

Meeting: CHIPPENHAM AREA BOARD
Place: Need Hall, High St, Chippenham SN15 3ER
Date: Monday 6 January 2014
Time: 7.00 pm

COMMUNITY AREA GRANT – APPLICATION FORMS

Agenda Item 8

Grant Applications for Chippenham on 06/01/2014

ID	Grant Type	Project Title	Applicant	Amount Required
424	Community Area Grant	Community woodworking workshop and green work craft materials	The Nature of It	£2000
<p>1. Which type of grant are you applying for? Community Area Grant</p> <p>2. Amount of funding required? £501 - £5000</p> <p>3. Are you applying on behalf of a Parish Council? No</p> <p>4. If yes, please state why this project cannot be funded from the Parish Precept</p> <p>5. Project title? Community woodworking workshop and green work craft materials</p> <p>6. Project summary: A workshop and tools will enable our organisation to run projects and sessions for the community, in specific local charitable groups and children and young adults with special needs. Greenwood and bush crafts have a proven therapeutic benefit and the outputs will also include skills development and confidence building. Traditional crafts are an important part of our heritage and are sadly in decline due to the pressures of modern life, lack of skilled crafts people and spaces where the training/crafts occur. We endeavour to champion local, traditional and sustainable crafts and this project reflects this aim.</p> <p>7. Which Area Board are you applying to? Chippenham</p> <p>Electoral Division Chippenham Cepen Park and Derriads</p> <p>8. What is the Post Code of where the project is taking place? SN14 0LL</p> <p>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 Health, lifestyle and wellbeing Heritage, history and architecture Inclusion, diversity and community spirit Recycling and green initiatives Safer communities</p>				

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:

Our organisation only generates sufficient funds to cover core costs such as utilities, insurance, materials and volunteer costs. All of our project work in the community is financed through local funding streams.

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		£4000		
Total required from Area Board		£2000		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Woodworking workshop	2000	Chippenham Borough Lands		2000
Fixed equipment	270			
Portable equipment	875			
Tools	855			
Total	£4000			£2000

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?

Local charities - Local groups will either be able to come on site to do greenwood crafts or if they cannot reach us we will take our mobile equipment and tools out to them. Special needs groups - Primary age children will benefit as we will incorporate greenwood crafts into our Opportunity to Grow course. Secondary age children and young adults will benefit from enterprise workshops and green gym style outlets for therapeutic benefit.

14. How will you monitor this?

All people accessing the service will be required to register and also feedback on the session or project. All of the information pertaining to the project will be openly accessible to the area board and other contributing organisations.

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

This project is planned to continue in the future and will be funded in part from selling of greenwood crafts from our enterprise projects. Additionally, we will be available to hire at fayres and seasonal events for the public to try greenwood crafts for themselves. Some ongoing costs may be financed from applications to national and regional organisations.

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)

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.

299	Community Area Grant	KLVH Committee Room Display Screens	Kington Langley Village Hall	£960
-----	----------------------	-------------------------------------	------------------------------	------

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?

KLVH Committee Room Display Screens

6. Project summary:

Our committee room is long and narrow (10m x 3.3m). We have tried placing 32 inch display screens (one donated one borrowed) at either end of the long committee table but this was not very effective. Wall mounted screens are required at the centre of each long wall. This project provides two such 42 inch screens plus a 22 inch screen in front of the chairman/secretary (at the table end) and an outlet to connect the existing 32 inch screen on a mobile stand. All are driven from a distribution amplifier fed by laptops (on our WiFi network).

7. Which Area Board are you applying to?

Chippenham

Electoral Division

Kington

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

SN15 5NJ

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

Technology & Digital literacy

If Other (please specify)

10. Finance:

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

12/2012

Total Income:

£25619

Total Expenditure:

£36166

Surplus/Deficit for the year:

£-10547

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

£9020

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

We always maintain a contingency reserve of £4000 - equivalent to 4 months operating costs. The balance of £5020 represents our Project Fund. Of that fund already earmarked for 1st quarter calendar year 2014 but not yet committed (ie not on contract) are the following: New fire alarm £700 Energy efficient heating controls £900 Replacement kitchen shutters £2400 (existing not fit for purpose) Display screens (50% contribution) £961 Balance £59 If a 50% grant cannot be obtained we will have to postpone the project until funds become available as all the other projects listed are of high priority.

