

# AGENDA

**Meeting:** WARMINSTER AREA BOARD  
**Place:** Warminster Civic Centre, Sambourne Rd, Warminster BA12 8LB  
**Date:** Thursday 5 March 2015  
**Time:** 7.00 pm

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Including the Parishes of Bishopstrow, Boyton, Chapmanslade, Chitterne, Codford, Corsley, Heytesbury, Imber & Knook, Horningsham, Longbridge Deverill and Crockerton, Maiden Bradley with Yarnfield. Norton Bavant, Sherrington, Stockton, Sutton Veny, Upper Deverills, Upton Lovell, Upton Scudamore, and Warminster.

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

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

**Refreshments and networking opportunities will be available from 6:30pm.**

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Please direct any enquiries on this Agenda to Jessica Croman , direct line 01225 718262 or email [jessica.croman@wiltshire.gov.uk](mailto:jessica.croman@wiltshire.gov.uk) or Jacqui Abbott (Warminster Community Area Manager), on 07771 844 530 or email [jacqui.abbott@wiltshire.gov.uk](mailto:jacqui.abbott@wiltshire.gov.uk)

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

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

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## Wiltshire Councillors

Andrew Davis (Vice-Chairman)	Warminster East
Fleur de Rhé-Philipe	Warminster Without
Keith Humphries	Warminster Broadway
Christopher Newbury (Chairman)	Warminster Copheap and Wylye
Pip Ridout	Warminster West

<b>Items to be considered</b>	<b>Time</b>
Please note these timings are approximate only	
<p>1. <b>Chairman's Welcome and Introductions</b></p> <p>The Chairman will welcome those present to the meeting.</p> <p>2. <b>Apologies for Absence</b></p> <p>3. <b>Minutes</b> (<i>Pages 5 - 10</i>)</p> <p>To approve and sign as a correct record the minutes of the meeting held on 8 January 2015 (<i>copy attached</i>).</p> <p>4. <b>Declarations of Interest</b></p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p> <p>5. <b>Chairman's Announcements</b> (<i>Pages 11 - 16</i>)</p> <p>The Chairman will introduce the Announcements included in the agenda and invite any questions.</p> <ul style="list-style-type: none"> <li>• Extra Care Scheme Woodmead Site</li> <li>• Integrated Performance Management Report</li> <li>• Dementia in Wiltshire</li> </ul>	7.00pm
<p>6. <b>Updates from Partners</b> (<i>Pages 17 - 22</i>)</p> <p>To receive updates from any of the following partners:</p> <ul style="list-style-type: none"> <li>➤ Wiltshire Police</li> <li>➤ Warminster and Villages Community Partnership</li> <li>➤ Town and Parish Councils Nominated Representatives</li> </ul> <p>Some written updates have been received and are included in this agenda.</p>	7.10pm
<p>7. <b>Local Youth Network Update and Youth Activities Grant Applications</b> (<i>Pages 23 - 24</i>)</p> <ul style="list-style-type: none"> <li>i. Updates</li> <li>ii. Grants</li> </ul>	7.20pm
<p>8. <b>Your Local Issues</b> (<i>Pages 25 - 26</i>)</p> <p>An update from the Community Area Manager and leaders of the groups working on existing issues.</p> <p>If you would like to raise an issue please contact the Warminster</p>	7.30pm

Community Area Manager, Jacqui Abbott on 07771 844 530 or [jacqui.abbott@wiltshire.gov.uk](mailto:jacqui.abbott@wiltshire.gov.uk) or report the issue on the Wiltshire Council Website by using this [link](#).

The Chairman will invite those attending to raise any urgent items of public concerns and will also invite any questions from the floor.

