

# AGENDA

**Meeting:** MARLBOROUGH AREA BOARD  
**Place:** Marlborough Town Hall, 5 High St, Marlborough SN8 1AA  
**Date:** Tuesday 21 July 2015  
**Time:** 5.30 pm

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Including the Parishes of Aldbourne, Avebury, Baydon, Berwick Bassett & Winterbourne Monkton, Broad Hinton & Winterbourne Bassett, Chilton Foliat, East Kennet, Froxfield, Fyfield & West Overton, Marlborough, Mildenhall, Ogbourne St Andrew, Ogbourne St George, Preshute, Ramsbury & Axford and Savernake

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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 5:15pm.**

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Please direct any enquiries on this agenda to Adam Brown (Democratic Services Officer) on 01225 718038 / [adam.brown@wiltshire.gov.uk](mailto:adam.brown@wiltshire.gov.uk) ;

Or Andrew Jack (Marlborough Community Area Manager) on 01225 713109 / [andrew.jack@wiltshire.gov.uk](mailto:andrew.jack@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 Unitary Councillors

Stewart Dobson (Vice-Chairman)	Marlborough East
Nick Fogg MBE	Marlborough West
Jemima Milton (Chairman)	West Selkley
James Sheppard	Aldbourn & Ramsbury

## **RECORDING AND BROADCASTING NOTIFICATION**

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# Items to be considered

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## Grant Funding Meeting

### 1 **Chairman's Welcome and Introductions**

### 2 **Apologies for Absence**

### 3 **Minutes** (*Pages 1 - 4*)

- a. To approve and sign as a correct record the minutes of the meeting held on 18 June 2015.
- b. Update on actions and outcomes arising.

### 4 **Declarations of Interest**

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

### 5 **Community Area Transport Group (CATG)** (*Pages 5 - 12*)

The Area Board is asked to note the discussions held at the CATG meeting of 25 June 2015.

### 6 **Community Area Grant Scheme** (*Pages 13 - 40*)

The Wiltshire Councillors will consider four applications to the Community Area Grants Scheme, as follows:

1. **The Merchant's House, Marlborough** – £5,000 towards research, Conservation and restoration of a second floor bedchamber using the services of an experienced conservator. Recommendation: meets criteria
2. **Friends of Aldbourne Band** – £999.99 to purchase a new drum kit, cymbals and carry case for the youth training band. Recommendation: meets criteria
3. **Friends of Broad Hinton School** – £4,250 towards resurfacing the school's outdoor learning area with a hard wearing rubber safety surface. Recommendation: meets criteria
4. **Aldbourne Pre-school** – £1,013 towards the costs of renovation of the pre-school's old hardwood floor. Recommendation: meets criteria

The Area Board is also asked to:

1. Agree the three allocations of funds totalling £705.43 from the Revenue funding already set aside from the 2014/15 budget to pay for the area's "Baron" and to enable the Marlborough community to take part in this activity organised as part of Legacy 2015.

2. To note that Marlborough Area Board contributed £500 towards its Baron instead of the £750 requested at the last meeting.
3. To note that there is £394.57 remaining in the Legacy or revenue fund set aside in March 2015.

Copies of the completed application forms and grant application packs for the Community Area Grants Scheme are available from the Community Area Manager or electronically at

<http://www.wiltshire.gov.uk/areaboardscommunitygrantsscheme.htm>

## 7 Any Other Questions

The Chairman will invite any remaining questions from the floor.

## 8 Urgent items

Any other items of business which the Chairman agrees to consider as a matter of urgency.

## 9 Evaluation and Close

The next meeting of the Marlborough Area Board will be held on 29 September 7.00pm at Marlborough Town Hall, 5 High St, Marlborough SN8 1AA

### **Future Meeting Dates**

**Tuesday, 29 September 2015**

7.00 pm

Marlborough Town Hall, 5 High St, Marlborough SN8  
1AA

**Tuesday, 24 November 2015**

7.00 pm

Marlborough Town Hall, 5 High St, Marlborough SN8  
1AA

**Tuesday, 26 January 2016**

7.00 pm

Marlborough Town Hall, 5 High St, Marlborough SN8  
1AA

# MINUTES

**Meeting:** MARLBOROUGH AREA BOARD  
**Place:** Marlborough Town Hall, 5 High St, Marlborough SN8 1AA  
**Date:** 18 June 2015  
**Start Time:** 11.00 am  
**Finish Time:** 11.45 am

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Please direct any enquiries on these minutes to:

Adam Brown (Democratic Services Officer), Tel: 01225 718038 or (e-mail) [adam.brown@wiltshire.gov.uk](mailto:adam.brown@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 Jemima Milton (Chairman), Cllr Stewart Dobson (Vice Chairman) and Cllr James Sheppard

### **Wiltshire Council Officers**

Andrew Jack, Community Area Manager  
Adam Brown, Democratic Services Officer  
Jan Bowra, Community Youth Officer

### **Town and Parish Councils**

Marlborough Town Council – Sheila Glass  
Berwick Bassett & Winterbourne Monkton Parish Council – Tony Iles  
Froxfield Parish Council – Claire Costello

**Total in attendance: 9**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
45	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting and invited the Councillors and Officers present introduce themselves.</p> <p>The Chairman also noted those parish representatives who were in attendance.</p>
46	<p><u>Apologies for Absence</u></p> <p>Apologies for absence had been received from the following:</p> <p>Cllr Nick Fogg          Freya Pigot – Marlborough Local Youth Network          Peta O'Brien – Marlborough Local Youth Network          Marian Hannaford Dobson – Marlborough Town Council</p>
47	<p><u>Minutes</u></p> <p>The minutes of the meeting on 19 May 2015 were approved as a correct record.</p>
48	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
49	<p><u>Chairman's Announcements</u></p> <p>The Chairman made the following announcements:</p> <p>a) Magna Carta 800 Celebrations</p> <p>Congratulations were expressed regarding the success of the Magna Carta 800<sup>th</sup> anniversary celebrations in Salisbury. Andrew Jack was thanked for carrying Marlborough Community Area's Baron puppet during the procession.</p>
50	<p><u>Local Youth Network Update and Applications for Youth Funding</u></p> <p>Jan Bowra, Community Youth Officer (CYO) for Marlborough community area, was in attendance to provide an update on Local Youth Network (LYN) activities and present youth grant recommendations.</p> <p>Peta O'Brien was re-elected as Chair and Freya Pigott elected as Co-Chair at the 16 June 2015 LYN Management Group meeting.</p> <p>It had been agreed at the 19 May 2015 Area Board that the application from Aldbourne Youth Council for £5000 Community Youth Grant funding would be deferred until further information was provided to the LYN Management Group.</p>

