

Meeting: Warminster Area Board
Place: Chitterne Village Hall, Village Green, Chitterne BA12 9NS
Date: Thursday 8 May 2014
Time: 7.00 pm

COMMUNITY AREA GRANT APPLICATIONS FORMS

Relating to the following item(s) on the agenda for the above meeting:

10. **Area Board Funding - Community Area Grants**_(Pages 1 - 18)

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Grant Applications for Warminster on 08/05/2014

ID	Grant Type	Project Title	Applicant	Amount Required
733	Community Area Grant	Corsley all-weather outdoor table tennis table	Corsley Memorial Playing Field	£999.53
730	Digital Literacy Grant	buiding IT literacy in the local community	Corsley Reading Room	£383.88
731	Community Area Grant	Building a new wall at side of building	Corsley Reading Room	£1700.00
499	Community Area Grant	Warminster Festival	Warminster Town Council	£4000
715	Community Area Grant	Assistive Technology Workshop/Drop-ins	Wiltshire Blind Association	£3933.32

ID	Grant Type	Project Title	Applicant	Amount Required
733	Community Area Grant	Corsley all-weather outdoor table tennis table	Corsley Memorial Playing Field	£999.53

Submitted: 01/04/2014 01:02:03

ID: 733

Current Status: Application Appraisal

To be considered at this meeting:

08/05/2014 Warminster

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

5. Project title?

Corsley all-weather outdoor table tennis table

6. Project summary:

We wish to purchase and install an all-weather outdoor table tennis table at Corsley Memorial Playing Field. Evidence from last year's sports day and sleepover showed that table tennis was very popular. We put up an old wooden table that had been in the pavilion, unused, for years. It was in use all of both days of the event and then for a further several weeks (under marquee) until it started to rain and were asked to put it away for fear of damage by the owner.

7. Which Area Board are you applying to?

Warminster

Electoral Division

Warminster Without

8. What is the Post Code of where the project is taking place?

BA12 7PJ

9. Please tell us which theme(s) your project supports:

Children & Young People

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

Sport, play and recreation

If Other (please specify)

10. Finance:**10a. Your Organisation's Finance:****Your latest accounts:**

09/2013

Total Income:

£4726.00

Total Expenditure:

£8424.00

Surplus/Deficit for the year:

£-3698.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£11449.00

Why can't you fund this project from your reserves:

Our reserves are to provide for replacement of equipment and regular expenses. Our regular expenses are in the region of £4000 PA. Insurance costs £1664 a year. Last year we had to replace the thirty year old see-saw, at a cost of £4519, as it failed its ROSPA inspection. Some of the older equipment, such as the slide and swings, are approaching the end of their working lives and we want to be in a position to be able to replace these when the time comes. The current cost of replacing these two items is £12,650.

We are a small community group and do not have annual accounts or it is our first year:

10b. Project Finance:

Total Project cost		£999.53		
Total required from Area Board		£999.53		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Cornilleau Pro 510 TT table	649.00			
Safagrass on wear areas	223.14			
Installation of level area/anchorage	77.40			
Assembly	49.99			
Total	£999.53			£0

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

No

12. If so, which Area Boards?

Warminster

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

Our mission is to provide affordable play and leisure activities primarily for the residents of Corsley, Chapmanslade and surrounding villages, in line with the Community Plan. The playing field is open to all, all day, every day, primarily for the residents of Corsley, Chapmanslade and surrounding villages. Table tennis is an activity that can be accessed by almost everyone - from the quite young to the oldest, even those in wheelchairs. It would also fill a gap in our provision, as we are well supplied for activities for the very young up to teenagers, but have less for adults or parents and children. Corsley is situated midway between Warminster and Frome, where the nearest other play facilities are available. However the bus service finishes at 18.30 in the evening and there is no Sunday service, so those residents of the nearby social housing who do not possess vehicles cannot get into

either town at the times when they are free. I have been in touch with Simon Cutler of Warminster and West Wilts table tennis league. He is very keen to be involved with the launch of the new table and will provide coaching and a demonstration free of charge at the launch event. We propose to have an event, including a barbecue, at the playing field to introduce all of the village to the physical, psychological and social benefits of table tennis. The event will be advertised in the local parish magazine, posters, leaflets and via the Corsley Memorial Playing Field Facebook page. We would anticipate about 50 to attend this event and would acknowledge Warminster Area Board's generous support in all advertising and promotion. We would also be able to include table tennis coaching as part of our annual sports day. We have received a small donation from the profits of the lost property sales at Center Parcs and some of this will be used to provide the bats and balls as well as a barbecue at the launch event.

