

Grant Applications for Westbury on 06/02/2014

ID	Grant Type	Project Title	Applicant	Amount Required
462	Community Area Grant	Pavilion on the Green - Roof modernisation	Bratton Parish Council	£5000.00
509	Community Area Grant	JOG Adventure Equipment Purchase	The John of Gaunt School	£495
515	Community Area Grant	Coulston Village Hall Refurbishment Project	Coulston Village Hall Management Committee	£5000
576	Community Area Grant	Westbury Music and Arts Festival - advertising boards	Westbury Music and Arts Festival	£500.00
567	Community Area Grant	Leigh Park Community Centre PA System	Leigh Park Community Centre	£1500
589	Community Area Grant	Cricket Club New Site Screens	westbury and district cricket club	£1753.40

ID	Grant Type	Project Title	Applicant	Amount Required
462	Community Area Grant	Pavilion on the Green - Roof modernisation	Bratton Parish Council	£5000.00

**Submitted:** 04/12/2013 14:14:05

**ID:** 462

**Current Status:** Application Appraisal

**To be considered at this meeting:**

06/02/2014 Westbury

**1. Which type of grant are you applying for?**

Community Area Grant

**2. Amount of funding required?**

£501 - £5000

**3. Are you applying on behalf of a Parish Council?**

Yes

**4. If yes, please state why this project cannot be funded from the Parish Precept**

We do not have sufficient funds spare from our precept at present, and the Government intends to reduce the amount of the precept over the next few years.

**5. Project title?**

Pavilion on the Green - Roof modernisation

**6. Project summary:**

Our Pavilion is of timber construction, and is about 40 years old. A survey has informed us that we should modernise the roof, to improve its thermal efficiency, and to maintain it's weatherproof integrity.

**7. Which Area Board are you applying to?**

Westbury

**Electoral Division**

**8. What is the Post Code of where the project is taking place?**

BA13 4RL

**9. Please tell us which theme(s) your project supports:**

Children & Young People  
Arts, crafts and culture  
Countryside, environment and nature  
Festivals, pageants, fetes and fayres  
Health, lifestyle and wellbeing  
Inclusion, diversity and community spirit  
Recycling and green initiatives  
Safer communities  
Sport, play and recreation

If Other (please specify)

**10. Finance:**

**10a. Your Organisation's Finance:**

**Your latest accounts:**

03/2013

**Total Income:**

£50044

**Total Expenditure:**

£44723

**Surplus/Deficit for the year:**

£5321

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£19453

**Why can't you fund this project from your reserves:**

Our reserves are almost entirely committed to the year on year Parish running costs, with no in

built provision for this work.

We are a small community group and do not have annual accounts or it is our first year:

**10b. Project Finance:**

Total Project cost		£10000.00		
Total required from Area Board		£5000.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Remove felt & install new	6264.00	Landfill Communities fund		5000.00
provide required insulation	2808.00			
Scaffolding for this work	400.00			
make good interior on completion	600.00			
Total	<b>£10072</b>			<b>£5000</b>

**11. Have you or do you intend to apply for a grant from another area board within this financial year?**

No

**12. If so, which Area Boards?**

**13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?**

The Pavilion is used by many village and local groups, as it provides friendly, central accommodation for organizations, such as Toddlers Group, Police drop in, village fete & Parish Council. These groups will benefit from the continued availability of the Pavilion at a hire rate that is in line with their requirements.

**14. How will you monitor this?**

By checking on usage through the issue of invoices to the various groups.

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

N/A

**16. Is there anything else you think we should know about the project?**

N/A

## 17. DECLARATION

**Supporting information - Please confirm that the following documents will be available to inspect upon request:**

**Quotes:**

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

**Accounts:**

yes I will make available on request the organisation's **latest accounts**

**Constitution:**

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

**Policies and procedures:**

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

**Other supporting information (Tick where appropriate, for some project these will not be applicable):**

yes I will make available on request evidence of ownership of buildings/land

**And finally...**

yes The information on this form is correct, that any award received will be spent on the activities specified.

509	Community Area Grant	JOG Adventure Equipment Purchase	The John of Gaunt School	£495
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**Submitted:** 05/01/2014 11:24:45

**ID:** 509

**Current Status:** Application Appraisal

**To be considered at this meeting:**

06/02/2014 Westbury

**1. Which type of grant are you applying for?**

Community Area Grant

**2. Amount of funding required?**

£0 - £500

**3. Are you applying on behalf of a Parish Council?**

No

**4. If yes, please state why this project cannot be funded from the Parish Precept**

**5. Project title?**

JOG Adventure Equipment Purchase

**6. Project summary:**

Purchase of 'loanable' hiking equipment to be used by students wishing to participate in Ten Tors or Duke of Edinburgh schemes. These will often be students from less affluent backgrounds.

