

**APPLICATION FOR GRANT AID SUPPORT  
GILSTRAP CHARITY**

<b>1. About Your Organisation</b>			
Organisation Name:	ASSEMBLE CHURCH		
Contact Name:	MARTIN O'CONNELL		
Address:	[REDACTED]		
Postcode:	[REDACTED]	Telephone No.	[REDACTED]
Email Address:	[REDACTED]		
<b>2. Project Description</b>			
Please describe the nature of your project and its objectives:			
Please see attached supplementary document			
Nature of Project:			
Objectives: To renovate our new church building to enhance its appeal as a place of worship and community activity and a venue for performing arts groups			
Expected Start Date:	JULY 2026	Expected Finish Date:	ONGOING.
Where will your project/event take place?			
ASSEMBLE CHURCH 13-15 BARNBYGATE, NEWARK, NG24 1PU.			
<b>3. People who will Benefit from this Project/Event</b>			
Please provide details of who will benefit from this event and which area of Newark the project/event will cover.			
Please see attached supplementary document			
How many people will participate in the project?			
c 30-40.			
What links does the project have to existing arts or cultural related events and programmes both locally and nationally?			
Please see attached supplementary document			
Why is the project needed?			
Please see attached supplementary document			
How will you promote and publicise your project?			
Via internal church communication, social media and the Newark Advertiser			
What longer term benefits will be derived from the project?			
Please see attached supplementary document			

**4. Project/Event Budget**

Please provide details of the project/event budget, including the amount requested from the Gilstrap Charity. If the total cost is more than the grant requested, where will the rest of the funding come from?

*Please see attached supplementary document*

Is your organisation VAT registered? *Yes/No*

If yes, please provide your VAT Registration Number: \_\_\_\_\_

Will there be any income generated from the project/event? If yes, please provide estimates.

*Yes. Please see details in the supplementary document.*

**5. Have applications been made for other sources of third party funding?**

*Not yet.*

**6. Other Supporting Comments and Information**

*Please see attached supplementary document.*

**BANK ACCOUNT DETAILS** (If your application is successful, we will pay the award through a BACS transfer).

*Assemble Church  
Virgin Money*

**DECLARATION**

I confirm that I am authorised to sign this application on behalf of *ASSEMBLE CHURCH*

I undertake that any grant awarded will be used solely for the purpose outlined in this application. I also understand that the Gilstrap Charity reserves the right to withhold the payment of the whole or any part of the grant or to require repayment if any information contained herein is false or misleading.

Signature

Print Name

*MARTIN O'CONNELL*

Date

*4th JUNE 2026*

**CONDITIONS OF GRANT FUNDING**

1. Approval must be sought for any subsequent changes to the submitted project outline.
2. If any grant awarded is surplus to requirements this should be returned to the Charity.
3. If funding is awarded the applicant will be required to provide progress reports to the Charity and a post event/project evaluation report.
4. The applicant will ensure that all necessary licences and consents are obtained.
5. The grant must be spent within 12 months of being awarded.
6. Proof of expenditure will be required.

7. Any publicity/marketing material associated with the grant funded event/initiative must acknowledge the Charity's grant funding contribution and include the Charity's logo and website address.

Please return this form to:

Clerk to the Gilstrap Charity  
Castle House  
Great North Road  
Newark  
Notts. NG24 1BY



## ASSEMBLE CHURCH

# FUNDING APPLICATION TO THE GILSTRAP CHARITY

## SUPPLEMENTARY INFORMATION

In order to give a more comprehensive description of our application, I have prepared this document to supplement the application form. I trust this is in order

### Background

Assemble Church was established in Newark in July 2022 under the leadership of Dom and Samantha O'Connell. We are a member of Assemblies of God and our mission is to make the Kingdom of God more accessible to the people of Newark. Currently, we meet in Magnus school hall and we have recently bought the former Methodist church on Barnbygate (13-15 Barnbygate, NG24 1PX)

It is this new building that is the focus of the project for which we are requesting funding assistance. There is work to be done to refurbish the building to make it a more attractive place to worship God and for community groups to meet. We also want to create a venue of choice for live music, theatre and performing arts events especially for organisations based in Newark. In all of these ways, the building - once improved - will significantly benefit the community of Newark and this document describes how and, therefore, why the project is necessary

### The Nature of the Project

Having completed the purchase of the building on 20th May this year, we have quickly identified that work needs to be undertaken to renovate and refurbish the building to preserve its status as a modern place of worship and to increase its appeal as a venue of choice for performing arts events and a meeting place for community groups. At the same time, the improvements we are proposing maintain the integrity and heritage of the historical legacy of the building. To that end, of course, we are seeking listed building consent to allow us to make the improvements we have identified are necessary and desirable.

As an overview, these are areas on which the first phase of the project will focus

- To refurbish the main church auditorium with enhanced lighting, sound system, seating arrangements together with repositioning of the pulpit and pews, redecoration and new carpeting.

June 5th 2026

## ASSEMBLE church

- To renovate the kitchen in the foyer to create a genuine cafe. This needs new kitchen units and appliances, tables, chairs and decor together with redecoration and new carpet
- To furnish the adjoining hall with equipment to enable activities for young people of all ages from soft play equipment for toddler groups to equipment for teenager activities, along with redecoration
- To create a boardroom environment which can also be used as a training and conference room to incorporate a boardroom table, TV and presentation equipment.
- To install wifi and CCTV equipment to the church building

The overall objective of the project is to create an attractive, modern venue for Christian worship, community activity and performing arts events.

