

AGENDA

Meeting: EXTRAORDINARY MEETING OF DEVIZES AREA BOARD
Place: Uffington Room, Kennet House, Devizes
Date: Wednesday 5 April 2017
Time: 10.30 am

The Area Board welcomes and invites contributions from members of the public. The chairman will try to ensure that everyone who wishes to speak will have the opportunity to do so.

If you have any requirements that would make your attendance at the meeting easier, please contact your Democratic Services Officer.

Please direct any enquiries on this Agenda to Libby Beale (Senior Democratic Services Officer), direct line 01225 718214 or email elizabeth.beale@wiltshire.gov.uk

All the papers connected with this meeting are available on the Council's website at www.wiltshire.gov.uk

Press enquiries to Communications on direct lines (01225) 713114 / 713115.

Wiltshire Councillors

Cllr Anna Cuthbert, (Bromham, Rowde and Potterne)
Cllr Simon Jacobs, (Devizes and Roundway South) (Chairman)
Cllr Philip Whitehead, (Urchfont and the Cannings) (Vice Chairman)
Cllr Peter Evans, (Devizes East)
Cllr Sue Evans, (Devizes North)
Cllr Richard Gamble, (The Lavingtons and Erlestoke)
Cllr Laura Mayes, (Roundway)

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Details of the Council's Guidance on the Recording and Webcasting of Meetings is available on the Council's website and available on request.

If you have any queries please contact Democratic Services using the contact details above.

Items to be considered		Time
1	Welcome To welcome those present to the meeting.	10:30am
2	Apologies for Absence To receive any apologies for absence.	
3	Declarations of Interest To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.	
4	Chairman's Announcements To receive any announcements through the Chairman.	
5	Community Asset Transfer (<i>Pages 1 - 14</i>) The Area Board is asked to consider an application submitted by Devizes & District Association for the Disabled for the transfer of the Nursteed Centre, Southbroom Road, Devizes	10:35am
6	Community Area Grant applications (<i>Pages 15 - 18</i>) To consider the following applications to the Community Area Grants Scheme: <ul style="list-style-type: none"> • Wiltshire Search and Rescue £698.32 for drones to assist in search and rescue; • Wiltshire Police £82 for car security reminder signs. 	10:45am
7	Urgent items Any other items of business which the Chairman agrees to consider as a matter of urgency.	
8	Close The next ordinary meeting of the Area Board will be held on 5 June, 6:30pm at Devizes Sports Club.	10:50am

WILTSHIRE COUNCIL

DEVIZES AREA BOARD

COMMUNITY ASSET TRANSFER

The Nursteed Centre, Southbroom Road, Devizes

Executive Summary

This report deals with an application for the transfer of the Nursteed Centre, Southbroom Road, Devizes to be transferred to Devizes & District Association for the Disabled in accordance with Wiltshire Council's Community Asset Transfer Policy.

Proposal

The Area Board is asked to consider an application submitted by Devizes & District Association for the Disabled for the transfer of the Nursteed Centre, Southbroom Road, Devizes. The applicants' proposal is set out at Appendix 2.

Reasons For Proposal

This proposal supports and implements Wiltshire Council's Community Asset Transfer Policy.

Recommendation

To approve the transfer of the land shown edged red on the plan at Appendix 1 to Devizes & District Association for the Disabled by way of a 125 year lease and suitable legal documentation to provide for appropriate parking rights within the land shown edged blue on the plan.

Graeme Morrison

Devizes Community Engagement Manager

WILTSHIRE COUNCIL

DEVIZES AREA BOARD

COMMUNITY ASSET TRANSFER

The Nursteed Centre, Southbroom Road, Devizes

Purpose of Report

1. The Area Board is asked to consider an application submitted by Devizes & District Association for the Disabled (DDAD) for the transfer of the Nursteed Centre, Southbroom Road, Devizes (see plan attached at Appendix 1). The applicants' proposal is set out at Appendix 2.

