



**KIRKBYMOORSIDE TOWN COUNCIL  
GRANT SCHEME APPLICATION FORM**

Name of group:	Kirkbymoorside Community Library (CLIC)
Main group contact: (full name and title)	[REDACTED]
Position in group	Chairman
Address	CLIC @ Kirkbymoorside 7 High Market Place Kirkbymoorside YO62 6AT
Telephone	01609 534557
Email	kirkbylibrary@outlook.com
Provide a <ul style="list-style-type: none"> <li>detailed description of the project</li> <li>evidence of the need for your project,</li> <li>and show who will benefit from it</li> </ul>	<p>We are applying for funding to help with the cost of cleaning the Library building. As a community library we receive a subsidy from the county council towards the rent and utility costs but need to raise money through grants and fundraising events to cover the other running costs.</p> <p>The library remains an essential part of Kirkbymoorside, providing public computer access and local information as well as meeting rooms that are being increasingly used by local groups again on a regular basis. We have been fortunate in securing regular bookings from Reeds in Partnership for the Government restart programme and driver theory tests for the DVSA.</p> <p>Much effort is being devoted to activities for children, such as regular story times and crafts, which has become a popular weekly activity since re-opening after lockdown. We will soon be offering creative writing workshops for Y9's in association with Ryedale school.</p> <p>We employ a local person to clean the building for five hours each week. Library users often comment on the cleanliness of the building.</p> <p>Although the library is still recovering from the effects of Covid in terms of visitor numbers, it is pleasing to hear that we have been regraded as a category C library based on our level of visits and issues.</p>
What are the full costs of the project (including VAT if applicable)	£2,800 (based on agreed rate of £11/hr)
Where is other funding from the project to come from?	Kirkbymoorside Town Council budget £1,400
Please tell us the stage at which your other applications are at	N/A
What contribution to these	

costs would you like from the Town Council?	£1,400
Is this contribution for a specific element of the project?	No
What is the structure of your organisation?	Informal group <input type="checkbox"/> Registered charity <input checked="" type="checkbox"/> Other <input type="checkbox"/> Please give details below

### Supporting information checklist

Where relevant please ensure that the following documents are submitted with your application (accounts and bank statements must always be submitted).

	Tick to confirm enclosure
Group constitution or set of rules	✓
To qualify all applicants must provide a <b>FULL financial disclosure</b> which are as follows:	
i. 3 months copies of statements from <b>ALL Bank accounts and statements of monies held in funds ETC</b>	✓
ii. Must include a statement from the applicant of what applications to other bodies have or had been applied for and awarded to fund this project.	Detailed above
Copy of the most recent/audited accounts	✓
Evidence of planning permission (if necessary)	N/A
Quotes for capital items and works over £500	✓
Twelve month forward plan: activities and finance (applications less than £5,000)	✓
Business plan for the next three years (applications over £5,000)	N/A

*Please return to:*

Lisa Bolland, Kirkbymoorside Town Council  
 Town Clerk, Church House, 7 High Market Place  
 KIRKBYMOORSIDE YO62 6AT

Tel: 01751 432217

email: [town.clerk@kirkbymoorsidetowncouncil.gov.uk](mailto:town.clerk@kirkbymoorsidetowncouncil.gov.uk)  
[www.kirkbymoorsidetowncouncil.gov.uk](http://www.kirkbymoorsidetowncouncil.gov.uk)

	Estimated year to 31/03/2022	Year to 31/03/2023	Year to 31/03/2024	Year to 31/03/2025	Year to 31/03/2026	Year to 31/03/2027
<b>INCOME</b>						
Books	£494.75	£500.00	£450.00	£400.00	£350.00	£300.00
Library Income	£1,184.44	£1,500.00	£1,400.00	£1,300.00	£1,200.00	£1,100.00
Event Books	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Event Income	£0.00	£1,000.00	£1,000.00	£1,000.00	£1,000.00	£1,000.00
Room Rental	£5,454.00	£6,000.00	£6,500.00	£7,000.00	£7,000.00	£7,000.00
Sponsorship	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Friends Scheme	£540.00	£600.00	£600.00	£600.00	£600.00	£600.00
Fundraising	£3,590.12	£3,600.00	£3,700.00	£3,800.00	£3,900.00	£4,000.00
Donations	£400.00	£500.00	£500.00	£500.00	£500.00	£500.00
Grants	£1,425.00	£3,000.00	£3,300.00	£3,600.00	£3,900.00	£4,200.00
Merchandise Sales	£1,117.26	£1,200.00	£1,300.00	£1,400.00	£1,500.00	£1,600.00
NYCC Subsidy	£8,472.00	£8,472.00	£8,472.00	£8,472.00	£8,472.00	£8,472.00
Other Income	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
<b>TOTAL INCOME</b>	<b>£22,677.57</b>	<b>£26,372.00</b>	<b>£27,222.00</b>	<b>£28,072.00</b>	<b>£28,422.00</b>	<b>£28,772.00</b>
<b>Expenses</b>						
Rent	£9,000.00	£9,000.00	£9,000.00	£9,000.00	£9,000.00	£9,000.00
Utilities	£1,543.75	£3,600.00	£5,400.00	£5,940.00	£6,534.00	£7,187.40
Repairs and maintenance	£1,800.00	£1,800.00	£1,980.00	£2,079.00	£2,182.95	£2,292.10
Waste Collection	£239.08	£250.00	£260.00	£270.00	£280.00	£300.00
Cost of Merchandise	£351.52	£420.00	£420.00	£420.00	£420.00	£420.00
Insurance	£196.82	£200.00	£210.00	£220.00	£230.00	£240.00
Cleaning Contract (incl materials)	£1,952.86	£3,000.00	£3,300.00	£3,600.00	£3,900.00	£4,200.00
Window Cleaning	£125.00	£100.00	£110.00	£120.00	£130.00	£140.00
Cost of Events	£42.43	£40.00	£40.00	£40.00	£40.00	£40.00
Water rates	£98.08	£150.00	£160.00	£170.00	£180.00	£190.00
Sum up Card Costs	£24.05	£25.00	£25.00	£25.00	£25.00	£25.00
Miscellaneous	£215.92	£250.00	£250.00	£250.00	£250.00	£250.00
<b>Total Expenditure</b>	<b>£15,589.51</b>	<b>£18,835.00</b>	<b>£21,155.00</b>	<b>£22,134.00</b>	<b>£23,171.95</b>	<b>£24,284.50</b>
<b>Monthly Surplus / (defecit)</b>	<b>£7,088.06</b>	<b>£7,537.00</b>	<b>£6,067.00</b>	<b>£5,938.00</b>	<b>£5,250.05</b>	<b>£4,487.50</b>