

Southern Wiltshire Area Board AGENDA

Place: Coombe Bissett and Homington Village Hall, Shutts Lane,
Coombe Bissett, SP5 4LU

Date: Thursday 3 October 2013

Time: 7.00 pm

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

Wiltshire Councillors

Richard Britton - (Chairman)	Alderbury and Whiteparish
Chris Devine – (Vice Chairman)	Winterslow
Julian Johnson	Downton and Ebble Valley
Ian McLennan	Laverstock, Ford and Old Sarum
Leo Randall	Redlynch and Landford

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.

Come along for refreshments and a chat from 6:30pm.

Please direct any enquiries on this Agenda to Lisa Moore (Democratic Services Officer), on 01722 434560 or email lisa.moore@wiltshire.gov.uk or Tom Bray (Southern Wiltshire Community Area Manager), Tel: 01722 434252 or (email) tom.bray@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.

Items to be considered

Time

1 **Welcome and Introductions**

7.00pm

2 **Apologies**

3 **Minutes** (*Pages 3 - 12*)

To approve and sign as a correct record the minutes of the previous meeting held on Thursday 1 August 2013.

4 **Declarations of Interest**

To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.

5 **Chairman's Announcements** (*Pages 13 - 16*)

To receive Chairman's Announcements including:

- What Matters to You Survey and the JSA

6 **Current Consultations**

To note the attached information on the following current consultations:

Overnight short breaks consultation	23 October 2013	People are being asked for their views on a proposal for the future of short breaks for children and young people with disabilities in Wiltshire. The consultation is a collaboration between Wiltshire Parent Carer Council, Wiltshire Clinical Commissioning Group and Wiltshire Council. The proposal would see the closure of the underused Hillcote in Salisbury, and the money saved reinvested to improve the outcomes for Wiltshire disabled children and their families.
What matters to you survey	31 October 2013	Wiltshire Council and its partners are committed to developing and delivering services that reflect the differing needs of local communities. In order to do this

2013		<p>effectively, we need to understand what really matters to residents living in Wiltshire.</p> <p>Your views about your area really do count, and Wiltshire Council would like to invite you to comment on a range of topics that affect life where you live, including:</p> <ul style="list-style-type: none"> • how and what we spend money on in your area • what we can do to improve life where you live • how we can improve safety in your area • your views on other public services • the natural environment where you live
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7 Reports on issues facing the community as a whole **7.10pm**
(Pages 17 - 34)

To receive any Partner updates, questions and statements. Some written updates are also attached to the agenda.

- Police
- PCC
- Fire & Rescue Service
- New Housing Developments
- Wiltshire Council
- Southern Wiltshire Issues System
- Any other comments or reports

8 Community Land Trusts **7.40pm**

To receive a presentation from Rose Seagrief, CLT Manager.

9 Waste & Recycling in Southern Wiltshire **7.50pm**

To receive a presentation from Tracy Carter, Service Director for Waste Management Services.

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|----|--|---------------|
| 10 | Youth Development Project (<i>Pages 35 - 38</i>)

To receive a report on the progress of the Youth Development Project, one of our themes for 2013/14. | 8.05pm |
| 11 | Footpaths (<i>Pages 39 - 40</i>)

To note the attached progress report for our footpath theme. <ul style="list-style-type: none">• Kissing Gates• Walks Guide• Linking Paths | 8.15pm |
| 12 | Community Area Transport Group (CATG) Update
(<i>Pages 41 - 46</i>)

To note the report attached to the agenda. | 8.25pm |
| 13 | Community Area Grants (<i>Pages 47 - 60</i>)

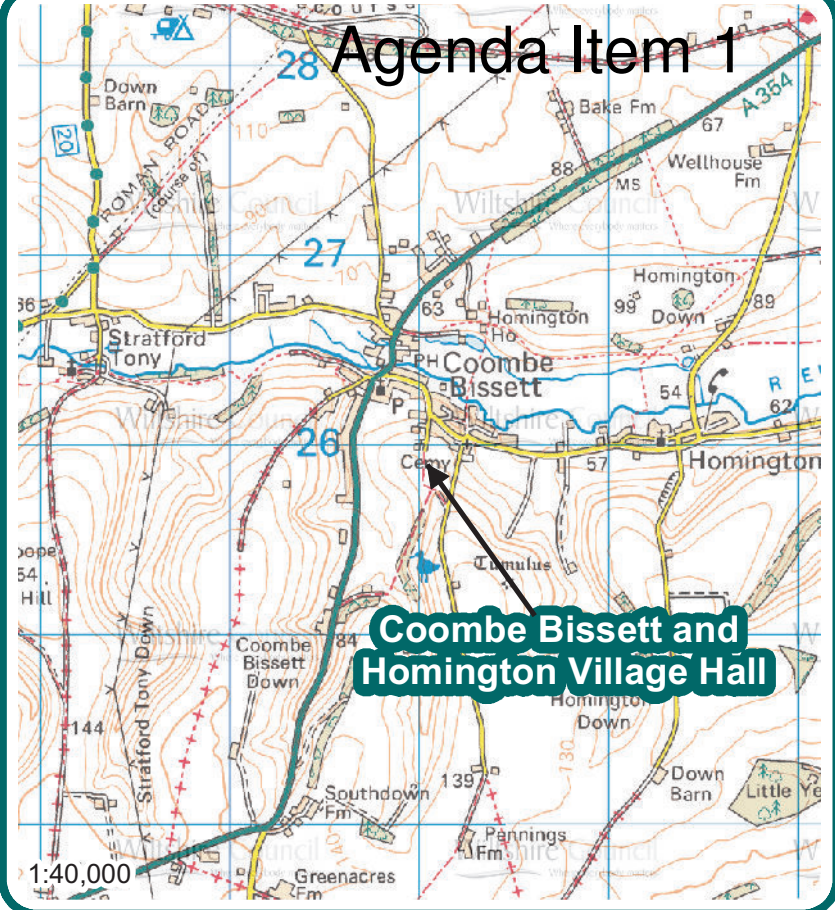
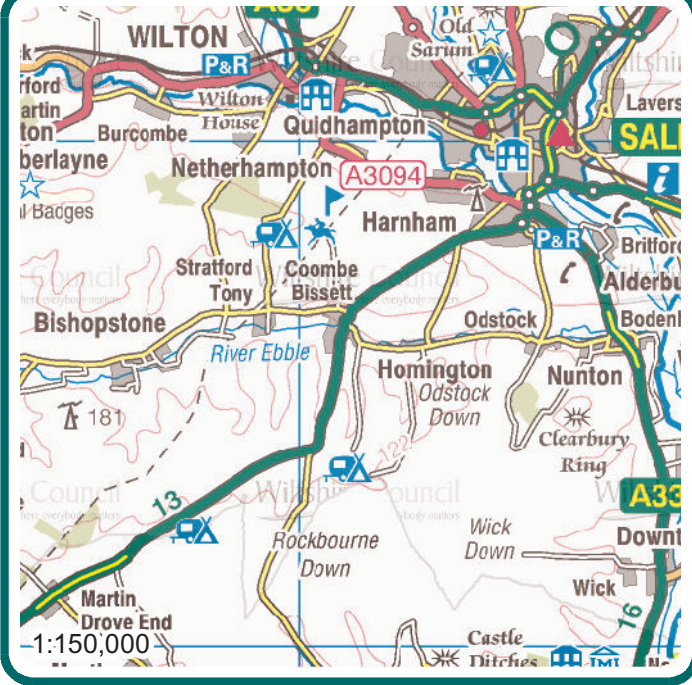
To note the Area Board Grant Review, and to consider applications for funding from the Community Area Grant Scheme for 2013/14, as detailed in the attached report.

<i>Officer: Tom Bray, Community Area Manager</i> | 8.30pm |
| 14 | Close | |

Next Meeting

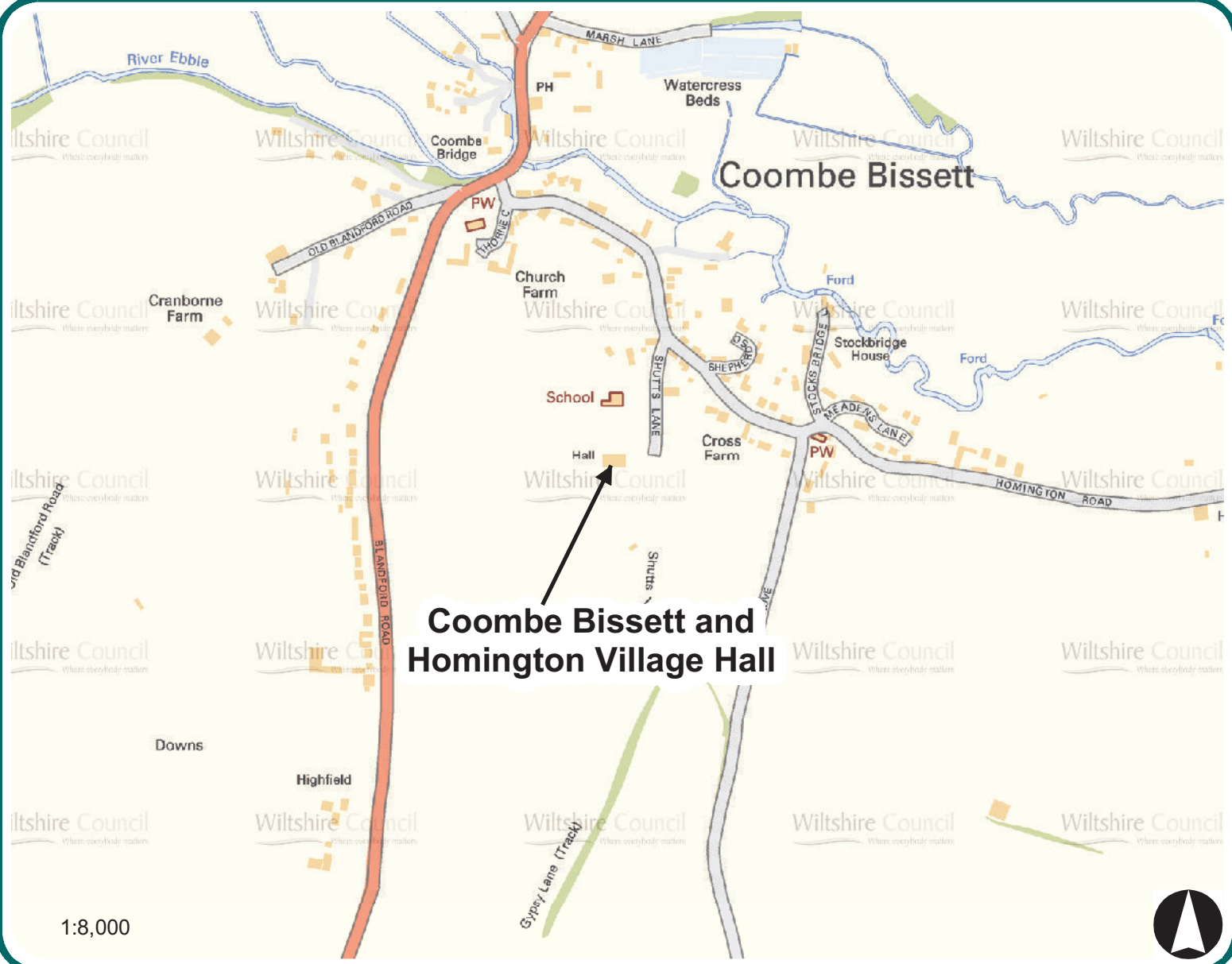
Thursday 5 December 2013
7.00pm
Downton Memorial Hall

Agenda Item 1



Coombe Bissett and Homington Village Hall

**Coombe Bissett and Homington Village Hall,
Shutts Lane,
Coombe Bissett,
Salisbury,
SP5 4LU**



Coombe Bissett and Homington Village Hall



MINUTES

Meeting: SOUTHERN WILTSHIRE AREA BOARD
Place: Alderbury Village Hall, Rectory Rd, Alderbury SP5 3AD
Date: 1 August 2013
Start Time: 7.00 pm
Finish Time: 8.45 pm

Please direct any enquiries on these minutes to:

Lisa Moore (Democratic Services Officer), Tel: 01722 434560

or (e-mail) lisa.moore@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Richard Britton, Cllr Julian Johnson, Cllr Ian McLennan and Cllr Leo Randall

Cllr John Thomson, Deputy Leader and Cabinet Member for Highways, Streetscene and Broadband

Wiltshire Council Officers

Tom Bray, Southern Wiltshire Community Area Manager

Lisa Moore, Democratic Services Officer

Tracy Carter, Service Director - Waste Management Services

Parvis Khansari, Service Director for Strategic Services (Highways & Passenger Transport)

Tim Woolford

Adrian Hampton, Head of Local Highways & Streetscene (Northern Area)

