

Knighton Community Meeting

**St Thomas More Catholic Primary
School, Newstead Road
On Monday, 29 November 2010
Starting at 6:30 pm**

The meeting will be in two parts

**There will be an opportunity to speak
with Councillors and Officers.**

6:30pm

**Get involved in your area and
planning for the future. There will be
presentations and discussions on:**

- Road Safety Around Local Schools
- City Warden Service
- Community Meeting Budget Applications

YOUR community. YOUR voice.

Your Ward Councillors are:

**Councillor Andy Bayford
Councillor Ross Grant
Councillor Gary Hunt**



Making Meetings Accessible to All

WHEELCHAIR

Meetings are held in a variety of community venues. We will only hold meetings in venues where there is suitable access for wheelchairs. If you have any concerns about accessing a venue by wheelchair, please contact the Democratic Services Officer on the details provided.

BRILLE / AUDIO TAPE – CD / TRANSLATION

If you require this agenda or a particular part of it to be translated or provided on audio tape, the Democratic Services Officer can organise this for you (production times will depend on equipment facility availability). In certain cases, subject to the agreement of the local Councillors, translation facilities can be provided at the meeting.

INDUCTION LOOPS – HEARING AT MEETINGS

We provide a loop system at every meeting for people with hearing aids. If you have a hearing aid, please speak to the Democratic Services Officer at the meeting for further assistance if you think you won't be able to hear what's being discussed. There is also a facility which can help people hear better if you don't have a hearing aid but are hard of hearing, again please speak to the Democratic Services Officer about this.

The first part of the agenda covers formal items, which the Councillors need to deal with to ensure that regulations on holding meetings are kept to.

1. ELECTION OF CHAIR

Councillors will elect a Chair for the meeting.

2. APOLOGIES FOR ABSENCE

3. DECLARATIONS OF INTEREST

The first main item on the agenda is Declarations of Interest where Councillors have to say if there is anything on the agenda they have a personal interest in. For example if a meeting was due to discuss a budget application put forward by a community group and one of the Councillors was a member of that group, they would not be able to take part in the decision on that budget application.

Councillors are asked to declare any interest they may have in the business on the agenda, and/or indicate that Section 106 of the Local Government Finance Act 1992 applies to them.

4. MINUTES OF PREVIOUS MEETING

The minutes of the previous Knighton Community Meeting, held on 27 September have been circulated and Members are asked to confirm them as a correct record.

This next part of the agenda covers items where input from you on issues that affect your community is welcomed.

5. ROAD SAFETY AROUND LOCAL SCHOOLS

Officers from the Highways and Transport section will consult further on specific proposals to improve road safety around Overdale Infant School, Overdale Junior School and St Thomas More Catholic Primary School.

There will also be an update on proposals for the Overdale Road/Welford Road junction arising out of the last meeting.

The Knighton Neighbourhood Policing Team are currently running a road safety campaign in local schools, part of which is a poster competition. The Community meeting will be asked to judge the winning posters.

6. CITY WARDEN SERVICE

The City Warden for the Knighton ward will provide information how environmental issues are being tackled in the area.

7. BUDGET

Appendix A

Councillors are reminded that they will need to declare any interest they may have in budget applications, and/or indicate that Section 106 of the Local Government Finance Act 1992 applies to them.

Please find summaries of the applications received below. Full application forms can be accessed by contacting Democratic Support on 0116 2298814 or by visiting the Council's website at www.cabinet.leicester.gov.uk.

- **Holbrook Memorial Hall, Improvements to Disabled Access and Repairs to the External Façade of the Building - £7,329, Revd Richard Bonney (Priest Attached to St Guthlac Church, Knighton)**

The application is for improvements to the disabled access and repairs to the external façade of the building to ensure weather proofing and survivability so that the building may be kept open and used by the general public for various activities and community events for the foreseeable future.. The applicant will also be placing a funding bid to Biffaward in the region of £50,000 for internal refurbishment.

- **Safer Schools Programme - £2,000, Knighton Neighbourhood Police Team**

The application is for 1,000 high visibility safety vests for children. The application wishes to raise awareness with the children of road safety issues and to promote personal road safety.

