

AGENDA

Meeting: CORSHAM AREA BOARD
Place: Corsham Fire Station, Beechfield Road, Corsham, SN13 9DN
Date: Thursday 13 December 2012
Time: 10.00 am

Including the Parishes of Box, Corsham, Colerne and Lacock

The Area Board welcomes and invites contributions from members of the public. The chairman will try to ensure that everyone who wishes to speak will have the opportunity to do so.

If you have any requirements that would make your attendance at the meeting easier, please contact your Democratic Services Officer.

Please direct any enquiries on this Agenda to Marie Todd (Area Board and Member Support Manager) on 01225 718036 / marie.todd@wiltshire.gov.uk or Dave Roberts (Corsham Community Area Manager), 07979 318504 / dave.roberts@wiltshire.gov.uk

All the papers connected with this meeting are available on the Council's website at www.wiltshire.gov.uk

Press enquiries to Communications on direct lines (01225) 713114 / 713115.

Wiltshire Councillors

<u>Peter Davis (Vice Chairman) – Corsham Town</u>
<u>Sheila Parker – Box & Colerne</u>
<u>Alan MacRae (Chairman) – Corsham Pickwick</u>
<u>Dick Tonge – Corsham Without & Box Hill</u>

	Time
<p>1 Chairman's Welcome and Introductions</p>	
<p>2 Apologies for Absence</p>	
<p>3 Minutes (<i>Pages 1 - 6</i>)</p> <p>To approve and sign as a correct record the minutes of the meeting held on 20 September 2012.</p>	
<p>4 Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>5 Chairman's Announcements</p> <p>To receive any chairman's announcements.</p>	
<p>6 Community Area Grants (<i>Pages 7 - 38</i>)</p> <p>The Wiltshire Councillors will consider the following applications to the Community Area Grants Scheme:</p> <ul style="list-style-type: none"> • Neston Memorial Hall - £5,000 – To provide additional storage space • Colerne Village Hall - £1,000 – To provide disabled access ramps and doors • 1st Colerne Sea Scouts - £923 – To upgrade insulation; install door and repairs to roof • Colerne Luncheon Club - £1,017 – To purchase new industrial dishwasher 	
<p>7 Corsham Community Area Network (CCAN) (<i>Pages 39 - 40</i>)</p> <p>To receive a presentation from CCAN</p> <ul style="list-style-type: none"> • Community Area Plan 2012 Update • Current position of CCAN and plans for the rest of the financial year • Way forward for the Community Plan <p>CCAN will invite the Area Board to:</p> <ul style="list-style-type: none"> • Endorse the 2012 Update • Agree to work with the local community to help realise the Community Priorities 	
<p>8 Future Meeting Dates</p> <p>To note that future meeting dates will take place on:</p>	

Thursday 24 January 2013 – Corsham Town Hall – 7pm
Thursday 23 May 2013 – Box Pavilion – 7pm
Thursday 18 July 2013 – Colerne Village Hall – 7pm
Thursday 19 September 2013 – Lacock Village Hall – 7pm
Thursday 21 November 2013 – Corsham Town Hall – 7pm

MINUTES

Meeting: CORSHAM AREA BOARD
Place: Corsham Town Hall, High Street, Corsham, SN13 0EZ
Date: 20 September 2012
Start Time: 7.00 pm
Finish Time: 9.00 pm

Please direct any enquiries on these minutes to:

Penny Bell (Democratic Services Officer) on 01249 706613 or
penny.bell@wiltshire.gov.uk.

Papers available on the Council's website at www.wiltshire.gov.uk

In Attendance:

Wiltshire Councillors

Cllr Dick Tonge, Cllr Alan MacRae (Chairman) and Cllr Sheila Parker

Wiltshire Council Officers

Dave Roberts, Community Area Manager

Penny Bell, Democratic Services Officer

Sian Walker, Service Director Operations - Adult Care Operations

Laurie Bell, Director Communications

Town and Parish Councillors

Corsham Town Council – P Anstey, C Fuller

Partners

Wiltshire Police – Sergeant Alex Reid

Wiltshire Police Authority – Gill Stafford

Corsham Community Area Network – G Fletcher, Paul Kefford, K Gaskin, C Reid

Shadow Community Operations Board – Anna Mackie

Wiltshire Involvement Network – Anne Keal

Members of Public in Attendance: 13

Total in attendance: 32

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman, Councillor Alan MacRae, welcomed everyone to the meeting of the Corsham Area Board and introduced the councillors and officers present.</p>
2	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Councillor Peter Davis, David Martin of Corsham Town Council and Allan Bosley, Chairman of the Shadow Community Operations Board.</p>
3	<p><u>Minutes</u></p> <p>Decision The minutes of the meeting held on Thursday 26 July 2012 were agreed a correct record and signed by the Chairman, subject to the following amendments:</p> <ul style="list-style-type: none"> • Peter Anstey to be removed from the list of apologies • Jon Hough to be removed from the list of CCAN attendees • Reference to 'JackFest' on page 9 to be amended to 'JapFest'.
4	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
5	<p><u>Chairman's Announcements</u></p> <p>The Chairman referred to a number of Chairman's announcements listed on the agenda, full details of which were included in the agenda pack for information.</p> <p>It was noted that the briefing sheet on Blog Sites should refer to Corsham, instead of Melksham.</p>
6	<p><u>Partner Updates</u></p> <p>Various updates from partners were contained within the agenda pack for information. Further verbal updates from partners were received as follows:</p> <p>Wiltshire Police Sergeant Alex Reid introduced the report from the Police and stated that there had been a good period recently around the town.</p> <p>In response to a question regarding support for Neighbourhood Watch schemes, Sergeant Reid advised that they provided a valuable service, but that communications could be improved as well as making more use of social media.</p>

Volunteers were encouraged to come forward.

