

## AGENDA

**Meeting:** WESTBURY AREA BOARD  
**Place:** Heywood & Hawkridge Village Hall, Church Road, Heywood, Westbury,  
Wiltshire, BA13 4LP  
**Date:** Thursday 7 August 2014  
**Time:** 7.00 pm

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

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

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

Refreshments and networking opportunities will be available from 6:30pm.  
**There will also be a chance to see information stands highlighting the work of recycling officers and health trainers.**

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Please direct any enquiries on this Agenda to Roger Bishton (Democratic Services Officer), on 01225 713 035 or email [roger.bishton@wiltshire.gov.uk](mailto:roger.bishton@wiltshire.gov.uk)  
Or Sally Hendry (Westbury Community Area Manager), Tel: 01225 718627 or email [sally.hendry@wiltshire.gov.uk](mailto:sally.hendry@wiltshire.gov.uk)

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

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

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### Wiltshire Councillors

Cllr Russell Hawker	Westbury West	01373 822275	<a href="mailto:russell.hawker@wiltshire.gov.uk">russell.hawker@wiltshire.gov.uk</a>
Cllr David Jenkins (Chairman)	Westbury North	01373 823605 07941 201637	<a href="mailto:david.jenkins2@wiltshire.gov.uk">david.jenkins2@wiltshire.gov.uk</a>
Cllr Gordon King (Vice-Chairman)	Westbury East	01373 822650 07454 274266	<a href="mailto:gordon.king@wiltshire.gov.uk">gordon.king@wiltshire.gov.uk</a>
Cllr Jerry Wickham	Ethandune	01380 870476 07980 701617	<a href="mailto:jerry.wickham@wiltshire.gov.uk">jerry.wickham@wiltshire.gov.uk</a>

Items to be considered	Time
1. <b>Chairman's Welcome and Introductions</b>	
2. <b>Apologies for Absence</b>	
3. <b>Minutes</b> ( <i>Pages 1 - 14</i> )  To confirm the minutes of the meetings held on 5 & 17 June 2014.	
4. <b>Declarations of Interest</b>  To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.	
5. <b>Chairman's Announcements</b> ( <i>Pages 15 - 22</i> )  To note the following items for information – written briefing notes are available in the full agenda pack or online. If you would like the Area Board to consider or discuss any of these items in more detail, please speak with the Community Area Manager or the Democratic Services Officer.  (a) GOV/14/05/10 Integrated Performance Report May 2014 (b) Community Infrastructure Levy (CIL) (c) Changes to the Electoral Registration System (d) Changes to Bell Orchard Sheltered Housing	
6. <b>Partner and Community Updates</b> ( <i>Pages 23 - 36</i> )  To note the attached partner and community updates and to receive any further information partners wish to share:-  <ul style="list-style-type: none"> <li>• Wiltshire Police</li> <li>• Wiltshire Fire &amp; Rescue</li> <li>• BA13 Community Area Partnership</li> <li>• Westbury Campus</li> <li>• Youth Advisory Group</li> <li>• Town &amp; Parish Councils</li> </ul>	
7. <b>Tackling Priorities raised in the Westbury JSA</b>	
8. <b>Update on Recycling in the Westbury Community Area and Overview of the Consultation into Changes to the Garden Waste Collection Service</b> ( <i>Pages 37 - 38</i> )  Tracy Carter, Associate Director, Waste & Recycling will attend the meeting for this item.  A copy of a Chairman's Announcement on changes to the garden waste collection service is attached.	

9. **Healthy Communities and the Wiltshire Council Health Trainer Project**

Deborah Griffin, Health Trainer for Westbury Community will explain the project in which the Health trainers give information and support to people who want to improve their general health and make better lifestyle choices.

10. **Changes to Youth Services in the Westbury Community Area**

Julia Cramp, Associate Director, Quality Assurance, Commissioning, Performance, Schools & Early Years Effectiveness will provide an update at the meeting.

11. **Community Area Transport Group** *(Pages 39 - 46)*

To receive the minutes of the Westbury Community Area Transport Group meeting held on 18 July 2014 and to consider the recommendations set out in minute no. 4.

12. **Air Quality Group** *(Pages 47 - 48)*

To receive notes of the Air Quality Group meeting held on 18 July 2014.

13. **Community Area Grants** *(Pages 49 - 76)*

To consider applications for funding from the Community Area Grants Scheme.

14. **Future Meeting Dates**

The next meeting of the Westbury Area Board will take place on:

**Thursday 9 October 2014 at The Laverton, Bratton Road,  
Westbury, BA13 3EN**

Future Meeting Dates

Thursday 11 December 2014 at The Laverton, Bratton Road,  
Westbury, BA13 3EN



# MINUTES

**Meeting:** WESTBURY AREA BOARD  
**Place:** Bratton Jubilee Hall, Melbourne Street, Bratton, Westbury, Wiltshire,  
BA13 4RW  
**Date:** 5 June 2014  
**Start Time:** 7.00 pm  
**Finish Time:** 8.52 pm

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Please direct any enquiries on these minutes to:

Roger Bishton (Democratic Services Officer), Tel: 01225 713 035 or (e-mail) [roger.bishton@wiltshire.gov.uk](mailto:roger.bishton@wiltshire.gov.uk)

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

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Russell Hawker, Cllr David Jenkins and Cllr Gordon King

Cllr Christopher Newbury

### **Wiltshire Council Officers**

Roger Bishton – Democratic Services Officer

Mal Munday – Head of Service – Integrated Youth, Early Intervention and Youth Prevention

### **Town and Parish Councillors**

Westbury Town Council – Ian Cunningham, Christine Mitchell, Sue Ezra and David Bradshaw

Bratton Parish Council – Anita Whittlee

Dilton Marsh Parish Council – Francis Morland

Edington Parish Council – Helen O'Donoghue

Heywood Parish Council – Francis Morland

### **Partners**

Wiltshire Fire and Rescue Service – Mike Franklin and Andy Green

BA13+ Community Area Partnership – Carole King

**Total in attendance: 30**

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Election of Chairman</u></p> <p>Roger Bishton, Democratic Services Officer opened the meeting and explained that as there were only two members present the meeting was inquorate, meaning it did not have enough members that is needed to allow voting or taking decisions. It was understood that Cllr Hawker was on his way to the meeting, and his arrival would allow the meeting to reach quorum and allow voting and decisions to be taken.</p> <p>Roger advised that as the meeting was not quorate it was not possible to elect a Chairman and Vice-Chairman for the municipal year 2014-15. These items would be deferred to the next formal meeting of the Board.</p> <p>He invited nominations for Chairman for this meeting only.</p> <p><b>Decision:</b></p> <p><b>Cllr David Jenkins was nominated as Chairman for this meeting only.</b></p>
2.	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Westbury Area Board.</p> <p>He explained that agenda items that did not require a vote or decision would be taken first, to allow Cllr Hawker time to arrive.</p>
3.	<p><u>Election of Vice-Chairman</u></p> <p>This item was deferred to the next formal Board meeting.</p>
4.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <p>Cllr Jerry Wickham  Ms Julia Cramp – Associate Director, Quality Assurance, Commissioning, Performance, Schools and Early Years Effectiveness  Mr Keith Harvey – Westbury Town Clerk  Mike Swabey – Edington Parish Council  Phil McMullin – BA13 Community Partnership</p>
6.	<p><u>Declarations of Interest</u></p>

	<p>Cllr King declared a personal interest in anything related to the BA13 Community Partnership as his wife was the chairman.</p>
8.	<p><u>Chairman's Announcements</u></p> <p>The Chairman drew attention to the Public Health and Wellbeing announcement seen on page 33 of the agenda.</p> <p>Sally Hendry provided an update on the area board review. An overall review had been completed by overview and scrutiny in the context of community campuses. The outcomes and action plan had been presented to and approved by Cabinet at their meeting on 22 April 2014. A link to the cabinet papers which includes the report and action plan can be found below:</p> <p><u>Cabinet agenda and minutes - Tuesday 22 April 2014</u></p> <p>Sally noted that there would be fewer formal and more themed meetings. Times would be looked at, and the role of the Community Area Manager would be removed and replaced with a Community Engagement Officer.</p> <p>In response to questions Sally confirmed that hard copies of the Cabinet report and action plan would be available in local libraries.</p> <p><b>ACTION: Sally Hendry</b></p>
11.	<p><u>Youth Services</u></p> <p>With the agreement of the meeting, agenda item 11 – Youth Services was taken next to allow Mr Munday to attend another meeting which followed this.</p> <p>Mr Munday provided an update on the recent Wiltshire Council decision taken by Cabinet on 15 May 2014 on how youth services will be provided.</p> <p>There would be a change to the model of delivery, to a community-led model, the principle of which was to give money to local areas through the Area Board to commission services that had been identified locally as needed.</p> <p>A written communication would be sent to all Area Board Chairman and Community Area Managers next week, inviting them to a briefing being held on 17 June. Mr Munday recognised it was a difficult time with staff being put at risk.</p> <p>He confirmed that there would be no open access youth sessions from 1 October 2014. The Council would appoint and retain a full-time equivalent Community Youth Officer (CYO) in each of the area board areas, who could provide direct delivery, however their main focus would be to support the local offer and work with commissioning. In addition to the 18 CYO's, three Youth Support workers would also be appointed to do casework and 1:2:1 work with specific identified individuals. They would sit within the early intervention team.</p>



