

# MARKET LAVINGTON PARISH COUNCIL

Carol Hackett – Clerk, 23 Orchard Close, West Ashton, Wiltshire. BA14 6AU.

Tel: 01225 760372 or email [marketlavpc@gmail.com](mailto:marketlavpc@gmail.com)

VAT Registration Number: 296 9715 35

## Village Project Grant Application

Profits generated from the Vintage Meet are available from The Chairman's Charity for 'Village Projects'. Applications are invited from groups and organisations, to support projects that will take place in the Parish of Market Lavington and be of benefit to the local community. If you would like to apply for a grant up to a maximum of £500, please complete this form and return it to the Parish Clerk, either by post or email (contact details above) before 5pm Monday 30<sup>th</sup> September 2019. All grant requests received by this time will be considered by a panel of independent village residents and Parish Councillors on Tuesday 8<sup>th</sup> October. The Panel's recommendations for grant allocations will be considered by the Parish Council on Tuesday 15<sup>th</sup> October. Applicants will be notified of the outcome shortly thereafter, by the Parish Clerk.

<b>1) Organisation / Group Details</b>	
Name of organisation / group	
Contact name	
Contact address	
Contact telephone number	
Contact email	
<b>2) Project Details</b>	
Please briefly tell us about your Village Project, including details of how it will benefit the local community, and how many people you think it may benefit.  <i>(You may use as much space as required for your response, including continuation sheets)</i>	
Anticipated start date of project	
Anticipated completion date	
What is the total cost of your project / activity?	
How much grant funding are you requesting towards your project / activity?	
<b>3) Declaration (on behalf of organisation or group) – I confirm that the information on this form is correct and that any grant received will be spent on the activities specified</b>	
Name	
Position in organisation	
Date	

# MARKET LAVINGTON PARISH COUNCIL

Carol Hackett – Clerk, 23 Orchard Close, West Ashton, Wiltshire. BA14 6AU.

Tel: 01225 760372 or email [marketlavpc@gmail.com](mailto:marketlavpc@gmail.com)

VAT Registration Number: 296 9715 35

## Grant Application Rules & Guidance Notes

- 1. These rules & guidance notes should be read in conjunction with the Village Project Grant Application Form.**
- 2. Only applications received by the closing time and date of 5pm on Monday 30th September 2019 will be accepted for consideration by the Panel.**
- 3. Applications will only be considered from individuals or organisations that reside or operate within the boundaries of the Parish of Market Lavington and that can demonstrate a community benefit within the Parish.**
- 4. All application forms must be fully completed, dated and signed by the applicant or person authorised to do so, giving as much information as possible.**
- 5. Decisions to offer funding will be based solely upon the information contained in the application form, continuation sheets and any other written and photographic material, that the applicant considers will support the application.**
- 6. Lobbying of panel members will disqualify the application and must be declared by the panel member.**
- 7. All applications must detail the exact nature of the works, equipment or support required.**
- 8. All applications must demonstrate how the works, equipment or support will benefit the residents of the Parish of Market Lavington.**
- 9. All applications must be fully costed.**
- 10. All applications must have a start date and completion date for works, an expected purchase date for equipment and start date for support. Any money awarded must be spent for the declared purpose only and before July 2020.**
- 11. The Panel's recommendations are final and will be submitted to the Parish Council for determination at the meeting of the Parish Council on Tuesday 15<sup>th</sup> October 2019 at 19:15hrs in the Old School, Church Street, Market Lavington.**