



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

### 2 - Your project

In which community area does your project take place? (Please give name – see section 3 of the grants pack)	Westbury
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).	Erect three Flagpoles behind the War Memorial
Where will your project take place?	Westbury
When will your project take place?	ASAP
How many people will benefit from your project?	Many local individuals and groups
How does your project demonstrate a direct link to the community plan for your area?  Please provide a reference/page no.	

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

This project links to Wiltshire Council priorities including engaging with local people and organisations.

**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)**

**This year we erected flags in Westbury High Street to commemorate St Georges day and the Queens birthday. We have continued to fly the flags.**

**The response from residents in the town were very positive, many said it was nice to see the flags flying. Unfortunately on two occasions the flags were stolen.**

**Currently the flagpoles are at an angle and quite assessible, therefore it was suggested that we erect three new poles behind the War Memorial but they would be upright.**

**Any other information about your project.**

The reason for the change of location and using upright poles is to try to reduce vandalism.

### 3 - Management

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

**Of these, how many are:**

**Over 50 years**

**Male**

**Female**

**25 – 50 years**

**Male**

**Female**

**Under 25 years**

**Male**

**Female**

**Disabled People**

**Male**

**Female**

**Black and Minority Ethnic people**

**Male**

**Female**

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

N/A as one off purchase. The Town Council would own the equipment and thus be responsible for maintenance.

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

We would seek other assistance but would not want to stop something the residents have really appreciated.

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

We will monitor usage and get feedback from organisations such as The British Legion

**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)?**

None

**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: 2010

Month: 03

Year: 2010

**A - Total income:**

£440551

**B - Minus total expenditure:**

£331423

**Surplus/deficit for year: (A minus B)**

£109128

**Free reserves held:**

£30158

<b>5 - Financial information</b>				
<b>Project Costs A</b> Please provide a <u>full</u> breakdown e.g. equipment, installation etc.		<b>Project Income B</b> Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
			P/C	
3 flagpoles @ £265	£795	<b>Own fundraising/reserves</b>		£
Union Jack	£62			£
St Georges flags x 2	£78	<b>Parish/town council</b>		£
Carriage	£55			£
3 no. Concrete foundations	£525	<b>Trusts/foundations</b>		£
	£			£
	£	<b>In kind</b>		£
	£			£
	£	<b>Other</b>		£
	£	The British Legion		£200
	£	The Lions		£280
	£	Westbury Town Council		£277
	£			£
<b>Total Project Expenditure</b>	<b>£1,515</b>	<b>Total Project Income</b>		<b>£757</b>
<b>Total project income B</b>		<b>£757</b>		
<b>Total project expenditure A</b>		<b>£1,515</b>		
<b>Project shortfall A – B</b>		<b>£758</b>		
<b>Award sought from Wiltshire Council Area Board</b>		<b>£758</b>		
<b>Bank Details</b>				
<b>Please give the name of the organisations' bank account e.g. Barclays</b>				
<b>Please give the title name of the organisations' bank account e.g. current</b>				
<b>6 – Supporting information – Please enclose the following documentation</b>				
<b>Enclosed (please tick)</b>				
<input checked="" type="checkbox"/> Written quotes including the one you are going to use <input type="checkbox"/> Latest inspected/audited accounts or annual report <input type="checkbox"/> Income and expenditure budget for current financial year <input type="checkbox"/> Project budget (if applicable) <input type="checkbox"/> Terms of reference/constitution/group rules <input type="checkbox"/> Evidence of ownership/lease of buildings and/or land				
<b>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.</b>				

**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 poles will enhance the town centre and replace existing poles which were made several years ago.

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

The flagpoles are for the benefit of all residents in Westbury.

**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:** 28/10/2010

**Position in organisation:**

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