

**Meeting:** WARMINSTER AREA BOARD – EXTRAORDINARY MEETING  
**Place:** Warminster Library, Three Horseshoes Walk, Warminster, BA12 9BT  
**Date:** Thursday 19 January 2012  
**Time:** 7.00 pm

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## **COMMUNITY AREA GRANT – APPLICATION FORMS**

**Relating to the following items on the agenda for the above meeting:**

**4.1 Deverill Players**

A request for £600 towards the staging of a pantomime, Alice in Wyllyland, at the end of January 2012.

**4.2 Warminster Neighbourhood Policing Team / Warminster Youth Development Centre**

A request for £1,000 to purchase a “Community Bustard” sculpture for young people to name and decorate.

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## Community Area Grant Application Form 2011/2012

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

**For larger projects we strongly advise you to contact Charities Information Bureau three months before you approach the area board. (See Section 2 for contact details)**

**Please contact your Community Area Manager before completing your application  
(See Section 3 for contact details)**

### 1. Your organisation or group

Name of organisation	Deverill Players		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify		

### 2. Your project

Project Title/Name	Alice in Wyllyland Pantomime		
<b>What is your project about and what does it aim to achieve?</b>  <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	The Deverill Players - a newly formed theatrical group - is putting on a pantomime in Kingston Deverill at the end of January 2012: Alice in Wyllyland. This is a completely new venture and we are starting from scratch. There is no amateur drama group in the Deverill Valley (including Crockerton) and no suitable existing venue. We will be converting a large barn at Manor Farm into a theatre for the rehearsals and performances.		
In which community area does your project take place? <i>(Please give name – see section 3 of the grants pack)</i>	Warminster		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/>	Date	No <input type="checkbox"/>

Where will your project take place?	Kingston Deverill
When will your project take place?	28 and 29 January 2012
How did you discover there was a need for your project ( <i>please provide evidence</i> ) and how will your project benefit your local community?  <i>Important: Please do not type/write in paragraphs – This section is limited to 1000 characters only (inclusive of spaces)</i>	Over the years several villagers and visitors have questioned why there have not been any amateur dramatic productions in the Deverill Valley - a hotbed of talent. The village halls in Kingston and Longbridge Deverill lay on a certain amount of entertainment in the form of suppers, quiz nights and the like, but there has not been a dramatic production for over ten years. This has been partly due to there being no suitable venue - the halls are too small. An opportunity arose that the cruck barn at Manor Farm, Kingston Deverill, long used for miscellaneous agricultural storage, became available and a group was formed to put on a production. A pantomime was thought particularly fitting. As Christmas is always packed with other events, it was decided that the show should be put on in the quiet, dull month of January. There has been huge support from villagers. The venture also has the full support of the owner of Manor Farm barn, farmer Mr Richard Stratton.
How many people will benefit from your project?	250+
How does your project demonstrate a direct link to the local community plan for your area? <a href="http://www.wiltshire.gov.uk/areboards">www.wiltshire.gov.uk/areboards</a>  Please provide a reference/page no.	The Warminster and Villages Community Plan (2005-2015), under the Culture and Leisure Theme, calls for increased cultural activities  12 & 13
<b>To be completed ONLY where town/parish councils are making an application</b>	
Is your project one which parish/town councils have powers to raise local taxes to fund?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Could your project be funded from your reserves?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is your project urgent (having to be completed in this financial year? <i>If you answer YES please provide evidence elsewhere on the application form</i> )	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Any other information about your project.</b> The show has been conceived, written (based on a licenced script), produced, directed and performed entirely by people from the Deverill Valley and Crockerton. This includes the adaptation of the barn itself into a comfortable theatrical venue, the construction of the stage and scenery, the writing and arrangement of musical numbers, publicity and the actual production . The parish councils have been entirely supportive of this show itself and the aspiration to continue to put on productions by the Players in the future. Local children from Crockerton School will be taking part in this pantomime and we would hope to continue this relationship for future productions.	

### 3. Management

How many people are involved in the management of your group/organisation?  
Of these, how many are:

Over 50 years	Male	<input type="text" value="4"/>	Female	<input type="text" value="3"/>
25 – 50 years	Male	<input type="text" value="2"/>	Female	<input type="text" value="3"/>
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?**

This is initially a one-off production. Depending on its success, we will continue to perform in the coming years by securing parish council and village hall funding and income from ticket sales and refreshments.

**How will you know whether your project has made a difference in the community? What evidence will be collected to enable you to know that the project has made a positive impact on your community and met the local need?**

The number of tickets sold and the resulting happy faces will be the most obvious form of evaluation. However, we will also be canvassing villagers after the shows as to whether they want more from the Deverill Players.

Have you contacted Charities Information Bureau for help with your application/ to seek other funding?

Yes

Date

No

To whom have you applied for funding for this project (*other than Wiltshire Council*)?

