

**Meeting:** AMESBURY AREA BOARD

**Place:** Antrobus House, 39 Salisbury St, Amesbury SP4 7HH

**Date:** Thursday 21 November 2013

**Time:** 7.00 pm

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

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



# Agenda Item 15

## Grant Applications for Amesbury on 21/11/2013

ID	Grant Type	Project Title	Applicant	Amount Required
397	Community Area Grant	First Aid Course Bourne Valley Link Volunteers	Winterbourne Parish Council	£480.00
259	Community Area Grant	St Michael's Forest school den project	St Michaels Primary School Figheldean	£480.00
188	Community Area Grant	St Thomas Æ Becket School playing field	St Thomas Æ Becket CE Primary School	£1500
254	Community Area Grant	Amesbury Link Scheme Wheelchair Accessible Vehicle	Amesbury & Boscombe Down Link Scheme	£5000.00
283	Community Area Grant	Steeple Langford Play Park rubber matting	Steeple Langford Play Park	£406.80
401	Community Area Grant	Allotments mower	Steeple Langford Play Park	£429.00
292	Community Area Grant	BVHS Archive Project	Bourne Valley Historical Society	£298.00
297	Community Area Grant	Durrington Walls Wind Band, additional percussion instruments	Durrington Walls Wind Band	£500.00
310	Community Area Grant	Hire of wheelchair friendly coach for outing.	Bourne Valley Day Centre	£346
404	Community Area Grant	Woodford Village Hall Broadband, Wifi and Mobile Phone	Woodford Village Hall	£480
405	Community Area Grant	Woodford Village Hall Audio Visual Facilities	Woodford Village Hall	£500
364	Community Area Grant	Playground equipment at Woodford Recreation Ground	Woodford Parish Council	£1000.00

ID	Grant Type	Project Title	Applicant	Amount Required
397	Community Area Grant	First Aid Course Bourne Valley Link Volunteers	Winterbourne Parish Council	£480.00
<p><b>Submitted:</b> 06/11/2013 17:05:32</p> <p><b>ID:</b> 397</p> <p><b>Current Status:</b> Application Appraisal</p> <p><b>To be considered at this meeting:</b> 21/11/2013 Amesbury</p>				

**1. Which type of grant are you applying for?**

Community Area Grant

**2. Amount of funding required?**

£0 - £500

**3. Are you applying on behalf of a Parish Council?**

No

**4. If yes, please state why this project cannot be funded from the Parish Precept**

**5. Project title?**

First Aid Course Bourne Valley Link Volunteers

**6. Project summary:**

The Project is to cover part of the cost of a St. John's Ambulance Essential First Aid Course for Volunteers from the Bourne Valley Link Scheme. A number of Volunteers completed this course three years ago and found it most helpful when dealing with the Link Scheme's elderly Clients. These Volunteers are now due a refresher and we have new Volunteers who need to take the course for the first time.

**7. Which Area Board are you applying to?**

Amesbury

**Electoral Division**

Bourne and Woodford Valley

**8. What is the Post Code of where the project is taking place?**

SP4 6JL

**9. Please tell us which theme(s) your project supports:**

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

If Other (please specify)

**10. Finance:**

**10a. Your Organisation's Finance:**

**Your latest accounts:**

03/2013

**Total Income:**

£12381.35

**Total Expenditure:**

£9754.90

**Surplus/Deficit for the year:**

£2626.45

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£5438

**Why can't you fund this project from your reserves:**

The Schemes Reserves Policy states that the amount of Reserves should be sufficient to sustain the Link Scheme if the level of income were to fall or the level of expenditure were to rise above the levels set in the Annual Budget. This amount is to equate to 9 months of budgeted expenditure. At the end of the last financial year only just over 6 months of budgeted expenditure is in the Free Reserve Fund. Additionally it is possible that new Volunteers may come forward to take the First Aid course in the future. The Scheme cannot therefore commit to the further £480 which it is asking from the Area Board.

We are a small community group and do not have annual accounts or it is our first year:

**10b. Project Finance:**

Total Project cost		£480.00		
Total required from Area Board		£480.00		
Expenditure (Itemised expenditure)	£		Income (Itemised income)	Tick if income confirmed
16 attendees at £30	480.00			yes
<b>Total</b>	<b>£480</b>			<b>£0</b>

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

No

**12. If so, which Area Boards?**

**13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?**

The Bourne Valley Link Scheme assists over 140 elderly people (our Clients) who live in the five Bourne Valley parishes from Cholderton to Winterbourne. Many of these people are frail and have mobility and other health problems. Providing the Scheme's Volunteers with First Aid Training will enable them to cope confidently with any emergency that may occur during the tasks with our Clients.

**14. How will you monitor this?**

Volunteers are required to report any problems or incidents that occur during the tasks they

take on with the Link Scheme's Clients. They are also required to complete an Incident Report Form.

**15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?**

When Volunteers need First Aid Training again, the Bourne Valley Link Scheme will seek new grant funding.

**16. Is there anything else you think we should know about the project?**

17. DECLARATION

**Supporting information - Please confirm that the following documents will be available to inspect upon request:**

**Quotes:**

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

**Accounts:**

yes I will make available on request the organisation's **latest accounts**

**Constitution:**

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

**Policies and procedures:**

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

**Other supporting information (Tick where appropriate, for some project these will not be applicable):**

**And finally...**

yes The information on this form is correct, that any award received will be spent on the activities specified.