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|-----|---|---------------|
| 9.  | <b>Local Highways Investment Fund</b> ( <i>Pages 27 - 42</i> )  | <b>7.40pm</b> |
|     | To approve the attached report.   |               |
| 10. | <b>Develop</b>  | <b>7.50pm</b> |
|     | To receive a presentation and talk about the services DEVELOP provide for the voluntary sector.   |               |
| 11. | <b>Wiltshire's Energy Challenge/ Energy resilience plan</b> ( <i>Pages 43 - 50</i> )  | <b>8pm</b>    |
|     | To receive an interactive presentation on 'Is your community ready for the Wiltshire Energy Challenge?' and to discuss the Wiltshire council's Energy Resilience Plan.  |               |
| 12. | <b>Legacy for Wiltshire</b>   | <b>8.15pm</b> |
|     | To receive a presentation on the activities held in Warminster since 2012 and up and coming events in 2015.   |               |
| 13. | <b>Warminster Football Ground Community Asset Transfer</b> ( <i>Pages 51 - 56</i> )   | <b>8.25pm</b> |
|     | To discuss the Community Asset Transfer.  |               |
| 14. | <b>Shadow Warminster Community Operations Board</b> ( <i>Pages 57 - 58</i> )  | <b>8.35pm</b> |
|     | To received an update on the Community Operations Board ( <i>notes from the previous meeting attached</i> ).  |               |
| 15. | <b>Area Board Funding - Community Area Grants</b> ( <i>Pages 59 - 86</i> )  | <b>8.40pm</b> |
|     | To consider the applications for funding from the Community Area Grants Scheme.   |               |
| 16. | <b>Future Meeting Dates</b>   | <b>8.55pm</b> |
|     | The meeting date for 2015 of the Warminster Area Board will be:   |               |
|     | <ul style="list-style-type: none"><li>• <b>30 April</b>                      <b>Warminster Civic Centre</b></li><li>• <b>2 July</b>                         <b>Warminster Civic Centre</b></li><li>• <b>10 September</b>             <b>Chapmanslade Village Hall</b></li><li>• <b>5 November</b>                <b>Warminster Civic Centre</b></li></ul> |               |

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# MINUTES

**Meeting:** WARMINSTER AREA BOARD  
**Place:** Warminster Civic Centre, Sambourne Rd, Warminster BA12 8LB  
**Date:** 8 January 2015  
**Start Time:** 7.00 pm  
**Finish Time:** 9.00 pm

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Please direct any enquiries on these minutes to:

Jessica Croman , Tel: 01225 718262 or (e-mail) [jessica.croman@wiltshire.gov.uk](mailto:jessica.croman@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 Pip Ridout, Cllr Andrew Davis (Vice Chairman), Cllr Keith Humphries,  
Cllr Christopher Newbury (Chairman) and Cllr Fleur de Rhé-Philippe

### **Wiltshire Council Officers**

Jessica Croman – Democratic Services Officer  
Jacqui Abbott – Community Area manager  
Surriya Subramaniam – Head of Service for Public Protection (Emergency Planning)  
Bill Parks – Head of Local Highways & Streetscene North  
Daniel Everett – Highways Project Manager  
Imogen Dallimore – Community Coordinator  
Adrian Hampton – Head of Local Highways & Streetscene South

### **Town and Parish Councillors**

Warminster Town Council – Heather Abernethie, Sue Fraser  
Chapmanslade Parish Council - P. Jefferson  
Chitterne Parish Council – Mike Lucas  
Heytesbury Parish Council – S. Perry  
Knook Parish Council – S. Perry

