

Meeting: Westbury Area Board
Place: Bratton Jubilee Hall, Melbourne Street, Bratton BA13 4RW
Date: Thursday 18 October 2012
Time: 7.00 pm

COMMUNITY AREA GRANT APPLICATIONS FORMS

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

6. **Community Area Grants** *(Pages 1 - 22)*



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	Westbury Town Council		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input type="checkbox"/> Parish/town council <input checked="" type="checkbox"/> Other, please specify		

2. Your project

Project Title/Name	CCTV system upgrade		
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>	To replace out of date cameras with modern responsive equipment and to add two new devices. This project reinforces the commitment to community safety		
In which community area does your project take place? (<i>Please give name – see section 3</i>)	Westbury		
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 checked="" type="checkbox"/>	Date	No <input type="checkbox"/>

Where will your project take place?	Westbury	
When will your project take place?	In this financial year	
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 700 characters only (inclusive of spaces)</i>	The current cameras are outdated and are costly and uneconomic to maintain. New cameras would provide more flexibility and would be more efficient, enabling the coverage of a wider area. The need for CCTV is to enhance community safety. This project has involved discussions and support of the local police.	
How many people will benefit from your project?	Westbury residents (13,000+)	
How does your project demonstrate a direct link to the local community plan for your area? (see www.wiltshire.gov.uk/areaboard) or priorities of your area board) Please provide a reference/page no.	Resilient Communities In section on Community Safety the draft community plan refers to Anti social behaviour.: CCTV in skate-parks and Grassacres .	
Any other information about your project. (Limited to a 1000 characters) Concerns about community safety are regularly raised by the public to town council. Upgrading and enhancing the equipment would reflect local needs and address concerns.		
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 checked="" type="checkbox"/>	No <input type="checkbox"/>
Could your project be funded from your reserves?	Yes <input type="checkbox"/>	No <input checked="" 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 checked="" 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="1"/>	Female	<input type="text" value="1"/>
25 – 50 years	Male	<input type="text"/>	Female	<input type="text" value="3"/>
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?

Costs of maintenance of the CCTV cameras will be included in ongoing council budgets

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?

Feedback from the community and reflection in crime figures

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*)?

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

Name of Funder

Amount Applied For

Amount Received

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:	Month: March	Year: 2012
A - Total income:	£522,227	
B - Minus total expenditure:	£519,004	
Surplus/deficit for year: (A minus B)	£3,223	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£69,605	

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	£
	£	Own fundraising/reserves		£
	£			£
	£	Parish/town council		£43,851
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£			
	£	Other		£
	£			£
Total Project Expenditure	£48,851	Total Project Income		£43,851
Total project income B		£43,851		
Total project expenditure A		£48,851		
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 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: 28/09/2012

Position in organisation:

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

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	Bratton Recreation Ground / Skateboard ramp sub committee		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input type="checkbox"/> Parish/town council <input checked="" type="checkbox"/> Other, please specify		

2. Your project

Project Title/Name	Half pipe skate ramp		
What is your project about and what does it aim to achieve?	A group of lads in the village approached the Recreation Ground Committee to ask permission to raise funds to purchase a skateboard ramp; this project supports their efforts to help themselves. By placing a half pipe skate board ramp on the Recreation Ground in Bratton we will be providing a safe place for children aged 10+ to play on their scooters, skateboards and BMX bikes. It will also encourage young adults and children to access the other amenities available in the field e.g. All weather gym equipment, football and basketball.		
<i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>			
In which community area does your project take place? (Please give name – see section 3)	Westbury		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/> <input type="checkbox"/>	Date 8 th May 2012	No
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/> <input type="checkbox"/>	Date 8 th May 2012	No