	<p>It was hoped that an apprenticeship scheme would be available from next year, providing an opportunity for engaged young people who were interested in a career in youth work.</p> <p>Whilst embracing the localism principle of enabling communities to do more for themselves he recognised that it would not be fully embedded before March 2015.</p> <p>When asked about the existing youth centre Mr Munday confirmed that an audit of youth premises was currently underway and no decision had been taken regarding premises, which formed part of the corporate estates budget.</p> <p>He drew attention to the significant challenges facing the Council and accepted that current relationships with youth workers may in time be made with new people.</p> <p>Mr Munday explained his understanding was that 48% of young people who responded to the consultation had preferred the community-led model, with 28 preferring to keep existing arrangements. Other options had been offered but the community-led model had been the preferred option. All views had been taken in account from all areas of the community.</p> <p>The criteria for the allocation for funding would be announced next week, and although understood this was based on the area board funding formula, it would be a Wiltshire Council Cabinet decision and transparent what each area would receive.</p> <p>Mr Munday confirmed that mapping work had been carried out in the voluntary sector and the CYO would enable these relationships. Wiltshire Council accepted the need to support communities, and would address any needs identified where there was no support available.</p> <p>A Local Youth Network (LYN) which would include the existing Youth Advisory Group (YAG) would be set up in each area with the key principle of young people having a voice and influencing delivery. These would be run by the CYO. The CYO would have access to a range of services through the early intervention team. Open access would change unless the Area Board used their funding to try and deliver a local open access model.</p> <p>Specific training events were being planned for Area Board members, CAM's and CYO's (if in place) to build knowledge on commissioning and procurement.</p> <p>The Board thanked Mr Munday for the update.</p>
9.	<u>Health Matters - Update from the White Horse Health Centre</u>

	<p>Dr Debbie Beale provided an update to the Board, noting that the extra facility was beginning to be used one day a week, with plans to increase.</p> <p>Dementia services had been developed with Alzheimer's Support, and changes to who could diagnose meant that waiting lists were down to three weeks from 9 months last year.</p> <p>A day surgery unit was being developed for vasectomies, hernias and it was hoped cataracts would be treated there soon.</p> <p>The challenge was the recruitment of GPs. Over the next three years between 400 to 600 GPs would reduce hours or retire. The government was encouraging a seven day working week, from 8am till 8pm. There was an ongoing recruitment drive and a new partner would be starting in August. Nurse practitioners skills would be increased and multi-disciplinary teams developed. She noted a shortage of Occupational Health Therapists and Physiotherapists.</p> <p>In response to questions Dr Beale confirmed that electronic notes provided a summary of patient's visits, and there was a need to understand the patient, perhaps by working in teams to get continuity of care. Care closer to home was being developed and it was thought that community hospitals would not be opened.</p> <p>The Board thanked Dr Beale for her update.</p> <p>Cllr Hawker joined the meeting at 7.50pm.</p>
10.	<p><u>White Horse and Bratton Camp</u></p> <p>Cllr King highlighted the recent improvements in the White Horse area and plans to set up a community group. Recent improvements include:</p> <ul style="list-style-type: none"> <li>• Information boards;</li> <li>• Birdproof litter bins;</li> <li>• New bollards;</li> <li>• Dog fouling reminders</li> </ul> <p>He thanked Leo Wirtz, Senior Countryside Ranger and his team and appealed for volunteers to join the community group, asking them to email <u>Sally Hendry</u>, <u>Cllr King</u> or <u>Leo Wirtz</u> with their interest.</p>
12.	<p><u>LEADER Funding 2015 - 2020</u></p> <p>Alan Truscott gave a presentation on LEADER funding. He explained that during this transition year they were reviewing the areas and working with Wiltshire Council to ensuring funding was across the whole council area. A full bid for funding would be presented on 5 September 2014</p>

Westbury had previously received funding from both Plain Action and Sowing Seeds in the last ten years.

There were currently 5 Local Action groups within Wiltshire:

- Cotswold ANOB
- Plain Action leader
- North Wessex Downs Leader
- Heart of Wessex Local Action Group
- New Forest Leader

Mr Truscott noted that this was the first national programme that had used national statistics. Westbury had not been included as a market town, and this was being addressed with DEFRA.

They had identified three themes: - Military, Climate Change / Environment and Economy and objectives identified around Skills and Training, Business and Employment, Communities and Low Carbon.

In response to questions Mr Truscott explained that they did not promote equipment like steam turbines or bio-digestive plants, just funded projects. It was up to communities to come to them.

The Board thanked Mr Truscott for attending.

13.

What Matters to You

Sally Hendry explained that the themes had been divided amongst the four councillors, as detailed below:

Theme	Councillor Lead
Community Safety	Gordon King
Environment	Jerry Wickham
Transport	Russell Hawker
Children and Young people	Russell Hawker
Culture	David Jenkins
Economy	Jerry Wickham
Health and Wellbeing	David Jenkins
Leisure	David Jenkins
Housing	Gordon King

Work had already started on the priorities, with an exhibition arranged for October in Westbury on 'Being Safe from Fire'. The rate for recycling and residual waste in the area was one of the worst in the county, and awareness would be raised through a joint stand with Wiltshire Council at Westbury Town

	<p>Fair on 12 July. A meeting had taken place with both Wiltshire Council and Wiltshire Police on raising awareness of domestic abuse and a feasibility study would be undertaken over the creation of a new cycle route.</p>
14.	<p><u>Partner and Community Updates</u></p> <p><b>Wiltshire Police</b></p> <p>There was no update report.</p> <p><b>Wiltshire Fire and Rescue</b></p> <p>Mike Franklin drew attention to the upcoming public consultation regarding the proposed merger with Dorset Fire and Rescue. This was a result of a shortfall in funding of between £3.1 million and £3.5 million by 2017/18 which needed to be resolved. A decision would be taken in September 2014.</p> <p>Although not able to answer questions regarding the merger at the board meeting, the following question was asked:</p> <p>‘Once the management team was integrated with Dorset, and in reference to a situation like the winter flooding, how would a very small management team cover and support staff on the ground in managing and eradicating local emergencies over a wide area?’</p> <p>Mr Franklin agreed to arrange for a response to be provided to the board.</p> <p><b>ACTION: Mike Franklin</b></p> <p>He highlighted that the Chief Finance Officer was prepared to attend area boards over the June – August 2014 period to give a formal presentation of required.</p> <p>Andy Green was introduced as the Station Manager for Trowbridge, Bradford on Avon and Westbury.</p> <p><b>BA13 Community Area Partnership</b></p> <p>In addition to the written update seen at page 37 of the agenda Carole King noted that the partnership was in phase 2 of the Safe Places project, and 17 local premises had now agreed to take part. There was a move to combine this with being a dementia friendly town, and contact with the Wiltshire Council co-ordinator for this had been set up for tomorrow.</p> <p>The partnership’s updated community area plan was being considered at its meeting next week and would be presented at the next area board meeting.</p>

	<p><b>Youth Advisory Group (YAG)</b></p> <p>In addition to the written update seen in pages 39 to 41 of the agenda Sally Willox drew attention to the youth services review and how it was an anxious time for young people.</p> <p>She drew attention to the summer programme being planned which would be advertised through Sparksite, the press and schools.</p> <p><b>Westbury Campus</b></p> <p>An update report was contained in the pack.</p> <p><b>Town and Parish Councils</b></p> <p>There were no update reports.</p> <p><b>World War 1 Commemoration</b></p> <p>There was no update report.</p> <p>The lack of written reports available was highlighted at the meeting.</p>
15.	<p><u>Community Area Grants</u></p> <p>Consideration was given to a report from the Community Area Manager in which councillors were asked to consider applications for funding from the 2014/15 Area Board Grants Budget. She then explained each application in turn.</p> <ol style="list-style-type: none"> <li>1. BA13+ Community Area Partnership – annual running costs <p><b>Decision:</b></p> <p><b>To approve a grant of £5566 towards the annual running costs of the partnership.</b></p> <p><b>Reason:</b></p> <p><b>This application meets the grants criteria for 2014/15</b></p> </li> <li>2. Bratton Community Orchard – purchase of a new juicer <p><b>Decision:</b></p> <p><b>To approve a grant of £554 towards the purchase of an apple juicer.</b></p> </li> </ol>

	<p><b>Reason:</b></p> <p><b>This application meets the grants criteria for 2014/15</b></p> <p>3. Edington Ringing Centre – purchase of a simulator</p> <p><b>Decision:</b></p> <p><b>To approve a grant of £800 towards the purchase of a simulator.</b></p> <p><b>Reason:</b></p> <p><b>This application meets the grants criteria for 2014/15</b></p> <p>4. Westbury Parent Carer Support Group – purchase of a laptop</p> <p><b>Decision:</b></p> <p><b>To approve a grant of £300 towards the purchase of a laptop.</b></p> <p><b>Reason:</b></p> <p><b>This application meets the grants criteria for 2014/15</b></p> <p><b>ACTION: Sally Hendry</b></p>
16.	<p><u>Community Area Transport Group and Air Quality Management Group</u></p> <p>The Chairman drew attention to the draft minutes seen at pages 69 to 73 of the agenda.</p> <p><b>Decision</b></p> <p><b>The Board agreed to fund £400 towards the installation of signs at Coulston and £200 for horse warning signs at Edington.</b></p>
17.	<p><u>Urgent Items</u></p> <p>There were no urgent items.</p>
5.	<p><u>Minutes</u></p> <p><b>Decision</b></p> <p><b>The minutes of the previous meeting were agreed as a correct record and signed by the Chairman.</b></p>

7.	<p><u>Appointments to Outside Bodies, and Constitution of and Appointments to Working Groups 2014/15</u></p> <p>Amendments to the appointments to outside bodies to change 'Leigh Park Community Association (Westbury) to read 'Leigh Park Community Centre (Westbury); and to add Cllr Jerry Wickham as a representative on Community Area Transport Group was agreed.</p> <p><b>Decision</b></p> <p><b>The Area Board agreed</b></p> <p><b>(1) To appoint Councillor representatives to outside bodies for the Municipal Year 2014/15 as follows:-</b></p> <ul style="list-style-type: none"> <li>• Leigh Park Community Centre (Westbury) – Cllr Russell Hawker</li> <li>• Warminster &amp; Westbury CCTV Partnership – Cllr Russell Hawker</li> <li>• Westbury Community Area Partnership – Cllr Gordon King</li> <li>• Westbury Youth Advisory Group (YAG) - Cllr David Jenkins &amp; Cllr Gordon King</li> </ul> <p><b>(2) To reconstitute and appoint Councillor representatives to the Westbury Community Area Transport Group (CATG) for the Municipal Year 2014/15 as follows:-</b></p> <p>Cllr Russell Hawker Cllr David Jenkins Cllr Gordon King Cllr Jerry Wickham</p> <p><b>(3) To appoint the following Councillor representative to the Shadow Community Operations Board (COB) for the Municipal Year 2014/15:-</b></p> <p>Cllr David Jenkins</p> <p><b>(4) To note the terms of reference for the working groups as set out in appendix C to the report presented.</b></p>
18.	<p><u>Future Meeting Dates</u></p> <p>The next meeting of the Westbury Area Board will be held on Thursday 7 August</p>

2014 at Heywood and Hawkeridge Village Hall, Church Road, Heywood, Westbury, Wiltshire BA13 4LP.