### **Partners**

Wiltshire Police – Inspector Alan Webb  
Community Area Partnership

**Total in attendance: 20**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Warminster Area Board.</p>
2.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <ul style="list-style-type: none"> <li>• Sandra Samuel</li> <li>• Len Turner</li> <li>• Sarah Jefferies</li> </ul>
3.	<p><u>Minutes</u></p> <p><b>Decision</b></p> <p><b>The minutes of the previous meeting were agreed as a correct record and signed by the Chairman.</b></p>
4.	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
5.	<p><u>Chairman's Announcements</u></p> <p>The Chairman made the following announcements, which were included within the agenda pack:</p> <p><b>Safe Places and Before I Forget Campaign</b></p> <p>A national scheme to help the vulnerable in the community when out and about, businesses display an orange sticker in their window, which indicates they are a safe place. The scheme will work alongside the dementia friendly towns. The next meeting will take place on Tuesday 27 January, 4pm at the Warminster Fire Station.</p> <p><b>Stonehenge &amp; Avebury World heritage Site management Plan</b></p> <p>Attention was drawn to the consultation details contained within the agenda pack.</p>
6.	<p><u>Local Youth Network Update and Youth Activities Grant Applications</u></p> <p><b>Update</b></p>

	<p>Jacqui Abbott, Community Area Manager, gave an update on the activities of the LYN since the last Area Board. It was noted that consultations had taken place at Kingdown School and a 'show case' event was held to show which activities were available to young people. Rachel Povey was introduced as the new Chairman of the LYN and welcomed by the Area Board.</p> <p>The next meeting of the Lyn would take place on 10 February 5-7pm at the former youth development centre.</p> <p><b>Grants</b></p> <p><b>Lighthouse Youth Activities</b></p> <p>Decision</p> <p>To approve a grant of £995 towards the activities project.</p> <p>Reason</p> <p>This application met the grants criteria for 2014/15. It was noted that future applications would need a clear breakdown of the costs and that the LYN would need to start thinking of new ideas as the project was not a viable long term project and to provide funding up to the end of March, subject to a report back to the Area Board on the results of the project.</p> <p><b>Relate Talkzone</b></p> <p>The application was deferred.</p>
7.	<p><u>Emergency Planning</u></p> <p>A presentation was given by Surriya Subramaniam, Head of Public Protection (Emergency Planning), Daniel Everett, Highway Project Manager and Bill Parks, Head of Local Highways &amp; Street Scene North, on emergency planning within Wiltshire and training available for Parish and Town Councils.</p> <p>A new way of working to tackle emergency situations such as snow, flooding and pandemic flu would involve a multi agency approach to build more resilient communities. It was noted that if residence homes had been flooded they would be able to apply for a Defra grant up to £5000 to help make their home resilient. The emergency planning team were also able to supply equipment to help during emergencies, although they needed flood wardens within communities to be the central point of contact, noting that Wiltshire Council would only be able to secure grants if the community engages.</p> <p>It was agreed to circulate an email to all Parish and Town Councils to offer a full emergency planning workshop.</p>

	<p>The Chairman thanked the Mr Subramaniam, Mr Everett and Mr Parks for the presentation.</p>
8.	<p><u>Wiltshire Community Foundation</u></p> <p>Jon Yates from the Wiltshire &amp; Swindon Community Foundation gave a verbal presentation informing the board of the work that the foundation carries out.</p> <p>It was noted that the foundation was able to offer grants to community groups using a different qualifying criteria to the Area board to fund areas such as running costs.</p> <p>Mr Yates also drew attention to the Wiltshire Uncovered report which identified the need for strategic grants and was available at: <a href="http://www.wiltshirecf.org.uk">www.wiltshirecf.org.uk</a> or 01380 729284.</p> <p>Information was given on the ‘Surviving Winter Appeal’ which was an appeal aimed at raising funds to support those in Wiltshire who need help over the winter months.</p> <p>The Chairman thanked Mr Yates for the presentation.</p>
9.	<p><u>Your Local Issues</u></p> <p>The Community Area Manager drew attention to the issues report in the agenda pack noting that work to tackle the issues was progressing.</p> <p>An issue was raised about the community asset transfer of the youth centre building. The Area Board members were in agreement that the building should be transferred over to the Athenaeum Trust. It was suggested that the Trust re-do the forms and to copy all of the Area Board Members into the correspondence.</p> <p>Mill lane in Heytesbury had a flooding problem in which WC was aware of and and the CATG had requested a topographical survey. Daniel Everett and his team were thanked for their hard work.</p>
10.	<p><u>Updates from Partners</u></p> <p>Some written updates had been received before the meeting and were included in the agenda.</p> <p><b>Police</b></p> <p>Inspector Alan Webb referred to the update located on the tables. It was noted that there had been increased levels of theft, criminal damage and violent crime. More night patrols had been planned although the crime seemed to be sporadic making it hard to target. There had also been an increase in shoplifting and</p>



