



## APPLICATION FORM SUMMARY

Take this opportunity to review your form before it is submitted. If you are happy with the contents and wish to submit the form please click "**Submit**".

To amend the information provided please click "**Amend**".

*Name of applying organisation	The Havens Community Council
Applying organisation's main address	*Address1: c/o Support The Boardwalk
	Address2: The Farmhouse, Broadway
	Town: Haverfordwest
	County: Pembrokeshire
	*Postcode: SA62 3HX
Main contact title (eg. Mr, Miss, Mrs etc)	Mrs
First name	Linda
Last name	Reohorn
Position	Chairperson - Support The Boardwalk Group
Main contact and correspondence address (Complete only if different from address provided in Q2)	*Address1: c/o Support The Boardwalk
	Address2: 65 Puffin Way, Broad Haven
	Town: Haverfordwest
	County: Pembrokeshire
	*Postcode: SA62 3HP
Main contact telephone number	01437 762979
Alternative main contact telephone number	01646 694075
*Main contact email address	boardwalkgang@gmail.com
Please describe the <b>applying organisation</b>	The Havens Community Council comprises of nine Community Councilors and one county councilor and a Clerk/Financial Officer. They represent the residents of Broad Haven, Little Haven, Talbenny, Hasguard, Haroldston, Walton West and Broadway, and meet monthly to discuss community affairs. Meetings are generally held on the first Tuesday of the month and the Agenda, confirming the date, time and venue is posted on the website three to four days prior to the meeting.
Does the applying organisation have a bank account open in its own name (Please answer Yes or No)	Yes

Please enter your ENTRUST registration number

[ENTRUST has issued revised guidance relating to CTP payments. The guidance states that an applicant who is a registered EB cannot provide the CTP payment for a project for which they have been awarded funds by SITA Trust, unless](#)

they are acting as an intermediary. The revised guidance can be found in the Resources and Documents page of our main website or by pasting the link in the help text (?) into your web browser.

Please confirm that any CTP provided for this project will be raised in accordance with the latest ENTRUST guidance

(See help text (?) for link to ENTRUST guidance)

If your application is successful and you are awarded funding SITA Trust will register the project with ENTRUST. All payments, unless directly to a contractor who is not an EB, will be regarded as a transfer between EBs and a Form 7 will be completed by SITA Trust for each payment. As the receiving EB you must report project expenditure in accordance with the latest ENTRUST guidance, which can be found in the Resources and Documents page of our main website or by pasting the link in the help text (?) into your web browser.

Please confirm that any funds transferred by SITA Trust will be reported to ENTRUST in accordance with the latest guidance

(See help text (?) for link to ENTRUST guidance)

Project title

(maximum 100 characters)

Project site address

Name of qualifying **SITA UK** waste operating location

Distance between project site and qualifying **SITA UK** waste operating location

(Must be 3 miles or less)

Assigned landfill site

Please provide a brief description of the overall project being undertaken at the project site.

Please select

Please select

Support The Boardwalk in Broad Haven

\*Address1: Slash Ponds Boardwalk

Address2: Broad Haven

Town: Haverfordwest

County: Pembrokeshire

\*Postcode: SA62 3JR

Withyhedge

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Withyhedge

Since 2003, the boardwalk has served as a popular leisure and recreational amenity that connects the community. Also providing a beautiful walk-to-school, a short circular walk, popular with youngsters and dog walkers. Over that time it has been maintained but is now in need of "Phase 1" refurbishment and improvement with non-slip decking boards and a sustainable galvanized steel base frame. To keep the boardwalk open so that public access is not disrupted, it has been agreed to refurbish the largest section of 235 meters first. "Phases 2 onwards could be described as the Whole project" which has a view to enhancing and improving other sections of the amenity in time. Therefore the whole, long term project will include the addition to the walk of an Access for All pontoon, improved viewing area & a Sensory Area for use by people with disabilities. We also hope to encourage school parties/organisations to use enhanced pond-dipping & nature exploration facilities – the Outdoor Classroom. The Boardwalk will be marketed as a short circular walk route and will be linked with waymarkers to the Haroldstone Woods walk for a longer circular route walk that encompasses coast, woodlands and marshland.