259	Community Area Grant	St Michael's Forest school den project	St Michaels Primary School Figcheldean	£480.00
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**Submitted:** 05/09/2013 22:06:37

**ID:** 259

**Current Status:** Application Appraisal

**To be considered at this meeting:**

21/11/2013 Amesbury

**1. Which type of grant are you applying for?**

Community Area Grant

**2. Amount of funding required?**

£0 - £500

**3. Are you applying on behalf of a Parish Council?**

No

**4. If yes, please state why this project cannot be funded from the Parish Precept**

**5. Project title?**

St Michael's Forest school den project

**6. Project summary:**

We currently do not have an area that is outside that we can use in all weathers, we would if given the grant be able to provide the whole school with an area that would allow us to teach children different lessons in an outdoor environment this would widen there experiences and allow for more outdoor focused learning

**7. Which Area Board are you applying to?**

Amesbury

**Electoral Division**

Bulford Allington and Figcheldean

**8. What is the Post Code of where the project is taking place?**

Sp4 8jt

**9. Please tell us which theme(s) your project supports:**

Children & Young People

If Other (please specify)

**10. Finance:**

**10a. Your Organisation's Finance:**

**Your latest accounts:**

03/2013

**Total Income:**

£428353.00

**Total Expenditure:**

£415381.00

**Surplus/Deficit for the year:**

£14614.00

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£14614.00

**Why can't you fund this project from your reserves:**

This amount of money is held for the next financial year as the costs for the next financial year are greater.

We are a small community group and do not have annual accounts or it is our first year:

**10b. Project Finance:**

Total Project cost		£480.00		
Total required from Area Board		£480.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Den material	250			
Den board	80			
Den cushions	150			
<b>Total</b>	<b>£480</b>			<b>£0</b>

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

No

**12. If so, which Area Boards?**

Amesbury

**13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?**

The school children will benefit from the project enabling them to learn effectively outside in all weathers, providing that outdoor learning experience.

**14. How will you monitor this?**

We will monitor this by getting an understanding of how many students use the facility over a number of years.

**15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?**

Na



**16. Is there anything else you think we should know about the project?**

Na

**17. DECLARATION**

**Supporting information - Please confirm that the following documents will be available to inspect upon request:**

**Quotes:**

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

**Accounts:**

yes I will make available on request the organisation's **latest accounts**

**Constitution:**

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

**Policies and procedures:**

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

**Other supporting information (Tick where appropriate, for some project these will not be applicable):**

yes I will make available on request any other form of licence or approval for this project has been received prior to submission of this grant application.

**And finally...**

yes The information on this form is correct, that any award received will be spent on the activities specified.

188	Community Area Grant	St Thomas Æ Becket School playing field	St Thomas Æ Becket CE Primary School	£1500
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**Submitted:** 19/07/2013 10:06:34

**ID:** 188

**Current Status:** Application Received

**To be considered at this meeting:**

21/11/2013 Amesbury

**1. Which type of grant are you applying for?**

Community Area Grant

**2. Amount of funding required?**

£501 - £5000

**3. Are you applying on behalf of a Parish Council?**

No

**4. If yes, please state why this project cannot be funded from the Parish Precept**

**5. Project title?**

St Thomas & Becket School playing field

**6. Project summary:**

We have the opportunity to lease a grassed space very close to our school (just across a right of way) that would allow us to improve and develop our sports provision for the school. We currently have a small sloping to play hockey, football etc and the new area would be flat and large enough for a fullpitch. It would also allow us the space to develop the sports we offer children and thereby encouraging them to consider a wider range of sports outside of school leading we hope to increased interest/take up in sport and healthier lifestyles. It would also allow us to redevelop our smaller area to increase balance, co-ordination type activities for the younger children (we are not asking for funding for this). The annual cost of rent and maintenance would be met by the school but we the initial cost of fencing-in the area and making it safe and flat will be much harder for us to meet. This is the funding we are asking for help with. We are currently applying for change of use planning but have the support of the Parish Council and conversation with the planning department indicates this should be straightforward.

**7. Which Area Board are you applying to?**

Amesbury

**Electoral Division**

Till and Wylve Valley

**8. What is the Post Code of where the project is taking place?**

SP3 4RZ

**9. Please tell us which theme(s) your project supports:**

Children & Young People

2012 Olympic Legacy

Health, lifestyle and wellbeing

Sport, play and recreation

If Other (please specify)

**10. Finance:**

**10a. Your Organisation's Finance:**

**Your latest accounts:**

03/2013

**Total Income:**

£269896

**Total Expenditure:**

£270695

**Surplus/Deficit for the year:**

£19288

**Free reserves currently held:****(money not committed to other projects/operating costs)**

£19288

**Why can't you fund this project from your reserves:**

We are a small village school and are not permitted to hold on the surplus balance beyond 8%. There is an uncertainty of pupil numbers on which our income depends we therefore need to keep funds in reserve for maintaining staff levels. Fundraising for the project will take place with assistance from Parent Teacher association.

