

## Grant Applications for Trowbridge on 12/01/2017

ID	Grant Type	Project Title	Applicant	Amount Required
2171	Community Area Grant	brush cutter for community garden	College estate resident assn.	£596.50
2069	Community Area Grant	Trowbridge Carnival Procession	Trowbridge carnival committee	£998.00
HWB Grant	Community Area Grant	Singing for the Brain	Alzheimers' Support	£3,000.00
Cllr Led	Community Ara Grant	Trowbridge Park Sports Development Facilities	Cllrs Steve Oldrieve and Graham Payne	£20,000.00
Cllr Led	Community Area Grant	Restoration of the Town Hall's Supper Room	Cllr John Knight	£9279.00

ID	Grant Type	Project Title	Applicant	Amount Required
2171	Community Area Grant	brush cutter for community garden	College estate resident assn.	£596.50

**Submitted:** 13/11/2016 10:30:40

**ID:** 2171

**Current Status:** Application Appraisal

**To be considered at this meeting:**

tbc contact Community Area Manager

**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?**

brush cutter for community garden

**6. Project summary:**

Need to replace a Bush cutter for our community wildlife garden with accessories.

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

Trowbridge

**Electoral Division**

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

Ba14 0eu

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

Countryside, environment and nature

If Other (please specify)

**10. Finance:**

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

**Your latest accounts:**

11/2016

**Total Income:**

£00.00

**Total Expenditure:**

£100.00

**Surplus/Deficit for the year:**

£595.71

**Free reserves currently held:**

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

£595.71

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

Not enough in the coffers. Cannot hold many fund raising events as we have no facilities.I.e community centrehall.

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

**10b. Project Finance:**

Total Project cost		£596.50		
Total required from Area Board		£596.50		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£

brush cutter engine	349.00
brush cutter	165.00
grass trimmer	82.50

Total	<b>£596.5</b>	<b>£0</b>
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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?**

Trowbridge

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

The whole estate the wildlife garden is open to all.

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

Always in and out of garden always ongoing work in progress.

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

Funding only for equipment to maintain garden.

**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)

**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:**

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...**

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

2069	Community Area Grant	Trowbridge Carnival Procession	Trowbridge Carnival Committee	£998.00
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**Submitted:** 16/08/2016 17:27:10

**ID:** 2069

**Current Status:** Application Appraisal

**To be considered at this meeting:**

tbc contact Community Area Manager

**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?**

Trowbridge Carnival Procession

**6. Project summary:**

to organise a carnival procession safely through Trowbridge Town Centre

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

Trowbridge

**Electoral Division**

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

ba14 8bl

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

Children & Young People

Arts, crafts and culture  
Festivals, pageants, fetes and fayres  
Inclusion, diversity and community spirit

If Other (please specify)

**10. Finance:**

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

**Your latest accounts:**

12/2015

**Total Income:**

£9917.27

**Total Expenditure:**

£7568.22

**Surplus/Deficit for the year:**

£2349.05

**Free reserves currently held:**

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

£526.86

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

due to increased regulation from the Highways Authority Wiltshire Council and the Police we have to provide more road signage for traffic control and protection of the general public.

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

**10b. Project Finance:**

Total Project cost		£998.00		
Total required from Area Board		£998.00		
Expenditure (Itemised expenditure)	£		Income (Itemised income)	Tick if income confirmed
road signs	833.18			£
hi vis vests	166.80			
Total	<b>£998.00</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?**

we attract an estimated 14000 people to view the carnival from the local area. Where possible we have always tried to share any monies raised with local charities.

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

we are using social media to gain feedback and invite the public to our AGM.

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

we will continue to approach local businesses for funding as well as increasing our fundraising efforts held during the year and hope to recover some costs by hiring out the road signs obtained to other carnivals.

**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.

HWB Grant	Community Area Grant	Singing for the Brain	Alzheimers' Support	£3,000.00
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**Submitted:** 04/01/2017 17:27:10

**ID:** HWB Grant

**Current Status:** Application Appraisal

**To be considered at this meeting:**

tbc contact Community Area Manager

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

Community Area Grant

**2. Amount of funding required?**

£1001-£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?**

Singing for the Brain

**6. Project summary:**

A free and accessible community activity which builds on the fact that people with dementia can recall words of songs and melodies after other memories have faded. Attending groups alongside their family carers, participants experience a boost in confidence, mood and self-esteem. The group will take place weekly in our own premises in Mill Street.

