Wiltshire Council
Where everybody matters

Reference no
Log no
For office use

Area Board Projects and Councillor Led Initiatives Application Form 2013/2014

To be completed by the Wiltshire Councillor leading on the project
Please ensure that you have read the Funding Criteria before completing this form
PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

1. Contact Details

Area Board Name	Pewsey
Your Name	Cllr Stuart Wheeler
Contact number	07764680252

Contact number	07764680252	**e-mail**	stuart.wheeler@wiltshire.gov.uk

2. The project

Project Title/Name	Pewsey Campus Team mileage expenses
Please tell us about the project /activity you want to organise/deliver and why? *Important: This section is limited to 1000 characters only (inclusive of spaces).*	*This application form is to formally request that the Pewsey campus team receive payment for mileage incurred on campus activitities.* *The campus team have worked tirelessly for the last 2.5 years at no cost to the council or area board, and it has come to a point where they should not continue to be out of pocket.* *It was agreed in principle at the area board meeting of 8 July that travel expenses be paid from that point forward at a cost of 45 pence a mile - and that an initial amount of £500 be supplied to cover future mileage claims. As the funds wind down the area board intend to bring forward additional proposals to top up the monies provided that they are satisfied the funds have been properly administered and paid in accordance with the guidelines put forward. This amount to be paid into an account and administered by a nominated member of the campus team, with records supplied to the Community Area Manager*
Where is this project taking place?	*Pewsey Community Area*
When will the project take place?	July 2013 onwards

What evidence is there that this project/activity needs to take place/be funded by the area board?	The campus team is an integral part of the whole campus development and without the work of these volunteers the whole project would be jeopordised
How will the local community benefit?	The community benefits from the work that the team do in securing a facility suitable for everyone's needs.
Does this project link to a current Community Issue? (if so, please give reference number as well as a brief description)	
Does this project link to the Community Plan or local priorities? (if so, please provide details)	The campus is part of Wiltshire Council's transformation programme and helps to deliver the Localism agenda. It is very much a local priority. It's not in the current community plan but this is being updated at the moment.

What is the desired outcome/s of this project?
The volunteers will feel more valued as they are providing a huge amount of time and effort for this project and it is time that they had their out of pocket expenses refunded.

Who will be responsible for managing this project?
The money will be paid over to the Campus Team who will administer mileage claims from July 2013. The Community Area Manager will keep a record of mileage expenses that have been submitted.

3. Funding

What will be the total cost of the project?	£ 500		
How much funding are you applying for?	£ 500		
If you are expecting to receive any other funding for your project, please give details	**Source of Funding**	**Amount Applied For**	**Amount Received**
Please give the name of the organisation and bank account name (but not the number) your grant will be paid in to. (N.B. We cannot pay money into an individual's bank account)	tbc		

4. Declaration – I confirm that…

☒ **The information on this form is correct and that any grant received will be spent on the activities specified**	
☒ **Any form of licence, insurance or other approval for this project will be in place before the start of the project outlined in this application**	
Name: Stuart Wheeler	**Date:** 31/07/2013
Position in organisation: Vice-Chairman, Pewsey Area Board	
Please return your completed application to the appropriate Area Board Locality Team (see section 3)	