

APPENDIX F

THE APPLICATION FORM

Name of Group Applying	Newton Abbot Community Shed (NACS)
Are you a registered charity? If so, please give your number	Yes 1208014
Please give estimated dates for Project start? Project end?	 As soon as practicable after funds received, subject to availability of equipment 31 st March 2026
How much will the project cost? How much is your grant request? How will you raise the rest? Will the project receive match funding – please provide details What other grants have been given or refused for the same project?	£1336 £1000 Through sales of restored tools, money held in reserves for this purpose. No match funding None

Tell us about your group, what does it do?

Newton Abbot Community Shed (NACS) provides a welcoming, inclusive space for Newton Abbot residents to engage in making and repairing activities in the company of others & at affordable cost.

NACS was started 2 years ago and became a charity last year. We have a steady group of 51 members attending and new members joining regularly. This year the Shed has managed to raise all the income needed to maintain the current provision, showing that the project is viable, needed and well received in Newton Abbot. However, we do recognise that there are things we can do to grow and improve what we offer, which is why we are seeking this funding.

NACS is delivered as:

Community Workshop Space:

- NACS offers 4 sessions a week (with potential to increase) where Newton Abbot community members can engage in creative projects, learn new skills, save money, reduce environmental impact, and socialise. The relaxed environment accommodates all skill levels, with small groups ensuring a safe and supportive atmosphere. Participants are encouraged to work at their own pace and collaborate with others.

Partnerships and Community Involvement:

- NACS actively builds partnerships with organisations in Newton Abbot and the surrounding areas, generating new opportunities and ideas. These collaborations enable skill-sharing, mutual assistance, and the promotion of sustainability. Examples include repairing tables for the library and creating items for the Newton Abbot Town Council. NACS plays a practical role in raising awareness about sustainability and fostering a repair culture.

The activities of NACS aim to contribute to the well-being of the community by:

- Reducing social isolation through collaborative community projects and friendship-building.
- Increasing confidence and skills in making and mending. The well-documented evidence of Shed projects over many years, and our own experience to date, proves that the satisfaction that comes from creating or restoring an object can have a tangible effect on a person's mood, sense of self-worth, and interactions with those around them
- Fostering a sense of belonging and empowering individuals to influence positive change in the development of the organisation.
- Promoting a sense of purpose for volunteers as they can put skills that they have gained over a lifetime to good use; this is especially relevant for those who are retired.

Does your project/organisation have a social media/website presence?

Website: <https://newtonabbotshed.co.uk> (an update is in development)
Facebook: Newton Abbot Community Shed Group (link on website)

How will you publicise the Newton Abbot Town Council grant?

Through our member communications

On Facebook

On the website

With a press release

(Please note it is mandatory as part of the grant award conditions, to supply all press releases concerning the grant to Newton Abbot Town Council for us to share on our social media platforms).

How will the funds be spent? How will it benefit the people of Newton Abbot?

The funds will be used to buy and install an air filtration system in our workshop, using some additional money from our reserve (£336). This will take out the smaller dust particles in the air which are more hazardous to health as well as extracting more dust at source by attaching a large, efficient vacuum cleaner to some of the tools. This system will also reduce some noise in the workshop.

Workshop vacuum cleaner	£750
Air Filter	£346
Providing power to air filter location	£240
Total	£1336

The project came about because of feedback from our members, from a survey (March 2025) and direct conversations.