	<p>aggravated burglary.</p> <p>A question was raised about dog stealing and it was noted that the police had identified someone.</p> <p>An issue was raised about the bus shelters along the A350 in that they continue to be vandalised. It was noted that although the police were aware and actions were being developed to mitigate offences, no one had reported the incident. It was decided that the Community Area Manager would circulate and email to the Parish Council asking them to continue to report the damage.</p> <p>Another issue on irresponsible parking was raised and the AB was informed that the police could only issue a wilful obstruction fine of £50, if the vehicle blocked emergency vehicle access.</p> <p><b>Fire &amp; Rescue Service</b></p> <p>It was noted that in December it was decided to merge Dorset and Wiltshire fire services with an equal number of members of the fire authority from Wiltshire and Dorset and would be named Dorset &amp; Wiltshire Fire and Rescue.</p>
11.	<p><u>Precept Consultation - Police &amp; Crime Commissioner</u></p> <p>Clive Barker from the office of the Police and Crime Commissioner gave a presentation on the proposed precept increase. It was noted that crime was down and in a recent inspection the PCC received the overall rating of 'Good'. It was proposed for an increase of £3.06 per household (band D property) for the year.</p> <p>The Chairman thanked Mr Barker for the presentation.</p>
12.	<p><u>Community Area Transport Group</u></p> <p>The Warminster Area Board was asked to agree the budget allocation proposals from the Community Area Transport Group (CATG) for the Warminster Community Area.</p> <p>Decision</p> <p>That the Warminster Area Board approves the project listed in the report for CATG expenditure.</p>
13.	<p><u>Warminster Community Operations Board</u></p> <p>Cllr Humphries introduced the item referring to the report in the agenda. It was noted that the Campus is developing into a town centre regeneration project involving significant health elements and for that reason Cllr Humphries had stepped down as Chairman.</p>

14.	<p><u>Area Board Funding - Community Area Grants</u></p> <p>The area board considered the following applications seeking 2014/15 Grant funding:</p> <p>Decision</p> <p>Warminster Athenaeum Trust was awarded £5000 towards new staging.</p> <p>Reason</p> <p>This application meets grant criteria 2014/15 and has match funding.</p>
15.	<p><u>Future Meeting Dates</u></p> <p>The Chairman drew attention to the date of the 7<sup>th</sup> May 2015 meeting noting that that clashed with the general election and suggested to change the date of the meeting.</p> <p>It was agreed to change the date of the 7<sup>th</sup> May meeting to the 30 April 2015.</p> <p>It was noted that the date of the next AB meeting would be the 3<sup>rd</sup> March 2015, 7pm at the Warminster Civic Centre.</p> <p>The chairman thanked all those present for attending.</p>

## EXTRA CARE IN WARMINSTER

### Key points and background

- There are 275 units of sheltered housing in Warminster [including rural areas], a large proportion of which are bungalows or small studio flats in schemes. Overall, the accommodation is not fit for purpose and cannot support the independence of high need residents.
- A new McCarthy and Stone development on George Street was built in 2011. Imber Court provides 39 1 & 2 bed units for sale and meets Warminster's needs for open market units.
- There is still a shortfall of 40-50 units of affordable and fit for purpose units of accommodation.
- A new 80 bed nursing and dementia care home on Gipsy Lane has been completed this summer – it is owned and managed by the Orders of St John Care Trust and will meet Wiltshire Council's need for specialist residential provision in Warminster.
- The Woodmead Care Home site on Portway has become vacant and the residents have moved to the new home.
- The Shadow COB favours the use of the central car park site for a Campus which will also become part of a wider regeneration scheme – this is next to the library and Avenue School / Children's Centre in central Warminster. This is also a short distance from the Woodmead Care Home site on Portway.
- We are looking to build an extra care scheme with 40 units of accommodation on this vacant Woodmead site. It will be located close to the proposed campus development and other local amenities.
- The Capital Assets Committee has approved the use of funding for the Woodmead site to develop as extra care

