

Meeting: DEVIZES AREA BOARD

Place: Devizes Sports Club, London Rd, Devizes SN10 2DL

Date: Monday 26 November 2012

Time: 6.30 pm

COMMUNITY AREA GRANT – APPLICATION FORMS

Relating to item 11 on the agenda for the above meeting

Community Area Grant Application Form 2012/2013

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

To fund projects up to £1,000 without the need for matched funding

To fund up to 50% of projects costs of projects over £1,000

Maximum Grant £5,000

For larger projects we strongly advise you to contact Charities Information Bureau three months before you approach the area board. (See Section 2 for contact details)

Please contact your Community Area Manager before completing your application
(See Section 3 for contact details)

1. Your organisation or group

Name of organisation	BISHOPS CANNINGS CRICKET CLUB		
Contact name			
Contact address			
Contact number		-mail	
Organisation type	Not for profit organisation <input checked="" type="checkbox"/>	Parish/town council <input type="checkbox"/>	Other, please specify

2. Your project

Project Title/Name	NEW CRICKET PAVILION
What is your project about and what does it aim to achieve? <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	NEW CRICKET PAVILION TO REPLACE OLD DILAPI DATED ONE, ONTO AN IMPROVED NEW SITE. TO IMPROVE FACILITIES AT A VERY BUSY COMMUNITY CRICKET CLUB AND YOUTH ACADEMY

In which community area does your project take place? (Please give name – see section 3)	BISHOPS CANNINGS		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date	SEE ENCLOSED LETTER No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input type="checkbox"/>	Date	No <input checked="" type="checkbox"/>

Where will your project take place?	SPANIELS BRIDGE COATE BISHOPS CANNINGS DEVICES	
When will your project take place?		
How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community? <i>Important: Please do not type/write in paragraphs – This section is limited to 700 characters only (inclusive of spaces)</i>	THE PRESENT PAVILION IS OVER FIFTY YEARS OLD AND IS NOW UNFIT FOR PURPOSE TO PROVIDE FACILITIES FOR YOUTH AND ADULT CRICKET. THE EXISTING PAVILION WAS ORIGINALLY MADE UP OF A WOODEN SHED AND MOBILE HOME ABUTTED TO EACH OTHER. SEE PHOTOGRAPHS.	
How many people will benefit from your project?	200	
How does your project demonstrate a direct link to the local community plan for your area? (see www.wiltshire.gov.uk/areaboards) or priorities of your area board) Please provide a reference/page no.	WE COACH OVER 120 YOUNG PEOPLE EACH WEEK AT THE CLUB IN THE SEASON WE ALSO RUN AN "OVER 50'S" SIDE. WE EMBRACE THE WHOLE COMMUNITY IN OUR FUNDRAISING ACTIVITIES FOR CHARITY. WE ARE A TRUE COMMUNITY CLUB.	
Any other information about your project. (Limited to a 1000 characters)	OUR GROUND AND PITCH HAVE BEEN ACKNOWLEDGED BY THE COUNTY AS ONE OF THE BEST IN THE COUNTY AND AWARDED COUNTY AGE GROUP GAMES. WE NEED A PAVILION TO COMPLEMENT THIS. OUR COACHING FACILITIES INCLUDE THREE PRACTICE ASTRO COACHING NETS AND AN ALL WEATHER PITCH ON THE SQUARE. WE NOW HAVE COVERS AND SIGHT SCREENS. WE HOLD AT LEAST 4 GAMES EACH WEEK AT THE GROUND SO THE DEMANDS ON A PAVILION ARE ENORMOUS	
To be completed ONLY where town/parish councils are making an application		
Is your project one which parish/town councils have powers to raise local taxes to fund?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Could your project be funded from your reserves?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Is your project urgent (having to be completed in this financial year? If you answer YES please provide evidence elsewhere on the application form)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

4. Information relating to your last annual accounts (if applicable)

Year ending:	Month: DEC	Year: 2011
A - Total income:	£ 28,056	BALANCE FROM PREVIOUS YEAR 4635
B - Minus total expenditure:	£ 21,795	(10,000 to charity AIR AMBULANCE HELP FOR HEROES)
Surplus/deficit for year: (A minus B)	£ 6261	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£ 10,896	

5. Financial information – If you can claim back V.A.T. please exclude VAT from the figures you provide us. If you have to pay the V.A.T then please include V.A.T. in the figures you provide us.