Sergeant Reid also reported, in response to a question regarding mobile phone use whilst driving, that this constituted an offence and so needed to be witnessed by a Police Officer for action to be taken. If it was a case of regular offenders, it was advised that a log of incidents with details should be made and passed to the Police.

Box Parish Council

There was a team of 6 volunteers currently awaiting Community Speedwatch training. Other news in the parish included the arrival of the Circus in October, and the new Circle of Stones.

Colerne Parish Council

Planning development issues was a concern in the parish at present, particularly because various planning applications were being refused by officers for what was felt to be subjective reasons, even when there was support for the developments from local people. The Parish Council was looking to meet with officers from the Planning Department to attempt to address these concerns.

Corsham Town Council

The Gastard Community Speedwatch and the Neston Lorrywatch schemes were running well at present. The Community Area Transport Group was also continuing to run successfully and parking passes for school users was currently being investigated. It was also announced that Corsham Court had won a second gold and a 'best display in class' award at the South Wilts in Blooms competition. The Chairman offered congratulations on behalf of the Area Board.

Corsham Community Area Network (CCAN)

The main focus at present was updating the Community Area Plan, which would be launched at the AGM on 30 October in the Town Hall. The new blogsite 'Our Community Matters' would also be launched at the AGM, and people were encouraged to attend.

Shadow Community Operations Board (COB)

The Chairman reported that there were a lot of ground works going on for the development of the new community campus. The Shadow COB had met recently with the contractor; Midas, and it was hoped that Midas would continue to communicate effectively with the community.

There was some concern expressed regarding the parking arrangements and charges for the campus car park once it was developed. There was acknowledgement that, if the parking was free, there would be no restrictions for preventing people from parking there all day.

The Shadow COB provided assurance of the intention to explore the parking options fully. The Town Council requested that it be consulted and kept up to date with developments on this matter.

	<p>Wiltshire Involvement Network (WIN) The written update from WIN was received and noted. WIN was a charity concerned with health and social care issues across Wiltshire, and was keen to engage more with the network of Area Boards. It was reported that ‘concern forms’ were available for members of the public to submit any concerns they may have.</p>
7	<p><u>Community Area Grants</u></p> <p>The Area Board considered one application to the Community Area Grants scheme, as follows:</p> <p><u>Corsham Rugby Football Club</u> The sum of £5,000 was requested to purchase temporary floodlights to enable young people to train on a separate pitch.</p> <p><u>Decision</u> The Area Board awarded the sum of £5,000 to Corsham Rugby Football Club to purchase temporary floodlights to enable young people to train on a separate pitch, conditional upon the balance of funding being in place. <i>Reason: The application met the Community Area Grant Criteria and demonstrated links to the Corsham Community Area Plan.</i></p> <p>With the award of this grant, the Chairman was proud to announce that the Area Board had now allocated a total of £100,000 in grant funding to local projects; 46% of which had been allocated specifically to youth projects. In addition, this had levered in an additional £400,000 of funding into the community.</p>
8	<p><u>Community Area Transport Group</u></p> <p>Councillor Dick Tonge provided an update on the Community Area Transport Group (CATG) as the Chairman of the group. The notes of the previous CATG meeting and a corresponding report had been circulated with the agenda pack.</p> <p>The report outlined the main schemes that had been considered by the CATG, and recommendations for which to take forward.</p> <p>Pedestrian safety had been an issue in South Place, Corsham for some time. At the meeting of the CATG held on 6 September 2012, two options for improvements at South Place were considered, as follows:</p> <p>Option one: To widen the footpath a further 300mm to allow safer passage. This would involve substantial road works and also be a costly exercise.</p> <p>Option two: To further explore the possibility of providing an alternative route across the Corsham Estate that would involve further negotiations with the land owners.</p>