We are a small community group and do not have annual accounts or it is our first year:

**10b. Project Finance:**

Total Project cost		£3000		
Total required from Area Board		£1500		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Fencing	2300	fundraising		1500
Gates	400			
groundwork	300			
Total	<b>£3000</b>			<b>£1500</b>

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

No

**12. If so, which Area Boards?**Amesbury  
Southern Wiltshire**13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?**

The children will benefit from being able to play sport on a large, flat field. They currently have to play sports on a small triangular area which is on a slope and makes running fast

tricky. We are encouraging children to be more active and wish to encourage them to try new sports which they can access out of school. The new playing field would mean we could provide athletics; sprint, long distance, relay etc, badminton, golf, ultimate frisby to name just a couple. It will allow us to hold interhouse competitions at the end of each term and events to help children beat their personal best. The field would also be used for after-school sports activities and by nursery for outdoor activities.

**14. How will you monitor this?**

We have audited the sports we currently play and offer and recognise the difficulties of playing sport on our current slope. We will question children on attitudes and sports experiences before we develop the field and monitor improvement once the playing field is in use. We will liaise with parents, children and staff to continue to maximise the benefit of the sports field

**15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?**

Money will be allocated from the school budget to maintain the area.

**16. Is there anything else you think we should know about the project?**

17. DECLARATION

**Supporting information - Please confirm that the following documents will be available to inspect upon request:**

**Quotes:**

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

**Accounts:**

yes I will make available on request the organisation's **latest accounts**

**Constitution:**

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

**Policies and procedures:**

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

**Other supporting information (Tick where appropriate, for some project these will not be applicable):**

yes I will make available on request evidence of ownership of buildings/land

yes I will make available on request any other form of licence or approval for this project has been received prior to submission of this grant application.

**And finally...**

yes The information on this form is correct, that any award received will be spent on the

activities specified.

254	Community Area Grant	AMESBURY LINK SCHEME WHEELCHAIR ACCESSIBLE VEHICLE	Amesbury & Boscombe Down Link Scheme	£5000.00
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**Submitted:** 04/09/2013 08:39:02

**ID:** 254

**Current Status:** Application Appraisal

**To be considered at this meeting:**

21/11/2013 Amesbury

**1. Which type of grant are you applying for?**

Community Area Grant

**2. Amount of funding required?**

£5001+

**3. Are you applying on behalf of a Parish Council?**

No

**4. If yes, please state why this project cannot be funded from the Parish Precept**

**5. Project title?**

AMESBURY LINK SCHEME WHEELCHAIR ACCESSIBLE VEHICLE

**6. Project summary:**

Amesbury Link has identified a need for a wheelchair accessible vehicle within our community to allow us to be able to take our client that can no longer use a normal car to get to hospital and other medical appointments . The vehicle would also be made available to the other link schemes that boarder on to ours but would be driven by one of our trained drivers

**7. Which Area Board are you applying to?**

Amesbury

**Electoral Division**

Amesbury East

**8. What is the Post Code of where the project is taking place?**

SP4

**9. Please tell us which theme(s) your project supports:**

Health, lifestyle and wellbeing

Transport and roads

If Other (please specify)

**10. Finance:**

**10a. Your Organisation's Finance:**

**Your latest accounts:**

04/2013

**Total Income:**

£33073.02

**Total Expenditure:**

£26639.86

**Surplus/Deficit for the year:**

£6433.16+

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£3000.00

**Why can't you fund this project from your reserves:**

we do not have the funds to buy ,insure ,tax and train drivers

We are a small community group and do not have annual accounts or it is our first year:

**10b. Project Finance:**

Total Project cost		£12000.00		
Total required from Area Board		£5000.00		
Expenditure		Income	Tick if income	
(Itemised	£	(Itemised	confirmed	£
expenditure)		income)		
vehicle	10000.00	bequests	yes	3000.00
insurance	800.00	town council		?
tax	200.00	local support		?
training	100.00			
sign writing	200.00			
wheelchair	200.00			
sundries	500.00			
Total	<b>£12000</b>			<b>£3000</b>

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

No

**12. If so, which Area Boards?**

Amesbury

**13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?**

between 80 to 100 clients in first year but this will increase and as the age of our less able in the community rise it will get more use as this is a new project we can not give 100% information

**14. How will you monitor this?**

it will be monitored by our co-ordinator for the bookings, by our treasure for the income/running cost with overall control by our chairman

**15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?**

by donations from the people who use the vehicle and local fund raising by the link scheme

**16. Is there anything else you think we should know about the project?**

17. DECLARATION

**Supporting information - Please confirm that the following documents will be available to inspect upon request:**

**Quotes:**

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

**Accounts:**

yes I will make available on request the organisation's **latest accounts**

**Constitution:**

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

**Policies and procedures:**

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

**Other supporting information (Tick where appropriate, for some project these will not be applicable):**

**And finally...**

yes The information on this form is correct, that any award received will be spent on the

activities specified.

283	Community Area Grant	Steeple Langford Play Park rubber matting	Steeple Langford Play Park	£406.80
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**Submitted:** 20/09/2013 14:26:47

**ID:** 283

**Current Status:** Application Appraisal

**To be considered at this meeting:**

21/11/2013 Amesbury

**1. Which type of grant are you applying for?**

Community Area Grant

**2. Amount of funding required?**

£0 - £500

**3. Are you applying on behalf of a Parish Council?**

Yes

**4. If yes, please state why this project cannot be funded from the Parish Precept**

It is rubber matting to go around the new equipment that is being installed. The parish council have already contributed towards the new equipment.

