



West Rainton and Leamside Parish Council Grants and Donation Policy – Application Form

This application form relates to requests for funding to be considered from the 2026/27 Parish Council Budget.

Please refer to the Policy for grant conditions and guidance notes before completing your application.

The completed application together with the necessary supporting documentation should be returned to Parish Clerk no later than 30 November.

Please complete all sections in black ink or electronically. If hand written, continue on additional sheets as necessary.

1. Your Organisation	
Name of organisation	SHELLY EQUINE ASSISTED THERAPY C.I.C.
Contact Name	SHELLY BRUCE
Position in organisation	DIRECTOR / PROPRIETOR
Address for correspondence	21 CHILTON Gdns FENCE HOUSES DH4 6LD
Tel No.	07956714435
Email address	Shellybruce1980@gmail.com
2. Type of Organisation	
Type e.g. voluntary not for profit, registered charity	NOT FOR PROFIT. C.I.C.
Where is the organisation based?	LEAMSIDE DH4 6QB.
Brief description of your organisation aims and activities. If you are a new organisation, please outline the type of activities you wish to undertake	SHELLY EQ. C.I.C. IS A NOT FOR PROFIT COMMUNITY INTEREST COMPANY. WE PROVIDE EQUINE ASSISTED THERAPY, RIDING LESSONS, WELL BEING SESSIONS AND EDUCATION ACTIVITIES FOR CHILDREN, YOUNG PEOPLE AND ADULTS
Do you have a constitution or other document that provides more details about your organisation. If yes, please submit a copy in support of your	YES A COPY CAN BE PROVIDED

application	
3. The Project	
Please give details of the project, activity or service that this application relates HORSES + PONYS IN A CALM AND SUPPORTIVE ENVIRONMENT.	THIS PROJECT PROVIDES EQUINE ASSISTED THERAPY. RIDING, WELL BEING ACTIVITIES FOR CHILDREN, YOUNG PEOPLE & ADULTS IN LOCAL COMMUNITY. AIM IS TO IMPROVE CONFIDENCE MENTAL WELL BEING, SOCIAL SKILLS AND INCLUSION THROUGH SAFE INTERACTION WITH HORSES
Why is it needed?	THE PROJECT IS NEEDED TO SUPPORT MENTAL WELL BEING CONFIDENCE + SOCIAL INCLUSION FOR CHILDREN YOUNG PEOPLE ADULTS
When will it start?	IT IS ALREADY RUNNING AND WILL CONTINUE THROUGHOUT 2026
When will it end?	ONGOING AND NOT PLANNED END DATE.
What is the total cost?	ESTIMATE £5000
How much is this grant application for?	£5000.
How will this be used?	THE FUNDING WILL BE USED TOWARDS EQUIPMENT HORSE CARE, SAT AND DELIVERING EQUINE ASSISTED WELL BEING AND THERAPY SESSIONS FOR THE LOCAL COMMUNITY.
How will this benefit local residents?	THE PROJECT WILL BENEFIT LOCAL RESIDENTS BY IMPROVING MENTAL WELL BEING, CONFIDENCE SOCIAL INCLUSION AND ACCESS TO SUPPORT COMMUNITY ACTIVITIES.
Please give details of any other funding you been awarded or applied for in respect to this project. (Funder, amounts, usage etc.) (Please provide copies of grant award offers in support of your application).	NO OTHER FUNDING HAS BEEN SECURED FOR THIS PROJECT. N/A.
4. Financial Details	
Copy of your latest bank statement enclosed?	Yes / No
If no, please state why not?	
Copy of latest auditor accounts/financial	Yes / No

statement enclosed?	NEW ESTABLISHED ORGANISATION NO ACCOUNTS AVAILABLE.
If no, please state why not	
5. Other	
Please provide details of and / or enclose any supporting documentation or other relevant information that the parish council should be aware of in considering this application. E.g., exceptional circumstances, quotations received to confirm project costs/amount applied for and /or, if newly formed, budget and business plan	WE ARE A COMMUNITY FOCUSED ORGANISATION PROVIDING ACCESSIBLE EQUINE ASSISTED WELLBEING AND THERAPY SESSIONS FOR LOCAL PEOPLE, CHILDREN AND ADULTS INCLUDING INDIVIDUALS WITH ADDITIONAL NEEDS AND MENTAL HEALTH CHALLENGES.
Details of to whom the cheque payment should be made payable to and the address to where this should be sent should your application be successful	THE FUNDING WILL HELP PROCESS IMPROVE ACCESS WITHIN THE LOCAL COMMUNITY + SUPPORT THE ONGOING DELIVERY OF SESSIONS IN A SAFE INCLUSIVE ENVIRONMENT.