Overall project costs (Please read the help text (?) before proceeding)	63222
How much funding has already been secured towards the overall cost of the project (Please do not include funds you have allocated for your CTP payment in this section)	3000
Please describe the source(s) of secured funds (Please do not include funds you have allocated for your CTP payment in this section)	The Havens Community Carnival Committee members have funds available and the ten members voted unanimously and have pledged an initial £3000. They have committed to further donations as the success of their fundraising activities permit.
Amount requested from SITA Trust (Please see Help Text regarding VAT)	58422
Does the above amount include VAT	No
Is the applying organisation able to reclaim VAT	Yes
Please describe or list how you specifically intend to use any funds awarded from SITA Trust	To implement "Phase 1". To replace the existing wooden framework of 235 meter long [1.5mtr wide] section of the boardwalk with galvanized steel framework . The framework to be set in cement fixings. To be supplied & installed by the nominated contractor. To replace the same length of existing boardwalk decking planks with new safer Grip deck boards.
How much funding remains to be secured in addition to the amount requested from SITA Trust	1800
If funds still need to be secured in order to complete the overall project please explain where you anticipate obtaining the necessary funds from	The items that 'Others will fund' includes the Fitting of the new decking planks. The Volunteers in the group are willing and skilled to do this and so costs could be reduced by this volunteer labour. In addition continual fundraising by volunteer group Support The Boardwalk.co.uk and potential application to Awards For All or PAVS little Green Grant.
Project start date (Please select a month and year from the look up tables)	February 2015
Project end date (Please select a month and year from the look up tables)	November 2015
What evidence do you have that local people support this project	In April 2014 the community group "Support the Boardwalk" was formed in direct response to the threat of closure and possible removal of the existing boardwalk. This project is driven by motivated volunteers and the group works in partnership with the local community council and the landowner. Currently minor repairs to the boardwalk are undertaken by the volunteers and funded with donations. The social media campaign and subsequent local community fundraising events have generated donations from individuals of more than £6000 in less than two months.
What is the current number of users of the amenity	
What is the anticipated number of users of the amenity after completion of the project	
What is the current annual footfall for the amenity	
What is the anticipated annual footfall for the amenity after completion of the project	
Please give details about any membership scheme which is in place	No membership scheme is in place. Ref the above questions on number of users - it is difficult to quantify over the last year as the walk was closed. However, once it was reopened by the volunteer group, the user survey revealed that 20% use it every day, 44% use it once/twice a week -

How do you publicise the availability of the facility

To give us a better picture of how your amenity is used please can you provide us with information about opening hours and regular current users of the facility on a typical week. **It is essential that you read the help text (?) before completing the fields below.**

(N.B. If the group name does not obviously explain what the group does please provide further details. If the facility is available for additional bookings or walk ins please specify these hours.)

**MONDAY**

**TUESDAY**

**WEDNESDAY**

**THURSDAY**

**FRIDAY**

**SATURDAY**

**SUNDAY**

**Please detail any ad hoc, irregular or one off events or meetings that take place in your facility including frequency (e.g. once a month, yearly, one-off).**

**Please give details of any potential groups who have specified an interest in using the facility after work has been completed including if possible details of when they will use the facility.**

Who owns the **project** site  
(Maximum 50 Characters)

If you do not own the project site, there **must** be a current lease in place between the applicant organisation and the site owners that has at least 10 years to run. Please confirm the name of the lessee

Please give the date your lease commenced

and 76% stated that there usage would increase if it were improved.

Support The Boardwalk enjoys the active participation of local shops, cafes & public houses who display posters that advertise the walk and leaflets that contain a map for users to take away. The walk is currently featured for 6 weeks in the local Papers Summer supplement. The monthly community magazine features the walk map on the back cover Fundraising events also publicise the walk and volunteers display posters at their homes & gardens! The boardwalk has an online presence at [www.supporttheboardwalk](http://www.supporttheboardwalk) and Facebook page <https://www.facebook.com/supporttheboardwalk>

The boardwalk is available for use by the public at all times. Popular with residents & visitors. A social media survey revealed It is a well trodden route with 20% of users children and parents walking to and home from the local primary school . 32% use it as a safer alternative to the road to school. 53% are dogwalkers . 82% use it to enjoy the flora & fauna, 20% birdwatching and 71% for a leisurely stroll.