Where will your project take place?	Recreation Ground, Bratton, Wiltshire	
When will your project take place?	Spring 2013	
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 700 characters only (inclusive of spaces)</i>	The youth in the village made their needs known by approaching the Rec Grd Ctte direct, asking if they could raise funds for a ramp. There are currently no suitable areas in Bratton for play of this nature. The young people are often moved on by the Police for their own safety or are asked by local residents to stop their games as they are noisy and unsafe. This facility will give a safe and suitable place to play away from traffic and residential areas. It will also enable them to improve their levels of fitness.	
How many people will benefit from your project?	35 directly, 2500 indirectly	
How does your project demonstrate a direct link to the local community plan for your area? (see www.wiltshire.gov.uk/areaboards) or priorities of your area board) Please provide a reference/page no.	Providing more and improving existing leisure and sports faciities Providing more activities for young people in villages P27 & 28	
Any other information about your project. (Limited to a 1000 characters) The Youth Club and Primary school in the village are supporting this project by holding events to raise funds. The Village Fete Committee has agreed to let the lads who use the ramp to run a stall at the annual fete to raise funds to cover any on-going maintenance costs. The Police are fully supportive of this initiative. They have viewed the site and have given their approval. Within the village there is a group raising funds to revamp facilities for the under 10's, this is the only current project to meet the needs of the over 10's. Also Government and local initiatives are being aimed at engaging youth; encouraging responsibility and social cohesion, if this project is achieved it will spur these youngsters on in the future to try other projects to improve their environment and will become the do'ers of the future		
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 checked="" type="checkbox"/>
Could your project be funded from your reserves?	Yes <input type="checkbox"/>	No <input checked="" 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 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="3"/>	Female	<input type="text"/>
25 – 50 years	Male	<input type="text" value="1"/>	Female	<input type="text" value="2"/>
Under 25 years	Male	<input type="text" value="2"/>	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?
 Maintenance costs will be minimal and funds will be raised by the kids at events including the annual village fete to cover these costs .

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?

Reports from the Community Police & feedback from the Youth club
 Visible :Streets around the school area will be clear of children on the road
 Comments from the users of the skateboard
 The team that maintain the Rec Ground can report on the usage of the ramp.
 The annual report on the Rec Ground submitted to the Parish Council will assess the level of usage

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*)?

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

Name of Funder	Amount Applied For	Amount Received

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: 2012	Month: Mar	Year: 2012
A - Total income:	£9720.14	
B - Minus total expenditure:	£11105.28	
Surplus/deficit for year: (A minus B)	£-1385.14	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£125.70	

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	
Ramp	£1,900	Own fundraising/reserves	C	£167
Base & Groundworks	£1,000	School fundraising	P	£200
Bin	£200	Parish/town council		£
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£			
	£	Other	c	£1,000
	£	Village fete	c	£500
Total Project Expenditure	£3,100	Total Project Income		£1,867
Total project income B		£1,867		
Total project expenditure A		£3,100		
Project shortfall A – B		£1,233		
Grant sought from Wiltshire Council Area Board		£1,233		
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				

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: 01/09/12

Position in organisation:

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

Area Board Project	
1. What is the Initiative?	
	Family Healthy Eating/Nutrition project for Year 6 pupils in schools
2. Where is the initiative taking place?	
	At all junior schools in the Westbury community area.
3. When will the initiative take place?	
	As soon as funding is available.
4. What are the Community benefits/evidence of need/links to Community Plan/Community Issue?	
	<ul style="list-style-type: none"> • Data in the Joint Strategic Needs Assessment* for 2010 showed the Westbury community area had a high incidence of childhood obesity and a lower than average purchase of fresh fruit and vegetables. • The JSA data for 2011 showed that four Lower Super Output Areas (LSOAs) in Westbury Community Area are in the most deprived 20% in Wiltshire and that 16.8% of families can be classified as vulnerable. <p>*The JSA document sets out the strategic issues for the community area for the next three years based on data, information and knowledge about Westbury Community Area and can be viewed at http://www.intelligencenetwork.org.uk/local-area-profiles/ The area board and the local community area partnership hosted a Westbury Forward event in early 2012 at which the community discussed and highlighted local issues.</p>
5. What is the desired outcome of this initiative?	
	To raise early awareness of the importance of healthy eating good dental health care at the earliest opportunity. It will also raise awareness of health related issues and healthy eating. Its message would reach both parents and children and hopefully have positive knock on effect through publicity and awareness raising.
6. Who will Project Manage this initiative?	

