

Meeting: SOUTH WEST WILTSHIRE AREA BOARD
Place: Nadder Hall, Weaveland Road, Tisbury, SP3 6HJ
Date: Wednesday 29 February 2012
Time: 6.00 pm

Councillor Initiative

Jubilee and Olympic Community Event Funding

Relating to item 11 on the agenda for the above meeting

Pack contains:

- **Report – To recommend the allocation of £41,000 of funding to this project.**
- **Report - To consider five applications for funding from the above project, applications are attached.**
- **Report – Area Board Medieval Tent Funding, information also attached .**

South West Wiltshire Area Board Area Board Project

1. What is the aim of the project?

In June 2012 it will be the Queen's Diamond Jubilee. In July 2012 the Olympic torch will be passing through the South West area of Wiltshire. The aim of this project is to provide a simple process for awarding grants to support celebrations within the South West Wiltshire Community Area.

2. How will the project work?

Who can apply?

The key outcome that the Area Board is hoping to achieve is to strengthen neighbourhoods through increased social cohesion. Applications are therefore welcomed from any of the following:

- Parish Council
- Neighbourhood groups
- Groups of commonality or common interests
- Residents associations

The Area Board wishes to encourage the development of stronger local communities. It will therefore accept applications from groups that have no constitution or terms of reference but have come together for the purpose of organising a celebration event.

Can a Parish Council support more than one application?

Yes. There is no limit on the number of applications from any one Parish. However, the Area Board Councillors will need to ensure that awards are fairly and evenly distributed.

Who will manage the funds?

It is important that we are accountable for public funds. It is therefore proposed that all applicants must have the full support of the Parish Council. Any grants agreed will be paid to the Parish Council who will be the accountable body. They will need to decide upon the best way to distribute the funding but it is recommended that where a group has no constitution and bank account, the Parish Council takes on that role. For example, the Parish Council could use the funds to pay for hire of items for the group to use.

Any unspent funds will be returned to the Area Board by the Parish Council. Any profits made from an event may be retained by the Parish Council.

Application form and Criteria to be used for deciding?

A draft application form is attached to this project proposal. It has been simplified considerably in order to make the process as easy and straight forward as possible for the applicant, Parish

Council and the Area Board.

In deciding upon whether a grant should be awarded, the key consideration will be:

- Will the event help create stronger neighbourhoods and communities and will the award of a grant help this to occur.

Financial implications

It is proposed that :

- £41k is ring fenced for this project. If there is any funding unspent, this will revert back to the Area Board general funding pot.
- Grants will be awarded up to a maximum of £1000. The exception to this is that Mere, Tisbury and Wilton parishes will be awarded up to a maximum of £2000.
- The Parish Council will be responsible for managing any awards given within its Parish.

3. Where is the project taking place?

Within the South West Wiltshire Community Area.

4. When will the project take place?

Process for applying:

What	When	Who
Take member initiative proposal to Area Board for agreement	29 February 2012 Area Board Meeting	Area Board
Write to all Parish Councils inviting them to promote the project within their Parish and to act as a conduit for applications, subject to approval at Area Board meeting on 29 February 2012	By end of January 2012	Area Board
Publicise the opportunity, support applicants to complete application form. Send completed forms to Area Board.	January – 23 March 2012	Parish Councils (supported by Area Board)
Sort through application forms sifting out any that are unsuitable and putting together recommendation	No later than end of March 2012	Area Board
Members decide upon awards at Area Board Meeting and Parish Councils informed	29 Feb, 22 Mar and 11 Apr 2012	Unitary Councillors
Run events	June/July 2012	Groups or Parish

5. What are the Community benefits/evidence of need/desired outcomes?

Similar events have proved very successful in bringing local communities together. They allow people living in the same area to meet, often for the first time, and to get to know each other. The outcome is a legacy of increased community cohesion and support.

6. Who will manage/be responsible for this project?

The Community Area Manager and Area Board Chairman will manage the overall process. The Parish Councils will be responsible for deciding which applications will be submitted from within their own Parish.

The Unitary Councillors will be responsible for deciding which awards should be granted. The Parish Council will provide confirmation that the event has taken place, a simple account summary detailing how funds were spent, and photographic or video evidence to the Community Area Manager within 3 months of the event. The Parish Council will also return any unspent funds to Wiltshire Council within 3 months of the event.

7. Costs/quotes/ match funding?

£41k to be ring fenced from the existing budget for 2011/12.

No match funding is required but councillors will look favourably on applications where some contribution towards funding has been raised.

South West Wiltshire Area Board Diamond Jubilee / Olympic Torch Celebration Application Form 2011/2012

PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED
Please contact your Parish Council before completing your application

1. Your organisation or group

Name of organisation/group			
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify		

2. Your Celebration

Celebration Title/Name			
Please briefly describe what type of celebration or street party you are organising (Max 150 words)			

Where will your celebration take place?	
When will your celebration take place?	
If you are successful with your application, what will the funding be used for?	
How many people do you expect to attend?	

