



REQUEST FOR FUNDING FOR SPECIFIC PROJECT

FINANCIAL YEAR 2025 -2026

DATE:

2nd September 2025

TO: KENILWORTH TOWN COUNCIL / FINANCE & GENERAL SERVICES COMMITTEE.

Please read the Project Support Grant Criteria before completing this form

NAME / GROUP & MAIN CONTACT	Kenilworth Lions Club CIO Gerry Condon - Secretary
PROJECT TITLE	Kenilworth Lons Club Carols Concert
TOTAL SUM REQUESTED	£500 - £700
COSTING OF PROJECT WITH FULL DETAILED BREAKDOWN	(Expenditure & Income figures based on previous year) <u>Expenditure</u> English Heritage Charge -750 Stage, sound & lighting (including 10% uplift) -2,750 Insurance (Inc. estimated 10% uplift this year) -386 Licence -21 First Aid -240 Security -180 Cleaning -300 Mulled Wine & Supplies -481 Donation, Band -250 Donation, School for Choir -150 Donation, Christmas Storyteller -50 Donation, School performer -50 Misc. expenses -184 <u>Total Expenditure</u> -5,792 Expenditure is last year's actual except where indicated. <u>Income</u> (Entrance & food and drink) <u>Total Income</u> 4,400 <u>Expected shortfall (without a grant)</u> -1,392

DETAILS OF OTHER SOURCES OF FUNDING APPLIED FOR AND NAMES OF PARTNER ORGANISATIONS IF PROJECT IS JOINT/ MULTI GROUPS AND DETAILS OF FUNDING SUPPORT REQUESTS MADE BY THEM	None
PLEASE CONFIRM THAT YOU HAVE ENCLOSED YOUR MOST RECENT AUDITED BALANCE SHEET OR EQUIVALENT.	KLC Accounts 30 June 2024-final.pdf
TIMESCALE / DATE OF EVENT	20 th December 2025
NUMBER OF KENILWORTH RESIDENTS TO BENEFIT	800 – 1,000
OTHER INFORMATION IN SUPPORT OF THE APPLICATION	Every Year Kenilworth Lions Club hold a Carol Concert. This is not an overtly religious service but a community event for Kenilworth families to gather and sing their favourite Christmas Carols and Christmas Songs. It does not raise funds; in fact, we usually make a loss. The loss can be significant if the weather is unfavourable. The Carol Concert is attended by a local brass band, a member of a local church and local schools, to whom we make donations. The local MP and the Mayor and consort are always invited to attend and give the readings. This event is held at the atmospheric Kenilworth Castle, which provides an excellent setting and enables us to charge a modest entry fee to help cover costs; children are not charged for admission. Attendance at last year's event was down on the previous year due to the weather, resulting in a loss of £576 once your generous grant of £625 was added.

Data Protection Statement

The information which you give when completing your application form will be used in accordance with the Data Protection Act 1998 and for the following purposes: to enable the organisation to create an electronic and paper record of your application; to enable the application to be processed; to enable the organisation to compile statistics, or to assist other organisations to do so, provided that no statistical information that would identify you as an individual will be published. The information will be kept securely, and will be kept no longer than necessary.

PLEASE RETURN THE COMPLETED FORM AND ENCLOSURES TO

**THE TOWN CLERK
KENILWORTH TOWN COUNCIL**

VIA EMAIL TO kentc@kenilworth.org

On your covering email – please confirm the following

Name and contact email and daytime telephone number.

Bank details – name and address of payee, bank sort code and account number