



Reference no

Log no

For office use

Community Area Grant Application Form 2010/2011

Please ensure that you have read all the Funding Criteria and Additional Guidance Notes before completing this form PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

We strongly advise that you contact your Community Area Manager before completing your application.

1 - Your organisation or group

| | | | |
|----------------------|---|--------|--|
| Name of organisation | LYNEHAM PRIMARY SCHOOL | | |
| Contact name | | | |
| Contact address | | | |
| Contact number | | e-mail | |
| Organisation type | Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify | | |

2 - Your project

| | |
|---|--|
| In which community area does your project take place? (Please give name – see section 3 of the grants pack) | Wootton Bassett and Cricklade Area Board |
| Does your town/parish council know about your project? | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| What is your project? Important: This section is limited to 300 characters only (inclusive of spaces). | To work with the local community to create a Remembrance Garden in the grounds of Lyneham Primary School which can be used by all members of the local community This ground is owned by Wiltshire Council. |
| Where will your project take place? | Front grounds of Lyneham Primary School which are easily and safely accessed |
| When will your project take place? | Winter 2010 |
| How many people will benefit from your project? | Entire community of Lyneham village |
| How does your project demonstrate a direct link to the community plan for your area? Please provide a reference/page no. | WC and LAB concern about long term effects of closure of RAF Lyneham page 9 |

What is the link between your project and other local priorities? e.g. Priorities set by your area board and parish plans.

First steps towards: Wider use of schools for adult learning / ICT. Reducing anti-social behaviour. Preventing erosion of village identity. Combatting litter. Support for vulnerable people. Lack of public open/ recreational space.

How did you discover there was a need for your project and how will your project benefit your local community?

Important: Please do not type in paragraphs – This section is limited to 1200 characters only (inclusive of spaces)

The school instigated the formation a strategic forum, the Lyneham Reshaping Group, whereby key members of the school and local community, Local Area Board, Parish Council, Wiltshire Council and RAF Lyneham are invited to consider the future of the community of Lyneham in light of the closure of the base in 2012. It has been agreed that the school has the space, facilities and willingness to become the new heart of the community when the community facilities provided by the base are withdrawn. The creation of a peaceful garden for reflection will provide the initial starting point for members of the local community to work together to create a shared community resource. Because of the village's close and lengthy association with the military, remembrance is a common link shared by all. During the current and future unsettling times for both the civilian and military population, the garden will provide an essential sense of continuity and optimism and show the strong commitment amongst the community to ensure that Lyneham not only 'weathers the storm' but will continue to flourish and grow as a community.

Any other information about your project.

The school has already led on this project and written to many local citizens and businesses to ask for their support for the project. The very positive response, particularly in terms of offers of labour, confirms the need and enthusiasm of the community to work together to create the Garden. The school has organised a community Remembrance Service on 15th November at which the ground will be blessed by the RAF padre and the first turf cut. The local and wider community will be invited to join with the school for this act of remembrance which will also signify the start of the community working together to secure its future.

The Lyneham Reshaping Group is not an organised group, but simply a forum for interested parties to discuss the future of the school and village. There is therefore no management structure, terms of reference or accounts. The Headteacher, Mrs Carr, has taken the lead on this project, and has involved colleagues, parents and members of the community.

3 - Management

How many people are involved in the management of your group/organisation? 0

Of these, how many are:

| | | | | |
|---|-------------|----------------------|---------------|----------------------|
| Over 50 years | Male | <input type="text"/> | Female | <input type="text"/> |
| 25 – 50 years | Male | <input type="text"/> | Female | <input type="text"/> |
| Under 25 years | Male | <input type="text"/> | Female | <input type="text"/> |
| Disabled People | Male | <input type="text"/> | Female | <input type="text"/> |
| Black and Minority Ethnic people | Male | <input type="text"/> | Female | <input type="text"/> |

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

Once established, the Garden will be low maintenance and this will be managed by inviting volunteers from the community to work alongside the school children. Any further funding required will be found by fundraising activities as this cannot be funded from the school budget.

If you were not awarded the full amount requested, what would be the impact on your project?

The project would need to be scaled down and/or the timescale extended whilst we seek extra support and funds. It would be a great pity to have to delay or reduce the project as the timing to break the ground in November is very fitting for a Remembrance Garden. Whilst we still need to secure full funding for the project it is important for the community that the project is launched in November 2010.

How will you know whether your project has made a difference in the community?

