



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 | Amesbury Town Council |
| Contact name | Wendy Bown |
| Contact address | The Bowman Centre, Shears Drive, Archers Gate, Amesbury |
| Contact number | 01980 622999 |
| e-mail | amesburyclerk@btconnect.com |
| Organisation type | Not for profit organisation <input type="checkbox"/> Parish/town council <input checked="" 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) | Amesbury |
| Does your town/parish council know about your project? | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| What is your project? <small>Important: This section is limited to 300 characters only (inclusive of spaces).</small> | Amesbury Community Information Shop - project costs for the next 12 months |
| Where will your project take place? | Amesbury |
| When will your project take place? | Over the next 12 months |
| How many people will benefit from your project? | All residents / visitors to the town |
| How does your project demonstrate a direct link to the community plan for your area? Please provide a reference/page no. | |

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

The information shop helps to make good use of an otherwise empty business premises and therefore contributes to the overall priority of regeneration for the town.

The shop provides community services and information to a wide variety of people, including service families

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)

The need for the project was identified and articulated as part of an Action for Wiltshire project in 2009/10. The shop currently provides a range of community and voluntary services to residents, visitors and businesses of Amesbury. As a rural town, we do not have many of the services available to larger towns and cities. Amesbury has seen an increase in the number of residents moving in from abroad, bringing language and cultural differences. Amesbury's population is ever growing, the local housing developments contain 40% affordable housing, and many of these residents have been housed from outside the area. With so many new families moving into Amesbury, the information shop will offer a great opportunity for them to find out about the area including schools, health and childcare. This project is a great opportunity to engage with all these Amesbury residents, giving them the chance to gain information on a number of different services and help with any concerns they may have - all accessible under one roof.

Any other information about your project.

The shop currently provides a range of community and voluntary services to residents, visitors and businesses of Amesbury. It is contributing to the regeneration of the town, by occupying one of the larger redundant business premises, with the overall remit of providing wide community benefit to Amesbury and the outlying villages. We plan for the shop to be multi functional, helping to promote and build a stronger, more sustainable community. As well as improving the appearance of the empty shops, the shop will continue to be run with volunteer support from interested groups and individuals.

3 - Management

How many people are involved in the management of your group/organisation? 6

Of these, how many are:

| | | | | |
|---|-------------|--------------------------------|---------------|--------------------------------|
| Over 50 years | Male | <input type="text" value="1"/> | Female | <input type="text" value="2"/> |
| 25 – 50 years | Male | <input type="text" value="2"/> | Female | 1 <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?

The town council will need to consider its options for future funding of the shop, and explore other funding streams. Some funds will be met by the shop users, eg. through small charges for meetings. Usage of the shop is increasing, and user groups are keen to see it continue. The management group will consist of members of the Amesbury Community Partnership, the volunteer helpers and Amesbury Town Council. A business plan is being put together to ensure sustainability of the project.

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

The shop may not be able to stay open. It has developed over the past few months as a hub for information sharing (including council information), community group meetings, public consultation and charity-based work. If the shop were to close, the recent increase in interested parties would be dashed and those who have become dependant upon the shop as an outlet for their group will need to start over again in attempting to reach the public.

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

We will continue to monitor the number of visitors, volunteers and groups using the shop and will canvass the views of users as to the shop's contribution to the town. A report will be given at each Town Council meeting, listing the meetings and activities that have taken place in or through the shop.

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)?

Currently Wiltshire Council is the only authority approached. Plans exist to approach other organisations to enable the project to continue further should funds gained through the Area Board run out.

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:

Month: 03

Year: 2010

A - Total income:

£612266

B - Minus total expenditure:

£275293

Surplus/deficit for year: (A minus B)

£336973

Free reserves held:

£

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 |
| telephone | £270 | Own fundraising/reserves | £ |
| internet | £400 | | £ |
| water | £100 | Parish/town council | £900 |
| window cleaning | £180 | | £ |
| electricity | £300 | Trusts/foundations | £ |
| stationery | £100 | | £ |
| promotion material | £300 | In kind | £ |
| consumables | £100 | | £ |
| signage/fixtures/fittings | £50 | Other | £ |
| administration | £600 | Chamber of Trade | p £200 |
| | £ | | £ |
| | £ | | £ |
| | £ | | £ |
| Total Project Expenditure | £2,000 | Total Project Income | £1,100 |

Total project income B £1,100

Total project expenditure A £2,000

Project shortfall A – B £900

Award sought from Wiltshire Council Area Board £900

Bank Details

Please give the name of the organisations' bank account e.g. Barclays Lloyds TSB

Please give the title name of the organisations' bank account e.g. current current

6 – Supporting information – Please enclose the following documentation

Enclosed (please tick)

- Written quotes including the one you are going to use
- Latest inspected/audited accounts or annual report
- Income and expenditure budget for current financial year
- Project budget (if applicable)
- Terms of reference/constitution/group rules
- 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 shop holds information for all members of the public; there is free internet access for people who don't possess a computer; charities & organisations display information for members or interested parties.

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

The project is entirely community-based.

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)
- 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: Wendy Bown

Date: 08/10/2010

Position in organisation: Town Clerk

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