14. How will you monitor this?

We will keep a comprehensive register of visitors to the launch event and the sports day. The participants can be monitored event on event from previous registers. During events we talk to participants to find out their opinions about what is good and bad about our provision, how we could improve and what activities to offer. We will find out if there is enough interest to provide a short table tennis coaching course, possibly during the summer holidays.

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

The cost of the equipment for table tennis is minimal. Affordable bats and balls are regularly sold at Lidl. We will use the grant we received from Center Parcs to buy enough equipment to use for the foreseeable future.

16. Is there anything else you think we should know about the project?

ADDITIONAL INFORMATION We have sourced a table that, whilst not the heavy duty concrete table used in very busy public areas, has been seen in use at local schools for some years very successfully. It also has a ten year warranty, which is better than most of the concrete tables. This much cheaper table will be quite satisfactory for the village playing field in Corsley. It will need to be anchored to the ground for security reasons and will have grow through matting at each end to prevent too much grass wear and to make it smooth enough for wheelchair use. The matting is that which we have used elsewhere in the field and has saved the grass in football goal entrance, for example, extremely well. The £999.53 grant requested will cover the table and its assembly, grass matting and the materials required to anchor the table in place. We will provide volunteer labour to install the anchorage and grass matting. We will provide bats and balls, coaching and a BBQ as part of the launch event.

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

And finally...

yes The information on this form is correct, that any award received will be spent on the activities specified.

730	Digital Literacy Grant	building IT literacy in the local community	Corsley Reading Room	£383.88
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Submitted: 01/04/2014 01:02:03

ID: 730

Current Status: Application Appraisal

To be considered at this meeting:

08/05/2014 Warminster

1. Which type of grant are you applying for?

Digital Literacy Grant

2. Amount of funding required?

£0 - £500

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

5. Project title?

building IT literacy in the local community

6. Project summary:

Provide wifi in the corsley reading rooms to support running a regular group to share skills and knowledge about using smart phones, tablets and laptops for communication and learning.

7. Which Area Board are you applying to?

Warminster

Electoral Division

Warminster Without

8. What is the Post Code of where the project is taking place?

BA12

9. Please tell us which theme(s) your project supports:

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

Technology & Digital literacy

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

09/2013

Total Income:

£10493.00

Total Expenditure:

£10152.00

Surplus/Deficit for the year:

£341.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£15700.00

Why can't you fund this project from your reserves:

10,000 of the reserves is held as a contingency should we need roof repairs. We also have to part fund the replacement of a wall within this financial year which will reduce the uncommitted reserves.

We are a small community group and do not have annual accounts or it is our first year:

10b. Project Finance:

Total Project cost		£383.88		
Total required from Area Board		£383.88		
Expenditure	£	Income	Tick if income	
(Itemised		(Itemised	confirmed	£

expenditure)		income)
broadband rental	383.88	
Total	£383.88	£0

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

No

12. If so, which Area Boards?

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

People living in Corsley or nearby who want to learn more about using the internet and using technology such as smart phones, tablets , computers and laptops for communication with friends and family, for creativity, for learning, for accessing services.

14. How will you monitor this?

Ask all who attend group(s) to say how confident they feel about use of internet at start of their attendance and how this advances through attending. Record responses

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

The Contract will be for 18 months so the following 6 months will need to be financed from reserves and from contributions from those attending groups

16. Is there anything else you think we should know about the project?

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such

as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

And finally...

yes The information on this form is correct, that any award received will be spent on the activities specified.

731	Community Area Grant	Building a new wall at side of building	Corsley Reading Room	£1700.00
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Submitted: 01/04/2014 01:02:03

ID: 731

Current Status: Application Appraisal

To be considered at this meeting:

08/05/2014 Warminster

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£501 - £5000

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

5. Project title?

Building a new wall at side of building

6. Project summary:

The Reading Rooms are situated on the side of a narrow and steep lane with only a small verge between the building and the road. There is an old wall along the roadside but it is crumbling, unsafe and unsightly. It has been seriously undermined by ivy over many years. We want to clear the ground and build a new wall which will look much smarter, provide a better and safer boundary between the building and the road and have a handrail added to assist elderly or infirm people. This will add to the value of the building.

