

Meeting: CHIPPENHAM AREA BOARD
Place: Sixth Form Centre, Sheldon School, Chippenham, SN14 6HJ
Date: Monday 7 January 2013
Time: 7.00 pm

COMMUNITY AREA GRANT – APPLICATION FORMS

Relating to item 13 on the agenda for the above meeting

Community Area Grant Application Form 2012/2013

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

To fund projects up to £1,000 without the need for matched funding

To fund up to 50% of projects costs of projects over £1,000

Maximum Grant £5,000

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	Chippenham Children & Young People's Parliament		
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	Chippenham E-Safety Project		
What is your project about and what does it aim to achieve? <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	The Children and Young People's Parliament is concerned about cyber-bullying and e-safety. The Parliament would like to design an online resource that teaches children and young people how to use information technology safely. The project will include an online game for young children and video clips for older children addressing key issues. This project will be coordinated by students at Wiltshire College, with game-design and film-making developed with children and young people from the 21 schools and Parliament. This project aims to raise awareness and keep children safe.		
In which community area does your project take place? (Please give name – see section 3)	Chippenham		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/> <input type="checkbox"/>	Date 14 Nov '12	No
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/> <input type="checkbox"/>	Date 14 Nov '12	No

Where will your project take place?	Wiltshire College, schools across the community area	
When will your project take place?	Between Jan and July 2013	
How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community? <i>Important: Please do not type/write in paragraphs – This section is limited to 700 characters only (inclusive of spaces)</i>	Children and young people, whilst setting priorities for the Parliament, raised cyber-bullying as a key issues for them and peers. They were able to quote the experiences of themselves, their siblings and friends. These experiences included fears about inappropriate use of mobile phones, social media, and posting of photographs online. This was an issue for all age groups to varying degrees and primary aged children stated that they would like strategies to help prevent potential harm as they transfer to secondary school. Headteachers have also identified a need for greater awareness-raising for parents in monitoring internet and mobile phone use.	
How many people will benefit from your project?	Potentially 8000 children	
How does your project demonstrate a direct link to the local community plan for your area? (see www.wiltshire.gov.uk/areaboards) or priorities of your area board) Please provide a reference/page no.	6.5 Concerns over the general health of children and young people, especially within the urban areas. 3.4 Fear of Crime.	
Any other information about your project. (Limited to a 1000 characters) If successful this project will give an opportunity to Wiltshire College students to work on a live project, with funding, clients and deadlines. Exploratory talks with students and staff indicate the potential for meaningful outcomes for both pupils and students, giving an additional experience to what is on offer through the curriculum. The resource will be used in schools and shared with parents in assemblies to broaden its reach. This project builds upon the success of the 'Drive Safe, Walk Safe' project, funding by Chippenham Area Board, which culminated in a DVD on road safety. Whilst a Chippenham initiative, once online it will be accessible to a much wider audience. The tangible output will be an online resource that delivers critical information to children and young people about their personal safety, with the intended outcome that Chippenham children are more aware of online risk and become more responsible and resilient users of information technology.		
To be completed ONLY where town/parish councils are making an application		
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? If you answer YES please provide evidence elsewhere on the application form)	Yes <input type="checkbox"/>	No <input type="checkbox"/>

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="2"/>	Female	<input type="text" value="9"/>
25 – 50 years	Male	<input type="text" value="2"/>	Female	<input type="text" value="7"/>
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 will 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 information will be collected to enable you to know that the project has made a positive impact on your community and met the local need?

Feedback from children, young people and adults - lower rates of concern in longer term

Feedback from school staff

Feedback at Chippenham Children & Young People's Parliament

Has Charities Information Bureau (CIB) helped you with this application/to seek funding for this project?

Yes

Date contacted CIB 23.11.12

No

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

Name of Funder

Amount Applied For

Amount Received

Chippenham Partnership Schools

200

200

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

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

Yes

No

If yes, please state which one(s).

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:	Month:	Year:	
A - Total income:	£		
B - Minus total expenditure:	£		
Surplus/deficit for year: (A minus B)	£		
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£		
5. Financial information – If you can claim back V.A.T. please <u>exclude</u> VAT from the figures you provide us. If you have to pay the V.A.T then please include V.A.T. in the figures you provide us.			
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
Development costs	£500	Own fundraising/reserves	£
Studio time	£700		£
Staff time	£2,100	Parish/town council	£
	£		£
	£	Trusts/foundations	£
	£		£
	£	In kind	£2,100
	£		£
	£		
	£	Other	£200
	£		£
Total Project Expenditure	£3,300	Total Project Income	£2,300
Total project income B	£2,300		
Total project expenditure A	£3,300		
Project shortfall A – B	£1,000		
Grant sought from Wiltshire Council Area Board	£1,000		
Bank Details			
Please give the name of the organisations' bank account e.g. Barclays	HSBC		
Please give the name of the organisations' bank account e.g. Chippenham Scouts	St. Paul's School		

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)

- All 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...