### Indicative Timeline

January 2015	-	Appoint Design Team
June 2015	-	Planning Application submitted
October 2015	-	Start on site (including demolition)
March 2017	-	Practical completion
April 2017	-	Residents start to move in

## **Proposal**

- **To develop a working group with members approved by the Warminster Area Board to look at options for developing the Woodmead site into Extra Care**
- **This working group would help us in meeting the indicative timeline above and would have clear involvement from the beginning of the Project**

## **Chairman's Announcements**

<b>Subject:</b>	<b>Paper 10 Integrated Performance Management Report</b>
<b>Officer Contact Details:</b>	<b>Wiltshire CCG Communications Department Wccg.info@nhs.net</b>
<b>Weblink:</b>	<b><a href="http://www.wiltshireccg.nhs.uk/our-governing-body/governing-body-meetings-in-public/governing-body-meeting-25-november-2014">http://www.wiltshireccg.nhs.uk/our-governing-body/governing-body-meetings-in-public/governing-body-meeting-25-november-2014</a></b>
<b>Further details available:</b>	<b>David Noyes, Director of Planning, Performance and Corporate Services</b>

### **Executive Overview**

Pressure remains higher than anticipated across the system, which continues to present both an operational and financial challenge system wide. This is most evident regarding acute services and the number of cases attending A&E, which is presenting a challenge to the achievement of the 4 hour wait target. Some, but by no means all of this, may be attributable to increased referrals arising from NHS111; this risk is identified (and features amongst the CCG top 10 risks) and work is in hand with our provider to try and safely/appropriately manage the figures down. However, planned care is also running ahead of planned levels. The under delivery of planned activity levels and the consequent impact on the CCG's financial position feature high on the list of top 10 risks. While the CCG remains on track to deliver against budget and financial targets, doing so will require extremely taut management in the coming months. Across the CCG, in very close partnership with our colleagues in our major providers and individual practices, work is ongoing to identify ways to better manage the pressures. At a whole system level, it has been identified that gastroenterology is currently generating over performance and so a system wide review will be conducted. As previously reported, we remain concerned regarding the recurrent impact of the combination of high activity levels and the under delivery of some of our change projects, and this represents the highest risk to the CCG moving forward.

The CCG performance on the 18 week Referral to Treatment (RTT) standards for admitted care and non-admitted care are now at the national target levels in advance of the deadline of December 2014 as a result of a second tranche of additional non recurrent activity taking place. Additionally, the over 52 week waiters have been treated at all but one provider where there is a known specific issue which is being managed across a wider geography. There has been a 7% growth in the waiting list below 16 weeks which is partially explained by the continued focus on longer waiters, but which will require ongoing attention through local providers' weekly operational meetings.

Some additional investment has become available in order to underpin our Operational Resilience and Capacity Plans, which will be further reviewed at the System Resilience Group on 18 November 2014. The CCG has received additional funding to support season pressures with the local health and social care economy; from the national allocation of circa £700m Wiltshire will receive £4.297m. The CCG is making all of this funding available to support a number of service redesign schemes aimed at preventing inappropriate admission to hospitals and supporting earlier discharge when people have attended their local Emergency Department. The CCG Governing Body is regularly briefed in detail

## ***Chairman's Announcements***

and remains committed to the delivery of change across our system outlined in our 5 year strategy. Our Clinical Leaders are convinced that the direction of travel we have established is the best way forward and will ultimately deliver the improved outcomes we seek in an affordable manner.

