

AGENDA SUPPLEMENT (1)

Meeting: Marlborough Area Board

Place: Marlborough Town Hall, 5 High St, Marlborough SN8 1AA

Date: Tuesday 14 May 2019

Time: 7.00 pm

The Agenda for the above meeting was published on 3 May 2019. Additional documents are now available and are attached to this Agenda Supplement.

Please direct any enquiries on this Agenda to Tara Shannon, of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line 01225 718352 or email tara.shannon@wiltshire.gov.uk

Press enquiries to Communications on direct lines (01225)713114/713115.

This Agenda and all the documents referred to within it are available on the Council's website at www.wiltshire.gov.uk

11 **Community Area Grant Scheme** *(Pages 1 - 16)*

DATE OF PUBLICATION: 10 May 2019

Report to	Marlborough Area Board
Date of Meeting	14/05/2019
Title of Report	Community Area Grant funding

Purpose of the report:

To consider the applications for funding listed below.

Applicant	Amount requested
Applicant: Marlborough History Society Project Title: English Civil War Re-enactment Weekend in Marlborough 2019 View full application	£5000.00
Applicant: Marlborough St Marys CE Primary School Project Title: Playground for Marlborough St Marys CEVC Primary School View full application	£5000.00
Applicant: Manton reading rooms/ Manton village hall Project Title: Manton Village Hall refurbishment project View full application	£5000.00

1. Background

Area Boards have authority to approve Area Grants under powers delegated to them. Under the Scheme of Delegation Area Boards must adhere to the [Area Board Grants Guidance](#)

[The funding criteria and application forms](#) are available on the council's website.

2. Main Considerations

2.1. Councillors will need to be satisfied that funding awarded in the 2019/2020 year is made to projects that can realistically proceed within a year of it being awarded.

2.2. Councillors must ensure that the distribution of funding is in accordance with the Scheme of Delegation to Area Boards.

2.3. Councillors will need to be satisfied that the applications meet the Community Area Board grants criteria.

3. Environmental & Community Implications

Grant Funding will contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent of which will be dependent upon the individual project.

4. Financial Implications

Financial provision had been made to cover this expenditure.

5. Legal Implications

There are no specific legal implications related to this report.

6. Human Resources Implications

There are no specific human resources implications related to this report.

7. Equality and Inclusion Implications

Community Area Boards must fully consider the equality impacts of their decisions in order to meet the Council's Public Sector Equality Duty.

Community Area Grants will give local community and voluntary groups, Town and Parish Council's equal opportunity to receive funding towards community-based projects and schemes, where they meet the funding criteria.

8. Safeguarding Implications

The Area Board has ensured that the necessary policies and procedures are in place to safeguard children, young people and vulnerable adults.

9. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
3271	Marlborough History Society	English Civil War Re-enactment Weekend in Marlborough 2019	£5000.00
Project Description: Marlborough Town Council together with the English Civil War Society ECWS and with the support of Marlborough History Society and The Merchants House intend to stage The Battle of Marlborough depicting various exciting events and activities from the English Civil War of 1642 to bring the 17th century alive during the weekend of 27-28 July 2019. The events will take place throughout the town The Merchants House St Marys Church and other exhibition venues. There will be an encampment in Priory Gardens where visitors will be transported back to everyday life in the 17th century with the large battle re-enactment itself on Marlborough Common involving an hour-long display of pikemen with their 16 feet long pikes, musketeers, cavalry, and the firing of cannons - a real history lesson. Workshops and interactive sessions are planned and will be held within the local schools throughout July. This event will be FREE to attend, and it is hoped will draw thousands of residents and visitors into the town centre across the weekend.			
Input from Community Engagement Manager: (CEM put your input here)			
Proposal That the Area Board determines the application.			