Concern was raised over the grass height at Old School Green / Bashkir Road, Westbury and this would be fed back by the area board.

The announcement that mini re-cycling sites would be maintained for the next 12 months in certain areas which did not include Westbury was discussed.

**Decision**

**The Area Board agreed that the board's concern over the removal of mini-recycling sites be fed back to Wiltshire Council and it be requested that the list of sites to be maintained for 12 months be revised to include Westbury.**

The Chairman thanked everyone for attending.



# MINUTES

## Extraordinary

**Meeting:** WESTBURY AREA BOARD  
**Place:** Golding Room - County Hall, Trowbridge BA14 8JN  
**Date:** 17 June 2014  
**Start Time:** 1.30 pm  
**Finish Time:** 1.35 pm

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Please direct any enquiries on these minutes to:

Roger Bishton (Democratic Services Officer), Tel: 01225 713 035 or (e-mail) [roger.bishton@wiltshire.gov.uk](mailto:roger.bishton@wiltshire.gov.uk)

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

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## In Attendance:

### **Wiltshire Councillors**

Cllr Russell Hawker, Cllr David Jenkins, Cllr Gordon King and Cllr Jerry Wickham

### **Wiltshire Council Officers**

Sally Hendry, Westbury Community Area Manager  
Roger Bishton, Democratic Services Officer

### **Town and Parish Councillors**

Westbury Town Council  
Bratton Parish Council  
Coulston Parish Council  
Dilton Marsh Parish Council – Cllr Francis Morland  
Edington Parish Council  
Heywood Parish Council – Cllr Francis Morland

### **Partners**

Wiltshire Police  
Wiltshire Fire and Rescue Service  
Wiltshire NHS  
BA13+ Community Area Partnership

Total in attendance: 7

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p data-bbox="339 383 639 416"><u>Election of Chairman</u></p> <p data-bbox="339 450 491 483"><b><u>Resolved:</u></b></p> <p data-bbox="339 521 1273 555"><b>To elect Cllr David Jenkins as Chairman for the ensuing year.</b></p> <p data-bbox="695 595 1126 629" style="text-align: center;"><u>Cllr David Jenkins in the Chair</u></p>
2.	<p data-bbox="339 667 715 701"><u>Election of Vice-Chairman</u></p> <p data-bbox="339 734 491 768"><b><u>Resolved:</u></b></p> <p data-bbox="339 806 1331 840"><b>To elect Cllr Gordon King as Vice-Chairman for the ensuing year.</b></p>

## **Chairman's Announcements**

<b>Subject:</b>	<b>GOV/14/05/10 Integrated Performance Report May 2014</b> □
<b>Officer Contact Details:</b>	<b>David Noyes, Director of Planning, Performance and Corporate Services</b> □
<b>Weblink:</b>	<b><a href="http://www.wiltshireccg.nhs.uk/wp-content/uploads/2014/05/Paper-10-Integrated-Performance-Report.pdf">http://www.wiltshireccg.nhs.uk/wp-content/uploads/2014/05/Paper-10-Integrated-Performance-Report.pdf</a></b>

### **Summary of announcement:**

Performance across the urgent care system remains broadly as expected over recent weeks, notwithstanding a couple of areas which have not consistently achieved the expected targets due to spikes of activity. A&E waiting times at GWH remain a concern, and the CCG will be participating in the de-brief from the recent Emergency Care Intensive Support Team work with GWH on 16 May. Elsewhere, we remain engaged with our provider of NHS111 in order to rectify some of the recent performance shortfalls evident in the delivery of this service, albeit performance here overall remains very much improved from this time last year. A review of regional system performance over last winter took place with the NHS England Area Team on 30 April with lessons learnt and agreement of common themes and issues, which can inform planning for next year. The Wiltshire Urgent Care Working Group met on 1 May; this event was conducted as a workshop, facilitated by Wiltshire GP Dr Tim Ballard, who is Vice Chair of the Royal College of GPs. Representation from across the system assisted us with the distillation of ideas and concepts which can be further developed to bring improvement in the future.

Some early engagement events have been held in order to start our dialogue with the population over the direction of travel set out in our emerging 5 year strategy. These have included interactions with the Wiltshire and Swindon Users Network, the Wiltshire Voluntary Sector Forum Network and the Potterne and surrounding villages Annual General Meeting. Further events with a variety of forums and groups are planned for the coming weeks and months, including Area Boards whenever possible. In order to drive ahead with delivery, in the past month our own Programme Governance Group have endorsed the scope and governance of our priority areas of programmed work moving forwards, and in very close co-operation with our partners in Wiltshire Council, the similar forum governing the Better Care Plan projects also successfully convened. On 22 April we held a workshop for our Governing Body members to expose them to the potential benefits of the Systems Thinking methodology, which Council colleagues have found to be most effective. We are now in the process of rolling our training in this discipline across the service re-design and commissioning leads within the CCG.

We continue to plan ahead for the NHS England Area Team end of year assurance visit, which is now planned for 20 May. We further anticipate finalising the inaugural CCG Annual Report at the Governing Body planned for the same date.



## Chairman's Announcements

<b>Subject:</b>	<b>Community Infrastructure Levy (CIL)</b>
<b>Officer Contact Details:</b>	Georgina Clampitt-Dix, Head of Place Shaping, Economic Development & Planning 01225 713472 <a href="mailto:georgina.clampitt-dix@wiltshire.gov.uk">georgina.clampitt-dix@wiltshire.gov.uk</a>
<b>Weblink:</b>	<a href="http://www.wiltshire.gov.uk/communityinfrastructurelevy">www.wiltshire.gov.uk/communityinfrastructurelevy</a>
<b>Further details available:</b>	<a href="mailto:CIL@wiltshire.gov.uk">CIL@wiltshire.gov.uk</a>

### Summary of announcement:

On 23 June 2014, Wiltshire Council is submitting the Wiltshire Council Community Infrastructure Levy (CIL) Draft Charging Schedule for independent examination. On this date, a Statement of Modifications, which sets out proposed changes to the CIL Draft Charging Schedule, is also being published for a four week period of consultation.

CIL is a charge that local authorities can place on new development to help fund infrastructure needed to support growth.

A note containing more information on CIL, including how to comment on the Statement of Modifications and the next steps, is attached as an appendix to this Announcement.



## WILTSHIRE AREA BOARDS

### COMMUNITY INFRASTRUCTURE LEVY FOR WILTSHIRE - CONSULTATION

(JUNE 2014)

#### 1. What is the Community Infrastructure Levy (CIL)?

- 1.1 Wiltshire Council is preparing a Community Infrastructure Levy (CIL) charging schedule. This is a charge that local authorities in England can place on development in their area. The money generated through the levy will contribute towards the funding of infrastructure to support growth. The Charging Schedule will need to strike an appropriate balance between contributing to funding infrastructure and not putting development across Wiltshire at risk.

#### 2. Why has Wiltshire decided to implement the Levy?

- 2.1 The Government has restricted the ability of local authorities to pool funding for off-site infrastructure through existing section 106 agreements (or developer contributions). It considers that this new tariff-based approach provides the best framework to fund infrastructure in a fair and transparent manner. CIL will provide 'up front' certainty about how much developers will be expected to contribute.

#### 3. How will money from CIL be spent?

- 3.1 CIL is designed to contribute towards bridging the 'funding gap' between the total cost of new infrastructure required to support development and the amount of funding available from other sources. Wiltshire Council's Infrastructure Delivery Plan (IDP) identifies a range of physical, community and 'green' infrastructure projects that will be required to support the level of development as set out in the Wiltshire Core Strategy. Informed by the IDP, a list (known as the Regulation 123 list) will identify and prioritise which infrastructure projects will be eligible to receive money from CIL. The Government confirmed last year that local communities will directly benefit from CIL. Town and parish councils will receive 15% of CIL raised in their area, or 25% if an adopted neighbourhood plan is in place.

#### 4. Submission of the Wiltshire CIL Draft Charging Schedule and consultation on proposed modifications

- 4.1 The Council has undertaken two previous consultations on the Wiltshire CIL Charging Schedule, which sets out the amount of CIL to be charged on different types of new development. The first consultation, on a 'Preliminary Draft Charging Schedule' (October 2012), took place between October and November 2012. Comments received informed a 'Draft Charging Schedule' (January 2014), upon which the Council consulted between January and February 2014.
- 4.2 On 23 June 2014, the Council is submitting the 'Wiltshire CIL Draft Charging Schedule' (January 2014) for an independent examination.
- 4.3 The Council is proposing to make modifications to the Wiltshire CIL Draft Charging Schedule. These have been informed by comments received during the last consultation and are set out in a 'Statement of Modifications', which is being submitted alongside the CIL Draft Charging Schedule.
- 4.4 The Council is now inviting comments on the Statement of Modifications from **23 June until 5pm, 21 July 2014**.

