

AGENDA

Meeting: SALISBURY AREA BOARD

Place: South Wiltshire Grammar School for Girls, Stratford Road, Salisbury SP1 3JJ

Date: Thursday 15 September 2011

Time: 7.00 pm

Representatives from Salisbury City Council
and Laverstock and Ford Parish Council

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.

Please direct any enquiries on this Agenda to James Hazlewood (Senior Democratic Services Officer), on 01722 434250 or email james.hazlewood@wiltshire.gov.uk
OR

Marianna Dodd (Salisbury Community Area Manager), on 07919 881174 or email marianna.dodd@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

John Brady

Richard Clewer (**Chairman**)

Chris Cochrane

Brian Dalton

Mary Douglas

Bill Moss (**Vice Chairman**)

Ricky Rogers

Paul Sample

Salisbury St Martin's & Cathedral

Salisbury St Paul's

Salisbury Fisherton & Bemerton Village

Salisbury Harnham

Salisbury St Francis & Stratford

Salisbury St Mark's & Bishopdown

Salisbury Bemerton

Salisbury St Edmund & Milford

Map enclosed at page 1

Prior to the meeting - Information Stand:

Winter Highways Maintenance – information on what is available for town and parish councils; grit bins; and to answer any questions regarding gritting routes.

Items to be considered	Time
<p>1. Welcome and Introductions</p> <p>2. Apologies for Absence</p> <p>3. Minutes (<i>Pages 3 - 28</i>)</p> <p>To confirm the minutes of the meeting held on 14 July 2011 and those of the extraordinary meeting held on 4 August 2011.</p> <p>4. Declarations of Interest</p> <p>Councillors are requested to declare any personal or prejudicial interests or dispensations granted by the Standards Committee.</p> <p>5. Chairman's Announcements (<i>Pages 29 - 30</i>)</p> <p>a. Wiltshire Warm and Well – Free home insulation scheme (see info attached)</p> <p>b. Any other announcements</p>	<p>7.00pm</p>
<p>6. Updates from Previous Area Board meetings (<i>Pages 31 - 34</i>)</p> <p>The Chairman will give an update on actions and outcomes arising from the previous two meetings of the Area Board:</p> <ul style="list-style-type: none"> • 14 July 2011 • 4 August 2011 – Extraordinary meeting relating to Car Parking 	<p>7.05pm</p>
<p>7. Young People Volunteering</p> <p>Young people to talk about achieving their ASDAM (Award Scheme Development and Accreditation Network) Awards, involving over 60 hours of voluntary work in the community, and their on-going commitment to volunteering.</p>	<p>7.10pm</p>
<p>8. Update from Representatives (<i>Pages 35 - 40</i>)</p> <p>To receive updates from the Salisbury City Council representative and the Laverstock and Ford Parish Council representative, in addition to other partner agencies.</p>	<p>7.20pm</p>

9. **Councillor Jane Scott OBE - Leader of the Council** **7.25pm**
- Councillor Jane Scott OBE, Leader of Wiltshire Council, will be in attendance to speak briefly about her role and to answer questions.
10. **Petition - Salisbury Market Place** **7.30pm**
- The Area Board will receive a presentation on the following petition, which has received over 8,400 signatures:
- “We the undersigned disagree totally with the plan to needlessly fell the trees in Salisbury Market Place as in plan number S/2011/0520 and to replace them with 17 immature trees. We feel the trees add immeasurably to the character of the Market Place and any destruction of these trees is a retrograde step, and we oppose this plan without reserve.”*
- This will be followed by an opportunity for comment and debate.
- (It should be noted that this item is on the agenda to allow a public debate on the issue. However, this matter is subject to a current planning application. The Area Board has no powers to determine planning applications; this authority rest with the Southern Area Planning Committee. Those Area Board Councillors who are also voting members of the Southern Area Planning Committee are advised not to declare a final or closed view of the matter at this stage, to avoid any perception of predetermination.)*
11. **Old Manor Hospital Site**
- 11.1. **Proposed new GP Surgery** **8.00pm**
- To receive information on the proposed new GP surgery at the Old Manor Hospital Site. A planning application is expected to be submitted shortly, and this is an opportunity for the Area Board and the community to have advance sight of the proposals.
- (It should be noted that this item is being presented to the Area Board for information only. A planning application is expected to be submitted regarding this site in the near future. The Area Board has no powers to determine planning applications; this authority rest with the Southern Area Planning Committee. Those Area Board Councillors who are also voting members of the Southern Area Planning Committee are advised not to declare a final or closed view of the matter at this stage, to avoid any perception of predetermination.)*

<p>11.2. Plans for the Rest of the Site</p> <p>Tony Barron, Chairman of NHS Wiltshire, will give an update on the plans for the remainder of the site, followed by opportunity for questions.</p>	<p>8.15pm</p>
<p>12. Speed Indicator Devices (SIDs)</p> <p>Tom Gardner (Senior Traffic Engineer) will give a presentation on speeding in the Salisbury Community Area and the deployment of Speed Indicator Devices (SIDs).</p>	<p>8.30pm</p>
<p>13. Review of Residents' Parking Schemes</p> <p>To consider an addition to the priorities for residents parking.</p>	<p>8.45pm</p>
<p>14. Your Local Issues (<i>Pages 41 - 44</i>)</p> <p>Marianna Dodd (Salisbury Community Area Manager) will report on the progress of the issues recently raised by local people.</p> <p>Detailed information on the progress of individual issues is available on the council's website. Go to www.wiltshire.gov.uk/areaboards and click on "Track your community issues".</p>	<p>8.50pm</p>
<p>15. Community Area Grants (<i>Pages 45 - 62</i>)</p> <p>To consider community grants with the opportunity for questions from the public.</p>	<p>8.55pm</p>
<p>16. Area Board projects (<i>Pages 63 - 94</i>)</p> <p>To consider requests for funding in relation to the following proposed Area Board projects:</p> <ul style="list-style-type: none"> • Marketing Campaign to promote Salisbury, and use of Park and Ride to people living outside Wiltshire. • Footpath - Bemerton St John Primary School • The Unit 	<p>9.05pm</p>

17. **Salisbury City Community Area Partnership (SCCAP) - Core Funding (final tranche) (Pages 95 - 110)** **9.10pm**

At the meeting on 17 March 2011, the Area Board agreed to release the first tranche of 2011/12 core funding (£7,808) to Salisbury City Community Area Partnership (SCCAP). The remainder of the 2011/12 funding was agreed in principle, provided certain conditions were met. The Area Board is asked to consider the release of the remaining core funding (£7,807) on that basis.

18. **Appointments to Outside Bodies** **9.15pm**

Further to a request from Salisbury Vision that the Area Board's Chairman is the appointed representative, the Area Board is asked to appoint Councillor Richard Clewer to this position, which is currently held by Councillor Chris Cochrane.

Recommendation

The Salisbury Area Board appoints Councillor Richard Clewer as its nomination representative to the Salisbury Vision Board.

19. **Future Meeting Dates, Evaluation and Close (Pages 111 - 112)** **9.20pm**

To note the Board's Forward Plan, including details of future agenda items.

The date of the next meeting is 17 November 2011, 7pm at Salisbury Guildhall, The Market Place, Salisbury, SP1 1JH.

Future Meeting Dates

Thursday, 17 November 2011

7.00 pm

Salisbury Guildhall, The Market Place, Salisbury, SP1
1JH

Thursday, 12 January 2012

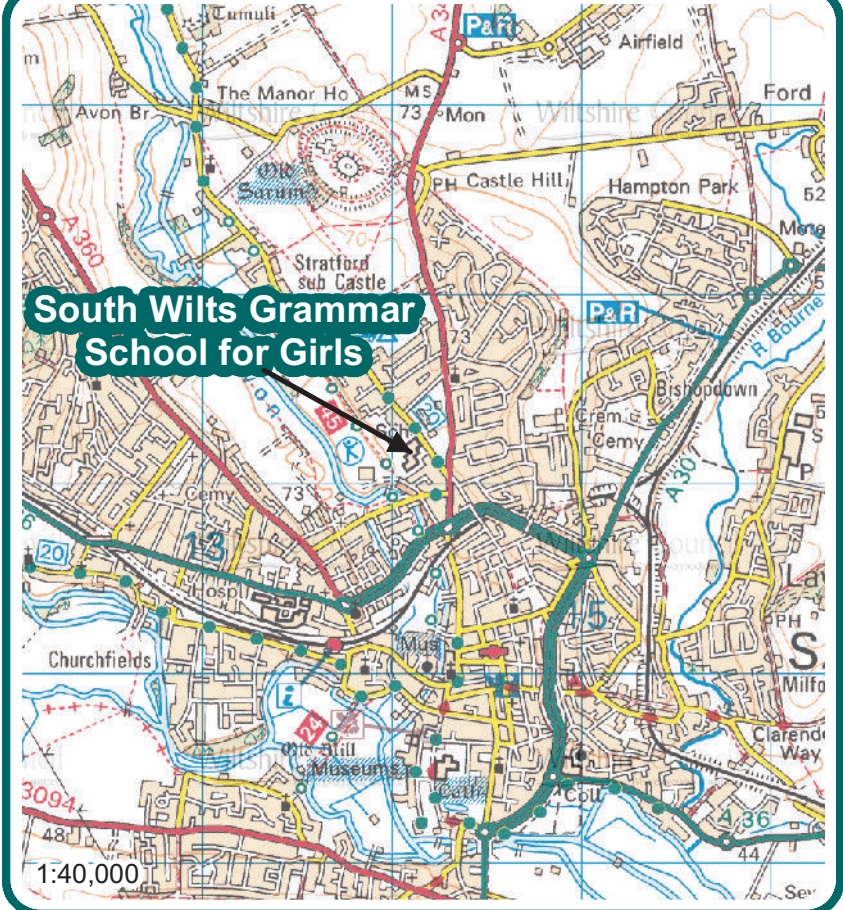
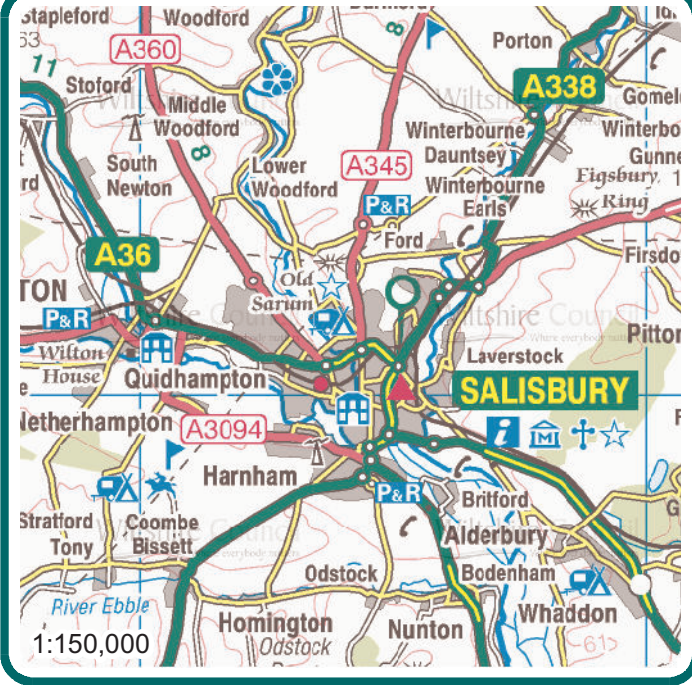
7.00pm

City Hall, Malthouse Lane, Salisbury SP2 7TU


Thursday 15 March 2012

7.00pm

Venue TBC



South Wilts Grammar School for Girls
Stratford Road
Salisbury
Wiltshire
SP1 3JJ


 Where everybody matters



South Wilts Grammar
School for Girls

MINUTES

Meeting: SALISBURY AREA BOARD
Place: Salisbury Methodist Church, St Edmund Church Street, Salisbury SP1 1EF
Date: 14 July 2011
Start Time: 7.00 pm
Finish Time: 9.40 pm

Please direct any enquiries on these minutes to:

James Hazlewood (Senior Democratic Services Officer), Tel: 01722 434250 or (e-mail) james.hazlewood@wiltshire.gov.uk

Papers available on the Council's website at www.wiltshire.gov.uk

In Attendance:

Wiltshire Councillors

Cllr Mary Douglas (Chairman), Cllr Christopher Cochrane (Vice Chairman),
Cllr John Brady, Cllr Richard Clewer, Cllr Brian Dalton, Cllr Bill Moss and
Cllr Ricky Rogers

Cllr John Thomson (Deputy Leader and Cabinet Member for Adult Care, Communities
and Housing)

Wiltshire Council Officers

Stephanie Denovan, Service Director for Schools and Learning
Steve Milton, Head of Community Governance
James Cawley, Service Director Strategy & Commissioning
Nicola Gregson, Head of Commissioning - OP/PSI
Damian Haasjes, Voluntary Sector Development Manager
James Hazlewood, Senior Democratic Services Officer

Town and Parish Councils

Salisbury City Council – Cllr Su Thorpe, Cllr Cheryl Hill, Cllr Bobbie Chettleburgh, Cllr
John Collier, Cllr John English, Cllr Joe Rooney, Cllr, Gloria Tudhope, Annie
Child, Reg Williams
Laverstock and Ford Parish Council – Cllr David Law, Cllr Kevin Flynn, Cllr Peter
Sainsbury

Partners

Wiltshire Police – Inspector David McMullin

Wiltshire Fire and Rescue – Mike Franklin

“Our Salisbury” – Salisbury City Community Area Partnership (SCCAP) – Debrah Biggs, Charles Wells

The Unit – Kevin Soltat, Keith Gale, Vanessa Orledge, H Minto, Ruth Jones

Churches Together – David Scrace

Salisbury Tenants Panel – Colin Duller

Salisbury Methodist Church – Malcolm Hiskox

South Wiltshire Mencap – Anne Trevett

Extended Schools – Sam Jennings Bramly

Age UK Salisbury – David Kane, Derek Pheby

Neighbourhood Street Watch – Muriel Dagg

Salisbury Journal – Annie Riddle

Total in attendance: 97

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Salisbury Area Board and invited the members of the Board to introduce themselves.</p> <p>A particular welcome was extended to Councillor John Thomson, the Deputy Leader of the Council, who was in attendance as the representative of the cabinet, and because his area of responsibility (Adult Care, Communities and Housing) related to the “Older People” theme to the meeting.</p>
2.	<p><u>Election of Chairman</u></p> <p>Councillor Richard Clewer was nominated and seconded for the position of Chairman of the Salisbury Area Board for the forthcoming year 2011/12. There were no other nominations.</p> <p><u>Decision</u> Councillor Richard Clewer was appointed as Chairman of the Salisbury Area Board for the forthcoming year 2011/12.</p> <p><i>Councillor Clewer in the Chair</i></p> <p>The Chairman thanked the Area Board for the appointment, and thanked the outgoing Chairman, Councillor Mary Douglas, for her hard work over during her term of office.</p>
3.	<p><u>Election of Vice-Chairman</u></p> <p>Councillor Bill Moss was nominated and seconded for the position of Vice-Chairman of the Salisbury Area Board for the forthcoming year 2011/12.</p> <p><u>Decision</u> Councillor Bill Moss was elected as Vice-Chairman of the Salisbury Area Board for the forthcoming year 2011/12.</p>
4.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence had been received from the following:</p> <ul style="list-style-type: none"> • Wiltshire Councillor Paul Sample • Marianna Dodd – Salisbury Community Area Manager • Bev Flanagan – Wiltshire College

	<ul style="list-style-type: none"> • Rhian Bennett – Programme Lead, Carers (Wiltshire Council)
5.	<p><u>Minutes</u></p> <p><u>Decision</u> The minutes of the meeting held on 12 May were agreed as a correct record and signed by the Chairman.</p> <p>The Chairman referred to the feedback from the roundtable discussion on Families at the 12 May meeting. This had been compiled and shared with relevant agencies, and a copy was set out on pages 17-18 of the agenda.</p>
6.	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
7.	<p><u>Chairman's Announcements</u></p> <p>a) <u>End of Life Care</u> – The Chairman referred to the written information set out on page 19 of the agenda, and to the display boards at the back of the room.</p> <p>b) <u>Queen Elizabeth II Playing Fields Initiative</u> – Information at page 21 of the agenda.</p> <p>c) <u>Car Parking charges in Salisbury</u> - The Chairman commented that a number of public bodies, including the Council, had let the people of Salisbury down in this matter. He apologised on behalf of the Area Board, and emphasised that elected representatives were now working to reach a solution to the problem. Possible solutions under consideration were the reintroduction of a 1 hour parking charge, and a ticket refund scheme, particularly for independent retailers. Work in this area was ongoing.</p> <p>d) <u>Salisbury Vision</u> – Consideration was also being given to holding an extraordinary meeting of the Area Board regarding the Salisbury Vision to seek public input and to clarify certain issues. More information on this would be forthcoming.</p>
8.	<p><u>Update from Representatives</u></p> <p>Su Thorpe, Leader of Salisbury City Council, gave an update on behalf of the City Council:</p> <ul style="list-style-type: none"> • A number of events were planned for the parks in the City – details were

	<p>available on the website.</p> <ul style="list-style-type: none"> • Armed Forces day had been very successful, with over 4,000 people attending. • Next week the wildlife photographer of the year exhibition would open at the Guildhall – this was organised by the Natural History Museum. • The Judging for Salisbury for the Britain in Bloom competition had taken place, with three judges being taken to the nominated sites including the Queen Elizabeth Gardens play area, and the community orchards. • The Bemerton Heath Community Centre development project was now well underway – Councillor Thorpe thanked the Area Board for its support for the successful Performance Reward Grant bid towards this project. • As had been reported in the Salisbury Journal, plans were now well advanced for the second carnival on 22 October. <p>David Law of Laverstock and Ford Parish Council had nothing to report.</p> <p>Before inviting the police report, the Chairman noted that this would be the last Area Board meeting attended by Inspector David McMullin, as he would be retiring in a few weeks' time. The meeting expressed thanks to Inspector McMullin for all his hard work and wished him all the best for his retirement.</p> <p>Inspector McMullin referred to the Police update report which had been tabled, highlighting a number of points:</p> <ul style="list-style-type: none"> • The new structure of the Neighbourhood Policing Teams was now in place. • The Community Street Watch initiative in Bemerton Heath had been successful. This initiative was a proactive extension of Neighbourhood Watch, and saw volunteer members of the public patrolling the area in high-visibility jackets. Inspector McMullin thanked all involved in setting up and running this project, including Councillor Ricky Rogers. It was hoped that this could be rolled out across the county. • In terms of crime figures, there had been a slight increase in burglaries and theft from vehicles – the figures were set out in the tabled report. However, Wiltshire remained one of the safest counties in the country. <p>Mike Franklin, of Wiltshire Fire and Rescue, referred to the written report at pages 27-28, and commented that he had nothing further to add.</p> <p>It was noted that the NHS written update was set out in the agenda at page 29.</p>
9.	<p><u>Update from Salisbury City Community Area Partnership (SCCAP)</u></p> <p>Debrah Biggs, Chairman of “Our Salisbury” (Salisbury City Community Area Partnership), gave an update on the work of the partnership.</p> <p>At the AGM on 22 June, the Mayor of Salisbury had opened the meeting by</p>