Application ID	Applicant	Project Proposal	Requested
3260	Marlborough St Marys CE Primary School	Playground for Marlborough St Marys CEVC Primary School	£5000.00
Project Description: The new playground will be constructed of high-quality materials in keeping with the surroundings and will include a double wooden tower pirate ship with bridge, slide, fireman's pole and den. A large woodland climber, a bouldering wall, an area with a mixed level activity trail, including parallel bars, monkey bars, balance bar, balance weaver and swinging logs. There will be a variety of accessible high points and raised platforms maximising space and adding an element of adventure for all children			

inclusive of their different physical needs. This will encourage social inclusion. turn-taking and improve health outcomes of the children by supporting their physical development. In particular, improving upper body strength and assisting the development of gross motor skills. We are proposing to install a modest scheme cost wise that is high quality exciting and challenging. We obtained 3 quotes from API -Association of Play Industry- accredited companies with our preferred supplier offering a guarantee of 05-15 years. 5 years for surfacing and 10-15 years for timber and materials. The Friends of Marlborough St Marys have been incredibly supportive of this project and recognise that it is of high priority for the school and have been fund raising hard with the aim that we can start work on installing the scheme in Spring-Summer 2019. If we receive funds from the Area Board then it would be a fantastic boost in order for us to complete our goal as soon as possible.

Input from Community Engagement Manager:

(CEM put your input here)

Proposal

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
3265	Manton reading rooms/ Manton village hall	Manton Village Hall refurbishment project	£5000.00

Project Description:

The refurbishment will modernise the 100-year-old hall to address the problem of damp heating in the 2 extensions relocate and upgrade the disabled toilet facilities and increase storage facilities. The plans designed in consultation with the village will ensure it is safe, fit for purpose and environmentally friendly. The damp porch will be demolished and a well-insulated extension with disabled toilet and extra storage space erected. The rear wall of the second extension will be insulated and the existing toilets removed increasing space available in the hall. This refurbishment will complement work already completed.

Input from Community Engagement Manager:

(CEM put your input here)

Proposal

That the Area Board determines the application.

No unpublished documents have been relied upon in the preparation of this report.

Report Author:

Alexa Davies

Community Engagement Manager

01249 706610

Alexa.Davies@wiltshire.gov.uk

Grant Applications for Marlborough on 14/05/2019

ID	Grant Type	Project Title	Applicant	Amount Required
3271	Community Area Grant	English Civil War Re-enactment Weekend in Marlborough 2019	Marlborough History Society	£5000.00
3260	Community Area Grant	Playground for Marlborough St Marys CEVC Primary School	Marlborough St Marys CE Primary School	£5000.00
3265	Community Area Grant	Manton Village Hall refurbishment project	Manton reading rooms/ Manton village hall	£5000.00

ID	Grant Type	Project Title	Applicant	Amount Required
3271	Community Area Grant	English Civil War Re-enactment Weekend in Marlborough 2019	Marlborough History Society	£5000.00

Submitted: 11/04/2019 11:02:27

ID: 3271

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

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?

English Civil War Re-enactment Weekend in Marlborough 2019

6. Project summary:

Marlborough Town Council together with the English Civil War Society ECWS and with the support of Marlborough History Society and The Merchants House intend to stage The Battle of Marlborough depicting various exciting events and activities from the English Civil War of 1642 to bring the 17th century alive during the weekend of 27-28 July 2019. The events will take place throughout the town The Merchants House St Marys Church and other exhibition venues. There will be an encampment in Priory Gardens where visitors will be transported back to everyday life in the 17th century with the large battle re-enactment itself on Marlborough

Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Hire costs for PA public toilets waste management first aid site security ancillary equip.	9500.00	Town Council Earmarked Reserves	yes	5000.00
Purchase of gunpowder and the hiring of two troops of horses for the live re-enactments	7300.00	Sponsorship		5000.00
Production of publicity promotional material	1400.00	Marlborough History Society	yes	1000.00
Sundries	1500.00	English Civil War Society	yes	1050.00
		Royd Withy King, Marlborough	yes	200.00
		Knight Frank, Marlborough		1000.00
Total	£19700			£13250

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?

Marlborough

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

All members of the community will benefit from the displays and educational visits - young old. These re-enactments will give local people an opportunity to experience and learn about important events from the town's history. Local businesses particularly retailers, restaurants, cafes and accommodation providers will receive a welcome boost to trade across the weekend. Not only will the local economy be boosted across the weekend, but it is hoped this event will raise awareness and promote what our beautiful town in Wiltshire has to offer and hopefully draw visitors back again and again.

14. How will you monitor this?

We will log the number of visitors to the event and the number of students involved in the workshops and interactive sessions within the schools. We will talk with traders in the town and monitor reports in local press to measure the success of the event.

