

AGENDA

Meeting: BRADFORD ON AVON AREA BOARD
Place: Westwood Social Club, Lower Westwood Road, Westwood, BA15 2AP
Date: Wednesday 15 July 2015
Time: 7.00 pm

Including the Parishes of Limpley Stoke, Winsley, Monkton Farleigh, Bradford-on-Avon, Holt, South Wraxall, Wingfield, Westwood, Staverton

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.

Please direct any enquiries on this Agenda to Kevin Fielding, on 01249 706612 or email kevin.fielding@wiltshire.gov.uk or Peter Dunford (Bradford on Avon Community Engagement Manager), direct line 01225 713060 or (email) peter.dunford@wiltshire.gov.uk

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

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

Wiltshire Councillors

Cllr Rosemary Brown - Bradford on Avon North
Cllr Trevor Carbin – Holt & Staverton

Cllr Magnus Macdonald (Chairman) - Winsley & Westwood
Cllr Ian Thorn (Vice Chairman) – Bradford on Avon South

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	Time
<p>1 Welcome</p>	<p>7:00pm</p>
<p>2 Apologies for Absence</p>	
<p>3 Minutes (Pages 1 - 10)</p> <p>i) To approve and sign as the correct record the minutes of the Bradford on Avon Area Board meeting held on 13 March 2015.</p> <p>ii) To approve and sign as the correct record the minutes of the Local Youth Network Management Group held on 22 June 2015.</p> <p>iii) To approve and sign as the correct record the minutes of the Bradford on Avon Community Area Transport Group meeting held on 1 June 2015.</p>	
<p>4 Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>5 Chairman's Announcements and Updates (Pages 11 - 14)</p> <p>Chairman's Announcements:</p> <ul style="list-style-type: none"> • Services to the Elderly Workshop, 16 July • LEADER funding • Changes to Street Lighting • Public Transport Review • Bradford on Avon Cycling Festival, 5/6 September <p>Updates:</p> <ul style="list-style-type: none"> • Wiltshire Police • Wiltshire Fire and Rescue Service • Healthwatch Wiltshire – June update • Youth Advisory Group 	<p>7:05pm</p>
<p>6 The work of the Community Area Transport Group and the need for enhanced funding</p> <p>Peter Dunford - Community Engagement Manager.</p>	<p>7:15pm</p>

7	<p>Community Grant Scheme applications</p> <p>i. Westwood PCC requesting £5,000 towards the Parish Room Transformation.</p> <p>ii. Bradford on Avon Preservation Trust requesting £950 towards the re-opening of the Culver Close toilet in Bradford on Avon.</p> <p>iii. Wiltshire Music Centre requesting £4,973 towards an equipment upgrade.</p>	7:30pm
8	<p>Westwood Issues</p> <p>Westwood Parish Council to report.</p>	
9	<p>Priorities for the Area Board moving forward</p> <p>Discussion led by Councillor Magnus Macdonald with views welcome from all.</p>	8:00pm
10	<p>Engaging the Parish Councils in the work of the Area Board</p> <p>Discussion led by Councillor Magnus Macdonald with views welcome from all.</p>	8:45pm
11	<p>Next Meeting and Close</p> <ul style="list-style-type: none"> • Wednesday 16 September 2015, St Margaret's Hall, Bradford on Avon. 	9:00pm

MINUTES

Meeting: BRADFORD ON AVON AREA BOARD
Place: St Margarets Hall, St Margarets Street, Bradford on Avon, BA15 1DE
Date: 13 May 2015
Start Time: 7.00 pm
Finish Time: 8.50 pm

Please direct any enquiries on these minutes to:

Kevin Fielding ,Tel: 01249 706612 or (e-mail) kevin.fielding@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Rosemary Brown, Cllr Trevor Carbin, Cllr Magnus Macdonald and Cllr Ian Thorn

Wiltshire Council Officers

Peter Dunford – Community Area Manager
Kevin Fielding – Democratic Services Officer
Emma Coombs - Community Youth Officer
Andrew Osborn – Head of Adult Care Commissioning

Town and Parish Councillors

Bradford on Avon Town Council – John Potter & Mike Roberts
Limpley Stoke Parish Council – Peter Wyatt

Partners

Wiltshire Police – Inspector Chris Chammings
BoACAN – Jim Lynch
Local Youth Network – Skye May & Cherry Riley
Isabel Martindale – Bradford on Avon Seniors Forum

Total in attendance: 40

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Election of Chairman and Vice-Chairman</u></p> <p>Cllr Magnus Macdonald was elected Chairman of the Bradford on Avon Area Board for the forthcoming year.</p> <p>Cllr Ian Thorn was elected Vice-Chairman of the Bradford on Avon Area Board for the forthcoming year.</p>
2	<p><u>Appointments to Outside Bodies and Working Groups</u></p> <p>Bradford on Avon Local Youth Network – Cllr Ian Thorn</p> <p>Community Area Transport Group (CAT-G) – all members invited to attend.</p> <p>Bradford on Avon Neighbourhood Plan Steering Group – Cllr Ian Thorn</p> <p>Bradford on Avon Air Quality Alliance Steering Group – Cllr Rosemary Brown & Cllr Magnus Macdonald</p> <p>Shadow Campus Operations Board (COB) – Cllr Magnus Macdonald</p>
3	<p><u>Welcome</u></p> <p>The Chairman welcomed everybody to St Margaret’s Hall.</p> <p>The Chairman introduced the Area Board members and the Wiltshire Council officers present.</p>
4	<p><u>Apologies for Absence</u></p> <p>Apologies were received from Mike Franklin – Wiltshire Fire & Rescue Service and Maggie Novotni – Wingfield Parish Council.</p>
5	<p><u>Declarations of Interest</u></p> <p>There were none.</p>
6	<p><u>Minutes</u></p> <p>Decision</p>

	<ul style="list-style-type: none"> • The minutes of the Bradford on Avon Area Board meeting held on 11 March 2015 were signed as the correct record. • The minutes of the Local Youth Network Management Group held on 13 April 2015 were signed as the correct record.
7	<p><u>Chairman's Announcements and Updates</u></p> <p>The following Chairman's Announcements contained in the agenda pack were noted:</p> <ul style="list-style-type: none"> • School Organisation Plan: draft strategy available in June • Universal Credit: now operational in Wiltshire • Dementia Awareness Week, 17-23 May: New Bradford on Avon Memory Café launched at The Dog and Fox PH <p>The Chairman thanked Cllr John Potter for his two years serving as Mayor of Bradford on Avon.</p> <p>The following Updates contained in the agenda pack were noted:</p> <ul style="list-style-type: none"> • Wiltshire Police – Inspector Chris Chammings • Wiltshire Fire and Rescue Service. • Public Health Briefing – April. • Healthwatch Wiltshire – April.
8	<p><u>Local Youth Network Update</u></p> <p>Emma Coombs – Community Youth Officer and youth representatives gave a short update.</p> <p>Points made included:</p> <ul style="list-style-type: none"> • There had been good feedback from LYN members, with meetings being very positive. • The LYN was looking to recruit further members, and are representatives appointed. • Next LYN meeting – Monday 15 June 2015.