	<p>There had been discussions with Corsham Estate which had indicated that they might allow a new access to be formed from the car park to the rear of the Methuen Arms to the gates at the side of the war memorial, thus by-passing South Place. Discussion took place around the various issues with ownership of paths, rights of way, buggies and wheelchairs gaining access through the gates and lighting through the wooded area. However the group felt that this was an avenue worth pursuing and could be seen to be helping the parking and general traffic situation in Lacock Road.</p> <p><u>Decision</u> The Area Board approved the recommendations from the CATG, as follows:</p> <ol style="list-style-type: none"> i. To abandon option one outlined above to widen the footpath. ii. To support option two above to enter into further discussions with Corsham Estate to provide an alternative footpath. <p>Following consideration of the CATG report, a couple of queries arose, as follows:</p> <ul style="list-style-type: none"> • An enquiry was made into the priority of road resurfacing at the Devizes Road traffic lights in Box. Action: Councillor Tonge to consult the priority list and report back. • Concern was expressed at the inconsistency of disabled parking provision across the county. Councillor Tonge confirmed that the Council had recently conducted a review of this matter and a report with the findings was expected shortly. Appropriate action would then be taken following this. • Councillor Tonge also advised that the hard work of the Bradford on Avon Lorry Watch had successfully resulted in the prosecution of one HGV company that consistently exceeded weight limits.
9	<p><u>Police and Crime Commissioners</u></p> <p>Gill Stafford, member of the Wiltshire Police Authority, presented information on the new Police and Crime Commissioners (PCCs), which would be elected for every police force area in England and Wales outside London.</p> <p>The PCCs would replace the Wiltshire Police Authority and the elections would take place on 15 November 2012, with the PCCs taking office on 22 November. PCCs were being introduced by the Government to increase accountability of the Police.</p> <p>The transition timetable for the changes was as follows:</p> <ul style="list-style-type: none"> • Oct 2012: pre-election period begins (Purdah) • 19 Oct 2012 – Last point candidates could declare • 15 Nov 2012: Elections of PCCs

	<ul style="list-style-type: none"> • 22 Nov 2012: PCCs take office • 21 Dec 2012: PCC sends draft budget for 2013/14 to Police & Crime panel • March 2013 – PCC’s Police & Crime Plan is published. <p>Further information was available online: www.wiltshire-pa.gov.uk/pcc www.homeoffice.gov.uk www.apccs.police.uk</p>
10	<p><u>The Legacy of 2012</u></p> <p>Laurie Bell, Director Communications, gave a presentation regarding the Jubilee and Olympics celebrations that had taken place throughout 2012, and spoke about the importance of keeping the legacy of these events alive within our local communities.</p> <p>Some of the key highlights and positive impacts of the events included:</p> <ul style="list-style-type: none"> • Additional spend on events days was estimated to be over £1 million – not including any tourism impact • Hotels and B&B’s in Salisbury were fully booked w/c 9 July for the Hudson’s Field event • Visit Wiltshire website had the highest monthly number of visits since records began in 2008 • There was a substantial return on investment (£290,000) <p>The Chairman thanked Laurie for the presentation and allowed some time for round-table discussions so that people could discuss their ideas for keeping the Legacy of 2012 alive within their communities.</p> <p>The Chairman encouraged people to keep thinking of ideas and to let the Area Board or Laurie Bell know of any specific ideas.</p> <p>A copy of the full presentation was available upon request by contacting the Community Area Manager.</p>
11	<p><u>Future Meeting Dates</u></p> <p>The Chairman thanked everyone for attending the meeting.</p> <p>The next meeting of the Corsham Area Board would take place on Thursday 22 November 2012, from 7pm at Corsham Community Centre.</p>

Report to	Corsham Area Board
Date of Meeting	13 December 2012
Title of Report	Area Board Grants

Purpose of Report

To ask Councillors to consider four applications seeking 2012/13 Community Area Grant Funding.

1. Neston Village Hall - Award £5,000 towards a total project cost of £12,336 to provide additional and modern storage space for users of the hall. Conditional upon balance of funds and any planning permission being in place.
2. Colerne Village Hall - Award £1,000 towards a total project cost of £3,258 to put in place disabled access ramps and doors. Conditional upon the balance of funding and any planning permissions being in place.
3. Colerne Sea Scouts – Award £923 towards total project costs of £1,847 to Upgrade insulation, installing door and repairs to roof. Conditional upon balance of funding being in place.
4. Colerne Luncheon Club – Award £1,017 towards total project costs of £2,035 to purchase a new industrial dishwasher. Conditional upon the balance of funding being in place.

1. Background

- 1.1. Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Adult Care, Communities and Housing (4 April 2012). Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance 2012/2013.
- 1.2. In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria and/or the officer's recommendation would need to demonstrate that the application in question has a wider community benefit, and give specific reasons for why this should justify an exception to the criteria.
- 1.3. The emphasis in the Coalition Government's Localism agenda supports the ethos of volunteering and community involvement and the nurturing of resilient communities. With this in mind Community Area Grants (CAGs) should be encouraged from and awarded to community and voluntary groups. Likewise, Small Grants (new this year) should be awarded to similar groups, as well as un-constituted groups of people wanting to improve things near to where they live.
- 1.4. Corsham Area Board has been allocated a 2012/2013 budget of £43,772 for community grants, small grants, community partnership core funding and area board/councillor led initiatives.
- 1.5. Applications of up to and including £1,000 can be made for a Community Area Grant, which will not require matched funding. Amounts of £1,000 - £5000 will be required to find matched funding. The area board will rarely award more than £5,000.
- 1.6. Small Grants, new for this year will fund up to £350, where the total cost of the project does not exceed £350. This grant is aimed at enabling groups (including those not formally constituted) to implement projects, involving local people to make their community a better place to live.
- 1.7. Area boards will not consider Community Area Grant (CAG) applications from town and parish councils for purposes that relate to their statutory duties or powers that should be funded from the local town/parish precept. However this does not preclude bids from town/parish councils, encouraging community projects that provide new opportunities for local people or those functions that are not the sole responsibility of the town/parish council.
- 1.8. In addition to CAGs and Small Grants, councillors can submit an Area Board/Councillor Led Initiative. This enables area boards to tackle sticky community issues and/or community identified priorities. Cabinet have emphasised that they do not wish these to be used to avoid complying with Community Area Grant criteria or for filling gaps where there are council service shortfalls. The application process and form has been updated to bring it in line with the other grants.
- 1.9. Officers are required to provide recommendations in their funding reports (except in

the case of Area Board/Councillor led initiatives), although the decision to support applications is made by Wiltshire Councillors on the Area Board.

