

AGENDA

Meeting: WESTBURY AREA BOARD
Place: The Laverton Hall, Bratton Road, Westbury, Wiltshire, BA13 3EN
Date: Friday 18 May 2012
Time: 12.30 pm

Including parishes of Bratton, Coulston, Dilton Marsh, Edington, Heywood and Westbury

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

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

Please direct any enquiries on this Agenda to Marie Gondlach (Democratic Services Officer), on 01225 713 597 or email marie.gondlach@wiltshire.gov.uk
Or Sally Hendry (Westbury Community Area Manager), Tel: 01373 864714 or email sally.hendry@wiltshire.gov.uk

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

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

Wiltshire Councillors

Cllr Julie Swabey (Chairman)	Ethandune	01380 830043 07794 846698
Cllr Michael Cuthbert-Murray (Vice-Chairman)	Westbury East	07738 873640
Cllr David Jenkins	Westbury North	01373 823605 07941 201637
Cllr Russell Hawker	Westbury West	01373 822275

Items to be considered	Time
1. Chairman's Announcements, Welcome and Introductions	12.30 pm
2. Apologies for Absence	
3. Declarations of Interest Councillors are requested to declare any personal or prejudicial interests or dispensations granted by the Standards Committee.	
4. Community Area Grants (<i>Pages 1 - 2</i>) To consider applications for funding from the Community Area Grants Scheme.	12.35 pm
a) Grant application - Bratton Parish Council (jubilee grant) (<i>Pages 3 - 8</i>)	12.40 pm
b) Area Board Project - Jubilee party (<i>Pages 9 - 10</i>)	12.45 pm
5. Future Meeting Dates and Close The next meeting will take place on Thursday 14 June 2012 at Heywood Village Hall, Church Road, Heywood, BA13 4LP.	

Future Meeting Dates
Thursday 14 June 2012 Heywood Village Hall, Heywood BA13 4LP
Thursday 16 August 2012 The Paragon, Westbury BA13 3HA
Thursday 18 October 2012 The Jubilee Hall, Bratton BA13 4RW
Thursday 13 December 2012 The Laverton, Westbury BA13 3EN

Community Area Grants

Purpose of Report

To ask councillors to consider applications seeking the following funding from 2012/13 Area Board Grants:

1. Bratton Parish Council application for £1000 towards Jubilee celebrations for the village community
2. Area board led grant for £100 for Jubilee celebrations in Westbury

1. Background

1.1 Area boards have authority to approve grants under powers delegated to the area boards by the leader of Wiltshire Council (13 May 2009). Under the terms of that delegation area boards must operate within the policies set by the leader and/or the council. Wiltshire Council has adopted an Area Grants Policy, with funding criteria, to which the area boards must adhere.

1.2 In accordance with the Scheme of Delegation, any recommendation of an area board that was contrary to the funding criteria would need the approval of the leader, the appropriate cabinet member or the Cabinet.

1.3 In 2012/13 the Westbury Area Board has been allocated a budget of £40,447. Following agreement of grants at the 19 April area board meeting, there is £33,947 left in the Westbury area board budget for 2012/13.

2. Main Considerations

2.1 Councillors will need to be satisfied that grants awarded in the 2012/13 year are made to projects that can realistically proceed before 31 March 2013.

2.2 Funding applications will be considered at every Area Board meeting until 31 March 2013.

3. Environmental Impact of the Proposals

3.1 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 Westbury area board.

4.2 If the grant applications are approved as per officer recommendations, there will be £32,847 left in the area board budget for 2012/13.

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. Officer recommendations

Applicant	Project proposal	Funding requested
Bratton Parish Council	The funding of Diamond Jubilee celebrations for the community	£ 1,000

8.1.1 Officers are of the opinion that this application meets 2012/13 grant criteria.

8.1.2 . The village of Bratton is planning a packed programme of events to celebrate the Jubilee with events for all ages. The project demonstrates links to the Local Agreement for Wiltshire ambition "Building Resilient Communities".