In the last month we have been delighted to work alongside our close partners in Wiltshire Council, participating in a most successful peer to peer review process of health and wellbeing. Although we await the final report, all the early indications of the outcome of this work are both positive and encouraging.

Working very closely with our partners in Wiltshire Council, some early indications of priority areas to focus upon are becoming clear from the 100 day challenge, which was an internal initiative aimed at galvanising action within our Better Care Plan. These include system wide 7 day working, improved collaboration within community teams and consistent Discharge planning. Elsewhere, and as previously reported, encouraging progress is being made in our 3 demonstrator sites who are piloting the development of integrated teams in Calne, Bradford on Avon/Melksham and Salisbury. We aspire to the creation of 20 such teams across the County, and notwithstanding the 3 pilot sites, the remaining 17 areas are also starting to come together. Pleasingly, our partners in GWH are starting to deliver the additional workforce required to bring much of this to life. Equally, work continues as we take forward key programmes of work regarding the re-procurement of community services, which will form the foundation stone for the delivery of our strategic vision. We have also made good progress with validating the plans for utilising the Transforming Care of Older people funding, to deliver enhanced capacity and capability for the care of our older people in community settings, at or close to their own homes. Working closely with Wiltshire Council, we have now launched a public consultation on the future of specialist dementia hospital care. The outcome of which will help to mitigate the sixth risk in the CCG risk register top ten.

The CCG's Commissioning Intentions for next year are complete, and they have been sent to our providers, with a copy also posted on our web site. We are now well into our detailed operational planning for next year, and have had a valuable meeting with colleagues from NHS England whose support as we continue our journey should be invaluable. Equally, we are making early preparations for the contracting round which will commence early in the New Year.

## **Chairman's Announcements**

**Subject: Dementia in Wiltshire: The Role of Healthwatch Wiltshire**

**Officer**

**Contact** 01225 434218 ~ [info@healthwatchwiltshire.co.uk](mailto:info@healthwatchwiltshire.co.uk) ~ [www.healthwatchwiltshire.co.uk](http://www.healthwatchwiltshire.co.uk)

**Details:**

### **Summary of announcement:**

Healthwatch Wiltshire (HWW) is your local champion for health and social care. We are here to listen to the voices of local people and use this to influence commissioners and providers of services.

#### **Monitoring dementia services**

HWW has brought together local charities in Wiltshire to form a partnership that will monitor and support the new Wiltshire dementia strategy.

This innovative new partnership includes representatives from Alzheimer's Support, Alzheimer's Society, Age UK Wiltshire, Age UK Salisbury District, Carer Support Wiltshire and Swan Advocacy.

Partners will gather feedback independently through a variety of means and then share findings at regular partnership steering group meetings. HWW will bring together at least 100 local people across the county to monitor how services are working. The '100' will be asked to share their experiences of local dementia services. HWW will gather together these experiences and share these with the partnership as well as commissioners and providers of services. The aim is to make sure that the voices of local people are 'centre stage'. In addition to the workshops, HWW will offer people the opportunity to take part in a one-to-one interview with a member of HWW staff or a trained volunteer.

The workshops will be taking place on:

- **Thursday 22 January 2pm – 4pm at Malmesbury Town Hall, Cross Hays, Malmesbury SN16 9BZ**
- **Wednesday 28 January 2pm – 4pm at The Corn Exchange, St. Johns Street, Devizes SN10 1BN**
- **Wednesday 4 February 2pm – 4pm at The Methodist Church, St Edmund's Church Street, Salisbury SP1 1EF**
- **Thursday 12 February 2pm – 4pm at The Laverton, Bratton Road, Westbury BA13 3EN**

#### **Specialist dementia hospital care in Wiltshire**

NHS Wiltshire Clinical Commissioning Group (CCG) is consulting on the permanent location of specialist dementia hospital care. To help them make a decision about where this care should be, they want to hear what local people think. HWW is independently facilitating the consultation. This will include public meetings, talking to people in service user groups, inviting people to complete a questionnaire, or simply inviting people to talk to us and tell us what they think.

