

Application Form for Community Transport Grant (up to £5,000 maximum)

Please read the Guidance Notes before completing this Application Form

1. Your Contact Details

Name of your organisation	Corfe Castle Parish Council
Contact name	Michelle Harrington
Position	Proper Officer and Responsible Finance Officer
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Address for correspondence	34 Egmont Road, Poole Dorset BH16 5BZ

2. Project Description

Briefly: (a) describe your proposed scheme
(b) specify what the grant would be spent on
(c) explain how this would help your group and your community

(a) Description of the Proposed Scheme

We propose a trial Community Bus Service to connect rural areas of Purbeck that currently lack year-round, reliable public transport options. This service will also accommodate visitors by linking the Purbeck Park and Ride to major attractions, e.g. Corfe Castle.

As one of the few Parish Councils in Purbeck, Corfe Castle Parish Council already collaborates closely with other local councils and possesses a deep understanding of the region's rural challenges. This positions us to lead an inclusive, community-focused initiative that draws on local expertise to benefit the wider Purbeck area. We will also collaborate with Purbeck Transport Action Group and draw on the existing PTAG Action Plan for Sustainable Transport, in the development of this service.

(b) Proposed Use of the Grant

The grant will be allocated as follows:

1. **Business Plan:** Instigating the production of a feasibility study to identify in detail the requirements in Purbeck for a Community Bus, primarily to meet the needs of local people, especially out of season when Purbeck is less well served by commercial bus services. To liaise with other local Council's to consider running as a partnership to ensure Purbeck wide coverage. To investigate detailed costs of this bus service for a 12-month trial period.
2. **Secure access of a bus:** Ideally environmentally friendly vehicles suitable for navigating rural roads.
3. **Route planning and initial operations:** Costs for route design, scheduling, and hiring experienced drivers.
4. **Infrastructure and marketing:** Development of bus stops, timetables, and promotional materials to ensure the service is well-utilised. Plus engage with local businesses to expand service reach and foster long-term sustainability.
5. **Monitoring Service:** Conduct surveys of residents and tourists to assess satisfaction and identify areas for improvement; Track passenger numbers, frequency of use and revenue generated; and compile an annual detailed report for funders and stakeholders incorporating qualitative and quantitative data to evaluate the service's success and sustainability.

(c) Benefits to the Group and the Community

1. **Enhanced Connectivity for Residents:** Rural residents, especially those without cars, will gain regular all-year round access to essential amenities, and medical appointments.
2. **Join Local Communities:** Promote social interaction by enabling residents to attend leisure activities and community events, reducing isolation and strengthening connections between villages, fostering a sense of unity and shared identity across Purbeck.
3. **Boost to Local Economy:** By improving access to areas like Studland, Kingston and Langton Matravers the bus service will support local businesses.
4. **Access to employment:** Facilitate access to employment opportunities, particularly in the tourism sector, by operating outside conventional hours to align with shift patterns.
5. **Environmental Impact and Reduce Traffic Congestion:** By encouraging tourists to use the Purbeck park-and-ride facility and reducing private vehicle dependency, the scheme will help ease traffic congestions; help alleviate parking issues improving safety for residents needing to use their private vehicles. This will also generate revenue through visitor usage to help fund the service in the long term

Conclusion:

This trail Community Bus Service will be a lifeline for rural Purbeck, promoting sustainability, accessibility, and community well-being. It will help reduce traffic congestion through villages with narrow residential streets such as Corfe Castle, thereby improving road safety. By investing in this scheme, the grant will directly contribute to an enduring, positive transformation of the region.

Planned project start date	February '25	End date (if applicable)	
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3. Finance

The applicant is responsible for completing the scheme using best value. Where possible, three quotes should be obtained to demonstrate good value. Please provide a breakdown of the funding sought and project timeframe.

Description and cost	Feasibility Study – Cost to produce consultation material, via online surveys platform, leaflet printing and distribution, local newspaper and newsletter advertisement. £2,000 Route planning and roadside requirements: £3,000 Access to initial short term bus hire: £5,000
Grant amount applied for (maximum £5,000)	£ 5,000
Match commitment your group will provide to support the grant	£ 5,000
Delivery timescale	Ideally bus in operation by Easter 2025

Signed.....

Date.....

I understand the criteria for the Community Transport Grant scheme and confirm that information supplied in this application form is correct.

I commit to supplying Dorset Council with evidence of the completed project and monitoring data as stated in the grant conditions.

Please return your completed application form to:

Email: ct@dorsetcouncil.gov.uk

or by post: Dorset Travel Team, Environment, Infrastructure & Economy Directorate,
Dorset Council, County Hall, Dorchester, DT1 1XJ



Guidance & Criteria for Community Transport Grant

The Community Transport Grant is available to support the establishment of new community transport services or to expand existing schemes to meet the need of local communities.

If your group is looking for a grant of up to £5,000, the Community Transport Grant may be able to help you. Applications will need 50% matched funding of the total cost of the project.

For more details about how to set up a community transport scheme please read the community transport toolkit which is available via the following webpage:

www.dorsetcouncil.gov.uk/community-transport

You may only apply if your project is non-profit making and that you also meet one or more of the following criteria:

- A registered charity
- Parish councils or Parish meetings
- Voluntary organisations with a constitution or governing document
- You are a community group looking to establish a new community transport scheme with a defined constitution signed by founding members.

The Community Transport Grant will fund costs associated with starting up and operating a scheme. These include vehicle purchase costs, IT software that supports effective operation, marketing of schemes and training of staff or volunteers.

You can request up to £5,000 for capital expenditure i.e. vehicle purchase. £2,000 is available for revenue costs such as IT systems, training and marketing etc.

Please note: The scheme will not pay for expenditure incurred before approval of the grant.

Successful applicants will agree to the following conditions:

- That they will use the grant only for the purpose specified on the application form.
- The grant will be for use by the applicant group only.
- Do not progress with the expenditure of the grant until the grant agreement has been signed.
- Must have or be prepared to set up, a bank account in the groups' name, with a minimum of two signatories.
- Provide a short report on expenditure and outcomes.
- Dorset Council reserves the right to recall the grant in the event of breach of conditions or unsatisfactory performance or to recall unspent monies.
- Use the Dorset Council logo in publicity and promotional material in relation to the funded project.
- Dorset Council reserve the right to use information about the group and its project for publicity and promotional purposes.
- The group must agree to any further conditions required by Dorset Council at the time of awarding the grant.

After receipt of grant monies the applicant group will agree to:

- Spend the grant within six months of receipt of the offer letter.
- Provide financial breakdown of how the grant has been spent.
- Seek written permission for any changes to the use of the grant.