3. Funding

How do you think your project will make a difference to your community?			
How much funding are you applying for (£1000 maximum or £2000 for Mere, Tisbury and Wilton PCs)			

What will be the total cost of your celebration?			
If you are expecting to receive any other funding for your celebration, please give details.	Source of Funding	Confirmed	Amount

4. Declaration (on behalf of organisation or group) – I confirm that...

The information on this form is correct, that any award received will be spent on the activities Specified.

Any form of licence, insurance or other approval for this project will be in place prior to the commencement of the project outlined in this application.

Acknowledgement will be given of South West Wiltshire Area Board support in any publicity, printed or electronic.

I give permission for press and media coverage by Wiltshire Council in relation to this project.

Name:	Date:
Position in organisation:	

5. Declaration (on behalf of Parish Council, including where Parish Council is also the applicant) – We

(If appropriate) Confirm that the applicant has discussed the celebration with us and to the best of our knowledge, the information on this form is correct.

Support this application for funding.

Confirm that if an award is received, we will manage the funds and ensure that it is spent as outlined within this application. Any unspent funds will be returned within 3 months of the event being held.

If an award is received, we will provide South West Wiltshire Area Board with confirmation that the event has taken place, a simple account summary detailing how funds were used and photographic / video proof within 3 months of the event being held. I give permission for Wiltshire Council to use this media content.

Name:	Date:
Position in Parish Council:	

All completed application forms should be sent to:

Stephen Harris
Community Area Manager

Tel: 01722 434211
email: stephen.harris@wiltshire.gov.uk

Report to	South West Wiltshire Area Board
Date of Meeting	29 February 2012
Title of Report	Diamond Jubilee / Olympic Torch Celebration applications in South West Wiltshire

Purpose of Report

1. For Councillors to consider funding applications of up to £1000 (£2000 for Mere, Tisbury and Wilton), either from or with the support of Parish Councils, for the purpose of holding celebrations for the Diamond Jubilee and/or the Olympic Torch route in 2012.

Parish Council	Brief description of Celebration	Amount
Donhead St Andrew Parish Council	Barn dance and BBQ, including beacon bonfire.	£904
Tisbury Parish Council	Activities, information and entertainment culminating in beacon bonfire, including an evening show and hog roast.	£1,990
Berwick St John Parish Council	Three day event on Jubilee weekend, including community lunch, beacon & BBQ, and street party.	£1,000
Kilmington Parish Council	Activities for children, BBQ and local band.	£1,000
Wilton Parish Council	Four day event on Jubilee weekend including concerts and street party. Community carnival and celebrations for Olympic Torch.	£2,000
TOTAL		£6,894

- 1.1 An outline of the Diamond Jubilee / Olympic Torch celebration proposal, including the criteria for consideration and the application form, is included within the documents for this Area Board meeting. Councillors will be voting allocating funds towards this proposal during the meeting.
- 1.2 The Board has received 5 requests for this funding, either from or supported by the Parish Councils listed in the table above.
- 1.3 Parish Councils will manage any funds awarded and ensure that they are spent as outlined within applications. Any unspent funds will be returned by the Parish Council within 3 months of the event being held.

Recommendation: To approve the funding as set out in the table above with the condition that each Parish Council that receives funding for celebrations must provide South West Wiltshire Area Board with confirmation that the event has taken place, a simple account summary detailing how funds were used and photographic / video proof within 3 months of the event being held.

Report Author	Stephen Harris, Community Area Manager Tel: 01722 434211 E-mail: stephen.harris@wiltshire.gov.uk
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South West Wiltshire Area Board Diamond Jubilee / Olympic Torch Celebration Application Form 2011/2012

PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED
Please contact your Parish Council before completing your application

1. Your organisation or group

Name of organisation/group	Donhead St Andrew PC		
Contact name	Sandra Harry		
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input type="checkbox"/> Parish/town council <input checked="" type="checkbox"/> Other, please specify		

2. Your Celebration

Celebration Title/Name	Donhead St Andrew Family Barn Dance & BBQ
Please briefly describe what type of celebration or street party you are organising (Max 150 words)	This family event will be open to all residents and comprise a Barn Dance featuring the Black Sheep Band and caller; a BBQ cooked with meat from the local butcher and a pay bar. Ice cream cornets will also be available. A Beacon Bonfire has already been registered to conclude the evening.

Where will your celebration take place?	A barn at Sands Lane Farm, Donhead St Andrew; followed by Whitesheet Hill for the Beacon Bonfire.
When will your celebration take place?	Monday 4 th June.
If you are successful with your application, what will the funding be used for?	Band with caller (£400); BBQ food (£216 meat/£90 bread); temporary portable toilets (£198): total £904
How many people do you expect to attend?	c.300 – total population of village is c.430.