Background

2. The property was originally a central kitchen providing meals to schools in Devizes. It closed over 30 years ago and has been leased by DDAD since then.
3. Wiltshire Council is supporting the principle of the transfer of community assets in order to empower and strengthen local communities. The Council believes that transferring appropriate public assets to communities leads to more responsive services that better meet local people's priorities.
4. Transfer of an asset can also provide the opportunity to lever more resources into a community and provide a more accessible and responsive base from which to deliver local services.
5. A community group or organisation can benefit from greater financial stability and build confidence through having ownership (or long term security through a lease) of a physical asset. This financial sustainability can help the organisation become less dependent on grants, provide security for further borrowing and opportunities for further growth.
6. Typically, organisations that would be considered appropriate are Voluntary and Community Groups/Associations, Town or Parish Councils, Trusts or Charities, or Social Enterprise Groups.

The application before the Area Board

7. The application from DDAD is attached at Appendix 2 and relates to the transfer of the Nursteed Centre, Southbroom Road, Devizes to remain in its current use.

8. The application was submitted in accordance with the Council's application process and meets the requirements for consideration by the Area Board.
9. The Community Engagement Manager has consulted with Strategic Asset & Facilities Management (SAFM). Local consultation has been undertaken by the applicant in accordance with the application checklist and the outcome of the consultation is included within the application. Cllr Peter Evans, the local member, has been apprised.

The views of Council officers

10. On behalf of the Council, SAFM (who have overall responsibility for the Council's estates and property) have provided the following observations to the Area Board.
 - 10.1 The area applied for includes land which is not in Wiltshire Council ownership. This land will not be included in the transfer.
 - 10.2 The current (2002) lease contains a right to park in a car park which includes the area edged blue on the plan. Part of this car park has been used for the construction of Bradbury Manor. Parking within this area will need to be dealt with by a separate document which enables Wiltshire Council to terminate the arrangement if required. The nature of this arrangement will be determined by SAFM in conjunction with the Council's legal department.
 - 10.3 As the applicant is a charity the land will be transferred by a 125 year lease. This will include a restriction on use of the land to community purposes.
 - 10.4 Wiltshire Council will forego a rent of £1,500 per year. DDAD is responsible for all outgoing and repairs under the terms of the current lease.