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

na

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.

3260	Community Area Grant	Playground for Marlborough St Marys CEVC Primary School	Marlborough St Marys CE Primary School	£5000.00
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Submitted: 01/04/2019 11:57:34

ID: 3260

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

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?

Playground for Marlborough St Marys CEVC Primary School

6. Project summary:

The new playground will be constructed of high-quality materials in keeping with the surroundings and will

include a double wooden tower pirate ship with bridge, slide, fireman's pole and den, a large woodland climber, a bouldering wall, an area with a mixed level activity trail including parallel bars, monkey bars, balance bar, balance weaver and swinging logs. There will be a variety of accessible high points and raised platforms maximising space and adding an element of adventure for all children inclusive of their different physical needs. This will encourage social inclusion, turn-taking and improve health outcomes of the children by supporting their physical development. In particular improving upper body strength and assisting the development of gross motor skills. We are proposing to install a modest scheme cost wise that is high quality exciting and challenging. We obtained 3 quotes from API -Association of Play Industry- accredited companies with our preferred supplier offering a guarantee of 05-15 years. 5 years for surfacing and 10-15 years for timber and materials. The Friends of Marlborough St Marys have been incredibly supportive of this project and recognise that it is of high priority for the school and have been fund raising hard with the aim that we can start work on installing the scheme in Spring-Summer 2019. If we receive funds from the Area Board then it would be a fantastic boost in order for us to complete our goal as soon as possible.

7. Which Area Board are you applying to?

Marlborough

Electoral Division

Marlborough West

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

SN8 4BX

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

Children & Young People

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:

03/2018

Total Income:

£1996934.00

Total Expenditure:

£1879305.00

Surplus/Deficit for the year:

£117629.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£187349.00

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

The current reserves are restricted for spend on curriculum items only. In particular this includes future national pay awards and national insurance contributions which currently the school will not receive any additional government funding for and are projected to account for most of this reserve over the next few years. This reserve

must also cover additional staffing and any requirements for support of disadvantaged children plus IT and school repair and maintenance. This results in the school having to carefully plan any future additional resource requirements and look for support of external funds if they become available for items such as Play Equipment.

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

10b. Project Finance:

Total Project cost		£32400.00		
Total required from Area Board		£5000.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
7 element Activity trails with 57m2 Play Lawn	7400.00	Local fundraising		2400.00
Woodland climber	3630.00	Local Fundraising	yes	3630.00
Bouldering Wall	3340.00	Local Fundraising	yes	3340.00
Double Pirate Boat Tower 1.5m x 1.2m	9930.00	From School Funds	yes	9930.00
125m2 Play Lawn				
Safer Impact surfacing	8100.00	Local Fundraising	yes	8100.00
Total	£32400			£27400

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?

When St Peters Junior and St Marys Infant schools amalgamated on to the one site as Marlborough St Marys Primary School in September 2017 we were unable to bring the St Peters play equipment to the new site. Consequently, the KS2 children do not have access to stimulating play equipment except for a ball games area which does not appeal to all children. An important part of the school experience is the benefit of outdoor play. Marlborough St Marys has actively been promoting this and has worked hard to develop new ways for the children to use the outdoor spaces around the school. This project represents a vital phase in this work. The area we wish to develop cannot be used in winter as the ground becomes wet and muddy. This project would mean it is available all year round increasing the community's access to leisure spaces and increasing their activity levels. This is important particularly as one local play area in the school's catchment area has just been removed to make way for a housing development. Marlborough St Marys is located in the ward of Marlborough West however the catchment area is mainly to the east of the town with a large proportion of social housing. The Wiltshire Mosaic Index for 2018 shows the school graded 28 out of 199 schools in Wiltshire with 1 being the most disadvantaged. The school currently has 385 children on roll and is projected to be at capacity within a few years. The new play area will be a lasting legacy that thousands of local children will get the benefit of over the coming years. The children will have access to the new play area before school at lunchtime and after school. The after-school club will use it daily to expand the kind of activities on offer and ensure the children increase their daily activity levels at a time when they would usually be indoors playing games or watching TV. Youth groups in the area know about the plans for the project and want to book the area to use on an ad hoc basis e.g. Cubs. Scouts. local church youth group and MYFC. This will enable them to enhance their activities and broaden the projects reach to local