The one off project will be led by Sarah Hopkins, Partnership Co-ordinator for Westbury Schools Partnership

7. Costs/quotes/ match funding?

Seven sessions would cost £1,870.00. This would include staff costs, insurance, ingredients.

8. Additional information

Although healthy eating is currently part of the curriculum for year 6, other priorities mean there is only a one off half to one hour session around healthy lifestyles/choices throughout the whole year.

Schools are very aware of the issues around overweight and obesity and try to implement healthy eating through their school dinners. Raising awareness through the adults as well as the children may also increase the uptake for school dinners. The project also aims to incorporate an opportunity for the families to design a healthy menu that could end up winning a place on the menus in the cluster of schools who cook onsite.



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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	Trowbridge Unit 491 of the Sea Cadet Corps		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input checked="" type="checkbox"/> Other, please specify		

2. Your project

Project Title/Name	Purchase of Replacement Minibus		
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>	A replacement minibus is vital for the Sea Cadets to be transported safely to outdoor recreational pursuits of sailing, boat pulling and canoeing, as well as to aid participation in training and development sessions, competitions and events. These activities encourage self confidence and team spirit. They lead young people towards responsible adulthood by encouraging high standards of conduct		
In which community area does your project take place? (Please give name – see section 3)	Trowbridge with cadets also from Trowbridge, Westbury and West Wilts villages.		
I/we have discussed our project with the town/parish council?	Yes <input type="checkbox"/>	Date	No <input checked="" type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/>	Date	No <input type="checkbox"/>

Where will your project take place?	Minibus to be housed at TS Achilles, Frome Rd. Trowbridge
When will your project take place?	As soon as funds become available
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 800 characters only (inclusive of spaces)</i>	Present minibus is 13 years old and is reaching the end of its useful life. It is becoming increasingly expensive to maintain. Without a minibus we will be unable to transport the cadets to activities and events which form the major part of their training. Some of our cadets live in the Westbury area, so your former mayor Cllr Windess encouraged us to apply to Westbury for a grant when he attended the RNP in March. The minibus will be available to transport cadets to Civic events such as Remembrance Day and other parades, and will be loaned to Veterans Associations, if convenient, such as White Ensign, Bath and District Royal Marines Assoc. (West Wilts branch) and others as these associations are our loyal supporters.
How many people will benefit from your project?	29 cadets at present .
How does your project demonstrate a direct link to the local community plan for your area (see www.wiltshire.gov.uk/areaboards) or priorities of your area board? Please provide a reference/page no.	It addresses SPORTS and ACTIVE LEISURE and EDUCATION and LIFELONG LEARNING
Any other information about your project. (Limited to a 1000 characters) This replacement minibus is essential to the Sea Cadet Corps as it will provide a safe, reliable means of transport for young people during the weekday evenings and weekends. The Cadet Corps offers an attractive alternative to what members of their peer group may offer when bored with nothing to do. It can but enhance the lives of the young people in the area. The total cost to put the minibus on the road will be around £16,000. This is a very large amount for the young people of the area to try to raise themselves. However, they contribute by doing bagpacking in supermarkets, car washing and other sponsored activities. I should point out that the Royal Navy does not give financial help (as do the Army and Air Force) to their cadets.).	
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"/>

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="6"/>	Female	<input type="text" value="2"/>
25 – 50 years	Male	<input type="text" value="6"/>	Female	<input type="text" value="6"/>
Under 25 years	Male	<input type="text" value="4"/>	Female	<input type="text" value="0"/>
Disabled People	Male	<input type="text"/>	Female	<input type="text"/>
Black and Minority Ethnic people	Male	<input type="text" value="1"/>	Female	<input type="text"/>

If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?
Maintenance of the van will be funded via regular fundraising activities by the cadets, also by grants/donations given by groups interested in the continued wellbeing of the Sea Cadets. We will continue to apply for grants and donations.

