

**Kington St Michael Village Shop
Community Area Grant Application – Chippenham Area Board 29 June 2015**

Started on: 20/04/2015 11:58:00
ID 1301

Applicant

Kington St Michael Village Shop Ltd

Current Status: Application Appraisal

1. Which type of grant are you applying for?

- Community Area Grant
- Digital Literacy Grant
- Councillor Led Initiative

2. Amount of funding required:

- £0 - £1000
- £1001 - £5000
- Over £5000 (Please note - our grants will not normally exceed £5,000)

3. Are you applying on behalf of a Parish Council?

- Yes
- No

4. If yes, please state why this project cannot be funded from the Parish Precept (if Yes to Q6)?

5. Project title?

KSM Community Shop CCTV Upgrade

6. Project summary: (100 words)

The current CCTV system was installed in 2003 and is outdated and cumbersome to operate. The proposal is to replace the central control unit, and the existing four cameras, one additional monitor and install two additional cameras. The latter providing additional external coverage of current external blindspots, including the car park area.

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7. Which Area Board are you applying to?

Chippenham ▼

8. What is the Post Code of where the project is taking place?

SN14 6HX

9. Please tell us which theme(s) your project supports:

- Children & Young People
- 2012 Olympic Legacy
- Arts, crafts and culture
- Countryside, environment and nature
- Economy, enterprise and jobs
- Festivals, pageants, fetes and fayres
- Food, farming and local markets
- Health, lifestyle and wellbeing
- Heritage, history and architecture
- Inclusion, diversity and community spirit
- Recycling and green initiatives
- Safer communities
- Sport, play and recreation
- Transport and roads
- Technology & Digital literacy
- Other

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

Month ▼ Year ▼

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Total Income:

£

Total Expenditure:

£

Surplus/Deficit for the year:

£

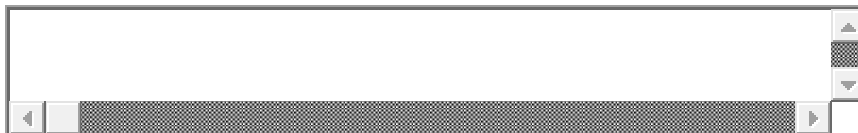
Free reserves currently held:

(money not committed to other projects/operating costs)

£

Why can't you fund this project from your reserves:

As highlighted below, a significant proportion of the cost of this project will be funded from the reserves of the community shop. The reserves are held at the level highlighted to provide the shop with funds in the event that a major piece of equipment fails (e.g. display freezer (3 in total) or refridgerator (2 in total) that can cost £4000 + each to replace. In addition, it is possible that, as in 2013/14, we have to appoint a shop manager on a salary basis, in this situation it is possible that reserves will be required to ensure that the shop is commercially viable.



We are a small community group and do not have annual accounts or it is our first year:

10b. Project Finance:

Total Project cost £

Total required from Area Board £

Expenditure	£	Income	£	Tick if income confirmed
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NB. If your organisation reclaims VAT you should exclude VAT from the expenditure
(Planned project costs [help](#))
(Planned Income [help](#))

<input type="text" value="CCTV Upgrade"/>	<input type="text" value="2544.00"/>	<input type="text" value="Our reserves"/>	<input type="text" value="1022.00"/>	<input checked="" type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text" value="KSM Parish Council"/>	<input type="text" value="250.00"/>	<input checked="" type="checkbox"/>

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				<input type="checkbox"/>
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Total	2544	Total	1272	

11. Have you or do you intend to apply for a grant for this project from another area board within this financial year? *required field

- Yes
 No

12. Tick all the Area Boards to which you are intending to apply, including this one (You can apply to a maximum of 3 Area Boards for the same project in a financial year) *required field, if Yes to Q11.

- Amesbury
- Bradford on Avon
- Calne
- Chippenham
- Corsham
- Devizes
- Malmesbury
- Marlborough
- Melksham
- Pewsey
- Salisbury
- Southern Wiltshire
- South West Wiltshire
- Tidworth
- Trowbridge
- Warminster

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- Westbury
- Royal Wootton Bassett & Cricklade

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community? (2000 characters)

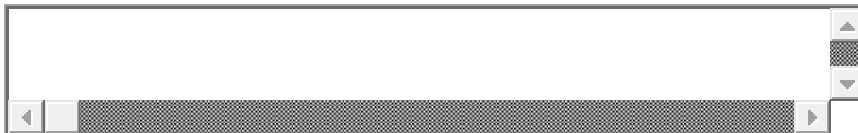
The community owned village shop in Kington St Michael (KSM) is registered as an Industrial and Provident Society. As well as fulfilling the role of a traditional village shop, since the closure of the Post Office, it also provides a wide range of postal services to the community. The Society has approximately 135 local shareholders and is managed and supported by 30+ volunteers drawn from the community.

The shop is one of the major focal points in the village, opening six days a week. It provides services to a wide range of the population in KSM and the surrounding villages.

The shop sells an extensive range of goods, and where possible supports the surrounding community by focusing on locally supplied goods, including foodstuffs (e.g. eggs, milk, bakery, meat, jam/chutneys, honey), crafts, etc.

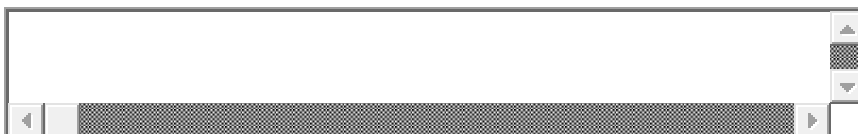
Similar to other retail outlets, an effective CCTV system is considered to be critical to the operation of the shop, in particular to the safety of the volunteers and the reduction of petty crime such as shoplifting.

As well as providing a deterrent to potential crimes, the current CCTV has been used by the police to identify a team passing a forged £50 note and the coverage of a number of accidents covering vehicles parked outside the shop. It also enables volunteers to see what is happening in areas both inside and outside the shop which are not visible from behind the counter.

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14. How will you monitor this?

The monitoring of the effective operation of the unit is a challenge; if not present, or working ineffectively, then petty crime could increase and volunteers subject to increased personal risk.

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15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

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The ongoing costs will be funded from revenue, based on experience from the current system, these costs are expected to be minimal.



16. If this application forms part of a larger project (eg. building of new village hall), please state what this project is and approximately how much the overall project will cost

This is a stand alone project.



17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request (You DO NOT need to send these documents to us):

Quotes:

- I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Project/Business Plan:

- For projects over £50,000: I will make available on request a **project or business plan** (including estimates) for projects where the **total project cost** (as declared in the financial section above) exceeds £50,000 (tick only when total project cost exceeds £50,000).

Accounts:

- I will make available on request the organisation's **latest accounts**

Constitution:

- I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

- I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

- I will make available on request evidence of ownership of buildings/land
- I will make available on request the relevant planning permission for the project.

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- I will make available on request any other form of licence or approval for this project has been received prior to submission of this grant application.

And finally...

- The information on this form is correct, that any award received will be spent on the activities specified.