

**Report to** Twinning committee  
3 March 2016  
**Report of** The twinning officer  
**Subject** Applications for twinning committee grants

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**Item**

**7**

### **Purpose**

To consider a grant application received from:

- a) Norwich Cathedral Choir; and,
- b) The Garage Trust Ltd.

### **Recommendations**

To grant:

- a) £500 to the Norwich Cathedral Choir to support their tour of Germany in April 2016, to include a public concert in Koblenz; and,
- b) £500 to the Garage Trust Ltd. to support a group of individuals to travel to France to participate in dance workshops with young people from Rouen.

### **Financial consequences**

There are sufficient funds to pay for these grants which fulfil the aims of the council to promote and foster links and exchanges between the people of Norwich and its twin cities.

### **Corporate objective/service plan priority**

The report helps to meet the strategic priority *City of character and culture* and the service plan priority of providing a range of cultural and leisure opportunities and events for people.

### **Contact officers**

Andy Futter, senior committee officer

01603 212029

### **Background documents**

None

# **Report**

## **Background**

1. Two applications have been submitted for a twinning committee grant (appended to this report).
2. The first is from Norwich Cathedral Choir for the sum of £500 to support its tour of Germany in April 2016, to include a public concert in Koblenz.
3. The second is from the Garage Trust Ltd. for the sum of £500 to support a group of individuals to travel to France to participate in dance workshops with young people from Rouen

### **Application 1: Norwich Cathedral Choir**

4. Norwich Cathedral Choir is embarking on a tour of Germany in April 2016.
5. The choir will be holding a public concert and partaking in Sunday worship at venues in the twin city of Koblenz, promoting the aims of the twinning committee to promote friendship and foster an appreciation of the culture of Koblenz.
6. The total cost of the event is approximately £14,760 (plus a 10% contingency). The association has received monies from concerts held and other sources such as bursaries and lay clerks fund. The details of this can be found following their application form in this report.
7. The granting of £500 towards the costs incurred in arranging the tour is therefore within the aims of the committee.

### **Application 2: The Garage Trust Ltd.**

8. The Garage Trust Ltd. intends to take a group of young dancers to Rouen for five days. The total cost for the visit is £3450.
9. The purpose of the request is to enable the trust to facilitate the attendance of young people from the Garage arts venue in Norwich to participate in dance workshops in Rouen.
10. This is the second time that The Garage has applied for a grant from the committee for work with Rouen. This therefore supports the assertion that their aim is to continue to develop a long term, productive partnership with Rouen.

11. This trip is a reciprocal visit by Norwich youngsters to Rouen, following a successful exchange in 2015, cementing an ongoing link between the cities.
12. The visit for the dance workshops fulfils the aims of the twinning associations in that it promotes a better understanding of a shared culture and helps to promote informal links between people and organisations in the city of Norwich and the county of Norfolk and is dedicated to furthering friendship between the two cities. The granting of £500 towards the costs incurred by the performers is therefore within the aims of the committee.





## Application for Twinning Committee Grant

The aims of the Twinning Committee are to "promote and foster Civic links and exchange activities of all kinds with Rouen, Novi Sad, Koblenz and El Viejo in Nicaragua and any other towns and cities abroad with which friendly associations are, from time to time, established". The policy of the Committee is to concentrate on making grants to assist visits by young people (excluding regular school exchanges), an initial visit to set up a new link and in cases of particular financial hardship.

### 1. Name and address of organisation/group applying for the grant

Name NORWICH CATHEDRAL CHOIR

Address THE CHAPTER OFFICE, 65 THE CLOSE  
NORWICH Postcode NR1 4DH

### 2. Name, address and contact details of individual applying for the grant

Name MR. C. HEDGES

Address THE DEAERY, THE CLOSE, NORWICH  
Postcode NR1 4EG

Contact daytime phone number or mobile 07736 770200

Email chedges58@gmail.com

### 3. Position held within the organisation/group (please tick)

Chair ☐ Secretary ☐ Treasurer ☐ Other (please state) TOUR MANAGER

### 4. Please describe fully why you are applying for a grant and which city or town you are forming links with?

THE CATHEDRAL CHOIR ARE MAKING A TOUR OF  
GERMANY IN APRIL 2016. AS PART OF THIS THEY  
WILL SING FOR BOTH A PUBLIC CONCERT AND SUNDAY  
WORSHIP AT VENUES IN KOBLENZ.

If the grant is to help towards the costs of a visit, please answer the following questions:

a) How many people will be in the group making the visit? 33

b) How many of these are under 18 years old? 13

c) How many people in your organisation/group live in the Norwich City Council area? 30

d) We need to establish if there is any particular financial hardship, please say if any members of the visiting group are unemployed or receiving other benefit support?

ONE 18 MEMBER UNABLE TO AFFORD THE PARENTAL CONTRIBUTION OF  
£200/HEAD. IN ADDITION SOME OF THE YOUNG ADULT SINGERS ARE  
UEA STUDENTS WITH LIMITED PRIVATE MEANS

e) Has your organisation/group received any previous grant from the Twinning Committee? If yes, please say how much and when?

f) What is the total cost of this visit? £14,760 + 10% CONTINGENCY (SEE ATTACHED BUDGET)

g) How much grant are you applying for? £500 (1x U18 @ £200 + 3 STUDENTS @ £100)

h) Are you applying to any other organisation or business for grants? If yes, please say who to and for how much?

NONE AT PRESENT.

i) How will your organisation/group be paying for the visit? A MIXTURE OF PARENTAL CONTRIBUTIONS, CONCERT RECEIPTS + FUND RAISING.

