



## 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	Maiden Bradley Village Shop Association		
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 Industrial and Provident Societies Act		

### 2. Your project

Project Title/Name	New Chillers for Maiden Bradley Community Village Shop		
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 shop needs to urgently replace its 2 second hand chillers which have become a liability with frequent breakdowns. They are also not energy efficient. Stocking fresh produce of all varieties (dairy, meat, fruit and vegetables, bread, etc.) is important and vital for the success of the shop. This has been proved and the footfall of customers has grown considerably in the past year. The shop also wants to expand its services to the passing trade.		
In which community area does your project take place? ( <i>Please give name – <a href="#">see section 3</a></i> )	Warminster area		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Date	13 February 2013
I/we have discussed our project with our Wiltshire councillor?	Yes <input type="checkbox"/>	Date	No <input checked="" type="checkbox"/>

<b>Where will your project take place?</b>	Maiden Bradley Village Shop
<b>When will your project take place?</b>	Spring/Summer 2013
<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>	During the course of last summer both chillers began leaking very badly and water was often covering the shop floor. Engineers were frequently called to stop the problem but the verdict was that this would always occur in warm weather as the parts are worn out. To replace parts in the old equipment is expensive and unsatisfactory. Having water on the floor presents a serious health and safety risk to our customers, especially the elderly who rely on the shop for their needs. The shop also houses a part-time Post Office which serves a wide community. New chillers will improve the life of fresh products, improve the environment in the shop and be energy efficient.
<b>How many people will benefit from your project?</b>	500
<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>	The Parish Plan indicates the desire for a thriving Village Shop
<b>Any other information about your project. (Limited to a 1000 characters)</b> The shop is community run (since 2002). Apart from Maiden Bradley the shop also serves the villages of Horningsham, Kilmington, Norton Ferris and the Deverills. The nearest supermarkets are 5 - 6 miles away and there is no public transport available. Maiden Bradley is sandwiched between 2 national tourist attractions, Longleat (Safari Park and Center Park Holiday Village) and Stourhead (National Trust House and Gardens). It is also on the Wiltshire Cycle Way. All these bring in trade to the shop and provide a helpful service to tourists in the area. The shop also supplies some fresh produce to the Village Pub for its B and B.	
<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 type="checkbox"/>
<b>Could your project be funded from your reserves?</b>	Yes <input type="checkbox"/> No <input 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 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?

The shop will continue to fund itself through increased sales.

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?

The weekly trading figures will show this impact. Increased sales will indicate more customers in the shop and a customer making a larger single purchase.

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

Postcode Trust

2,000

0

*Please list with amount applied for and whether you have been successful*

WSCF

1,000

0

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: 30/9/2012	Month: September	Year: 2012
A - Total income:	£140,193	
B - Minus total expenditure:	£138,422	
Surplus/deficit for year: (A minus B)	£1,771	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£0	

**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	
2 chillers	£5,500	Own fundraising/reserves	P	£500
Installation	£500			£
	£	Parish/town council		£
	£			£
	£	Trusts/foundations	P	£3,000
	£			£
	£	In kind		£
	£			£
	£			
	£	Other		£
	£			£
<b>Total Project Expenditure</b>	<b>£6,000</b>	<b>Total Project Income</b>		<b>£3,500</b>

<b>Total project income B</b>	<b>£3,500</b>
<b>Total project expenditure A</b>	<b>£6,000</b>
<b>Project shortfall A – B</b>	<b>£2,500</b>
<b>Grant sought from Wiltshire Council Area Board</b>	<b>£2,500</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:** 15/02/2013

**Position in organisation:**

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