

Annex D to
Saltfleetby Parish Council – EnergieKontor Wind Farm Fund
Terms of Reference Issue 3 Dated 6th June 2023

Funding of Facility for Small Groups

- 1 The group contacts the Parish Council as the Windfarm financial controllers requesting assistance with securing the community centre to meet. Contact will be made by a new form for windfarm funding.
- 2 If approved the Fund Administrator will contact the Football Club to book the hall for the group.
- 3 The applicant for the group will keep a log of hours that the group uses in the hall. The log will be forwarded to the Parish Council and Football Club every three months.
- 4 The Football Club will invoice the Parish Council/Windfarm Fund
- 5 Payment will be made from the Windfarm Fund by the Parish Council direct to the football club.



Saltfleetby Parish Council - EK Wind Farm Fund

Request for funding of Small Groups to use the Community Centre

- 1) I, *name* would like to request financial assistance with providing the use of the community centre for the *name of group* for *number of hours* per week.
- 2) Brief description of the group.

Please send the completed application form along with any supporting material to:

Email: clerk@saltfleetbyparishcouncil.gov.uk

Or Contact the Fund Administrator

The Fund Administrator details will be published on the SPC Website

<https://saltfleetby.parish.lincolnshire.gov.uk>



Log of hours used for the period from *date* to *date*

On completion, one copy of this form to be forwarded to the Fund Administrator and one copy to be sent to the Football Club.