7. Which Area Board are you applying to?

Warminster

Electoral Division

Warminster Without

8. What is the Post Code of where the project is taking place?

BA12

9. Please tell us which theme(s) your project supports:

Health, lifestyle and wellbeing

Safer communities

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

09/2013

Total Income:

£10493.00

Total Expenditure:

£10152.00

Surplus/Deficit for the year:

£341.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£15700.00

Why can't you fund this project from your reserves:

10,000 of the reserves are held as a contingency for possible need of roof repairs. 1,550 will be needed to match funding of wall rebuild leaving 4150 as uncommitted reserves

We are a small community group and do not have annual accounts or it is our first year:

10b. Project Finance:

Total Project cost		£3400.00		
Total required from Area Board		£1700.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
rebuild wall with rail	3400.00	reserves		1700.00

Total	£3400	£1700
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11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

All users of the Corsley Reading Rooms will benefit. The building and its surrounds will look much smarter, thus enhancing its value. The boundary between the building and a steep narrow lane will be more safely defined and those who need support when walking up the steep hill will be helped by the handrail.

14. How will you monitor this?

We will ask users for feedback

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

will not require ongoing funding

16. Is there anything else you think we should know about the project?

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

yes I will make available on request evidence of ownership of buildings/land

And finally...

yes The information on this form is correct, that any award received will be spent on the activities specified.

499	Community Area Grant	Warminster Festival	Warminster Town Council	£4000
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Submitted: 01/04/2014 01:02:03

ID: 499

Current Status: Application Appraisal

To be considered at this meeting:

08/05/2014 Warminster

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£501 - £5000

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept**5. Project title?**

Warminster Festival

6. Project summary:

The bi-annual festival is held to promote and foster appreciation of and participation in and through the arts, sport and leisure activities. The planned events aim to be mindful of the needs of social inclusion.

7. Which Area Board are you applying to?

Warminster

Electoral Division

Warminster East

8. What is the Post Code of where the project is taking place?

BA12 8LB

9. Please tell us which theme(s) your project supports:

Children & Young People

Arts, crafts and culture

Festivals, pageants, fetes and fayres

Heritage, history and architecture

Inclusion, diversity and community spirit
Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

12/2012

Total Income:

£13239

Total Expenditure:

£10041

Surplus/Deficit for the year:

£3198

Free reserves currently held:

(money not committed to other projects/operating costs)

£3198

Why can't you fund this project from your reserves:

The cost of the whole project is likely to be £15000 and the reserves will be used.

We are a small community group and do not have annual accounts or it is our first year:

10b. Project Finance:

Total Project cost		£15350		
Total required from Area Board		£4000		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Insurance	1350	Warminster Town Council	yes	2000
Printing	2500	Fudge Trust		1000
Venues	1500	Lions Club	yes	350
Artists and Speakers	4000	Rotary Club	yes	350
Publicity	2000	Sponsors		3000
Web	500	Reserves	yes	3198
Security	1000			
Outdoor Event	2500			

Total	£15350	£9898
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11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

Warminster

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

Warminster Festival 2014 will be themed, The Wonders of Warminster. The bi annual festival will endeavour to deliver a community festival showcasing local talent as well as introducing new experiences in Art, leisure, sport and entertainment to the community area. The festival brings business to the town and gives local venues an opportunity to showcase and gain new customers. This festival will link in with the annual Carnival and Army firework display to gain maximum attendance from local residents.

14. How will you monitor this?

Ticket sales and attendance at events.

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

The Festival has been run successfully since 1989 and manages to run financially due to the support of many volunteers.

16. Is there anything else you think we should know about the project?

N/A

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health &

Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

yes I will make available on request any other form of licence or approval for this project has been received prior to submission of this grant application.

And finally...

yes The information on this form is correct, that any award received will be spent on the activities specified.

715	Community Area Grant	Assistive Technology Workshop/Drop-ins	Wiltshire Blind Association	£3933.32
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Submitted: 01/04/2014 01:02:03

ID: 715

Current Status: Application Appraisal

To be considered at this meeting:

08/05/2014 Warminster

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£501 - £5000

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

5. Project title?

Assistive Technology Workshop/Drop-ins

6. Project summary:

We wish to apply for funding to purchase specialist equipment to enable us to run Assistive Technology workshops at Warminster Fire Station for people with sight-loss over a 12 month period. The service would be free of charge and run by a trained Sight Advisor, supported by Volunteers. The sessions would teach people with sight loss how to use computers / assistive technology to help them manage many aspects of their lives, which sighted people may take for granted, including managing their finances, to look for work/voluntary roles, write a C.V, use the internet, shop online and communicate.

