



Reference no

 Log no
 WARM03/11
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	Chapmanslade Village Hall (and Memorial Ground)		
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)	Southern Locality Area Board Team - Warminster Area Board
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 Rejuvenation of our 36 yr old Village Hall focussing on much needed improvements to the condition of and facilities offered in respect of statutory compliance for disabled facilities and hygiene standards, increase env efficiency (reduce opex), new floor, heating and an additional function room
Where will your project take place?	Chapmanslade Village Hall
When will your project take place?	By early 2013 if grant success achieved
How many people will benefit from your project?	Hall "person use" pa is approx 6000
How does your project demonstrate a direct link to the community plan for your area? Please provide a reference/page no.	Chapmanslade village appraisal / plan, and improvements to village halls - especially facilities for young people p21 village plans & p22 priorities

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

The project intends to optimise Hall use by enabling concurrent user group activities (which are currently not possible), to retain & expand its tenancy base, make more environmentally efficient and in so doing reduce operating costs, and most importantly to ensure the Hall complies with legislation

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)

From villager opinion in the 2002 Community Action Plan questionnaire prepared jointly by the community of Chapmanslade and the WWDC. The Plan addressed matters such as Community services, the environment, transport and the adequacy of the existing Village Hall to satisfactorily meet the demands placed upon it. From the questionnaire, hand delivered to every household, a return of 69% provided evidence of a strong desire to see the Village Hall developed, and of the respondents over 70% opinion focused on specific aspects of the hall:- (i) improving toilet, welfare and kitchen facilities, (ii) Significant measures to enhance energy conservation, and (iii) Provision of an additional function room. The improvements will ensure the building is more responsive to user needs (concurrent user group access), is more environmentally efficient, complies with statutory obligations (disabled access/welfare and [kitchen] hygiene requirements) and is easier/cheaper to maintain. Benefits will include a much improved ambient env that will benefit the young and elderly in particular, reduce opex, comply with statutory obligations, and allow an expanded and more diverse user group base.

Any other information about your project.

Our specific project for the Area Board is provision of a disabled toilet, improve existing toilet facilities and to provide a hearing loop system ie bring the hall into full compliance with the DDA. This work is now our 1st priority, being necessary for legislative drivers. This however is just one critical element of our wider business plan ie rejuvenation of the Hall as stated in section Two. The next key part being the creation of an additional function room by suitable development of a disused cricket pavilion which is located adjacent to the Hall building. This is a subproject to be carried out jointly with the local Youth Club to afford them a dedicated meeting place and to provide the Hall with the extra room. For their part the youth club has already carried some initial works through self-help, and the project is intended to encourage self empowerment/responsibility of our village young persons, hence promote their awareness of / interest in community related schemes.

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="3"/>	Female	<input type="text" value="2"/>
25 – 50 years	Male	<input type="text" value="1"/>	Female	<input type="text" value="5"/>
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 operating costs of the completed project will be self funded through hiring and event charges. The Hall operates with a positive annual P & L balance and this will continue as the detailed objective of our current Business Plan (copy attached to application for supporting information).

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

The DDA project work would still be carried out summer '11, but the next critical project for joint development with the youth club of a separate function room would be significantly deferred until the necessary funds were available, taking into account our full rejuvenation plans. This is not in accordance with our business plan and would be detrimental to our objectives to consolidate / expand the Hall user base, and may risk deterring the youth club to follow through on their intentions.

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

We will solicit opinions from our user groups and villagers via community magazines. By complying with legislation in respect of the DDA, we will have undoubtedly made a significant improvement to the environment of and facilities offered by the hall as a community venue. The Hall committee has undertaken a number of long needed sub projects over the Past 2 years (refer attached schedule), which have made an acknowledged benefit to the quality of our Hall as a hire venue, and we must continue.

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)?

Community First (Wiltshire Village Hall Grants Panel) - in the sum of £7,500

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 (2010 not yet available)

Month: Dec

Year: 2009

A - Total income:

£16,037

B - Minus total expenditure:

£26,210

Surplus/deficit for year: (A minus B)

£(10,173)

Free reserves held:

£32,117

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	
New disabled toilet	£12,000	Own fundraising/reserves		£8,250
Refurbishment of existing toilet	£5,000			£
Hearing loop system	£1,250	Parish/town council		£
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£	Other		£
	£	Grant from WC Grants Panel		£7,500
	£			£
	£			£
	£			£
Total Project Expenditure	£18,250	Total Project Income		£15,750
Total project income B		£15,750		
Total project expenditure A		£18,250		
Project shortfall A – B		£2,500		
Award sought from Wiltshire Council Area Board		£2,500		
Bank Details				
Please give the name of the organisations' bank account e.g. Barclays		Lloyds TSB Bank PLC (plus a B/S C&C account)		
Please give the title name of the organisations' bank account e.g. current		Current 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?

The Hall is available fo hire to all prospective user groups with reduced charges appling for young/youth groups to encourage use. The primary project benefit will be to reduce disadvantage to disabled visitors and those with hearing impairment, by installation of a new disabled toilet and loop.

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

Without other community services being available Chapmanslade requires a strong village focus as provided by the Hall. Our facilities for the elderly and disabled are a real cause for concern as currently there is no proper disabled access or toilet facilities, nor loop hearing aid system in place.

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) Disabled

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: 07/04/2011

Position in organisation:

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