We will have instant feedback through our established excellent communication networks - our parents and children will tell us! We will observe and monitor community use and maintenance of the garden. We will see members of the community start to seek active involvement in community development projects - ideally with their own ideas. We will also seek formal feedback and self evaluation both within the school and the wider community.

Have you contacted Charities Information Bureau for help with your application/ to seek funding?

Yes No

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

We have asked the local community for help - and have been successful mainly in terms of offers of labour, expertise and donations of items. We have not formally sought other funding via grants.

Have you been successful?

Yes No

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

Yes No

If yes, please state which ones.

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

Yes No

4 - Information relating to your last annual accounts (if applicable)

Year ending:

Month:

Year:

A - Total income:

£

B - Minus total expenditure:

£

Surplus/deficit for year: (A minus B)

£

Free reserves held:

£

5 - Financial information

| Project Costs A Please provide a <u>full</u> breakdown e.g. equipment, installation etc. | | Project Income B Please list all sources of funding for this project, as provisional (P) or confirmed (C) | | |
|---|---------------|--|-----|---------------|
| | | | P/C | |
| Labour costs | £900 | Own fundraising/reserves | P | £196 |
| Paving/ gravel paths | £255 | | | £ |
| Top soil | £100 | Parish/town council | | £ |
| Plants | £150 | | | £ |
| Solar lighting | £42 | Trusts/foundations | | £ |
| Solar powered water feature | £99 | | | £ |
| Fencing | £299 | In kind | C | £900 |
| new access gate | £100 | | | £ |
| creation of pathway | £151 | Other | C | £100 |
| equipment hire | £100 | | | £ |
| | £ | | | £ |
| | £ | | | £ |
| | £ | | | £ |
| Total Project Expenditure | £2,196 | Total Project Income | | £1,196 |

| | |
|---|------------|
| Total project income B | £1,196 |
| Total project expenditure A | £2,196 |
| Project shortfall A – B | £1,000 |
| Award sought from Wiltshire Council Area Board | £1,000 |
| Bank Details | |
| Please give the name of the organisations' bank account e.g. Barclays | Lloyds TSB |
| Please give the title name of the organisations' bank account e.g. current | Current |

6 – Supporting information – Please enclose the following documentation

Enclosed (please tick)

- Written quotes including the one you are going to use
- Latest inspected/audited accounts or annual report
- Income and expenditure budget for current financial year
- Project budget (if applicable)
- Terms of reference/constitution/group rules
- Evidence of ownership/lease of buildings and/or land

For new groups, only the group's terms of reference and a projected income and expenditure budget covering a period of 12 months is required.

7 - Equalities and Inclusion – Wiltshire Council is committed to ensuring that its work through the Area Boards benefits all sections of our community and promotes equality and inclusion. To assist us in assessing how your application aims to meet our commitment to equality and inclusion, please provide a brief answer to the following:

a) How does your project work to either (a) promote equality and access to services/facilities, and/or (b) reduce disadvantage?

The project will actively promote equality and access using our existing and robust policies and school values. We will endeavour to involve all social groups and ages with the aim of developing shared respect, understanding and tolerance.

b) How does your project work to promote inclusion, participation and good community relations?

Whole community will derive pleasure, security and satisfaction from creating, enjoying and maintaining. Access and participation will be encouraged for all. Kick start to get the community involved and working together to ensure Lyneham not just survives but flourishes in the future.

c) Is your project targeted at a specific group? If yes, please tick any of the following which apply

- Under 25's Over 50's
- Mostly or all men/boys Mostly or all women/girls
- Specific minority ethnic groups (please state which groups)
- Specific faith groups (please state which groups)
- People/families on low income
- Other disadvantaged groups (please state which groups)

8 - Declaration (on behalf of organisation or group) – I confirm that...

- I have read the funding criteria
- The information on this form is correct, that any award received will be spent on the activities specified, that I will complete a monitoring form (if requested) following completion of the project.
- If an award is received, I will complete and return an evaluation sheet.
- That any other form of licence or approval for this project has been received prior to submission of this application.
- That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application. Child Protection Public Liability Insurance
 - Equal opportunities Access audit Environmental impact
 - Planning permission applied for (date) or granted (date)
- That acknowledgement will be given of Wiltshire Council support in any publicity, printed or website material.
- I give permission for press and media coverage by Wiltshire Council in relation to this project.

Name:

Date: 20/10/2010

Position in organisation: Business Manager

Please return your completed application to the appropriate Area Board Locality Team