- 1.10. Funding applications will be considered at every Area Board meeting.
- 1.11. Applicants are encouraged to contact and seek funding help from Charities Information Bureau (CIB) who work on behalf of Wiltshire Council. CIB support community and voluntary groups, town and parish councils to seek funding for community projects and schemes both from the Area Board and other local and national funding sources.
- 1.12. Paper copies of funding applications no longer appear as part of the agenda in an attempt to reduce paper. They are however available on the Wiltshire Council web site with the area board agenda papers and hard copies available upon request.
- 1.13. The 2012/2013 funding criteria and application forms are available on the council's website (www.wiltshire.gov.uk/areaboards) and paper versions are available from the Community Area Manager.
- 1.14. A decision was been made in 2010/2011 that paper copies of funding applications will no longer appear as part of the agenda in an attempt to reduce volume of paper used. However, the application forms will be available on the Wiltshire Council web site and hard copies available upon request.
- 1.15. All recipients of area board funding are expected to complete and return an evaluation form as soon as the project or activity has been completed and this should be accompanied by receipts and invoices, as well as photographs if possible. Failure to return the evaluation requested will preclude them from being considered for any future funding from the area board. This applies to all grants made by the area board.
- 1.16. A budget ring-fenced for the needs of young people will again be made available in 2012/2013. How this will be allocated will be the decision of the area board.

<p>Background documents used in the preparation of this Report</p>	<ul style="list-style-type: none"> • Area Board Grant Guidance 2012/13 as presented for delegated decision • Corsham Community Area Plan • Corsham Joint Strategic Needs Document
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2. Main Considerations

- 2.1. Councillors will need to be satisfied that grants awarded in the 2011/12 year are made to projects that can realistically proceed within a year of the award being made.
- 2.2. There will be 1 further round of funding during 2012/2013. The will take place on;
 - 24 January 2013

3. Environmental & Community Implications

- 3.1. Area Board Grants contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

4. Financial Implications

- 4.1. Awards must fall within the Area Boards budget allocated to the Corsham Area Board.
- 4.2. If grants are awarded in line with officer recommendations, Corsham Area Board will have a balance of £27,786

5. Legal Implications

- 5.1. There are no specific Legal implications related to this report.

6. HR Implications

- 6.1. There are no specific HR implications related to this report.

7. Equality and Inclusion Implications

- 7.1. Community Area Grants and Small Grants will give local community and voluntary groups, town and parish council's equal opportunity to receive funding towards community based projects and schemes, where they meet the funding criteria.
- 7.2. Implications relating to individual grant applications are outlined within section 8 – Officer Recommendations.

8. Officer recommendations

Ref	Applicant	Project proposal	Funding requested
8.1	Neston Village Hall	Additional storage provision	£5,000

- 8.1.1 Award £5,000 towards a total project cost of £12,336 to provide additional and modern storage space for users of the hall. Conditional upon balance of funds and any planning permission being in place.
- 8.1.2. This application meets the grant criteria 2012/13.
- 8.1.3. This application demonstrates a link to the community plan. “By benefiting the local community and giving all users a friendlier and safer environment in which to meet.”
- 8.1.4. This group is a locally formed not for profit group charged with operating the village hall for the benefit of the community.
- 8.1.5. If the area board makes a decision not to fund the project the project will be delayed until alternative funding can be found.

Ref	Applicant	Project proposal	Funding requested
8.2	Colerne Village Hall	To put disabled access and doors in place	£1,000

- 8.2.1 Award £1,000 towards a total project cost of £3,258 to put in place disabled access ramps and doors. Conditional upon the balance of funding and any planning permissions being in place.
- 8.2.2 This application meets the grant criteria 2012/13.
- 8.2.3 This application demonstrates a link to the community plan “Allowing people with mobility issues to access a valued community facility”.
- 8.2.4 This is a not for profit organisation running a valued community facility.
- 8.2.5 If the area board makes a decision not to fund the project it will be delayed until alternative funding can be found which might result in the project falling out of the time frame planned.

Ref	Applicant	Project proposal	Funding requested
8.3	Colerne Sea Scouts	Insulation and new door	£923

- 8.3.1 Award £923 towards total project costs of £1,847 to upgrade insulation, installing a door and repairs to roof. Conditional upon balance of funding being in place.
- 8.3.2 This application meets the grant criteria 2012/13.
- 8.3.3 This application demonstrates a direct link to the community plan “Places for young people to meet”.
- 8.3.4 This group is a local not for profit group affiliated to the scout movement and is respected by the parish council who have part funded this project.
- 8.3.5 If the area board makes a decision not to fund the project the project will be delayed until alternative funding can be found.