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

10b. Project Finance:

Total Project cost		£1922		
Total required from Area Board		£960		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Display screens (3)	1372	KLVH Project Fund	yes	961
Distribution amplifier	317			
VESA wall mounts (2)	70			
Cables	72			
Outlet boxes	90			
Total	£1921			£961

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?

Our current committee room users who hold meetings will benefit from much better and uniform access to information for all participants. This can be expected to improve the quality of discussion and decision making and should also speed the progress of meetings. Such users include the Parish Council, our own and the Playing Fields committees, the village school PTA and numerous similar local organisations. The displays will complete the committee room IT suite making it an ideal instructional facility for the benefit of those, especially older members of the community, wishing to develop computing and internet skills. We have hosted one such session and there is the opportunity to increase such use in the future. This addresses Chippenham and Villages Community Plan priorities 2.1, 2.6 and 2.9. Finally, the committee room is an under-utilised resource, especially during the mornings. The addition of high quality display screens will complete our IT provision (we already have broadband/WiFi available to all users throughout the hall) and make the facility attractive to new prospective users. We have been approached by a business interested in using the committee room for breakfast meetings provided we have suitable IT facilities. As such users will pay the full standard rate the increased revenue will enable us to keep down our concessionary rate charges to local residents, charities and not-for-profit organisations.

14. How will you monitor this?

The qualitative benefits will be monitored by running a survey at the end of the first year and through informal discussions with users. As is our standard practise we will invite suggestions on how our facilities could be further enhanced (for delivery beyond the scope of this project). Benefits in terms of increased utilisation and revenue will be monitored through our existing twice yearly utilisation and cash flow analysis. Our booking software (Avalon Halls for Hire) exports data which we use in conjunction with internally produced analytical tools to generate detailed "health" reports for presentation to our Board of Trustees each January and July and to the community at our AGM in May. These are sufficiently detailed to provide clear evidence of the quantitative benefits being delivered.

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

From normal hall revenue.

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)

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.

385	Community Area Grant	Chippenham Rotary Hall Improvement Project IT equipment	Chippenham Rotary and Inner Wheel Trust Limited	£1050
-----	----------------------	---	---	-------

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?**

Chippenham Rotary Hall Improvement Project IT equipment

6. Project summary:

The Chippenham Rotary & Inner Wheel Trust Ltd. is the freehold owner of the Rotary Hall, 16, Station Hill, Chippenham SN15 1EG. The Hall, as well as being home for the Chippenham Rotary Club, is used by a wide variety of local community groups and faith groups, as well as a variety of commercial users. Thanks in part to a previous grant from the Chippenham Area Board, the hall kitchens have recently been completely modernised, and attention is now being given to the Hall itself, which last received attention some 25 or so

Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Epson 1080 Projector	848	own funds from reserves/legacy	yes	1050
ceiling mount	120			
120 inch HD mororised screen	100			
wireless surround-sound	370			
DVD Blu-Ray player	100			
Cabling, building work, sundries	562			
Total	£2100			£1050

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?

All current and prospective users of the hall (community groups, local societies, fund-raising committees, faith groups and commercial hirers) will be able to make use of new improved IT equipment, as well as it being available for IT training purposes - one of the members of the Chippenham Rotary Club is a Wiltshire Council Digital Champion, and has involved other Club members in running training courses for members of the public at the hall - which are intended to be continued in the future.

14. How will you monitor this?

A record is kept of all Hall bookings, feedback from users is regularly sought, and the Hall and its facilities is marketed in a manner which reflects that feedback.

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

From the Trusts own internal funds.

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

The Trust is proposing an improvement programme for the Hall comprising a complete refurbishment, including new windows and external doors, heating system, floor coverings, decorations, electric shutters to kitchen and bar, new lighting, improvements to ladies toilets, and external wall-cleaning, at a current estimated total cost of Â£40427. As noted above, as a first phase, the Hall kitchens have been totally renovated, thanks in part to a grant of Â£5000

from the Chippenham Area Board. A modest legacy of some Â£7000 is available to go towards these costs from the estate of a deceased member of the Chippenham Rotary Club

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.

348	Community Area Grant	17 x Trainer outfits for Chippenham FC Girls under 12 football team	FC Chippenham Youth girls	£498
-----	----------------------	---	---------------------------	------

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?

17 x Trainer outfits for Chippenham FC Girls under 12 football team

6. Project summary:

The young girls and coach need trainer outfits to keep warm when in the open training and before and after matches in all weathers, especially winter.

