

# AGENDA

**Meeting:** SOUTHERN WILTSHIRE AREA BOARD  
**Place:** Alderbury Village Hall and Social Club, Rectory Road, Alderbury,  
Salisbury, SP5 3AD  
**Date:** Thursday 19 August 2010  
**Time:** 7.00 pm

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Including the Parishes of Alderbury, Britford, Clarendon Park, Coombe Bissett, Downton, Firsdon, Grimstead, Landford, Laverstock, Ford and Old Sarum, Odstock, Pitton and Farley, Redlynch, West Dean, Whiteparish, Winterslow.

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**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.

**Refreshments and networking opportunities will be available from 6:30pm.**

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Please direct any enquiries on this Agenda to Lisa Moore (Democratic Services Officer), on 01722 434560 or email [lisa.moore@wiltshire.gov.uk](mailto:lisa.moore@wiltshire.gov.uk)

or Tom Bray (Southern Wiltshire Community Area Manager), Tel: 01722 434252 or (email) [tom.bray@wiltshire.gov.uk](mailto:tom.bray@wiltshire.gov.uk)

All the papers connected with this meeting are available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

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

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## Wiltshire Councillors

Richard Britton - **(Chairman)**

Chris Devine

Julian Johnson

Ian McLennan

Leo Randall – **(Vice-Chairman)**

Alderbury and Whiteparish

Winterslow

Downton and Ebbles Valley

Laverstock, Ford and Old Sarum

Redlynch and Landford



Items to be considered	Time
<p>1. <b>Welcome and Introductions</b></p> <p>2. <b>Chairman's Announcements</b> (<i>Pages 3 - 8</i>)</p> <p>To receive announcements from the Chairman, including:</p> <ul style="list-style-type: none"> <li>• Local Transport Plan Car Parking Strategy</li> <li>• Community Payback – Call for ‘Grot Spots’</li> <li>• Consultation on Initial Site Options for the Aggregate Minerals Site Allocations</li> <li>• An Extraordinary Meeting of Southern Wiltshire Area Board will be held on Wednesday 15 September 2010 at 7.00pm to discuss the proposed approach to developing housing requirements for Wiltshire since the Regional Spatial Strategy was revoked on 6 July 2010 (venue to be confirmed).</li> </ul> <p>(papers attached)</p>	7.00pm
<p>3. <b>Apologies</b></p> <p>4. <b>Declarations of Interest</b></p>	
<p>Councillors are requested to declare any personal or prejudicial interests or dispensations granted by the Standards Committee.</p> <p>5. <b>Minutes</b> (<i>Pages 9 - 20</i>)</p> <p>To approve and sign as a correct record the minutes of the previous meeting held on 17 June 2010 (copy attached).</p>	
<p>6. <b>Neighbourhood Policing Team Update</b></p> <p>An update from your Neighbourhood Policing Teams.</p>	7.05pm
<p>7. <b>Update on Parish Plans and the role of the Area Board</b></p> <p>In the response to the receipt of Winterslow’s Parish Plan digest, the Chairman will update the meeting on how the Board proposes to manage forthcoming Parish Plans.</p>	7.25pm
<p>8. <b>Caring Villages - Voluntary and Community Sector support in our area.</b></p> <p>To receive a short presentation from GROW, Wiltshire’s newly funded support service for voluntary and community groups.</p>	7.30pm

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|-----|---|---------------|
| 9.  | <b>Library Service Review</b>   | <b>7.50pm</b> |
|     | To receive a presentation on the review of the Library Service, followed by a postcard exercise.  |               |
|     | <i>Officer: Chris Moore, Reading and Learning Services Manager.</i>   |               |
| 10. | <b>Waste Consultation</b>   | <b>8.05pm</b> |
|     | To receive a presentation on the proposals for a new waste and recycling service.   |               |
|     | <i>Officer: Tracy Carter, Service Director for Waste Services</i>   |               |
| 11. | <b>Community Asset Transfer (Pages 21 - 30)</b>   | <b>8.25pm</b> |
|     | The Area Board Members will consider an application by Redlynch Parish Council for the transfer of land at Redlynch Playing Field for community recreational use (report attached). |               |
|     | <i>Officer: Tom Bray, Community Area Manager</i>  |               |
| 12. | <b>Your Local Issues (Pages 31 - 32)</b>  |               |
|     | To note the report of the Community Area Manager (attached).  |               |
| 13. | <b>Community Grants (Pages 33 - 46)</b>   | <b>8:35pm</b> |
|     | The Board will consider the grant applications received for funding under the Community Area Grant Scheme (report Attached).  |               |
|     | The Board will also consider endorsing a bid for funding from the Performance Reward Grant Scheme (papers attached).  |               |
| 14. | <b>Evaluation and Close (Pages 47 - 48)</b>   | <b>9.00pm</b> |
|     | A copy of the Forward Plan is attached for information.   |               |

## **Future Meeting Dates**

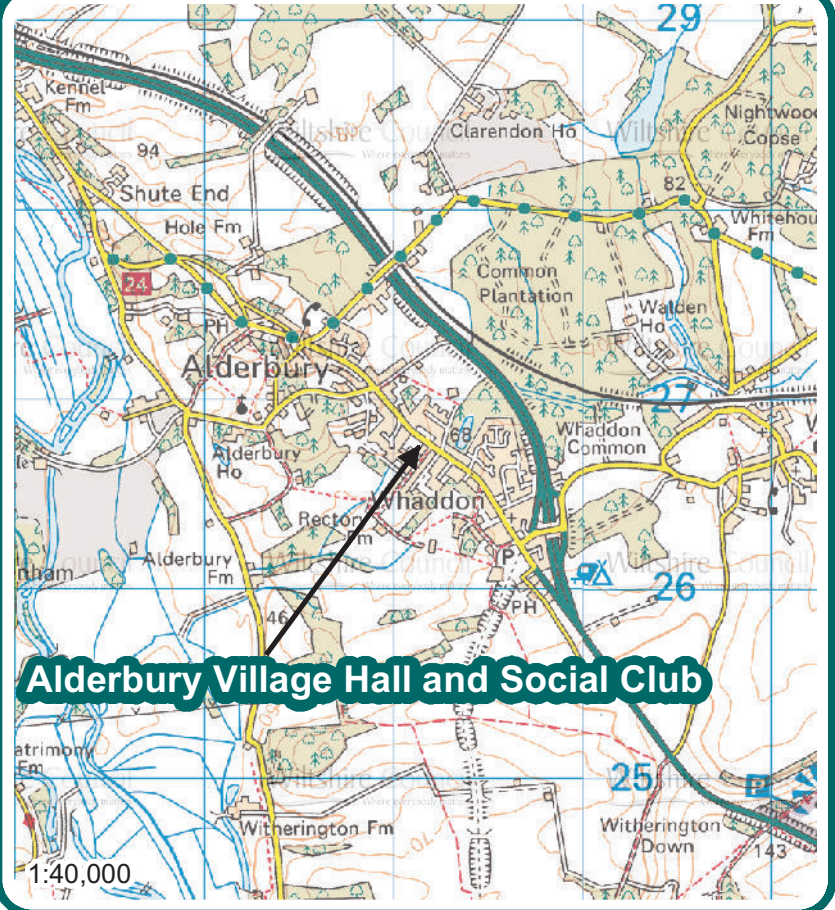
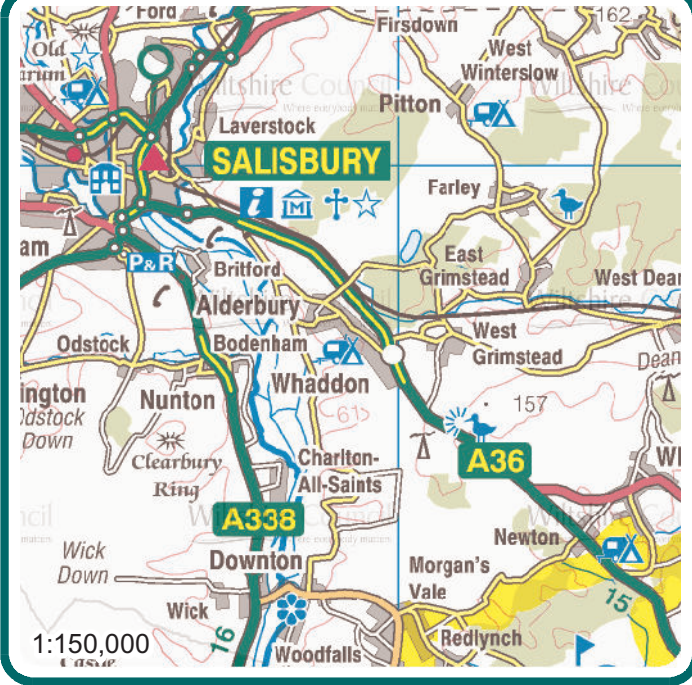
**Extraordinary Meeting – Wednesday 15 September 2010**  
7.00pm, Venue to be confirmed

