

## 1. Getting to know each other - let's start with the basics

### Welcome

Hello,

**If you need any help completing this form, you can find help notes next to many questions and it is very important that you read them as hopefully these should answer any queries you have. If you need help you can always contact us directly at:**

**enquiries@peopleshealthtrust.org.uk or 0207 697 4021  0207 697 4021.**

**And remember, we don't need you to write pages to tell us about your great idea. Just write clearly and honestly and follow the guidance.**

### Your Organisation

1.1 Start by telling us the official name of your group or organisation

London Road Station Partnership

1.2 Tell us the address of your group or organisation

c/o 6 Shaftesbury Place, Brighton

1.3 Tell us the postcode of your group or organisation

BN1 4QS

1.4 Tell us your website address if you have one

www.londonrdstationpartnership.wordpress.com

1.5 Tell us the landline or main contact number for your organisation

For security reasons we must have one landline number, either for your organisation, Chair or main contact

01273 605878  01273 605878

### Main Contact

#### 1.6 Tell us the name of the Primary Contact for your application

This is the person we will deal with on a daily basis. They should be someone who knows about the project and can answer questions, For example, it may be the Project Coordinator.

Prefix

Ms

First Name

Elspeth

Last Name

BROADY

Suffix (if applicable)

Position

Coordinator

1.7 Tell us the landline or main contact number for the Primary Contact

01273 605878  01273 605878

1.8 Tell us their email address

elspeth\_broadly@msn.com

## Secondary Contact

**1.9 Tell us the name of the Secondary Contact for your application.**

Please note that either the Primary Contact or the Secondary Contact needs to be the Chair of your organisation.

Prefix

Ms

First Name

Madeleine

Last Name

Cary

Suffix

Position

Treasurer

1.10 Tell us the landline or main contact number for the Secondary Contact

01273 697042  01273 697042

1.11 Tell us their email address

madcary@yahoo.com

## Organisation Type

1.12 Tell us what type of organisation you are. There are many different types of organisation and groups. Some organisations will need to pick more than one option from the list below e.g. you may be a charity and a company limited by guarantee.

To pick option 1, 2, 3 or 4 you must be registered with the Charity Commission (England or Wales) or OSCR (Scotland). To pick option 5 you must be registered with Companies House and have a Company Number. To pick option 6 you must be registered with the CIC Regulator and have a CIC Number. To pick option 7 you must be registered with The Prudential Regulation Authority/Bank of England. To pick option 8 you must be formally set up and have at least 3 people on your committee who are not related

Constituted community organisation

**1.13 Please tell us your relevant registration number below, if applicable. If you have chosen 'Constituted community group', go straight to the next question.**

Charity Commission Number

Office of the Scottish Charity Regulator Number

Registered Company Number

Registered Industrial and Provident Society Number

1.14 Tell us what your organisation or group does. When you set up your organisation or group, you said what you wanted to do and you formally agreed it. This only needs to be short, no more than 100 words will do.

Tell us what your organisation exists to do (its aim) what it does regularly (its activities).

a) The LRSP promotes community involvement around London Road Station Brighton, (LRS) and its vicinity, through environmental and cultural activities. These include: creating and maintaining edible and ornamental gardens and other planting projects, researching and displaying local history with a specific focus on railway heritage, managing a community composting facility, organising clean-ups and graffiti removal, and holding social events. We work with Southern Railway, Brighton & Hove City Council, London Road Local Action Team, local residents' associations and other voluntary groups and local businesses to achieve our aims.

1.15 Tell us how you are set up e.g. the number of paid staff, volunteers, management committee members/trustees and where you usually work. This only needs to be short, no more than 50 words will do.

b) We are 37 members, all volunteers: active core of 12 with 3 committee members including Coordinator and Treasurer.

We meet weekly to garden at LRS with social/planning meetings elsewhere in the neighbourhood. We report to bi-monthly meetings of Ditchling Rise and Area Residents Association and to Sussex Community Rail Partnership.