7. Which Area Board are you applying to?

Chippenham

Electoral Division

Chippenham Hardens and England

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

SN15 3RR

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:

10/2013

Total Income:

£64412

Total Expenditure:

£61336

Surplus/Deficit for the year:

£3076

Free reserves currently held:

(money not committed to other projects/operating costs)

£0

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

No income. Subs and fees Paid to Club and Club supply Strips(returnable) and hires pitch and training area for team.

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		£498		
Total required from Area Board		£498		
Expenditure (Itemised expenditure)	£		Income (Itemised income)	Tick if income confirmed £
16 girls trainer outfits	450			
1 coach trainer outfit	33			
Delivery	15			
Total	£498			£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?

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

Most of the team are from the Chippenham Area The young girls need Trainer outfits to keep warm when in the open training and before and after matches in all weathers, especially winter, for their health's sake.

14. How will you monitor this?

By observation at all meetings.

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

These are a one off purchase.

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)

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.

399	Community Area Grant	Bank stabilisation on the Wilts & Berks Canal at Pewsham	Wilts & Berks Canal Trust	£4849
-----	----------------------	--	---------------------------	-------

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?**

Bank stabilisation on the Wilts & Berks Canal at Pewsham

6. Project summary:

The canal bank at a section known locally as the

7. Which Area Board are you applying to?

Chippenham

Electoral Division

Chippenham Pewsham

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

SN15 3QX

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

Children & Young People

Countryside, environment and nature

Health, lifestyle and wellbeing

Heritage, history and architecture

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:

£159848

Total Expenditure:

£133175

Surplus/Deficit for the year:

£26673

Free reserves currently held:

(money not committed to other projects/operating costs)

£22785

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

The free reserves cannot be used for individual projects as they are kept as reserves for the running of the Trust as a whole. There are a number of projects all along the 65 miles of the canal and fund-raising is done for each one individually.

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

10b. Project Finance:

Total Project cost		£9849		
Total required from Area Board		£4849		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
5T digger for 2 weeks	796	Volunteer Hours matched funds	yes	3000
transport, fuel & cleaning for digger	495	WBCT Cash contribution	yes	2000
signs and safety barriers	165			
Sandbags	1521			

36 cubic metres sand/concrete dry mix	3127	
50 Tonnes Puddle Clay	550	
2 rolls damp Proof Membrane	195	
Vol Digger driver 10 days	1000	
vol dumper drivers 20 days weeks	2000	
Total	£9849	£5000

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?

Canal and towpath are open to all. Restoration of the Wilts & Berks Canal is in the Wiltshire Core Strategy & Green Infrastructure Plan. Links to LAW P13, health & well being, increase physical activity, P15 Economic Growth - increase in Tourism, P27 Biodiversity - green corridor for wildlife.

14. How will you monitor this?

We receive a lot of feedback along the towpath at Pewsham, from families, walkers and cyclists whilst working there. We have stands at local events and we get feedback from our members. We are hoping to install a people counting device soon at Pewsham which will enable us to monitor the number of visitors.

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

Locally money is raised from events such as sponsored walks, quizzes, selling merchandise. Funding is also sought from Charitable Trusts, National Lottery, legacies, donations etc

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)

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.

403	Community Area Grant	Chippenham River Bank Clean-up Project	Chippenham River Bank Project	£439
-----	----------------------	--	-------------------------------	------

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?

Chippenham River Bank Clean-up Project

6. Project summary:

We would like to purchase tools and equipment which can be used by volunteers working on our project. We are working in partnership with 'The Nature of It' project who will store and maintain the tools from their premises at St Peters School. The tools will be available for use by other community groups under the supervision of TNOI. We intend to purchase shears, secateurs, loppers and saws also protective gloves.

7. Which Area Board are you applying to?

Chippenham

Electoral Division

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

SN15

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

Children & Young People

Countryside, environment and nature

Inclusion, diversity and community spirit

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

Total Income:

£0

Total Expenditure:

£0

Surplus/Deficit for the year:

£0

Free reserves currently held:

(money not committed to other projects/operating costs)

£0

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		£439		
Total required from Area Board		£439		
Expenditure		Income		Tick if income
(Itemised	£	(Itemised		confirmed
expenditure)		income)		£
2 pairs long	36			
handled shears				
3 pairs	129			
secateurs				

3 x bow saws	16	
2 x loppers	104	
2 x pruning saws	40	
6 pairs protective gloves	114	
Total	£439	£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?

