

**Meeting:** PEWSEY AREA BOARD

**Place:** Bouverie Hall, North Street, Pewsey, Wiltshire SN9 5EQ

**Date:** Monday 2 July 2012

**Time:** 7.00 pm

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## **COMMUNITY AREA GRANT – APPLICATION FORMS**

**Relating to item 15 on the agenda for the above meeting**

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## 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	Wootton Rivers Recreation Project		
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	Wootton Rivers recreation Project		
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>	Upgrading and improving the existing sports and recreational facilities in the Wootton Rivers Parish to satisfy the increasing popularity of recreation and leisure and cater for the demand from a wider age range of user. About six years ago I undertook the project to completely refurbish the recreation ground which had fallen into disuse. With help of many enthusiastic local volunteers and the farmer we created a very attractive space with sports and leisure equipment mostly for use by infants and children. The facility has now become popular for all ages and hence needs an upgrade.		
In which community area does your project take place? <i>(Please give name – see section 3)</i>	Wootton Rivers Parish/Pewsey Vale		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date Nov 2011	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/>	Date Mar 2012	No <input type="checkbox"/>

<b>Where will your project take place?</b>	Wootton Rivers Recreation Ground
<b>When will your project take place?</b>	Estimated latest completion April 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 800 characters only (inclusive of spaces)</i>	We have established a Fun Run (Aug Bank Hol) each year and a Fete on alternate years to raise funds for facilities requested by parents of children in the village. Also we have been asked by the older generation to provide recreational and leisure facilities and as a result have prepared a proposal for approval of the most popular items.
<b>How many people will benefit from your project?</b>	Approximately 100 young and older.
<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/areaboards">www.wiltshire.gov.uk/areaboards</a>) or priorities of your area board?</b>  <b>Please provide a reference/page no.</b>	Complies with the aims to focus on youth and community involvement to improve access to recreation and leisure at local level  see meeting minutes
<b>Any other information about your project. (Limited to a 1000 characters)</b> The project is designed to improve existing recreational facilities to provide for infants and children up to approx 14 years of age. It will also increase the scope of exercise equipment to encourage and improve fitness and skill levels which will be accessible to all age groups The Golf practice net will have appeal to a large number of residents in the village of all ability levels and age range and the bequest by one of the community recently deceased, will make a significant contribution to the cost of this equipment.	
<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 type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Could your project be funded from your reserves?</b>	Yes <input type="checkbox"/> No <input checked="" 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 checked="" 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	<input type="text" value="2"/>	Female	<input type="text"/>
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 will 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 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 evidence derives from the support for our fund raising events, feedback through the Parish Council and the 'Contact' Parish newsletter plus visible and verbal evidence of usage for sport and recreation.

Has Charities Information Bureau (CIB) helped you with this application/to seek funding for this project?

Yes       Date contacted CIB Feb 2012      No

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

Name of Funder	Amount Applied For	Amount Received
Awards for All	10,000	0
Waitrose	500	0
Hills Group	1,000	0

*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: 2011 Parish Council		Month: March	Year: 2011	
A - Total income:		£7087.15		
B - Minus total expenditure:		£2511.58		
Surplus/deficit for year: (A minus B)		£4575.57		
Free reserves currently held (i.e. money not committed to other projects/operating costs)		£1571.42 Recreation Project Funds		
5. Financial information – If you can claim back V.A.T. please <u>exclude</u> 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	
Tay play Cone climber	£2,800	Own fundraising/reserves	c	£1,000
Tay play installation	£750	A4A/community grant	p	£750
Two park tables	£399	Parish/town council	p	£100
Active Toy D net climber	£1,393	reserves	c	£500
	£	Trusts/foundations	p	£0
Active Toy logroll link	£599	A4A/community grants	p	£599
	£	In kind		£0
Little Tykes Playhouse	£475	A4A/Community grant	p	£475
assembly and Commissioning	£1,400	A4A/cmmunity grant		
Active Toy Aframe wall/net climb	£1,999	Other		£
Golf net and accessories	£850	Bequest	c	£540
	£			£
<b>Total Project Expenditure</b>	<b>£10,665</b>	<b>Total Project Income</b>		<b>£3,964</b>
<b>Total project income B</b>		£3,964		
<b>Total project expenditure A</b>		£10,665		
<b>Project shortfall A – B</b>		£6,701		
<b>Grant sought from Wiltshire Council Area Board</b>		£5,000		
<b>Bank Details</b>				
Please give the name of the organisations' bank account e.g. Barclays				
Please give the name of the organisations' bank account e.g. Chippenham Scouts				

**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:** 26/04/2012

**Position in organisation:**

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

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**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

<b>Name of organisation</b>	St Michael's Little Bedwyn Parochial Church Council		
<b>Contact name</b>			
<b>Contact address</b>			
<b>Contact number</b>		<b>e-mail</b>	
<b>Organisation type</b>	Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify		