The public meetings will be taking place on:

- **Tuesday 13 January from 10 am – 12 midday at The Corn Exchange, St. Johns Street, Devizes SN10 1BN**
- **Tuesday 20 January from 2- 4 pm at The Methodist Church, St Edmund's Church Street, Salisbury SP1 1EF**

Online version of the questionnaire: <http://www.wiltshire.gov.uk/dementiastrategyconsultation-2>

**To book a place please contact Helen West on 01225 434218 ~ [helen.west@healthwatchwiltshire.co.uk](mailto:helen.west@healthwatchwiltshire.co.uk) ~ [www.healthwatchwiltshire.co.uk](http://www.healthwatchwiltshire.co.uk)**

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## Partner Update for Warminster Area Board

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**Name of Partner:**

**Date of Area Board Meeting: 5<sup>th</sup> March 2015**

**Headlines/Key Issues:**

- Vacancy on the Council – filled by Co-option Councillor Matt Simpson joins the team
- Openness and Accountability Act – As per the new transparency code for smaller authorities the required documentation within the new act to be added to the Parish Council Website.

**Projects:**

- Play area grant applied for with Reaching Communities, new lease for an area on the Village Hall recreational area to be signed with Longleat Estate.
- Parish Plan – Longleat Estate, New Land Agent to join the working group.

**Future Events/Dates for the Diary:**

- The 16<sup>th</sup> April 2015 is the date of the next meeting. It will start at **7.30pm**, all are welcome to attend.

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## **Partner Update for Warminster Area Board**

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**Name of Partner: Maiden Bradley with Yarnfield Parish Council**

**Date of Area Board Meeting: Thursday 5 March, 7pm**

**Headlines/Key Issues:**

- Action Plan produced for the 2015/2016 Civic Year
- Vacancy on the Parish Council
- Council to apply for the Foundation and Quality Status as a Parish Council.
  
- **Projects**
- Youth Club Trustees announced the project to infill the disused Swimming Pool on the recreational area is completed.
- A review of the condition of the recreational area, condition of the Football posts and sport provision etc is still in progress.
- Link Scheme to be awarded a grant of £100 to assist with the work it has actioned in the parish.
- Listed Building review has been completed and a binder with all the listed building data and mapping is to be held by the Clerk.

**Future Events/Dates for the Diary:**

- Tuesday 10<sup>th</sup> March 2015 is the date of the next full Council meeting. The Parish Meeting will start at 7.30pm. All are welcome to attend.

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## Partner Update for Warminster Area Board

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**Name of Partner: Warminster and Villages Community Partnership (WVCP)**

**Date of Area Board Meeting: 5<sup>th</sup> March 2015**

**Headlines/Key Issues:**

- Safe Place & Dementia Friendly Town schemes to be rolled out in Warminster during 2015.
- E&T group is continuing pursue progress of the issue regarding scaffolding at No.3 High Street, Warminster.

**Ongoing projects:**

- Economic and Tourism Group – monitoring of town scene and empty buildings; benchmarking; media contact list.
- Health and Social Care Group – monitoring and information sharing between organisations and the community.
- ‘Your Community Plan 2013-2026’ is available to download from our website or via the Warminster Area Board webpage. Copies are also available in the Library.
- Update of ‘Your Community Plan’.
- Community Plan appendix for fundraising opportunities.
- Current volunteering opportunities in the Warminster area can be accessed via the website [www.volunteercentrewiltshire.org.uk/](http://www.volunteercentrewiltshire.org.uk/)
- WVCP website [www.westwilts-communityweb.com/site/Warminster-and-Villages-Community-Partnership/](http://www.westwilts-communityweb.com/site/Warminster-and-Villages-Community-Partnership/)
- Follow WVCP on Twitter [twitter.com/warminstervcp](https://twitter.com/warminstervcp)

**Future Events/Dates for the Diary:**

- WVCP Management Committee meets every fourth Tuesday of the month at the Organ Inn, Warminster.

