

**Meeting:** CHIPPENHAM AREA BOARD  
**Place:** Needl Hall, Chippenham Town Council, High Street, Chippenham  
SN15 3ER  
**Date:** Monday 4 March 2013  
**Time:** 7.00 pm

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## **AREA BOARD FUNDING – APPLICATION FORMS**

**Relating to item 7 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

|                             |   |               |  |
|-----------------------------|---|---------------|--|
| <b>Name of organisation</b> | Bournemouth Churches Housing Association - Unity House  |               |  |
| <b>Contact name</b>         | Ben Anderson  |               |  |
| <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> <input type="checkbox"/><br>Other, please specify |               |  |

### 2. Your project

|   |   |             |  |
|---|---|-------------|--|
| <b>Project Title/Name</b>   | Personal development programme  |             |  |
| <b>What is your project about and what does it aim to achieve?</b><br><br><i>Important: This section is limited to 600 characters only (inclusive of spaces).</i> | We will use the laptop to support our delivery of life skills workshops and the food processor and chest freezer to enhance our food preparation workshops. We will combine life skills workshops – including basic IT, numeracy and literacy – with more focused coaching for clients to learn basic vocational skills including DIY, practical horticulture and food preparation. |             |  |
| <b>In which community area does your project take place? (Please give name – <a href="#">see section 3</a>)</b>   | Chippenham  |             |  |
| <b>I/we have discussed our project with the town/parish council?</b>  | Yes <input type="checkbox"/>  | <b>Date</b> | No <input checked="" type="checkbox"/> |
| <b>I/we have discussed our project with our Wiltshire councillor?</b>   | Yes <input checked="" type="checkbox"/><br>No <input type="checkbox"/>  | <b>Date</b> | 17 <sup>th</sup> January 2012          |

|  |   |                             |
|--|---|-----------------------------|
| <b>Where will your project take place?</b>   | Unity House, 4 Wood Lane, Chippenham  |                             |
| <b>When will your project take place?</b>  | If successful, when funds are received  |                             |
| <b>How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community?</b><br><br><i>Important: Please do not type/write in paragraphs – This section is limited to 700 characters only (inclusive of spaces)</i> | Our clients face multiple disadvantages and exclusions, including particularly social and financial exclusion. We are focusing on those skills and experiences required to access training and employment, reduce reliance on out of work benefits and develop mutually-supportive peer group networks. Recent aims include starting a small business, finding voluntary work or learning a trade.<br>In many ways, Unity House clients are disconnected from the job market and need support and guidance to realise their most realistic goals. |                             |
| <b>How many people will benefit from your project?</b>   | Up to 45 individuals per year   |                             |
| <b>How does your project demonstrate a direct link to the local community plan for your area? (see <a href="http://www.wiltshire.gov.uk/areaboards">www.wiltshire.gov.uk/areaboards</a>) or priorities of your area board) Please provide a reference/page no.</b>                     | Chippenham and Villages Community Plan 2005 - 2015<br><br>Page 13, 2.9 - Lifelong learning.   |                             |
| <b>Any other information about your project. (Limited to a 1000 characters)</b>  |   |                             |
| <b>To be completed ONLY where town/parish councils are making an application</b>   |   |                             |
| <b>Is your project one which parish/town councils have powers to raise local taxes to fund?</b>  | Yes <input type="checkbox"/>  | No <input type="checkbox"/> |
| <b>Could your project be funded from your reserves?</b>  | Yes <input type="checkbox"/>  | No <input type="checkbox"/> |
| <b>Is your project urgent (having to be completed in this financial year? If you answer YES please provide evidence elsewhere on the application form)</b>   | 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"/>           |
| 25 – 50 years                    | Male | <input type="text" value="2"/> | Female | <input type="text" value="1"/> |
| 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?**  
 This application is for one-off capital funding. Revenue costs for running and maintaining the items will be covered through existing contract funding and Housing Benefit revenue.

**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?**

The outcomes we are setting as targets monitor the engagement of clients with the project and successful completions of the project. We will monitor the success of clients in accessing further training, work experience and employment.

We also measure planned departures of residents from Unity House and this project will support clients to sustain their accommodation in the wider community.

**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*)?**

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

| Name of Funder | Amount Applied For | Amount Received |
|----------------|--------------------|-----------------|
|                |                    |                 |
|                |                    |                 |
|                |                    |                 |
|                |                    |                 |

**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)**

|  |                     |                   |
|--|---------------------|-------------------|
| <b>Year ending:</b> 2012   | <b>Month:</b> March | <b>Year:</b> 2012 |
| <b>A - Total income:</b>   | £433,929            |                   |
| <b>B - Minus total expenditure:</b>  | £421,334            |                   |
| <b>Surplus/deficit for year: (A minus B)</b>   | £12,595             |                   |
| <b>Free reserves currently held (i.e. money not committed to other projects/operating costs)</b> | £                   |                   |

**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.**

| <b>Project Costs A</b><br>Please provide a <u>full</u> breakdown e.g. equipment, installation etc. |             | <b>Project Income B</b><br>Please list all sources of funding for this project, as provisional (P) or confirmed (C) |     |           |
|--|-------------|---|-----|-----------|
|  |             |   | P/C |           |
| Acer Travelmate Laptop   | £348        | Own fundraising/reserves  |     | £         |
| Bosch chest freezer  | £460        |   |     | £         |
| Magimix food processor   | £180        | Parish/town council   |     | £         |
|  | £           |   |     | £         |
|  | £           | Trusts/foundations  |     | £         |
|  | £           |   |     | £         |
|  | £           | In kind   |     | £         |
|  | £           |   |     | £         |
|  | £           |   |     |           |
|  | £           | Other   |     | £         |
|  | £           |   |     | £         |
| <b>Total Project Expenditure</b>   | <b>£988</b> | <b>Total Project Income</b>   |     | <b>£0</b> |
| <b>Total project income B</b>  |             | £0  |     |           |
| <b>Total project expenditure A</b>   |             | £980  |     |           |
| <b>Project shortfall A – B</b>   |             | £980  |     |           |
| <b>Grant sought from Wiltshire Council Area Board</b>  |             | £980  |     |           |
| <b>Bank Details</b>  |             |   |     |           |
| <b>Please give the name of the organisations' bank account e.g. Barclays</b>                       |             |   |     |           |
| <b>Please give the name of the organisations' bank account e.g. Chippenham Scouts</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)**

- 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:** Ben Anderson

**Date:** 18.01.2013

**Position in organisation:** Project leader

**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 | 10 <sup>th</sup> Chippenham Scout Group   |        |  |
| Contact name         | Justin Purkis   |        |  |
| Contact address      |   |        |  |
| Contact number       |   | e-mail |  |
| Organisation type    | Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/><br>Other, please specify |        |  |

