

Cyfeiriad Post / Postal Address:

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PO Box 1, CONWY, LL30 9GN

Ymwelwch â ni / Visit us at:

Coed Pella, Ffordd Conwy, Bae Colwyn LL29 7AZ
Coed Pella, Conway Road, Colwyn Bay LL29 7AZ

Towyn & Kinmel Bay Town Council
Community Resource Centre
The Square
Off Fforyd Road
Kinmel Bay
LL18 5BT

 **ConwyPiP.ImpactFund@conwy.gov.uk**

Ein Cyf / Our Ref: IF023

Eich Cyf / Your Ref:

Dyddiad / Date: 21/07/2026

Sent by email to:

deputy@towynkinmelbay-tc.gov.uk

clerk@towynkinmelbay-tc.gov.uk

Dear Katherine Evans,

RE: Conwy Pride in Place Impact Fund Application

Project Ref: IF023 - Towyn and Kinmel Bay Town Council - Refurbishment & Modernisation of Kinmel Bay Community Centre

Thank you for your application to the Conwy Pride in Place Impact Fund.

This project is funded by the UK Government through the Pride in Place.

I am pleased to inform you that your application has been successful.

A grant of up to £16,800 (net) has been awarded to support the funding package for the activities as outlined in your Project application.

The grant has been approved based on the information provided in your application and is subject to the attached Terms and Conditions and the following conditions:

- Provision of a copy of the final building survey.
- Agreement to the proposed Heads of Terms for the asset transfer.
- Provision of a specification of the proposed works for review and approval by Conwy County Borough Council prior to the commencement of any works.
- Confirmation that all proposed works will be carried out by a reputable contractor and in accordance with relevant building regulations.
- Confirmation of consent from tenants of the building for the proposed works.

Please read the Terms and Conditions thoroughly before signing and returning.

Claims & Payments

The offer of financial support will be subject to receipt of evidence showing that any invoices relating to the activity for which the grant was awarded have been paid, either by a receipted invoice from the supplier(s) and a bank statement(s) verifying payment as set out in section 4.5 of the terms and conditions.

You will also need to provide evidence of the metrics achieved, as outlined in the 'Project Costs & Details' document of your application.

Payment will be made on submission of a Monitoring and Claim form. The frequency of these will be based on your Project Spend Profile (Annex 1) and will be agreed with you once we have received your Funding Acceptance.

Please be advised, the funding offered relates to the period up to **31st March 2027** and must be claimed in full by this date.

If your project does not require the full grant allocation or an underspend is identified, please notify us as soon as possible at ConwyPiP.ImpactFund@conwy.gov.uk

Marketing & Publicity

Please ensure that acknowledgement is made of the PiPIF funding in all publicity and marketing materials/events relating to the project, as per section 20 of the terms and conditions. Further guidance is also provided at Annex 3. As part of our monitoring we will ask you for evidence of this so please take photos and keep copies of any press coverage.

Funding Acceptance

In order to indicate acceptance of the above and the attached Terms and Conditions, please send us:

- A signed copy of this letter
- A signed copy of the Terms and Conditions
- Completed Project Spend Profile (Annex 1)
- Confirmation of your banking details (Annex 2)

Funding Expiry

If Conwy County Borough Council does not receive the Grantee's acceptance within 28 days of the date hereof the offer contained herein shall automatically lapse.

Yours sincerely



Amanda Hughes
Strategic Director (Finance & Resources)

Conwy Pride in Place Impact Fund

Project Ref: IF023 - Towyn and Kinmel Bay Town Council - Refurbishment & Modernisation of Kinmel Bay Community Centre

ACCEPTANCE FORM & DECLARATION

I declare that I have read and understood the Grant Approval Letter and Terms and Conditions of this offer of Grant, that there are no conflicts of interest between any members of the applicant organisation and suppliers used to undertake the Project, and that we have arrangements in place to ensure no such conflicts of interest arise during the Project.

I confirm on behalf of the group that I have the authority to accept the terms of this Offer Letter for the Grant and that all information provided in relation to the Project, to my knowledge, is correct and true.

I understand that the Grant will have to be spent in accordance with the Terms and Conditions of this Offer Letter and that failure to conform to these Terms and Conditions may result in the Grant having to be repaid, either partially or in full.

I confirm that my organisation is committed to delivering the Project and its intended outcomes.

I/We agree to accept the attached offer of the Grant on the terms and subject to the conditions specified in the Grant Approval Letter and Terms and Conditions of this offer of Grant and I indicate my/our acceptance by signing below.

This Agreement shall be signed by two authorised representatives of the Organisation, each of whom confirms that they are duly authorised to sign and enter into this Agreement on behalf of the Organisation.

Signed

Name

Address

Date

On behalf of

Position

Signed

Name

Address

Date

On behalf of

Position

Please return your completed documents to: ConwyPiP.ImpactFund@conwy.gov.uk

Quoting your project reference number: IF023 - Towyn and Kinmel Bay Town Council -
Refurbishment & Modernisation of Kinmel Bay Community Centre