Bob Crean, Community Coordinator – Streetscene

Tony Nye, Youth Development Coordinator

Town and Parish Councillors

Alderbury Parish Council – E Hartford, A McGowan & A Newbery

Clarendon Park Parish Council – K Rodger

Downton Parish Council – S Barnhurst-Davis, R Ford, S Lacey, D Mace & J Whitmarsh

Firsdon Parish Council – B Edgeley

Grimstead Parish Council – E Daffern

Landford Parish Council – J Martin & G Hewson
Laverstock and Ford Parish Council – V Busserean
Odstock Parish Council – R Parsons
Pitton and Farley Parish Council – C Purves
Redlynch Parish Council – D Baker-Beall, Perry & D Trice
West Dean Parish Council – H Urquhart
Whiteparish Parish Council – M Pennington
Winterslow Parish Council – P Robinson

Partners

Wiltshire Police – Inspector Andrew Noble
Alderbury Youth Group – Chelsey Coulbeck & Becky Ingram
Police & Crime Commissioner’s Office – Paul Deal

Total in attendance: 43

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Welcome and Introductions</u></p> <p>The Chairman; Councillor Richard Britton welcomed everyone to the meeting of the Southern Wiltshire Area Board, and invited those sitting on the top table to introduce themselves.</p> <p>A special welcome was given to Councillor John Thomson, Deputy Leader and Cabinet Member for Highways, Streetscene and Broadband.</p>
2	<p><u>Apologies</u></p> <p>There were none.</p>
3	<p><u>Minutes</u></p> <p>The minutes of the previous meeting held on Thursday 6 June 2013, were agreed as a correct record and signed by the Chairman.</p>
4	<p><u>Declarations of Interest</u></p> <p>There were none.</p>
5	<p><u>Chairman's Announcements</u></p> <p><u>Area Board Satisfaction Survey</u> Each year Wiltshire council runs a survey of Area Board performance, this year the Southern Wiltshire Area Board came second out of 18 Boards. The winners were Tidworth which has a very active Community Area Partnership involving the Army.</p> <p>Councillor Britton announced that he was proud to be Chairman of such a well performing Area Board; he gave thanks to Tom Bray the Community Area Manager for his important contribution to the success of the Board.</p> <p><u>Wiltshire Council Corporate Awards</u> The Southern Wiltshire Area Board received a Corporate Award in the Integrated Partnership Working Category for its work on the Footpath Project. Councillor Randall and Tom Bray were at the ceremony to receive the award on behalf of the Area Board.</p> <p><u>Community Safety Lead Members</u> Some time ago the Area Board had requested that each Parish Council nominated a lead councillor to act as a point of contact on Community Safety issues.</p>

	<p>Whilst some Parishes had done this, there were others who had not yet responded to the Board. The Chairman urged any parish which had not already responded to contact Tom with the details of the nominated person.</p>
6	<p><u>Current Consultations</u></p> <p>The Board noted the details of current consultations detailed in the agenda. In addition to this, the Chairman noted that there was also a 20mph Speed Limit Review in process, to take part in this follow the link: http://cms.wiltshire.gov.uk/ieDecisionDetails.aspx?ID=847</p> <p>All other current consultation can be viewed online at: http://www.wiltshire.gov.uk/council/consultations.htm</p>
7	<p><u>Our Community Area</u></p> <p>The Chairman opened this item by explaining that this part of the agenda was an opportunity for people to make comments or provide information which may be of interest to the community as a whole.</p> <p><u>Police – Inspector Andy Noble</u> In addition to the written update attached to the agenda, Inspector Noble explained that the main focus at present was to target three men suspected of burglaries which had occurred in Winterslow and Alderbury recently. Further updates on this would be brought to the next meeting.</p> <p><u>Fire & Rescue</u> A written update was attached to the agenda.</p> <p><u>Good Neighbour Scheme</u> A written update was attached to the agenda.</p> <p><u>Southern Wiltshire Issues System</u> In addition to the information attached to the agenda, Tom Bray noted that an Issue which had been logged on the Monday had then been taken to the CATG meeting for discussion on the Tuesday and was resolved in one week.</p>
8	<p><u>Community Area Transport Group (CATG)</u></p> <p>The CATG had held their meeting earlier in the week on Tuesday 30 July, where they debated and agreed to put forward 5 schemes for funding as set out in the paper circulated at the meeting (also attached to these minutes).</p> <p><u>Decision</u> The Southern Wiltshire Area Board agreed to fund the schemes as set out below:</p>

Parish	Project	Funding
Coombe Bissett & Homington	Road safety improvements through Homington (part 2 of project, part 1 completed last year through CATG funding)	CATG - £3510 PC - £390
Whiteparish	'Pseudo footpath' linking the car park at the surgery to the school.	CATG - £1000
Landford	Wooden finger post replacement in Landford.	CATG - £550 PC - £770
Alderbury and Downton	Bus Shelter refurbishment in Alderbury & Downton subject to the Parish Council's taking ownership of the assets	CATG - £2000
Laverstock & Ford	Pedestrian Danger at Old Sarum, Portway Rd onto Green Lane Junction. To install small section of footway to join the 2 paths.	CATG - £2500
Total CATG funding allocated		£9560
Total parish contributions		£1160
Total CATG funding available for 2013/14		£22,676
Total amount left if above approved		£13116

The Chairman announced that the Area Board had received an additional £9,000 from a central pot of funding which had been set aside for speed reviews. It would now be the Area Boards decision as to how that money was used, whether or not to commission the speed review surveys or to allocate it to other CATG projects.

9

Local Highways and Streetscene Service

The Chairman welcomed Parvis Khansari, Service Director for Strategic Services, Highways and Transport.

Parvis gave a presentation which included information on Wiltshire's Highways assets and statistics which showed the condition of A, B and C Roads and distance of roads treated over the last five years, within each community area.

Data on the condition of the road is collected in several ways, these include:

- SCRIM* - 100% A, B, and some C and UC (Group 1 roads that are suitable for survey) approx 1010 kms.
- Scanner - 50% A roads per annum in both directions
100% B roads per annum in one direction

50% C roads per annum in one direction

- CVI** - 25 % UC roads per annum
- Deflectograph – approx 20% of A roads per annum in both directions

(*Sideways-force Coefficient Routine Inspection Machine, ** Coarse Visual Inspection)

Much of the maintenance is data driven; Southern Wiltshire's A roads were rated at a medium level of need of attention. The current road maintenance expenditure for Wiltshire was £14 million. In Southern Wiltshire there are 255kms of roads which equates to 5% of the total network across Wiltshire.

The Board then received a presentation from Tim Woolford, Area Manager South for Highways and Streetscene, and Adrian Hampton, Head of Local Highways and Streetscene South, detailing the recent contractual changes from Ringway to Balfour Beatty which were implemented on 1 June 2013.

The new contract had reduced service providers to just one. The new team would continue to provide all of the old services available but would deliver them in a more community focused way.

Each Community Area across Wiltshire has a community team; this consists of one Community Coordinator and an Engineer per two coordinators. In Southern Wiltshire the Coordinator is Bob Crean and the Engineer for Southern Wiltshire and Salisbury is Graham Axtell, both officers are based at the Wilton depot.

Town and parish councils are able to contact their Community Coordinator directly, members of the public can report all services to the Clarence number 0800 23 23 23.

Comments and questions were then taken, these included:

- Who decides on what work will be done? Answer: We work to ensure that the highways are safe and usable. There will be a session of community days across the community area, where we will be coming out to speak with individual parishes to find out what needs to be done, such as grass cutting, potholes and hedge cutting.
- Who was told about the work which took place in Beech Grange, as the parish council did not know? Answer: Our team will be writing to parish councils to ask them when we should come, as our visit may be tied in with an event already scheduled, which may be of benefit to the parish.
- Some time ago there was a demonstration of a piece of kit which spat out hot tarmac to fill holes, is this equipment still in use? Answer: The machine is called a Unimog, which is a multi purpose vehicle, which can be used for filling potholes, grit cutting, cleaning signs etc. There are 6 of these machines across the county.
- What is done to ensure quality control from the new contractor Balfour

Beatty? Answer: The new contractor is still under a mobilisation period. The contract is worth £50 million a year, all work is monitored closely against the contract, and they only get paid for the work they carry out.

Cllr Thomson added that an Officer had been appointed to monitor the new contract. The Council are very active to improve services provided under this contract, when the grass cutting fell behind schedule, Cabinet met to resolve the situation. The numbers of grass cutters then increased from 75 to 100.

A new app for smart phones had been launched and was available to download from the Wiltshire website. The app enables users to report highways maintenance.

- Cllr Johnson asked why local councillors were no longer receiving the schedule for the year ahead, as he felt it was useful when advising residents within his ward of planned maintenance? Answer: The Highways programme document was now available online.
- How was the Clarence number promoted? Answer: All phone books and libraries have the number; if people call Wiltshire council the operators will put them through to Clarence.

The Chairman urged anyone involved with parish magazines to also promote the number.

- With the improvements to the IT system, the service schedule would now be online, so if rain causes a delay to the grass cutting, the information would change on the system, to give an accurate schedule of work.
- Would it be possible to notify parish councils when utilities are due to dig up the road? Answer: The council receives over 27,000 applications from utility companies every year to dig up the road; there is usually a link on the website where this information is published.

Road repairs carried out by utility companies following excavation remain their responsibility for 18 months thereafter. Cllr Thomson urged parish councils to keep a note of the date of any utilities works, and to report any refills in a poor condition to the council so that the contractors may be contacted to make the repairs.

A copy of the presentation can be viewed online at:
www.wiltshire.gov.uk/southernwiltshireareaboard

10	<u>Area Board Themes</u>
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At the last meeting of the Area Board a workshop had been held to identify projects that were both important and achievable and which would lead to collaborative solutions across the area. From the 10 potential projects which emerged, people were then able to vote for their top 3.

From the outcome of this, the Area Board proposed to take 2 main projects forward for 2013/14, there would be Footpath links between villages and Youth Activities.

1. Footpath links between villages

Councillor Leo Randall would be leading on this project with the continued help of the volunteer Footpath Group established in 2012/13. Councillor Randall explained that if new links between parishes could be established, the outcome could be very worthwhile.

2. Youth Activities

Due to the spread out nature of the area, the Board felt that an appropriate solution would be to have the community area broken down into clusters of villages. These clusters would not be restricted to political boundaries. The proposed clusters were grouped as follows:

Cluster	Villages
1	Laverstock, Ford & Old Sarum
2	Alderbury, Whaddon, West Grimstead, Clarendon
3	Coombe Bissett, Homington, Britford, Odstock, Nunton & Bodenham
4	Downton, Charlton All Saints, Redlynch, Lover, Morgan's Vale & Woodfalls
5	Firsdon, Winterslow (M,E,W), Lopcombe Corner, Pitton, Farley, East Grimstead, West Dean
6	Whiteparish, Landford, Nomansland

The Board would like to develop a way of working with the young people, through the Youth Development Coordinator Tony Nye, to try and improve leisure and development opportunities available to the young people in the South West Wiltshire community area.

Tony's role would be to work with appropriate people within each cluster to identify what is already taking place, what resources are in place and what do the young people within the individual clusters wish to add to that. Through the proposed village clusters the aim would be to achieve the following:

1. Identify and promote existing activities for young people within each cluster.
2. Where there is no youth club within the cluster, promote the provision of

one. (Voluntary-led with support from the youth service.)

3. Engagement with voluntary sector partners (youth clubs, scouts, sports clubs, parish councils etc) to avoid duplication and maximize the effect of the available resources within each cluster.
4. Joined up approach to organizing transport within and between clusters.

Comments and questions were then taken, these included:

- Firsdown PC would welcome being clustered with other parishes as it would bring resources together.
- West Dean PC – Our young people already have links with Alderbury, we need to consider the geography of the areas when forming clusters as our young people may cycle to Alderbury as the route is flat, but they probably wouldn't cycle over the hill to Whiteparish.
- One part of the project could look at transport, if it was established that young people needed transport to get to another area to access the resources, then this could be worked on.
- Would Tony visit the PC's to discuss the project? Answer: Tony would put together a group of interested people in each cluster. Anyone interested should contact Tony so that he could add them to the list. Tony.nye@wiltshire.gov.uk One meeting pre cluster would be held.

Following the discussion and a show of hands from the room which showed support for the cluster arrangement as the best way to develop our Youth activities for the year. The Board members voted on the proposals to focus on the 2 themes for 2013/14.

Decision

The Southern Wiltshire Area Board agreed the 2 themes for 2013/14 and proposals would be:

1. Footpath links between villages

Proposals:

- Tom Bray to ask Parishes where links between villages can be improved.
- Leo Randall to host a meeting with volunteer Coordinators and Nick Cowen to develop a plan of action.