### **Who will benefit and which area of Newark will we be covering**

The location of the building means that there is no area of Newark that is excluded from benefiting from it and what it can and will provide.

We are particularly aiming at the following groups

- The spiritually needy. Offering a place of sanctuary and safety to all who need it.
- The youth of Newark. Providing a safe place for our young people to gather for friendship, support, spiritual growth and fun
- The vulnerable. An outreach for the most vulnerable in our society, we will work with agencies and the council to offer practical help and, once again, spiritual support for all who need it
- Various Newark based theatre, music and performing arts groups looking for a home to rehearse and showcase their talent in a modern and high quality environment

### **What links does the project have to existing arts or cultural related events and programmes?**

The building is already used variously by

- Homestart Newark
- The Newark Choral Society
- The Palace Singers (Newark)
- The Wolfit Society (Newark)
- The Associated Board of Royal Schools of Music
- The Rotary Clubs of Newark
- The Newark Town Band
- The East Midlands Musical Theatre Choir

### **Why is the project needed?**

The work we want to undertaken will refresh a beautiful and historically significant building and ensure its relevance and appeal for many years to come both as a place of worship and spiritual wellbeing and as a venue of choice for performing arts groups in Newark. We absolutely respect the need to maintain the heritage of the building whilst, at the same time, tastefully and appropriately modernising it for current and future use

June 5th 2026


 ASSEMBLE church

### **What longer term benefits will be derived from the project**

Quite simply, the project will enable us to develop this wonderful building so that it is much better equipped to provide a spiritual home and a community hub and sustain its relevance and appeal for future generations of Newark residents.

### **Budget details and amount requested**

It is too early for us to be totally precise about what the project will cost altogether. We do have some specific costs and I will outline those here.

1. Wifi and CCTV installation costs - £5,545
2. Refitted kitchen and appliances - £8,175
3. 200 new auditorium chairs @ £40 = £8,000
4. Lighting and sound enhancements - £17,250

The costs of redecoration have not yet been established.

**Can I respectfully request a contribution the cost of the kitchen and the cost of the auditorium chairs. I can confirm that we will match any funding from The Gilstrap Charity**

**Auditorium chairs = £8,000 @ 50:50 split = £4,000**

**Kitchen refit - £8,175 @ 50:50 split = £4,087**

**Total request - £8,087**

### **Will there be any income generated from the project**

Yes.

After completion of the project, we need to be able to sustain the building and continue to reach out to the town of Newark, all of which will require income. The principal sources of income will be

- The cafe. Whilst we haven't yet done a complete business plan, we anticipate that the cafe, when it is fully operational will generate income of c£1,000 per week and clear of profit of c£500, an annual profit of £25,000
- Venue lettings. We are basing our plan on one event per week across the year in either the main auditorium (the concert hall) or the hall (the studio) at a gross income of £400. That equates to annual income of £20,000

### **Have any applications been made for other sources of third party funding**

Not yet. As you would expect, we are exploring other sources but, as it stands, we have not made any other bids.

June 5th 2026

The logo for Assemble Church, featuring the word "ASSEMBLE" in a bold, white, sans-serif font and "church" in a lowercase, white, serif font, both centered on a dark, textured rectangular background.

**In Summary - how does this application meet The Gilstrap Charity's application criteria?**

**1. Promoting education and understanding of historic buildings**

By purchasing this building, Assemble Church has ensured that one of Newark's most significant and historically important buildings will retain its original purpose. We believe that, by itself, preserves a piece of Newark's history and enables current and future generations to understand that history. We now need financial support to ensure that we can enhance the interior of the building to strengthen its appeal to Newark's residents as a place of worship, a thriving community hub and a performing arts venue

**2. Demonstrate a benefit to the community of Newark**

One of the reasons we wanted a town centre location for our church is that we want to be more accessible to the community we believe we have been called to serve. Specifically, we want to be a source of support and comfort to the young, the old, the vulnerable and the spiritually needy as well as a venue of choice for performing arts groups.

**3. Where match funding has already been obtained or is likely to be committed**

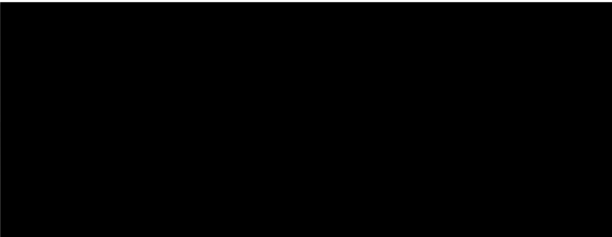
Through tithing, offering and fundraising activities, we do have some funds and any grant The Gilstrap Charity may feel is appropriate to allocate will be matched by Assemble Church.

**4. Sustainable benefits**

We believe that this project is necessary to help establish social (including spiritual) and economic sustainability for generations to come. In the first place, the project will enable us to maintain this historically significant building as a place of worship and a centre for community outreach and activity, vital factors in social sustainability. It will also allow us to establish a reliable and constant source of income which, in turn, will create economic sustainability and enable us to continue to expand community outreach and provide more and more support for our community long into the future

We commend this proposal for your consideration

Martin O'Connell  
For and on behalf of Assemble Church

A large black rectangular redaction box covering the signature area.