*Please list with amount applied for and whether you have been successful*

Name of Funder	Amount Applied For	Amount Received
Longbridge Deverill PC	£200	£200
Upper Deverills PC	£250	
Upper Deverills Village Hall	£250	£500

Have you or do you intend to apply for a grant from another area board within this financial year?

*If yes, please state which one(s).*

Yes

No

Are you in receipt or anticipating other funding from other Wiltshire Council departments for this project?

Yes

No

4. Information relating to your last annual accounts (if applicable)		
Year ending: N/A	Month:	Year:
A - Total income:	£	
B - Minus total expenditure:	£	
Surplus/deficit for year: (A minus B)	£	
Free reserves currently held:	£Nil	

**5. Financial information – If you can claim back V.A.T. please exclude from figures given below**

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	
Script licence	£112	Own fundraising/reserves		£
Temporary Event Notice	£21			£
Works to barn and heating	£400	Parish/town council	P	£250
Lighting	£200	Longbridge & Crockerton PC	C	£200
Costumes	£150	Trusts/foundations		£
Toilet hire	£100			£
Scenery and props	£260	In kind		£
Programme	£100			£
Poster and tickets	£30	Other		£
Bar and ice cream stock	£310	Village Hall	C	£500
Insurance and First Aid cover	£240	Ticket sales	P	£773
Band fees	£1,000	Bar and ice cream sales	P	£600
<b>Total Project Expenditure</b>	<b>£2,923</b>	<b>Total Project Income</b>		<b>£2,323</b>

<b>Total project income B</b>	£2,323
<b>Total project expenditure A</b>	£2,923
<b>Project shortfall A – B</b>	£600
<b>Grant sought from Wiltshire Council Area Board</b>	£600
<b>Bank Details</b>	
<b>Please give the name of the organisations' bank account e.g. Barclays</b>	
<b>Please give the title name of the organisations' bank account e.g. current</b>	

**6. Supporting information – Please enclose all the following documentation as failure to do so may lead to a delay in your application being considered**

**Enclosed (please tick)**

- Written quotes including the one(s) you are going to use
- Latest inspected/audited accounts or annual report or Income/expenditure budget for current financial year
- 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. 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  Safeguarding Adults
  - 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:**

**Date:** 1 Dec 2011

**Position in organisation:**

**Please return your completed application to the appropriate Area Board Locality Team (see section 3)**

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Reference no
Log no
<b>For office use</b>

# Agenda Item 4b

## Community Area Grant Application Form 2011/2012

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

**For larger projects we strongly advise you to contact Charities Information Bureau three months before you approach the area board. (See Section 2 for contact details)**

**Please contact your Community Area Manager before completing your application (See Section 3 for contact details)**

<b>1. Your organisation or group</b>			
<b>Name of organisation</b>	Warminster Neighbourhood Policing Team / Warminster Youth Development Centre		
<b>Contact name</b>			
<b>Contact address</b>			
<b>Contact number</b>		<b>e-mail</b>	
<b>Organisation type</b>	<b>Not for profit organisation</b> <input checked="" type="checkbox"/> <b>Parish/town council</b> <b>Other, please specify;</b> Wiltshire Police and Warminster Youth Development		
<b>2. Your project</b>			
<b>Project Title/Name</b>	Community Bustard		
<b>What is your project about and what does it aim to achieve?</b>  <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	Larger than life sculptures of the Great Bustard are being cast in glass fiber resin to be placed on The Great Bustard Trail at various locations around Warminster, this will be finalised with events in Autumn 2012 in celebration of the Olympics and the Queens Diamond Jubilee. It's the intention of the local Neighbourhood Policing Team (NPT) and the Youth Development Team to be able to purchase a Bustard and, with the voluntary help of a local artist, bring together young people in the community to name and decorate him before placing him in a prominent location in the trail where they will stay until they become part of the launch of Warminster Festival on 6th Oct 2012 when the flock of Bustards will come together in the town park for a day of art and fun, after which the Bustards will be auctioned off and proceeds going to local deserving charities. The aim of taking part in this great event is to see the local NPT and the young people working together to raise the profile of the Youth Development Centre in the community and to show that young people really do want to be involved in community initiatives.		
<b>In which community area does your project take place?</b> <i>(Please give name – see section 3 of the grants pack)</i>	Warminster		
<b>I/we have discussed our project with the town/parish council?</b>	<u>Yes</u>	<b>Date</b>	17/11/11 Town council are supportive of the project
<b>I/we have discussed our project with our Wiltshire councillor?</b>	<u>Yes</u>	<b>Date</b>	18/11/11 Local councillor thinks it's a lovely idea for NPT and local youths to work together