- **Welford Road Local Policing Unit, Neighbourhood Action Team Plain Vehicle - £750, Leicester Constabulary**

The application is for funding the provision of a plain vehicle (rental) for use by the Neighbourhood Action Team in performing its duties and functions.

- **Provision of Cycle Stands at St Mary's Church, Knighton - £414, St Mary Magdalen with St Guthlac Parish Council**

The application is for the provision of two coated cycle hoops outside St Mary's Church to allow members of the Parish and congregation to securely store their bicycles whilst visiting the Church.

- **New Carpet for the Meeting Room - £410, Stoneygate Baptist Church**

The application is for a new carpet in the meeting room. The current carpet has been down for 30 years and now needs replacing. The applicant feels carpet tiles would be best as this type of carpet can be moved around or replaced.

8. ANY OTHER BUSINESS

Help us to make improvements!

Please help us to improve Community Meetings by filling in an **Evaluation sheet** to let us know what you thought of the meeting. Thank you.

For further information contact

Palbinder Mann, Democratic Services Officer or Steve Letten, Members Support Officer, Resources Department, Leicester City Council, Town Hall, Town Hall Square, LEICESTER, LE1 9BG

Phone 0116 229 8814 / 8821

Fax 0116 229 8819

Palbinder.Mann@leicester.gov.uk / Steve.Letten@leicester.gov.uk

www.leicester.gov.uk/communitymeetings

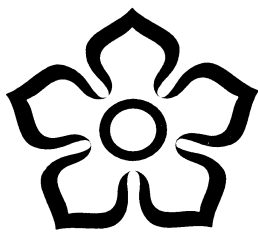
Knighton Ward Meeting Budget as of 15/11/10

	Ward Community Fund	Community Cohesion Fund	Ward Action Plan Fund
Balance carried forward 09/10 *	0	100	* 3,985
Budget allocation 10/11	5,000	2,000	10,000
Opening balance 10/11	5,000	2,000	13,985
Applications approved			
South Knighton Community Group – writing day			442
South Knighton Community Group – virtual orchard	278		
Pendlebury Drive Residents - Street Vibe Bus			618
Welford Road LPU – bicycle locks (<i>fast tracked</i>)			200
Balance remaining	4,722	2,100	12,725
New applications to be considered			
Knighton PCC - Holbrook Hall building repairs			7,329
Knighton Neighbourhood Police Team - car hire	750		
Knighton Neighbourhood Police Team - road safety campaign	2,000		
Stoneygate Baptist Church - carpet	710		
Knighton PCC – cycle racks St. Mary's Magdalen Church	486		
Balance remaining if above are approved	776	2,100	5,396

* Earmarked as follows :

1. Community Safety initiatives £1,995
2. Traffic improvements £1,990

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Leicester
City Council

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Unique reference number _____

Date scanned in _____

This application will be considered as (please circle):

Ward Action Plan

Community Cohesion

Ward Community Fund

Appendix A1

Ward Meeting Grant Application Form

Please read the “Guide to Ward Meeting grants and how to apply” before you fill in this form.

On completion please submit a signed paper copy of the form to:
Karen Shelton, Member Support Team, 2nd Floor, Town Hall, Leicester City Council, Leicester LE1 9BG. Fax No: 0116 229 8827

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

1. Name of Ward(s) to which you are applying for funding

KNIGHTON

2. Name of your project/proposal

HOLBROOK MEMORIAL HALL: IMPROVEMENTS TO DISABLED ACCESS AND REPAIRS TO THE EXTERNAL FAÇADE OF THE BUILDING (TO ENSURE WEATHER PROOFING AND SURVIVABILITY SO THAT THE BUILDING MAY BE KEPT OPEN AND USED BY THE GENERAL PUBLIC FOR VARIOUS ACTIVITIES AND COMMUNITY EVENTS FOR THE FORSEEABLE FUTURE)

3. Name of group or person making the application

Revd Richard Bonney (Priest Attached to St Guthlac Church, Knighton) on behalf of Knighton PCC

4. Detailed description of proposal. Please tell us:

- What is the proposal (where and when)?
- If you are planning an event who will attend, and where will does your target audience come from?
- How will we know the proposal has been successful?