→ SHELLY EQUINE ASSISTED THERAPY
21 CHILTON GARDENS
FENCE HOUSES DHU GLEN

Declaration

I declare that I have the necessary authorisation from

..... SHELLY BRUCE (name of applicant organisation)

to submit this application and the information provided is correct.

Completed by:

Name: SHELLY BRUCE

Position in organisation: DIRECTOR / PROPRIETOR

Signed: SHELLY BRUCE

Date: 06/05/2026

Signed:

Name: Shelly Bruce.
Signature: S Bruce
Date: 30-04-26

Name: Stephanie Clark.
Signature: S Clark
Date: 30-04-26

Shelly Equine Assisted Therapy CIC
Leamside, DH4 6QB

Date: 06/05/2026

To Whom It May Concern,

Please find enclosed a copy of the governing documents/constitution for Shelly Equine Assisted Therapy CIC in support of our application.

Shelly Equine Assisted Therapy CIC is a not-for-profit Community Interest Company providing equine assisted therapy, riding activities, wellbeing sessions and educational opportunities for children, young people and adults within the local community.

Our organisation aims to improve mental health, confidence, emotional wellbeing and social inclusion through safe and supportive interaction with horses and ponies. We work with individuals of all abilities, including those with additional needs and SEND, alongside schools, care providers and community groups.

If you require any further information or supporting documentation, please do not hesitate to contact us.

Kind regards,



Shelly Bruce
Director
Shelly Equine Assisted Therapy cic

shellybruce1980@gmail.com
07956714435

S Bruce



Outlook

Re: Shelly Bruce

From STEPHANIE ALLEN <steffwallen@aol.com>

Date Thu 2026-06-04 10:48 AM

To clerk@westraintonandleamsidepc.gov.uk <clerk@westraintonandleamsidepc.gov.uk>

Hi Mark,

Thank you for your email and for getting back to me. I hope you are feeling much better now.

Unfortunately, I wasn't advised of the annual grant application deadline when I attended the meeting, otherwise I would have submitted an application within the required timescale. I would therefore be grateful if the Parish Council could consider our request under the exceptional circumstances process, given the nature of the work we provide within the local community.

Shelly Equine Assisted Therapy CIC is a community-based service operating from Leamside and provides horse riding lessons, equine-assisted wellbeing sessions, therapeutic activities, after-school clubs, pony care sessions and community outreach work. We support children, young people and adults, including many individuals with additional needs such as Autism, ADHD, SEMH needs, anxiety and low confidence.

We operate throughout the year, typically seven days a week, with sessions running during the daytime, after-school hours, evenings and weekends. We offer a mixture of one-hour sessions, longer group activities and individual support sessions. The service remains open for the majority of the year, with closures only occurring for essential maintenance, severe weather conditions or a small number of public holidays.

Demand for our service continues to grow, and we currently support approximately 40 children, young people and adults from West Rainton and Leamside alone. This number continues to increase on a weekly basis as more local families access our riding, wellbeing and equine-assisted support services.

As a Community Interest Company, our aim is to make equine activities accessible and affordable for local families, particularly those who may otherwise struggle to access such opportunities. We also work closely with local schools, community groups and care settings to provide inclusive opportunities that benefit the wider community.

Please let me know if there is any further information the Parish Council requires to assist with its consideration.

Kind regards,

Shelly Bruce

Director

Shelly Equine Assisted Therapy

On 4 Jun 2026, at 08:57, clerk@westraintonandleamsidepc.gov.uk wrote:

Hi Shelly

Im not sure what the discussion was when you attended our meeting as unfortunately I missed it due to ill-health but our process for awarding grants is done annually with the cut off date for applications of 30th November each year. Im not sure if you were advised of this.

If there are exceptional circumstances Parish Council can consider the application outside of the usual timescales but these do need to be exceptional circumstances.

Can you advise on how the service is set up. Is there a number of say one hr sessions available/times and days of operation etc. Does the service close at any times of the year.

Also can you advise how many people from the Parish Of West Rainton and Leamside utilise the service please.

Kind Regards

Mark Ramshaw - Parish Clerk

<image.png>

West Rainton and Leamside Parish Council

T: 07368964142

(Please leave a voice mail - I work at varied times for 10 hrs per week)

E: clerk@westraintonandleamsidepc.gov.uk

W: www.westraintonandleamsidepc.gov.uk

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From: STEPHANIE ALLEN <steffwallen@aol.com>

Sent: 01 June 2026 10:28 PM

To: Mark Ramshaw <clerk@westraintonandleamsidepc.gov.uk>

Subject: Shelly Bruce

Hi mark

Just a follow up from everything I sent you was all ok ?

Regards

Shelly

Shelly's equine assisted therapy

Sent from my iPhone