



Reference no

Log no

For office use

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	WEST ASHTON VILLAGE HALL AND INSTITUTE		
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 Charity Number 305589		

2 - Your project

In which community area does your project take place? (Please give name – see section 3 of the grants pack)	TROWBRIDGE AREA
Does your town/parish council know about your project?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
What is your project? Important: This section is limited to 300 characters only (inclusive of spaces).	Creation of small meeting room attached to village hall to provide additional usable space
Where will your project take place?	West Ashton Village Hall, Bratton Rd, West Ashton nr Trowbridge BA14 6AZ
When will your project take place?	Nov 2010- February 2011
How many people will benefit from your project?	estimate 12 - 15 per week, increasing
How does your project demonstrate a direct link to the community plan for your area? Please provide a reference/page no.	See attached sheet This form will not allow detailed to be Form will not allow additional text

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

It will provide space for small groups to meet locally and will reduce travel to other centres. This will help develop a sense of community as well as reducing carbon footprint due to extra travel.

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)

We are having to turn away bookings by local people because the single room hall is fully booked on certain days. Since the new hall opened use of the hall has almost doubled. Better access will reduce on street parking.

Any other information about your project.

We have been unable to accommodate several meetings/groups due to existing demand on the single room hall. eg Parish Council - July 2010, Yoga Class (Sept-Dec 2010) We were also unable to accept a booking for Trowbridge Area Board in 2009

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="5"/>	Female	<input type="text" value="7"/>
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 is intended to continue after the Wiltshire Council funding runs out, how will you continue to fund it?

It will be completed by February, but additional operational costs will be covered by hire charge (£6 per hour).

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

It will delay the project until additional funding can be achieved, or by cancelling other developments eg carbon reduction via air-to-air heating.

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

We maintain detailed records of bookings and income. Increased use will be clearly identified in use statistics/diaries. (3 months booking diary enclosed)

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)?

Rural Development Programme for England -
Concept has been approved as viable for submission. Application has been submitted and is in process

Have you been successful?

Yes No

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 ones.

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

Yes No

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

Year ending: 2010

Month: June

Year: 2010

A - Total income:

£54,525

B - Minus total expenditure:

£31,987

Surplus/deficit for year: (A minus B)

£22,527

Free reserves held:

£4,000 See annual projected budget

5 - Financial information

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	
Planning Application	£170	Own fundraising/reserves	C	£10,000
Plans	£350			£
Entrance widening	£1,410	Parish/town council		£
Main Extension	£18,760			£
Fitting Out	£2,140	Trusts/foundations		£
Rear wall (self build)	£2,000			£
Contingency	£170	In kind		£
	£			£
	£	Other	P	£10,000
	£			£
	£			£
	£			£
	£			£
Total Project Expenditure	£25,000	Total Project Income		£20,000
Total project income B		£20,000		
Total project expenditure A		£25,000		
Project shortfall A – B		£5,000		
Award sought from Wiltshire Council Area Board		£5,000		
Bank Details				
Please give the name of the organisations' bank account e.g. Barclays				
Please give the title name of the organisations' bank account e.g. current				

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?**

The hall has an EO policy. The village only has one meeting place apart from the Church. The hall is used for a wide range of Educational and Recreational activities for local residents. As a village we do not have the range of facilities of larger towns. There is no bus service

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

Having a well used hall for a variety of events brings local communities such as West Ashton together, especially with so much new development within the community

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)28/04/2010or 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: 01/07/2010

Position in organisation:

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