

**MEETING OF FINANCE AND GENERAL PURPOSES COMMITTEE MEETING**

**17 JUNE 2019**

**ADDENDUM TO AGENDA**

- 11. Festival Funding Request – Evesham River Festival**  
Application and supporting documents attached

# Application for Festival/Event Funding

*(Please complete electronically)*



Evesham Town Council

1. ORGANISATION REPRESENTED BY THE APPLICANT

(NB: This will be the name the payment is made to should an award be agreed)

EVESHAM RIVER FESTIVAL COMMITTEE

2. CONTACT DETAILS

NAME: DOUG. PAYNE

ADDRESS: SANKEY MARINE,

WORCESTER RD., EVESHAM.

POSTCODE: WR11 4TA

EMAIL: DUGWASH@hotmail.com

3. FESTIVAL/EVENT NAME

EVESHAM RIVER FESTIVAL

4. ARE YOU A REGISTERED CHARITY OR COMPANY? (if yes please detail the registration number)

NO

5. NUMBER OF PEOPLE ESTIMATED TO ATTEND

< 10,000

6. AIMS AND OBJECTIVES OF THE FESTIVAL/EVENT *(Please continue on a separate page if necessary)*

Free to public event showcasing Evesham's waterside, with water activities, local music, stalls, local food and displays. Attracting boaters from all over the midlands.

7. HOW WILL YOUR FESTIVAL/EVENT BENEFIT EVESHAM? *(Please continue on a separate page if necessary)*

The festival attracts from a huge radius benefiting local shops and facilities. It showcases the riverside and potential we have, which all goes into making Evesham an attractive place to be.

8. TOTAL COST OF THE FESTIVAL/EVENT (please include a breakdown of costs)  
£..... 9000 .....

9. WHAT COSTS ARE YOU APPLYING FOR?

CAPITAL: £.....

EXPENDITURE: £..... 4,100 .....

10. HOW WILL ANY SHORTFALL BE MET?

Stalls and bowlers entry fees  
Sponsorship

11. IF THERE IS A SURPLUS, WHAT WILL HAPPEN TO IT?

Facilitate next yrs festival.

12. OTHER SOURCES OF FUNDING/INCOME

DISTRICT: £..... Portable toilets, venue ..... Confirmed (Y/N)

COUNTY: £..... - ..... Confirmed (Y/N)

SALES: £..... 3000 ..... Confirmed (Y/N)

SPONSORSHIP: £..... 2000 ..... Confirmed (Y/N)

OTHER SOURCE: £..... ..... Confirmed (Y/N)

13. PLEASE PROVIDE THE FOLLOWING SUPPORTING INFORMATION. IF YOU ARE UNABLE TO PROVIDE ANY OF THE INFORMATION, PLEASE EXPLAIN WHY.

6 months bank statements. If no specific account for event, please explain where funds will be paid and how monitored

The most recent income and expenditure account or in the case of a new event/festival a fully costed current plan with financial information

A business plan or explanation of how the event will work

Details of any additional funding secured or applied for, as well as any fundraising carried out

Constitution or rules of the organisation

Profit and loss details of the previous event/festival

All organisations that receive a grant are asked to provide a written report to the Town Council within 4 months of the award date. It is also a requirement that the Town Council is acknowledged on any publicity (programmes, websites, reports, posters etc) produced to promote your event. By signing below you confirm that you will comply with this.

Signed:.....*Doug Taylor*.....

Date: *Chairman*.....

Name and Position in the Organisation:.....

## Evesham River Festival 2019

The festival organization is divided into waterside and landside with separate people in charge of each. Caitlin Donnahey is running the landside and Adrian Mayhew is running the waterside. They each have a small group working with them.

Overseeing both will be Doug Payne.

Safety and risk assessment has been undertaken by Adrian Mayhew, who advises on such matters for Surf Life Saving Great Britain.

Full event insurance is provided.

Entertainment and stalls are overseen by Caitlin.

There is always room for extra help from committed volunteers.

The on the day set up and organization is done by a team of helpers.

We now employ an outside security company to patrol on Friday night, all day Saturday and overnight on Saturday. This has helped to allay boaters fears of antisocial behavior.

This year we have a large contingent of narrowboats cruising to us from Saul junction near Gloucester.

The local police have been informed and provide a presence until close of play. The bankside stalls and entertainment are predominantly locally sourced and offer a range of food and activities

Boaters activities this year include; rescue displays, decorated boats, illuminated display, watersports displays and raft making competition.

Along with the boating activities we have the return of the Newfoundland water rescue dogs from South Wales.

Various local bands will be performing from the stage and The Fleece will be providing a beer tent.