**5. Project title?**

Steeple Langford Play Park rubber matting

**6. Project summary:**

We'd like to put in a bid for rubber matting to go around some of the new equipment, an outdoor table tennis table, a basketball hoop and a wobbly springer. The cost of the rubber matting is just over £400. The rubber matting is needed not only as a safety feature but will also prevent mud in the winter and spring months. At the end of this month we've been lucky enough to have secured help from SSE heart in the community volunteers, saving a huge amount of money. They will be removing the large old climbing frame and condemned toddler swing, they will also be installing the kit I've mentioned. Without your help we might have to delay the installation of the equipment, some of which has been kindly donated until we get the money through fund raising. Please consider our bid.

**7. Which Area Board are you applying to?**

Amesbury

**Electoral Division**

Till and Wylve Valley

**8. What is the Post Code of where the project is taking place?**



sp3 4nq

**9. Please tell us which theme(s) your project supports:**

Children & Young People

Sport, play and recreation

If Other (please specify)

**10. Finance:**

**10a. Your Organisation's Finance:**

**Your latest accounts:**

**Total Income:**

£

**Total Expenditure:**

£

**Surplus/Deficit for the year:**

£

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£

**Why can't you fund this project from your reserves:**

We are a small community group and do not have annual accounts or it is our first year: yes

**10b. Project Finance:**

Total Project cost		£406.80		
Total required from Area Board		£406.80		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Total	£0			£0

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

No

**12. If so, which Area Boards?**

Amesbury

**13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?**

The children who come and visit to play with the equipment in the play park.

**14. How will you monitor this?**

We've already sent out a questionnaire, we will monitor their happiness levels etc.

**15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?**

xmas fete to raise more money for our phase 2, buying a sit on train and two trails to go with our redundant BMX track.

**16. Is there anything else you think we should know about the project?**

To replace condemned play park equipment, projected cost; Â£11k

17. DECLARATION

**Supporting information - Please confirm that the following documents will be available to inspect upon request:**

**Quotes:**

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

**Constitution:**

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

**Policies and procedures:**

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

**Other supporting information (Tick where appropriate, for some project these will not be applicable):**

**And finally...**

yes The information on this form is correct, that any award received will be spent on the activities specified.

401	Community Area Grant	Allotments mower	Steeple Langford Play Park	£429.00
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**Submitted:** 08/11/2013 14:58:09

**ID:** 401

**Current Status:** Application Appraisal

**To be considered at this meeting:**

21/11/2013 Amesbury

**1. Which type of grant are you applying for?**

Community Area Grant

**2. Amount of funding required?**

£0 - £500

**3. Are you applying on behalf of a Parish Council?**

No

**4. If yes, please state why this project cannot be funded from the Parish Precept**

**5. Project title?**

Allotments mower

**6. Project summary:**

We really need a powerful mower for our allotments. Instead of us relying upon allotment holders\' mowers, whose machines are more suited to small gardens than to the type of land the allotments sit on which is steeply elevated.

**7. Which Area Board are you applying to?**

Amesbury

**Electoral Division**

Till and Wylve Valley

**8. What is the Post Code of where the project is taking place?**

sp3

**9. Please tell us which theme(s) your project supports:**

Countryside, environment and nature

Food, farming and local markets

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

If Other (please specify)

**10. Finance:**

**10a. Your Organisation's Finance:**

**Your latest accounts:**

**Total Income:**

£

**Total Expenditure:**

£

**Surplus/Deficit for the year:**

£

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£

**Why can't you fund this project from your reserves:**

We don't have the sufficient funds to pay for the mower.

We are a small community group and do not have annual accounts or it is our first year: yes

**10b. Project Finance:**

Total Project cost		£429.00		
Total required from Area Board		£429.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Total	£0			£0

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

No

**12. If so, which Area Boards?**

Amesbury

**13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?**

The allotment holders will benefit hugely from a powerful mower, which will cut the grass back on the paths leading to their allotment plots.

**14. How will you monitor this?**

We have two meetings a year in which will ask for the allotment holders feedback. We will also draw up a rota so the mowing will be a shared responsibility for the holders.

**15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?**

We have recently rented out the fields around the allotments out to pasture, we also do

receive a minimum payment from each holder. We hope to build up a reserve to pay for maintenance on the mower.

**16. Is there anything else you think we should know about the project?**

NA

**17. DECLARATION**

**Supporting information - Please confirm that the following documents will be available to inspect upon request:**

**Quotes:**

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

**Constitution:**

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

**Policies and procedures:**

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

**Other supporting information (Tick where appropriate, for some project these will not be applicable):**

yes I will make available on request evidence of ownership of buildings/land

**And finally...**

yes The information on this form is correct, that any award received will be spent on the activities specified.

292	Community Area Grant	BVHS Archive Project	Bourne Valley Historical Society	£298.00
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**Submitted:** 27/09/2013 13:07:48

**ID:** 292

**Current Status:** Application Appraisal

**To be considered at this meeting:**

21/11/2013 Amesbury

**1. Which type of grant are you applying for?**

Community Area Grant

**2. Amount of funding required?**

£0 - £500

**3. Are you applying on behalf of a Parish Council?**

No

**4. If yes, please state why this project cannot be funded from the Parish Precept**

**5. Project title?**

BVHS Archive Project

**6. Project summary:**

BVHS has a large and ever increasing archive on various forms of media which need preserving, updating and enhancing . A large proportion of our holdings of over 2,000 photographs/images require enhancing and repair for which sophisticated computer software is necessary. The hard copies need proper archival quality storage in albums and associated slip cases. Some past Society publications require revision and reprinting. All the above will ensure our records remain available for research and education for future generations.