The refurbished boardwalk will connect community amenities & groups. Being the preferred off-road route for school groups to use for access to the local playground across the village. The headmaster says the school will utilise it regularly. The YHA have many educational/disadvantaged groups staying with them at the Youth Hostel all year (approximately 6,000 overnights per year) who benefit from using this structure on their studies. They walk a route from the hostel via the boardwalk, beach and back to the hostel undertaking, pond dipping, rock pooling and environmental studies. This forms an integral part of their stay.

Raymond Bros Colchester CO7 7QR

The Havens Community Council

03 February 2004

Please give the date your lease will end	03 February 2029
What is the length of your lease	25
Has the project site(s) stated in your application previously received SITA Trust funding. If yes, please provide details.	No
Name of the organisation that will run the facility being funded by SITA Trust (Maximum of 50 characters)	Support the Boardwalk Group
Is planning permission or any other form of consent required. If yes, please describe.	No
What insurance policies does your organisation have for this project	The Havens Community Council are insured under ZURICH policy no. YLL-2720404963 The contractor will be fully insured. Support The Boardwalk volunteers are fully insured WITH ANNUAL Public Liability POLICY : Tennyson Policy P/01/25274406 ;/ Zurich Policy XAO:27T0010013
What environmental considerations will have been incorporated into the completed project	The Area "Slash Pond Boardwalk" is the subject of a Wildlife on your patch Document [attached] that details the importance of the area for the native plants, trees & wildlife present. Refurbishing the boardwalk will enable people to continue to safely enjoy the natural habitat. The Boardwalk galvanized steel frame will be more resistant to the elements resulting in a longer lasting robust structure. Sustainable softwood decking planks with two safety grip strips present in each plank are the preferred choice.
Please provide the name of your local newspaper(s) for the area around the site(s) to be funded	The Pembrokeshire Herald
Do you consent to us notifying your local newspaper of any award	Yes
If the answer to question 8b is "No", please explain why	
Please tell us who is the local Member of Parliament (MP) for the site where any funding provided by SITA Trust will be spent	Mr Stephen Crabb
Will any income be generated as a result of SITA Trust funding. If yes, please describe.	No
Have you identified a Contributing Third Party (CTP) provider. If yes, please provide details. If no, please insert "No" and any additional comments you think may be helpful.	Yes. "Support The Boardwalk" Group have raised funds and collected donations to be used at CTP
If your project involves the use of a supplier or contractor have you received 3 quotes	Yes
If the answer to question 3a is no, please explain why	
Is there any connection between the applying organisation and any supplier/contractor being employed to deliver any element of the project. If yes, please describe.	No
Is there any connection between the CTP provider and any supplier/contractor being employed to deliver any element of the project. If yes, please describe.	No
If the applying organisation's latest set of accounts are available on line please provide the web address here	
Describe the designation of the historic building/structure	Not Applicable

Describe how the building/structure is of historical /architectural interest

Why is the repair/restoration/improvement work you are proposing necessary

If applicable, has the diocese granted a faculty

If the answer to question H4 is no, please explain why

**Please attach 2 photographs to support your application**

(If your application is for internal works to a building please supply 1 photograph of the exterior and 1 of the interior of the building)

Attach second photograph

**Please attach your completed Project Budget. This is a SITA Trust document which all applicants must complete and attach. Please ensure you read the help text (?) to find out how to access the document.**

**Please attach a maximum of 3 letters of support for your application**

Attach second letter of support

Attach third letter of support

**Please attach your chosen quote(s) from suppliers or contractors**

Attach second quote

Attach third quote

**If the applying organisation's latest set of accounts is not available on-line please attach a copy**

**Have you any other documents you wish to attach. If yes, please attach them here and provide details in Question 3 of the "Declarations" page**

Attach second document

Attach third document

How will this project make the environment of the project site more pleasant/comfortable for the public; and/or how will it improve the aesthetic quality of the site

