

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	Crudwell village hall & recreation ground
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
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).	Remove main hall and committee room floor covering, Expose under floor ducts, from which unused pipe work and wooden supports are to be removed. The ducts to be filled with screed. New floor covering to be laid. Entrance foyer to have new floor covering.
Where will your project take place?	Crudwell village hall
When will your project take place?	9 th – 24 th August 2010
How many people will benefit from your project?	1500
How does your project demonstrate a direct link to the community plan for your area? Please provide a reference/page no.	Crudwell Village Hall is used by many organisations. There are 2 active pre-school groups; Over 50's fitness program; a number of youth groups including scouts, guides, and brownies. A history of art group also meets regularly. There are also badminton and bowls clubs that cater for all ages. References are Pages 12 & 18 of the community plan.

What is the link between your project and other local priorities? e.g. Priorities set by your area board and parish plans. Usage of Crudwell village hall is currently running at around 60 hours per week. Due to the nature of demand for this type of facility, i.e. minimum booking is 2 hours, there is no spare usage on weekdays. Most weekends there are ad-hoc bookings. This high level of usage fulfils the criteria of being an asset to local user groups. Such high usage takes an inevitable toll of the fabric of the hall. The Parish Council are the ultimate owners of the facility, and have an interest in the management committee keeping the hall in a good state of repair.

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 floor coverings have been in position for over 10 years. For a facility like this that is a reasonable life span. The underfoot ducts, in which heating pipes once ran, are collapsing. This is very obvious in certain areas, where there are depressions in the floor covering. This is where the wooden supports in the ducting have rotted as a result of previous flooding of the ducts due to water leakage. The floor coverings are showing considerable wear. Benefit to the local community is that the hazardous floor will have been replaced with a floor covering that looks good and is not likely to collapse under floor ducts.

Any other information about your project.

The attached quote is our preferred quote. This is because the work required is complicated by having to fill existing under floor ducts, let the screed dry, and then lay the new floor covering. Edward & Alan were the only company prepared to quote for this project in its entirety.

The attached accounts show a healthy balance. However, the village hall management committee has a number of other projects that need to be addressed urgently. The costs of these additional projects are in the order of £20,000. These involve a patio to the front of the village hall entrance which is in need of urgent replacement (£2,000); parking area needs resurfacing work (£11,000) Additional parking in the area close to the hall, as yet work in progress, but necessary. The enclosed play area to the rear of the hall, used by pre-school, needs new fencing. As yet un-costed

CRAG is a separate entity that needs in the order of £1,500 to re-surface a multi sport facility.

3 - Management

How many people are involved in the management of your group/organisation? 12

Of these, how many are:

Over 50 years	Male	<input type="text" value="2"/>	Female	<input type="text" value="6"/>
25 – 50 years	Male	<input type="text" value="2"/>	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?

<p>If you were not awarded the full amount requested, what would be the impact on your project?</p> <p>The project will go ahead, but will impact upon plans to improve our parking facilities, and access to the hall.</p>		
<p>How will you know whether your project has made a difference in the community?</p> <p>By the continuing complimentary comments about the excellent state of decoration and repair of the hall that we get from users of the facility</p>		
<p>Have you contacted Charities Information Bureau for help with your application/ to seek funding?</p>	<p>Yes <input type="checkbox"/></p>	<p>No <input checked="" type="checkbox"/></p>
<p>To who have you applied for funding for this project (other than Wiltshire Council)?</p>	<p>none</p>	
<p>Have you been successful?</p>	<p>Yes <input type="checkbox"/></p>	<p>No <input type="checkbox"/></p>
<p>Have you or do you intend to apply for a grant from another area board within this financial year?</p> <p>If yes, please state which ones.</p>	<p>Yes <input type="checkbox"/></p>	<p>No <input checked="" type="checkbox"/></p>
<p>Are you in receipt or anticipating other funding from Wiltshire Council for this project?</p>	<p>Yes <input type="checkbox"/></p>	<p>No <input checked="" type="checkbox"/></p>
<p>4 - Information relating to your last annual accounts (if applicable)</p>		
<p>Year ending: 2009</p>	<p>Month: December</p>	<p>Year: 2009</p>
<p>A - Total income:</p>	<p>£12219.90</p>	
<p>B - Minus total expenditure:</p>	<p>£8486.57</p>	
<p>Surplus/deficit for year: (A minus B)</p>	<p>£3732.34</p>	
<p>Free reserves held:</p>	<p>£22608.65</p>	
<p>5 - Financial information</p>		

