

Community Award Application Form

*North
Wiltshire
District
Council*

Please ensure that you have read all the Funding Criteria and Additional Guidance Notes before completing this form
PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

1 - Your Organisation or Group	
Name of Organisation	Cricklade Town Hall
Contact Name	
Contact Address	
Contact number	e-mail
Organisation Type	Non profit organisation <input checked="" type="checkbox"/> Local Authority <input type="checkbox"/> Other <input type="checkbox"/>
2 – Your Project	
In which Community Area does your project take place?	1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/>
In which Parish does your project take place?	Cricklade
What is your project?	New furniture for the Hall
Where will your project take place?	Cricklade Town Hall
When will your project take place?	September 2008
Does your project demonstrate a direct link to the Community Plan for the area? If YES, please provide a reference/page no.	YES <input checked="" type="checkbox"/> Pages 9, 20, 22, 24 NO <input type="checkbox"/>
Please confirm that your project will be completed by 31st March 2009	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
What is the Community benefit of your project, and approximately how many people will benefit? <small>(IMPORTANT: PLEASE DO NOT TYPE IN PARAGRAPHS – THIS SECTION IS LIMITED TO 1500 CHARACTERS ONLY (INCLUSIVE OF SPACES))</small>	
<p>Some of the furniture in Cricklade Town Hall is in need of replacement. In particular we need to replace the wooden trestle tables which have been used since the Hall was first built in 1933! The existing trestle tables are riddled with woodworm and need to be disposed of for hygiene reasons. We also have a number of old tatty wooden desks with missing drawers etc. that are used for plant sales etc. that need replacing. Finally, the committee room does not have any meeting room tables appropriate for its use.</p> <p>The plan is to replace the trestle tables with heavy duty one piece moulded polyethylene folding tables. These are lightweight, extremely versatile and durable, weather resistant for use outdoors, resistant to both staining & UV light and easy to clean. The tables are designed not to crack, chip or peel and will be ideal for use in our weekly country market and many of the events where the existing trestle tables are used.</p> <p>We want to purchase café style stacking square tables that can be used in combination to create a boardroom effect for the committee room and also serve as coffee tables for use in the main hall and annexe. The melamine table top will be easy to clean and wipe and provide a hygienic surface for this purpose.</p> <p>Cricklade Town Hall performs the function of a village hall to the Cricklade community and is very well used for a village hall. It operates to around 40% of available capacity, with an average 16 bookings each week for approximately 400 users.</p>	
NWDC will not meet future running costs for projects. Please tell us how these will be met in the future We have appropriate storage facilities and once in place the furniture will be maintained by users and our caretaker.	
Has your organisation received a previous award from this Council?	<input checked="" type="checkbox"/> Yes (please provide details below) <input type="checkbox"/> No
Date of amount and previous award	£
Details of award(s)	Not sure of when or how much but believed that the Town Hall received a grant in the past towards the repair of the roof

3 – Additional information to support and strengthen your application e.g consultation, community involvement, energy efficiency measures

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The need for new tables has been on the hall management committee's list of requirements for some time (as have many other things) and following discussion at our last meeting we agreed that this was our top priority in terms of enhancing the service that we provide to the community. There are a number of local groups represented on the management committee (garden club, ballet dance group, playschool, Cricklade Festival Committee) and the proposal was unanimously endorsed.

New tables will address a number of complaints that we receive from time to time over the unhygienic state of the existing trestle tables and the café style tables will provide much more flexibility for hirers to use as their needs dictate.

Cricklade Town Hall is extremely well used by a wide variety of hirers. This includes many table top sales, the Country Market, the Cricklade Welcome Club (speakers and entertainment for the elderly), the Historical Society, and many other organisations, all of whom will benefit from new tables.

A point worth mentioning is that the new tables will also release much needed storage space given their folding and stacking capability.

4 - Financial Information

PROJECT COSTS Please provide a full breakdown e.g equipment, installation etc.		PROJECT INCOME Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
			P/C	
12 Folding Tables	£840			£
10 Square Stacking Tables	£1,090			£
Delivery charge	£193			£
VAT	£372			£
	£			£
(sourced from furniture@work)	£			£
	£			£
TOTAL PROJECT EXPENDITURE	£2,495	TOTAL PROJECT INCOME		£

Total Project Income	£0
Total Project Expenditure	£2,495
Project Shortfall	£2,495
Award sought from NWDC	£2,495
Is your organisation able to claim VAT?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>


THE FOLLOWING INFORMATION MUST BE PROVIDED, FAILURE TO DO SO WILL RESULT IN THE APPLICATION BEING REJECTED

Please tick this box to indicate that you have included a signed off summary of examined accounts, confirming your year end accounts, assets and reserves.

SECTION 5 – Declaration (on behalf of organisation or group) – I confirm that.....

- the information on this form is correct, that any award received will be spent on the activities specified, that I will complete a monitoring form (if requested) following completion of the project.
- If an award is received that I will complete and return an evaluation sheet
- That any other form of licence or approval for this project has been received prior to submission of this application
- That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application. Child Protection Public Liability Insurance
 Equal Opportunities Access Audit
 Planning permission applied for (date) or granted (date)
- That acknowledgement will be given of NWDC support in any publicity or printed material.
- I give permission for press and media coverage by NWDC in relation to this project.

Name: _____ Date: 16/7/2008
 Position in organisation: _____

 Please return your completed application to: Community Partnerships Team, Community Partnership, Monkton Park, Chippenham, Wiltshire, SN15 1ER or e-mail community@northwilts.gov.uk