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

Trowbridge

**Electoral Division**

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

BA14 8BE

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

Older People Support/Activities

Carers Support/Activities

Promoting physical and mental wellbeing

Combating social isolation

Arts, crafts and culture

If Other (please specify)

## **10. About your project**

**Please tell us about your project (a strong application will address all of the following):**

### **How does your project support local needs and priorities?**

In our very rural county, it is difficult for older people to remain socially engaged in local communities at the best of times -

the situation worsens when you are affected by dementia and the world has become a bewildering place. A 2013 survey shows that 50% of people with dementia and their carers stated that they are lonely, 38% confirmed that they had lost friends and an alarming 70% of people with dementia have stopped doing things they used to do due to a lack of confidence.

Apart from our award winning day care centre in Mill Street, there are currently no dementia specific activities offered in Trowbridge. Singing for the Brain groups are active in Seend and Westbury, but both groups are oversubscribed and now have to operate a waiting list.

Starting a new group on our very own premises in a central location in Trowbridge will offer people with dementia and their carers access to an enjoyable activity and at the same time offer peer-support and access to expert advice.

### **How many older people/carers to do you expect to benefit from your project?**

Our existing groups in Bradford-on-Avon, Westbury, Lockeridge and Seend attract around 40 people with dementia and their carers every week. Current groups are full to capacity and it is high time we extend our offer - not only the number of groups but also the geographical area in which they take place. Trowbridge residents who currently travel a long way to attend groups elsewhere and those individuals who are unable to travel beyond Trowbridge have urged us to create this opportunity for them in their local community. Our annual consultation showed that there is great demand for additional groups, particularly in Trowbridge. We anticipate around 40 people for this group every week. The benefit of the activity can be felt long after the actual attendance: the increase in confidence and improved mood continues long after and helps both person with dementia and family carer to live better with dementia. Carers stress levels are reduced and their health and well being improves. The positive resonance of participation is felt in the wider context of the individual, their family and their care setting.

### **How will you encourage volunteering and community involvement?**

Singing for the Brain groups attract significant volunteer support, mainly due to the enjoyable activity of singing but also because of the caring and supportive environment these well run groups offer. The groups are led by a dementia trained singing teacher and one Alzheimer's Support facilitator, who are supported by 3 - 5 volunteers every week. Volunteers come from all walks of life, but we see a high number of older people taking up this opportunity to improve their social life and to (re)kindle abilities. Singing for the Brain groups often invite community musicians to perform and likewise take part in community events. We staged pop-up singing sessions in The Shires shopping mall in the past and most recently participated in a carol service at Bethesda church alongside Newtown Primary School choir. The sensory garden in Park Road also sees regular performances from existing groups. It is important to us to demonstrate the abilities of people with dementia to the wider community and to diminish the stigma attached to the disease.



**How will you ensure your project is accessible to everyone (for example: people living with a disability or on low incomes, or vulnerable, or socially isolated etc.)?**

All our community groups are free of charge and volunteer drivers and car-pools are available, enabling as many people as possible to access the group. The proposed location is also the venue for our day club and as such completely physically accessible. The facilities are easy to navigate and offer relevant support for any disabilities. Songsheets are in large print and staff and volunteers are at hand to help with unforeseen issues.

**How will you work with other community partners?**

Our services enjoy high regard amongst community partners and referring agencies. The Singing for the Brain project is recognised as a valuable activity to counteract loneliness and to mobilise community assets. Local supermarkets (Tesco) and shops (Greggs) donate the refreshments offered at the sessions and often engage their staff through volunteering, too. We have close ties with local schools and encourage intergenerational singing and story sharing.

**11. Safeguarding**

**Please tell us about how you will protect and safeguard vulnerable people in your project (You must address all of the following):**

- Please provide evidence of your commitment to safeguarding and promoting the welfare of older/vulnerable people and their carers.
- How do you make sure staff and volunteers understand their safeguarding responsibilities?
- Who in your organisation is ultimately responsible for safeguarding?

