



GRANT APPLICATION FORM

**For Applications for the Financial Year
April 1st 2026– March 31st 2027**

Part 1: Your Details

Your Name: Monica Compton

Name of Organisation: All Saints Church, Oakham

Telephone: 07712 648828 E-Mail: aandmcompton@btinternet.com

Address: Church Street, Oakham, LE15 6AA

If you are applying on behalf of a community or voluntary group, please give its name and address

All Saints Church, Oakham

Part 2: A Description of your idea

What do you want to do?

The clock on the west face of the tower at All Saints Church, installed in 1858, is a prominent historic feature and a well-recognised landmark within the town. Historically, town clocks were central to civic life, and this clock served as the town's primary timepiece until the installation of the sundial in 1874.

Although it is no longer relied upon in the same way today, the clock remains an important element of Oakham's heritage and townscape. Ongoing maintenance is therefore essential, and the clock is now in need of refurbishment to ensure its continued preservation.

The church will be repairing damaged stonework, repointing brickwork, and addressing cracks in the façade as advised in our Quinquennial Inspection (QI). The scaffolding will be erected in Autumn, during which time both the masonry repairs and clock refurbishment will take place. The architect advised it would be cost effective to have the clock refurbished while the scaffolding is up.

Part 3: Your Community

What difference will your project make?

The refurbishment of the All Saints Church clock will preserve an important historic feature that contributes to the identity and character of Oakham. As a prominent and widely recognised landmark, the clock forms part of the town's shared heritage and visual landscape.

Restoring the clock will ensure it remains a functioning and well-maintained asset for residents, visitors, and future generations. The project will demonstrate a commitment to the care of historic buildings and support wider community pride in the town's history.

Part 4: Monitoring

How will you monitor the project once it has started?

The project will be overseen by representatives of All Saints Church, who will liaise directly with the appointed specialist contractor throughout the refurbishment process. Progress will be monitored against the agreed scope of works and timetable.

Upon completion, the clock's operation will be checked to confirm that the refurbishment has been carried out to a satisfactory standard. Ongoing monitoring will form part of the church's regular maintenance arrangements to ensure the clock remains in good working order.

Part 5: Funding

What is the total cost of your project? (Please remember to enclose two quotes if applicable)

Herringbone, the company that will be completing the masonry repair have quoted:

Extra overcost to redecorate west clock face while access is in place: £1600.00 (paint only).

Hourly rate for skilled labour is £50.00

The cost of the scaffolding is incorporated into the tender for the masonry repair.

I have attached the tender opening and analysis which provides the quotes submitted for the masonry work, please note the quotes from Herringbone and Weldon for the repair of the clock.

Please note, the time required for the labour to paint the clock is an estimation only.

How much money are you applying for?

£2160.00

Have you applied for funding from anywhere else? Please give details

No

Please give an approximate breakdown, if applicable, of how you expect to spend the money:

£1600.00 + VAT for the paint = £1920.00

Estimated 4 hours labour + VAT = £240.00

If your application is unsuccessful, are funds available to ensure your project goes ahead? If yes, please give details:

Alternative funding options will be considered if required.

Signature:

Maureen Compton

Date: 1st April 2026

Note: Please remember to supply the most recent set of accounts, if applicable, of your organisation.

Please return this form to: Town Clerk
Oakham Town Council
ROL House
Long Row
Oakham
Rutland
LE15 6LN

All Saints Church, Oakham: QI Repairs 2025: Tender Report**21st October 2025****1.0 Tender Opening and General Analysis**

Tenders were issued via email on 8th September 2025 to Herringbone Restoration, Weldon Stone, Skillington Workshop and Messenger BCR with a tender deadline of Monday 13th October 2025. All tenders were returned by the due date.

All contractors submitted a copy of the priced Schedule of Works (SoW) with their tender return.