3. Funding

How do you think your project will make a difference to your community? The Family Barn Dance will be an event that all residents will be able to join in and hopefully benefit from new friendships made. There have been a lot of changes in residents over the past 2 years and this will be a good opportunity for the new and existing residents to meet one another.

It is envisaged that there will be a Diamond Jubilee event in Donhead St Mary, with some residents from each village attending the 'other Donhead' event. Again, this can only be of benefit to the villages by promoting greater community cohesion through friendship and joint working.

How much funding are you applying for (£1000 maximum or £2000 for Mere, Tisbury and Wilton PCs)	£904
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What will be the total cost of your celebration?	£1179 – to include a commemorative coin or mug @ £2.50 per item for each child in Donhead St Andrew village (£125) and ice-creams (£150) for all attending the BBQ.		
How many people are you expecting to attend this celebration?	c.300		
If you are expecting to receive any other funding for your celebration, please give details. <i>Note from Parish Council - All 'amounts' very approximate and NOT included within any figures above.</i>	Source of Funding	Confirmed	Amount
	Coffee mornings / raffles	No	£300
	Donated BBQ salads & sauces	Yes	£150
	Volunteer time – preparation /tidy up	Yes	£100
	Parish Council - insurance & licence costs + administrative support	Yes	£120

7. Declaration (on behalf of organisation or group) – I confirm that...

- The information on this form is correct, that any award received will be spent on the activities specified,
- Any form of licence, insurance or other approval for this project will be in place prior to the commencement of the project outlined in this application.
- Acknowledgement will be given of South West Wiltshire Area Board support in any publicity, printed or electronic
- I give permission for press and media coverage by Wiltshire Council in relation to this project.

Name: Sandra Harry

Date: 07.02.2012

Position in organisation: Clerk to Donhead St Andrew PC

8. Declaration (on behalf of Parish Council where Parish Council is not the applicant) – We

- Confirm that the applicant has discussed the celebration with us and to the best of our knowledge, the information on this form is correct
- Confirm that if an award is received, we will manage the funds and ensure that it is spent as outlined within this application
- Support this application for funding

Name:

Date:

Position in Parish Council:

All completed application forms should be sent to:

Stephen Harris
Community Area Manager

Tel: 01722 434211

email: stephen.harris@wiltshire.gov.uk

South West Wiltshire Area Board Diamond Jubilee / Olympic Torch Celebration Application Form 2011/2012

PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED
Please contact your Parish Council before completing your application

1. Your organisation or group

Name of organisation/group	TISBURY PARISH COUNCIL		
Contact name	SANDRA HARRY		
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input type="checkbox"/> Parish/town council <input checked="" type="checkbox"/> Other, please specify		

2. Your Celebration

Celebration Title/Name	TISBURY CELEBRATES
Please briefly describe what type of celebration or street party you are organising (Max 150 words)	An event that will promote community engagement through provision of a wide range of activities, information and entertainment for all ages throughout an afternoon and evening culminating with a 'Beacon Bonfire'. 'Off-field' events in the week before will include a treasure hunt and art exhibition. The afternoon will feature a cavalcade of vintage cars led by the Village Crier and joined by decorated prams and mobility scooters prior to main ring events such as tug of war, a dance exhibition (Swingin' in the Reign), dog show etc. The evening will feature 2 bands with dancing and a locally sourced 'Hog Roast'. Local clubs will also be on hand throughout the event to show-case the many community run activities in the village and the various initiatives that need community support, e.g. Climate Friendly Tisbury and the Community Campus.

Where will your celebration take place?	Lower Recreation Ground in Tisbury
When will your celebration take place?	Monday 4 th June 2012
If you are successful with your application, what will the funding be used for?	Hall for Art Exhibition (£150), 400 commemorative mugs (£1000), 2 no. bands for late afternoon/evening (£650), materials for a bunting workshop (£100) and 400 large sparklers (£90)
How many people do you expect to attend?	c. 2000

3. Funding

How do you think your project will make a difference to your community? The Tisbury Parish Plan provided clear evidence of a strong and vibrant community in 2007; above all, the residents wanted Tisbury to remain a community and not become an urban settlement. For this strong commitment to the future of the village to continue, there needs to be community events to bring residents together and highlight the many aspects of village life that sometimes get forgotten. All clubs, societies, schools have been approached to contribute in whatever way they can to make this a memorable day.

The Diamond Jubilee event will be a celebration of village life and is being organised by a group of volunteers aided by Tisbury PC. The volunteers are effectively creating a community 'web' within the village, gradually bringing more individual people, groups and societies together providing an ideal vehicle to promote greater community engagement and subsequent cohesion.