1.16 Tell us the day, month and year when you set up your group or organisation

If the date you enter is defaulting to the American date format, please check your browser settings.

04/04/2011

## 2. Your great idea

**Now we've sorted the introductions, let's get down to your great idea. In this part, we're going to ask you to talk us through what you want to do, why it's a great idea and where you're going to do it.**

**And remember, you don't need to write lots - just enough for us to understand - plain, straightforward words are just fine by us.**

2.1 Tell us if this is a new or existing idea. You can write a maximum of 50 words.

This new project builds on our local history research and 'greening' work at LRS. We are part of a newly formed informal 'Action Group' bringing together stakeholders to

try to improve The Greenway, a neglected green corridor on old railway line at BN1 4LS

2.2 Tell us in no more than 100 words, **what** you want to do, **why** you think this is a great idea, **who** will benefit from it and **where** they are from.

We want to promote greater use of, and community involvement in, the neglected Greenway by:

- 1) supporting volunteer sessions to clear overgrowth/rubbish;
- 2) designing a walking guide focusing on railway heritage, and a 'healthwalk' to LRS and back
- 3) installing interpretation boards to stimulate interest in railway heritage and local ecology
- 4) creating outdoor 'photo exhibitions' to showcase aspects of local wildlife and history.

Main beneficiaries: residents from London Road area. Greenway provides pedestrian link to town centre/station (58% go to work on foot/by train) and much needed green space (only 11% in 2011) in area of high population density.

2.3 If you received funding, when would you like to start your activity?  
01/05/2015

2.4 How long will it go on for?

This needs to be a minimum of nine months and a maximum of 24 months. Please enter a complete number of months.

14

2.5 Tell us what you want to call your great idea  
Discovering the Greenway

2.6 Tell us **what** will happen to bring your idea to life

- 1) Organise volunteer Action Days to clear overgrowth, rubbish, graffiti. Publicise door-to-door to immediate residents and local community groups. Engage ranger. Liaise with BH Cityparks.
- 2) Set up blog/website, Twitter, give presentations to local community groups, notify local and national press, produce leaflets for passers-by on Action Days. Use Action Group to refine and test ideas.
- 3) Meet to define information for interpretation boards. Research text and photos: draft boards. Finalise specification for design and production. Liaise with BH Council Planning/Heritage/Conservation.
- 4) Liaise with BH Council re. specification for photo exhibitions. Launch competition with local photography courses/clubs. Set up panel of local people to select photos. Finalise specification for production.
- 5) Design and pilot walks. Research text/photos: draft guide leaflet for print and online. Liaise with BHCC. Finalise production of print leaflets.
- 6) Organise launch of Greenway trail/photo exhibition with community event and guided 'Railway heritage' walk: June 2016.

2.7 Tell us how many sessions or activities you will run during the time you have your funding from us.

Action Days: 10 between May 2015 and June/July 2016 - at least 2 of these will be linked to a broader community event (e.g. community picnic on The Greenway).

10 Action Group meetings

At least 10 meetings of core local history/walks group, as a focus for individual research work. In addition, there will be periodic meetings with Council Officers.

Pilot walks: at least 2 before final event (e.g. Sept/October 2015 and May 2016)

1 final launch event (June/July 2016)

2.8 Tell us how often this will happen each week or each month and how long it will last and what time of day it will take place.

Action Days: probably Sunday afternoons 1 -- 4 pm. 1 every 4 to 6 weeks. Followed or preceded by tea/coffee or community picnic (e.g. May and September)

Action Group meetings: probably Tuesday evenings 7.00 - 9.00, 1 every 4-6 weeks.

Core group research meetings: probably Thursday evenings 6.30 - 8.30, but flexible. Once every 4-6 weeks or more intensively depending on stage of work. Also e-discussion group/blog to review work.

Pilot walks: to be decided with BHCC, but likely weekend morning Sept/October and April/May.

