

## Community Area Grant Application Form 2010/2011

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

**We strongly advise that you contact your Community Area Manager before completing your application.**

### 1 - Your organisation or group

Name of organisation	1 <sup>st</sup> Sherston Scout Group		
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

In which community area does your project take place? (Please give name – see section 3 of the grants pack)	Malmesbury Area
Does your town/parish council know about your project?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>What is your project?</b> <b>Important: This section is limited to 300 characters only (inclusive of spaces).</b>	Improvements to facilities including new flooring, exterior security and safety fencing, upgrading WC and changing facilities for females installation of hot water, kitchen equipment and hall equipment for activities and training.
Where will your project take place?	Sherston Scout and Guide HQ, Green Lane, Sherston
When will your project take place?	Nov 2010 - Mar 2011
How many people will benefit from your project?	150 - 1500
How does your project demonstrate a direct link to the community plan for your area?	By improving facilities we increase activities for young people in villages and engage young people in community life / activities
Please provide a reference/page no.	22,24

**What is the link between your project and other local priorities?** e.g. Priorities set by your area board and parish plans.

The area plan has priorities to improve facilities in villages. The Scout Hut is a resource that adds to the amenity of the recreation ground. The recreation ground is key open space within the constraints of the village

**How did you discover there was a need for your project and how will your project benefit your local community?**

**Important: Please do not type in paragraphs – This section is limited to 1200 characters only (inclusive of spaces)**

The Scout Group and Brownie Pack now have approx. 90 youth members, including 40% girls in the older sections. The HQ also is used regularly by 2 other groups for young people and is also used less frequently by 3 other Scout Groups from the local area as a base for scout activities. The Scout District also uses the HQ as a venue for adult training. During school holidays, the HQ is used as a support area for Parish Council run activities on the adjacent recreation ground. There is occasional use as a venue for other groups. The increased numbers of teenage girls in the HQ requires an upgrade of sanitary equipment and fittings in the WC and new blinds for windows. The floor covering throughout the building is 20 years old and needs replacing. The kitchen needs to be equipped to a higher standard. The exterior of the building requires fencing and lighting for security and safety reasons. The local community benefits from an improved venue for a key youth activity which has members from Sherston and surrounding villages.

**Any other information about your project.**

The Scout and Guide HQ is on land leased from the Parish Council. The area between the HQ and the adjacent wall attracts unsavoury behaviour and needs to be fenced for security and safety reasons. This is requested by the Parish council in order to provide a safe area on the recreation ground. The security work is necessarily high cost and cannot be funded from the Group's revenue resources. Improvements to flooring WC areas are necessary. Tables used for craft and activities by young people are now unsafe and must be replaced. A priority order for items has been set out, and other sources of funds (through CIB) are being investigated. The Scout HQ fund will be used to finance the work, supported by funds from the Scout Group. CIB are investigating other sources of funds for part of the expenditure. The HQ is managed by a joint committee from the Scout Group and Guide Group. In kind contributions for voluntary labour have not been included in the costs.

### 3 - Management

How many people are involved in the management of your group/organisation? 16  
Of these, how many are:

Over 50 years	Male	<input type="text" value="2"/>	Female	<input type="text" value="1"/>
25 – 50 years	Male	<input type="text" value="11"/>	Female	<input type="text" value="2"/>
Under 25 years	Male	<input type="text"/>	Female	<input type="text"/>
Disabled People	Male	<input type="text"/>	Female	<input type="text"/>
Black and Minority Ethnic people	Male	<input type="text"/>	Female	<input type="text"/>

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

The Group is able to meet its revenue commitments through its own subscriptions, fund raising and rental income. A grant will enable capital expenditure to be made on improvements which will secure rental income

**If you were not awarded the full amount requested, what would be the impact on your project?**

The project will be scaled back to the level of funds which are available. A priority list has been established. Action is in hand to secure funding from other sources as referred by Charities Information Bureau. Information in para 4 of this form relates to the HQ funds only. The Scout Group funds are held separately. Both accounts, as presented at the AGM are attached.

**How will you know whether your project has made a difference in the community?**

We expect a reduction in anti social behaviour by young people in the area of the HQ. Improved facilities in the HQ will retain assist the retention of young people as members of the Scout and Guide Group offering worthwhile activities. We would expect other community groups to increase their use of the headquarters and for the sections within the Scout and Guide Groups to further increase their use of the Headquarters for regular meetings and training sessions.