How much funding are you applying for (£1000 maximum or £2000 for Mere, Tisbury and Wilton PCs)

£1990

What will be the total cost of your celebration?

Currently estimated at £3170 – to include hire of a large marquee with matting and lighting (£710), plates/cups (c.£190), barrel organ music (£150) & comm. tree & plaque (£130)

How many people are you expecting to attend this celebration?

c.2000

If you are expecting to receive any other funding for your celebration, please give details.

All costings approximate. Apart from the AONB grant, the sources refer to donations of time, materials, goods, refreshments etc

Source of Funding	Confirmed	Amount
CC & WWDs AONB	No	£130
Tisbury PC precept – Insurance/licence/marquee	Yes	£900
Volunteer time for working party	Yes	£1000
Volunteer time from clubs / societies	Yes	£500
Facilities & equipment from Football Club, Bowls Club, Nadder Hall - kitchen & toilet facilities, tables, chairs, staging, screens, electricity.	Yes	£500
TISBUS – for free transport shuttle	Yes	£100
Film Club – documentary of day+ preparations	Yes	£200
Residents – gazebos & generators	Yes	£150
St John's Junior School - afternoon teas	Yes	£100
At cost Hog Roast	Yes	£500 +
Sponsorship for printing/advertising	Some	£200 +

7. Declaration (on behalf of organisation or group) – I confirm that...

The information on this form is correct, that any award received will be spent on the activities specified,

Any form of licence, insurance or other approval for this project will be in place prior to the commencement of the project outlined in this application.

Acknowledgement will be given of South West Wiltshire Area Board support in any publicity, printed or electronic

I give permission for press and media coverage by Wiltshire Council in relation to this project.

Name: Sandra Harry

Date: 09.02.2012

Position in organisation: Clerk to Tisbury PC

8. Declaration (on behalf of Parish Council where Parish Council is not the applicant) – We

Confirm that the applicant has discussed the celebration with us and to the best of our knowledge, the information on this form is correct

Confirm that if an award is received, we will manage the funds and ensure that it is spent as outlined within this application

Support this application for funding

Name:	Date:
Position in Parish Council:	
All completed application forms should be sent to:	
Stephen Harris Community Area Manager	
Tel: 01722 434211	
email: stephen.harris@wiltshire.gov.uk	

South West Wiltshire Area Board Diamond Jubilee / Olympic Torch Celebration Application Form 2011/2012

PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED
Please contact your Parish Council before completing your application

1. Your organisation or group

Name of organisation/group	Berwick St John Parish Council		
Contact name	Sarah Keyse		
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input type="checkbox"/> Parish/town council <input checked="" type="checkbox"/> Other, please specify		

2. Your Celebration

Celebration Title/Name	Berwick St John Diamond Jubilee Celebration Weekend
Please briefly describe what type of celebration or street party you are organising (Max 150 words)	<p>Sunday 3rd June – Berwick's Big Lunch We start the Jubilee celebrations with a glass of bubbly and a superb lunch in the Village Hall. There will be a visual display of images from the Queen's 60 year reign on our (new!) big screen followed by television coverage of The Thames Diamond Jubilee River Pageant.</p> <p>Monday 4th June. – Diamond Jubilee Beacon Following the lead of the Queen, thousands of beacons will be lit in towns and villages across the country, and Berwick will be no exception, our beacon will be lit on the Parish Field between 10.00 and 10.30 pm, with a BBQ, bar and a fireworks display.</p> <p>Tuesday 5th June - Street Party Following the National Service of Thanksgiving at St Paul's Cathedral, we round off the Jubilee celebrations with a street party on the Cross with a band, bar and hog roast.</p>

Where will your celebration take place?	Sunday 3 rd June – Village Hall, Water Street, Berwick St John Monday 4 th June – Parish Field, Luke Street, Berwick St John Tuesday 5 th June – The Cross/Water Street, Berwick St John
When will your celebration take place?	Sunday 3 rd June – lunchtime Monday 4 th June – c. 9pm Tuesday 4 th June – tba but probably 3/4/5pm
If you are successful with your application, what will the funding be used for?	Towards cost of lunch, cost of screen, cost of 'bubbly' (Sunday), cost of Barbecue, cost of fireworks (Monday), cost of hog roast, cost of band (Tuesday)
How many people do you expect to attend?	Around 100

3. Funding			
<p>How do you think your project will make a difference to your community? Community spirit can only be enhanced, and the three different options mean that there is at least one event to suit every person in the village, as well as a chance to all join in together and help with preparations (and clearing up!)</p>			
<p>How much funding are you applying for (£1000 maximum or £2000 for Mere, Tisbury and Wilton PCs)</p>	£1,000		
<p>What will be the total cost of your celebration?</p>	Not yet known but likely to be around £2,000 to £2,500		
<p>If you are expecting to receive any other funding for your celebration, please give details.</p>	<p>Source of Funding</p>	<p>Confirmed</p>	<p>Amount</p>
	PCC (amount not yet known, guess £250)		
	Parish Council (tba)		
	Ticket sales (hopefully £500)		