As a provider of registered services, we are subject to CQC inspections. In 2015 we were graded as GOOD. The responsibility for the health, safety and welfare of our service users lies with the Chief Executive but is observed by all staff and volunteers. Part of this commitment means that all colleagues are trained to Care Certificate standard. Safeguarding and a profound understanding of person centred care is at the heart of our training and indeed our organisational ethos. Our training and work practices are underpinned by robust safeguarding policies, informed by national standards and disseminated to all staff via our intranet.

**12. Monitoring your project.**

**How will you know if your project has been successful? \*required field**

The Community Activities Coordinator maintains weekly spreadsheets for all groups delivered in a number of locations. This activity is reviewed by the senior management team at 6-weekly meetings and in turn by the Board of Trustees and the Finance Sub-committee at their quarterly meetings. Our target is to reach 13 people with dementia, often accompanied by their family carer for each group. We regularly exceed this target. In addition, we undertake yearly participant surveys where we gather qualitative feedback from carers and people with dementia about their experience and invite suggestions and comments to inform the improvement of our offer. Success for us means a full group delivering a positive experience to attendees week after week and a person centred service tailored to their needs.

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

Our income streams are very diverse and we vigorously fundraise in all areas. Our experience shows that, once a group is established and has made connections with the local community, we enjoy a lot of support and goodwill - which also translates into financial support.

Communities recognise the value the activity brings and the benefit it has to participants.

So prime-pumping the project with a grant will see it created and the wider community will help to sustain it after any grant funding is spent. As a final contingency, should we be unable to secure future funding, we would collect a small contribution from attendees towards the project cost (i.e £1 per session would collect over £1,500 per annum). We are situating the group in our own premises in Mill Street which achieves a saving of around £2,500 for venue hire. The singing coach is a freelance music teacher, trained by Alzheimer's Society and part of their trademarked service. Unfortunately, according to their guidelines, Singing for the Brain can only be delivered by one of their music teachers and we are subject to their pricing structure. However, only one paid member of Alzheimer's Support staff will facilitate the group, supported by a volunteer. To guarantee continuity, we do not entirely rely on volunteers but run the service with minimum staffing.

**14. If this application forms part of a larger project (eg. building of new village hall), please state what this project is and approximately how much the overall project will cost**

**15. Finance:**

**15a. Your Organisation's Finance:**

**Your latest accounts:**

04/2016

**Total Income:**

£1,238,563.00

**Total Expenditure:**

£1,078,465.00

**Surplus/Deficit for the year:**

£160,098.00

**Free reserves currently held:**

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

£326,631.00

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

The surplus achieved in 2015/16 was due to some unforeseen legacies and was added to our free reserves which only now have reached the recommended level at which it could sustain or business operations for a 3 month period.

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

**15b. Project Finance:**

Total Project cost		£7,039.00		
Total required from Area Board		£3,000.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Singing Coach	2550.00		Charitable Donations	825.00
Support Staff	1734.00		Volunteering Staffing	714.00
Volntr Travel	255.00		Use of Own Venue	2,500.00
Venue Hire	2,500.00			
Total	<b>£7,039.00</b>			<b>£4,039.00</b>

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

No

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

**18. DECLARATION**

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

**Quotes:**

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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...**

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

ID	Grant Type	Project Title	Applicant	Amount Required
Cllr Led	Community Area Grant	Trowbridge Park Sports Development Facilities	Cllrs Steve Oldrieve and Graham Payne	£20,000

**Submitted:**

**ID:** Cllr Led, see attached report and business plan

**Current Status:** Application Appraisal

**To be considered at this meeting:**

19<sup>th</sup> January 2017

ID	Grant Type	Project Title	Applicant	Amount Required
Cllr Led	Community Area Grant	Restoration of the Town Hall's Supper Room	Cllr John Knight	£9,279.00

**Submitted:**

**ID:** Cllr Led

**Current Status:** Application Appraisal, see attached report and quotations

**To be considered at this meeting:**

19<sup>th</sup> January 2017