

TORPOINT TOWN COUNCIL

Application for Grant for Voluntary Organisations

Please note that this application will not be considered unless it is accompanied by a copy of the latest set of annual accounts showing the organisations income, expenditure and level of balances. If the organisation does not prepare annual accounts, copies of the bank statements covering the previous six months must be enclosed.

Notes to Applicants

To help us process your application quickly, please:

- Read the Applicant Guidance Notes carefully
- Complete the application fully – we will not consider incomplete forms
- Let us know if you have any questions before sending in your application

Name of organisation	TAC CIC (Torpoint Artists Collective)
Full postal address	61 Fore Street, Torpoint, Cornwall PL11 2BL
Contact name/position	Matthew Pontin Director at TAC CIC
Telephone number	07734429412
Email	matthew@torpointartistscollective.co.uk
Charity Registration Number (if applicable)	15571272
Project title	Summer Kids Art Club
Estimated start date	29th May 2026

Please tell us about the project and why you think it should receive the contribution from Torpoint Town Council

Torpoint Artists Collective CIC (TAC) is seeking support to deliver a Summer Kids Arts Club series, building on a successful winter programme delivered from our creative hub on Fore Street.

The Winter sessions engaged over 25 families in regular Sunday workshops, where children developed new creative skills, families connected, and participants were able to access high-quality arts activity locally without needing to travel to Plymouth. Feedback was overwhelmingly positive, with one parent sharing:

"My daughter has loved the kids art club... It's given her an opportunity to be creative in ways we can't always facilitate as busy working parents."

We are now proposing a light-touch summer programme of six sessions (May-October), held on the last Sunday of each month, aligning with market days to maximise accessibility and support footfall in the town centre. This will culminate in an exhibition of children's artworks in the Autumn.

Why this project is needed

There is a clear and evidenced need for accessible arts provision in Torpoint:

- 93% of residents feel there are not enough arts opportunities locally
- Only 27% of people feel a sense of belonging in their neighbourhood
- 29.3% of residents live in areas experiencing health deprivation

These figures highlight challenges around wellbeing, access and community connection.

Arts and cultural participation is widely recognised as contributing to improved health and wellbeing. The Torpoint Arts & Culture Strategy highlights that engagement in arts:

- improves self-esteem in children
- supports mental health
- reduces isolation across age groups

In Torpoint, where opportunities are limited and travel to Plymouth can be a barrier, local, affordable provision is essential.

This project directly responds to that need by:

- bringing high-quality creative activity into the town centre
- providing low-cost, inclusive access for families
- creating regular opportunities for connection and participation

Who will benefit

We anticipate:

- 25 families engaging across the programme
- Over 40 individual children participating
- Opportunities for a young person to volunteer, supported by DBS-checked adult volunteers

The project supports:

- Children's creativity, confidence and skills
- Family wellbeing and shared experiences
- Community cohesion and connection
- Local artists through paid opportunities

Alignment with local priorities

This project directly delivers against the Torpoint Arts & Culture Strategy 2025-2030, including:

- Theme 2: Participation & Wellbeing - increasing access to arts and improving quality of life
- Theme 3: Young People & Skills - supporting creative development and opportunities for young people
- Theme 1: Connect, Share & Celebrate - strengthening community through shared cultural activity

It also supports wider Town Council priorities around:

- strengthening the high street
- supporting families and young people
- improving wellbeing and community cohesion

Budget breakdown

We are requesting support towards the delivery of six sessions, with costs as follows:

- Artist fees: £60 per session × 6 sessions = £360
- Materials: = £100
- Contribution to TAC space running costs: £20 per session × 6 = £120
Marketing & promotion (flyers, design): £100
- Autumn exhibition showcase (councillors and mayor invited to celebrate): £100

Total project cost: £780

In kind support of volunteer time £240.

This funding will ensure:

- artists are paid fairly
- sessions are well-resourced and accessible
- the programme is effectively promoted to reach local families

The request is for a defined, time-limited project, in line with Section 137 guidance for specific community benefit activities .

Why the Council should support this project

This project represents:

- A proven, successful initiative with strong community feedback
- A clear response to identified local need
- A cost-effective investment with social, cultural and economic impact
- A programme that benefits Torpoint residents directly

It also contributes to:

- increased footfall on market days
- activation of Fore Street
- strengthening Torpoint's identity as a creative and connected town

This project demonstrates how small-scale investment can deliver meaningful impact - supporting children's development, improving family wellbeing, and strengthening community life in Torpoint. Continued support will help ensure these opportunities remain accessible to local families and contribute to the long-term cultural vitality of the town.

It also allows us to build momentum while looking at developing more strategic funding applications with and for the town.

Who will benefit from the project and how many of those are residents of Torpoint parish?

The primary beneficiaries of this project are children and families living in Torpoint parish.

We anticipate:

- 25 families engaging across the programme
- Over 40 individual children participating

Based on our previous delivery, the majority (approximately 80-90%) of participants will be Torpoint residents, as the sessions are locally based, low-cost, and specifically promoted within the town.

In addition to participants, the project will also benefit:

- Young people, through volunteering opportunities supported by DBS-checked creatives
- Local artists, through paid facilitation roles
- The wider community, through increased activity and footfall in the town centre on market days


Overall, this project is designed to directly serve Torpoint residents, improving access to creative opportunities, supporting family wellbeing, and strengthening community connection within the parish.