	<ul style="list-style-type: none"> • Emma Coombs was currently working with Holt, Winsley and Westwood young people. <p>The Wiltshire Councillors were asked ratify four LYN Management Group funding recommendations:</p> <ul style="list-style-type: none"> • Holt Youth Club £3,000 – agreed. • Young Curators Programme £1,200 – agreed. • Relateen £2,000 – agreed. • Creative Youth Engagement in BA15 £1,500 – agreed. <p>The Chairman thanked Emma Coombs and the youth representatives for their update and good work on the funding recommendations.</p>
9	<p><u>Local NHS Plans</u></p> <p>Jo Cullen from the Wiltshire Clinical Commissioning Group and Dr James Heffer GP and Amanda Brookes from the Bradford on Avon and Melksham Health Partnership gave an update and outlined the rollout of integrated health and social care ‘community teams’ and the CCG adult community services.</p> <p>Points made included:</p> <p>Integrated Health & Social Care</p> <ul style="list-style-type: none"> • Seamless services centred around you in your home. • To only have to tell your story once <p>What is an integrated team?</p> <ul style="list-style-type: none"> • Clinical leadership: GPs working with primary healthcare and community care workers from the NHS, social care and other agencies. • Community leadership: A vitally important role in supporting and shaping local services. <p>The benefits</p> <ul style="list-style-type: none"> • If you have a number of ongoing health concerns integrated care is right

	<p>for you.</p> <ul style="list-style-type: none"> • We want it to be easier for you to get back on your feet, to keep you out of hospital and to help you maintain the independence you need to stay at home or in your local community. <p>What's happening in Bradford on Avon?</p> <ul style="list-style-type: none"> • Multi disciplinary meetings – twice a month. • Joint initiatives with Integrated Teams: Leg Club, Memory Café, Balance and Falls Class. • Next steps, a joint list of patients to manage – vulnerable people at risk of hospital admission. <p>Questions from the floor included:</p> <ul style="list-style-type: none"> • What is happening with the Health Centre in Station Road? <ul style="list-style-type: none"> <i>a. The partners are currently looking at an extension to the building, to give more space. Not looking to move out of the Station Road building.</i> • Is there any free parking opposite the Health Centre? <ul style="list-style-type: none"> <i>a. No.</i> • Will the Centre be closed during the building of the extension? <ul style="list-style-type: none"> <i>a. No, the Health Centre would continue to operate as normal.</i> <p>The Chairman thanked Dr Heffer and Amanda Brookes for their update.</p>
10	<p><u>Services to the Elderly</u></p> <p>Andrew Osborn – Head of Adult Care Commissioning at Wiltshire Council – gave a preview to a forthcoming workshop to be held to discuss the services needed by the elderly in the Community Area. He also made a request for the Area Board to nominate an Older Persons Champion and a Carers Champion.</p> <p>Points made included:</p> <ul style="list-style-type: none"> • Significant changes in the way people were supported to be independent • Care Act implemented April 2015

	<ul style="list-style-type: none"> • CCG currently tendering Community Health Services • That Wiltshire Council wanted to talk with area boards and people in the community about how best to support people and would be holding a workshop on Thursday 16 July 2015 in Bradford on Avon. • That Wiltshire Council and Healthwatch Wiltshire had launched a new Information website – “Your Care, Your Support Wiltshire”. <p>Market Position Statements</p> <ul style="list-style-type: none"> • The purpose of this statement was to inform each Community Area Board of current service provision and uptake of community services, support and accommodation; and to inform the council’s commissioning intentions to develop and support services that reflect the aspirations and wishes of older people living in Wiltshire. <p>Older Peoples and Carers Champions</p> <ul style="list-style-type: none"> • A way to engage with communities. • Voluntary roles but with admin support. • Act as link between the Council and communities on older peoples and carers issues. • Regular meetings with champions to exchange information, influence service developments, feedback issues. • Further discussions to finalise the details with communities. <p>Older Persons Champion and a Carers Champion.</p> <p>Representatives of Wiltshire Heights Care Home advised that they be happy to nominate a member of staff for this role. Isabel Martindale also advised that she would notify the Seniors Forum of the roles.</p> <p>The Chairman thanked Andrew Osborn for his presentation.</p>
11	<p><u>Magna Carta 800th Anniversary Celebrations</u></p> <p>Peter Dunford - Community Area Manager, Wiltshire Council gave an update on the preparations for the 800th anniversary celebrations of the Magna Carta and opportunities for involvement.</p>

	<p>Points made included:</p> <ul style="list-style-type: none"> • 2015 - national anniversary - want local communities at the heart of activities. • Community areas invited to take part in a modern day pageant – from Salisbury Market Square to the Cathedral Close on 15 June. • The procession is opportunity to showcase each area and its heritage as a float, giant, theatre production etc... • An opportunity to create a modern day Magna Carta (charter) and flags to reflect this. <p>Bradford on Avon Pageant</p> <ul style="list-style-type: none"> • Made in Bradford on Avon running a workshop in The Vaults to decorate the BoA Baron and to make costumes and banners for the Pageant. Coming soon! • Bradford on Avon ‘theme’ based on the heritage and culture of the area – to include wool, rubber and bicycles! All creative ideas welcome. • 20 volunteers sought for the Pageant in Salisbury on the evening of Monday 15th June. <p>The Chairman thanked Peter Dunford for his update.</p>
12	<p><u>Big Pledge - Make a Difference Campaign 2015</u></p> <p>Peter Dunford - Community Area Manager, Wiltshire Council introduced a short DVD film outlining Wiltshire Council’s Big Pledge Campaign 2015, which challenges people to get healthy, volunteer or make a positive change in 2015.</p> <p>Make a difference to your health and wellbeing:</p> <ul style="list-style-type: none"> • take the sugar swap challenge and reduce your sugar intake for 21 days • be sun aware and protect your skin during May to September • eat a rainbow by increasing your fruit and vegetable intake to at least five a day for 30 days or more • get active by increasing your physical activity for 30 days or more or by taking part in the <u>Big Pledge activity challenge</u>

	<ul style="list-style-type: none"> • stop smoking for 30 days • be alcohol aware by having at least two or three alcohol free days a week • improve your wellbeing by taking time out to do something you enjoy at least three times a week <p>Make a difference in your community:</p> <ul style="list-style-type: none"> • volunteer at least once a month from May to September • fundraise for a local charity • perform an act of kindness by helping someone in your neighbourhood during May to September • get your community active by encouraging people you know to do more physical activity • be dementia friendly and <u>become a dementia friend</u> <p>The Chairman thanked Peter Dunford for his update.</p>
13	<p><u>Community Grant Funding</u></p> <p>Community Grant Scheme Review 2014/15 report contained in the agenda pack was noted.</p> <p>Community Grant Scheme applications</p> <p>The Wiltshire Councillors were asked to consider four applications seeking 2014/15 Community Area Grant funding:</p> <p>Decision West Wilts Esprit Gymnastics Club awarded £1,000 towards a new training bar and set of menss rings. Reason <i>The application meets grant criteria 2015/16.</i></p> <p>Decision Bradford on Avon Bowls Club awarded £1,594 towards replacement windows and door. Reason <i>The application meets grant criteria 2015/16.</i></p> <p>Decision</p>

	<p>Bradford on Avon Cycle Festival awarded £3,000 towards, signing, barriers, road closure and banners, with the condition that local village communities were involved in the event and parish councils and others could contribute up to £1,000 match funding towards costs.</p> <p><i>Reason</i> <i>The application meets grant criteria 2015/16.</i></p> <p>Decision Bradford on Avon and Melksham Health Partnership awarded £1000, with an additional £500 provided by Wiltshire Heights Care Home, towards a new Memory Café at the Dog and Fox Public House.</p> <p><i>Reason</i> <i>The application meets grant criteria 2015/16.</i></p>
14	<p><u>Next Meeting</u></p> <ul style="list-style-type: none"> • Wednesday 15 July 2015 - Westwood Social Club.
15	<p><u>Close</u></p>

Local Youth Network Meeting- Minutes

Monday 22nd June 2015 Bradford-on-Avon Youth Development Centre

Apologies:

- Jade Britton, Vincent Nicholas, Amy Claridge- Young People
- Councillor Rosemary Brown, Wiltshire Council
- Charlotte Jackson, Holt Youth Club
- Bradford-on-Avon Police Service

Present:

- Cherry Riley, Local Youth Network Chair
- Emma Coombs, Community Youth Officer
- Siobainn Chaplin, Wiltshire Council
- James Vaughton, Youth For Christ
- Councillor Ian Thorne, Town Council and Wiltshire Council
- Councillor Magnus McDonald, Wiltshire Council
- Councillor Alison Craddock, Town Council
- Peter Dunford, Bradford-on-Avon Area Board
- Bob Crouch, Holt Youth Club
- Amée Desimone, Selwood Housing
- Karen Butler, St Laurence School
- Councillor Trevor Carbin, Wiltshire Council

Review of Previous Meeting:

- C.R reported that young people had felt at the previous LYN meeting that individuals were argumentative. Young people also felt not listened to and saw lack of respect for the Chairs and members of the group.
- E.C re-explained the grant application process.
- It was explained that during the scoring, the scores should be solely based on the written application, despite the applicant's use of presentation. To keep it fair.
- It was mentioned that other LYN groups use the presentation process as a separate date to the application scoring. It was discussed whether B-o-A LYN could use the same structure.
- Presentations, post to receiving the grant, could be presented at the Area Board.
- Suggestion to have groups asking for a large amount for funding to do a presentation only, would need to decide on the amount.
- Concerns around not all young people being actively involved.