Ref	Applicant	Project proposal	Funding requested
8.4	Colerne Luncheon Club	To purchase new dishwasher	£1,017

- 8.4.1 Award £1,017 towards total project costs of £2,035 to purchase a new industrial dishwasher. Conditional upon the balance of funding being in place.
- 8.4.2 This application meets the grant criteria 2012/13.
- 8.4.3 This application demonstrates a link to the Community Plan “Places for people to meet and contributes towards health and well being”.
- 8.4.4 This group is a well established group and are well respected by Colerne Parish Council and Colerne Village Hall.
- 8.4.5 If the area board makes a decision not to fund the project it will be delayed until alternative funding can be found which might result in the project falling out of the time frame planned.

Appendices:	Appendix 1 Grant application – Neston Village Hall Appendix 2 Grant application – Colerne Village Hall Appendix 3 Grant application – Colerne Sea Scouts Appendix 4 Grant application - Colerne Luncheon Club
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No unpublished documents have been relied upon in the preparation of this report.

Report Author	Dave Roberts Corsham Community Area Manager Tel: 07979 318504 E-mail dave.roberts@wiltshire.gov.uk
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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	Neston Memorial Hall		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify		

2. Your project

Project Title/Name	Fit to burst project!		
What is your project about and what does it aim to achieve? <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	Finding and funding additional storage space for the users of Neston Memorial hall, predominantly, Pre-school Playgroup, Drama group and Hall equipment. By doing this we will free up the existing rooms, stage and main hall areas from equipment which cannot be housed anywhere else and make it a safer and more acceptable place to hold functions. Planning permission granted on 8 th August 2012 on a temporary license to site 3 storage containers, renewable every 3 years.		
In which community area does your project take place? (Please give name – see section 3)	Corsham and Neston		
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"/>

Where will your project take place?	At the Memorial Hall
When will your project take place?	As soon as funding is agreed, within 3 months
How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community? <i>Important: Please do not type/write in paragraphs – This section is limited to 800 characters only (inclusive of spaces)</i>	Over the years user groups have been increasing the amount of equipment they need to undertake their activities. To ensure 'ease of use', they prefer to keep this equipment at the hall rather than having to transport it back and forward between members homes and the hall. This has resulted in the main hall and ancilliary rooms of the hall becoming congested storage areas. In addition, it is becoming an increasing health and safety hazard as the equipment is being left in vital fire escape routes because there is no alternative. By creating a new storage facility and moving all the equipment into it we will be able to clear the main function areas of the hall, thereby complying with health and safety requirements and making it a more useable and pleasant space to hire.
How many people will benefit from your project?	hundreds, local and wider community
How does your project demonstrate a direct link to the local community plan for your area (see www.wiltshire.gov.uk/areaboard) or priorities of your area board? Please provide a reference/page no.	by benefiting the local community and giving all users a friendlier and safer environment in which to meet
Any other information about your project. (Limited to a 1000 characters) The village hall and the user groups that use the hall are run by volunteers for the benefit of others in the community. The hall is also a popular venue for weddings and parties by many people in the local and wider community The hall management committee, Pre-school Playgroup, Drama group and other users have combined together to solve the storage problem at the hall. Planning permission has been granted to site 3 storage containers to the side of the hall with direct access from the hall itself. An access area to the containers will be built whereby users of the hall will be able to access the storage directly from the hall without going out into the elements. This also means that the storage facilities will be more secure. The grant is required towards the above ground work ie the storage element of the project. All site clearance, groundworks and preparations for the containers is being funded by the hall reserves independent of the grant application..	
To be completed ONLY where town/parish councils are making an application	
Is your project one which parish/town councils have powers to raise local taxes to fund?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Could your project be funded from your reserves?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is your project urgent (having to be completed in this financial year? If you answer YES please provide evidence elsewhere on the application form)	Yes <input type="checkbox"/> No <input type="checkbox"/>

3. Management

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

Over 50 years	Male	<input type="text"/>	Female	<input type="text" value="6"/>
25 – 50 years	Male	<input type="text" value="3"/>	Female	<input type="text" value="5"/>
Under 25 years	Male	<input type="text" value="0"/>	Female	<input type="text" value="0"/>
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?
This will be funded by normal running expenses of the hall which is funded by collecting rents from our user groups and private hirers

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?

Positive feedback from our user groups and the other hirers of the hall. An increase in private hire due to a more useable space available. Set up times for the pre-school will be much reduced because equipment is more efficiently stored and accessible and getting back a smaller committee room for meetings instead of use as a store.