**Thursday, 14 October 2010**  
7.00pm  
Pitton Village Hall, Whitehill, Pitton SP5 1DJ

**Thursday, 16 December 2010**  
7.00pm  
Trafalgar School, Downton

**Thursday 3 February 2010**  
7.00pm  
Winterslow Village Hall

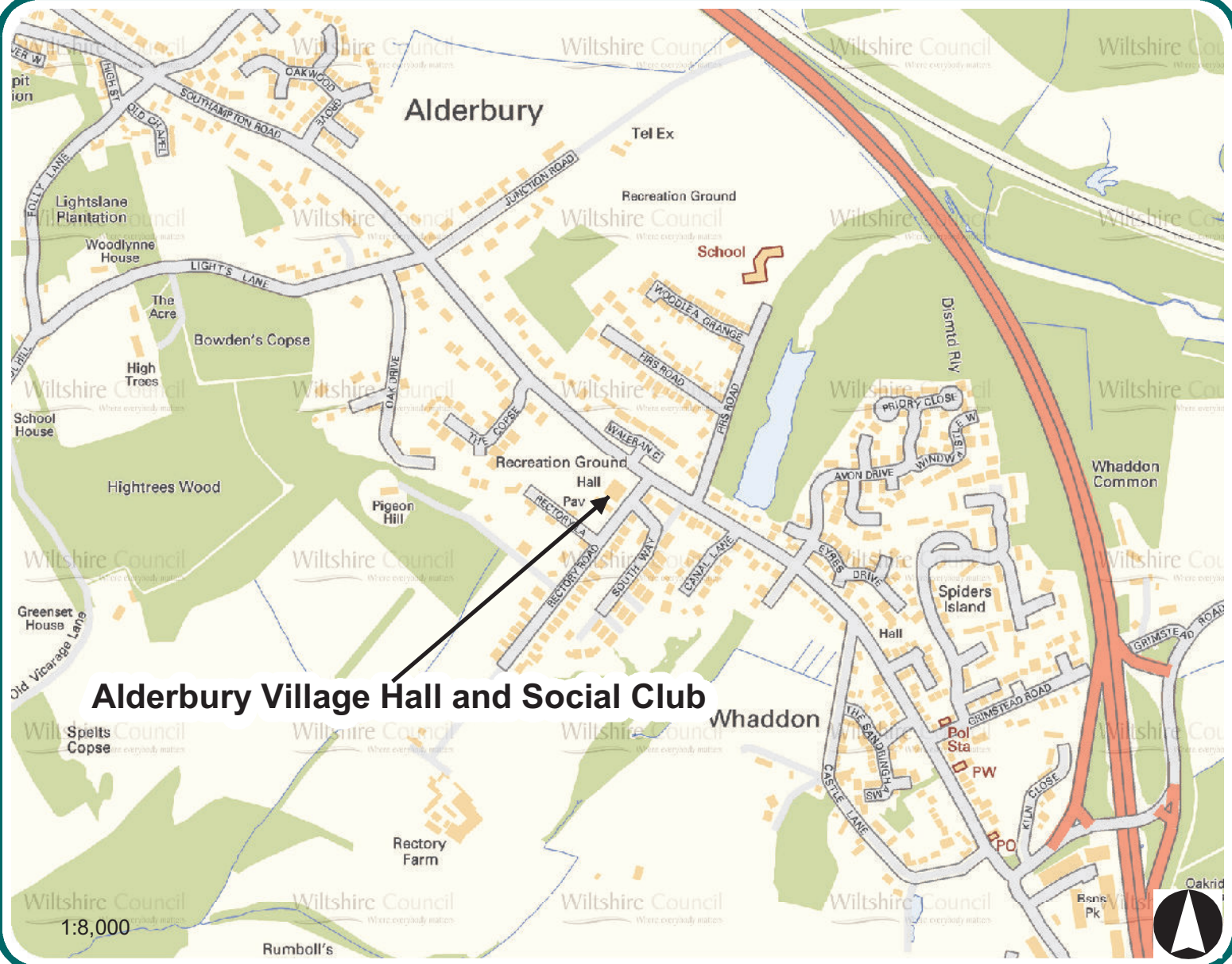




**Alderbury Village Hall and Social Club**  
**Rectory Road**  
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**Alderbury Village Hall and Social Club**





**Southern Wiltshire Area Board 19 August 2010**

Item No.02

## **Chairman's Announcements**

### **Review of Local Transport Plan Car Parking Strategy**

The Council's current car parking strategy dates back to 2000 and now needs to be reviewed to reflect the move to Wiltshire Council and to ensure that parking charges and standards are broadly consistent across the whole of the county.

A parking strategy can be one of the most useful tools available to local authorities in helping them achieve their objectives. In particular, it can:

- support the local economy;
- encourage the use of sustainable travel modes;
- enhance the look of streetscenes;
- meet residents' needs for car parking;
- raise revenue for the Council to reinvest in transport measures; and
- provide essential access for the mobility impaired.

The Council commissioned its consultants Mouchel to undertake the review.

Consultation on Mouchel's report is open from **12 July to 3 September 2010**.

Our preferred method of communication is for comments to be submitted online at <http://consult.wiltshire.gov.uk/portal>. Paper copies of the questionnaire and a reference copy of Mouchel's main and technical report are also available from all libraries.

The Council will feedback to Area Boards in the autumn and the Council's Cabinet will consider the results in December, with any changes becoming effective from April 2011.

**Consultation Portal Link:** <http://consult.wiltshire.gov.uk/portal>



## **Southern Wiltshire Area Board 19 August 2010**

### **Chairman's Announcements**

#### **Community Payback – Call for Grot Spots**

Wiltshire Probation Services is launching a new scheme, 'Community Payback, Involving Local Communities'. The scheme works with offenders to offer free labour to local communities to enhance the local environment. This includes clearing undergrowth, removal of graffiti or litter, repairing and redecorating community facilities and other environmental projects.

The Community Payback initiative has been supported by our Area Boards to receive Performance Reward Grant funding to provide mobile facilities which will enable the work to be carried out more efficiently and to broaden the reach of the project to include more rural parts of the county.

Area Boards are asked to call for 'Grot Spots', local areas which need clearing or community facilities which need decorating, litter picking or graffiti removal. These can be referred to the Community Payback Scheme, either directly using the referral form on the Community Payback leaflet or via their Community Area Manager.

Tom Bray, Community Area Manager

01722 434252

[Tom.bray@wiltshire.gov.uk](mailto:Tom.bray@wiltshire.gov.uk)



**Southern Wiltshire Area Board 19 August 2010**

Item No.02

## **Chairman's Announcements**

### **Consultation on Initial Site Options for the Aggregate Minerals Site Allocations**

**Department:** Neighbourhood and Planning

**Further Enquiries to:** Sophie Davies

**Date Prepared:** August 2010

**Direct Line;** 01225 713429

A consultation on potential sites for sand and gravel extraction commenced on 5<sup>th</sup> August 2010. Because the consultation is starting in August it will run for a period of eight weeks.

It is important to stress that the plan is at a very early stage of production and only proposes potential site options for minerals extraction. At this stage none of the sites listed in this document have any firm planning status - i.e. they are not the councils' preferred sites, but areas of land that have been promoted for consideration by landowners and the minerals industry.

The potential sites fall within the Electoral Divisions of:

- Alderbury and Whiteparish;
- Winterslow;
- Minety;
- Cricklade and Latton;
- Bromham, Rowde and Potterne;
- Melksham Without North;
- Calne Rural;
- Calne South and Cherhill;
- Melksham Without South;
- Corsham Without and Box Hill;
- Chippenham, Lowden and Rowden;
- Kington.

The consultation report identifies key issues and constraints for development of each of the proposed sites and represents the first opportunity for communities and stakeholders to share their views on the suitability of the sites included in this plan.

We would encourage anyone wishing to view and comment on the report to use the online portal <http://consult.wiltshire.gov.uk/portal>

Alternatively, the report will be available for viewing at Wiltshire Council and Swindon Borough Council main offices and libraries throughout the county and borough.

The Wiltshire Council and Swindon Borough Council main offices are located at:

- County Hall – Trowbridge;
- Bradley Road – Trowbridge;
- Monkton Park – Chippenham;
- Browfort – Devizes;
- Wyndham Road – Salisbury;
- Watt Tyler House – Swindon.

The comments received through this consultation will be used to help inform the scope of further detailed assessments on the potential sites. This in turn will inform which sites should be carried forward into the formal plan and which should be dropped from further consideration. A formal draft of the Aggregate Minerals Site Allocations DPD, presenting the sites selected to be carried forward, is timetabled for publication and consultation in spring 2011.

Further information is available by contacting the Minerals and Waste Policy team on 01225 713429, or e-mail [mineralsandwastepolicy@wiltshire.gov.uk](mailto:mineralsandwastepolicy@wiltshire.gov.uk).