7. Declaration (on behalf of organisation or group) – I confirm that...	
<p>√ The information on this form is correct, that any award received will be spent on the activities specified,</p> <p>√ Any form of licence, insurance or other approval for this project will be in place prior to the commencement of the project outlined in this application.</p> <p>√ Acknowledgement will be given of South West Wiltshire Area Board support in any publicity, printed or electronic</p> <p>√ I give permission for press and media coverage by Wiltshire Council in relation to this project.</p>	
<p>Name: Sarah Keyse</p> <p>Position in organisation: Parish Councillor and Diamond Jubilee Steering Group</p>	<p>Date: 7th February 2012 originally – update form 16th February 2012</p>
8. Declaration (on behalf of Parish Council, including where Parish Council is also the applicant) – We	
<p>√ (If appropriate) Confirm that the applicant has discussed the celebration with us and to the best of our knowledge, the information on this form is correct.</p> <p>√ Support this application for funding.</p> <p>√ Confirm that if an award is received, we will manage the funds and ensure that it is spent as outlined within this application. Any unspent funds will be returned within 3 months of the event being held.</p> <p>√ If an award is received, we will provide South West Wiltshire Area Board with confirmation that the event has taken place, a simple account summary detailing how funds were used and photographic / video proof within 6 months of the event being held. I give permission for Wiltshire Council to use this media content.</p>	
<p>Name: Sarah Keyse</p>	<p>Date: 16th February 2012</p>

Position in Parish Council: Parish Councillor	
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All completed application forms should be sent to:

Stephen Harris
Community Area Manager

Tel: 01722 434211
email: stephen.harris@wiltshire.gov.uk

South West Wiltshire Area Board Diamond Jubilee / Olympic Torch Celebration Application Form 2011/2012

PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED
Please contact your Parish Council before completing your application

1. Your organisation or group

Name of organisation/group	KILMINGTON JUBILEE COMMITTEE		
Contact name	CELIA COTTON		
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify		

2. Your Celebration

Celebration Title/Name	KILMINGTON JUBILEE CELEBRATION
Please briefly describe what type of celebration or street party you are organising (Max 150 words)	CHILDREN'S ACTIVITIES BARBECUE LOCAL BAND

Where will your celebration take place?	THE HOME GUARDS CLUB, KILMINGTON
When will your celebration take place?	MONDAY 4 TH JUNE 2012
If you are successful with your application, what will the funding be used for?	RUNNING EXPENSES, MARQUEE, FOOD & ENTERTAINMENT
How many people do you expect to attend?	200 minimum

3. Funding

How do you think your project will make a difference to your community?	IT WILL BRING THE VILLAGE TOGETHER IN CELEBRATION WE HOPE
How much funding are you applying for (£1000 maximum or £2000 for Mere, Tisbury and Wilton PCs)	£1000

What will be the total cost of your celebration?	£2,500 Max		
How many people are you expecting to attend this celebration?	200 Min		
If you are expecting to receive any other funding for your celebration, please give details.	Source of Funding	Confirmed	Amount

7. Declaration (on behalf of organisation or group) – I confirm that...

- The information on this form is correct, that any award received will be spent on the activities specified,
- Any form of licence, insurance or other approval for this project will be in place prior to the commencement of the project outlined in this application.
- Acknowledgement will be given of South West Wiltshire Area Board support in any publicity, printed or electronic
- I give permission for press and media coverage by Wiltshire Council in relation to this project.

Name: CELIA COTTON
 Position in organisation: COORDINATOR
 Date: 09.02.2012

8. Declaration (on behalf of Parish Council where Parish Council is not the applicant) – We....

- Confirm that the applicant has discussed the celebration with us and to the best of our knowledge, the information on this form is correct
- Confirm that if an award is received, we will manage the funds and ensure that it is spent as outlined within this application
- Support this application for funding

Name: ELIZABETH HAMES
 Position in Parish Council: VICE - CHAIRMAN
 Date: 9-02-12.

All completed application forms should be sent to:

Stephen Harris
 Community Area Manager

Tel: 01722 434211
 email: stephen.harris@wiltshire.gov.uk

South West Wiltshire Area Board Diamond Jubilee / Olympic Torch Celebration Application Form 2011/2012

PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED
Please contact your Parish Council before completing your application

1. Your organisation or group

Name of organisation/group	Summer Celebrations in Wilton Working Group		
Contact name	Gary Nunn		
Contact address			
		e-mail	
Organisation type	Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify Supported by Wilton Town Council		

2. Your Celebration

Celebration Title/Name	Summer Celebrations in Wilton
Please briefly describe what type of celebration or street party you are organising (Max 150 words)	A four day event on Jubilee weekend in the town of Wilton for all members of the community. This will include decorating the town for three months for Jubilee and Olympics 2012. Events will include tea parties, a flower festival, cream teas, guided tours, a variety concert, civic service, pub garden party, "Last Night of the Proms" concert, and a Grand Street Party in the Square. In July there will be a free community carnival and celebrations for the Olympic Torch as it travels through Wilton on Thursday 12 th July..

