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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	Marlborough Communities Market
Contact name	Ellie Gill
Contact address	
Contact number	e-mail
Organisation type	Community Interest Company Not for profit organisation
2. Your project	
Project Title/Name	Marlborough Communities Market
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>The project aims to successfully take Marlborough Communities Market (MCM) past the pilot stage in order to continue providing a platform for small to medium local business, craftspeople and producers of fresh, local food. Local retailers have reported an increase in footfall in the town on the first Sunday of the month and the market also boosts tourism potential.</p> <p>MCM now has over 40 producers on a regular basis and the company requires investment capital in order to accommodate the growing enterprise throughout the year. We also provide a platform to community groups and charities, which has seen initiatives such as the Community Sale launch to a positive start.</p> <p>The purpose of applying for this grant is to raise the capital required in order to purchase umbrellas of good quality that are needed to keep a unified look and feel to the town and that compliment the existing marquees we purchased with funding from the North Wessex Downs AONB. Increased infrastructure will also enable increased activity that will promote the town, such as a food festival, beer festival etc.</p>
In which community area does your project take place? <i>(Please give name – see section 3)</i>	Marlborough
I/we have discussed our project with the town/parish council?	Yes Date 18/09/12
I/we have discussed our project with our Wiltshire councillor?	Yes Date 02/10/12

Where will your project take place?	Marlborough High Street (ongoing)
When will your project take place?	1st Sunday of the month with special events scheduled.
<p data-bbox="196 315 620 454">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 data-bbox="196 510 576 649"><i>Important: Please do not type/ write in paragraphs – This section is limited to 700 characters only (inclusive of spaces)</i></p>	<p data-bbox="643 315 1410 521">MCM is currently in the proof of concept stage, as a nine month pilot, with a relaunch set for Spring 2013. The market offers a meeting place for local people, a place for SME's to have a "shop window" on Marlborough High Street, a route to market for farmers, smallholders and artisans, a platform for third sector organisations and an essential link between an urban environment and the wider countryside.</p> <p data-bbox="643 521 1426 824">A trader database of over 40 has been compiled since the project started in March with a handful of traders from the previous Farmers Market, Town Councillors and members of Transition MARlborough attending a launch event at St John's Science Fair, where members of the public were asked whether they felt there was a need for a communities market. Work undertaken by MCM on behalf of the Town Council, Town Team and Chamber has included links with tourism through Visit Wiltshire and the organisation provides benchmarking data.</p>
How many people will benefit from your project?	<p data-bbox="643 831 1378 887">Street markets have the ability to access and benefit a wide cross section of the residential and business community.</p> <p data-bbox="643 887 1415 974">In our last benchmarking exercise carried out by volunteers in September 2,500 people attended the market, with over 40 stalls attending on the day.</p>

<p>How does your project demonstrate a direct link to the local community plan for your area? (see www.wiltshire.gov.uk/areaboard) or priorities of your area board) Please provide a reference/page no.</p>	<p>P.9 – The Local Economy: The establishment of a community market in the town centre has provided a tourist and visitor attraction in addition to boosting the local economy and providing job opportunities. Under our Table for a Tenner Scheme, businesses trading for under 12 months are encouraged on a low risk, low cost basis and given a free web presence on our website. This offers support to rural enterprises on a day when parking is free in the town centre.</p> <p>P.13 – Health and Wellbeing: MCM has a comprehensive Farmers' Market offering, we are FARMA members and are currently undergoing an accreditation process with this organisation. Primary producers man the market stalls, offering a valuable reconnect between town and the wider countryside, linking producers with consumers and providing education around health, affordable food.</p> <p>Furthermore the market also offers space to local complimentary therapists at our third sector rate of £10.</p> <p>P.15 – Transport: Initially stalled due to red tape, MCM has consulted with the Ramsbury Flyer Committee and we are now able to offer a bus service run by volunteers on market day for a donation. This not only alleviates instance of rural isolation but in line with transition ethos, has the capability to reduce carbon emissions and lessen the need for car parking on Sundays.</p> <p>P.16 – Local Amenities: The market, Light Night market and future planned Food Festivals/Beer Festivals and other activities create a vibrant High Street, offering all demographics entertainment and a central meeting point. We work in partnership with The Chamber, MADT, We Love Marlborough, Transition Marlborough, Marlborough Box Office and other organisations to present a co-ordinated offer in the town.</p> <p>P.23 Environment and Spatial Planning: MCM after the pilot period will consult with local people and producers as to the regularity of future markets from Spring 2013. Residents will be asked whether they want the market to run weekly, monthly or fortnightly which will determine the local need for a Farmers' market offer.</p>
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Any other information about your project. (Limited to a 1000 characters)
Please see supplemental data

To be completed ONLY where town/parish councils are making an application

<p>Is your project one which parish/town councils have powers to raise local taxes to fund?</p>	<p>No</p>
<p>Could your project be funded from your reserves?</p>	<p>No</p>
<p>Is your project urgent (having to be completed in this financial year? If you answer YES please provide evidence elsewhere on the application form)</p>	<p>No</p>

3. Management

How many people are involved in the management of your group/organisation? 8
Of these, how many are:

Over 50 years	Male	Female
25 – 50 years	Male	Female
Under 25 years		
Disabled People		

Black and Minority Ethnic people

If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?
 From stall fees, merchandising, sponsorship and local Friends of the Market support it is estimated that the market will not only be self-financing but will be able to support local projects, grassroots organisations and local initiatives with profits made.

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?
 Volunteers have already undertaken a benchmarking exercise at the September market and shall continue to do so throughout the year. This will assist the Town Council in collating information and visitor number in excess of 2,000 at the first benchmarking exercise demonstrate that a need is being met.

Has Charities Information Bureau (CIB) helped you with this application/to seek funding for this project?	Yes	Date contacted CIB 23/07/12
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To whom have you applied for funding for this project (other than Wiltshire Council)?	Name of Funder	Amount Applied For	Amount Received
<i>Please list with amount applied for and whether you have been successful</i>	North Wessex Downs AONB	£2,000	£2,000
	Marlborough Town Council	£3,000	£3,000

Have you or do you intend to apply for a grant from another area board within this financial year?	No
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If yes, please state which one(s).

Are you in receipt or anticipating other funding from other Wiltshire Council departments for this project?	No
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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)	£ 266.47	

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		
4 X 8m x 5m modular umbrellas	£ 10,266.47 (inc VAT)	Christmas Shopping Crawl (P)	P	£ 2,000
	£	Friends of the Market Christmas Membership Drive	P	£ 2,000
	£	Christmas Light Night	C	£ 1,500
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£			£
	£	Other		£
	£			£
Total Project Expenditure	£ 10,266.47	Total Project Income		£ 5,000
Total project income B	£ 5,266.47			

Total project expenditure A	£ 10,266.47
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 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: 12/10/12

Position in organisation: Marlborough Communities Market
Coordinator

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