# MINUTES

**Meeting:** SOUTHERN WILTSHIRE AREA BOARD  
**Place:** Coombe Bissett & Homington Village Hall, Shutts Lane, Homington Road, SP5 4LU  
**Date:** 17 June 2010  
**Start Time:** 7.00 pm  
**Finish Time:** 9.40 pm

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Please direct any enquiries on these minutes to:

Lisa Moore (Democratic Services Officer), Tel: 01722 434560 or (e-mail) [lisa.moore@wiltshire.gov.uk](mailto:lisa.moore@wiltshire.gov.uk)

Papers available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Richard Britton (Chairman), Cllr Leo Randall (Vice Chairman), Cllr Ian McLennan, Cllr Christopher Devine and Cllr Julian Johnson

Cllr Dick Tonge, Cabinet Member for Highways and Transport

### **Wiltshire Council Officers**

Tom Bray, Community Area Manager  
James Hazlewood, Senior Democratic Services Officer  
Graeme Hay, Head of Service – Local Highways and Streetscene (South)  
Tony Nye, Youth Development Co-ordinator  
Emma Proctor, Extended Schools Network Co-ordinator

### **Town and Parish Councillors**

Alderbury Parish Council - D.Biggs  
Britford Parish Council – M Hitchens  
Coombe Bissett Parish Council - D Rittue, R Maycock, J Gregory  
Downton Parish Council – R Yeates, B Cornish, S Barnhust-Davies, J Brown  
Landford Parish Council – J Martin, B Morris, T Reynolds  
Laverstock and Ford Parish Council - V McLennan, R Champion, D Hayes  
Odstock Parish Council - R Parsons

Pitton and Farley Parish Council - A Shaw  
Redlynch Parish Council - W Maddy  
West Dean Parish Council - H Urquart  
Winterslow Parish Council – M Brown (Parish Plan Steering Group)

**Partners**

Wiltshire Police – Inspector David McMullin  
Community Area Plan Steering Group – Tony Reynolds  
Wiltshire Libraries - Hilary Glyde  
CAYPIG – Tony Nye  
Extended Schools Network Coordinator - Emma Procter  
B Morris, New Forest National Park Authority

**Members of Public in Attendance: 14**

**Total in attendance: 51**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>	<u>Action By</u>
1.	<p><u>Welcome and Introductions</u></p> <p>The Chairman, Cllr Richard Britton welcomed everyone to the meeting of the Southern Wiltshire Area Board and introduced;</p> <p>Cllr Dick Tonge - the Cabinet member for Highways and Transport; Graeme Hay – Head of Service, Local Highways and Streetscene; James Hazlewood – Senior Democratic Services Officer, standing in for Lisa Moore.</p>	
2.	<p><u>Chairman's Announcements</u></p> <p><b>Area Boards and Localism</b> The Chairman drew attention to the new national Coalition government's Localism Agenda, in particular the 'Big Society', where community groups would assume more and more of the functions and services currently delivered by government. This had mixed implications for local councils in general, but seemed to mean that Area Boards would retain and increase their importance.</p> <p><b>Guest</b> The Chairman also introduced Wendy Lansdown of Cambridgeshire County Council – Neighbourhood Liaison team, who would be observing the meeting.</p> <p><b>Re-election of Area Board Chairmen and Vice-Chairmen</b> A change in the Council's Constitution was to be made so that the election of a Chairman and Vice-Chairmen would take place in the Community, at the applicable meeting of the Area Board rather than Full Council.</p>	
3.	<p><u>Apologies</u></p> <p>Apologies for absence were received from:</p> <ul style="list-style-type: none"> <li>• Ian Rennie, Wiltshire Fire and Rescue</li> <li>• Tracy Carter, Service Director – Waste Management Services</li> <li>• Nick Evans - New Forest National Park Authority</li> </ul>	
4.	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>	
5.	<p><u>Minutes</u></p>	

	<p>The Chairman explained that re-election of Area Board Chairmen and Vice-Chairmen had been determined at the Council meeting of 18 May 2010.</p> <ul style="list-style-type: none"> <li>• Councillor Richard Britton had been re-elected Chairman of the Southern Wiltshire Area Board for the municipal year 2010/2011.</li> <li>• Councillor Leo Randall had been re-elected as Vice-Chairman of the Southern Wiltshire Area Board for the municipal year 2010/11.</li> </ul> <p><b><u>Decision</u></b>  <b>The minutes of the previous meetings on 15 April and 18 May 2010 were agreed as a correct record and signed by the Chairman.</b></p>	
6.	<p><u>Updates from Partners</u></p> <p>The Chairman asked the floor and panel for any updates from partners:</p> <p><b>Winterslow Parish Plan</b>  Mick Brown – Member of Parish Plan Steering Group explained that a parish plan digest had been produced and progress was now well advanced with regard to the completion of the Parish Plan. The Steering Group wished to seek input from the Area Board at this stage.</p> <p><b>Dangerous Traffic Lights along the A30 at Junction with Pheasant Road</b>  A member of the public raised the issue of three traffic light sets on a stretch of road, which were in his opinion very confusing as the three were within sight of each other. The situation was highly dangerous and responsible for causing confusion at the junction.</p> <p>Cllr Chris Devine, the local member for that area, assured the Board that he would take up the issue formally with Cllr Dick Tonge, the Cabinet member for Highways and Transport, by midday the following day, and push for urgent action.</p> <p><b>Coombe Bissett Short Mat Bowling Club</b>  Following the award of Area Board funding to Coombe Bissett Short Mat Bowling Club, David Germain from the club reported that the funding had been used and passed on the club's thanks to the Area Board for their support.</p> <p><b>Additional funding for Children and Young people in the</b></p>	

### **Community area**

The Area Board considered a report on additional funding for Children and Young people in the Community Area which showed proposals for the use of additional funding (£4,109) allocated to the Area Board to spend on projects for children and young people. The proposals were:

- 1) Two activity days to be organised in August/September 2010, in different parts of the Community Areas for children aged between 10 and 16.
- 2) Places for local primary aged children to access holiday clubs for at least a part of the summer holidays
- 3) Funding / investigating minibus provision to enable children of various ages to take advantage of the free provision of activities being offered at Downton Leisure Centre and Five Rivers Leisure Centre over the summer holidays.
- 4) Explore the issues relating to access to the Bluz 'n' Zuz events and if all other avenues of support had been exhausted, set up transport which ensured an equality of access to the event.

Tony Nye, Youth Development Co-ordinator introduced those present to proposals 1 and 4 in the report and Emma Proctor, Extended Schools Network Co-ordinator outlined proposals 2 and 3.

A discussion ensued and the key points were as follows:

- A representative of the Community Area Young Persons Issue Group (CAYPIG), argued that the funding should be spent on a wider range of ages, including 16-18 year olds.
- Emma Proctor clarified that with regards to proposal 2, the report concerned only the granting of £1500 which would provide places for five children at the camp for 15 days. Transport costs would also apply, but these would be met from another funding source.
- Councillor Chris Devine felt that given the limited sums of money the Area Board were responsible for they should always try to spend/allocate them in a way which would benefit the greater good. He felt the transport issues raised in the proposals also had high significance.
- Tom Bray, the Community Area Manager (CAM), explained that the proposals were outline at this stage, and that the details could be finalised at an informal meeting, as recommended in the report, to avoid delaying the projects until after the next Area Board meeting on 19 August.

	<p><b><u>Decision</u></b></p> <ol style="list-style-type: none"> <li><b>1. The Area Board agreed in principle to proposal 1, subject to the financial implications being outlined in detail at a meeting with relevant officers and the Chairman, to ensure there is community-wide focus and promotion.</b></li> <li><b>2. The meeting outlined above should also include further detailed discussion and clarification on proposal 2.</b></li> <li><b>3. The Area Board agreed that appropriate funds be allocated to transport projects to maximise access to activity programmes to be determined at the same meeting outlined above.</b></li> <li><b>4. Clarification be sought on the transport arrangements for proposal 4.</b></li> <li><b>5. The final decision to release funding up to £4,109 in relation to the above was delegated to the Community Area Manager in consultation with the Chairman. Details of how the funding was allocated would be reported back to a future meeting of the Area Board.</b></li> </ol>	
7.	<p><b><u>Community Plan Consultation</u></b></p> <p>Tony Reynolds, Chairman of the Southern Wiltshire Community Plan Steering Group (SWCPSG), introduced the draft issues document which had been produced by the Group. He began by thanking the Councillors and core working group members who had worked very hard to produce the document to be considered by the area board.</p> <p>Tom Bray, Community Area Manager, then ran through the background to the plan, and explained that the issues for the community identified by the core working group had been split into five key areas: Transport, Crime and Community Protection, Rural life and Environmental issues, Economy and Community. The community's goal in each area was encapsulated in a key principle, which helped identify the relevant issues to be addressed and actions necessary to do this. Separate tasking groups for these areas would be established.</p> <p>The development of the plan was ongoing and as part of this there would be consultation over the next 12 weeks before the plan was finalised. Using hand-held voting devices the audience were asked for feedback on the draft issues document, and broadly agreed that the issues identified by the working group were correct.</p> <p>The Chairman, Richard Britton then thanked every member of the working group. He explained that the final proposals would come back for approval at the October meeting of the Southern Wiltshire Area Board. Councillors were invited to add their comments on the</p>	

