

Community Area Grant Application Form

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

Name of Organisation	Kington St Michael Village Shop Limited		
Contact Name			
Contact Address			
Contact number		e-mail	
Organisation Type	Non profit organisation <input checked="" type="checkbox"/> Parish/Town Council <input type="checkbox"/> Other <input type="checkbox"/>		

2 – Your Project

In which Community Area does your project take place? (Please give name – see pp 2-4 of funding pack)	Chippenham
In which Parish does your project take place?	Kington St Michael
What is your project?	Replace two refridgeration units (multideck display cabinet and glass door fridge) with one, more efficient, display unit.
Where will your project take place?	Community Shop, KSM Village Hall
When will your project take place?	As soon as funding available
Does your project demonstrate a direct link to the Community Plan for the area? If YES, please provide a reference/page no.	YES <input checked="" type="checkbox"/> Page 10, Section 1.2 NO <input type="checkbox"/>
Please confirm your project will have commenced by 31st March 2010	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

What community benefits will your project provide and, who are the beneficiaries (e.g. numbers of people, age, gender, particular groups)

IMPORTANT: PLEASE DO NOT TYPE IN PARAGRAPHS – THIS SECTION IS LIMITED TO 1500 CHARACTERS ONLY (INCLUSIVE OF SPACES)

The village shop is one of the focal points within the village, it is a retail outlet and Post Point that is owned by the local community (110 shareholders). It is a registered Industrial and Provident Society and Community Co-operative (Registration Number 30226R). The shop is directed by a management committee of 12 villagers, including members of the Parish Council; the day-to-day running is supervised by a voluntary shop manager and assistant, duties within the shop are covered by over 30+ volunteers from the local community. The shop and postal facilities are used by many in the local community, surrounding villages, as well as passing trade. Customers are from all age groups, including; senior citizens, housewives, children, plus many others, e.g. builders working in the village, residents of Kington Langley, Grittleton, etc. The shop promotes locally produced products (e.g. confectionery, jams, honey) and supplies Free Trade goods. The shop and the associated Post Point, which has a regular Royal Mail collection, is open during working hours on weekdays and Saturday mornings; it is estimated that during the year it has between 7000 and 10000 separate customer visits. (Note that there is disabled access to all areas of the shop).

Wiltshire Council will be unable to meet the ongoing costs of your project. Please describe, therefore, how you will ensure the financial sustainability of your project beyond the period of this grant (if successful)?

The operating costs of the shop are covered by revenue from sales. The purchase of the new unit will reduce the ongoing costs as two units will be replaced by one, reducing electricity consumption and maintenance costs, the new unit is also certified as energy saving.

3 – Additional information to support and strengthen your application e.g consultation, community involvement, energy efficiency measures

Please tell us more about the organisations and groups that are involved in your project, who will benefit from the award and how will you know that it is making a difference.

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Support for rural Post offices and community shops were specifically highlighted in the Chippenham and Villages Community Plan (Page 10 Section 1.2). Also as was highlighted in the Parish Plan for KSM that was completed in 2007, the village shop has the active support of the parishioners and many organisations within the local community, (copy on kingtonstmichael.com). In addition, the Post Point provides full postal services (including collection), not only for the residents, but also the 60+ active businesses community in the Parish that was identified during the Parish Plan process. The purchase of this new refrigeration unit will provide more space within the shop for other retail activities (improved revenue) and will result in a reduction in operating costs. Both of these factors will contribute to the financial viability of the operation which should benefit all of the users within the community. Continued operation of the shop will ensue that locals can walk to undertake some of their shopping and also that they do not have to travel to Chippenham for groceries and postal services; hence travel by car, etc from the village will be reduced along with the associated emissions. As highlighted above, the installation of the new energy efficient unit* will reduce the electricity consumption in comparison with the current old and inefficient units. (*See attachment for specifications)

4 – Relationship between your project and Wiltshire Council priorities. Which of the following statements apply to the project/service your hope to provide? Please tick as many as you think apply.

