

Meeting: Warminster Area Board
Place: Chitterne Village Hall, Situated in the centre of the village, next to the Church and village green
Date: Thursday 10 May 2012
Time: 7.00 pm

COMMUNITY AREA GRANT APPLICATIONS FORMS

Relating to the following item(s) on the agenda for the above meeting:

13. **Area Board Funding - Community Area Grants**
 - a) **Warminster Athenaeum Trust** (*Pages 1 - 6*)
 - b) **Warminster Christmas Lights** (*Pages 7 - 12*)
 - c) **Warminster Sequence Dancers** (*Pages 13 - 18*)

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Reference no
Log no
For office use

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	Warminster Athenaeum Trust		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	<input type="checkbox"/> Not for profit organisation <input type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify <input type="checkbox"/> Charity		
2. Your project			
Project Title/Name	Athenaeum Redevelopment Phase 4		
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>	Demolish existing lean-to 1930s, asbestos clad toilet block and facilities. Reconstruction of the facility to modern standards incorporating the facility into the principal building. We will weatherproof the incorporated facility and provide disabled access leering to: improved access for all Users - existing User Groups retained; Improved facilities and hygiene for all Users - Increased number of User Groups; Reduced maintenance costs - Reflected in budget and helps to secure Centre for future; Reduced energy and water consumption - Costs contained.		
In which community area does your project take place? <i>(Please give name – see section 3 of the grants pack)</i>	Southern Locality - Warminster Area Board		
I/we have discussed our project with the town/parish council?	Yes	Date Jun 2011	
I/we have discussed our project with our Wiltshire councillor?	Yes	Date	Jun 2011

Where will your project take place?	Warminster Athenaeum, 18/20 High St, Warminster BA12 9AE
When will your project take place?	Aug - Oct 2012
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>	Constant rainwater ingress is plainly evident. We spend money on unnecessary maintenance. User Groups and visitors have complained about the state of the facilities.
How many people will benefit from your project?	3,000
How does your project demonstrate a direct link to the local community plan for your area? www.wiltshire.gov.uk/areaboards Please provide a reference/page no.	The Warminster & Villages Community Partnership has specifically committed to support The Athenaeum (Page 12 of WVCP Plan)
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?	No
Could your project be funded from your reserves?	No
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
Any other information about your project.	
3. Management	
How many people are involved in the management of your group/organisation? 30 Of these, how many are:	
Over 50 years	Male 15 Female 14
25 – 50 years	Male Female
Under 25 years	Male Female 1
Disabled People	Male Female
Black and Minority Ethnic people	Male Female
If your project is intended to continue after the Wiltshire Council funding runs out, how will you continue to fund it?	

We have maintained the Centre for 11 years demonstrating prudent management.

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?

Existing User Groups retained. An increase in new User Groups and wider use by disabled persons.

<p>Have you contacted Charities Information Bureau for help with your application/ to seek other funding?</p>	<p>Yes</p>	<p>Date</p> <p>Dec 2011</p>	
<p>To whom have you applied for funding for this project (other than Wiltshire Council)?</p> <p><i>Please list with amount applied for and whether you have been successful</i></p>	<p>Name of Funder</p> <p>Fudge Trust Plain Action Stevenson Will Trust Landfill Community First Warminster Town Council ACRE Loan</p>	<p>Amount Applied For</p> <p>5,000 50,000 5,000 20,000 2,000 20,00</p>	<p>Amount Received</p> <p>2,500 50,000 5,000</p>
<p>Have you or do you intend to apply for a grant from another area board within this financial year?</p> <p><i>If yes, please state which one(s).</i></p>	<p>No</p>		
<p>Are you in receipt or anticipating other funding from other Wiltshire Council departments for this project?</p>	<p>No</p>		

