1. Contact Information

Melksham Town Council is committed to supporting and strengthening our local community. Each year, we allocate a portion of our budget to a grants scheme designed to bring tangible improvements to the lives of residents and enhance community well-being. These grants aim to support local projects, initiatives that contribute to a stronger, more connected, and vibrant Melksham.

Please read the grant application policy and guidance notes, before completing this form.

Please Note - Applications that do not benefit the community and/or individuals based in the area covered by Melksham Town Council will be rejected.

The area covered by Melksham Town Council does not include Bowerhill, Berryfields or surrounding villages, including Semington, Beanacre, Whitley and Shaw.

Following your Application, you are encouraged to attend the Finance, Administration & Performance Committee meeting relevant to your application round. This will allow you to ask and answer any questions in support of your application.

Organisation/Group Name	Age UK Wiltshire
Contact Name	███████████
Postal Address	████████████████████████████
Postcode	███████
Phone Number	███████████
Mobile Phone Number	███████████
Email	████████████████

2. Type of Grant

Which type of grant are you applying for? Please refer to policy   Community Grants

If applying for a facilities hire grant, please contact Melksham Assembly Hall team or check the Parks and recreation hire policy prior to making this application to obtain a quote for the exact amount your hire will cost for your event.

If applying for a Community Grant, is the maximum that can be applied for is £1000   No

3. About your organisation

Please confirm that your organisation has:

Its own bank/building society current account, in the name of the organisation, with two unrelated signatories

At least three members on its management committee/board

A written governing document (e.g. a constitution, memorandum, articles of association, set of rules or trust deed

Are you a registered charity ?

Yes

If Yes please provide your charity number

800912

Is your organisation part of, or affiliated to, a larger organisation?

Yes

If Yes which organisation:

Age UK

Please tick the categories that best describe your organisation:

Charitable Organisation   Senior Citizen Group

Advice Organisation   Health/transport/safety group

4. Aims and Objectives of your organisation

What does your organisation do and how does it benefit the community and/or individuals in the area covered by Melksham Town Council?

At Age UK Wiltshire, our mission is to improve the quality of life for all older people across Wiltshire and Swindon, by promoting choice, opportunities and independence.

We provide a range of services to ensure local older people and their families receive the support they need to tackle the challenges of later life.

Our free, quality accredited Information & Advice service provides comprehensive information and advice on a wide range of issues affecting older people, including welfare benefits and money; arranging care and support; housing options; finding local services and later life planning.

Our Fitness & Friendship Clubs provide a great opportunity for older people to socialise and stay active. Each meeting includes gentle exercise and Tai Chi to help maintain strength, balance and flexibility, and there's also lots of time to enjoy chatting over refreshments. The Melksham club is held fortnightly, at Bowerhill, and is very well attended.

Our Wellbeing service provides short-term support to help older people regain their confidence to go out and about and re-develop their connections in the community. This is currently available only through internal referrals.

Our team of volunteers offer weekly Telephone Befriending calls to people who are very socially isolated. This is currently available only through internal referrals.

Our Welfare Checks with Meals service provides 1,300 welfare visits and hot lunchtime meals to older people in their homes each week.

5. The Project/Service

Project or Service Name: Melksham Community Support

Please describe what the funding is being requested for:

We have a Service Agreement with Melksham Town Council in place for 2025/26, which is year three of the service. This application is to meet a funding shortfall, as the SLA funding for the coming year was set at the year one level. We have been advised to apply for a grant to make up the shortfall.

What evidence do you have that this project/service is required in the area covered by Melksham Town Council?

The service has been hugely successful in meeting its aims, and is highly valued by older people, their families and carers, and professionals. The service supports more than 100 older people each year with intensive one to one, face to face support.

In the financial year 2024/2025 Age UK Wiltshire supported 43 older people in Melksham to increase their income by £134,836 per year, an average of £3,135 each year per person, much of which is spent locally on goods and services.

What evidence do you have that this project/service is will benefit the community and/or individuals based in the area covered by Melksham Town Council?

The service supports people in Melksham through offering a person-centred, holistic service and a wide range of support. In year three we are keen to make sure that everyone living in Melksham is aware of the service and what it can offer, supporting more people to remain independent at home, with support as they need it.

The project will continue to improve the wellbeing of older people living in Melksham, by offering support, access to information and practical help; ensuring that support is available to those who need it most, particularly those who don't have a support network; promoting the take-up of welfare benefits and access to other sources of financial support; and promoting and providing holistic support tailored to the individual's need.

What evidence do you have of adverse effects on the community and/or individuals based in the area covered by Melksham Town Council if your project/service does not continue?

We know that there are people living in Melksham who are not in contact with health services or Adult Social Care, don't have support networks and are in need of help and support in order to live independently at home. This project takes a proactive approach to promotion, to reach these people, who may not reach out for help. There are various barriers to people accessing support, including not feeling comfortable asking for help, and we have a lot of experience in working alongside people to remove these barriers.

The last two years has shown the growing need for holistic, face-to-face support targeted to the less visible people within the community.

6.Beneficiaries

How many people in total will benefit from this grant?