**7. Which Area Board are you applying to?**

Westbury

**Electoral Division**

**8. What is the Post Code of where the project is taking place?**

BA14 9EH

**9. Please tell us which theme(s) your project supports:**

Children & Young People

2012 Olympic Legacy

Countryside, environment and nature

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

Sport, play and recreation

If Other (please specify)

**10. Finance:**

**10a. Your Organisation's Finance:**

**Your latest accounts:**

**Total Income:**

£

**Total Expenditure:**

£

**Surplus/Deficit for the year:**

£

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£

**Why can't you fund this project from your reserves:**

We are a small community group and do not have annual accounts or it is our first year: yes

**10b. Project Finance:**

Total Project cost		£495		
Total required from Area Board		£495		
Expenditure (Itemised expenditure)	£		Income (Itemised income)	Tick if income confirmed £
Fleece coats X 10	200			
Sleeping Mats X 10	80			
First Aid Kits X 4	100			
Group Shelter X 3	115			
Total	<b>£495</b>			<b>£0</b>

**11. Have you or do you intend to apply for a grant from another area board within this financial year?**

Yes

**12. If so, which Area Boards?**

Trowbridge

**13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?**

Many of the students who can take advantage of this will be from the Westbury and Trowbridge area and will be students who are unable to afford to purchase their own equipment. This may include some students who come from difficult backgrounds or socially deprived areas and providing opportunities for these students is a local priority. Participants in the training for Ten Tors and Duke of Edinburgh develop leadership skills, resilience and independence. They also spend time in the countryside meeting members of the wider community, and improve their fitness and navigational skills.

**14. How will you monitor this?**

I will make it known when launching Ten Tors or Duke of Edinburgh that equipment is available for those who need it.

**15. If your project will continue after the Wiltshire Council funding runs out, how will**

**you continue to fund it?**

Purchased equipment should last for several years and will enable the expeditions and hikes to continue to be run on a not-for-profit basis. We are also looking to secure some form of sponsorship from local businesses to enable us to replenish and replace our equipment when required.

**16. Is there anything else you think we should know about the project?**

17. DECLARATION

**Supporting information - Please confirm that the following documents will be available to inspect upon request:**

**Quotes:**

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

**Constitution:**

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

**Policies and procedures:**

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

**Other supporting information (Tick where appropriate, for some project these will not be applicable):**

**And finally...**

yes The information on this form is correct, that any award received will be spent on the activities specified.

515	Community Area Grant	Coulston Village Hall Refurbishment Project	Coulston Village Hall Management Committee	£5000
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**Submitted:** 07/01/2014 20:52:21

**ID:** 515

**Current Status:** Application Appraisal

**To be considered at this meeting:**

06/02/2014 Westbury

**1. Which type of grant are you applying for?**

Community Area Grant

**2. Amount of funding required?**

£5001+

**3. Are you applying on behalf of a Parish Council?**

No

**4. If yes, please state why this project cannot be funded from the Parish Precept**

**5. Project title?**

Coulston Village Hall Refurbishment Project

**6. Project summary:**

Coulston is a small remote village on the edge of Salisbury Plain. The Village Hall was built in 1854. It is the only secular meeting place in the Village for the community, there being no shop or pub. In the early 1990's a modern extension was added to provide toilet facilities and a storage area. The area and toilets do not meet the requirements of the Equality Act 2010. This area has received no maintenance since it was built. This project aims to undertake essential repairs to the toilet/utility area to improve usability, storage and disabled access. This will extend the usable life of the Hall as a community facility.

**7. Which Area Board are you applying to?**

Westbury

**Electoral Division**

**8. What is the Post Code of where the project is taking place?**

BA13 4NY

**9. Please tell us which theme(s) your project supports:**

Children & Young People

Arts, crafts and culture

Festivals, pageants, fetes and fayres

Food, farming and local markets

Inclusion, diversity and community spirit

Sport, play and recreation

If Other (please specify)