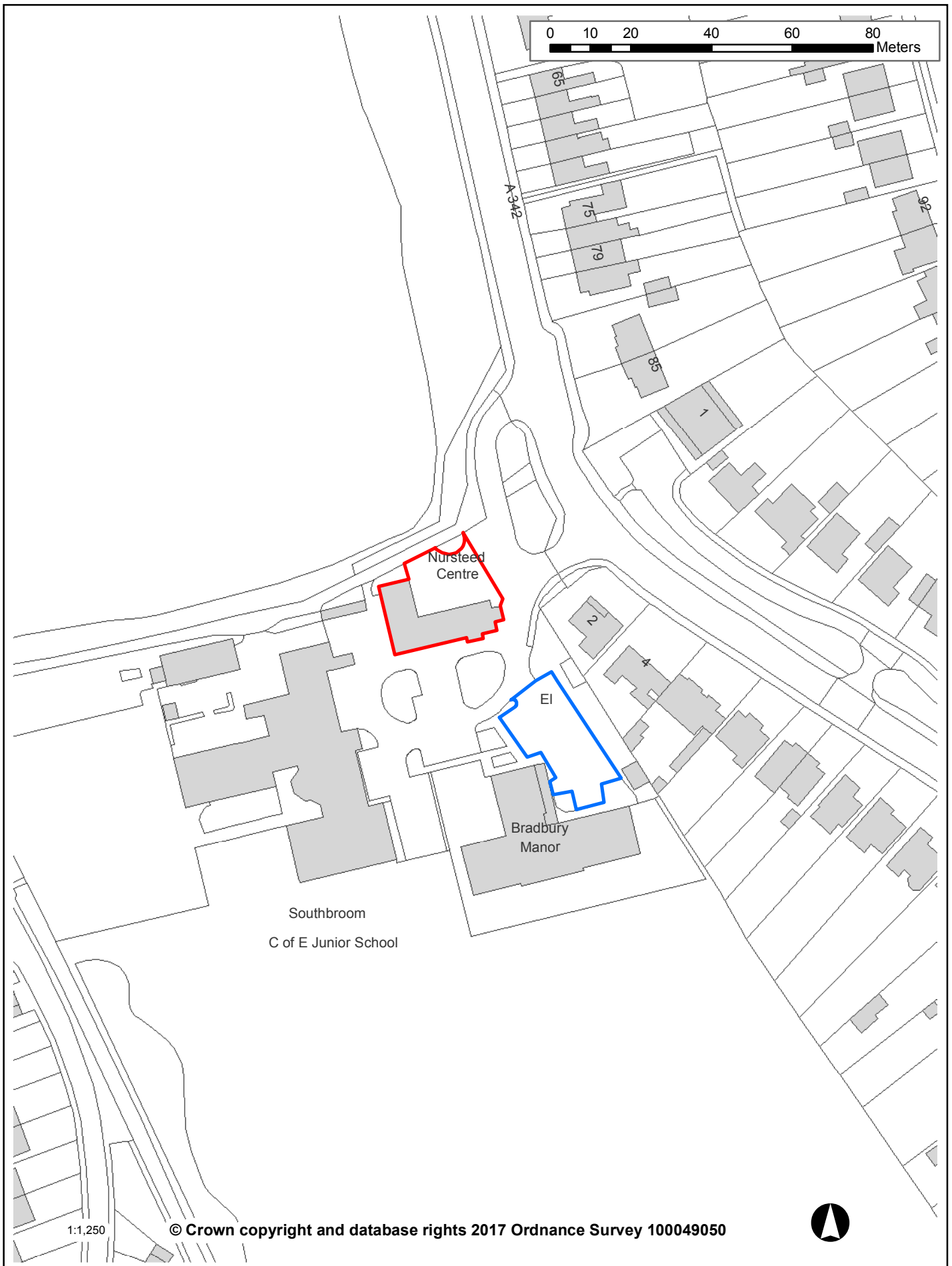
Recommendation

11. To approve the transfer of the land shown edged red on the plan at Appendix 1 to Devizes & District Association for the Disabled by way of a 125 year lease and suitable legal documentation to provide for appropriate parking rights within the land shown edged blue on the plan.

Graeme Morrison
Devizes Community Engagement Manager

Appendix 1


Devizes
Nursted Centre



Form CAT01

Application for the transfer of a Council asset


Your details	
Your Organisation	O.W. A.D.
Contact name	TENNY COOPER
Position held	CENTRE MANAGER
Address	THE NURSTEEN COMMUNITY CENTRE
Postcode	SN10 3AF
Telephone	01380 - 726420
Email	organiser@nursteencentre.plus.com
Your proposal	<i>(please complete Checklist CAT02 before completing the following)</i>
Details of asset Please include exact location, address, postcode, size, boundaries, access points and a map if possible	LOCATION PLEASE SEE ENCLOSED MAP. ADDRESS AS ABOVE. BOUNDARIES MARKED IN RED.
Summary of proposal Why do you want the asset and how will this benefit the local community?	TO ATTRACT FUTURE FUNDING, WHICH WILL ALLOW THE CENTRE TO CONTINUE BENEFITTING THE LOCAL COMMUNITY.
Community use Please explain how the asset will be used (Please refer to questions 5-8 in the checklist - CAT02)	AS NOW, A CENTRE FOR PUBLIC USE.
Suitability for purpose Please explain why this asset is suitable for the intended purpose (Please refer to questions 5-8 in the checklist - CAT02)	THE CENTRE IS FULLY ADAPTED FOR THE DISABLED AND IS USED BY MANY DIFFERENT GROUPS FOR SOCIAL MEETINGS.

