



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	The Mere Lecture Hall Trust		
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)	Western Area
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).	The Mere Lecture Hall Trust runs the Lecture Hall which consists of a main hall, smaller side hall and a front all with a kitchen area. The majority of the hall was refurbished in 2007 but the small hall still needs to be refurbished, decorated and have new lighting installed.
Where will your project take place?	At the Mere Lecture Hall, Salisbury Street, Mere BA12 6HA
When will your project take place?	July/August 2011
How many people will benefit from your project?	>500
How does your project demonstrate a direct link to the community plan for your area?	'Improve facilities of the village hall'
Please provide a reference/page no.	20

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

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 Mere Lecture Hall Trust has a responsibility to provide a clean, warm and safe environment for activities for local groups. The Small Hall is in need of decoration and repair and specifically, new lighting to bring it up to the standard required and expected by the various groups. The Hall areas are let to a number of organisations and some in particular need improved lighting so that they are not disadvantaged in their activities.

Any other information about your project.

The Trust has been trying to find funds from its own means and income without success for the past two years and the work is becoming more urgent due to the increased use of all of the areas that make up the Mere Lecture Hall.

3 - Management

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

Of these, how many are:

Over 50 years	Male	<input type="text" value="10"/>	Female	<input type="text" value="10"/>
25 – 50 years	Male	<input type="text" value="1"/>	Female	<input type="text" value="1"/>
Under 25 years	Male	<input type="text" value="0"/>	Female	<input type="text" value="0"/>
Disabled People	Male	<input type="text" value="0"/>	Female	<input type="text" value="0"/>
Black and Minority Ethnic people	Male	<input type="text" value="0"/>	Female	<input type="text" value="0"/>

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

The project will have to wait until the Trust can fund all the costs itself

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

The impact would depend on the level of shortfall. In this case the project would be abandoned for now. The next level would be that this project would take place but other work by the Trust for the community would have to be deferred or cancelled.

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

The Hall Manager receives feedback from the organisers of the events at the hall and from the general public who use the facilities.

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)?

No other applications have been made

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: 2009

Month: June

Year: 2009

A - Total income:

£36,780.72

B - Minus total expenditure:

£54,809.14

Surplus/deficit for year: (A minus B)

£ 19,028.41 LOSS

Free reserves held:

£6,649.60 as of January 20, 2011

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
Repair plasterwork to walls	£300	Own fundraising/reserves	P	£2,500
Seal walls & ceiling	£250			£
Remove curtain rails & replace	£200	Parish/town council		£
Open up fireplaces, make good, sweep chimneys, provide vents.	£450			£
Allow for improved lighting	£800	Trusts/foundations		£
Reinstate tiles to fireplaces	£150	In kind		£
Cut down cupboard for storage to dado rail level & make good	£150			£
Paint walls & ceiling	£1,500	Other		£
Paint dado rails etc.	£250			£
Stain beams & velux window frame	£200			£
Sand & seal floor	£500			£
Total Project Expenditure	£4,750	Total Project Income		£2,500
Total project income B		£2,500		
Total project expenditure A		£4,750		
Project shortfall A – B		£2,250		
Award sought from Wiltshire Council Area Board		£2,250		
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				
6 – Supporting information – Please enclose the following documentation				
Enclosed (please tick)				
<input checked="" type="checkbox"/> Written quotes including the one you are going to use <input checked="" type="checkbox"/> Latest inspected/audited accounts or annual report <input checked="" type="checkbox"/> Income and expenditure budget for current financial year <input type="checkbox"/> Project budget (if applicable) <input checked="" type="checkbox"/> Terms of reference/constitution/group rules <input checked="" type="checkbox"/> 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 Hall is available to all users within the community. The rate charged for the hall depends on the room used (the small hall is suited to smaller groups with lower financial resources)

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

The Hall provides a safe, secure and clean environment where the community can grow and develop through local activities

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: 09/02/2011

Position in organisation:

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