

Ward Community Fund Proposal Form

Please read the Guide to the Ward Community Fund before you fill in this

Then complete Section 1: Budget Proposal.

If you are proposing to deliver the project yourself, please complete Section 2: E well. We can help you with this or do it for you – see who to contact in the **Guid Community Fund**.

Continue or separate sheets if you need to, or expand the boxes if you are filling electronically.

Section 1: Budget Proposal

1. Name of Ward LEICESTER C
16 SEI
2. Title of proposal RECE
MEMBERS'
3. Name of group or person making the proposal

4. Short description of proposal. Please include information on how the money will benefit, when they will benefit, and how we will know when the proposal has

It is important that your answer to this question is clear, because we will only pay we can see evidence that the outcomes you describe here have been achieved. further details in your supporting information if you want to.

Proposal: To hold an event for the whole community to join in carol singing led by a brass band at Aylestone Hall Gardens followed by refreshments.

- ✓ The event will be held on Sunday 13 December 2009, and will be the third year that the event has been organised in association with Leicester City Council and Aylestone Bowling Club.
- ✓ The event provides opportunity for children to be involved in a small drama performance. In 2008, singers from the two local primary schools led the carol singing and we will encourage continual involvement from young people.
- ✓ In 2007 there was an estimated attendance of up to 300 people which increased to nearer 400 in 2008. Attendance and positive verbal feedback are the key quantifiable measures of its success.
- ✓ The event has attracted a wide range of people of all ages and backgrounds for 2 consecutive years; a measure of its success.

- ✓ The event is held in the late afternoon to provide the greatest opportunity for the whole community to attend, which will especially benefit young families and older people.
- ✓ The event is advertised via leaflet distribution to the following areas: Old Aylestone, Aylestone Park, Gilmorton Estate, Banks Estate, and Wigston Lane.
- ✓ The event is an occasion for all the community to come together in a space provided for the community. Young and older people can actively celebrate together sharing their experiences and meeting afterwards for refreshments and discussion. The diversity of attendance is a measure of its success.
- ✓ Some of the cost will be spent on publicity to inform new and existing residents of the event that also introduces them to the Aylestone Hall Gardens facility, the Aylestone Hall Bowling Club, the Aylestone Churches of differing denominations, and the wider city of Leicester through the City Council. We hope that people will benefit in the longer term through making links to other organisations, although this is probably not quantifiable.
- ✓ Traditionally the music has been provided by Southfields Concert Brass who makes a charge of £50.00. The band is made up of people of different ages and backgrounds.
- ✓ As a further focus for children we provide glow-sticks at a cost of 0.50p each; these also provide a source of light by which to see the carol sheet.
- ✓ It is important for us to be able to hire a sound system to enable the majority of participants to feel fully engaged with the activity. This facility was improved in 2008, following local feedback in 2007.
- ✓ The Spirit of Aylestone Community Group finds volunteers from within the community to act as stewards. St John Ambulance will also be invited to standby at the event and we would hope to be able to make a donation to this organisation for their services provided.
- ✓ The main event area is erected by local volunteers from the community. The refreshments are also sourced locally and served by volunteers from the Aylestone Hall Bowling Club.
- ✓ The Spirit of Aylestone is a voluntary organisation which continues to exist because of the success of this and other events news of which can be viewed on our website. Its existence is a measurable benefit to the community.
- ✓ The event has a proven formula, which is open to revision through the regular meetings of the Spirit of Aylestone Steering Group.

5. Have you provided supporting information?

Tick if yes

6. What is the total cost to the Community Meeting?

NB: The costs are based on those paid out for the 2008 event.

£ 559.94

7. How have you estimated or calculated the cost? Please show each item of expenditure and say whether it is an estimate or an actual cost.

Item	Cost £	Estimate or actual cost?
Publicity leaflet and carol sheet printing	289.80	Estimate
To pay costs to brass band	50.00	Estimate
Donation to St John Ambulance	30.00	Estimate
Purchase of glow-sticks for children	70.14	Estimate
Hire of P.A. System	40.00	Estimate
Provision of hot drinks and mince pies	80.00	Estimate
Total	559.94	

8. Have you tried to get funding for this project from anywhere else, either in the Council or from another organisation? If so, please give details

No, the event has previously been part-funded by the community group which relies on voluntary funding.

9. Who proposed the project? Please provide contact details.

Name of contact person	James Fisher
Your position in organisation or group	Treasurer
Name of organisation or group	Spirit of Aylestone
Address: Parish Office, Old Church Street, Aylestone, Leicester. LE2 8ND	
Phone number	Email

Section 2: Delivery agency (this could be a single person, group of people or a group or organisation)

10. Who will deliver the project? Please provide contact details.

Name of contact person	James Fisher
Your position in organisation or group	Treasurer
Name of organisation or group	Spirit of Aylestone
Address: Parish Office, Old Church Street, Aylestone, Leicester, LE2 8ND	
Phone number	Email

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11. Declaration

I have read the *Guide to the Ward Community Fund* and I accept the arrangements that guide. I confirm that the information I have given on this form is true. I will immediately inform you if any of the information I have given on the form changes.

Name	James Fisher
Signature	
Date	Wednesday 04 February 2009

Please send this completed form back to:

Bhawna Arya, Member Support Team, 2nd Floor, Town Hall, Leicester City Council
LE1 9BG.

Fax No: 0116 229 8827