Where will your project take place?	At the Youth Development centre for decoration of the Bustard	
When will your project take place?	Overall Bustard project starts May 2012 - the birds will need to be decorated by then so we're looking for as soon as possible as a start date	
How did you discover there was a need for your project ( <i>please provide evidence</i> ) and how will your project benefit your local community?  <i>Important: Please do not type/write in paragraphs – This section is limited to 1000 characters only (inclusive of spaces)</i>	I'd spoken with the organiser of the overall project about the Bustard event and the idea took root to have a community Bustard, I then approached the manager of the Youth Development Centre and the young people who attend and discovered that they were keen to get involved and have a bustard that reflects themselves. The community will benefit in that it will see young people getting involved in something that'll culminate in raising the profile of Warminster in an important year and local charities will benefit at the finish of the event when the Bustards are auctioned off.	
How many people will benefit from your project?	Any young person wishing to take part and local charities	
How does your project demonstrate a direct link to the local community plan for your area? <a href="http://www.wiltshire.gov.uk/areaboards">www.wiltshire.gov.uk/areaboards</a>  Please provide a reference/page no.	One of the local community plans for Warminster is to integrate and involve the young people in local projects to stem any anti-social behaviour and potential crime and to utilise the town park for more community events. pages 12, 19 of Warminster area plan	
<b>To be completed ONLY where town/parish councils are making an application</b>		
Is your project one which parish/town councils have powers to raise local taxes to fund?	Yes	No
Could your project be funded from your reserves?	Yes	No
Is your project urgent (having to be completed in this financial year? <i>If you answer YES please provide evidence elsewhere on the application form</i> )	Yes	No
Any other information about your project.		
<b>3. Management</b>		
How many people are involved in the management of your group/organisation? Of these, how many are:		
Over 50 years	Male	Female =1
25 – 50 years	Male = 1	Female =1
Under 25 years	Male =2	Female
Disabled People	Male =1	Female =1
Black and Minority Ethnic people	Male	Female =1
If your project is intended to continue after the Wiltshire Council funding runs out, how will you continue to fund it? N/A		
How will you know whether your project has made a difference in the community? What evidence will be collected to enable you to know that the project has made a positive impact on your community and met the local need? By public interest generated in the project, visual evaluation and end product		
Have you contacted Charities Information Bureau for help with your application/ to seek other funding?	N/A No	Date

To whom have you applied for funding for this project (other than Wiltshire Council)?	Name of Funder	Amount Applied For	Amount Received
<i>Please list with amount applied for and whether you have been successful</i>	N/A		
Have you or do you intend to apply for a grant from another area board within this financial year?  <i>If yes, please state which one(s).</i>	Yes	<u>No</u>	
Are you in receipt or anticipating other funding from other Wiltshire Council departments for this project?	Yes	<u>No</u>	

**4. Information relating to your last annual accounts (if applicable) N/A**

Year ending:	Month:	Year:
A - Total income:	£	
B - Minus total expenditure:	£	
Surplus/deficit for year: (A minus B)	£	
Free reserves currently held:	£	

**5. Financial information – If you can claim back V.A.T. please exclude from figures given below**

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	
The total shown covers the cost of the bustard, any materials needed to decorate the bustard will be provided jointly by the local artist involved, the youth development centre and donations from local stationers	£ 1000.00	Own fundraising/reserves	£
	£		£
	£	Parish/town council	£
	£		£
	£	Trusts/foundations	£
	£		£
	£	In kind	£
	£		£
	£	Other	£
	£		£
	£		£
	£		£
<b>Total Project Expenditure</b>	£	<b>Total Project Income</b>	£
<b>Total project income B</b>	£		
<b>Total project expenditure A</b>	£		
<b>Project shortfall A – B</b>	£		

<b>Grant sought from Wiltshire Council Area Board</b>	£1000.00
<b>Bank Details</b>	
<b>Please give the name of the organisations' bank account e.g. Barclays</b>	
<b>Please give the title name of the organisations' bank account e.g. current</b>	
<b>6. Supporting information – Please enclose <u>all</u> the following documentation as failure to do so may lead to a delay in your application being considered</b>	
<b>Enclosed (please tick)</b>	
<p>Written quotes including the one(s) you are going to use</p> <p>Latest inspected/audited accounts or annual report or Income/expenditure budget for current financial year</p> <p>Terms of reference/constitution/group rules</p> <p>Evidence of ownership/lease of buildings and/or land</p> <p><b>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.</b></p>	
<b>7. Declaration (on behalf of organisation or group) – I confirm that...</b>	
<p>I have read the funding criteria</p> <p>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.</p> <p>If an award is received, I will complete and return an evaluation sheet.</p> <p>That any other form of licence or approval for this project has been received prior to submission of this application.</p> <p>That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application.    Child Protection    yes    Safeguarding Adults    yes</p> <p>Public Liability Insurance    yes    Equal opportunities    yes</p> <p>Access audit    yes    Environmental impact Planning permission applied for (date)    or granted</p> <p>(date)</p> <p>That acknowledgement will be given of Wiltshire Council support in any publicity, printed or website material. yes</p> <p>I give permission for press and media coverage by Wiltshire Council in relation to this project.    yes</p>	
<b>Name:</b>	<b>Date:</b> 19/11/11
<b>Position in organisation:</b>	
<b>Page 10</b>	
<b>Please return your completed application to the appropriate Area Board Locality Team (see section 3)</b>	