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?
Responses from the Sea cadets to their Commanding Officers about the benefits of their taking part in the variety of activities and courses held away from the unit.

Has Charities Information Bureau (CIB) helped you with this application/to seek funding for this project?	Yes <input checked="" type="checkbox"/>	Date contacted CIB	28/06/2012	No <input type="checkbox"/>

To whom have you applied for funding for this project (<i>other than Wiltshire Council</i>)? <i>Please list with amount applied for and whether you have been successful</i>	Name of Funder	Amount Applied For	Amount Received
	Trowbridge Town Council	£1000	£500
	Trowbridge Town Trust	£2000	not known
	Wilts Community Transport	£5000	£000
	Bernard Sunley Foundation	£5000	not known

Have you or do you intend to apply for a grant from another area board within this financial year? <i>If yes, please state which one(s).</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Are you in receipt or anticipating other funding from other Wiltshire Council departments for this project?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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4. Information relating to your last annual accounts (if applicable)		
Year ending:	Month: MARCH	Year: 2012
A - Total income:	£7158	
B - Minus total expenditure:	£11,625	
Surplus/deficit for year: (A minus B)	£-£4467	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£1250	

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	
See attached quotes for minibus	£15,000	Own fundraising/reserves	C	£2,000
Road Fund , Insurance etc	£1,000	Donations veterans assoc and oth	C	£2,500
	£	Parish/town council	C	£500
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£			
	£	Other	P	£1,000
	£	Conditional Wilts (Trowbridge)Ar	P	£5,000
	£			£
Total Project Expenditure	£16,000	Total Project Income		£11,000

Total project income B	£11,000
Total project expenditure A	£16,000
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 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: 21/09/2012

Position in organisation:

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

**Westbury Area Board
18 October 2012**

Youth Funding Proposal

Purpose of the Report

To ask the area board to approve the allocation of funds to part fund activity equipment for older children.

Background to funding allocation

At full council on 23 February 2010, the Leader, Jane Scott, announced that it was intended to allocate approximately £100,000 across the 18 area boards to allow for additional grant by each area board, specifically for children and young person's projects or activities.

Councillor Scott identified that the budget consultation carried out via Area Boards and Peoples Voice, had in each case, placed youth activities at the top of their priorities. Within that consultation and also following discussion with youth representatives, the need for transport for this group had consistently appeared at the top of their concerns.

The Westbury Area Board has been allocated £4,045 for young people's activities in the community area. How this money is allocated is at the discretion of the area board.

Background to proposed project

At the Westbury Forward event held earlier this year, local people raised the issue that more activities and facilities were needed for older children.

After consultation with the Westbury Town Council, which is responsible for local play areas, it was suggested that this year's youth funding could be best used to help pay for activity equipment which would appeal to teenagers as well as younger children.

The aim is to install the equipment in Grassacres park. The project will be led by and part funded by Westbury Town Council.

Similar equipment has proved popular in other areas and appears to fill the gap in such provision for older children – i.e. Westbury is already well served with play facilities for younger children such as the skate ramp, playgrounds, sports facilities etc.

What is the project's timescale

Westbury Town Council's play areas working group is ready to proceed as soon as this funding is approved.

How many young people will benefit from this project?

All young people within the Westbury community area

How will you know if your project has been successful?

By measuring usage of the equipment and by feedback from users.

Environmental Impact of the Proposals

There are no environmental implications.

Financial Implications

£4,045 has already been allocated to the area board and is ring fenced for funding youth activities in the Westbury Community Area.

Legal Implications

There are no legal implications

HR Implications

There are no HR implications.

Equality and Diversity Implications

The proposal supports Wiltshire Council's commitment to provide customer focused services.

Recommendation

It is recommended that the area board agrees to allocate £4,045 to Westbury Town Council to part fund the purchase and installation of activity equipment for older children and requests regular updates on the progress of this project.

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