	<p>This meeting had taken place on 16 June 2015 and it was noted that the LYN Management Group had asked further questions and clarified the points of information presented to them. All information requested had been received. The Management Group unanimously concluded that it would recommend to the Area Board that the full £5000 funding for summer activities be granted.</p> <p>As well as young people aged 13-19, it was clarified that the summer activities would be inclusive of those ages 19-25 if they have disabilities or SEN. Promotion would take place through social media, schools, Sparksite, and direct contact with Jan Bowra. It was requested by the Area Board that Jan Bowra also contacted year group staff at schools.</p> <p>It was confirmed that a trip to Thorpe Park was included as a part of the grant funding. The trip would be the result of a project planning task set for the children involved, which they would be organising.</p> <p>The Area Board considered that a condition should be included whereby Aldbourne Youth Council would return to the Area Board in September with a presentation detailing how the summer activities went. This would include photos and a report from young people and members of the youth council.</p> <p>It was requested that in the future Area Board members should be provided with all documentation viewed by the LYN Management Group for youth grant applications.</p> <p><b>Resolved</b></p> <p><b>To award Aldbourne Youth Council £5000 for summer activities on the condition that they return to the Area Board in September to provide a presentation from young people and members reporting on how activities went.</b></p>
51	<p><u>Urgent items</u></p> <p>An update on equipment at the old Youth Centre was requested. It was explained that the Duke of Edinburgh Outward Bound Kit had been move to storage in Devizes. The kit was available to be taken out of storage for local use, along with equipment still located at the old Youth Centre. Equipment could be used for non-youth as well as youth related purposes. Grant funding was noted as including a condition which accepts that equipment would be for community use.</p> <p>It was requested that a central list of what equipment was available be put together.</p>

52	<p><u>Evaluation and Close</u></p> <p>The Chairman thanked everyone for attending.</p> <p>It was noted that the next meeting of the Marlborough Area Board would be on Tuesday 21 July 2015, 7.00pm in Marlborough Town Hall, 5 High St, Marlborough SN8 1AA.</p>
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## **Community Area Transport Group Recommendations to Marlborough Area Board**

### **1. Purpose of Report**

- 1.1 To provide an update on the position of the proposals from the CATG meeting that took place on 25 June 2015.
- 1.2 To request that Marlborough Area Board supports the recommendations of the Community Area Transport Group made at its meeting of 25 June 2015.

### **2. Finances**

- 2.1 Marlborough CATG received a new funding allocation for 2015/16 of £13,615. Along with money remaining from the previous financial year and rolled into this year, Marlborough CATG has a total of £18,295 available to be allocated in 2014/15.
- 2.2 To date, a total of £5,000 has been allocated to projects in the Marlborough area. This leaves £13,295 to be spent in 2015/16.

### **3. Background**

- 3.1 CATG Chairman, Cllr James Sheppard (JS) gave an introduction to the meeting followed by introductions from attendees.
- 3.2 This meeting looked at progress towards the projects allocated funding from the 2013/14, 2014/15 and 2015/16 budgets and are still underway.
- 3.4 There was also a summary and discussion of the Highways issues logged on the area boards system.

### **4. Prioritisation of Projects**

- 4.1 Steve Hind (SH), Wiltshire Highways, described that he was meant to spend only half of his time working on CATG matters and since he dealt with two areas, he could only give the Marlborough area 1.25 days of his time per week. In order not to be snowed under and there be long delays in getting all work done, Highways officers have been told to work on a maximum of five priority schemes at any one time and to ask their CATGs to assign a priority on projects to show officers what to work on. Marlborough CATG began giving work a priority at this meeting.
- 4.2 SH also mentioned that Highways now expect a contribution of 25% of the cost of a project to come from the parish council raising the scheme or Issue.
- 4.3 There was discussion around the length of time some projects are taking to complete once designs are ready and seem to be based on delays arising from Wiltshire Council's contractor, Balfour Beatty Living Places. Richard Allen (RA), Marlborough TC, pointed out some work has been waiting for two financial years and are still not complete. SH stated that managers do meet with BBLP about progression of work and resolving delays. Andrew Jack, Wiltshire Council, was asked to write to both Atkins and Balfour Beatty asking that a rep from each come to the next meeting to answer questions from the group

## 5. Priority Schemes for 2013/14

5.1 Steve Hind (SH), Wiltshire Highways, described the further development made towards five projects awarded funding in 2013/14.

5.2 **Broad Hinton:** Coloured surfacing and white gates at entrances to village

5.2.1 With Broad Hinton PC no longer wanting the new strips to be removed, SH felt this project is finished and can be closed.

5.3 **Lockeridge:** Coloured informal crossing points and new planters.

5.3.1 SH confirms the new coloured surface is now down and the invoice for CATG's contribution of £250 towards planters has been sent. This project can be considered complete.

5.4 **Manton:** Footway improvement to Bridge St / High St, Manton.

5.4.1 SH stated the design of the virtual footway through Manton is 90% complete, with a few issues to overcome, such as tree roots.

5.4.2 Cllr Stewart Dobson (SDo), Marlborough TC, wanted this project removed from CATG's list but RA wanted this given a low priority and to contact Caroline Jackson from Manton Residents' Assoc to find out how many people from Manton wanted or agreed to this scheme to allow the group to make a decision over whether to continue with it.

5.5 **Ogbourne St Andrew:** White gates at entrances to village.

5.5.1 SH confirmed the new coloured surfacing and 30mph roundels on the road have gone in along with new white gates for the entrances to the village. This project can be considered complete and removed from the list. There was discussion over whether the contribution from the parish council had been requested. SH would check.

5.6 **Ramsbury:** creation of a new virtual footway and crossing point at Back Lane.

5.6.1 SH confirmed that this work is now complete and invoice for the PC's contribution sent to Ramsbury PC. Sheila Glass (SG) Ramsbury PC, confirms the PC's contribution has been paid.

## 6. Priority Schemes 2014/15

6.1 Steve Hind described the further development made towards projects awarded funding at the 30 September 2014 Area Board meeting

6.2 **C18 at Frees Ave, Marlborough:** Implement recommendations from speed limit review.

6.2.1 This has been advertised and no objections received so will now be implemented. SH confirmed this is due to be implemented and installed by 24/07/15. RA asked about tying this work with the Jazz Festival taking place earlier in July. It was asked if this work could be coordinated with the changes to parking and double yellow lines also at Free's Ave.

6.2.2 Funding for the implementation has already been allocated by CATG.

6.3 **Speed limit review of C189 Baydon to Ogbourne St George road.**

6.3.1 This work is now complete and SH stated that the findings were to keep speeds at the national limit. There was discussion as to whether this included where the 30mph limits start at the entrances to the villages along the route. Tamsin Witt (TW) Baydon PC, pointed out Baydon PC had been trying to get this issue looked at for a while, to try to get the limit moved out from the village boundary,

but was told it would need to be part of a full speed limit review. SH was asked to look into whether this review looked at the locations of 30mph limits starting.

#### **6.4 20mph assessments: Back Lane Ramsbury and village lane Ogbourne St Andrew**

6.5.1 SH confirmed that both assessments had been completed and both show the roads are acceptable for implementation of new 20mph limits. Both 20mph limits need to be advertised for any objections to be raised before they can be implemented. There is not a date for this to start, so no date for the new limits to come into force.

#### **6.6 New dropped kerbs at Pattern Alley, Marlborough and Knowledge Crescent, Ramsbury**

6.6.1 SH confirmed that both pieces of work have been passed to Martin Cook's area team for the work to be carried out. He could not say why there had been a delay. SDo and SG for Marlborough and Ramsbury both commented on the length of time taken for these works to be completed.

### **7. Priority schemes for 2015/16**

7.1 Steve Hind described the further development made towards projects discussed and developed at the 16 April CATG meeting:

#### **7.2 Pavement improvements and New Streetlighting for junction of A4 and Littlecote Rd, Froxfield**

7.2.1 SH passed round drawings for the two schemes for the junction of the A4 and Littlecote Rd and described them along with CC. The group was supportive of these two schemes. JS asked for the group's agreement to give them a high priority, which was given.