Where will your celebration take place?	Wilton Parish Churches, Market Square, Michael Herbert Hall, Wilton Community Centre, The Bear, The Greyhound
When will your celebration take place?	Jubilee Weekend 2 nd – 5 th June 2012. Wilton Community Carnival on Saturday 7 th July and Olympic Torch Thursday 12 th July 2012
If you are successful with your application, what will the funding be used for?	To provide infrastructure for the events. Bunting, decorations, website, publications, licences, insurance, venue hire, St John, road signs, staging, transport for elderly, equipment hire, barriers, hi-vis jackets, security and stewarding.
How many people do you expect to attend?	2,000 over the Jubilee Weekend; 3000 for Carnival; 1000 for Olympic Torch – or maybe more. The Torch is a national and international event and hopefully will attract many people not only from Wilton but from surrounding villages.

3. Funding

How do you think your project will make a difference to your community?

It will provide a focus for Wilton and neighbouring residents and businesses to celebrate the Queen's Diamond Jubilee with a series of free or low priced events. A great opportunity for all ages to get to know each other, to meet and share and to bring the community of Wilton together. The working group to date comprises volunteers from twelve community organisations including Wilton Town Council.

How much funding are you applying for (£1000 maximum or £2000 for Mere, Tisbury and Wilton PCs)	£2,000		
What will be the total cost of your celebration?	£5,000 +/-		
How many people are you expecting to attend this celebration?	See above, under (2)		
If you are expecting to receive any other funding for your celebration, please give details.	Source of Funding	Confirmed	Amount
	Working Group Partnership - Wilton Town Council, Wilton Carnival Wilton Churches	yes	£500.00
	Other partners	no	£200.00
	Local Sponsorship	no	£2,300

7. Declaration (on behalf of organisation or group) – I confirm that...

- ✓ The information on this form is correct, that any award received will be spent on the activities specified,
- ✓ Any form of licence, insurance or other approval for this project will be in place prior to the commencement of the project outlined in this application.
- ✓ Acknowledgement will be given of South West Wiltshire Area Board support in any publicity, printed or electronic
- ✓ I give permission for press and media coverage by Wiltshire Council in relation to this project.

Name: Gary Nunn

Date: 2nd February 2012

Position in organisation: Volunteer Co-ordinator

8. Declaration (on behalf of Parish Council where Parish Council is not the applicant) – We **Wilton Town Council**

- ✓ Confirm that the applicant has discussed the celebration with us and to the best of our knowledge, the information on this form is correct
- ✓ Confirm that if an award is received, we will manage the funds and ensure that it is spent as outlined within this application
- ✓ Support this application for funding

Name: Catherine Purves

Date: 2nd February 2012

Position in Parish Council: Town Clerk

All completed application forms should be sent to:

Stephen Harris
Community Area Manager Tel: 01722 434211
email: stephen.harris@wiltshire.gov.uk

South West Wiltshire Area Board Councillor Initiative

Item 11

1. What is the project?

It is proposed that the area board allocates **£1,400** to fund the hire of an oblong medieval tent for the Queen's Diamond Jubilee Celebration Event in Salisbury on Tuesday 1st May 2012. This event is one of many that have been organised across the country to enable citizens – young and old – to be able to come together to celebrate Her Majesty The Queen's Diamond Jubilee in 2012. The unique event being organised in Salisbury Cathedral and the Close will be focussed around the Magna Carta. All Area Boards will have a jousting tent in the Cathedral Close in which to 'showcase' their history and provide examples of community initiatives which makes their area unique.

An application has been made to the Community Covenant Grant Scheme by the Lord-Lieutenant for Wiltshire on behalf of all Area Boards to raise funding for the hire of the jousting tents; if successful then these allocated funds will be returned to the general funding pot.

2. Where is the project taking place?

Cathedral Close, Salisbury.

3. When will the project take place?

Tuesday 1st May 2012.

4. Please outline:

- Community benefits
- Evidence of need
- Links to Community Plan
- Community Issue

This project will provide an opportunity for the South West Wiltshire Area Board to promote the region at an event that is likely to attract visitors from Wiltshire and the surrounding counties.

It also provides an opportunity for parishes and communities to work together to showcase how the South West area is unique.

5. What is the desired outcome/s of this project?

To raise awareness of South West Wiltshire, leading to an increase in tourism in the area.