	<p>presented certificates to young people from the Unit in recognition of the volunteering work that they had undertaken. The meeting had also incorporated an interactive element whereby people had been encouraged to mix with people of other generations to discuss views and input to the community plan. This has resulted in several useful outcomes.</p> <p>The community plan was now being finalised in conjunction with other agencies and the theme groups were ready to start, hopefully in the autumn. Volunteers were invited to get involved in the theme groups.</p>
10.	<p><u>How can we support each other as we get older?</u></p> <p>The Chairman introduced this item, explaining that he would take the three presentations followed by questions and comments at the end.</p>
10.1.	<p><u>Older People's Accommodation Strategy</u></p> <p>James Cawley gave a presentation on the Older People's Accommodation Strategy.</p> <p>The Council was seeking to modernise existing accommodation for older people to respond to anticipated future need. It was predicted that the number of older people (aged 65 and over) in Salisbury would increase by 40% by 2026, and that the number of people with dementia would increase by over 50% in the same period.</p> <p>The Strategy sought to consider extra care housing provision as an alternative to increasing nursing home places. These were self-contained units within a "gated community" setting, with on site medical and care support to be given as and when required. Evidence showed that increased independence lead to healthier, longer and better quality of life.</p> <p>In the Salisbury Community Area, the following needs had been identified and it was hoped that these could be completed by 2015, or earlier if the opportunity arose.</p> <ul style="list-style-type: none"> • 50 unit extra care scheme • 60 nursing home • Additional facility in Old Sarum. <p>In relation to the need for a facility at Old Sarum, the Order of St John were due to put in a planning application for a state of the art facility in this location, consisting of 120 bed in three "wings" (40 beds each), to give economies of scale. This would give the opportunity to review the existing Salisbury stock as there may be an opportunity to relocate some residents.</p> <p>A review of Sheltered Housing was also planned, with a large proportion of Housing Association stock in Wiltshire. The review would involve dialogue with</p>

	<p>tenants and with Area Boards, to identify units which were not fit for purpose.</p> <p>Overall, the Strategy sought to deliver substantial improvements to older people's accommodation in Wiltshire, and increase an additional 715 units of extra care, 338 specialist dementia care placements and 539 additional nursing beds.</p> <p>The Chairman thanked James for the presentation.</p>
10.2.	<p><u>Help to Live at Home</u></p> <p>Nicola Gregson (Head of Commissioning: Care, Support and Accommodation) gave a presentation on the Council's programme to help people stay in their own homes and access support and services remotely. An important part of this was building links and becoming familiar with services before they were needed.</p> <p>The Council was seeking to provide a broader range of services, but also to rationalise service providers to reduce costs.</p> <p>Technology could also play a key role in helping older people to remain in their own homes. For example, alarms and fall detectors could be linked to a response service. A pilot scheme on this basis had identified the benefit of offering a non-medical visit after a fall, as people would often refuse an ambulance. It was planned to roll this out across the county.</p> <p>An equipment service was also being established, which could advise, order, visit and install a variety of equipment including handrails, shower grab handles, specialist chairs etc. This service would be available to people who funded their own care, and those who were funded by the council.</p> <p>The Chairman thanked Nicola for the presentation.</p>
10.3.	<p><u>Carers</u></p> <p>Wendy Kinge, Manager of Carers Support (Salisbury), gave a presentation on Carers.</p> <p>It was estimated that 1 in 10 of the UK population were carers; anyone who provides unpaid support to a family member, partner or friend was classed as a carer. Wendy made the distinction between carers and care workers, who were paid providers of care. Carers often did not see themselves as carers, as it could be a gradual process.</p> <p>In Wiltshire, there were 39,886 carers, of which 969 were under 18. Across the UK as a whole, 58% of carers were women, and 80% were of working age.</p> <p>Acting as a carer could have a significant impact on people, for example in</p>

	<p>terms of health, finances, employment, relationships, and personal time. However a number of voluntary and public organisation existed to support carers, by mitigating the impact of caring, and by providing services to the people that they looked after. Carers were also encouraged to register with their GPs.</p> <p>The Chairman thanked Wendy for the presentation.</p>
10.4.	<p><u>Questions and Comments</u></p> <p>The Chairman invited questions and comments on the three presentations. The following points were raised:</p> <ul style="list-style-type: none"> • It was clarified that the Older People’s Accommodation Strategy proposed two 80-bed nursing homes for Salisbury, along with a 64 bed care home for people with dementia, and a 50 unit extra care scheme. • Reference was made to a site just off Salt Lane, which was believed to be in the Council’s ownership and currently for sale. It was suggested that this would be an ideal location for a care home. Councillor John Thomson commented that all council-owned land was evaluated for possible uses prior to being sold. • Concern was raised that a request from Salisbury’s Got Talent (a not for profit organisation offering support to older people and disabled people) had submitted a request for that site, which had not received a response. Councillor John Thomson undertook to investigate. It was also noted the council had changed the way is funded people; service users often now had control of their own budget and so there may be increased opportunities for organisations such as Salisbury’s Got Talent. <p>ACTION: Councillor John Thomson</p> <ul style="list-style-type: none"> • It was noted that the Council was currently in discussion with the PCT regarding the Old Manor Hospital site, with a view to acquiring part of the site to develop some form of care home provision. Councillor Thomson commented that this approach was being followed for all PCT land disposal to ensure that such sites continued to provide benefit for the people of Wiltshire rather than being sold and the money returning to the Department for Health. In addition, it was acknowledged that the Old Manor Site incorporated an historic building which required maintenance. • The proposed GP surgery on the Old Manor Site was a project being managed by the GPs and the PCT. • It was noted that the Tenants’ Panel could be involved in publicising services and in contributing to consultations on new services.

- Reference was made to the need for a card for disabled people. Blue badges were not always suitable as they had to be left in vehicles for parking. The Chairman undertook to look into this. Debrah Biggs referred to the Safe Havens project which was being launched on 28 July, and the ICE (In Case of Emergency) cards, which listed any disabilities or medical conditions of the bearer.

ACTION: Councillor Richard Clewer

- It was suggested that a priority for older people was improving the condition of pavements.
- In response to questions, Nicola reported that the new equipment service for older people would start in October, with the response service starting in January.
- Concern was raised regarding disabled access to the Council Offices in Bourne Hill. Steve Milton (Head of Community Governance) undertook to investigate the possibility of improved signage.

ACTION: Steve Milton

- In response to a question regarding the demise of Southern Cross, James commented that only low occupancy homes were expected to be affected. The Southern Cross homes in Wiltshire were around 90-95% occupancy and so were not considered to be under threat.
- Further to a question relating to the staff who would provide the broader range of services, Nicola reported that the Council did not currently have access to the workers with these broad skills. However, once service providers had been appointed, the Council would work with the NHS to develop training. Monitoring would be undertaken from service user feedback.
- It was clarified that the need to improve the current accommodation for older people in Salisbury related partly to poor energy efficiency but also to the size and design becoming less suitable for the service needs. In many cases, it was cheaper to demolish and rebuild facilities.
- The meeting noted the importance of maintaining a high standard of staff care as well as the quality of the material facilities.

11.	<p><u>Community Area Transport Group (CATG) - Funding for transport schemes</u></p> <p>The Chairman introduced the written report at pages 35-42 of the agenda, and referred the meeting to the recommendation of the Community Area Transport</p>
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Group (CATG). This proposed a bid to the substantive highways scheme fund for around £38,000, which would be added to the Area Board's budget of £29,516 to fund a puffin crossing at Harnham Road. If the bid was unsuccessful, then a zebra crossing would be pursued, although traffic speed would need to be addressed first; a further report on this would be submitted to the CATG if required.

Decision

The Salisbury Area Board noted and approved the recommendation of the Community Area Transport Group, and approved the release of funding (£29,516) for the proposed Puffin Crossing on Harnham Road, subject to a successful bid to the Substantive Highways Scheme fund for £38,000.

Reasons – As set out in the report, and to allow the scheme prioritised by the CATG to proceed.

ACTION: Tom Gardner

12.

Salisbury Campus - Shadow Community Operations Board membership

The Chairman explained that the Shadow Community Operations Board (COB) was to lead on the development of a Campus proposal for Salisbury, including undertaking consultation and compiling a business case.

It was hoped that the Shadow COB would also seek input from the business community with a view to providing business incubator units at the campus.

It was also emphasised that the Shadow COB was an informal, non-decision-making body; formal decisions relating to the campus would be made in public by the Salisbury Area Board.

Decision

The Salisbury Area Board appointed to the Shadow Community Operations Board (COB) as follows:

Category	Representative	Substitute
Area Board (x1)	Councillor Mary Douglas	-
Young People (x1)	CAYPIG rep 1	CAYPIG rep 2
Salisbury City Council (x1)	City Cllr Bobbie Chettleburgh	SCC to advise
Wider Community (x1)	Patricia Crabtree	None
User & Community Groups (x3)	Peter Clarke	John Proctor
	Patricia Fagan	Anne Trevett
	Debra Biggs	SCCAP rep (SCCAP to advise)

	ACTION: Rachel Goff
13.	<p><u>How do we Provide Services for Young People?</u></p> <p>The Chairman, in his role as Portfolio Holder for Youth and Skills, gave a presentation on the consultation document “Commissioning Strategy for Young People Aged 13-19). This document sought to improve outcomes for young people in Wiltshire by providing a good range of quality services, providing an early response to the needs of young people, and by improving partnership working. The document had a broad scope and included services such as health, education, leisure, housing amongst others. In addition, the youth service needed to make savings of around £600,000 – it was hoped that this could be achieved through rationalisation of staff and buildings.</p> <p>A number of actions had already been undertaken in order to seek input into this consultation, including a number of workshops and events for young people and those who worked in the relevant service areas. Key issues for young people were transport, lack of facilities in villages, lack of jobs, and the high cost of housing.</p> <p>In terms of the future provision of youth services, a number of options had been proposed; these were set out in the tabled paper, and could also be viewed on the Council’s website. In summary they consisted of:</p> <ol style="list-style-type: none"> 1. Testing the market for Youth Work services to be provided under contract via competitive tendering. 2. Developing local partnerships with the voluntary sector or secondary schools / colleges. 3. Local management of services and closer alignment with Campus developments. 4. Changing local youth work offer through reduced reliance of existing buildings – this would probably be via four centres across the county. It was likely that the nearest one to Pewsey would either be in Devizes or Marlborough. <p>The consultation had started on 13 May and would run until 5 August 2011.</p> <p>The consultation had been advertised in the normal way for Wiltshire Council consultations, and information was being made available at meetings of all 18 Area Boards. Documents had been tabled inviting responses to the consultation.</p> <p>It was noted that Wiltshire was making cuts of 19% to the youth services budget compared with 50% in Hampshire and 73% in Somerset.</p> <p>The Chairman encouraged everyone to feed their views into the consultation.</p>

14.	<p><u>Your Local Issues</u></p> <p>Marianna Dodd (Salisbury Community Area Manager) had given her apologies for this meeting and so this update item was deferred.</p>
15.	<p><u>Community Area Grants</u></p> <p>The Chairman invited a representative from each of the grant applicants to give a brief overview of their project to the Board. After each of the applicants had spoken the Chairman invited questions and discussion, then asked for a show of hands from those present to reflect public opinion. The Board members then voted on each application.</p> <p><u>Decision</u> St Thomas and St Edmund PCC was awarded £5,000 towards improving health and safety accessibility and facilities for the groups, subject to the confirmation of the £500 contribution from Salisbury City Council. <i>Reason – The application met the Community Area Grants Criteria 2011/12 and would improve the accessibility of this community facility.</i></p> <p><u>Decision</u> The Salisbury Nepalese Society was awarded £500 towards establishing a forum for the Nepalese community in Salisbury. <i>Reason – The application met the Community Area Grants Criteria 2011/12 and would help set up this forum for the Nepalese community in Salisbury to support each other, and to help overcome language barriers within the community.</i></p> <p><u>Decision</u> D'velop Ltd was awarded £1,000 towards running the Friary Photography Summer Course 2011. <i>Reason – The application met the Community Area Grants Criteria 2011/12 and would allow this project to proceed.</i></p> <p><u>Decision</u> Headway Salisbury was awarded £2,265 towards establishing a support group for people with an acquired brain injury. <i>Reason – The application met the Community Area Grants Criteria 2011/12 and would allow this charity to be set up.</i></p> <p><u>Decision</u> Friends of the Friary Tenant Participation Group was awarded £1,000 towards holding a Friary Summer Fun event. <i>Reason – The application met the Community Area Grants Criteria 2011/12 and would help further develop the sense of community within the Friary by encouraging residents to meet other residents, with long term benefits of greater respect for one another, less anti-social behaviour, and increased confidence</i></p>

	<p><u>Decision</u> Salisbury Stingrays ASC was awarded £1,000 towards training two existing poolside level 1 teachers/coaches to level 2 status.</p> <p><u>Reason</u> – <i>The application met the Community Area Grants Criteria 2011/12 and would increase the number of poolside helpers who were qualified to run sessions, in turn allowing more children to participate.</i></p> <p>ACTION: Steve Milton</p> <p>Before moving onto the next item, the Chairman asked members of the public whether they wanted to continue with the show of hands from those present prior to the Area Board voting on each application. The view was that this was a good idea and should continue.</p> <p>It was noted that the deadline for receipt of Community Area Grant applications to be considered at the next Area Board meeting in September was 4 August.</p> <p>The Chairman also noted that the Area Board had a budget of £7,808 to spend on projects which benefitted young people. Applications for this funding were invited; those interested were advised to speak to Marianna Dodd (Salisbury Community Area Manager). The deadline for applications for this funding was 6 October; applications would then be considered at the Area Board meeting on 17 November.</p>
16.	<p><u>Nominations to Outside Bodies</u></p> <p>The Chairman moved a number of changes to the Area Board’s nominees on Outside Bodies, and other organisations. These were seconded and agreed as set out below</p> <p><u>Decision</u></p> <p>1. The Salisbury Area Board’s nominees on Outside Bodies be changed as follows:</p>

Outside Body Title	Former Area Board nominee(s)	New Area Board nominee(s) as of 14 July 2011
Salisbury City Centre Management Partnership	Mary Douglas, Richard Clewer	Director - Richard Clewer Member – Bill Moss
Salisbury Community Area Partnership	Chris Cochrane	Mary Douglas
Parish of Salisbury, St Thomas & St Edmund Parish Endowed Charities for the Relief of Need	Remains Vacant as of - No Appointment made	Bill Moss
Salisbury Area Sports	Ricky Rogers	Ricky Rogers (no change)
Salisbury Conservation Advisory Panel	Bill Moss	Chris Cochrane
Salisbury Shopmobility Steering Group	John Brady	John Brady (no change)
Salisbury Cycling Liaison Panel	Chris Cochrane	Chris Cochrane
Salisbury Trust for the Homeless	Vacany- No Appointment made	Vacany- No Appointment made (no change)
Salisbury Women's Refuge	Mary Douglas	Mary Douglas (no change)
Salisbury Youth Issues Group (CAYPIG)	Richard Clewer	Brian Dalton
St Edmund's Arts Trust SAC Management Committee	Chris Cochrane	Chris Cochrane (no change)
Tenants Panel	Ricky Rogers, Bill Moss	Ricky Rogers, Bill Moss (no change)
Vision for Salisbury Board	Mary Douglas	Chris Cochrane

2. The Salisbury Area Board's representatives on Area Board working group be changed as follows:

Working Group	Former Area Board representative	New Area Board representative as of 14 July 2011
Salisbury Community Area Transport Group (CATG)	Mary Douglas	Richard Clewer
Salisbury Campus Shadow Community Operations Board (COB)	Richard Clewer	Mary Douglas

	ACTION: James Hazlewood
17.	<p><u>Future Meeting Dates, Evaluation and Close</u></p> <p>The Chairman undertook the evaluation exercise via a show of hands:</p> <ul style="list-style-type: none"> • Venue: Generally good; • Room Layout: The comment was made that it was helpful for people answering questions to be at the front of the meeting, so they did not have to keep turning around; • Welcome: Generally good; • Participation: It was noted that some items had overrun, and so not everyone had been able to contribute; • Agenda: It was noted that the agenda for the meeting had been too long. The comment was also made that not everyone was clear on how the agenda/meeting worked; • Chairman – Generally good. <p>The Chairman thanked everyone for attending and noted that the next meeting of the Salisbury Area Board would be held on Thursday 15 September 2011 at South Wiltshire Grammar School for Girls, Stratford Road, Salisbury SP1 3JJ.</p> <p>It was also noted that Wiltshire Council would be holding a meeting of the full Council in Salisbury on 8 November.</p>

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MINUTES

Meeting: SALISBURY AREA BOARD
Place: South Wiltshire Grammar School for Girls, Stratford Road, Salisbury, SP1 3JJ
Date: 4 August 2011
Start Time: 7.00 pm
Finish Time: 9.30 pm

Please direct any enquiries on these minutes to:

James Hazlewood (Senior Democratic Services Officer), Tel: 01722 434250 or (e-mail) james.hazlewood@wiltshire.gov.uk

Papers available on the Council's website at www.wiltshire.gov.uk

In Attendance:

