

# Community Area Award Application Grant Application Form

## Malmesbury Community Area (1)

*North  
Wiltshire  
District  
Council*

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**

1 - Your Organisation or Group			
<b>Name of Organisation</b>	Sherston Scout and Guide Management Committee		
<b>Contact Name</b>			
<b>Contact Address</b>			
<b>Contact number</b>		<b>e-mail</b>	
<b>Organisation Type</b>	<b>Non profit organisation</b> <input checked="" type="checkbox"/> <b>Local Authority</b> <input type="checkbox"/> <b>Other</b> <input type="checkbox"/>		
2 – Your Project			
<b>In which Community Area does your project take place?</b>	1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/>		
<b>In which Parish does your project take place?</b>	Sherston		
<b>What is your project?</b>	Refurbishment of kitchen area		
<b>Where will your project take place?</b>	Sherston Scout & Guide HQ, Green Lane		
<b>When will your project take place?</b>	As soon as possible.		
<b>Does your project demonstrate a direct link to the Community Plan for the area?</b>	YES <input checked="" type="checkbox"/> pp2 & 5 Enhancing community asset.		
<b>If YES, please provide a reference/page no.</b>	NO <input type="checkbox"/>		
<b>Are you applying for Capital or Revenue Funding?</b>	<input checked="" type="checkbox"/> <b>CAPITAL</b> <input type="checkbox"/> <b>REVENUE</b>		
<b>If you are applying for Revenue funding, please confirm that your project will be completed by 31<sup>st</sup> March 2008</b>	YES <input type="checkbox"/> NO <input type="checkbox"/>		
<b>What is the Community benefit of your project, and approximately how many people will benefit?</b> The immediate direct benefit is to the members of the Scout and Guide Groups. The Scout and Guide Groups in the village have a direct current membership of over 50 young people, with an annual ongoing recruitment as children reach joining age for the organisations. We estimate that between one third and one half of all village children are members of the organisations at some stage. Improving facilities improves the quality and value of our activities. Improvement of the facility creates an additional venue and meeting place in this growing village of more than 1500 inhabitants. As the Scout HQ is now around 25 years old, the original kitchen has become delapidated from constant use (please see photographs). We are slightly embarrassed when we hire out the HQ for children's parties and the like. As one of the the existing windows has had to be blocked in, due to the addition of the staircase enabling safe access to the loft storage area, now is the ideal time to make good the wall and add further wall cupboards on that wall. This extension project was necessary to safeguard the health and safety of our voluntary leaders, who were having to get heavy camping gear via a loft hatch and aluminium ladder. We have been busy with our fundraising for more than ten years. We hoped that the fundraising from the past two or three years would enable us to fund this kitchen project, but, unfortunately, our extension project went over budget, and has swallowed up our reserves.			
<b>NWDC will not meet future running costs for projects. Please tell us how these will be met in the future</b> As before, from subscriptions and/or lettings.			
<b>Has your organisation received a previous award from this Council?</b>	<input checked="" type="checkbox"/> <b>Yes (please provide details below)</b> <input type="checkbox"/> <b>No</b>		
<b>Date of amount and previous award</b>	March 2004		£7,100

<b>Details of award(s)</b>	Construction of a 4 metre extension to Scout HQ, enabling a proper staircase to be installed for access to loft storage.
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### 3 – Additional information to support and strengthen your application e.g consultation, community involvement, energy efficiency measures

To enable us to get more hirings, we really do need to make the kitchen much more attractive. The HQ is also available as a community resource. The village amateur dramatics club use the building for rehearsals, and it is also let to other groups throughout the year. Its position on the Pennymead Recreation Ground means that it has been successfully used by the Parish Council as a venue for village activities, with the HQ kitchen being an important base for refreshments. Improving the facilities will make it more attractive to use the HQ for other village functions.

The Scout and Guide Group Management Committee are able to call upon the help and support of a number of individuals with professional and trade qualifications, who offer their services on a voluntary, or at cost basis. Leaders and parents have qualifications as Registered Architects, Chartered Civil Engineers, Builders and Plumbers. This ensures good control through firm project management and maximum benefit gained from voluntary support.

We have already received a donation in kind of quarry tiles for the kitchen floor from a generous villager. The cooker and hob will need to be replaced: we aim to try to source these from the local specialist auction house in Malmesbury if possible.

Our extension project went over budget due to a combination of factors beyond our control: our builder (doing the job at cost) took a while to get going on the job, and materials costs rose in the meantime.

### 4 - Financial Information

PROJECT COSTS Please provide a <u>full</u> breakdown e.g equipment, installation etc.		PROJECT INCOME Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
			P/C	
Builders quote	£6,870	Annual Christmas raffle	P	£1,000
Electrical work	£575	Christmas village post delivery	P	£100
VAT	£1,303			£
	£			£
	£			£
	£			£
	£			£
<b>TOTAL PROJECT EXPENDITURE</b>	<b>£8,748</b>	<b>TOTAL PROJECT INCOME</b>		<b>£1,100</b>

**Total Project Income** £1,100

**Total Project Expenditure** £8,748

**Project Shortfall** £7,648

**Award sought from NWDC** £3,824

**Is your organisation able to claim VAT?** YES  NO

### THE FOLLOWING INFORMATION MUST BE PROVIDED, FAILURE TO DO SO WILL RESULT IN THE APPLICATION BEING REJECTED

Please tick this box to indicate that you have included a signed off summary of examined accounts, confirming your year end accounts, assets and reserves.

### SECTION 5 – Declaration (on behalf of organisation or group) – I confirm that.....

- 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 that 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  
 Planning permission applied for (date) or granted (date)
- That acknowledgement will be given of NWDC support in any publicity or printed material.
- I give permission for press and media coverage by NWDC in relation to this project.

**Name:** Richard Langley  
**Position in organisation:** Chairman

**Date:** 06/12/2007



**Please return your completed application to: Community Partnership Officer, Community & Environment, Monkton Park, Chippenham, Wiltshire, SN15 1ER or e-mail [mgilmour@northwilts.gov.uk](mailto:mgilmour@northwilts.gov.uk)**