Initial tender returns were as follows, all costs excluding VAT:

Contractor	Tender sum	Proposed contract duration	Potential start date
Herringbone Restoration	£ 28,885.00	10 weeks	TBA
Messenger BCR	£ 49,367.00	TBA	minimum 8 week lead in
Weldon Stone	£ 46,480.00	12 weeks	March 2026
Skillington Workshop	£ 52,815.00	10 weeks	Easter 2026

Following a check, there were no arithmetical errors in any of the tender returns.

Messenger had incorrectly included the rates under SoW 2.19 in their tender sum, so £325 has been taken out of their total under Section 3.0. This reduces their overall tender by £325.

Skillington Workshop had incorrectly included the cost for weekly scaffold hire under SoW 3.7 in their tender sum, so £300 has been taken out of their total under Section 3.0, reducing their overall tender by £300.

The table below demonstrates the comparative costs against SoW sections:

SoW no.	Section description	Herringbone	Weldon Stone	Messenger	Skillington
1.0	Project Preambles	-	-	-	-
2.0	General Preliminaries	£8,515.00	£7,848.00	£22,721.50	£10,040.00
3.0	Scaffolding	£8,800.00	£25,831.90	£10,172.00	£17,990.00
4.0	High level repointing and repairs to Sacristry	£1,185.00	£842.75	£1,290.00	£4,720.00
5.0	High level repointing and repairs to South Transept	£3,285.00	£2,652.50	£4,200.00	£4,470.00
6.0	High level repointing and repairs to South Aisle	£1,450.00	£2,484.50	£940.00	£5,400.00
7.0	Sheltercoat conservation to South Porch	£1,860.00	£2,666.00	£5,187.00	£5,430.00
8.0	Stonework repointing and repair to Tower west elev	£2,530.00	£2,783.75	£3,775.00	£3,015.00
9.0	High level repointing to South Nave clerestory	£250.00	£240.00	£165.00	£650.00
10.0	Completion	£1,010.00	£1,130.60	£916.50	£800.00
11.0	Any works not incl above	-	-	-	-
	Tender following arithmetic check (excl VAT)	£28,885.00	£ 46,480.00	£ 49,042.00	£ 52,515.00

2.0 General observations on both Messenger and Skillington Workshop Tender Return

2.1 Messenger

Messenger's prelims and OHPs are significantly higher than all of the other tenderers.

Messenger have also allowed for a mixture of scaffolding, MEWP and tower scaffold.

Messenger included with their tender return a Tender Qualifications letter which listed **26** tender qualifications. This is always a concern if tenderers provide a list of qualifications and exclusions this long for a relatively small and straightforward project. Some of these contradicted requirements set out in the Schedule of Works eg: they have assumed free parking on site, which was specified as not available; they have not allowed for making good of any hard or soft landscaping, which was requested, and they have not allowed for a scaffold alarm, which was also requested. All of these will add costs to their tender total. As their tender is already one of the highest two, Messengers have therefore been discounted from any further detailed review.

2.2 Skillington Workshop

As Skillington Workshop's tender return is the highest, it has been discounted from any further detailed review. Noted that they have also allowed for a mixture of scaffolding, MEWP and tower scaffold.

3.0 Review/observations on Herringbone Tender Return

General observations as well as rates for works which may/may not be required:

1. Labour rates under 2.17 were received as follows:

Unskilled labour	£40.00 per hour
Skilled labour	£50.00 per hour
2. Percentage for overheads and profit on materials and goods under SoW 2.18 is **15%**
3. Percentage for profit and attendance on subcontractors under SoW 2.19 is **15%**
4. Rates provided under SoW 2.19:
 - lime repointing 1m²: **£200.00**
 - lime repointing 1m length: **£35.00**
 - defrass and sheltercoat 1m²: **£10.00**
5. Weekly scaffold hire if contract is extended under SoW 3.7: **£200.00**
6. Extra overcost to redecorate west clock face while access is in place: **£1600.00** (paint only)

Herringbone have allowed for the West Tower and the South Transept to be fully scaffolded and propose that the work to the remaining elevations will be carried out with cherry picker and tower scaffolds. Herringbone have confirmed that the costs for all of these is included in Section 3.0, and that working lifts are included within the red outlined area on photo 13 of the SoW and that single ladders only have been included as specified. Herringbone have also confirmed that their intended scaffolder would be DNA Scaffolding, who have recently merged with Newell Scaffolding who usually carry out their works. Newell Scaffolding are a good scaffolder and are used to the sensitivities of church projects.

