

Meeting: CALNE AREA BOARD
Place: John Bentley School
Date: Tuesday 18 October 2011
Time: 7.00 pm

COMMUNITY AREA GRANT – APPLICATION FORMS

Relating to item 7 on the agenda for the above meeting



Community Area Grant Application Form 2011/2012

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

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	Castlefields Canal and River Park Association (CARP)		
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

Project Title/Name	The Calne Lock Restoration		
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>	It is unlikely that a full restoration of the lock that once joined the Wilts & Berks Canal to the River Marden and the Town Wharf will ever happen due to water/environmental constraints. This project, however, will complete a partial restoration that will give the appearance of a lock complete with lock gates, boat feature, picnic benches and interpretation. The completed project will provide a focal point at one of the main entrances into the park.		
In which community area does your project take place? (Please give name – see section 3 of the grants pack)	Calne		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date 04/08/2011	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input type="checkbox"/>	Date	No <input checked="" type="checkbox"/>

Where will your project take place?	Castlefields Park, Calne, SN11 0JW
When will your project take place?	Winter 2011/12
How did you discover there was a need for your project (<i>please provide evidence</i>) and how will your project benefit your local community? <i>Important: Please do not type/write in paragraphs – This section is limited to 1000 characters only (inclusive of spaces)</i>	CARP undertook a Masterplanning exercise several years ago which sets out the aims and objectives of CARP and it's work in Castlefields and this document is used to determine specific projects along with feed-in from the Trustees and the community. The historic Wilts & Berks Canal is an integral aspect of Castlefields Park and a reminder of Calne's industrial heritage. The project will create an attractive feature at a strategic point within the park where people will be able to relax. There will be a strong educational value, which could be accessed by schools and the wider community, offering an insight into the working of the canal and it's value to Calne.
How many people will benefit from your project?	c.16,000
How does your project demonstrate a direct link to the local community plan for your area? www.wiltshire.gov.uk/areaboard Please provide a reference/page no.	Environment - 'enabling people to live in an area where we identify, protect and actively conserve the landscape, natural features...'. Page 14/15
To be completed ONLY where town/parish councils are making an application	
Is your project one which parish/town councils have powers to raise local taxes to fund?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Could your project be funded from your reserves?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is your project urgent (having to be completed in this financial year? <i>If you answer YES please provide evidence elsewhere on the application form</i>)	Yes <input type="checkbox"/> No <input type="checkbox"/>
Any other information about your project.	

3. Management

How many people are involved in the management of your group/organisation?
Of these, how many are:

Over 50 years	Male	<input type="text" value="7"/>	Female	<input type="text"/>
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?

n/a

How will you know whether your project has made a difference in the community? What evidence 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 CARP Trustees receive regular positive feedback from users of Castlefields Park after each project completed. It is anticipated that this project will also receive positive feedback due to its central location within the park and the effect it will have upon the landscape.

Have you contacted Charities Information Bureau for help with your application/ to seek other funding?

Yes

Date

No

To whom have you applied for funding for this project (*other than Wiltshire Council*)?

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

Name of Funder

Amount Applied For

Amount Received

Community Spaces

49785

49785

Wessex Water

2500

2500

Calne Lions

3940

3940

Landfill Communities Fund

16679.04

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

If yes, please state which one(s).

Yes

No

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: 31/05/11	Month: May	Year: 2011
A - Total income:	£5,349.87	
B - Minus total expenditure:	£2732.52	
Surplus/deficit for year: (A minus B)	£2617.35	
Free reserves currently held:	£2617.35	

5. Financial information – If you can claim back V.A.T. please exclude from figures given below

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	
Lock construction and gates	£49,785	Own fundraising/reserves		£
Boat feature	£17,500		C	£500
Technical advice	£5,000	Parish/town council		£
Picnic benches	£1,060			£
Interpretation boards	£2,880	Trusts/foundations		£
	£	Calne Lions	C	£3,940
	£	In kind		£
	£			£
	£	Other		£
	£	Community Spaces	C	£49,785
	£	Wessex Water	C	£2,500
	£	Landfill Communities Fund	P	£16,679
Total Project Expenditure	£76,225	Total Project Income		£73,404

Total project income B	£73404.04
Total project expenditure A	£76,225
Project shortfall A – B	£2,821
Grant sought from Wiltshire Council Area Board	£2,821
Bank Details	
Please give the name of the organisations' bank account e.g. Barclays	HSBC
Please give the title name of the organisations' bank account e.g. current	Castlefields Canal and River Park

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)

- 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...

- I have read 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 an award is received, I will complete and return an evaluation sheet.
- That any other form of licence or approval for this project has been received prior to submission of this 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) 26/11/2010
- 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: 09/09/2011

Position in organisation: Volunteer

Please return your completed application to the appropriate Area Board Locality Team (see section 3)