Needs Assessment:

- Needs assessment was emailed to LYN management group.
- E.C explained the use of the needs assessment.
- E.C displayed questionnaire which indicated the activities/ needs of young people in the Bradford-on-Avon area.
- The use of credits was explained, that young people can exchange their volunteering time for credits, which can be used for activities.
- It has been reported that there are low crime rates with young people in the Bradford-on-Avon area.
- Youth club running through the summer.
- Put on summer activities in BoA, LYN MG agreed to top slice £2000 for this and for EC to organise.
- Suggested that the LYN MG to take an active role to help put on activities.

Widening the LYN:

- It was suggested that more young people needed in the group.
- How to get young people involved- School Council, regular discussions to find the gaps from young people.
- Sport groups could become involved in the LYN.
- Discussion about inviting individuals to the LYN meetings to speak about what they do.
- Questioned whether sports club are aware the grants which are available to them.
- S.C spoke about the use of the Youth and Community Centre building for a wider LYN event. Town council were supportive of this, although charges would apply.
- J.V mentioned being able to pay for the charges of the youth and community centre during the period of the wider LYN event.
- It was suggested that it would be interesting to compare BoACAN's results of questions to young people to the needs assessment.
- Cycling event in September happening in BoA.
- Organise a wider LYN event.
- Spoke about how time credits/ leisure credits would be a good idea in BoA and to have providers on board with it for young people to spend their vouchers.
- Spoke about how much funding is left and that at the moment it all needs to be used in this final year. In discussions about being to continually roll over the LHF.

Management Representatives:

- More young people are needed within the group.
- K.B said the attendance of young people in the LYN meetings and engagement is essential.
- M.M explained there is a lack of providers in the group.

AOB:

- S.C spoke to the group and will be leaving.

Note of Bradford on Avon Community Area Transport Group

Monday 1st June 2015 at County Hall, Trowbridge

1. **Present**

Rosemary Brown, Wiltshire Councillor, Bradford North

Magnus Macdonald, Wiltshire Councillor, Winsley and Westwood

Mike Roberts, Martin Newman, Bradford on Avon Town Council

Andrew Pearce, Holt Parish Council

Bob Broadhead, Limpley Stoke Parish Council

Matthew Midlane, Monkton Farleigh Parish Council

Mark Caroe, South Wraxall Parish Council

Maggie Novotni, Wingfield Parish Council

Linda Ladner, Winsley Parish Council

Rosie Meachin, Tamsin Daddow, Bradford on Avon 20sPlenty

PC Martin Annetts, Wiltshire Police

Dave Thomas, Traffic Engineering, Wiltshire Council

Peter Dunford, Bradford on Avon Area Board

2. **Apologies**

Ian Thorn, Wiltshire Councillor, Bradford South

Trevor Carbin, Wiltshire Councillor, Holt and Staverton

Pam Hyde, Bradford on Avon Town Council

Spencer Drinkwater, Andy Cadwallader, Highways, Wiltshire Council

Alex Machin, Bradford on Avon 20sPlenty

3. **Notes of CAT-G meeting on 3 March 2015**

Martin Newman tabled corrections relating to the minutes regarding Item 5 on the Historic Core Zone and item 12 iv) Winsley Road, which were agreed.

4. **Budget Position – update**

Dave Thomas tabled a budget statement. The annual budget allocation to the CATG remains at £ 10,062 per annum which, together with an underspend in 2014/15 of £6, 070.85 leaves an operating budget for 2015/16 of £ 18, 532.85.

The costs of delivering 20 mph schemes in Woolley and in Winsley/Turleigh plus assessments for 20 mph schemes in Limpley Stoke and Monkton Farleigh will total £ 17,000 in the current financial year due to the funding changes announced by the Cabinet Member for Highways and Transport, Councillor Philip Whitehead, which requires the CATGs to pick up the full costs of 20 mph assessment and delivery going forward.

Match funding contributions from the Town and Parish Councils, the Area Board (and from elsewhere) will be increasingly important if the CATG is to have any impact against a long list of requested schemes for the town and the villages which currently has a total price tag in excess of £ 30,000. Councillor Whitehead has set a target for a minimum match of 25 % funding towards the delivery of any scheme. A higher rate of match funding may help to escalate a project up the priority list for early implementation.

AGREED: A request be made the Area Board on 15 July for top-up funding for the BoA CATG budget in 2015/16

AGREED: The Town and Parish Councils be notified about the expectation of a minimum of 25% match funding for all projects from 2015/16

5. **20 mph restrictions** (Dave Thomas)

2014/15 implementation schemes – Woolley and Winsley/Turleigh

Match funding of £ 600 and £ 1,800 has been agreed by Bradford on Avon Town Council and Winsley Parish Council, respectively, for implementation of these schemes. Traffic Orders have been advertised.

2015/16 assessment schemes - Limpley Stoke & Monkton Farleigh

Agreed as the priorities by BoA CATG at its meeting on 3 March 2015. Match funding contributions of £ 625 to be sought from both parish councils. Matthew Midlane reported that the Monkton Farleigh Parish Council precept is so low that they would struggle to find the funding.

2015/16 investigation – 2 areas of Bradford on Avon

The clarification issued from Councillor Whitehead allows the CATG/ Town Council to fund this additional investigative work if it is able to raise the double-study costs of £5,000. Following guidance from Dave Thomas, the Town Council with the support of 20s Plenty BoA has identified two 20 mph zones based around Fitzmaurice and Christchurch/ St Laurence schools to promote safe walking routes for vulnerable users. There remains doubt, however, as to whether long stretches of some of the main roads identified would pass the test for 20 mph restrictions. Dave Thomas suggested that the 'historic core zone' of the town centre as defined by the inner gateways and Restricted Parking Zone would be an obvious choice for 20 mph and this offer has also previously been made by Councillor John Thomson. A compromise suggestion was made to investigate a 20 mph zone focused on the town centre but which extends out along the Trowbridge/ Frome/ Winsley/ Bath/ Sladesbook roads as far as the schools but not much further.

AGREED: Dave Thomas agreed to attend a meeting of the Town Council 20 mph Working Group to finalise the proposal

Rosemary Brown reported that Councillor Thomson had formally offered to implement a 20 mph scheme in the town centre, at no cost to the town and as a gesture of goodwill.

6. **Holt Freight Study - update**

Andrew Pearce reported that Holt Parish Council does not recognise the findings of the Atkins Study which shows the impact of HGVs on the village is insufficient to warrant the introduction of a weight limit. The Parish Council's own research has shown somewhat different outcomes and they have requested a meeting with Atkins to compare findings.

7. **Speed Indicator Devices**

Following the decision by Wiltshire Council to withdraw funding for the flashing SID devices, it looks likely that CATGs and Town and Parish Council will be invited to take responsibility for the service using volunteer resources. This would need to be backed up with technical support to meet safety standards on the highway. More details are awaited.

8. **No Historic Core Zone – so what now?**

Magnus Macdonald talked about his disappointment that the scheme was not supported at the Parish Poll and about his ideas for what to do now. Urgent clarification is sought on the status of £ 75,000 of Town Council monies which were being held by Wiltshire Council towards the Historic Core Zone scheme and on Section 106 monies arising from the Kingston Farm development which were earmarked for town centre improvements in Silver Street. If a small fund can be

identified, quick wins could be implemented such as new pedestrian crossings, bollards and a 20 mph zone in the town centre; longer term ambitions such as a pedestrian footbridge over the river and another look at a one-way-system should also be pursued. Given the failures to secure community support on key issues, communication with and the support of residents will be key to success going forward; a sub group at the Town Council is working on this.

9. **Substantive Highways Scheme 2015**

In the absence of Spencer Drinkwater, Dave Thomas reported that the deadline for bids is the end of June to a countywide fund worth £250,000 for projects whose value is in excess of the annual budget for the CATG and which have a feasibility appraisal and matching funding in place and are deliverable in 2015/16.