It is important that your answers to this question are clear so that the Ward Meeting can fully understand your proposal.

As the priest attached to St Guthlac Church, I have been in contact with a number of the users of Holbrook Hall, particularly those who are represented in the South Knighton Events Group. I have presented reports on progress with regard to 'saving' and then refurbishing the Memorial Hall at two successive Annual General Meetings. I am pleased to say that a formerly tense relationship has evolved into one of co-operation and we have a joint group looking at internal space provision and storage as well as future plans for refurbishment. We are planning a joint 'Community Carols' event this December.

For the first time this year, Holbrook Memorial Hall was included in the quinquennial review of the buildings for which Knighton PCC is responsible. A very careful survey was carried out by Michael Goodhart of Pick Everard of the external work needed to secure the fabric, preferably for the work to be carried out before winter comes. The estimate of costs for the work to be undertaken is £26,160 with VAT at 2011 levels. A copy of this estimate of work to be undertaken has been supplied in earlier correspondence concerning this grant application.

The PCC established a Working Party for the review of the Memorial Hall in the spring of 2010 of which I am joint convenor with Mr Mark Wyatt, Churchwarden. This project is entirely separate to a concurrent review of St Guthlac Church, which is also being undertaken and the Treasurer of the PCC maintains separate accounts for the Hall and the Church.

The external work to be carried out on the Memorial Hall is part one of a two-stage process, the second part of which is dependent on securing an external grant e.g. from Biffaward, for the internal refurbishment. In Jan. 2007, the previous Churchwarden, Mr. Paul Bonnet, placed an application for £44,802 with this grant giving authority, but this was withdrawn because of the then uncertainty concerning the Hall's future. Now that the future of the Hall is secure – following PCC decisions to establish the working party for its refurbishment and also the reaffirmation that the two halls (the Memorial Hall and the Parish Centre) are part of the PCC's outreach work to the community for the foreseeable future – the intention is to make a new application to this source. However, the PCC will need to be able to provide £5,000 of its own money to back a bid for a grant in the region of £50,000.

As explained in correspondence to Cllr. Hunt, if the parish expends its total resources for this purpose (those currently in the Holbrook Hall account plus

an anonymous private donation) it can just afford to pay for the urgent external work (stage 1). But it would then not be in a position to apply for the refurbishment work (stage 2) because it will lack the resource to back the bid by a commitment from its own resources.

However, if the Council could assist in the costs of stage 1 by a grant of £5,000 plus work for improving disabled access, this would mean that the PCC could proceed with stage 1 work immediately on receipt of the grant and then develop the bid for stage 2 (internal refurbishment work using the parish resource of £5,000 not expended on stage 1 work to back a bid of up to £50,000) **to make Holbrook Memorial Hall a viable modern premises for its variety of users, to increase the number of users and help improve the revenue stream so that future repairs could be funded out of income generated, thus making the Hall largely self-sustaining. If the Biffaward grant application is successful, it is hoped that this second stage can be achieved by 2012.**

The community interest in this project is evident from the fact that there is no public amenity space in this area of Knighton (i.e. between Carisbrooke Road and the A6) yet there is an increasing population living in the area as a result of infilling. Inhabitants could walk to the Memorial Hall to use the facilities so that there would not be an increased demand for parking. The development of South Knighton Events Group has shown the extent to which there is public interest in the greater use of the hall for community purposes.

5. Have you attached any supporting information? YES NO
(Please tick) **YES**

6. Does your organisation have audited accounts? YES NO
(Please tick) **YES**

If yes please submit your latest set

7. Does your organisation have a constitution? YES NO
(Please tick) **YES**

If yes please submit your constitution

8. How much are you applying to the Ward Meeting(s) for?

9. Please show each item of expenditure and say whether it is an estimate or an actual cost. Costings should be as accurate as possible and in most cases be based on quotes. If it is an actual cost please provide quotes and any other written confirmation. In the final column please show which elements of your project you are applying to the Ward Meeting for.