It also supported TAC as a growing social enterprise to support Torpoint's aspiration to be a destination and vibrant place to live and work.

Project costs (Please provide a breakdown of the costs of the project)	£	p	Funding	£	p	S = Secured A = Applied for (delete as applicable)
Artist fees: £60 per session × 6 sessions	£360			£360		S/A
Materials for sessions	£100			£100		S/A
Contribution to TAC space running costs: £20 per session	£120			£120		S/A
Marketing & promotion (flyers, design, distribution):	£100			£100		S/A

Autumn exhibition of children's work, printing and promotion costs	£100			£100		S/A
In kind support volunteer time and management at £30 a week	£240			£240		In kind support.
			Amount you are seeking from Torpoint Town Council	£780		
Total cost*			Total income*	£1020		
Please note: *The Total Cost and Total Income amounts must balance (e.g. Total Cost - £100; Total Income - £100)						

Checklist (Please make sure you have included the following with your application)	✓
Written confirmation of any match funding awarded to your project (a letter or e-mail)	
Your organisations latest set of accounts or latest bank statement	✓

Declaration	
I declare that the information supplied in this application is true.	
I agree that, if this application is successful, any grant money received will be used for the purposes described in this form and in accordance with the terms and conditions listed below. I confirm that I am duly authorised and empowered to confirm this on behalf of the applicant group.	
Signature: 	Date: 23/04/26
Name (Please Print): Matthew Pontin (On Behalf of TAC)	

Torpoint Town Council - Terms and Conditions

1. Grants awarded must only be used to support the expenditure identified in the application, as approved, and for no other purpose.
2. Torpoint Town Council receives a report within 12 months of receipt of the grant, clearly showing that the money has been spent on the project.

3. The applicant must not use the grant for any unlawful activities, the promotion of political and/or religious activity or activities that are discriminatory on the grounds of religion, race, sex, sexual preference, age or disability.
4. Projects should not be for private profit.
5. If appropriate, the applicant must have insurance for any activity which the grant will be wholly or partly funding. This includes public liability cover at any community event.
6. Recognition of Torpoint Town Council financial support must be included on any promotional material.
7. The applicant will be required to participate in any publicity deemed appropriate by Torpoint Town Council associated with the offer of funding.
8. If the project is cancelled or only partially achieved, remaining grant monies must be returned to the council immediately.
9. If the council makes a grant the project must be started within 12 months, or the full grant must be returned to the council immediately. If a delay is occasioned through no fault of the grantee the start date can be deferred, but only with council approval.
10. When an organisation has assembled a funding package, the council must be provided with the relevant terms and conditions under which these grants were awarded. This should include any additional conditions stipulated by the Grants board/ funding body at the time of the award.
11. The council reserves the right to visit the organisation and observe the project to ensure that the grant is being spent as intended.

Torpoint Town Council may provide a grant to another public body provided that the use of any financial support meets the council's strategic aims and objectives and will lead to a direct benefit for local residents in Torpoint.

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GUIDANCE NOTES TO ACCOMPANY THE GRANT APPLICATION FORM

The attached notes are designed to assist in completing the application form for financial assistance to voluntary and community bodies. It is advisable to produce as much information as possible to accompany the form. Any grant assistance must benefit some or all of the residents within the Torpoint parish boundary (i.e. the grant cannot benefit an individual or exclusively non-residents of the parish).

This form is only to be used by:-

Voluntary or community group - that is a not for profit organisation.

A Registered Charity

SECTIONS

1. Name of Organisation – This is the name of the organisation that is registered and in which name the bank account is established. The Council will only communicate with this organisation. Please do not name an organisation and then ask for cheques etc. to be made out to other organisations or individuals. This could have the effect of your application not being considered or any offer of grant assistance being withdrawn. If you have a constitution or terms of reference please provide it with the application.
2. Address – The address to where all correspondence in connection with this application will be sent.
3. Contact name and Position – The name and position of the contact and position in connection with this application.
4. Telephone number and email address – This is to contact the applicant if we require additional information or seek clarity. The email address will be used if it is a more convenient method of communication.
5. Charity Registration Number – If a charity please give the registration number.
6. Project Title – Please give the name of your project.
7. Estimated Start Date - If the project has already started please give the approximate date of the project commencement.
8. Please tell us about the project and why you think it should receive the contribution from Torpoint Town Council – The answer to this question is most important. The Council will only normally consider grant assistance for specific projects in other words to enable an organisation to progress or to undertake a piece of work that is essential. The Council will not usually consider grants for the day to day running costs (such as transport costs, utility costs etc.) as this would question the long term sustainability of the organisation. It can give general grants but this would be exceptional and at the discretion of the council. Please supply any additional information that can support your application. The Council must have assurance that the organisation is sustainable. It would also be useful to understand where the project will be delivered or where it is based.
9. Who will benefit from the project and how many of those are residents of Torpoint parish? - This is important as it allows the council to understand who will benefit from the project. It will also guide the council in allocating funding to enable as diverse a spread of grant assistance as possible and not just support for specific groups. Please avoid being vague by writing a reply such as "local residents". It is important that some or all of the beneficiaries are residents of the parish. The Council would also be interested in how many as a percentage of the total numbers of beneficiaries are residents of Torpoint parish if that information is available.
10. Project Costs – This section is most important as is the accuracy and concise nature. Please do not be vague. The amount of grant being sought from the Town Council must be specific. The Town Council will not consider applications without this section being completed fully.