



Community Capital Project Fund 2025



Community Capital Project Fund

Application Form

Organisation name	Meysey Hampton Guides
Project name	Guide Neckers - Strengthening our Community



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Section 1

Your contact Information

Main contact details

1.1 Please fill in the following details about the person in your organisation who will be the main contact for your application. We will contact this person to discuss your application in more detail should we need any further clarification.

Name of main contact

Title		First name	Christine	Surname	Sheldon
Position in organisation	Leader				

Name of Organisation	Meysey Hampton Guides				
Address for correspondence including postcode	Orchard House, Springfield Road, Quenington. Cirencester				
	Postcode	GL7 5BU			

1.2 Please enter your telephone number(s) and e-mail address (if applicable)

Daytime Telephone number	01285 750270
Mobile number	07710 108343
E-mail address	csheldon1000@gmail.com

1.3 If your organisation is a branch or division of a larger organisation, please tell us which one.

Unit of Girlguiding UK



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1.4 What are the current activities of your organisation and how are these managed?

Mission Statement. "Through fun, friendship, challenge and adventure we empower girls to find their voice, inspiring them to discover the best in themselves and to make a positive difference in their community."

Meysey Hampton Guides meet weekly to deliver the Guiding programme for girls aged 10-15. Our Guides come from 8 different education facilities /geographies with the majority living in Fairford.

Section 2

Purpose of your application

2.1 Please be specific as this helps to ensure that any grant is applied for the intended purpose. A summary of Need, Purpose, Means of Delivery, Community Benefit and Expected Outcomes should be included here.

Overview of project (Need, Purpose, Means of Delivery, Community Benefit) (500 words)

After Covid, we returned to a Unit of just 3 Guides. Today we have 32 Guides and 10 on the waiting list. We try hard to deliver a mixed programme, indoor and outdoor, which appeals to different ages, talents and needs. We aim never to let "ability to pay" be a barrier to events and activities. As part of this, we fundraise regularly through our own efforts to fund activities such as entry to a County Guide outdoor skills competition, summer camp, arts and crafts, badges and awards. Our recent fundraising has included helping the local Lions Club on their Santa sleigh, bag packing at Waitrose and a sponsored walk.

Most Guide Units wear a necker as part of their uniform. This identifies them as part of that specific Guide group and clearly unites them as a community. We know from experience at other Guide groups that the necker is an important factor in creating a supportive and cohesive group, despite coming from different geographies, schools and backgrounds. We have been unable to afford to buy the necker and fastener (woggle) for all the girls and are aware that some parents may be unable to pay for this, creating an unwelcome division.

When we were made aware of the Community Capital Project Fund which includes funding for equipment, this seemed like a welcome way to achieve this goal.



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Expected Outcomes (200 words)

The aim is to enhance the sense of belonging to a strong and supportive Guiding community for each of our girls. By ensuring that each current member will receive and wear the same identifiable necker, we will embed this as part of the group identity and continue to build their sense of belonging and pride.

How will your project be sustained after this funding has been spent (100 words)

It will be sustained in two ways

1. Neckers will be clearly identified to new Guides and parents as part of the required Guide Unit uniform
2. We will offer a subsidy from our fundraising to any families seeming to struggle with cost. We also offer pre-worn uniform to new girls where possible.

Is your project aimed at a particular group e.g. children, older people, disabled people, ethnic group

Yes a Girl Guide unit with 32 members aged 10-15, 2 trained adult Leaders, 1 Leader in training aged 19 and 1 new adult leader in training.

2.2 Does your project involve improving/altering any land or buildings?

Yes

No

If the answer to the question above is yes, please include the name and address of the land or buildings involved in your project in the box below?



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2.3 Has the owner given their consent to your project?

 n/a

Yes

No

2.4 Who will be responsible for any continued maintenance of the project if required?

2.5 Have all consents, permissions been given to allow your project to proceed? Please provide details below to include any that are still pending waiting a decision.

2.6 Please enter details of the start and end date of your project

Project start date

Project end date



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Section 3

What is the total cost of your project?

Please note the following:

1. Maximum grant to any one organisation will be £5,000.
2. Grants will only be awarded to support capital projects.
3. Grants will only be awarded where organisations can demonstrate match funding is, or will be, in place before funds are released by Fairford Town Council.

3.1 Enter the total cost of your project below

£403.55

3.2 Please detail how the money you are applying for will be spent

Costs	Description / Item	Number	Total £
£10.00	Necker	36	£360.00
£1.10	Plaited woggle	36	£39.60
£3.95	Postage	1	£3.95
TOTAL			£403.55

3.3 If you are applying for funding that is less than the total cost of your project, have you already raised the balance? (Please tick) n/a

n/a

Yes

No



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Important: We will not be able to release the grant until the balance has been raised or secured and applications asking for immediate funding in these circumstances will normally be returned. If you have secured any additional funding we will require you to send documentation to confirm this i.e. details of how and from where the balance will be met.

