

**Wylam Parish Council**

**Grant Application Form**

**SECTION 1 – To be completed by the applicant (Please complete all sections)**

<b>PROJECT NAME :</b>	Apple Cool Store + Distribution Shed		
<b>Name of Organisation:</b>	Wylam Community Orchard		
<b>Contact Address</b>	5 Woodcroft Road, Wylam , Northumberland , NE418DJ		
<b>Contact Name</b>	Howard Johnson	<b>Telephone No. 07503036857</b>	
<b>Position in Organisation</b>	Chair		
<b>Email address</b>	atanto1805@gmail.com		
<b>Bank account name. Please give A/c number and sort code</b>	Wylam Community Orchard	65411058 : 08 92 99	
<b>Please confirm that you are a “not for profit” organisation with a governing document, annual accounts and bank account in the name of the group with at least 2 unrelated signatories? We reserve the right to request evidence of this if necessary</b>	<b>YES / NO</b>	A constitution -based community organisation.  Villagers, Kate Jones and Sam Sayers are non-related signatories	
<b>About Your Project - Description of project to be funded and how the money will be spent. Please be specific about what you will spend our grant on.  Tell us how your project will be delivered, who will be involved and what their role is?  Tell us who will be responsible for maintaining</b>	An off grid, south facing, insulated wooden shed, solar powered to control ventilation panels; according to temperature, humidity and /or time. Holding up to a tonne of produce. Vermin protected. Racked shelving will enable standard 35 kg plastic boxes to be moved in and out and weighed for different end users. Such versatile storage enables us to switch delivery between these end users, according to demand, on a weekly or even daily basis. Replacing an ad hoc garage, shed and spare room system which is not fit for purpose. Given climate and food security uncertainties, our community orchard may become more attractive for membership in future and we need to be prepared. It is a small step towards a more resilient village and may act as a pilot for the future. In English orchard or wider enterprise terms, it is innovative; addressing the fulfilment end of community food production { ie a Larder}. For now, nobody is looking at		

and insuring the project in the future.	<p>this aspect of community food but all successful initiatives will need to consider it. In Orchard terms, it will be research in progress because apple storage is contradictory. Ventilation competes with cooling/refrigeration and an ambient continuity is seen as the goal. There are commercial refrigeration systems which make economic sense with large volumes of produce. Then there are traditional apple storage solutions such as Bunyard Houses on Edwardian country estates. This facility will draw the attention of other community food groups, academics and school children, since all may share an interest in how apples store best, in different conditions. Graphic recording systems will assist this process. We have professional input at all stages, from design {see drawings}, solar energy requirements to shed installation and construction of a concrete base. The school and the Multi Academy Trust are behind us. The latter's Chair has the following strapline at the top of his Linked In profile. "Championing climate education and action in schools". The Orchard committee is responsible for maintaining and insuring the project in future.</p>
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<b>Project Start Date</b>	August 2024	<b>End Date</b>	December 2024
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<p><b>Please give a breakdown of the items/activities to be funded with the grant and how much you are requesting from the Parish Council.</b></p> <p>Please make sure costs are accurate and based on quotations where appropriate</p>	<b>Item/Activity : see attached bill of materials</b>	<b>Total Cost</b>	<b>Amount Requested</b>
	Concrete Foundation	500	500
	Custom shed, bi fold doors + vertical supports for shelving	3000	3000
	Crates, their support rails + fittings	644	644
	PV panels, battery + simple controller	800	800
	9 fans and lighting panels {12v}	415	415
	Vermin protection, s/s weldmesh	64	64
	Trolley, collapsible sides for storage	214	214
	Foul weather awning	80	80
	Scales { free hand built cradle for crate}	9	9
	Document Pockets/white board a + pens, all door mounted. Max/Min Thermometer/Hydrometer	70.2	70.2