**Have you contacted Charities Information Bureau for help with your application/ to seek funding?**

Yes  No

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

Sherston Parish Council will consider this at their October. Sherston Boules committee have awarded £500. Other sources are under investigation - hence pending reply below

**Have you been successful?**

Yes  No

<p><b>Have you or do you intend to apply for a grant from another area board within this financial year?</b></p> <p><b>If yes, please state which ones.</b></p>	<p><b>Yes</b> <input checked="" type="checkbox"/>      <b>No</b> <input type="checkbox"/></p> <p>We are considering energy efficiency measures which require further study</p>	
<p><b>Are you in receipt or anticipating other funding from Wiltshire Council for this project?</b></p>	<p><b>Yes</b> <input type="checkbox"/>      <b>No</b> <input checked="" type="checkbox"/></p>	
<p><b>4 - Information relating to your last annual accounts (if applicable)</b></p>		
<p><b>Year ending: 2010</b></p>	<p><b>Month: March</b></p>	<p><b>Year: 2010</b></p>
<p><b>A - Total income:</b></p>	<p><b>£1408</b></p>	
<p><b>B - Minus total expenditure:</b></p>	<p><b>£2658</b></p>	
<p><b>Surplus/deficit for year: (A minus B)</b></p>	<p><b>£1249</b></p>	
<p><b>Free reserves held:</b></p>	<p><b>£1068</b></p>	

## 5 - Financial information

<b>Project Costs A</b> Please provide a <u>full</u> breakdown e.g. equipment, installation etc.		<b>Project Income B</b> Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
			P/C	
Security gates	£1,367	<b>Own fundraising/reserves</b>	c	£1,068
Flooring	£3,800	Fundraising 2010	p	£1,500
Toilet improvements	£385	<b>Parish/town council</b>	p	£500
Electrical & water heating	£1,471			£
Replacement tables	£715	<b>Trusts/foundations</b>		£
Catering Equipment	£636			£
Hall equipment	£1,447	<b>In kind</b>		£
	£	Voluntary work	c	£0
	£	<b>Other</b>		£
	£	Scout Group funds	c	£1,343
	£	Sherston Boules Committee	c	£500
	£			£
	£			£
<b>Total Project Expenditure</b>	<b>£9,822</b>	<b>Total Project Income</b>		<b>£4,911</b>
<b>Total project income B</b>		£4,911		
<b>Total project expenditure A</b>		£9,822		
<b>Project shortfall A – B</b>		£4,911		
<b>Award sought from Wiltshire Council Area Board</b>		£4911		
<b>Bank Details</b>				
<b>Please give the name of the organisations' bank account e.g. Barclays</b>		Lloyds TSB		
<b>Please give the title name of the organisations' bank account e.g. current</b>		Sherston Scout and Guide HQ		

## 6 – Supporting information – Please enclose the following documentation

### Enclosed (please tick)

- Written quotes including the one you are going to use
- Latest inspected/audited accounts or annual report
- Income and expenditure budget for current financial year
- Project budget (if applicable)
- 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 - Equalities and Inclusion – Wiltshire Council is committed to ensuring that its work through the Area Boards benefits all sections of our community and promotes equality and inclusion. To assist us in assessing how your application aims to meet our commitment to equality and inclusion, please provide a brief answer to the following:**

**a) How does your project work to either (a) promote equality and access to services/facilities, and/or (b) reduce disadvantage?**

a)By improving facilities,especially for female Scouts, improved access for all can be offered

**b) How does your project work to promote inclusion, participation and good community relations?**

We intend to continue our work to be seen as part of the community,providing worthwhile activities for the development of young people, and by offering use of the facilities on a controlled basis to other users of the recreation ground

**c) Is your project targeted at a specific group? If yes, please tick any of the following which apply**

- Under 25's     Over 50's
- Mostly or all men/boys                       Mostly or all women/girls
- Specific minority ethnic groups (please state which groups)
- Specific faith groups (please state which groups)
- People/families on low income
- Other disadvantaged groups (please state which groups)

**8 - Declaration (on behalf of organisation or group) – I confirm that...**

- I have read 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 an award is received, 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     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:** 30 Sept 10

**Position in organisation:**

**Please return your completed application to the appropriate Area Board Locality Team**