**10. Finance:**

**10a. Your Organisation's Finance:**

**Your latest accounts:**

09/2013

**Total Income:**

£5103.43

**Total Expenditure:**



£2409.00

**Surplus/Deficit for the year:**

£2694.43

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£8000

**Why can't you fund this project from your reserves:**

Coulston is a small community of just 130 residents. The Hall is 160 years old and requires substantial maintenance and upkeep. Whilst the many events organised by the Management Committee can usually cover annual running costs, capital projects are hard to fund. Additional fundraising activities have been held to raise funds for the project. For example an Open Gardens event in August raised £2,800. Additionally an appeal to residents has raised a further £2,850. The Management Committee can therefore make a substantial contribution to the project. However, the cost of the works required exceeds the Committee's resources. There may still be a funding gap if our application is successful. Our plan would be use any local grants to leverage further grants from other grant making bodies. However, the challenge of this is not underestimated by the Committee given the size of Coulston as a village. If a shortfall persists the plan is to de-scope elements of the project to an affordable level. Although total project costs below include VAT, it is hoped that as some of the work is improving disabled access and the Hall Management Committee has charitable status, some of the work could be zero rated for VAT purposes.

We are a small community group and do not have annual accounts or it is our first year:

**10b. Project Finance:**

Total Project cost		£22861.20		
Total required from Area Board		£5000		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Total project cost	22861.20	Open garden event	yes	2800
		Village appeal	yes	2850
		From reserves	yes	2350
Total	<b>£22861.2</b>			<b>£8000</b>

**11. Have you or do you intend to apply for a grant from another area board within this financial year?**

No

**12. If so, which Area Boards?**

Westbury

**13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?**

The project will be of primary benefit to the current and future residents of the village of Coulston. The Village Hall is the only secular meeting place in the village. The Hall accommodates many aspects of village life. It is used for parish meetings; as a polling booth for elections; community suppers; quizzes; events to raise funds for other community activities, for example the defibrillator project; Christmas fayres; meetings of the History group; art group; film evenings; community singing and other musical events; as a place for villagers to be consulted about local issues. It is also available for private hire by residents of Coulston and surrounding villages. As a consequence of the project the Hall will be able to offer services to the same standard to people both with and without disabilities. The Hall is managed entirely by a group of volunteers who give up their time to ensure that the Hall is maintained in a suitable condition to provide enjoyment for both current and future residents.

**14. How will you monitor this?**

Continued use of the Hall by residents. Feedback from residents at future Parish and Hall Annual Meetings. Future hirings by external parties.

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

The project is a capital project and it is not anticipated that the running costs of the Hall will rise as a consequence.

**16. Is there anything else you think we should know about the project?**

There are other areas of the Hall which need improvement, but the Hall Management Committee are treating each area as a separate project.

17. DECLARATION

**Supporting information - Please confirm that the following documents will be available to inspect upon request:**

**Quotes:**

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

**Project/Business Plan:**

yes I will make available on request a **project or business plan** (including estimates) for projects where the **total project cost** (as declared in the financial section above) exceeds £50,000 (tick only when total project cost exceeds £50,000).

**Accounts:**

yes I will make available on request the organisation's **latest accounts**

**Constitution:**

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

**Policies and procedures:**

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

**Other supporting information (Tick where appropriate, for some project these will not be applicable):**

yes I will make available on request evidence of ownership of buildings/land

yes I will make available on request the relevant planning permission for the project.

yes I will make available on request any other form of licence or approval for this project has been received prior to submission of this grant application.

**And finally...**

yes The information on this form is correct, that any award received will be spent on the activities specified.

576	Community Area Grant	Westbury Music and Arts Festival - advertising boards	Westbury Music and Arts Festival	£500.00
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**Submitted:** 20/01/2014 18:31:15

**ID:** 576

**Current Status:** Application Appraisal

**To be considered at this meeting:**

06/02/2014 Westbury

**1. Which type of grant are you applying for?**

Community Area Grant

**2. Amount of funding required?**

£0 - £500

**3. Are you applying on behalf of a Parish Council?**

No

**4. If yes, please state why this project cannot be funded from the Parish Precept**

n/a

**5. Project title?**

Westbury Music and Arts Festival - advertising boards

**6. Project summary:**

We have run an arts festival in Westbury for 6 years. It was felt and reported by the

community that notice boards advertising events would help.

**7. Which Area Board are you applying to?**

Westbury

**Electoral Division**

**8. What is the Post Code of where the project is taking place?**

BA13

**9. Please tell us which theme(s) your project supports:**

Children & Young People

Arts, crafts and culture

Economy, enterprise and jobs

Festivals, pageants, fetes and fayres

Heritage, history and architecture

Inclusion, diversity and community spirit

If Other (please specify)

**10. Finance:**

**10a. Your Organisation's Finance:**

**Your latest accounts:**

12/2013

**Total Income:**

£7233.55

**Total Expenditure:**

£9773.15

**Surplus/Deficit for the year:**

£-2539.60

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£901.89

**Why can't you fund this project from your reserves:**

We need funding to book acts, pay deposits, produce brochures etc. If we spent all our reserve on these boards we would not have any float for deposits, advertising etc.

