



Hurstpierpoint & Sayers Common Parish Council
Email: office@hurstpierpoint-pc.gov.uk
Website: www.hurstpierpoint-pc.gov.uk
Telephone: 01273 833264

Village Centre
Trinity Road
Hurstpierpoint
West Sussex BN6 9UY

HEALTH AND WELLBEING GRANT APPLICATION

Please note that this application should be accompanied by a copy of the financial details of the requesting organisation. Where relevant we will need to see account details showing income, expenditure, and the level of balances. If annual accounts are not available, copies of the bank statements or receipts for expenditure should be enclosed.

1.	Name of Organisation	Sussex Vale Rotary Club.
2.	Name, Address and Status of Contact within the organisation.	Club Member (Community and Vocation) David Hastings
3.	Telephone number and Email Address	
4.	Is the organisation a Registered Charity? If yes, then please provide charity number	1028558
5.	Amount of Grant Requested	£500
6.	For what purpose or project is the grant requested? How will it enhance the health and wellbeing of residents? Please be as detailed as possible about how exactly the funds would be spent. If for a specific project, when would you anticipate that to complete/how long would the funds last? (Continue on a separate sheet if necessary).	In September 2024 a joint project with The Sussex Vale Rotary and Age UK, West Sussex (Brighton and Hove) re-established the Hurstpierpoint Memory Cafe.HPP&SC PC along side SVR provided seed funding, with some members of SVR attending as volunteers, whilst AgeUK ran the sessions. The purpose of the Memory cafe is to provide a place where people living with dementia and their carers can meet with people in similar circumstances and discuss issues and challenges whilst enjoying social contact. However, AgeUk as of August 31st,2026, will be terminating their involvement. As a result SVR along with Lesley Cruickshank-Robb of ProMedica 24 will from the 1st Sept, be organising the monthly activities. Funding is sought to provide communal activities,including indoor games such as table tennis,Scrabble, quizzes and table games. We wish to continue to provide refreshments . entertainment and day trips.
7.	What will be the total cost of the project?	£500. .

8.	If the total cost of the project is more than the grant, how will the residue be financed?	Additional funding if necessary will be provided from SVR charity resources.
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9.	Have you applied for a grant for the same project to another organisation? If so, which organisation and how much?	SVR has applied for a Rotary Foundation District 1145. matching grant (£1000). This application seeks to provide venue hire cost for both Hassocks and Hurstpierpoint for their Memory cafes. Hurstpierpoint associated activities are not accommodated.
10.	Approximately how many/what percentage of those who will benefit are parishioners?	85/90%
11.	Have financial details been enclosed with the grant application?	Please see attached letter from SVR Treasurer
12.	Please list any other supporting documents that have been included.	Treasurer's statement. Advertising poster.

You may use a separate sheet of paper to submit any other information which you feel will support this application.

Signed.....David Hastings.....Date...26/05/26.....

Please return this completed form, together with all relevant accompanying information to:

Office@hurstpierpoint-pc.gov.uk or via post:

Clerk to the Council

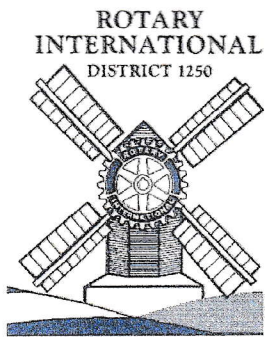
Hurstpierpoint & Sayers Common Parish Council

Trinity Road, Hurstpierpoint

West Sussex, BN6 9UY

DATA PROTECTION

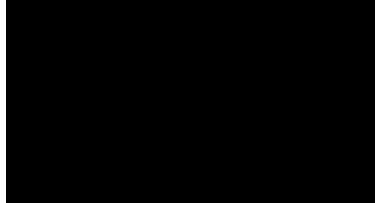
We take the protection of your personal data seriously. If you contact or communicate with us we may hold your contact and other details. We will only use this information for the purposes of carrying out our Council business with you. We will not pass your details to any other person or organisation without your express permission. We are registered with the ICO (Information Commissioners Office). For details of our full privacy notices please go to our website.



THE ROTARY CLUB OF
THE SUSSEX VALE

Please reply to :

Douglas Drummond



Hurstpierpoint and Sayers Common Parish Council
Attn Viv Aloy
Trinity Road
Hurstpierpoint
West Sussex

24th May 2026

This letter will serve to confirm that the Rotary Club of the Sussex Vale Trust Fund, Registered Charity number 1028558 has a restricted fund in favour of their 'Memory Café' project amounting to £869.01 as of date.