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

We are keen to promote volunteer working with our project and the tools will ensure that individuals and group volunteers who join our projects sessions will be properly equipped to work effectively.

14. How will you monitor this?

We record the volunteer support at each session and keep records of hours worked. We offer Wiltshire Time Credits to our volunteers for contributed hours. A log will be kept of use of the tools by other groups and individuals.

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

This funding will pay for tools & equipment only, which will be used for the ongoing project. The River Clean-Up project takes place outdoors and is run totally by volunteers, therefore no ongoing costs.

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)

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.

422	Community Area Grant	Chippenham 'parkrun'	Chippenham 'parkrun' Organising Committee	£3000
-----	----------------------	----------------------	---	-------

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?**

Chippenham 'parkrun'

6. Project summary:

'parkrun' is a scheme that has been rolling out throughout the UK over the last few years. It comprises a 5km run in a pleasant setting that takes place every Saturday morning throughout the year. A local team of volunteers would run the Chippenham event. It is free to enter and is inclusive of all abilities from complete novice to accomplished athlete. It will encourage sport at the grass roots level, and will benefit the local community. It is supported by the national 'parkrun' organisation and sponsored by names such as Adidas, GSK Lucozade, the Sweatshop, and PruHealth.

7. Which Area Board are you applying to?

Chippenham

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

SN15

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

Children & Young People

2012 Olympic Legacy

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:

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:

'parkrun' Chippenham is a new initiative, run by volunteers with no current funding base of its own and therefore no reserves. The set-up of a new local 'parkrun' event is supported by the national 'parkrun' organisation that provide half the funds needed. Their rules stipulate that the other half of the setup cost - £3,000 - must be funded locally. This is a one-off set up fee. Ongoing costs are minimal, and met by the national 'parkrun' organisation.

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		£6000		
Total required from Area Board		£3000		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Startup equipment:	6000	parkrun ltd (startup fund)	yes	3000
Laptop & software				
Barcode scanner				
Timing device				

this has been the trend in other 'parkrun' towns. The Harriers will also become more prominent in the County due to the regular running of this timed 5k event by some members. This speed training will make them more competitive for the County Championships. Finally, there will also be significant benefit to the town and local businesses from drawing visitors in who would otherwise not have visited Chippenham - hopefully the runners or their partners will do a spot of shopping during/after the event, and certainly most will be looking for a cafe for breakfast or just a drink following on from the run.

14. How will you monitor this?

Statistics are held for the attendance and results of every 'parkrun' event. Changes in numbers, regular attendees, age groups, etc will be monitored for quantitative and percentage fluctuations in figures. Individuals taking part can monitor their own progress and improvement - timings are emailed the same day and posted on the website with historical results and stats including age group records and age-graded performances (for those getting older!)

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

This application is to provide half of the funds needed to set up 'parkrun' in Chippenham. This is a one-off cost. Once up and running there is very minimal cost involved, but any costs that do arise are met by the national 'parkrun' organisation.

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

No

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 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.

414	Community Area Grant	Community dance workshop	Chippenham Folk festival	£3150
-----	----------------------	--------------------------	--------------------------	-------

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?

Community dance workshop

6. Project summary:

The Festival has identified a unique opportunity of bringing to a Chippenham audience an act which integrates the best in modern dance (e.g. Hip Hop) and traditional folk dance.

Although well beyond the normal scope of this Folk Festival, with the support of Wiltshire Council, we can bring the Demon Barbers XL show, a nationally famous 17 piece ensemble, to work with an established Chippenham modern street dance group, local youth and children in a pre-concert workshop. This will explore the cross-over between modern street and traditional folk dance. The Folk Festival also requests support to replace obsolete sound equipment.

7. Which Area Board are you applying to?

Chippenham

Electoral Division

Chippenham Hardens and England

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

SN15 3DD

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

If Other (please specify)

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

11/2013

Total Income:

£125800

Total Expenditure:

£127227

Surplus/Deficit for the year:

£-1427

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

£14312.20

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

The Folk Festival is non-profit making and lets major contracts annually. It carries a level of reserves commensurate with contingencies which may arise. Compared to the annual outgoings the reserves are small; compared to the annual impact of the Festival on the local economy they are minute.

