

PLEASE COMPLETE THIS FORM ELECTRONICALLY

Surrey County Council’s Local Committee for Waverley



Bid for Members’ Allocations

Please answer questions 1-16 below

Your details

Help Notes

Q1 Project title:

Refurbishment of Farncombe Day Centre Lounge

Full title of the specific project

Q2 Name of organisation responsible for carrying out the project:

Age Concern Farncombe – charity no. 801089

**Status of this organisation: ~~voluntary/local authority/private~~
(please delete as appropriate)**

This is the name of the organisation responsible for carrying out the project and whether it is a voluntary group or a public or private organisation.

Q3 Contact person

Name: Alison Johnson / Judith Corbett

Role in project: Project Co-ordinators

Contact address: Farncombe Day Centre, St John’s Street, Farncombe, Godalming, Surrey

Post code: GU7 3EH

Telephone:

Fax: na

E-mail: farmcombedaycentre@btinternet.com

Full name, role and contact details of the lead person for your project

Q4 Name of local County Councillor proposing request to the Local Committee:

Steve Cosser

Name of the County Councillor you have spoken to and who is requesting the support of the local committee in funding your project

What are you seeking funding for ?

Q5 Description of the project

a) What will be done?

The proposal to improve the Day Centre lounge includes the following:

- Replacing the existing chairs and small sofas with new mid and high-backed chairs, which can be grouped to make a more sociable and relaxed space for Day Centre users.
- Replacing the current carpet, which is stained and worn in places, with a new hardwearing carpet or wood laminate (yet to be decided), the costs of which are approximately the same.
- Putting in new spot lighting to replace the current overhead lighting fixtures to provide brighter lighting in the lounge.
- Put in a new wooden screen in place of the current plastic folding screen between the lounge and the dining room, add a curtain for the window by the fish tank and refresh the existing curtains.
- Redecorate the walls, ceiling and woodwork in the lounge.

a) the work involved to achieve the aims of the project

b) What needs will it address?

The users of the Day Centre will benefit from a more comfortable and brighter room in which to socialise. In addition the proposal will

b) the evidence that shows this project is required

<p>make the space more adaptable for entertainment and social events.</p>	
<p>c) What geographical area will it cover? The Day Centre is open to everyone over the age of 50 who lives in Waverley Borough and most of its users come from the areas of Farncombe, Binscombe, Godalming, Ockford Ridge and Busbridge.</p>	<p>c) where the people who will benefit from this project live</p>
<p>d) Who and how many people will benefit? The Day Centre has approximately 150 regular users, who will benefit from the improved lounge area. In particular the better lighting and new furniture will make it a more accessible and comfortable space for our users..</p>	<p>d) details of the groups of and the number of people whose lives will be improved by this project</p>
<p>e) How will you ensure that the project is fully accessible to this community? We will encourage more of our users to use the lounge and hopefully it will encourage more elderly people, who do not currently use the Day Centre, to come and try our facilities.</p>	<p>e) methods you will use so that all members of your 'community' benefit from this project</p>
<p>f) Please confirm that, where expenditure is for the maintenance or repair of a non-Surrey County Council building, you envisage that the building will remain in use for the foreseeable future. Waverly Borough Council is responsible for the building.</p>	<p>f) (if applicable) confirmation that you expect a building to continue to be used in the foreseeable future</p>
<p>Q6 What consultation has been undertaken? We have discussed the project with the Waverley Borough Council Community Partnership Officer.</p>	<p>The names of organisations and people you have spoken with, who support your project.</p>
<p>Q7 When will the project be: a) started: March 2013 b) completed: May 2013</p>	<p>The dates you expect your project to begin and be finished. Successful applications for members' allocations are expected to spend the funding within 12 months of being agreed.</p>
<p>Financial Questions</p>	
<p>Q8 When will you need the funds? February 2013</p>	<p>The date by which you will require the funds.</p>
<p>Q9 What is the total cost of the project? Please include estimate/breakdown of costings. The total project costs are set out in the following table</p>	<p>The total amount of money the project will cost with a breakdown of the costings.</p>

Farncombe Day Centre - Lounge refurbishment cost estimate	
	Cost (including VAT)
	£
Furniture:	
10 mid-back chairs @£250	3,000
10 high-back chairs @£275	3,300
3 side tables @£100	360
total	6,660
Flooring:	
Wood laminate or carpeting + installation	3,000
Light fixtures	
13 spot lighting + installation	1,200
Curtains and folding door	
Curtains	600
Folding door between lounge/dining room	600
total	1,200
Decorating	
Ceilings, walls and woodwork	1,620
Contingency 10%	1,368
Total	15,048
of which VAT	2,508

Q10 How much of the total cost would you like from the Local Committee? Please include estimate/breakdown of this part.

£3,000 which will cover the expected cost of new flooring

The amount of funding you would like from the local committee with a breakdown of these costs. If you have a quote, please attach it to the form.

Q11 Where is the rest coming from?

Friends of Farncombe Day Centre (£3,000), Day Centre own resources (£5,000), Co-operative Membership Community Fund (£2,000)

The names of the sources from where you are obtaining the rest of the costs for the project or whether it is still to be found.

Is it promised already, or still to be found?

£8,000 is fully committed. If necessary the Day Centre will need contribute an additional £2,000 from own our resources.

Q12 Have you applied to anywhere else for this same funding? If so, to whom and when?

None

Details of other organisations you have applied to for this same funding. Please give names of the organisations and the dates applied.

Q13 Have you applied for this funding from any other part of Surrey County Council? Please give details.

None

Details of other departments in Surrey County Council you have applied to for this funding. Please give names of the department, the contact person and dates applied.

<p>Q14 Are you currently in receipt of any grant or contract funding from Surrey County Council? Please give details</p> <p>No</p>	<p>Details of any grant or contract funding your organisation receives from Surrey County Council, even if not for this particular project. Please give details of contract no., purpose, dates/period covered and amounts.</p>
<p>Q15 Has the organisation responsible for the project received any Local Committee funding for this or any other purpose in the past? Please give details.</p> <p>The past funding we have received from SCC is listed below:</p> <ul style="list-style-type: none">2004 £3640 for 12 dining chairs and 15 tables (Cllr Chris Slyfield)2005- £1978 for 2 hairdressers' chairs and 10 dining chairs (Cllr Chris Slyfield)2006 £2500 for new photocopier and computer. Cost was less than expected so balance put towards 6 new chairs for Rotunda. (Cllr Chris Slyfield)2007 £2250 for potato peeler and blender and smaller kitchen items - (Cllr Chris Slyfield)2009 £4204 for new sound system (Cllr Chris Slyfield)2011 £690 for microwave and freezer (Cllr Steve Cosser)	<p>Details of any other funding your organisation has previously received from any SCC Local Committee including purpose, dates and amounts.</p>
<p>Q16 If this project will need funding in future, how will the costs be met? (Costs may be include e.g. maintenance, replenishment, breakdown, repair, support)</p> <p>Future repair and maintenance costs will be met form the Day Centre's own resources.</p>	<p>Information on how you intend to fund and/or maintain your project in the future.</p>

NB If your bid is successful; you will need a bank account in the name of your organisation. Any queries please contact the Community Partnerships Team (West) on:

Community Partnerships Team
Quadrant Court
35 Guildford Road
Woking
Surrey, GU22 7QQ

Telephone: 01483 517 301

Email: communitypartnershipswest@surreycc.gov.uk

Please return the form, by e-mail, to your local County Councillor.