7.2.2 The combined cost of both schemes is estimated at £4,400. There was discussion around a contribution from Froxfield PC and the figure of 25% was suggested as per the new guidelines from Highways. Cllr Claire Costello (CC), Froxfield PC, felt she was not able to comment on behalf of the parish council and was disappointed Froxfield was being asked for such a large proportion.

7.2.3 There will be a PC meeting soon where Froxfield can decide on the proportion it is able to contribute. JS is going to attend this PC meeting and can advise. The group agreed that if the contribution is lower than 25%, the group would have to decide at the next CATG meeting if it wished to fund this scheme further. If Froxfield cannot offer 25%, it does not mean the schemes cannot go ahead.

#### **7.3 Ogbourne St George – virtual footway slip road off**

7.3.1 SH again passed round drawings of the design developed which involved white line markings down one side of the road to create a virtual footway: part way down the slip road, the markings change side in order to keep pedestrians safe. The estimated cost of creating the new footway is £900.

7.3.2 JS proposed giving this scheme a medium priority until the PC can come back to CATG and confirm the level of contribution it can offer.

#### **7.4 Ogbourne St George – better access to bus stops by Liddiards Green**

7.4.1 This follows a request for a raised kerb to allow better access to buses at the stop at Liddiards Green within the village. SH described that on one side of the road, by the bus stop, the road has too tight a bend to be able to install a new raised kerb at this location. The existing bus shelter is also set back a little way from where the bus actually stops.

7.4.2 At the other side of the road, outside the school, there is poor access to the bus stop due to parked cars. There are currently no parking restrictions there. Putting bus stop marking down would restrict this parking but would be difficult to enforce. There is no pavement on that side of the road to allow a raised kerb.

7.4.3 JS proposed giving this a medium priority to put these options back to the parish council and the school and get a decision on what they want to do about this.

## **7.5 Mildenhall – new white gates at village entrances on C6:**

7.5.1 SH described that gates would not be possible at the western end of the village due to blocking visibility from farm accesses and suggested the PC would have to negotiate with the farm over that one. Cllr John Bevan (JB), Mildenhall PC, felt this set of gates might not be needed. SH said that new gates could go in at the eastern end of the village. The cost of new gates is estimated at £600 per single gate. JB said the PC would be happy to contribute the 25% level discussed earlier.

7.5.2 JS asked who puts in a request for a change in the location of 30mph signs (e.g. moving closer or further out from the village). SH said this would have to come through the Issues system and go to CATG for agreement.

## **7.6 Broad Hinton – New raised kerbs at bus stops on A4361:**

7.6.1 SH described that raised kerbs can go in on both sides of the road. Estimated cost is £1,000 per side. GH said he would like both but that the Barbary Inn side would be the priority. He would check with Broad Hinton PC over the contribution they can provide.

7.6.2 This scheme was given a medium priority pending confirmation from the PC of their contribution.

## **Summary of On-going Issues**

8.1 Of the traffic and transport related issues on the Community Issues System the following action is being undertaken:

8.2 **Vehicles speeds on A4 at Fyfield and at West Overton** – There were discussions around the problem and what can be done at these locations. SH had already given his thoughts about use of coloured surfacing has how they weather and are difficult to maintain. Discussion came round to SIDs and their use. Many PCs, in particular Ramsbury, had allocated their own funds towards SIDs and were waiting on agreement from Wiltshire Highways. JS had been in touch with Cllr Philip Whitehead and had a response. This was that SIDs would not be funded by Wiltshire Council. CATG felt Cllr Whitehead had misunderstood that PCs wish to buy, fund and operate their own SIDs at no cost to the Council. JS said that he would be back in touch with Cllr Whitehead and recommended PCs to do the same, making clear they would be spending their own money

8.3 **More space on verge for wheelie bins, Ogbourne St Andrew:** AJ described having a conversation with Martin Litherland, Head of Waste at Wilts Council. Martin insisted that Waste is not responsible for providing space for wheelie bins before collection. There was a high level of disagreement from CATG over this and the matter was given a high priority by the group. AJ was asked to invite Martin to a site visit on bin day to see for himself the space needed and the danger involved.

- 8.4 **Request for Deer warning signs on A4** – this request comes from a member of the public asking for new warning signs to be installed at a particular wood that runs beside the A4 where deer frequently cross the road. There was discussion around the need for adequate warning signs at important locations against the de-cluttering of the highway. To do this, AJ was asked to find a list or map of current locations of deer signs. From this, CATG would decide if a new one at this point on the A4 would be appropriate.
- 8.5 **HGVs using inappropriate road in Marlborough.** New warning signs were due to go up at both ends of Silverless St on 22/06/15 but still had not at the time of the meeting. AJ will monitor to make sure they go up. Cllr Nick Fogg described how he felt this was a serious issue for Marlborough given the damage done to historic, listed buildings and wanted to see more than just signs in place to keep HGVs away from these roads. NF would like some sort of surfacing to show unsuitability of the streets. Use of “access only” signs was discussed but SDr said how these are the most ignored signs in the country. SH and SDr felt a width restriction for Silverless St was the only physical solution to keeping out HGVs. The group agreed this matter was a high priority. SH was asked to look into the possibility of a width restriction for Silverless St whilst the effects of new signage are monitored.
- 8.6 **Traffic speeds U/C road Manton to Lockeridge:** AJ described the situation where concerns had been raised about speed along this single track U/C road from Manton to Lockeridge, particularly at the crossroads near Clatford. SDr says there is not a lot that can be done as the national speed limit applies to this in line with guidance for U/C roads and is like thousands of others.
- 8.7 **New pedestrian signage on Marlborough High Street:** Issue is a request from Marlborough TC for improved directional signage for pedestrians, in particular for helping coach parties navigate back to the coach park as part of being a coach-friendly town. JS agrees the group is in support of this but wants MTC to decide on designs and locations for these. In parallel, SH was asked to get costs for possible solutions.
- 9. Noise levels at new road surface, A4361 Broad Hinton**
- 9.1 Raise surfaces (rumble strips) have recently been installed on the A4361 at Broad Hinton to warn drivers approaching the village. One resident living next to the road has complained to the parish council of a noise issue. The parish council was looking to have the new strips removed.
- 9.2 AJ found out that there is no noise restriction or level beside the highway, so there is nothing to judge what this resident experiences. George Horton and AJ visited the location one morning to listen to the vehicle noise. There was a clear low rumble as vehicles went over the strips but this was not very loud. The volume depended on the type of vehicle with larger ones (buses, lorries) making less noise.
- 9.3 To try to replicate having closed windows inside the cottage and there being a high conifer hedge all round it, GH and AJ went a little way down a track away from the road. It was not far before the noise dropped completely. GH said that because of this site visit, he had decided that he would not pursue the removal of the new rumble strips.
- 10. Extending 30mph limit on A4361 northwards of Avebury henge**

- 10.1 Cllr Andrew Williamson, Avebury PC, explained that two new plans covering the World Heritage Site had now been completed: the Management Plan and the Transport Strategy. The latter had been funded by Highways and written by their contractor, Atkins.
- 10.2 AW talked about an Issue raised previously requesting the 30mph limit to be moved further northwards on the A4361. This would affect approx. 40 households and 250,000 visitors to the site each year by slowing vehicles from 60 to 30mph further from out the henge. This change has been recommended by Atkins in the new Transport Strategy. AW wants the Issue revived for implementation. SH felt that this would need re-assessment. AJ has the detailed note and will send to Dave Thomas. JS asks for and gets CATG's support for the re-assessment and to pass this up. AW confirms Avebury PC has funding for any implementation.