Wiltshire Councillors

Cllr Richard Clewer (Chairman), Cllr Bill Moss (Vice Chairman), Cllr John Brady, Cllr Christopher Cochrane, Cllr Brian Dalton, Cllr Mary Douglas, Cllr Ricky Rogers and Cllr Paul Sample

Cllr John Thomson (Deputy Leader and Cabinet Member for Adult Care, Communities and Housing) and Cllr Dick Tonge (Cabinet Member for Highways and Transport)

Wiltshire Council Officers

Richard Mortimer, Parking Services Manager
Steve Milton, Head of Community Governance
Tom Bray, Southern Wiltshire Community Area Manager
Anne Huggett, Media Relations Officer
James Hazlewood, Senior Democratic Services Officer

Town and Parish Councils

Salisbury City Council – Cllr Cheryl Hill, Cllr Derek Brown, Cllr Anne Chalk, Cllr John Collier, Cllr John English, Cllr John Lindley, Annie Child
Laverstock and Ford Parish Council – David Law
Wilton Town Council – Phil Matthews
Alderbury Parish Council – Amanda Newberry
Bishopstone Parish Council – Norman Barter
Firsdown Parish Council – Mike Willis

Partners

MP for Salisbury – John Glen

Wiltshire Fire and Rescue – Jason Underwood

St Edmunds Community Association – Mary Stephens

Salisbury Chamber of Commerce – C Mitchell

Salisbury Civic Society – Alastair Clark

Salisbury City Centre Management – Ian Newman, Graham Gould, Richard Eadie,
Josephine Crowther, Rachel Tribbeck

Federation of Small Businesses – George Trotsman, Mary Webb

Harnham Neighbourhood Association – John McGarry

Salisbury Journal – Annie Riddle

Total in attendance: 118

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Salisbury Area Board and invited the members of the Board to introduce themselves.</p> <p>Also present were Councillor John Thomson (Deputy Leader of the Council) and Councillor Dick Tonge (Cabinet Member for Highways and Transport).</p> <p>The Chairman explained the background for holding the meeting, noting that there was a huge level of public interest in the issue of Car Parking charges in Salisbury. The Area Board Councillors had been lobbying Wiltshire Council's Cabinet to ensure the return of a 1-hour parking option, and the meeting was to allow the public and business community to air its views for the Area Board to take forward.</p>
2.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence had been received from:</p> <ul style="list-style-type: none"> • Leader of Salisbury City Council – Cllr Su Thorpe • Marianna Dodd – Salisbury Community Area Manager • Stephanie Denovan – Service Director for the Salisbury Area Board
3.	<p><u>Declarations of Interest</u></p> <p>There were none.</p>
4.	<p><u>Car Parking charges in Salisbury</u></p>
4.1.	<p><u>Background to date</u></p> <p>Councillor Dick Tonge gave a brief overview of the background to car parking in the Salisbury area.</p> <p>As part of setting the County-wide car parking strategy in 2010, a consultation had been undertaken between July and September, incorporating the following:</p> <ul style="list-style-type: none"> • Press release with article in Salisbury Journal • Emails/letter to around 8,000 contacts • Documents on Council website and in libraries • Announcement at Salisbury Area Board meeting on 22 July 2010 • Presentation on feedback at 30 September 2010 meeting • Cabinet meeting on 14 December 2010

- Full Council meeting on 22 February 2011

As part of the consultation, Salisbury City Centre Management had responded in support of a 2-hour minimum charge. This, and other responses, such as a petition from Mere, had been taken into account in the final decision.

Councillor Tonge also referred to the services which were funded by revenue from car parking charges:

- **Bus Services** – Around half of all bus journeys in Wiltshire (5 out of 10 million journeys annually) were subsidised by the Council, costing around £1.05 million per year in Salisbury alone. One of the changes to local government funding arrangements was the removal of the fuel subsidy for bus services; this would create further impact on the bus subsidy.
- **Park and Ride** – This helped to reduce traffic congestion, air pollution, carbon emissions and noise in the city. Also, by reducing the usage of city-centre car parks, it allowed valuable land to be released for new development. The subsidy for Park and Ride was £1.3 million in 2010/11 and £624,000 in 2011/12

It was noted that all income from parking was ring-fenced to these transport services and could not be used to fund other services. This was set against the context of the general financial pressure on Wiltshire Council with cuts of over £30 million in government funding this year and next, and the need to invest to meet anticipated increases in service demand (e.g. £3.3 million on elderly and vulnerable adults and £700,000 in waste services)

In addition, the general economic climate in the UK had seen a drop in retail spending, and car park usage was down in most retailing centres.

By contrast, Salisbury bus passenger numbers were up by approximately 2% over the past year, and recent months had been more encouraging. In addition, Park and Ride usage figures had increased slightly over the past six months, although this may be partly attributable to the summer tourism trade.

Other issues which related to overall car parking strategy in Salisbury included the following:

- Air Pollution – Salisbury was a hot spot for air pollution, and so it was considered important to reduce traffic and congestion in the city centre.
- Salisbury Vision – The Vision was developing a number of projects to regenerate areas within the city, including the Marketplace, and the Maltings/Central Car Park, and other smaller car parks. These would result in fewer city centre parking spaces.
- South Wiltshire Core Strategy – Around 6,000 new houses and 8,000 jobs were proposed for Salisbury and Wilton over the next 15 years.

Councillor Tonge set out the revenue implications which would apply if the

	<p>Council were to re-introduce the 1-hour charge, noting that the new charges had reduced the cost of parking for 2 hours from £2.50 to £2.20.</p>
<p>4.2.</p>	<p><u>Questions and comments</u></p> <p>The Chairman thanked Councillor Tonge for the presentation, commenting that the Area Board would be looking at the issue of the Salisbury Vision in more detail at another Extraordinary Area Board meeting.</p> <p>During the course of the discussion, the general view was expressed from the floor that the new parking charges had resulted in a significant fall in car park occupancy, with a resulting impact on footfall in the city. The business community raised serious concern regarding the financial impact on local retailers, particularly small and independent shops, and considered that the issue needed to be addressed as a matter of urgency.</p> <p>Questions and comments were invited from the floor, and responses given as follows:</p> <ul style="list-style-type: none"> • In response to a question, Councillor Tonge undertook to make available the financial basis on which the revenue implications of reintroducing the 1-hour charge had been calculated. • Councillor Thomson responded to a comment from John Glen, MP for Salisbury, explaining that the move to a unitary authority had saved around £18 million per year, and had put Wiltshire Council in a more financially secure position than other authorities, resulting in fewer reductions to frontline services than in other areas. In addition to the reduction in government funding, the Council was seeking to invest in certain services and to make savings of £80 million from the rationalisation of offices. • Also in response to a question from John Glen, Councillor Tonge explained that the Council's car parking strategy had been based on "bands", with small towns in band 4, market towns in band 3, Chippenham and Trowbridge in band 2 and Salisbury in band 1 (due to its unique nature). This had been set out in the consultation and had been supported by the Scrutiny process. • The parking charges in Salisbury had been set following comparisons with retail competitors in the south/south west, such as Southampton and Winchester. • Councillor Tonge reported that the parking income had dropped by around £500,000 across the county. • Graham Gould of Salisbury City Centre Management stated that Wiltshire

Council's own figures showed that short stay car parking was down 25% in the last year, and long stay car parking was down 66%, with around half of these cars using Park and Ride. The City Centre Management considered that Salisbury should be compared to Southampton as its most important retail competitor; car parking charges in Salisbury were currently around 10-12% higher than in Southampton.

- In response to allegations that Parking Enforcement Officers were being chauffeur-driven on Sundays and regularly worked in pairs, it was clarified that the Council did not employ any chauffeurs. Parking Enforcement Officers did occasionally work in pairs; for training, and in some locations for safety reasons.
- Following comments regarding disabled parking and access to Bourne Hill, Councillor John Thomson noted that the same comments had been raised at the previous meeting on 14 July. Officers had offered to meet with the person who had raised the issue and to investigate the possibility of improved signage. This offer was still open.
- The view was expressed that the drop in car park occupancy would not only lead to a drop in car park income, but also in business rates, due to the impact on the local economy. Councillor John Thomson responded that the Cabinet had recognised the need to support local businesses by addressing these concerns.
- In response to a suggestion that parking charges be introduced for evenings, Councillor Dick Tonge explained that Southampton currently charged for parking in the evenings, however this had not been proposed for Salisbury during the consultation, and it was not considered that there would be much enthusiasm for evening parking charges in Salisbury.
- It was noted that Winchester had reversed changes to their car parking charges very quickly, and it was queried why Salisbury could not do the same. Councillor Thomson explained that the change in Winchester was a minor variation to charges, whereas what was being requested in Salisbury was the reintroduction of a 1-hour charge. Initial advice from the Council's legal department was that this may constitute a change to the whole parking scheme and so this would need to be re-advertised and subject to public consultation. Councillor Jane Scott (the Leader of Wiltshire Council) had written to Eric Pickles MP (Secretary of State for Communities and Local Government) to seek a dispensation to amend the charges without the need for this consultation which could delay implementation for several months (letter circulated with papers for the meeting). Following a request, John Glen MP undertook to lobby Mr Pickles over this issue, to allow Wiltshire Council to bring in any new charges as soon as possible.

ACTION: John Glen MP

- It was suggested that, in the meantime, the 2-hour parking charge could be reduced, to alleviate the effect on local businesses. Councillor Thomson commented that this proposal was one of a number of options which would be discussed with stakeholders at a meeting next Monday.
- Further to a comment regarding a complaint about the behaviour of Parking Enforcement Officers, Councillor Thomson reported that he was aware of the issue which was currently being investigated. The outcome would be reported to the complainant.
- In response to a comment regarding a legal requirement for councils not to use income from car parks as revenue to fund other services, it was clarified that this referred to income from on-street parking, and that the Council adhered to the wording of the Act.
- It was noted that small shops in the rural villages around Salisbury had seen a small increase in trade as a result of the removal of the 1-hour parking charge. As such, it was requested that any new 1-hour charge be set with this in mind, rather than encouraging trade into the city at the expense of rural shops.
- In relation to the subsidy for bus travel, the meeting noted that around 70% of bus users had a concessionary bus pass, while the majority of these could afford to pay for bus travel. John Glen acknowledged that this system could be improved, but noted that a “means tested” system would cost even more to administer, and that it was politically difficult to change the free bus pass scheme. It was suggested that a voluntary system be introduced, for people to contribute £1 towards the cost of their journey. By a show of hands, it was established that a majority of bus pass holders present would be happy to contribute on such a voluntary basis. However, Councillor Thomson reported that this had already been investigated and was not considered to be legally possible.
- The suggestion was made that Park and Ride needed to be cheaper (or free) to encourage greater use. This would help keep traffic out of the city, thus improving air quality, while maintaining the footfall to sustain the local economy.
- Further to a question regarding the use of traffic management consultants in Salisbury, the Chairman asked officers to provide a response to the questioner.

ACTION: James Hazlewood

- It was noted that some towns had been given the opportunity to take over the running of the local car park. Councillor Tonge reported that this had only been considered for very small car parks, and that the same

	<p>approach would not be possible with bigger car parks due to the costs involved with maintaining larger sites.</p>
<p>4.3.</p>	<p><u>Summary and Conclusion</u></p> <p>Before inviting comments from the members of the Area Board, the Chairman asked for a show of hands from the public. The view was overwhelmingly in support of the reintroduction of 1-hour parking, and for the immediate reduction of the 2-hour parking while the process of bringing back the 1-hour charge was undertaken. Following a further show of hands it was established that the room would prefer a £2 charge for 2-hours and £1/£1.20 for 1 hour.</p> <p>The Chairman then sought comments from members of the Area Board:</p> <ul style="list-style-type: none"> • In terms of Salisbury’s potential as a tourist destination it was stated that Salisbury was unique and special within Wiltshire, and so needed to be promoted independently of Wiltshire as a whole. • The point was made that issue of parking demonstrated the need for local input and local knowledge into the decision-making process. • It was suggested that one or two of the Park and Ride sites could be closed down, as most cities had fewer than five sites. However, Councillor Tonge responded that the sites has been designed to meet the main traffic routes into the city; closing one site would mean routing some traffic through the city to another site, which would undermine the aim of keeping traffic out of the city. • The view was expressed that Southampton should remain the main comparator for parking charges as a retail competitor, although Southampton currently offered a better retail choice that Salisbury. This highlighted the need to support the Salisbury Vision to help increase and develop retail choice in Salisbury. • At the Chairman’s request for a show of hands, the majority of those present would support a scheme to request a voluntary £1 donation towards bus travel, from holders of concessionary bus passes. Councillor Thomson reiterated that this was not considered to be legal under the current system, but commented that John Glen could lobby the government to look at changing this. <p>ACTION: John Glen MP</p> <ul style="list-style-type: none"> • Another show of hands demonstrated that the room did not support the suggestion of a parking redemption scheme, whereby some businesses would refund parking costs to customers.

	<p>Following discussion and debate, the following resolutions were moved, seconded and agreed:</p> <p><u>Decision</u></p> <ol style="list-style-type: none"> 1. Having heard the views expressed this evening by the people of Salisbury, the Salisbury Area Board recommends to Wiltshire Council's Cabinet that: <ol style="list-style-type: none"> a) the 1-hour parking option for off-street car parks in Salisbury be reintroduced as soon as possible; b) in the interim and while the process of reinstating the 1-hour charge is taking place, the 2-hour charge be immediately reduced; and c) following the reintroduction of 1-hour parking charge as at 1a) above, the charges be set as follows: <ul style="list-style-type: none"> • 1 hour: £1.20 • 2 hours: £2.00 2. The Salisbury Area Board recognises that the Cabinet is faced with a difficult decision in how to find the costs of the proposed measures set out at 1a, 1b and 1c above. 3. The Salisbury Area Board wishes to ensure that Wiltshire Council engages in 2012 at an earlier stage with the local community (residents, businesses, traders and other organisations). <p>The Chairman concluded by commenting that the Area Board would take the messages from the meeting back to the Cabinet, and would seek to address the issues raised as quickly as possible.</p> <p>It was also hoped that the Area Board and the City Council could work together more closely on these types of issues in future, to address issues at an earlier stage.</p>
5.	<p><u>Future Meeting Dates and Close</u></p> <p>The Chairman thanked everyone for attending and noted that the next meeting of the Salisbury Area Board would be held on Thursday 15 September 2011, 7pm at South Wiltshire Grammar School for Girls, Stratford Road, Salisbury SP1 3JJ.</p>

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Salisbury Area Board – 15 September 2011 Chairman's Announcements

Wiltshire's new 'Warm and Well' free home insulation scheme

There are an estimated 30,000 people in fuel poverty in Wiltshire, who cannot afford to heat their homes adequately. How many live in your community area?

Cold homes impact on the health and wellbeing of your local residents. Would you like to help yourself and other residents save money and improve your home comfort?

The new Wiltshire Warm and Well scheme is open to all home owners and private tenants, and enables residents to improve the energy efficiency of their homes through installing loft and cavity wall insulation – saving money on bills and making homes warmer.

To access the scheme

Freephone: 0800 512 012, or go to <http://www.warmandwell.co.uk>

With Council funding as well as national CERT funding, Wiltshire Warm and Well aims to improve 3,000 homes in financial year 2011/2012.

Wiltshire Council's Core Strategy commits the council to reducing carbon emissions throughout the county. Carbon emissions from domestic properties make up 24% of total emissions. Improving insulation of domestic properties therefore makes a significant contribution to energy saving and therefore carbon emissions reduction.

We urge Area Board partners to get involved and help refer people to the scheme.