<b>If the total project cost is higher than the amount requested please tell us where the rest of the money is coming from?</b>	Total cost = £5796.2. <b>Total requested = £6,000 to account for contingencies</b>
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<b>Do you have all necessary permissions, insurances, safeguarding arrangements etc. in place to deliver this project?</b>	YES/NO (If No, please give details) Yes .
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<p><b>Does your project involve work on land or buildings? If yes, does your organisation hold the freehold or a least of a least 5 years.</b></p>	<p>Yes/No (If No Please give details)</p> <p>Yes . We have no freehold claim on the land. However the day to day owners of the property have confirmed support in writing. Chief Operating officer, Mark Tate: “ Thanks for sharing the information on the cold store. No further action is required.” 6<sup>th</sup> March 2024. I thanked him for this reassurance. He rep[lied ""I'm impressed we have a community group supporting the school with this. Thankyou for your support.”</p>					
<p><b>Is a risk assessment in place for the project?</b></p>	<p>YES/NO (If No, please give details) YES : a} avoids dumping fruit in future b} Gives foodbanks, commercial clients + members more time and leeway to use our apples c} We are asking for temperature/humidity controls as well as time -related controls so that we can respond to the vagaries of off -grid apple storage. In the same manner, we wish to deploy 3 types of fan { 3 intake , 3 stirring and 3 extraction} to optimise off grid storage potential. Our graphic recording systems should be able to relate the effectiveness of these approaches. Should extra refrigeration measures be required, we have the promise of extra and separate funding to test this potential out. The real risk is doing nothing in face of a} short term fluctuations in demand b} short term gluts of fruit when a harvest is good c} Longer term food security + climate changes.</p> <p>The orchard's child protection policy requests under 18 age volunteers to be accompanied by an adult. There is an orchard health and safety policy in operation, complete with basic medical kit and an accident book in our small tool shed, to record any incidents and potentially learn from them. Each of the professional installation contractors will have their own public liability cover</p>					
<p><b>What Difference Will Your Project Make?</b></p> <p>To enable us to better monitor the performance of your project we would like you to tell us more about the key outcomes, milestones and performance indicators that you aim to achieve.</p> <p>In doing so you should show how the project will fit with the Council's Guiding Principles and current priorities</p>	<p><b>Outcomes (the specific changes that will happen as a result of the project e.g. local people have improved access to community facilities)</b></p> <ol style="list-style-type: none"> <li>1. Members get longer to pick their share of the crop</li> <li>2. Local Pubs with limited storage + uncertain demand can be serviced better on a weekly basis</li> <li>3. Food banks can be supplied for longer, as the 12 week harvest period, {late August – early December} is extended through better storage</li> <li>4. Orchard members, other community food groups, academics and even school children learn more of what keeps best in certain conditions.</li> </ol> <p><b>Milestones (we want to be able to track the progress of your project so please tell us about the activities, tasks etc. and when they will be completed)</b></p> <table border="1" data-bbox="491 2040 1509 2101"> <thead> <tr> <th data-bbox="491 2040 1294 2101">Description</th> <th data-bbox="1294 2040 1509 2101">Date</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> </tbody> </table>		Description	Date		
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	1. 5 inch deep concrete Foundations in place	August
	2. Custom shed delivered + assembled with vertical shelf structures included	August
	3. Insulation, ventilation + solar panels installed	August
	4. Shelving, lighting + storage record system installed	August /Sept
	5. All other ancillaries installed	September
<b>Performance Indicators (tell us about the specific activities that will be delivered by the project and how many people will benefit e.g. No. of new users, No. of people engaged in voluntary work, No. of people accessing improved community facilities.)</b>		
	<b>Description</b>	<b>Target No.</b>
	Existing members using better storage	50
	Potential new members using better storage	50
	Food Bank users	200
	Commercial clients benefitting from better storage	15
	Interested volunteers from other organisations visit	50
	Academics, keen to study sustainable storage metrics, visit	10
	WFS Year 4 children on project work	20
	A pathfinder project towards better village resilience	?
<b>Total Number of Beneficiaries</b>	The total number of people who will benefit from your project is	400
	How many of these are from the Wylam Parish Council area (approx.)	150

### Equality and Diversity

Wylam Parish Council expects all projects to comply with equality legislation and to ensure fair treatment for all involved.

Please confirm that you understand this requirement and will ensure your project complies with it.

Yes  No


Please confirm that it is your policy to consider the needs of disabled people and make reasonable adjustments to allow them equal access.

**Yes**  No  The shed 's location is at the most accessible point of the Orchard. The Orchard's involvement policy stipulates under 18 entry when accompanied by an adult.

### Declaration

- I confirm that I am authorised to sign this declaration on behalf of the applicant organisation.
- I confirm that this application and proposed project within it has been authorised by the management committee or other governing body or board.
- I confirm that the information given in this application is true.

- I confirm that I have attached a signed copy of the governing document, latest annual accounts and most recent bank statement
- I confirm that the organisation will not use this grant to pay for any spending commitments it has made before the date of this application.
- I confirm that the grant will be used for the purposes detailed within this application and that where costs incurred are less than the grant offered the organisation will return any unspent grant to the Council when requested unless permission is granted for it to be used by the applicant for an acceptable purpose.
- The organisation shall ensure that all parties involved with the project comply with their legal obligations. (We reserve the right to request evidence of this if necessary).

Signed (on behalf of organisation)	Signature		Date
Name		HOWARD JOHNSON	3 <sup>rd</sup> June 2024

**Please return completed forms to**

Tracey Wood  
 Clerk to Wylam Parish Council  
 Wylam Institute  
 Church Road  
 Wylam  
 NE41 8AP

**Email:** [clerkwylamparishcouncil@gmail.com](mailto:clerkwylamparishcouncil@gmail.com)