##### How to comment

- 4.5 Comments can be made, using the response form, via:

- Online consultation portal: <http://consult.wiltshire.gov.uk/portal>
- Email: [CIL@wiltshire.gov.uk](mailto:CIL@wiltshire.gov.uk)
- Post: Spatial Planning, Economic Development & Planning, Wiltshire Council, County Hall, Bythesea Road, Trowbridge, Wiltshire, BA14 8JN.

4.6 The CIL Draft Charging Schedule, Statement of Modifications, associated evidence and information on how to make comments will be published on the Wiltshire Council website at [www.wiltshire.gov.uk/communityinfrastructurelevy](http://www.wiltshire.gov.uk/communityinfrastructurelevy), from 23 June 2014.

4.7 Hard copies of the documents are available at Council libraries and the main Council offices in Chippenham (Monkton Park), Devizes (3-5 Snuff Street), Salisbury (27-29 Endless Street) and Trowbridge (County Hall) during normal opening hours.

4.8 If responding by post or email, response forms are available from libraries and the main Council offices or the website.

#### **Requesting the right to be heard by the independent examiner**

4.9 Organisations and individuals responding may request the right to be heard by the examiner in relation to these modifications. A request to be heard by the examiner must be made in writing to Wiltshire Council **by 5pm 21 July 2014**, via the above means. Anyone requesting to be heard should indicate whether they support or oppose modifications and explain why.

4.10 Please note that the right to be heard at this stage of the process applies only in relation to the modifications being consulted on.

#### **What happens next?**

4.11 All comments received and a copy of each request to be heard in relation to these modifications will be forwarded to the examiner.

4.12 Requests to be heard may be withdrawn at any time before the opening of the examination by giving notice in writing to Wiltshire Council.

4.13 Details of the time and place at which the examination is to be held and the name of the examiner will be published on the Council's website and in local papers when they become available. If you have made a request to be heard (either on the Statement of Modifications or previously during the consultation on the Draft Charging Schedule) you will be notified directly.

#### **5. Further information**

5.1 If you have any further queries please contact Spatial Planning, Wiltshire Council on (01225) 713223 or via email, [CIL@wiltshire.gov.uk](mailto:CIL@wiltshire.gov.uk).



## Chairman's Announcements

<b>Subject:</b>	<b>Changes to the Electoral Registration System</b>
<b>Officer Contact Details:</b>	Donna Mountford - Communications Officer
<b>Further details available:</b>	<a href="http://www.gov.uk/yourvotematters">www.gov.uk/yourvotematters</a>

### Summary of announcement:

Over the summer, all Wiltshire residents will receive a letter through the post telling them about the biggest change to the electoral registration system in nearly 100 years.

The letter will explain that a new, more secure, system of Individual Electoral Registration is being introduced to replace the old Victorian system where the "head of household" registered everyone living in a property. Now, each individual will be responsible for registering themselves.

Many Wiltshire residents will automatically move onto the new electoral register. However, some will need to take action to join or remain on the register, which they will now also be able to do quickly and easily online. People will need to provide their National Insurance Number and date of birth when registering. This will be used to verify that the person making the application is who they say they are and will in turn reduce the risk of fraud and inaccurate entries on the register.

This summer the Electoral Commission is running a major advertising campaign that will raise awareness of the change to Individual Electoral Registration. Leaflets are also available here tonight for you to take away with you.

For more information visit [www.gov.uk/yourvotematters](http://www.gov.uk/yourvotematters) .





**Wiltshire  
Fire & Rescue  
Service**

## Briefing report for Westbury Area Board



Wiltshire Fire & Rescue Service has grouped together neighbouring fire stations into station hubs, to work more effectively and efficiently, supporting each other to improve the service we provide.

**Responding to incidents:**

Your Area Board's / Locality's communities immediate emergency response will be provided by staff at these stations and where necessary additional support from staff and specialist equipment from other stations.

**Prevention work:**

Staff from other departments also provides the community with specialist services giving fire safety and road safety advice and interventions such as talks and visits.

**Protection work:**

Specialist staff provide expert knowledge, give advice and undertake enforcement action working very closely with the planning authorities to keep communities safe from fire.

In an **emergency dial 999**, for other non urgent matters you can either visit our website: [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk) or contact the following people:

	<u>Manager / Department</u>	<u>Telephone</u>	<u>email</u>
Operational matters	Station Manager – Andy GREENE Trowbridge, Bradford-on-Avon, Westbury Station Hub	07734483886	<a href="mailto:andy.greene@wiltshire.gov.uk">andy.greene@wiltshire.gov.uk</a>
Partnership and community engagement issues	Michael Franklin (Wiltshire Council Area)	07919 306037	<a href="mailto:mike.franklin@wiltshire.gov.uk">mike.franklin@wiltshire.gov.uk</a>
Home fire safety visits and for talks and visits	Community safety department	0800 389 7849	<a href="http://www.wiltshire.gov.uk">www.wiltshire.gov.uk</a> and then complete the on line request

To see more detail on the latest news and fire service activity in your area please go to our website; [www.wiltsfire.gov.uk](http://www.wiltsfire.gov.uk)

## **Local news from your Station Manager. (In development)**

### **June 2014**

Westbury crews attended 8 calls; 6 of which were within Westbury's own 'station ground'. Two calls were in support of other stations, including attendance at the big scrap yard fire in Shails Lane, Trowbridge.

### **July 2014**

Local crews responded to 19 calls; 10 within own ground, and 9 were in support of other stations.

5 calls were false alarms

6 were flooding as a result of the thunder storms.

Westbury fire crews have again played host to some children from Chernobyl who have an annual visit to the town.

### **Open Day**

The station will be opening its doors from 10 till 16.00 on the 6th September for an open day. We will be on the look out for potential new firefighters and will be offering the chance to try out some of the skills that are required.

## **Strengthening our FRS - Public Consultation:21 July to 20 October 2014**

This is your chance to engage directly with us and speak up about what is happening on your doorstep.

Wiltshire & Swindon Fire Authority and Dorset Fire Authority are both independently considering the best way to protect frontline emergency services as they both have continuing financial pressures and public expenditure reductions. This funding gap could significantly threaten frontline services if nothing else is done to make the necessary savings. Despite making substantial savings over the past four years, we still have to find large sums of money, which is unachievable unless we are prepared to do things differently.

To find more information on how to take part in this important consultation go to our website and click on the consultation portal: Go to [WWW.Wiltsfire.gov.uk](http://WWW.Wiltsfire.gov.uk)







## **Report of the BA13+ Partnership Meeting held on 2<sup>nd</sup> July 2014**

The BA13+ Community Area Partnership's Annual General Meeting took place at the Laverton in Westbury on Wednesday 2<sup>nd</sup> July.

Carole King, the outgoing Chairman of the Partnership, warmly welcomed everyone present and outlined the history of the Partnership and background to the development of Westbury's Community Plan, which was first launched in 2005. The Plan is currently undergoing a further revision and update. Carole went on to explain that the Area Board review held in April this year heralded a change in the Partnership's funding. Although BA13+ have received nearly a full grant this year, some CAPs have set themselves up as Charities in order to survive. Carole said we need to understand the long term thinking of the Council in regards to our future relationship alongside Campuses and the new role of Community Engagement Officer taking over from Community Area Managers. The BA13 Partnership will evolve into a new community role and we believe we have the funds to enable our future for the next year or so until we can see a future ahead.

Carole continued that each of our Partnership meetings have had a theme over the last two years enabling us to cover all the themes in our community plan. At our March Partnership meeting, which was about Community Safety, we heard about Safe Places and agreed to it up in Westbury. We now have almost 30 premises signed up to the scheme. The theme of this evening's meeting was Arts, Heritage and Culture, and Carole went on to introduce the various speakers.

The first guest speaker of the evening was Sabina Edwards, the Community Librarian for Westbury, Warminster, Mere and Tisbury. Sabina offered a snapshot of what's happening in the library, including the RhymeTime initiative, the Summer Reading Challenge, and her work with local schools and children's centre. They are running IT sessions for adults and a monthly reading group. They run a series of author visits and talks of interest. They also have volunteering opportunities available, including the home library service for housebound people which combats social isolation. There is also a community health trainer visiting the library starting on Tuesday from 09:30.

Sally Willox then introduced herself as being responsible for youth work delivery for Westbury. The youth service have engaged with approximately 22% of young people in the Westbury area. Sally outlined the way young people engage with art via the Arts Awards scheme, taking in photography, media, art etc. Sally outlined the Virtual Landscapes work that's been done in the past year, in which young people learned about their culture and heritage. Young People had also taken part in various local events, and had cultural visits to Salisbury, London, Bath and Bristol. Media, musical and IT skills had been developed as a result of all the activities.

In the immediate future, young people are taking part in the Summer Fair, serving the public with smoothies and biscuits, and there will be a programme of opportunities taking place during the school summer holidays.

Unfortunately however, the Westbury youth centre will close in September and the sessions will be ceasing.

The next presenter was Beccy Churchill, who explained that she was engaged as a local public artist. The scheme is based on a David Wilson homes site, which based on an old ironworks. Students from Matravers School had made some



amazing artworks based on the stories about the ironworks and the wider community. 62 students from Matravers and Bitham Brook Primary had been taken on a field trip to the Tate Gallery in London and were later taken back again to display their work in the Tate itself.

Finally, John Alderslade gave a very entertaining talk on the background and history of the Village Pump Folk Festival that has put its roots down in Westbury during the past two years. The White Horse Country Park had approached the festival when their previous location became unavailable two years ago. The event very much wants to forge links with Westbury and to involve local organisations. They'd particularly like to find an organisation who can help them manage left luggage, for instance.

The routine business of the AGM saw Carole King unanimously re-elected as Chair for the coming year, Jonathan Burke appointed as vice-chair and Michael Walter appointed as assistant Treasurer, there being no nominations or volunteers for the post of Treasurer of the group.

The date of the next Partnership meeting is Wednesday 17<sup>th</sup> September 2014. The focus of the meeting will be decided at the next Steering group meeting.