We are a small community group and do not have annual accounts or it is our first year:

**10b. Project Finance:**

Total Project cost

£500.00

Total required from Area Board	£500.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed £
4 water filled A1 boards	360.00	none	0.00
wearable sandwich board	70	none	0.00
chalk/pen			
wearable sandwich board	54.50	none	0.00
A2 poster x 2			
<b>Total</b>	<b>£484.5</b>		<b>£0</b>

**11. Have you or do you intend to apply for a grant from another area board within this financial year?**

No

**12. If so, which Area Boards?**

Westbury

**13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?**

The Westbury music and arts festival has been going for six years. Run by volunteers the festival has grown in response to community needs and provides a variety of events aimed at appealing to all ages and interests from classical music events through to art workshops, exhibitions, jazz and pop. We offer a range of activities, some of which are free, including exhibitions of dance and song as part of a popular street fayre. Many community groups and schools are involved in the festival which this year staged 22 diverse events. For more information please look at [wmafestival.co.uk](http://wmafestival.co.uk) We are now very keen to increase publicity and awareness of the festival and its events in order to encourage even more of the community to take part. To that end we would like to purchase display boards which would be used to promote events. Specifically, we hope to build our local community and promote inclusion.

**14. How will you monitor this?**

Ticket Sales Attendances (some events are free)

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

From ticket sales primarily Other grants & donations Sponsorship (we have run for 6 years and expect to continue)

**16. Is there anything else you think we should know about the project?**

n/a

**17. DECLARATION**

**Supporting information - Please confirm that the following documents will be available to inspect upon request:**

**Quotes:**

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

**Accounts:**

yes I will make available on request the organisation's **latest accounts**

**Constitution:**

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

**Policies and procedures:**

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

**Other supporting information (Tick where appropriate, for some project these will not be applicable):**

**And finally...**

yes The information on this form is correct, that any award received will be spent on the activities specified.

567	Community Area Grant	Leigh Park Community Centre PA System	Leigh Park Community Centre	£1500
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**Submitted:** 17/01/2014 17:05:57

**ID:** 567

**Current Status:** Application Appraisal

**To be considered at this meeting:**

06/02/2014 Westbury

**1. Which type of grant are you applying for?**

Community Area Grant

**2. Amount of funding required?**

£501 - £5000

**3. Are you applying on behalf of a Parish Council?**

No

**4. If yes, please state why this project cannot be funded from the Parish Precept**

**5. Project title?**

Leigh Park Community Centre PA System

**6. Project summary:**

We would like to purchase a Public Address System for our Hall. In our aim to appeal to all sections of the Community we have frequently been asked to provide PA facilities. At times we have been able to borrow these systems but this is not always possible. Purchasing a system would give us another facility to be able to offer to potential hirers.

**7. Which Area Board are you applying to?**

Westbury

**Electoral Division**

**8. What is the Post Code of where the project is taking place?**

BA133FN

**9. Please tell us which theme(s) your project supports:**

Children & Young People

Arts, crafts and culture

Festivals, pageants, fetes and fayres

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

Sport, play and recreation

If Other (please specify)

**10. Finance:**

**10a. Your Organisation's Finance:**

**Your latest accounts:**

10/2013

**Total Income:**

£28611

**Total Expenditure:**

£21871

**Surplus/Deficit for the year:**

£6802

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£6802

**Why can't you fund this project from your reserves:**

Although we appear to have considerable reserves we have not yet had bills for several services such as Gas, Telephones and others. Also we must maintain a high reserve for contingency funding for maintenance, repairs or breakages.

We are a small community group and do not have annual accounts or it is our first year:

**10b. Project Finance:**

Total Project cost		£3000		
Total required from Area Board		£1500		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
PA System	3000	Match Funding	yes	1500
Total	<b>£3000</b>			<b>£1500</b>

**11. Have you or do you intend to apply for a grant from another area board within this financial year?**

No

**12. If so, which Area Boards?**

Westbury

**13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?**

We wish to purchase a PA system to enhance the facilities available to hirers of the Centre. Since we opened just over a year ago we have attracted a regular user base of some 24 hirers each week. These users are providing 47 sessions/group meetings per week. This results in approximately 350 people passing through the Centre each week. This is in line with the Business Plan forecasts and demonstrates that the original aim of the Centre, which was to provide a facility for the whole Community, is being met. The Hall makes a contribution to local priorities in the following areas: 1 Arts, culture and Leisure. By having a number of fitness activities this contributes to combating obesity and other health conditions. 2 Children and young people. Many activities have been arranged for children, particularly in the Summer with Fun Days for all children. 3 Economy, Jobs and Skills. We currently have 3 part-time workers. This is in line with the Business Plan. 4 Health and Wellbeing. Already covered under 1 above. The PA system would be useful to all our hirers and would bring in a number of new ones.