Please describe how the work to be undertaken at the project site enhances and/or protects the built or natural environment

Where applicable, will the project use any type of recycled materials  
(Please answer Yes or No)

Where applicable, please estimate the number of new or existing jobs as a result of the development of this project

Please select

before.jpg  
- Uploaded

view of boardwalka.jpg  
- Uploaded

FTF Project Budget 19 7 2014.xls  
- Uploaded

No file uploaded

No file uploaded

No file uploaded

Quotation 1 Steel Wood Local Contractor.pdf  
- Uploaded

Quotation 2 REcycled Plastic.pdf  
- Uploaded

Quotation 3 millboardOak.pdf  
- Uploaded

HCC accounts 2013-14.pdf  
- Uploaded

Supporting info - The story of the Boardwalk - Promotion.pdf  
- Uploaded

Broad Haven Whats in your patch 2008 flora fauna wildlife.pdf  
- Uploaded

No file uploaded

Users will benefit from the refurbishment of this 235mtr section of boardwalk. Non-slip boards are essential to safeguard users of all ages. The support of a robust framework ensuring its viability for 20-30 years enabling future generations may benefit.

The aesthetic look for the Slash Pond Boardwalk area will be enhanced by the provision of new timber boards. Improving the aesthetics & safety will make it more attractive to users and footfall will increase. It is hoped this amenity will attract visitors and bring an economic benefit to the surrounding villages.

Yes,existing old timber be recycled/wildlifeboxes

Where applicable, please estimate the number of full-time jobs that will be created or maintained once the project has completed.

Where applicable, please estimate the number of part-time jobs (less than 18 hours per week) that will be created or maintained once the project has completed

Where applicable, please estimate the number of people who will obtain a training qualification or recognised skill, directly linked to the development of this project

Where applicable, please estimate the number of schools which currently visit the site 1

If you anticipate that the project will increase school visits once completed, please estimate by how many 3

What is the total value of LCF funding that will be used to make improvements or provide improved facilities for people with disabilities

Will this project make changes which result in improved energy efficiency? If you are able to, please estimate the estimated total utility cost savings of the project per annum once the project is complete

What is the local authority area for the project site (County, Unitary, or London) Pembrokeshire

If you are improving areas of land (excluding land for building development), please estimate the number of hectares that will be worked on as part of this project 1

If applicable, please estimate the number of metres of footpath and / or bridle ways and / or cycle paths which will be provided 235

If you intend to plant trees as part of this project, please estimate how many will be planted

Do you intend to send supplementary information by post No

If you are providing supporting information by post please provide details here

Please provide details of any other documents attached in Question 6 of the "Attachments" page  
Please find attached evidence of the superb efforts of Support The Boardwalk Group to 'Brand' the project. The wildlife on your patch document describes the natural beauty and importance of this habitat that should be available for all to continue to enjoy.

Additional information or comments

**Solely for the purposes of transparency we need to be aware if a SITA UK employee has been involved with the submission of your application. Involvement of a SITA UK employee does not affect the decision process.**

**If so, please provide short details:**

Employee name

Where does this person work (name of depot, site, office)

**\*DECLARATION**

Yes

Please confirm on behalf of the applying organisation detailed in question 1, on the first page of this form, that you are duly authorised to submit this application and that, to the best of your knowledge and belief, all answers to the questions are true and accurate.

How did you hear about SITA Trust

Local council community regeneration unit

If you emailed SITA Trust before completing the application form, did you have a timely, satisfactory response

If you spoke to someone at SITA Trust before completing the application form, how would you rate the quality of information you were given

I spoke to at least 3 different people and they were efficient and knowledgeable in their responses

How easy was it to complete the online application form

Not bad! The only problem I had was merging 3 pages of PDFs into one document so that they could be uploaded to the Quotation section. Each quote had several pages!

Are there any service improvements you would like to recommend

If you would like to make any other comments, please do so here

maybe a section for a final 'Persuading Statement' When you are passionate about a project and the questions in the application do not enable you to 'get that across' !

Please give an overall score for the service you received. 5 = very satisfactory, 4 = good, 3 = satisfactory, 2 = unsatisfactory, 1 = poor

5