Item	Cost £	Estimate or Actual cost (E or A)?	Request to Ward Meeting (£)
A. Improvements to Disabled Access to Hall			
New front entrance door of 800mm clear width and narrower slave leaf	833	E	833
Pavings adjacent to north fire exit to provide a level threshold	878	E	878
Handrails at both sides of path between Holbrook Road and the base of the ramp	513	E	513
Total A	2,224	E	2,224
B. Repairs to External Façade of Hall			
Patch repairs to render	1246	E	1246
20 metres galvanised stop beads	328	E	328
Replacement of mortar beddings	256	E	256
Replacement of render to east wall	248	E	248
Repairs to 12 window sills	918	E	918
Overall of 4 timber sash windows	1078	E	1078
Repairs to two dormer windows	283	E	283
Overhaul to crittall steel windows to toilets	748	E	748
Additional items as per schedule	+ Other items		
Total B ex VAT			5,105
Total project 1 incl. VAT	26,160		
Total request to Council = A + B itemised costs	28,384		7,329

10. Have you obtained or are you trying to obtain funding for this project from anywhere else, either Leicester City Council or from another organisation? If so, please give details including:

Name, address, phone number and any other contact details of the funder. The amount requested or received. When do you expect a decision if you do not know already?

Please note that a failure to disclose any relevant information relating to other funding streams may result in your application being rejected or any offer of funding being withdrawn.

£1,500 to improve disabled access to Holbrook Memorial Hall. This offer is still pending.

11. Details of recipient

If your application is successful the grant will be paid by cheque to your organisations bank account. Please provide the payee name which appears on the account.

...Knighton PCC.....

Alternatively if you wish to be paid by BACS please provide bank and sort code details on headed paper and attach to the application.

12. Declaration and contact details

I have read the 'Guide to Ward Meeting Grants' and I understand and accept the arrangements described in that guide. I confirm that the information I have given on this form is true. I will inform the council immediately if any of the information I have given on the form changes. I accept that Leicester City Council may reject this application or withdraw any funding provided if any of the information submitted is inaccurate.

I agree to complete a project evaluation form once the project has been completed (failure to do so may count against you receiving future funding).

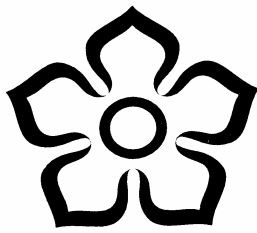
Name of contact person Revd Professor Richard Bonney	
Your position in organisation or group Co-Convenor, Working Party for the Refurbishment of St Guthlac's Church and Holbrook Memorial Hall	
Name of organisation or group Knighton P.C.C.	
Working and banking name: Knighton PCC	
Charities Commission Reg. No. 1130923	
Address 7 Carisbrooke Park, Knighton, Leicester, LE2 3PQ	
Phone number 2125677	Email rjbonney@gmail.com
Signature	Date 15 Nov. 2010

Please send this completed form back to:

Karen Shelton, Member Support Team, 2nd Floor, Town Hall, Leicester City Council, Leicester LE1 9BG. Fax No: 0116 229 8827

Failure to sign the form may result in delay in the processing of your application

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Leicester
City Council

For internal use only by Member Support Team

Unique reference number _____

Date scanned in _____

This application will be considered as (please circle):

Ward Action Plan

Community Cohesion

Ward Community Fund

Appendix A2

Ward Meeting Grant Application Form

Please read the “Guide to Ward Meeting grants and how to apply” before you fill in this form.

On completion please submit a signed paper copy of the form to:
Karen Shelton, Member Support Team, 2nd Floor, Town Hall, Leicester City Council, Leicester LE1 9BG. Fax No: 0116 229 8827

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

1. Name of Ward(s) to which you are applying for funding

Knighton

2. Name of your project/proposal

Safer Schools Programme

3. Name of group or person making the application

Knighton Neighbourhood Police Team

4. Detailed description of proposal. Please tell us:

- What is the proposal (where and when)?
- If you are planning an event who will attend, and where will does your target audience come from?
- How will we know the proposal has been successful?

It is important that your answers to this question are clear so that the Ward Meeting can fully understand your proposal.