7. Which Area Board are you applying to?

Warminster

Electoral Division

Warminster Broadway

8. What is the Post Code of where the project is taking place?

BA12 8QE

9. Please tell us which theme(s) your project supports:

Children & Young People
Economy, enterprise and jobs
Health, lifestyle and wellbeing
Inclusion, diversity and community spirit
Technology & Digital literacy

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

03/2013

Total Income:

£199782.00

Total Expenditure:

£204234.00

Surplus/Deficit for the year:

£4452.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£200000.00

Why can't you fund this project from your reserves:

The Wiltshire Blind Association's reserves have been allocated in part to the purchase of a new building for the charity which provides better access for visually impaired people and provides a dedicated centre for social and educational activities. We are able to fund the running costs of the project.

We are a small community group and do not have annual accounts or it is our first year:

10b. Project Finance:

Total Project cost		£16658.32		
Total required from Area Board		£3933.32		
Expenditure	£	Income	Tick if income	
(Itemised		(Itemised	confirmed	£

expenditure)		income)		
3 Laptops	1050.00	our reserves	yes	12725.00
Specialist keyboard x 2	57.98			
2 Ipads, Diamond phone and tablet	1255.00			
Voice recorder, USB Memory Stick Player, Book Sense Player and talking calculator	487.13			
Hand Held Magnifier and Specialist Lighting	448.00			
talking scales, colour detect, alto phone, house phones, communiclock, talking watches, boombox,	635.21			
Overheads	2112.00			
Office costs	2904.00			
Refreshments	165.00			
nd staff and volunteer expenses	7544.00			
Total	£16658.32			£12725
11. Have you or do you intend to apply for a grant from another area board within this financial year?				
Yes				
12. If so, which Area Boards?				
Devizes				
Salisbury				
Warminster				
13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?				

We will run 24 workshops in the community designed to train those with sight loss to use the technology available and give them confidence to do so independently. Each workshop will last for 3 hours and benefit up to 10 participants. A total of 240 participants will benefit from these workshops. We will run 20 community drop-in sessions designed to give people with a sight-loss the tools to be able to try new products, each drop-in session will be 2 hours long. We anticipate that at least 60 people will benefit from these sessions. Each session will be run by a trained Sight Advisor and supported by Volunteers. People of all ages will be welcomed, including those of working age, people currently in education and older people, who, in addition to their sight loss, may be financially and socially disadvantaged. People attending the sessions will learn how to use assistive technology to improve and manage many parts of their lives, e.g. to manage their finances, write a C.V, access written documents, use the internet and look for and apply for employment. Assistive Technology plays a vital role in breaking down barriers for individuals who have sight loss to fully participate in society. When a person loses their sight, they may not be able to use or afford a computer anymore and this can lead to many problems, including maintaining their job, education, confidence and independence. Our project will give those with sight loss: reduced isolation, improved mental health and the opportunity to maintain / regain their independence, at work, home and in education. By coming to our sessions, users will be more active, more confident and have higher self-esteem. As a result, the quality of life will be improved for residents of Warminster and local communities will be stronger, more active and more inclusive. Following the success of our Assistive Technology pilot schemes, we have identified a great need for this project. We are also aware from individual research carried out by the RNIB, Thomas Pocklington Trust, Vision 2020 strategy and discussions with the Wiltshire Council's Hearing and Vision Team, that people affected by sight-loss can be at a serious disadvantage to sighted people. Our project aims to address this and ensure that such people have equal chances in life.

14. How will you monitor this?

At the initial meeting between Service User and Sight Advisor, we will give Service-Users a Questionnaire, which will include questions about their: Emotional and Physical Wellbeing, Social Inclusion, Independence, Knowledge of Sight-loss Services/equipment and employment status/financial health. For each answer we will use a scale of 1-5 (with 1 being Poor and 5 being Good). After 12 months, we will give the attendees the same questionnaire. We will compare the final results with the initial results to identify improvements in scores and therefore the positive impact of the project. We will also use letters of feedback, focus groups, conversations and interviews to collect evidence to prove that the course has made a tangible difference to their lives.

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

The equipment will be a lasting legacy for people with sight-loss in Warminster. We will continue to fund the work we do through our fundraising matrix, ensuring that we do not become reliant on one funding stream. Over the course of this strategy, we aim to diversify our funding streams, including exploring statutory commissioning and contracts in line with the joint strategic needs assessment for those with sight loss.

16. Is there anything else you think we should know about the project?

The overall cost is £16658.32

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

And finally...

yes The information on this form is correct, that any award received will be spent on the activities specified.