The firework finale closes the show at 11pm.

## Planned 2019

### Income

Boats	500
Stalls	3000
Sponsorship	2000
Grant	4100
	9600

### Costs


Insurance	1000
Security	1000
Fireworks	3100
First Aid	300
Rally Plaques	212
Bands	1000
Wychavon	100
PA	500
Prizes	500
Website etc	200
Admin	100

8012

THE OFFICIALS  
 EVESHAM RIVER FESTIVAL COMMITTEE  
 WORKING ACCOUNT  
 SANKEY MARINE WORCESTER ROAD  
 EVESHAM  
 WORCESTERSHIRE  
 WR11 4TA

## Your Community Account

## At a glance

Date	Description	Money out £	Money in £	Balance £
4 Oct	Start Balance			1,795.11
16 Oct	 Deposit Re 41Evesham 100089	<i>Stalls -</i>	1,520.00	3,315.11
2 Nov	Balance carried forward			3,315.11
Total Payments/Receipts		0.00	1,520.00	

### 04 Oct - 02 Nov 2018

Start balance	£1,795.11
Money out	£0.00
▶ Commission charges	£0.00
Money in	£1,520.00
▶ Gross interest earned	£0.00
End balance	£3,315.11

**Anything wrong?** If you notice any incorrect or unusual transactions, see the next page for how to get in touch with us.

Your deposit is eligible for protection by the Financial Services Compensation Scheme.




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Date	Description	Money out £	Money in £	Balance £
3 Nov	Start Balance			3,315.11
20 Feb	 Deposit Re 43Evesham 100090 <i>BOATS</i>		30.00	3,345.11
1 Mar	Balance carried forward			3,345.11
	Total Payments/Receipts	0.00	30.00	

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### 03 Nov 2018 - 01 Mar 2019

Start balance	£3,315.11
Money out	£0.00
▶ Commission charges	£0.00
Money in	£30.00
▶ Gross interest earned	£0.00
End balance	£3,345.11

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## At a glance

### 02 Mar - 03 Apr 2019

Date	Description	Money out £	Money in £	Balance £
2 Mar	Start Balance			3,345.11
19 Mar	 Cheque Issued Ref: 100076	300.00		3,045.11
		<i>SWCS</i>		
3 Apr	Balance carried forward			3,045.11
	Total Payments/Receipts	300.00	0.00	

Start balance	£3,345.11
Money out	£300.00
▶ Commission charges	£0.00
Money in	£0.00
▶ Gross interest earned	£0.00
End balance	£3,045.11

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Date	Description	Money out £	Money in £	Balance £
4 Apr	Start Balance			3,045.11
17 Apr	 Deposit Re 42Evesham 100091		50.00	3,095.11
3 May	Balance carried forward			3,095.11
	Total Payments/Receipts	0.00	50.00	

### 04 Apr - 03 May 2019





Start balance	£3,045.11
Money out	£0.00
▶ Commission charges	£0.00
Money in	£50.00
▶ Gross interest earned	£0.00
End balance	£3,095.11

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Date	Description	Money out £	Money in £	Balance £
4 May	Start Balance			3,095.11
8 May	 Deposit Re 41Evesham 100092		120.00	3,215.11
14 May	 Direct Credit From MF Support Ref: MF Marketing		50.00	3,265.11
20 May	 Deposit Re 42Evesham 100093		70.00	3,335.11
24 May	 Deposit Re 43Evesham 100094		50.00	3,385.11
3 Jun	Balance carried forward			3,385.11
	Total Payments/Receipts	0.00	290.00	

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## At a glance

### 04 May - 03 Jun 2019

Start balance	£3,095.11
Money out	£0.00
▶ Commission charges	£0.00
Money in	£290.00
▶ Cross interest earned	£0.00
End balance	£3,385.11

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 by the Financial Services  
 Compensation Scheme.

## 2018 Fest

### OUT

Lowe Plaques	206.4
Towergate	790.85
Cash for Bands	1000
Helen Pearson music	100
Security	111.31from 17
DP repay admin and elec	98
Nick Kilby sound pa etc	450
Avonbank band	100
SWLG first aid and water safet	300
Baps staff	66.5
	3223.06

### IN

Salt Beef co	100
Misc boats	100
Kimberley	150
Stalls misc	15
Ice cream	125
Bubble bird	200
J Jones	600
Crisps sponsored	215
Misc	15

Boats 13 july	30
Jones	450?
Emerald chiro	200
Boats	50
ANT	50
Wheyman donuts	200misc 100
Boats 25 june	80
Scouts	50
Sw wildlife	50
OD Pig co	400cash held
Sponsor Henson Plant	200
	3280