

Reference no
Log no
<b>For office use</b>

## Community Area Grant Application Form 2011/2012

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  
**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	LITTLETON DREW PCC
Contact name	
Contact address	
Contact number	e-mail
Organisation type	<p><b>Not for profit organisation</b>      <b>Parish/town council</b></p> <p><b>Other, please specify</b>      PAROCHIAL CHURCH COUNCIL</p>
2. Your project	
Project Title/Name	'BRINGING ALL SAINTS' BACK TO THE HEART OF THE COMMUNITY'
<p>What is your project about and what does it aim to achieve?</p> <p><i>Important: This section is limited to 600 characters only (inclusive of spaces).</i></p>	WE WISH TO TRANSFORM OUR COLD, DAMP CHURCH, WHICH IS THE ONLY COMMUNITY BUILDING REMAINING IN THE VILLAGE, INTO A WARM, WELCOMING AND FLEXIBLE SPACE FOR USE BY THE WHOLE COMMUNITY. AT PRESENT THE CHURCH IS USED ONLY ONCE PER MONTH FOR A FAMILY CHURCH SERVICE BUT THERE IS A REAL NEED FOR AN INDOOR COMMUNITY SPACE IN THE VILLAGE TO IMPROVE COMMUNITY COHESION. OUR PROJECT AIMS TO PROVIDE THIS SPACE IN THE CHURCH IN THREE MAIN PHASES AS DETAILED IN THE ENCLOSED BUSINESS PLAN
In which community area does your project take place? (Please give name – see section 3 of the grants pack)	CHIPPENHAM
I/we have discussed our project with the town/parish council?	Yes      Date: 19/9/2011
I/we have discussed our project with our Wiltshire councillor?	Yes      Date: 28/11/2011 (DATE OF LETTER TO COUNCILLOR)
Where will your project take place?	ALL SAINTS' CHURCH, LITTLETON DREW, CHIPPENHAM, WILTSHIRE, SN14 7NA
When will your project take place?	WE HOPE TO BEGIN THE FIRST PHASE IN EARLY 2012
How did you discover	THERE HAS BEEN A SIGNIFICANT INFLUX OF FAMILIES WITH

<p>there was a need for your project (<i>please provide evidence</i>) and how will your project benefit your local community?</p> <p><b>Important: Please do not type/write in paragraphs – This section is limited to 1000 characters only (inclusive of spaces)</b></p>	<p>CHILDREN INTO THE VILLAGE IN RECENT YEARS GREATLY INCREASING THE NUMBER OF CHILDREN OF ALL AGES AND AS A RESULT THERE HAS ALSO BEEN A CORRESPONDING INCREASE IN DEMAND FOR VILLAGE AND COMMUNITY EVENTS. WHILST SOME RESIDENTS ATTEND CHURCH SERVICES, MANY MORE ATTEND THE MAIN ANNUAL VILLAGE EVENT, NAMELY THE CHURCH AND GRAVEYARD CLEAN-UP DAY AND BBQ. ALMOST THE ENTIRE VILLAGE TURNED OUT FOR A STREET PARTY ON THE VILLAGE GREEN FOR THE ROYAL WEDDING DURING WHICH THE CHURCH WAS OPEN AND MANY RESIDENTS EXPRESSED THE DESIRE TO HAVE MORE VILLAGE EVENTS AND TO MAKE MORE USE OF THE CHURCH FOR EVENTS OTHER THAN RELIGIOUS SERVICES. THE CHURCH IS THE ONLY REMAINING COMMUNITY BUILDING IN THE VILLAGE BUT THE CURRENT LAYOUT OF THE CHURCH WITH PEWS THROUGH THE WHOLE LENGTH OF THE NAVE AND A BARELY FUNCTIONING HEATING SYSTEM MEAN THAT SOCIALISING OR HOLDING MEETINGS IS VERY DIFFICULT. BY REPAIRING AND REORDERING THE CHURCH, IT WILL PROVIDE A MUCH NEEDED FLEXIBLE INDOOR SPACE TO MEET THE GROWING DEMAND FOR COMMUNITY EVENTS THROUGHOUT THE YEAR IN ALL WEATHERS.</p>
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<p>How many people will benefit from your project?</p>	<p>90% OF THE RESIDENTS OF THE VILLAGE</p>
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<p>How does your project demonstrate a direct link to the local community plan for your area <a href="http://www.wiltshire.gov.uk/areaboards">www.wiltshire.gov.uk/areaboards</a></p> <p>Please provide a reference/page no.</p>	<p>THE CHIPPENHAM AND VILLAGES LOCAL COMMUNITY PLAN IDENTIFIED:  1/ LACK OF LEARNING FACILITIES (POINT 2.6 PAGE 13)  2/ INSUFFICIENT COMMUNITY HALLS (POINT 8.4 PAGE 30)  3/ LACK OF FACILITIES FOR TEENAGERS (POINT 8.5 PAGE 30)</p> <p>OUR PROJECT COULD MEET ALL OF THESE NEEDS BY PROVIDING A WARM AND SAFE ENVIROMENT FOR COMMUNITY GROUPS. WE HAVE BEEN APPROACHED BY PEOPLE IN THE VILLAGE INTERESTED IN SETTING UP A YOUTH GROUP AND A TODDLER GROUP</p>
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**To be completed ONLY where town/parish councils are making an application**