- This application meets all 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 a grant is received, I will provide copies of all receipts and invoices associated with the grant and provide information and photographs to demonstrate how the grant was spent.
- That any other form of licence or approval for this project has been received prior to submission of this grant 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: 23/11/2012

Position in organisation:

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



Community Area Grant Application Form 2012/2013

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

To fund projects up to £1,000 without the need for matched funding
To fund up to 50% of projects costs of projects over £1,000
Maximum Grant £5,000

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	Kington St Michael Parish Council		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input type="checkbox"/> Parish/town council <input checked="" type="checkbox"/> Other, please specify		

2. Your project

Project Title/Name	Kington St Michael Community Shelter		
What is your project about and what does it aim to achieve? <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	The provision of a community shelter with disabled access to be sited on our Recreation Field (a QEII Field in Trust), where people of all ages may meet, interact and access the environment and nearby Nymph Hay wood (which is open access land). It will be suitable for a range of community groups (Brownies, Women Out Walking, the school, pre-school etc) and for young people in particular, providing them with an opportunity for social interaction. To provide a much-needed shelter from the elements, opportunities to socialise and a resource for the whole community.		
In which community area does your project take place? <i>(Please give name – see section 3)</i>	Chippenham		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Date 20-09-2012 & in 2010	
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Date Since November 2010	

Where will your project take place?	Kington St Michael Recreation Field
When will your project take place?	As soon as funding is in place
How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community? Important: Please do not type/write in paragraphs – This section is limited to 800 characters only (inclusive of spaces)	<p>Our Parish Plan identified a need for more provision at the Recreation Field, specifically for young people. Youth Club (now closed) also identified a need following a survey of its members. Various village groups will use it (see Q2) as will the wider community, for such things as nature walks, picnics, school cluster events, fundraising events and as a convivial seating area for socialising - the curved seating of the shelter specifically provides for this. It will give young people a safe place to meet, showing that they are a valued part of the community.</p>
How many people will benefit from your project?	Approx. 700 + visitors
How does your project demonstrate a direct link to the local community plan for your area (see www.wiltshire.gov.uk/areaboards) or priorities of your area board? Please provide a reference/page no.	<p>Facilitate use for exercise & improve health. Provide disabled access. Children's facility to 16+. Informal rec area. Lack of teen meeting places.</p> <p>p25 6.11 6.12 p26 7.1 p29 8.1 p30 8.5</p>
Any other information about your project. (Limited to a 1000 characters) <p>Kington St Michael Youth Club closed in 2010, leaving nowhere for secondary school age children in the village to meet. The Recreation Field Group folded in 2011 after more than 10 years of fundraising which had enabled the installation of completely new equipment at the recreation field and the levelling of the pitch. The Parish Council has therefore inherited this project and feels a duty to the young people of the parish to provide them with this facility which will also be used by the whole community. Please note that there is only one quote available as this shelter is designed, manufactured and supplied by one company only and there are no other shelters on the market in this design or type, which can seat up to 30 people. A questionnaire was recently sent to every household (statistics enclosed) and Youth Club previously sent questionnaires to various village groups as well as its own members.</p>	
To be completed ONLY where town/parish councils are making an application	
Is your project one which parish/town councils have powers to raise local taxes to fund?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Could your project be funded from your reserves?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Is your project urgent (having to be completed in this financial year? If you answer YES please provide evidence elsewhere on the application form)	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

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="3"/>	Female	<input type="text" value="2"/>
25 – 50 years	Male	<input type="text" value="3"/>	Female	1 <input type="text"/>
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 will continue after the Wiltshire Council funding runs out, how will you continue to fund it?
The shelter will be maintained and insured by Kington St Michael Parish Council, using precept funds

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

We anticipate feedback from user groups and the wider community and can publish a questionnaire via our village newsletter and website www.kingtonstmichael.com

Has Charities Information Bureau (CIB) helped you with this application/to seek funding for this project?

Yes Date contacted CIB 2010 & 2012 No

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

Name of Funder	Amount Applied For	Amount Received
Westlea Community Investmnt Fund	£1,000	
KSM Book & DVD Recycling Scheme		£50
Landfill Communities Fund	£15,802	

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

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

Yes No

If yes, please state which one(s).

