



Beansheaf Centre

Concessionary/Community Groups Rates - Application form

If you wish to be considered for a concessionary hire rate at the Beansheaf Centre please complete the application form below.

All approved concessions will be valid from the date of approval and will terminate on your last day of hire. You must inform the Parish Office immediately if there is any change in your status.

Concessionary rates are offered at the discretion of the Parish Office. However, if you do not agree with the decision of the Parish Office, you may request that your application is taken before the full council for consideration. The decision of the full council will be final.

WHO CAN APPLY

Local community groups, voluntary organisations and charities which must be of a non-commercial nature. National organisations will not usually be considered. Individuals will not usually be considered.

GROUPS THAT WILL NOT NORMALLY BE AWARDED A DISCOUNT

- Political organisations
- Events that have already occurred (i.e. concessionary rates will not be applied retrospectively)
- Organisations that have a closed or restricted membership
- an organisation that discriminates on grounds of racial origin, gender, disability, age, (except for obvious reasons, such as becoming a member of a Youth club), and political or religious persuasion.

DEFINITIONS

Non-profit: not intended to make a profit and to provide a service that people need. All of the money earned by or donated to a not-for-profit organization is used in pursuing the organization's objectives and keeping it running;

Community Group: group or organisation which works for the public benefit and has the following characteristics:

- **Structure** – rules around how the group is organised and run. This is called a 'governing document' or constitution;
- **Not for Profit** – no-one within the group will profit from that group. It is run by volunteers who can be reimbursed for volunteer expenses but apart from that any profits made must be reinvested in the group.

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Name of organisation:

Main contact name:

Position within the organisation:

Main contact number:

Is your group either (please tick either 1, 2, 3 or 4 below):

1) A local, registered charity relating to any of the categories in option 2?

If Yes, please provide your charity number here:

Or

2) Are you a non-profit making organisation or community group providing a service within the Parish of Holybrook for any other the following:

Or

3) Providing a service on behalf of the NHS

If Yes, please provide the details of the NHS service being provided:

If you ticked options 1 or 2 above please also answer the following questions:

- Type of activity:
- Number of members: Membership cost:
- Members are either: a) below 18 or b) over 66

Or

4) A Faith Group using the Beansheaf Centre for ⁱ:

a) An open community event:

Event type:

b) A faith based activity, for example, Sunday School or prayer meeting:

Event type:

I hereby declare that the information provided on this form is true and correct. I also understand that any wilful dishonesty may result in refusal of this application or immediate termination of hire at the Beansheaf Centre.

I confirm that I have enclosed a copy of our organizations constitution with this form.

I acknowledge that the Parish Council may ask for a copy of my organizations accounts to support our application.

Signed:

(Authorised signatory) **Date:**

FOR OFFICE USE ONLY

Date of approval:

Approved by:

(Name) **Position:**

Or

Reason for refusal:

Date of appeal (if necessary):

Council decision (if necessary):

ⁱ Parish Council's cannot provide funds to a faith based group in respect of its religious activities. It can provide funds to any charitable activities that it carries on, such as toddler groups or other non-faith based activities which benefit the community but not those which are primarily of a faith based nature.