If you would like to hold a special event to promote the scheme, or promote it as part of another event you are holding, the 'Green Room' van is available to help, (further details at <http://www.warmandwell.co.uk> > The Green Room). Leaflets can also be supplied should you be interested, simply email your request to:

warm&well@swea.co.uk

Further information on this scheme can be accessed on the Wiltshire World Changers Network website, <http://wiltshireworldchangers.org> or via the Wiltshire Council website, <http://www.wiltshire.gov.uk/counciltaxhousingandbenefits/housing/housinggrants/homeenergygrants.htm>

Rachel Ross
Home Energy Efficiency Officer
Energy Change and Opportunity
Economy and Enterprise
Wiltshire Council
P O Box 2281
Salisbury
SP2 2HX

Salisbury Area Board
15 September 2011

Update on outcomes/actions from meeting on 14 July 2011:

Minute number (page)	Action	Update
10.4 Older People theme - Questions and Comments (page 8)	Councillor John Thomson to investigate concerns that Salisbury's Got Talent had not received replies to correspondence re a vacant Council-owned site.	On-going
10.4 Older People theme - Questions and Comments (page 8)	Councillor Richard Clewer to investigate the possibility of a "proof of disability" card, for disabled people.	Debrah Biggs, Chair of the Salisbury Community Area Partnership confirmed that this item refers to the Safe Places project being piloted in Salisbury which offers a service to vulnerable people who may have communication or other problems. Vulnerable people can carry an 'ICE' card containing appropriate data for them to be able to access 'Safe Places' in the city, i.e., participating shops, cafes, library etc who can help if they need assistance while out and about in the city. A Safe Places awareness raising launch will take place at Salisbury Library on 28 September at 10:30am – 12:30pm.
10.4 Older People theme - Questions and Comments (page 8)	Officers to investigate concerns over the lack of disabled access to Bourne Hill	The person who raised this issue has been invited to clarify their concerns
11. Community Area Transport Group (CATG) funding (page 10)	Bid to be submitted to the Substantive Highways Scheme fund (for £38,000) towards a puffin crossing at Harnham Road	The total cost of the puffin crossing is £67,000 and as the contribution from CATG's discretionary highways budget is £29,516, a bid of £37,484 has now been submitted to the Substantive Highways Scheme to make up the shortfall. The outcome of this bid will not be known until circa end of September. The next CATG

		meeting is being held on 19 September 2 – 4pm at Bourne Hill.
12. Salisbury Campus membership (page 10)	Membership appointed	Appointees notified
15. Community Area Grants (pages 12-13)	Grants determined	Applicants notified and funding released as required
15. Community Area Grants (Page 12-13)	Salisbury Nepalese Society to be put in touch with Wiltshire College to see whether they can make use of any language teaching resources	Email sent to Nepalese Society on 17 August
16. Nominations to Outside Bodies (page 14)	Nominations agreed	Organisations notified

Update on outcomes/actions from Extraordinary meeting on 4 August 2011:

Minute number (page)	Action	Update
4.2 Car Parking - Questions and Comments (page 6)	John Glen MP to lobby Eric Pickles regarding a dispensation for Wiltshire Council to implement changes to the parking scheme without the need for lengthy consultation.	Since the meeting Wiltshire Council has agreed to reintroduce 1-hour parking as a variation to the scheme, which will not require lengthy consultation. However, this issue is still being pursued with Eric Pickles, as the legal position is not definitive.
4.2 Car Parking - Questions and Comments (page 7)	Officers to provide a response regarding the use of traffic management consultants in Salisbury.	Response sent via email on 16 August
4.3 Car Parking - Summary and Conclusion (page 8)	John Glen MP to lobby the government over the possibility of legalising a system to	On-going

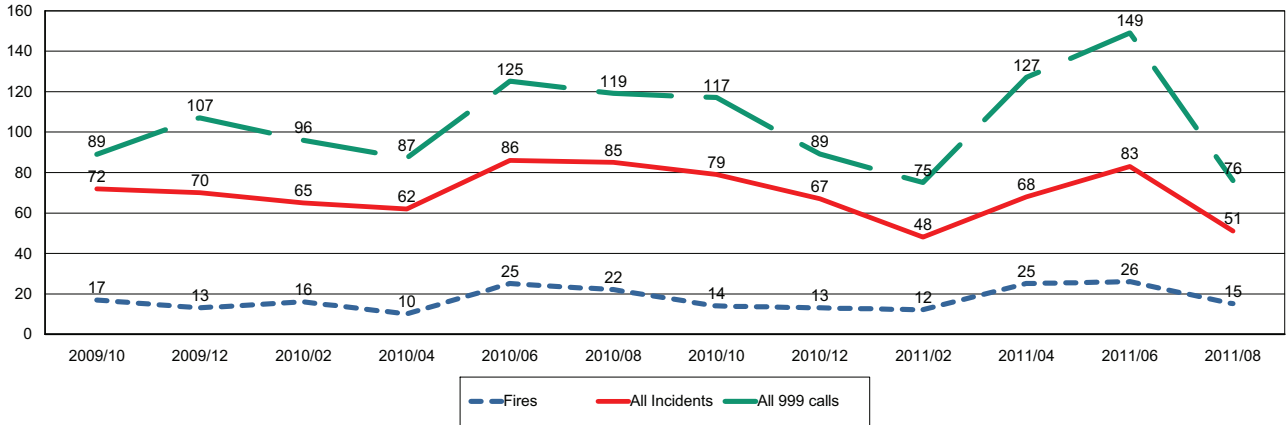
	<p>request a voluntary £1 donation per journey, by concessionary bus-pass holders.</p>	
<p>4.3 Car Parking - Summary and Conclusion (page 9)</p>	<p>Area Board resolution to be forwarded on to Cabinet.</p>	<p>Resolution forwarded via email on 5 August.</p> <p>One hour parking to be reintroduced as per cabinet decision on 19 Aug.</p> <p>Further update to be given at AB meeting on 15 September.</p>



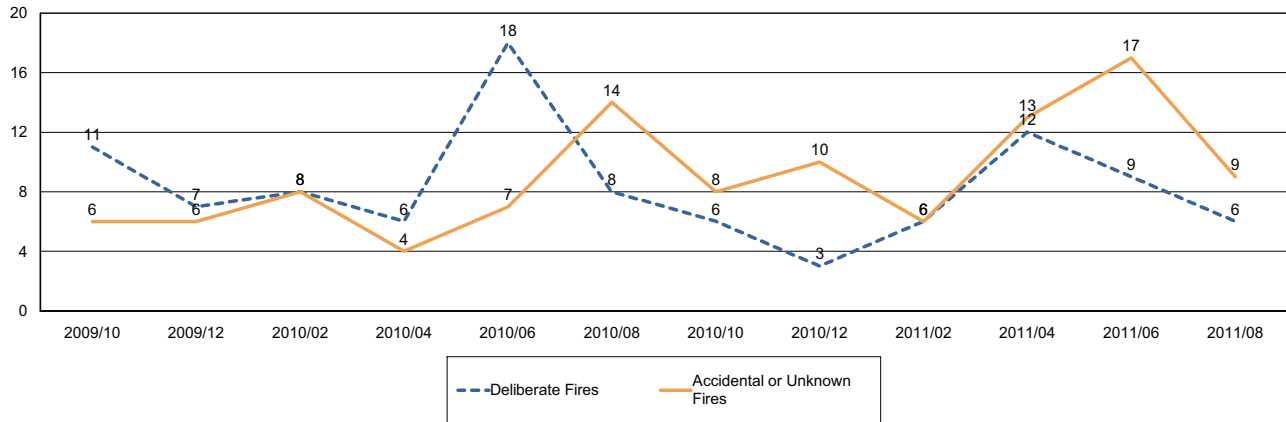
Report for Salisbury Area Board

The following is a bi-monthly update of Fire and Rescue Service activity up to and including August 2011. It has been prepared by the Group Manager for the Board's area.

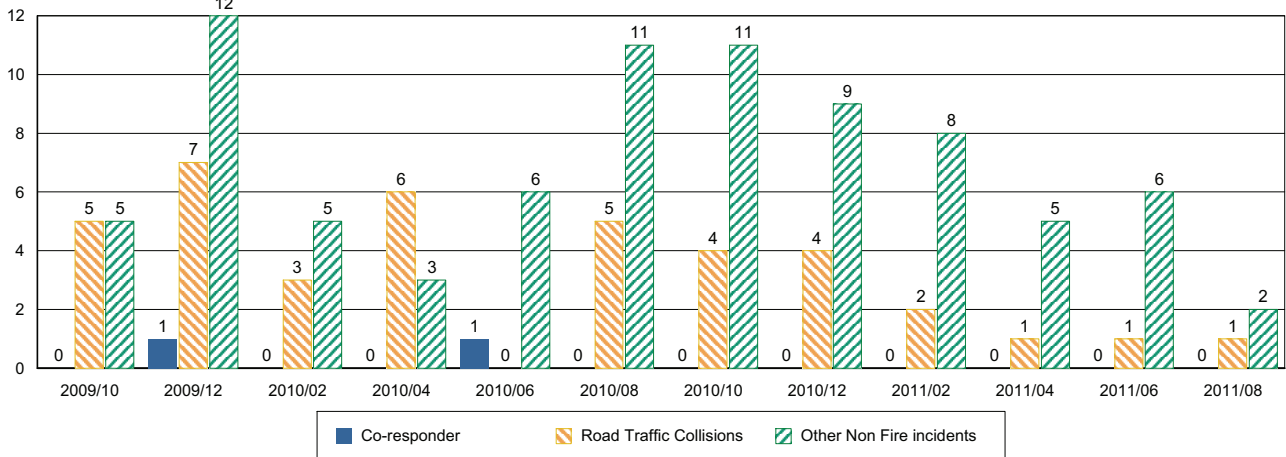
Incidents and Calls



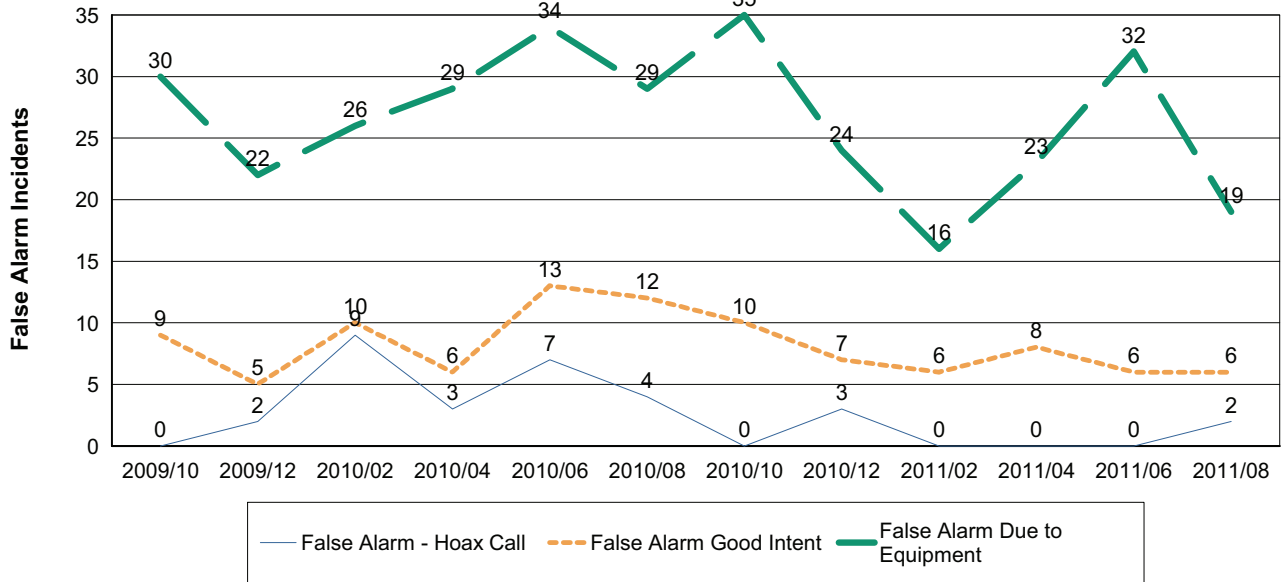
Fires by Cause



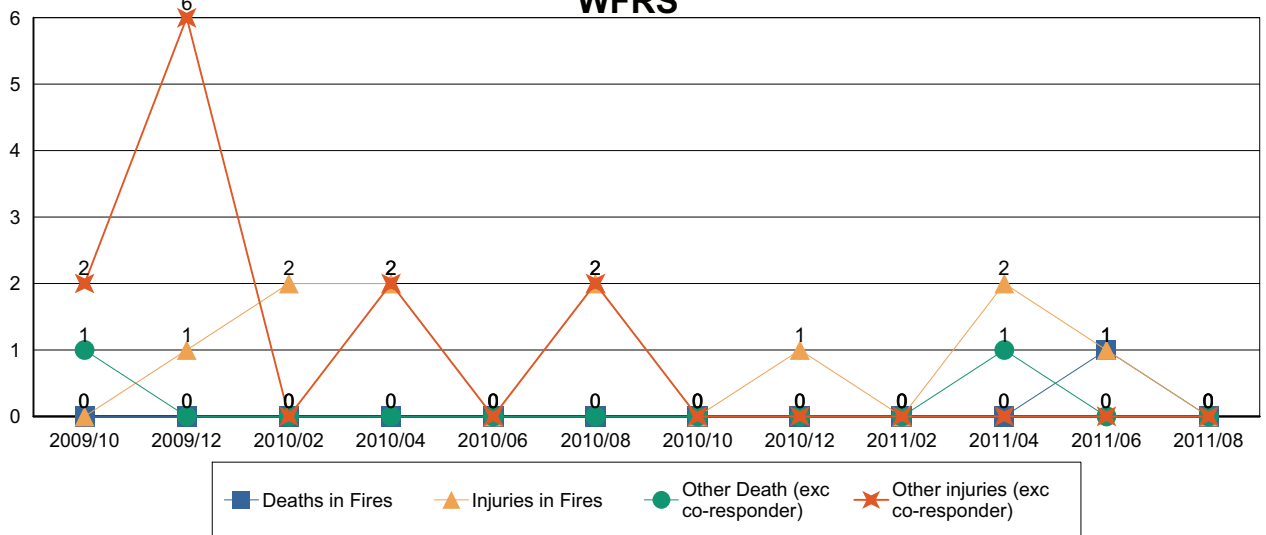
Non-Fire incidents attended by WFRS



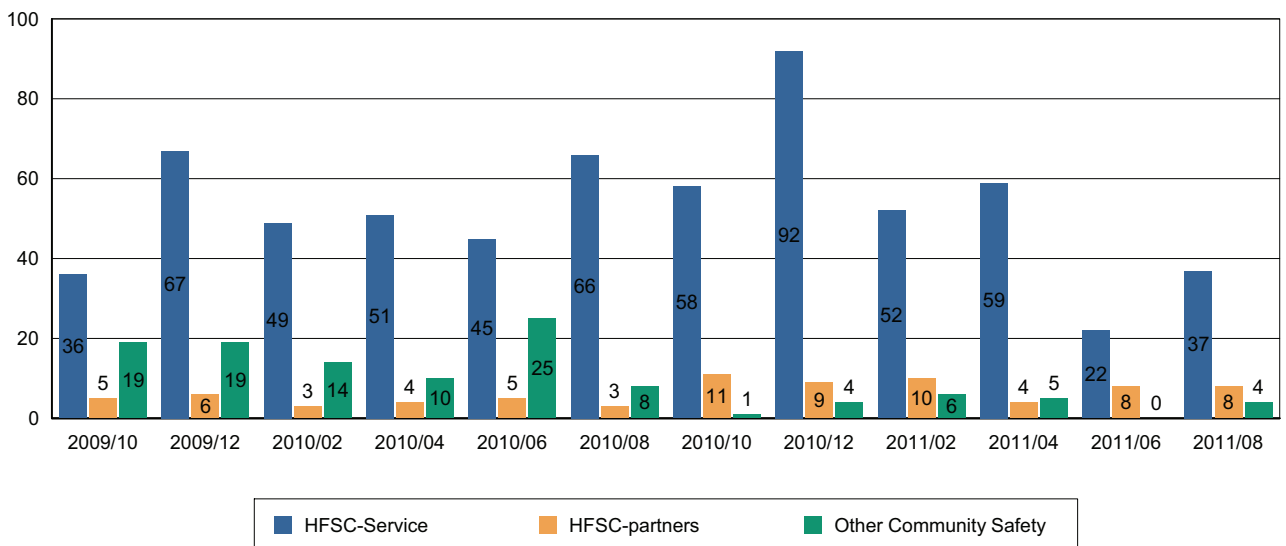
Number of False Alarm Incidents



Death & Injuries in incidents attended by WFRS



Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

NHS Update – September 2011



Wiltshire

Exercise after stroke service in Wiltshire

NHS Wiltshire and Wiltshire Council are working together to provide exercise classes for stroke survivors at leisure centres across the county. Exercise professionals have received stroke training so they can help people to recover more quickly through specially-tailored exercises classes. The first exercise after-stroke classes and gym-based sessions will be offered from September at Castle Place Leisure Centre in Trowbridge. Further classes will be offered in Chippenham, Salisbury, Devizes and Marlborough from January 2012.

Exercise is particularly important for people who are recovering from a stroke, as a stroke often results in reduced strength, mobility, fitness and mood as well as loneliness and a myriad of additional challenges such as pain, impaired movement or comprehension, which may make it difficult for people with stroke to get to exercise facilities. The exercise after stroke service forms part of a range of improvements to stroke services in Wiltshire to help people rebuild their lives.

Stroke Clubs are currently held across Wiltshire in Amesbury, Chippenham, Salisbury, Swindon, Trowbridge, Warminster and Wroughton. Stroke community support workers are also available to provide advice and support to people who have had a stroke and their carers. A major review by the Care Quality Commission (CQC) on stroke care has placed NHS Wiltshire in the category of **best performing** Primary Care Trusts, ranking the trust 20 out of 151 PCTs for the stroke services it delivers.

Further details can be found on the NHS Wiltshire website at:

<http://www.wiltshire.nhs.uk/Public/Your-health-wellbeing/FAST-stroke-action.htm>

Stop Smoking Successfully

Nearly 5,000 people used the NHS Wiltshire Stop Smoking Service last year. Our aim is to make Wiltshire a healthier place to live and there are many more people we can help to quit. The Wiltshire NHS Stop Smoking Service supports people in a variety of methods and treatments, providing specialist support for groups of people such as women who are pregnant, people with mental health problems and young people. The team of advisors work across different services in all sorts of venues including GP surgeries and health centres, clinics, pharmacies, Children's Centres and hospitals. NHS Stop Smoking Services encourage anyone who is trying to stop their habit to contact us on 01380 733891 or via our website NHSstopsmoking@wiltshire.nhs.uk.

Next NHS Wiltshire Board Meeting

The next Board meeting of NHS Wiltshire will be held on **21 September 2011 at 10am - Southgate House**. Members of the public are welcome to attend. Papers are published a week before the meeting on www.wiltshire.nhs.uk or on request from Stacey Saunders, NHS Wiltshire (tel: 01380 733839, email: stacey.saunders@wiltshire.nhs.uk). For further information or copies of documents referred to above, please email communications@wiltshire.nhs.uk

SALISBURY AREA BOARD ISSUES LOG

Item 14

This report gives the number of issues received, currently in progress and those that have been closed.

Issues can be submitted online at www.wiltshire.gov.uk/salisburyareaboard or on paper to the community area manager.