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

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: 2012	Month: February	Year: 2012	
A - Total income:	£9677.64		
B - Minus total expenditure:	£8821.13		
Surplus/deficit for year: (A minus B)	£856.51		
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£		
5. Financial information – If you can claim back V.A.T. please <u>exclude</u> VAT from the figures you provide us. If you have to pay the V.A.T then please include V.A.T. in the figures you provide us.			
Project Costs A Please provide a <u>full</u> breakdown e.g. equipment, installation etc.		Project Income B Please list all sources of funding for this project, as provisional (P) or confirmed (C)	
			P/C
3 x ISO Containers	£7,434	Own fundraising/reserves	£2,886
Installation of Electric	£999		£
Door access from hall	£959	Parish/town council	£
Vestibule area	£1,194		£
Civil Engineer	£750	Trusts/foundations	£
Structural Engineer	£1,000		£
	£	In kind	£1,750
	£	(£1750 breakdown, painting,	£
	£	groundworks, fencing)	
	£	Other	£
	£	Pre-school playgroup	£2,700
	£		£
Total Project Expenditure	£12,336	Total Project Income	£7,336
Total project income B		£7,336	
Total project expenditure A		£12,336	
Project shortfall A – B		£5,000	
Grant sought from Wiltshire Council Area Board		£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) 08/08/2012
- That acknowledgement will be given of Wiltshire Council support in any publicity, printed or website material.
- I give permission for press and media coverage by Wiltshire Council in relation to this project.

Name:

Date: 12/10/2012

Position in organisation: Management committee 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	Colerne Village Hall Association		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify		

2. Your project

Project Title/Name	Denys Sargent Room Disabled Access		
What is your project about and what does it aim to achieve? <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	Colerne Village Hall has a meeting room, which has its own entrance and is hired separately from the Village Hall if required. The access to the room is via a path around the side of the Hall which is only just wide enough for a wheel chair. The entrance door is not wide enough to admit a wheel chair unless the other side of the door is opened, which requires someone to unlock the bolts at both the bottom and top of the door. The project aims to widen the path, and replace the entrance door which can allow access to unaccompanied wheelchair hirers.		
In which community area does your project take place? (<i>Please give name – see section 3</i>)	Northern		
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"/>

Where will your project take place?	Denys Sargent Room, Colerne Village Hall	
When will your project take place?	As soon as funds are available	
How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community? <i>Important: Please do not type/write in paragraphs – This section is limited to 700 characters only (inclusive of spaces)</i>	Feedback from our regular hirers/user groups identified the issue that if the Denys Sargent Room was hired by a disabled person an abled bodied person would need to accompany them to access the room. The Main Hall at the Village Hall is completely accessible to all, the Denys Sargent Room is not.	
How many people will benefit from your project?	2500	
How does your project demonstrate a direct link to the local community plan for your area? (see www.wiltshire.gov.uk/areaboard) or priorities of your area board) Please provide a reference/page no.	N/A	
Any other information about your project. (Limited to a 1000 characters)		
To be completed ONLY where town/parish councils are making an application		
Is your project one which parish/town councils have powers to raise local taxes to fund?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Could your project be funded from your reserves?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is your project urgent (having to be completed in this financial year? If you answer YES please provide evidence elsewhere on the application form)	Yes <input type="checkbox"/>	No <input type="checkbox"/>

3. Management

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

Of these, how many are:

Over 50 years	Male	<input type="text" value="1"/>	Female	<input type="text" value="7"/>
25 – 50 years	Male	<input type="text"/>	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?
N/A

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

As the Denys Sargent Room will now be available to all, the benefits will be self evident. Disabled people will have access to any activity taking place in the room..

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
Awards For All	1000	0
Colerne Parish Council	629	0
Colerne Village Hall Association	629	629

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: 31	Month: 03	Year: 2012
A - Total income:	£23628	
B - Minus total expenditure:	£23075	
Surplus/deficit for year: (A minus B)	£553	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£4874	

5. Financial information – If you can claim back V.A.T. please exclude VAT from the figures you provide us. If you have to pay the V.A.T then please include V.A.T. in the figures you provide us.

Project Costs A Please provide a <u>full</u> breakdown e.g. equipment, installation etc.		Project Income B Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
			P/C	
Widen footpath	£960	Own fundraising/reserves		£629
New entrance Door	£2,298			£
	£	Parish/town council	P	£629
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£	Other		£
	£	Awards for All	P	£1,000
Total Project Expenditure	£3,258	Total Project Income		£2258

Total project income B	£2,258
Total project expenditure A	£3,258
Project shortfall A – B	£1,000
Grant sought from Wiltshire Council Area Board	£1,000
Bank Details	
Please give the name of the organisations' bank account e.g. Barclays	
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:

Date: 22/10/2012

Position in organisation: Secretary

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	1 st Colerne Sea Scouts		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify		

2. Your project

Project Title/Name	Upgrading insulation, installing door and repairs to roof.		
What is your project about and what does it aim to achieve? <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	The focus is on reducing heat loss from the building through roof insulation and building a door between the two stores where all the heat escapes from. Future insulation of stores a possibility. 1. Repair ceiling and insulate - leaks and damage to ceiling panel/plasterboard risk eliminated; install insulation; more energy efficient building. 2. Insert new door frame and door into Stores - reduce heat loss, provide secure storage, reduce risk of injury to children through limiting access to large equipment stores 3. Gable End repair - structural repair .		
In which community area does your project take place? (<i>Please give name – see section 3</i>)	Corsham		
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 type="checkbox"/>	Date	No <input checked="" type="checkbox"/>