Launch event: Saturday or Sunday in June/July 2016 from midday to early evening

Core group meetings: probably Thursday evenings 6.30 - 8.30, but flexible. Once every 4 weeks or more intensively depending on stage of work. Also e-discussion group/blog to review work.

Pilot walks: to be decided with Brighton Council, but likely weekend morning Sept/October and April/May.

Launch event: Saturday or Sunday in June/July 2016 from midday to early evening.

2.9 Tell us how many people will participate in total

150

2.10 Tell us how many people will attend very regularly and how often you estimate these people will attend.

Probably around 20-25.

Action Days: 20-25 people. Action Group: 20. Core group: 5+

Launch and Community picnic: 100+

This is based on experience of organising LRSP community events.

2.11 Tell us what issues you hope that your great idea will address

General community and neighbourhood work

Social or emotional isolation

Poor physical environment

2.12 Tell us **how** your great idea is designed and run by local people. We believe that local people should be genuinely at the heart of local activities, projects or ideas. You can write a maximum of 250 words.

This project comes from a group of local people, experienced in developing 100% volunteer projects bringing together neighbours, and linking with other local groups (e.g. London Road Local Action Team, Prestonville Community Association, Ditchling Rise and Area Residents Association). Our focus started with London Road Station

(LRS) but now includes Preston Circus and the London Road area which developed as a result of the railway. All of us are regular users of the Greenway; together with other local groups, we have become concerned at its neglect and have got together with our councillors, council officers and other stakeholders in the newly formed Action Group to galvanise community involvement.

The core (local history/walk) group from LRSP will be responsible for delivering this project, but will report to the wider Action Group. We will publicise the project (and in particular, Action Group meetings and Action Days) through wider networks, social media, but also door-to-door and by posters in the immediate vicinity to ensure all are aware of it and can contribute.

2.13 Tell us **how** your great idea will support local people to make even stronger links within their community; why these links are needed; who they're between; and what difference these links will make. You can write a maximum of 200 words.

Our experience at LRS is that regular visible activities (e.g. gardening, walking, social events) in an area generate community interest: they provide opportunities for local people to meet informally, share a joint task and gradually 'own' that space, in the process reducing anti-social behaviour and potentially promoting health through regular outdoor activity. The Greenway should promote such interaction (benches, pedestrian pathway, historical and natural features) but many potential users are currently put off by rubbish, graffiti and lack of signage, which leads to a sense of insecurity. Some do not even know there is public access, and few know of its railway past. Our project seeks to spearhead action to enhance the area and bring more local people and visitors into it, as well as build links through the Action Group among local stakeholders. Through the Action Days, work on local history and local wildlife, guided walks and community 'picnic' events, we seek to provide those missing opportunities that create care and ownership. Through the proposed photo competitions, we aim to involve local students and through our involvement with the London Road Local Action Team, we will ensure links with organisations working with anti-social behaviour in the area.

2.14 Tell us **how** your great idea will ensure that people feel they are doing something positive in their area and feel good about it. You can write a maximum of 250 words.

This project is about turning frustration at neglect expressed by local people into action. It aims to give identity to the Greenway through celebrating a neglected past (Brighton's railway heritage) and drawing attention to often neglected urban wildlife. Our project aims to enable local people to take pride and feel that this currently neglected area can be cared for, and used positively by all; that Brighton's railway past can (and should) be celebrated; and that urban areas can be interesting and safe to walk through, and that public green spaces can be loved. In this way, we aim to create a positive cycle of involvement to sustain future care and interest both by local people and visitors. If they can do it for the Highline (New York), we can do it for the Greenway!

### **3. Bringing it all to life**

**All great ideas are just ideas until they are brought to life. In this part, we want to know what you will do if you receive money to make your great idea a reality and how much it will all cost**

3.1 You will usually need a team of people running things on the ground every day to make things happen. Tell us about your team: their role; whether they are paid or volunteers; how many hours they will be involved for each week; and what they will do to make your great idea come to life. You can write a maximum of 150 words.