A PROPOSAL FOR A ROAD SAFETY PROGRAMME FOR KNIGHTON WARD SCHOOLS

Road Safety Programme 2010 – 2011

Involved:

- Knighton Ward Committee
- Knighton Neighbourhood Policing Team
- St Thomas Moore School
- Overdale Schools

Proposal:

November – December 2010

1. To raise awareness with the children of road safety issues and to promote personal road safety
2. To provide each child with a reflective vest

Method:

W/C 8th November –

- Launch poster competition at each year level with each child.
- Poster to show name of school and the word 'THINK'. To be A4 portrait and multi coloured.
- Posters to be submitted to Darren Little (Neighbourhood Policing Team) for judging by 24th November.
- The top two from each year group to go forward to the Ward meeting on 29th November where the final three winners will be judged
- Prizes: All children to receive a hi visibility vest early 2011.
- Year winners to received certificates
- Overall winners to receive poster 'T' shirts and book vouchers

Presentation of Certificates to be before school holiday break on 22nd December

Ward Councillors' hopefully to be involved.

- **Winning posters to be printed as 'signs' for distribution around the school immediate area.**

January – February 2011

1. **To raise awareness with adults of the road safety concerns around the local schools.**
2. **To advise and where necessary enforce the regulations to drivers.**

Method

W/C 10th January.

- **Beginning of regular visible police presence in area of schools. Patrols to utilise speed recording and display equipment. To stop and advise drivers of any infringements**
- **The campaign will be maintained on at least a two week rota throughout the darker days.**

W/C 17th January

- **Joint visible patrols with young people from the schools when both leaflets and advice will be given to drivers.**
- **Subject to suitable risk assessments.**
- **(It is felt that the impact of the young people explaining top motorists about the dangers will benefit both sides. It will also hopefully generate some very positive publicity)**

February 2011

Full debrief with Ward Committee and schools representatives.

5. Have you attached any supporting information? YES NO X
(Please tick)

6. Does your organisation have audited accounts? YES X NO
(Please tick)

If yes please submit your latest set

7. Does your organisation have a constitution? YES NO X
(Please tick)

If yes please submit your constitution

8. How much are you applying to the Ward Meeting(s) for?

£ 2,000.00

9. Please show each item of expenditure and say whether it is an estimate or an actual cost. Costings should be as accurate as possible and in most cases be based on quotes. If it is an actual cost please provide quotes and any other written confirmation. In the final column please show which elements of your project you are applying to the Ward Meeting for?

Item	Cost £	Estimate or Actual cost (E or A)?	Request to Ward Meeting (£)
1,000 hi visibility safety vest for children	£2000	A	£2000
Total	£2000		£2000

10. Have you obtained or are you trying to obtain funding for this project from anywhere else, either Leicester City Council or from another organisation? If so, please give details including:

Name, address, phone number and any other contact details of the funder.

The amount requested or received.

When do you expect a decision if you do not know already?

Please note that a failure to disclose any relevant information relating to other funding streams may result in your application being rejected or any offer of funding being withdrawn.

Additional funding has been requested from the local Joint Action Group to the sum of £500 to cover the other costs

FUNDING:

Cost of 1000 vests	£ 2000
Printing & Materials	£ 250
Prizes & 'T' shirts	£ 130
Other costs	£ 120
Total costs	£ 2500.00

11. Details of recipient

If your application is successful the grant will be paid by cheque to your organisations bank account. Please provide the payee name which appears on the account.

Leicestershire Police Authority
.....

Alternatively if you wish to be paid by BACS please provide bank and sort code details on headed paper and attach to the application.

12. Declaration and contact details

I have read the 'Guide to Ward Meeting Grants' and I understand and accept the arrangements described in that guide. I confirm that the information I have given on this form is true. I will inform the council immediately if any of the information I have given on the form changes. I accept that Leicester City Council may reject this application or withdraw any funding provided if any of the information submitted is inaccurate.

I agree to complete a project evaluation form once the project has been completed (failure to do so may count against you receiving future funding).

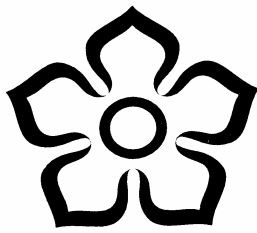
Name of contact person Darren Little	
Your position in organisation or group Policing Team Leader, Sergeant	
Name of organisation or group Leicestershire Constabulary	
Address Welford Road Local Policing Unit 2 Houlditch Road Leicester LE2 3FE	
Phone number 0116 222 2222 voice mail 0327	Email Darren.little@leicestershire.pnn.police.uk
Signature D Little	Date 5 th November 2010.