	<p>plan.</p> <p>Councillor Chris Devine stated that he was interested particularly in addressing housing issues – a major challenge for the area was to provide housing and facilities suitable for families, to ensure that the area’s villages did not become retirement communities.</p>	
8.	<p><u>Highways Programme</u></p> <p>Graeme Hay, Head of Service – Local Highways and Streetscene (South), introduced himself, and explained the rationalisation of former County Council and Salisbury District Council functions.</p> <p>He then ran through the main maintenance projects which had either been completed or were ongoing in the Southern Wiltshire area. In Winterslow in particular good work had been done on a number of sites. The projects mentioned were the programmed works, whilst many more other works were ongoing.</p> <p>The Chairman asked for any questions or queries from those present. Questions included:</p> <ul style="list-style-type: none"> <li>• The Role of the Parish Steward The key objective of Parish Stewards was to contribute to the safe condition of local roads. Councillors had met with Greame Hay to discuss the Parish Steward scheme which would feature on the agenda in October.</li> <li>• The Drainage Siphon in Pitton The issue of a drainage siphon in Pitton which needed cleaning was raised and it was explained that the failure to clean it out was causing some concern and frustration as Pitton and the surrounding area was severely flooded around seven years ago. Graeme explained that he was familiar with this particular area and problem and explained that standard equipment used by Wiltshire Council and its contractors could not deal with the problem. Specialised equipment was being brought in, and it was hoped that the problem would be dealt with in the next six weeks.</li> <li>• Recurrent potholes/breaking seals around filled potholes Graeme explained that since being in post he had instigated a switch to a new pothole-filling material. The best way to deal with the problem of potholes was prevention, and the new surface dressing machines would help do this. Where it appeared a pothole had failed repeatedly, quite often it was not the filled pothole, but multiple failures in a similar area which gave the impression of recurrent potholes; again, he hoped new procedures and techniques will help deal with this in the future.</li> </ul>	

9.	<p><u>Local Transport Plan Funding Allocation</u></p> <p>Councillor Dick Tonge, the Cabinet Member for Highways and Transport began by adding his comments on a number of issues raised by members of the audience.</p> <p>Firstly he returned to the issue raised by a member of the public concerning dangerous traffic lights on the A30. He stated he would have further discussions with colleagues and local members to look at this, as a matter of urgency.</p> <p>Secondly with regards to flooding issues in general, the unitary council had set up two Flood working groups, for the North and South to address flooding issues in these areas. In the north flooding generally took the form of flash flooding, as a result of the predominantly clay soil, whilst in the South, flooding was often as a result of high water boards in the chalk soil.</p> <p>Thirdly he added that the Parish Steward scheme in general had eliminated some unnecessary bureaucracy – as the principle of the scheme was for the Parish Stewards to spot areas where roads were unsafe, and undertake repairs/take action immediately.</p> <p><b>Local Transport Plan Funding Allocation</b></p> <p>Councillor Dick Tonge announced £250,000 of funds to be spent on small local road repairs, and allocated via the 18 Area Boards. These funds had previously been spent on a case-by-case basis by officers in Trowbridge. He suggested that the Area Board form a Local Transport Plan working group to identify schemes they wished to progress using the discretionary highway budget that had been allocated to them.</p> <p>Further information was circulated at a later date to the Area Boards, which included the following details:</p> <p>The allocation of £13,676 to the Southern Wiltshire Area Board would be for capital funding and could only be used to provide new and improved infrastructure. It could be used for schemes that would improve safety, increase accessibility and sustainability by promoting walking, cycling and public transport, and improve traffic management. It could not be used to fund maintenance schemes or to pay for revenue functions such as passenger transport.</p> <p>Due to the complexity of assessing and selecting a scheme from the many requests, and the potential time that such an agenda item would take, it had been proposed that recommendations were made to the Area Board by a Community Area Transport Group (CATG).</p>	
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	<p>Members of the CATG would be identified by the Community Area Manager in conjunction with the Chairman, and agreed at the Area Board. The number on each Group should not exceed ten and that the meetings take place during the day. Meetings would be attended by relevant officers from Wiltshire Council and would be chaired by the Area Board Chairman.</p> <p>It was envisaged that the first meeting of the CATG would include a half day workshop covering the following matters:-</p> <ul style="list-style-type: none"> <li>• Background to the Council’s transport policies and transport funding.</li> <li>• Review of requests received in the community area.</li> <li>• Assessment of schemes.</li> <li>• Discussion on the need for a feasibility study</li> <li>• Discussion on future funding</li> <li>• Selection of scheme(s)</li> <li>• Recommendation to Area Board.</li> </ul> <p>Councillor Chris Devine added that few highways issues in the Southern Wiltshire Community area were threatening, however the crossing of the A36 at Clarendon/Petersfinger was dangerous and needed action. The Chairman agreed, noting that the road was under the control of the Highways Agency.</p>	
10.	<p><u>Your Local Issues</u></p> <p>The Board noted the report by Tom Bray, Community Area Manager on the current status of issues logged through the online system. He also gave verbal updates on the following items:</p> <p><b>Rural Transport</b> The availability of transport for young people in the area continued to be an issue. The WAVESS (Wiltshire All Vehicle Sharing Scheme) pooled community transport scheme was an interesting initiative which could offer solutions, although it was reliant on volunteers. Similar pooled transport schemes for the elderly could work well and gave much needed independence; some overlap between services could be achieved.</p> <p><b>Laverstock Schools Congestion</b> Councillor Ian McLennan gave an update on the plans to relieve congestion in the areas.</p> <p>The aim was to create a safe zone for pupils and other pedestrians, with an implementation date of September 2011. A</p>	

	<p>budget request would be pursued through the Schools' travel plans, which would be signed off this September in time for the following September (2011).</p> <p>He wished Councillor Dick Tonge to give approval and a clear signal for officers to get the work done by April/May 2011, to allow the scheme and new layout to settle in and become used and adjusted in time for the new school intake the following September. Councillor Tonge indicated that he would reply in due course.</p> <p><b>Old Sarum Community Acquisition</b> Councillor McLennan gave an update on the Old Sarum Community Room which the Board funded last year. This had been a big success, and was proof that the Area Board concept works.</p> <p>Finally people were reminded to use the issues system, as it was a good way to get their issues recorded and investigated by the Board. The issue sheet is available on line at: <a href="https://forms.wiltshire.gov.uk/area_board/report_issue.php?area_board=Southern%20Wiltshire">https://forms.wiltshire.gov.uk/area_board/report_issue.php?area_board=Southern%20Wiltshire</a></p>	
11.	<p><u>Community Area Grants</u></p> <p>The Board considered six applications for funding through the Community Area Grants scheme and one application to endorse an initiative for the Performance Reward Scheme. Applicants were invited to speak in support of their application. The board members asked questions, and after discussion the Board voted on each application.</p> <p><u>Performance Reward Scheme</u> Play Ranger Initiative, Action for Children, to provide structured outdoor play schemes - £15,000.</p> <p>Martie Sandwell of Action for Children outlined the application.</p> <p><b><u>Decision:</u></b> <b>The Southern Wiltshire Area Board supported the bid from Action for Children to go forward for consideration by the Performance Reward Grant Panel.</b></p> <p><u>Community Area Grants</u></p> <p><b><u>Decision</u></b> <b>Morning Star was awarded £2,224 towards the cost of the trailer only, and subject to the Community Area Manager working to support another application to the Salisbury Area Board for the remaining funds.</b></p>	



**Reason** *The element of the application relating to the trailer met the Community Area Grant Criteria 2010/11 and would support the community gardening scheme and be of benefit to the people of Winterslow. It was also considered that, as the service aided homeless people and those with substance abuse problems from the wider Salisbury area, it may be appropriate for the Salisbury Area Board to consider granting some funds to the group to support their activities.*

**Decision:**

The application from Coombe Bissett Parish Council was deferred until the next meeting of the Board, pending clarification of the new procedures and criteria surrounding the Local Transport Plan Funding allocation.

**Reason**

*To allow officers to investigate whether the application would be eligible for funding through the new scheme if the Area Board was minded to support it.*

**Decision**

Redlynch Village Hall Management Committee was awarded £2,500 towards refurbishment of the Village Hall.

**Reason**

*The application met the Community Area Grants Criteria 2010/11, and would support the refurbishment of this community facility. However, only 50% of the funding was awarded in view of the relatively large sum requested.*

In relation to the application from Redlynch Parish Council, David Green clarified that sources of R2 funding were not available.

**Decision**

Redlynch Parish Council was awarded £4,284 towards laying safety impact absorbent material on the children's play area.

**Reason** *The application met the Community Area Grant Criteria 2010/11 and would increase the safety of this community facility.*

**Decision**

Old Sarum Community First Responders was awarded £1,534 towards equipment and consumables to set up and run the scheme.

**Reason** *The application met the Community Area Grants Criteria 2010/11 and had a demonstrable benefit to the community.*

**Decision**

Laverstock Youth Club was awarded £2,000 towards set up

	<p>costs and equipment.  <u>Reason</u> <i>The application met the Community Area Grants Criteria 2010/11 and would benefit the local community.</i></p>	
12.	<p><u>Appointments to Outside Bodies</u></p> <p>The Board confirmed the appointments to outside bodies listed in the agenda.</p>	
13.	<p><u>Evaluation and Close</u></p> <p>Those attending the Area Board were invited to help improve future area boards by reviewing the evening using their hand-held voting devices.</p> <p>The next meeting of the Southern Wiltshire Area Board was scheduled for Thursday 19 August, 7pm at Alderbury Village Hall and Social Club.</p>	

WILTSHIRE COUNCIL

AGENDA ITEM NO. 11

SOUTHERN WILTSHIRE AREA BOARD  
DATE 19 AUGUST 2010

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**COMMUNITY ASSET TRANSFER**

**LAND AT REDLYNCH SCHOOL PLAYING FIELD**

**Executive Summary**

This report deals with an application for the transfer of land at Redlynch School Playing Field to be transferred to Redlynch Parish Council in accordance with Wiltshire Council's Community Asset Transfer Policy.