Here you will need to tell us a little more about the team who will make your great idea come to life. This must include the role of whoever is in charge on a day-to-day basis, as well as all team members, whether voluntary or paid. Tell us about the structure of your team (paid or unpaid) and how they are managed/supervised. Include any sessional workers/freelancers etc.

The core all-volunteer team of 4 (plus Simon Bannister, our BHCC contact) will be coordinated by Elspeth Broady, LRSP Coordinator, and will deliver: 4 interpretation boards, 12 board photo exhibition, a guided walk & healthwalk.

We will employ the following paid freelancers, briefed and supervised by LRSP

Coordinator and Treasurer:

- 1) administrator to a) organise Action Days, b) convene Action Group meetings and c) organise publicity for project = 12 half days.
- 2) ranger/community gardener to provide professional guidance and support for Action Days = 10 x 3 hours = 30 hours.
- 3) designer for interpretation and photo boards = 28 hours.

3.2 You will also need people managing the project to make things come to life. Here you need to tell us how your great idea will be run. For example, it may be a group or committee running it. If so, how many and who are they. Remember that local people should be in control. You can write a maximum of 150 words.

The core volunteer team (currently Elspeth Broady, Madeleine Cary, Jim Grozier and Maire McQueeney) will be the main drivers of the project, but they will report back to the Action Group, currently of around 30, including representatives from local churches and residents' groups, BH Wildlife Forum, BH Food Partnership, QED Property, One Brighton, BH Friends Centre, The Land Trust, as well as local councillors and council officers. The LRSP also reviews activities at LRSP group meetings and reports at meetings of Ditchling Rise and Area Residents' Association, London Road Local Action Team and Brighton to Seaford Community Rail Partnership.

3.3 Tell us how your organisation or group has the skills and experience to bring this great idea to life. You can write a maximum of 150 words.

The LRSP now has four years' successful experience implementing community gardening projects, setting up community composting and a graffiti-busting scheme, generating and maintaining local interest, and establishing links with other groups. In the core team, we have experience in: archive research and editorial (Elspeth Broady, Jim Grozier, Maire McQueeney); communications, social media, video (Elspeth Broady, Madeleine Cary, Jim Grozier); designing and leading walks (Maire McQueeney); budget planning and management (Madeleine Cary, Elspeth Broady); risk assessment and health & safety (Madeleine Cary, Elspeth Broady); horticulture (Elspeth Broady); chairing meetings and organising community events (all members). We work with officers in BHCC Planning, Heritage, Cityparks, Design and Transport; in Southern Railway and Brighton & Hove Food Partnership, all of whom have pledged advice and support. As noted above, we link with other stakeholders, bringing a range of expertise and experience, through the Action Group.

**Tell us how much money you need to make your great idea become a reality. The questions below will help you give us the information we need.**

3.4 How much are you requesting from us for your great idea? Remember that you can apply for funding of between £5,000 and £50,000 for up to two years (please read the help notes)

10775

3.5 Tell us the amount of capital costs in your budget

0

3.6 Tell us the cost of your great idea. This should include the amount you have requested from other funders, if applicable.

11075

3.7 Are there other funders/investors helping with the total cost of your great idea?

Please answer either 'Yes' or 'No'

No

**3.8 Click [here](#) to open an Excel spreadsheet. Please enter your project budget in this spreadsheet; and either print it out and send it to us, or save it onto your computer and upload it into the box below. We only accept the project budget in our format, if you are unable to open this spreadsheet, please contact us on 0207 697 4021  0207 697 4021 so we can help you further.**

Please provide the budget for your great idea

[Final Greenway budget.xlsx](#)

**3.9 If you answered yes to question 3.7 please give us their details**

Name of funder

Amount applied for

Has your funding been agreed by the funder?

3.10 Do you think you will charge people to join in your activity? If yes, tell us who you will charge; how much; and the total you will raise.