100 (including SLA)

How many of the beneficiaries are residents of the area covered by Melksham Town Council?

60

Please explain how you calculated the number of beneficiaries within the area covered by Melksham Town Council?

Based on the previous evidence of the service we provide where we record addresses.

7. Financial Information

Estimated Total Cost of Project?

24,720

Grant Amount requested?

860

What are your current or planned subs/fees/charges?

N/A

How will you spend the grant money you are applying for?

Source	Amount	ConfirmedY/N?
Melksham Town Council	11500	Y
Melksham Without Parish Council	12360	Y

Please note: Melksham Town Council do not normally give grants for running costs unless there are exceptional circumstances.

Please include:

- **grants received and applied for from other organisations**
- **any income received from fundraising**
- **any exisiting reserves**

Please note: projects over £250 must be match funded if you are requesting over £250 (voluntary time can be counted as benefit in kind)

8. Annual Accounts

Please provide the following information from your annual accounts:

Account year Ending:

2024

Total Expenditure:

1,718,163

Total Gross Income:

1,643,554

Balance at year end: 468,284

Savings (Reserves, Cash, Investments)   468,284

9. Eligibility

Please tick to confirm that this grant application meets the following criteria

Please tick to confirm that this grant application meets the following criteria

Is NOT for a private organisation operating as a business to make a profit or surplus.

Is NOT for a national organisation or charity.

Is NOT for an "Upward Funder" (e.g. a local group whose fundraising is sent to central Headquarters for redistribution.

Will NOT be passed on to any other individuals or groups (except to pay for goods and services).

Is NOT for a political or religious organisation.

Is NOT for an activity that is completely funded from another funding source.

Is NOT for loans or interest payments.

Is NOT for an organisation whose function is primarily undertaken by the Health Authority or Wiltshire Council's Social Services.

Is NOT for an organisation that discriminates on the grounds of race, religion, age, gender, transgender, sexual orientation, martial status, pregnancy or any disability.

Is NOT for any expenditure incurred or committed before confirmation of the grant (e.g. for a one-off project which has already happened).

Is the Grant requested for general or ongoing running costs such as salaries or rent?

Is the Grant requested for general or ongoing running costs such as salaries or rent?   Yes

10. Additional Information

Has your group/organisation previously received funding from Melksham Town Council	Yes

If Yes what year was it awarded? 2024

How much was awarded? 12,000

What was the funding for? Melksham Community Support service

Is the funding for security measures? No

Is the funding for work with vulnerable adults or children? Yes

If Yes, do you have the support of either Adult Social Care or Children's Services at Wiltshire Council No

11. Checklist
Please ensure the documents outlined below are attached:

Please note - applications that are missing documents will be rejected unless an explanation is provided for its absence.

Upload a copy of your governing document, (e.g. constitution, memorandum, articles of association, set of rules or trust deed)
PDF — Age UK Wiltshire Articles - Adopted At… .pdf

Upload a copy of your most recent accounts
PDF — FY24 AUKW trustees report and finan… .pdf

Upload a copy of your most recent bank statement & details of any other investments/savings
DOCX — Note re requested document.docx

A copy of your Safeguarding Policy
PDF — aukw-safeguarding-policy-and-proced… .pdf

A copy of your Equal Opportunities Policy or Statement
PDF — equality-diversity-and-inclusion-policy.pdf

A copy of your Environmental Policy (or evidence of the environmentally responsible and sustainable practices of your organisation.
DOCX — Note re requested document_6268.docx

12. Bank Account Details

Name of Account ███████████████████

Account Number ████████

Sort Code: ████████

13. Declarations

·   In accordance with the General Data Protection Regulation (GDPR), I/we agree that Melksham Town Council will process and hold personal information about me/us only in relation to my/our grant application.

·   I/we consent to my/our personal information, including that contained within this form, being stored manually and/or electronically. It will be held securely and treated confidentially for 6 years after an application is made.

·   I/we understand that it will only be accessed by authorised staff members to manage the grant application process.

·   I/we also understand that Melksham Town Council may pass details onto an official organisation where required to do so by law or contract.

·   I/we understand that my/our data will be disposed of securely 6 years after the application and that I/we have the right to correct the information at any time.

·   I/we have been made aware of my/our rights under GDPR.

·   I/we declare that the information confirmed in this application is correct and that any grant received will be applied as detailed in the request.

·   I/we declare that I/we have read the Grant Application Policy and that the application complies with the terms laid out in the Policy.

·   I/we declare that I/we have included all the requested information.

·   I/we fully understand that if I/we do not include the requested information and/or if the application does not comply with the policy, the application may be rejected.

·   I/we agree to complete and return a Monitoring Form within 6 months of receipt of any grant funds for consideration by the Finance, Administration & Performance Committee.

Signature ████████████

Date Wednesday, April 23, 2025

Do you give consent for photos to be provided or taken of you and your organisation for use in social media, press releases and future grant marketing

Opt In

At Melksham Town council we understand the importance of protecting your data. To see how we process, store and look after your data, see our privacy policy on our website, https://www.melksham-tc.gov.uk/ or ask a member of the team to send you a copy. 01225 704187

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