Where will your project take place?	1st Colerne Sea Scouts HQ, Martins Croft, Colerne SN14
When will your project take place?	Autumn 2012 as soon as funds are avilab
How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community? <i>Important: Please do not type/write in paragraphs – This section is limited to 700 characters only (inclusive of spaces)</i>	The need for the new door and insulation has been an issue for some time with increasing heating costs and safety issues between the stores for users. The Scout Group is a growing organisation with numbers steadily increasing, mostly so in the Scout Section which has seen numbers increase from 6-19 in one year. In total over 100 children use the facility each week. The Scouts provide a safe, adventurous and fun range of activities for children age 6-14, with meetings being run 3 times a week by a group of volunteer Scout Leaders. We closely follow the aims and vision of the Scouting Association and are actively involved in a range of activities within the community.
How many people will benefit from your project?	200
How does your project demonstrate a direct link to the local community plan for your area? (see www.wiltshire.gov.uk/areaboards) or priorities of your area board) Please provide a reference/page no.	The project meets the cultural, recreational, heritage and arts section for the Corsham Plans in developing a highly valued organisation open to all.
Any other information about your project. (Limited to a 1000 characters) 1st Colerne Sea Scouts are seeking the assistance of the Parish Cuuncil and Corsham Area in funding the insulation and new door to the Scout Headquarters. We would like you to consider the value that the Scouts add to the community and the importance of the building being maintained to a high standard for all users. We would like you to consider our fundraising efforts so far, future plans and community work which we volunteer for e.g. managing Frank's Wood and delivering housing survey for the Wiltshire Council. As a voluntary organisation we rely on subs, fundraising and donations to maintain the level of growth, success and importance of Scouting within the village. The cost of the repairs, new door and insulation, at this time, undermine our ability to deliver a challenging and fun programme for our Scouts, as money used to undertake these activities is being secured for building work.	
To be completed ONLY where town/parish councils are making an application	
Is your project one which parish/town councils have powers to raise local taxes to fund?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Could your project be funded from your reserves?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is your project urgent (having to be completed in this financial year? If you answer YES please provide evidence elsewhere on the application form)	Yes <input type="checkbox"/> No <input type="checkbox"/>

3. Management

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

Of these, how many are:

Over 50 years

Male

Female

25 – 50 years

Male

Female

Under 25 years

Male

Female

Disabled People

Male

Female

Black and Minority Ethnic people

Male

Female

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

More fundraising activities and increase in subs.

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?

Recruitment and retainment of new Scouts, increase in community values.

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

Colerne PC

£500

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: march	Year: 2012
A - Total income:	£8,135.62	
B - Minus total expenditure:	£8,622.01	
Surplus/deficit for year: (A minus B)	£-486.39 D	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£9,360.63 1year 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 Please provide a <u>full</u> breakdown e.g. equipment, installation etc.		Project Income B Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
			P/C	
Insulation store room	£798	Own fundraising/reserves	c	£424
Install door	£468			£
Gable end	£381	Parish/town council	c	£500
Insulation	£200			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£			
	£	Other		£
	£			£
Total Project Expenditure	£1,847	Total Project Income		£924
Total project income B		£824		
Total project expenditure A		£1,847		
Project shortfall A – B		£923		
Grant sought from Wiltshire Council Area Board		£923		
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:

Date: 01/11/2102

Position in organisation: 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	Colerne Luncheon Club		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify		

2. Your project

Project Title/Name	Replacement of Dishwasher		
What is your project about and what does it aim to achieve? <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	A major component of the club's current dishwasher has failed. The probability is that should this part be replaced, at a significant cost of between £700 and £900, another part will fail soon after. The management committee has accordingly decided that the wisest and, in the long run, most cost effective solution is to purchase a new machine		
In which community area does your project take place? <i>(Please give name – see section 3)</i>	Corsham		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date 27/09/12	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/>	Date 27/09/12	No <input type="checkbox"/>

Where will your project take place?	Colerne Village Hall, the location of the weekly lunches
When will your project take place?	As soon as funds are in place
How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community? <i>Important: Please do not type/write in paragraphs – This section is limited to 700 characters only (inclusive of spaces)</i>	Current dishwasher, which is used solely by the Luncheon Club, broke down.
How many people will benefit from your project?	60+
How does your project demonstrate a direct link to the local community plan for your area? (see www.wiltshire.gov.uk/areaboards) or priorities of your area board) Please provide a reference/page no.	Interestingly the community plan appears to make no reference to older residents
Any other information about your project. (Limited to a 1000 characters) This Luncheon Club, in existence since 1979, provides a social meeting place for elderly residents of the village, many of whom live alone and are unable to leave home without the transport provided by the club. The opportunity to meet others and to enjoy a freshly cooked and nourishing meal helps the members to combat loneliness and isolation and to keep them as active members of the community. The club also acts as a watchdog for elderly residents so that any problems they may have can be picked up, and hopefully helps to enable them to remain in their own homes for as long as possible. To provide this service the Club needs various items of professional equipment, the two most expensive of which are the cooker and the dishwasher. To ensure that we are in a position to replace either of these we believe we must maintain a reasonable balance in our reserve account. This is the reason for the balance of £1,982 shown in section 4, of which we plan to use £418 towards this project.	
To be completed ONLY where town/parish councils are making an application	
Is your project one which parish/town councils have powers to raise local taxes to fund?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Could your project be funded from your reserves?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is your project urgent (having to be completed in this financial year? If you answer YES please provide evidence elsewhere on the application form)	Yes <input type="checkbox"/> No <input type="checkbox"/>

3. Management

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

Of these, how many are:

Over 50 years

Male

Female

25 – 50 years

Male

Female

Under 25 years

Male

Female

Disabled People

Male

Female

Black and Minority Ethnic people

Male

Female

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

The project is a one-off item of expenditure so does not require on-going funding. The loss in 11/12 resulted from the grant for that year being received in 10/11, hence the surplus of £1165 for that year. A small surplus is forecast for 12/13.