### 2. Your project

<b>Project Title/Name</b>	Little Bedwyn Bells Restoration Project		
<b>What is your project about and what does it aim to achieve?</b>  <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	The bells of our church have been rung and maintained by Little Bedwyn and Chisbury villagers for over five hundred years. Its our turn now to restore them with modern fittings, so they can again be rung and enjoyed at village celebrations, events and services. We will also brighten up the bell-ringing chamber and do some limited repairs to our village clock. We have begun to train new bell-ringers at a neighbouring church tower, and plan to involve more in the future. The project has the backing of the whole village, and people are organising and joining in fundraising events.		
<b>In which community area does your project take place? (Please give name – see section 3)</b>	Pewsey community area		
<b>I/we have discussed our project with the town/parish council?</b>	Yes <input checked="" type="checkbox"/>	<b>Date</b> 20/09/11	No <input type="checkbox"/>
<b>I/we have discussed our project with our Wiltshire councillor?</b>	Yes <input checked="" type="checkbox"/>	<b>Date</b> 17/05/12	No <input type="checkbox"/>

Where will your project take place?	Little Bedwyn
When will your project take place?	September/October 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 800 characters only (inclusive of spaces)</i>	Investigations revealed that the bell fittings are worn out and parts of the installation are becoming unsafe. The reports of several independent experts and of three bell hanging companies recommend taking the bells down, replacement of worn parts and rehanging in modern fittings, together with work to be carried out on the wooden bell-frame. Damaged and worn parts of the clock mechanism also need replacement.
How many people will benefit from your project?	200+ residents of parish
How does your project demonstrate a direct link to the local community plan for your area (see <a href="http://www.wiltshire.gov.uk/areaboards">www.wiltshire.gov.uk/areaboards</a> ) or priorities of your area board?  Please provide a reference/page no.	"ensure community facilities and events are maintained...public spirit...etc." Annual Street Market, Games Day, weddings are all events with bells.  page24
<b>Any other information about your project. (Limited to a 1000 characters)</b> Our four church bells used to be rung for all village and national events and celebrations. But they have not been overhauled since 1907 and are becoming dangerous. They have to be taken away for refitting and tuning. The old wooden bellframe has to be lifted for inspection of supporting beams and any necessary repairs and treatment. Clock repairs will be done whilst the bells are away, and the damaged tower electrical fittings will be replaced. The whole village community is joining in the efforts to raise funds. So far there has been a concert and a jumble sale. We are a small parish but there is great community spirit in LB and people want to hear the bells again. We are confident everyone will give generously when we make the appeal to local residents in late June. We have applied to Salisbury Diocese for a 'faculty' which is church equivalent of planning permission.	
<b>To be completed ONLY where town/parish councils are making an application</b>	
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"/>

### 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="4"/>
25 – 50 years	Male	<input type="text" value="1"/>	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 will continue after the Wiltshire Council funding runs out, how will you continue to fund it?  
PCC and local community fund raising

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?

percentage of residents that contribute to funding of project : expect approx 80%  
number of new ringers : expect 6

Has Charities Information Bureau (CIB) helped you with this application/to seek funding for this project?

Yes  Date contacted CIB not yet No

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

Name of Funder	Amount Applied For	Amount Received
S.W.Farmer Trust	£5,300	£5,300
Parish Council	£1,000	£1,000
PCC	£5,000	£5,000

*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: 31/12/2011	Month:	Year:		
A - Total income:	£13,888			
B - Minus total expenditure:	£11,761			
Surplus/deficit for year: (A minus B)	£2,127			
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£See note attached			
5. Financial information – If you can claim back V.A.T. please <u>exclude</u> 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	
Bell Hanger work	£31,684	Own fundraising/reserves	C	£5,000
New ceiling & trap ways/doors	£4,000	Reserves	P	£5,000
New lighting and cabling	£720	Parish/town council	C	£1,000
Clock repairs	£1,200			£
Repairs to chiming apparatus	£600	Trusts/foundations	C	£5,300
Works to ringing chamber	£1,440	Trusts/Foundation	P	£11,700
provision for architect's fees	£1,200	In kind		£
Contingency provision	£4,084	Events	C	£1,900
	£	Events	P	£1,000
	£	Other		£
	£	Residents donations	C	£2,000
	£	Residents donations	P	£7,000
<b>Total Project Expenditure</b>	<b>£44,928</b>	<b>Total Project Income</b>		<b>£39,900</b>
<b>Total project income B</b>		£39,900		
<b>Total project expenditure A</b>		£44,928		
<b>Project shortfall A – B</b>		£5,028		
<b>Grant sought from Wiltshire Council Area Board</b>		£5,000		
Bank Details				
Please give the name of the organisations' bank account e.g. Barclays				
Please give the name of the organisations' bank account e.g. Chippenham Scouts				

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**Enclosed (please tick)**

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- 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:** 18/05/2012

**Position in organisation:**

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

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