2. Youth activities

Proposal:

- **Tony will establish a working group, in liaison with the key contacts such as the Parish Councils, Youth Clubs and other**

	<p>groups in each cluster to identify what is already on offer and create a budgeted action plan for each cluster. Local funding and in-kind support will be important in making this work. Funding for projects delivered through voluntary sector groups will be available from the Area Board.</p>
11	<p><u>Community Area Grants</u></p> <p>The Southern Wiltshire Area Board considered 3 applications for funding from the Community Area Grant Scheme for 2013/14. Applicants present were invited to speak in support of their projects, following discussion the Board members voted on each application in turn.</p> <p><u>Decision</u> Odstock Parish Council was awarded £5,000 towards their project to purchase and install outside play equipment for a children’s play area, with the condition that if other sources of funding were not secured, the award would be withdrawn.</p> <p><i>Reason</i> <i>The application met the Community Area Grant Scheme Criteria for 2013/14.</i></p> <p><u>Decision</u> Trafalgar School (Downton), was awarded £500 towards its project to purchase boxing equipment for the Trafalgar Boxing Fitness club.</p> <p><i>Reason</i> <i>The application met the Community Area Grant Scheme Criteria for 2013/14.</i></p> <p><u>Decision</u> Downton Memorial Hall was awarded £1,100 towards a new boiler.</p> <p><i>Reason</i> <i>The application met the Community Area Grant Scheme Criteria for 2013/14.</i></p>
12	<p><u>Close</u></p> <p>Richard Parsons of Odstock PC gave thanks to the Area Board for the CAG funding awarded to them the previous year for their Jubilee Gardens project. The work had now been completed in time for their annual raft even held in July, the project had been greatly received throughout the community.</p> <p>The Chairman thanked everyone for coming and closed the meeting.</p>

Agenda Item 5

Chairman's Announcements

Item 5

Subject:	What matters to you survey
Officer Contact Details:	Contact Centre 0300 456 0100
Web Link	www.wiltshire.gov.uk/whatmatterstoyou

Survey – What Matters to You

Wiltshire Council and its partners are committed to developing and delivering services that reflect the differing needs of local communities. With this in mind, you are invited to complete our residents' survey "What matters to you?"

It only takes a few moments to complete the survey. Your comments and input are very important and will help us to shape the future of your local area.

For more information about this survey and to complete it online, please visit:
<http://www.wiltshire.gov.uk/whatmatterstoyou.htm>

A full report will be produced once the results of the survey have been analysed. The report will be publicly available on the council website www.wiltshire.gov.uk

The survey, one of the biggest ever done in the county, is designed to give residents a real say on a range of topics that affect life where you live. From issues surrounding community safety to what the council spends its money on to what it's like to live in Wiltshire all the questions are designed so that your opinion can be counted.

The results will be used by the council and our partners NHS Wiltshire, Wiltshire Fire and Rescue and Wiltshire Police to help develop policies which affect local communities. Surveys will be available on line as well as being freely available in libraries, council offices and leisure centres.

Chairman's Announcements

Item 5

Subject:	Community Area Joint Strategic Assessments
Officer Contact Details:	Aimee Stimpson, Associate Director of Public Health Aimee.Stimpson@wiltshire.gov.uk 0300 0034566
Weblink:	
Further details available:	Wiltshire Intelligence Network http://www.intelligencenetwork.org.uk/

Summary of announcement:

The JSA for Wiltshire 2012-13 was published in late 2012 on behalf of the Public Services Board (PSB). You may recall this was made possible by the contributions made by each of the thematic delivery partnerships – health and wellbeing, local economic partnership, children and young people's trust, community safety, housing, transport, local nature partnership, and resilient communities.

The value of local data and evidence meant we supplemented the JSA Wiltshire with 20 individual local community area assessments. The community area JSAs, first published in 2011, added to our local knowledge and helped us and communities focus on the real issues in their local area. As part of the JSA programme, the Community Area level assessments (CAJSAs) are in the process of being updated this year, these will provide updated data about our local communities across the ten chapters.

The CAJSAs have taken on board feedback from Councillors, officers, organisations and feedback from our community events (held in 2012) and will build on the existing document and include more information on changes; trends; qualitative survey data (such as the results from the What Matters to You survey 2013) and other primary research such as the Census 2011.

We also intend to address some gaps in the first community area JSAs by including two new chapter's one covering leisure, and a second chapter art and culture which aligns the CA JSAs with community plans. The assessment will follow a similar structure to the JSA Wiltshire 2012-13 version, and will include a chapter written by each thematic delivery partnership (TDP).

We aim to publish the CA JSAs at a second round of community events between January and April 2014 and have discussed these plans at the Chair of the Area Board meeting and also met with Area Board managers. We are currently in the process of agreeing dates for each community event. www.jsaevents2014.weebly.com

For more information on the JSAs please visit the Wiltshire Intelligence Network website <http://www.intelligencenetwork.org.uk/joint-strategic-assessment/>

**Crime and Community Safety Briefing Paper
Southern Community Area Board OCTOBER 2013
Coombe Bissett Village Hall SP5 4LU**



1. Neighbourhood Policing

Team Sgt: PS Dave Lennane

Alderbury & Laverstock Beat: PC Henry Clissold PCSO Stephanie Dutton PCSO Rachel Gunn

Downton Beat: PC Matt Holland PCSO Luke Taylor

2. NPTs - Current Priorities & Consultation Opportunities:

Up-to-date details about Neighbourhood Policing Teams including team membership, current priorities and forthcoming community consultation events can be found on our Wiltshire Police Website.

□ Visit the new and improved website at: www.wiltshire.police.uk

3. Performance and Other Local Issues

We have enjoyed a period relative quiet in most key crime areas in recent months. However, we continue to develop our preventative work and Henry has a sizeable cadre of volunteers from the agricultural community set for some joint work with us in the autumn. This will follow the established pattern used in Wilton by seeking to disrupt incursion onto remote farmland for poaching, burglary and other offending. Whilst the date won't be publicised (for obvious reasons), I will report back afterwards.

We await news of posting to Constable training of Rachel & Luke in the period November to next spring, I will keep you updated.

Finally, I would like to thank Downton Parish Council for their recent participation in a Local Resolution where the perpetrator of criminal damage at the skate park was supported in making amends effectively to what is a well-used local facility for young people. We often use Local Resolution to involve victims of crime directly in the outcome of lower level offending where appropriate. In the coming months, the office of the Police & Crime Commissioner will be funding further roll-out of Neighbourhood Justice Panels which will expand upon the theme of locally delivered outcomes. The office has also published recent satisfaction data around crime & ASB within the meeting pack.

EU Southern Wiltshire NPT	Crime				Detections*	
	12 Months to August 2012	12 Months to August 2013	Volume Change	% Change	12 Months to August 2012	12 Months to August 2013
Victim Based Crime	669	624	-45	-6.7%	14%	17%
Domestic Burglary	37	21	-16	-43.2%	22%	14%
Non Domestic Burglary	127	90	-37	-29.1%	4%	4%
Vehicle Crime	91	85	-6	-6.6%	3%	21%
Criminal Damage & Arson	138	132	-6	-4.3%	10%	15%
Violence Against The Person	85	80	-5	-5.9%	58%	45%
ASB Incidents (YTD)	163	144	-19	-11.7%		

Wiltshire Police are compared against a group of 8 most similar forces. Wiltshire Police have performed in line with peers and better than average for Victim Based Crime and significantly better than peers for Domestic Burglary in the previous 12 month period (April 2012 - March 2013).

* Detections include both Sanction Detections and Local Resolutions

Andrew Noble
Inspector



Public opinion survey – Salisbury, Southern Wiltshire and Wilton Area – Southern Wiltshire Community Area

The Office of the Police and Crime Commissioner (OPCC) commissioned M.E.L. Research to consult local residents. During 2012/13 4408 Wiltshire residents completed the survey. A minimum of 384 people took part in each of the eleven policing sectorsⁱ ensuring that the results for each sector were significantⁱⁱ

The aims of this survey are:

- To measure public perception of Wiltshire Police and how communities are policed
- To consult the public and enable the OPCC and Wiltshire Police to prepare policing plans
- To enhance the OPCC and Wiltshire Police's understanding of how policing influences people's sense of security and wellbeing

The report below sets out the results for the Southern Wiltshire section. A summary for the whole Force area will be available shortly on the Commissioner's website. If you have any queries please contact the OPCC on the details below.

Public perceptions linked to the Police and Crime Commissioner Priorities

	Southern Wiltshire Community Area	Salisbury, Southern Wiltshire and Wilton Area	Wiltshire Police Force Area
Feel safe when outside in their local area during the day	94.9%	93.8%	93.4%
Feel safe when outside in their local area after dark	81.3%	70.6%	63.9%
Satisfaction with the level of police visibility in their neighbourhood	56.7%	60.1%	59.1%
Number Surveyed	99	386	4408
Population	20850	70900	684028

Key:

	significantly better than Wiltshire average*
	in line with Wiltshire average*
	significantly worse than Wiltshire average*

* Wiltshire average is the Wiltshire Police Force Area

What types of crime and anti social behaviour (ASB) cause a problem in your area?

Issues in the local area	There are no crime and ASB issues in my local area	Teenagers hanging around	Graffiti & vandalism to private property	Domestic burglary	People being drunk or rowdy in public places	Graffiti & vandalism to public property	Rubbish or litter lying around
Southern Wiltshire Community Area	54%	14%	12%	9%	8%	8%	6%
Salisbury, Southern Wiltshire and Wilton Area	55%	14%	8%	8%	14%	8%	4%
Wiltshire Police Force Area	54%	16%	8%	8%	10%	8%	3%

What are the concerns in your area?

Concerns in local area	Southern Wiltshire Community Area	Salisbury, Southern Wiltshire and Wilton Area	Wiltshire Police Force Area
Lack of facilities for young people	49%	53%	56%
Standard of public transport	33%	20%	20%
Anti-social behaviour	27%	32%	34%
Crime	21%	26%	29%
Lack of local amenities	20%	22%	25%
Drug misuse	16%	24%	30%
Unemployment	14%	30%	37%
Poverty	12%	17%	14%

What should the priorities be in your area?

Priorities	Southern Wiltshire Community Area	Salisbury, Southern Wiltshire and Wilton Area	Wiltshire Police Force Area
None - not a problem in my area	31%	23%	24%
More police out and about	26%	27%	29%
None - police do as much as they can	13%	17%	16%
Tackling speeding	10%	5%	5%
More communication between the police and local residents	5%	5%	4%

Perceptions of Crime and ASB

Perceptions of Crime and ASB being a problem in the Salisbury, Southern Wiltshire and Wilton area are below the average for the Wiltshire Police area.

- The average perceived level of crime on a scale of 1 – 10 (with 1 being 'none' and 10 being 'a lot') is 3.39 for Wiltshire Police as a whole. For the Salisbury, Southern Wiltshire and Wilton Area the average score is slightly below the force average at 3.12, the average perceived level of crime for the Southern Wiltshire Community Area is lower at 2.60
- The average perceived level of ASB on a scale of 1 – 10 (with 1 being 'none' and 10 being 'a lot') is 3.34 for Wiltshire Police as a whole. For the Salisbury, Southern Wiltshire and Wilton Area the average score is slightly lower than the force average at 3.11, the perceived level is lower again for the Southern Wiltshire Community Area at 2.63

The perceptions of low levels of crime and ASB are in line with the actual crime and ASB levels; although crime and ASB levels are higher than the force average this is seen in other areas that draw a transient population as a result of retail, tourism, etc.

- There were 53 crimes per 1000 population in the Salisbury, Southern Wiltshire and Wilton Area in 2012/13, this compares to a Wiltshire average of 46 crimes per 1000 population.
- There were 41 reported ASB incidents per 1000 population in the Salisbury, Southern Wiltshire and Wilton Area in 2012/13, in comparison to a Wiltshire average of 37 incidents.

* Wiltshire Police is divided geographically into 11 local policing areas. The policing area for Salisbury includes the community areas of Salisbury, Southern Wiltshire and Wilton. Policing areas are then further divided into community areas - these usually consist of a large town and the neighbouring villages or community areas.

**Statistical significance; If the survey was completed using an alternative set of respondents there is a 95% chance that the result would fall within $\pm 1.5\%$ of the current result at force level. At the policing area level there is a 95% chance that the result would fall within $\pm 5\%$ of the current result.

ⁱ Wiltshire Police is divided geographically into 11 local policing sectors. These sectors are then further divided into sections - these usually consist of a large town and the neighbouring villages or community areas.