The strengths of NACS that members identified were:

- Friendly, welcoming people creating a helpful learning experience and inclusive atmosphere.
- Kindness, patience, encouragement & wealth of knowledge & skills of the volunteers leading the sessions
- Good machines and tools

From the survey we were able to identify the following priorities to improve what we offer, the first 2 will be addressed by this project. We chose these first to improve the workshop space for all sessions, promoting health and wellbeing for present and future users of the Shed:

1. To reduce Dust. Woodworking creates a dusty environment, which with our current set up is not managed well. Although within allowed limits & with use of PPE (personal protective equipment) our more vulnerable members e.g. with autism, learning difficulties or recovering from illness have said that this is a reason they sometimes do not attend.
2. To reduce noise. Again, whilst we encourage the use of PPE, the workshop can be noisy, we are attempting to address this by offering one session as a quiet session. We have tried to ensure that any new equipment we are buying to reduce dust will also reduce noise.
3. To offer more sessions, including masterclasses or training workshops to increase skills. Our space is small & currently working to capacity with up to 12 members attending each of the 4 sessions offered.
4. To offer more, and a wider range of sessions. We now have permanent full-time access to the workshop, but the shed is run entirely by volunteers, so we are working on a plan to recruit, train & support more volunteers. This will allow us to offer more sessions with different foci e.g. skills learning sessions, quiet sessions. Also to increase our active membership

Sustainability Plan

Tell us how the project will continue once the grant has been spent.

We are pleased that in our second year we have managed to generate enough income to cover our basic running costs (£2500- £3000). The Town Council gave us a kick starter grant for the first year, which was invaluable for getting the charity & workshop set up. This means that we can continue to offer the current provision & only need to apply for funding to improve or extend what we offer. This will focus on changing our provision in response to feedback from our members, as described above.

Safeguarding

Where appropriate please provide us with a copy of the project/organisation's safeguarding policy with reference to children and vulnerable adults. Attached

Contact name	Gill Brookman (Trustee)
Contact address	Passmore Edwards Centre Market Street Newton Abbot TQ12 2RJ
Contact telephone and email address	[REDACTED]

Bank Account Details Account Name Newton Abbot Community Shed

Sort code [REDACTED]

Account Number [REDACTED]

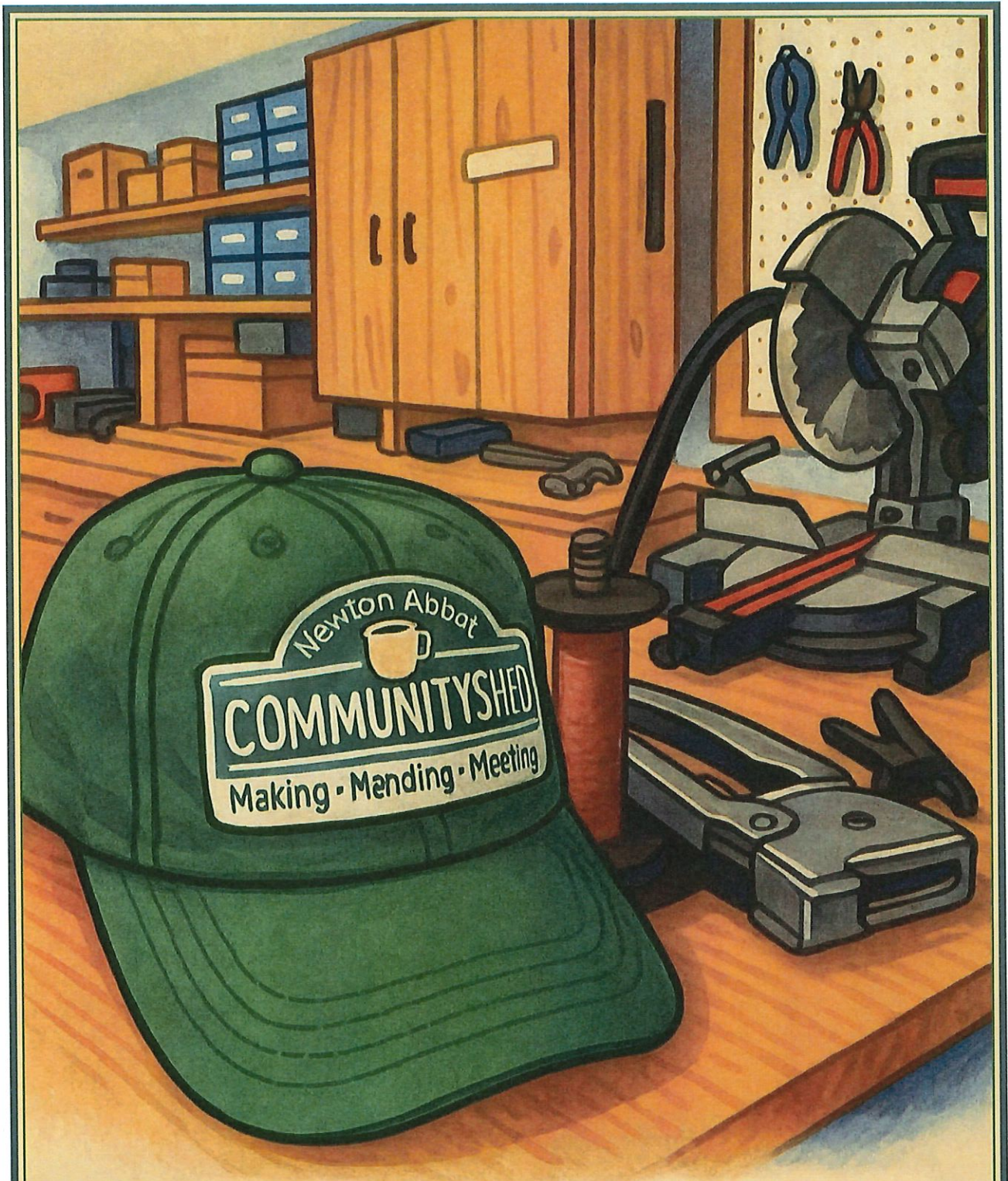
Bank address Lloyds Bank plc, 98 Victoria Street, London SW1E 5JL