Following a further request for clarification, Herringbone confirmed that they have included for the use of the public toilets in the car park, not a chemical toilet.

Herringbone have not included any additional provisional costs to those included within the tender documents, ie all items are firmly priced.

4.0 Review/observations on Weldon Stone Tender Return

General observations as well as rates for works which may/may not be required:

1. Labour rates under 2.17 were received as follows:
Skilled labour **£46.00** per hour (unskilled N/A)
2. Percentage for overheads and profit on materials and goods under SoW 2.18 is **10%**
3. Percentage for profit and attendance on subcontractors under SoW 2.19 is **10%**
4. Rates provided under SoW 2.19:
 - lime repointing 1m²: **£110.00**
 - lime repointing 1m length: **£18.90 - £23.50**
 - defrass and sheltercoat 1m²: **£93.00**
5. Weekly scaffold hire if contract is extended under SoW 3.7: **£430.10**
6. Extra overcost to redecorate west clock face while access is in place: **£4,000.00** (paint only)

Weldon Stone have included for full scaffolding to all areas, with engineer's design drawings.

They have included for a chemical toilet.

Weldon Stone have not included any additional provisional costs to those included within the tender documents, ie all items are firmly priced.

5.0 Summary and Recommendations

VAT is excluded from all costs included within the tender.

Based on the detailed analysis and review, we believe that all tenderers have provided a bona fide tender, complying with the technical requirements of the tender documents and are experienced and qualified to carry out the work.

The biggest difference in cost against the SoW Sections between Herringbone and Weldon Stone is in Section 3.0, Scaffolding. We have asked for clarifications of Herringbone, as set out above, and we are confident that their price covers the access required. Herringbone's costs against all of the masonry work sections 4.0-9.0 are competitive but comparable to all the other tenderers. I would be confident of the quality of their work having worked on a number of projects with them over many years.

Herringbone Restoration are good to work with: they have a collaborative approach rather than a combative/contractual attitude to additional work and extra costs. They have experience of working at All Saints as they were the main contractor for the glazing repair project in 2022-2023.

Based on the above, we would recommend Herringbone's appointment as main contractor for this project. They have suggested a 10 week contract period with a contract commencement to be agreed. We would recommend that this is not earlier than Spring 2026, due to the use of the specified lime products.

The PCC will need to submit the tender documents to the DAC for faculty approval if this has not already been done. I would anticipate that the external fabric repairs should be approved under a List B approval (an Archdeacon's Licence) as they are like-for-like repairs, but the PCC should confirm this with the DAC.

S. J. Norris

Stephanie Norris
21st October 2025

Independent Examiner's Report to the members of the Parochial Church Council of All Saints Church Oakham

I report to the trustees on my examination of the accounts of the church for the year ended 31 December 2024, which are set out on pages 2 to 7.

Respective Responsibilities of Trustees and Examiner

As the church's trustee, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act") and you consider that the audit requirement do not apply. It is my responsibility to

- Examine the accounts under section 145 of the 2011 Act;
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145 (5) (b) of the act; and
- To state whether any particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that in any material respect of the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the requirements of the 2011 Act have not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Mohammed Osman FCCA
7th May 2025
Max Wealth Accountants
40 Melton Road. Oakham. LE15 6AY