<p>Is your project one which parish/town councils have powers to raise local taxes to fund?</p>	<p>Yes</p>	<p>No</p>
<p>Could your project be funded from your reserves?</p>	<p>Yes</p>	<p>No</p>
<p>Is your project urgent (having to be completed in this financial year? <i>If you answer YES please provide evidence elsewhere on the application form</i>)</p>	<p>Yes</p>	<p>No</p>

**Any other information about your project.**  
SINCE LAUNCHING THE PROJECT, INTEREST HAS BEEN EXPRESSED IN USING THE SPACE FOR A TODDLER GROUP, YOUTH GROUP, BOOK CLUB AS WELL AS SOCIALISING AFTER CHURCH SERVICES AND VILLAGE SOCIAL EVENTS

**3. Management**

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

Over 50 years	Male: 1	Female: 2
25 – 50 years	Male: 3	Female: 1
Under 25 years	Male:	Female:
Disabled People	Male:	Female:
Black and Minority Ethnic people	Male:	Female:

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

continue to fund it?  
**ONCE THE PROPOSED WORKS HAVE BEEN COMPLETED, WE WILL BE ABLE TO MEET RUNNING COSTS OUT OF ANNUAL INCOME AND THE OCCASIONAL FUNDRAISING EVENT**

How will you know whether your project has made a difference in the community? What evidence 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 KNOW QUITE QUICKLY BY THE LEVEL OF ATTENDANCE AT EVENTS AND BOOKINGS OF THE NEW COMMUNITY SPACE BY COMMUNITY GROUPS**

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

YES                      Date: 01/11/2011

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
GRITTLETON PC		£1,000
GRITTLETON FETE COMMITTEE		£ 250
WILTSHIRE HISTORIC CHURCHES TRUST		£5,000
GARFIELD WESTON	£2,230	

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).*

No

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

No

<b>4. Information relating to your last annual accounts (if applicable)</b>				
<b>Year ending:</b>	<b>Month:</b>	DEC	<b>Year:</b>	2010
<b>A - Total income:</b>	£	2,348.28		
<b>B - Minus total expenditure:</b>	£	4,291.30 (INCL PORCH ROOF REPAIRS c£2,300 MET FROM RESERVES)		
<b>Surplus/deficit for year: (A minus B)</b>	£	-£1943.02		
<b>Free reserves currently held:</b>	£	£1503.22 AS AT 12/10 (NOW £2,089.22)		
<b>5. Financial information – If you can claim back V.A.T. please exclude from figures given below</b>				
<b>Project Costs A</b> Please provide a <b>full</b> 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)			
		<b>P/C</b>		
		<b>Own fundraising/reserves</b>	C	
HEATING	£ 3,900			£ 2,090
REMOVAL OF PEWS AND MAKING GOOD PLASTERWORK	£ 1,150			£
PREP AND LAYING OF STONE FLAGS	£ 5,600	<b>Parish/town council</b> GRITTLETON PC	C	£ 1,000
PREP AND PAINTING OF NAVE AND CHANCEL	£ 3,320	GRITTLETON FETE COMMITTEE	C	£ 250
SEATING	£ 1,600	<b>Trusts/foundations</b>		£
	£	WILTSHIRE HISTORIC CHURCHES TRUST	C	£ 5,000
	£	<b>In kind</b>		£
	£	<b>Other</b> GARFIELD WESTON		£ 2,230
<b>Total Project Expenditure</b>	£ 15,570	<b>Total Project Income</b>		£ 10,570
<b>Total project income B</b>	£ 10,570			
<b>Total project expenditure A</b>	£ 15,570			
<b>Project shortfall A – B</b>	£ 5,000			
<b>Grant sought from Wiltshire Council Area Board</b>	£ 5,000			
<b>Bank Details</b>				
<b>Please give the name of the organisations' bank account e.g. Barclays</b>	LLOYDS			
<b>Please give the title name of the organisations' bank account e.g. current</b>	LITTLETON DREW PCC			

**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)**

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...**

**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 / 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:**

**Position in organisation:**

**Date:**

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