**Proposal**

The Area Board is asked to consider an application submitted by Redlynch Parish Council for the transfer of land located at Redlynch School Playing Field. The applicants' proposal is set out at Appendix 1.

**Reasons For Proposal**

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

**Recommendation**

To approve the transfer subject to confirmation of the precise area in question with the Corporate Estates Manager and the Parish Council

**Tom Bray**  
Southern Wiltshire Community Area Manager

SOUTHERN WILTSHIRE AREA BOARD  
DATE 19 AUGUST 2010

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**COMMUNITY ASSET TRANSFER**

**LAND AT REDLYNCH SCHOOL PLAYING FIELD**

**Purpose of Report**

1. The Area Board is asked to consider an application submitted by Redlynch Parish Council for the transfer of land located at Redlynch School Playing Field (see map attached at Appendix 1). The applicants' proposal is set out at Appendix 2.

**Background**

2. 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.
3. 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.
4. 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.
5. 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**

6. The application from Redlynch Parish Council is attached at Appendix 1 and relates to the transfer of land at Redlynch School Playing Field for community recreation.
7. The application was submitted in accordance with the Council's application process and meets the requirements for consideration by the Area Board.

8. The Community Area Manager has consulted with Strategic Property Services, who are undertaking appropriate consultation with service departments across the Council. 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 Randall, the local member, has been apprised.

#### **The views of Council officers**

9. On behalf of the Council, Strategic Property Services (who have overall responsibility for the Council's estates and property) has provided the following observations to the Area Board.
  - a. Rights will have to be reserved across the site for pedestrian and vehicular access, together with a right to lay services, all for the benefit of the land to be retained by the Council, currently subject to a lease to the Lover and Redlynch pre-school.

#### **Main issues for consideration by the Area Board**

10. The playing field will be established as soon as the transfer is confirmed. Its management will be overseen by a formally constituted Management Committee, a sub group of Redlynch Parish Council.

#### **Recommendation**

11. To approve the transfer subject to confirmation of the precise area in question with the Corporate Estates Manager and the Parish Council

**Tom Bray**

Southern Wiltshire Community Area Manager

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Form CAT01

## Community asset transfer: application

### Your details

<b>Your Organisation</b>	<i>Redlynch Parish Council</i>
<b>Contact name</b>	<i>Helen Brown</i>
<b>Position held</b>	<i>Clerk to Redlynch Parish Council</i>
<b>Address</b>	<i>Syrenco 1 Kingsford Close Woodfalls Salisbury Wilts</i>
<b>Postcode</b>	<i>SP5 2NQ</i>
<b>Telephone</b>	<i>01725 513245</i>
<b>Email</b>	<i>redlynchpc@btinternet.com</i>

### Your proposal

*(please complete Checklist CAT02 before filling in the following form)*

#### Details of asset

Please include exact location, address, postcode, size, boundaries, access points and a map if possible

*Redlynch School Playing Fields  
School Road  
Lover  
Salisbury Wilts*

#### Summary of proposal

Why do you want the asset and how will this benefit the local community?

*To be obtained for the good of the community, to continue to provide a green open space for the parishioner, will support a Pre school, local children play areas as well as local youth football/netball/cricket teams*

#### Community use

Please explain how the asset will be used  
*(Please refer to questions 5-8 in the checklist - CAT02)*

*It will support a Pre school, local children play areas as well as local youth football/netball/cricket teams. To be used as a community meeting place for fetes, musical events, local charity events,*

#### Suitability for purpose

Please explain why this asset is suitable for the intended purpose  
*(Please refer to questions 5-8 in the checklist - CAT02)*

*Even when the school was open, the licence allowed out of school hours use The field has always been well used by the Parishioners for sport and community events, the field as a whole has not changed and is a perfect size as it stands at the moment*

**Community support and consultation**

Please set out who you have consulted about your proposal and how you have addressed any concerns raised  
*(Please refer to questions 9-14 in the checklist - CAT02)*

*As a Parish Council we have been in correspondence with Wiltshire Council regarding the ownership/lease of this field since the school closed early 2000 We have attended meetings with the local Councillors, schools and County officials, have very active support within the Parish to maintain this site as a playing field, at present the grass is maintained by Redlynch Woodfalls Playing Fields Association who fully support our application, we also have villagers ready to set up a management Committee with the Parish Council*

**Legal issues**

Please set out how you will address any legal, planning, insurance and health and safety matters associated with the asset *(Please refer to questions 15-18 in the checklist - CAT02)*

*Our insurance which at present covers our other assets would be increased to cover this site, a management Cttee would oversee the H & S issues and any equipment would be included in our annual equipment safety check by our insurance company*

**Financial matters**

How will you fund running costs and maintenance? Are you willing to pay for the asset?  
*(Please refer to questions 19-23 in the checklist - CAT02)*

*We have built a contingency into this year's precept/budget to cover associated costs. It is expected that the asset would become self financing after initial set up costs*

**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?  
*(Please refer to questions 24-27 in the checklist - CAT02)*

*Setting up a Management Cttee which will include local Parishioners ( adult and child) Parish Councillors and support from our other two Playing fields also held within RPC assets, here experience and a wealth of knowledge can be gleamed to support this worthwhile veture.*

**DECLARATION**

**I confirm that the details included in this application are correct**

Signed:

*ues*

Name (please print):

*H Brown Clerk to Redlynch*

Date:

*8/6/10*





	Question	Yes	No	Note
<b>Community use</b>	1. Is the asset to be provided for a public purpose?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Other than in exceptional circumstances, the Council will only dispose of assets for private or commercial use by way of open market sale</i>
	2. Will the asset be hired or used by third parties?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b><u>A management Ctte will be established to oversee with RPC</u></b>
	3. Will your organisation supervise use of the asset?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should explain how use will be supervised</i>
	4. Will the public have access to the asset?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'yes' your application should set out how your liabilities will be covered</i>

	Question	Yes	No	Note
<b>Is the asset fit for proposed use?</b>	5. Is it big enough?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>The Council will only transfer assets that are fit for purpose</i>
	6. Is it in the right location?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>The Council will not transfer assets that increase unnecessary car use</i>
	7. Is it safe?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>The Council will not transfer assets that are unsafe</i>
	8. Does it have utilities? (Water, electricity, drainage, etc)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no'- your application should explain if they are needed</i>

	Question	Yes	No	Note
<b>Community Support and consultation</b>	9. Have you consulted nearby residents?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no'- please consult before submitting your application</i>
	10. Have you consulted adjoining owners?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no'- please consult before submitting your application</i>
	11. Have you consulted others affected by the proposal?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no'- please consult before submitting your application</i>
	12. Have you consulted the local Wiltshire Councillor?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no'- please consult before submitting your application</i>
	13. Have you consulted the local Parish Council?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no'- please consult before submitting your application</i>
	14. Is there community support for the change of use?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' - consider carefully whether you wish to proceed with your application</i>

**Legal**

Question	Yes	No	Note
15. Are there any covenants or other legal constraints?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b><u>RPC has at present a licence to use out of school hours</u></b>
16. Does the proposed use require planning consent?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'yes' your application should explain implications</i>
17. Have you considered insurance cover?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application must explain implications</i>
18. Have you assessed health and safety liabilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Your application must explain how you will deal with risks and liabilities</i>

