



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	Larkhill Community Action Partnership		
Contact name			
Contact address			
Contact number	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;"></td> <td style="width: 30%; text-align: center; font-size: small;">e-mail</td> </tr> </table>		e-mail
	e-mail		
Organisation type	Not for profit organisation YES		
2. Your project			
Project Title/Name	St. Barbara's Hall Enhancement		
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>	<p>St. Barbara's Hall is the old Roman Catholic Church within Larkhill Garrison. The building is not used for that purpose any longer and requires refurbishing for other community uses. However, to be used in another capacity there needs to be improvements to the current build. Improvements include fitting of a kitchen, increasing the number of toilets, increased storage space and a number of health and safety improvements. This project has been brought to the fore as Wiltshire Council is modifying Larkhill Primary School, which entails demolishing the present pre/after school club accommodation in Dec 2011. St Barbara's Hall is the ideal location and size for this school club and other community groups eager to use the hall, Community groups who are eager and have pledged to use St Barbara's Hall includes; central Regimental unit briefings, children's parties, Brownies, Scouts, Guides, and a Fijian Faith Group. Future use could include a cinema club, Larkhill's amateur dramatics club (LADS) and a local choral society/group. The complete works have been costed at £25,050. This is a priority phased operation with phase 1 being the kitchen, toilets and facilities. Phase 1 will cost £13,050.</p>		
In which community area does your project take place? (Please give name – see section 3 of the grants pack)	Amesbury (Larkhill area)		
We have discussed our project with the town/parish council?	Yes Date 13 June 2011		
I/we have discussed our project with our Wiltshire councillor?	Yes Date 13 June 2011		

Where will your project take place?	St Barbara's Hall, Larkhill
When will your project take place?	October 2011 (with an estimated completion for all projects of no later than 30 April 2012)
<p>How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community?</p> <p><i>Important: Please do not type/write in paragraphs – This section is limited to 1200 characters only (inclusive of spaces)</i></p>	<p>The Larkhill Community Action Partnership (LCAP) clearly identified via community surveys and within the Larkhill Community Plan the need for a Community Hub that was outside of the MoD wire and has a large hall. A strategic partner with LCAP is the Larkhill Garrison who have written a Vision Statement for St. Barbara's Hall and this has been endorsed by LCAP. The success of the Larkhill Community Partnership is founded on community involvement and all the community groups i.e. Brownies, Scouts, Guides, Fijian Faith Group and Cinema Club identified that this is the perfect location for a Community Hub. We include the St Barbara's Hall Vision Statement as 5 Apr 2011 (Larkhill Garrison and the Larkhill Community Partnership's vision for St Barbara's Hall are to develop the building within 12 months, in order to meet the needs of the community for indoor recreational space. The Hall is to become a multi-use complex, which is both flexible and safe, and with adequate facilities to cope with a wide variety of community users with differing aims and goals. An affordable and scheduled plan is to be agreed, in order to increase the viability of St Barbara's Hall. It is recommended that improvements be made no later that 30 April 2012, and can be phased if necessary).</p>
How many people will benefit from your project?	<p>It could help at least 1,200 children and 800 households by providing an area for the following uses;</p> <p>Baden-Powell groups will be able to use a large area four times a week for up to six hours for up to 100 children for their gatherings. Military families who have one or two serving parents will be able to send their children to a local before and after school club, as an increasing number of families have both parents working. It is proposed up to 30 children, five days a week, approx 2 hours each morning and 3 hours each evening. Films will be shown locally and in conjunction with Salisbury arts council rather than travelling to Salisbury to go to the cinema. The Fijian sector of the community will be able to have gatherings according to their faith. To be used on evening a week and every Sunday for up to 8 hours for up to 80 families across Salisbury Plain super garrison. Larkhill's amateur dramatics association and the choral society would be able to use the large hall for their activities (plays and shows etc).</p>
<p>How does your project demonstrate a direct link to the local community plan for your area?</p> <p>www.wiltshire.gov.uk/areaboards</p> <p>Please provide a reference/page no.</p>	<p>This project will provide for facilities for young and old and is a pivotal part of the Larkhill/Durrington Community Plan which details the need for a community hub.</p> <p>8 and 9 of the Appendix A</p>
To be completed ONLY where town/parish councils are making an application Not applicable	

Any other information about your project.

