



Reference no

Agenda
Item No.8a.iii

Log no

For office use

Community Area Grant Application Form 2010/2011

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

We strongly advise that you contact your Community Area Manager before completing your application.

1 - Your organisation or group

Name of organisation	St Mary's School Building Management Committee		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify		

2 - Your project

In which community area does your project take place? (Please give name – see section 3 of the grants pack)	Melksham
Does your town/parish council know about your project?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
What is your project? Important: This section is limited to 300 characters only (inclusive of spaces).	To improve access to comply with planning permission for the provision of car park facilities which involves widening the existing gateway and converting railings to double bifold gates; lowering existing entrance and manhole and adjusting slabs and setts on pavement.
Where will your project take place?	The grounds of St. Mary's School Building, High St., Steeple Ashton
When will your project take place?	As soon as possible; before end of Sept.2010
How many people will benefit from your project?	The local and wider community.
How does your project demonstrate a direct link to the community plan for your area? Please provide a reference/page no.	The project supports the community plan by relieving parking on High St. outside the shop, thus enabling easy access to the shop and encouraging trade

What is the link between your project and other local priorities? e.g. Priorities set by your area board and parish plans.

Local priority to keep the village community shop. The Guild must be encouraged to set up their workshop as it provides security for this and the Community Office, by fulfilling the 'education' role. It provides an opportunity to improve the education of adults and children in the locality.

How did you discover there was a need for your project and how will your project benefit your local community?

Important: Please do not type in paragraphs – This section is limited to 1200 characters only (inclusive of spaces)

It is essential to provide facilities for a third tenant in the St. Mary's School Building in order that rents are sufficient to enable the community shop and the community office to be viable. Parking on High St. is a major problem in the village and we believe a significant factor in the loss of passing customers. The new tenants must have off street parking and the old playground provides the only solution to this problem. Planning consent has been granted for a car park and for the changes to the gateway. The present access is insufficient to meet road safety standards. The gateway needs to be widened and the ground needs to be lowered within the drive. We are satisfied that all safety angles have been dealt with including access for the elderly and disabled. The measure will not only alleviate highway parking but will also improve road safety for all drivers and cyclists.

Any other information about your project.

The project is in a conservation area and in the grounds of a listed building. The present street scene must be preserved, thus the existing iron railings are reused and extended to make the gates. The pavement is typical of those in Steeple Ashton, being large slabs and setts and despite being lowered must be relaid to match the surroundings. Thus, the project becomes expensive.

3 - Management

How many people are involved in the management of your group/organisation?

Of these, how many are:

Over 50 years	Male	<input type="text" value="5"/>	Female	<input type="text" value="4"/>
25 – 50 years	Male	<input type="text" value="2"/>	Female	<input type="text"/>
Under 25 years	Male	<input type="text"/>	Female	<input type="text"/>
Disabled People	Male	<input type="text"/>	Female	<input type="text"/>
Black and Minority Ethnic people	Male	<input type="text"/>	Female	<input type="text"/>

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

Provision of the gateway/improved drive is complete in itself. Rents from the tenants will finance maintenance.

If you were not awarded the full amount requested, what would be the impact on your project?

As can be seen from the bank accounts, our reserves are low and we have some capital expenses to meet by the end of the year. We have an old listed building to maintain and wish to keep reserves for unexpected eventualities. The management committee has agreed a low rent for the new tenants whilst they are establishing themselves. If the funding were not available, we would need to raise funds from the community, already involved in fund raising for other large village projects

How will you know whether your project has made a difference in the community?

Less congestion on High St. adjacent to the St. Mary's School Building, More casual shoppers at the community shop. Local people attending the Guild's workshops.

Have you contacted Charities Information Bureau for help with your application/ to seek funding?

Yes No

To who have you applied for funding for this project (other than Wiltshire Council)?

Have you been successful?

Yes No

Have you or do you intend to apply for a grant from another area board within this financial year?

Yes No

If yes, please state which ones.

Are you in receipt or anticipating other funding from Wiltshire Council for this project?

Yes No

4 - Information relating to your last annual accounts (if applicable)

Year ending: 04/10

Month: 04

Year: 2010

A - Total income:

£5152.79

B - Minus total expenditure:

£7036.76

Surplus/deficit for year: (A minus B)

£-1883.97

Free reserves held:

£3502.32

5 - Financial information				
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	
Convert railings; lower tarmac	£1,720	Own fundraising/reserves		£
Pavement alterations	£1,650			£
	£	Parish/town council	C	£2,000
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£	Other		£
	£			£
	£			£
	£			£
	£			£
Total Project Expenditure	£3,370	Total Project Income		£2,000
Total project income B		£2,000		
Total project expenditure A		£3,370		
Project shortfall A – B		£1,370		
Award sought from Wiltshire Council Area Board		£1,370		
Bank Details				
Please give the name of the organisations' bank account e.g. Barclays				
Please give the title name of the organisations' bank account e.g. current				
6 – Supporting information – Please enclose the following documentation				
Enclosed (please tick)				
<input checked="" type="checkbox"/> Written quotes including the one you are going to use				
<input checked="" type="checkbox"/> Latest inspected/audited accounts or annual report				
<input type="checkbox"/> Income and expenditure budget for current financial year				
<input type="checkbox"/> Project budget (if applicable)				
<input checked="" type="checkbox"/> Terms of reference/constitution/group rules				
<input checked="" type="checkbox"/> 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 - Equalities and Inclusion – Wiltshire Council is committed to ensuring that its work through the Area Boards benefits all sections of our community and promotes equality and inclusion. To assist us in assessing how your application aims to meet our commitment to equality and inclusion, please provide a brief answer to the following:

a) How does your project work to either (a) promote equality and access to services/facilities, and/or (b) reduce disadvantage?

The project will move vehicles away from the front of the building giving access to the shop for passing trade. All Guild activities are open to and advertised to everyone in the community and beyond.

b) How does your project work to promote inclusion, participation and good community relations?

The location of the car park will enable elderly and disabled people to access to the weaving workshop.

c) Is your project targeted at a specific group? If yes, please tick any of the following which apply

- Under 25's Over 50's
- Mostly or all men/boys Mostly or all women/girls
- Specific minority ethnic groups (please state which groups)
- Specific faith groups (please state which groups)
- People/families on low income
- Other disadvantaged groups (please state which groups)

8 - Declaration (on behalf of organisation or group) – I confirm that...

- I have read 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 an award is received, I will complete and return an evaluation sheet.
- That any other form of licence or approval for this project has been received prior to submission of this application.
- That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application. Child Protection Public Liability Insurance
- Equal opportunities Access audit Environmental impact
- Planning permission applied for (date) or granted (date) 04/01/2010
- 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: 08/05/2010

Position in organisation:

Please return your completed application to the appropriate Area Board Locality Team