**Finance**

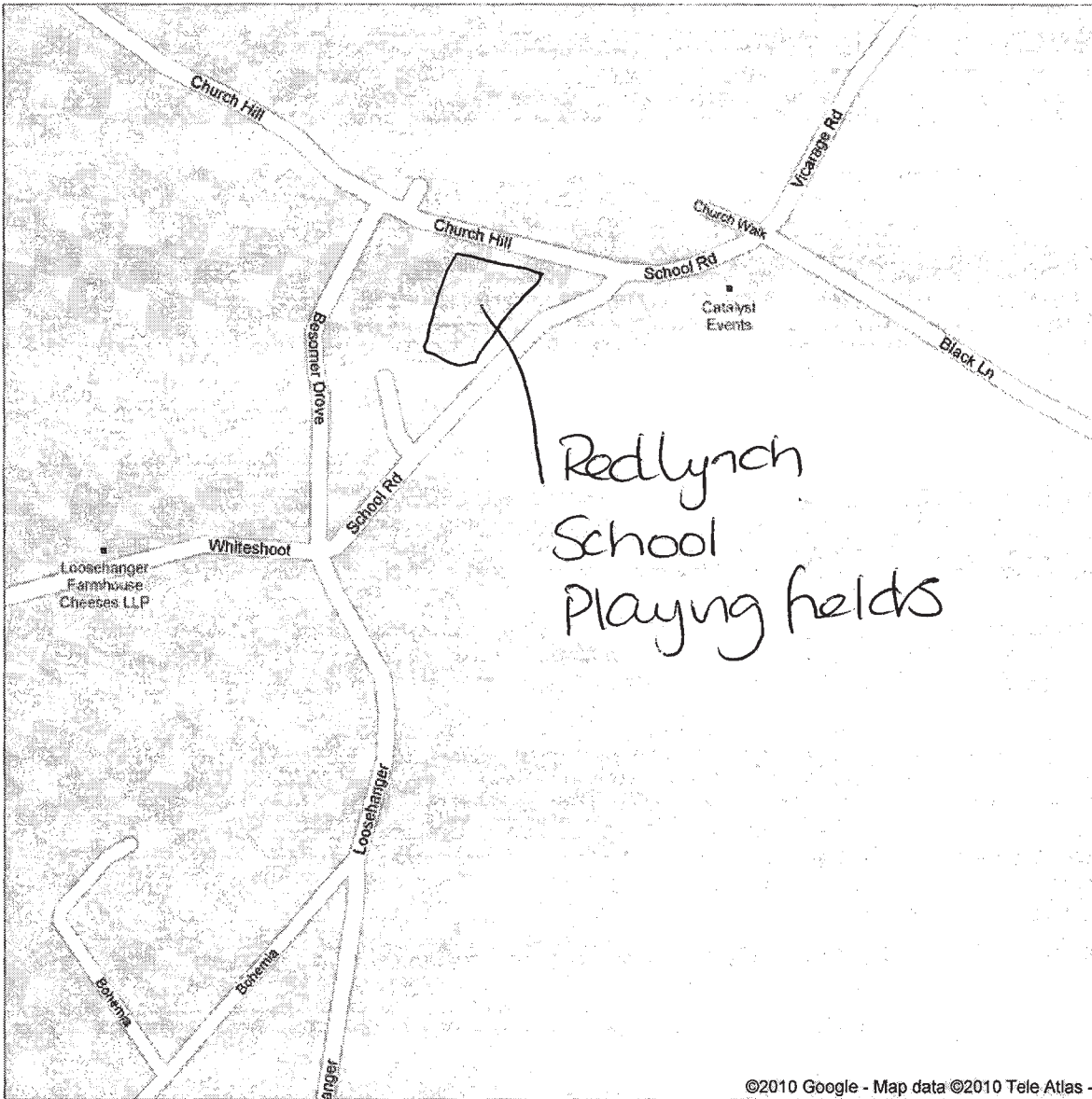
Question	Yes	No	Note
19. Can you meet all conversion costs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should explain how funding will be provided</i>
20. Can you meet all capital maintenance costs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should explain how funding will be provided</i>
21. Can you meet all day-to-day running costs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should explain how funding will be provided</i>
22. Will you use the asset to generate income?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b><u>To ensure self financing where at all possible</u></b>
23. Will any third party be assisting with the costs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b><u>To ensure self financing where at all possible</u></b>
24. Do you have any contingency funds?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should set out how you will deal with contingencies</i>
25. Are you prepared to pay for the asset ?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b><u>We were previously working on long term lease with WC and various figures have been discussed</u></b>

**Management**

Question	Yes	No	Note
26. Will you manage the asset?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should set out who will manage the asset.</i>
27. Will a management committee be set up?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'yes' your application should set out how this will work</i>
28. Will users of the asset be involved?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'yes' your application should set out how this will work</i>
29. Will someone be employed to manage the asset?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'yes' your application should set out how this will work</i>

Google maps  
UK

Address Salisbury, Wiltshire SP5 2NQ  
UK





<b>Report to</b>	<b>Southern Wiltshire Area Board</b>
<b>Title of Report</b>	<b>Community Issues Update– Area Board Meeting 19 August 2010</b>

## Purpose of Report

To update the board on the issues in progress since the last meeting in June 2010.

## 1. Overview of the issues received on the online system:

### Issues in progress -

ID	Category	Where	Summary of Issue
1125	Highways	Downton	Speeding through and jumping lights on Lode Hill
1131	Highways	Laverstock	State of Queen Manor road in Laverstock
1109	Communities	Odstock	Community Payback referral Nunton Church
1110	Communities	Odstock	Community Payback referral Odstock PC
1111	Communities	Old Sarum	Community Payback referral at Old Sarum Community Room
1112	Communities	Pitton	Community Payback referral Pitton Flood Defence
247	Highways	Ford	Speeding in Ford – set up of speedwatch scheme
402	Highways	A338	Speeding on A338 between Downton and Bodenham
584	Highways	Pitton	Water run-off into garden in Pitton
741	Highways	Clarendon	Crossing of A36 at Clarendon/Petersfinger
912	Highways	Winterslow	Access problem on footpath in Winterslow
968	Highways	Hamptworth	Speed limit reduction on Hamptworth Road
404	Transport	Laverstock	School traffic problems in Laverstock
827	Youth	Southern Wiltshire	Transport to Bluz & Zuz

## 2. Updates for the above issues:

Full details on the issues are available online at [www.wiltshire.gov.uk/southernwiltshireareaboard](http://www.wiltshire.gov.uk/southernwiltshireareaboard), and then click on issue tracking. If you would like to be sent hard copies of the issues and updates contact Tom Bray on [tom.bray@wiltshire.gov.uk](mailto:tom.bray@wiltshire.gov.uk) or 01722 434252.

**To report an issue go to [www.wiltshire.gov.uk/southernwiltshireareaboard](http://www.wiltshire.gov.uk/southernwiltshireareaboard) and click on “report an issue in your community now”.**

Tom Bray, Community Area Manager  
01722 434252 [tom.bray@wiltshire.gov.uk](mailto:tom.bray@wiltshire.gov.uk)



Item No. 13

<b>Report to</b>	<b>DRAFT Southern Wiltshire Area Board</b>
<b>Date of Meeting</b>	<b>19 August 2010</b>
<b>Title of Report</b>	<b>Community Area Grants</b>

## **Purpose of Report**

To ask Councillors to consider 5 applications seeking 20010/11 Community Area Grant Funding

1. Coombe Bissett Parish Council, resurfacing of Shutts Lane, £4,711
2. Winterslow Village Design Statement Steering Group, Production of the Village Design Statement, £500
3. Downton Junior Netball Club, Start up costs for club, £982
4. Landford Parish Council, Protective mesh to toilet block and pavilion windows, £600
5. Wessex Community Action, Recruitment and start up costs, to provide a bank of CRB checked volunteers, £3,567

To ask Councillors to consider 1 application for endorsement for the Performance Reward Grants scheme

1. FOC Energy Monitors in all Libraries – £12,556 for the county-wide project

## 1. Background

- 1.1. Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Community Services (27 February 2010). Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance for funding.
- 1.2. In accordance with the Scheme of Delegation, any recommendation of an Area Board that is contrary to the funding criteria would need the approval of the Leader, the appropriate Cabinet Member or the Cabinet.
- 1.3. In accordance with the Area Board Grants Guidance officers are required to provide recommendations in their report, however, the decision to support applications and to what level is made by Wiltshire Councillors on this Area Board.
- 1.4. We can signpost groups to the Charities Information Bureau (CIB) for support to seek funding from elsewhere. CIB work on behalf of Wiltshire Council to support community and voluntary groups, town and parish councils to seek funding for community projects and schemes both from the Area Board and other local and national funding sources.
- 1.5. Funding applications will be considered at every Area Board meeting.
- 1.6. Southern Wiltshire Area Board has been allocated a 2010/2011 budget of £41,087 for community grants, community partnership core funding and councillor led initiatives. The carry forward from the 2009/2010 budget is £628. This leaves a total budget of £41,715 for the 2010/2011 budget. The amount spent so far this year is £16,715 leaving £25,000 up to March 2011.
- 1.7. A decision has been made that in 2010/2011 and thereafter paper copies of funding applications will no longer appear as part of the agenda in an attempt to reduce volume of paper used. However, the application forms will be available on the Wiltshire Council web site and hard copies available upon request.
- 1.8. The 2010/2011 funding criteria and application forms are available on the council's website ([www.wiltshire.gov.uk/areaboards](http://www.wiltshire.gov.uk/areaboards)) or paper versions are available from the Community Area Manager.

<b>Background documents used in the preparation of this Report</b>	<ul style="list-style-type: none"><li>• Community Area Grant Application Pack 20010/11</li><li>• Southern Area Community Plan 2004 - 09</li></ul>
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## **2. Main Considerations**

2.1. Councillors will need to be satisfied that grants awarded in the 2010/11 year are made to projects that can realistically proceed within a year of the award being made.

2.2. There will be at least 4 more rounds of funding during 2010/11, including this meeting. The first is contained in this report the remaining will take place on;

- 14 October 2010
- 16 December 2010
- 3 February 2011

The deadline for submitting applications to the Community Area Manager is about 4 weeks prior to the meeting. For the actual date see:

[www.wiltshire.gov.uk/southernwiltshireareaboard](http://www.wiltshire.gov.uk/southernwiltshireareaboard)

## **3. Environmental & Community Implications**

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

## **4. Financial Implications**

4.1. Awards must fall within the Area Boards budget allocated to the Southern Wiltshire Area Board. Grant applications totalling **£10,360** have been received for this meeting. If all were to be approved there would be **£14,640** remaining.