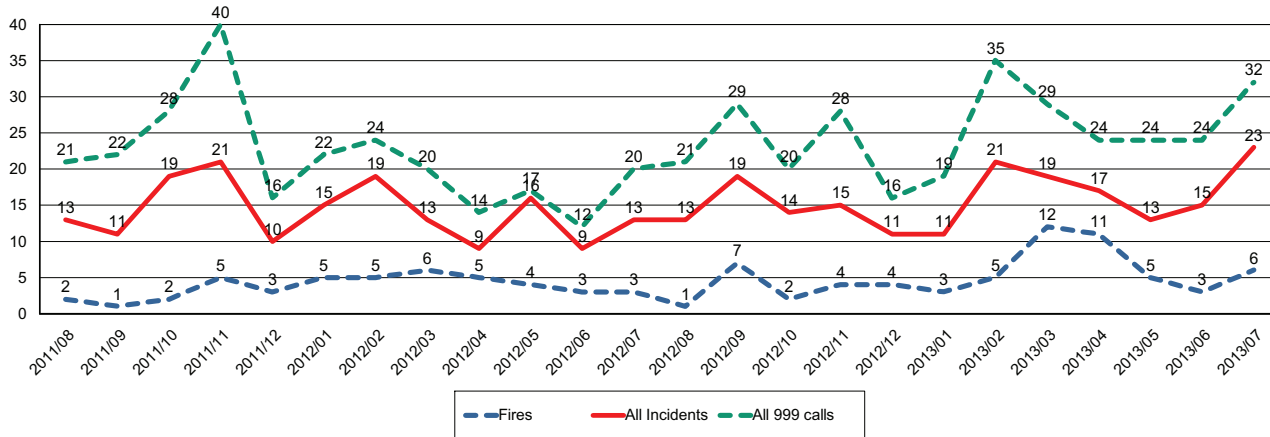
ⁱⁱ Statistical significance; If the survey was completed using an alternative set of respondents there is a 95% chance that the result would fall within $\pm 1.5\%$ of the current result at force level. At sector level there is a 95% chance that the result would fall within $\pm 5\%$ of the current result.



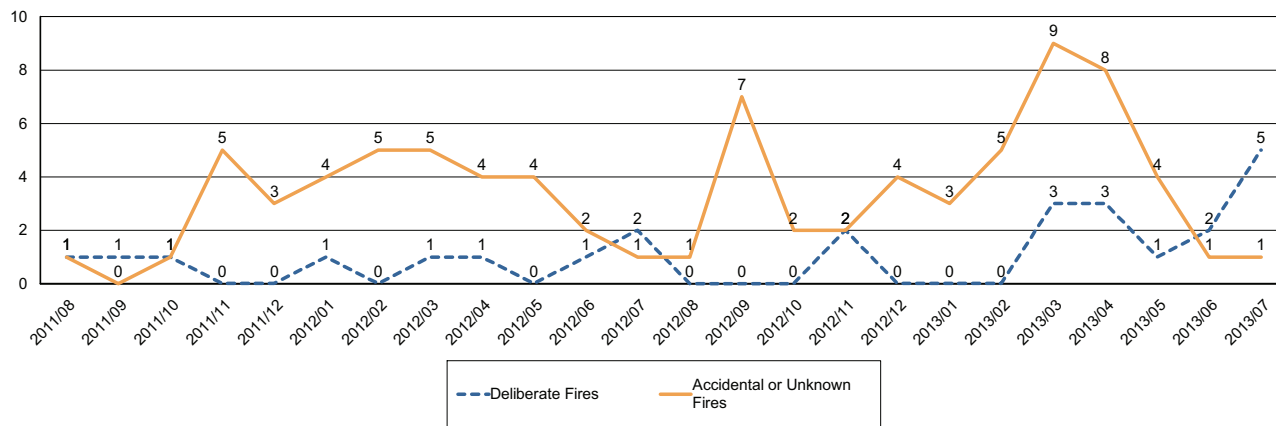
Report for Southern Wiltshire Area Board

The following is an update of Fire and Rescue Service activity up to and including July. It has been prepared using the latest information and is subject to change.