5) It is a condition of the grant that your travel arrangements are made with a bonded travel company, which is a member of ABTA. Please confirm this requirement and give the name of your travel company

I UNDERSTAND THAT THIS IS NO LONGER VALID.

WE ARE MAKING OUR OWN TRAVEL ARRANGEMENTS.

6) If the grant is for another purpose other than a visit, please give as much detail as you can by answering the following questions:

a) Please describe your project/event/activity and explain how it will further the aims of the Twinning Committee?

N/A

b) What is the total cost of the project/event/activity? —

c) How much grant are you applying for? —

d) Are you applying to any other organisation or business for grants? If yes, please say who to and for how much?

e) How will your organisation/group pay for the project/event/activity? —

If you need any help, have any questions about completing the application or require the application in another format or language please contact Democratic Services on 01603 213022 or email [twinning@norwich.gov.uk](mailto:twinning@norwich.gov.uk) Please use extra paper if you need more space and enclose a copy of you last set of accounts, if appropriate.

**Please return your completed form to:**

Twinning Grant Application  
Democratic Services  
Norwich City Council  
City Hall  
Norwich NR2 1NH

# Norwich Cathedral Choir

## Norwich Cathedral Choir Tour to Germany - Easter 2016

**Youths:** 13      **Adults:** 21      **Total:** 34      inc coach driver

**Arrive:** 31st Mar      **Depart:** 5th Apr      **Nights:** 5

**Person Nights:** 170

**Exchange Rate:** Euro / GBP: 1.33      26-Aug

**Debit:**      **Unit**      **Total**

Coach travel (UK) \*      £      750      Smiths Coaches

Flights      £      3,362      Out 31/Mar      In 05/Apr      Germanwings

Coach travel (GER)      €      3,400      £      2,556

### Accommodation (per night B&B)

Koblenz      €      31      £      792      31/Mar

Koblenz      €      31      £      792      01/Apr

Trier      €      40      £      1,023      02/Apr

Himmerod Abbey      €      -      £      -      03/Apr

Cologne      €      20      £      511      04/Apr

Stay in Abbey Guesthouse?

Food & Drink      €      25      £      3,195

Entertainment \*\*      €      50      £      1,278

Recce Visit      £      500

Sub-Total      £      14,761

Contingency/FEx (10%)      £      1,476

£      16,237

Cost per Head:      £      477.57

### Credit:

**Unit**      **Total**

Concerts      £      3,500      £      10,500

Chorister Contribution / Bursary      £      200      £      2,400

Lay Clerks Fund      £      1,200      £      1,200

Cologne Contribution      €      1,000      £      752

£      14,852

Fundraising      £      1,385







## Application for Twinning Committee Grant

The aims of the Twinning Committee are to "promote and foster Civic links and exchange activities of all kinds with Rouen, Novi Sad, Koblenz and El Viejo in Nicaragua and any other towns and cities abroad with which friendly associations are, from time to time, established". The policy of the Committee is to concentrate on making grants to assist visits by young people (excluding regular school exchanges), an initial visit to set up a new link and in cases of particular financial hardship.

### 1. Name and address of organisation/group applying for the grant

Name The Garage  
Address 14 Chapelfield North, Norwich,  
Norfolk Postcode NR2 1NY

### 2. Name, address and contact details of individual applying for the grant

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Postcode \_\_\_\_\_

Contact daytime phone number or mobile 01603 283382

Email carrie.mansfield@thegarage.org.uk

### 3. Position held within the organisation/group (please tick)

Chair ☐ Secretary ☐ Treasurer ☐ Other (please state) Creative Director

### 4. Please describe fully why you are applying for a grant and which city or town you are forming links with?

The Hip Hop Community of Rouen have invited us to take a group of young dancers over to Rouen for 5 days. During the visit the young people will take part in dance workshops with young people from Rouen and take part in cultural tours + visits of Rouen.

If the grant is to help towards the costs of a visit, please answer the following questions:

a) How many people will be in the group making the visit? 13-18

b) How many of these are under 18 years old? 13-15

c) How many people in your organisation/group live in the Norwich City Council area? 13-15

d) We need to establish if there is any particular financial hardship, please say if any members of the visiting group are unemployed or receiving other benefit support?

At least 4 families out of 7 signed up have indicated they will need financial help.

e) Has your organisation/group received any previous grant from the Twinning Committee? If yes, please say how much and when?

£250 last July for when the Rovers YP came here.

f) What is the total cost of this visit? 10 Students £3450 15 students £5175

g) How much grant are you applying for? £500

h) Are you applying to any other organisation or business for grants? If yes, please say who to and for how much?

We will use money from our Big Breaks Pot to give bursaries

i) How will your organisation/group be paying for the visit? Young people will pay £345 each or be given a bursary from Big Breaks

5) It is a condition of the grant that your travel arrangements are made with a bonded travel company, which is a member of ABTA. Please confirm this requirement and give the name of your travel company

The group will travel by train

6) If the grant is for another purpose other than a visit, please give as much detail as you can by answering the following questions:

a) Please describe your project/event/activity and explain how it will further the aims of the Twinning Committee?

b) What is the total cost of the project/event/activity? \_\_\_\_\_

c) How much grant are you applying for? \_\_\_\_\_

d) Are you applying to any other organisation or business for grants? If yes, please say who to and for how much?

e) How will your organisation/group pay for the project/event/activity? \_\_\_\_\_

If you need any help, have any questions about completing the application or require the application in another format or language please contact Democratic Services on 01603 213022 or email [twinning@norwich.gov.uk](mailto:twinning@norwich.gov.uk) Please use extra paper if you need more space and enclose a copy of you last set of accounts, if appropriate.

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