



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	Kington St Michael Parish Hall Committee		
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)	Chippenham Area Board
Does your town/parish council know about your project?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
What is your project?  <b>Important: This section is limited to 300 characters only (inclusive of spaces).</b>	The project consists of the resurfacing and improved drainage to the existing tarmaced covered parking area which has deteriorated significantly over the years and in particular during the past winter.
Where will your project take place?	At the Village Hall in Kington St Michael
When will your project take place?	During the second quarter 2011
How many people will benefit from your project?	All Hall and Community Shop users
How does your project demonstrate a direct link to the community plan for your area?  Please provide a reference/page no.	The car park is integral to community services offered by the Village Hall and the Community owned Shop/Post Point, all receive extensive usage  2005-15 Wilts Plan: pgs 7, 10, 29

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

Supoport for rural community halls providing cultural and leisure activitioes is highlighted in the Chippenham and Villages Community Plan, as is support for rural shops and postal services. This is reinforced by support for the village hall, shop and post office in the KSM Parish Plan (2007) .

**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)**

To function effectively , the village hall, plus the community shop and post point that that rents part of the hall requires a usable car park.

The current facility which is currently used extensively, provides parking for eight cars and is used throughout the day by the many organisations renting the hall as well as the volunteers and customers of community run village shop and post point. During the evenings and weekends the hall is also well utilised by social and leisure clubs attracting users from within and outside the village.

If the car park is not repaired, this will become unsable and an eyesore, both of which will deter many from utilising the facilites. In addition if not improved, then the hall and shop will be displaced by other similar facilities in the locality that have been upgraded or replaced as new.

**Any other information about your project.**

The village hall in Kington St Michael is a vital community resource which receives custom and support from many organisations within the local community as it provides social and leisure facilities as well being the home for the very succesful community run village shop and post point, which provides a full postal service. (See [www.kingtonstmichael.com](http://www.kingtonstmichael.com)). A functioing car park is a critical element of the facility.

Examples of users of the hall are as follows: Womens Insitute, Acorns Play Group (daily), Music and Movement, Parish Church, Dog Training, Parish Council, Tai-Chi, Line Dancing Club, Salsa Club, scrap book club plus many social and leisure events held on an ad-hoc basis over the balance of the week and weekends, e.g. wedding receptions, parties, musical evenings, etc. The village shop which is open throughout the day during the week and until lunchtime on Saturdays has over 30 volunteers and many customers (local and passing trade) who utilise the car park.

### **3 - Management**

**How many people are involved in the management of your group/organisation? 10**

**Of these, how many are:**

<b>Over 50 years</b>	<b>Male</b>	<input type="text" value="2"/>	<b>Female</b>	<input type="text" value="4"/>
<b>25 – 50 years</b>	<b>Male</b>	<input type="text"/>	<b>Female</b>	<input type="text" value="4"/>
<b>Under 25 years</b>	<b>Male</b>	<input type="text"/>	<b>Female</b>	<input type="text"/>
<b>Disabled People</b>	<b>Male</b>	<input type="text"/>	<b>Female</b>	<input type="text"/>
<b>Black and Minority Ethnic people</b>	<b>Male</b>	<input type="text"/>	<b>Female</b>	<input type="text"/>

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

No further funding will be required, as on going maintenance will be provided from Village Hall funds.

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

The Hall would have to provide all of the funding from its reserves.  
These reserves are held in case significant repairs are required for the 100+ year old building which has a high running cost and requires extensive on-going maintenance; it is also located in a conservation area.  
Examples of possible future expenditure relate to the repair, or replacement, of the roof, the replacement of the unique bell tower (the hall was previously the village school), repairs to outbuildings.

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

Currently there have been a number of complaints from users of the village hall regarding the poor repair of the car park. If these are replaced by compliments then we will know that the expenditure has made a difference.

**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)?**

Discussions held with the EU sponsored Rural Development Programme. These funds are directed towards larger projects. £750 funding from KSM Parish Council marked \* will be submitted on 17/2/11.

**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:** 31st

**Month:** March

**Year:** 2010

**A - Total income:**

£23858.27

**B - Minus total expenditure:**

£23354.93

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

£503.44

**Free reserves held:**

£33844

## 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	
	£8,392	Own fundraising/reserves	C £3446
	£		£
	£	Parish/town council	P £750*
	£		£
	£	Trusts/foundations	£
	£		£
	£	In kind	£
	£		£
	£	Other	£
	£		£
	£		£
	£		£
	£		£
<b>Total Project Expenditure</b>	<b>£8,392</b>	<b>Total Project Income</b>	<b>£4196</b>
<b>Total project income B</b>		<b>£4,196</b>	
<b>Total project expenditure A</b>		<b>£8,392</b>	
<b>Project shortfall A – B</b>		<b>£4,196</b>	
<b>Award sought from Wiltshire Council Area Board</b>		<b>£4,196</b>	
<b>Bank Details</b>			
<b>Please give the name of the organisations' bank account e.g. Barclays</b>		Barclays	
<b>Please give the title name of the organisations' bank account e.g. current</b>		Community account	

## 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?**

This will promote improved access to services/facilities

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

This will be available for use by all in the community and facilitate the use of a valuable community resource

**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:

Position in organisation:

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