**14. How will you monitor this?**

This will be monitored by the Hall Manager who will be able to provide statistics about how frequently this equipment is being used.

**15. If your project will continue after the Wiltshire Council funding runs out, how will**



**you continue to fund it?**

N/A

**16. Is there anything else you think we should know about the project?**

N/A

17. DECLARATION

**Supporting information - Please confirm that the following documents will be available to inspect upon request:**

**Quotes:**

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

**Accounts:**

yes I will make available on request the organisation's **latest accounts**

**Constitution:**

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

**Policies and procedures:**

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

**Other supporting information (Tick where appropriate, for some project these will not be applicable):**

**And finally...**

yes The information on this form is correct, that any award received will be spent on the activities specified.

589	Community Area Grant	Cricket Club New Site Screens	westbury and district cricket club	£1753.40
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**Submitted:** 23/01/2014 19:03:44

**ID:** 589

**Current Status:** Application Appraisal

**To be considered at this meeting:**

06/02/2014 Westbury

**1. Which type of grant are you applying for?**

Community Area Grant

**2. Amount of funding required?**

£501 - £5000

**3. Are you applying on behalf of a Parish Council?**

No

**4. If yes, please state why this project cannot be funded from the Parish Precept**

**5. Project title?**

Cricket Club New Site Screens

**6. Project summary:**

The new league regulations, means that we have to provide site screens each end, our current ones which are stored during the winter, were up rooted and have been damaged beyond repair during the recent storms. Failure to replace would mean we would not be able to play in the current high league. We recently formed an under 18s team to play, as it was recognised that 15-22 year olds were leaving sport, and we put a team in this season for the first time

**7. Which Area Board are you applying to?**

Westbury

**Electoral Division**

**8. What is the Post Code of where the project is taking place?**

BA13 3PW

**9. Please tell us which theme(s) your project supports:**

Children & Young People  
Sport, play and recreation

If Other (please specify)

**10. Finance:**

**10a. Your Organisation's Finance:**

**Your latest accounts:**

10/2013

**Total Income:**

£8112.00

**Total Expenditure:**

£7544.00

**Surplus/Deficit for the year:**

£568.00

**Free reserves currently held:**  
**(money not committed to other projects/operating costs)**  
£786.00

**Why can't you fund this project from your reserves:**  
we use our monies every year to plow back into the club. The excess was used in the winter to sent adults on coaching courses to go into schools to coach

We are a small community group and do not have annual accounts or it is our first year:

**10b. Project Finance:**

Total Project cost		£3506.80		
Total required from Area Board		£1753.40		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
12 x 10 site screen x 2	2956.80	1478.40	yes	1478.40
delivry and set up	550.00	275.00	yes	275.00
Total	<b>£3506.8</b>			<b>£1753.4</b>

**11. Have you or do you intend to apply for a grant from another area board within this financial year?**  
No

**12. If so, which Area Boards?**  
Westbury

**13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?**  
over 120 youth and adult members. The pitch is rented out to schools and wiltshire youth cricket play games at the leighton sports ground, there are 6 County youth team games held there, and site screens are compulsory. The last equivalent units lasted 25 years

**14. How will you monitor this?**  
the units are used during the summer and stored away duringthe winter

**15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?**  
n/a

**16. Is there anything else you think we should know about the project?**

n/a

## 17. DECLARATION

**Supporting information - Please confirm that the following documents will be available to inspect upon request:**

**Quotes:**

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**Accounts:**

yes I will make available on request the organisation's **latest accounts**

**Constitution:**

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**Policies and procedures:**

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

**Other supporting information (Tick where appropriate, for some project these will not be applicable):**

yes I will make available on request evidence of ownership of buildings/land

yes I will make available on request the relevant planning permission for the project.

yes I will make available on request any other form of licence or approval for this project has been received prior to submission of this grant application.

**And finally...**

yes The information on this form is correct, that any award received will be spent on the activities specified.

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