



Application for permission to use Council facilities at no cost

A charge of £10.00 is made for a maximum number of 6 free of charges uses to be applied for, in any 12 month period.

Please Note - The Council will **not permit** free of charge use of facilities for the following:-

- a. Companies, private businesses or organisations seeking to make profit or financial gain for their business or organisations *
 - b. Individuals seeking to make personal financial gain.
- (*The Town Council may consider an exception for a new organisation wishing to start up and located within the parish. If this is relevant to the application, please speak to the Town Clerk & RFO in the first instance.)

1	Name of Organisation or Individual	Torpoint Town Partnership (Jenny Hughes)
2	Name, Address and Status of Contact	(for this event) 27 Kingsley Avenue, Torpoint, PL112HF
3	Telephone Number of Contact	07870453641
4	Email of Contact	torpointtownpartnership@gmail.com
5	Reason for the request	FOU for Council Chambers to fundraise for the towns Christmas lights
6	Please list the beneficiaries from any free use of the facilities	Torpoint Community
7	Is the organisation a Registered Charity?	NO
8	If an organisation, please confirm bank statement or accounts are enclosed	
9	Please confirm the status of the organisation (if applicable)	
10	Venue and Dates (s) Required	01/04/2023
	Notional Value of Hire (To be completed by the Council Officer)	

You may use a separate sheet of paper to submit any other information which you feel will support this application. By signing this form you are agreeing to provide the Council with a receipts and payments record within 28 days of the event or use and also confirming that no individual is making personal financial gain from the event or use.

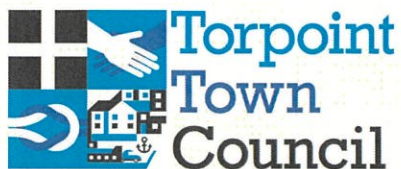
Signed.....Jenny Hughes Date ...01/04/2023

This form to be completed and returned to the Town Council Offices within 28 days of the event.

Event Income (Please provide a breakdown of income)	£	p	Event Expenses (Please provide a breakdown of expenses)	£	p	Are receipts available if required)
Easter Fayre	297.00	00				
Total Income	297	00	Total Expenses			
Surplus Income over Expenses for use by Charity						

I confirm that the above information is a true and accurate record of the event/use of facilities at no cost and that records are available if required.
I further confirm that Torpoint Town Council and the use of the facilities at no cost will be mentioned in any publicity connected to this event.

Signed ...Jenny Hughes..... Date06/04/2023



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1	Name of Organisation or Individual	Torpoint Town Partnership
2	Name, Address and Status of Contact	Mrs K Brownhill 13 Goad Ave Torpoint PL11 2 ND Treasurer
3	Telephone Number of Contact	
4	Email of Contact	Abrown7357@aol.com
5	Reason for the request	To raise funds for new Christmas lights for Fore St
6	Please list the beneficiaries from any free use of the facilities	
7	Is the organisation a Registered Charity?	No
8	If an organisation, please confirm bank statement or accounts are enclosed	Milly has latest statement
9	Please confirm the status of the organisation (if applicable)	
10	Venue and Dates (s) Required	Benodet Tea hut 4 & 18/8/23
	Notional Value of Hire (To be completed by the Council Officer)	

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Signed...K Brownhill..... Date4/4/23.....

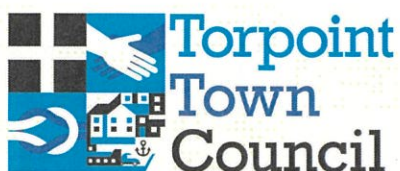
This form to be completed and returned to the Town Council Offices within 28 days of the event.

[illegible]

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Signed **Date**



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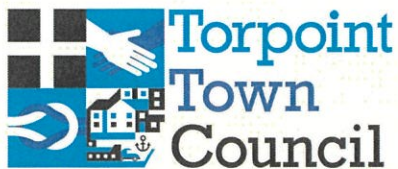
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1	Name of Organisation or Individual	Torpoint Town Partnership
2	Name, Address and Status of Contact	Mrs K Brownhill 13 Goad Ave Torpoint PL11 2 ND Treasurer
3	Telephone Number of Contact	
4	Email of Contact	Abrown7357@aol.com
5	Reason for the request	Community lantern making workshop for lights switch on
6	Please list the beneficiaries from any free use of the facilities	
7	Is the organisation a Registered Charity?	No
8	If an organisation, please confirm bank statement or accounts are enclosed	Milly has latest statement
9	Please confirm the status of the organisation (if applicable)	
10	Venue and Dates (s) Required	Council chambers 4/11/23
	Notional Value of Hire (To be completed by the Council Officer)	

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Signed...K Brownhill..... Date 4/4/23.....

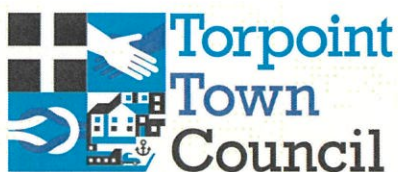
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2	Name, Address and Status of Contact	Mrs K Brownhill 13 Goad Ave Torpoint PL11 2 ND Treasurer
3	Telephone Number of Contact	
4	Email of Contact	Abrown7357@aol.com
5	Reason for the request	Community dog show, raising funds for TTP
6	Please list the beneficiaries from any free use of the facilities	
7	Is the organisation a Registered Charity?	No
8	If an organisation, please confirm bank statement or accounts are enclosed	Milly has latest statement
9	Please confirm the status of the organisation (if applicable)	
10	Venue and Dates (s) Required	Benodet Park Tea hut 20/8/23
	Notional Value of Hire (To be completed by the Council Officer)	

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