



Community Area Grant Application Form 2011/2012

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

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

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

1. Your organisation or group

Name of organisation	Limpley Stoke K6 Telephone Kiosk Refurbishment Group		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify Volunteer group of local citizens		

2. Your project

Project Title/Name	Community telephone kiosk mini-library project		
What is your project about and what does it aim to achieve?	<p>The phonebox in LowerStoke was purchased by the Parish Council some years ago from BT. Since then it has remained disconnected and disused. Local citizen Anne Jarrett asked the Parish Council to 'do something with it'. It was agreed to turn the kiosk into a mini-library and local information point, and a small group of citizens agreed to address the refurbishment.</p> <p><i>Important: This section is limited to 600 characters only (inclusive of spaces).</i></p> <p>It is intended that books will be offered for free exchange. Maps showing local footpaths, events, announcements and points of interest will be displayed.</p> <p>It is intended as a 'full-community resource'.</p>		
In which community area does your project take place? (Please give name – see section 3 of the grants pack)	Bradford on Avon Community Area		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Date 2 February 2011 and subsequently	
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Date 16 June 2011	

Where will your project take place?	On the site at Lower Stoke adjacent to The Hop Pole Inn
When will your project take place?	Summer 2011
How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community? Important: Please do not type/write in paragraphs – This section is limited to 1000 characters only (inclusive of spaces)	<p>The PC acquired the K6 kiosk 2 years ago and suggestions for a 'new use' have been sought. Discussions in community groups have led to the consensus that there is a need for a 'book swop' mini-library/information point. There is nothing else here. The Parish Council has accepted this and agreed to support a citizens' group initiative to refurbish the kiosk, using essentially volunteer labour to reduce costs. A concerned citizen attended a parish council meeting early in 2011 with information that the kiosk was deteriorating. She requested that the PC carry out a refurbishment task and put the kiosk back into community use. It is expected that all members of the local community will have access and be able to participate in the envisaged 'lending/borrowing' while the information boards on 'events' will equally serve to inform all of local activities and enhance participation. We hope to engage young people in its management and use.</p>
How many people will benefit from your project?	.The whole community >500 residents.
How does your project demonstrate a direct link to the local community plan for your area? www.wiltshire.gov.uk/areaboard Please provide a reference/page no.	<p>Objectives/Library ...relating to 'improved access to services and art/leisure - collaborative policy' and 'vibrant sustainable communities'.</p> <p>pps 13, 19</p>
To be completed ONLY where town/parish councils are making an application	
Is your project one which parish/town councils have powers to raise local taxes to fund?	Yes <input type="checkbox"/> No <input 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"/>

Any other information about your project.

This initiative is not a Parish Council task, but a willingness by several citizens to 'do it themselves', thus saving money. It has the support of the PC and the community at large.

Further detailed information is within an accompanying letter, showing the state of deterioration. The physical work - stripping, repair and painting of the door (complete), the scraping, priming and re-painting of the kiosk structure, and the replacement and refitting of glazing units is being carried out by community volunteers.

The glazing units themselves require replacement and - as the old , moulded and damaged polycarbonate units are not now available - new steel frames and toughened glass units, and genuine leather door straps, need to be acquired. It is for this unexpected specific purchase that grant support is sought.

Their specific cost is reflected in 'Section 5 - Financial Information' and price lists from the only 2 vendors are appended to the accompanying explanatory letter.

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="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 is intended to continue after the Wiltshire Council funding runs out, how will you continue to fund it?

Public subscription and funding via 'Events committee' and 'FLiSCA' - the Freshford and Limpley Stoke Community Association - will meet routine maintenance.

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

The village is fragmented and now has no natural focal point. This is intended to redress that in a modest way, in that users will think of the 'Book Box' when they seek to meet, to walk dogs, to cycle...The Community will be asked for their views via the 'Clarion' village newsletter and Open Forum.

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

Yes

Date

No

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

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

Name of Funder	Amount Applied For	Amount Received
FLiSCA	£200	£200
Limpley Stoke PC	£100	£100

<p>Have you or do you intend to apply for a grant from another area board within this financial year?</p> <p><i>If yes, please state which one(s).</i></p>	<p>Yes <input type="checkbox"/></p>	<p>No <input checked="" type="checkbox"/></p>	
<p>Are you in receipt or anticipating other funding from other Wiltshire Council departments for this project?</p>	<p>Yes <input type="checkbox"/></p>	<p>No <input checked="" type="checkbox"/></p>	

4. Information relating to your last annual accounts (if applicable)		
Year ending:	Month:	Year:
A - Total income:	£There are no previous accounts	
B - Minus total expenditure:	£	
Surplus/deficit for year: (A minus B)	£	
Free reserves currently held:	£300	

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

Project Costs A Please provide a <u>full</u> breakdown e.g. equipment, installation etc.		Project Income B Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
			P/C	
Specialty paints / consumables	£100	Own fundraising/reserves	C	£200
Book shelving	£140			£
PPE, brushes and disposables	£40	Parish/town council	C	£100
Hardwood for door repair	£20			£
Brass screws/fixings/sealants	£20	Trusts/foundations		£
Glazing frame set	£303			£
Toughened glass set	£192	In kind		£
Leather door straps (2)	£25	All labour/installation ~ 6 days	C	£(600)
Shipping	£20	Other		£
	£	Tools' consumables	C	£(40)
	£			£
	£			£
Total Project Expenditure	£860	Total Project Income		£300

Total project income B	£300
Total project expenditure A	£860
Project shortfall A – B	£560
Grant sought from Wiltshire Council Area Board	£560
Bank Details	
Please give the name of the organisations' bank account e.g. Barclays	
Please give the title name of the organisations' bank account e.g. current	

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

Enclosed (please tick)

- Written quotes including the one(s) you are going to use
- Latest inspected/audited accounts or annual report or Income/expenditure budget for current financial year
- Terms of reference/constitution/group rules
- Evidence of ownership/lease of buildings and/or land

For new groups, only the group's terms of reference and a projected income and expenditure budget covering a period of 12 months is required.

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

- I have read the funding criteria
- The information on this form is correct, that any award received will be spent on the activities specified, that I will complete a monitoring form (if requested) following completion of the project.
- If an award is received, I will complete and return an evaluation sheet.
- That any other form of licence or approval for this project has been received prior to submission of this application.
- That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application. Child Protection Safeguarding Adults
 - Public Liability Insurance Equal opportunities
 - Access audit Environmental impact
 - Planning permission applied for (date) or granted (date)
- That acknowledgement will be given of Wiltshire Council support in any publicity, printed or website material.
- I give permission for press and media coverage by Wiltshire Council in relation to this project.

Name:

Date: 01/07/2011

Position in organisation:

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