youngsters outside of the school. The school has also just agreed in principal a holiday club proposal which would be open to all local children and would offer regular use of the play facilities outside term time. The community has been involved in the projects development and will be central to its delivery. We involved the PTA, parents, children, PE and SEN staff in the design and asked local groups what they would like to use and why. Adventure play equipment was the most popular design because it would deliver much needed excitement and challenge e.g. climbing. It would be suitable for a range of needs e.g. low level for children with physical disabilities. It would offer higher level challenges to keep on improving gross motor skills and core body strength and finally it would provide a basis for so many different activities that the local community could use e.g. pirate ship for imaginative play - navigation of obstacles - problem solving and physical exercise. This project will provide all round benefits for the children's well-being. Physical social and emotional development will be enhanced.

1. Physical. Positive early experiences with a range of physical activity and development of gross motor skills in children is important in enabling a life-long participation in sports and recreation activity so contributing to long term physical social and psychological health. More immediately children benefit from having a wide choice of gross motor experiences that are non-competitive and focused on having fun. The proposed scheme caters to a range of children's individual interests' skills and abilities. Physical development benefits include. Gross motor experiences. Fine motor experiences. Physical challenges. Self-help skills.
2. Relationship Building. Providing a range of outdoor play equipment for children of primary age who naturally seek to engage in active play and have a desire to interact with other children helps to build social relationships and to develop the school as a supportive and inclusive community. Informal play experiences are an excellent way for children of different backgrounds and with different life experiences to interact, build understanding, tolerance and develop friendships. The use of shared equipment engenders a sense of citizenship as children learn and practice turn-taking. Other social development benefits include. Social cognition and empathy plus perspective-taking. Cooperation. Sharing. Turn-taking. Conflict resolution. Leadership skill development e.g. control of impulses and aggressive behaviour.
3. Emotional Well-Being. Playing outside gives children a heightened sense of emotional well-being. The freedom offered by outdoor play impacts positively on behaviour e.g. allowing children to more openly express themselves become less solitary and enjoy a range of sensory experiences. Emotional benefits include. Enjoyment, fun and love of life. Relaxation, release of energy and tension reduction. Self-expression. Self-confidence, self-esteem, anxiety reduction and therapeutic effects.
4. Outdoor Environment. This project will encourage children to have a positive and fulfilling relationship with the outdoor environment. Time spent outside in the natural outdoor environment also has positive outcomes in terms of more difficult behaviour. The calming and relaxing influence of active outdoor play has huge and long-lasting benefits in terms of behaviour and ability to learn in the classroom environment. The multiple benefits of having a stimulating outdoor play environment accessible to children through the seasons cannot be over-estimated. It can help children with. Language and communication skills e.g. vocabulary, story-telling and emergent literacy. General education. A meaningful and fun and enjoyable context for children to learn new concepts and skills. Exploration and discovery on their own and with others. A context for experimenting and risk-taking. Practicing skills. Other developmental benefits including creativity, abstract thinking, imagination, problem-solving, concentration and persistence. The new playground will enable more people to fulfil their potential by working to address issues at the earliest possible stage. Specifically, physical and mental health as Marlborough St Marys has a higher than average number of children with special educational needs who have a range of physical, social, emotional and learning needs. The school has 22 percent SEND which is 9.6 percent higher than the national of 12.4 percent in state-funded primary schools. Currently the 20-place resource base is oversubscribed with 25 children on roll. Some of these children have very significant needs. In particular, gross motor skills development is low which impacts children's activity levels, stamina and overall well-being. For all children there is a pressing need to address their low self-esteem, resilience and growth mindset. This is holding them back from trying new things, taking risks and dealing with failure in a positive way. This is due to a lack of enriching experiences e.g. families tell us they would like to do more but are restricted because of money or transport or time issues as well as wider societal pressures e.g. to do well at school or to portray a positive image of themselves. This is especially true for older children and young people in the age of social media. Families said it was important that the outdoor area was developed into something special that could be used by pupils and their families plus outside groups thereby giving something back to the local community. This play equipment will enhance outdoor learning experiences and help develop social interaction and cohesion. We hope this will enhance a sense of community both within the school and beyond.

14. How will you monitor this?

The Personal development, behaviour and welfare of the children is a key area on the School Development Plan.