### 2. Your project

|  |  |      |  |
|--|--|------|--|
| Project Title/Name   | Scout Hut Refurbishment  |      |  |
| What is your project about and what does it aim to achieve?<br><br><i>Important: This section is limited to 600 characters only (inclusive of spaces).</i> | Repair and refurbish existing scout hut by building new internal walls and ceiling to allow insulation. The new walls and ceilings will be strong enough to support new and more efficient heating and lighting which in combination with the additional insulation would significantly reduce the current electricity bills of c£1,000 per annum, as well facilitate the continued useage of the hut. |      |  |
| In which community area does your project take place? (Please give name – <a href="#">see section 3</a> )  | Chippenham   |      |  |
| I/we have discussed our project with the town/parish council?  | Yes <input type="checkbox"/>   | Date | No <input checked="" type="checkbox"/> |
| I/we have discussed our project with our Wiltshire councillor?   | Yes <input type="checkbox"/>   | Date | No <input checked="" type="checkbox"/> |

|  |   |                             |
|--|---|-----------------------------|
| <b>Where will your project take place?</b>   | 10 <sup>th</sup> Chippenham Scout Hut, Westmead, Chippenham   |                             |
| <b>When will your project take place?</b>  | Summer 2013   |                             |
| <b>How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community?</b><br><br><i>Important: Please do not type/write in paragraphs – This section is limited to 700 characters only (inclusive of spaces)</i> | The existing hut is in poor repair (despite ongoing maintenance) and requires significant repairs and refurbishment. The repairs will benefit the c125 young people and 28 leaders who use the hut on a weekly basis. The hut is also used for ad hoc community events e.g. as part of the Chippenhama Folk Festival. |                             |
| <b>How many people will benefit from your project?</b>   | c150  |                             |
| <b>How does your project demonstrate a direct link to the local community plan for your area? (see <a href="http://www.wiltshire.gov.uk/areaboard">www.wiltshire.gov.uk/areaboard</a>) or priorities of your area board) Please provide a reference/page no.</b>                       | As above  |                             |
| <b>Any other information about your project. (Limited to a 1000 characters)</b><br>Please see attached letter.   |   |                             |
| <b>To be completed ONLY where town/parish councils are making an application</b>   |   |                             |
| <b>Is your project one which parish/town councils have powers to raise local taxes to fund?</b>  | Yes <input type="checkbox"/>  | No <input type="checkbox"/> |
| <b>Could your project be funded from your reserves?</b>  | Yes <input type="checkbox"/>  | No <input type="checkbox"/> |
| <b>Is your project urgent (having to be completed in this financial year? If you answer YES please provide evidence elsewhere on the application form)</b>   | 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="4"/> | Female | <input type="text" value="2"/> |
| 25 – 50 years                    | Male | <input type="text" value="9"/> | Female | <input type="text" value="7"/> |
| Under 25 years                   | Male | <input type="text" value="5"/> | Female | <input type="text" value="1"/> |
| Disabled People                  | Male | <input type="text" value="0"/> | Female | <input type="text" value="0"/> |
| Black and Minority Ethnic people | Male | <input type="text" value="0"/> | Female | <input type="text" value="0"/> |

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

We are currently looking for funding from a number of sources, including The Rotary Club, Chippenham Bouroughlands and via ongoing fundraising.

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?

Continued use of the Scout Hut and improved use of existing funds

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*)?

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

| Name of Funder          | Amount Applied For | Amount Received |
|-------------------------|--------------------|-----------------|
| Chippenham Boroughlands | £10,000            | 0               |
| The Rotary Club         | £10,000            | 0               |
|                         |                    |                 |
|                         |                    |                 |

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: 2012   | Month: March | Year: 2012 |
| A - Total income:   | £15182       |            |
| B - Minus total expenditure:  | £12159       |            |
| Surplus/deficit for year: (A minus B)   | £3023        |            |
| Free reserves currently held (i.e. money not committed to other projects/operating costs) | £0           |            |

**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<br>Please provide a <u>full</u> breakdown e.g. equipment, installation etc. |                | Project Income B<br>Please list all sources of funding for this project, as provisional (P) or confirmed (C) |     |               |
|---|----------------|--|-----|---------------|
|   |                |  | P/C |               |
| Repairs to Hut  | £8,000         | Own fundraising/reserves   | C   | £5,000        |
| Flooring  | £1,200         |  |     | £             |
| Heating and Lights  | £800           | Parish/town council  | C   | £0            |
|   | £              |  |     | £             |
|   | £              | Trusts/foundations   |     | £             |
|   | £              | Chippenham Boroughlands  | P   | £5,000        |
|   | £              | In kind  | C   | £0            |
|   | £              |  |     | £             |
|   | £              |  |     |               |
|   | £              | Other  |     | £             |
|   | £              | Chippenham Rotary  | P   | £5,000        |
| <b>Total Project Expenditure</b>  | <b>£10,000</b> | <b>Total Project Income</b>  |     | <b>£5,000</b> |

|   |                |
|---|----------------|
| <b>Total project income B</b>   | <b>£5,000</b>  |
| <b>Total project expenditure A</b>  | <b>£10,000</b> |
| <b>Project shortfall A – B</b>  | <b>£5,000</b>  |
| <b>Grant sought from Wiltshire Council Area Board</b>                                 | <b>£5,000</b>  |
| <b>Bank Details</b>   |                |
| <b>Please give the name of the organisations' bank account e.g. Barclays</b>          |                |
| <b>Please give the name of the organisations' bank account e.g. Chippenham Scouts</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)**

- 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:** Justin Purkis

**Date:**

**Position in organisation:** Treasurer

**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 | Wiltshire Music Centre  |        |  |
| Contact name         | Clare Jack  |        |  |
| Contact address      |   |        |  |
| Contact number       |   | e-mail |  |
| Organisation type    | Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/><br>Other, please specify |        |  |