PAROCHIAL CHURCH COUNCIL OF ALL SAINTS OAKHAM

Statement of Financial Activities for the year ending 31 December 2024

	Note	Unrestricted funds £	Restricted funds £	Endowment funds £	Total 2024 £	Total 2023 £
INCOME & ENDOWMENTS						
Voluntary income	2 (a)	172,436	42,528	8,748	223,713	204,455
Activities for generating funds	2 (b)	7,910	2,550	-	10,460	9,470
Income from investments	2 (c)	250	-	-	250	167
Church activities	2 (d)	27,417	208	14,434	42,058	43,446
TOTAL INCOME		208,014	45,286	23,182	276,481	257,538
EXPENDITURE						
Church activities	3 (a)	192,193	7,094	5,444	204,731	266,383
Raising funds	3 (b)	6,742	-	-	6,742	6,080
TOTAL EXPENDITURE		198,935	7,094	5,444	211,473	272,463
NET INCOME / (EXPENDITURE)		9,079	38,192	17,738	65,008	(14,925)
TRANSFERS BETWEEN FUNDS	8	0	-	-	-	-
NET MOVEMENT IN FUNDS		9,079	38,192	17,738	65,008	(14,925)
Total funds brought forward at 1 January	8	337,016	34,381	-	371,397	386,322
Total funds carried forward at 31 December	8	346,095	72,573	17,738	436,405	371,397

PAROCHIAL CHURCH COUNCIL OF ALL SAINTS OAKHAM

NOTES TO THE FINANCIAL STATEMENTS For the year ended 31 December 2024

1 ACCOUNTING POLICIES

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions, and under FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

ASSETS

Consecrated and benefice property

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of 'charity' by Section 10(2) (a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

Other property

The ownership of the church hall is vested in the council. This was independently valued in 2016, and that valuation is included in these accounts. The council has decided that it is not necessary for the value of the hall to be depreciated.

Moveable church furnishings

These are capitalised at cost and depreciated over their useful economic life other than where insufficient cost information is available. In this case the item is not capitalised, but all items are included in the Church's inventory in any case. Items costing £1000 or less are written off in the year of acquisition.

Tangible fixed assets

These are capitalised if they can be used for more than one year, and cost at least £1000. They are valued at cost or else, for gifts-in-kind, at a reasonable estimate of their open market value on receipt.

Depreciation is calculated to write off the capitalized cost of fixed assets less their currently anticipated residual fair value over their estimated useful lives as follows:

- | | |
|-----------------------|---------|
| • Land | Nil |
| • Fixtures & Fittings | 5 years |

No depreciation is provided on buildings as the current estimated residual value of the properties is not less than their carrying value and the remaining useful life of these assets currently exceeds 50 years, so that any depreciation charges would be immaterial.

An impairment review is carried out at each year-end and any resultant loss identified included in expenditure for the year.

Short term deposits

These are cash held on deposit at the bank.

FUNDS

Unrestricted funds

These represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its 'free reserves' as disclosed in the trustees' report.

Restricted funds

These are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts. (Note 8)

Endowment funds

There are no endowment funds under the control of the PCC.

PAROCHIAL CHURCH COUNCIL OF ALL SAINTS OAKHAM

Balance sheet at 31 December 2024

	Note	Unrestricted funds £	Restricted funds £	Endowment funds £	Total 2024 £	Total 2023 £
FIXED ASSETS						
Freehold Land & Building	1	275,000	-	-	275,000	275,000
CURRENT ASSETS						
Cash in bank		120,221	18,165	17,738	156,124	72,130
Short term deposits		-	-	-	-	11,860
Debtors & Prepayments	5	16,397	625	-	17,022	14,946
		<u>136,618</u>	<u>18,790</u>	<u>17,738</u>	<u>173,146</u>	<u>98,936</u>
LIABILITIES						
Creditors - amount falling due in one year	6	11,444	297	-	11,741	2,539
NET CURRENT ASSETS / (LIABILITIES)		<u>125,174</u>	<u>18,493</u>	<u>17,738</u>	<u>161,405</u>	<u>96,397</u>
TOTAL NET ASSETS		<u>400,174</u>	<u>18,493</u>	<u>17,738</u>	<u>436,405</u>	<u>371,397</u>
REPRESENTED BY PARISH FUNDS	7	<u>400,174</u>	<u>18,493</u>	<u>17,738</u>	<u>436,405</u>	<u>371,397</u>

Approved by the Parochial Church Council on ¹¹19 May 2025

and signed on their behalf by



 Chair of PCC

The notes on pages 4 to 7 form part of these accounts.

