



Community Area Grant Application Form 2011/2012

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

For larger projects we strongly advise you to contact Charities Information Bureau three months before you approach the area board. (See Section 2 for contact details)

**Please contact your Community Area Manager before completing your application
(See Section 3 for contact details)**

1. Your organisation or group

Name of organisation	KEEVIL PARISH COUNCIL		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input type="checkbox"/> Parish/town council <input checked="" type="checkbox"/> Other, please specify		

2. Your project

Project Title/Name	WAR MEMORIAL RENOVATION		
What is your project about and what does it aim to achieve? <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	Repair damage caused by age and weather. Clean the stone using eco-friendly methods. Provide a renewed focus for village Armistice services. The War Memorial is adjacent to Keevil C. of E. Primary School. The War Memorial can be used to educate the school children about the sacrifices made for freedom.		
In which community area does your project take place? (Please give name – see section 3 of the grants pack)	MELKSHAM		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date 9 th May 2011	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/>	Date 9 th May 2011	No <input type="checkbox"/>

Where will your project take place?	SCHOOL CLOSE, KEEVIL, WILTSHIRE VA14 6SB
When will your project take place?	SUMMER 2011 onwards
How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community? <i>Important: Please do not type/write in paragraphs – This section is limited to 1200 characters only (inclusive of spaces)</i>	The Parish Council commissioned a conservator from a list provided by the War Memorial Trust to survey the War Memorial and to recommend what renovation was needed to ensure a longer life for the monument. A copy of their report with photographs is provided with this application.
How many people will benefit from your project?	The whole of Keevil Parish plus the schoolchildren who attend the school but are not resident.
How does your project demonstrate a direct link to the local community plan for your area? www.wiltshire.gov.uk/areaboard Please provide a reference/page no.	
To be completed ONLY where town/parish councils are making an application	
Is your project one which parish/town councils have powers to raise local taxes to fund?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Could your project be funded from your reserves?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Is your project urgent (having to be completed in this financial year? If you answer YES please provide evidence elsewhere on the application form)	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Any other information about your project.	
<p>There are approximately 65,000 War Memorials in the UK. Most of them were erected after the Great War, the usual method being to form a local fund raising committee to secure finance. When the memorial was built, the fund raising committee was disbanded leaving behind uncertainty over ownership. Due to this uncertainty, Parliament passed the War Memorials (Local Authorities' Powers Act) of 1923. Sections 1 and 3 of this Act gave local authorities powers to maintain, repair and protect War Memorials. Many War Memorials were updated after the Second World War to include details of lives lost in that conflict. 30 years on, the ownership of and/or responsibility for War Memorials was even more obscure than in the 1920s so Parliament included in the Local Government Act of 1972 Section 139(1) which empowered local authorities to assume ownership of War Memorials.</p> <p>In 2006, KPC tried to discover if the Keevil War Memorial was owned by any body and could find no record of ownership. KPC then exercised its powers under the two Acts previously mentioned and assumed ownership of the War Memorial in May 2006. KPC arranged for the War Memorial surroundings to be cleaned up and proper post and chain fencing to be installed. In 2010 it was decided that the War Memorial ought to be cleaned along with the lettering to make it more legible. In order to preserve the stonework and clean the lettering, KPC contacted the War Memorial Trust to ask for their advice. They provided a list of conservators and KPC picked a local business who suggested a condition survey which would include a rebuilding cost for insurance purposes. The conservators report is attached.</p>	

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="5"/>	Female	<input type="text" value="2"/>
25 – 50 years	Male	<input type="text"/>	Female	<input type="text"/>
Under 25 years	Male	<input type="text"/>	Female	<input type="text"/>
Disabled People	Male	<input type="text"/>	Female	<input type="text"/>
Black and Minority Ethnic people	Male	<input type="text"/>	Female	<input type="text"/>

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

Via the Parish Council Precept

How will you know whether your project has made a difference in the community? What evidence will be collected to enable you to know that the project has made a positive impact on your community and met the local need?

People of the village are proud of their War Memorial and the renovated monument will be the centre of our Remembrance Day activities.

Have you contacted Charities Information Bureau for help with your application/ to seek other funding?

Yes

Date

No

To whom have you applied for funding for this project (*other than Wiltshire Council*)?

Please list with amount applied for and whether you have been successful

Name of Funder	Amount Applied For	Amount Received
WAR MEMORIAL TRUST	£885	NIL

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

If yes, please state which one(s).

Yes

No

Are you in receipt or anticipating other funding from other Wiltshire Council departments for this project?

Yes

No

4. Information relating to your last annual accounts (if applicable)		
Year ending: 2010/2011	Month: March	Year: 2011
A - Total income:	£6,998	
B - Minus total expenditure:	£5,447	
Surplus/deficit for year: (A minus B)	£1,551	
Free reserves currently held:	£1,250	

5. Financial information – If you can claim back V.A.T. please exclude from figures given below

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	£
Cleaning	£	Own fundraising/reserves		£
Re-Pointing	£			£
Lettering	£	Parish/town council	P	£885
Tower Scaffold	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£	Other		£
	£			£
	£			£
	£			£
Total Project Expenditure	£1,770	Total Project Income		£

Total project income B	£885
Total project expenditure A	£1,770
Project shortfall A – B	£885
Grant sought from Wiltshire Council Area Board	£885
Bank Details	
Please give the name of the organisations' bank account e.g. Barclays	
Please give the title name of the organisations' bank account e.g. current	Business Instant Access

6. Supporting information – Please enclose all the following documentation as failure to do so may lead to a delay in your application being considered

Enclosed (please tick)

- Written quotes including the one(s) you are going to use
- Latest inspected/audited accounts or annual report or Income/expenditure budget for current financial year
- 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. 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. N/A

That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application. Child Protection Safeguarding Adults

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: 12th May 2011

Position in organisation:

Please return your completed application to the appropriate Area Board Locality Team (see section 3)