## **11. Bid to Highways Substantive Scheme**

- 11.1 This scheme has been described at previous CATG meetings, but the designs for Baydon's traffic calming feature were circulated. TW confirmed that Baydon PC has allocated £6,000 as their contribution to the project and CATG confirmed their contribution of £3,000.
- 11.2 AJ was given the go-ahead to submit this bid for full funding. The bid was submitted on time and confirmation received.

## **12. Other Highways Issues**

- 12.1 SG would like to see signage that warns that the C6 is not suitable for HGVs since there have been a number of large vehicles getting stuck or getting into difficulty in High St, Ramsbury.
- 12.2 JB asks about re-surfacing of roads with no reference to the PC. He mentions one particular road in Mildenhall where a resident lobbied the Council to have it re-surfaced immediately, when there are other roads in the village in a worse state and serve more people. JB also asks about having a speed hump installed on the C6 outside the entrance to the village playground to try and control vehicle speeds. SH felt this could only be part of a more detailed traffic calming scheme but this could be looked at if raised as an Issue through the on line system.
- 12.3 SDo asked for advice about installing mirrors at exits to drives, etc. SH said that Wiltshire Council does not support use of mirrors at all and they cannot be put on the verge or any part of the highway. They could be put on private land opposite the drive with the landowner's permission.
- 12.4 SDo also asks for guidance on how / when roads can be re-surfaced. Peter Binley and Adrian Hampton in Highways can help answer this. RA thinks that CATG needs to have sight of the list of re-surfacing and for this to be a standing item at each meeting.
- 12.5 TW says how Baydon is still waiting for the pedestrians in road sign that had been knocked over to be re-installed. She would really like this done before the 5<sup>th</sup> November firework display. She says there are always walkers in the road there going to the rec ground.

## **13. Recommendation**

13.1 To note the discussions held at the CATG meeting of 25 June 2015 as outlined above and the progress towards developing priority schemes.

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**Contact:** Andrew Jack  
Marlborough Community Area Manager

**Background Papers**  
CATG notes of 25.06.2015

**Appendices**  
None





<b>Report to</b>	<b>Marlborough Area Board</b>
<b>Date of Meeting</b>	<b>21 July 2015</b>
<b>Title of Report</b>	<b>Area Board Funding</b>

**Purpose of Report**

To ask councillors to consider officer recommendations in respect to:

1. **The Merchant's House, Marlborough** – Requested £5,000 towards research, Conservation and restoration of a second floor bedchamber using the services of an experienced conservator. Recommendation: meets criteria
2. **Friends of Aldbourne Band** – Requested £999.99 to purchase a new drum kit, cymbals and carry case for the youth training band. Recommendation: meets criteria
3. **Friends of Broad Hinton School** – Requested £4,250 towards resurfacing the school's outdoor learning area with a hard wearing rubber safety surface. Recommendation: meets criteria
4. **Aldbourn Pre-school** – Requested £1,013 towards the costs of renovation of the pre-school's old hardwood floor. Recommendation: meets criteria

## 1. Background

- 1.1. Each area board will receive delegated funding as determined from time to time by the Leader. Area boards will allocate their delegated funds in accordance with any rules and guidance issued by the Leader
- 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 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.
- 1.4. The area board may want to link funding to local priorities, including those identified in their Community Plan, Local Area Joint Strategic Assessment and any other community based consultative work. Links to these electronic documents can be found below.
- 1.5. Marlborough Area Board has been allocated a 2015/2016 budget of **£50,563** for community area grants, digital literacy grants, 11-19 Youth funding (revenue) and area board/councillor led initiatives. This figure is higher than in the previous year.
- 1.6. This figure is made up of £43,818 of Capital funding, £1,500 of digital literacy grant funding and £5,425 of revenue funds for 11-19 youth activities. Grants awarded during 2015/16 will be allocated to one of these funding streams.
- 1.7. Marlborough Local Youth Network (LYN) has a further £17,933 of revenue funding available to distribute towards activities for 13-19 year olds (Positive Activities for Young People). These funds are to be allocated by the LYN Management group and ratified by Marlborough Area Board, so are not under the direct control of the area board.
- 1.8. In addition to CAGs, digital literacy and youth grants councillors can submit an Area Board/Councillor Led Initiative. This enables area boards to tackle sticky community issues and/or 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.
- 1.9. In support of the Olympic and Paralympic legacy, in 2015/16 the Marlborough Area Board invites applications that encourage young people and people with disabilities to become more actively involved in sports, outdoor activities, recreation, arts and volunteering.
- 1.10. Applications for projects costing up to and including £1,000 can be made for a

Community Area Grant, which will not require matched funding. Amounts of £1,001 - £5,000 will be required to find matched funding. The area board will rarely award more than £5,000. Grants of up to £500 are available for Digital Literacy projects.

- 1.11. There will still be a single on-line application process for Community Area Grants (CAG) and Digital Literacy grants, introduced to provide an easy step by step application process. The application process and funding criteria can be found [here](#).
- 1.12. Area boards will not consider 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.
- 1.13. 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. This recommendation will be to confirm if the application meets the criteria of the grant scheme or not.
- 1.14. Funding applications will be considered at every Area Board meeting whilst there is money available.
- 1.15. All recipients of area board funding are expected to complete an evaluation form as soon as the project has been completed and provide receipts if requested. Groups are encouraged to up-load information and photographs about their project on to their area board [blogger](#). Recipients of grants are also asked to come back to future area board meetings to provide a verbal update on their project to spread good practice and encourage other applicants. Failure to evaluate projects will preclude applicants/organisations being considered for future funding.

<p><b>Background documents used in the preparation of this report</b></p>	<p><a href="#">Area Board Grant Criteria and Guidance 2013/14 as approved by delegated decision</a></p> <p><a href="#">Marlborough Community Area Plan, 2012-17</a></p> <p><a href="#">Joint Strategic Needs Assessment for Marlborough, 2013</a></p>
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## 2. Main Considerations

- 2.1. Marlborough Area Board has been allocated a 2015/2016 budget of **£50,563** that may be allocated through Community Area Grants, Digital Literacy Grants, 11-19 Youth Grants and Area Board / Councillor Led Initiatives.

- 2.2. Councillors will need to ensure that the distribution of funding is in accordance with the Scheme of Delegation outlined in Section 1 of this report.
- 2.3. Councillors will need to be satisfied that grants awarded in 2015/2016 are made to projects that can realistically proceed within a year of the award being made.
- 2.4. There will be six funding rounds during 2015/16, with five including this one remaining. Deadlines for receipt of funding applications to be considered at future area board meetings are as follows:

- **6 July 2015 for consideration on 21 July 2015**
- **14 September 2015 for consideration on 29 September 2015**
- **9 November 2015 for consideration on 24 November 2015**
- **11 January 2016 for consideration on 26 January 2016**
- **7 March 2016 for consideration on 22 March 2016**

### **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 Marlborough Area Board.
- 4.2. For this meeting, Marlborough Area Board has received applications for projects totalling **£11,262.99** in Capital costs. The area board will need to be aware that if all applications are awarded at this meeting, it will have £29,808 of Capital funding remaining for the rest of the financial year. The other funding streams will remain unaffected.

