

Community Area Partnership Agreement 2012/13:

Budget details for CAP running costs

Your Details:

Name:	Debra Leslie
Partnership:	Warminster and Villages Community Partnership
Address:	
Phone:	
Email:	

Bank Account Details:

Account name:	
Sort code:	
Account no.	
Balance of funds at beginning of year:	£10821.13

Details of Budget:

	Cost:
Administrator / Project Officer (inc travel) costs: <ul style="list-style-type: none">▪ Details £8120 (Fee+NI) + 500 expenses	a £ 8620
Consultation activities, public events, analysis, etc: <ul style="list-style-type: none">▪ Details - Carried forward from last year	b £ -
Advertising & promotion (inc websites): <ul style="list-style-type: none">▪ Details £500 adverts £200 website	c £ 700
Plans, questionnaires, other printing costs: <ul style="list-style-type: none">▪ Details Pillar Group Support	d £ 2000
Office expenses, consumables, etc.: <ul style="list-style-type: none">▪ Details £1500 rent + £300 stationary	e £ 1800
Other costs: <ul style="list-style-type: none">▪ Details financial Audit	f £450
Amount of funding rolled forward from 2011/12 to be spent in 2012/13:	g £ 6938.48
Total running costs applied for:	h £ 6631.52

(costs a+b+c+d+e+f - g must equal h)

I confirm that the costs detailed here will be incurred by the [insert] Community Area Partnership in accordance with the commitments agreed within the Community Area Partnership Agreement, 2012/13.

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 approx. six months time.

Signed:

Date:

Please post your Annual Workplan and Budget Form for running costs to:
Andrew Jack, Communities, Libraries, Heritage & Arts, Wiltshire Council, County Hall, Trowbridge BA14 8JN