### 2. Your project

|  |   |                   |    |
|--|---|-------------------|----|
| Project Title/Name   | Orchestra of the Age of Enlightenment 2 year music education residency  |                   |    |
| What is your project about and what does it aim to achieve?<br><br><i>Important: This section is limited to 600 characters only (inclusive of spaces).</i> | This is a project to work with the Orchestra of the Age on Enlightenment to bring a new music and science residency project to 8 primary schools in Chippenham including 4 additional schools in the area. The theme will be A Celebration of Life on Earth and the children will discover the building blocks of music with professionals, as well as working with a scientist to discover the building blocks of life by exploring how humans have evolved. The children will discover how wind and string instruments have changed over time as well as how humans may need to adapt to survive in the future. |                   |    |
| In which community area does your project take place? ( <i>Please give name – see section 3</i> )  | Chippenham Area Board   |                   |    |
| I/we have discussed our project with the town/parish council?  | Yes <input checked="" type="checkbox"/><br><input type="checkbox"/>   | Date January 2013 | No |
| I/we have discussed our project with our Wiltshire councillor?   | Yes <input checked="" type="checkbox"/><br><input type="checkbox"/>   | Date January 2013 | No |

|  |   |
|--|---|
| <b>Where will your project take place?</b>   | Monkton Park, Colerne, Derry Hill, St Peter's & St Mary's, Charter, Ivy Lane  |
| <b>When will your project take place?</b>  | May - July 2013   |
| <b>How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community?</b><br><br><i>Important: Please do not type/write in paragraphs – This section is limited to 700 characters only (inclusive of spaces)</i>   | The OAE and WMC responded to a request from a Chippenham Children's Centre and Wiltshire Council report highlighting key areas of child deprivation and poverty in the town. This new project aims to reach 250 children and build on positive feedback from other music projects such as Anthem for a Child in 2011/12. Research shows that children engaged in music and creativity are more likely to thrive academically and socially than those denied these opportunities. Chippenham is also identified by Wilts Council as a target for cultural development and this project will provide opportunities for schools, families and children not previously involved in professional music projects. |
| <b>How many people will benefit from your project?</b>   | 250 young people, 50 adults   |
| <b>How does your project demonstrate a direct link to the local community plan for your area? (see <a href="http://www.wiltshire.gov.uk/areaboard">www.wiltshire.gov.uk/areaboard</a>) or priorities of your area board) Please provide a reference/page no.</b>   | Children less likely to engage in anti-social behaviour 15<br>Maintain village school viability, 12<br>Concerns over health of children & young people 24   |
| <b>Any other information about your project. (Limited to a 1000 characters)</b><br>This Music & Science residency project will involve a team of highly skilled musicians from the OAE and WMS running three consecutive workshop days in the Summer term 2013. Each day will consist of 3 key-stage 2 (KS2) classes doing 3 workshops on the theme of A Celebration of Life on Earth. Schools who took part in the 2011/12 Anthem project will be asked to host a class from a neighbouring school in order to develop links.<br><br>The workshops will be -<br>The Building Blocks of Music - a Haydn string quartet;<br>Instrumental Evaluation led by OAE players - children will discover how wind and string instruments have adapted over time;<br>What makes us what we are? Or Build a Beast by random selection! – led by a scientist and joined by an OAE player to explore how humans have evolved<br>Final session all together - what have we learnt as a school of explorers<br><br>The project will have an in-built teacher-training strand and the OAE would provide materials for cross-curricular work to all schools. |   |
| <b>To be completed ONLY where town/parish councils are making an application</b>   |   |
| <b>Is your project one which parish/town councils have powers to raise local taxes to fund?</b>  | Yes <input type="checkbox"/> No <input type="checkbox"/>  |
| <b>Could your project be funded from your reserves?</b>  | Yes <input type="checkbox"/> No <input type="checkbox"/>  |
| <b>Is your project urgent (having to be completed in this financial year? If you answer YES please provide evidence elsewhere on the application form)</b>   | 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="1"/> | Female | <input type="text" value="1"/> |
| 25 – 50 years                    | Male | <input type="text" value="2"/> | Female | 4 <input type="text"/>         |
| Under 25 years                   | Male | <input type="text" value="1"/> | Female | <input type="text" value="2"/> |
| 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?

This is part of a 2 year programme of work for which the OAE and WMC are jointly fundraising from trusts and foundations, public funding and earned income

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 carry our detailed evaluation of all our projects. This includes detailed records of the content and number of workshops and attendance figures for each school. Pupils, teachers and artists will all be asked to complete feedback questionnaires. This will seek to establish the impact the work has had on them, their enjoyment and desire to continue to be involved in the work.

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*)?

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

| Name of Funder           | Amount Applied For | Amount Received |
|--------------------------|--------------------|-----------------|
| Chippenham Town Council  | 700                |                 |
| Chippenham Borough Lands | 700                |                 |
|                          |                    |                 |
|                          |                    |                 |

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).*

Bradford on Avon but not for this project

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)**

|  |                    |                   |
|--|--------------------|-------------------|
| <b>Year ending:</b>  | <b>Month:</b> 31/3 | <b>Year:</b> 2012 |
| <b>A - Total income:</b>   | £607,972           |                   |
| <b>B - Minus total expenditure:</b>  | £759,039           |                   |
| <b>Surplus/deficit for year: (A minus B)</b>   | £151,067           |                   |
| <b>Free reserves currently held (i.e. money not committed to other projects/operating costs)</b> | £236               |                   |

**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.**

| <b>Project Costs A</b><br>Please provide a <u>full</u> breakdown e.g. equipment, installation etc. |               | <b>Project Income B</b><br>Please list all sources of funding for this project, as provisional (P) or confirmed (C) |            |               |
|--|---------------|---|------------|---------------|
|  |               |   | <b>P/C</b> |               |
| Music Leader x 4 days  | £1,200        | <b>Own fundraising/reserves</b>   |            | £             |
| Train day for teachers   | £1,200        |   |            | £             |
| W'kshop x3x4 musicians   | £2,400        | <b>Parish/town council</b>  |            | £             |
| Travel   | £775          | Chippenham TC   | P          | £700          |
| Accommodation  | £1,500        | <b>Trusts/foundations</b>   |            | £             |
| Preparation & planning   | £800          | Chippenham Borough Lands  | P          | £700          |
| M'gement & Evaluation  | £600          | <b>In kind</b>  |            | £             |
|  | £             | OAE   | C          | £3,125        |
|  | £             | Wilts Music Service   | C          | £1,200        |
|  | £             | <b>Other</b>  |            | £             |
|  | £             | School's contribution   | C          | £750          |
| <b>Total Project Expenditure</b>   | <b>£8,475</b> | <b>Total Project Income</b>   |            | <b>£6,475</b> |
| <b>Total project income B</b>  |               | £6,475  |            |               |
| <b>Total project expenditure A</b>   |               | £8,475  |            |               |
| <b>Project shortfall A – B</b>   |               | £2,000  |            |               |
| <b>Grant sought from Wiltshire Council Area Board</b>  |               | £2,000  |            |               |
| <b>Bank Details</b>  |               |   |            |               |
| <b>Please give the name of the organisations' bank account e.g. Barclays</b>                       |               |   |            |               |
| <b>Please give the name of the organisations' bank account e.g. Chippenham Scouts</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)**