Please send this completed form back to:

Karen Shelton, Member Support Team, 2nd Floor, Town Hall, Leicester City Council, Leicester LE1 9BG. Fax No: 0116 229 8827

Failure to sign the form may result in delay in the processing of your application

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Leicester
City Council

For internal use only by Member Support Team

Unique reference number _____

Date scanned in _____

This application will be considered as (please circle):

Ward Action Plan

Community Cohesion

Ward Community Fund

Appendix A3

Ward Meeting Grant Application Form

Please read the “Guide to Ward Meeting grants and how to apply” before you fill in this form.

On completion please submit a signed paper copy of the form to:
Karen Shelton, Member Support Team, 2nd Floor, Town Hall, Leicester City Council, Leicester LE1 9BG. Fax No: 0116 229 8827

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

1. Name of Ward(s) to which you are applying for funding

Eyres Monsell & Knighton & Freeman & Aylestone

2. Name of your project/proposal

Welford Road Local Policing Unit, Neighbourhood Action Team
Plain vehicle

3. Name of group or person making the application

Leicestershire Constabulary
Welford Road Local Policing Unit,
Neighbourhood Action Team
Sgt Leon Gamble Team Leader

4. Detailed description of proposal. Please tell us:

- What is the proposal (where and when)?
- If you are planning an event who will attend, and where will does your target audience come from?
- How will we know the proposal has been successful?

It is important that your answers to this question are clear so that the Ward Meeting can fully understand your proposal.

In early 2010 the Ward Committees of Aylestone, Eyres Monsell, Freeman and Knighton funded the provision of a plain vehicle (rental) for use by the Neighbourhood Action Team in performing its duties and functions as outlined in the ward presentations. Further funding was also obtained from the local Joint Action Group and this enabled the team to have use of a vehicle throughout most of 2010.

This application is to obtain funding to continue the provision of the plain vehicle throughout 2011.

5. Have you attached any supporting information? YES X NO
(Please tick) Ward Presentation already submitted as power points

6. Does your organisation have audited accounts? YES X NO
(Please tick)

If yes please submit your latest set

7. Does your organisation have a constitution? YES NO X
(Please tick)

If yes please submit your constitution

8. How much are you applying to the Ward Meeting(s) for? £750:00

9. Please show each item of expenditure and say whether it is an estimate or an actual cost. Costings should be as accurate as possible and in most cases be based on quotes. If it is an actual cost please provide quotes and any other written confirmation. In the final column

please show which elements of your project you are applying to the Ward Meeting for?

Item	Cost £	Estimate or Actual cost (E or A)?	Request to Ward Meeting (£)
Vehicle rental costs	£250 per month (£3000 per year)	A	£750
Total			£750

10. Have you obtained or are you trying to obtain funding for this project from anywhere else, either Leicester City Council or from another organisation? If so, please give details including:

Name, address, phone number and any other contact details of the funder.

The amount requested or received.

When do you expect a decision if you do not know already?

Please note that a failure to disclose any relevant information relating to other funding streams may result in your application being rejected or any offer of funding being withdrawn.

An application for funding has already been made to the local Joint Action Group who did fund the sum of £500 for end of this fiscal year costs of vehicle rental

11. Details of recipient

If your application is successful the grant will be paid by cheque to your organisations bank account. Please provide the payee name which appears on the account.

Leicestershire Police Authority.....

Alternatively if you wish to be paid by BACS please provide bank and sort code details on headed paper and attach to the application.

12. Declaration and contact details

I have read the 'Guide to Ward Meeting Grants' and I understand and accept the arrangements described in that guide. I confirm that the information I have given on this form is true. I will inform the council immediately if any of the information I have given on the form changes. I accept that Leicester City Council may reject this application or withdraw any funding provided if any of the information submitted is inaccurate.

I agree to complete a project evaluation form once the project has been completed (failure to do so may count against you receiving future funding).

