

ILMINSTER  
15 NOV 2017  
TOWN COUNCIL



**ILMINSTER TOWN COUNCIL  
GRANT APPLICATION FORM 2016/17**

**Please Note: Prior to completion of this form please read The Town Council's Grant Policy and Guidelines**

1. Name / Title of Organisation ....**Ilminster Fairtrade**



5. Full details of project for which a grant is sought: *with emphasis on how it will benefit the citizens of Ilminster*

***To create and maintain a Schools Resources Box - See attached specification and justification***

6. Total anticipated cost of project      See Attached as above      **£.400 -500.00**  
(Please enclose supporting estimates)

7. Amount of grant sought from Town Council and % of total project cost **£ 300.00 -60%**



# GREENFYLDE CHURCH OF ENGLAND FIRST SCHOOL *including Sunny Ile Pre-School*



**SILVER STREET, ILMINSTER, SOMERSET TA19 0DS**

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**Headteacher: Miss Claire Oaten**

14th November 2017

Joy Norris  
Clerk to Ilminster Town Council,

I submit the attached, in my role as Schools' Champion for Ilminster Fairtrade, in support of their Grant Application for funding for a Schools Resources Box.

Ilminster is very proud of its status as a Fairtrade Town, an achievement made by a very dedicated group in the community who saw the impact this could have for our town. I was brought on to their Management Committee last Summer as they felt they wanted to extend their message to the younger citizens of Ilminster so that they could proactively begin to support and understand the importance of Fairtrade.

The Fairtrade organisation itself has three levels of awards that it encourages schools to achieve. The first is Fair Aware (see <http://schools.fairtrade.org.uk/>) and the aim is that all schools with catchments in Ilminster could register with Fair Trade and complete the activities required to achieve Fair Aware status. To support schools with this I would like to create a resource pack of books and other resources that would be freely available to schools to use to support them in this aim. The types of resources are given in the attachment to this request.

Fairtrade is a very important idea and one that hinges on positive actions in both local and international citizenship. By encouraging children early on to engage with Fairtrade we can hopefully nurture future Ilminster citizens who will maintain and promote not only this cause but positive citizenship in general.

The figure requested, £300, would fund the purchase of books, audio, and video materials and allow for creating laminated photograph packs for youngsters aged 4 to 18 to utilise in their studies. The evaluation of success will come through the evidence collected for the Fair Aware awards and the aim of all four local schools achieving this within the current academic year.

If you require further information please do not hesitate to contact me at school.

Regards

Claire Oaten

Headteacher





## Possible contents for a Fairtrade resource box

**Websites – list to be given to schools/emailed to them when box borrowed. Use resources to create laminated photograph packs and games etc**

<http://schools.fairtrade.org.uk/resources/>

Resources from Nursery to Secondary. Lots of lesson ideas including films, multi-media and paper resources

<http://www.theschoolrun.com/homework-help/fair-trade>

Facts and links for mainly KS1/2. Links to other sites and images.

<http://www.traidcraftschools.co.uk/teaching-resources>

Resources for 5 to 18 year olds

<https://www.co-operative.coop/Food/Download%20files/FairtradeSchoolsPack.pdf>

Primary school resources pack

<http://www.funkidslive.com/learn/environment/f-is-for-fairtrade/>

Primary age resources

<http://www.oddizzi.com/teachers/explore-the-world/food-and-farming/fair-trade/>

Primary age resources

<http://cafod.org.uk/Education/Primary-schools/Fairtrade>

Primary age resources

### **Books for a resource book (each copy x2)**

Juliana's Bananas : Where Do Your Bananas Come From? (Is That Fair?) £8.99

Fair Trade (Explore!) £8.99

Collins Big Cat - Chocolate: from Bean to Bar: Band 12/Copper £4.85

The World Came To My Place Today (George and Flora) £7.99

A Chocolate Bar (How It's Made) £7.99

My Chocolate Bar and Other Food (Well Made, Fair Trade) £8.99 Released March 2017

My T-shirt and other clothes (Well Made, Fair Trade) £12.99

My Smartphone and Other Digital Accessories (Well Made, Fair Trade) £6.85

My Bed and Other Home Essentials (Well Made, Fair Trade) £12.99

Fair Trade (Hot Topics) £9.98

Also to create some laminated photograph packs – cost here would be printing and laminating sheets

+ Fair trade storage bag/box

Condition of borrowing resources is to register school on Fairtrade website.

Aim for all Ilminster schools to achieve Fair Aware status during the current academic year.



# Iminster Fairtrade Constitution

## 1. Name:

The name of the organisation will be **Iminster Fairtrade**.