There is a Steering Group meeting taking place Wednesday 6<sup>th</sup> August at Crosspoint in Westbury.

Phil McMullen  
BA13+ Partnership Administrator  
Office address:  
Well House Manor  
48 Spa Rd, Melksham SN12 7NY

Email: [BA13.partnership@live.co.uk](mailto:BA13.partnership@live.co.uk)  
or: [BA13plus@outlook.com](mailto:BA13plus@outlook.com)





## **Westbury Community Campus Team – July update**

The group has been meeting with increasing frequency to develop a more detailed working proposal with the intention of bringing this before the area board before the end of the year.

Key tasks being undertaken include reviewing all engagement and consultation that has been undertaken to date and looking to see if there are any gaps.

The team will be undertaking further work to develop a better picture of community and sporting/recreational needs. The youth representatives of the team recently undertook a comprehensive survey for young people at Matravers School to find out what they would like from the campus and this will be used to develop the working proposal.

Work will also be undertaken over the next month to further develop the vision for the campus in Westbury and this will then form the basis of drafting a detailed working proposal that the team will bring to the area board.



**Integrated Youth Services**  
**Youth Advisory Group update and**  
**Youth Work Update for Westbury**  
**Youth Work team, Wiltshire Council**

**YAG update (Youth Advisory Group)**

**YAG-Youth Advisory Group** is a Wiltshire Council initiative and is a forum for young people to plan with adults, professionals, committees and the community, activities and events for young people, as well as help to take and or initiate action or change to improve where they live. The YAG is part of Wiltshire Councils policies and Business Plan and is a vital process for young people to have a voice and influence. The YAG is chaired by a young person and involves professionals/adults to support the process and help take action/make change, with young people, in response to their needs. The YAG will update at each area board, the intention of it being a young person reporting and the YAG will be the partner, as opposed to Youth Service/Integrated Youth Service. The YAG used to be referred to as the CAYPIG and the processes are very similar. Westbury CAYPIG was very successful and instrumental. The YAG is open for all young people to engage with, they do not have to be youth centre members. Invitations to participate have recently been sent to volunteer and community sector organisations, church's and other young people's clubs. These included local church's, community run youth clubs, swimming club, cadets, young carers and Matravers school council. Young people do not have to attend either, they can feed their input in via other young people or youth development workers.

**YAG issues to date-**

**Westbury campus**-young people wish to have more involvement in the campus development group and 2 Youth Advisory Group young people have recently been successfully elected to the shadow Campus Operations Board. They are very pleased and looking forward to the new role. They have already compiled a survey to ascertain what children and young people want from a 'space' within the campus and have fed this into the group.

**Review of open access youth work**-open access youth work has recently been reviewed, young people from Westbury took part in consultation. Further information can be found on Wiltshire Councils website. The council has adopted a community led model approach to providing future positive activities for young people. This will involve a lot of change and young people will be fully involved in this process. It will be implemented from October 2014 and in place by May 2015. Community Youth Officers are being recruited and assigned to Wiltshire's community areas, defined by the Community Area Boards and will be the 'go to' person for young people and youth issues, among other key responsibilities. Young people

have been discussing the impact of the youth centre ceasing to offer youth work from the end of August and youth development workers leaving the Council.

**Youth Work Celebration Evening**-we hosted an evening on May 13<sup>th</sup> 2014 to highlight and celebrate youth work participation and achievements over the past year. This was a truly amazing evening, enjoyed by all that attended. Young people were given Awards and Certificates, as well as lots of recognition, for their achievements through youth work since July 2013. Young people also sang, played instruments and spoke readings. An array of young people produced films, photo slides and other media were shown too. Most of this media is on [www.sparksite.co.uk](http://www.sparksite.co.uk) and a review of the evening will be on there shortly.

**Westbury Summer Fayre**-Young people have been planning a stall that they ran at the Westbury Community town summer fayre this month. They decided to learn how to make fruit flavoured smoothies and milkshakes, researching recipes, preparing as a team, practicing and then working on the stall on the day, serving the public. They found this positive and enjoyable.

## Youth Work update

Sessions that run in the Youth Development Centre and within the community as of July 2014 are as follows:

**Tuesdays 6.30-9.15pm**-Girls Night, as there was a need for single gender work, this includes ASDAN Award Scheme & trampoline coaching with qualifications from BAGA, as well as building self-esteem and confidence, developing new skills and interests.

From November 2013, a new project Virtual Landscapes commenced, this is Heritage lottery funded and focuses on young people learning about their local chalk hill figures, so for Westbury this will be Westbury White Horse and Fovant military badges. They will be exploring what they learn through film production/photography/visual art art from on Tuesdays and achieving Arts Awards, nationally recognised qualifications. Young people will attend Salisbury Festival on May 28<sup>th</sup> to show their film and also this will be shown at the celebration event on May 13<sup>th</sup>. This project has concluded now and was successful, with 6 young people achieving their Bronze Arts Award through Trinity College and other 25 participating throughout, since last September.

**Wednesdays 5-7pm**- Junior Club & Young Leaders at the centre, for younger 'young people', years 6-7 and older 'young people' aged 13 plus to train as Young Leaders. Young leaders engage juniors in the Heritage Project called Virtual Landscapes, in partnership with Salisbury Arts Festival. This caters for a Universal Youth Work offer for all young people, as well as some focused projects. The young leaders have completed ASDAN Leadership/Peer Mentoring Awards and Activities Awards. Sadly this session came to an end at the beginning of July 2014 due to the forthcoming closure of the current Youth Service. It was always a well attended session and developmental.

**6.30-9.15pm-** Universal mixed gender open night & focused projects. The universal aspect allows young people to turn up, socialise, develop new skills and interests and have fun, as well as talk with qualified youth workers and receive any support needed. This session is now getting busy, engaging lots of new young males, as we have had a high proportion of females recently.

**Thursdays-** Street Based Youth Work within the community whereby youth workers walk around targeted areas (after community, professional/police requests) meeting young people, talking to them and promoting our service, as well as signposting them.

Targeted 1:1 work, as and when required, requested from other agencies, for intensive support and guidance/intervention work (as and when required, or through referrals from other panels). Contact Sally Willox to make referrals.

Our overarching aims of the service are to engage young people in positive developmental activities to help them reach their full potential. This is all done with an informal approach and is on a voluntary basis. Young people take part in a diverse range of activities which they plan with Youth Developmental Workers. They can achieve a range of accreditations with us, including Food Safety, First Aid, ASDAN, Arts Award, BAGA Trampoline Awards and Duke of Edinburgh Award. Young people will also have a safe, welcoming, non-judgmental place to come, that is purely for them.

The youth work team provides a high quality Universal Service encompassing early intervention and Safeguarding. Young people can be referred to the service for engagement and intervention and we can make referrals to other specialist services as needed.

If anyone would like Youth Workers to engage with young people in their community/village/estate/establishment including any voluntary sector organisations-as one off sessions or regular ones, please contact Sally Willox on [sally.willox@wiltshire.gov.uk](mailto:sally.willox@wiltshire.gov.uk)

Young people's issues will from time to time be brought to the Area Board to be discussed and young people will present this. The YAG, Youth Advisory Group is the method for achieving this (as detailed above) where Young People can help shape services and activities for them within their community and to make improvements to these, as well as raise, debate and take action on issues that affect them and or are important to them. We also strive to empower young people to participate in local forums and community groups, like the BA13 Community Partnership, so that they can be involved and represent young people.

Either myself or a member of staff and young people will attend Area Boards to present a verbal update and participate.

We offer a busy programme of activities during school holidays too.

Regards, Sally Willox and Westbury YAG, July 2014

Locality Team Leader Youth Work for Westbury & Warminster, Integrated Youth Services

Children and Families Social Care, Department for Education, Wiltshire Council

(01373) 822335 [sally.willox@wiltshire.gov.uk](mailto:sally.willox@wiltshire.gov.uk), [www.sparksite.co.uk](http://www.sparksite.co.uk)





## **Chairman's Announcements**

### **Garden Waste Consultation**

#### **Summary of announcement:**

The Council faces significant financial pressures with reduced funding from central government, increased service demand and inflation and these pressures are likely to increase. One way of achieving some savings towards this is by changing the way the garden waste collection service is delivered at the kerbside in Wiltshire. The Council currently delivers a fortnightly non-chargeable kerbside garden waste collection service to those residents that request the service.

The Council's Cabinet agreed to undertake a public consultation exercise to gain residents' views on potential future changes to the current kerbside garden waste collection service. The consultation runs from 1 July until the 1 September and presents residents with three proposals for changes to the service. The proposed changes are:

1. A three month suspension of the non-chargeable kerbside garden waste service with no collections taking place in December, January and February.
2. A five month suspension of the non-chargeable kerbside garden waste service with no collections taking place in November, December, January, February and March.
3. To introduce a chargeable kerbside garden waste collection service instead of the current non-chargeable service.

Residents are asked to pick the one option which best meets their needs. From 1 July you can find out more information and contribute to the consultation:

- Online by visiting the Council's website and following the link to public consultations
- Online at your local library
- By picking up a leaflet from your local library, leisure centre, council office or town council office.
- By completing the form in the summer 'Your Wiltshire' magazine

Leaflets will also be made available at area board meetings.

Should you have any further questions which are not answered by the consultation documents, you can contact the council by emailing [gardenwasteconsultation@wiltshire.gov.uk](mailto:gardenwasteconsultation@wiltshire.gov.uk) or by telephoning 0300 456 0102.



WILTSHIRE COUNCIL

WESTBURY AREA BOARD

7 August 2014

COMMUNITY AREA TRANSPORT GROUP  
SMALL-SCALE TRANSPORT AND HIGHWAY IMPROVEMENTS SCHEME  
RECOMMENDATIONS

Purpose of the Report

To put forward for approval recommendations from the Community Area Transport Group meeting of the 18 July 2014

1. Background

1.1 Due to the complexity of assessing and selecting schemes from the many requests, and the potential time that such an agenda item would take, each Area Board was requested to set up a Community Area Transport Group (CATG) to make recommendations to the Area Board

1.2 In 2014/15 Westbury Area Board currently has £16,062 discretionary budget to involve them in the assessment and selection of small-scale transport schemes and other highways matters to be progressed in their community area.