## **5. Legal Implications**

5.1. There are no specific legal implications related to this report.

## **6. HR Implications**

6.1. There are no specific HR implications related to this report.

## **7. Equality and Inclusion Implications**

7.1. Community Area Grants give all local community and voluntary groups, Town and Parish Councils an equal opportunity to receive funding towards community based projects and schemes.

## 8. Grants

Ref	Applicant	Project proposal	Funding requested
SW025/10	Coombe Bissett Parish Council	Resurfacing of Shutts Lane, Coombe Bissett	£4,711

### 8.1.1. Officer recommendation: Approval subject to adoption after resurfacing

8.1.2. Application meets grant criteria 2010/11

8.1.3. Application does not demonstrate a direct link to the Community Plan 2004 - 09

8.1.4. This project will effectively benefit a wide range of local people as the village hall and school site will benefit from the improved and safer access for people arriving both by car and on foot. The Parish Council and local community have shown their commitment to this through their agreement to increase the precept for 2 years which means they will have raised £16,000 by the end of this financial year. Once resurfaced the Council will adopt the road. Graham Axtell confirmed that: "the road when it is surfaced and kerbed as agreed will be maintained as part of the Public Highway as far as the turning to the village hall. It will be added to the inspection regime. We will notify the parish of this when works have been completed to our satisfaction."

#### **Matters to consider:**

- Suitability of grants budget for resurfacing a road - this application should be taken on its own merit as potentially there are a number of unadopted roads or car parks which could benefit from resurfacing in our rural areas.

8.1.5. If the Board does not fund this project the Parish Council will continue to fundraise.

Ref	Applicant	Project proposal	Funding requested
SW033/10	Winterslow Village Design Statement Steering Group	Production of a Village Design Statement as actioned in the Parish Plan.	£500

### 8.1.6. Officer Recommendation: Pending discussion of members

8.1.7. Application meets grant criteria 2010/11

8.1.8. This application demonstrates a link to the Community Plan 2004 -09

8.1.9. Winterslow have decided to produce a Village Design Statement after completing a parish plan. They see it as a practical tool to help influence decisions on design

and development in their area. A steering group will produce the plan. Shortfall in funding will be made up with fundraising events in the parish.

**Matters to consider:**

- Shortfall between amount of money raised and the amount requested – members should satisfy themselves that this funding gap will be covered.

8.1.10. If the Board does not fund this project the group will continue to fundraise.

Ref	Applicant	Project proposal	Funding requested
SW034/10	Downton Junior Netball Club	Equipment to start up the club	£982

8.1.11. Officer Recommendation: **Part approve – grant costs of 10 balls and bibs totalling £210**

8.1.12. Application meets grant criteria 2010/11

8.1.13. This application demonstrates a link to the Community Plan 2004 – 09 as improves access to recreation.

8.1.14. This is a start up of a new youth netball team in the community area as there is currently not a netball team. It would make netball more accessible to the young people of the area.

**Matters to consider:**

- The Board has already funded the adult netball team for this area.
- This is a start-up therefore do they need all the equipment listed up front. Would it be better to determine demand first.
- Contributions from parish councils or other funders?

8.1.15. If funding is not provided by the board the applicant will continue to fundraise.

8.1.16. Downton PC: In support

Ref	Applicant	Project proposal	Funding requested
SW035/10	Landford Parish Council	Protective mesh to toilet block and pavilion windows	£600

8.1.17. Officer Recommendation: **Refuse due to amount of money held in free reserves**

8.1.18. Application meets grant criteria 2010/11

8.1.19. Application does not demonstrate a direct link to the Community Plan 2004 – 2009

8.1.20. This is a grant to provide protective mesh over the windows of the toilet block and pavilion at the Recreation Ground. The mesh will replace the current boarding which is unsightly and restricts light. It will make the Pavillion more attractive for use as a base for children’s parties as well as football and cricket.

**Matters to consider:**

- Amount of money parish holds in free reserves
- Wider community benefit

8.1.21. If funding is not provided by the board the applicant will reluctantly fund the project from the precept.

Ref	Applicant	Project proposal	Funding requested
SW036/10	Wessex Community Action	Recruitment and start up costs, to provide a bank of CRB checked volunteers	£3,567

**8.1.22. Officer Recommendation:**

**1. In the light of the advice received from the Head of Strategy, Community and Voluntary Sector Support, Wiltshire Council, it is recommended that this application is refused as Wiltshire Council has already awarded a contract to provide a very similar service.**

**2. In view of this advice, any decision to award the funding would appear to conflict with the approach previously agreed by Wiltshire Council and may require further consideration/approval.**

**3. Wessex Community Action is advised to contact Grow to examine how its proposals may be accommodated within the Wiltshire Volunteer Service.**

8.1.23. Application meets grant criteria 2010/11

8.1.24. Application does not demonstrate a direct link to the Community Plan 2004 – 2009 but does demonstrate a link to the newly developing Community Plan 2010 as the steering group are looking to increase knowledge of volunteering opportunities.

8.1.25. This project looks to address the rapidly increasing need for volunteers by creating and managing a bank of local people who would be CRB checked and trained and available to undertake appropriate voluntary work for organisations. However, since receiving advice from the Head of Strategy for Community and Voluntary Sector Support, Wiltshire Council, it is the case that Wiltshire Council is already funding a similar new county wide service, delivered by Grow.

This application is one of 4 applications submitted to south Wiltshire area boards. Salisbury Area Board refused this application on 22 July 2010 for the reasons given above. Since this meeting I have spoken to the applicant who confirmed to me that WCA believe this is an additional service and not duplicating a contract already awarded. However, with GROW being granted the contract to produce a similar volunteer service it would be premature to look at funding gaps at this stage if they do exist.

**Matters to consider:**

- Advice given by Head of Strategy, Community and Voluntary Sector Support, Wiltshire Council.

8.1.26. If funding is not provided by the board the organisation would continue to look for funders to support the project.

<b>Report Author</b>	Tom Bray, Community Area Manager Tel: 01722 434252 E-mail: tom.bray@wiltshire.gov.uk
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## Performance Reward Grant Scheme

### APPLICATION FORM

To be returned to:

[wiltshirelaa@wiltshire.gov.uk](mailto:wiltshirelaa@wiltshire.gov.uk)

Area Board		
Form submitted by (contact for all queries)	Sarah Cosentino Community Climate Change Officer 01249 706459	
Name of initiative	FOC Energy Monitors in all Libraries	
Brief Description of Initiative	<p>Energy Monitors available for free hire in all libraries across Wiltshire.</p> <p>The energy monitor allows the user to see clearly how much energy their appliances use and how their behaviour impacts on their energy use. The householder/user can then make simple changes to their behaviour to reduce their energy consumption. Reducing energy will save money off their energy bills and reduce their carbon footprint.</p> <p>We will provide a full support package with each energy monitor that will include details on how the user can save energy through both changes in their daily life and investing in energy efficiency technologies.</p>	
Please put a cross against the ambition(s) that this initiative will support *It is only necessary to identify those ambitions on which you feel your bid will make a significant impact.	Building resilient communities	
	Improving affordable housing	
	Lives not services	
	Supporting economic growth	
	Safer communities	
	Protecting the environment	X
	Action for Wiltshire – combating the recession	
	Improving outcomes for Children and young people	
Amount of funding sought	<p>££12,566.00</p> <p>Received in-kind funding of £500 from Energy Saving Trust for reporting and monitoring information during the lifetime of project.</p>	
What will this money be spent on?	<p><b>Capital Expenditure £4,617.00</b></p> <p>171 Energy monitors @ £22.00 <b>£3762.00</b></p> <p>171 plastic boxes @£5.00 per unit <b>£855.00</b></p> <p><b>Revenue £7,949.00</b></p> <p>1 x promotional stand £1000.00</p> <p>7500 x Supporting packs</p>	

	( 216 monitors (inc existing stock) x 34 issue over 2 years = 7500 potential issues needing support pack) 4000 Paper booklets £1699.00 3500 CD Sleeves £3000.00 A4 Card folders £2000.00 100 x posters £250.00
Is planning permission required?	<b>No</b>
Have quotes been obtained? Yes/No	<b>Yes</b>  I have quotes for the main components of the bid the monitors and the information for the support package.  The preferred supplier for the monitor is Current Cost. Current Cost supplied the energy monitors for the successful pilot scheme. The feedback from both the library service staff and users has been positive and the customer service/after sales have been good. Quote 1 attached.  The preferred source of information for the support packs is from the Energy Saving Trust. They have a proven record of supplying clear and up to date information to members of the public about energy saving tips and technology. They can offer monitoring codes and monitoring information free of charge but there is a charge for printed information. Quote 2 Attached.  Prices for CDs etc have been sourced from Wiltshire Councils online stationery supplier.

Note: Bids will only be considered if they help us to achieve our ambitions in the Local Agreement for Wiltshire. It is important that initiatives have a positive local impact, and that we are able to show success. In this section you are being asked to provide information about how your project contributes, and how you will measure that success. The level of improvement we expect to see will be proportional to the level of the bid: i.e. the more funding required, the greater the level of impact and improvement that will be necessary.