6. Who will Project Manage this project?

South West Wiltshire Area Board Councillor Initiative

Item 11

South West Wiltshire Area Board.

7. Please confirm costs

The amount being requested from the area board for this proposal is £1,400.

8. Additional information in support of the project

HER MAJESTY THE QUEEN'S DIAMOND JUBILEE

WILTSHIRE CELEBRATION EVENT

1. Purpose of the Report

- 1.1. To provide the Area Board with an update on the current position and arrangements for the Wiltshire Celebration Event being organised by the Lord-Lieutenant for Wiltshire.

2. Background

- 2.1. Lord-Lieutenants across the country have been asked to organise an event in their County to enable citizens – young and old – to be able to come together to celebrate Her Majesty The Queen's Diamond Jubilee in 2012. The Lord-Lieutenant of Wiltshire, Mr. John Bush, wrote to the Chairmen of all Wiltshire Area Boards last August to invite them to participate in the unique event he was planning to organise in Salisbury Cathedral and Close focussed around the Magna Carta. He felt that the Magna Carta would provide a good focus for the celebration, as it linked to the history of the English democratic monarchy.
- 2.2. The Chairs of Area Boards in Wiltshire met in September 2011 and indicated their full support for this event in Wiltshire.

3. Main Considerations

- 3.1. A press release has been issued from Buckingham Palace announcing the dates of the Diamond Jubilee Tour in 2012. Her Majesty The Queen, accompanied by His Royal Highness The Duke of Edinburgh, and supported by other members of the Royal Family, will be travelling as widely as possible across the whole country. The visit to the South West region will be held over the 1st and 2nd May. The Lord-Lieutenant is hopeful that the Wiltshire event will attract the attendance of a senior member of the Royal Family but he is awaiting confirmation that Wiltshire will be included within the South West visit.
- 3.2. It is intended that the Wiltshire event will therefore be held on either the 1st or 2nd May in the Salisbury Cathedral and Close. It is hoped to have a confirmed date by the end of January.

- 3.3. Irrespective of the decision as to whether the Wiltshire event will feature in the South West tour, the event will still go ahead to mark Her Majesty The Queen's Diamond Jubilee in the County. It is therefore important to progress arrangements. As previously indicated in the Lord Lieutenant's letter, it is intended that each Area Board would have a jousting tent in the Cathedral Close in which they can 'showcase' their history and provide examples of community initiatives which makes their area unique.
- 3.4. To assist in the organisation of this Wiltshire event, the following is being put in place:
- i. 'Jousting style' tents will be sourced collectively through the Lieutenancy Office to obtain a competitive price. These will be erected in time to enable items to be exhibited within the tent prior to the date chosen for the event. The document at Appendix A provides details of the estimated size and cost of tents which can be made available. If the Area Board wished to identify a particular tent which would suit their needs, it would be helpful if this could be notified to the Lieutenancy Office. Alternatively, if it was judged more practical, neighbouring Area Boards might wish to consider joining together rather than having separate tents. The wide range of tent sizes provides this flexibility. It is hoped that by providing an estimation of cost it will be helpful in enabling the Area Board to consider seeking some form of sponsorship towards the cost. An application has been made to the Community Covenant Grant Scheme for a grant to assist with the cost of staging this event.
 - ii. Items to be displayed inside the tent will be at the discretion of each Area Board, but should include items to celebrate Wiltshire's history and all that is good in their area of the County today through the work of local citizens.
 - iii. In addition to Area Boards, it is intended that voluntary organisations, the judiciary and others will also have jousting tents to enable them to showcase their contribution to the life of Wiltshire.
 - iv. An event manager is to be appointed in January. Appropriate contact details will be provided to Area Board Chairmen as soon as possible.
 - v. An electricity supply will be made available to tents. It would be helpful if precise requirements could be notified to the Lieutenancy Office as soon as they are known so that these can be included within overall requirements.
 - vi. It is hoped that in addition to the tents, there will be a medieval theme created in the Close through the addition of individuals in period costume, musical contributions, etc. These elements will be provided through a professional company. Information is currently being compiled around this aspect of the event.

- vii. It is intended that Armed Services personnel will also be involved in the event, including some form of display.
- viii. Inside the Cathedral, there will be groups of children undertaking practical work around elements of the Magna Carta, as well as some musical contributions from young musicians.
- ix. Security and safety aspects around the event are currently under discussion, including appropriate car parking arrangements.

4. Implications

4.1. Environmental Impact of the Proposals

There is no environmental impact around the event as arrangements will be agreed within set requirements by Cathedral staff.

4.2. Financial Implications

There will be financial implications for staging such a large scale event. An application has been made to the Community Covenant Grant Scheme to assist with these financial costs. A decision will be received in March and Area Board Chairmen will be advised in due course if the application has been successful.

