



## Abingdon-on-Thames Town Council

# Community grant application form - part A

Please ensure you complete all of this form and Part B and send the following information to [enquiries@abingdon.gov.uk](mailto:enquiries@abingdon.gov.uk):

- forms A and B, completed in full
- your organisation's last set of accounts
- the most recent bank statement for your organisation, which should match the payment information on form B

## 1. About your organisation

Name of the organisation requesting the grant

Abingdon Drama Club

Please state briefly what the purpose of your organisation is

Abingdon Drama Club is a charity organisation established in 1944. We stage drama productions in Abingdon and provide drama classes for 12-16 year olds.

## 2. Your grant request

Please describe the project for which the grant is needed.

A building survey has highlighted that our clubhouse is in critical need of restoration and repair. A vital part of bringing the clubhouse up to date is installing a heating system, which the building has lacked for decades.

What is the total cost of the project

£4,012.80

How much grant are you seeking

£3,512.80

**What percentage of the total cost of your project are you seeking via this grant**

**87.5%**

**How do you plan to raise the rest of the money for your project**

**See below.**

**Please show roughly how the costs of the project are broken down**

Works to comply with the C3 recommendation remedial works from the recent EICR carried out .  
 To replace the existing distribution board with a metal clad fire rated 16way board complete with 100amp main switch surge protection and 30ma rcbo protection on all circuits 935.00  
 To move water earth bond within 600mm of stop cock 83.00  
 To wire 16amp supply to Kitchen heater 115.00  
 To correctly identify switch wires at light switches 40.00  
 To issue NICEIC certification upon completion 200.00  
**Total labour and materials £1,373.00 + VAT**

Heating  
 To supply and install  
 4no 16amp supplies wired in surface mounted pvc trunking run back individually to the distribution board 460.00  
 4no 16amp rcbos installed into distribution board 230.00  
 4no Dimplex DTD4R200 2kw Wi-Fi app controlled panel heaters 1,281.00  
**Total Heating £1,971.00 + VAT**

**All Works Complete for £3,344.00 + VAT**

**Plus VAT at 20% of £668.80.**

**What fund-raising have you undertaken for this project or others in the past 2 years**

**Received a £500 grant from the Co-operative Fund for heating system.**

### 3. Local benefit

**How many people take part in your organisation’s activities? Give local branch numbers if you are a national organisation.**

<b>As members</b>	<b>111</b>
<b>As recipients</b>	<b>We have an average of three shows per year with five performances each that often sell out to a full house of 85. This totals 1,275.</b>

**Please fill in the table below relating to numbers of members and/or recipients falling into each category. Estimates are acceptable provided an “e” is put after the figure.**

<b>Age profile</b>	<b>0-16</b>	<b>16-65</b>	<b>over 65</b>
- Members		70e	40e
- Recipients			

<b>Gender profile</b>	<b>Male</b>	<b>Female</b>
- Members	40%e	60%e
- Recipients		

Local connection	Town resident	Attend education in town	Neither resident nor attending education in town
- Members	70e	10e	30e
- Recipients	500+		

## 4. Vision and objectives

Please explain how your project will meet the town councils vision and objectives, which are set out below. **You do not need to respond to each point** but it is important that your project addresses the town council’s vision and at least one objective.

### 4a. Vision

**To develop an inclusive community so that Abingdon is the place where everyone wants to live and where the wellbeing of residents is prioritised. In developing this community, the town will be one which is environmentally sustainable, vibrant, resilient and safe.**

Founded in 1944, Abingdon Drama Club is one of Oxfordshire’s longest-running amateur theatre groups. Based in the historic Unicorn Theatre, the club stages a wide variety of productions each year—from classic plays and comedies to contemporary dramas and original works.

ADC is proud to be a creative hub for local talent, welcoming actors, directors, designers, and technicians of all experience levels. With a strong community spirit and a passion for storytelling, ADC continues to bring high-quality theatre to the heart of Abingdon.

### 4b. Objectives

**1. To respond effectively and speedily to the climate emergency**

We want to install an energy efficient central electric heating system, which will also improve safety as the building’s wiring is out of date. We are currently wasting energy on immersion heaters.

**2. To develop a resilient, sustainable town which will provide a home for residents now and in the future**

Abingdon Drama Club makes a valuable contribution to the entertainment available in the town, which is important for providing a sense of community.

**3. To manage the Council’s assets efficiently and effectively to meet for the needs of the community now and in the future**

As a community-run group we have been self-sufficient for the past 80 years. It is Abingdon Drama Club’s responsibility as an Abingdon-on-Thames based charity, under the local council’s remit, to ensure our longevity of support for the community.

As such we now need to ask for support to make our clubhouse safe, sustainable and secure for our current

- To work with community partners to support those who are vulnerable and in need and to create opportunities to increase social inclusivity**
- 4.

membership and future generations of Abingdon residents.

Abingdon Drama Club membership is open to everyone and its activities are not just limited to performances.

People with skills applicable to set-building (woodwork, carpentry) and costumes (sewing, design) are also vitally important and welcome.

Abingdon Drama Club is a vital hub of creativity and support for both longstanding and new members. We are proud to offer a friendly, open, and inclusive environment that welcomes people of all ages, genders, and faiths.

More than a club, we are a family—committed to supporting our members not only in their artistic journeys but in all aspects of their personal lives. With clear provisions for safeguarding and health and safety, we ensure that every member can thrive in a safe, supportive, and inspiring space.

## 5. Other/previous grant awards

**Please provide details of any grant awards you have received from the town council, other councils or large organisations that you have received in the past three years**

Co-op Fund - £500 for heating system

**Please list any grant applications to other councils or bodies which are currently pending**

N/A

## 6. About your organisation

**Please explain what structure your organisation has, i.e. is it a charity, a society, or another type of model**

We are a charity. Our charity number is 206720

**What is the balance of your main account according to the most recent bank statement?**

£21,000.

### Additional financial information

**Does your organisation have any other finances held in other accounts?**

No

**If so, please provide full details of all your additional finances, including recent figures.**

N/A

**If these funds are earmarked for any specific projects, please provide further information about this.**

£7,618. For pest control, damp control and drainage.

## 7. Reporting back on your grant

Organisations receiving a grant from the town council are required to provide a written report on their event or project within twelve months of the award date. The report should detail how the funds were spent and how residents of Abingdon are benefitting. The report may be included in any town council publicity, including the website or the Town Crier magazine.

### Declaration

**I declare that the information given in this grant application, both parts A and B, is complete and accurate and that no relevant information has been omitted.**

**I agree that the organisation receiving the grant will report back to the town council within 12 months of the award of this grant on how it has been used.**

**Signature**

*Richard Wilson*

**Name**

Richard Wilson

**Position with organisation**

Secretary

**Date**

07/12/25