2. INCOME AND ENDOWMENTS

	Note	Unrestricted funds £	Restricted funds £	Endowment funds £	Total 2024 £	Total 2023 £
2 (a) Voluntary Income						
Gift Aid donations		97,009	2,862	-	99,871	107,740
Tax recovered		27,222	2,532	-	29,754	29,965
Collections		5,042	25	-	5,067	8,162
Grants	8 & 9	1,745	30,250	8,748	40,743	46,912
Donations appeals etc		40,420	6,859	-	47,279	11,217
Legacies		1,000	-	-	1,000	372
Other		-	-	-	-	85
		<u>172,436</u>	<u>42,528</u>	<u>8,748</u>	<u>223,713</u>	<u>204,455</u>
2 (b) Activities for generating funds						
Fund raising events		2,036	2,550	-	4,586	3,101
Concerts		5,874	-	-	5,874	6,368
		<u>7,910</u>	<u>2,550</u>	<u>-</u>	<u>10,460</u>	<u>9,470</u>
2 (c) Income from investments						
Interest		250	-	-	250	167
2 (d) Church activities						
Fees (weddings, funerals etc)		1,847	208	426	2,481	5,783
Hire of Church Hall		4,807	-	14,008	18,815	15,623
Recharge of shared costs		20,753	-	-	20,753	21,263
Other		10	-	-	10	777
		<u>27,417</u>	<u>208</u>	<u>14,434</u>	<u>42,058</u>	<u>43,446</u>
TOTAL INCOME		<u>208,014</u>	<u>45,286</u>	<u>23,182</u>	<u>276,481</u>	<u>257,538</u>

3. EXPENDITURE

	Note	Unrestricted funds £	Restricted funds £	Endowment funds £	Total 2024 £	Total 2023 £
3 (a) Church activities						
Missionary giving						
Overseas		-	-	-	-	2,000
Home		588	300	-	888	3,495
	10	<u>588</u>	<u>300</u>	<u>-</u>	<u>888</u>	<u>5,495</u>
Ministry: diocesan parish share		88,595	-	-	88,595	94,250
Other ministry costs		9,636	-	5,444	15,079	19,221
Church running & maintenance		80,515	-	-	80,515	73,236
Major repairs		-	6,794	-	6,794	62,047
Church Hall running costs		10,007	-	-	10,007	8,853
Printing & stationery		2,853	-	-	2,853	3,281
Bank charges		-	-	-	-	-
		<u>192,193</u>	<u>7,094</u>	<u>5,444</u>	<u>204,731</u>	<u>266,383</u>
3 (b) Raising funds						
Concert expenses		6,742	-	-	6,742	6,080
		<u>6,742</u>	<u>-</u>	<u>-</u>	<u>6,742</u>	<u>6,080</u>
TOTAL EXPENDITURE		<u>198,935</u>	<u>7,094</u>	<u>5,444</u>	<u>211,473</u>	<u>272,463</u>

4. STAFF COSTS

	2024	2023
	£	£
Wages & salaries	43,109	43,777
National Insurance	0	0
Pension	0	410
	<u>43,109</u>	<u>44,187</u>
Average number of (part time) employees	6	6

During the year the PCC employed a Director of Music, administrator, accounts clerk, support officer, vergers & caretaker (Church Hall), all of whom are part time. No social security costs were payable because the employer's contribution due fell below the de minimis limit. Three employees were entitled to a Workplace Pension.