The Larkhill Community Partnership plan is attached as appendix A. We hope that this will enable you to see who the stakeholders are and to estimate for yourselves the overall value to the community of the work that LCP achieves. The partnership has no formal constitution but is driven by Community Groups, the Larkhill Garrison Commander and banking, professional and legal advice is kindly provided by Durrington Town Council. There are currently no public funds available to fund small infrastructure projects and therefore if this project is to proceed, funding will need to be sourced from several areas, including the community and from non-public funded units/organisations. A statement confirming non-availability of MOD funding can be provided, should this be required.

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="3"/>
25 – 50 years	Male	<input type="text" value="5"/>	Female	<input type="text" value="4"/>
Under 25 years	Male	<input type="text" value="2"/>	Female	<input type="text" value="3"/>
Disabled People	Male	<input type="text" value="1"/>	Female	<input type="text" value="1"/>
Black and Minority Ethnic people	Male	<input type="text" value="2"/>	Female	<input type="text" value="1"/>

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

The project is a Capital outlay only and will be maintained by the MoD (The MOD have a responsibility to maintain St Barbara's Hall until 2034, even though they will not be enhancing or refurbishing the building with major works.

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?

Larkhill Community Partnership regularly consults with the community and the completion of St Barbara's Hall Enhancement can easily be quantified at the regular partnership meetings and the records that will be kept re the booking of events, the actual numbers of attendees and overall user groups.

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

Yes Date 15 June 2011

	Name of Funder	Amount applied for	Amount recieved
	Durrington Town Council	£5,000	£5,000
	LARKHILL PRIMARY SCHOOL	£1,800	£1,800
	14, 19, and 32 REGT RA (£250 ea)	£750	£0
	43 (WESSEX) BDE Welfare	£500	£0
	LOCAL FUND RAISING	£1,000	£1000
	ARMY CENTRAL FUND	£10,000	£0
	ANNINGTON TRUST	£1,000	£0

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

NO

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

NO

4. Information relating to your last annual accounts (if applicable) N/A				
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	
<i>Phase 1 Fit kitchen including sink, worktops, cupboards, and drawers</i>	<i>£9,000</i>	Local fundraising	C	£1,000
<i>Phase 1 Minor works</i>	<i>£3,000</i>	Durrington Town Council	C	£5,000
		Annington Trust	P	£1,000
<i>Phase 1 Lift and relocate an iso container to be used as outside storage, including providing a base and connecting to mains.</i>	<i>£600</i>	Larkhill Primary School	C	£1,800
<i>Plumbing and electrics (Misc)</i>	<i>£450</i>	Three bids from local unit's non-public funds @ £250 each	P	£750
Phase 2 Redesign and build toilet area.	£10,000	Headquarters 43 (Wessex) Brigade	P	£500
Phase 2 Remove internal doors and redesign to make inside storage area.	£2,000	Army's Central Welfare Fund and Headquarters 4 th Division	P	£10,000
Total Project Expenditure	£25,050	Total Project Income		£20,050
<p>This Project is to be in 2 phases and the 1st Phase is to provide Kitchen, Toilets and Storage areas to a minimum standard that will enable the full functional use of St Barbara's Hall, the cost of this phase is £13,050 leaving a shortfall against current confirmed funds of £5,000. The other £12,000 pledged funds will cover the cost of Phase 2.</p> <p><i>Breakdown of the Phase 1 costs totalling £13,050 are in italics</i></p>				
Total project income B		£20,500		
Total project expenditure A		£25,050		
Project shortfall A – B		£5,000		
Grant sought from Wiltshire Council Area Board		£5,000		
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				

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 **To Follow**

Latest inspected/audited accounts or annual report or Income/expenditure budget for current financial year
There are no accounts or budget for LCP the partnership uses facilities supplied FOC from the MoD and Durrington Town Council

Terms of reference/constitution/group rules *We have a community Plan and 23 Stakeholders but no official group rules Locally the partnership meets every 6 weeks and the stakeholders a min of 4 times a year.*

Evidence of ownership/lease of buildings and/or land This land and building is owned by the MoD

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.

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.

No Planning application is required

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: 17 Jun 2011

Position in organisation:

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