1.3 It should be noted that this allocation is for capital funding and can only be used to provide new and improved infrastructure. It is to be used for schemes that improve safety, increase accessibility and sustainability by promoting walking, cycling and public transport, and improve traffic management. It cannot be used to fund maintenance schemes; these are selected using technical surveys and inspections.

2. Main Considerations

2.1 It was agreed to recommend to the Area Board to allocate £100 to fund a Through Traffic sign at roundabout at junction Westbury Leigh / Camargue Road.

2.2 It was agreed to recommend to the Area Board to allocate £1000 for an extension to time of disabled parking in Market Place from two hours to three

2.3 It was agreed to recommend to the Area Board to allocate £1500 for work associated with extension of zig zag markings and double yellow lines in Eden Vale Road.

2.4 It was agreed to recommend to the Area Board to approve the 2014/15 list of proposed highway maintenance schemes (Appendix 1) but ask that the B3098 from Westbury be repaired as a matter of urgency particularly sections by the pumping station; entrance to Bratton; just past Monastery Road, Edington and repair of edging on stretch between Edington and Coulston.

3. Environmental Impact of the Proposals

3.1 There is no environmental impact

#### 4. Financial Implications

4.1 In 2014/15 Westbury Area Board currently has a discretionary budget of £16,602 for small scale highway improvement schemes. The proposals above can be funded from this budget.

#### 5. Legal Implications

None

#### 6. HR Implications

None

#### 7. Equality and Diversity Implications

#### 8. Recommendations

8.1 It is recommended that the Area Board agrees to the recommendations of the Community Area Transport Group set out in paragraphs 2.1, 2.2, 2.3, 2.4.

Report Author: Community Area Manager Sally Hendry [sally.hendry@wiltshire.gov.uk](mailto:sally.hendry@wiltshire.gov.uk)

**Westbury Area Board  
Community Area Transport Group  
Friday 18 July 2014**

**Minutes**

**1. Attendees:**

David Jenkins	Wiltshire Councillor (Chairman)
Gordon King	Wiltshire Councillor
Russell Hawker	Wiltshire Councillor
Jerry Wickham	Wiltshire Councillor
Sally Hendry	Community Area Manager
Spencer Drinkwater	Principal Transport Planner
Kirsty Rose	Traffic Engineer
Keith Youngs	Heywood Parish Council
Pat Whyte	Street Scene Manager
PC Darren Foulger	Wiltshire Police

**2. Apologies:** Sue Ezra, Mike Swabey

**3. Minutes of CATG meeting of 2 May 2014 were approved**

**4. Consideration of proposed Highways Investment Programme**

The area board had been asked to consider a list of proposed highway maintenance schemes in our area for 2014/15, and agree the final list for implementation. The list of potential schemes for future years could also be reviewed, and consideration given to priorities for treatment in 2015/16. Following discussion it was agreed:

- Agreed the four recommended 2014/15 schemes but ask that the B3098 from Westbury be repaired as a matter of urgency particularly sections by the pumping station; entrance to Bratton; just past Monastery Road, Edington and repair of edging on stretch between Edington and Coulston.
- Potential schemes for future years agreed with addition of Gibbs Close and Alfred Street (Westbury Town Council comment) and reminder of need to repair B3098 (see above).

**5. Matters arising from the previous meeting to include progress reports on :**

<b>Issue</b>	<b>Detail</b>
Lighting on footpath (Indigo Lane) between Springfield Road and Indigo Gardens	KR said bid for substantive bid has been successful and work could start in October.
Bus shelter at the White Horse Health Centre and replacement of shelter at Westbury Leigh	The two shelters are now in place.
Wellhead Drove junction with A350	Signage and cutback work complete. Addition to SID schedule requested. Cutback of vegetation around sign requested.
Eden Vale Road	Metro count checks along the road show there is no issue with speed. Camber has been examined and there are no problems with it. Addition to Speed Indicator Device (SID)

	schedule has been requested. After discussion it was agreed to advertise the Traffic Regulation Orders for the extension to zig zag markings by the zebra crossing and the introduction of double yellow lines. <b>To be funded by CATG at cost of £1500</b>
Through Traffic Sign at roundabout Junction Westbury Leigh / Camargue Road	Sign agreed – <b>to be funded through CATG at cost of £100</b>
Bus shelter outside Aldi on A350	GK has spoken to local residents who had no objection to a bus shelter. Agreed to proceed with a shelter – costings to be brought before the next CATG.
Traffic issues at Coulston	KR reported signs had been ordered – no programme date yet
Tower Hill	Tower Hill due to be resurfaced so lines will be refreshed. Network Rail bridge survey ongoing. Agreed to await survey to see if vegetation cutback and clearance could take place. Also JW to explore alternatives to wheelie bins.
Edington church path and footpath handrail	KR – Rights of Way officer looking at this
Wellhead Lane	SH has asked for litter bin on lane.
SID sites schedule	SH has added the following sites to the SID schedule: Westbury Leigh, A350 near Wellhead Drove and Eden Vale Road
Metro count Trowbridge Road	Survey was carried out in June. The 85 <sup>th</sup> percentile was 31.8mph. Current criteria says 30 to 34.9mph 85 <sup>th</sup> percentile = No Further Action (NFA)
Metro count Lower Westbury Road Bratton	This has been placed twice and the tubes have been cut both times so metro count will not be repeated. PC Foulger agreed to pursue this.
Extension to time of disabled parking in Market Place from two hours to three	This was agreed – <b>CATG to fund costs of £1000.</b>

**6. Update on 2013/14 CATG budget for Westbury area board**  
CATG budget stands at £16,062.

**7. Review of scheme requests and area board transport issues raised since last CATG:**

<b>Issue</b>	<b>Detail</b>
Parking issues at Atyeo Close Dilton Marsh	Parking is restricting emergency access. DF has been enforcing parking restrictions. KR and DF to look at site and report back to next meeting.
Requests for speed calming at Hisomley	JW asked for speed restriction signage. KR to investigate and provide costings to future

	CATG.
Slag Lane development ref roundabout	KR speaking with Development Control which are pursuing with developer. Letter of concern to be sent from CATG to Development Control.
Bus service to White Horse Health Centre	SH to refer to Passenger Transport and ask for review of Westbury Weaver service route and times.

**8. Requests for 20 mph assessments**

Agreed that highways officers should look at Eden Vale Road and Westbury Leigh and report back to a future CATG meeting.

9. **Funding agreed:** £2600 funding recommended on above projects – to be ratified at area board meeting of 7 August

**10. AOB and date of next meeting:**

- AI asked about safety of platform on Dilton Halt. KR to write to Network Rail for more information.
- KY requested change of lights sequence timing at Hawkeridge and changes to white line to be on next CATG agenda.
- Next CATG meeting 19 September





## Highways Major Maintenance 2014 -2015 – Westbury Area Board

Road	Location	Area Board	Recommended Treatment	Average Width (m)	Estimated Length (m)	Est Area of Site (m <sup>2</sup> )
A3098	A36 to Westbury	Westbury and Warminster	Resurfacing	6.1	2,500	15,250
A350	Westbury Co-op Rnbt to Market Place	Westbury	Resurfacing	7.4	750	5,550
B3097	B3097, Hawkeridge Road, North Bradley	Westbury	Carriageway Repair (bridge/culvert under Carriageway)	6.7	280	1,876
B3097	B3097, Hawkeridge Road, Heywood	Westbury	Carriageway Repairs	9	90	810

\* Sites highlighted in yellow involve skid resistance improvements.



Westbury Area Board  
Air Quality Group  
Friday 18 July 2014  
Abraham Room, The Laverton – on rising of CATG  
**Notes**

1. **Attendees:** David Jenkins, Gordon King, Jerry Wickham, Russell Hawker, Sally Hendry, Alison Irving, Keith Youngs, Kirsty Rose, Spencer Drinkwater, Rachel Kent (Wiltshire Council Public Health specialist)
2. **Notes of AQ meeting of 2 May 2014 agreed**
3. **Matters arising and updates from the previous meeting to include:**
  - **Cycle routes in and around Westbury** . The new Connecting Wiltshire cycle map for Westbury showing current routes was distributed – comments made about the lack of cycle ways in the centre of Westbury. SD showed the map which demonstrated possible routes. SD reported that survey of the suitability of Station Road as cycle route will be done in December.
  - Suggested locations for new bike racks. High Street, Railway station, Leigh Park
  - Westbury Weaver bus service - action agreed at CATG
  - Encouraging walking and walk to school schemes – no new update
  - Rachel Kent explained plans for county wide air quality strategy and outlined what other areas are doing – eg Devizes working with schools, carrying out travel to work surveys ; Salisbury carrying out tree planting.
  - JW recommended air quality should be the subject of a themed area board meeting. All agreed – SH to arrange event in the New Year
4. **AOB and date of next meeting-** September 19 on rising of CATG



<b>Report to</b>	<b>Westbury Area Board</b>
<b>Date of Meeting</b>	<b>7 August</b>
<b>Title of Report</b>	<b>Area Board Grants</b>

**Purpose of Report**

To ask Councillors to consider funding applications to the community area grants fund scheme and councillor led project bids:

**1. Applications seeking Community Area Grant Funding (appendix 1)**

- 1.1 U3A is seeking £450 toward purchase of a projector
- 1.2 Bratton Silver Band is seeking £895 towards the purchase of a tuba
- 1.3 West Wiltshire Esprit Gymnastics Club is seeking £1000 towards the purchase of equipment for young people.
- 1.4 Westbury Music and Arts festival is seeking £902 for a ticket printer, laptop and lighting equipment.