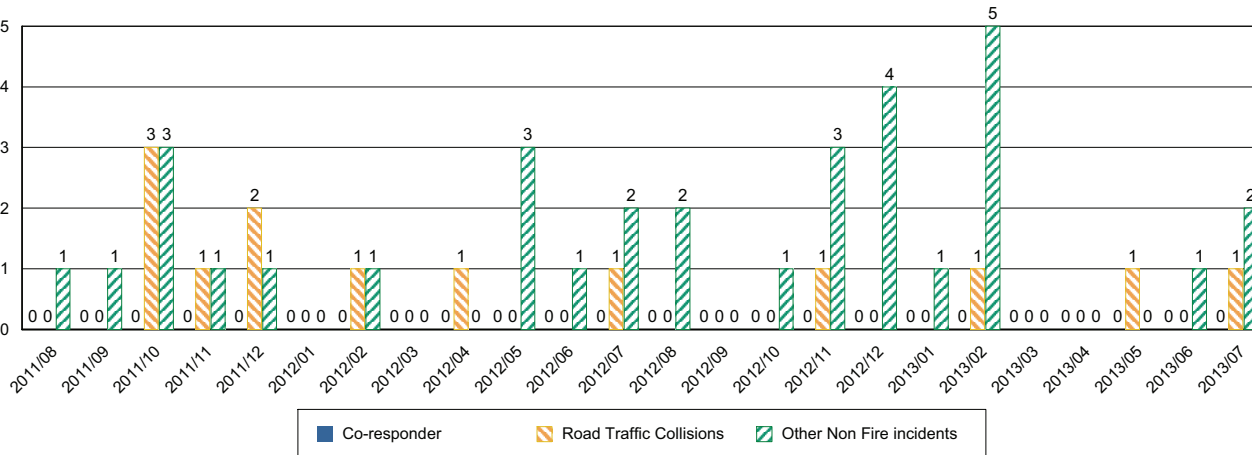
Incidents and Calls



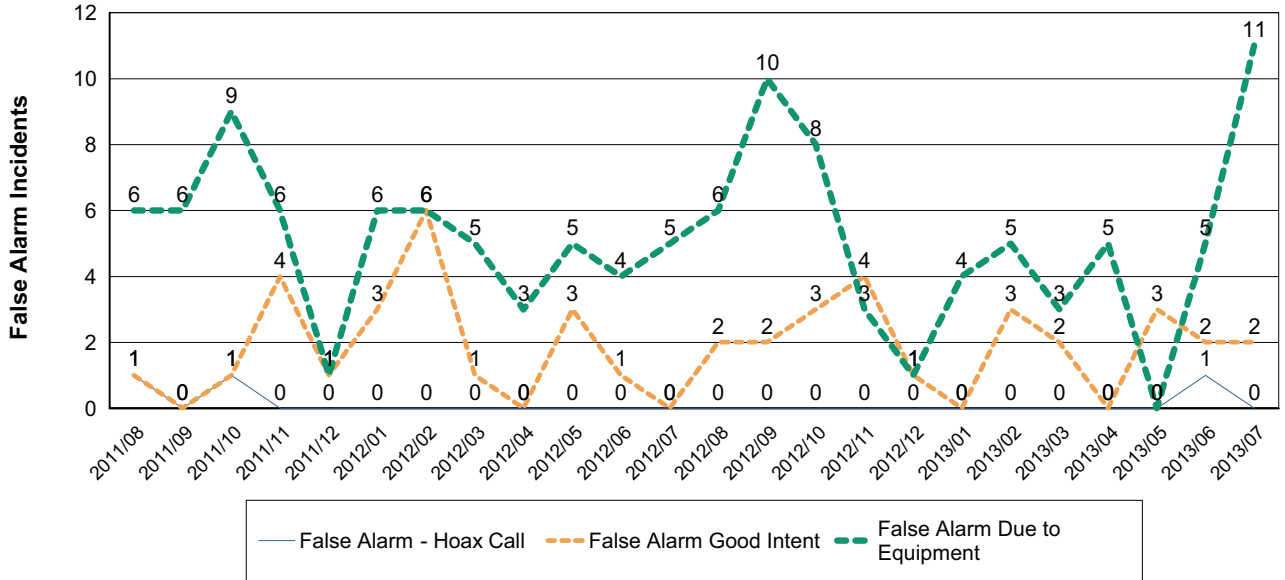
Fires by Cause



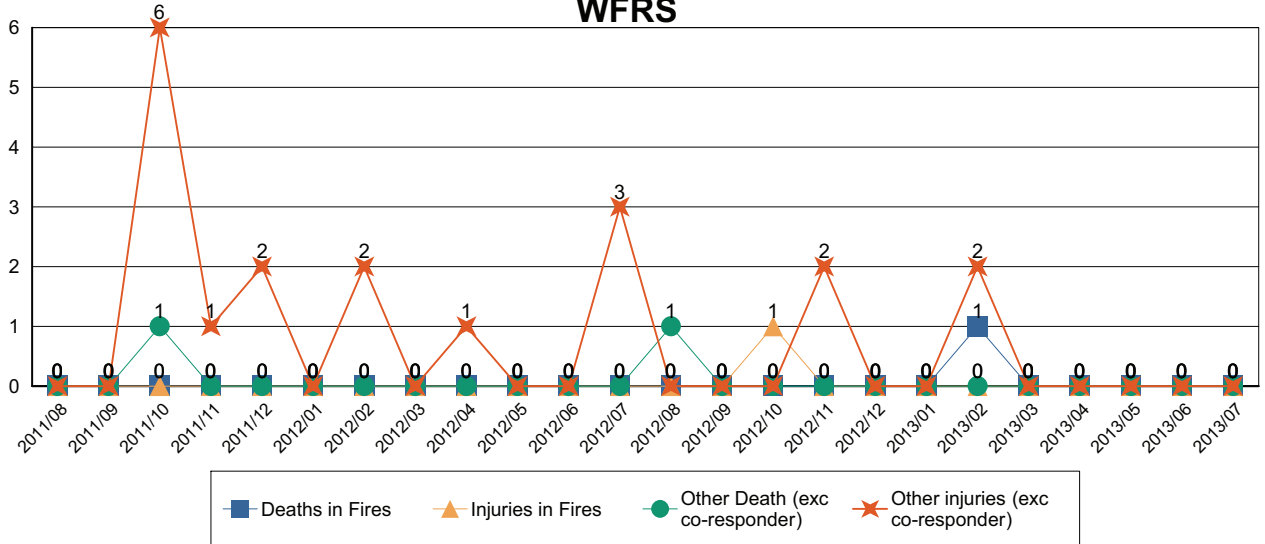
Non-Fire incidents attended by WFRS



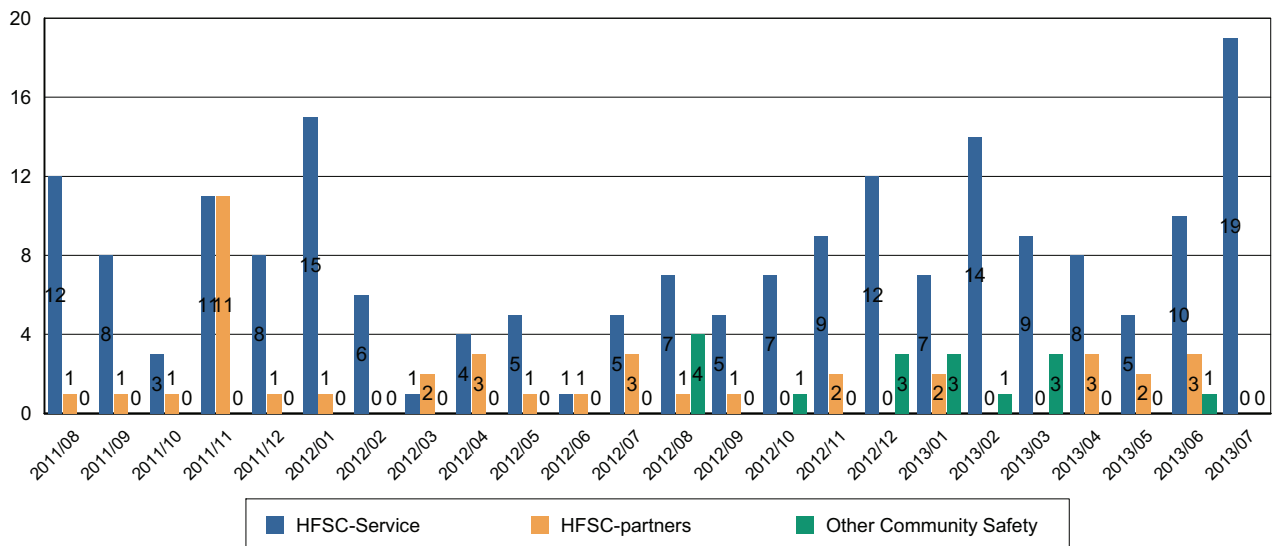
Number of False Alarm Incidents



Death & Injuries in incidents attended by WFRS



Home Fire Safety Checks and other domestic safety



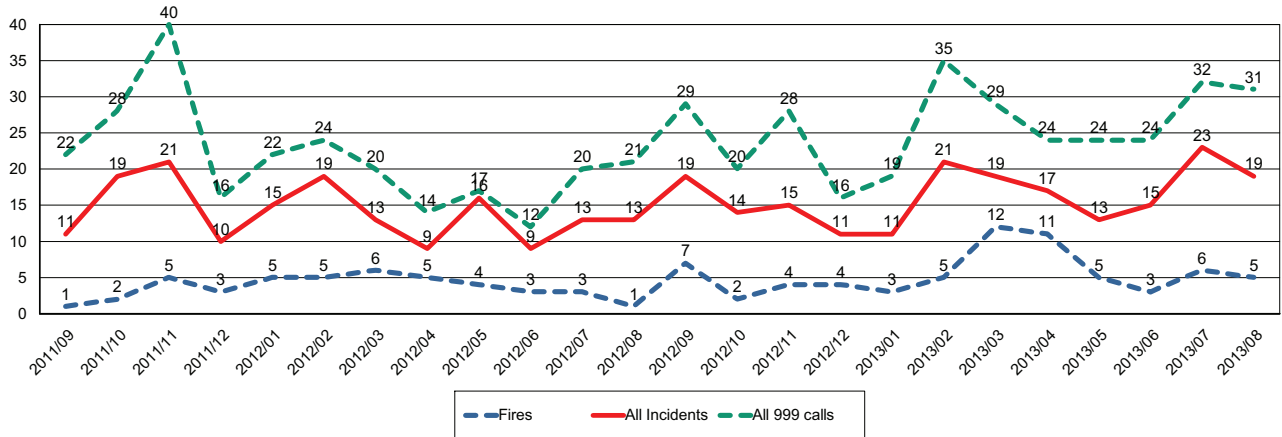
Comments and Interventions overleaf



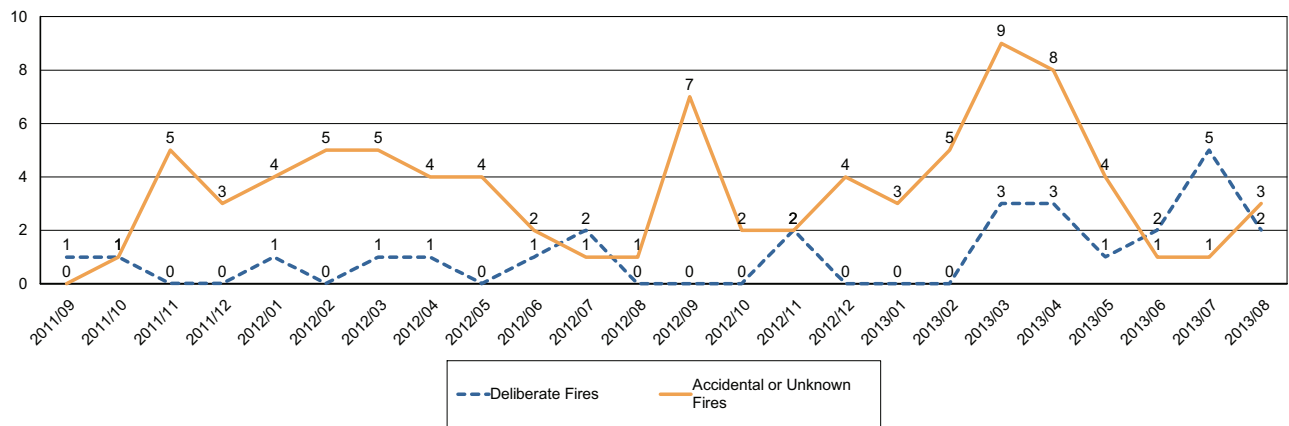
Report for Southern Wiltshire Area Board

The following is an update of Fire and Rescue Service activity up to and including August. It has been prepared using the latest information and is subject to change.

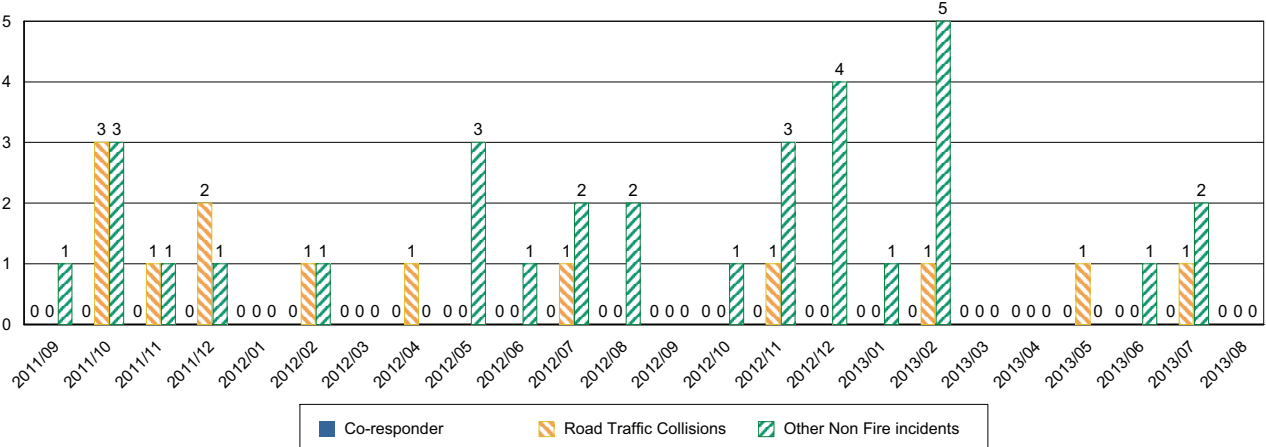
Incidents and Calls



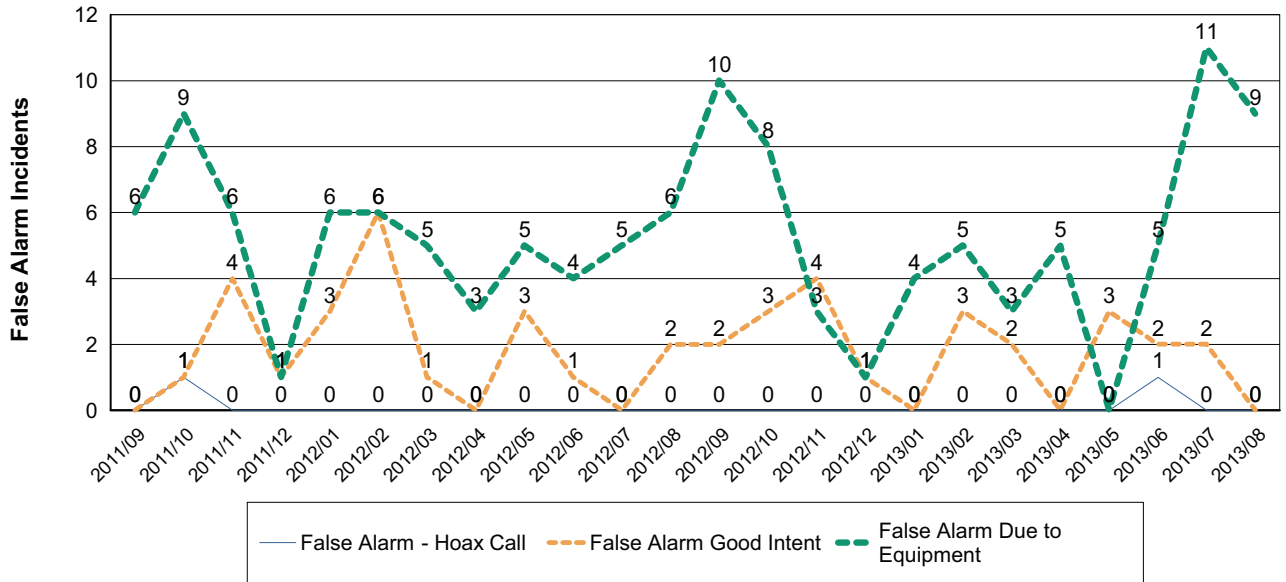
Fires by Cause



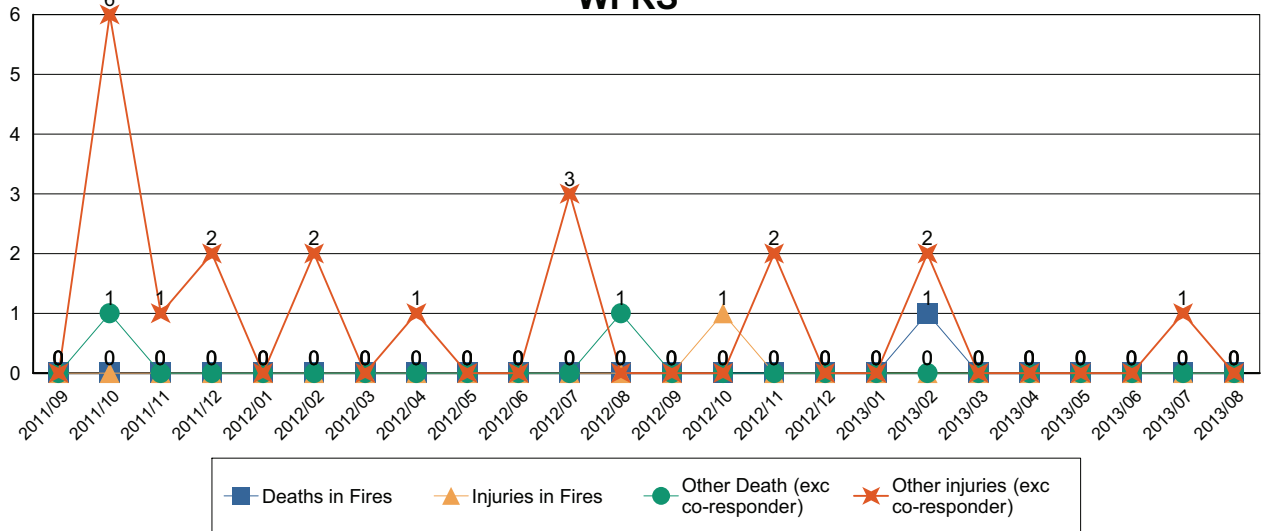
Non-Fire incidents attended by WFRS



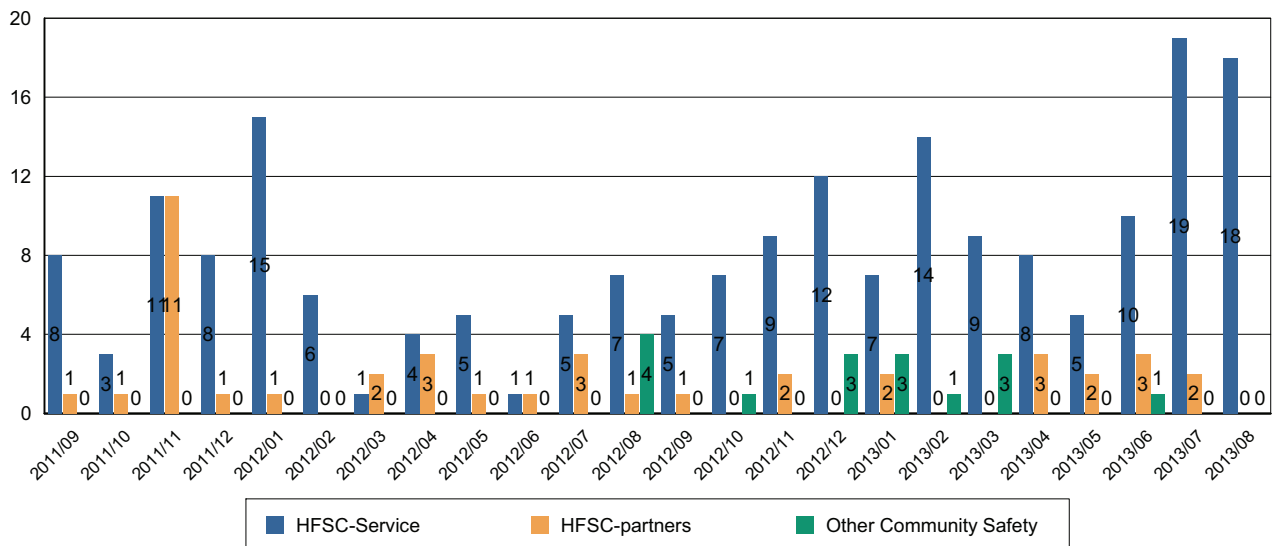
Number of False Alarm Incidents



Death & Injuries in incidents attended by WFRS



Home Fire Safety Checks and other domestic safety



Comments and Interventions overleaf

Chairman's Announcements

Subject:	<u>Wiltshire Core Strategy – Consultation on Schedule of Proposed Modifications (including SA and HRA updates); two ministerial statements relating to wind farm development; and national planning practice guidance for renewable energy</u>
Officer Contact Details:	Spatial Planning team on 01225 713429 or email: spatialplanningpolicy@wiltshire.gov.uk
Further details available:	Spatial Planning team on 01225 713429 or email: spatialplanningpolicy@wiltshire.gov.uk

The Wiltshire Core Strategy, which provides the planning policy framework for Wiltshire, recently underwent discussion at a public examination conducted by an independent Planning Inspector.