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:	Month: March	Year: 2012		
A - Total income:	£17,015			
B - Minus total expenditure:	£18,309			
Surplus/deficit for year: (A minus B)	£-1,294			
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£1,984			
5. Financial information – If you can claim back V.A.T. please <u>exclude</u> VAT from the figures you provide us. If you have to pay the V.A.T then please include V.A.T. in the figures you provide us.				
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	
One N-Clude shelter	£12,499	Own fundraising/reserves		£
Delivery & packing	£499	Youth Club	C	£1,600
Installation into concrete base	£	Parish/town council	C	£2,000
plus 10m ² access path	£7,699	Landfill Communities Fund	P	£15,802
Third party contribution (re:	£	Trusts/foundations		£
Landfill Tax requirement)	£1,755			£
	£	In kind		£
	£			£
	£			
	£	Other		£
	£	Westlea Comm Investment Fund	P	£1,000
	£	KSM Book & DVD Recycle Scheme	C	£50
Total Project Expenditure	£22,452	Total Project Income		£20,452
Total project income B	£20,452			
Total project expenditure A	£22,452			
Project shortfall A – B	£2,000			
Grant sought from Wiltshire Council Area Board	£2,000			
Bank Details				
Please give the name of the organisations' bank account e.g. Barclays				
Please give the name of the organisations' bank account e.g. Chippenham Scouts				

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)

- All 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...

- This application meets all 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 a grant is received, I will provide copies of all receipts and invoices associated with the grant and provide information and photographs to demonstrate how the grant was spent.
- That any other form of licence or approval for this project has been received prior to submission of this grant 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) N/A
- 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: 20/11/2012

Position in organisation:

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

Community Area Grant Application Form 2012/2013

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To fund up to 50% of projects costs of projects over £1,000
Maximum Grant £5,000

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	Wilts & Berks Canal Trust		
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	Tow Path/Cycle way raising at Pewsham		
What is your project about and what does it aim to achieve? <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	Canal towpath/cycleway on the W&B canal south of the A4 requires raising along a 160metre stretch as the path is below the final water level. The water level will have to be raised, subsequently so does the tow path. Currently when the water level is up it flows over the path making the path/cycleway difficult to use and almost impossible for buggies/pushchairs. Completion of the project will prevent water flowing over the canal bank and disrupting the walkers and cyclists who use this towpath/cycleway. In addition the increased depth will allow canal boats to use that stretch of waterway		
In which community area does your project take place? <i>(Please give name – see section 3)</i>	Chippenham		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Date 12.11.12 Councillor Mark Packard	
I/we have discussed our project with our Wiltshire councillor?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Date	No <input type="checkbox"/>

Where will your project take place?	Towpath/cycleway beside the W & B canal south of Bottom Lock Pewsham
When will your project take place?	Prior to Spring 2013
How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community? <i>Important: Please do not type/write in paragraphs – This section is limited to 700 characters only (inclusive of spaces)</i>	We were aware the bank/towpath would need raising once the newly dredged sections of canal filled with water. Whilst we have not carried out a formal consultation exercise for work on this section there have been many newspaper stories in the local press covering the restoration of the W & B Canal. The feedback from these has been good support for the restoration and discussions with the current users of the towpath/cycleway have been overwhelmingly positive. A survey was carried out at Chippenham Rivers Festival in 2011, details attached. Concerning direct community involvement, we currently have a pool of approximately 45 volunteers who work on the restoration in the week and weekends.
How many people will benefit from your project?	31000+(population of Chippenham)
How does your project demonstrate a direct link to the local community plan for your area? (see www.wiltshire.gov.uk/areaboards) or priorities of your area board) Please provide a reference/page no.	The project links directly with the green tourism element of the Chippenham plan item 4.8

Any other information about your project. (Limited to a 1000 characters)
 These improvements to the towpath are part of the restoration of the Wilts Berks Canal, giving access to new parts of the countryside and providing a quiet tranquil place for healthy exercise and relaxation. This footpath and cycleway that runs along this section of the Wilts & Berks canal is already used by many local people, especially those from the Pewsham estate. The canal restoration over the last few years has re-introduced water into the canal which has attracted additional wildlife into the area and improved the environment for the existing wildlife. There is a total of 1.7 km of canal in water at Pewsham and the local branch of the Trust is restoring an old British Waterways work boat at the moment, which we hope to put on this section in Spring 2013. When the levels are correct and some of the bunds removed, we hope to be able to run boat trips for the public.