There are no obvious projects in the Bradford on Avon community area which would be eligible and likely to succeed this year.

AGREED: No bid to the Substantive Highways Scheme this year

10. **Public Transport Review - stakeholder workshops**

Peter Dunford reported that a major community consultation would be starting in July around a review of Passenger Transport priorities and expenditure. A series of 4 invite-only stakeholder workshops will be held to which representatives have been invited from all Area Boards, CATGs, Community Partnerships, Charities & Voluntary Groups, Town and Parish Councils.

Magnus Macdonald has been elected Chairman of the Task Group that is overseeing the review.

AGREED: The Chairman to represent BoA CATG at the workshop at County Hall, Trowbridge in July (others may be attending from their own organisation)

11. **Update on CAT-G priority projects**

- i) **Newtown bollards, Bradford on Avon** – bollards have been demolished by HGV. Proposals for improvements to Newtown/Mason Lane junction to deter HGV movements being progressed.
- ii) **Winsley Road, Bradford on Avon** - pedestrian crossing near Huntingdon Street junction funding contribution of £3,500 from the CATG budget. Works ordered. Construction due September. Delay due to streetworks embargo.
- iii) **Wingfield** – footway from Trowle Farm Lane to Loves Lane. Complete

12. **Other urgent highways and transport matters for discussion**

- i) **Coppice Hill, Bradford on Avon** – the Town Council has agreed to contribute up to £ 500 for road markings to read ‘Keep Clear’.

ii) **Kennet Gardens, Bradford on Avon** – Peter Dunford and Martin Annetts reported on the continuing unrest from residents of Kennet Gardens regarding parking on pavements and obstruction to pedestrians and emergency vehicles. New properties have been permitted and built without implementation of on-street waiting restrictions (yellow lining). PC Annetts explained that the Police can only enforce fines if cars are blocking driveways or emergency accesses. If pedestrians or those in wheelchairs or with prams are having to walk in the road because the pavements are blocked they will need to report this formally to the Police for action to be taken. Due to already over-stretched resources the Police are unable to prioritise a regular on-site presence to monitor this situation. Dave Thomas commented that a residents parking scheme would not be appropriate as this would only control the situation during working hours and the area is so close to the school, the youth centre, the canal and other tourist facilities that it will always be a popular place to park. He advised of a revised process for dealing with requests for waiting restrictions and reported that this will shortly be going to Councillor Whitehead, the Cabinet Member for Highways, for approval. Implementation of any yellow lining may need to be funded by the CATG/ Town Council/ Area Board or a mix of these.

AGREED: PC Annetts to meet with residents to discuss this matter further

AGREED: Town Council to prioritise as a location for waiting restrictions. Costings and match funding to be sought for yellow lining solution.

- ii) **Huntingdon Rise, Bradford on Avon** – wooden posts requested to control parking on grass verge. Site visit held. Options discussed and support given to hard grass solution. **AGREED: Town Council prefers Option 1 wooden posts at a cost of £2,758 and is willing to fund 50 % costs.**

iii) **Moulton Drive, Bradford on Avon** – due to the absence of waiting restrictions cars are parking the whole length of the road at busy times, impeding the junctions to Southway Road and other side roads.

iv) **Wine Street, Bradford on Avon** – traffic, parking and access concerns from residents along this one way street, including refuse truck blocked by parked cars. **AGREED: Letter from Town Council to residents reminding them to keep the road clear and on Mondays in particular**

- v) **Winsley Road, Bradford on Avon** - two courtesy crossings in this vicinity are worn and require a refresh. Wooden posts would help give visibility to motorists. Dave Thomas has costed these works at £1,650 per crossing. Trevor Bedeman of White Stripe is wanting to carry out assessments of pedestrian safety in the Winsley Road

area and is talking to the Town Council and Area Board with a view to funding this research.

AGREED: Agreed not to proceed with refreshed crossings at this time.

- vi) **Frankleigh** – dangerous access and egress onto main road. Visibility splay cannot be improved as walls are listed structures and in private ownership. Overhanging vegetation needs to be cut back.
AGREED: Awaiting Metrocount results.
- vii) **Holt** – B3107 footpath on north side by recreation ground. Site visit undertaken. Cost estimate to be sent to Parish Council.
- viii) **Holt** – B3107 need for weight limit.
- ix) **Holt** - Residents of Firlawn House nursing home requesting improvements to the pavements between the Home and the shop, The Courts and The Glove Factory.
- x) **Holt** - School warning signs needed at pedestrian crossing.
AGREED: Contact Judith Billingham at Road Safety Unit
- xi) **Limpley Stoke** – timber bollards in Midford Lane. Site visit undertaken. Cost estimate given to Parish Council of £ 4,599. CATG unable to fund at present pending further resources from the Area Board.
- xii) **Limpley Stoke** - pavement or cycle path along the B3108 from the Canal Centre to the railway bridge
- xiii) **South Wraxall** – traffic calming scheme near pub. Site visit undertaken. Cost estimate of £ 6,870 sent to Parish Council. CATG unable to fund at present pending further resources from the Area Board. Parish Council willing to provide a 50% contribution.
- xiv) **Staverton** - concern about the opening of the West Ashton to Hilperton Road and the impact on traffic through the village.
- xi) **Westwood** - new pavement outside village shop. Action with Parish Council.
- xii) **Westwood** – accidents at Westwood Road/ The Granby. Action with Parish Council.
- xvii) **Winsley** – need for bus stop markings outside shop/ surgery at Tynning Road. Road markings complete. Bollards and cycle stands still to be installed.
- xviii) **Winsley** - junction B3108 and Hartley Farm. Site visit undertaken. Cost estimate of £ 2, 653 given to Parish Council. **AGREED: Contribution of 50% costs sought from the business and 25% from the Parish Council**

13. **Hand Rails:**

- i) Church Acre (key clamp hand rail) – awaiting installation
- ii) Budbury to Tory (no further action)
- iii) Upper Regents Park - complete
- iv) St Margaret's Street - complete
- v) St Margaret's Hill (repair only- no further action at this time)
- vi) Budbury Close – estimate with Town council to consider.

14. **Bollards:**

Costs and feasibility of putting bollards in the town in various places. See item 8.

15. **Other highways and transport matters for information**

- i. **Waiting Restrictions** – The budget cutbacks and staffing reductions have meant that little progress is being made against a backlog of requests which is giving rise to increasing complaint. Revised policy is currently being drafted to address the concerns, currently 90% complete. Due for publication soon.
- ii. **Wiltshire Music Centre, Bradford on Avon** – parking issues in Churches caused by the School and Music Centre. Site visit with Music Centre has taken place. They will consider various ideas discussed some of which will require changes to signage. **ACTION: Chase School & Music Centre to confirm new parking arrangements before sign changes can be made.**
- iii. **Avoncliff** – signs are causing some confusion and lorries are getting stuck in the narrow lane. New sign ordered, awaiting installation.
- iv. **Staverton** – on street parking and road safety from Slip Way turning into Marina Drive. Awaiting Cabinet Member decision on received objections.
- v. **Wingfield** – request for traffic calming measures. Proposal plan prepared and agreed with Parish Council at a cost of £ 4,767. Possible funding contribution from solar farm development. Next steps with Parish Council and linked to School Travel Plan.
- vi. **Winsley** – parking restrictions to control conflict with buses. Awaiting Cabinet Member decision on received objections.

16. **Any Other Highways Business**

17. **Date of Next Meeting:** Monday 7th September 2015 at 4pm

Silver Services for Older People ...



If you or someone you care for is aged over 60, the area board would love to see you for a cup of tea and a chat about your views, experiences and expectations of activities and services for older people in the Bradford on Avon Community Area ...

Thursday 16th July 2pm
at St Margaret's Hall,
Bradford on Avon, BA15 1DE

For more information please contact:
Peter Dunford – email: peter.dunford@wiltshire.gov.uk

Chairman's Announcements

Subject:	Grants for rural organisations and businesses
Officer Contact Details:	See links below
Weblink:	See links below

Summary of announcement:

Agricultural businesses and organisations across Wiltshire are being encouraged to apply for European grants designed to boost rural employment.