This includes the following objectives. To enable children to develop positive behaviours and engage constructively in learning and the wider school environment. To improve children's self-esteem and well-being. To continue to develop provision of PE and enable all children to participate in 30-minute daily exercise. To develop an awareness of a safe and healthy lifestyle in the school to enhance children's health and their learning capacity as well as their life opportunities. To develop and enhance outdoor learning opportunities and access to the outdoor environment. The school employs a pastoral support and parent support advisors who along with the Teachers and Midday supervisors and play leaders will be able to assess the impact of the new playground. The board of governors includes a Children's Emotional Wellbeing Governor. The school is in the process of applying for the Healthy Schools Award. We encourage parents to submit their feedback via OFSTEDs Parent view. parents' meetings and regular coffee and chat sessions. Governors and Senior Leadership regularly monitor the school development plan. the children's outcomes. parent feedback and behaviour. The school also monitors agreements with local community groups and plan to send out an annual questionnaire on the benefits of its facilities.

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

We will continue to fundraise.

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)

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.

3265	Community Area Grant	Manton Village Hall refurbishment project	Manton reading rooms/ Manton village hall	£5000.00
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Submitted: 05/04/2019 12:10:56

ID: 3265

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

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?

Manton Village Hall refurbishment project

6. Project summary:

The refurbishment will modernise the 100-year-old hall to address the problem of damp heating in the 2 extensions relocate and upgrade the disabled toilet facilities and increase storage facilities. The plans designed in consultation with the village will ensure it is safe, fit for purpose and environmentally friendly. The damp porch will be demolished and a well-insulated extension with disabled toilet and extra storage space erected. The rear wall of the second extension will be insulated and the existing toilets removed increasing space available in the hall. This refurbishment will complement work already completed.

7. Which Area Board are you applying to?

Marlborough

Electoral Division

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

SN8 4HQ

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

Children & Young People

Arts, crafts and culture

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:

09/2018

Total Income:

£10366.00

Total Expenditure:

£3846.00

Surplus/Deficit for the year:

£6520.00

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

£21083.00

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

Despite significant fundraising over last 4 years the overall cost of the project is £58000.00 so there is a significant shortfall in funding and we need to approach external bodies for financial assistance.

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

10b. Project Finance:

Total Project cost		£58000.00		
Total required from Area Board		£5000.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
groundworks	14750.00	hall reserves	yes	18000.00
wood frame extension	7890.00	donation	yes	5000.00
roof	10620.00	mantonfest		3000.00
internal	24740.00	community first		5000.00
wood cladding	3000.00	tesco bags for life		1000.00
		dominy& turner trust	yes	1000.00
		community infrastructure levy	yes	17000.00
		awards for all		3000.00
		wood cladding	yes	3000.00
Total	£61000			£56000

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?

Marlborough

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

The village hall is the only community building on the west side of Marlborough and is utilised every day and evening of the working week by multiple local groups of all ages. The hall acts as a focal point for the village and the surrounding area. It is used by young people for preschool Rainbows and guides as well as by the older generation who meet for tea dances Scottish dancing and community lunches. It has been utilised by the children of Preshute School and members of St Georges church when they need extra space. The building is also used for yoga and Pilates classes. The hall provides a venue for diverse groups of people to come together for social physical and educational activities. Alongside, our weekly groups the hall offers a venue to hold regular village quizzes plant sales bingo drinks parties and concerts. All of which are well supported. These occasions help us to foster a community spirit by bringing the young and elderly together and breaks down the social isolation that

the elderly in particular can experience. The fabric of the hall presents us with a number of challenges and the refurbishment will improve the safety and environment that all our users operate in. The new disabled toilet facilities and small adjustments for those with dementia will ensure that the building is inclusive and accessible to all users. The project will result in a more environmentally friendly building which will reduce running costs and enable us to keep hire rates low for our community groups. The refurbishment will future proof the building and make it fit for purpose ensuring its continued viability for all our local users.

14. How will you monitor this?

Once the building work is completed we will carry on working closely with all our local groups and continue to market the hall to new users.

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

This is a capital project and once the refurbishment has been completed the hall will continue to be self funding through its income stream profit 2000.00 pa and committee fund raising.

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)

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.

And finally...

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

