

12 January 2005

Mrs J Squires
5 Radnor Road
Salisbury
Wilts
SP1 3PL



Dear Mrs Squires

Durrington Community Centre

Following your telephone conversation with my colleague, Katie Griffin, I am summarising below the assistance Community First has provided to your project.

We were approached in December 2003 by Julie Linton with the idea of turning the closed Catholic Church in Durrington into a Community Centre. My predecessor, Inge Aben, then explained the help Community First could provide under its Social Enterprise initiative. Subsequently we worked with your Steering Team to provide:

- Attendance at your Steering Team meetings
- Advice regarding funding of your proposed project
- Assistance with the development of a Business Plan
- Market research among the community to determine needs and interest in the Project
- Helping to arrange an Open Forum Meeting in the village
- Advice regarding legal status
- Running training sessions on the most appropriate legal and organisational structure
- Applications for grant aid to set up an IPS
- Suggesting a feasibility study to assist in obtaining funding

Our last contact with you was a letter to Julie Linton dated 9th November which summarised the help that Community First could continue to give and I can confirm that I would be most happy to meet with you and your colleagues should you wish to progress your plans further.

Yours sincerely

David Beaton
Business Adviser

Purpose
Working in partnership
with communities and funders
to encourage and support social,
economic and environmental
initiatives in Wiltshire & Swindon.