### **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 council's 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 will be outlined in section 8, “Officer Recommendations” of the funding report.

## 8. Officer Recommendations

Ref	Applicant	Project proposal	Funding requested	Recommendation
8.1.	<b>The Merchant’s House, Marlborough</b>	Conservation of second floor bedroom	£5,000	Meets Criteria

- 8.1.1. This application meets grant criteria 2014/15 and has been classified as a Capital project by Wiltshire Council finance department.
- 8.1.2. The Merchant’s House Marlborough is a 400 year old townhouse on Marlborough High Street that is in a remarkable state of preservation. The trust that looks after this listed building has for a number of years been working to restore the entire building back to its 1650’s state.
- 8.1.3. The Merchant’s House is a popular attraction in the town, hosting visitors from the local area and further afield. It is particular popular with group tours. As well as paying visitors, the Trust runs educational visits by schools and is promoted to around 200 schools in the surrounding area. The house is open to the public for free during Heritage Weekend, a national initiative to open attractions such as this. As a well-known destination, the Merchant’s House contributes to the local economy by bringing tourists into the town.
- 8.1.4. As part of a wider conservation / restoration project, the Merchant’s House trust plans to spend some £20,000 of their own funds during the course of this work, with the Area Board’s contribution being part of phase two of the project.
- 8.1.5. This project meets several of the aims set out in the Community Area Plan 2012-17 including: “encouragement and support for tourism businesses” (p. 9) and “lack of local entertainment and cultural facilities” (p. 18). The JSA 2013-2015 reports that “The Museums Association reports that just under half of all museums within the country have experienced significant cuts to their budgets and a similar percentage have increased their use of volunteers to replace lost capacity”. It also quotes a key issue as “The cultural venues have established a network to support the development of the sector though further work is required to make this network an efficient system for drawing investment into the area.” The JSA event with the community of March 2014 gave a priority as “Develop events and cultural programs to enliven the whole community”.
- 8.1.6. Marlborough Area Board has funded the Merchant’s House previously for similar restoration and conservation projects.

Ref	Applicant	Project proposal	Funding requested	Recommendation
8.2.	<b>Friends of Aldbourne Band</b>	New drum kit and cymbals for youth training band	£999.99	Meets Criteria

- 8.2.1. This application meets grant criteria 2014/15 and has been classified as a Capital project by Wiltshire Council finance department.
- 8.2.2. Friends of Aldbourne Band initiated and fund a Training Band to promote the 150 year tradition of brass bands in the village and give young people the opportunity to develop their musical experience. Currently, the drums used are on loan, in poor condition and need to be replaced with a permanent set. Almost all of the Training Band members come from Aldbourne itself, with the remainder coming from nearby villages, so this grant will benefit the local area. So far, one Training Band member has successfully moved up to join the full Band. The Training Band now takes the lead in providing music at the Church Fete with support from senior players showing the development of this group.
- 8.2.3. Over the next few years, the Friends of Aldbourne Band plans an ambitious programme of purchasing new, high quality instruments for both the main band and the training band totalling ~£10,000 as well as providing the termly expenses of the training band.
- 8.2.4. This application meets priorities that were raised by the Community Area Plan 2012-17, including “Recreation facilities and amenities for young people”, “Provision of safe social facilities for young people” (p.11), “Lack of local entertainment and cultural facilities”. The JSA 2013-2015 quotes “Culture and the arts support the wellbeing of both individuals and the whole community. Participating in cultural activities is important for both physical and mental wellbeing. Culture provides vital opportunities for communities to come together and share unique experiences that build community identity”. The JSA event with the community of March 2014 gave a priority as “Develop events and cultural programs to enliven the whole community”.
- 8.2.5. Friends of Aldbourne Band have not received funding from Marlborough Area Board before.

Ref	Applicant	Project proposal	Funding requested	Recommendation
8.3.	<b>Friends of Broad Hinton School</b>	Resurfacing the school’s outdoor learning area	£4,250.00	Meets Criteria

- 8.3.1. This application meets grant criteria 2014/15 and has been classified as a Capital project by Wiltshire Council finance department.

- 8.3.2. This application was been deferred from the May area board meeting in order to gather further information. This has now been received.
- 8.3.3. The Friends of Broad Hinton Primary School are planning to upgrade and refresh their Early Years Foundation Stage (EYFS) outdoor learning area by replacing the existing loose bark chippings with a bonded rubber mulch surface. The area is jointly used by Broad Hinton Primary School and the Beehive Pre-school, giving access to outdoor space for children 2-6yrs old and is also available to children attending the before- and after-school clubs. Activities are based around playing, learning and investigation, and take place all year-round.
- 8.3.4. The improvements to the outdoor learning area will enable the children to make full use of this space all year-round for development of personal, social and physical elements through active play. The village does not have a public play area, and so it is especially important local children have access to these facilities at school and pre-school.
- 8.3.5. This application meets priorities that were raised by the Community Area Plan 2012-17, including “Recreation facilities and amenities for young people”, “Provision of safe social facilities for young people” and “Provision of and access to after-school activities”(p.11). The JSA 2013-2015 quotes “For pupil achievement at Key Stage 2 (KS2) (pupils aged 4-11) the average results for Marlborough Community Area are well above national, local authority and statistical neighbor comparators, with an average of 85% of pupils achieving Level 4 or above for reading, writing and mathematics”. Having high quality provision of resources within a primary school setting such as this will help contribute to that higher than average level. The JSA event with the community of March 2014 gave a priority as “Improved local recreational facilities in parish areas for families”.
- 8.3.6. Friends of Broad Hinton School have not received grant funding from the area board before now.

Ref	Applicant	Project proposal	Funding requested	Recommendation
8.4.	<b>Aldbourn Pre-school</b>	Renovation of the pre-school’s old hardwood floor	£1,013.00	Meets criteria

- 8.4.1. This application meets grant criteria 2014/15 and has been classified as a Capital project by Wiltshire Council finance department.
- 8.4.2. The hardwood teak floor of the pre-school room requires sanding and lacquering to provide a safe and hygienic floor surface for our pre-school children and after-school club children to play on. The present condition of the floor can cause splinters and is not risk free for children who at the ages of 2 to 5 years and need to be able to play on the floor. The floor was laid in 1964 and is the original floor which is extremely durable and hard wearing. Once this work is carried out it will last for many years to come.

- 8.4.3. The pre-school is within Aldbourne’s primary school and has a 25 year lease on the space they use, making their tenure within this setting secure for years to come. Under this lease, they are responsible for the upkeep of all parts of the building they use.
- 8.4.4. Having a safe floor surface to use and play on will allow the children who attend the facility to make the most use out of it and allow them the play and learn. Most of the children who attend the pre-school come from Aldbourne, with the rest coming from near-by villages. There are also two children with Special Educational Needs and they are looked after by fully qualified staff. The Pre-school has provided outstanding (Ofsted judgement 2007, 2011 & 2015) care and early years education and been in operation for over 50 years.
- 8.4.5. This application meets priorities that were raised by the Community Area Plan 2012-17, including “Provision of safe social facilities for young people” and “Provision of and access to after-school activities”(p.11). The JSA 2013-2015 quotes “For pupil achievement at Key Stage 2 (KS2) (pupils aged 4-11) the average results for Marlborough Community Area are well above national, local authority and statistical neighbor comparators, with an average of 85% of pupils achieving Level 4 or above for reading, writing and mathematics”. Having high quality provision of resources within a primary school setting such as this will help contribute to that higher than average level.
- 8.4.6. Aldbourne Pre- School has not received grant funding from the area board before now.