**7. Which Area Board are you applying to?**

Amesbury

**Electoral Division**

Bourne and Woodford Valley

**8. What is the Post Code of where the project is taking place?**

SP4 6HA

**9. Please tell us which theme(s) your project supports:**

Children & Young People

Arts, crafts and culture

Heritage, history and architecture

If Other (please specify)

**10. Finance:**

**10a. Your Organisation's Finance:**

**Your latest accounts:**

03/2013

**Total Income:**

£2195

**Total Expenditure:**

£2291

**Surplus/Deficit for the year:**

£96

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£1125

**Why can't you fund this project from your reserves:**

Our reserves represent only 50% of our anticipated annual expenditure and must be retained to ensure the Society's archives are preserved and maintained for the future.

We are a small community group and do not have annual accounts or it is our first year:

**10b. Project Finance:**

Total Project cost		£298.00		
Total required from Area Board		£298.00		
Expenditure		Income	Tick if income	
(Itemised	£	(Itemised	confirmed	£
expenditure)		income)		
Computer software	121			0
Photo storage	99			0
Reprinting publications	78			0
Total	<b>£298</b>			<b>£0</b>

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

No

**12. If so, which Area Boards?**

Amesbury

**13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?**

Members of the Society and the general public, particularly those in the Bourne Valley, through our website, visits to local schools, fetes in addition to our regular monthly meetings. Our enhanced and updated archives will provide everyone with much easier and wider access to the Society's records, and publications particularly schools and the younger generation.

**14. How will you monitor this?**

Monitoring will be by the Society's officers particularly the Archivist. Success will be measured in terms of the numbers of people accessing the updated archives either personally

or via the Society's website. Their feedback will provide the level of success.

**15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?**

Not applicable.

**16. Is there anything else you think we should know about the project?**

Not applicable.

**17. DECLARATION**

**Supporting information - Please confirm that the following documents will be available to inspect upon request:**

**Quotes:**

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

**Accounts:**

yes I will make available on request the organisation's **latest accounts**

**Constitution:**

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

**Policies and procedures:**

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

**Other supporting information (Tick where appropriate, for some project these will not be applicable):**

**And finally...**

yes The information on this form is correct, that any award received will be spent on the activities specified.

297	Community Area Grant	Durrington Walls Wind Band, additional percussion instruments	Durrington Walls Wind Band	£500.00
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**Submitted:** 30/09/2013 12:46:34

**ID:** 297

**Current Status:** Application Appraisal

**To be considered at this meeting:**



21/11/2013 Amesbury

**1. Which type of grant are you applying for?**

Community Area Grant

**2. Amount of funding required?**

£0 - £500

**3. Are you applying on behalf of a Parish Council?**

No

**4. If yes, please state why this project cannot be funded from the Parish Precept**

**5. Project title?**

Durrington Walls Wind Band, additional percussion instruments

**6. Project summary:**

To provision instruments for an improved percussion section so that adults and children can learn or improve their playing abilities. This will help both our training band and the main Durrington Walls Wind Band. This improvement to our instrumentation represents a time of positive growth for the band which was established in 2005 and is still growing, providing musical enjoyment for all ages and enables us to be a service to the local area communities for occasions such as fetes and concerts.

**7. Which Area Board are you applying to?**

Amesbury

**Electoral Division**

Durrington and Larkhill

**8. What is the Post Code of where the project is taking place?**

SP4

**9. Please tell us which theme(s) your project supports:**

Children & Young People

Arts, crafts and culture

Festivals, pageants, fetes and fayres

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

Sport, play and recreation

If Other (please specify)

**10. Finance:**

**10a. Your Organisation's Finance:**

**Your latest accounts:**

03/2013

**Total Income:**

£1893.61

**Total Expenditure:**

£757.91

**Surplus/Deficit for the year:**

£1135.70

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£4351.72

**Why can't you fund this project from your reserves:**

Some of our reserves have been specifically donated to support children's learning and are needed for lessons and instrument purchase. We are also trying to build a fund to enable us to have independent premises where we can store our equipment as well as rehearse. This is an on-going project and will form the subject of a later application when our reserves are sufficient.

We are a small community group and do not have annual accounts or it is our first year:

**10b. Project Finance:**

Total Project cost		£500.00		
Total required from Area Board		£500.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Percussion Instruments	500.00			
Total	<b>£500</b>			<b>£0</b>

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

No

**12. If so, which Area Boards?**

Amesbury

**13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?**

Members of the local community who are members of the band or its training section. Also

the local area when the band provides its services to them.

**14. How will you monitor this?**

We hope to see improvement in the band performances and we will note the improvement of individuals as they learn to use this equipment.

**15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?**

No continued funding will be required once the equipment has been purchased.

