



Ref No.kkkk

Community Projects Fund

Application Form for Capital grants

The Council will use the information provided in this form for the purpose of processing the grant application. The information on this form contains your personal data. We will record, process and hold your personal data in accordance with the General Data Protection Regulation and the Data Protection Act 2018. We are subject to the Freedom of Information Act 2000 and other obligations under law which require us to act transparently and which grant certain rights of access to the public to information held by us.

1. Project title and Ward supporting this application
Campden - Vale

2. Organisation's name and contact details of lead applicant:

Organisation: Willersey Parish Council

Name: Kevin O'Donoghue

Position: Parish Clerk

Address: Village Hall, Main St. Willersey

Post code: WR12 7PJ

Tel no: 01386853635

Fax no:

Email: willerseyparishcouncil@btconnect.com

What is the status of your organisation? Please tick

Registered charity (please include number) _____

Not for profit Other please state __Local Government__

3. Brief description of the project (Please explain what your project is about and what you hope to achieve)
Expansion of the village recreation ground play items to promote community cohesion

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)

Over the last 5 years the number of households in Willersey has risen by over 25% but during that time recreational facilities in the village have had little expansion. Our precept for next year is based on 467 Band D dwellings. In the last 2 years 94 new dwellings have been built and occupied, there is a current application for 40 more which and there are a potential 49 more in the Local Plan.



We wish to create opportunities for these new residents to integrate into the community and avoid the isolation that can occur in a rural village.

The number of children in the village has therefore increased with these new dwellings as evidenced by the oversubscription of the village school, however there has been no corresponding increase in play facilities especially for mothers with young children. The nearest playgroups are in Evesham some 6 miles distance with limited public transport connections, there are no groups at the village hall and the nearest other playground is a car drive away in Broadway.

The Parish Council wishes to meet this growing need for somewhere for these mothers and children to meet and socialize by providing modern equipment in the playground and suitable seating.

The proposed improvements will make the public space more welcoming and accessible to families with younger children, and the project will encourage and allow residents in this rural area to have a "meeting point" where they can come and allow their children to play.

By providing items for younger children new families, parents (both mothers and fathers) will meet other local families / parents with similar aged children and increase community ties and bring the community together.

A consultation exercise in conjunction with the village school and the Parents group Friends of Willersey School identified that the current equipment was dated and that more modern and challenging designs would make the area far more desirable and increase usage. Equipment that was more suitable for toddlers was needed e.g. the slide was identified as 'terrifying' and many of the other pieces were not suitable.

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):

The Village School

In Spring 2020, the parent's association, Friends of Willersey School, undertook a survey of parents and the head and teachers held classes with pupils to identify what was lacking and desired in the playground.

Each class discussed and drew up a list of equipment that they felt was desirable and this has formed the basis for the project.

Support

- A letter of support from the Friends of Willersey School is attached demonstrating the support of parents with young children.
- The village Womens Institute have written in support, many members are older and whilst some have responsibility for child care during the day all are aware of the importance of a meeting place for those who are caring for the young, the recreation ground will therefore provide a space for intergenerational meetings and increased community cohesion.



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- The participation of the Head, teachers and children of the Village School, in particular by making time in the curriculum to discuss the project and generate ideas, demonstrate the importance that the school believes the recreation ground has in the life of the children. The school has very limited playground space and during the Spring and Summer terms the ground is the centre for outdoor activities.
- The Parish Council is obviously in favour of the scheme and, because it rates it as of high importance to community cohesion, will be providing the bulk of the finance from its reserves.

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
Wicksteed Tree Top Towers	£17369.53	Yes	Or equivalent equipment
Installation	£5409.58	Yes	
Carriage	£1150.30	Yes	
Total	£23929.41		

Professional Fees	Amount	Notes
	£	
	£	
	£	
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: As a Parish Council; we reclaim VAT under VAT126



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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	£5950		
Other sources (please specify)			
Parish Council Reserves	£17979.41	Yes	
	£		
	£		
	£		
Total	£23929.41		

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:

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

We have received £20k S106 contribution for recreational facilities of which £2k has been spent. Many of the costs of installing new equipment are fixed so the grant will allow a far better piece of equipment to be installed as it will largely be spent on equipment not installation etc.

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.*

As a Parish Council we are obliged to be fiscally responsible. Government guidance is 6 – 12 months of expenditure

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.

Maintenance following the annual safety inspection will form part of the councils revenue budget and be financed by the precept.



9. Timescale of project:

Expected Start date: 01 March 2021 **Expected completion date:** 05 March 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

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

Managing the project	
Who will do it?	The Parish Clerk and a designated Councillor, J.Rose will be responsible for delivery of the project.
How will they do it?	Liaison with the supplier and physical supervision
What controls are in place?	The Parish Council will receive reports and maintain financial control via its Financial Regulations

Monitoring the project	
Who will do it?	Parish Council. Ward Member Gina Blomefield will have oversight
How will they do it?	By reviewing and approving contracts prior to commencement and receiving progress reports during implementation



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What controls are in place?	Payment will be authorized by the Parish Council at a monthly meeting on successful completion.
Evaluating the project	
Who will do it?	Parish Council and Friends of Willersey School
How will they do it?	By obtaining feedback from Parents and Park users
What controls are in place?	The Financial Regulations of the Parish Council monitored by internal & external auditors.

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

Name of Ward Member(s): *GINA BLOMEFIELD*

Ward Member(s) comments:

An excellent project benefitting the youngest members of the community and their parents and carers for exercise and wellbeing

Ward Member(s) signature(s) :

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) *GINA BLOMEFIELD*



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Signed:

Date:



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Please return this form to:

Joseph Walker, Community Planning Officer, Cotswold District Council, Trinity Road,
Cirencester, Glos. GL7 1PX

Email:

Telephone: 01285 623146

Supplementary notes:

- 1) **You need to complete all of this form or we will be unable to process your application. You may be asked to provide further information at a later date.**
 - 2) **A checklist of the supplementary information and documentation is detailed on a separate sheet for easy reference.**
- Please note if you do not answer all of the questions or supply the information required we will return your application. This may result in a delay in the application being processed.