<p>Please describe how your initiative will support the ambition(s) indicated above, and summarise the action that will be taken</p>	<p>Protecting the Environment</p> <p>This initiative will help achieve the LAW ambition of reducing Wiltshire's Carbon footprint. The initiative will offer a very practical solution to monitoring and reducing the householder's energy consumption resulting in them saving money. This also means that using less energy reduces their carbon footprint. The initiative is also about creating awareness and facilitating behaviour change.</p> <p>The Energy Saving Trust has calculated both carbon and cost savings from behaviour change are £100 per annum and 0.5 tonnes of carbon.</p>
<p>What makes this initiative a local priority (e.g. evidence from research and local support)</p>	<p>Saving money and ensuring householders can afford to heat their homes is always a priority. An energy efficient home will cost less to heat. Climate Change is now a priority for many areas with local community groups focusing on carbon reduction initiatives.</p> <p>There is a very real demand for the energy monitors and the supporting information. We are coming to the end of a very successful pilot. 41 Energy monitors have been available to hire from 6 libraries. The monitors have been continuously on issue and there are 31 customers on the waiting list. Please see supporting document A.</p> <p>We have collected evaluation forms which have been very positive and out of the 42 issues 30 people recorded that the energy monitor had helped them make changes to keep their energy bills down.</p> <p><b>As it is a local priority the Initiative is supported by the Energy Saving Trust (please see supporting document C) and sponsored by The Wiltshire Environmental Alliance*</b></p> <p>*which is the thematic partnership with responsibility for the environment and chaired by Dr Gary Mantle. The provision of energy cost monitors is considered by this partnership to be practical and cost effective way of promoting the behaviour change needed to reduce energy consumption in Wiltshire. This initiative will lead to a better use of natural resources, cut energy bills for households and is an important step in the low carbon transition in Wiltshire.</p>
<p>How will you know you have been successful?</p>	<p>Using the specific questions on the evaluation forms we can calculate the money and carbon saved by the changes the householder has made.</p> <p>Private sector housing can feedback any successful grant awards to install energy efficient technology. We can use this information to calculate money and carbon saved.</p>

<ul style="list-style-type: none"> <li>How will you measure the impact? (may have more than one measure)</li> </ul>	<p>Library service can provide quarterly statistics detailing number of issues, time not on issue and number on waiting list. Continuous issues with minimal time between issues would be a deemed success.</p> <p>With regards information in the support pack the Private Sector Housing Team will ask each caller where they found their details. Any calls they receive about energy efficiency measures and grants/funding resulting from the support pack with the energy monitor will be recorded.</p> <p>The Energy Saving trust can feedback how many Home Energy Checks are accessed via their website that originated from the information included in the support pack using a specific code.</p> <p>Evaluation forms. Energy Monitors have to be handed back in person, staff can at this point ask the user if they have already completed the evaluation form.</p>
<ul style="list-style-type: none"> <li>What is your improvement target (s), and when do you expect to achieve this/these?</li> </ul>	<p>The nature of the initiative means that monitors can be borrowed from day 1 resulting in carbon savings. We will monitor the issue statistics and evaluation responses quarterly to ensure the demand remains.</p> <p>From information recoded during the pilot in a twelve week period each monitor was issued on average 3 times (please see Supporting doc A). We would aim to keep to that level of issues for the life of the initiative.</p>
<ul style="list-style-type: none"> <li>How will you ensure that the improvement continues after the end of the initiative? (<i>this is one-off funding</i>)</li> </ul>	<p>The initiative is very practical but the underlying success is in promoting behavioural change and creating awareness.</p> <p>We will provide a full support package with each energy monitor that will include details on how the user can save energy through both changes in their daily life and investing in energy efficiency technologies.</p> <p>The support packs will include –</p> <p>Helpline number and grant/funding information from our Private Sector Housing colleagues  Instructions  Energy Saving Trust contact information – web links to their website and additional information  ‘Save Energy Save Money’ booklet packed with helpful tips and advice.</p> <p>The packs will be available in both paper and on CD.</p> <p>From the information they receive any changes the user makes to their lifestyle immediately following the use of the monitor will start saving carbon. As the users see their energy bills reducing they will have no reason to go back to old ways resulting in long term carbon savings.</p>

Who will benefit from this initiative?	<p>The library service is FOC and available to all Wiltshire residents, currently the library service has 220,416 users.</p> <p>The information and advice from the Energy Saving Trust is Free of Charge and open to everyone.</p> <p>The support pack includes information about grants and funding available to private housing residents in receipt of certain benefits. Current figures confirm there are 12,000 people within Wiltshire that these grants could potentially apply.</p>
Confirm no unfunded commitments from this initiative	<p>Please delete the statement that does not apply:</p> <p>1. I confirm that there will be no unfunded financial commitments arising from this initiative, or</p>
Will ongoing maintenance of premises/equipment be necessary?	No
What are the key risks to success and how will these be managed?	<p>Faulty equipment The pilot did include some comments about equipment not working. We have included 15 spare monitors to replace any broken or damaged during the lifetime of the project.</p> <p>Reduced/over demand To ensure we hit our targets of 3 issues every 12 weeks we have carefully planned our launch times. We plan to launch in January 2011 after Christmas when the weather is often cold and traditionally we are careful with our finances after the Christmas period. Each library will have posters to promote the scheme and access to a display stand for events. We will promote the scheme through the Wiltshire World Changers Network to ensure local environmental community groups are aware of the scheme and can promote the scheme alongside their individual projects.</p> <p>To ensure we do not have long waiting lists we have used the libraries team expertise and calculated how many monitors each library would need according the size and area of each library. Please see supporting document B</p>
Who will manage the initiative	<p>Sarah Cosentino Community Climate Change Officer Joan Davis Customer Services Manager, Library &amp; Information Service</p>

Signed:

Dated:

Chairman of Area Board

**NB: It is the responsibility of the Area Board to ensure that:**

- **bids are robust and well-founded**
- **public money is spent appropriately and in accordance with the details of the bid and with any conditions placed on approval by the PRG Panel**
- **the initiatives are managed well to achieve the benefits and that performance improvement is reported**

## SOUTHERN WILTSHIRE AREA BOARD - Forward Plan 2010/11

Item No. 14

Please note: this is a working document which is subject to change due to availability of relevant Officers/Partners and relevant time scales.

Date	Cabinet Member Attending	Location	Area Board Agenda Main Items and Chairman's Announcements
19 August 2010	Cllr Fleur de Rhe-Philippe	Alderbury Village Hall	<ul style="list-style-type: none"> <li>• Neighbourhood Policing Team Update</li> <li>• Update on Parish Plans</li> <li>• Caring Villages</li> <li>• Library Service Review</li> <li>• Waste Services Consultation</li> <li>• Community Asset Transfer</li> </ul> <p>Chairman's Announcements to include:</p> <ul style="list-style-type: none"> <li>• Local Transport Plan Car Parking Strategy</li> <li>• Community Payback – Call for 'Grot Spots'</li> <li>• Consultation on Initial Site Options for the Aggregate Minerals Site Allocations</li> </ul> <p>Standard items including Local Issues and Community Area Grants.</p>
14 October 2010	Cllr Toby Sturgis	Pitton Village Hall	<ul style="list-style-type: none"> <li>• Leisure Facilities Review - <i>to consult on the review of leisure services in Wiltshire</i></li> <li>• Gypsy and Traveller Site Consultation – <i>to consult on the identification of gypsy and traveller sites</i></li> <li>• Local Transport Plan Car Parking Strategy – <i>to report on the outcome of the consultation</i></li> <li>• Local Transport Plan Funding Allocation – <i>to consider proposals for transport schemes</i></li> </ul>

			<ul style="list-style-type: none"> <li>Parish Steward Scheme – <i>to receive information about the scheme</i></li> </ul> <p>Chairman’s Announcements to include:</p> <ul style="list-style-type: none"> <li>Wiltshire Local Transport Plan Strategy – <i>consultation document</i></li> <li>Consultation on Waste Sites</li> <li>Draft Wiltshire Local Transport Implementation Plan</li> </ul> <p>Standard items including Partner and / or Parish Council Updates, Local Issues and Community Area Grants.</p>
16 December 2010	Cllr Stuart Wheeler	Trafalgar School, Downton	<ul style="list-style-type: none"> <li>2011 Census</li> <li>Budget Consultation - <i>to undertake a consultation exercise on the budget for the forthcoming year</i></li> <li>Outcome of Leisure Facilities Review</li> <li>Results of Community Flooding Consultation</li> <li>Matters Arising</li> </ul> <p>Standard items including Partner and / or Parish Council Updates, Local Issues and Community Area Grants.</p>
3 February 2011	Cllr John Thomson	Winterslow Village Hall	<ul style="list-style-type: none"> <li>Matters Arising</li> </ul> <p>Standard items including Partner and / or Parish Council Updates, Local Issues and Community Area Grants.</p>

Community area manager: Tom Bray ([tom.bray@wiltshire.gov.uk](mailto:tom.bray@wiltshire.gov.uk))  
Democratic services officer: Lisa Moore ([lisa.moore@wiltshire.gov.uk](mailto:lisa.moore@wiltshire.gov.uk))  
Service director: Tracy Carter ([tracy.carter@wiltshire.gov.uk](mailto:tracy.carter@wiltshire.gov.uk))