



Our vision

- To offer a weekly meeting, lunch hub and cafe offering classes, support and information for the community and to offer a meal delivery service for the elderly housebound. Also continue to provide use for all community groups.

4. State how this project will benefit the local Community (Please explain why this project is important for your ward and provide evidence of how it meets an identified local need)

THE DIFFERENCE THIS WILL MAKE TO OUR COMMUNITY

A safe, accesable, comfortable place for the community to use and be able to expand its care for one another, have some fun, encourage well-being in our community through support and information, use by sport and hobby groups and be able to produce a meal for a large number of people at one sitting, also extending to a meals on wheels service for the frail and housebound in our area enabling social interaction for otherwise lonely elderly or disabled residents.

This is the **ONLY** social hub in our village where the older residents from our rural community can get together to allieviate rural isolation, receive advice and support under one roof while enjoying a meal together.

It was obvious during Lockdown that we need a catering facility within the village to use for community takeout meals, although some meals were sent out from private homes to those in need, we were aware of the need for a catering hub.

We have contact with the organisation **Cotswold Friends**, a well known local befriending service, who are hoping to partner with us refering clients to us in the future and have previously offered training for our volunteers in food hygiene, but they cannot work with us until we upgrade our access, kitchen and bathroom facilities.



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5. Please state local support for the Project (Please provide evidence of local support, such as letters from users, residents, parish or town council, details of local fund-raising, petitions or surveys etc and give details of similar facilities in the locality):

6. Project costs (Please give a breakdown of costs, with supporting information including copies of quotations. Professional fees should be listed separately. Please note the grant will not cover VAT where this is recoverable):

Breakdown of costs	Amount	Quotes obtained Yes/No	Further explanations
Phase 1	£ 29580		
Phase 2	£ 15600		
Phase 3	£ 9900		
Phase 4	£ 1000		
Contingency	£ 3920		
	£		
Total	£ 60,000.00		

Professional Fees	Amount	Notes
Surveyor / Site manager	£ 5000 max.	We are taking on this ourselves to minimise this cost.
	£	
	£	
Total	£	

Is VAT included in the above cost? Yes No (please tick as appropriate)

If yes, will VAT be reclaimed from H.M. Customs and Excise? Yes No (please tick as appropriate)

VAT registration number: _____

7. Funding (Please complete the table and state what other funding you have attracted or you may not. This might include parish or town council support, charitable trust applications, local fundraising etc.)

Source	Amount	Confirmed Yes/No	Notes
Grant requested from CDC	£ 10,000		
Other sources (please specify)			
Parish Council	£		
Garfield Weston	£ 8-10,000		
Various others	£		
please see	£		
Total enclosed doc.	£ 47,500.00	needed	



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7. **Funding** (Please complete the table and state what other funding you have attracted or you may not. This might include parish or town council support, charitable trust applications, local fundraising etc.)

Source	Amount	Confirmed Yes/No	Notes
Grant requested from CDC	£10000		
All funding applied for on enclosed document			
	£		
	£		
	£		
	£		
Total	£47,500.00		

Are any of the other funding sources dependant on this application?

Yes No (please tick as appropriate)

If yes, please give details of how this may affect your application:

We are match funding and the support from our local Authority will be a huge encouragement to others to follow suit

What difference will CDC's grant make to the completion of this project:

It will enable us to complete the works more quickly and re instate our services to our community if we need to implement our plan B * see funding plan, we will be short of funds for a while which will have a knock on effect to the services we are able to offer.

8. **What reserves/assets are you required by your constitution/legal obligations to retain?** Please give details of the reserves you are required to retain *eg. equal to one year's annual revenue expenditure.*

9. *No legal obligation other than agreed by the trustees*

If your project involves major building work how will you maintain the ongoing revenue costs incurred? e.g. maintaining the completed building and any repairs arising from this. *Income from lease of other property.*



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9. Timescale of project:

Expected Start date: Spring 2021 Expected completion date: Autumn 2021

Are there any other Key deadline dates? Yes No (please tick as appropriate)

If yes, please complete the table below.

Key deadline dates	Factors that affect these deadlines
Planning deadline to start work 27/11/2022 19/03141/FUL	Coronavirus lockdown and funding
Listed buildings Cert. 402	3 April 2020 - 5 years .

10. Describe how you will manage, monitor and evaluate the project:

Managing the project	
Who will do it?	James Marshall from James Siator surveyors Cirencester Sharon Petchey Arlington Baptist Church on site management
How will they do it?	Ongoing but proven successful contact and meetings
What controls are in place?	Baptist Union Building control and Arlington Baptist Church CIO Trustees



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Monitoring the project	
Who will do it?	Sharon Petchey and Trustees of Arlington Baptist Church CIO
How will they do it?	Daily monitoring and Monthly trustee meetings
What controls are in place?	CIO and Church regulations see Arlingtonbaptistchurch.org.uk for details

Evaluating the project	
Who will do it?	James Marshall of James Slator Surveyors Cirencester Baptist Church professional advise from members Arlington Baptist Church Trustees and deacons
How will they do it?	Meetings and comparing value for money against quality and time Baptist Union require constant photographic evidence and updates
What controls are in place?	Requirements from the above

11. Ward Member(s) approval of the project:

Name of Ward Member(s): Raymond Theodoulou

Ward Member(s) comments:

Ward Member(s) signature(s) :



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12. Declaration (please sign the following statement):

I declare that to the best of my knowledge the information in this form is accurate and that any funding secured will be used only for the purpose stated.
If funding is secured, I will complete and adhere to a Project Profile, which will describe the agreed project outcomes and timescale and the processes for monitoring, reporting and payment.

Name: (please print) SHARON PETCHY

Signed:

Date: 06/01/2021