- 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:** Clare Jack

**Date:** 24/01/2013

**Position in organisation:** Executive Director

**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 | Elim Penetecostal Church  |        |  |
| Contact name         | Keith Wilson  |        |  |
| Contact address      |   |        |  |
| Contact number       |   | e-mail |  |
| Organisation type    | Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/><br>Other, please specify |        |  |

### 2. Your project

|  |  |            |                             |
|--|--|------------|-----------------------------|
| Project Title/Name   | Feed the Community   |            |                             |
| What is your project about and what does it aim to achieve?<br><br><i>Important: This section is limited to 600 characters only (inclusive of spaces).</i> | As part of our social outreach we are planning the delivery of service user support to our community. There are significant & growing numbers of disadvantaged people without the resources to feed their families hot meals on a sustainable basis.<br>The incidence of unemployment & redundancy is growing in our town & even short term support for those who struggle to meet bills will have a significant longer term positive impact on their ability to regain self esteem and employment. In the short-term, it is our aim to provide hot meals and support. Current community groups will also benefit. |            |                             |
| In which community area does your project take place? <i>(Please give name – see section 3)</i>  | Pewsham, Wood Lane, Cricketts Lane and London Road areas of Chippenham   |            |                             |
| I/we have discussed our project with the town/parish council?  | Yes <input checked="" type="checkbox"/>  | Date Feb 2 | No <input type="checkbox"/> |
| I/we have discussed our project with our Wiltshire councillor?   | Yes <input checked="" type="checkbox"/>  | Date Feb 8 | No <input type="checkbox"/> |

|   |   |                             |
|---|---|-----------------------------|
| <b>Where will your project take place?</b>  | The Elim community building on Wood Lane  |                             |
| <b>When will your project take place?</b>   | We aim to commence after Easter 2013  |                             |
| <b>How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community?</b><br><br><i>Important: Please do not type/write in paragraphs – This section is limited to 700 characters only (inclusive of spaces)</i>  | This is a new project for us - we have experience of individuals & families coming to us over the past 6 months seeking support and hope. This project will enable us to measure the real face of disadvantage in this part of Chippenham, supply nourishing food and a listening ear with some signposting as appropriate. We have been supporting Unity House and providing supplies when possible. We have also had homeless people asking at the building for food. Other community groups, have tried to use the building for breakfast clubs. |                             |
| <b>How many people will benefit from your project?</b>  | estimate over 100.  |                             |
| <b>How does your project demonstrate a direct link to the local community plan for your area? (see <a href="http://www.wiltshire.gov.uk/areaboard">www.wiltshire.gov.uk/areaboard</a>) or priorities of your area board) Please provide a reference/page no.</b>  | Will help concerns over general health of children and vulnerable adults helping with healthy diet<br><br>6.5, 6.11   |                             |
| <b>Any other information about your project. (Limited to a 1000 characters)</b><br>We seek to do more community events to support the local people. Link with other service providers without duplicating provision bringing a broader sense of Hope and self-worth in this part of the Chippenham community. We would seek to run meals for homeless and other vulnerable groups, and also help teach young people about making healthy meals on a budget. |   |                             |
| <b>To be completed ONLY where town/parish councils are making an application</b>  |   |                             |
| <b>Is your project one which parish/town councils have powers to raise local taxes to fund?</b>   | Yes <input type="checkbox"/>  | No <input type="checkbox"/> |
| <b>Could your project be funded from your reserves?</b>   | Yes <input type="checkbox"/>  | No <input type="checkbox"/> |
| <b>Is your project urgent (having to be completed in this financial year? If you answer YES please provide evidence elsewhere on the application form)</b>  | 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="1"/> | Female | <input type="text"/>           |
| 25 – 50 years                    | Male | <input type="text" value="1"/> | Female | <input type="text" value="1"/> |
| 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" value="1"/> | Female | <input type="text"/>           |

If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?  
Once cooker installed, limited further required.

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?

Number of community members being helped will have increased and the variety of activities offered will also increase. A survey of service users can be undertaken etc.

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

N/A

*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: 2012   | Month: NOVEMBER | Year: 2012 |
| A - Total income:   | £15103.27       |            |
| B - Minus total expenditure:  | £16693.05       |            |
| Surplus/deficit for year: (A minus B)   | £1589.78        |            |
| Free reserves currently held (i.e. money not committed to other projects/operating costs) | £NIL            |            |

**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<br>Please provide a <u>full</u> breakdown e.g. equipment, installation etc. |             | Project Income B<br>Please list all sources of funding for this project, as provisional (P) or confirmed (C) |     |           |
|---|-------------|--|-----|-----------|
|   |             |  | P/C |           |
| Electric Range Cooker   | £868        | Own fundraising/reserves   |     | £         |
| Installation  | £120        |  |     | £         |
|   | £           | Parish/town council  |     | £         |
|   | £           |  |     | £         |
|   | £           | Trusts/foundations   |     | £         |
|   | £           |  |     | £         |
|   | £           | In kind  |     | £         |
|   | £           |  |     | £         |
|   | £           |  |     |           |
|   | £           | Other  |     | £         |
|   | £           |  |     | £         |
| <b>Total Project Expenditure</b>  | <b>£988</b> | <b>Total Project Income</b>  |     | <b>£0</b> |
| <b>Total project income B</b>   |             | <b>£0</b>  |     |           |
| <b>Total project expenditure A</b>  |             | <b>£988</b>  |     |           |
| <b>Project shortfall A – B</b>  |             | <b>£988</b>  |     |           |
| <b>Grant sought from Wiltshire Council Area Board</b>                                       |             | <b>£988</b>  |     |           |
| <b>Bank Details</b>   |             |  |     |           |
| 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)
- 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:** Keith Wilson

**Date:** 13/02/2013

**Position in organisation:** Pastor

**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 | Chippenham Drama Festival Group   |        |  |
| Contact name         | Duncan Ellis  |        |  |
| Contact address      |   |        |  |
| Contact number       |   | e-mail |  |
| Organisation type    | Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/><br>Other, please specify |        |  |