**16. Is there anything else you think we should know about the project?**

17. DECLARATION

**Supporting information - Please confirm that the following documents will be available to inspect upon request:**

**Quotes:**

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

**Accounts:**

yes I will make available on request the organisation's **latest accounts**

**Constitution:**

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

**Policies and procedures:**

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

**Other supporting information (Tick where appropriate, for some project these will not be applicable):**

**And finally...**

yes The information on this form is correct, that any award received will be spent on the activities specified.

310	Community Area Grant	Hire of wheelchair friendly coach for outing.	Bourne Valley Day Centre	£346
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**Submitted:** 03/10/2013 12:38:34

**ID:** 310

**Current Status:** Application Appraisal

**To be considered at this meeting:**

21/11/2013 Amesbury

**1. Which type of grant are you applying for?**

Community Area Grant

**2. Amount of funding required?**

£0 - £500

**3. Are you applying on behalf of a Parish Council?**

No

**4. If yes, please state why this project cannot be funded from the Parish Precept**

**5. Project title?**

Hire of wheelchair friendly coach for outing.

**6. Project summary:**

The Bourne Valley Day Centre provides companionship, mental and physical stimulation, through outings and entertainment for elderly residents of the Bourne Valley who live alone, with members of their family or in social service accommodation. This assists the Social Services aim of keeping elderly people in their own homes. Wiltshire Council provide an annual grant which covers a third of our annual expenditure. This grant from is to fund the hire of a coach with wheelchair access to take guests and helpers on a pre-Christmas shopping trip to Haskins Garden Centre in Verwood.

**7. Which Area Board are you applying to?**

Amesbury

**Electoral Division**

Bourne and Woodford Valley

**8. What is the Post Code of where the project is taking place?**

SP4 6EW

**9. Please tell us which theme(s) your project supports:**

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

Other

If Other (please specify)

Companionship

**10. Finance:**

**10a. Your Organisation's Finance:**

**Your latest accounts:**

02/2013

**Total Income:**

£18073

**Total Expenditure:**

£16313

**Surplus/Deficit for the year:**

£1760

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£6736

**Why can't you fund this project from your reserves:**

We need our reserves to fund us through the year until we raise the in-year income to cover our costs. The reserves are also to meet unforeseen expenses such as servicing of wheelchairs etc.

We are a small community group and do not have annual accounts or it is our first year:

**10b. Project Finance:**

Total Project cost		£346		
Total required from Area Board		£346		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Hire of Coach	346			Nil
Total	<b>£346</b>			<b>£0</b>

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

No

**12. If so, which Area Boards?**

Amesbury

**13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?**

Up to 17 Day Centre guests. Assist in helping our Day Centre guests to feel part of the community and to strengthen their friendships with other guests and volunteer helpers, thus improving their self esteem and feeling of well being. This helps with the Social services aim

to keep older people in their own homes.

**14. How will you monitor this?**

By the week by week pleasure that our guests have from being part of the Day Centre.

**15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?**

Not applicable as this is a one off project.

**16. Is there anything else you think we should know about the project?**

Not applicable.

**17. DECLARATION**

**Supporting information - Please confirm that the following documents will be available to inspect upon request:**

**Quotes:**

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

**Accounts:**

yes I will make available on request the organisation's **latest accounts**

**Constitution:**

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

**Policies and procedures:**

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

**Other supporting information (Tick where appropriate, for some project these will not be applicable):**

**And finally...**

yes The information on this form is correct, that any award received will be spent on the activities specified.

404	Community Area Grant	Woodford Village Hall Broadband, Wifi and Mobile Phone	Woodford Village Hall	£480
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**Submitted:** 08/11/2013 19:36:30

**ID:** 404

**Current Status:** Application Appraisal

**To be considered at this meeting:**

21/11/2013 Amesbury

**1. Which type of grant are you applying for?**

Community Area Grant

**2. Amount of funding required?**

£0 - £500

**3. Are you applying on behalf of a Parish Council?**

No

**4. If yes, please state why this project cannot be funded from the Parish Precept**

N/A

**5. Project title?**

Woodford Village Hall Broadband, Wifi and Mobile Phone

**6. Project summary:**

Woodford's much cherished Village Hall can sometimes feel an isolated place, with no internet or mobile phone coverage. This project will install broadband and wifi into the hall, and through it provide mobile phone access to regular users and event organisers. The project will make the Village Hall safer, more relevant, more accessible and more convenient for young and old users, and local groups and businesses.

**7. Which Area Board are you applying to?**

Amesbury

**Electoral Division**

Bourne and Woodford Valley

**8. What is the Post Code of where the project is taking place?**

SP4 6NR

**9. Please tell us which theme(s) your project supports:**

Children & Young People

Arts, crafts and culture

Countryside, environment and nature

Economy, enterprise and jobs

Festivals, pageants, fetes and fayres

Food, farming and local markets

Health, lifestyle and wellbeing

Heritage, history and architecture

Inclusion, diversity and community spirit

Safer communities

Sport, play and recreation

Technology & Digital literacy

If Other (please specify)

**10. Finance:**

**10a. Your Organisation's Finance:**

**Your latest accounts:**

12/2012

**Total Income:**

£3952

**Total Expenditure:**

£1734

**Surplus/Deficit for the year:**

£2218

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£9578

**Why can't you fund this project from your reserves:**

A recent structural survey of the Village Hall revealed that a considerable amount of essential maintenance work was required which would cost in excess of the free reserves. The trustees feel that new facilities can only be provided from specifically allocated, newly raised funds until these necessary works have been addressed.