3.4 If you answered No to the question above, how much have you raised and when do you expect the balance to be raised by?

How much has been raised so far	n/a
Date balance is expected to be raised by	
What are the sources of funding	



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Section 4

Payment Arrangements

If a grant is approved payment will be made direct to the bank account specified below. The account must be in the name of the organisation applying. There must be two unrelated signatories to the account and it should be a requirement that all cheques drawn from the account require two signatories for it to be validated. All recipients will be asked to sign a grant acceptance form prior to any funds being released.

Name of bank:	Santander Business Banking
Branch address:	Bridle Road, Bootle, Liverpool, L30 4GB
Name of account (this must be the organisation name you have given on the front cover of this form)	Meysey Hampton Guides
Account number	93720290
Bank Sort Code	09 01 27
Names of signatories to account	C Sheldon, P A Griffin
VAT Registration number (if applicable)	n/a
<p><i>Note: if your organisation is VAT registered you can only claim for the net amount required for your project. If your organisation is not VAT registered you may apply for the gross amount required for your project.</i></p>	



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Section 5

Certification: Please read the following paragraphs carefully.

We certify that the project details and the bank details given are correct and that the proposed grant will be spent on that project.

We undertake that if a grant is made towards the project, the grantee will comply fully with all the conditions set out in this document and the accompanying guidelines.

We certify that we are authorised by the grantee to sign this document on the grantee's behalf and that the grantee will be legally bound by it.

E-signature of applicant (this must be the person whose name and address is given in paragraph 1.1).

(Please provide your e-signature)

If you do not have an e-signature please make sure that you still print your name below

Name (please print) C Sheldon

Date 30th January 2026



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Applications must be accompanied with the following information. Please tick to indicate that you have included these with your application.

- | | |
|-----|--|
| X | A copy of your latest statutory accounts or approved management accounts |
| n/a | Confirmation of any additional funding you have secured that is required to enable your project to proceed |
| n/a | Evidence of a competitive procurement process (at least 3 quotes) for the project. |

Thank you for completing this application.

Please make sure you have completed all of the sections before submitting it.

**Please submit the application form to
clerks@fairfordtowncouncil.gov.uk**

Deadline for applications is 31st December 2025

Meysey Hampton Guides

01 January 2025 to 31 December 2025

	This year	Last year	
	£	£	
Income in			
Subs under Gift Aid	2,412.00	1,647.50	
Subs - Non Gift Aid	162.50	353.50	
Gift Aid Received	498.20	259.31	
Events	0.00	236.20	
Donation	1,430.08	1,626.48	
Freedog	0.00	201.60	
Deer Park	395.00	0.00	
Grants	1,000.00	1,250.00	
Bubbs Mini	0.00	276.00	
2026 Camp	315.00	0.00	
Macaroni Weekend	0.00	386.00	
Legoland Windsor	445.00	540.00	
Panto	0.00	50.00	
Guide Shop	0.00	19.00	
Details 15	0.00	0.00	
2nd bank account (manual)	0.00	0.00	
Totals	6,657.78	6,845.59	
Expenditure out	£	£	
Rent	288.00	279.00	
Materials	328.95	365.42	
Guide Shop	486.44	479.79	
Events	764.76	453.39	
Census	1,337.50	1,326.00	
Freedog	0.00	217.60	
2026 Camp	750.00	0.00	
Deer Park	507.96	310.00	
Bubbs Mini	0.00	465.50	
Details 10	0.00	0.00	
Legoland Windsor	1,197.50	100.00	
Macaroni Weekend	0.00	450.13	
Panto	0.00	50.00	
Details 14	0.00	0.00	
Details 15	0.00	0.00	
2nd bank account (manual)	0.00	0.00	
Totals	5,661.11	4,496.83	
Surplus or (deficit) for the year	996.67	2,348.76	
Balances brought forward			
Bank 1	3,108.29	748.58	
Bank 2	0.00	0.00	
Cash	6.49	16.54	
	3,114.78	765.12	
Balances in hand at year end			
Bank 1	4,106.95	3,108.29	
Bank 2	0.00	0.00	
Cash	4.50	6.49	
	4,111.45	3,114.78	

Assets and liabilities: In addition to the above cash balances the unit has equipment to the value of 0.00 and there are no other assets or liabilities.

Prepared by: R P Sheldon

Signature and date: *R P Sheldon* 26/1/26

Reviewer's Certificate: The above statements agree with the records and vouchers of **Meysey Hampton Guides** for the financial year ended **31 December 2025**

Reviewed by: _____ Signature and date: _____

Notes:

Privacy statement

We collect your personal information in order to process your expense claims and fulfil our legal obligations. For further information on how and why we use your personal data, including how long we keep it, your rights, who we share it with, and how you can contact us, please read our full privacy notice at: girlguiding.org.uk/privacy-policy/