No

## **4. People and Places**



**We now need to find out exactly where people who benefit from your great idea will come from - we are focusing funding on a number of specific disadvantaged areas which we call 'Fundable Neighbourhoods'. Remember that Active Communities is about local ideas, so it's important you don't work across too large an area or group of people. Questions 4.1 and 4.2 below should tell us all we need to know. If you have any questions, please get in touch on 0207 697 4021  0207 697 4021.**

**Example 1: we would consider an application which benefited people from two of the Fundable Neighbourhoods according to our maps, covering a population of about 6,000 people. Reason: it's likely to be small and local**

**Example 2: we would not consider an application which benefited people from ten Fundable Areas according to our maps, covering a population of 30,000. Reason: it would not be a neighbourhood level activity and would not meet the aims of the programme.**

**You will need tell us exactly where people will come from. To do this, you will need to access the maps on our website which shows where we work. You can check the maps by:**

- 1. Visiting our [website](#) then follow steps 2-3 below.**
- 2. Once there, search the map or use a post code, town or street name to locate which areas your project will focus on. Local people you wish to work with can only come from the areas highlighted white. The darker grey areas are not eligible.**
- 3. Follow the instructions on the screen. Please note that if you want to work in multiple Fundable Neighbourhoods, you may have several names and several four digit codes - make a note of them all.**

**4.1 Tell us which Fundable Neighbourhoods specifically people who benefit will come from by giving us the name(s) and four digit code(s) from your fundable neighbourhood map (e.g. Hackney 024B). You can get these codes by following step 2 above. **Please do not use postcodes here or your application will be rejected.****  
Brighton and Hove 027D and Brighton and Hove 027C

**4.2 Please use this space to tell us anything further about why you wish to work in the Fundable Neighbourhoods you have chosen. You do not have to complete this question but it can help to strengthen your application to do so.**

The Greenway is an underused and neglected green corridor in an area of regeneration. This area has very high population density, a predominance of flats and little green space. Redevelopment of Brighton Station, New England Quarter (residential) and London Road (commercial), brings potential for increased attention here, but also reinforces need for pleasant and safe green space, interesting pedestrian ways to encourage walking to work, for health and for pleasure, and focus for community activity. We also want to recall the little known (forgotten?) historic identity of this area (site of Brighton's once celebrated Locomotive Works) and importance of railway.

## **5. Things you need to send us**

### **Checklist**

**5.1 Please upload your signed and dated Governing Document - this is the document your group or organisation agreed. It sets out what you intend to do.**

Your Governing Document will have different names depending on what kind of organisation you are. E.g. If you are a community organisation you may have a Constitution. If you are a Company Limited by Guarantee, we will require your Memorandum of Association and Articles of Association which may be two separate documents, if they are, we will need both of these.

[LRSP constitution pdf 2014.pdf](#)

If your governing document comes in two parts, you may need to use this box to upload the second part.

5.2 Please tell us when your current financial year ends  
31/12/2014

5.3 Annual Accounts:

If you are a new organisation and do not have a set of published accounts, please provide an Income and Expenditure projection for the current financial year.

If you are an established organisation, please provide a copy of your latest published accounts.

[LRSP 2014 final accounts.xlsx](#)

**If you are having problems uploading or scanning any documents, please get in touch and we will help you with this.**

## **6. Getting formal**

**The person submitting this application must have the authority to do so.  
Remember this will form part of your grant contract if you are given funds**

6.1 Please tell us if any director, trustee or member of the managing committee has any criminal conviction for (or on-going criminal investigation into) fraud or an offence involving dishonesty

Please answer with either 'yes' or 'no'. If you answer 'yes', please don't enter details here - we will contact you confidentially

No

6.2 I confirm that the information contained in this application form is true and accurate and that I am authorised to make this application on behalf of my organisation

Yes

**6.3 Declared by:**

Full Name

Elsbeth Broady

Position held

Coordinator

Date

7th January 2015

## **7. Being helpful**

7.1 Please tell us where you heard about us - it helps other groups to hear about us too

Community/voluntary organisation

If you selected 'Other', please tell us how you heard about us here instead.