of a vehicle), revenue costs (eg, staff costs, insurance, office expenses)

Each Care Pack will cost approx. £35 each. We will research the best cost effective stockists to get best value for money.

Have you applied to any other Local Authority or organisation in respect of core funding?

No

Please state why

We only have services in Bedford and do not cross other Local Authorities.

If you have not applied for core funding from another source and we are not able to fund your application fully, what would happen to your service / activity or project?

We will continue to seek funding from Trusts and Foundations and community fundraising.

Would a grant from the Council help you secure match / lever funding?

Yes

Please explain how

If other organisations such as Trusts and Foundations see that we are strongly supported by our local authority this could give the project greater credibility and encourage additional funding, helping to sustain and expand our impact. Strong backing from Bedford Borough Council demonstrates community endorsement, reinforcing the project's importance and effectiveness. This could also open doors to strategic partnerships, increasing resources and long-term sustainability

I agree to the Terms and Conditions

Yes

I confirm, on behalf of

SMART CJS

that I am duly authorised to sign this
declaration on its behalf, and that, to the best
of my knowledge and belief, all replies are true
and accurate. I further confirm that this
application is made on the basis that if
successful, the organisation will be bound to
use the grant exclusively for the purposes
specified in the application, and in compliance
with the terms and conditions attached to the
grant

Yes

Date

Thu, 29 May 2025

Name and designation