<b>Appendices</b>	Appendix 1 Grant Application – The Merchant’s House, Marlborough Appendix 2 Grant Application – Friends of Aldbourne Band Appendix 3 Grant Application – Friends of Broad Hinton School Appendix 4 Grant Application – Aldbourne Pre-School
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No unpublished documents have been relied upon in the preparation of this report other than those requested in the funding criteria e.g. estimates.

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## WILTSHIRE COUNCIL

### MARLBOROUGH AREA BOARD 21 July 2015

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#### **Legacy 2015 Series of Events: Magna Carta Celebration**

#### **1. Purpose of the Report**

- 1.1 To seek the approval of Marlborough Area Board for allocating £705.43 of Revenue funding already set aside from the 2014/15 budget towards costs incurred by the Marlborough community in taking part in the Magna Carta procession to mark the Magna Carta 800<sup>th</sup> Anniversary celebration.
- 1.2 To notify Marlborough Area Board that the area's contribution towards the costs of producing the "Baron" that took part in the procession has reduced from £750 to £500 per area

#### **2. Background**

- 2.1 2015 saw the 800<sup>th</sup> anniversary of the signing of the Magna Carta by King John and a number of England's leading Barons. To mark this event, Wiltshire Council and Salisbury Cathedral held a celebratory procession through the streets of Salisbury arriving at the Cathedral Close.
- 2.2 Each community area taking part in the procession was led by a giant carnival-style "Baron" accompanied by flags and banners. All of these items were decorated by local groups in a way that represents the area's heritage and culture.
- 2.3 Once at the Cathedral Close the model "Barons" took part in a re-enactment that saw them signing a modern-day Magna Carta for Wiltshire containing statements chosen by each community area that will set out how residents wish to live today.

#### **3. Main Considerations**

- 3.1 In order to represent the Marlborough Community Area at this event, the following local groups were involved:
  - Marlborough Academy of Dance entertained crowds in Salisbury Market Square waiting for the procession to begin
  - The Phoenix Club (young people with SEN) decorated the banner and carried it in the procession.
  - Network (adults with learning disabilities) also decorated the reverse of the banner

- 2<sup>nd</sup> Marlborough Scouts took part in several drumming rehearsals and performed drum routines along the carnival route
- International Baccalaureate students from St John's Sixth Form decorated Marlborough's Baron into a "Merlin" character
- "Merlin" was carried through the city by Marlborough's Community Area Manager

3.2 In order for these different groups to be involved in these different ways, the following costs were incurred:

- £44.43 in art / craft materials by St John's Sixth form
- £61 contribution towards using both minibuses from St John's to transport groups to Salisbury
- £600 to commission Kaya Drumming to work with the Scout group, develop their performance, lead rehearsals and participate in the procession.

#### **4. Implications**

##### 4.1 Environmental Impact of the Proposals

This series of Legacy events contributes to the continuance and improvement of cultural, social and community activity and wellbeing in the community area, the extent and specifics of which will be dependent upon individual projects.

##### 4.2 Financial Implications

4.2.1 Revenue money is being provided from Marlborough Area Board's 2014/15 budget to provide funding that will allow the community to take part in events associated with Legacy 2015.

4.2.2 This Legacy fund originally contained of £1,600 remaining from the area board's 2014/15 revenue budget. If this latest request to allocate funds from it is agreed, there will be £394.57 remaining.

4.2.3 Money left over from this legacy fund will be returned to Wiltshire Council.

##### 4.3 Legal Implications

There are no specific Legal implications related to this report.

##### 4.4 HR Implications

There are no specific HR implications with this scheme

##### 4.5 Equality and Diversity Implications

There are no specific Equality and Diversity implications related to this report.

## **5. Recommendation**

It is recommended that:

The Marlborough Area Board agrees the three allocations of funds totalling £705.43 from the Revenue funding already set aside from the 2014/15 budget to pay for the area's "Baron" and to enable the Marlborough community to take part in this activity organised as part of Legacy 2015.

To note that Marlborough Area Board contributed £500 towards its Baron instead of the £750 requested at the last meeting.

To note that there is £394.57 remaining in the Legacy or revenue fund set aside in March 2015.

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Grant Applications for Marlborough on 21/07/2015

ID	Grant Type	Project Title	Applicant	Amount Required
1387	Community Area Grant	Conservation of Second Floor Bedchamber	The Merchant's House	£5000.00
1356	Community Area Grant	Friends of Aldbourne Band Training Band	Friends of Aldbourne Band	£999.99
1316	Community Area Grant	Broad Hinton Primary School Outdoor Learning Area	Friends of Broad Hinton School	£4250.00
1385	Community Area Grant	Renovation of Aldbourne Pre-school flooring	Aldbourne pre-school	£1013.00

ID	Grant Type	Project Title	Applicant	Amount Required
1387	Community Area Grant	Conservation of Second Floor Bedchamber	The Merchant's House	£5000.00

**Submitted:** 24/06/2015 09:19:56

**ID:** 1387

**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?**

Conservation of Second Floor Bedchamber

**6. Project summary:**

The Trust is planning to restore the second floor front bedroom in 2015. Having completed essential repair work initial exploratory investigations so far have revealed a small area of wall painting giving evidence of two schemes, the first, c1656, a floral design and the second, c1670, vertical stripes in one area and arched bands in others. The objective of the project is to

display the decoration of the room in a coherent form with significant original decoration. The project will be in two phases, exploratory work and conservation. The former involves some removal of small areas of later decoration to establish the condition and extent of the original decoration schemes. In the conservation stage the small areas of decoration discovered in the exploratory stage will be extended and repairs made where necessary to both the areas of decoration uncovered and to the plaster of each wall.

At the conclusion of this work proposals for presentation of the whole room will be agreed and implemented. The Trust is applying to the Marlborough Area Board for funding for the conservation phase of the project. This will include both further exploration of areas uncovered in phase one, consolidation and repair of the decorated areas and consolidation and repair of the plaster on the walls. At the conclusion of this work proposals will be made by the conservator for presentation of the whole room. The cost of this phase of the project is estimated as £17,000.

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

Marlborough

**Electoral Division**

Marlborough West

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

SN8 1HN

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

Children & Young People

Arts, crafts and culture

Economy, enterprise and jobs

Heritage, history and architecture

If Other (please specify)

**10. Finance:**

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

**Your latest accounts:**

12/2014

**Total Income:**

£136496.00

**Total Expenditure:**

£111647.00

**Surplus/Deficit for the year:**

£24849.00

**Free reserves currently held:**

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

£12275.00

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

The Trust is putting £20,000 towards the estimated total cost of this project which is £50,000 from its designated fund but needs to retain a reasonable level of funds for anticipated and unforeseen matters such as the possible purchase of the remaining part of the freehold which we do not presently own or occupy; the conversion cost of the flat, which we anticipate we will be able to completely occupy in the near future; the cost of major, but presently unforeseen repairs which might become necessary etc.