The Leader scheme is one element of the Rural Development Programme for England, funded by the EU and DEFRA. This tranche of grants runs for five years, until March 2021.

Grants will be available to support the local rural economy, in the following areas of activity: farming, micro and small enterprise employing fewer than 50 people (including farm diversification), rural tourism/the visitor economy, forestry, rural services, and culture and heritage.

The application process is being administered by; Local Action Groups each with a board of volunteers assessing applications to make sure the money goes to those projects likely to create the most new rural jobs for the county. Most grants will be between £2,500 and £50,000.

Six Local Action Groups (LAG) covering Wiltshire have been awarded funding under the new programme (2015 to 2021). North Wessex Downs based on the Area of Outstanding Natural Beauty (AONB), New Forest based on the national park, Heart of Wessex along the A303 in Wiltshire and Somerset, Plain Action centred on Salisbury Plain, Vale Action along the A350 corridor and Cotswold, based on that AONB.

For information about applying for a grant contact the programme manager for your local action group:

North Wessex: Dawn Hamblin, email nwdleaderprogramme@wiltshire.gov.uk call 01488 680458 or visit: www.northwessexleader.org.uk

New Forest: Sally Igra, email Sally.Igra@NFDC.gov.uk call 02380 285368 or visit www.newforestleader.org.uk/8573

Heart Of Wessex: Sarah Dyke-Bracher, email sarah@heartofwessex.co.uk call 07826 907361 or visit www.heartofwessex.co.uk

Plain Action: Alan Truscott, email atruscott@communityfirst.org.uk call 01380 732814 or visit www.plainaction.org.uk

Vale Action: Alan Truscott, email atruscott@communityfirst.org.uk call 01380 732814 or visit www.valeaction.org.uk

Cotswold: James Lloyd, email James.Lloyd@cotswoldaonb.org.uk call 01451 862000 or visit www.cotswoldaonb.org.uk/leader

Chairman's Announcements

Subject:	Changes to Street Lighting
Officer Contact Details:	Peter Binley, Head of Highways Asset Management and Commissioning, Tel: 01225 713412 Email: peter.binley@wiltshire.gov.uk

Summary of announcement:

The Council needs to save money and reduce its carbon footprint by reducing energy usage. Rising energy costs, carbon tax and budget restraints make it necessary to change the way we light our streets.

We will be converting some of the street lights in our towns and surrounding areas, so that some of them are not on between about midnight and 5.30am where it is safe to do so.

Lights at junctions, pedestrian crossings and where required for safety will remain on all night. Lighting where there are CCTV systems, in the town centre, and in areas where crime is a problem will remain on and at normal lighting levels.

The scheme was the subject of a consultation in 2012 when the views of the public and organisations were invited before the Council's Cabinet considered the matter.

The scheme has been operating successfully in Trowbridge for over six months and will be rolled out in the other towns this summer. A review of the scheme will be undertaken after six months to determine whether further changes are necessary, and the views of the Town and Parish Councils will be sought.


Date of Implementation	Area
1 st July	Melksham, Westbury, Salisbury, Laverstock, Wilton
5 th August	Warminster, Corsham, Chippenham, Bradford on Avon
2 nd September	Calne, Malmesbury, Royal Wotton Bassett, Devizes, Marlborough, Amesbury

After the introduction of the scheme if there are locations where there are any serious safety issues, these will be considered and changes made as necessary.



Two days of cycling fun and excitement for everyone!


Saturday 5th ~ Sunday 6th
September



Bike Rides

Ride one of 2 routes on safe, quiet roads through the stunning local villages of Bradford on Avon

Family ride 12 miles
Challenge ride 25 miles



Cycle Jumble

Cycle Tots and Cycle Skills for Children, Bike Workshops, Cycle Jumble Sale and Cycle Films...



Hill Climb

Are you strong enough to beat the mighty Masons Lane?
Give it a try in the **'Bradford on Avon Hill Challenge'**



Cyclo-Cross

Western league **Cyclocross** race (including Novice and children's races)
Shoretrax circuit, **Bike art** and **Moulton Bike** experience

Plus family entertainment across the whole weekend:
Games, music, Bouncy castles, Face painting

For more information and to enter the events go to:
www.bradfordonavoncyclingfestival.co.uk



Briefing report for Bradford on Avon; Trowbridge, Warminster & Westbury Community Area Boards July 2015

Wiltshire Fire & Rescue Service: Message from Andy Green Station Manager – Bradford on Avon; Trowbridge, Warminster & Westbury Community of fire stations

The aim of this article; which is one in a series, is to provide a benchmark of information to allow you to understand the changes which are occurring in the local fire service.

For various reasons Wiltshire FRS managers do not see your area the same way you (or our partners) might. I hope this first article helps explain this,

The fire service map of Wiltshire looks like this.

Six communities, comprising 4 stations, each 'community' run by a Station Manager. This recently changed from 9 communities to release more managers to work on the Dorset & Wiltshire FRS's combination.

Our boundaries do not match Community Area Boards or other divisions.

For example what I think of as a fire 'station ground' is very different from the Community Area Board's in my area of command.

Our areas are defined by historically which fire station would arrive first. This is now out of date but still helps us decide which station or community is responsible for the work which needs doing.



What we do

You may have noticed that Fire Service staff turn up at all sorts of meetings and events.

NOT PROTECTIVELY MARKED

Prevention, Protection, Response

We aim to work with you and our partners to prevent fires and other emergencies from happening; help people protect themselves if they do happen, and to respond quickly with rescues and fire fighting when all else has failed.

People, Property, Environment

Saving lives is our core aim but we also work to protect property and the environment.

It is no wonder we seem to turn up everywhere.

This series of articles is mostly about the people who work at stations (because that is what I do) but we have other staff, such as Mike Franklin and Graham Weller (Partnership & Community



Engagement managers) who do nothing but promote prevention; protection, partnership working and community engagement. They are much more reliable when attending pre-planned events and meetings because they don't have to drop everything to attend emergencies! Due to the working commitments I have and my duty patterns it is unlikely that I will be attending Community Area Boards unless there is a specific need to do so.

How do the stations do that?

To provide the best service possible within our financial limits we have several ways of staffing our stations.

We have about 500 fire fighting staff trained to attend incidents with about 200 on duty at any one time.

When not attending incidents or training they support Prevention and Protection work.

- Some stations are staffed 24hrs a day 7 days a week. They can maintain more specialist skills, respond quickly day or night and can carry out prevention and protection work whenever it is needed.
- Some stations are staffed during the day 7 days a week. They can maintain more specialist skills, respond quickly during the day and carry out prevention and protection work during the day.
- Some stations include staff who work during office hours Monday to Friday. Work by these staff concentrates on Prevention and Protection work
- All except one station in Wiltshire relies for some or its entire staff on people with other jobs who respond from home or work. This 'On Call' system is very cost effective but means that they are slower to respond and not available to carry out as much prevention and protection work. It is also increasingly difficult to find people to do this type of emergency response.

In the 'community of fire stations' covering my area 3 stations are staffed entirely by on-call firefighters and one has a wholtime crew available during the working day 7 days a week. This whole time crew, along side an on-call team, cover through the night.

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Article reproduced with the permission of SM Watson

New on-call firefighters still needed in Bradford on Avon

Wiltshire Fire & Rescue Service needs more people to provide fire cover for Bradford on Avon and its surrounding villages.

Station Manager Andy Green said: "The easiest way to see if being a firefighter is for you is to visit the fire station and have a chat with the crew. look around, and find out more about what's involved." If you are interested in being a firefighter in Bradford on Avon but can't attend the open evening, visit www.wiltsfire.gov.uk/workingforus

Raising awareness of carbon monoxide poisoning

Carbon monoxide (CO) is colourless, odourless and tasteless, but it is also extremely dangerous. Without a CO detector, you have no way of knowing that you're being poisoned until the damage is already being done. Carbon monoxide kills some 15 people every year, so it is vital that every possible care is taken."

CO detectors can be bought in most supermarkets and DIY stores. They're not expensive and they save lives. If you're thinking of staying in holiday accommodation over the summer, it is certainly recommended to take a detector with you, and they should always be used when camping or caravanning.