If you do not have a Bank Account for your group, the Council will arrange to hold any grant awarded for you for up to 12 months and will reimburse against receipts.

Does your group meet all legal requirements for this project (e.g., Public Liability, insurance, protection of children and vulnerable adults etc.)	<p>Answer YES</p> <p>It is YOUR responsibility to check</p>
	<p>Signed</p> <p>Print Name</p> <p>Date</p>
<p>Declaration.</p> <p>I confirm that to the best of my knowledge and belief, the information in this application form is true and correct. I understand that a request may be made for additional information at any stage of the application process. By completing this form, the signatories hereto agree to this information being retained in accordance with the provisions of the Data Protection Act and for that information to be printed in official council publications and forwarded to other agencies as necessary to facilitate this application for grant aid but for no other purpose.</p> <p>Signed _____ Date _____</p>	

Please include your constitution and most recent set of accounts if you have these, but it is not essential to receive a grant. Attached

If you need any help in completing this form, please telephone the Deputy Town Clerk on 01626 201120



ANNUAL REPORT AND ACCOUNTS 2024-25

Welcome...

to the first Annual Report and Accounts of Newton Abbot Community Shed, marking the official end of our first year as a registered charity and CIO.

This Annual Report and Accounts is a public document. If you would like to view or download it online, or wish to receive a hard copy, please email peter@newtonabbotshed.co.uk.

Charity details

Name: Newton Abbot Community Shed
Address: The Passmore Edwards Centre
Market Street, Newton Abbot TQ12 2RJ

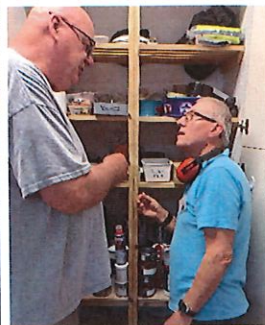
Contact points: 07563 633041
hello@newtonabbotshed.co.uk
<https://newtonabbotshed.co.uk>

Registration: Newton Abbot Community Shed is a Charitable Incorporated Organisation (CIO), Registered in England & Wales, No. 1208014

