



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

2. Your project

| | | | |
|--|---|---------------|-----------------------------|
| Project Title/Name | Development of Parish Plan | | |
| 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> | To produce a community led Parish Plan for Boyton and Corton through the proposals in the Government Rural White Paper of 2001 for the development of Parish Plans and the Localism Act of November 2011. The plan is based on input from a Parish-wide questionnaire. The aim is that this plan will be accepted and ratified as part of the Wiltshire Council's Core Strategy and become a basis on which the Parish can have power for it's own development over the forthcoming years. | | |
| In which community area does your project take place? (Please give name – see section 3) | Warminster Area Board | | |
| I/we have discussed our project with the town/parish council? | Yes <input checked="" type="checkbox"/> | Date 5/8/2011 | No <input type="checkbox"/> |
| I/we have discussed our project with our Wiltshire councillor? | Yes <input checked="" type="checkbox"/> | Date 3/2012 | No <input type="checkbox"/> |

| | |
|--|---|
| Where will your project take place? | Boyton and Corton |
| When will your project take place? | Already in progress |
| 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> | The Government Rural White Paper of 2001 for the development of Parish Plans and the Localism Act of November 2011. At a meeting of the Parishioners an unanimous vote in favour of our producing a parish plan. The benefit to our local community is that this plan will allow the villages of Boyton and Corton to determine their development over the forthcoming years. |
| How many people will benefit from your project? | approx. 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. | It is intended that the plan will form part of the County's Core Planning Strategy |
| Any other information about your project. (Limited to a 1000 characters) The Project has already started and the expenditure listed has already been incurred, except for the estimated 'Miscellaneous To Come'. This is a low estimate, but there are sure to be more costs which are not yet known, to finalise and publicise the plan and to get it ratified by the WC. These additional costs are planned to be funded by the Parish Council. If we take these future costs into consideration in addition to the costs already incurred, then our reserve funds could be in jeopardy. | |
| To be completed ONLY where town/parish councils are making an application | |
| Is your project one which parish/town councils have powers to raise local taxes to fund? | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |
| Could your project be funded from your reserves? | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |
| Is your project urgent (having to be completed in this financial year? If you answer YES please provide evidence elsewhere on the application form) | Yes <input checked="" 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="1"/> |
| 25 – 50 years | Male | <input type="text" value="1"/> | Female | <input type="text" value="1"/> |
| 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? through the precepts over the forthcoming years. However, as described above, this would put our funds in jeopardy

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 project will have made a difference to the community when the parish plan has been ratified and accepted by the Wiltshire Council and as a result starts to have positive effects on planning decisions as desired by the parishioners. The information collected through a parish questionnaire forms the basis of the parish plan and has therefore met the local needs

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

Yes

Date contacted CIB

No

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

Name of Funder

Amount Applied For

Amount Received

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

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

Yes

No

If yes, please state which one(s).

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: April | Year: 2012 | |
| A - Total income: | | £2098 | | |
| B - Minus total expenditure: | | £1546 | | |
| Surplus/deficit for year: (A minus B) | | £552 | | |
| Free reserves currently held (i.e. money not committed to other projects/operating costs) | | £9C48 | | |
| 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 | |
| Hire of premises | £79 | Own fundraising/reserves | C | £0 |
| Copies of questionnaire | £75 | | | £ |
| Mileage to WC Swindon | £42 | Parish/town council | C | £100 |
| Copies of Consultation draft | £140 | | | £ |
| Printing costs | £23 | Trusts/foundations | C | £0 |
| Refreshments for plan launch | £55 | | | £ |
| Stationary | £20 | In kind | C | £0 |
| Miscellaneous (to come) | £100 | | P | £ |
| | £ | | | |
| | £ | Other | C | £0 |
| | £ | | | £ |
| | £ | | | £ |
| Total Project Expenditure | £534 | Total Project Income | | £100 |
| Total project income B | | £100 | | |
| Total project expenditure A | | £534 | | |
| Project shortfall A – B | | £434 | | |
| Grant sought from Wiltshire Council Area Board | | £434 | | |
| 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: 31/05/2012

Position in organisation:

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