



Officer Use Only

Date application received

Minute number

## Radyr & Morganstown Community Council Cyngor Cymuned Radur a Threforgan

The Old Church Rooms  
Park Road  
Radyr  
Cardiff CF15 8DF

### Grant Application Form

The Clerk and/or Chair of Finance is happy to help applicants complete the form.

Name of organisation: Bryn Deri Primary School PTA  
Date of Application: 15<sup>th</sup> September 2022

Status of organisation: Charity  
Registered charity number: 506749

Address: Bryn Deri Primary School, Caer Graig, Radyr, Cardiff.  
Telephone Number: 02920 843 328  
Email address: brynderiprm@cardiff.gov.uk  
Website: www.brynderiprimaryschool.co.uk

Contact Name: Carly Evans  
Position: PTA Treasurer  
Address: 28 Glas Y Gwyddfid Morganstown Cardiff CF15 8EX  
Telephone Number: 07815 317465

What are the aims and objectives of your organisation?

To organise and be involved in events and activities to:

1. provide opportunities for the local community to come together
2. raise money to enhance the educational and social experience of pupils at Bryn Deri Primary School
3. raise money to provide facilities to benefit the local community.

**Amount requested:**

What do you require the grant for?

How have you identified a need for the project?

For amounts over £500 please attach your last audited accounts.

Please see Appendix 1 supplementary document.

How will the project improve the quality of life for people who live in, work or visit R&M?

What are the consequences of not undertaking this project?

Please see Appendix 1 supplementary document.

When will the project/activity start and finish?

Please see Appendix 1 supplementary document.

Who will benefit from the grant?

Adults

Children (up to 11yrs)

Men

The whole community

Older adults

Young People (12 – 18yrs)

Women

Please see Appendix 1 supplementary document.

How many beneficiaries of the project/activity live or work in R&M? How have you come to this conclusion?

100%. All the work undertaken by the PTA benefits people who live / work in R&M

Please provide a full budget for the project, including that you wish R&MCC to support

Item	Total Cost	Amount requested from R&MCC
Radyr & Bryn Deri Orchestra	£840	£630
Radyr & Bryn Deri Choir	£640	£480
<b>Total</b>	<b>£1,480</b>	<b>£1,110</b>

How will you raise any outstanding balance?

Through current cash reserves / additional fund-raising activities

Have you made an application to other funders for this project/activity? Or do you intend to? No  
If so please tell us who they are, how much you have requested and when you expect a response.

FUNDER	AMOUNT REQUESTED	AMOUNT AWARDED	RESPONSE DATE

How will you know if the project has been successful?

Feedback from all our stakeholders; pupils, parents, staff, visitors, local community and Governors.

Have you contacted the R&MCC Clerk and Community Councillor regarding this application?

☐ R&MCC Clerk - yes

☐ R&M Community Councillor - yes

In the event that your application is successful please state to whom the grant cheque should be made payable:

Bryn Deri PTA

#### COMMITTEE

Chairperson: Katherine Walker

Telephone: 07927 02003

Treasurer: Carly Evans

Telephone: 07515 317465

Secretary : James Homer-Boyd

Telephone: 07733 422248

I confirm that the information contained within this form is correct and that I have attached the required documents

Name: Carly Evans

Position: PTA Treasurer

Signature: C Evans

Date: 22-09-2022



Please return the completed application form and supporting documents to:


**R&MCC Clerk**  
**Old Church Rooms, Park Road, Radyr, Cardiff CF15 8DF**

R&MCC Clerk – 02920 842213  
Email: [clerk@radyr.wales](mailto:clerk@radyr.wales)

Checklist - In order for your application to be considered, the following documents are required

**Please tick:**

- ☐ Fully completed application form - tick
- ☐ Evidence of cost (quotations) – tick (appendix 2: SLA with Glamorgan Music School)
- ☐ Audited accounts: for applications over £500.00 – tick (appendix 3: Accounts 2021/2022)

 <p>Glamorgan Music School</p> <p>Company No. 12431611</p>	<p>YMCA Court Road Barry Vale of Glamorgan CF63 4EE</p>
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SLA