2024-25 Trustees: Albert Turner
Andy Tettmar appointed 03/12/24
Emily Graydon Treasurer
Gary Blackford resigned 07/10/24
Gill Brookman appointed 03/12/24
Kevin Beard
Peter Stevens Chair
Tim Faulkner Secretary

Financial year end: 31 May 2025

Bankers: Lloyds Bank plc
98 Victoria Street, London SW1E 5JL



Front cover concept: Alan Reynolds

Chair's Report

Peter Stevens

We opened the doors for Newton Abbot Community Shed's first session in July 2023. In a mere 10 months we had grown from an informal association to the point where we needed to transition a registered charity. That happened officially on 26 April 2024, at the same time becoming a Charitable Incorporated Organisation (CIO).

November 2024 saw us acquire full-time occupancy of the room at Newton Abbot Library that we had previously used on a sessional basis, on a Tenancy at Will agreement with a rolling minimum 3-month notice period. We were thrilled to attain our goal of being financially self-sufficient in our first year as a charity, with no restricted funds.

But, gratifying though those things are, the real satisfaction is knowing that we're fulfilling our original aim – that the Shed should be a tangible force for good in the lives of those who join us. We conducted a survey of members in the Spring of this year; here are some of the responses we received to the question What is the one thing you most appreciate about NACS?

The safe space that has been created for all ages and abilities

Friendly welcoming inclusive atmosphere

The willing help and knowledge passed on to me. Also the kindness and banter!

The camaraderie

...and we often hear comments like this in conversation:

"After retirement, my husband went into a shell and became quite miserable. But since he started mixing with others in the Shed, he's back to his old self!"

"I can't over-state what having the community shed means to me."

"I just love it! I'd go every day if it was open. I can potter around in my shed at home, but making things with a bunch of really great people feels completely different."

All the tools, and wood, and members and money in the world would be nothing without that.

One more thing. This is dangerous, because I will inevitably leave some gaps in this list; please forgive any omissions, which are accidental. But I do want to give a shout-out to some of the people and organisations which have been instrumental in our early progress.

Lynn West, area manager for Newton Abbot Library and her team, who have been generous and supportive (and sometimes forbearing!) beyond anything we could have hoped for.

Tom Gubby of Brunel Road Supplies Ltd, who grasped our vision the second he heard it and has favoured us with timber and consumables at the most advantageous of rates.

Nick Biggs, for fulfilling the essential role of Independent Examiner for our accounts, and for advice regarding the content of our Annual Report

The elected members and officers of Newton Abbot Town Council, who just seem to like us and support our work in any way they can!

The Rotary Club of Newton Abbot which, among other things, invited us to take part in a fundraising motorcycle trip from Land's End to John O'Groats and back, and substantially topped-up our share of the sponsorship income.

The multitude of donors of tools and equipment. Much of this is used in the Shed, but some we sell-on (with the donors' consent) to contribute to our income – and we in turn re-donate surplus items to other local charities to use in the work they do.

Our members, and my fellow Trustees for all the making, repairing, tea-brewing, tool collecting, and mutual support and conversation that takes place – plus the hidden back-office admin without which the Shed simply wouldn't happen.

Thank you to everyone for your interest and support during our first year as a charity, and we look forward to your continuing engagement with our work in the future.



Treasurer's Report

Emily Graydon

Income summaries

Annual memberships.....	559.25
Session subscriptions.....	4087.99
Donations for goods made or donated.....	2714.19
Grants	0.00
Sale of merchandise (hats).....	40.44
¹ Repair.....	213.99
² Tool hire	5.00
Gift aid payment	161.90
³ Reimbursed commission costs.....	1960.42
Donations.....	2800.00
Total:	12543.18

Expenditure summaries

Insurance.....	690.42
Membership/subscriptions.....	30.00
⁴ Management expenditure	3307.03
Marketing.....	113.00
Housekeeping	170.61
Consumables.....	944.72
Refreshments.....	325.92
Wood.....	177.75
PPE.....	201.46
Purchases later refunded	128.44
Site improvements.....	894.60
Tools.....	918.77
Commissions.....	3648.65
Total:	11551.37

