

Trowbridge Community Area Future Partnership Agreement 2011/2012

Claim for running costs

Details		
Name:	Colin Kay	
Partnership:	Trowbridge Community Area Future	
Address:	10/12 Fore Street	
	Trowbridge	
	Wiltshire	
	BA14 8HA	
Phone:	01225 785207	
Email:	kays4@hotmail.co.uk	
Project Officers (Kate Oatley & Doug Ross)		
Gross Salary 23 hours @ £14.6916*52.14	£ 17,618.00	
National Insurance@5.5%	£ 969.00	
Travel	£ 450.00	
Training	£ 350.00	£ 19,387.00
Consultation activities, public events, analysis		
Consultation visits and events	£ 1,000.00	
Room Hire	£ 750.00	£ 1,750.00
Advertising & promotion		
Website maintenance	£ 500.00	
Publicity of Events	£ 250.00	
Media publicity	£ 500.00	
Newsletters	£ 750.00	£ 2,000.00
Plans, questionnaires, other printing		
Plan Design	£ 310.00	
Plan printing	£ 1,500.00	
Questionnaires	£ -	
Other printing	£ 100.00	£ 1,910.00
Office expenses, consumables, etc.		
Rent	£ 2,500.00	
Telephone	£ 500.00	
Printing & Stationery	£ 650.00	
Postage	£ 510.00	
Insurance	£ 350.00	
Computer maintenance	£ 100.00	
Computer depreciation	£ 340.00	£ 4,950.00
Other expenses		
Miscellaneous	£ 250.00	
Parish Councils Liaison Group	£ 1,000.00	£ 1,250.00
	£ 31,247.00	£ 31,247.00
Less : Amount of funding rolled forward from 2010/2011 to be spent in 2011/2012		-£ 2,750.00
Total running costs applied for: -		£ 28,497.00
Less: - Trowbridge Town Council - one third.		-£ 9,499.00
Total running costs applied for from Wiltshire Council.		£ 18,998.00

I confirm that the costs detailed here will be incurred by the Trowbridge Community Area Future Partnership in accordance with the commitments agreed within the Community Area Partnership Agreement 2011/2012.

I understand that a first tranche payment of 50% of the funding will be released following Area Board approval. This will be followed by a second tranche of the remaining 50% at a date to be agreed in approximately six months time.

Signed: -.....D.F.Ross.....Dated....15/04/2011.....