<p>Community support and consultation Please set out who you have consulted about your proposal and how you have addressed any concerns raised <i>(please refer to questions 9-14 in the checklist - CAT02)</i></p>	<p>WE HAVE CONSULTED OUR NEIGHBOURS, THERE HAS BEEN NO CONCERNS EXPRESSED (PLEASE SEE COPY OF LETTER)</p>
<p>Legal issues Please set out how you will address any legal, planning, insurance and health and safety matters associated with the asset <i>(please refer to questions 15-18 in the checklist - CAT02)</i></p>	<p>THERE ARE NO LEGAL CONSTRAINTS ON THE PROPERTY NO PLANNING IS NEEDED. INSURANCE + HEALTH + SAFETY ARE REVIEWED ANNUALLY</p>
<p>Financial matters How will you fund future running costs, repairs and maintenance? <i>(please refer to questions 19-23 in the checklist - CAT02)</i></p>	<p>AS NOW, RUNNING COSTS ARE FUNDED BY ROOM HIRE CHARGES.</p>
<p>Future management How will you manage the asset and ensure that it continues to contribute to the wellbeing of the local community in the future? <i>(please refer to questions 24-27 in the checklist - CAT02)</i></p>	<p>THE MANAGEMENT COMMITTEE WILL CONTINUE AS NOW.</p>
<p>DECLARATION I confirm that the details included in this application are correct</p>	
<p>Signed:</p>	<p></p>
<p>Name (please print):</p>	<p>JENNY COOPER</p>
<p>Date:</p>	<p>23.3.15</p>

Application for the transfer of a Council asset

CHECKLIST

	Question	Yes	No	Note
Community use	1. Is the asset to be provided for a public purpose?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The Council will not transfer assets for private or commercial use
	2. Will the asset be hired or used by third parties?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If 'yes' your application should set out how this will work
	3. Will your organisation supervise use of the asset?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If 'no' your application should explain how use will be supervised
	4. Will the public have access to the asset?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If 'yes' your application should set out how your liabilities will be covered
Is the asset fit for proposed use?	5. Is it big enough?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The Council will not transfer assets that are unsuitable
	6. Is it in the right location?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The Council will not transfer assets that increase unnecessary car use
	7. Is it safe?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The Council will not transfer assets that are unsafe
	8. Does it have utilities? (Water, electricity, drainage, etc.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If 'no'- your application should explain if they are needed
Community Support and consultation	9. Have you consulted nearby residents?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If 'no'- please consult before submitting your application
	10. Have you consulted adjoining owners?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If 'no'- please consult before submitting your application
	11. Have you consulted others affected by the proposal?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If 'no'- please consult before submitting your application
	12. Have you consulted the local Wiltshire Councillor?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If 'no'- please consult before submitting your application
	13. Have you consulted the local Parish Council?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If 'no'- please consult before submitting your application
	14. Is there community support for the change of use?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If 'no' - consider carefully whether you wish to proceed with your application
Legal	15. Are there any covenants or other legal constraints?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If 'yes' your application should explain implications

16. Does the proposed use require planning consent?		✓	<i>If 'yes' your application should explain implications</i>
17. Have you considered insurance cover?	✓		<i>If 'no' your application must explain implications</i>
18. Have you assessed health and safety liabilities?	✓		<i>Your application must explain how you will deal with risks and liabilities</i>

	Question	Yes	No	Note
Finance	19. Can you meet all capital maintenance costs?	✓		<i>If 'no' your application should explain how funding will be provided</i>
	20. Can you meet all day-to-day running costs?	✓		<i>If 'no' your application should explain how funding will be provided</i>
	21. Will you use the asset to generate income?	✓		<i>If 'yes' your application should provide further details</i>
	22. Will any third party be assisting with the costs?		✓	<i>If 'yes' your application should provide further details</i>
	23. Do you have any contingency funds?	✓		<i>If 'no' your application should set out how you will deal with contingencies</i>
	Question	Yes	No	Note
Management	24. Will you manage the asset?	✓		<i>If 'no' your application should set out who will manage the asset.</i>
	25. Will a management committee be set up?	✓		<i>If 'yes' your application should set out how this will work</i>
	26. Will users of the asset be involved?	✓		<i>If 'yes' your application should set out how this will work</i>
	27. Will someone be employed to manage the asset?	✓		<i>If 'yes' your application should set out how this will work</i>

Devizes and District Association for the Disabled
The Nursteed Community Centre
Nursteed Road
Devizes
Wiltshire
SN10 3AF
01380 726420

Charity number 285797
organiser@nursteedcentre.plus.com

6th March 2015

Dear Neighbour

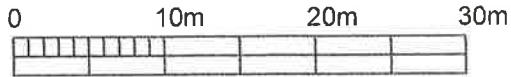
I am writing to inform you of our intention to investigate the possibility of transferring the ownership of the Nursteed Centre from Wiltshire County Council to ourselves.

