Andover Town Council

2025-2026 Warm Hub Funding Application form

1. When are you looking to deliver your Warm Hub?	
2. Name of Organisation	
3. Project Manager/Lead Officer	
4. Email	
5. Telephone number	
6. Organisation Website/Social Media pages	
7. Type of Organisation (delete not application options)	Voluntary group / Community group / Youth group / Residents Association / Sports Club / Senior Citizens group / Registered charity / Other
8. Address of your organisation *(not to be confused with the location of the warm hub, unless the same)*	
9. Name of person making the application on behalf of the Organisation	

10. Designation (role) of person making the application on behalf of the organisation	
11. Address of where The Warm Hub will be taking place *(if using different venues, please list each one below with the number of times you expect to use the venue)*	
12. A brief description of your Organisations general aims and objectives *(tell us about your group and the community you help)*	

Project Details

Please provide an overview of your Warm Hub. Please include how many sessions per week, how many attendees you anticipate, opening hours, accessibility etc…	
Please state what refreshments you provide or intend to introduce to your Warm Hub during the sessions.	
What evidence is there that your Warm Hub is required within the Community	**Could be things such as an aging population in the area, social isolation, heating or eating**

Organisation Checklist

Does your Organisation have a safeguarding policy in place?	
Does your Organisation have a bank account in it's own name?	
Does your Organisation have a constitution or other appropriate governing document?	

How do you intend to monitor attendance to each of your Warm hub sessions? (delete those not applicable to you)	Head count / Sign in register / Pre-bookings
Please provide any other additional information about your Warm Hub you'd like Andover Town Council to be aware of.	

Financial Details

2025-2026 Warm Hub Grant Funding is capped at £500 and cannot be applied for more than once during the 2025-2026 period.

Amount being applied for	
Bank Account Name	
Account Number	
Sort Code	
Please tick to confirm the beneficiary bank account requires 2 signatures to release or move funds.	

Declaration:

By signing this application form, you are declaring that the information you have provided in is accurate and complete. You are agreeing to the Terms and Conditions set out in the Andover Town Council Warm Hub Funding Agreement.

Name:

Position Held within the Organisation:

Signature:

Date:

Applicant checklist:

Supporting Documentation	**Included**
Constitution/Governing Document	
Safeguarding Policy	

For office use only

Date application received	
Date passed to Committee	
Outcome	
Minute number	
Funds transferred	