Following the examination hearing sessions the council has published a Schedule of Proposed Modifications (August 2013) containing 'main' and 'minor' changes to the Core Strategy to give all interested parties the opportunity to comment before the Inspector completes his report.

The consultation will take place for a six week period from **Tuesday 27 August to Wednesday 9 October 2013 inclusive**.

The council has produced an update to the Sustainability Appraisal (SA) and Habitats Regulation Assessment (HRA) based on the Schedule of Proposed Modifications. Comments can also be made on these updates.

The Inspector has also requested that the council invites comments on the implications that the two recent ministerial statements relating to wind farm development, and the recently published national planning practice guidance for renewable energy may have on the Wiltshire Core Strategy.

Details of where you can view the Core Strategy, Schedule of Proposed Modifications and associated documents (including the SA update, HRA update, ministerial statements and planning practice guidance document) will be available on the Wiltshire Council website from 27 August 2013: [Core Strategy](#)

Alternatively, copies of the documents will be available to view at the main council offices (see below) and at all libraries across Wiltshire during normal opening hours:

Wiltshire Council County Hall Trowbridge BA14 8JD	Wiltshire Council 27/29 Milford Street Salisbury SP1 2AP
Wiltshire Council Monkton Park Chippenham SN15 1ER	Wiltshire Council 3-5 Snuff Street Devizes SN10 1FG

Subject:	Pest Control Update
Officer Contact Details:	Claire Francis - Public Protection Manager Telephone: 01249 706309 E-mail: claire.francis@wiltshire.gov.uk

Wiltshire Council's Pest Control team are pleased to be able to visit the area board meetings to offer advice on the services available to the general public, local businesses and parish and town councils. The pest control team covers the whole of Wiltshire with all officers fully trained to deal with a wide variety of public health pests.

A recent study by the Chartered Institute of Environmental Health¹ asking residents their views on pest control found that 85% of those questioned believe that their pest control department is an important part of public health protection in their area.

The pest control team provides treatments for rats, mice, wasps, fleas, bedbugs, clusterflies, carpet moths, squirrels, and cockroaches. In order to ensure the service is accessible to all the community discounts of up to 50% are offered for certain means tested benefits.

To give you an idea of the number of pests we deal with during the winter of 2012/13 we treated just fewer than 1000 rodent problems and in August 2013 we treated 514 wasp nests affecting homes and businesses in Wiltshire.

Pest control officers work closely with Environmental Health Officers often identifying vulnerable residents who may require further assistance and referring the customer to other services.

If you or someone in your community has a pest problem advice and information can be found on the web pages [/www.wiltshire.gov.uk/communityandliving/publicprotection/pestcontrol](http://www.wiltshire.gov.uk/communityandliving/publicprotection/pestcontrol). We can be contacted via our on-line [pest control enquiry form](#) or through the Council's 0300 4560100 telephone number.

¹ <http://cieh.org/WorkArea/linkit.aspx?LinkIdentifier=id&ItemID=46952>

WILTSHIRE COUNCIL

ITEM 9

SOUTHERN WILTSHIRE AREA BOARD
1 August 2013

Your Local Issues

Purpose of the Report

To update the board on the issues **in progress** since the last meeting in August 2013.

Southern Wiltshire Area Board - Issues in progress

*GA – Graham Axtell

ID	Category	Parish	Summary of Issue	Status
3057	Highways	Pitton	Silted up ditches along the Pitton/Winterslow road	GA to discuss with Danny Everett. GA to report back.
3055	Highways	Pitton	Inconsiderate school parking on the roads around Pitton	Parish in liaison with Rural Management officer for use of small piece of land at Above Hedges. Possibly CATG project if funding is required.
3054	Highways	Landford	Speeding on New Road, Landford	Metrocount requested. Awaiting results.
3044	Highways	Laverstock & Ford	Pedestrian Danger at Old Sarum, Portway Rd	CATG Approved. SH working on scheme
2940	Rights of Way	Laverstock & Ford	Very muddy footpath - Mediaeval Bridge to Milford House	On CATG list for 7 October
2825	Highways	Alderbury	30MPH signs needed at Whaddon end of Village	Needs further investigation. Tom in liason with PC
2779	Highways	Coombe Bissett	Speed limit reduction C12, Coombe Bissett to Homington	Pending 20mph consultation. On CATG list.
2773	Car Parking	Redlynch	Parking at Apple Tree Road	CATG 7 October – SH visited site and is developing a solution to present to meeting.

2770	Highways	Redlynch	Blocked road drains St Birinus Church, MorgansVale	GA contacting landowner for hedge clearance before ditch can be dug.
2760	Highways	Redlynch	Ditch alongside Vicarage Road, Redlynch is blocked	Ditches to be cleared.
2754	Highways	Laverstock & Ford	Flooding regularly takes place in Milford Mill Road	GA to get an update from Danny Everett Danny needs consent from EA to alter outfall into the River Bourne. To update on programme when permission received from EA.
2746	Highways	Alderbury	Condition of roads in Alderbury	Awaiting major maintenance programme. GA to update.
2740	Highways	Alderbury	Old Road, Alderbury, road subsiding	Awaiting major maintenance programme. GA to update.
2735	Highways	Landford	Stock Lane permanently under water.	Drainage officer met with the Parish Council and has agreed action points. GA confirmed that part done. Awaiting permission from farmer to dig a ditch.
2690	Highways	Landford	Dilapidated roads and pavements in Beech Grange, Landford	Weeding done, but for surfacing it is a major maintenance issue therefore awaiting update.
2687	Highways	Whiteparish	Destruction of verges and gullies on Miles Lane	GA waiting for availability of masonry gang to carry out works to the drainage and verge at junction of A27. They will also give the ditches a clean through at the same time.
2681	Highways	Laverstock & Ford	Speed limit reduction on Roman Road, Ford 60mph-40mph	On CATG list 7 October.
2259	Highways	Pitton & Farley	Road subsidence on narrow bend Church Road, Farley	GA confirmed that patching will be done on this stretch.

2182	Highways	Redlynch	Poor road surface in School Road, Nomansland	GA confirmed that this will be surfaced in the coming months. GA to confirm on 8 th October.
1992	Highways	Landford	HGVs in Landford	The CATG/Area Board has written to the Highways Agency about the A36/Glebe Lane junction and Police about weight limit enforcement.
1905	Highways	Laverstock & Ford	School traffic in Laverstock	On CATG list

Updates for the above issues:

Full details on the issues are available online here:

www.wiltshire.gov.uk/southernwiltshireareaboard

You then click on **issue tracking**. If you would like to be sent hard copies of the issues and updates contact Tom Bray on tom.bray@wiltshire.gov.uk or 01722 434252.

Reporting an issue:

To report an issue go to www.wiltshire.gov.uk/southernwiltshireareaboard and click on "report an issue in your community now".

Report Author: Tom Bray – Community Area Manager, Tel No: 01722 434252 E-Mail: tom.bray@wiltshire.gov.uk

WILTSHIRE COUNCIL

ITEM 10

**SOUTHERN WILTSHIRE AREA BOARD
(3 October 2013)**

An update on the Southern Wiltshire Area Board Themes for 2013/14

Young Development Projects: Working in clusters

At the last meeting we explained how we wanted to proceed with our theme of bringing villages together in 6 clusters to develop and improve activities for young people across the Community Area. We would like to develop a way of working through our Youth Development Coordinator, Tony Nye, to try to improve leisure and developmental opportunities available to the young people in our Community Area.

To kick this off we have scheduled 6 meetings in each of the clusters to discuss how we can take this forward. We will be involving as many key people with an interest in young people from the clusters as possible. The goal is to scope what is on offer and what projects could be initiated in order to improve the offer for young people.

The main objectives of the first meeting are to:

1. Identify existing activities for young people within each cluster.
2. Discuss new ideas and initiatives that clusters would like to pursue, eg. Intergenerational work.
3. Where there is no youth club within the cluster, discuss the feasibility of getting one off the ground that is voluntary-led with support from the youth service.
4. Engagement with voluntary sector partners (youth clubs, scouts, sports clubs, parish councils etc) to avoid duplication and maximize the effect of the available resources within each cluster.
5. Look at developing a joined up approach to organizing transport within and between clusters.

These meetings are open to anyone interested in developing local activities and projects in the cluster and people from existing clubs in the area.

Area Board funding is available to support both revenue and capital projects.

Cluster meetings:

	Villages	Proposed meeting date to discuss ideas/projects
1	Laverstock, Ford & Old Sarum	Tuesday 8 th October 2013, 7pm – 9pm, River Bourne Community farm
2	Alderbury, Whaddon, West Grimstead, Clarendon	Monday 21 st October 2013, 7pm – 9pm, Alderbury Village Hall
3	Coombe Bissett, Homington, Britford, Odstock, Nunton & Bodenham	Thursday 10 th October 2013, 7pm – 9pm, Britford Village Hall

4	Downton, Charlton All Saints, Redlynch, Lover, Morgan's Vale & Woodfalls	Tuesday 22 nd October 2013, 7pm – 9pm, Morgan's Vale & Woodfalls Village Hall
5	Firsdawn, Winterslow (M,E,W), Lopcombe Corner, Pitton, Farley, East Grimstead, West Dean	Monday 18th November 2013, 7pm – 9pm Venue TBC
6	Whiteparish, Landford, Nomansland	Thursday 24 th October 2013, 7pm – 9pm, Nomansland Reading Room

These meetings require the hiring of local venues therefore the Area Board is asked to cover the costs of around £200 - 300.

Tony Nye's Report to Southern Wiltshire Community Area Board – 3rd October 2013

As you are hopefully aware, we are moving forward with our work to develop youth work provision in village clusters and there are meetings in each of the proposed clusters over the next few weeks to begin the detailed work of identifying what is already happening for young people and what each village cluster would like to achieve.

Since returning from secondment, I have not wanted to develop the weekly provision until I know what the village clusters have wanted, and so have simply maintained the provision which was running whilst I was away. This provision has included -

Weekly on a Wednesday evening – Delivery in Old Sarum – This takes place in the Old Sarum Community Room. The numbers had rather dwindled in this group and were down to 2 a session. However, I'm happy to report that we have had a few faces reappear and some young people who are now old enough have also joined the group which means at my last session with the group, we had 10 young people.

Weekly on a Thursday evening – Delivery in Downton – This had become street work. Since my return, we have not had any contact with young people. Normally in this situation, I would try and make contact with young people (through the local school for example) to find out why we are not seeing young people and adapt the provision based on their feedback. However, given that we are looking at developing work in partnership with local clusters, I didn't want to create something which didn't fit with the plan for the village cluster and so I have simply stopped the street work for now and am saving up those staffing hours for when we know what the cluster wants.

Weekly delivery on a Friday evening – Delivery in Winterslow in partnership with the Winterslow Youth Zone (term time only) – This takes place in The Pavilion at Barry's Field and we work in partnership with the voluntary youth group as it made sense to both of us to work together. This club continues to see about 30 young people each Friday night and I believe is a really good example of what is achievable both in terms of a community wanting to support its young people and also in terms of how the Youth Service can support this.

The other pieces of provision which I have spent time on include -

Youth Advisory Group (YAG) – The current focus of this work is to support young people's involvement in the village cluster developments.

Leisure Credits – The summer work programme ran on 8 days over the summer with sessions in Alderbury, Downton, Hazel Hill Wood, Landford, Langley Wood, Laverstock and Winterslow (if your part of the community area is not in this list, please don't hesitate to contact me to discuss possible work sessions in your patch). 23 different young people took part in the scheme and most took part in at least 2 work sessions. We have already run a reward trip to Basingstoke Leisure Park and have trips to Thorpe Park, Tree Runners and Splashdown happening in the coming weeks.

National Citizenship Service (NCS) – This was run across our locality (Mere, Tisbury, Wilton and Southern Wiltshire). This programme is externally funded and runs over the summer holiday. It gives young people aged 16 a chance to gain a range of qualifications and take part in social action projects. The main staff for this programme were youth workers from Mere and Tisbury and I delivered the Young Leader training to the group. 2 young people from our community area took part.

Recommendation:

1. That the Area Board sets aside £300 for the initial cluster meeting.

Report Author: Tom Bray – Community Area Manager
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E-Mail: tom.bray@wiltshire.gov.uk

SOUTHERN WILTSHIRE AREA BOARD
(3 October 2013)

Footpath Project

A call for volunteers!

We are fortunate to now have 4 committed volunteers working to coordinate activities in the area.

There are various ways that volunteers can get involved, from being part of the coordinating group to turning out to install a kissing gate or contributing to the walks guide.

If you are interested, or know someone who might be, please get in touch.

The purpose of this report is to set out the 3 strands of work that the project now covers, following on from last year.