This SLA is between:

The Client	The Supplier
<p>Bryn Derl Primary School</p> <p>Caer Graig Radyr Cardiff CF15 8RD</p> <p>Key Contact: Claire Davies [REDACTED] clairedavies@cardiff.gov.uk</p>	<p>Glamorgan Music School</p> <p>YMCA Court Road Barry Vale of Glamorgan, CF63 4EE</p> <p>Key Contact: Caroline Venter [REDACTED] glamorganmusicschool@gmail.com carolineventer@glamorgan-music-school.co.uk</p>

#### Dates and Reviews

This Agreement begins on Monday 12<sup>th</sup> September 2022 and runs for a period of an academic term. It may be reviewed at any point, by mutual agreement. It may also be reviewed if there is any change to the client's needs.

#### Services Covered

This SLA covers provision for MUSIC DEVELOPMENT for the following dates and times, and for a cost of £40.00 per unit (1 unit = 1 hour).

Date	Provision	Staff Member(s)	Cost
w/b 26.09.22	1 hour orchestra	Geraint Bessant	£40.00
w/b 03.10.22	1 hour orchestra	Geraint Bessant	£40.00
w/b 10.10.22	1 hour orchestra	Geraint Bessant	£40.00
w/b 17.10.22	1 hour orchestra	Geraint Bessant	£40.00
w/b 24.10.22	1 hour orchestra	Geraint Bessant	£40.00
HALF TERM	HALF TERM	Geraint Bessant	£40.00
w/b 07.11.22	1 hour orchestra	HALF TERM	H/T
w/b 14.11.22	1 hour orchestra	Geraint Bessant	£40.00
w/b 21.11.22	1 hour orchestra	Geraint Bessant	£40.00
w/b 28.11.22	1 hour orchestra	Geraint Bessant	£40.00
w/b 05.12.22	1 hour orchestra	Geraint Bessant	£40.00
w/b 12.12.22	1 hour orchestra	Geraint Bessant	£40.00

Date	Provision	Staff Member(s)	Cost
HALF TERM	HALF TERM	HALF TERM	H/T
w/b 07.11.22	1 hour choir	Geraint Bessant	£40.00
w/b 14.11.22	1 hour choir	Geraint Bessant	£40.00
w/b 21.11.22	1 hour choir	Geraint Bessant	£40.00
w/b 28.11.22	1 hour choir	Geraint Bessant	£40.00
w/b 05.12.22	1 hour choir	Geraint Bessant	£40.00
w/b 12.12.22	1 hour choir	Geraint Bessant	£40.00

Date	Provision	Staff Member(s)	Cost
w/b 26.09.22	1 hour full class violins	Louisa Rich	£40.00
w/b 03.10.22	1 hour full class violins	Louisa Rich	£40.00
w/b 10.10.22	1 hour full class violins	Louisa Rich	£40.00
w/b 17.10.22	1 hour full class violins	Louisa Rich	£40.00
w/b 24.10.22	1 hour full class violins	Louisa Rich	£40.00
HALF TERM	HALF TERM	HALF TERM	H/T
w/b 07.11.22	1 hour full class violins	Louisa Rich	£40.00
w/b 14.11.22	1 hour full class violins	Louisa Rich	£40.00
w/b 21.11.22	1 hour full class violins	Louisa Rich	£40.00
w/b 28.11.22	1 hour full class violins	Louisa Rich	£40.00
w/b 05.12.22	1 hour full class violins	Louisa Rich	£40.00

This SLA does not apply in circumstances that could be reasonably said to be beyond the supplier's control. For instance: inclement weather, war, acts of God and so on.

#### Supplier Responsibilities

The Supplier will provide the specified provision for the specified dates and for the specified cost. The supplier will provide an invoice prior to the first session commencing.

#### Client Responsibilities

The client will provide access and materials (where applicable) necessary for the supplier to carry out the SLA. The client will pay invoices in a prompt manner. If the client cancels a session after the date of signing, the cost is still applicable. Likewise, if the supplier attends the school to be turned away, the cost will still be applicable.