Name of contact person Leon Gamble	
Your position in organisation or group Sergeant and Team Leader	
Name of organisation or group Leicestershire Constabulary Welford Road LPU Neighbourhood Action Team	
Address Welford Road Police Station 2 Houlditch Road Leicester LE2 3FE	
Phone number 0116 222 2222 voice mail 1421	Email Leon.gamble@leicestershire.pnn.police.uk
Signature Leon Gamble	Date 8 th Nov 2010

Please send this completed form back to:

Karen Shelton, Member Support Team, 2nd Floor, Town Hall, Leicester City Council, Leicester LE1 9BG. Fax No: 0116 229 8827

Appendix A4



Leicester
City Council

For internal use only by Members Support Team:

Unique reference number _____

Date scanned in _____

This application will be considered as (please circle):

Ward Action Plan

Community Cohesion

Ward Community Fund

2520

LEICESTER CITY COUNCIL

10 NOV 2010

RECEIVED
MEMBERS SUPPORT

Ward Meeting Grant Application Form

Please read the "Guide to Ward Meeting grants and how to apply" before you fill in this form.

On completion please submit a signed paper copy of the form to:
Karen Shelton, Member Support Team, 2nd Floor, Town Hall, Leicester City Council, Leicester LE1 9BG. Fax No: 0116 229 8827

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

1. Name of Ward(s) to which you are applying for funding

Knighton Ward

2. Name of your project/proposal

Provision of cycle stands at St Mary's Church Knighton

3. Name of group or person making the application

St Mary Magdalen with St Guthlac Parish Council

4. Detailed description of proposal. Please tell us:

- What is the proposal (where and when)?
- If you are planning an event who will attend, and where will does your target audience come from?
- How will we know the proposal has been successful?

It is important that your answers to this question are clear so that the Ward Meeting can fully understand your proposal.

To provide 2 powered coated cycle hoops outside St Mary's Church to allow members of the Parish and congregation to securely store their bicycles whilst visiting the Church. Please see attached diagram of the proposed cycle hoop. The proposal is to erect 2 stands and the success will be their installation

5. Have you attached any supporting information? YES NO
(Please tick)

6. Does your organisation have audited accounts? YES NO
(Please tick)

If yes please submit your latest set

7. Does your organisation have a constitution? YES NO
(Please tick)

If yes please submit your constitution

8. How much are you applying to the Ward Meeting(s) for?

9. Please show each item of expenditure and say whether it is an estimate or an actual cost. Costings should be as accurate as possible and in most cases be based on quotes. If it is an actual cost please provide quotes and any other written confirmation. In the final column please show which elements of your project you are applying to the Ward Meeting for?

Item	Cost £	Estimate or Actual cost (E or A)?	Request to Ward Meeting (£)
2 Cycle Hoops	174 +vat	E	174
Installation	240 +vat	E	240
Total	414 +vat		414

10. Have you obtained or are you trying to obtain funding for this project from anywhere else, either Leicester City Council or from another organisation? If so, please give details including:

Name, address, phone number and any other contact details of the funder.

The amount requested or received.

When do you expect a decision if you do not know already?

Please note that a failure to disclose any relevant information relating to other funding streams may result in your application being rejected or any offer of funding being withdrawn.

No other application made to any other source for this project

11. Details of recipient

If your application is successful the grant will be paid by cheque to your organisations bank account. Please provide the payee name which appears on the account.


St Mary Magdalen with St Guthlac Parochial Church Council

Alternatively if you wish to be paid by BACS please provide bank and sort code details on headed paper and attach to the application.

12. Declaration and contact details

I have read the 'Guide to Ward Meeting Grants' and I understand and accept the arrangements described in that guide. I confirm that the information I have given on this form is true. I will inform the council immediately if any of the information I have given on the form changes. I accept that Leicester City Council may reject this application or withdraw any funding provided if any of the information submitted is inaccurate.

I agree to complete a project evaluation form once the project has been completed (failure to do so may count against you receiving future funding).