There are currently 90 Requests; 76 Closed Requests; 11 Requests in progress; 3 Requests Marked Received

ID	Category	Division	Summary of Issue	Status
1823	Housing	Salisbury	Raising issue of dilapidated house at risk of being vandalised. This could be a potential problem for the community.	Issue will be referred to the Neighbourhood Policing Team and Empty Housing Officer, Wiltshire Council
1837	Environment	Salisbury	Salisbury City Centre currently has NO accessible public lavatory. The public toilet in the Market S	Issue to be referred to Salisbury City Council and signage.
1839	Highways (Parking)	Salisbury	Refers to Wiltshire Council's Parking Strategy and its commitment to disabled parking. Issue that Salisbury's car parks have around half the required number of blue badge spaces, on street disabled parking spaces are not marked out, and no dropped kerbs.....	Issue to be referred to Highways Officers responsible for parking
1561	Environment	Salisbury	Community Payback - Grounds Maintenance	01/04/2011 15:14:30 Information requested as follows: Issue number is 1561 Referred to Community Payback
593	Highways	Salisbury	Speeding Concerns on the Netherhampton (A3094) Road Harnham Salisbury. Results from November consult	19/08/2011 11:10:48 Netherampton Road is eligible for a Speed Indicator Device so this issue has been referred to Highways and the Community Area Transport Group (CATG) who are meeting on the 19 September. An update will be posted on this site following that meeting. Referred to Community Speedwatch

SALISBURY AREA BOARD ISSUES LOG

Item 14

701	Highways	Salisbury	Speeding; pedestrian/cycle access in Coombe Road	08/07/2011 11:21:08 This issue has been addressed in the a number of ways: 1) Discussed at 22 July, 2010 Area Board meeting - roundtable focussing on pedestrian/cycling issues. Action - Issue forwarded to Neighbourhood Police Team/Manager of Maltings resulted in letter being sent to schools raising awareness of the safety needs of children in this area. 2) Issue discussed at Community Area Transport Group (CATG) and included in a report to Area Board on 30 November recommending it as 1 of 3 transport schemes to be prioritised for funding. Although not chosen on this occasion, it has been added to the Highways List of Schemes for future consideration and available funding. 3) A metrocount survey form has been submitted (speedwatch) to assess speeding in Coombe Road. Referred to Community Speedwatch
1298	Highways	Salisbury	Volume and speeding of traffic on Petersfinger Road	08/07/2011 15:16:26 Referred to Community Speedwatch
1300	Highways	Salisbury	A reduction from 40mph to 30mph on London Road	28/10/2010 17:47:56 This issue has been forwarded to Speedwatch in the first instance and to the Highways Office for attention. Also copied to the Ward Councillor, Cllr Bill Moss Referred to Community Speedwatch
1367	Highways	Salisbury	Speeding along Gigant Street	08/07/2011 14:46:31 Referred to Community Speedwatch
1642	Highways	Salisbury	Speeding along New Bridge Road	08/07/2011 16:06:55 Your issue has been forwarded to Highways who will respond to the signage issue. A metrocount survey form has been submitted to assess the speed issue. Your Ward councillor has been copied into the issue.
1699	Highways	Salisbury	Insufficient accessible disabled car parking available within city	Forwarded to Highways Officers responsible for parking
1768	Highways	Salisbury	Pedestrian safety Castle Road and Victoria Park	28/07/2011 15:54:19 This matter will be referred to the Sallisbury Community Area Transport Group (CATG) in order that the project may be assessed and prioritised alongside other requests. You will be notified of the outcome as soon as possible. There is a high demand for highway works and referral to CATG is no guarantee that the project will be approved. However, once prioritised schemes will be undertaken as funding becomes available.
1769	Highways	Salisbury	Hazardous crossing on the Netherhampton Road, Harnham	28/07/2011 16:12:18 This matter will be referred to the Sallisbury Community Area Transport Group (CATG) in order that the project may be assessed and prioritised alongside other requests. You will be notified of the outcome as soon as possible. There is a high demand for

SALISBURY AREA BOARD ISSUES LOG

Item 14

				highway works and referral to CATG is no guarantee that the project will be approved. However, once prioritised schemes will be undertaken as funding becomes available.
1803	Waste	Salisbury	Dog fouling along the nature trail	11/08/2011 16:37:52 Your issue has been forwarded to the Waste Management Technician who deals with dog fouling issues. An update will be posted on this issues log as soon as it is received. The Ward Councillor, Cllr Mary Douglas has been informed.

Item 15

Report to	Salisbury Area Board
Date of Meeting	15 September, 2011
Title of Report	Community Area Grants

Purpose of Report

To request that Councillors consider two applications seeking 2011/12 Community Area Grant funding.

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. 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 decision of an Area Board that is contrary to the funding criteria and/or the officer's recommendation would need to demonstrate that the application in question has a wider community benefit, and give specific reasons for why this should justify an exception to the criteria.
- 1.3. The emphasis in the Coalition Government's Localism agenda supports the ethos of volunteering and community involvement. With this in mind Community Area Grants should be encouraged from and awarded to community and voluntary groups.
- 1.4. Area boards will not consider applications from town and parish councils for purposes that relate to their statutory duties or powers that should be funded from the local town/parish precept. However this does not preclude bids from town/parish councils, encouraging community projects that provide new opportunities for local people or those functions that are not the sole responsibility of the town/parish council.
- 1.5. Officers are required to provide recommendations in their report, although the decision to support applications and to what level is made by Wiltshire Councillors on the Area Board.
- 1.6. Funding applications will be considered at every Area Board meeting.
- 1.7. All applicants are encouraged to contact Charities Information Bureau who is working 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.
- 1.8. 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.
- 1.9. The 2011/2012 funding criteria and application forms are available on the council's website (www.wiltshire.gov.uk/areaboards) or paper versions are available from the Community Area Manager.

Background documents used in the preparation of this Report	<ul style="list-style-type: none"> • Community Area Grant Application Pack 20011/12 • Salisbury City Community Area Plan 2004 – 2009
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2. Main Considerations

- 2.1. Councillors will need to be satisfied that grants awarded in the 2011/12 year are made to projects that can realistically proceed within a year of the award being made.
- 2.2. There will be 6 rounds of funding during 20011/12. The third round of funding is contained in this report.

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 Salisbury Area Board.
- 4.2. Salisbury Area Board has been allocated a 2011/2012 budget of £78,075 for community grants, community partnership core funding and councillor led initiatives. The carry forward from the 2010/2011 budget is £31,429. This leaves a total budget of £109,504 for 2011/2012.

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.
- 7.2. Implications relating to individual grant applications are outlined within section 8 – “Officer Recommendations”.

8. Grant Application: SAL 15/11

Applicant	Project proposal	Funding requested
Wildlife Rescue & Care Centre	The Centre wishes to run a community wildlife awareness project giving 20 free talks in the Salisbury Area over a period of 6 months to the elderly or disabled people in care homes, young people in schools and hospitals	£643.00

1. The Officer recommends that a total amount of £643 requested is awarded for this project.
2. This application meets the grant criteria 2011/12.
3. This application demonstrates a link to the Community Plan.
4. This application meets Wiltshire Council priorities.
5. Summary details about the applicant: The Wildlife & Rescue Care Centre was started 23 years ago by Phil Groombridge and provides a 24 hour emergency service for sick or injured wildlife, a telephone helpline for emergencies and general advice on wildlife care in the Salisbury and surrounding area. The rescue service, helpline and Care Centre are run by Phil Groombridge aided by a few volunteers. The Centre aims to help the wildlife in the area, alleviate suffering and ideally release them back to the wild. Those not able to be released remain at the care centre or go to a suitable sanctuary.
6. Summary details about the project: In addition to their daily work, the Centre wishes to run a community wildlife awareness project to educate the young and build awareness of wildlife and how we should care for it as well as the environment; talk and provide therapy for the elderly or disabled in the community.
7. What will happen if the Area Board makes a decision not to fund the project: the project may not happen as the Centre relies on donations to continue its work.

9. Grant Application: SAL 13/11

Applicant	Project proposal	Funding requested
The Friary Residents Gardening Club	Start up costs to set up The Friary gardening club	£1000

1. The Officer recommends that an Award of £1000 is made to this project.
2. This application meets the grant criteria 2011/12.
3. This application demonstrates a link to the Community Plan.
4. This application meets Wiltshire Council priorities
5. Summary details about the applicant: This application is from a new residents' association called Friends of the Friary which meets on the first Thursday of each month in the Tintern Court lounge. Anyone is welcome to their meetings to discuss issues which affect the residents.
6. Summary details about the project: The Friends of the Friary are keen to get some new social activities going and this application aims to enable them to meet that need via setting up a gardening club primarily for members, many of whom are disabled or elderly of the Tintern Court Sheltered Scheme in the Friary. It aims to have a cross section of age groups getting involved with the club and the bid for garden equipment will mean they can have raised beds and grow plants from seed in their community greenhouse.
7. What will happen if the Area Board makes a decision not to fund the project: the project will not proceed

Appendices	Appendix 1 Grant application – Wildlife Rescue & Care Centre Appendix 2 Grant application - The Friary Residents Gardening Club
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No unpublished documents have been relied upon in the preparation of this report.

Report Author	Marianna Dodd, Salisbury Community Area Manager Tel: 01722 434696 E-mail: Marianna.dodd@wiltshire.gov.uk
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Community Area Grant Application Form 2011/2012

Please ensure that you have read all the Funding Criteria and Additional Guidance Notes before completing this form PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

For larger projects we strongly advise you to contact Charities Information Bureau three months before you approach the area board. (See Section 2 for contact details)

Please contact your Community Area Manager before completing your application (See Section 3 for contact details)

1. Your organisation or group			
Name of organisation	Wildlife Rescue and Care Centre		
Contact name			
Contact address			
Contact number	Email		
Organisation type	Not for profit organisation		
2. Your project			
Project Title/Name	Community Wildlife Awareness		
What is your project about and what does it aim to achieve? <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	Phil Groombridge who started Wildlife Rescue in Salisbury 23 years ago and now also runs a Care Centre in Winterslow is very good talking to groups about his experiences normally accompanied by at least 2 rescued animals or birds. Schools (including pre schools) benefit and enjoy the experience whilst being educated on wildlife and the environment Nursing homes hospitals and disabled groups love the wildlife brought to them and the anecdotes Phil c relates . This is good therapy when they are not very mobile seriously ill or bedridden. In the past we have asked for a donation from each group to cover our costs but often this is difficult for charities or groups on limited budgets. With funding we could offer this as a free service and reach more people -whether young or old. which is what our proposed special project is about. We would aim to give 20 free talks in the Salisbury area over a period of 6 months. Each talk lasts 1 hour providing an insight into our local wild animals and birds with many examples of rescues and rehabilitation as well as the challenges faced due to human negligence e.g. swans and ducks caught in discarded fishing lines or the hazards of rubbish and litter to many creatures. Photo displays and items to touch such as snake skins, old bird nests and even a live bird of prey enhance the experience. A DVD about Wildlife Rescue and the Care Centre will be shown where suitable. Handouts e.g. photos, bookmarks or calendars will be given to everyone as a memento.		
In which community area does your project take place? (Please give name – see section 3 of the grants pack)	Salisbury Area		
I/we have discussed our project with the town/parish council?	No		
I/we have discussed our project with our Wiltshire councillor?	No		

Where will your project take place?	Salisbury Area		
When will your project take place?	6 month period from date of grant approval		
<p>How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community?</p> <p><i>Important: Please do not type/write in paragraphs – This section is limited to 1000 characters only (inclusive of spaces)</i></p>	<p>We are regularly asked by schools, groups and homes to go and talk to them. Many cannot afford a donation being on tight budget. With funding we could offer this as a free service and reach more people in the community -whether young or old. As an example some schools now have their own wildlife projects or clubs and want us to bring this to life. Manor Fields school, Salisbury has a wildlife club and wildlife area in their grounds where we have released a hedgehog and owl. Primary Schools and even pre schools benefit from seeing wildlife 'up close' and learn how and why we need to care for our wildlife and conserve their environment understanding these principles at an early age. Teachers love the talks and often tie it in with the theme of their lessons The elderly of our community - those in Nursing homes hospitals or belonging to disabled groups benefit hugely and derive therapy from having the 'outdoors' brought to them indoors especially when they are not very mobile or seriously ill. Their carers see it as a stimulus and therapy for older people (2 years ago we talked to a blind group in Amesbury and they were able to touch a live tawny owl as part of the experience.) Our handouts e.g. photos bookmarks or calendars for everyone add to the lasting memories from these talks. In summary we can give them all the opportunity to see wildlife and learn about it first hand from Phil who is recognised as the care and rescue specialist in the Salisbury area. Education at all ages helps to create a better environment for our local community.</p>		
How many people will benefit from your project?	400 potentially i.e. 20 x 20 average attendees		
<p>How does your project demonstrate a direct link to the local community plan for your area?</p> <p>www.wiltshire.gov.uk/areaboards</p> <p>Please provide a reference/page no.</p>	<p>Plan headings -:Schools and Learning -"positive contribution to their education " and Older People - "leisure and care"</p> <p>quoted from the website</p>		
To be completed ONLY where town/parish councils are making an application			
Is your project one which parish/town councils have powers to raise local taxes to fund?	Yes	No	
Could your project be funded from your reserves?	Yes	No	
Is your project urgent (having to be completed in this financial year? <i>If you answer YES please provide evidence elsewhere on the application form</i>	Yes	No	

<p>Any other information about your project.</p>	<p>As a voluntary organisation we think it is good to create awareness of our work as well as sharing knowledge and experience. If it also results in people wanting to help as volunteers or supporters then everyone wins</p>																											
<p>3. Management</p>																												
<p>Section 4</p> <p>How many people are involved in the management of your group/organisation? Of these, how many are:</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 40%;">Over 50 years</td> <td style="width: 10%;">Male</td> <td style="width: 10%;">3</td> <td style="width: 10%;">Female</td> <td style="width: 10%;">3</td> </tr> <tr> <td>25 – 50 years</td> <td>Male</td> <td>2</td> <td>Female</td> <td>1</td> </tr> <tr> <td>Under 25 years</td> <td>Male</td> <td>1</td> <td>Female</td> <td></td> </tr> <tr> <td>Disabled People</td> <td></td> <td>2</td> <td colspan="2">included above</td> </tr> <tr> <td>Black and Minority Ethnic people</td> <td>Male</td> <td>0</td> <td>Female</td> <td>0</td> </tr> </table> <p>These are the current volunteers including Phil Groombridge the founder.</p>				Over 50 years	Male	3	Female	3	25 – 50 years	Male	2	Female	1	Under 25 years	Male	1	Female		Disabled People		2	included above		Black and Minority Ethnic people	Male	0	Female	0
Over 50 years	Male	3	Female	3																								
25 – 50 years	Male	2	Female	1																								
Under 25 years	Male	1	Female																									
Disabled People		2	included above																									
Black and Minority Ethnic people	Male	0	Female	0																								
<p>If your project is intended to continue after the Wiltshire Council funding runs out, how will you continue to fund it?</p>	<p>By donation only</p>																											
<p>How will you know whether your project has made a difference in the community? What evidence will be collected to enable you to know that the project has made a positive impact on your community and met the local need?</p>	<p>By the reaction to each talk. "The smiles on their faces" -old or young and any future support by fund raising or volunteering to help. Feedback forms could be obtained but this may be too formal. Reports of injured wildlife and visits to our care centre are good evidence that we have made an impact.</p>																											
<p>Have you contacted Charities Information Bureau for help with your application/ to seek other funding?</p>	<p>No</p>																											
<p>To whom have you applied for funding for this project (<i>other than Wiltshire Council</i>)?</p> <p><i>Please list with amount applied for and whether you have been successful</i></p>	<p>Name of Funder None</p>		<p>Amount Received</p>																									
<p>Have you or do you intend to apply for a grant from another area board within this financial year?</p> <p><i>If yes, please state which one(s).</i></p>	<p>No</p>																											

Are you in receipt or anticipating other funding from other Wiltshire Council departments for this project?	No		
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4. Information relating to your last annual accounts (if applicable)

Year ending: 2010	Month: DEC	Year: 2010	
A - Total income:	£7,450		
B - Minus total expenditure:	£5,748		
Surplus/deficit for year: (A minus B)	£1,702		
Free reserves currently held:	£1,500		

5. Financial information – If you can claim back V.A.T. please exclude from figures given below VAT not reclaimable

Project Costs A Please provide a <u>full</u> breakdown e.g. equipment, installation etc.		Project Income B Please list all sources of funding for this project, as provisional (P) or confirmed (C)	
		P/C	
Additional travel costs based on 20 trips - I.e. vehicle maintenance /insurance and tax	£60	Own fundraising/reserves	£ 60
Fuel costs - 20 trips @£5 per trip	£ 100		£ 0
	£	Parish/town council	£
Portable display units x 2 (Staples estimate)	£ 312		£ 0
	£	Trusts/foundations	£
For project handouts - photo paper A4 5 packs + 4" x 6" 7 packs	£53		£ 0
	£	In kind	£
Printer Cartridges - 2 x black + 10 colour	£ 142		£ 0
	£	Other	£
A4 laminating pouches	£36		£ 0
	£		£
	£		£
Total Project Expenditure	£ 703	Total Project Income	£ 60
Total project income B	£ 60		
Total project expenditure A	£ 703		
Project shortfall A – B	£ 643		

Grant sought from Wiltshire Council Area Board	£ 643				
Bank Details					
Please give the name of the organisations' bank account e.g. Barclays					
Please give the title name of the organisations' bank account e.g. current					
6. Supporting information – Please enclose <u>all</u> the following documentation as failure to do so may lead to a delay in your application being considered					
Enclosed (please tick)					
<input type="checkbox"/> Written quotes including the one(s) you are going to use <input type="checkbox"/> Latest inspected/audited accounts or annual report or Income/expenditure budget for current financial year <input type="checkbox"/> Terms of reference/constitution/group rules <input type="checkbox"/> Evidence of ownership/lease of buildings and/or land For new groups, only the group's terms of reference and a projected income and expenditure budget covering a period of 12 months is required.					
7. Declaration (on behalf of organisation or group) – I confirm that...					
<input type="checkbox"/> I have read the funding criteria <input type="checkbox"/> The information on this form is correct, that any award received will be spent on the activities specified, that I will complete a monitoring form (if requested) following completion of the project. <input type="checkbox"/> If an award is received, I will complete and return an evaluation sheet. <input type="checkbox"/> That any other form of licence or approval for this project has been received prior to submission of this application. <input type="checkbox"/> That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application. <input type="checkbox"/> Child Protection Safeguarding Adults <input type="checkbox"/> Public Liability Insurance <input type="checkbox"/> Equal opportunities <input type="checkbox"/> Access audit <input type="checkbox"/> Environmental impact <input type="checkbox"/> Planning permission applied for (date) or granted (date) <input type="checkbox"/> That acknowledgement will be given of Wiltshire Council support in any publicity, printed or website material. <input type="checkbox"/> I give permission for press and media coverage by Wiltshire Council in relation to this project.					<p>yes</p> <p>Yes</p> <p>Yes</p>
Name:				Date: 2/08/2011	
Position in organisation:					
Please return your completed application to the appropriate Area Board Locality Team (see section 3)					



Community Area Grant Application Form 2011/2012

Please ensure that you have read all the Funding Criteria and Additional Guidance Notes before completing this form PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

For larger projects we strongly advise you to contact Charities Information Bureau three months before you approach the area board. (See Section 2 for contact details)

Please contact your Community Area Manager before completing your application (See Section 3 for contact details)

1. Your organisation or group			
Name of organisation	The Friary Gardening Club		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify		
2. Your project			
Project Title/Name	The Friary Gardening Club		
What is your project about and what does it aim to achieve? <i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>	This Gardening Club is primarily for members of the Tintern Court Sheltered Scheme in the Friary. The aim is to encourage the residents of the scheme to take an interest in their gardens as a healthy activity. This will encourage some healthy exercise, getting some fresh air and meeting neighbours with a view to setting up a support system for those residents who do not have friends or family nearby. Many of the residents are disabled and or elderly thus gardening would not be an obvious choice of activity for them. It is hoped that we will win this bid to enable us to build some raised beds		
In which community area does your project take place? (Please give name – see section 3 of the grants pack)	Salisbury		
I/we have discussed our project with the town/parish council?	Yes <input type="checkbox"/>	Date	No <input checked="" type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input type="checkbox"/>	Date	No <input checked="" type="checkbox"/>

Where will your project take place?	Tintern Court and the Friary
When will your project take place?	over the next year culminating in competition
How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community? <i>Important: Please do not type/write in paragraphs – This section is limited to 1000 characters only (inclusive of spaces)</i>	When we decided that we wanted to set up a gardening club we came up against residents who said they would love to get out and do some gardening but were unfit or in wheel chairs. So we discovered the need for raised beds. We also want to grow our own plants from seed so we need a green house and some tools. This project will benefit the community by encouraging people who currently are stuck in their flats to get out, meet people with an interest in common and build up support networks. This project will also enhance the visual impact of our area, helping to raise the image of sheltered accommodation in Salisbury. Once we are properly established we hope to encourage local residents to join our club to help those who find it difficult to tend their gardens and to encourage the youth on the estate to become involved with the elderly residents which may also help prevent ASB and develop a mutual understanding
How many people will benefit from your project?	50 could benefit all Friary residents
How does your project demonstrate a direct link to the local community plan for your area? www.wiltshire.gov.uk/areboards Please provide a reference/page no.	Intergenerational work and services for the elderly pages 9 and 29
To be completed ONLY where town/parish councils are making an application	
Is your project one which parish/town councils have powers to raise local taxes to fund?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Could your project be funded from your reserves?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is your project urgent (having to be completed in this financial year? If you answer YES please provide evidence elsewhere on the application form)	Yes <input type="checkbox"/> No <input type="checkbox"/>
Any other information about your project. The gardening club have not been able start doing any gardening because we do not have the equipment we need but we have met up for tea weekly to plan what we want to do and we have visited some gardens such as Wilton House to get some idea of what we might achieve. The club has already made a huge difference to at least 2 of the founder members as it has given one lady the" best afternoon I have had for years" another member has said that it has improved his life and he has already planted some potatoes and sprouts in his small garden and has become involved!	