4(a) Related Parties

No payments or expenses were paid to any member of the PCC, persons closely connected to them or to related parties.

Donations from Related Parties (PCC members & their close family) totalled £9,072.

	Unrestricted funds £	Restricted funds £	Endowment funds £	Total 2024 £	Total 2023 £
5. DEBTORS					
Prepayments	1,995	0	0	1,995	1,438
Tax recoverable	6,957	625	0	7,582	8,288
Other debtors Inc. Cash in Transit	7,446	0	0	7,446	5,220
	<u>16,397</u>	<u>625</u>	<u>0</u>	<u>17,022</u>	<u>14,946</u>

6. CURRENT LIABILITIES

Accruals for utilities & other costs	1,263	0	0	1,263	1,376
Other creditors	10,182	297	0	10,478	
Deferred income (wedding deposits)	0	0	0	0	
	<u>11,444</u>	<u>297</u>	<u>0</u>	<u>11,741</u>	<u>1,376</u>

7. ANALYSIS OF NET ASSETS BY FUND

Fixed assets	275,000	0	0	275,000	275,000
Debtors	16,397	625	0	17,022	14,946
Cash & short term deposits	120,221	18,165	17,738	156,124	83,990
	<u>411,618</u>	<u>18,790</u>	<u>17,738</u>	<u>448,146</u>	<u>373,936</u>
Current liabilities	11,444	297	0	11,741	2,539
	<u>400,174</u>	<u>18,493</u>	<u>17,738</u>	<u>436,405</u>	<u>371,397</u>

8. SUMMARY OF FUND BALANCES

	Balance 31.12.23 £	Transfers £	Incoming Resources £	Outgoing resources £	Balance 31.12.24 £
Unrestricted funds	337,017	0	208,014	198,935	346,095
Restricted funds					
Fabric fund	32,527	0	45,286	6,794	71,019
Vicars' & Wardens' fund	1,853	0	0	300	1,553
Endowment fund	0	0	23,182	5,444	17,738
Total funds	<u>371,397</u>	<u>0</u>	<u>276,481</u>	<u>211,473</u>	<u>436,405</u>

Purposes of restricted funds:

Fabric fund	Repairs & renovations of the church and its other properties
Vicars' & Wardens' fund	Minor expenditures at the discretion of the vicars & wardens
Endowment fund	Approx. 45% devoted to church music and 55% on the fabric of the church

9. GRANTS RECEIVED

	Unrestricted funds	Restricted funds	Endowment funds	Total 2024	Total 2023
	£	£	£	£	£
Royce & Oakham Church Estates	0	0	8,748	8,748	8,748
Oakham Memorial Institute	0	5,000	0	5,000	
Benefact Trust	0	3,250	0	3,250	
Listed Places of Worship	1,093	0	0	1,093	17,166
Peterborough Diocesan Guild of Bellringers	0	0	0	0	
Preservation Trust	0	0	0	0	8,000
National Churches Trust	0	0	0	0	3,730
The Wolfson Foundation	0	0	0	0	7,513
Friends of All Saints	0	652	0	652	1,755
	<u>1,093</u>	<u>8,902</u>	<u>8,748</u>	<u>18,743</u>	<u>46,912</u>

10. MISSION GIVING

	2024	2023
	£	£
<u>INTERNATIONAL</u>		
Church Mission Society	0	1,000
All We Can	0	1,000
<u>NATIONAL</u>		
The Children's Society	0	1,092
Scripture Union	0	
Langley House Trust		
<u>LOCAL</u>		
Churches Together in Oakham	588	1,000
Peppers - A Safe Place	0	1,000
Other	300	403
	<u>888</u>	<u>5,495</u>

The PCC had considerable concerns about making the normal level of payments given the generally high level of expenditure, concerns over rising prices and a potential fall in income as people respond to the rising cost of living. There was also a concern that the window restoration project would divert donations away from the General Fund (from which Mission Giving is paid) to the Fabric Fund.