1. Kissing gates

The coordinators have set up a schedule, working with the Rights of Way team, to work through the remaining kissing gates. They plan to hold an activity day on the first Monday of every month. Here is the schedule for the coming months, and also recent sessions:

- 5 August 2013 – Downton (completed 2 gates)
- 2 September 2013 – Coombe Bissett (Completed 2 gates)
- **7 October 2013 – Whiteparish**
- **4 November 2013 – Winterslow**
- **2 December 2013 - TBC**

Keep an eye on the website www.southernwiltshirewalks.weebly.com for the future dates. ***If you are interested in coming just let us know via the contact form on the site or email me.***

2. Walks Guide

Working with the volunteers, we have decided to slightly alter the format for the guide.

Instead of focusing on walks in every parish we thought it might be more engaging to set the guide around local sites of interest, historical, environmental etc.

We came up with the list below, but there could be more sites and there could be some that could come off for whatever reason. The idea is that there are so many places of interest in our area that we wanted to highlight this to encourage families to enjoy the countryside. Once they had visited a location we will give them more information on longer walks. The rationale for moving away from a specific walks guide aimed at a more experienced walker was that this market seems to be filled by guides that already exist and more experienced walkers plan their walks using their own OS maps. Using a point of interest to engage less

experienced walkers would have the benefit of encouraging people to recognise the interesting places on their doorstep and enjoy their local countryside.

Three volunteers have begun to do research on the locations below using a template. Once we have completed templates we will get together to jointly edit the work. We will then engage a design and print firm to deliver the copies. The mode of distribution and sales is to be discussed further between the group.

We welcome feedback on the sites below and if you would like to play a part in putting this information together please do get in touch.

- Pepperbox <http://www.nationaltrust.org.uk/pepperbox-hill/>
- Moot <http://www.downtonmoot.co.uk/>
- Clarendon Palace <http://www3.hants.gov.uk/longdistance/clarendon-way.htm> & <http://www.youtube.com/watch?v=er5hW8SQKLQ>
- Langley Wood (fire flies, black lane) <http://www.naturalengland.org.uk/ourwork/conservation/designations/nnr/1007093.aspx>
- Bentley Wood http://www.pittonandfarley.co.uk/wordpress/wp-content/uploads/2012/10/Programme_spring_summer_2013-1.pdf
- Walks into New Forest
- Standlynch Weir <http://www.geograph.org.uk/photo/3262899>
- Clearbury Ring <http://www.megalithic.co.uk/article.php?sid=11555>
- Figsbury Ring <http://www.nationaltrust.org.uk/figsbury-ring/>
- Roche Court <http://sculpture.uk.com/visit/>
- Ebble Walk (Coombe Bissett to Stratford Tony) <https://maps.google.co.uk/maps?q=coombe+bissett&ie=UTF-8&hq=&hnear=0x4873ea9397243269:0x8b8afa3e3834bdeb,Coombe+Bissett,+Wilts&hl=en&gl=uk&ei=VkGeUJLUlqKg0wWX3oHADg&ved=0CJkBELYD>
- Silver Street/Tunnel Hill, Alderbury
- Britford Church
- Farley Church & Almshouses <http://www.britishlistedbuildings.co.uk/en-320017-the-almshouses-also-known-as-fox-s-hospit>
- River Bourne Community Farm <http://www.riverbournecommunityfarm.org.uk/>

3. Linking footpaths

Following on from last year's focus on footpaths residents have identified improving footpath links between villages as a priority. To show that it is possible, over the last 2 years the Whaddon to Grimstead path has now almost been achieved with a combination of parish funding and money from the CATG.

The volunteers have started to debate how we take this strand forward. Although this theme originated as an idea to clear and improve links between parish boundaries, as these are more likely to be overlooked, it has evolved to look at prioritising the most practical links, which could be within villages too. For example, improving footpaths within villages that link a part of the village to the school.

In order to take this forward we would like to identify 2 routes that can be improved or created this year. **If you know of a project that would benefit your community please let us know by 31 October 2013.**

Report Author: Tom Bray – Community Area Manager
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WILTSHIRE COUNCIL

ITEM 12

**SOUTHERN WILTSHIRE AREA BOARD
(3 October 2013)**

Community Area Transport Group (CATG) Update

Purpose of the Report

To update on the CATG schemes for 2013/14.

We have a meeting on 7 October 2013 starting at 6.15 (for 6.30 start) at Bourne Hill. Please come along to support you local projects.

Southern Wiltshire Area Board – Prioritised CATG schemes

Parish	Project	Funding	Update
Coombe Bissett & Homington	Road safety improvements through Homington (part 2 of project, part 1 completed last year through CATG funding)	CATG - £3510 PC - £390	Project forwarded to Balfour for implementation. Date of commencement to be confirmed.
Whiteparish	'Pseudo footpath' linking the car park at the surgery to the school.	CATG - £1000	Discussion with Balfour required to determine whether road closure is necessary and then construction package to be produced. Additional costs for signs may not be required at this stage as there are already signs warning of pedestrians in carriageway.
Landford	Wooden finger post replacement in Landford.	CATG - £550 PC - £770	Highways will transfer the money to the parish council
Alderbury and Downton	Bus Shelter refurbishment in Alderbury & Downton subject to the Parish Council's taking ownership of the assets	CATG - £2000	Parish Councils are in liaison to get a joint quote. Highways to pay the invoice.
Laverstock & Ford	Pedestrian Danger at Old Sarum, Portway Rd onto Green Lane Junction. To install small section of footway to join the 2 paths.	CATG - £2500	Cost of land survey and location of public utilities being determined to establish design cost estimate.

Total CATG funding allocated	£9560		
Total parish contributions	£1160		
Total CATG funding available for 2013/14	£22,676		
Total amount left if above approved	£13116		

Projects on the list for discussion at 7 October CATG meeting

Parish	Issue	Update
Redlynch	Parking problems on Apple Tree Road. Possible solution – bollards on side of the road	SH met PC and residents on site and now looking at possible solutions and costings.
Redlynch	Moor Lane junction.	SH met PC on site and now looking at possible solutions and costings.
Laverstock & Ford	Following the Broken Cross bridge closure, it was considered a success to have the build outs along Roman road to reduce speeding traffic, to be placed exactly where the temporary builds were. At least two are required.	Costs will be £1100 for two weeks, £1600 for 4 weeks.
Winterslow	Fingerposts- As per Mark Stansby at W.C Pincroft (northern End) Add Lopcombe Corner Replace Tytherley with West Tytherley Remove East Winterslow (The sign in located within East Winterslow) Pincroft (southern end) Add Porton Replace Middle Winterslow with Middle and West Winterslow Kings Corner Replace East Grimstead with The Grimsteads	Mark Stansby confirms that the total cost for the work is £443.24 – no vat.
Downton	The high volume of traffic, especially commercial vehicles, using Barford Lane/Witherington Road. AND The lack of warning signs for bends and for speed reduction on Barford Lane/Witherington Road.	Review speed limit review and get update from SH
Laverstock & Ford	Footpath linking Mediaeval Bridge to Milford House Nursing Home, flooded, muddy and in need of improved surface to aid access.	Update at CATG
Grimstead	Gateway at Alderbury end of village	SH visited site with PC. Update

	where 30mph signs are & 'slow' on road at repeater sign just before the play park entrance.	at next CATG.
Pitton & Farley	Inconsiderate school parking on the roads around Pitton	Farm Estates Officer looking at viability of using a piece of field at the end of Upper Hedges. CATG will be potentially asked to fund this project.
Whiteparish	<p>Signage for the new village hall.</p> <ul style="list-style-type: none"> • Attach 1 additional double sided finger to the fingerpost at the junction of Romsey Road and Common Road. • Remove redundant advance direction sign situated on Common Road, opposite to the entrance of the Surgery. • Provide new direction signs to indicate "Memorial Centre" and "Surgery", positioned opposite to the Surgery / village hall entrance. <p>This work is likely to cost in the region of £300.</p>	Update at CATG

Further issue that the CATG has considered so far this year

Alderbury	30MPH signs needed at Whaddon end of Village	<p>Street lights define 30mph speed limit as per highway code. Introduction of speed limit repeaters would invalidate the speed limit and render it unenforceable.</p> <p>Action: PC asked to keep this issue on the list and request a metrocount to pursue the issue. TB to request metrocount. PC to provide exact location where speed is perceived to be at its highest.</p> <p>Update: Tom in liaison with PC</p>
Laverstock & Ford	Speed limit reduction on Roman Road,	The speed limits on Roman Road will be assessed as part of

	Ford 60mph-40mph	<p>the C Class and Unclassified Speed Limit Review. However, given the number of such routes in the County this will be a long and laborious process taking a number of years to complete. In financial year 2013/14 the CATG will be asked to prioritise routes for review in the forthcoming financial year. The CATG may wish to consider Roman Road in Ford as a route for early review.</p> <p>Action: Update at next CATG</p> <p>Update: CATG can decide if it would like to prioritise this route for a Speed Limit Review.</p>
Whiteparish	Speeding in 30mph zones in Whiteparish Village.	<p>The Parish Council are going to look into setting up a Community Speed Watch scheme.</p> <p>Action: PC to pursue CSW.</p>
Landford	HGVs in Landford (Glebe Lane)	<p>Glebe Lane one-way order could be progressed. Enforcement however would be an issue and would need the support of the Police. TRO would need to be promoted and appropriate signing erected. HA would need to approve schemes as advance signing would be required on A36. Cost likely to be in region of £10,000.</p> <p>Alterations to the bell mouth would also be a potential solution but would be very expensive.</p> <p>Action: CATG/Area Board to write to Police (re. enforcement) and Highways Agency (re. signage and layout of junction).</p> <p>Update: Tom had done this, awaiting repose from HA</p>
Laverstock & Ford	Partridge Way bus stop where P&R bus stop waits causes obstruction and queues: http://goo.gl/8xWpD	<p>An engineering solution was not clear. Therefore the CATG agreed to write to Passenger Transport to encourage the changeover of driver to take place at a different location.</p> <p>Action: CATG to write to Passenger Transport.</p>

		<p>Update: A new arrangement will be put in place for changing over drivers in October 2013 which should alleviate this issue.</p>
Grimstead	Footway at West Grimstead to join new footway at Whaddon to West Grimstead	<p>Grimstead PC will put in £4500, PIG Scheme will contribute £3650 and Alderbury PC (R2) have funds to allocate to ensure the project can be achieved.</p> <p>Action: CATG not required to fund. Grimstead & Alderbury PC to liaise.</p>
Laverstock & Ford	School traffic problems in Laverstock	<p>Autecnique site in receivership. Path dependent on this. Receivers won't do any land deals as the price they feel they can get for the land would be significantly reduced, or the attractiveness of the site would be compromised if they were to sell part of it. On hold pending planning application coming forward.</p> <p>Action: Keep on list for updates.</p>
Various with particular request from Alderbury	Bus shelters in general Alderbury PC have a proposal with quotes to look at.	<p>The CATG decided that a report be taken to the Area Board meeting on 1st August to look for a cross parish solution.</p> <p>Action: TB to ask PCs if they would like to participate. Report to go to Area Board on 1 August.</p> <p>Update: See above approved project.</p>
Laverstock & Ford/Salisbury	Old Sarum Ancient Monument road junction with Old Castle Road SP1 3SD	<p>Site mainly in Salisbury. This was on collision cluster site list but has recently fallen off the list. The road was reviewed as part of the A&B class review. There are no plans to extend 30mph speed limit as it does not meet DfT frontage development criteria. It is proposed to raise the existing 40mph speed limit to 50mph in light of DfT guidance on setting speed limits.</p> <p>Accidents - 6 collisions in last 6 years although they do not correlate, thus difficult to treat. As a low cost interim measure some vegetation clearance could be undertaken. Suggestion is to</p>

		<p>monitor.</p> <p>Action: Discuss issue with Salisbury CATG.</p> <p>Update: Laverstock & Ford rep took this to the Salisbury CATG. To0m to request update.</p>
Laverstock & Ford	Dangerous parking, speeding, poor signage on Sherbourne Drive	<p>Not yet fully adopted. Issue for developer/residents to address. Not a CATG issue for this year.</p> <p>Action: Not for CATG. Take off list</p>
Downton	Bus Shelter opp. Bull pub in terrible state	<p>Done under Local Sustainable Transport Fund as there was a focus on the A338. Take off the list.</p> <p>Action: Done. Take off list.</p>
Downton	Disabled parking bay remarking at Co Op Downton	<p>Disabled bay is correct width as defined by the tegular blocks. Access aisles need to be defined more clearly and Graham Axtell has arranged for hatching to be painted to achieve this.</p> <p>Action: To be completed by maintenance team.</p>
West Dean	Parking around Dean railway station	<p>Potential project via the Local Sustainable Transport Fund. Officer will be in touch with PC & stakeholders.</p> <p>Action: Not CATG issue.</p>
Firsdow	Increasing traffic on BOAT in Firsdow	<p>PC pursuing Community Asset Transfer and will liaise with Richard Broadhead about traffic on BOAT.</p> <p>Action: Not for CATG. Take off list</p>
Whiteparish	Doves Lane proposal to provide continuation of existing bridleway to complete the route from A27 to Clay Street	<p>There is a local 'tasking group' looking at this and potential solutions have been considered with a potential bid to Paths4Communities for funding.</p> <p>Action: Not for CATG. Take off list</p>

Report Author: Tom Bray – Community Area Manager
Tel No: 01722 434252, E-Mail: tom.bray@wiltshire.gov.uk

Report to	Southern Wiltshire
Date of Meeting	03/10/2013
Title of Report	Community Area Grants

1. Purpose of the report:

To ask Councillors to consider the following applications seeking funding from the Area Board.