Carbon monoxide is produced by the incomplete burning of carbon-based fuels. Most cases of CO poisoning are caused by gas appliances and flues that have not been properly installed or maintained, or are poorly ventilated.

There are signs that you can look for that indicate incomplete combustion is occurring and may result in the production of CO:

- Yellow or orange rather than blue flames (except in fuel effect fires or flueless appliances)
- Soot or yellow/brown staining around or on appliances
- Pilot lights that frequently blow out
- Increased condensation inside windows

Early symptoms of CO poisoning can be confused with food poisoning, viral infections, flu or simple tiredness; however, warning signs include:

- Headaches or dizziness
- Breathlessness
- Nausea
- Loss of consciousness
- Tiredness
- Pains in the chest or stomach
- Erratic behaviour
- Visual problems

Anyone who experiences any of these symptoms and believe they may have been exposed to carbon monoxide, they should seek urgent medical advice from a GP or an A&E department.

Further information about staying safe in your home can be found at www.wiltsfire.gov.uk/safetyinthehome

Michael FRANKLIN

Partnerships & Community Engagement Manager

July 2015

NOT PROTECTIVELY MARKED

NOT PROTECTIVELY MARKED



Update for Area Boards - July 2015

Better Care for Older People in Wiltshire

Health and social care are increasingly working closer together with the aim of better meeting the needs of older people. This approach is happening all around the country and is called 'Better Care'. The focus is on making sure that care is provided as close to home as possible with home always the first option. This means that where possible, care will be provided in local communities rather than in hospital settings. More information on Wiltshire's Better Care Plan can be found here:

<http://www.wiltshire.gov.uk/socialcare-better-care-plan.pdf>. Healthwatch Wiltshire (HWW) want to make sure that older people have the chance to say how health and care services are working for them. We are asking people to share their experiences of care, discharge from hospital and whether they, their families and unpaid carers, were involved as much as they wanted in decisions about their care. Please get in touch with us to share your views and so we can tell commissioners and providers of services about the experiences of local people.

The Care Quality Commission (CQC) inspection of Great Western Hospital (GWH) NHS Foundation Trust September 2015

The CQC is the independent regulator of health and adult social care in England. In September the CQC will be carrying out an inspection of GWH. As part of this inspection process, the CQC want to hear from local people about their experiences of using the services provided by GWH. This includes its acute hospital service in Swindon and adult community health services across the county. If you have used a service provided by GWH within the last year, we would like to hear from you so we can share local experiences with the inspection team.

Your Care Your Support Wiltshire—Your chance to make it grow.



Healthwatch Wiltshire, in partnership with Wiltshire Council, has developed a new health and social care information website for the public and professionals. It is called 'Your Care Your Support Wiltshire'. The website is still at an early stage which is really exciting for local people as it means that they have a chance to have a say in how it grows. We would like to know what you think about the website so far. Please tell us about local groups, services or general health and care information you would like to see added to the site. You can get involved in focus groups, reader's panels or just provide feedback in a one-to-one interview or via email. This is your chance to help build a really useful health and social care website fit for Wiltshire people. You can contact us about the website on: 01225 434218 or email: contact@healthwatchwiltshire.co.uk

Contact us:

Tel 01225 434218

info@healthwatchwiltshire.co.uk

www.healthwatchwiltshire.co.uk

Agenda Item 6

Bradford CATG

FINANCIAL SUMMARY

BUDGET 2015-16

£10,062.00 CATG ALLOCATION 2015-16

6070.85 2014-15 underspend

Contributions

600 Bradford Town council for Woolley area 20mph
1800 Winsley Parish council for 20mph

total available

£18,532.85

2015-16 schemes

Woolley area 20mph limit	3000
Winsley / Turleigh 20mph limit	9000
Limpley Stoke 20mph assessment	2500
Monkton Farleigh 20mph assessment	2500

Total 2015-16 **£17,000.00**

Remaining Budget 2015-16 **£1,532.85**

Other potential schemes

Wingfield traffic management measures	£4,767.00 25% contribution from PC
Huntingdon rise bollards	£2,758.00 50% contribution from TC
Bradford on Avon 20mph assessments	2500 each areas to be agreed
Winsley Hartley Farm junction footways	2653 PC seeking 50% contribution from Hartley farm
Limpley Stoke Midford Lane bollards	4599 PC contribution to be determined
South Wraxall traffic measures	6870 50% contribution from PC
Newtown junction southern side	3629 Contribution to be agreed
Newtown junction northern side	2768 Contribution to be agreed

Others

Winsley Road review of uncontrolled crossing points £1,000.00 100% TC contribution



Report to	Bradford on Avon
Date of Meeting	15/07/2015
Title of Report	Community Area Grants

1. Purpose of the report:

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

Application	Grant Amount	
Applicant: Wiltshire Music Centre Project Title: Wiltshire Music Centre - equipment upgrade	£4,973	
Applicant: Bradford on Avon Preservation Trust Project Title: Reopening of Culver Close Toilet	£950	
Applicant: Westwood PCC Project Title: Westwood Parish Room Transformation	£5,000	
Total grant amount requested at this meeting	£10,923	
Total amount allocated before today	£6,594	

2. Main Considerations

The capital budget for 2015/16 is £40, 675 and this is the second of six rounds of grant awards. £6,594 has been allocated in this financial year to date and if these applications are also approved the available balance will stand at £ 23,158.

Councillors will need to be satisfied that grants awarded in the 2015/16 year are made to projects that can realistically proceed within a year of the award being made. Area Boards have authority to approve Area Grants under powers delegated to them by the Cabinet member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding. Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance 2015/2016.

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

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

3. The applications

<p>Applicant: Wiltshire Music Centre Project Title: Wiltshire Music Centre - equipment upgrade</p>	<p>Amount Requested from Area Board: £4,973</p>	
<p>This application meets grant criteria 2015/16.</p> <p>Project Summary: We wish to purchase a new PA system for our bar/foyer area and a modular, moveable staging system in order to create additional and flexible performance space in the foyer. This will be used for pre-concert performances by local young bands, for informal foyer concerts often featuring local performers, for stages in different rooms in the Centre for our Festivals such as Bradford Roots and the St Laurence Summer Festival and for other events for young people such as our annual My Science Fair. The flexible staging will add to our platform stage area when the county Youth Orchestra is performing.</p> <p>Please tell us WHO will benefit and HOW they will benefit from your project and benefit your local community: Our project will directly benefit young people in Bradford on Avon and surrounding areas who want to get more involved in music performance opportunities and have a more diverse live music concert offering. We will be able to put up a flexible stage area in the foyer aimed at featuring performances by young people before our professional concerts. This staging will also be used for different types of informal concerts in the bar area aimed at attracting younger audiences. Our Young Curators scheme of young people getting involved in putting on concerts with us, may also be involved in organising such events. This will increase the opportunities for performance by having the additional flexible foyer space in the Music Centre will mean that there are more activities available for 14-19 year olds to engage with either as performers or audiences. The additional space will also enable us to increase the general cultural offering we provide by expanding the type of concerts into more informal offerings. The flexible staging will also be used in the auditorium to provide additional stage flexibility for the county Youth Orchestra and for the many local choirs who perform at the Centre. This is critical in providing a high quality performance environment for local people and professional performers. Having a top quality venue in the town brings economic and profile benefits to the town in terms of income derived and invested locally and helping to attract additional visitor numbers.</p> <p>Project Funding: Approximately two thirds of the funding for this project is coming from the applicants reserves.</p> <p>Comments of Arts Development Officer: I am supportive of the application made by the Wiltshire Music Centre to purchase PA and staging</p>		

equipment for flexible use in their foyer area and at other locations in the building. The centre aims to encourage a more diverse audience and this will be particularly helpful in building young audiences and providing a platform (which can be set up in informal spaces as well as the formal auditorium – this is dependent on the type and confidence of the groups involved) for young local musicians. The centre has also recently taken on the running of the Youth Orchestra following the demise of Wiltshire Music Service, which is another indication that they are keen to support young musicians and audiences. Current concert audiences tends to be more mature in age, but the education and outreach work of the centre reaches out to new audiences to engage with music and music making. I am pleased and encouraged that they have allocated a significant level of funding through their reserves. The arts service does contribute to the core funding of the centre but this only amounts to 5% of their annual income. The centre has to fundraise for new projects and initiatives – with this being one of them. The centre is a professional in its approach, is well-managed and promotes high quality work in all its initiatives.