Project Costs A Please provide a <u>full</u> breakdown e.g. equipment, installation etc.		Project Income B Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
			PIC	
① CLEAR / PREPARE SITE LAY HARD CORE ETC, CONCRETE EXTEND DRAINAGE, LAY WATER AND ELECTRIC	£ 8,000 + VAT TOTAL £ 9,600	Own fundraising/reserves	C	£ 6000
		Parish/town council		£ 20,000
② LAY DPC, BUILD NEW WOODEN BUILDING WITH SKI PLAP, FIT NEW PVC WINDOWS, GLASS ROOF WITH RECLAIMED TILES TOTAL	£ 17,000 NO VAT £ 27,000	Trusts/foundations		£
		In kind		£
③ INTERIOR FITTINGS/FIXTURES PLASTERBOARDING, WALLS DOORS, INSTAL ELECTRIC/WATER 4 SHOWERS TOILETS x 2 1 x DISABLED TOILET FIT KITCHEN TOTAL	£ 17,000 + VAT £ 24,400	Other VIRIDOR		£ 30000
				£
Total Project Expenditure	£ 61,000	Total Project Income		£ 56000
Total project income B		£		56000
Total project expenditure A		£		61000
Project shortfall A - B		£		5000
Grant sought from Wiltshire Council Area Board		£		5000
Bank Details				
Please give the name of the organisations' bank account e.g. Barclays				
Please give the name of the organisations' bank account e.g. Chippenham Scouts				

3. Management

How many people are involved in the management of your group/organisation?
Of these, how many are:

Over 50 years	Male	<input type="text" value="8"/>	Female	<input type="text" value="1"/>
25 – 50 years	Male	<input type="text" value="3"/>	Female	<input type="text" value="0"/>
Under 25 years	Male	<input type="text" value="0"/>	Female	<input type="text" value="0"/>
Disabled People	Male	<input type="text" value="0"/>	Female	<input type="text" value="0"/>
Black and Minority Ethnic people	Male	<input type="text" value="0"/>	Female	<input type="text" value="0"/>

If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?
A NEW PAVILION WELL MAINTAINED SHOULD LAST MANY YEARS

How will you know whether your project has made a difference in the community? What information will be collected to enable you to know that the project has made a positive impact on your community and met the local need?

WE WILL ASK ALL MEMBERS/PARENTS OF THE CLUB AND ALL VISITING TEAMS/PARENTS ETC OF THEIR IMPRESSIONS OF THE PAVILION

Has Charities Information Bureau (CIB) helped you with this application/to seek funding for this project?

Yes

Date contacted CIB

No

To whom have you applied for funding for this project (other than Wiltshire Council)?

Name of Funder

Amount Applied For

Amount Received

✓
VIRIDOR LANDFILL £30,000 £30,000

Please list with amount applied for and whether you have been successful

Have you or do you intend to apply for a grant from another area board within this financial year?

Yes

No

If yes, please state which one(s).

Are you in receipt or anticipating other funding from other Wiltshire Council departments for this project?

Yes

No

SCHEDULE 106 MONEY
WE HAVE BEEN GRANTED £20,000

6. Supporting information – Please enclose all the following documentation as failure to do so may lead to a delay in your application being considered

Enclosed (please tick)

- All written quotes including the one(s) you are going to use
- Latest inspected/audited accounts or annual report or Income/expenditure budget for current financial year
- Terms of reference/constitution/group rules
- Evidence of ownership/lease of buildings and/or land

For new groups, only the group's terms of reference and a projected income and expenditure budget covering a period of 12 months is required.

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

- This application meets all the funding criteria
- 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 a grant is received, I will provide copies of all receipts and invoices associated with the grant and provide information and photographs to demonstrate how the grant was spent.
- That any other form of licence or approval for this project has been received prior to submission of this grant application.
- That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application.
- Child Protection Safeguarding Adults
- Public Liability Insurance Equal opportunities
- Access audit Environmental impact
- Planning permission applied for (date) or granted (date) 10 JULY 2012
- That acknowledgement will be given of Wiltshire Council support in any publicity, printed or website material.
- I give permission for press and media coverage by Wiltshire Council in relation to this project.

Name: _____	Date: _____
Position in organisation: <u>CHAIRMAN</u>	<u>6TH OCTOBER 2012</u>

Please return your completed application to the appropriate Area Board Locality Team (see section 3)



Community Area Grant Application Form 2012/2013

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PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

To fund projects up to £1,000 without the need for matched funding

To fund up to 50% of projects costs of projects over £1,000

Maximum Grant £5,000

For larger projects we strongly advise you to contact Charities Information Bureau three months before you approach the area board. ([See Section 2 for contact details](#))

Please contact your Community Area Manager before completing your application
([See Section 3 for contact details](#))

1. Your organisation or group

Name of organisation	Sheep Street Baptist Church		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify		