4.3. Legal Implications

There are no specific Legal implications related to this report

4.4. HR Implications

There are no specific HR implications related to this report

4.5. Equality and Diversity Implications

It is not envisaged that this event will have any equality and diversity implications as all residents and visitors to Wiltshire will be encouraged to participate in this event.

5. Recommendation

It is recommended that the Area Board consider:

- i. the size of the jousting tent which would best suit their needs
- ii. the items which they would wish to include within their tent
- iii. the electricity requirements for their tent

- iv. the possibility of securing some local sponsorship towards their costs if the grant application is not successful

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Appendices: Appendix A – Estimated Size and Cost of ‘Jousting Tents’

The Grand Round Pavilions can be erected and joined with a corridor.

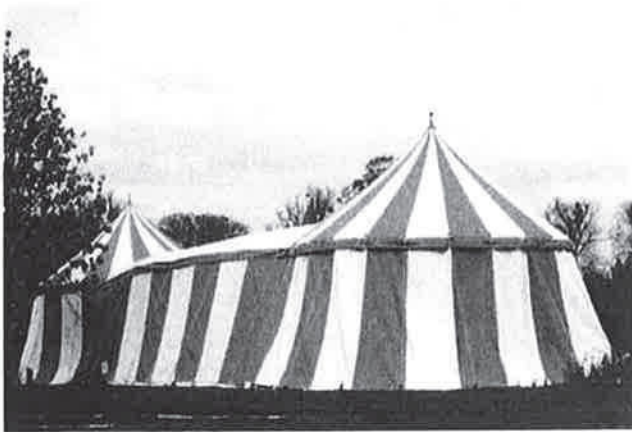


Pavilion Dimensions

Diagram above shows the Historic Grand Round Pavilion dimensions

Specification

Grand Round

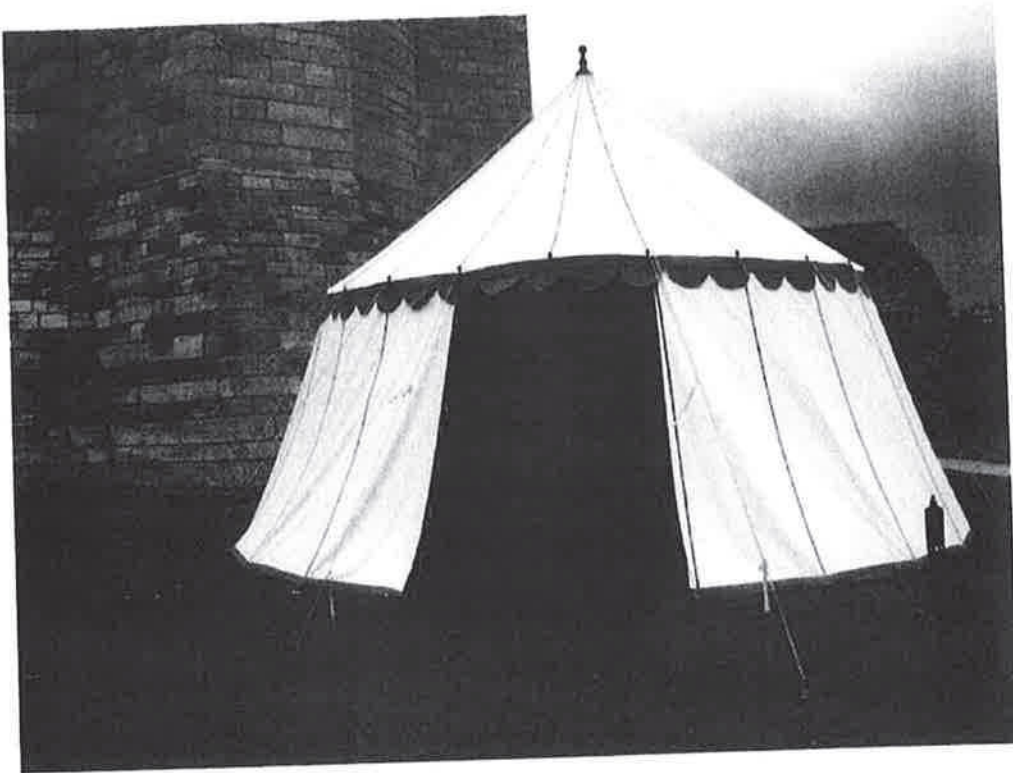


Two Grand Round Pavilion Tents with corrdior



Grand Round Pavilion on its own

[images/medieval_head.htm]



Medieval Tournament Tents

If you are looking for the ultimate setting for a medieval wedding or corporate event then nothing compares to the largest selection of medieval tents to hire available from the kingdom of Fantaysia. The largest seating 140 in banquet style. Others sized tents are available to hire also. With their wonderful wooden cartwheel ceilings they are stunning in appearance and add something special to any event.