Douglas Drummond
Treasurer & Trustee

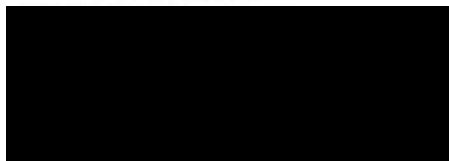
Account Name
THE ROTARY CLUB OF THE SUSSEX VALE
TRUST FUND REG CHARITY 1028558

Account No Sort Code Page No
1 of 2



NatWest

00039145/00062115/385 B 0112874-0001-0
MR D D DRUMMOND



Business Reserve Account

Summary	
Statement Date	01 MAY 2026
Period Covered	25 APR 2026 to 01 MAY 2026
Previous Balance	£5,833.75
Paid In	£4.08
Withdrawn	£0.00
New Balance	£5,837.83
BIC	NWBKGB2L
IBAN	GB05NWBK60041160361417

Welcome to your NatWest Statement

Why file and store your statements when we can do it for you? Manage your statements online at www.natwest.com

If you have changed your address or telephone number please let us know.

Interest rate: 0.85% Gross / 0.85% AER

Date	Description	Paid In(£)	Withdrawn(£)	Balance(£)
25 APR 2026	BROUGHT FORWARD			5,833.75
30 APR	Interest 30APR GRS 60361417	4.08		5,837.83

Balance 5/26

[S.]



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ROTARY 2025/2026 DRAFT CHARITY ACCOUNTS AS AT 28/05/2026

ROTARY CLUB OF THE SUSSEX VALE

CHARITY ACCOUNT

INCOME	DONATIONS	GENERAL	RESTRICTED	TOTAL
Collection box				-
Sayers Common Community		47.8		47.80
D o Y Collection Box			1,000.00	1,000.00
donations		130		130.00
Interest	Hassocks Field Society		300.00	300.00
		41.86		41.86
		219.66	1,300.00	1,519.66
ACTIVITIES				-
Hurst Fayre Cash from Stall				
Hurst Fayre Payment for pictures sold		392.00		392.00
Hurst Sumup take		60.00		60.00
Cosmos Sumup		56.07		56.07
Cosmos cash receipt			9.83	9.83
Cosmos Concert			49.07	49.07
Sale of Crocus at LuH			530.95	530.95
		93.00		93.00
				-
		601.07	589.85	1,190.92
				-
				-
				-
TOTAL INCOME		820.73	1,889.85	2,710.58

EXPENDITURE - Fund Raising

St Lawrence Fayre costs	35.00		35.00
St Cosmos Transfer		58.90	58.90
Sayers Common Fete Road closure	100		100.00
St Lawrence Fair stall cost	35.00		35.00
			-
			-
Sub-total	170.00	58.90	228.90

EXPENDITURE - Charitable Giving

			0.00
Sussex Cancer Fund		530.95	530.95
Hassocks WI	100.00		100.00
Hassocks Goes Gold - Childrens Cancer & Leukaemia Group	100.00		100.00
Boo Trust Kenya	150.00		150.00
H&SCPCouncil Memoory Café Rent of Hall		129.00	129.00
Adastra Hall Memory Café Rent of Hall		70.00	70.00
Joshua orphan and Community Trust	500.00		500.00
Memory Café Xmas goods distributed		196.20	196.20
Donation to The Bevern Trust	250.00		250.00
Adastra Hall Memory Café Rent of Hall		70.00	70.00
Christmas Hamper costs		484.41	484.41
Burgess Hill Pantry	300.00		300.00
Adastra Hall Memory Café Rent of Hall		70.00	70.00
Adastra Hall Mem Caf Rent of Hall 12.06.26		130.00	130.00
Adastra Hall Memory Café Rent of Hall		70.00	70.00
Raise Your Voice Dementia Choir	300.00		300.00
Mid Sussex District Scouts	200.00		200.00
Adastra Hall Memory Café Rent of Hall		35.00	35.00
Adastra Hall Memory Café Rent of Hall		35.00	35.00
Court Bushes rent of hall		135.00	135.00
Adastra Hall Memory Café Rent of Hall		70.00	70.00
Purchase TT Bats		34.99	34.99
Adastra Hall Memory Café Rent of Hall		70.00	70.00
Sub-total	1,900.00	2,130.55	4,030.55
Total Expenditure	2,070.00	2,189.45	4,259.45
Excess(Deficit) Income over Expenditure	(1,249.27)	(299.60)	(1,548.87)
BALANCE B/F 01.07.2025	£ 2,904.51	£ 1,098.61	£ 4,003.12