4. Information relating to your last annual accounts (if applicable)			
Year ending:	Month: Jul	Year: 2011	
A - Total income:	£	48,796	
B - Minus total expenditure:	£	88,817	
Surplus/deficit for year: (A minus B)	£	40,021	
Free reserves currently held:	£	42,817	
5. Financial information – If you can claim back V.A.T. please exclude from figures given below			
Project Costs A Please provide a full 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	
Demolition	£ 3,000	Own fundraising/reserves	£ 3,500
New Walls	£ 10,000	Athenaeum Friends	£ 2,000
New Roof	£ 15,000	Parish/town council	P £ 2,000
Roof Finishing	£ 30,000		£
Internal Partitioning	£ 5,000	Trusts/foundations	C £ 7,500
Decoration & Finishing	£ 5,000		£
Tiling	£ 1,000	In kind	£
Mechanical & Electrical	£ 10,000		£
Sanitaryware	£ 7,000	Other	£
Party Wall	£ 5,000	Plain Action	C £ 50,000
Contingency	£ 5,000	Landfill	P £ 20,000
Professional Fees	£ 10,000	ACRE Loan	P £ 20,000
Total Project Expenditure	£ 110,000	Total Project Income	£ 105,000
Total project income B	£ 105,000		
Total project expenditure A	£ 111,000		
Project shortfall A – B	£ 5,000		
Grant sought from Wiltshire Council Area Board	£ 5,000		
Bank Details			
Please give the name of the organisations' bank account e.g. Barclays			
Please give the title name of the organisations' bank account e.g. current			

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

X Latest inspected/audited accounts or annual report or Income/expenditure budget for current financial year

Terms of reference/constitution/group rules X

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) 20 Jan 2012

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: 4 Apr 2012

Position in organisation:

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

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Section 4



Reference no
Log no
For office use

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	WARMINSTER CHRISTMAS LIGHTS
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	WARMINSTER & SURROUNDING VILLAGES
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>	CONVERSION OF LAMP/POST DECORATIONS TO LED TYPE. REFURBISHMENT/RENEWAL OF 20 CONTROL UNITS ON LAMP POSTS FOR DECORATIONS THROUGHOUT THE TOWN. RE-POSITIONING OF RCD UNITS FROM TOP OF LAMP POSTS INTO THE CASING AT THE BOTTOM THUS ELEVATING THE USE OF LADDERS TO SET/RE-SET REDUCES SAFETY FACTOR
In which community area does your project take place? (Please give name – see section 3 of the grants pack)	WARMINSTER
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/> Date 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?	WARMINSTER	
When will your project take place?	SUMMER TIME	
How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community? <i>Important: Please do not type/write in paragraphs – This section is limited to 1200 characters only (inclusive of spaces)</i>	LAST CHRISTMAS THERE WERE MANY TRIP OUT WITH THE ELECTRICITY DUE TO WATER PENETRATION, FUSES BLOWING LEAVING DECORATIONS UNLIT. VARIOUS COMMENTS RECEIVED FROM THE PUBLIC AS IT SPOKE TO THE DISPLAY. THIS WILL ENSURE THIS PROBLEM DISAPPEARS & WILL GIVE A BETTER UNINTERUPTED DISPLAY FOR THE PUBLIC AND STOPS RISKS OF ACCIDENTS WHILST WORKING FROM LADDERS.	
How many people will benefit from your project?	RESIDENTS OF WARMINSTER & VILLAGES	
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.	ECONOMY & TOURISM ENCOURAGE GROWTH IN TOWN CENTRE FESTIVE PERIOD ENJOYMENT FOR THE WHOLE COMMUNITY FROM CHILDREN UP TO ELDERLY	
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? If you answer YES please provide evidence elsewhere on the application form	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="3"/>	Female	<input type="text" value="1"/>
25 – 50 years	Male	<input type="text" value="3"/>	Female	<input type="text" value="1"/>
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? *THE CHANGE TO LOW ENERGY BULBS SAVES APPROX TWO THIRDS OF ELECTRICITY ACCOUNT. COLLECTING TINS ARE PUT ON COUNTERS IN SHOPS. THE FEE TO TRADERS WOULD HAVE TO BE INCREASED. FUND RAISING EVENTS e.g. RACE NIGHTS*

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?