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

10b. Project Finance:

Total Project cost		£6300		
Total required from Area Board		£3150		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Dance workshop and concert	4000	Festival Funds	yes	2550
Hire of tent and lighting	600	In kind professional support: 2 people x 2 days	yes	400
Additional security for community performance	200	In kind support: volunteer stewards	yes	200
Purchase of new sound	1500			

system

Total

£6300

£3150

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 Festival is proud of its inclusive image but is aware that some local youth groups are not engaged with us. Bringing a wholly different type of artist to the festival and working with local dance organisations will expand the knowledge and experience of non-folk performers and audience in styles of dance. It will promote positive communication, the sharing of dance modes and appreciation of each other's moves. All involved will benefit from the experience. Xpression Streetdance is a local organisation that has connections with Melksham Oak School, Abbeyfield, The Fitzgraham Dance Academy, The Dancing Academy, Kingslodge and Sheldon School. It uses dance as a form of entertainment and fitness but is committed to using skills to enhance confidence and a unique kind of brain-body workout, similar to learning another language, a way of integrating movement with meaning, technique, style, music and costume. We would welcome the Demon Barbers XL Show to help us develop our knowledge further in the dance industry, very exciting stuff!!!

14. How will you monitor this?

The workshop will be filmed and monitored throughout the day with an after festival meeting of the organisers and the local dance groups as well as dancers themselves to establish the outcomes of the collaboration and its possible inclusion in further events. As with all Folk Festival performances the sound levels and quality of equipment will be monitored to ensure that our standards are maintained.

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

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.

415	Community Area Grant	Happy Caterpillars Heating Replacement	Happy Caterpillars Pre-School	£5000
-----	----------------------	--	-------------------------------	-------

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?**

Happy Caterpillars Heating Replacement

6. Project summary:

The Happy Caterpillars infrastructure (building and contents) are in excess of 13 years old having been purchased secondhand in 2000 when the Hullavington Village Hall was damaged by fire and need to be rebuilt. The heating system is LPG based and only has one heater which is becoming inefficient and regularly breaks down. The Staff and Children of Happy Caterpillars require a permanent and robust heating system and if possible for it to be Eco-Friendly. We are researching various options, Solar Panels, Air Sourced System and Electric. We are a not for profit organisation employing 5 staff and providing pre-schooling to 15-25 2-4 year olds annually. In the past 2 years we have been close to having to send children home when the heating has failed.

7. Which Area Board are you applying to?

Chippenham

Electoral Division

By Brook

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

SN14 6EG

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:

10/2013

Total Income:

£5000

Total Expenditure:

£6000

Surplus/Deficit for the year:

£-1000

Free reserves currently held:

(money not committed to other projects/operating costs)

£10000

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

The Pre-School has operated at a loss for the past 3 financial years, 2012/13 -£4,000. We are predicting a loss for 2013/14 of -£5,800. The reserves are held to decommission the facility and pay redundancies should we have to reluctantly close for business.

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

10b. Project Finance:

Total Project cost	£10000			
Total required from Area Board	£5000			
Expenditure (Itemised £ expenditure)		Income (Itemised income)	Tick if income confirmed	£
Heating System	10000	Trust funds	yes	1000
		Fund-raising		4000
Total	£10000			£5000

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?

This project will benefit the wider community of Hullavington and its surrounding villages in the provision of pre-school facilities for 2-4 year olds. It will directly benefit the current staff and children.

14. How will you monitor this?

Children numbers are currently average 7.5 per session. Our break-even point is 10. A new heating system and the publicity that we will generate will hopefully encourage other parents to use our setting. We would monitor new numbers.

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):

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.

419	Community Area Grant	Chippenham Sports Club Dome Equipment	Chippenham Sports Club	£2722
-----	----------------------	---------------------------------------	------------------------	-------

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?

Chippenham Sports Club Dome Equipment

6. Project summary:

The project will fund some much needed equipment to ensure expansion of the existing and new programmes for all sectors of the local community to utilise the Dome. Existing and new projects include tennis, football, cricket, hockey, netball, dance classes, birthday parties etc. The project will also fund adequate secure storage for the new equipment.

7. Which Area Board are you applying to?

Chippenham

Electoral Division

Chippenham Lowden and Rowden

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

SN15 1NH

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

Children & Young People
2012 Olympic Legacy
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:**

10/2013

Total Income:

£205209.49

Total Expenditure:

£180111.09

Surplus/Deficit for the year:

£25098.16

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

£0

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

Although we currently have a large surplus we are nearing the end of our financial year when we have to pay out large invoices for VAT, PAYE and Solicitor/Accountant fees which means we are anticipating no reserves for the year. Any reserves that may be available at the end of the financial year are put towards paying off our loan from the bank that paid for the sports club to build the Clubhouse and Dome in previous years.