3. Management

How many people are involved in the management of your group/organisation?
Of these, how many are:

Over 50 years	Male	<input type="text" value="1"/>	Female	<input type="text" value="3"/>
25 – 50 years	Male	<input type="text"/>	Female	<input type="text"/>
Under 25 years	Male	<input type="text"/>	Female	<input type="text"/>
Disabled People	Male	<input type="text"/>	Female	<input type="text"/>
Black and Minority Ethnic people	Male	<input type="text"/>	Female	<input type="text"/>

If your project is intended to continue after the Wiltshire Council funding runs out, how will you continue to fund it?

we plan to sell plants, have coffee mornings and cake stalls and pay into the club ourselves so that we can buy plants, plant food etc. Once we are properly set up we will not need much money to keep going

How will you know whether your project has made a difference in the community? What evidence will be collected to enable you to know that the project has made a positive impact on your community and met the local need?

when membership increases and we have a cross section of age groups. We have already made a difference to some lives of the residents of Tintern Court who have made new friend and had outings that they would not have had otherwise. we negotiated a free trip to Wilton House gardens which for 2 of the members was their first outing for years

Have you contacted Charities Information Bureau for help with your application/ to seek other funding?

Yes

Date

No

To whom have you applied for funding for this project (*other than Wiltshire Council*)?

Please list with amount applied for and whether you have been successful

Name of Funder

Amount Applied For

Amount Received

Have you or do you intend to apply for a grant from another area board within this financial year?

If yes, please state which one(s).

Yes

No

Are you in receipt or anticipating other funding from other Wiltshire Council departments for this project?

Yes

No

4. Information relating to your last annual accounts (if applicable)		
Year ending:	Month:	Year:
A - Total income:	£	
B - Minus total expenditure:	£	
Surplus/deficit for year: (A minus B)	£	
Free reserves currently held:	£	

5. Financial information – If you can claim back V.A.T. please exclude from figures given below

Project Costs A Please provide a <u>full</u> breakdown e.g. equipment, installation etc.		Project Income B Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
			P/C	
Green House	£235	Own fundraising/reserves		£
Hose	£66			£
	£	Parish/town council		£
hose attachments	£12			£
	£	Trusts/foundations		£
timber for2 raised beds 15x3x3	£265			£
soil	£349	In kind		£
bulbs	£16			£
g'house bench	£15	Other		£
g'house shelves	£42			£
	£			£
	£			£
Total Project Expenditure	£1,000	Total Project Income		£

Total project income B	£0
Total project expenditure A	£1,000
Project shortfall A – B	£1,000
Grant sought from Wiltshire Council Area Board	£1,000
Bank Details	
Please give the name of the organisations' bank account e.g. Barclays	
Please give the title name of the organisations' bank account e.g. current	

6. Supporting information – Please enclose all the following documentation as failure to do so may lead to a delay in your application being considered

Enclosed (please tick)

- Written quotes including the one(s) you are going to use
- Latest inspected/audited accounts or annual report or Income/expenditure budget for current financial year
- Terms of reference/constitution/group rules
- Evidence of ownership/lease of buildings and/or land

For new groups, only the group's terms of reference and a projected income and expenditure budget covering a period of 12 months is required.

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

- I have read the funding criteria
- The information on this form is correct, that any award received will be spent on the activities specified, that I will complete a monitoring form (if requested) following completion of the project.
- If an award is received, I will complete and return an evaluation sheet.
- That any other form of licence or approval for this project has been received prior to submission of this application.
- That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application. Child Protection Safeguarding Adults
 - Public Liability Insurance Equal opportunities
 - Access audit Environmental impact
 - Planning permission applied for (date) or granted (date)
- That acknowledgement will be given of Wiltshire Council support in any publicity, printed or website material.
- I give permission for press and media coverage by Wiltshire Council in relation to this project.

Name:

Date: 01/08/2011

Position in organisation: Chair

Please return your completed application to the appropriate Area Board Locality Team (see section 3)

Item 16

Report to	Salisbury Area Board
Date of Meeting	15 September, 2011
Title of Report	Councillor Initiative Bids: Covering Report

Purpose of Report

To request that Councillors consider three Cllr Initiative Bids seeking 2011/12 grant funding.

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 addition to the Community Area Grant Scheme, Area Boards are able to use a proportion of their funding for projects which fall outside the criteria of the Community Area Grant Scheme. These projects would be initiated by Councillor Members for consideration and approval by the Area Board.
- 1.3. Any project initiated by a Councillor outside of the Community Grants system must have the approval of the Area Board and should clearly set out one or more of the following:
 - Evidence of community need
 - Clear links to the community plan
 - Evidence that it addresses an on-going issue that has been logged via the Community Issues System
- 1.4. The Area Board may wish to agree to limit the amount of money used for Area Board projects in order to retain a viable grants pot. This might be a set sum or a percentage of the whole budget.
- 1.5. In considering requests the Area Board will need to bear in mind the impact this will have on the amount of funding available to support applications from local community groups and organizations
- 1.6. The 2010/2011 funding criteria and application forms are available on the council's website (www.wiltshire.gov.uk/areaboards) or paper versions are available from the Community Area Manager.

Background documents used in the preparation of this Report	<ul style="list-style-type: none">• Community Area Grant Application Pack 20010/11 (specifically in relation to Area Board Project Guidance Notes)
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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.

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 Salisbury Area Board.
- 4.2. Salisbury Area Board has been allocated a 2011/2012 budget of £78,075 for community grants, community partnership core funding and councillor led initiatives. The carry forward from the 2010/2011 budget is £31,429. This leaves a total budget of £109,504 for 2011/2012.
- 4.3. If the two Community Area Grant applications and Salisbury Community Area Partnership final tranche bid are approved at the 15 September, 2011 meeting, the Area Board will have £68,833 left in its budget. If the three councillor led projects are also approved this would leave £52,083 in the budget for the remaining 3 Area Board meetings which is considered feasible bearing in mind that a mean spend on community projects per board so far is approximately £11,000.

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 scheme

8. Councillor Initiative Bids

Ref	Councillor	Bid proposal	Funding requested
8.1	Cllr John Brady	One-off development support for The Unit youth project to avoid closure of the project at end December 2011.	£10,000

8.1.1. This application does not meet the Community Area Grant criteria as its requirement to continue involves contracting a freelance Project Development Coordinator to enable the project to survive another six months from January 2012. This is deemed as running costs which we do not normally fund. However, the project has proven merit and is seen in the community as providing a valuable service to young people. In this respect, as can be seen from supporting papers, it meets the criteria necessary for a Councillor led project in the three areas:

- Evidence of community need
- Clear links to the community plan
- Evidence that it addresses an on-going issue that has been logged via the Community Issues System

8.1.2. The officer recommends that the bid is considered as an 'exception to normal community area grant criteria i.e., running costs, as it demonstrates a wide community benefit.

Ref	Councillor	Bid proposal	Funding requested
8.2	Cllr Richard Clewer	Marketing campaign to promote Salisbury's Park & Ride service to people living outside of Wiltshire	£5,000

The Officer recommends that this bid is considered as it meets Councillor led project criteria in terms of:

- Evidence of community need
- Evidence that it addresses an on-going issue that has been logged via the Community Issues System

Ref	Councillor	Bid proposal	Funding requested
8.3	Cllr Chris Cochrane	This project is to re-enforce the foot path through a gate in the fence and across the graveyard to Lower Rd near the Bemerton St John Primary School	£1,750

The Officer recommends that this bid is considered as it meets Councillor led project criteria in terms of:

- Evidence of community need
- Evidence that it addresses an on-going issue that has been repeatedly raised

Appendices:	Appendix 1 Cllr John Brady Initiative Bid – The Unit (Bid with 4 appendices) Appendix 2 Cllr Richard Clewer Initiative Bid – Marketing Campaign Appendix 3: Cllr Chris Cochrane Initiative Bid – Footpath (Bid with 1 Appendice)
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Report Author	Marianna Dodd, Salisbury Community Area Manager Tel: 01722 434696 E-mail: Marianna.dodd@wiltshire.gov.uk
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Salisbury Area Board Councillor Initiative: Cllr John Brady The Unit

1. What is the project?
<p>One-off development support for The Unit youth project to avoid closure of the project at end December 2011, and enable it to implement sustainable fundraising/ income generation strategy including taking over a registered charity; by contracting a freelance Project Development Co-ordinator and part time youth work support sessions for a six month period from January 2012</p>
2. Where is the project taking place?
<p>The project is based in Endless Street Salisbury and runs activities across the city with various partner organisations</p>
3. When will the project take place?
<p>January – June 2012</p>
4. Please outline:
<ul style="list-style-type: none"> • Community benefits • Evidence of need • Links to Community Plan • Community Issue
<p>Positive activities and opportunities for young people, including citizenship and leadership, working with a range of young people aged 13-19 in their own time - including vulnerable young people, those not doing well in mainstream education settings, as well as gifted and talented; volunteering opportunities for adults; accredited programmes for young people, working with young people on issues they identify.</p> <p>Young people and community partners support the project and need it to continue (Unit can provide quotes, testimonials etc) Active membership and participation by young people in a range of clubs and projects, track record of working effectively in partnership with local organisations and service providers, good ability to consult with young people using creative approaches.</p>

Salisbury Area Board

Councillor Initiative: Cllr John Brady

The Unit

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

That within this period of development The Unit becomes a sustainable youth project, working towards a social enterprise model of 50% trading (income generation through provision of training) 50% fundraising and commissioning to run services for young people

6. Who will Project Manage this project?

Ruth Jones, Volunteer Director, and Heather Minto, Project Development Co-ordinator, The Unit, with support of their committee

7. Please confirm costs and provide quotes

- Total project costs up to and including £5,000 - 1 quote
- Total project costs over £5,000 - 3 quotes

£15,000, of which Area Board asked to support £10,000, in which case the Fricker Trust will release £5,000 already pledged. Please refer to appendix Cash Flow forecast

8. Additional information in support of the project

Please refer to the following Appendices.

- Appendix 1: Project Proposal
- Appendix 2: The Unit Forecast 2012
- Appendix 3: Cashflow Forecast Aug – Dec, 2011
- Appendix 4: Firestarter 2010 Full Final Accounts

The Unit – Area Board project

Proposal: to support The Unit with a £10,000 grant for a period of organisational development and fundraising.

Proposed by Cllr John Brady, supported by Cllr Ricky Rogers and Cllr Paul Sample

About The Unit

The Unit is an enterprising, contemporary approach to working with young people in Salisbury, developed in consultation with young people and partner organisations. Its key aims are to help young people find positive things to do and places to go, and to foster citizenship by encouraging involvement in local decision making and social enterprise. It does this by providing or enabling a programme of projects and events, usually led by young people, and also by working in partnership with a range of local organisations and service providers.

The Unit works from a modest city centre “drop in” shop with a carefully developed online network via facebook, twitter and posterous, etc, in order to work with other organisations and venues to host various projects and programmes, providing a variety of ways for young people to get involved. In addition, in only 18 months since launch The Unit has quickly become a hub or one stop shop for information about provision and opportunities for young people. As well as dealing directly with young people it manages referrals and enquiries on a day to day basis from parents, grandparents, clubs, issue based groups, schools and cultural organisations.

With low overheads, good online presence, and a simple working model The Unit is able to respond dynamically to issues concerning young people. For example young people have been explaining how difficult it is to find part time work to fit in with school / college work, and that they would like to work both to earn money and show on their CVs, so The Unit now has a part time jobs stand, and a job of the week feature online.

Projects also provide opportunities for young people to volunteer and develop leadership skills, for example:

- Cafe Marshmellow (The Unit’s pop-up cafe) is led by young people who make decisions on menu, organising the buying and sourcing of food, and serve at Cafe events. (supported by adult volunteers with appropriate professional experience and food hygiene qualifications). So far the cafe events have made a small profit each time, and the team are currently growing herbs and food in The Unit to be used at the next cafe event, in partnership with Salisbury Festival.
- The Unit Records is a new young bands management enterprise - led by a local young man who has negotiated a year’s work placement at The Unit as part of his University course. On the first night of the August civil disorder and riots The Unit Records had 150 young people and parents/ family members enjoying an “all ages” gig in central Salisbury.
- The Unit town planning and design “fringe” group for young people called Re-Vision is led by a professional architect volunteer - ideas and feedback from young people are presented to the Vision board, and we have a big partnership design project coming up with Salisbury Arts Centre and another with The Chapel nightclub.
- The Young Reviewers Club is incredibly popular with nearly 40 members of all abilities and backgrounds, attending and reviewing a whole range of events, and being featured regularly on BBC Wiltshire Sound and Sparksite
- From October The Unit will be one of the first organisations in the world to deliver a new global Social Enterprise Qualification (SEQ) training to young people and adult mentors, with commissions ready and waiting.

The Unit is run by Firestarter Arts, a Community Interest Company (CIC) social enterprise with three volunteer Directors: Ruth Jones, Juliet Brain, and Hugh Davies. (A CIC is a legal company format for companies which operate for community rather than financial benefit).

The management committee of six people with professional and educational expertise has recently been strengthened by the appointment of two new members: Businesswoman and ex president of Chamber of Commerce Louise Howard (who will be spearheading a crowd funding/community sponsorship campaign for The Unit with local small and medium sized businesses tba in September) and Chief Executive of the National Federation of Music Societies Virginia Haworth-Galt who has joined the committee since standing down after her term as Chair of BBC Children in Need (SW)

There are two paid members of the team: Heather Minto, Project Development Co-ordinator, currently on a six month full time freelance contract ending in December and Keith Gale, part time youth work manager, supervising after school and Saturday drop-in sessions.

Current position:

The Unit is clearly successfully working with young people, and has many developments in the pipeline, including potential to bid for commissioning, as well as income generation through its social enterprise qualification work and consultation. The team have also made applications for funding support to a range of sources, and stand a good chance of success. However, due to a combination of the decision making timescale of these applications and the key volunteer fundraiser being inactive earlier this year due to a family crisis The Unit needs to find short term support to allow a further period of fundraising and development of a sustainable business plan, which includes taking over and continuing the work of a local registered charity (Harnham Youth Venture, to be renamed Salisbury Youth Venture). The appointment of a Project Development Co-ordinator has vastly improved the organisation's capacity to fundraise and manage volunteer support.

Area Board support now of £10,000 will automatically release a pledged grant of £5,000 which has been agreed by the Fricker Trust trustees, and The Unit's landlords Gala Coral Estates have given them a rent holiday until March 25th 2012. This will enable The Unit to contract both the project Development Worker and Youth Worker for a six month period from January – June 2012 and gives a sound period of time to continue to work with young people whilst securing additional funds/income.

The alternative is to make an announcement on 17th October that The Unit will close at Christmas, due to being unable to provide paid staff supervision and support.

