

# FAREHAM

## BOROUGH COUNCIL

Director of Operations  
Paul Doran

**Contact:** Claire Benfield  
**Ext.:** 4495  
**Date:** X September 2017

Dear Mr Mark Madavan

### **Community Fund Award Letter**

- Thank you for your recent application for funding from the Community Fund. Your application has been considered by the Council's Executive and I am pleased to inform you that the Council has agreed to award a grant of £40,000 to your organisation, Locks Heath Free Church. I have set out below the purpose and scope of the project funded by the award. Your organisation must use the award solely for the purposes set out in this Community Fund Award Letter.

### **The Project**

The grant has been awarded to use towards reconfigurations and improvements to the Locks Heath Free Church building on Hunts Pond Road including: the development of a dedicated pre-school suite; the creation of additional rooms available to the community; the upgrading of the kitchen area; the development of a dedicated youth suite; the creation of a new activity and sports hall; the creation of a large auditorium; the development of a counselling room; and the inclusion of additional parking on site; as detailed in your application.

This Community Fund has been granted on the condition that the facilities will be made freely available to local community groups and organisations to hire in addition to the use by Locks Heath Free Church. It is also a condition of the grant that the Locks Heath Free Church secures a £1.7 million mortgage on the premises. The Council will require evidence that each of these conditions has been met. This includes details of the mortgage arrangement. There will also be a requirement to keep records of all the community groups that use the facilities which will be made available to the Council on request.

**Department of Leisure and Environmental Services**  
**Civic Offices Civic Way Fareham PO16 7AZ**  
**Tel(01329) 236100 Fax: (01329) 550576**  
**Answer phone: 01329 824630**  
**leisureadmin@fareham.gov.uk DX 40814 (please state dept)**

The grant will become payable to your organisation once your authorised officer has accepted the award conditions by signing and returning both copies of the attached Community Fund Agreement and when the building works are completed and facilities available to the community. Please do not date the Agreement.

I would like to draw your attention to one of the conditions of the Council's Community Fund where you are asked to acknowledge the support of Fareham Borough Council and use the Council's logo in all publicity material. A copy of the Council logo is at the top of this letter which is suitable for use on general publicity and letter headed paper. However, if your project is considering the use of the logo in a different style, i.e. a banner or notice board, please contact me and I will be able to advise you on alternative formats available.

You may be contacted to give an interview about your project by the local press. If you do not wish your details to be given to them, please let me know.

Would you please send me some photographs of your project e.g. event launch, group, photos, that I can use for Community Fund publicity. I am sure Ward Councillors would be happy to attend any launch event, please let me know and I will arrange this for you.

I would like to take this opportunity to wish you every success with your project.

Yours sincerely

Claire Benfield  
Leisure and Community Officer

Encl