**Councillor led project – led by Councillor Gordon King**

- 1.5 Domestic abuse awareness project at Matravers School - £660

**TOTAL Funding Requests: £3,907**

## **1. Background**

- 1.1.** Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Adult Care, Communities and Housing. Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance 2014/2015.
- 1.2.** In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria and/or the officer's recommendation would need to demonstrate that the application in question has a wider community benefit, and give specific reasons for why this should justify an exception to the criteria.
- 1.3.** The emphasis in the Coalition Government's Localism agenda supports the ethos of volunteering and community involvement and the nurturing of resilient communities. With this in mind Community Area Grants (CAGs) should be encouraged from and awarded to community and voluntary groups. Westbury Area Board has been allocated a 2014/2015 budget of £31,543.19 capital funding and £5,566 revenue funding for community grants, digital literacy projects, community partnership core funding, area board operational funding and area board/councillor led initiatives.
- 1.4.** Applications of up to and including £1,000 can be made for a Community Area Grant, which will not require matched funding. Amounts of £1,000 - £5000 will be required to find matched funding. The area board will rarely award more than £5,000.
- 1.5.** Area boards will not consider Community Area Grant (CAG) applications from town and parish councils for purposes that relate to their statutory duties or powers that should be funded from the local town/parish precept. However this does not preclude bids from town/parish councils, encouraging community projects that provide new opportunities for local people or those functions that are not the sole responsibility of the town/parish council.
- 1.6.** In addition to CAGs, councillors can submit an Area Board/Councillor Led Initiative. This enables area boards to tackle community identified priorities. Cabinet have emphasised that they do not wish these to be used to avoid complying with Community Area Grant criteria or for filling gaps where there are council service shortfalls.
- 1.7.** Officers are required to provide recommendations in their funding reports (except in the case of Area Board/Councillor led initiatives), although the decision to support applications is made by Wiltshire Councillors on the Area Board.
- 1.8.** Funding applications will be considered at every Area Board meeting whilst there is money available.
- 1.9.** Paper copies of funding applications no longer appear as part of the agenda in an attempt to reduce paper. They are however available on the Wiltshire Council web site with the area board agenda papers and hard copies available upon request.

- 1.10. The 2014/2015 funding criteria and application forms are available on the council's website  
<http://www.wiltshire.gov.uk/council/areaboards/areaboardscommunitygrantsscheme.htm>
- 1.11. All recipients of area board funding are expected to complete and return an evaluation form as soon as the project or activity has been completed and this should be accompanied by receipts and invoices, as well as photographs if possible. Failure to return the evaluation requested will preclude them from being considered for any future funding from the area board. This applies to all grants made by the area board.

<p><b>Background documents used in the preparation of this Report</b></p>	<ul style="list-style-type: none"> <li>• <a href="#">Area Board Grant Guidance 2014/15 as presented for delegated decision</a></li> <li>• <a href="#">BA13 Community Area Plan</a></li> <li>• <a href="#">Westbury Joint Strategic Needs Assessment</a></li> </ul>
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## 2. Main Considerations

- 2.1. Councillors will need to be satisfied that grants awarded in the 2014/15 year are made to projects that can realistically proceed within a year of the award being made.
- 2.2. This meeting is the second round of funding during 2014/2015:

## 3. Environmental & Community Implications

- 3.1. Area Board Grants 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. **The Westbury grants fund currently stands at £24,400 (capital) and £1,075 (revenue).**
- 4.2. All awards are subject to the condition that no payment will be made until all other funding has been confirmed.

## 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 will give local community and voluntary groups, town and parish councils equal opportunity to receive funding towards community based projects and schemes, where they meet the funding criteria.

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

## 8. Community Grant Applications Summary

Ref	Applicant	Project proposal	Funding requested
8.1.0	U3A	Purchase of a projector	£ 450

8.1.1 This application meets the grant criteria and will encourage community participation in arts, leisure and learning.

Ref	Applicant	Project proposal	Funding requested
8.2.0	Bratton Silver Band	Purchase of a tuba	£895

8.2.1 This application meets the grant criteria and will be of particular benefit to young people wishing to take up band membership.



Ref	Applicant	Project proposal	Funding requested
8.3.0	West Wiltshire Esprit Gymnastics Club	Purchase of equipment.	£1000

8.3.1 The application meets the grant criteria and will encourage young people to be involved in physical activity.

8.1.2 The applicant will contribute over 50% of other funding towards the project.

8.1.3 This is a joint application to 3 Area Boards (Westbury, Bradford and Trowbridge) with a higher amount requested from Trowbridge Area Board to reflect the percentage of users of the club.

Ref	Applicant	Project proposal	Funding requested
8.4.0	Westbury Music and Arts Festival	Purchase of a ticket printer, laptop and lighting equipment.	£902

8.4.1 This application meets the grant criteria and will help boost community participation in the arts and music – in the recent JSA the level of engagement in the arts was below the national average

8.4.2 The Area Board may wish to put a condition on any funding that the lights could be available to other community groups

Ref	Applicant	Project proposal	Funding requested
8.5.0	Area board led proposal (Councillor Gordon King)	Fund domestic abuse awareness presentations and discussion workshops at Matravers School.	£660

8.5.0 Application attached

## 9.Recommendations

9.1 It is recommended that the Area Board decides whether to allocate funding to these five applications.

<b>Report Author</b>	Sally Hendry. Westbury Community Area Manager. 01225 718627 <a href="mailto:sally.hendry@wiltshire.gov.uk">sally.hendry@wiltshire.gov.uk</a>
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Grant Applications for Westbury on 07/08/2014

ID	Grant Type	Project Title	Applicant	Amount Required
834	Community Area Grant	West Wilts Esprit Gymnastics Club Rhythmic, Boys and Disability Gymnastics Project	West Wilts Esprit Gymnastics Club	£1000.00
809	Community Area Grant	Bratton Silver Training Band Musical Instruments	Bratton Silver Band	£895.00
872	Community Area Grant	Westbury & District U3A Projector	Westbury & District U3A	£450.00
877	Community Area Grant	Westbury Music and Arts Festival (WMAF)	Westbury Music and Arts Festival	£902.07

ID	Grant Type	Project Title	Applicant	Amount Required
834	Community Area Grant	West Wilts Esprit Gymnastics Club Rhythmic, Boys and Disability Gymnastics Project	West Wilts Esprit Gymnastics Club	£1000.00

**Submitted:** 06/06/2014 10:14:45

**ID:** 834

**Current Status:** Application Appraisal

**To be considered at this meeting:**  
07/08/2014 Westbury

**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**

N/A

**5. Project title?**

West Wilts Esprit Gymnastics Club Rhythmic, Boys and Disability Gymnastics Project

**6. Project summary:**

West Wilts Esprit Gymnastics Club has been in existence for 42 years, and has now secured improved training facilities in Trowbridge. We wish to expand our current Rhythmic, Boys', Parkour and Disability Gymnastics provision, as well as replacing current Pre-School Gymnastics equipment and introducing Soft Play. This will enable us to build on the Olympic legacy by increasing our participants, making our provision more accessible, and providing training opportunities to retain older gymnasts and to make them into the coaches of the future.

**7. Which Area Board are you applying to?**

Westbury

**Electoral Division**

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

BA14 0XE

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

Children & Young People

2012 Olympic Legacy

Economy, enterprise and jobs

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

Sport, play and recreation

If Other (please specify)

N/A

**10. Finance:**

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

**Your latest accounts:**

04/2014

**Total Income:**

£93378.00

**Total Expenditure:**

£89822.00



**Surplus/Deficit for the year:**

£3556.00

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

£3000.00

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

We will be using our reserves to part fund this project, as well as through our own fundraising and the Area Board Grant. We do not currently have enough in reserves to cover all the start-up costs (Solicitor, Accountant, first quarter's rent and Planning fees) plus the additional equipment we will need in order to continue to deliver the service we provide, and to further develop our programmes going forward. We therefore need some financial help with the initial start-up of this long-term project.

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

**10b. Project Finance:**

Total Project cost		£10662.55		
Total required from Area Board		£1000.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Rhythmic Gymnastics Set	160.00	Fundraising	yes	5662.55
Rhythmic Hoops	144.00	Trowbridge Area Board		3000.00
Mini Apparatus for Boys	1505.80	Bradford-on- Avon Area Board		1000.00
Soft Play Equipment	1000.00			
Pre-School Equipment	3064.55			
Judo Mats	500.00			
Crash Mats	500.00			
Block for Disabled Gymnasts	505.00			
Trampoline	3283.20			
<b>Total</b>	<b>£10662.55</b>			<b>£9662.55</b>

**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?**

Bradford on Avon  
Trowbridge  
Westbury

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

The new facility will benefit anyone in our main catchment area (Trowbridge, Westbury, Bradford-on-Avon and the surrounding villages) who wishes to become involved, or is already involved, in Gymnastics-related activity. We currently provide Gymnastics opportunities to participants aged 6 months and upwards, but we have outgrown our current facility and have waiting lists for a number of our classes. In the last year we have introduced a number of new Gymnastics-related activities such as Rhythmic, Boys, Parkour, Adults and Disability and we wish to expand this provision but have no more room in our current gym. It is our goal to further reach under-represented sectors of the community such as 11-25 year olds, adults wishing to return to sport and disabled participants. We also wish to develop disciplines which are very limited in Wiltshire such as Rhythmic Gymnastics, Parkour, Team Gym, Gym Fit and Soft Play. We are supported in this by ex-Olympian Francesca Fox, who coaches with us on a seasonal basis. These activities attract our target under-represented audiences and offer general fitness opportunities and alternative activities to our members as well as their parents/guardians and siblings. We currently offer part-funded training and mentoring opportunities to our older gymnasts to enable them to become qualified coaches, and an increased membership will mean more opportunities for us to develop the coaches of the future from our current members. In this way, we can become a training facility and offer both voluntary and paid employment to 14 year-olds upwards who wish to become coaches and leaders. All of this is dependent on our obtaining the capital to purchase new equipment.

