

Community Area Grant Application Form 2012/2013

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

To fund projects up to £1,000 without the need for matched funding

To fund up to 50% of projects costs of projects over £1,000

Maximum Grant £5,000

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	SHALBOURNE TENNIS CLUB		
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

Project Title/Name	TENNIS COURT REKURBISHMENT
What is your project about and what does it aim to achieve?	The current court is in disrepair. We aim to refurbish the court, form a new tennis club, all are with the LTA, and organise tennis coaching for young and old alike.
<i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	

In which community area does your project take place? (Please give name – see section 3)	PEWSEY		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date 17/7/2012	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input type="checkbox"/>	Date	No <input checked="" type="checkbox"/>

Where will your project take place?	SHALBOURNE SPORTS GROUND, LIVAK ROAD	
When will your project take place?	SEPTEMBER 2012	
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 700 characters only (inclusive of spaces)</i>	It is obvious that the Tennis court needs refurbishment, and due to its condition we can no longer charge for its use. We expect to sign up at least 20 families as new members - and have received many indications of support already. We will hold coaching sessions for both younger children and adults, and the tennis court will provide entertainment for older children, all which there is very little within the village.	
How many people will benefit from your project?	50 +	
How does your project demonstrate a direct link to the local community plan for your area? (see www.wiltshire.gov.uk/areaboard s) or priorities of your area board) Please provide a reference/page no.	Coaching for 8-12 year olds + Adults Improving community sports opportunities Generating greater volunteering within the community.	
Any other information about your project. (Limited to a 1000 characters)		
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 type="checkbox"/>	No <input type="checkbox"/>
Could your project be funded from your reserves?	Yes <input type="checkbox"/>	No <input 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 type="checkbox"/>

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"/>	Female	<input type="text"/>
25 – 50 years	Male	<input type="text" value="1"/>	Female	<input type="text" value="2"/>
Under 25 years	Male	<input type="text"/>	Female	<input type="text" value="1"/>
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 will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

Membership of the Tennis Club will ensure the project is not only self funding, but will also provide funds for the next refurbishment in 15 years time

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

Membership numbers will reveal how successful the project is. We will be able to monitor how popular the coaching courses are by the number of people taking part.

Has Charities Information Bureau (CIB) helped you with this application/to seek funding for this project?

Yes

Date contacted CIB

No

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

Name of Funder

Amount Applied For

Amount Received

SUALBOURNE PARISH COUNCIL
106 FUNDING

£12,500
~~£10,000~~

£12,500
~~£10,000~~

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

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 one(s).

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) N/A		
Year ending:	Month:	Year:
A - Total income:	£	
B - Minus total expenditure:	£	
Surplus/deficit for year: (A minus B)	£	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£	

5. Financial information – If you can claim back V.A.T. please exclude VAT from the figures you provide us. If you have to pay the V.A.T then please include V.A.T. in the figures you provide us.

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	
MAIN RESURFACING WORKS	£ 13870	Own fundraising/reserves	C	£ 215
NEW PERIMETER CHAINLINK	£ 2640			£
REPAINTING EXISTING FENCE LOS	£ 805	Parish/town council 106 HUNDINGS	C	£ 12,500 12,000
NEW TENNIS POSTS	£ 295	COMMUNITY		£
NEW TENNIS NET	£ 105	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£			£
	£	Other		£
	£			£
Total Project Expenditure	£ 17,715	Total Project Income		£ 12,715 12,715

Total project income B	£ 12,715
Total project expenditure A	£ 17,715
Project shortfall A - B	£ 5000
Grant sought from Wiltshire Council Area Board	£ 5000
Bank Details	
Please give the name of the organisations' bank account e.g. Barclays	
Please give the name of the organisations' bank account e.g. Chippenham Scouts	

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)

- All 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...

- This application meets all 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 a grant is received, I will provide copies of all receipts and invoices associated with the grant and provide information and photographs to demonstrate how the grant was spent.
- That any other form of licence or approval for this project has been received prior to submission of this grant 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
- 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:

Position in organisation:

1/8/12

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

Courtstall SERVICES LTD

Our Ref: PDD/yad/27/9828a

13th June 2012

Mr Close
16 Oxenwood
Marlborough
Wiltshire
SN8 3NQ

Unit 1 Northavon Business Centre
Dean Road, Yate, Bristol, BS37 5NH

Telephone: +44(0) 1454 889944
Facsimile: +44(0) 1454 889945
Email: info@courtstallservices.co.uk
Web: www.courtstallservices.co.uk

Dear Mr Close

RE: PROPOSED RESURFACING OF SHALBOURNE TENNIS
COURT, SHALBOURNE SPORTS FIELD, RIVAR ROAD,
SHALBOURNE, MARLBOROUGH, WILTSHIRE, SN8.

Further to our recent telephone conversation and with reference to our quotation dated 11th August 2011 we have pleasure in submitting the following requested updated prices for your consideration.

Main resurfacing works	£13,870 plus VAT
New perimeter chainlink	£2,640 plus VAT
Repainting of existing fence posts	£805 plus VAT
New tennis posts	£295 plus VAT
New tennis net	£105 plus VAT

£17,715

We trust that you will find the enclosed details of interest and in accordance with your requirements. Should you decide to proceed, kindly complete and return both copies of the enclosed form of acceptance, together with the appropriate deposit. One copy of the signed agreement will be returned to you for your own records, the other will be retained by us. Should there be any points that you wish to discuss further, or any items which require clarification, please do not hesitate in contacting us.

Yours sincerely

PATRICK D DOLAN B.Sc. (Hons).
Director

By Post & email

Encs