### 2. Your project

|  |   |      |   |
|--|---|------|---|
| Project Title/Name   | Chippenham Community Drama Festival 2013  |      |   |
| What is your project about and what does it aim to achieve?<br><br><i>Important: This section is limited to 600 characters only (inclusive of spaces).</i> | This is the first week - long drama festival (although hopefully it wont be the last) based in the Neeld Hall, specifically designed to utilise the space in a way that will involve local schools and communities, inside and outside the town, bring in exciting performance groups who do not usually perform in Chippenham (for both workshops and performances, varying in outlook and target audience), and hopefully generate enough of a 'buzz' to create a momentum to start to build a culture for performance befitting a town of this size. |      |   |
| 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"/><br>No <input type="checkbox"/>  | Date | 20/12/12 (most recent)                          |
| I/we have discussed our project with our Wiltshire councillor?   | Yes <input checked="" type="checkbox"/><br>No <input type="checkbox"/>  | Date | see above <span style="float: right;">No</span> |

|   |  |                             |
|---|--|-----------------------------|
| <b>Where will your project take place?</b>  | Neeld Hall, Chippenham   |                             |
| <b>When will your project take place?</b>   | 16/ 7/13, and then the week of 22/7/ 13  |                             |
| <b>How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community?</b><br><br><i>Important: Please do not type/write in paragraphs – This section is limited to 700 characters only (inclusive of spaces)</i>  | There has not been a festival of similar intent for a number of years; as a drama teacher in one of the three secondary schools in the town, I find this frustrating - a town this size deserves much better access to the Arts. All age groups would benefit from having a more artistic profile to the town and the area; all comparable Wiltshire towns in the vicinity have their own proper theatrical space, and such a festival might begin to redress these issues, and help regenerate the town. This idea has been developed in association with Mark Packard from Chippenham Town Council, Judy Edwards (Childrens Parliament) and Meril Morgan from Wiltshire Arts |                             |
| <b>How many people will benefit from your project?</b>  | approx 450   |                             |
| <b>How does your project demonstrate a direct link to the local community plan for your area? (see <a href="http://www.wiltshire.gov.uk/areaboards">www.wiltshire.gov.uk/areaboards</a>) or priorities of your area board) Please provide a reference/page no.</b>  | 8.2 indoor venues/ 8.3 Leisure and arts development<br><br>25  |                             |
| <b>Any other information about your project. (Limited to a 1000 characters)</b><br>The proposal will follow this structure:<br>16/ 7: a workshop for sixth form and college students followed by an evening performance by well-known Bristol group Wardrobe Ensemble - THE £1000 BID FOR WOULD PAY FOR WARDROBE'S FEES AND TRAVEL.<br>22-23/ 7: workshops by Magpie Puppet Theatre Company, tying in to Hardenhuish School's Activities Week , aimed at lower school students; performances by Magpie on both evenings<br>24/ 7: presentations throughout the day by local groups of students, plus Salisbury Youth Theatre<br>25/ 7: workshop by Bristol performance group Fellswoop, open to the public<br>26/ 7: workshop by Bristol performance group Sleepdogs, open to the public, followed by performances by Fellswoop ('Ablutions') and Sleepdogs ('Astronaut') in the evening<br>Publicity to cover the local area, and local schools, youth centres, community centres and to focus on bringing as many different age groups and interested parties into the area |  |                             |
| <b>To be completed ONLY where town/parish councils are making an application</b>  |  |                             |
| <b>Is your project one which parish/town councils have powers to raise local taxes to fund?</b>   | Yes <input type="checkbox"/>   | No <input type="checkbox"/> |
| <b>Could your project be funded from your reserves?</b>   | Yes <input type="checkbox"/>   | No <input type="checkbox"/> |
| <b>Is your project urgent (having to be completed in this financial year? If you answer YES please provide evidence elsewhere on the application form)</b>  | 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="1"/> | Female | <input type="text"/>           |
| 25 – 50 years                    | Male | <input type="text" value="1"/> | Female | <input type="text" value="1"/> |
| 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?

Ticket receipts (companies receive a flat rate up front), application to Arts Council pending for further 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?

Written and aural feedback from participants, performers, audience, helpers; size of audiences; possible future use of Neeld Hall by touring groups

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*)?

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

Name of Funder

Amount Applied For

Amount Received










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: not applicable   | 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 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<br>Please provide a <u>full</u> breakdown e.g. equipment, installation etc. |               | Project Income B<br>Please list all sources of funding for this project, as provisional (P) or confirmed (C) |     |           |
|---|---------------|--|-----|-----------|
|   |               |  | P/C |           |
| Artists fees  | £850          | Own fundraising/reserves   |     | £         |
| Artists travel  | £150          |  |     | £         |
|   | £             | Parish/town council  |     | £         |
|   | £             |  |     | £         |
|   | £             | Trusts/foundations   |     | £         |
|   | £             |  |     | £         |
|   | £             | In kind  |     | £         |
|   | £             |  |     | £         |
|   | £             |  |     |           |
|   | £             | Other  |     | £         |
|   | £             |  |     | £         |
| <b>Total Project Expenditure</b>  | <b>£1,000</b> | <b>Total Project Income</b>  |     | <b>£0</b> |
| <b>Total project income B</b>   |               | <b>£0</b>  |     |           |
| <b>Total project expenditure A</b>  |               | <b>£1,000</b>  |     |           |
| <b>Project shortfall A – B</b>  |               | <b>£1,000</b>  |     |           |
| <b>Grant sought from Wiltshire Council Area Board</b>                                       |               | <b>£1,000</b>  |     |           |
| <b>Bank Details</b>   |               |  |     |           |
| 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)
- 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:** Duncan Ellis

**Date:** 16/01/2013

**Position in organisation:** Lead person

**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 | Long Close Residents Group  |        |  |
| Contact name         | Steve Hallett   |        |  |
| Contact address      |   |        |  |
| Contact number       |   | e-mail |  |
| Organisation type    | Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/><br>Other, please specify |        |  |

### 2. Your project

|   |   |      |                             |
|---|---|------|-----------------------------|
| Project Title/Name  | Junior goal posts by Long Close play park   |      |                             |
| What is your project about and what does it aim to achieve?   | To offer sports facilities for young people aged between 8 and 14 where no other facility exists. |      |                             |
| <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>                           |   |      |                             |
| In which community area does your project take place? ( <i>Please give name – <a href="#">see section 3</a></i> ) | Chippenham  |      |                             |
| 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"/> |

|   |   |
|---|---|
| <b>Where will your project take place?</b>  | Beside Long Close Chipenham   |
| <b>When will your project take place?</b>   | As soon as the funding is arranged  |
| <b>How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community?</b><br><br><i>Important: Please do not type/write in paragraphs – This section is limited to 700 characters only (inclusive of spaces)</i>  | A group of residents spoke with Cllr Bill Douglas about the need for a sports facility near the Long Close play park for older children and young teenagers. A consultation was carried out with a proposal for junior football posts which was met positively by both residents with and without children. |
| <b>How many people will benefit from your project?</b>  | All young people in the Hardens area  |
| <b>How does your project demonstrate a direct link to the local community plan for your area? (see <a href="http://www.wiltshire.gov.uk/areaboards">www.wiltshire.gov.uk/areaboards</a>) or priorities of your area board) Please provide a reference/page no.</b>  | 8.1 Insufficient outdoor sports facilities<br>8.5 Lack of facilities for teenagers<br><br>p.29 / p.30   |
| <b>Any other information about your project. (Limited to a 1000 characters)</b><br>Chippenham Amenities Committee have approved a proposal to install the football posts and maintain the area with regular inspections. Wiltshire Council (Colin Brown) has agreed the area will be made available. As the residents group is an informal group, Chippenham Town Council have agreed to receive the grant and organise the purchase of the goal posts on their behalf. |   |
| <b>To be completed ONLY where town/parish councils are making an application</b>  |   |
| <b>Is your project one which parish/town councils have powers to raise local taxes to fund?</b>   | Yes <input type="checkbox"/> No <input type="checkbox"/>  |
| <b>Could your project be funded from your reserves?</b>   | Yes <input type="checkbox"/> No <input type="checkbox"/>  |
| <b>Is your project urgent (having to be completed in this financial year? If you answer YES please provide evidence elsewhere on the application form)</b>  | 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"/>           | Female | <input type="text"/>           |
| 25 – 50 years                    | Male | <input type="text" value="1"/> | Female | <input type="text" value="1"/> |
| 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?  
Chippenham Town Council have agreed to maintain the facility.