This at present is only a tentative inquiry, but should we in the future be successful in obtaining an asset transfer, I would like to reassure you the Centre would be managed in exactly the same way as it has been for the last 30 or so years, and would not affect you in any way.

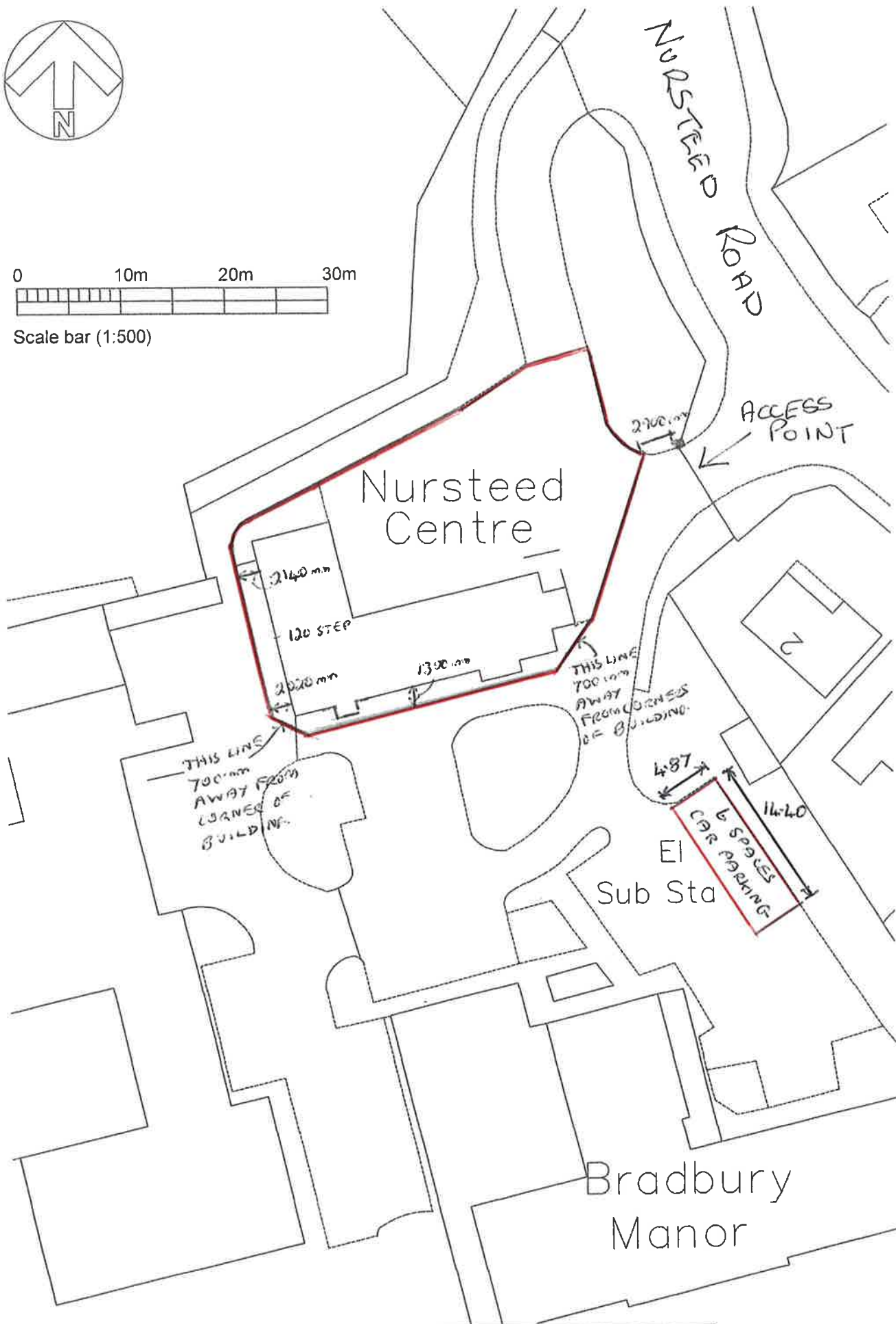
If you have any questions or concerns, please do not hesitate to contact me. You will find me in the office every weekday between 9am and 1pm.