A LOWER NUMBER OF COMMENTS REFERRING TO DECORATIONS NOT WORKING. FEED BACK FROM TRADERS/SHOPS RECEIVED BY THEM FROM THE COMMUNITY. LETTERS OF THANKS IN THE LOCAL PAPER. THE PRAISE RECEIVED FROM THE PUBLIC TO VS WHEN TAKING DOWN THE DECORATIONS

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)?

Name of Funder

Amount Applied For

Amount Received

FUDGE TRUST

£2000

NO DECISION YET

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

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:	Month: 31/3/2012	Year: 2012
A - Total income:	£ 7407	
B - Minus total expenditure:	£ 11893	
Surplus/deficit for year: (A minus B)	£ 4486 DEFICIT (4486)	
Free reserves currently held:	£ 5744	

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

Project Costs A Please provide a full 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
TIMER CONTROL UNITS	£ 2500	Own fundraising/reserves	£ 1241
LOW ENERGY BULBS FOR LAMP POST DECORATIONS	£ 1260		£
REPLACEMENT INDIVIDUAL STAR DECORATIONS	£ 479	Parish/town council	£
LOW ENERGY BULBS FOR OTHER DECORATIONS FOR BENCHES	£ 1002		£
	£	Trusts/foundations	£
	£	FUDGE TRUST	£ 2000
	£	In kind	£
	£		£
	£	Other	£
	£		£
	£		£
	£		£
Total Project Expenditure	£ 5241	Total Project Income	£ 3241
Total project income B	£ 3241		
Total project expenditure A	£ 5241		
Project shortfall A – B	£ 3000 2000 		
Grant sought from Wiltshire Council Area Board	£ 3000 2000 		
Bank Details			
Please give the name of the organisations' bank account e.g. Barclays			
Please give the title name of the organisations' bank account e.g. current			

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)
- 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:

Position in organisation:

28/2/2012

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



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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	WARMINSTER SEQUENCE DANCE CLUB		
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	PROVIDING ORGANISTS		
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>	We hold a Sequence Ball Night once a month & for the past 22yrs have booked an organist to play for each month to allow our members the chance to dress up & enjoy a good evening out for a low cost dinner to music they remember from years ago		
In which community area does your project take place? (Please give name – see section 3 of the grants pack)	WARMINSTER		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date	APRIL 2012 No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/>	Date	APRIL 2012. No <input type="checkbox"/>

Where will your project take place?	WARMINSTER CIVIC CENTRE	
When will your project take place?	EVERY FIRST SAT OF MONTH SEPT-JUNE	
How did you discover there was a need for your project (please provide evidence) 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>	<p>This project has been in demand over the past 22yrs & been very popular & still is but prices have increased over the years & we are now finding it a struggle to keep turning organisers. These Ball nights are so 'looked forward to' each month giving the elderly 75-90+ somewhere to go & dance, sing & enjoy a good evening, buffet & tunes from years gone by that all remember</p>	
How many people will benefit from your project?	50 - 70	
How does your project demonstrate a direct link to the local community plan for your area? www.wiltshire.gov.uk/areboards Please provide a reference/page no.		
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="5"/>	Female	<input type="text" value="5"/>
25 – 50 years	Male	<input type="text"/>	Female	<input type="text"/>
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?

Hopefully manage to get funding from other trusts as we have in previous years.

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?

We know it makes a difference - no dancing & the elderly & recovering members will go into social deprivation staying at home alone every night.

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
Barchester Healthcare	3,000	—
Princes' Trust	3,000	—

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).

Wansminster Town Council

Are you in receipt or anticipating other funding from other Wiltshire Council departments for this project?

Yes No

Hopefully Town Council

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)
- 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:

Position in organisation:

Date:

16.4.12.

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