To be completed ONLY where town/parish councils are making an application

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? If you answer YES please provide evidence elsewhere on the application form)	Yes <input type="checkbox"/>	No <input type="checkbox"/>

3. Management

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

Of these, how many are:

Over 50 years

Male

Female

25 – 50 years

Male

Female

Under 25 years

Male

Female

Disabled People

Male

Female

Black and Minority Ethnic people

Male

Female

If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

Maintenance of the canal towpath is done by local volunteers

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

A recent survey carried out on the relevant section of canal was done between 10am-4pm and during that time 235 used the section of the towpath/cycleway relevant to this project. We will survey them after the project is completed and we will put the findings in the local press.

Has Charities Information Bureau (CIB) helped you with this application/to seek funding for this project?

Yes

Date contacted CIB

No

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

Name of Funder

Amount Applied For

Amount Received

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

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

Yes

No

If yes, please state which one(s).

Lacock/Corsham

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: 2012		Month: March	Year: 2012	
A - Total income:		£168,153		
B - Minus total expenditure:		£148,652		
Surplus/deficit for year: (A minus B)		£19,501		
Free reserves currently held (i.e. money not committed to other projects/operating costs)		£22,071		
5. Financial information – If you can claim back V.A.T. please exclude VAT from the figures you provide us. If you have to pay the V.A.T then please include V.A.T. in the figures you provide us.				
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	
Plant Hire(2wks)	£2,930	Own fundraising/reserves	C	£2,748
Materials	£2,512	Volunteer Matched Funding	C	£3,000
Labour costs	£4,100	Parish/town council		£
Signs/safety barriers	£165			£
10% Overhead charges	£970	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£			£
	£	Other		£
	£			£
Total Project Expenditure	£10,677	Total Project Income		£5,748
Total project income B		£5,748		
Total project expenditure A		£10,677		
Project shortfall A – B		£4,929		
Grant sought from Wiltshire Council Area Board		£4,929		
Bank Details				
Please give the name of the organisations' bank account e.g. Barclays		Lloyds TSB		
Please give the name of the organisations' bank account e.g. Chippenham Scouts		Wilts & Berks Canal Trust		

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)

- All 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

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

- This application meets all 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 a grant is received, I will provide copies of all receipts and invoices associated with the grant and provide information and photographs to demonstrate how the grant was spent.
- That any other form of licence or approval for this project has been received prior to submission of this grant application.
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- 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:

Position in organisation: ✓

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



Area Board Projects and Councillor Led Initiatives Application Form 2012/2013

To be completed by the Wiltshire Councillor leading on the project

Please ensure that you have read the Funding Criteria before completing this form
PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE
CONSIDERED

1. Contact Details

Area Board Name	Chippenham Area Board		
Your Name	Councillor Peter J Hutton		
Contact number	01249 660713	e-mail	peterjohnhutton@aol.com

2. The project

Project Title/Name	Job Fair		
Please tell us about the project /activity you want to organise/deliver and why? <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	To provide an opportunity for young people who have not yet focused on a career to look at their options for the future. Improving young people's capacity to compete for jobs including the development of skills and improving access to employment and training opportunities		
Where is this project taking place?	Neeld Hall/Town Hall		
When will the project take place?	March 2013		
What evidence is there that this project/activity needs to take place/be funded by the area board?	Joint Strategic Assessment 2011 shows an increase in young people not in employment, education or training (NEET)		

How will the local community benefit?	The event will help young "NEET" to be introduced to possible new avenues of employment such as apprenticeships, armed services NHS etc.		
Does this project link to a current Community Issue? (if so, please give reference number as well as a brief description)			
Does this project link to the Community Plan or local priorities? (if so, please provide details)	Access to basic skills & adult learning courses to increase the level of literacy		
What is the desired outcome/s of this project? To assist local young people with skills such as CV writing, interview skills etc. To introduce them to possible new avenues of employment such as apprenticeships, armed services NHS etc, the other benefits may be volunteering for community projects and charity organisations given them a taste of working.			
Who will be responsible for managing this project? Joint management - Councillor Peter Hutton & Julia Densham			
3. Funding			
What will be the total cost of the project?	£ 1,000		
How much funding are you applying for?	£ 1000		
If you are expecting to receive any other funding for your project, please give details	Source of Funding	Amount Applied For	Amount Received
Please give the name of the organisation and bank account name (but not the number) your grant will be paid in to. (N.B. We cannot pay money into an individual's bank account)	Chippenham Area Board		
4. Declaration – I confirm that...			
<input checked="" type="checkbox"/> The information on this form is correct and that any grant received will be spent on the activities specified <input type="checkbox"/> Any form of licence, insurance or other approval for this project will be in place before the start of the project outlined in this application			
Name: Peter J Hutton Position in organisation: Wiltshire Council Councillor			Date:

Please return your completed application to the appropriate Area Board Locality Team [\(see section 3\)](#)