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

10b. Project Finance:

Total Project cost		£5445		
Total required from Area Board		£2722		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Bouncy Castle & equipment	1500	Chippenham Sports Club	yes	2723
Mats	1152			
Hockey/cricket/netball/basketball/rounders/baseball equipment	350			
Football Equipment	90			
Tennis Equipment	110			
Young children play equipment/general equipment	70			
CCTV	300			
Storage Trolleys/Container	800			
Alternative sports equipment	380			

Tables/Chairs/Benches	693	
Total	£5445	£2723

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 local community of Chippenham will benefit from this project in a number of ways as follows: 1. It will allow additional daytime and evening activities to be developed, that can target local people, especially with targeted activities for the elderly (low level/impact classes (fall prevention, yoga/Pilates) and social events afterwards, coffee mornings, luncheons), parent & toddler groups (soft play, parties) and young mums (workout, yoga/Pilates classes) 2. It can ensure that the sports club and dome becomes a venue that can cater for all age ranges and become an integral part of the local infrastructure for accessible sporting activities especially during the day when there are limited facilities available 3. Provide an affordable facility for social and sporting events to support the local community i.e. a venue for birthday parties, local craft fairs, sports tournaments, indoor training venue for sports junior sections, indoor provision for schools The project includes storage elements so the equipment can be stored safely and securely and ensure that it is maintained to a high standard so can last for a number of years before replacement is required. The CCTV requirement is to ensure that participants at the dome feel safe whilst partaking in an activity at the facility. The project will support the area plan local priorities by 1. Increasing and improving the health of the local community through increased leisure and physical activity provision 2. Provide a facility that can be used by the local community within the local area for social and leisure activities bringing people together and providing them with a better life 3. The increased offer of activities could lead to a reduction in anti-social behaviour as young people are provided with a facility that can provide them with activities they want to partake in

14. How will you monitor this?

The project will make a huge difference to the local community by expanding our current use of the Dome. There will be no formal collection of usage numbers however it is anticipated with the additional activities on offer bookings at the facility will increase so we proposed doing a comparison on previous years' bookings and which new companies/clients we have engaged with to monitor how successful the additional activities have been.

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

The project is to raise finance to purchase the equipment necessary to expand the current program of activities on offer at the Dome; any further costs, i.e. replacement equipment and increased utilities (from increased usage) will be funded through the Dome and Chippenham Sports club via the hiring charges.

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)

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.

425	Community Area Grant	Sevington Victorian school costumes for visitors	Sevington Victorian School	£1000
-----	----------------------	--	----------------------------	-------

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?

Sevington Victorian school costumes for visitors

6. Project summary:

Last year, a grant from the Area Board helped us purchase the school building and open it to the public. We want to build on this by offering a more exciting and authentic experience for

visitors. Our existing costume collection is limited and not historically accurate. We want to upgrade the collection by adding more authentic costumes for use by volunteers and visitors. Some would be professionally made, while our team of volunteers could tackle simpler ones. As part of the project we would like to offer a workshop, looking at how to make and wear Victorian clothes.

7. Which Area Board are you applying to?

Chippenham

Electoral Division

By Brook

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

SN14 7LD

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:

08/2013

Total Income:

£41883.72

Total Expenditure:

£38954.10

Surplus/Deficit for the year:

£2929.62

Free reserves currently held:

(money not committed to other projects/operating costs)

£2929.62

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

Until March 2013 the property was leased and, as the lease neared expiry, a question mark hung over the future of the project. It was by no means certain that the owner would agree to sell and, given that uncertainty, all but the most essential maintenance work was postponed. When eventually we succeeded in purchasing the property (thanks in a large part to a previous generous Area Grant) it was agreed that priority must be given to repair and maintenance work. Renewing the heating in the building and re-decoration are already in

hand. Work is needed to repair the chimney stack and we are looking to improve access for visitors with limited mobility. This means little is left to spare for development work. However our community access programme has raised more than Â£1,000 this year and we would plan to plough this back into the project as match funding, in order further to improve the experience of our visitors.

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		
Total required from Area Board		£1000		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
replica costumes	1000	Open Days fundraising	yes	1000
replica bonnets	300			
sewing materials	250			
storage	100			
workshop leaders	100			
room hire	150			
contingencies	100			
Total	£2000			£1000

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?

