

## Community Area Partnership Agreement 2010/11: *Claim for running costs*

### Your Details:

Name:	Debrah Biggs
Partnership:	Salisbury City
Address:	42-46 Salt Lane Salisbury Wiltshire SP1 1EG
Phone:	01722 421747
Email:	debrah@wessexcommunityaction.org.uk

### Bank Account Details:

Account name:	Cooperative
Sort code:	
Account no.	
Balance of funds at beginning of year 01/04/2010:	
<ul style="list-style-type: none"> <li>• Balance at 01/04/10</li> </ul>	£3419

### Details of Claim:

	Cost:
<b>Administrator / Project Officer (inc travel) costs:</b> <ul style="list-style-type: none"> <li>▪ <i>Contract with Wessex Community Action to provide Administration and overheads</i></li> </ul>	£14,000
<b>Consultation activities, public events, analysis, etc:</b> <ul style="list-style-type: none"> <li>▪ <i>Open Meetings and debates</i></li> </ul>	£ 650
<b>Advertising &amp; promotion (inc websites):</b> <ul style="list-style-type: none"> <li>▪ <i>Copy of Melksham CAP website – approx £50pcm</i></li> </ul>	£600
<b>Plans, questionnaires, other printing costs:</b> <ul style="list-style-type: none"> <li>▪</li> </ul>	£0
<b>Office expenses, consumables, etc.:</b> <ul style="list-style-type: none"> <li>▪ <i>Included in Administrator/Project Officer Costs</i></li> </ul>	£0
<b>Other costs:</b> <ul style="list-style-type: none"> <li>▪ <i>Travel of Steering Group to Partner Meeting &amp; Training events</i></li> </ul>	£400

**Total claim for year**

**£15650**

I confirm that the costs claimed for here will be incurred by the Salisbury City Community Area Partnership in accordance with the commitments agreed within the Community Area Partnership Agreement, 2010/11 and hereby apply for the first 50% of the funding to be released.

**Please post your Annual Workplan and Claim Form for running costs to:**

Andrew Jack, Communities, Libraries, Heritage & Arts, Wiltshire Council, County Hall,  
Trowbridge BA14 8JN

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**Signed:** .....D Biggs.....

**Date:** ...6.7.10.....

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Trowbridge BA14 8JN