Name of contact person	
Mr Paul Bonnett	
Your position in organisation or group	
Member of the Parochial Church Council	
Name of organisation or group	
St Mary Magdalen with St Guthlac Parochial Church Council	
Address	
<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
Phone number	Email
<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>
Signature	Date
	10 th November 2010

Please send this completed form back to:

Karen Shelton, Member Support Team, 2nd Floor, Town Hall, Leicester City Council, Leicester LE1 9BG. Fax No: 0116 229 8827

Failure to sign the form may result in delay in the processing of your application



FOR INTERNAL USE ONLY

Unique reference number _____

Date scanned in _____

This application will be considered as (please circle):

Ward Action Plan _____

Community Cohesion _____

Ward Community Fund _____

2519

Ward Meeting Grant Application Form

Please read the "Guide to Ward Meeting grants and how to apply" before you fill in this form.

On completion please submit a signed paper copy of the form to:
Karen Shelton, Member Support Team, 2nd Floor, Town Hall, Leicester City Council, Leicester LE1 9BG. Fax No: 0116 229 8827

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

1. Name of Ward(s) to which you are applying for funding

LEICESTER CITY COUNCIL

10 NOV 2010

RECEIVED

MEMBERS SUPPORT

KNIGHTON

2. Name of your project/proposal

NEW CARPET FOR MEETING ROOM

3. Name of group or person making the application

STONEYGATE BAPTIST CHURCH

4. Detailed description of proposal. Please tell us:

- What is the proposal (where and when)?
- If you are planning an event who will attend, and where will does your target audience come from?
- How will we know the proposal has been successful?

It is important that your answers to this question are clear so that the Ward Meeting can fully understand your proposal.

As shown on the enclosed schedule of lettings our premises are used extensively for a variety of groups from the community. In one of the rooms the carpet has been down for approx 30 years, although cleaned many times, we now really need to replace it. Of the options quoted, we feel carpet tiles would be the best, so that, when necessary they can be moved round or replaced. Because of the state of the carpet, we are currently reluctant to use this room to its full potential. This year the Leicestershire Dyslexia Assoc held two national events at SBC + plan to return. 'Home Start' have just vacated the house in our grounds. Whoever moves in there will be welcome to use our premises for special events etc.

5. Have you attached any supporting information? YES NO
(Please tick)

6. Does your organisation have audited accounts? YES NO
(Please tick)

If yes please submit your latest set

7. Does your organisation have a constitution? YES NO
(Please tick)

If yes please submit your constitution

8. How much are you applying to the Ward Meeting(s) for? £ 410.00

9. Please show each item of expenditure and say whether it is an estimate or an actual cost. Costings should be as accurate as possible and in most cases be based on quotes. If it is an actual cost please provide quotes and any other written confirmation. In the final column please show which elements of your project you are applying to the Ward Meeting for?

Item	Cost £	Estimate or Actual cost (E or A)?	Request to Ward Meeting (£)
CARPET TILES	£410	E	£410
Total	£410		£410

10. Have you obtained or are you trying to obtain funding for this project from anywhere else, either Leicester City Council or from another organisation? If so, please give details including:

Name, address, phone number and any other contact details of the funder.

The amount requested or received.

When do you expect a decision if you do not know already?

Please note that a failure to disclose any relevant information relating to other funding streams may result in your application being rejected or any offer of funding being withdrawn.

No.

If your application is successful the grant will be paid by cheque to your organisations bank account. Please provide the payee name which appears on the account.

Alternatively if you wish to be paid by BACS please provide bank and sort code details on headed paper and attach to the application.

12. Declaration and contact details

I have read the 'Guide to Ward Meeting Grants' and I understand and accept the arrangements described in that guide. I confirm that the information I have given on this form is true. I will inform the council immediately if any of the information I have given on the form changes. I accept that Leicester City Council may reject this application or withdraw any funding provided if any of the information submitted is inaccurate.

I agree to complete a project evaluation form once the project has been completed (failure to do so may count against you receiving future funding).

Name of contact person ELIZABETH MARTIN	
Your position in organisation or group SECRETARY	
Name of organisation or group STONEYGATE BAPTIST CHURCH	
Address [Redacted]	
Phone number [Redacted]	Email
Signature E Martin	Date 29/10/10

Please send this completed form back to:

Karen Shelton, Member Support Team, 2nd Floor, Town Hall, Leicester City Council, Leicester LE1 9BG. Fax No: 0116 229 8827

Failure to sign the form may result in delay in the processing of your application

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