Before we purchased the property, the Project had little contact with the local community. Our remit was confined to school groups plus a handful of organised visits each year by clubs and societies. Many local people had never set foot in the schoolroom. Our first priority, on purchasing the building, was to open it up to the general public and we succeeded in attracting more than a thousand visitors through our Summer Sundays and a campaign aimed at community groups, while our blog on the Heritage Open Days website brought in record numbers for Heritage Weekend. This year we hope, with the Area Board's support, to build on our success and establish consolidate Sevington's position as a real community asset. We already have a healthy number of bookings from local groups. The Summer Sundays, which proved so successful, last year, will we hope, continue to attract young families and local people. We know how much the school groups enjoy the sense of being taken back in time

and we would like extend this experience to our community visitors by offering them not just a tour of the schoolroom, but a re-enactment authentic in every detail. For this we need costumes for visitors and volunteers, and those taking part need training in the manners and modes of Victorian Sevington in order to play their roles convincingly.

14. How will you monitor this?

We will monitor the quality of the experience through informal discussion with visitors, and the evaluations sheets which we give out to our guests will enable us to keep track of numbers, and analyse the spread of age, gender and ethnicity. We are particularly anxious to audit use by people with limited mobility, in order to inform our plans to improve access.

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

This is a one off project.

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

This is a standalone 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 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.

Area Board Projects and Councillor Led Initiatives Application Form 2014/2015

To be completed by the Wiltshire Councillor leading on the project

Please ensure that you have read the Funding Criteria before completing this form

PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

1. Contact Details

Area Board Name	Chippenham		
Your Name	Councillor Peter Hutton		
Contact number	01249 660713	e-mail	peter.hutton@wiltshire.gov.uk

2. The project

Project Title/Name	One stop shop for your heart
---------------------------	------------------------------

Please tell us about the project /activity you want to organise/deliver and why?	<p><i>By popular demand a "one stop shop" presentation covering: demonstration of a defibrillator, how to perform CPR, general information on defibrillators, possible planning considerations, advice on funding sources, ongoing costs, answers to concerns around liability, opportunity for practical individual support & information packs. Parishes & individuals voiced their frustraton around trying to procure a defibrillator & access all the ancillary information required. In trying to help them it became apparent that whilst some parishes & organisations have proceeded to provide a defibrillator, the reasons why others had not needed to be addressed. As defibrillation is only one aspect of the whole process in resuscitation, it is key to include instruction on how to deliver CPR as part of the session provided. To facilitate the delivery of factual information through demonstrations.</i></p>
---	--

Where is this project taking place?	Goss Croft Hall, Seagry
When will the project take place?	Spring 2014
What evidence is there that this project/activity needs to take place/be funded by the area board?	There are approximately 76 defibrilators available for use accross the Chippenham Area Board, there are still gaps in the service, & not all AED units are public access 24/7

How will the local community benefit?	The event will raise the profile of the need for defibrillators to improve availability of public access defibrillators across the Chippenham & Villages Board Area, reduce the time it takes to research acquire & install a defibrillator, provide support by creating the opportunities for Town Parishes & other parties to attend an organised event.		
Does this project link to a current Community Issue? (if so, please give reference number as well as a brief description)	N/A		
Does this project link to the Community Plan or local priorities? (if so, please provide details)	Access to Community Health Services for vulnerable people		
What is the desired outcome/s of this project? To raise the profile of the importance and practical benefits of a defibrillator, and support to install one.			
Who will be responsible for managing this project? Councillor Peter Hutton & Alison Butler (ChAP)			
3. Funding			
What will be the total cost of the project?	£ 985		
How much funding are you applying for?	£ 985		
If you are expecting to receive any other funding for your project, please give details	Source of Funding	Amount Applied For	Amount Received
Please give the name of the organisation and bank account name (but not the number) your grant will be paid in to. (N.B. We cannot pay money into an individual's bank account)			
4. Declaration – I confirm that...			
<input type="checkbox"/> The information on this form is correct and that any grant received will be spent on the activities specified <input type="checkbox"/> Any form of licence, insurance or other approval for this project will be in place before the start of the project outlined in this application			
Name: Peter Hutton		Date: 25/11/2013	
Position in organisation: Councillor			
Please return your completed application to the appropriate Area Board Locality Team (see section 3)			