**FIRESTARTER ARTS CIC
CASH FLOW FORECAST - 2012**

THE UNIT

	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Total
Expenditure													
lease	292		875			875			875			584	3,501
Light and heat	100			100			100			100			400
Youth work supervisor	347	347	347	347	347	347	347	347	347	347	347	347	4,164
Project Development Co ordinator	1,950	1,950	1,950	1,950	1,950	1,950	1,950	1,950	1,950	1,950	1,950	1,950	23,400
Casual project worker support				500	250	250	250	500	250	250	250	250	2,750
CRB Checks, staff / volunteer training				175			175			175			525
SEQ trainer fees	300		300		300		300		300		300		1,800
Venue Hire	380	180	380	180	380	180	380	180	380	180	380	180	3,360
Telephone	90			120			120			120			450
Internet services	16	16	16	16	16	16	16	16	16	16	16	16	192
Water	15	15	15	60	15	15	15	60	15	15	15	15	270
Repairs and maintenance	30	30	30	30	30	30	30	30	30	30	30	30	360
Insurance	0	0	0	0	0	0	0	0	0	560	0	0	560
Postage and stationery	40	40	40	40	40	40	40	40	40	40	40	40	480
Accountancy fees	40	40	40	40	40	40	40	40	40	40	40	40	480
General expenses	50	50	50	50	50	50	50	50	50	50	50	50	600
Marketing/print	100	100	100	250	100	100	250	100	250	100	250	100	1,800
Projects & Programme	500	750	750	1,000	1,000	500	500	1,000	1,000	1,000	1,000	1,000	10,000
month total	4,250	3,518	4,893	4,858	4,518	4,393	4,563	4,313	5,543	4,973	4,668	4,602	55,092
cumulative total	4,250	7,768	12,661	17,519	22,037	26,430	30,993	35,306	40,849	45,822	50,490	55,092	
Income													
Area Board (cf)	10,000												10,000
Fricker Trust (cf)	5,000												5,000
Big Lottery/Lankelly Chase/Esme Fairbairn					15,000					15,000			30,000
Gala Coral	292												292
<i>Wiltshire and Swindon Community Foundation</i>			1,125			1,125			1,125			1,125	4,500
SEQ training income	900		900		900		900		900		900		5,400
The Chapel (venue hire)	180	180	180	180	180	180	180	180	180	180	180	180	2,160
month total	16,372	180	2,205	180	16,080	1,305	1,080	180	2,205	15,180	1,080	1,305	57,352
cumulative total	16,372	16,552	18,757	18,937	35,017	36,322	37,402	37,582	39,787	54,967	56,047	57,352	
end of month balance	12,122	8,784	6,096	1,418	12,980	9,892	6,409	2,276	-1,062	9,145	5,557	2,260	

FIRESTARTER ARTS CIC THE UNIT

CASH FLOW FORECAST - YEAR ENDED 31 DECEMBER 2011

	Period to					
	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	Total
Income						
Grants	-	-	-	-	-	-
Other income	2,386	875	-	-	-	3,261
	<u>2,386</u>	<u>875</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,261</u>
Expenditure						
Rent	2,625	875	-	-	-	3,500
Light and heat	258	-	60	-	-	318
Wages and salaries	5,766	347	347	347	347	7,154
Project Manager (freelance) - Heather	3,333	1,667	1,667	1,667	1,667	10,001
Telephone	243	-	70	-	-	313
Internet services	-	16	16	16	16	64
Water	125	15	15	15	15	185
Repairs and maintenance	-	30	30	30	30	120
Insurance	-	-	560	-	-	560
Postage and stationery	336	40	40	40	40	496
Planning fees	335	-	-	-	-	335
Accountancy and payroll services	342	40	40	40	40	502
Sundry expenses	263	230	50	50	-	593
Management fee	-	-	-	-	-	-
	<u>13,626</u>	<u>3,260</u>	<u>2,895</u>	<u>2,205</u>	<u>2,155</u>	<u>24,141</u>
Incoming less outgoing	(11,240)	(2,385)	(2,895)	(2,205)	(2,155)	(20,880)
Balance b/f - 1 January 2011	21,072	9,832	7,447	4,552	2,347	21,072
Balance at end of month	<u>9,832</u>	<u>7,447</u>	<u>4,552</u>	<u>2,347</u>	<u>192</u>	<u>192</u>

Firestarter Arts Community Interest Company

(A company limited by guarantee)

Directors' Report and Unaudited Financial Statements

for the Period from 7 July 2009 to 31 December 2010

Hugh Davies & Co
35 Chequers Court
Brown Street
Salisbury
Wilts
SP1 2AS

Firestarter Arts Community Interest Company
Contents

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Directors' Report	2
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Profit and Loss Account	4
Balance Sheet	5
Notes to the Financial Statements	6 to 8

The following pages do not form part of the statutory financial statements:

Detailed Profit and Loss Account	9
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Firestarter Arts Community Interest Company
Company Information

Directors	R L Jones H W Davies J L Brain
Company secretary	H W Davies
Registered office	70 St Mark's Rd Salisbury WILTS SP1 3AZ
Accountants	Hugh Davies & Co 35 Chequers Court Brown Street Salisbury Wilts SP1 2AS

Firestarter Arts Community Interest Company
Directors' Report for the Period from 7 July 2009 to 31 December 2010

The directors present their report and the unaudited financial statements for the Period from 7 July 2009 to 31 December 2010.

Incorporation and commencement of trade

The company was incorporated on 7 July 2009 and commenced trade on 1 January 2010.

Directors of the company

The directors who held office during the period were as follows:

R L Jones (appointed 7 July 2009)

H W Davies - Company secretary and director (appointed 7 July 2009)

J L Brain (appointed 8 January 2010)

Principal activity

The principal activity of the company is community projects.

The Directors' Report has been prepared in accordance with the special provisions in Part 15 of the Companies Act 2006 relating to small companies.

Approved by the Board on 5 April 2011 and signed on its behalf by:

.....
H W Davies
Company secretary and director

**Chartered Accountants' Report to the Board of Directors on the Preparation of the
Unaudited Statutory Accounts of
Firestarter Arts Community Interest Company
for the Period Ended 31 December 2010**

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the accounts of Firestarter Arts Community Interest Company for the period ended 31 December 2010 set out on pages 4 to 8 from the company's accounting records and from information and explanations you have given us.

As a member firm of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at icaew.com/membershandbook.

This report is made solely to the Board of Directors of Firestarter Arts Community Interest Company, as a body, in accordance with the terms of our engagement letter. Our work has been undertaken solely to prepare for your approval the accounts of Firestarter Arts Community Interest Company and state those matters that we have agreed to state to them, as a body, in this report in accordance with AAF 2/10 as detailed at icaew.com/compilation. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Firestarter Arts Community Interest Company and its Board of Directors as a body for our work or for this report.

It is your duty to ensure that Firestarter Arts Community Interest Company has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and profit of Firestarter Arts Community Interest Company. You consider that Firestarter Arts Community Interest Company is exempt from the statutory audit requirement for the period.

We have not been instructed to carry out an audit or a review of the accounts of Firestarter Arts Community Interest Company. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory accounts.

.....
Hugh Davies & Co
35 Chequers Court
Brown Street
Salisbury
Wilts
SP1 2AS
5 April 2011

Firestarter Arts Community Interest Company
Profit and Loss Account for the Period from 7 July 2009 to 31 December 2010

	Note	7 July 2009 to 31 December 2010 £
Turnover		34,552
Cost of sales		-
Gross profit		<u>34,552</u>
Administrative expenses		<u>(22,578)</u>
Operating profit	2	<u>11,974</u>
Profit on ordinary activities before taxation		<u>11,974</u>
Profit for the financial period		<u><u>11,974</u></u>

The company has no recognised gains or losses for the period other than the results above.

The notes on pages 6 to 8 form an integral part of these financial statements.
Page 4

Firestarter Arts Community Interest Company
(Registration number: 06955158)
Balance Sheet at 31 December 2010

	Note	31 December 2010 £
Fixed assets		
Tangible fixed assets	3	<u>5,472</u>
Current assets		
Debtors	4	715
Cash at bank and in hand		<u>23,328</u>
		24,043
Creditors: Amounts falling due within one year	5	<u>(17,541)</u>
Net current assets		<u>6,502</u>
Net assets		<u><u>11,974</u></u>
Capital and reserves		
Profit and loss account	6	<u><u>11,974</u></u>

The financial statements have been prepared in accordance with the special provisions in Part 15 of the Companies Act 2006 relating to small companies.

For the period ending 31 December 2010 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

Approved by the Board on 5 April 2011 and signed on its behalf by:

.....
H W Davies
Company secretary and director

The notes on pages 6 to 8 form an integral part of these financial statements.
Page 5

Firestarter Arts Community Interest Company

Notes to the Financial Statements for the Period from 7 July 2009 to 31 December 2010

1 Accounting policies

Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the FRSSE.

Turnover

Turnover represents amounts chargeable in respect of the sale of goods and services to customers.

Depreciation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Fixtures and fittings	25% reducing balance

Hire purchase and leasing

Rentals payable under operating leases are charged in the profit and loss account on a straight line basis over the lease term.

2 Operating profit / loss

Operating profit/loss is stated after charging:

	7 July 2009 to 31 December 2010 £
Depreciation of tangible fixed assets	1,825

Firestarter Arts Community Interest Company

Notes to the Financial Statements for the Period from 7 July 2009 to 31 December 2010

..... *continued*

3 Tangible fixed assets

	Fixtures and fittings £	Total £
Cost or valuation		
Additions	7,297	7,297
Depreciation		
Charge for the period	<u>1,825</u>	<u>1,825</u>
Net book value		
At 31 December 2010	<u><u>5,472</u></u>	<u><u>5,472</u></u>

Firestarter Arts Community Interest Company

Notes to the Financial Statements for the Period from 7 July 2009 to 31 December 2010

..... *continued*

4 Debtors

	31 December 2010 £
Other debtors	715
	<u>715</u>

5 Creditors: Amounts falling due within one year

	31 December 2010 £
Trade creditors	456
Grants in advance	15,000
Other creditors	2,085
	<u>17,541</u>

6 Reserves

	Profit and loss account £	Total £
Profit for the period	11,974	11,974

Retained reserves are all designated to The Unit Project and include assets at a book value of £5,473.

7 Related party transactions

During the year the company paid management fees of £5,300 to Ruth L Jones Limited, a company of which R L Jones and H W Davies are directors.

Firestarter Arts Community Interest Company

Detailed Profit and Loss Account for the Period from 7 July 2009 to 31 December 2010

	7 July 2009 to 31 December 2010	
	£	£
Turnover		
Grants and subsidies		31,962
Other income		<u>2,590</u>
		34,552
Administrative expenses		
Administration	<u>22,578</u>	
		<u>22,578</u>
Operating profit		<u>11,974</u>
Profit on ordinary activities before taxation		<u><u>11,974</u></u>

This page does not form part of the statutory financial statements
Page 9

Firestarter Arts Community Interest Company

Detailed Profit and Loss Account for the Period from 7 July 2009 to 31 December 2010

..... *continued*

	31 December 2010 £
Administration expenses	
Wages and salaries	5,446
Staff training	282
Rent	3,500
Light, heat and power	300
Insurance	648
Repairs and maintenance	1,076
Telephone and fax	580
Computer software and maintenance costs	35
Printing, postage and stationery	182
Sundry expenses	1,079
You Rule competition costs	548
Advertising	762
Accountancy fees	519
Management fees	5,300
Legal and professional fees	496
Depreciation of fixtures and fittings (owned)	1,825
	<hr/>
	22,578
	<hr/> <hr/>

This page does not form part of the statutory financial statements

Page 10

Salisbury Area Board Councillor Initiative

1. What is the project?
Marketing campaign to promote Salisbury's Park & Ride service to people living outside of Wiltshire
2. Where is the project taking place?
This is a proposal for advertising Park and Ride in Salisbury specifically at people who live outside of Wiltshire
3. When will the project take place?
Autumn, 2011
4. Please outline:
<ul style="list-style-type: none"> • Community benefits • Evidence of need • Links to Community Plan • Community Issue
<p>The proposal for an additional campaign to promote Park & Ride has arisen as a result of the recent focus on car parking charges in the city, not least the campaign led by the Salisbury Journal and Spire FM for Wiltshire Council to re-consider its car parking charges in the city.</p> <p>There is now an urgent need to regain the public's and visitor's confidence in what the city has to offer and drive a positive message forward of Salisbury's considerable retail, entertainment and tourism offer.</p> <p>The campaign, which will run alongside the council's promotion of Park & Ride will target people who live in Hampshire & Dorset through relevant media and communications, i.e., newspapers, radio. It will highlight the benefits of using Salisbury's 5 Park & Ride sites as the most convenient and cost effective way to get into the city centre, e.g., free for English Concessionary bus pass holders and only £2.50 return bus fare plus free all day parking for under 60's.</p>

Salisbury Area Board Councillor Initiative

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

The campaign should raise awareness of the benefits of using Park & Ride and encourage people into the city.

6. Who will Project Manage this project?

Communications Team, Wiltshire Council

7. Please confirm costs and provide quotes

- Total project costs up to and including £5,000 - 1 quote
- Total project costs over £5,000 - 3 quotes

It is estimated the campaign will cost up to £5,000. We will be seeking further funding from business partners in the community and Salisbury City Council to support the marketing campaign.

8. Additional information in support of the project

The campaign will be a coordinated effort by Salisbury Area Board, Highways and Transport, the Communications Team at Wiltshire Council and include Salisbury City Council and our business partners in the community.

The Salisbury Area Board will need to approve any marketing information prior to it being sent out.

Salisbury Area Board Councillor Initiative

1. What is the project?
Improvement of Footpath - Bemerton St John Primary School
2. Where is the project taking place?
This project is to re-inforce the path through a gate in the fence and across the graveyard to Lower Rd near the Bemerton St John Primary School
3. When will the project take place?
Spring 2012
4. Please outline:
<ul style="list-style-type: none"> • Community benefits • Evidence of need • Links to Community Plan • Community Issue
The project supports the Bemerton St John School Travel Plan and will benefit in excess of 70 families living North of Wilton Road. The project is aimed at securing a safe route to school avoiding busy and dangerous roads. The project has the support of the local school, the local church, South Wilts Sports Club and local residents.
5. What is the desired outcome/s of this project?
The project is aimed at securing a safe route to school and avoiding busy and dangerous roads

Salisbury Area Board Councillor Initiative

6. Who will Project Manage this project?

Bemerton St John PTA, the Diocesan Board and South Wilts Sports Club

7. Please confirm costs and provide quotes

- Total project costs up to and including £5,000 - 1 quote
- Total project costs over £5,000 - 3 quotes

Based on a quote from Sydenhams - £1,750 is required for the materials; all work will be undertaken by local volunteers free of charge.

8. Additional information in support of the project

As part of its planning obligations in connection with the redevelopment of facilities, Salisbury & South Wilts Sports Club have agreed to provide a footpath from the A36, Wilton Rd, around the edge of their Cricket Field to the graveyard of St John's Church. This will create a safe route to school for pupils of Bemerton St John for those living to the north of Wilton Road.

This project is to re-inforce the path through a gate in the fence and across the graveyard to Lower Road near the school, and so meets an element of the School Travel Plan. The use of the path will be controlled by locking the gate. The Church and the Bemerton Community Group also will benefit from this improvement to the path and the access onto the Sports field, e.g. for extra parking during weddings.

See also Appendix 1: Supporting information

Additional information to support the Footpath Project Bid.

For at least 7 years, the Travel Plan issued by Bemerton St John Primary School has called for walking busses serving the pupils who live north of the A36 (Wilton Rd). However, Church Lane is considered too dangerous for large groups of children so these parents have been obliged to escort their children on foot or take and collect them by car. The latter option leads regularly to considerable traffic congestion on Lower Rd, especially in the afternoons.

When Salisbury District Council approved an R2 grant to the new Pavilion for the South Wilts Sports Club, they stipulated provision of a path for the school which avoids Church Lane. The best place for this path to meet Lower Rd is at the side gate to St John's Church, opposite the school. There are 2 children who attend the school in wheelchairs so it is necessary to re-enforce the existing path inside the graveyard. Being only for the school children, the section of this path in the graveyard is not part of the public footpath network and therefore cannot be funded by Wiltshire Council in the usual way. It is therefore anticipated that the Friends of Bemerton St John (i.e. the School's PTA) will apply to the Board for about £2,000 for materials and equipment so they can upgrade the path through a self-help project.

Please note that a Faculty to this end has been submitted to the Diocese and they must then agree a route for the path and secure planning permission for it. It may therefore be that the grant cannot be actually spent before the end of this financial year.

WILTSHIRE COUNCIL

ITEM 17

SALISBURY AREA BOARD
15 September, 2011

**Salisbury City Community Area Partnership (SCCAP) Claim for Core Funding
(tranche 2) 2011/2012**

1. Purpose of the Report

- 1.1. To seek the Boards approval to the release of the 2nd and final tranche of core funding to SCCAP covering the financial year 2011/12.

2. Background

- 2.1. Officers are required to provide recommendations in a report, however the decision to support the community partnership and to what level, is made by Wiltshire Councillors on this Area Board.
- 2.2. There will be 2 tranches of funding to community partnerships during 20011/12 (up to 50% of their total projected costs in each tranche).
- 2.3. Salisbury Area Board has been allocated a 2011/2012 budget of £78,075 for community grants, community partnership core funding and councillor led initiatives.
- 2.4. Community Area Partnerships have been invited to apply for up to 20% of the area board budget. 20% of the Salisbury Area Board budget 2011/12 is £15,615.

3. Main Considerations

- 3.1. All Partnerships funded by Area Boards are required to sign a Community Area Partnership Agreement (CAPA), which will be countersigned by the Chair of the Area Board (appendix 1: CAPA 2011/12).
- 3.2. In order to show how the community area partnership aims to meet the commitments set out in the CAPA, SCCAP are required to complete a work plan. This work plan has been reviewed and endorsed by Wiltshire Council's Community Partnership Officer as a workable document (appendix 2: CAP Work plan 2011/12).
- 3.3. SCCAP were awarded £7,807 first tranche funding at the 17 March, 2011 Area Board where it was agreed that the 2nd and final tranche could be

requested at the 15 September, 2011 Board when evidence was received of how the first tranche has been spent. This evidence, which corresponds to CAP Work Plan commitments at appendix 2, is detailed in section 5 of this report.

- 3.4. Salisbury City Community Area Partnership submitted a 2011/12 claim for £15,614 total core costs and 50% of this has already been awarded and paid. The area board can therefore award up to £7,807 at this meeting.

4. Implications

4.1. Environmental Impact of the Proposals

- 4.1.2 The community partnership contributes to the continuance and improvement of cultural, social and community activity and wellbeing in the community area, the extent and specifics of which will be dependent upon individual projects.

4.2. Financial Implications

- 4.2.1 Core costs awarded to the community partnership must fall within the Area Boards budget allocated to the Salisbury Area Board.

4.3. Legal Implications

- 4.3.1 There are no specific Legal implications related to this report.