Debtors at 31/05/2025:.....0.00

Creditors at 31/05/2025:.....0.00

Bank balance at start of year 26/04/2024..... 3187.75

Add income for year.....12543.18

Subtotal: 15730.93

Less expenditure for year ending 31/05/2025..... -11551.37

Closing balance dated 31/05/2025 : 4179.56

Reserve policy Newton Abbot Community Shed holds a reserve of approximately 3 months' running costs

Footnotes

¹ Donations received for repairs made to items brought into the Shed

² Donations received for the loan of tools and equipment

³ Cost of materials bought to fulfil commissions, refunded by commissioning organisation

⁴ Management expenditure includes items such as rent, stationery, software and training

Notes to Accounts

Commissions in 2024-25

Teignbridge Community Project - Bird box kits

Libraries Unlimited - Modifications to a self-serve book return bin in the children's section of Newton Abbot Library

Repair and refurbishment of a large plan chest in the Railways section of Newton Abbot Library

Extension to the counter/reception desk in Kingskerswell Library

Newton Abbot Town Council - Santa sleigh and gingerbread figures, made for Christmas 2024, but paid for in the 2023/24 financial year

Newton Abbot Seed Library - Seed sifters and vacuum sorter

<u>Depreciation</u>	<u>Value of tools and equipment</u>	
	<u>2024</u>	<u>2025</u>
	£1386.14	£938.86

Bank account Our bank, Lloyds Bank plc, required us to open a new account because of the changes to our structure when we became a Charity. This took effect in September 2024, and led to some double entries while we had 2 bank accounts running; money out of one and into the other. This amounted to £7040.76.

Lloyds will start charging us (including for depositing cash) from November 2025 due to changes in the Terms and Conditions of our account type.

Erroneous payments There were also a few payments where a Shed debit card was accidentally used to pay for items not Shed related. These amounts were fully refunded and have been kept out of the accounts. They total £256.60.

Grants We have had no grants this year. This is good as it shows that we are covering our running costs from revenue.

Gift Aid We should have had more Gift Aid than is showing. I entered a submission to HMRC in March but we didn't receive funds. A query has been sent to HMRC; we are waiting for a response.

Independent examination These accounts are complete and in good order. They are currently under Independent Examination by a suitably qualified person, as provided-for by the Charity Commission regulations, at no cost to NACS. The examined accounts will be part of the year-end report prepared for and submitted to the Charity Commission in due course.

Secretary's Report

Tim Faulkner

In our first year of operation as a charity we have gone from strength to strength, in many ways.

Shed Room and Tools

We have taken over full occupation of Room C1 in the Library. We initially had some ambitious plans for how we could improve the room, but we took a step back and reviewed our priorities, This has resulted in the room we have today – a workshop equipped with good tools and furnishings.

If I recall correctly, we acquired the following major tools in 2024-25:

Wood lathe	2nd bench sander
Band saw	Scroll saw
Bobbin sander	

Donations

We have also shown ourselves to be providing a community service by assisting people in clearing garages and rooms of surplus and unwanted tools and equipment. Our records suggest that we have accomplished 8 of these clearances in the past year.

These operations often result in us having several items that we have no use for. In the first instance we have given several of these items to other organisations in the local area. Other items are generally sold off, either online or at car boot sales. This has proved to be a valuable source of income for the Shed.

Memberships

Our membership numbers have changed considerably in our first year. A comparison* looks like this:

	<u>2024</u>	<u>2025</u>
Total members	62	51
Men	61%	73%
Women	39%	27%
Inactive	50%	31%

**Figures are snapshots, taken at the end of July in each year*

The main reason for the drop in numbers is that many people joined in our first year but never actually attended any sessions. Our current membership represents people who actually want to be Sheddors; there are those who don't attend regularly, but they are always welcome.