<p>Applicant: Bradford on Avon Preservation Trust Project Title: Reopening of Culver Close Toilet</p>	<p>Amount Requested from Area Board: £950</p>	
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This application meets grant criteria 2015/16.

Project Summary: The Preservation Trust is seeking to reopen the Public Toilet at the back of Culver Close Pavilion so as to provide a much needed facility for the increasing number of visitors to the Tithe Barn, Barton Farm Farmyard, the Country Park and the Tithe Barn Workshops. The toilet facility was closed by Wiltshire Council due to budget cuts but there are very few options in this vicinity. We have been encouraged by Wiltshire Councillors and Town Councillors, alike, to find a local solution. The toilets will be open, closed and cleaned daily by the Preservation Trust. New signage will be erected to direct the public to the facility.

Please tell us WHO will benefit and HOW they will benefit from your project and benefit your local community: Visitors to Tithe Barn, Barton Farm Farmyard and Granary store, the Tithe Barn Workshops, the Country Park and its playground, and the Canal area generally.

Project Funding: This grant application is for half the project costs, the balance coming from the applicant and the Town Council.

Comments of Community Engagement Manager: In the near future the Town Council is likely to request an asset transfer of the Culver Close sports field and pavilion from Wiltshire Council so that the asset can be managed locally. This should provide a more sustainable way forward for managing the toilet facility in the medium and longer term.

Applicant: Westwood PCC Project Title: Westwood Parish Room Transformation	Amount Requested from Area Board: £5,000	
<p>This application meets grant criteria 2015/16.</p> <p>Project Summary: To upgrade Westwood Parish Room to modern standards to include a kitchen and accessible toilets, as well as providing disabled access.</p> <p>Please tell us WHO will benefit and HOW they will benefit from your project and benefit your local community: Westwood Parish Room is the only community church hall for the three parishes in the benefice of Holy Trinity Bradford on Avon, Westwood and Wingfield. It is already used by organisations such as children's groups, the Womens Institute and Westwood Parish Council, and with improvements and disabled access will be much more attractive to a wider range of organisations. The National Trust has offered funding of £25,000 on condition that new toilets and kitchen are made available to visitors to Westwood Manor.</p> <p>Project Funding: This grant is a contribution towards total project costs of £150,000. Other contributions include National Trust £ 25,000, Holy Trinity Church £ 15,000 and local fundraising £10,000, with more still to be raised to meet the target.</p> <p>Comments of Village Halls Adviser: The nature of the work is to upgrade the facilities in this old stone built hall, then to extend to include a new kitchen and disabled facilities. There are no other facilities for use of the visitors to Westwood Manor, so the National Trust has donated a lump sum to assist in the renovation. The current access is via the rectory land and as the PCC are now selling the rectory, the hall needs to have their own access (on land recently donated by the PCC on the other side of the hall). This work needs to be carried out to allow the community to make better use of this vital facility and bring the services up to date for health and safety reasons as well as the increased comfort of the users. Looking at the application and speaking to the Chair, the costs seem realistic. I have explained that they need to prioritise the work in order to get the relevant monies in to complete the work. I have also explained about match funding and how to record the help received by professionals. This is a community resource used by Westwood and its environs. They already seem to be an inclusive hall, encouraging and supporting various groups which help deliver Wiltshire Council's goal of building stronger and more resilient communities. I would recommend the award of this grant is a high priority for the first phase of this work and I would say that the committee is capable of delivering this project.</p>		
<p>Report Author: Peter Dunford, Bradford on Avon Area Board 01225 713060</p>		

Grant Applications for Bradford on Avon on 15/07/2015

ID	Grant Type	Project Title	Applicant	Amount Required
1374	Community Area Grant	Wiltshire Music Centre - equipment upgrade	Wiltshire Music Centre	£4973.00
1372	Community Area Grant	Reopening of Culver Close Toilet	Bradford on Avon Preservation Trust	£950.00
939	Community Area Grant	Westwood Parish Room Transformation	Westwood PCC	£5000.00

ID	Grant Type	Project Title	Applicant	Amount Required
1374	Community Area Grant	Wiltshire Music Centre - equipment upgrade	Wiltshire Music Centre	£4973.00

Submitted: 12/06/2015 15:59:14

ID: 1374

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£501 - £5000

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?

Wiltshire Music Centre - equipment upgrade

6. Project summary:

We wish to purchase a new PA system for our bar/foyer area and a modular, moveable staging system in order to create additional and flexible performance space in the foyer. This will be used for pre-concert performances by local young bands, for informal foyer concerts often

featuring local performers, for stages in different rooms in the Centre for our Festivals such as Bradford Roots and the St Laurence Summer Festival and for other events for young people such as our annual My Science Fair. The flexible staging will add to our platform stage area when the county Youth Orchestra is performing.

7. Which Area Board are you applying to?

Bradford on Avon

Electoral Division

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

BA15 1DZ

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

Children & Young People

Arts, crafts and culture

Festivals, pageants, fetes and fayres

Health, lifestyle and wellbeing

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

03/2015

Total Income:

£724123.00

Total Expenditure:

£717033.00

Surplus/Deficit for the year:

£7090.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£0.00

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

We are investing Â£13,000 from our reserves in this project. Our reserves are all mainly designated to either support the risks of business continuation or to support youth music education projects such as our new project to take on and run the county Youth Orchestra following the reduction in funding from public sources

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

10b. Project Finance:

Total Project cost		£17973.00		
Total required from Area Board		£4973.00		
Expenditure (Itemised £ expenditure)		Income (Itemised income)	Tick if income confirmed	£
Flexible staging system	7973.00	Our reserves	yes	13000.00
Foyer PA system	10000.00			
Total	£17973			£13000

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

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

Our project will directly benefit young people in Bradford on Avon and surrounding areas who want to get more involved in music performance opportunities and have a more diverse live music concert offering. We will be able to put up a flexible stage area in the foyer aimed at featuring performances by young people before our professional concerts. This staging will also be used for different types of informal concerts in the bar area aimed at attracting younger audiences. Our Young Curators scheme of young people getting involved in putting on concerts with us, may also be involved in organising such events. This will increase the opportunities for performance by having the additional flexible foyer space in the Music Centre will mean that there are more activities available for 14-19 year olds to engage with either as performers or audiences. The additional space will also enable us to increase the general cultural offering we provide by expanding the type of concerts into more informal offerings. The flexible staging will also be used in the auditorium to provide additional stage flexibility for the county Youth Orchestra and for the many local choirs who perform at the Centre. This is critical in providing a high quality performance environment for local people and professional performers. Having a top quality venue in the town brings economic and profile benefits to the town in terms of income derived and invested locally and helping to attract additional visitor numbers.

14. How will you monitor this?

We obtain feedback from all our artist who perform at the Centre in order to be able to respond to their needs. We also do regular feedback surveys of our audiences in order to identify areas of improvement. We log all visitors to the Centre so that we can establish from year to year how visitor numbers vary.

15. If your project will continue after the Wiltshire Council funding runs out, how will

you continue to fund it?

This is capital funding for new equipment which is expected to last at least five years. It will be replaced at that point through additional fundraising.

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

17. DECLARATION

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

Quotes:

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

Accounts:

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

Constitution:

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

Policies and procedures:

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

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

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

yes I will make available on request any other form of licence or approval for this project has been received prior to submission of this grant application.

And finally...

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

1372	Community Area Grant	Reopening of Culver Close Toilet	Bradford on Avon Preservation Trust	£950.00
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Submitted: 12/06/2015 13:34:05

ID: 1372

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

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?

Reopening of Culver Close Toilet

6. Project summary:

The Preservation trust is seeking to reopen the public Toilet at the back of Culver Close Pavilion so as to provide a much needed facility for the increasing number of visitors to the Tithe Barn, Barton Farm Farmyard, the Country Park and the Tithe Barn Workshops

7. Which Area Board are you applying to?

Bradford on Avon

Electoral Division

Bradford on Avon South

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

BA15 1LF

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

Other

If Other (please specify)

Public Convenience

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

07/2014

Total Income:

£55790.00

Total Expenditure:

£42251.00

Surplus/Deficit for the year:

£13539.00

Free reserves currently held:
(money not committed to other projects/operating costs)
£697850.00

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

The Preservation Trust is a charity that exists to protect and preserve in particular the architectural heritage of Bradford on Avon. It owns a number of very fine listed buildings and the funds it holds are for the maintenance of these buildings and to purchase and restore any others that may come under threat.

