



Grant Application Form

Please complete all sections of this application form.

Return to completed applications to : the.clerk@alwoodleyparishcouncil.org

Section A – Please give the full name and address of the organisation applying for the grant and contact person

Name of organisation	Alwoodley Community Association (ACA)
Organisation details Include address, e-mail, telephone number, web-site	The Community Hall The Avenue Alwoodley Leeds LS17 7NZ https://www.alwoodleycommunityassociation.com
Is this organisation a profit making concern? If this organisation is a registered charity please provide charity number The ACA is a Registered Charity (523749)	
Please provide a brief description of your organisation i.e. what does it do	The ACA is a registered charity that was established in 1948 and is run by volunteers and governed by a Committee of Trustees that meets once a month. The ACA is situated at the heart of the Alwoodley Community and provides a wide range of sports and recreational activities for its members and residents. There is also a licenced bar that is managed by the ACA Social Club which is open to Members in the evenings and weekends. The ACA owns the freehold of its site which is comprised of the main Community Building constructed in 1949 and subsequently extended, the adjacent bar areas operated by the Social Club, a separate building used by the Scouts and Guides, three tennis courts, a grass football pitch and associated land, part of which is leased to a company who will operate two padel courts (due to open November 2026) Examples of Membership Sections that are based at the ACA include Chess, Tennis, Singers, Table Tennis, Art, Shire Academics Football and Badminton clubs/sections. Facilities that can be hired out for community activities and meetings,

	parties and events include a main hall with stage, a separate meeting room that can accommodate up to 20 people and the lounge/bar areas in the Social Club.	
Contact person Enter details of a contact person if we have a question in relation to this grant application	Name	Chris Kwasniewski ACA Secretary
	Address – if different to above	[REDACTED]
	Telephone	[REDACTED]
	e-mail	[REDACTED]
Have you applied for a grant from Alwoodley Parish Council before?		Not to my knowledge

Section B – details of requested grant

Grant amount being applied for		£6,445
Please provide details why this grant is required. Please include:		
Reason for grant application	The ACA has ambitious plans to grow its membership and strengthen its role at the heart of the Alwoodley community. Although the facilities are well used, these ambitions are inhibited by the following issues: ▪ An outdated frontage/entrance area that is unwelcoming and fails to take advantage of the prominent position of the site on The Avenue which is one of the main vehicle/cycle/pedestrian routes in Alwoodley ▪ An outdated kitchen that could be a major asset for the building and wider community but is currently underused due to its condition. ▪ Outdated toilet facilities. ▪ An outdated stage area To address these issues the ACA's General Committee has agreed proposals for a Phase 1 Modernisation Programme based on: ▪ Frontage improvements to the main building and bar area that will include the replacement of the door to the Social Club which will incorporate glazed panels and a new door entry system linked to the bar; new external signage for the main hall and Social Club and new external lighting. ▪ Upgrading the kitchen with a new floor to the kitchen and entrance area, new worktops and redecoration that will include painting the walls, ceiling and existing cupboards. ▪ Upgrading the toilets in the building including the installation of electric hand dryers; a new floor in the main gents' toilets and corridor area at the frontage of the building and the redecoration of the main gents' toilets. ▪ Upgrading the main and sub fuse boards to meet future demand	

	associated with the modernisation works ▪ <i>Replacing the side and rear stage curtains</i>; replacing the curtains separating the hall from the stage area and professionally cleaning the remaining stage and hall curtains The estimated cost of this Phase 1 Programme is £30,430 This grant application to the Parish Council relates to the upgrading of the kitchen and toilets within the main building at an estimated cost of £12,890 The ACA is requesting a grant of £6,445, representing 50% of the estimated costs.
Who will benefit from it?	The proposed improvements to the kitchen and toilets will benefit all users of the ACA's facilities through the provision of more hygienic and contemporary facilities. Bringing the kitchen back into use will add substantial value by enabling users/hirers of the facility to prepare food to support events and meetings. The improvements will enhance the attractiveness of the facility and contribute towards the drive to recruit new members to improve the sustainability of the wider community asset. For example the ACA is in discussion with the Junior Section of the Yorkshire Amateurs Football Club who are keen to use the Community Hall as a base and proposals to upgrade the kitchen facilities are a major factor in their decision making process.
How will the money be spent?	The money will be spent on contributing to the cost of: ▪ Redecorating the kitchen, including painting the existing walls, ceiling and floor cupboards ▪ Installing a new commercial grade vinyl floor covering to the kitchen and corridor approach to replace the existing tiles that are badly worn and damaged in places ▪ Installing a new commercial grade vinyl floor covering in the main gents' toilets and the corridor separating the main entrances to the building from the hall and lounge bar area. ▪ Re-grouting tiles in the main gents' toilets at the front of the building and decorating the stall areas. ▪ Installing 5 new hand dryers in the ladies, gent's and disabled toilets at front and rear of the building ▪ Upgrading the existing circuit boards to accommodate demand arising from the proposed modernisation works.
When will the money be spent?	Subject to approval, the proposed improvements will commence in November 2026 and be completed by the 31st March 2027.
Will your organisation recognise the grant by this Parish Council?	Yes, in a form to be agreed

How do you intend to keep the Parish Council informed about the project?	By email, and attendance at meetings.
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Section C – Please provide details of other sources of finance

Have you applied to any other body for a grant towards the proposed project? If yes please provide evidence, including the amount.	Yes: An Expression of Interest for 75% of the cost of modernising the kitchen and toilets has been submitted to the BIFFA Awards Programme. This has been uploaded via the BIFFA Portal and cannot be copied
How else do you raise income?	The ACA's revenue is generated from Membership fees and fees for letting out space. This revenue is predominantly spent on the cost of running the building and employing a Centre Manager. This revenue is supported by the voluntary commitment of time from Members. The Chairman, Treasurer and Secretary of the ACA do not draw a salary or expenses.
If this grant application failed, what would happen?	The proposed upgrading works are unlikely to proceed.

If successful, your grant will be paid by BACS payment, please provide the sort code and account number for the bank account you would like payment transferred to:

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Section D - Application and declaration

Please read the following important terms and conditions carefully. By signing this form, you are confirming that:

- You are an official representative of your group and are authorised to apply for funding on their behalf.
- Your details can be held by Alwoodley Parish Council in accordance with the Data Protection Act to administer the grants process.
- You have read and understood the council's Grant Policy, available on the Council's website: www.alwoodleyaparishcouncil.org

- The information provided in this application is a fair and accurate description of your group and the project for which you are seeking funding. Misleading or inaccurate information may result in your application being rejected.
- You agree the core terms stated below.

Please review the Core Terms of the grant in the [Grant Awarding Policy](#) and sign below that you agree to the terms listed on that policy. Please pay careful attention to the payment terms and to the requirements to include Parish Council Logo on marketing materials associated with the project.

Signature 

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(electronic submissions can use electronic signatures)

Name

Date: 8th September 2026