The project will:	
Engage with local people to find out their priorities and work with them to deliver solutions	<input type="checkbox"/>
Increase number of local people involved in regular volunteering	<input type="checkbox"/>
Increase the number of affordable homes	<input type="checkbox"/>
Improve access to services for people with dementia	<input type="checkbox"/>
Improve access to primary care services for people with learning disabilities	<input type="checkbox"/>
Encourage people to make lifestyle changes that will have a positive impact on the health of both themselves and their family	<input type="checkbox"/>
Improve adult participation in sport	<input type="checkbox"/>
Improve young people's participation in positive activities	<input type="checkbox"/>
Improve business productivity through innovation e.g. provide business with specific information, knowledge events and other support	<input type="checkbox"/>
Increase the number of people who feel safe in their community	<input type="checkbox"/>
Improve local area through intergenerational activities such as street clean ups and community events	<input type="checkbox"/>
Reduce perceptions of antisocial behaviour	<input type="checkbox"/>
Reduce deaths through accidents	<input type="checkbox"/>
Increase uptake of energy efficiency and renewable energy measures	<input checked="" type="checkbox"/>
Increase levels of recycling and re-using household waste especially amongst those people who currently do not recycle	<input type="checkbox"/>
Increase awareness of climate change adaptation, leading to action taken by individuals, communities and businesses	<input type="checkbox"/>
Reduce carbon emissions from transport through development, sustainable transport, traffic management and new technology	<input checked="" type="checkbox"/>
Improve local biodiversity	<input type="checkbox"/>

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

5 – Information relating to your last annual accounts (if applicable)

Year Ending: December 2008	Month: 12	Year: 2008
Total Income:	£50468	
Minus Total Expenditure:	£50319	
Surplus/Deficit for year:	£149	
Reserves held:	£10653 Please see covering e-mail	

6 - 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	
	£1,505	KSM Shop (from reserves)	C	£753
	£			£
	£			£
	£			£
	£			£
	£			£
	£			£
	£			£
	£			£
	£			£
TOTAL PROJECT EXPENDITURE	£1,505	TOTAL PROJECT INCOME		£753
Total Project Income B		£753		
Total Project Expenditure A		£1,505		
Project Shortfall A - B		£752		
Award sought from Wiltshire Council Area Board		£752		
Is your organisation able to claim VAT?		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		

7 – Management

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

People Over 50 years	Male 4	Female 5
People Under 25 years	Male 0	Female 0
Disabled People	Male 0	Female 0
Black & Minority Ethnic people	Male 0	Female 0

8 – Supporting Information – Please enclose the following documentation

Enclosed (please tick)

- ☒ Latest inspected/audited accounts or Annual Report
- ☒ Income & expenditure budget for current financial year
- ☐ Project budget (if applicable)
- ☒ Terms of Reference/Constitution/Group Rules

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.

9 – Equal Opportunities – To assist us with our equalities monitoring please indicate whether your application is specifically targeted at people within one or more of the six equality strands. You may tick yes for more than one category e.g. if your project is for ethnic minority senior citizens.

Please note that by answering NO to any of the following questions WILL NOT PREJUDICE your application.

a) Is your project targeted towards, or of particular relevance to, people of a specific age?

☐ Yes ☒ No If 'Yes' please tick... ☐ Under 25's ☐ Over 50's

b) Is your project targeted towards, or of particular relevance to, people with disabilities (physical or mental/emotional)?

☐ Yes ☒ No

c) Is your project targeted towards, or of particular relevance to, people of a specific gender?

☐ Yes ☒ No If 'Yes' please tick.... ☐ Male ☐ Female

d) Is your project targeted towards, or of particular relevance to, people of a specific sexuality?

☐ Yes ☒ No If 'Yes' please tick.... ☐ Gay ☐ Lesbian ☐ Bisexual

e) Is your project targeted towards, or of particular relevance to, people from a specific ethnic background?

☐ Yes ☒ No If 'Yes', indicate the ethnic background of the people who will benefit from your project.

White ☐ British ☐ Irish ☐ Other **Mixed** ☐ Mixed ethnic background

Asian or Asian British ☐ Indian ☐ Pakistani ☐ Bangladeshi ☐ Other Asian

Black or Black British ☐ Caribbean ☐ African ☐ Other Black

Chinese or other ethnic group ☐ Chinese ☐ Other ethnic group

f) Is your project targeted towards, or of particular relevance to, people from a specific religion or faith?

(e.g. a Muslim women's sports club, which encourages active participation, rather than promoting religious beliefs)

☐ Yes ☒ No If 'Yes' please specify

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

☒ Accounts and quotes where appropriate are enclosed.

☒ A copy of our constitution or terms of reference are enclosed.

☒ 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 or printed material.

☒ I give permission for press and media coverage by Wiltshire Council in relation to this project.

Name:

Position in organisation: Vice Chairman

Date: 16/08/2009

Please return your completed application to the appropriate Area Board Locality Team (see pages 9-10)