2. Your project

Project Title/Name	Lunch at One		
What is your project about and what does it aim to achieve? <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	The project is Lunch at One and its aim is to provide a nourishing meal for older people in the community at a reasonable price. We promote a luncheon club atmosphere, where people can arrive before the meal to chat, we aim to reduce the isolation that many people experience and to support them where we see a need. Run by volunteers two of our team, Joan and Tony Sedgewick received a civic award for their work. At present we provide a three course meal twice a month for around 50 people for £2.50, we believe that this number will rise, and we need new chairs.		
In which community area does your project take place? (Please give name – see section 3)	Devizes Area		
I/we have discussed our project with the town/parish council?	Yes <input type="checkbox"/>	Date	No <input checked="" type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input type="checkbox"/>	Date	No <input checked="" type="checkbox"/>

Where will your project take place?	Sheep street Baptist Hall
When will your project take place?	Is already ongoing
How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community? <i>Important: Please do not type/write in paragraphs – This section is limited to 700 characters only (inclusive of spaces)</i>	At present the chairs that we use for the lunches are old, dirty and very hard, so that most people need a cushion to sit on to be comfortable. We do provide cushions, but feel that they are not hygienic and could pose a risk when in use. If we had padded seats there would be no necessity for the cushions also the chairs would be more welcoming. Lunch at One does not have the funds to buy the chairs, but a benefactor has offered to pay up to one half of the cost.
How many people will benefit from your project?	200 people approximately
How does your project demonstrate a direct link to the local community plan for your area? (see www.wiltshire.gov.uk/areaboards) or priorities of your area board) Please provide a reference/page no.	It promotes the well-being of elderly people in the community and helps to reduce isolation.
Any other information about your project. (Limited to a 1000 characters) We get lots of positive feed-back from the people at Lunch at One, they often say how much they enjoyed the meal, and they don't know how we do it for the price we charge. Besides being used for Lunch at One, various non-profit groups in the community also use the chairs, including The Blind Association, Devizes Chamber Choir, Devizes Musical Theatre, U3A Folk Dancers, The Tots Group, and The Girls' Brigade. The Lunch at One does not have its own Bank Account, but the funds are held independently within the Church Accounts.	
To be completed ONLY where town/parish councils are making an application	
Is your project one which parish/town councils have powers to raise local taxes to fund?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Could your project be funded from your reserves?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is your project urgent (having to be completed in this financial year? If you answer YES please provide evidence elsewhere on the application form)	Yes <input type="checkbox"/> No <input type="checkbox"/>

3. Management

How many people are involved in the management of your group/organisation?

Of these, how many are:

Over 50 years	Male	<input type="text" value="2"/>	Female	<input type="text" value="4"/>
25 – 50 years	Male	<input type="text"/>	Female	<input type="text"/>
Under 25 years	Male	<input type="text"/>	Female	<input type="text"/>
Disabled People	Male	<input type="text"/>	Female	<input type="text" value="1"/>
Black and Minority Ethnic people	Male	<input type="text"/>	Female	<input type="text"/>

If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

The project is ongoing, and has been for over twenty years.

How will you know whether your project has made a difference in the community? What information will be collected to enable you to know that the project has made a positive impact on your community and met the local need?

If the Lunch Club is a comfortable place to be, more people will come. Some of the volunteers are not young themselves and find the stacking of the current chairs very tiring, the folding chairs and the storage trolleys will enable them to volunteer for longer. We will get feed-back from the guests at Lunch at One and also from the other groups that will use the chairs.

Has Charities Information Bureau (CIB) helped you with this application/to seek funding for this project?

Yes

Date contacted CIB 24.10.12

No

To whom have you applied for funding for this project (*other than Wiltshire Council*)?

Please *list* with amount applied for and whether you have been successful

Name of Funder	Amount Applied For	Amount Received

Have you or do you intend to apply for a grant from another area board within this financial year?

If yes, please state which one(s).

Yes

No

Are you in receipt or anticipating other funding from other Wiltshire Council departments for this project?

Yes

No

4. Information relating to your last annual accounts (if applicable)

Year ending: 31 st	Month: December	Year: 2011
A - Total income:	£2063	
B - Minus total expenditure:	£1521	
Surplus/deficit for year: (A minus B)	£542	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£400	

5. Financial information – If you can claim back V.A.T. please exclude VAT from the figures you provide us. If you have to pay the V.A.T then please include V.A.T. in the figures you provide us.

Project Costs A Please provide a <u>full</u> breakdown e.g. equipment, installation etc.		Project Income B Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
			P/C	
Chairs	£2,400	Own fundraising/reserves		£
Trucks	£650			£
	£	Parish/town council		£
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£			
	£	Other		£
	£	Donation	C	£1,500
Total Project Expenditure	£3,050	Total Project Income		£1,500

Total project income B	£1,500
Total project expenditure A	£3,050
Project shortfall A – B	£1,550
Grant sought from Wiltshire Council Area Board	£1,525
Bank Details	
Please give the name of the organisations' bank account e.g. Barclays	
Please give the name of the organisations' bank account e.g. Chippenham Scouts	

6. Supporting information – Please enclose all the following documentation as failure to do so may lead to a delay in your application being considered

Enclosed (please tick)

- All written quotes including the one(s) you are going to use
- Latest inspected/audited accounts or annual report or Income/expenditure budget for current financial year
- Terms of reference/constitution/group rules
- Evidence of ownership/lease of buildings and/or land

For new groups, only the group's terms of reference and a projected income and expenditure budget covering a period of 12 months is required.