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

**10b. Project Finance:**

Total Project cost		£17000.00		
Total required from Area Board		£5000.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Conservator consolidation, repair and recommendation	17000.00	The Alan Evans Memorial Trust	yes	1000.00
		The Mercers	yes	10000.00
		Merchant's House funds	yes	1000.00
<b>Total</b>	<b>£17000</b>			<b>£12000</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?**

Marlborough

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

Visitors including school children to the House will benefit from this project. The Trust runs a 'Hands on History' educational programme for children with tours of the House, holiday activity days and tailored visits covering specific curriculum topics. The programme is promoted to 200 schools in the surrounding area, at Reception, Primary and Secondary school levels.

The House is promoted to Community Groups (over 250 groups per year) for year round visits and open to the general public from April through to October. Groups and visitors are always interested in seeing conservation work in progress making their visits more memorable, and once finished the Trust will be able to furnish the room to 17th century standards and open it as part of the guided tour of the House. This project meets the aims of the Trust which is to restore and refurbish the House back to its 17th century state preserving original features,

using 17th century techniques and materials where possible. The project links into 'encouragement and support for tourism business' attracting people to Marlborough and the promotional material distributed to Groups includes information on the variety of shops in Marlborough, Marlborough and surrounding area attractions encouraging Groups to spend the day in the town and surrounding area.

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

Peter Martindale, the paint conservator working on the project, will be advising during and at the end of each phase of the project and making recommendations to the Trustees on how to progress to the next phase of the restoration.

The Trust monitors visitor, Group and School numbers throughout the year to ensure numbers are increasing year on year.

Hits on The Merchant's House website, Facebook and Twitter sites and TripAdvisor comments are monitored on a monthly basis as well, and feedback from events such as the Annual Open Day and the Heritage Open Days Initiative is analysed.

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

The conservation of the second floor bedchamber has three phases and work is estimated to take around 64 days - there is flexibility around this due to the nature of not knowing what will be revealed until each phase is completed. As already stated the estimated total cost of the project is £50,000 including a percentage of contingency funding. The total raised to date is £12,000 with The Merchant's House Trust allocating £20,000 in total to this project as funds become available. Further fundraising activity will be taking place for phase three once the recommendations are presented by the paint conservator. As the charitable trust was originally set up to restore the House back to its 17th century state, using where possible 17th century materials, techniques and furnishings, on-going fundraising is a major part of the Trust activity in order to keep the restoration of the House moving forward.

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

The project is split into three phases, the first of which, exploratory work, will largely concentrate on the walls which hitherto have had little exploration, namely the north wall east and west of the fireplace and the whole of the east wall. On the west wall the work will concentrate on determining whether there is further evidence of the floral scheme, particularly north of the door and on the south wall a general survey below the cornice. The cost of this phase is estimated as £5,600. The work on the east wall accounts for almost half this sum. The second phase - which this application refers to, conservation work, is estimated as £17,000. From experience of other projects where unforeseen additional work had to be undertaken, a contingency of 10-15% should be added to the total costs of the phase one and two. The final cost of the project is extremely difficult to estimate until the first two phases have been completed and the proposals for presentation of the whole room have been considered and agreed. It is estimated that carrying out this final work could bring the total project cost to some £50,000

**17. DECLARATION**

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

**Quotes:**



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

**Accounts:**

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

**Constitution:**

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

**Policies and procedures:**

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

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

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

**And finally...**

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

1356	Community Area Grant	Friends of Aldbourne Band Training Band	Friends of Aldbourne Band	£999.99
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**Submitted:** 26/05/2015 22:21:42

**ID:** 1356

**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?**

Friends of Aldbourne Band Training Band

**6. Project summary:**

Friends of Aldbourne Band initiated and fund a Training Band to promote the 150 year

tradition of brass bands in the village and give young people the opportunity to develop their musical experience. The drums used are on loan, in poor condition and we need to replace them with a permanent set. Many instruments will be needed by the Training band as it develops, but it is the opinion of the musicians in charge that the drums are most urgent. A quote has been obtained from an established retailer.

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

Marlborough

**Electoral Division**

Aldbourn and Ramsbury

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

SN8 2DQ

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

Children & Young People

Arts, crafts and culture

Festivals, pageants, fetes and fayres

Inclusion, diversity and community spirit

Safer communities

If Other (please specify)

**10. Finance:**

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

**Your latest accounts:**

12/2014

**Total Income:**

£7194.00

**Total Expenditure:**

£11945.00

**Surplus/Deficit for the year:**

£-4751.00

**Free reserves currently held:**

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

£4480.00

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

The Friends of Aldbourn Band objectives include supporting the main Band as required and have done so principally by helping to fund the cost of a professional Musical Director, and buying new and refurbishing instruments. At present the Friends have been asked to refurbish a number of main Band percussion items, and to buy a new cornet for the principal player (c£2000), and new basses (tubas @ c£4000 ea). This programme of expenditure will have to

be spread over a number of years and reserves carried over into new financial years. The current reserves include £750.00 held for three terms Training Band expenses and balance of a Heritage Lottery Fund grant for capturing Band History.

Summary of Financial Position at June 2015:

£7802 Bank Balance

£3322 Committed Provisions (1)

£4480 Balance

£4680 Projected Net Income over next 2 years (3)

£9160 Projected available funds

£10000 Agreed Long Term Programme of Expenditure (2)

£ 840 Deficit to be found from further fund raising.

Notes 1 Items already promised to Band and Training Band 2 High Quality Cornet for Principal £2000. 2 x Bass Eb (Tuba, 2 of 4 over a period of years) £8000. 3 Based on experience of regular income and expenses over past 2 years excluding non-recurring income such as donations

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

**10b. Project Finance:**

Total Project cost		£999.99		
Total required from Area Board		£999.99		
Expenditure		Income	Tick if income	
(Itemised	£	(Itemised	confirmed	£
expenditure)		income)		
Pearl Export	583.33			
Drumkit				
Sabian Cymbal	333.33			
Pack				
Cymbal	83.33			
Hardcase				
Total	<b>£999.99</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?**

Marlborough

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

The whole Training Band will benefit (currently 24 members) since percussion is an essential element of the Band supplying the basic dynamic. The permanent provision of a drum kit will ensure that this will continue indefinitely to be available to the band and complete the musical experience. The drum kit will also be available to the Aldbourne (Senior) Band widening its use in the community.

The Aldbourne Band is a very long established (154 years) currently successful band, at the moment rated 53 in the World. They were National First section Champions in 2011. They compete in the highest section having missed qualifying both for the National Championships Finals and the British Open by just one place recently. There is a tradition of giving free open air concerts in the village, to which the Training Band now contribute.

The Training Band now takes the lead at the Church Fete with support from senior players. One Training Band player has become a regular member of the senior Band (in fact a percussionist) and three brass players now sit in on senior rehearsals. Players are inducted into a Beginners Band after one year of individual tuition and progress to the Training Band after one year. The principal objective is to teach the skills of ensemble playing, reading music parts and playing in sections being central to this. This will develop team working skills in general.