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 fact that on the occasion of the first lunch that took place after the breakdown of the existing machine the washers-up and assistants were asking how soon a replacement would be obtained is a clear indication that there will be a benefit by replacement

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

Colerne Parish Council

£500

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:	Year:
A - Total income:	£2,928	
B - Minus total expenditure:	£3,458	
Surplus/deficit for year: (A minus B)	£(530)	
Free reserves currently held (i.e. money not committed to other projects/operating costs)	£1,982	

5. Financial information – If you can claim back V.A.T. please exclude VAT from the figures you provide us. If you have to pay the V.A.T then please include V.A.T. in the figures you provide us.

Project Costs A Please provide a <u>full</u> breakdown e.g. equipment, installation etc.		Project Income B Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
			P/C	
Replacement Dishwasher	£2,035	Own fundraising/reserves	P	£418
Installation	£0	Contribution from Social Fund	P	£100
	£	Parish/town council	P	£500
	£			£
	£	Trusts/foundations		£
	£			£
	£	In kind		£
	£			£
	£			
	£	Other		£
	£			£
Total Project Expenditure	£2,035	Total Project Income		£1,018
Total project income B		£1,018		
Total project expenditure A		£2,035		
Project shortfall A – B		£1,017		
Grant sought from Wiltshire Council Area Board		£1,017		
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:

Date: 27/09/12

Position in organisation: Treasurer

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

Partner Update and presentation of new Corsham Area Community Plan

2012 Update

The top priority for the Network in 2012/2013 has been to update the Community Plan for the Corsham Area. The **2012 Update** is now available in a colourful booklet form. It was launched at **CCAN's annual meeting** held on 30 October, and copies are being distributed across the Community Area .

The updated Plan sets out **Community Priorities** and suggestions for **Next Steps** that came out of the Community Consultation Event held in February. The Community Priorities, up to three for each of the Plan's eight themes, were subsequently endorsed by the Area Board. **At the November meeting CCAN will present the new Plan and invite the Area Board:**

- **to endorse the 2012 Update**
- **and to agree to work with the local community to help realize the Community Priorities**

At the same time CCAN will provide a 2 page handout designed to show clearly the Follow On arrangements suggested under Next Steps in the Update. This document lists the various topics identified as priorities, grouping them according to the **TYPE of follow on action**.

For example, one of these actions is about using the Area Board forum to present and discuss a topic identified by the local community as important to them. The Area Board Chair has expressed his willingness, when considering agendas and formats for future meeting, to explore new ways to address this '**grass roots**' agenda alongside the '**top down**' agenda of announcements and presentations from Wiltshire Council.

This is one way of how the Area Board can work with the local community on tackling the community priorities and aspirations. This new Plan also highlights the role that Community Grants and other Area Board funding is playing in response to local needs expressed in the Community Plan.

The Network after the Annual Meeting

Another priority for the Community Area Network has been '*to recruit new resource to the Steering Group*'. Sadly this aim has not been achieved: invitations to take part in steering CCAN's work, issued before and at the AGM, have not so far been productive.

The annual Work Plan agreed for CCAN covers the period **up to the end of March 2013**. It listed a **Steering Group membership** of eleven, including nominated representatives from the Area Board, from Corsham Town Council and from the three Parish Councils. In practice only three Steering Group members have been available to play an active role and put in all the work needed to update the Community Plan.

Two of the six members who represent community groups have said that they are standing down. Only the Area Board and Corsham Town Council have confirmed their representation will continue. This leaves in effect a small 'core group' of three active members, ably supported as before by our part-time Network Co-ordinator.

In the circumstances - instead of time and money being spent on holding formal (and too often poorly attended) Steering Group meetings, over the next five months up to the end of the Financial Year in March, the efforts of the Network Co-ordinator and the core group will be concentrated on the following priorities taken from the 2012/13 Work Plan:

- Maintaining the links to the Community Area through CCAN newsletters and Updates to the Area Board (and where appropriate using the newly launched electronic notice board *Community Matters'*)
- Further developing the network - with the emphasis on using the Co-ordinator's time to encourage and support practical projects linked to the Community Priorities
- Developing the website to provide a web based version of the Plan
- Continuing to record key decisions taken on behalf of the Network and to administer the expenditure of funds in accordance with agreed practice for area partnerships
- Working with the Area Board and Corsham Town Council over follow up action to the 2012 Update
- Providing representatives who will continue to play an active role on the Campus Operations Board and in the Wiltshire forum of Community Area Partnerships (WfCAP)

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