We are a small community group and do not have annual accounts or it is our first year:

**10b. Project Finance:**

Total Project cost		£480		
Total required from Area Board		£480		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
WiFi Router	10			
Security Cage	40			
Mobile Phone Booster	100			
Wiring / Switches	100			
Cables	55			
Installation costs	175			



Total	£480	£0
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**11. Have you or do you intend to apply for a grant from another area board within this financial year?**

No

**12. If so, which Area Boards?**

Amesbury

**13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?**

Local parish priorities address safety, recreation provision, facilities for the younger population, and support for an inclusive community where people can live and work. Woodford Village Hall is used by a wide and varied segment of the local community. It is used by children for education, fitness and for parties, by the elderly as a weekly community drop-in centre, by local businesses for meetings and gatherings (especially when their clients are within the community) and by many local groups whose interests range from table tennis and Pilates to gardening and art. All these users and groups will find the Village Hall a safer place to be when mobile phone access allows taxis, the local Link scheme, parents, emergency services and friends and family to be called when needed. Wireless broadband will specifically encourage younger users to see the village hall as a connected, relevant place to be, and allow drop-in sessions for the older population to include digital literacy provision. Local groups and businesses will benefit from a connected village hall. Meetings, open days, exhibitions and presentations can be held without needing to go outside the community envelope and multiple groups (including the Oral History Project, Investment Club and 11-plus tutors) have specifically stated that they will use the village hall more as a consequence. Collectively, these groups alone span a wide demographic range within the local community.

**14. How will you monitor this?**

Existing regular users will be contacted when the project is complete to inform them of the new facilities and offer training, guidance and suggestions as required. Nine months later, they will be canvassed to determine whether the facilities have made a material difference to their experience of the Village Hall. Non regular and new regular users will be asked when booking whether the availability of these facilities affected their booking decision.

**15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?**

There will be annual running costs of £261 to pay for the telephone line and broadband fee. These will be paid for by the Village Hall and will be met by the increased revenue that this project implementation will enable.

**16. Is there anything else you think we should know about the project?**

N/A

17. DECLARATION

**Supporting information - Please confirm that the following documents will be available to inspect upon request:**

**Quotes:**

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

**Project/Business Plan:**

yes I will make available on request a **project or business plan** (including estimates) for projects where the **total project cost** (as declared in the financial section above) exceeds £50,000 (tick only when total project cost exceeds £50,000).

**Accounts:**

yes I will make available on request the organisation's **latest accounts**

**Constitution:**

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

**Policies and procedures:**

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

**Other supporting information (Tick where appropriate, for some project these will not be applicable):**

yes I will make available on request evidence of ownership of buildings/land

yes I will make available on request the relevant planning permission for the project.

yes I will make available on request any other form of licence or approval for this project has been received prior to submission of this grant application.

**And finally...**

yes The information on this form is correct, that any award received will be spent on the activities specified.

405	Community Area Grant	Woodford Village Hall Audio Visual Facilities	Woodford Village Hall	£500
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**Submitted:** 08/11/2013 19:53:01

**ID:** 405

**Current Status:** Application Appraisal

**To be considered at this meeting:**

21/11/2013 Amesbury

**1. Which type of grant are you applying for?**

Community Area Grant

**2. Amount of funding required?**

£0 - £500

**3. Are you applying on behalf of a Parish Council?**

No

**4. If yes, please state why this project cannot be funded from the Parish Precept**

N/A

**5. Project title?**

Woodford Village Hall Audio Visual Facilities

**6. Project summary:**

By providing modern audio-visual equipment the project will encourage local groups and businesses to use the Village Hall for meetings and allow existing users to offer more engaging and informative presentations and attract a wider range of presenters. It will be easier for all local groups needing meeting facilities to operate within the community envelope.

**7. Which Area Board are you applying to?**

Amesbury

**Electoral Division**

Bourne and Woodford Valley

**8. What is the Post Code of where the project is taking place?**

SP4 6NR

**9. Please tell us which theme(s) your project supports:**

Children & Young People

Arts, crafts and culture

Countryside, environment and nature

Economy, enterprise and jobs

Festivals, pageants, fetes and fayres

Food, farming and local markets

Health, lifestyle and wellbeing

Heritage, history and architecture

Inclusion, diversity and community spirit

Safer communities

Sport, play and recreation

Technology & Digital literacy

If Other (please specify)

**10. Finance:**

**10a. Your Organisation's Finance:**

**Your latest accounts:**

12/2012

**Total Income:**

£3952

**Total Expenditure:**

£1734

**Surplus/Deficit for the year:**

£2218

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£9578

**Why can't you fund this project from your reserves:**

A recent structural survey of the Village Hall revealed that a considerable amount of essential maintenance work was required which would cost in excess of the free reserves. The trustees feel that new facilities can only be provided from specifically allocated, newly raised funds until these necessary works have been addressed.

