



High Peak Borough Council
working for our community

Chapel-en-le-Frith Shop Front Grant Scheme – Application Form 2020/21

Applicant Details

Contact Name	
Contact Address	
Name of Business	
Business address if different to above	
Contact telephone number	
Contact email address	
Website	
Nature of business	

Is your business VAT registered? Yes No

Your interest in the property:

Owner

Tenant

Other (please specify

If you are a tenant, please give the number of years remaining on your lease:

Have you made any other applications for grants for improvements to the premises?

Yes

No

If Yes, please give details:

Important information:

Under European "State Aid" rules your business should not obtain more than a total of 100,000 euro's (approx. £65,000) from other Government Departments of local authorities over a 3 year period.

I have read the above and confirm that we have not received any recent state aid, as above

(please tick)

Description of Works and Quotes: Please tell us briefly what it is you intend to do.

- Indicate the nature of the changes to frontage façade including details of features you wish to add, remove or repair.
- Indicate if doors, windows or entrances are to change in any way.



- [illegible]

When do you expect the work to be completed?



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Do you require any of the following permissions? (tick relevant box)

	Yes	No	Unsure
Planning permission			
Building control approval			
Listed building consent			
Advertising consent			

Declaration (Tenant)

I / We hereby declare that I / we have read the terms and conditions and declare that the information given within this application form and any supporting material is correct to the best of my / our knowledge. I authorise Chapel-en-le-Frith Town Council to make any enquiries it considers necessary for the assessment of the application.

Signature:

Position:

Date:

Declaration (Owner)

I / We hereby declare that I / we have read the terms and conditions and declare that the information given within this application form and any supporting material is correct to the best of my / our knowledge. I authorise Chapel-en-le-Frith Town Council to make any enquiries it considers necessary for the assessment of the application.

Signature:

Date:

Email address:

Telephone number:

Address:



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Please check that you have enclosed the following before sending:

- proof of tenancy (if tenant). This could be the first page of your tenancy agreement.
- Digital photographs showing your shop/business front.
- Visuals on proposed alterations (if available)
- Copy of any permissions or quotes (if available)
- If you are the tenant then ensure the application has been signed by the owner of the property

Please return this form, accompanied by all relevant paperwork to: clerk@chapelpc.org

or post to The Clerk or the Council, Town Hall, Market Street, Chapel-en-le-Frith High Peak SK23 0HP

(scanned copies are acceptable)



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Chapel-en-le-Frith Shopfront Scheme

ETHOS

The commercial centre of Chapel-en-le-Frith lie within a conservation area. Within these areas, the appearance of shop fronts and the pavement areas in front of them, have a considerable impact and influence on the character of the town. They are an essential element of the wider streetscape. A shop front designed with respect given to the architecture of the building and character of the surrounding area can add charm and vitality, making it attractive to shoppers and visitors alike.

The shop front scheme aims to improve shop fronts, building facades and the private pavement areas in front of these shops, as a means of supporting the growth of local businesses, improving the local environment and raising the image of the town for the local community and visitors. Everyone benefits through sensitive design.

FUNDING and ADMINISTRATION

The Shop Front scheme is administered by Chapel-en-le-Frith Town Council and the Regeneration and economic development service within High Peak Borough Council (HPBC).

The total annual funding for the scheme is £8,000 and this can be increased if funds allow and is at the discretion of the Parish Council. Grant applications will be assessed by a subpanel of the Town Clerk, and Regeneration Officer at HPBC and their recommendation and final decision shall be taken by the Parish Council who meet on a monthly basis.

IMPORTANT DETAIL

Grants will be awarded between £200 to a maximum of £2,000, which must be match-funded by at least 50% by the applicant. The average grant is around £500. Grants are payable against materials and labour, but do not cover any VAT element.

The applicant should provide details of the colour scheme and on the detail of works in the application, to ensure that the conservation area is enhanced as an outcome of the works. Our experience so far shows that this can be an extremely effective and mutually beneficial relationship, with points of details being done quickly via email or phone. Once works are agreed and completed, a final inspection is carried out to check that works were done as agreed, and then payment is made by cheque/BACS against the invoices up to the amount agreed. Colours must be appropriately chosen from the Little Greene 'Colours of England' range, although there is no compulsion to source the paint from this company, and a very close match is sufficient.



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OTHER SUPPORT/ADVICE AND GRANTS

There is a wealth of business support, advice, events and grants available to help your business grow. Sign up to the High Peak Borough Council e-newsletter <https://www.highpeak.gov.uk/business-newsletter> or visit www.d2n2growthhub.co.uk and you can discuss your requirements by phone and if required an experienced Business Advisor can meet with you to provide bespoke assistance.