



## 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	Hinton Hall (Tisbury PCC)		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify Parochial Church Council		

### 2. Your project

Project Title/Name	Hinton Hall Improvements		
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 surface of the approach and entrance to the Car Park of the Church Hall in Tisbury aka Hinton Hall has deteriorated greatly in recent months. Although some of this is due to normal wear and tear, the inclement weather - frost, snow and downpour have caused much erosion. In several places the pits are deep enough to present a potential hazard to people walking to and from the Hall, especially at night when many meetings take place. There is a particular difficulty for those in mobility scooters/ wheelchairs or visually impaired. This project aims to take remedial action		
In which community area does your project take place? (Please give name – <a href="#">see section 3</a> )			
I/we have discussed our project with the town/parish council?	Yes <input type="checkbox"/>	Date	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/>	Date	No <input type="checkbox"/>

<b>Where will your project take place?</b>	Hinton Hall, St John's, Tisbury	
<b>When will your project take place?</b>	Spring? Summer 2014	
<b>How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community?</b>  <i>Important: Please do not type/write in paragraphs – This section is limited to 700 characters only (inclusive of spaces)</i>	Photographs attached. Hinton Hall is used by many groups other than those attending St. John's Parish Church. These include several Clubs and association such as the History and Walking Clubs and The Royal British Legion. Parish lunches are also held here for the elderly or needy and the hall hosts several fetes. The carpark is also used by wedding , baptismal and funeral parties many of whom hold receptions in the Hall. In addition the Church stages several concerts a year for which the carpark is essential in an area of narrow roads.	
<b>How many people will benefit from your project?</b>	Up to 2,400	
<b>How does your project demonstrate a direct link to the local community plan for your area? (see <a href="http://www.wiltshire.gov.uk/areaboard">www.wiltshire.gov.uk/areaboard</a>) or priorities of your area board) Please provide a reference/page no.</b>	Clubs & Amenities (page 20) & Access  Nadder Valley Plan p. 16 & 18	
<b>Any other information about your project. (Limited to a 1000 characters)</b> Hinton Hall is a self-funded part of St John the Baptist, Tisbury, PCC. At present it is setting aside £1000 to improve the heating inside the building while the PCC is to fund the provision of movement sensitive lighting for the car park (£918) in response to some vandalism reported in neighbouring parishes and to provide a deterrent to roof lead-thieves. A better heated hall, together with a well lit carpark with a good surface will improve usage, give greater access to all and encourage more people to attend local events. If planning permission is given to develop carpark of The Crown, opposite, this car park will be the only off road one available to use in a section of narrow roads.		
<b>To be completed ONLY where town/parish councils are making an application</b>		
<b>Is your project one which parish/town councils have powers to raise local taxes to fund?</b>	Yes <input checked="" type="checkbox"/>	No <input checked="" type="checkbox"/>
<b>Could your project be funded from your reserves?</b>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<b>Is your project urgent (having to be completed in this financial year? If you answer YES please provide evidence elsewhere on the application form)</b>	Yes <input type="checkbox"/>	No <input checked="" 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

Female

25 – 50 years

Male

Female

Under 25 years

Male

Female

Disabled People

Male

Female

Black and Minority Ethnic people

Male

Female

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

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?

Evident from greater ease of parking and pedestrian access to the Hinton Hall. Reduction in number of complaints as to road/path state: easier access for disabled - ie access audit..

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

Tisbury PCC

765

765

*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

4. Information relating to your last annual accounts (if applicable)		
Year ending:	Month:	Year:
A - Total income:	£	
B - Minus total expenditure:	£	
Surplus/deficit for year: (A minus B)	£	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£5756	

**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	
To cut out and fill in	£840	Own fundraising/reserves		£1,918
Flood lighting	£918			£
Hall heating (est.)	£1,000	Parish/town council		£
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£			
	£	Other		£
	£			£
<b>Total Project Expenditure</b>	<b>£2,758</b>	<b>Total Project Income</b>		<b>£1,918</b>

<b>Total project income B</b>	<b>£1,918</b>
<b>Total project expenditure A</b>	<b>£2,758</b>
<b>Project shortfall A – B</b>	<b>£840</b>
<b>Grant sought from Wiltshire Council Area Board</b>	<b>£840</b>
<b>Bank Details</b>	
<b>Please give the name of the organisations' bank account e.g. Barclays</b>	
<b>Please give the name of the organisations' bank account e.g. Chippenham Scouts</b>	

**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:** 14/02/2012

**Position in organisation:**

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