



Lisvane Community Council

7 Cherry Orchard Road
Lisvane
Cardiff
CF14 0UD

Grant Application Form 2025-26 For grant applications of more than £250

Please note that statutory powers restrict which grants can be provided by the Council

Thank you for your enquiry about applying for a grant.

Please complete & return this application form with all supporting documentation to:

Clerk to the Council
Lisvane Community Council,
Cardiff CF14 0UD

Alternatively, you can submit the form via e-mail to clerk.lisvanecc@btinternet.com

If you would like assistance in completing this form or have any questions about it, please contact the Council on 07979 530278

1. Name of organisation	Lisvane Community Library
2. Contact Address	c/o 42 Llwynypia Road, Lisvane CF14 0SZ
3. Telephone number/ contact number	07500930871
4. Meeting Place or Venue (where your activities take place)	The Library at The Old School Community Centre

5. Website (if any)	https://lisvanecommunity.org.uk/old-school-community-centre/		
6. Status of organisation	Charity	Other	Charity/Company number
		X	
7. Date your organisation was established. (The Council would wish to be assured that any organisation we support is sustainable.)	1999, in existence for over 25 years		
8. Contact Name	Anne Hayward		
9. Position (within organisation)	Committee Member		
10. What are the aims and objectives of your organisation	To develop and maintain a lending and reference library for the benefit of the residents of Lisvane		
11. Purpose for which the grant is sought	To support the costs for holding the Lisvane Bookfest, a literary festival for the community and to raise funds for the library		
12. How have you identified the need for this project	The festival has proved a popular feature over the last 3 years with ticket sales increasing year on year. Feedback indicates considerable interest and enjoyment from the event.		
13. Amount Requested	£650		
14. For amounts of £500 or more please attach your last audited accounts.	Accounts have been sent to the clerk for the last FY.		
15. How will the project improve the quality of life for people who live in, work, or visit Lisvane	The festival creates an opportunity to hear from top class authors, many with links to the local area talking on a wide variety of fiction and non-fiction. The festival promotes the importance of reading and the benefits this can bring and opens the mind to new ideas and knowledge. For those from outside the area the event showcases the value of community spirit.		
16. What are the consequences of <i>not</i> undertaking this project?	Funds will not be raised to support the function of the library and its continued improvement. It also deprives those in the locality of the enjoyment of such an event that otherwise you would have to travel many miles.		
17. When will the project/activity start and finish?	The project started in November 25 and will end in June 26 following completion of the event and related financial matters.		
18. Who will benefit from the grant? (tick those which apply) Adults Older Adults Children (up to 11) Young people (12-18) Men Women The whole community	All ages in that we will join forces with the primary school and speakers will cater to both men and women of all ages. We hope to have a speaker that will cover a sporting activity and will attract young persons.		

19. How many beneficiaries of the project/activity live or work in Lisvane? How have you come to this conclusion?	The majority of the beneficiaries live in Lisvane but others coming from surrounding areas such as Cyncoed and Pontprennau. This is in part through knowledge of names of library members and supporters but also from contacts of the organisers, information from feed back from Ticketsource.		
20. Please explain how your project will reflect the social and cultural make-up of our community.	The project is intended to attract a range of age groups from the retired community, to new families moving into the area, and particularly to members of the library as well as school children. The tickets are very reasonably priced in comparison to other events of this type. We know that the community appreciates history, biography, the environment and good quality literature.		
21. For larger projects (ie total expenditure of £2,500 or more) please provide a full budget for the project, including how much you wish the Council to contribute.	Item	Total Cost	Amount Requested
		£3500	£650
Total			
22. How will you raise any outstanding balance?	We are seeking commercial sponsorship but this can be difficult in the current climate.		
23. Have you made an application to other funders for this project/activity? Or do you intend to? If so please tell us who they are, how much you have requested and when you expect a response.	Funder	Amount Requested	Amount Awarded
	LCA	£500/600	
24. How will you measure the success of your project?	Increased ticket sales and feedback from the community		
25. In the event that your application is successful payment will be made by cheque – please advise the name of the payee:	Lisvane Cabin Library		
26. Your Committee	Chair	Treasurer	Secretary
	Jacki Belcher	Bel Oram	Mary Picken

27. I confirm that the information contained within this form is correct and that I have attached the required documents	Name	Position	Signature	Date
	Anne Hayward	Committee Member	A Hayward	20/11/25

Please return the completed application form and supporting documents to:

**Lisvane Community Council,
7 Cherry Orchard Road, Lisvane, Cardiff CF14 0UD**

Clerk – 07979 530278
Email: clerk.lisvanecc@btinternet.com

Where applicable, please include the following documents..

Please tick:

- ☐ Fully completed application form
- ☐ Evidence of cost (quotations)
- ☐ Accounts: for applications of £500.00 or more
- ☐ Copy of your organisation's Governing Documents (Constitution, Terms of Reference)
- ☐ Equal Opportunities Policy.
- ☐ Safeguarding policy (if working with vulnerable adults)
- ☐ Child Protection Policy (if working with children/ young people)

If the Council award a grant, you will be required to include our logo on any promotional material etc and indicate that the Council has supported the grant, you must agree to the terms and conditions which will be set out in the grant acceptance letter.

For Office Use Only	
Date application received	
Decision	
Minute Ref	

grant, you will be required promotional material etc Council has supported the grant, you must agree to

You may also be required to complete a monitoring form to indicate how the money has been spent.

Details of how the Council use your information can be viewed at our [website](#)

Amount of grant	
Date grant Paid	
Cost Code	