Yours Sincerely

Jenny Cooper
Centre Manager



Scale bar (1:500)



Drawing:		SITE PLAN		DOLMAN	
				BUILDING DESIGNERS BUILDING SURVEYORS COST CONSULTANTS CDM CO-ORDINATORS	
Drawn:	Date:	Scale:	Tel: 01380 - 729456 Email: info@dolmansurveyors.co.uk		
ALK	26.02.15	1:500 @ A4	Fax: 01380 - 729567 Web: www.dolmansurveyors.co.uk		
Drawing number:	01	Rev.	Sussex House, Bath Rd., Devizes, SN10 2AF		

Report to	Devizes Area Board
Date of Meeting	05/04/2017
Title of Report	Community Area Grant funding

Purpose of the report:

To consider the applications for funding listed below

Applicant	Amount requested
Applicant: Wiltshire Search and Rescue Project Title: RPAS Project 1 - Drones View full application	£698.32
Applicant: Wiltshire Police Project Title: Car Security Reminder Signs	£82

1. Background

Area Boards have authority to approve Area Grants under powers delegated to them. Under the Scheme of Delegation Area Boards must adhere to the [Area Board Grants Guidance](#)

[The funding criteria and application forms](#) are available on the council's website.

2. Main Considerations

2.1. Councillors will need to be satisfied that funding awarded in the 2015/2016 year is made to projects that can realistically proceed within a year of it being awarded.

2.2. Councillors must ensure that the distribution of funding is in accordance with the Scheme of Delegation to Area Boards.

2.3. Councillors will need to be satisfied that the applications meet the Community Area Board grants criteria.

3. Environmental & Community Implications

Grant Funding will contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent of which will be dependent upon the individual project.

4. Financial Implications

Financial provision had been made to cover this expenditure.

5. Legal Implications

There are no specific legal implications related to this report.

6. Human Resources Implications

There are no specific human resources implications related to this report.

7. Equality and Inclusion Implications

Community Area Boards must fully consider the equality impacts of their decisions in order to meet the Council's Public Sector Equality Duty.

Community Area Grants will give local community and voluntary groups, Town and Parish Council's equal opportunity to receive funding towards community based projects and schemes, where they meet the funding criteria.

8. Safeguarding Implications

The Area Board has ensured that the necessary policies and procedures are in place to safeguard children, young people and vulnerable adults.

9. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
2311	Wiltshire Search and Rescue	RPAS Project – Drones	£698.32
Project Description: Wiltshire Search and Rescue RPAS Project 1 is a project that will deliver RPAS Drone capability to Wiltshire Search and Rescue WILSAR. Drones have been identified as a valuable asset for search and rescue and will enable WILSAR to undertake situational awareness and direct searching to assist Wiltshire Police in locating vulnerable missing persons. Drones will enable WILSAR to undertake these tasks more safely and efficiently whilst saving time and manpower which are extremely valuable. WILSAR would also be in a position to support the Fire Service during an incident or for fire investigation.			
Proposal That the Area Board determines the application.			

Application ID	Applicant	Project Proposal	Requested
	Wiltshire Police	Car Security Reminder Signs	£82
Project		Description:	
Wiltshire Police takes vehicle crime very seriously and understand the effects of such crime can be distressing and cause a lot of inconvenience for the owner.			
The East Community Policing Team is responsible for policing across some 400 square miles of countryside some of which has international landmarks attracting visitors from all over the world. Despite our best efforts we are unable to have a continued police presence in the areas where offences are occurring so rely upon			

individuals taking personal security measures to make their vehicles less attractive to potential thieves. It is hoped by promoting security by the placement of signs reminding car park users to remove valuables we will have a significant impact on the incidences of crime.

Wiltshire police are requesting funding for 4 x metal signs to be erected at Roundway Hill.

Proposal

That the Area Board determines the application.

No unpublished documents have been relied upon in the preparation of this report

Report Author:

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Community Engagement Manager

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graeme.morrison@wiltshire.gov.uk