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?

Cllr Bill Douglas has offered to survey the residents after a year to ascertain how popular the project has been.

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*)?

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

Name of Funder

Amount Applied For

Amount Received

|  |  |  |
|--|--|--|
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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: Not applicable   | 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 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<br>Please provide a <u>full</u> breakdown e.g. equipment, installation etc. |             | Project Income B<br>Please list all sources of funding for this project, as provisional (P) or confirmed (C) |     |           |
|---|-------------|--|-----|-----------|
|   |             |  | P/C |           |
| Football goal posts   | £771        | Own fundraising/reserves   |     | £         |
| Delivery  | £125        |  |     | £         |
|   | £           | Parish/town council  |     | £         |
|   | £           |  |     | £         |
|   | £           | Trusts/foundations   |     | £         |
|   | £           |  |     | £         |
|   | £           | In kind  |     | £         |
|   | £           |  |     | £         |
|   | £           |  |     |           |
|   | £           | Other  |     | £         |
|   | £           |  |     | £         |
| <b>Total Project Expenditure</b>  | <b>£896</b> | <b>Total Project Income</b>  |     | <b>£0</b> |
| <b>Total project income B</b>   |             | <b>£0</b>  |     |           |
| <b>Total project expenditure A</b>  |             | <b>£896</b>  |     |           |
| <b>Project shortfall A – B</b>  |             | <b>£896</b>  |     |           |
| <b>Grant sought from Wiltshire Council Area Board</b>                                       |             | <b>£896</b>  |     |           |
| <b>Bank Details</b>   |             |  |     |           |
| <b>Please give the name of the organisations' bank account e.g. Barclays</b>                |             |  |     |           |
| <b>Please give the name of the organisations' bank account e.g. Chippenham Scouts</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)**

- 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:** S Hallett

**Date:** 22/01/2013

**Position in organisation:** Member

**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 | Kandu Arts  |        |  |
| Contact name         | Ed Deedigan/ Michelle Redfern   |        |  |
| Contact address      |   |        |  |
| Contact number       |   | e-mail |  |
| Organisation type    | Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/><br>Other, please specify |        |  |

### 2. Your project

|  |   |      |  |
|--|---|------|--|
| Project Title/Name   | Chippin In  |      |  |
| What is your project about and what does it aim to achieve?<br><br><i>Important: This section is limited to 600 characters only (inclusive of spaces).</i> | A school holiday programme engaging those from Chippenham who are considered 'at risk' represented in the excluded, NEET, from families under stress and those offending. Chippin In uses a combined intervention and prevention approach. The aims are 2-fold: to fulfill a provision deficit where theres an ever decreasing level of specialist engagement/access points to support for a growing number of young people living in deprivation with both challenging and complex needs; and to support the ongoing CHAP priority of reducing anti social behaviour particularly during school holidays(3.2). |      |  |
| In which community area does your project take place? (Please give name – see section 3)   | Chippenham Central Location   |      |  |
| I/we have discussed our project with the town/parish council?  | Yes <input type="checkbox"/>  | Date | No <input checked="" type="checkbox"/>                                       |
| I/we have discussed our project with our Wiltshire councillor?   | Yes <input checked="" type="checkbox"/><br>meeting  | Date | most recently 23rd Jan 13 at Youth Task Group<br>No <input type="checkbox"/> |

|   |   |
|---|---|
| <b>Where will your project take place?</b>  | TBC - a mix of facility: Kandu music studio, The Bridge Centre & Stanley Park   |
| <b>When will your project take place?</b>   | Easter Hols (x 2 wks), Summer Hols (x2 wks)   |
| <b>How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community?</b><br><br><i>Important: Please do not type/write in paragraphs – This section is limited to 800 characters only (inclusive of spaces)</i>  | Working in a long term partnership with Greensquare Housing Assoc,we've supported community consultations in their neighbourhoods re quality of life indicators.A recent 7000 local properties survey highlighted the main concerns were congregation of youths outside homes(esp.Hill Rise peaking 12.30pm-20.30pm),youth ASB criminal damage,noise nuisance,verbal assault and a need for YP's facilities .In our 14 yrs of work,we're experiencing unprecedented no's of referrals from challenging circumstances/derprivation/poverty levels. Our nationally award winning football project shows its possible to engage the 'hardest to reach' and positively impact community safety if you have the right offer.Greensquare reporting a significant reduction in resident complaints/youth incidents in their hot spots. |
| <b>How many people will benefit from your project?</b>  | 50 (predom.YP + family members)   |
| <b>How does your project demonstrate a direct link to the local community plan for your area (see <a href="http://www.wiltshire.gov.uk/areboards">www.wiltshire.gov.uk/areboards</a>) or priorities of your area board?</b><br><br><b>Please provide a reference/page no.</b>   | Tackling Chip.street scene/community safety obj.+YP access specialist provision+fill potential shortfall under wiltshires new commissioning strategy<br><br>p15 (3.2, 3.3) p29 (8.1, 8.5)   |
| <b>Any other information about your project. (Limited to a 1000 characters)</b><br>YP's poverty has seen increased levels,Chippenham's Community Area having the second highest rate of children living in poverty amongst all the community areas(Joint Strategic Assessment2011).Socio-economic circumstances and disadvantage directly impact YP's ASB,NEET levels,those who have emotional,behavioural needs,those exposed to domestic violence etc. Chippin In is a response to the requirement to engage YP at CHAP identified vulnerable times for the wider community and to provide dynamic engaging group activities incl: music studio recording,film,team games & sport,cooking,health wellbeing and life skills with wrap around personal development support.Kandu is a specialist provider in this area for 14 yrs in Wiltshire established amongst a network of agencies such as social services,police,local schools,drug & alcohol services etc. Participants have future opportunities on Kandus alt.ed, training and creative projects where need is identified providing continuity & added value. |   |
| <b>To be completed ONLY where town/parish councils are making an application</b>  |   |
| <b>Is your project one which parish/town councils have powers to raise local taxes to fund?</b>   | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>   |
| <b>Could your project be funded from your reserves?</b>   | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>   |
| <b>Is your project urgent (having to be completed in this financial year? If you answer YES please provide evidence elsewhere on the application form)</b>  | 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"/>           | Female | <input type="text"/>           |
| 25 – 50 years                    | Male | <input type="text" value="1"/> | 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 will continue after the Wiltshire Council funding runs out, how will you continue to fund it?**  
All our projects are independently commissioned project by project. All workers are project workers. We do not have core funds but successfully fundraised from a multitude of sources to sustain our work in the voluntary sector for 14 continuous yrs.