At present most players come from Aldbourne, although two come from Swindon, one from Thatcham and another from Lockeridge. In September it is anticipated that further players will come from Baydon and Ogbourne. One more percussionist is due to join in the new term. In due course it is intended that the Training Band will provide the players to extend the great tradition of brass band playing in our community into the future.

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

This is a capital item which will be available to the training band indefinitely. The kit will be used once a week in term time for rehearsals and for performances. It will also be used by the Senior Band as needed for rehearsals and community performances.

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

No further funding is required.

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

n/a

**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 the relevant planning permission for the project.

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.

1316	Community Area Grant	Broad Hinton Primary School Outdoor Learning Area	Friends of Broad Hinton School	£4250.00
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**Submitted:** 27/04/2015 11:27:50

**ID:** 1316

**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?**

Broad Hinton Primary School Outdoor Learning Area

**6. Project summary:**

The Friends of Broad Hinton Primary School are planning to upgrade and refresh their Early Years Foundation Stage (EYFS) outdoor learning area by replacing the existing loose bark chippings with a bonded rubber mulch surface. The area is jointly used by Broad Hinton Primary School and the Beehive Pre-school, giving access to outdoor space for children 2-6yrs old and is also available to children attending the before and after school clubs. Activities are based around playing, learning and investigation, and take place all year-round. We plan to part fund this project with proceeds from the school summer fete in July.

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

Marlborough

**Electoral Division**

West Selkley

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

SN4 9PQ

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

Children & Young People

Arts, crafts and culture

Countryside, environment and nature

Health, lifestyle and wellbeing

Sport, play and recreation

If Other (please specify)

**10. Finance:**

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

**Your latest accounts:**

08/2014

**Total Income:**

£5565.61

**Total Expenditure:**

£5899.80

**Surplus/Deficit for the year:**

£-344.19

**Free reserves currently held:**

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

£5366.48

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

As a PTA we maintain a relatively small reserve, built up from previous fundraising activities and donations. This project is a sizeable expenditure for us and we would be grateful for any contribution available.

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

**10b. Project Finance:**

Total Project cost £8500.00

Total required from Area Board £4250.00

Expenditure £ Income Tick if income £

(Itemised expenditure)		(Itemised income)	confirmed	
Materials & installation for 105m2 bonded rubber mulch	7075.00	School fete fundraising		2000.00
Removal & disposal of existing bark surface	1425.00	PE and sport premium	yes	1750.00
		Reserves	yes	500.00
<b>Total</b>	<b>£8500</b>			<b>£4250</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?**

Marlborough

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

The improvements to the outdoor learning area will enable the children to make full use of this space all year-round for development of personal, social and physical elements through active play. The village does not have a public play area, and so it is especially important local children have access to these facilities at school and pre-school. This project also fits with two areas identified as needing improvement in the Marlborough Area Plan; (i) Local Amenities, play areas and facilities for children and (ii) Children and Young People, improve sporting amenities and initiatives in primary schools.

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

Staff will regularly observe the children learning and interacting outdoors with each other and the space, and record progress in learning journals. The Friends will also review the use of funds in their regular committee meetings, via reports from the head teacher and committee members. This project is also supported by the school governing body and will be reported on at their meetings as well.

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

The surface has been carefully chosen to be hard wearing and long lasting. It should require minimal maintenance, which will be managed by the school.

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

N/A

**17. DECLARATION**

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

**Quotes:**

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

**Accounts:**

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

**Constitution:**

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

**Policies and procedures:**

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

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

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

**And finally...**

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

1385	Community Area Grant	Renovation of Aldbourne Pre-school flooring	Aldbourn pre-school	£1013.00
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**Submitted:** 23/06/2015 14:37:33

**ID:** 1385

**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?**



Renovation of Aldbourne Pre-school flooring

**6. Project summary:**

The hardwood teak floor of the pre-school room requires sanding and lacquering to provide a safe and hygienic floor surface for our pre-school children and after school club children to play on. The present condition of the floor can cause splinters and is not risk free for children who at the ages of 2 years to 5 years need to be able to play on the floor. The floor was laid in 1964 and is the original floor which is extremely durable and hard wearing. To replace it would cost thousands of pounds. If this work is carried out we are told by the flooring specialist that it will last for many, many years to come.

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

Marlborough

**Electoral Division**

Aldbourn and Ramsbury

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

SN8 2BP

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

Children & Young People

Arts, crafts and culture

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

Sport, play and recreation

If Other (please specify)

**10. Finance:**

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

**Your latest accounts:**

03/2015

**Total Income:**

£97836.00

**Total Expenditure:**

£95991.00

**Surplus/Deficit for the year:**

£1845.00

**Free reserves currently held:**

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

£12417.00

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

The Pre-school operates during term time only and during August we receive no income from fees, however staff have to be paid 4 weeks holiday pay. The numbers of children on roll dip in the Autumn as 20 children will leave us to start school. The pre-school income will also then drop and reserves will have to be used to maintain sustainability. Also some of the equipment needs replacing and more resources for children with special needs will have to be purchased next term.

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

**10b. Project Finance:**

Total Project cost		£2026.00		
Total required from Area Board		£1013.00		
Expenditure		Income	Tick if income	
(Itemised	£	(Itemised	confirmed	£
expenditure)		income)		
sander hire,	556.00	our reserves	yes	556.00
lacquer, primer				
labour	1470.00	donations/ fund		457.00
		raising		
Total	<b>£2026</b>			<b>£1013</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?**

Marlborough

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

The children who attend Aldbourne Pre-school will benefit from this project. The majority of the children live in Aldbourne but we also have some from outlying villages such as Ramsbury, Baydon and Lambourn. There are currently 43 children attending aged between 2 years and 4 years. This term there are 6 two year olds but the number of younger ones is always higher in the Autumn term with new children starting and the older ones moving on to school. We have 2 yr olds who are funded due to family circumstances and two children on Early Years Pupil Premium. We also have two children with ‘My Support Plans’ in place due to additional needs - one with cerebral palsy and the other, a two year old, diagnosed with profound autistic spectrum disorder (with no verbal communication) The Pre-school has provided outstanding (Ofsted judgement 2007, 2011 & 2015) care and early years education and been in operation for over 50 years.

The not-for-profit group relocated from the local scout hut into an empty room in the local primary school in 1997 and can offer families high quality nursery education and after school care from 7.45am to 3pm. The after school club also makes use of the room from 3.15pm to 6pm. The setting cares for a number of funded 2year olds from disadvantaged families and also provides one to one support for children with additional and special needs, including physical disabilities.

The setting is managed by two early years teachers with EYP status and employs 6 other staff, all of whom are qualified and experienced practitioners. Two staff have achieved Level 5 qualifications within the past year and another is studying for L5. The renovation of the floor will allow children to play safely on the floor with various resources such as building blocks, construction kits, floor puzzles and to use the floor without wearing shoes and socks for music and movement sessions. These are all activities which promote children's physical and cognitive development as well as enhancing their well-being.

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

Once the work has been carried out, staff will re-arrange the room to provide for more floor activities and will make regular observations to evaluate the increased use of the floor and how this has helped children progress in all areas of the early years curriculum

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

The cost of maintaining the floor will be minimal as the work required should only necessitate regular spray mopping. Cleaning advice will be provided by the renovator and felt pads will be fitted to chairs to prevent damage or marking of the floor.

**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:**

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**Accounts:**

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**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.