



Newton Flotman Parish Council

Tel 01508 447688

Email clerk@newtonflotmanpc.co.uk
www.newtonflotmanpc.co.uk

Grant Application Form

For all not-for-profit groups and organisations meeting within the parish, and operating for the benefit of the residents of Newton Flotman.

Name of Group/Organisation **Newton Flotman Village Centre and Alan King Playing Field – (NFVC)**

Registered Charity Number (if applicable) **1091607**

Purpose of Group/Organisation **Community amenity serving residents of Newton Flotman through the use of the Village Hall and Playing Field**

Current Membership

Age Range	Under 5	5-12 yrs	13-19 yrs	20-54 yrs	55 +	Total Overall	Total from Newton Flotman
Female							
Male							

Current Officers	Name	Address	Tel. No
Chairman	Richard Green	The Olde Cottage Old Street Newton Flotman NR15 1PD	07407 096284
Secretary	Hilary Beach	Hamford Flordon Road Newton Flotman NR15 1PY	01508 470473
Treasurer	William Ball	23 Alan Avenue Newton Flotman NR15 1PY	07785 264016

Sources of Regular Funding

Regular hirers of the Village Hall, including International Talent FC, Little Hands Norwich, Bridge Club, Newton Flotman Charities (Cherry Tree Café), YMCA (Youth Club) and Newton Flotman Parish Council

Occasional hirers of the Village Hall for parties, meetings and social events, including Hethersett and District Lions and Cornerstone Church

Newton Flotman Social Club and Bar events, including Quizzes and Bingo evenings

Newton Flotman Football Club for use of the playing field and changing rooms

Events organised by NFVC including a summer fete, film nights and social events

Subject of Application

Assistance with those costs incurred with a community-benefit

Other Financial Sources being pursued

None in respect of this grant application

Documents to be sent with application:

- copies of two written quotations / estimates for all costs involved

For established groups:

- latest set of accounts and balance sheet - attached
- details of current financial position: the Village Centre is in a reasonably comfortable financial position, despite having committed funds to repairs and refurbishments, and is expecting income in the current year to cover known overhead expenses. We also have reserves which are designated to provide improvements to the fabric of the building and playground equipment. The Improvements Sub-committee continues to consider priorities when it comes to committing funds and this has proved both useful and worthwhile in as much as it highlights areas of ambition as well as necessity.
- In the last year, considerable NFVC funds have been applied to a major refurbishment of the meeting room, relaying the paving at the front of the Hall improving the insulation above the meeting room and replacing the fence at the rear of the Hall. In addition, a CCTV system has been installed with grant funding made available by Newton Flotman Parish Council.

Project details and reason for application:

The NFVC committee is seeking financial support from NFPC regarding the following:

1. **Grounds maintenance contract.** Following a competitive tender process conducted in 2024, Norse Group were awarded the grounds maintenance contract for a period of three years, in accordance with NFVC's financial policy. Norse have delivered their contractual commitments in full and to a satisfactory standard for the last two years. Their contract renewal quotation is **£4,364.16, representing a 0.45% increase** over the 2025 amount. It is, therefore, the Committee's wish that Norse should continue to handle the grounds maintenance contact into a third year. It is customary for NFPC to fund this cost in full and **we are requesting a grant of 100% of the contract amount.** Please see page 11 in the attached SLA document.
2. **Urgent tree maintenance requirements.** We have recently commissioned a Tree Report and this took place on 30 September 2026. **The report is attached for information.** It has highlighted a number of areas in which urgent attention is required, categorised as Priority Codes 1 and 2. Please see section 4 on pages 3 & 4 in the attached document. There are six trees categorised as Code 1, requiring urgent attention for health and safety reasons, with the remainder being Code 2, with attention recommended within 6 months. Due to the unexpected urgency highlighted in the report, we have so far managed to obtain just one quote (**attached**) within the short time since receiving the Tree Report. We (NFVC) are in the process of obtaining two further quotes from local companies in order to benchmark the single quote received. Please note that East of England Tree Surgeons (the report authors) will not be quoting to carry out the work. We are anxious that the recommended work be carried out without undue delay and certainly within the first quarter of the 2027/28 financial year. In fact, the Code 1 work will be carried as soon as possible, paid for by NFVC, and has been removed from the specification on the remaining quotes. Ideally, we would look to **request a grant of 100% of the quoted amount**, with the lowest of the three quotes being selected. **The quote from Roger Norton (Tree Surgeons) is £7,712 excluding VAT.** If the Parish Council are unable to commit to paying the full amount, we would consider releasing reserves to cover any shortfall.

Total Cost of Project, not including budget amounts	£ 12,076.16
Total of budget amounts, payable only if needed	£
Amount requested from Parish Council, up to	£12,076.16 (excluding VAT)

Declaration: the above information is submitted to the Parish Council and is correct to the best of my / our knowledge.

Signature of Applicant: W S Ball

Printed Name: William Ball

Position in Organisation: Treasurer

Date: 12 October 2026

Please note that the Parish Council likes to meet with all applicants, the Parish Clerk will let you know at which meeting this application will be considered.

Please send this completed form, together with supporting information to the Parish Clerk: clerk@newtonflotmanpc.co.uk. By 12th October 2026

Data Protection

The data contained on this form will be retained for the purposes of this grant and, if you are successful, within the Council's accounts for the required seven years. The data is held securely and will not be shared or be used for any other purpose.

As a data subject you have detailed rights including: right of access to your own personal data, right of correction, erasure and to object to processing and the right to lodge a complaint with the Information Commissioner (the ICO).

More information regarding how the Parish Council handles data can be found in its [privacy statement](#).