## 2. Objectives

The objectives of **Iminster Fairtrade** will be:

- a. To promote Fairtrade and increase the availability of Fairtrade products in Iminster.
- b. To raise awareness of the FAIRTRADE Mark.
- c. To maintain Fairtrade status.
- d. To encourage workplaces, schools and churches to work to promote and use Fairtrade products.
- e. To promote the purchase and use of local products, goods and services.

## 3. Activities

**Iminster Fairtrade** will:

- a. Organise special events for Fairtrade Fortnight each year.
- b. Be responsible for conducting an annual assessment of participating traders and other organisations to ensure continued support for and compliance with Fairtrade obligations.
- c. Organise ongoing events to increase public awareness of and participation in Fairtrade and in buying local products.
- d. Work with schools to promote an awareness of Fairtrade within schools.
- e. Maintain a strong relationship with the local media to promote the activities of **Iminster Fairtrade**.
- f. Enable any other activities considered necessary to help meet the objectives of **Iminster Fairtrade**.

## 4. Supporters

**Iminster Fairtrade** will:

- a. Comprise all those who have expressed an interest in promoting the objectives of **Iminster Fairtrade**.
- b. Be open to individuals and organisations from all areas of the Town's life including schools, churches and other businesses.
- c. Keep a record of supporter contact details solely for communication purposes.
- d. Permit any supporter requiring their details to be deleted to do so in writing to the Chair.

## 5. General Meetings

- a. An Annual General Meeting (AGM) will be held in April or May of each year which will elect a Management Committee of at least 4 members.
- b. General Meetings will be open to all supporters and may be held as and when necessary, following due notice of at least 3 working days.
- c. A group of at least 5 or 10% of supporters, whichever is the larger, can require the Chair to call an Extraordinary General Meeting at any time.

## 6. Management Committee

- a. The Management Committee will be responsible for making decisions on policy and strategic issues and on day-to-day operational activities.
- b. Decisions will be made by consensus as far as possible; otherwise by a majority of those present, with all Management Committee members entitled to vote.
- c. Three Management Committee members present at a meeting will comprise a quorum.
- d. The Management Committee will normally meet at least three times a year, following due notice.
- e. The Management Committee may co-opt other members at its discretion subject to their election at the next General Meeting.

## 7. Officers

- a. The Management Committee shall elect a Chair, Treasurer, Business Liaison Officer and such other officers as is thought necessary.

## 8. Finance

- a. The Management Committee will hold a bank/ building society account in the name of **Iminster Fairtrade**.
- b. There will be at least two signatories to the account who must be members of the Management Committee.
- c. Financial accounts will be prepared and presented to the AGM and interim statements as required by the Management Committee.

## 9. Dissolution

- a. In the event of the dissolution of **Iminster Fairtrade**, any assets remaining after all debts and liabilities have been discharged shall be handed to the Fairtrade Foundation, or donated to a registered charity or other community organisation with similar objectives as determined by the Management Committee.

## 10. General

- a. If any situation should arise which is not specifically provided for in this constitution, it shall be dealt with by the Management Committee at its discretion and brought before the next General Meeting for confirmation.

## Ilminster Fairtrade Income

DATE	AMOUNT	BALANCE	FROM WHOM
22nd Sept 2014	£190.00	£190.00	Archie Gooch Trust
6th Nov 2014	£300.00	£490.00	Ilminster Forum
31st Dec 2014	£0.08	£490.08	Interest
6th Feb 2015	£200.00	£690.08	Ripley Trust
13th March 2015	£200.00	£890.08	South Som. District Council
Yearly total	£890.08		
27 <sup>th</sup> August 2015	£56.00	£946.08	Raffle during Party in the Park
Autumn 2015	£105.00	£1,051.08	Donation D.Westwood
Autumn 2015	£111.49	£1,162.57	Donation R.Gurner
31st Dec 2015	£0.10	£1,162.67	Interest
Yearly total	£272.59		
8th June 2016	£50.00	£1,212.67	Donation
13th June 2016	£57.44	£1,270.11	Charity Drive IMEX
17 <sup>th</sup> August 2016	£250.00	£1,520.11	Ilminster Town Council
15 <sup>th</sup> November 2016	£250.00	£1,770.11	Just Things
31st Dec 2016	£0.10	£1,770.21	Interest
Yearly total	£607.54		
23 <sup>rd</sup> May 2017	£10.00	£1,780.21	Great bake off
23 <sup>rd</sup> May 2017	£20.00	£1,800.21	Public donation Co-op collection box
23 <sup>rd</sup> May 2017	£100.00	£1,900.21	Chamber of Commerce
15 <sup>th</sup> June 2017	£55.00	£1,955.21	Sale of teas and coffees at Charity Drive
27th July 2017	£60.00	£2,015.21	Private donation
Yearly total	£245.00		