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

10b. Project Finance:

Total Project cost		£1900.00		
Total required from Area Board		£950.00		
Expenditure		Income	Tick if income	
(Itemised	£	(Itemised	confirmed	£
expenditure)		income)		
Repair	280.00	Town Council		475.00
Coin Lock and fitting	650.00	Reserves		475.00
Fixtures and fittings	970.00			
Total	£1900			£950

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

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

Visitors to Tithe Barn, Barton Farm Farmyard and Granary store, the Tithe Barn Workshops, The Country park and its playground

14. How will you monitor this?

Because we are fitting a coin operated lock we shall know exactly how much the facility is used.

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

By far the greatest cost of providing this facility is likely to be its maintenance over the years which we are not applying for. For the time being the Trust is taking this on although Bradford on Avon Town council has indicated it will contribute and obviously the income from its use

will also.

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

In the long term it is hoped to construct a larger toilet facility but this would probably be initiated by another party.

17. DECLARATION

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

Quotes:

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

Accounts:

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

Constitution:

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

Policies and procedures:

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

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

yes I will make available on request any other form of licence or approval for this project has been received prior to submission of this grant application.

And finally...

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

939	Community Area Grant	Westwood Parish Room Transformation	Westwood PCC	£5000.00
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Submitted: 01/04/2015 01:02:03

ID: 939

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£501 - £5000

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?

Westwood Parish Room Transformation

6. Project summary:

To upgrade Westwood Parish Room to modern standards to include a kitchen and accessible toilets, as well as providing disabled access.

7. Which Area Board are you applying to?

Bradford on Avon

Electoral Division

Winsley and Westwood

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

BA15 2AF

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

Children & Young People

Festivals, pageants, fetes and fayres

Inclusion, diversity and community spirit

Other

If Other (please specify)

Tourism

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

Total Income:

£

Total Expenditure:

£

Surplus/Deficit for the year:

£

Free reserves currently held:

(money not committed to other projects/operating costs)

£

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

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

10b. Project Finance:

Total Project cost		£150000.00		
Total required from Area Board		£5000.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Building extension	80000.00	From current hall account	yes	1000.00
Building alterations	16000.00	From National Trust	yes	25000.00
Fees and contingency	14000.00	From Holy Trinity Church, Bradford on Avon	yes	15000.00
External groundworks, services etc	40000.00	Local fundraising to date	yes	10000.00
Total	£150000			£51000

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

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

Westwood Parish Room is the only community church hall for the three parishes in the benefice of Holy Trinity Bradford on Avon, Westwood and Wingfield. It is already used by organisations such as children's groups, the WI and Westwood Parish Council, and with improvements and disabled access will be much more attractive to a wider range of organisations. The National Trust has offered funding of £25,000 on condition that new toilets and kitchen are made available to visitors to Westwood Manor.

14. How will you monitor this?

A committee of trustees has been set up and charitable status, in the form of a Charitable Incorporated Organisation, has been applied for. The trustees will ensure continuing community use to meet the stated charitable purpose.

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

Other grant funding is being sought for the building project. After completion it is intended and expected that the hall will attract enough custom from local organisations to more than cover it's running costs. Any income higher than necessary reserves will be returned to the local community.

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

17. DECLARATION

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

Quotes:

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

Project/Business Plan:

yes I will make available on request a **project or business plan** (including estimates) for projects where the **total project cost** (as declared in the financial section above) exceeds £50,000 (tick only when total project cost exceeds £50,000).

Constitution:

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

Policies and procedures:

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

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

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

yes I will make available on request the relevant planning permission for the project.

And finally...

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

Bradford on Avon Area Board

CAPITAL Budget

Budget Code:

Area Board Budget	£39,175.00
Digital Literacy Budget	£1,500.00
Roll forward	£0.00
Awarded	£6,594
Balance :	£34,081.00

Projects no.	4
Projects value	£0
Leverage	£0.0

REVENUE Budget

LHF
U11-19 Funding
LYN Funding
Roll forward
Awarded
Balance :

Project	Applicant	Project Cost	Amount Awarded	Award date	Payment date
1 New training bar and menss rings	West Wilts Esprit C	£10,000.00	£1,000.00	13/05/2015	05/06/2015
2 Replacement windows and door	Bradford on Avon E	£3,188.00	£1,594.00	13/05/2015	20/05/2015
3 Signing, barriers and banners	BOA Cycle Festival	£4,000.00	£3,000.00	13/05/2015	20/05/2015
4 Memory café at Dog and Fox	BOA & Melksham H	£1,000.00	£1,000.00	13/05/2015	00/00/15
5 Title	Applicant	£0.00	£0.00	00/00/15	00/00/15
6 Title	Applicant	£0.00	£0.00	00/00/15	00/00/15
7 Title	Applicant	£0.00	£0.00	00/00/15	00/00/15
8 Title	Applicant	£0.00	£0.00	00/00/15	00/00/15
9 Title	Applicant	£0.00	£0.00	00/00/15	00/00/15
10 Title	Applicant	£0.00	£0.00	00/00/15	00/00/15
13 Title	Applicant	£0.00	£0.00	00/00/15	00/00/15
14 Title	Applicant	£0.00	£0.00	00/00/15	00/00/15
15 Title	Applicant	£0.00	£0.00	00/00/15	00/00/15
16 Title	Applicant	£0.00	£0.00	00/00/15	00/00/15
17 Title	Applicant	£0.00	£0.00	00/00/15	00/00/15
18 Title	Applicant	£0.00	£0.00	00/00/15	00/00/15
19 Title	Applicant	£0.00	£0.00	00/00/15	00/00/15

Expenditure
1 LYN funding
2 LYN funding
3 LYN funding
4 LYN funding
5 Other Youth
6 Other Youth
7 Other Youth
8 Other Youth
9 Other Youth
10 Other Youth
13 Other Youth
14 Other Youth
15 Other Youth
16 Other Youth
17 Other Youth
18 Other Youth
19 Other Youth

Budget Code: 30610

	£26,790.00
(inc roll forward)	£3,351.86
	£11,426.00
	£7,143.24
	£8,592
	£40,119.37

Projects no.	17
Projects value	£0
Leverage	£0.0

Recipient	Project cost	Amount awarded	Award date	Payment date
Holt Youth Club youthwork project	£6,746.00	£3,000.00	13/05/2015	20/05/2015
Wilt Music Centre young curators	£3,970.00	£1,200.00	13/05/2015	09/06/2015
Relateen counselling project	£17,561.00	£2,000.00	13/05/2015	00/00/15
BOACAN creative youth engagement	£4,000.00	£1,500.00	13/05/2015	23/06/2015
Magna Carta (11-19) int transfer	£500.00	£500.00	00/00/15	24/06/2015
Magna Carta van hire (p cash)	£73.80	£73.80	00/00/15	15/06/2015
Fuel for above (petty cash)	£11.26	£11.26	00/00/15	15/06/2015
Magna Carta printing(petty cash)	£8.33	£8.33	00/00/15	15/06/2015
Magna Carta board(petty cash)	£8.66	£8.66	00/00/15	15/06/2015
Magna Carta trees (Petty cash)	£30.00	£30.00	00/00/15	15/06/2015
Magna Carta brackets(petty cash)	£10.27	£10.27	00/00/15	15/06/2015
Magna Carta refreshments(pc)	£10.67	£10.67	00/00/15	15/06/2015
Magna Carta crafts (P cash)	£10.00	£10.00	00/00/15	15/06/2015
Magna Carta hall hire (p cash)	£24.00	£24.00	00/00/15	15/06/2015
Magna Carta materials (P cash)	£21.99	£21.99	00/00/15	15/06/2015
Magna Carta apples (p cash)	£34.00	£34.00	00/00/15	15/06/2015
Made in BOA magna carta	£148.75	£148.75	00/00/15	24/06/2015

