

NEEDHAM MARKET INTERNET CAFE

COMMUNITY INTEREST COMPANY



Kevin Pavis
Grants Assistant
Big Lottery Fund (Reaching Communities)
2 St James' Gate
Newcastle Upon Tyne
NE1 4BE

27th September 2006
Reference RC/1/010211652

Dear Mr Pavis,

Re: Amended Reaching Communities Application documents

Please find enclosed:

- 1 x *Bank Statements (covering the last 3 months)*
- 1 x *Bank Details form*
- 1 x *Replacement Independent referee form*
- 1 x *Accounts (budget forecast with supporting notes)*
- 1 x *Amended pages 21 & 22 of the Reaching Communities Application Form*

I apologise for the omission of documents from our original application. I think this stems from the confusions regarding our Outline Bid, resulting in my receiving the forms by email without the relevant supporting documents.

As you will see, I have amended the figures to reflect the changes to sections 3.6 and 3.7 of the form. As per our phone conversation, our agreement with the County Council does not give us a long enough lease to qualify for funding from yourselves. We have recently spoken to a local charity, the Kerrison Trust, and are confident that we can raise money for the refurbishment of premises from local sources.

With reference to the referee, I had simply assumed the Town Clerk would be of sufficient professional standing. I have included an amended form with a new referee.

I also enclose the accounts from our business plan, with supporting explanatory notes. As you will see, they are forecasts, but I have had them signed by the company secretary as requested. If you require further information from the Business Plan for explanation or clarification, please see our website at:

Website: www.needhaminternetcafe.org Telephone: 01449 720966 Email: admin@needhaminternetcafe.org

Community Interest Company - Company Number 5700276

Registered Office: 16 High Street, Needham Market, Ipswich, Suffolk, IP6 8AP

Company limited by guarantee and registered in England and Wales

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www.needhaminternetcafe.org where all company documents, meeting notes and updates are available.

I have not returned a completed Capital Checklist for the reasons stated above. Our lease arrangements with the County Council mean that we are not eligible for funding, from you, for this aspect of our plans. We are confident that we can raise these funds locally and have amended pages 21 and 22 of the application to reflect this.

All being well, I look forward to hearing from you soon.

Yours sincerely,

Tom Barker
Director