**14. How will you monitor this?**

As an organisation we are currently in the process of applying for Gym Mark, which is British Gymnastics's quality standard certification. As part of this, we have developed a detailed Action Plan, which provides the means for us to evaluate our progress at each stage of our development. This Action Plan means that we can measure our progress at 6-month, 12-month, 18-month and 2 year stages. We have also developed a database in which we keep all participant personal details, which means that we can dissect our membership at any time and check various characteristics against our target audiences. In this way, we will always know and can report periodically whether we are reaching our target under-represented groups and whether their numbers within our programmes are growing. We can also target our marketing geographically so that we can reach under-represented communities and, if necessary, ethnicities and/or age-groups.

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

We are applying for the Area Board Grant to purchase equipment for the start-up of a much bigger project. Once we have started the new Gymnastics facility, in part using equipment we already possess and in part with equipment bought through the grant, we can grow our current participation. At present we have a self-funding business which is financially stable, but once in a larger facility with additional equipment and revenue streams we can generate

more income. We remain a not-for-profit organisation, so all income over and above our running costs will be re-invested, and this will all be possible due to the initial start-up funding for the new equipment. The business will therefore remain self-funding.

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

We are applying for the Area Board Grant to purchase equipment for the start-up of a much bigger project. This is the preparation and opening of a permanent Gymnastics and Fitness facility for the community of Trowbridge and the surrounding area. This project (aside from the initial start up costs outlined above) has an annual cost, as the building will be rented. All our costs are calculated monthly, quarterly and annually, and are available for perusal if required.

**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):**

**And finally...**

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

809	Community Area Grant	Bratton Silver Training Band Musical Instruments	Bratton Silver Band	£895.00
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**Submitted:** 20/05/2014 14:06:51

**ID:** 809

**Current Status:** Application Appraisal

**To be considered at this meeting:**

07/08/2014 Westbury

**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?**

Bratton Silver Training Band Musical Instruments

**6. Project summary:**

Our project is to provide our training band with additional musical instruments. We re-formed our training band in 2013 with the aim of encouraging members of the local community to learn to play a musical instrument and become part of a well established local music group. The response has been overwhelming and we would like to extend the range of instruments on which new players can learn and progress. In particular we need to purchase an additional tuba.

**7. Which Area Board are you applying to?**

Westbury

**Electoral Division**

Ethandune

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

BA13 4RR

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

Children & Young People

Arts, crafts and culture

Inclusion, diversity and community spirit

If Other (please specify)

**10. Finance:**

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

**Your latest accounts:**

12/2013

**Total Income:**

£19995.47

**Total Expenditure:**

£24472.83

**Surplus/Deficit for the year:**

£-4477.36

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£6591.00

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

Our reserves are needed to fund day to day running of the main band and training band including hire of practice rooms, instrument maintenance and repair, purchase of music, insurance and the services of a musical director and a training band director.

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

**10b. Project Finance:**

Total Project cost		£895.00		
Total required from Area Board		£895.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Junior 3 valve tuba	895.00	None		0.00
Total	<b>£895</b>			<b>£0</b>

**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?**

Westbury

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

After a break of several years, the Bratton Silver Band training band was re-formed in 2013 to give members of the local community an opportunity to learn to play a musical instrument in a group environment and receive professional tuition. Bratton Silver Band has been providing musical entertainment throughout West Wiltshire and beyond for over 150 years and is a very well established part of the community performing at many local events throughout the year. Having an active and vibrant training band which is open to players of

all ages and abilities is essential to the continued success of the organisation. Since reforming, the training band has quickly become very popular with over 20 members from the local area ranging in age from 7 years to adult. They meet each week to rehearse, where they receive expert guidance and tuition from a professional music teacher. They are provided with an instrument and are taught how to read music as well as how to play the instrument. It's important that they have the opportunity to learn a range of different instruments for a number of reasons. These include their own enjoyment and progression, the ability to play all of the different parts in their music arrangements and also for the sustainability of the main band as they progress to it. We do not currently have a tuba of a suitable size for a young person to learn on and this project will fund the purchase of a junior size tuba. The training band is aiming to carry out several public performances in its own right at local events during 2014 and some members will also be joining in with main band performances as they progress. Bratton Silver Band has an open door policy, bringing together local musicians of all standards aged from 7 to 77. By completing this project, we aim to feed the main band with players across a wider range of instruments so that we can continue to perform at local events and engagements for the enjoyment of the local community.

**14. How will you monitor this?**

The success of this project can be monitored by the number of players that progress from the training band to the main band and by the range of different instruments that they are able to play.

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

This project will be closed once the new instrument has been purchased.

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

Not applicable

**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):**

**And finally...**

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

872	Community Area Grant	Westbury & District U3A Projector	Westbury & District U3A	£450.00
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**Submitted:** 13/07/2014 16:16:03

**ID:** 872

**Current Status:** Application Appraisal

**To be considered at this meeting:**

07/08/2014 Westbury

**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?**

Westbury & District U3A Projector

**6. Project summary:**

The projector would be utilised both by guest speakers during our monthly meetings and the branch itself for presenting information about the local Interest Groups and national U3A meetings

**7. Which Area Board are you applying to?**

Westbury

**Electoral Division**

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

BA13 3PJ

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

Arts, crafts and culture

If Other (please specify)

**10. Finance:**

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

**Your latest accounts:**

03/2014

**Total Income:**

£3199.00

**Total Expenditure:**

£2182.00

**Surplus/Deficit for the year:**

£1017.00

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£2262.00

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

The free reserves have been built up over 3 years to cover a projected operating expenditure of £2660 in FY 2014-2015. This is in line with the national U3A guidelines of having a half to one year operating expenditure held as a reserve.

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

**10b. Project Finance:**

Total Project cost		£650.00		
Total required from Area Board		£450.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Projector	450.00	Screen - Our reserves	yes	130.00
		Stand - Our reserves	yes	70.00
Total	<b>£450</b>			<b>£200</b>

**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?**

Westbury

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

The 150 present members of the Westbury & District U3A will benefit from the fellowship and educational improvement from the variety of monthly speakers.

**14. How will you monitor this?**

Details of the monthly meetings are reported in local publications such as the Whitehorse News and The Christian Way magazine. Regular attendance numbers give an indication of the suitability of the monthly meeting programme.

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

The branch will fund operating costs such as new projector bulbs from ongoing revenue (membership and meeting fees).

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

Not applicable.

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):**

**And finally...**

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

877	Community Area Grant	Westbury Music and Arts Festival (WMAF)	Westbury Music and Arts Festival	£902.07
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**Submitted:** 17/07/2014 14:37:29

**ID:** 877

**Current Status:** Application Appraisal

**To be considered at this meeting:**

07/08/2014 Westbury

**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?**

Westbury Music and Arts Festival (WMAF)

**6. Project summary:**

WMAF was founded in 2007 to offer a range of artistic activities for all the community. In 2014, our aim is to consolidate our reputation as an important town event ensuring our future sustainability. We wish to strengthen engagement, which are below the national averages as measured by the \

**7. Which Area Board are you applying to?**

Westbury

**Electoral Division**

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

BA13 3EN

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

Children & Young People

Arts, crafts and culture

Economy, enterprise and jobs

Festivals, pageants, fetes and fayres

Heritage, history and architecture

Inclusion, diversity and community spirit  
Technology & Digital literacy

If Other (please specify)

**10. Finance:**

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

**Your latest accounts:**

12/2013

**Total Income:**

£4806.00

**Total Expenditure:**

£4647.00

**Surplus/Deficit for the year:**

£159.00

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£4000.00

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

Income from ticket sales, advertising and sponsorship is insufficient to enable us to fund the capital investment that we require to sustain the festival into the future. We do not expect to make a profit from the forthcoming festival activities. The aim is to progressively purchase equipment and assets for future years, and that will be available to lend to other community groups in Westbury. For example with a ticket printer we can not only print our tickets but offer to print tickets for other groups in the town and help them to set up on-line tickets sales e.g. via ticketsource. (We already have requests).

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

**10b. Project Finance:**

Total Project cost		£902.07		
Total required from Area Board		£902.07		
Expenditure		Income	Tick if income	
(Itemised	£	(Itemised	confirmed	£
expenditure)		income)		
lighting				
equipment (est)	210.00			
laptop asus				
X552 CL	399.99			
security cable	24.48			



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):**

**And finally...**

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



<b>Area Board Project</b>
<b>1. What is the Initiative?</b>
A series of two drama presentations and workshops at Matravers School aimed at raising awareness of domestic abuse. Theatre group Sixth Sense has been commissioned by the Arts Council and has produced this play highlighting the issues of domestic abuse and aimed specifically at raising awareness in secondary school age pupils. The theatre group also host an awareness raising workshop and discussion group on the back of the presentation.
<b>2. Where is the initiative taking place?</b>
At Matravers School
<b>3. When will the initiative take place?</b>
In the Autumn term
<b>4. What are the Community benefits/evidence of need/links to Community Plan/Community Issue?</b>
The incidence of domestic abuse in the Westbury community area is the fourth highest in Wiltshire (JSNA 2014) and the need to address this is an agreed area board priority which has now been incorporated into the community plan.
<b>5. What is the desired outcome of this initiative?</b>
To raise awareness of this important issue and to make people aware of where to get help and advice.
<b>6. Who will Project Manage this initiative?</b>
Matravers School will liaise directly with Sixth Sense to arrange the date and time of the productions. Wiltshire Council's public protection team is aware of the project.
<b>7. Costs/quotes/ match funding?</b>
Two days for the production and workshop would cost £660, This would be for all of year 9 and the GCSE/A level drama groups.
<b>8. Additional information</b>
This project is just one of a multi stranded approach we are taking to domestic abuse awareness. The area board is working with police, health service, community area partnership and other partners on a community wide awareness project.