4.4. HR Implications

- 4.4.1 There are no specific HR implications related to this report.

4.5. Equality and Diversity Implications

- 4.5.1 Community partnerships have agreed to the terms of the Community Area Partnership Agreement, which requires them to be fully inclusive. Membership of SCCAP is open to anyone with an interest in the community area.

5. Evidence against Workplan commitments

Applicant	Condition set at 17 March, 2011 Area Board meeting	Final tranche Funding requested
'Our Salisbury' Salisbury City Community Area Partnership (SCCAP)	Agree to the release of the 2 nd tranche in early Autumn as long as conditions set by the Community Partnership Officer and agreed by the Board, have been met	£7,807

5.1 SCCAP have made the following responses to their work plan commitments as set out below.

Household Survey: Further work on the analysis of the results of the household survey

SCCAP have continued to analyse the results of the survey at successive meetings and this work is now ready to be fed into the Community Plan. A good spread of responses were received and it was felt by the group that further targeting was only necessary in order to get more responses from younger people. This has been done by working with local schools and The Unit.

Communication: Development of a SCCAP / Our Salisbury website

The SCCAP website is up and running and can be found at <http://sccap.wordpress.com>

Consultation: Details of at least one of the four open meetings to have taken place.

The Our Salisbury AGM was held on 22nd June. The Mayor of Salisbury attended and presented certificates to young volunteers from The Unit. After the formal AGM business we held an interactive workshop where members of the public from different generations discussed the various areas of the Community Plan and made comments which will be fed into the final plan.

Community Planning: Working towards completion of a draft community plan (as per workplan commitment: Community Planning)

Annie Child, Annie Scadden and Debrah Biggs are meeting next week to begin to write up the plan. The SCCAP administration team are pulling together other relevant documents and surveys to feed into it.

Local Action: Details of facilitation provided by SCCAP to enable local people to achieve their priorities

- We are working towards establishing Theme Groups in readiness for working on the priorities identified in the finished plan. We have identified leaders for these groups and are in the process of meeting to put together further plans and to enlist further volunteers for these groups, as well as starting to work with existing interest groups in the community.
- We are represented on the Salisbury Vision Board and have been involved with the public consultations and ongoing planning applications and comments from the public.
- Our Salisbury will have a stand at the upcoming Volunteer Fair organised by Wessex Community Action on 27th September and members will also be attending their AGM that follows on from the fair.

5.2. A breakdown of Income & Expenditure since 1 April, 2011 together with a running total is set out in Appendix 3.

6. Recommendation

Following consultation with the Community Partnership Development Officer, it is recommended that the area board:

- agree to the release of the 2nd and final tranche funding as long as Board Members are satisfied that SCCAP's work plan commitments as detailed in this report are being met

Report Author: Marianna Dodd, Community Area Manager
Tel No: 01722 434696
E-Mail: marianna.dodd@wiltshire.gov.uk

Appendices:
Appendix 1 Community Area Partnership Agreement (CAPA 2011/12)
Appendix 2 CAP Work plan 2011/12
Appendix 3 Income and Expenditure Breakdown since 1 April, 2011

Wiltshire Council and Wiltshire's Community Area Partnerships: COMMUNITY AREA PARTNERSHIP AGREEMENT (CAPA) 2011/2012

1. Principles

- (1) Partnerships are independent and autonomous
- (2) Partnerships are inclusive of, and accountable to, the wider community
- (3) Partnerships have a voluntary relationship with the Council and public agencies
- (4) Partnerships form the foundation of strong, resilient, empowered communities
- (5) The existence of strong independent and inclusive partnerships is central to Wiltshire Council's community governance proposals

2. Desired Outcomes

- (1) Empowered, resilient communities developing new ways of addressing local priorities in collaboration with Wiltshire's public services and partners at local level.
- (2) Active and sustained participation by all sections of the community in the civic life of the community area
- (3) Public funding and services focused more accurately on priority needs
- (4) Local people fully informed about and involved in the decisions that affect them
- (5) Strong independent partnerships working with the local Area Board and the local community to identify local priorities and promote local action and projects.
- (6) An up-to-date, independently produced and influential community plan for each of Wiltshire's 20 community areas produced to consistent and robust standards
- (7) Effective communications and engagement network in each community area
- (8) Partnerships effectively accessing inward investment to support local priorities and enabled to lever funds in from outside sources
- (9) Area Boards and Partnerships collaborating effectively to deliver local action linked to community plan priorities
- (10) Communities influencing strategic policy e.g. the Wiltshire Community Plan and Local Agreement for Wiltshire?
- (11) Partnerships becoming an effective delivery vehicle for strategic outcomes

3. Commitments – Wiltshire Council and the [name] Area Board

- (1) Will respect the independence and autonomy of the Partnership.
- (2) Will recognise and value the commitment of the Community Area Partnership's volunteers and their contribution to the local community
- (3) Will recognise that volunteers' commitment to the Community Area Partnership can be changeable due to personal circumstances
- (4) Will consult, involve, engage, listen to and act on the advice of the local partnership
- (5) Will provide such reasonable funding that the Partnership may need to support its work and achieve the aims, aspirations and goals set out in the community plan.
- (6) Will provide technical and professional support to the Partnership including socio-economic profiles, external funding advice and service performance data.
- (7) Will work with the Community Area Partnership to establish and maintain effective communications networks within each community area

- (8) Will support and work with Community Area Partnerships to develop influential community plans to consistent and robust standards.
- (9) Will incorporate the priorities set out in community plans when planning and delivering its services, allocating resources and when negotiating with partners and national agencies.
- (10) Will help and support the Partnership in coordinating the activities of organisations, groups and individuals in the area and to facilitate community participation.
- (11) Will work with Wiltshire Forum of Community Area Partnerships to further develop and enhance local partnership arrangements in Wiltshire
- (12) Will work with the Wiltshire Forum of Community Area Partnerships (WfCAP) and, as requested, attend its meetings to listen to its views and concerns and support it in developing mechanisms to monitor and improve the effectiveness of local partnership arrangements.
- (13) Will provide a seat for each Community Area Partnership on its local Area Board and invite the CAP Chair to the ABC meetings.
- (14) Will, where appropriate, invite WfCAP to attend meetings of the Area Board Chairmen

4. Commitments - Community Area Partnerships

- (1) To establish and maintain a Partnership, Steering Group and Thematic Groups, as necessary
- (2) To engage and communicate systematically with all sections of the community and to maintain a contacts register of key organisations and volunteers
- (3) To consult widely on a range of community issues and hold public engagement events and activities
- (4) To prepare and regularly review a community plan that takes into account major issues affecting the area and to develop an action plan and identify projects to address these issues. This will be done in consultation with the wider local community, in order that it properly represents their concerns and aspirations.
- (5) To work with the Community Area Manager to refer matters from the Partnership to the Area Board for consideration as appropriate
- (6) To champion local issues and help with the planning and delivery of priority projects, including fundraising and community volunteering where these meet the priorities of the community plan
- (7) To contribute to the services and activities provided by the Wiltshire Forum of Community Area Partnerships, including attendance by members at relevant networking and training events
- (8) To engage a Project Officer/ Community Agent, as necessary, to run and administer the Partnership and to work with Wiltshire Council's Community Area Manager for the area.
- (9) To be open to and inclusive of the wider community and to encourage attendance and participation by groups and organisations from neighbouring community areas where they may be affected by an issue.
- (10) To account to and seek affirmation from the wider community for its actions, activities and forward plans on an annual basis.

5. Compact:

- (1) This agreement is underpinned by the principles contained within the Wiltshire Compact

Acceptance of Community Area Partnership Agreement

[insert] Community Area Partnership:

I have read and understood the Terms and Conditions of the Community Area Partnership Agreement.

Signed ..DBiggs..... Chairman
Salisbury City Community Area
Partnership

Date3.3.11.....

Wiltshire Council:

I have read and understood the Terms and Conditions of the Community Area Partnership Agreement.

Signed Chairman
[Name] Area Board

Date

Salisbury City Community Area Partnership
Annual Workplan 2010/11

In order to show how the community area partnership aims to meet the commitments set out in the Community Area Partnership Agreement 2010/11, please complete the form below.

CAPA commitments	Proposed initiatives and activities
<p>Partnership Development <i>“To establish and maintain a Partnership, Steering Group and Thematic Groups, as necessary”</i></p>	<p>Please tell us about your Steering Group or Management Committee, how it is appointed and who serves upon it? Give details of any theme groups within the CAP. Please explain how your CAP is supported – do you have an administrator/agent/project officer and if so, how are they engaged? Are you affiliated to WfCAP and do you attend WfCAP meetings and events? Please indicate how you intend to maintain and develop the CAP over the next 12 months.</p> <p>SCCAP has a Steering Group which is appointed at its Annual General Meeting. The Steering Group acts as the core membership of the Community Partnership & co-ordinates the work of any working groups. Membership of the Steering Group consists of not less than 6 members and not more than 15. The purpose of the Steering Group is to ensure that the work of SCCAP is progressed between meetings. The Steering Group is accountable to SCCAP.</p> <p>A number of places on the Steering Group are reserved for representatives from a range of partner organisations including Police, Churches Together, Wiltshire NHS, Salisbury City Council, Wessex Community Action (representing the voluntary Sector), Youth Development Services and Arts & Culture. This is in order to achieve a balanced representation. These reserved places do not equal or exceed half the total number of places on the Steering Group. The remainder of places on the Steering Group is open to election from the wider partnership group. The Chair and Vice Chair of SCCAP are elected from members of the Steering Group. If not all places on the Steering Group are filled, the Steering Group has the ability to co-opt members.</p> <p>Current membership list attached.</p> <p>Throughout the year SCCAP'S main partnership meetings have discussed particular themes e.g. the</p>

Please post your Annual Workplan and Claim Form for running costs to:
Andrew Jack, Communities, Libraries, Heritage & Arts, Wiltshire Council,
County Hall, Trowbridge BA14 8JN

	<p>family, climate change and young people.</p> <p>In November 2010 SCCAP and the Area Board held a 'State of the Area' debate in Salisbury Library. During the day members of the public contributed their comments on the community plan questionnaire which was launched that day. In the evening there was a lively 'Question Time' session with members of the public putting questions to a panel of people including the Chair of Salisbury Area Board, the Director of Salisbury Vision. The Leader of Salisbury City Council and young people representing The Unit, Salisbury Young Chamber of Commerce and SCAR</p> <p>In January 2011 SCCAP held an 'Away Day' attended by 18 members of the Partnership and facilitated by WfCAP. Main areas of discussion were around identifying 5 key ambitions for SCCAP – Survival, Community Plan, Clarity, Advertisement, and Public Recognition. Wessex Community Action provides administrative and developmental support to SCCAP on a 14 hour a week basis and this is reviewed annually. The Chief Executive of Wessex Community Action is currently the Chair of SCCAP</p> <p>SCCAP is affiliated to WfCAP and members attend its meetings and events.</p> <p>Since its inception SCCAP has increased its membership. It will continue to hold regular steering group meetings and Open Partnership meetings with set themes. In the autumn it is anticipated that it will hold another 'State of the Area' debate with the Area Board.</p> <p>SCCAP will continue to develop through the work it is undertaking to deliver a community plan. Particular emphasis will be given to establishing theme groups who will make links throughout the community, find gaps in their network and address gaps and recruit more volunteers to take the projects identified in the community plan forward.</p>
<p>Accountability <i>"To be open to and inclusive of the wider community and to account to and seek affirmation from the wider community for its actions, activities and</i></p>	<p>Please explain how you will account to the community during the year? How will you promote your work and engage people? Can you show that you have the support of the local community? Once the initial analysis of the community plan</p>

<p><i>forward plans on an annual basis.”</i></p>	<p>questionnaire has been done we will be issuing a press release announcing the initial findings and inviting people to join theme groups to take the plan forward.</p> <p>Community engagement is done by Advertising via posters, email, Salisbury Journal, SpireFm, “Our Salisbury” website, Wessex Community Action’s (WCA) website. The public can influence our work by attending meetings, contacting the steering groups via email or phone and by getting involved in proposed theme groups and projects. We have introduced a facebook page which is attracting interest.</p> <p>http://www.facebook.com/home.php#!/pages/Salisbury-City-Community-Area-Partnership/116386281744571</p>
<p>Communication <i>“To engage and communicate systematically with all sections of the community and to maintain a contacts register of key organisations and volunteers.”</i></p>	<p>Please explain how you communicate with the wider community, promote your work and encourage participation in the activities of the CAP. How many organisations are affiliated to the CAP and how many names are on your communications database?</p> <p>By publicity; development of a website, electronic mailings, street stalls. Liaison with the Big Project on a visual art project. We have a representative on the Salisbury Vision Board. Attendance at open partnership meetings is increasing as are the number of affiliated organisations. SCCAP is building its own contact list from attendees at meetings. We currently have 88 contacts who regularly receive information as well as those who receive it through Wessex Community Action and the Area Board. This number will grow considerably when details from the recent consultation are added to the list. Events are publicised via posters, email, Salisbury Journal, SpireFm, “Our Salisbury” website, Wessex Community Action’s (WCA) website as well as by word of mouth and networking amongst members and the general public.</p>
<p>Consultation <i>“To consult widely on a range of socio-economic issues including the holding of public engagement events and activities.”</i></p>	<p>Please explain how you intend to consult the community in the coming year.</p> <p>4 open meetings with differing themes. Meetings will be held in different wards of the city to engage further community participation where necessary. The community plan questionnaire has been the driver for our consultation with the community and when the draft community plan has been produced consultation meetings will be held for members of the community in Salisbury City to create an action plan to achieve the community plan targets. We are nearing completion of the inputting of returns</p>

	<p>and are about to start identifying gaps in consultation and fill these with more targeted work.</p>
<p>Community Planning <i>"To prepare and regularly review a community plan that takes into account major issues affecting the area and to develop an action plan and identify projects to address these issues. This will be done in consultation with the wider local community, in order that it properly represents their concerns and aspirations".</i></p>	<p>Please explain how you intend to develop, review or implement your community plan over the next 12 months.</p> <p>Around 3000 responses to the Community Plan questionnaire have been received. They have been inputted by volunteers and members of the Partnership and this job will be finished by early March. Data is being analysed by the Community Partnership Development Officer at Wiltshire Council, together with the Community Development Officer at Salisbury City Council and the Chair of SCCAP. Work will begin in drawing up the plan in March and theme groups and members of the steering group to drive these groups forward have already been identified. These groups will make links throughout the community and find gaps in their networks and recruit more volunteers. The results of the questionnaire will give SCCAP a better idea of which areas/communities are under represented and public meetings will be held in those areas to try to get useful feedback from these communities. When the draft community plan has been produced meetings will be held to create an action plan to achieve the Community Plan targets. We would of course welcome any input from the Area Board and as always they will be included in all our communications and advertising and we would welcome their attendance at these meetings (as we would at any of our meetings). The action plan is a part of the draft and final community plans stating how the aspirations of the Community Plan will be put into action.</p>
<p>Local action <i>"To champion local issues and help with the planning and delivery of priority projects, including fundraising and community volunteering where appropriate."</i></p>	<p>Please tell us about your plans to encourage local action to address the community plan priorities. What do you expect to achieve during the year ahead? How will you secure funding for these projects?</p> <p>SCCAP will provide facilitation to enable local people to achieve their identified priorities within the community plan. This will be done through networking events and focus groups engaging with other organisations currently providing services in the area. Funding will be applied for from a variety of relevant sources. Theme groups have been identified following early analysis of the Community</p>

Item 17
Appendix 2

	<p>Plan questionnaire. These groups will make links throughout the community and find gaps in their networks and recruit more volunteers. When we take the draft plan back to the people via public meetings it will be the public who decide how the plan will be actioned (and hopefully offer to take a role in helping with the action). As in the past with Parish Plans an assumption has been made that the Area Board will agree to adopt the plan.</p>
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SALISBURY CITY COMMUNITY AREA PARTNERSHIP

INCOME AND EXPENDITURE 2011/12

AS AT 31 AUGUST 2011

	£
Bank Balance as at 1 Apr 2011	3,244.93
<u>Income</u>	
Core Funding First Tranche	7,807.00
Bank Interest	<u>3.21</u>
TOTAL INCOME	<u>7,810.21</u>
<u>Expenditure</u>	
Core Admin, Wessex Community Action	7,000.00
Meetings	340.24
Postal	2.22
Website	150.00
TOTAL EXPENDITURE	<u>7,492.46</u>
Bank Balance as at 31 Aug 2011	<u>3,562.68</u>

A A P THORPE
Treasurer

SALISBURY AREA BOARD Forward Plan

ITEM 19

Please note: This is a working document which is subject to change due to availability of relevant officers/partners and relevant timescales.

Date	Location	Possible Area Board Agenda Items	Cabinet Member Attending	Other items/events (provisional)
<i>October 2011 –date TBC</i>	<i>Venue TBC</i>	Extraordinary Meeting <ul style="list-style-type: none"> Salisbury Vision (Central Car Park and the Maltings) 		
17 Nov 2011	Salisbury Guildhall, The Marketplace, Salisbury, SP1 1JH	<ul style="list-style-type: none"> Standard items including Updates and Community Area Grants 	(Portfolio Holder)	<ul style="list-style-type: none"> Consultation on polling districts and polling stations
12 Jan 2012	City Hall, Malthouse Lane, Salisbury SP2 7TU	<ul style="list-style-type: none"> Participatory budgeting – youth initiatives New Waste and Recycling Collection Service – fortnightly collection of residual waste Housing – update from Graham Hogg (from Jan 2011 meeting) <p>Standard items including Updates and Community Area Grants</p>	(Portfolio Holder)	<ul style="list-style-type: none"> Fees and Charges Policy
15 March 2012	<i>Venue TBC</i>	<ul style="list-style-type: none"> xx <p>Standard items including Updates and Community Area Grants</p>	Fleur de Rhé Philip – Economic Development and Strategic Planning	

Community Area Manager: Marianna Dodd (marianna.dodd@wiltshire.gov.uk)
 Senior Democratic Services Officer: James Hazlewood (james.hazlewood@wiltshire.gov.uk)
 Service Director: Stephanie Denovan (stephanie.denovan@wiltshire.gov.uk)

Updated: 7 September 2011