#### Right of Termination

If the supplier consistently fails to meet the service levels described in this document, the client may terminate its entire contract with the supplier with no penalty.

# Signatures

Signed on behalf of the client	Signed on behalf of the supplier
Name: CLARE DAVIES Position: HEAD TEACHER Date: 20/10/2022 Signature: <i>CM Davies</i>	Name: Caroline Venter Position: Head, Glamorgan Music School Date: 14.09.2022 Signature:



Appendix 1: Supplementary Information

Bryn Deri & Radyr Schools Orchestra and Choir	
What do you require the grant for?	The PTA would like to apply for funds to cover some of the cost of the Bryn Deri Orchestra and Choir.
How have you identified a need for the project?	The Autumn Term 2022 and Spring Term 2023 cost to Bryn Deri for the individuals from Glamorgan Music School who lead the Bryn Deri & Radyr Primary Schools Cluster Orchestra and Choir is £40 per hour. (see appendix 2: SLA with Glamorgan Music School)
How will the project improve the quality for life for people who live in, work or visit R&M	<b>Orchestra</b> is rehearsing an hour a week for 11 weeks in the autumn term and 10 weeks in the spring term, making the total cost £40 x 21 = £840
What are the consequences of not undertaking the project?	<b>Choir</b> is rehearsing for an hour a week for 6 weeks in the autumn term and 10 weeks in the spring term, making the total cost £40 x 16 = £640
When will the project / activity start and finish?	
Who will benefit from the grant	<p>The PTA would like to contribute 25% of this cost, and are asking for 75% of the total cost as a grant. Due to other financial commitments, the PTA would not be able to contribute the full cost of this project.</p> <p>During the Autumn and Spring terms, pupils will be rehearsing for the following Radyr &amp; Morganstown Community events; Lighting of the Christmas Tree, Christmas Concerts and May Festival.</p> <p>Pupils feel like valued members of the community by taking part in community events, e.g.. Members of the community enjoy listening to the children performing.</p> <p>The whole community will benefit and it will also support the designated charity of the Radyr and Morganstown Festival by attracting families to the planned events.</p>



# Bryn Deri Primary School PTA Accounts 01/09/2021 - 31/08/2022

SUM of Amount Event	Income / Expenditure		
	Income	Expenditure	Grand Total
Amazon	145.51		145.51
Bank charges		(40.80)	(40.80)
BBQ	1,166.31	(367.21)	799.10
CAF2201182403CF	100.00		100.00
Christmas cards etc	541.75		541.75
Christmas Enterprise	713.38		713.38
Christmas Gifts / Trail	71.00		71.00
Christmas Market	119.00		119.00
Dancethon	748.50		748.50
Donation to school		(10,100.67)	(10,100.67)
Easter Bunny	38.00		38.00
Friday sales	133.28	(46.73)	86.55
General Expenses		(240.00)	(240.00)
Giving Machine	50.99		50.99
Interest	0.23		0.23
Matched funding	306.40		306.40
Other donation	100.00		100.00
Penalty shoot out (20/21)	227.00		227.00
Rags 2 Riches	221.68		221.68
Tea Towels	40.50	(419.33)	(378.83)
The Giving Machine	22.60		22.60
Uniform	337.92		337.92
<b>Grand Total</b>	<b>5,084.05</b>	<b>(11,214.74)</b>	<b>(6,130.69)</b>

Donation to school	£
Smart TV for kitchen pod	828.00
MUGA (final payment)	9,214.12
Year 6 Leavers book	24.80
Year 6 Leavers refreshments	33.75
	<b>10,100.67</b>

General expenses	£
PTA Insurance 21/22	42.00
Gambling license	40.00
PTA Insurance 22/23	42.00
Parent Kind Subscription & Insurance	116.00
	<b>240.00</b>

Matched funding	Event	Amount
L&G	BBQ	306.40

Cash	01/09/21	31/08/22	Change in period
Main account	2,938.47	6,022.42	
Reserves account	9,214.64	0.00	
Petty cash	117.49	117.49	
	<b>12,270.60</b>	<b>6,139.91</b>	<b>(6,130.69)</b>