**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?**

Successful participant engagement  
Recording/measuring outcomes such as setting individual and group goals.  
Improved participant behaviour, communication abilities, team work, self confidence  
Positive feedback from associated referral agencies.  
Stronger relationships between significant adults, agencies & YP  
Participants to sign upto other support projects showing continuity of engagement

**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)?**

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

**Name of Funder**

**Amount Applied For**

**Amount Received**

Chippenham Area Award

4,000

Borough Lands (to be submitted)

5,800

Kandu unrestricted donation

2,000

2,000

**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: 2012   |                | Month: March   | Year: 2012 |                |
| A - Total income:   |                | £175,258   |            |                |
| B - Minus total expenditure:  |                | £163,344   |            |                |
| Surplus/deficit for year: (A minus B)   |                | £9,780   |            |                |
| Free reserves currently held (i.e. money not committed to other projects/operating costs)   |                | £9,780 ringfenced admin @ yr end   |            |                |
| 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<br>Please provide a <u>full</u> breakdown e.g. equipment, installation etc.   |                | Project Income B<br>Please list all sources of funding for this project, as provisional (P) or confirmed (C) |            |                |
|   |                |  | P/C        |                |
| Com. Develop Key Practitioners  | £6,000         | Own fundraising/reserves   |            | £              |
| Music Professional  | £2,000         | Fundraising / UnrestrictDonation   | C          | £2,000         |
| Film Professional   | £2,000         | Parish/town council  |            | £              |
| Volunteer Support   | £1,000         |  |            | £              |
| Project Materials/Food for cooki  | £300           | Trusts/foundations   |            | £              |
| Film Equip Booking Hire IK  | £1,000         | Borough Lands (to be submitted)  |            | £5,800         |
| Venue(s)TBC:Kandu+Sports ven IK   | £1,200         | In kind  |            | £              |
| Other venue: Bridge Centre  | £300           | Film Equip   | C          | £1,000         |
| YP support:Travel/mini bus  | £200           | Venues - Kandu+Stanley Park  |            | £1,200         |
| Referral co-ordinator/Risk Ass/PM   | £1,000         | Other  |            | £              |
|   | £              | Volunteer (IK)   |            | £1,000         |
|   | £              |  |            | £              |
| <b>Total Project Expenditure</b>  | <b>£15,000</b> | <b>Total Project Income</b>  |            | <b>£11,000</b> |
| <b>Total project income B</b>   |                | £11,000  |            |                |
| <b>Total project expenditure A</b>  |                | £15,000  |            |                |
| <b>Project shortfall A – B</b>  |                | £4,000   |            |                |
| <b>Grant sought from Wiltshire Council Area Board</b>   |                | £4,000   |            |                |
| 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)
- 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:** M Redfern / Ed Deedigan

**Date:** 18/01/2013

**Position in organisation:** Company Secretary / Director

**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 | Recreation Ground Trust Seagry and Startley   |        |  |
| Contact name         | Mr Michael Barber (Treasurer)   |        |  |
| Contact address      |   |        |  |
| Contact number       |   | e-mail |  |
| Organisation type    | Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/><br>Other, please specify |        |  |

### 2. Your project

|  |  |      |                             |
|--|--|------|-----------------------------|
| Project Title/Name   | Playground Equipment   |      |                             |
| What is your project about and what does it aim to achieve?<br><br><i>Important: This section is limited to 600 characters only (inclusive of spaces).</i> | The Trust's principal objective is to promote and maintain the use of the Seagry and Startley Recreation Ground by its local community. The recreation ground has playground equipment to encourage children who live in the community to use the outdoor space for fun and exercise. It also provides a focal point for young families. New equipment will increase the usage of the recreation ground, improve play experiences, address ROSPA criticism of the existing equipment and respond to the wishes of the community as communicated through a recent survey. |      |                             |
| In which community area does your project take place? (Please give name – <a href="#">see section 3</a> )  | Chippenham   |      |                             |
| 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"/> |

|  |   |
|--|---|
| <b>Where will your project take place?</b>   | Seagry and Startey Recreation Ground, Upper Seagry, Chippenham, Wiltshire   |
| <b>When will your project take place?</b>  | Summer/Autumn 2012  |
| <b>How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community?</b><br><br><i>Important: Please do not type/write in paragraphs – This section is limited to 800 characters only (inclusive of spaces)</i>   | In September 2012, the Royal Society for the Prevention of Accidents inspected the recreation ground and noted that several pieces of equipment "fail to meet the requirement of the relevant standard". In December 2011, the Trust carried out a survey of every household in the villages of Upper Seagry, Lower Seagry and Startley to ask what the Trust should prioritise in order to increase the use of the outdoor space. 70% of respondents wanted priority to be given to improving the playground equipment, and a number of respondents noted the lack of equipment for younger children. The new playground equipment will therefore address the criticisms raised by RoSPA and increase the community's use of the outdoor space by responding to the wishes of local residents. |
| <b>How many people will benefit from your project?</b>   | 50 to 80 plus children, plus parents  |
| <b>How does your project demonstrate a direct link to the local community plan for your area (see <a href="http://www.wiltshire.gov.uk/areaboards">www.wiltshire.gov.uk/areaboards</a>) or priorities of your area board?</b><br><br><b>Please provide a reference/page no.</b>  | Health & Social Care priority 6.5 (p.23) - Housing & Built Environment priority 7.1(p.26) - Culture and Leisure priority 8.1(p.29)  |
| <b>Any other information about your project. (Limited to a 1000 characters)</b><br>The Recreation Ground Trust has raised the matching funding for the project through the hard work of volunteers, who have organised car washes and the annual Seagry summer fayre, all of which take place on the recreation ground. In addition the maintenance of the recreation ground is carried out entirely by volunteers (except for the grass cutting which is funded by Seagry School, and which enjoys the full use of the recreation ground in return). Recent examples of maintenance include maintaining the playground equipment and ground surfaces, tree surgery for the twenty large trees on the ground, and annual bulb planting, which is carried out by volunteers and children from the school. A team of volunteers will install the grass tiles which will provide the safety surface for the new equipment. The purchase of playground equipment has the support of the Headmistress of Seagry School, the Board of Governors of Seagry School, the Friends of Seagry School and the Parish Council. |   |
| <b>To be completed ONLY where town/parish councils are making an application</b>   |   |
| <b>Is your project one which parish/town councils have powers to raise local taxes to fund?</b>  | Yes <input type="checkbox"/> No <input type="checkbox"/>  |
| <b>Could your project be funded from your reserves?</b>  | Yes <input type="checkbox"/> No <input type="checkbox"/>  |
| <b>Is your project urgent (having to be completed in this financial year? If you answer YES please provide evidence elsewhere on the application form)</b>   | 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="3"/> |
| 25 – 50 years                    | Male | <input type="text" value="1"/> | Female | <input type="text" value="1"/> |
| 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 funding is for one-off capital expenditure. The maintenance of the recreation ground and playground equipment will continue to be provided by volunteers from the community.