CLOSING BALANCE

Designated
10% for foundation
Free Funds

£ 1,655.24	£ 799.01	£ 2,454.25
0.00		
0.00		
1655.24		

Represented By

Debtors/prepay	£	-
Creditors	£	-
General Fund (Due to) Due from	£	(3,383.58)
Cash at Bank	£	5,837.83
	£	<u>2,454.25</u>

DESIGNATED FUNDS

DETAIL

Christmas Hampers	per meeting 29.09.25
£500 Reversed per meeting 19.01.26	
Scouts	per meeting 27.10.25
£200 paid 10.03.26	
Beven Trust	per meeting 27.10.25
£250 Paid 20.12.25	
Joshua Trust	per meeting 10.11.25
£500 Paid 13.12.25	
Burgess Hill Pantry	per meeting 05.01.26
£300 Paid 07.01.26	
Dementia Choir	per meeting 19.01.26
£300 Paid 12.02.26	

Total Designated Outstanding	0
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ROTARY 2025/2026 DRAFT CHARITY ACCOUNTS AS AT 28/05/2026

Continued

RESTRICTED FUNDS

MEMORY CAFÉ

			<u>Balance</u>
01.07.25	Memory Café Bal B/f	1098.61	1098.61
15.10.25	Hassocks Field Society	300.00	1398.61
20.11.25	Rent Of Court Bushes	-129	1269.61
21.11.25	Sayers Common Comm	500	1199.61
24.11.25	Rent of Adastra	-70	1003.41
07.12.25	Goods for Xmas gifts	-196.2	933.41
01.01.26	Rent of Adastra for Jan 26	-70	1433.41
09.01.26	Rent for Adastra for Feb 26	-70	1363.41
19.01.26	Tfr from Christmas Hampers	15.59	1379.00 Meeting 19.01.26
21.01.26	Hall for Concert 12.06.26	-130	1249.00 Meeting 19.01.26
12.02.26	Rent for Adastra for Mar 26	-70	1179.00
10.03.26	Rent for Adastra for Apr 26	-35	1144.00
19.03.26	Rent for Adastra for Apr 26	-35	1109.00
09.04.26	Rent for Court Bushes Apr-July	-135	974.00
20.04.26	Rent for Adastra - May 26	-70	904.00
20.04.26	Tennis bats etc	-34.99	869.01
24.05.26	Rent for Adastra - Jun 26	-70	799.01

COSMOS CHURCH CONCERT (on behalf Sussex Cancer Fund)

22.07.25	Cosmos Concert	530.95	530.95
11.08.25	Tfr to Sussex Cancer Fund	<u>-530.95</u>	£0.00
11.08.25			Meeting 19.01.26

CHRISTMAS HAMPERS

21.11.25	Sayers Common Community	500	500
05.01.26	Purchases for Hampers	-484.41	15.59
19.01.26	Tfr to Memory Café	<u>-15.59</u>	£0.00

Total Outstanding

£799.01

Mid-Sussex Memory Moments Café's

Safeguarding Adults

Introduction

Mid – Sussex Memory Café's will be signing up to the Pan Sussex Safeguarding Adults Policy. The attached page is the policy statement.

The policy and procedures are available on the internet. All updates will be posted there.

Reporting abuse and neglect will be done by emailing :

Midsussexms-comments@yahoo.com

This is the way to report all aspects of abuse and self-harm and/or neglect.

Staff/ Volunteer induction and training

All staff and volunteers as part of their induction will undertake training on recognising abuse and reporting it. Refresher training will be undertaken at team meeting discussions with all staff and volunteers who have day-to-day contact with older people. Safeguarding training is required to be updated annually by all staff & Volunteers.

Reporting

Any safeguarding(s) raised are to be input onto our charity log system, the organisation safeguarding leads will run reports on a regular basis to monitor trends. Further information on how to complete this can be found within our safeguarding guidance document Safeguarding **Guidance**

All cases will be reported to the Board every year.

As an organisation we are committed to protecting the adults we support keeping them safe from harm, we recognise some adults may be at risk even before a safeguarding concern is required to be raised, for this reason we will monitor and record low level incidents via our log

system to highlight an individual at risk and the support provided. It could mean this incident leading to safeguarding if no further action was to be taken, further details on this and how to raise can be found using our Safeguarding guidance document.

Abuse by Midsussex Memory Café's people

If any Memory Moments Café volunteers, trustees, patrons or nominated members are directly cited in a safeguarding report above the alert stage they will be interviewed by the CEO or Chair and may be asked to step down from Memory Moments Café until the case is resolved.

Staff cited as above will be subject to the appropriate disciplinary procedure.

