

Trowbridge Community Area Future Partnership Agreement, estimated 2014/2015		
Claim for running costs		
	2014/2015	
Details		
Name:	Colin Kay	
Partnership:	Trowbridge Community Area Future	
Address:	Civic Centre	
	St. Stephen's Place	
	Trowbridge, Wiltshire	
	BA14 8AH	
Phone:	01225 785207	
Email:	kays4@hotmail.co.uk	
Project Officers (Kate Oatley & Tracy Sullivan)		
Gross Salary 23hours @ £14.8385*17 + 16hrs@ £14.8385*35.14	£	14,144.00
National Insurance@ 4.5%	£	637.00
Admin Costs say10hrs@£7.50*17 +16*£7.5*35.14	£	5,492.00
Admin NI at 4.50%	£	247.00
Recruitment Costs & DBS Costs	£	150.00
Travel	£	300.00
Training (First Aid Course)	£	1,000.00
		£ 21,970.00
Spice Time volunteer encouragement		
	£	-
	£	-
	£	-
Campus/ Consultation activities, public events, analysis		
Consultation visits and events	£	-
Video	£	-
Room Hire	£	-
Temps Data Input	£	-
		£ -
Advertising & promotion		
Website maintenance	£	300.00
Publicity of Events	£	250.00
Media publicity and Equipment	£	-
Newsletters	£	-
		£ 550.00
Plans, questionnaires, other printing		
Plan Design/Updating	£	500.00
Plan printing	£	-
Questionnaires	£	-
Other printing	£	-
		£ 500.00
Office expenses, consumables, etc.		
Rent, including heating, lighting and security	£	4,000.00
Telephone	£	350.00
Printing & Stationery	£	500.00
Postage	£	250.00
Insurance	£	400.00
Office Furniture depreciation	£	-
Display Equipment Depreciation	£	-
Computer maintenance	£	50.00
Computer depreciation	£	-
		£ 5,550.00
Other expenses		
Grant to Town Hall Group		
BA14 Culture	£	-
Education - Young People's Leavers Cards	£	-
Environment Theme Expenses	£	-
Miscellaneous	£	300.00
Parish Councils Liaison Group	£	-
		£ 300.00
Total running costs		£ 28,870.00
Income		
Trowbridge Town Council (Rent £4,000, Tel., Print., Post., £600 Cash £7,100).		£ 11,700.00
Income from hiring out our cameras		£ 200.00
Total running costs to be applied for from Wiltshire Council		£ 13,402.00
		£ 25,302.00
Additional Funding to be found from Reserves and/or grants		£ 3,568.00
		£ 28,870.00
I confirm that the costs detailed here will be incurred by the Trowbridge Community Area Future Partnership in accordance with the commitments agreed within the Community Area Partnership 2014/2015.		
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% of the funding which will be released, at a date to be agreed, early in the second half of the financial year.		
Signed: -		Dated