

1. **Organisation/ group name:** Wickwar Women's Circle

Background

Wickwar women's circle was established in November 1998. The Group is open to all women with no minimum or upper age limited. The current age demographic ranges from early 30 's to late 70's. Whilst the group is not exclusive to the village of Wickwar most members are from the village.

The group meet once a month, up until three years ago the group met in the Town Hall but to ensure the group could meet all the accessibility needs and potential needs of the group the meetings moved to the village hall, and this is where they hope to continue to meet on the second Wednesday of each month (excluding August). The group meeting in the village hall supports the parish council with rental income and promotes walking rather than using cars to visit a location further away.

Aim/purpose: The aim/purpose of the group is to meet with others from all walks of life and share experiences, skills, and hobbies. This is supplemented by the hiring of guest speakers around a broad range of topics, with some local interest where possible e.g. bee keeping, stroud canal. Speakers covering national/ international issues also attend. Periodically if the speakers are of interest to a wider audience, the invite is shared wider than just members, this normally only happens once per year. The group also organises as part of the monthly meeting an annual walk, garden tea and Christmas celebration.

The group try where appropriate to support other local groups by either donating funds e.g. firework display or by supporting in other ways e.g. reader at the Christmas Church service, knitting poppies for the church display at the time of Remembrance Sunday.

2. **Describe the project/ equipment/ event this grant would be used for:**

Project outline

The project has two aims:

- Raise membership numbers - target is to reach 40 to facilitate the continuation of the organisation
- Foster inclusion with the residents of the new housing estates that have been built in the village

The proposal to raise membership numbers and foster inclusion with residents of the new housing estate to maintain the village community will require significant promotion of the Wickwar women's circle meetings.

The group's project will require the production of a leaflet which will contain key information about the group. These will be printed to enable a significant mail drop (delivery will be undertaken by members) to be carried out culminating in a special

event to welcome interested parties. To support this there is also a plan to use the parish monthly newsletter to advertise moving from a small free advert to a full page payable advert for December 2021 - February 2022. The group would also like to purchase china mugs and glasses for use by members at their monthly meetings, any replacements being met from ongoing group balances.

3. What is the total cost of the project/ equipment/ event?

Activities	Costs
A special event in March 2022 opening this meeting to "all" Themed food around Commonwealth day.	£200
Publicity: Advertise in the Parish magazine full page Dec/Jan/Feb	£51
Leaflet drop to all new houses	£80 - £150
Purchase of 30 China mugs*	£114
Purchase of glasses*	£27
*to enable committee to wash through personal dishwasher and store offsite	
	£472 - £542

4. How will this project/ equipment/ event benefit some/ all of the residents in the parish?

Prior to the pandemic the membership had reached 29 (the highest ever) with the normal attendance being between 15-20 at each meeting. Indications are that this number will fall, 3 members have indicated that they will not be returning in September (first mtg). This heavily impacts on the financial position.

The target is to increase the membership to 40, this would ensure that the group is financially sustainable.

The project fosters inclusive community activity with village residents.

5. How much are you applying for:

Maximum grant £500

£500

6. If the grant does not cover the full cost of the project/ equipment/ event, how will the rest of the cost be financed?

The groups budget forecast for the remaining part of 2021/22 does have a small contingency sum which could be used in part to meet any shortfall.

7. Please include below any other information which you consider to be relevant to your application.

Structure and Management: The group is supported by six members working as a committee with both the Chair and Treasurer being elected from the whole membership group. The remaining four committee members are volunteers from the wider membership. The purpose of the committee is to ensure that each month there is a speaker/theme/activity for the monthly meeting, ensure cakes and beverages are available, hall keys are collected and returned together with organising the one-off events. The group have a specific bank account with nominated authorised signatories (two) Due to the level of income the group is not registered as a charity. An AGM takes place in April of each year where the Income and Expenditure accounts are shared.

Fees: Fees are £25.00 per annum (April - March), In 2020/21 and 2021/22 fees have not been collected and any paid for these years will be held over to 2022/23 for those individuals.

Speakers' fees: are normally between £30 - £70 per session, there is uncertainty if these may increase moving forward.

The Group currently have a "free" advert in the parish magazine (1/4 page)

The group try where appropriate to support other local groups by either donating funds e.g. firework display or by supporting in other ways e.g. reader at the Christmas Church service, knitting poppies for Remembrance Sunday church display.

Current Financial position: The group currently have £529.63 in the bank account. The commitments on this amount are:

Hall hire Sept - March = 7 X £16	£112
Speakers say 3 (yet to be confirmed see attached schedule) @ £55	£165
Beverages for meetings	£45
Cheese and biscuits for welcome back meeting	£75
Christmas event (contribution only)	£40

After the above this would leave the group with just under £100 which is the groups contingency fund.

Calendar for remaining part of 2021/22 (provisional)

Month	Activity	Month	Activity
Sept 2021	Welcome back meeting cheese and chat/planning/updates	Jan 2022	To be determined (speaker yet to be confirmed)
Oct 2021	Craft evening - various craft activities, speakers provisionally booked	Feb 2022	To be determined (speaker yet to be confirmed)
Nov 2021	Quiz / murder mystery	March 2022	Special event (subject to funding)
Dec 2021	Christmas event		

8. The following will be required upon completion of the project:

8.1 A copy of the appropriate invoice/s on completion of the project for which the grant was provided (e.g. for equipment or services).

8.2 A short report on the benefit/difference that the grant has made to the group and to the residents of the parish, will be required in the May following the award of the grant. A representative from your group may be invited to attend and/or present the report at the Annual Meeting of the Parish in May.

Please tick to confirm that you will provide an invoice/s. ✓

Please tick to confirm that you will provide a report. ✓

Completed forms may be emailed to the Parish Clerk clerk@wickwarparishcouncil.gov.uk

Or posted to:

Wickwar Parish Clerk
22 Inglestone Road
Wickwar
Wotton-under-edge
Gloucestershire
GL12 8NH