**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 will survey the local community again in December 2013, and will also obtain feedback from the children attending Seagry School.

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

Yes       Date contacted CIB 25 May 2012      No

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

| Name of Funder | Amount Applied For | Amount Received |
|----------------|--------------------|-----------------|
| None           |                    |                 |
|                |                    |                 |
|                |                    |                 |
|                |                    |                 |

*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: 31 March 2012  |          | Month: March   | Year: 2012 |               |
| A - Total income:   |          | £2,806   |            |               |
| B - Minus total expenditure:  |          | £1217  |            |               |
| Surplus/deficit for year: (A minus B)   |          | £1589  |            |               |
| Free reserves currently held (i.e. money not committed to other projects/operating costs)   |          | £5,000   |            |               |
| 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<br>Please provide a <u>full</u> breakdown e.g. equipment, installation etc.   |          | Project Income B<br>Please list all sources of funding for this project, as provisional (P) or confirmed (C) |            |               |
|   |          |  | P/C        |               |
| Supply and installation   | £10,000  | Own fundraising/reserves   | C          | £5,000        |
|   | £        |  |            | £             |
|   | £        | Parish/town council  |            | £             |
|   | £        |  |            | £             |
|   | £        | Trusts/foundations   |            | £             |
|   | £        |  |            | £             |
|   | £        | In kind  |            | £             |
|   | £        |  |            | £             |
|   | £        |  |            |               |
|   | £        | Other  |            | £             |
|   | £        |  |            | £             |
|   | £        |  |            | £             |
| <b>Total Project Expenditure</b>  | <b>£</b> | <b>Total Project Income</b>  |            | <b>£5,000</b> |
| <b>Total project income B</b>   |          | £5,000   |            |               |
| <b>Total project expenditure A</b>  |          | £10,000  |            |               |
| <b>Project shortfall A – B</b>  |          | £5,000   |            |               |
| <b>Grant sought from Wiltshire Council Area Board</b>   |          | £5,000   |            |               |
| 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)
- 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:** Michael Barber

**Date:**

**Position in organisation:** Treasurer

**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

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

### 2. The project

|  |  |  |  |
|--|--|--|--|
| <b>Project Title/Name</b>  | Purple Flag Status   |  |  |
| <b>Please tell us about the project /activity you want to organise/deliver and why?</b><br><br><i>Important: This section is limited to 600 characters only (inclusive of spaces).</i> | Purple Flag has been designed as an objective assessment that will help improve our town centre at night. Most significantly it is designed to provide recognition that our centre is managing its night time experience and thus help overcome any negative public perceptions that may exist. Purple Flag provides the opportunity for successful centres to present themselves in their true colours and in a positive light to town centre users, including operators, residents, tourists and visitors. |  |  |
| <b>Where is this project taking place?</b>   | Chippenham   |  |  |
| <b>When will the project take place?</b>   | 2013/14  |  |  |
| <b>What evidence is there that this project/activity needs to take place/be funded by the area board?</b>  | In order to gain Purple Flag for Chippenham an assessment must be carried out and a fee is due   |  |  |

|  |  |                           |                        |
|--|--|---------------------------|------------------------|
| <b>How will the local community benefit?</b>   | Areas that reach or surpass Purple Flag standards can fly the flag!<br>Benefits include: <ul style="list-style-type: none"> <li>• A raised profile and an improved public image</li> <li>• Increased visitors</li> <li>• Increased expenditure</li> <li>• Lower crime and anti-social behaviour</li> <li>• A more successful mixed-use economy</li> </ul> Purple Flag gives a vision and plan for future proposals on how to improve safety etc, |                           |                        |
| <b>Does this project link to a current Community Issue?</b> (if so, please give reference number as well as a brief description)   |  |                           |                        |
| <b>Does this project link to the Community Plan or local priorities?</b> (if so, please provide details)   | The Community Safety Group has identified Purple Flag as a priority  |                           |                        |
| <b>What is the desired outcome/s of this project?</b> <ul style="list-style-type: none"> <li>• More people using the town centre at night</li> <li>• Town centre feeling safer, more accessible and offering more choice</li> <li>• A good mix of clientele and improve perceptions</li> <li>• A wider range of attractions and consumers leading to longer term economic viability</li> </ul> |  |                           |                        |
| <b>Who will be responsible for managing this project?</b><br>Joint management - Councillor Peter Hutton & Sue Wilthew  |  |                           |                        |
| <b>3. Funding</b>  |  |                           |                        |
| <b>What will be the total cost of the project?</b>   | £ 1,800  |                           |                        |
| <b>How much funding are you applying for?</b>  | £ 1,800  |                           |                        |
| <b>If you are expecting to receive any other funding for your project, please give details</b>   | <b>Source of Funding</b>   | <b>Amount Applied For</b> | <b>Amount Received</b> |
|  |  |                           |                        |
|  |  |                           |                        |
|  |  |                           |                        |
| <b>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)</b>   | Chippenham Area Board  |                           |                        |
| <b>4. Declaration – I confirm that...</b>  |  |                           |                        |
| <input checked="" type="checkbox"/> <b>The information on this form is correct and that any grant received will be spent on the activities specified</b><br><br><input type="checkbox"/> <b>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</b>  |  |                           |                        |

|   |              |
|---|--------------|
| <b>Name:</b> Peter J Hutton   | <b>Date:</b> |
| <b>Position in organisation:</b> Wiltshire Council Councillor   |              |
| <b>Please return your completed application to the appropriate Area Board Locality Team (<a href="#">see section 3</a>)</b> |              |