We are a small community group and do not have annual accounts or it is our first year:

**10b. Project Finance:**

Total Project cost		£500		
Total required from Area Board		£500		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Projector Screen	150			
Projector	350			
Total	<b>£500</b>			<b>£0</b>

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

No

**12. If so, which Area Boards?**

Amesbury

**13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?**

Local parish priorities address safety, recreation provision, facilities for the younger

population, and support for an inclusive community where people can live and work. Woodford Village Hall is used by a wide and varied segment of the local community. It is used by children for education, by the elderly as a weekly community drop-in centre, by local businesses for meetings and gatherings (especially when their clients are within the community) and by many local groups whose interests range from gardening and investment to history and art. Local groups and businesses will benefit from a village hall with audio-visual capabilities (especially when coupled with broadband/wifi). Meetings, open days, exhibitions and presentations can be held without needing to go outside the community envelope and multiple groups (including the Oral History Project, Investment Club and local educators) have specifically stated that they will use the village hall more as a consequence. Collectively, these groups alone span a wide demographic range within the local community.

**14. How will you monitor this?**

Existing regular users will be contacted when the project is complete to inform them of the new facilities and offer training, guidance and suggestions as required. Nine months later, they will be canvassed to determine whether the facilities have made a material difference to their experience of the Village Hall. Non regular and new regular users will be asked when booking whether the availability of these facilities affected their booking decision.

**15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?**

N/A

**16. Is there anything else you think we should know about the project?**

N/A

17. DECLARATION

**Supporting information - Please confirm that the following documents will be available to inspect upon request:**

**Quotes:**

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

**Project/Business Plan:**

yes I will make available on request a **project or business plan** (including estimates) for projects where the **total project cost** (as declared in the financial section above) exceeds £50,000 (tick only when total project cost exceeds £50,000).

**Accounts:**

yes I will make available on request the organisation's **latest accounts**

**Constitution:**

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

**Policies and procedures:**

yes I will make available on request the necessary and relevant policies and procedures such

as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

**Other supporting information (Tick where appropriate, for some project these will not be applicable):**

yes I will make available on request evidence of ownership of buildings/land

yes I will make available on request the relevant planning permission for the project.

yes I will make available on request any other form of licence or approval for this project has been received prior to submission of this grant application.

**And finally...**

yes The information on this form is correct, that any award received will be spent on the activities specified.

364	Community Area Grant	Playground equipment at Woodford Recreation Ground	Woodford Parish Council	£1000.00
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**Submitted:** 25/10/2013 10:27:05

**ID:** 364

**Current Status:** Application Received

**To be considered at this meeting:**

21/11/2013 Amesbury

**1. Which type of grant are you applying for?**

Community Area Grant

**2. Amount of funding required?**

£501 - £5000

**3. Are you applying on behalf of a Parish Council?**

Yes

**4. If yes, please state why this project cannot be funded from the Parish Precept**

The cost of the repairs is £2000.00 and would take a large proportion of the precept and make our funds for unexpected payments small.

**5. Project title?**

Playground equipment at Woodford Recreation Ground

**6. Project summary:**

The playground equipment requires repair work to two of the larger items and the equipment cannot be used until they are repaired. It has also been discovered that the fencing needs replacing in one area and the gate to the younger children's playground (under 5 years) needs some attention to make it safer.

**7. Which Area Board are you applying to?**

Amesbury

**Electoral Division**

Bourne and Woodford Valley

**8. What is the Post Code of where the project is taking place?**

SP4 6NR

**9. Please tell us which theme(s) your project supports:**

Children & Young People  
Sport, play and recreation

If Other (please specify)

**10. Finance:**

**10a. Your Organisation's Finance:**

**Your latest accounts:**

09/2013

**Total Income:**

£4000.00

**Total Expenditure:**

£3452.00

**Surplus/Deficit for the year:**

£1157.00

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£4857.00

**Why can't you fund this project from your reserves:**

Having paid everything required the Parish Council would have insufficient money at the end of the year to fund any unexpected issues which may arise. The Parish Council does not have a lot of reserves as it maintains a recreation ground as well as the children's playground.

We are a small community group and do not have annual accounts or it is our first year:

**10b. Project Finance:**

Total Project cost		£2000.00		
Total required from Area Board		£1000.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£

grass cutting	67.66*3
Clerks wages	1200.00
Accountants fees	100.00
Donation to PCC	500.00
Hire of village hall	40.00
Ground rent	44.00
External Auditors	120.00
RoSPA inspection	83.00
<b>Total</b>	<b>£2154.66</b>

**£0**

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

No

**12. If so, which Area Boards?**

Amesbury

**13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?**

The children of the Woodford Valley and pupils at Middle Woodford Primary School who use the equipment regularly and families who visit the recreation ground to have a picnic with their children when the weather permits. The equipment is heavily used.

**14. How will you monitor this?**

I live near the recreation ground and I monitor the equipment on a regular basis and always do so if work of any sort is being carried out on the recreation ground.

**15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?**

It hoped that the project will fall within the funds required. In the unlikely event of the project continuing after the Wiltshire Council funding runs out we will wait until the next precept has been paid.

**16. Is there anything else you think we should know about the project?**

This question is not application.

17. DECLARATION

**Supporting information - Please confirm that the following documents will be available to inspect upon request:**



**Quotes:**

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

**Accounts:**

yes I will make available on request the organisation's **latest accounts**

**Constitution:**

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

**Policies and procedures:**

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

**Other supporting information (Tick where appropriate, for some project these will not be applicable):**

yes I will make available on request evidence of ownership of buildings/land

**And finally...**

yes The information on this form is correct, that any award received will be spent on the activities specified.

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