Application	Grant Amount	Recommendation
Applicant: Friends of Clarendon Palace Project Title: Clarendon Palace Lives	£450	Approve
Applicant: Winterslow Village Hall Project Title: Upgrade of Chairs	£2187	Approve
Applicant: West Dean Village Hall Committee Project Title: West Dean Village Hall New Kitchen	£5000	Approve
Total amount requested at this meeting	£7637	
Nomansland Sports Association returned £5000		
Total amount allocated so far	£12,204	Available if approved
Capital funding available 2013/14	£45,274	£25,427
Revenue funding available 2013/14	£12,199	£12,199
Total funding available for the year 2013/14	£57,473	£37,626

2. Main Considerations

Councillors will need to be satisfied that grants awarded in the 2013/14 year are made to projects that can realistically proceed within a year of the award being made.

Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Adult Care, Communities and Housing (5 April 2013). Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance 2013/2014.

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.

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.

3. The applications

Applicant: Friends of Clarendon Palace Project Title: Clarendon Palace Lives	Amount £450	Approve
<p>This application meets grant criteria 2012/13.</p> <p>To mark the 850th anniversary of the Constitutions of Clarendon which took place at Clarendon Palace in 1164 the group would like to produce a small mobile exhibition to take to the villages impacted by the presence of the Palace e.g. Alderbury, Pitton, Laverstock etc. This would show how each village became involved by producing materials and workmen for the Palace, both during its building and its running. The grant would provide money for the cost of display boards.</p> <p>The group are funding £50 towards the project.</p> <p>Clarendon Palace is a place of significant historical interest in the area and this project would help to convey this to the local area. The Area Board supports heritage projects in the area and is recommended to support this project.</p>		
Applicant: Winterslow Village Hall Project Title: Upgrade of Chairs	Amount £2,187	Approve
<p>This application meets grant criteria 2012/13.</p> <p>The present Village Hall chairs are now 20 years old and are in need of replacing as they are very uncomfortable and noisy. As part of ongoing projects to upgrade the village hall, which is now 20 years old, the Hall Users Committee voted unanimously that replacing the chairs should be the top priority. These chairs will be used daily by those many residents of our community who use the hall.</p> <p>Matched funding will come from £1588 of local fundraising and £600 from the parish council.</p> <p>The Area Board supports upgrades to community facilities and therefore is recommended to approve this project.</p>		
Applicant: West Dean Village Hall Committee Project Title: West Dean Village Hall New Kitchen	Amount: £5000	Approve
<p>This application meets grant criteria 2012/13.</p> <p>The project is to refurbish and modernise the obsolete kitchen in the West Dean Village Hall. The kitchen was installed in 1960's but, after 50 years of service, it is now obsolete and struggles to meet modern standards of hygiene. All village events are held at the hall and the kitchen is very well used.</p> <p>The total project cost is £12,503. Matched funding of £7,503 comes from the village hall's reserves, the parish council, the village fete and in-kind support.</p> <p>The Area Board supports upgrades to community facilities and therefore is</p>		

recommended to approve this project.

Here is a breakdown of all the grants we funding last year

Project	Applicant	Progress
Shed refurbishment	Nomansland Cricket Club	Completed
Heavy duty tent	Laverstock Jubilee	Completed
Leisure Credits	Youth Advisory Group	Completed
Reinstatement of riverbanks	Odstock Parish Council	Completed
New Kitchen Project	Winterslow Village Hall	Completed
Kissing gates	Centrewire via Rights of Way	Ongoing
Hearing loop system	Downton Memorial Hall	Completed
Kitchen refurbishment	Whiteparish Memorial Trust	Ongoing
Improve play space	West Dean Playground	Completed
Floodlights	Downton Tennis Club	Completed
Table tennis table	Winterslow Youth Zone	Completed
Creativity scheme Old Sarum	5 X 5 X 5 Creativity	Completed

Grant Applications for Southern Wiltshire on 03/10/2013

ID	Grant Type	Project Title	Applicant	Amount Required
219	Community Area Grant	Clarendon Palace Lives	Friends of Clarendon Palace	£450
246	Community Area Grant	Winterslow Village Hall - Upgrade of Chairs	Winterslow Village Hall	£2187
269	Community Area Grant	West Dean Village Hall New Kitchen	West Dean Village Hall Committee	£5000

ID	Grant Type	Project Title	Applicant	Amount Required
219	Community Area Grant	Clarendon Palace Lives	Friends of Clarendon Palace	£450.00

Submitted: 05/08/2013 16:45:09

ID: 219

Current Status: Application Appraisal

To be considered at this meeting:

03/10/2013 Southern Wiltshire

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

5. Project title?

Clarendon Palace Lives

6. Project summary:

To mark the 850th anniversary of the Constitutions of Clarendon which took place at Clarendon Palace in 1164 we would like to produce a small mobile exhibition to take to the villages impacted by the presence of the Palace e.g. Alderbury, Pitton, Laverstock etc. This would show how each village became involved by producing materials and workmen for the Palace, both during its building and its running. The grant would provide money for the cost of display boards. We would be using venues like parish centres to leave the display for several days.

7. Which Area Board are you applying to?

Southern Wiltshire

Electoral Division

Winterslow

8. What is the Post Code of where the project is taking place?

SP1 2EN

9. Please tell us which theme(s) your project supports:

Countryside, environment and nature

Festivals, pageants, fetes and fayres

Heritage, history and architecture

If Other (please specify)

10. Finance:**10a. Your Organisation's Finance:****Your latest accounts:****Total Income:**

£

Total Expenditure:

£

Surplus/Deficit for the year:

£

Free reserves currently held:**(money not committed to other projects/operating costs)**

£

Why can't you fund this project from your reserves:

We are a small community group and do not have annual accounts or it is our first year: yes

10b. Project Finance:

Total Project cost		£500.00		
Total required from Area Board		£450.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Exhibition Stand	400	Own funds		50
Exhibition material	100			
Total	£500			£50

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

No

12. If so, which Area Boards?

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

Anyone within the community, school children to discover the role their own local community played in an important national event; reminiscence therapy for older community member who may remember or even still have craft skills handed down over the centuries. A feeling of ownership for their local heritage.

14. How will you monitor this?

Either questionnaires, interviews, visit to the local schools, local history groups etc.

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

This will only run during 2014.

16. Is there anything else you think we should know about the project?

Stand alone

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

And finally...

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

246	Community Area Grant	Winterslow Village Hall - Upgrade of Chairs	Winterslow Village Hall	£2,187
<p>Submitted: 31/08/2013 19:11:49</p> <p>ID: 246</p> <p>Current Status: Application Appraisal</p> <p>To be considered at this meeting: 03/10/2013 Southern Wiltshire</p> <p>1. Which type of grant are you applying for? Community Area Grant</p> <p>2. Amount of funding required? £501 - £5000</p> <p>3. Are you applying on behalf of a Parish Council? No</p> <p>4. If yes, please state why this project cannot be funded from the Parish Precept</p> <p>5. Project title? Winterslow Village Hall - Upgrade of Chairs</p> <p>6. Project summary: The present Village Hall chairs are now 20 years old and are showing their age and must be the most uncomfortable chairs in Wiltshire! As part of our ongoing projects to upgrade the Village Hall (20 years since it was built!) the Hall Users Committee voted unanimously that replacing the chairs should be our No 1 Priority. The total cost for the 100 chairs plus storage trolley we want to replace is £4,375. These chairs will be used daily by those many residents of our community who use the Village Hall.</p> <p>7. Which Area Board are you applying to? Southern Wiltshire</p> <p>Electoral Division Winterslow</p> <p>8. What is the Post Code of where the project is taking place? SP5 1PQ</p> <p>9. Please tell us which theme(s) your project supports: Children & Young People Arts, crafts and culture Festivals, pageants, fetes and fayres Health, lifestyle and wellbeing Inclusion, diversity and community spirit</p> <p>If Other (please specify)</p>				

Attending meetings of the Southern Area Board.

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

07/2012

Total Income:

£19051

Total Expenditure:

£22650

Surplus/Deficit for the year:

£2094

Free reserves currently held:

(money not committed to other projects/operating costs)

£14819

Why can't you fund this project from your reserves:

Our reserves Policy requires us to aim to maintain reserves to cover one year of expenditure in order to cover possible serious damage to the Hall.

We are a small community group and do not have annual accounts or it is our first year:

10b. Project Finance:

Total Project cost		£4,375		
Total required from Area Board		£2,187		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
New Chairs and storage Trolley	4375	Parish Council Grant	yes	600
		Fund Raising	yes	1588
Total	£4375			£2188

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

No

12. If so, which Area Boards?

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

The Village Hall is extensively used by the local community for a huge range of activities including drama productions, film nights, lectures, daily drop-in coffee shop, sports activities, wedding receptions and other parties. The existing chairs are now 20 years old and very uncomfortable, particularly for our elderly users of the Hall. New chairs will make a huge difference to the comfort of all those who use the hall from our community.

14. How will you monitor this?

Feedback from our users of the hall

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

This project will only go ahead if we receive the necessary funding.

16. Is there anything else you think we should know about the project?

No other project is involved.

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

yes I will make available on request evidence of ownership of buildings/land

And finally...

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

269	Community Area Grant	West Dean Village Hall New Kitchen	West Dean Village Hall Committee	£5000.00
<p>Submitted: 11/09/2013 16:23:34</p> <p>ID: 269</p> <p>Current Status: Application Appraisal</p> <p>To be considered at this meeting: 03/10/2013 Southern Wiltshire</p> <p>1. Which type of grant are you applying for? Community Area Grant</p> <p>2. Amount of funding required? £501 - £5000</p> <p>3. Are you applying on behalf of a Parish Council? No</p> <p>4. If yes, please state why this project cannot be funded from the Parish Precept</p> <p>5. Project title? West Dean Village Hall New Kitchen</p> <p>6. Project summary: Refurbishment and modernisation of the obsolete kitchen in our Village Hall. Kitchen was installed in 1960's but, after 50 years of service, is now obsolete and struggles to meet modern standards of hygiene. All village (and some church) events are held at the hall; most need some form of catering.</p> <p>7. Which Area Board are you applying to? Southern Wiltshire</p> <p>Electoral Division Winterslow</p> <p>8. What is the Post Code of where the project is taking place? SP5 1JF</p> <p>9. Please tell us which theme(s) your project supports: Children & Young People Festivals, pageants, fetes and fayres Food, farming and local markets Health, lifestyle and wellbeing Inclusion, diversity and community spirit Sport, play and recreation</p> <p>If Other (please specify)</p>				

10. Finance:**10a. Your Organisation's Finance:****Your latest accounts:**

12/2012

Total Income:

£5477.13

Total Expenditure:

£2847.51

Surplus/Deficit for the year:

£2629.62

Free reserves currently held:**(money not committed to other projects/operating costs)**

£9298.65

Why can't you fund this project from your reserves:

We have allocated £4,000 from our funds towards the kitchen leaving £5,298.65, earmarked for urgent, major expenditure this year, particularly roof repairs and the legacy of neglected maintenance.

We are a small community group and do not have annual accounts or it is our first year:

10b. Project Finance:

Total Project cost		£12503.00		
Total required from Area Board		£5000.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Wickes Kitchen	4230.00	Own reserves	yes	4000.00
Installation Costs	2117.00	Parish Council	yes	1000.00
Dishwasher	2280	Contribution from fete	yes	2,200.00
Water softener	95.00	In kind	yes	300.00
Flooring	1,631.00			
Painting and Decoration	1000.00			
Tiling	850.00			
Repairing plaster work	300.00			

Total	£12503		£7500
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11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

Southern Wiltshire

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

The majority of households in the village will benefit because the village hall serves all age groups from mothers and toddlers through to O.A.P lunches. West Dean is an active friendly village so our hall is put to good use. It is the only place where all can meet and socialise. Our events almost always involve a degree of catering (80 +) and our old kitchen makes this difficult - no dishwasher; temperamental hot water heater make washing up challenging for the volunteers on whom events depend. The committee is losing private bookings from the local community (weddings/funerals/birthday parties etc) as people prefer to hire a venue with a modern, hygienic kitchen.

14. How will you monitor this?

The community will conduct a survey through our village website, 'Friends of West Dean', encouraging feedback from the users of the hall and other village residents.

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

Fund raising events and revenue from lettings

16. Is there anything else you think we should know about the project?

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health &

Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

yes I will make available on request evidence of ownership of buildings/land

And finally...

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