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	
Main hall floor covering	£3,773	Own fundraising/reserves	c	£2912.5(c)
fill in ducts material + labour	£587			£
committee room floor covering	£731	Parish/town council		£
foyer floor covering	£734			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£	Other		£
	£			£
	£			£
	£			£
	£			£
Total Project Expenditure	£5825	Total Project Income		£2912.5 (c)
Total project income B		£2912.5		
Total project expenditure A		£5825		
Project shortfall A – B		£2912.5		
Award sought from Wiltshire Council Area Board		£2912.5		
Bank Details				
Please give the name of the organisations' bank account e.g. Barclays		Lloyds		
Please give the title name of the organisations' bank account e.g. current		Treasurers Account		
6 – Supporting information – Please enclose the following documentation				
Enclosed (please tick)				
<input checked="" type="checkbox"/> Written quotes including the one you are going to use				
<input checked="" type="checkbox"/> Latest inspected/audited accounts or annual report				
<input checked="" type="checkbox"/> Income and expenditure budget for current financial year				
<input type="checkbox"/> Project budget (if applicable)				
<input checked="" type="checkbox"/> Terms of reference/constitution/group rules				
<input checked="" type="checkbox"/> 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:	
<p>a) How does your project work to either (a) promote equality and access to services/facilities, and/or (b) reduce disadvantage? Although access to, and usage in, the facility are good. The deteriorating condition of the floor covering is giving cause for concern to those of the community who are unsteady on their legs. This project will remove this hazard.</p>	
<p>b) How does your project work to promote inclusion, participation and good community relations? This is a community facility that needs to be kept in good condition for use by the community that it serves</p>	
<p>c) Is your project targeted at a specific group? If yes, please tick any of the following which apply</p> <p>X1 <input type="checkbox"/> Under 25's xx2 <input type="checkbox"/> Over 50's</p> <p><input type="checkbox"/> Mostly or all men/boys <input type="checkbox"/> Mostly or all women/girls</p> <p><input type="checkbox"/> Specific minority ethnic groups (please state which groups)</p> <p><input type="checkbox"/> Specific faith groups (please state which groups)</p> <p><input type="checkbox"/> People/families on low income</p> <p><input type="checkbox"/> Other disadvantaged groups (please state which groups)</p>	
8 - Declaration (on behalf of organisation or group) – I confirm that...	
<p><input checked="" type="checkbox"/> I have read the funding criteria</p> <p><input checked="" type="checkbox"/> 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.</p> <p><input checked="" type="checkbox"/> If an award is received, I will complete and return an evaluation sheet.</p> <p><input checked="" type="checkbox"/> That any other form of licence or approval for this project has been received prior to submission of this application.</p> <p><input checked="" type="checkbox"/> That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application. <input checked="" type="checkbox"/> Child Protection <input checked="" type="checkbox"/> Public Liability Insurance</p> <p style="padding-left: 100px;"><input type="checkbox"/> Equal opportunities <input checked="" type="checkbox"/> Access audit <input checked="" type="checkbox"/> Environmental impact</p> <p style="padding-left: 100px;"><input type="checkbox"/> Planning permission applied for (date) or granted (date)</p> <p><input checked="" type="checkbox"/> That acknowledgement will be given of Wiltshire Council support in any publicity, printed or website material.</p> <p><input checked="" type="checkbox"/> I give permission for press and media coverage by Wiltshire Council in relation to this project.</p>	
Name: Position in organisation:	Date: 21 st May 2010
Please return your completed application to the appropriate Area Board Locality Team	