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

- This application meets all the funding criteria
- 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 a grant is received, I will provide copies of all receipts and invoices associated with the grant and provide information and photographs to demonstrate how the grant was spent.
- That any other form of licence or approval for this project has been received prior to submission of this grant application.
- That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application.
- Child Protection Safeguarding Adults
- Public Liability Insurance Equal opportunities
- Access audit Environmental impact
- Planning permission applied for (date) or granted (date)
- That acknowledgement will be given of Wiltshire Council support in any publicity, printed or website material.
- I give permission for press and media coverage by Wiltshire Council in relation to this project.

Name:

Date: 08/11/2012

Position in organisation:

Please return your completed application to the appropriate Area Board Locality Team ([see section 3](#))

Small Grant Application Form

2012/2013

For small projects requiring funding - maximum award £350
where total projects costs do not exceed £350

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

1. Your organisation or group	
Name of organisation	The Friends of Bishops Cannings School
Contact name	
Contact address	
Contact number	e-mail
Organisation type	Not for profit organisation <input checked="" type="checkbox"/> Other, please specify
2. Your project	
Project Title/Name	Walking Bus
Please briefly tell us about the project /activity you want to organise and why <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	As part of International Walk to School Month and in an effort to ease congestion around our school we decided to trial a Walking Bus for one week. Teachers and parent volunteers met children who wished to be part of the walking bus at 8.30am in the local pub car park. We then walked with the children to school through the Churchyard and up The Street avoiding the main busy and congested lane leading to the school. At the end of the day we walked the children from school back to the pub car park for collection by their parents/carers. The trial was very successful and we would like to continue it
In which community area does your project take place? (Please give name – see section 3 of the grants pack)	Central Locality - Devizes Area Board - Bishops Cannings
Where will your project take place?	The village of Bishops Cannings
When will your project take place?	Every school day 8.30-8.45 am & 3.05-3.20 pm

<p>How will your project benefit your local community?</p> <p><i>Important: This section is limited to 300 characters only (inclusive of spaces).</i></p>	<p>The school is currently trying to work with the community to improve traffic management during busy drop-off times at 8.30 am and 3 pm. More parents now park at The Crown Inn instead of parking in the congested lanes adjacent to the school which causes concern to local residents.</p>		
<p>How many people will benefit from your project?</p>	<p>50-100 children and local residents</p>		
<p>Any other information about your project. The Walking Bus has proved so popular with parents and pupils that we would like to make it a permanent arrangement. In order to do this we require a further 80 high visibility vests in various sizes for the pupils and accompanying adults to wear. We have received some high vis vests kindly donated by parents but need many more in order to continue this project safely - especially during the winter months. The Walking Bus not only eases congestion around the immediate school area but promotes healthy living as well. Feedback from the pupils has been very positive and they greatly enjoy the walk to and from school each day. Comments from local residents have been positive too.</p>			
<p>3. Funding</p>			
<p>What will be the total cost of your project?</p>	<p>£ 200</p>		
<p>How much funding are you applying for (maximum £350)?</p>	<p>£ 200</p>		
<p>If you are expecting to receive any other funding for your project, please give details</p>	<p>Source of Funding</p>	<p>Amount Applied For</p>	<p>Amount Received</p>
<p>Name of the organisation and the bank account name (but not the number) your grant funding will be paid in to: (Please Note: we cannot pay money into an individual's bank account)</p>	<p>Friends of Bishops Cannings School Friends of Bishops Cannings School</p>		
<p>4. Declaration (on behalf of organisation or group) – I confirm that...</p>			
<p><input checked="" type="checkbox"/> The information on this form is correct and that any grant received will be spent on the activities specified</p> <p><input checked="" type="checkbox"/> Any form of licence, insurance or other approval for this project will be in place before the start of the project outlined in this application</p> <p><input checked="" type="checkbox"/> That acknowledgement will be given of Wiltshire Council support in any publicity, printed or website material.</p> <p><input checked="" type="checkbox"/> I give permission for press and media coverage by Wiltshire Council in relation to this project.</p>			
<p>Name: Chris Martin</p>	<p>Date: 25/10/2012</p>		
<p>Position in organisation: Chairperson</p>			
<p>Please return your completed application to the appropriate Area Board Locality Team (see section 3)</p>			