



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	Collingbourne Ducis & Everleigh PCC		
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)	Tidworth
In which Parish does your project take place?	Collingbourne Ducis
What is your project?	Construction of a toilet with baby change and disabled facilities in a new build room with access from inside the building
Where will your project take place?	St. Andrew's Church, Collingbourne D
When will your project take place?	Winter 2009
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"/> Pages 1, 2, 3 and 4 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)

St. Andrews is in the centre of Collingbourne Ducis and listed Grade 2*. The building dates from 1170 and the Domesday book of 1086 records, of an earlier building on the same site, that “the church itself is waste and dismantled”. The site has therefore been central to the life of the community for a millennia. The building boasts an enviable acoustic which is invariably commented on by performers when the building is used for dramatic or music events and is the only one in the parish with fixed seating for about 150 people. As policy, the Parochial Church Council wants the building to be familiar to and used much more by all sections of the community for anything for which it is suitable, be it a meeting, exhibition, or concert, in order to realise its full potential in the built environment. However, the building has no toilet though is served by drains and water. This limits its use very severely unless meetings or events are restricted in the interests of bodily comfort to about an hour's duration, not to mention the needs of performers to be comfortable on arrival and while performing. It also makes it impractical to host anything targeting the wider Tidworth Community Area community because of associated travelling time to the venue - particularly unfortunate as the building is one of few in the Area to be ideal for music performances from jazz to choral and strings to brass. As an example of this sort of use, a short concert in 2005 raised £1,786 for charity.

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)?

Running costs will be limited to heating and cleaning the toilet area with occasional painting and maintenance, all of which will be part of our routine building care practice.

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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The building is regularly used by small groups for short meetings and get-togethers - including a toddler group and drop-in afternoon tea for older people. For larger events, such as our occasional concerts, attendance has to be strictly limited due to demand and toilets hired in – when asked, people in these audiences would like wider use of the building for similar music and arts. Increasing community usage is seen by the PCC as one way of encouraging community involvement across generations and helping engender a feeling of familiarity and security in members of the community worried about anti-social behaviour and their own safety in public spaces. The primary school use the church for special assemblies, such as the annual Leavers Assembly when the top year moves on to secondary school, and dealing with 100+ children with no toilet is not easy for teaching staff. The school would make more use of the building if it was more suitable for children. Ceremonies important in society such as weddings, funerals and remembrance day are held in the church with people from all denominations and walks of life arriving from a distance usually horrified to discover there are no toilet facilities. This reflects badly on the community at large. And, of course, attendees at church services expect basic modern facilities. After competitive tendering (5 tenders) for a toilet extension, the preferred supplier is Gaiger (Devizes) as lowest cost (see architect's breakdown attached).

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 checked="" type="checkbox"/>
Increase number of local people involved in regular volunteering	<input checked="" 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 checked="" type="checkbox"/>
Improve adult participation in sport	<input type="checkbox"/>
Improve young people's participation in positive activities	<input checked="" 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 checked="" type="checkbox"/>
Improve local area through intergenerational activities such as street clean ups and community events	<input checked="" type="checkbox"/>
Reduce perceptions of antisocial behaviour	<input checked="" type="checkbox"/>
Reduce deaths through accidents	<input type="checkbox"/>
Increase uptake of energy efficiency and renewable energy measures	<input 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 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: 2008	Month: Dec	Year: 2008
Total Income:	£39,273	
Minus Total Expenditure:	£37,143	
Surplus/Deficit for year:	£+ 2,129	
Reserves held:	£20,608 General a/c-running costs	

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	
Architect	£4,122	WC project account	C	£21,357
Builder:	£	From PCC general fund	C	£228
Ground work, walls	£9,890	Parish Council	C	£5,000
Roof, joinery	£10,975	Donation	C	£5,000
Plumbing,Electrical	£4,938	Guaranteed loan to maximum of	C	£10,000
Reinstate	£1,980			£
PC & Contingencies	£8,000			£
Preliminaries	£6,680			£
	£			£
	£			£
	£			£
TOTAL PROJECT EXPENDITURE	£46,585	TOTAL PROJECT INCOME		£41,585
Total Project Income B		£41,585		
Total Project Expenditure A		£46,585		
Project Shortfall A - B		£5,000		
Award sought from Wiltshire Council Area Board		£5,000		
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 4
People Under 25 years Male Female
Disabled People Male Female
Black & Minority Ethnic people Male Female

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) August 09

☒ 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:

Date: 02/10/2009

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