Policy (directly from Pan Sussex Agreement)

Having policies and procedures to safeguard adults is a legal requirement under the Care Act 2014. The policy and procedures will ensure a proportionate, timely and professional approach is taken, and that safeguarding work is coordinated across all relevant agencies and organisations. This is essential for the prevention of harm and abuse.

The local authority has the coordinating role in relation to adult safeguarding, and other partner agencies have legal duties regarding safeguarding adults.

The policy and procedures provide an overarching framework to coordinate all activity undertaken through other processes and procedures where a concern relates to an adult who is experiencing abuse or is at risk of abuse or neglect. This relates to an adult who meets the following three key tests:

The adult has needs for care and support (whether the local authority is meeting any of those needs).

The adult is experiencing, or at risk of, abuse or neglect.

As a result of their care and support needs, the adult is unable protect themselves from either the risk of, or the experience of abuse or neglect.

All safeguarding work with adults should be based on the following principles:

- Explicitly include representation of adults as a key partner in all aspects of safeguarding work. This includes building the participation of adults into the Board's membership, monitoring, development, and implementation of the Board's work, training strategies, planning and implementation of the individual's safeguarding assessment and plan.
- Develop a culture that does not tolerate abuse, neglect, and exploitation.
- Raise awareness about safeguarding adults.
- Prevent abuse, neglect, and exploitation from happening wherever possible.

If you are concerned that abuse or neglect may be taking place, take immediate action. Share your concerns or seek advice from Adult Social Care. If you are a member of staff, also share your concerns with your manager, and or your organisation safeguarding leads.

Key principles in forming this policy.

- The empowerment of adults underpins all safeguarding adults' work.
- The focus of safeguarding adults should always be to identify and aim to meet the desired outcomes of the adult.
- Every person has a right to live a life free from abuse, neglect, and fear.
- Safeguarding adults is everyone's business and responsibility.
- There is zero tolerance to the abuse of adults.
- All reports of abuse will be treated seriously.
- Every person should be able to access information about how to gain safety from abuse and violence and neglect.
- All adult safeguarding work aims to prevent abuse from taking place, and to make enquiries quickly and effectively and take appropriate action where abuse is taking place or is suspected.
- All partner agencies, organisations, and partners across the community of Sussex actively work together and encourage accountability, transparency and appropriate professional challenge.
- People working or involved in supporting adults have the appropriate knowledge, skills, and training to undertake their responsibilities in relation to safeguarding adults.
- Support is in place for adults to prevent abuse from occurring as well as post-abuse support

Principle	Description	Outcome for the adult at risk	In practice this means
Empowerment	Presumption of person led decisions and informed consent.	<i>"I am asked what I want as the outcomes from the safeguarding process, and these directly inform what happens."</i>	-Having clear and accessible systems for adult's views to be heard and influence change. -Giving people relevant information and support about safeguarding and the choices available to them to ensure their own safety.
Prevention	It is better to act before harm occurs.	<i>"I receive clear and simple information about what abuse is, how to recognise the signs and what I can do to seek help."</i>	- Raising public awareness about safeguarding, including how to recognise and report it. - All staff are clear on their roles and responsibilities in relation to safeguarding adults at risk.
Proportionality	The least intrusive response appropriate to the risk presented.	<i>"I am sure that the professionals will work in my interests, as I see them, and they will only get involved as much as needed."</i>	- The adult is at the center of all responses to the safeguarding concern and any action taken is based on their preferred outcomes or best interests. - An approach to positive risk taking in which the adult at risk is fully involved.
Protection	Support and representation for those in greatest need.	<i>"I get help and support to report abuse and neglect. I get help so that I can take part in the safeguarding process to the extent to which I want and to which I am able."</i>	- Organisations have effective processes to be able to identify and respond to concerns or emerging risks. - Consideration of mental capacity is part of the safeguarding process, and where people lack capacity

			decisions are always made in their best interests.
Partnership	Local solutions through services working with their communities. Communities have a part to play in preventing, detecting, and reporting neglect and abuse.	<i>"I know that staff will treat any personal and sensitive information in confidence, only sharing what is helpful and necessary. I am confident that professionals will work together and with me to get the best result for me."</i>	- Information is shared between organisations in a way that reflects its personal and sensitive nature. - Ensuring local information sharing protocols are in place and staff understand and use them.
Accountability	Accountability and transparency in delivering safeguarding.	<i>"I understand the role of everyone involved in my life and so do they."</i>	- The roles and responsibilities of the organisation are clear so that staff understand what is expected of them and other

Date of this review May 2026
 Frequency of review Annually
 Date of next Review May 2027