Applicant	Project proposal	Funding requested
Area board led grant	The funding of Diamond Jubilee celebrations for the community	£ 100

8.2.1
See separate report



Community Area Grant Application Form 2012/2013

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

To fund projects up to £1,000 without the need for matched funding
To fund up to 50% of projects costs of projects over £1,000
Maximum Grant £5,000

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

2. Your project

Project Title/Name	QUEENS DIAMOND JUBILEE CELEBRATIONS		
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>	TO CELEBRATE THE JUBILEE AND BRING THE COMMUNITY TOGETHER PLEASE SEE POSTER ATTACHED		
In which community area does your project take place? (Please give name – see section 3)	WESTBURY		
I/we have discussed our project with the town/parish council?	Yes <input checked="" type="checkbox"/>	Date JAN 2012	No <input type="checkbox"/>
I/we have discussed our project with our Wiltshire councillor?	Yes <input checked="" type="checkbox"/>	Date	No <input type="checkbox"/>

Where will your project take place?	VARIOUS VENUES IN BRATTON	
When will your project take place?	OVER WEEKDN 2 ND TO 5 TH JUNE	
How did you discover there was a need for your project (<i>please provide evidence</i>) and how will your project benefit your local community? <i>Important: Please do not type/write in paragraphs – This section is limited to 800 characters only (inclusive of spaces)</i>		
How many people will benefit from your project?	THE WHOLE VILLAGE	
How does your project demonstrate a direct link to the local community plan for your area (see www.wiltshire.gov.uk/areaboards) or priorities of your area board? Please provide a reference/page no.		
Any other information about your project. (Limited to a 1000 characters) SEE POSTER		
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 checked="" type="checkbox"/>	No <input type="checkbox"/>
Could your project be funded from your reserves?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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 <input checked="" type="checkbox"/>	No <input type="checkbox"/>

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="2"/>	Female	<input type="text" value="4"/>
25 – 50 years	Male	<input type="text" value="2"/>	Female	<input type="text" value="2"/>
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 will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

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

Has Charities Information Bureau (CIB) helped you with this application/to seek funding for this project?

Yes

Date contacted CIB

No

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

Name of Funder

Amount Applied For

Amount Received

PARISH COUNCIL

1000

1000

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

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

Yes

No

If yes, please state which one(s).

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 (i.e. money not committed to other projects/operating costs)	£	

5. Financial information – If you can claim back V.A.T. please exclude VAT from the figures you provide us. If you have to pay the V.A.T then please include V.A.T. in the figures you provide us.

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	
BAND 4 TH JUNE	£500	Own fundraising/reserves		£
SUNDRIES 4 TH JUNE	£100			£
MUGS FOR CHILDREN	£750	Parish/town council	C	£1,000
HOG ROAST	£100			£
WILTSHIRE POLICE BAND	£600	Trusts/foundations		£
BUNTING ETC	£120			£
	£	In kind		£
	£			£
	£			
	£	Other		£
	£	FETE COMMITTEE		£
	£	WILL MAKE UP SHORTFALL		£
Total Project Expenditure	£2,170	Total Project Income		£1,000
Total project income B		£1,000		
Total project expenditure A		£2,170		
Project shortfall A – B		£1,170		
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 name of the organisations' bank account e.g. Chippenham Scouts				

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)

- All 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...

- This application meets all 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 a grant is received, I will provide copies of all receipts and invoices associated with the grant and provide information and photographs to demonstrate how the grant was spent.
- That any other form of licence or approval for this project has been received prior to submission of this grant 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: 02/05/2012

Position in organisation:

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

Area Board Project

1. What is the Initiative?

Jubilee celebrations for a group of elderly and/or disabled people

2. Where is the initiative taking place?

In Jubilee Close, Westbury

3. When will the initiative take place?

To be finalised but likely over the Jubilee weekend June 3-4.

4. What are the Community benefits/evidence of need/links to Community Plan/Community Issue?

While there are many activities planned to celebrate the Jubilee in the Westbury community, some people will not find it easy to attend due to mobility and access issues. The residents of Jubilee Close and nearby sheltered housing expressed interest in having a small street party. This in itself demonstrates clear links to the Wiltshire Council aim of Strengthening Local Communities. Since the request was aired, the local councillor and community area manager have been in touch with the local youth centre and CAYPIG. The young people, under the supervision of youth officers, have agreed to organise the event. This is a great example of different parts and diverse age groups in the community working together.

5. What is the desired outcome of this initiative?

To enable celebration of the Jubilee for a group of people who may not otherwise be able to fully join in mainstream celebrations.

6. Who will Project Manage this initiative?

The project will be led by the youth development officer Jamie Greenaway, working with local members of the Community Area Young People's Issues Group (CAYPIG) and local residents and liaising with the area board and local councillor.

7. Costs/quotes/ match funding?

The event will cater for around 20 people so a grant of £100 towards food and entertainment is requested.

8. Additional information