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<b>Report to</b>	<b>Warminster Area Board</b>
<b>Date of Meeting</b>	Thursday 5 March 2015
<b>Title of Report</b>	<b>Youth Activities Grants</b>

**Purpose of Report:**

To give an update about the new Community-led model, for positive activities for young people within Warminster. To highlight current developments about the progress in Warminster Community area youth activities fund and the LYN (local youth network) as well as Informing the community about the new model.

**What has been happening in the Warminster Community Area?**

- Engaging and consulting with young people to identify their needs and establish priorities, drawing on existing needs analysis including the JSA (Joint Strategic Assessment) and Community Plan.
- Collated comments and currently circulating questionnaires. Consultation achieved using PowerPoint presentation during house assemblies to young people at secondary schools.
- Various visits made to local groups to support and encourage youth participation.
- Developing the LYN and the LYN task and management group, this sub group is now establish and has been very proactive in assessing and making recommendations of funding applications for the positive activities for young people’s grant fund.
- Continue to Introduce the Community Youth Officer role, new model and LYN to community organisations and Town/Parish, to raise awareness and develop positive partnerships.

**Main Considerations**

Councillors will need to be satisfied that grants awarded in the 2014 /15 year are made to projects that can realistically proceed within a year of the award being made.

The current amount remaining for the youth activities funds for 2014/15 is £11,499.04

## **Environmental & Community Implications**

Community Area youth Grants will contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area for young people aged 13 – 19 years old and up to 25 for disabled young people, the extent and specifics of which will be dependent upon the individual project.

## **Legal Implications**

There are no specific Legal implications related to this report.

## **HR Implications**

There are no specific HR implications related to this report.

## **Equality and Inclusion Implications**

Youth Activity Grants give all local community and voluntary groups, Town and Parish Councils an equal opportunity to receive funding towards community based projects and schemes for young people aged 13 – 19 or up to 25 with a disability.

## **Grant request detail:**

There were 4 applications put forward to be considered for youth funding – all applications were assess by CYO, 3 needed more information therefore was sent back to applicant to be resubmitted once they have completed the full criteria of the grant process (See attach process).

## **Application submitted:**

No application was submitted.

## **LYN Recommendation:** N/A

<b>Documents used in the production of this report</b>	<b>Completed Youth Activity Grant Application forms</b> <b>Youth Activity Grants criteria</b> <b>Leader's Guidance for Community Area Boards on Positive Activities for Young People September 2014</b>
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<b>Report Author</b>	Sandra Samuel Community Youth Officer for Warminster Area Mob: 07920 765 140 Tele: 01225718598 Email: <a href="mailto:sandra.samuel@wiltshire.gov.uk">sandra.samuel@wiltshire.gov.uk</a>
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## Warminster Area Board Issues Report for 5 March 2015

### New issues reported:

No.	Location	Issue	Latest update
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3839	Warminster	Woodcock Road traffic issues	Woodcock road traffic has been raised many times. A new zebra crossing is to be installed at St. Georges school and new signing and lining will be implemented though the successful substantive scheme bid. A further metro count will be undertaken in this specific area.
3798	Warminster	Frederick Taylor Court dog fouling; request for bin	Although funding may be possible via the Area Board for a new bin, Wiltshire Council cannot add it to their schedule. Resident has been asked to report specific location to check the street is clean. Options remain for Parishes and Town Council to empty bins or move bins around.
3738	Sutton Veny	Potential speeding issue	Have requested a metro count in the first instance to check speeds of majority of vehicles.

### Ongoing issues under investigation:

No.	Location	Issue	Latest update
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3753	Chitterne	Speeding on B390	Two areas require a topographical survey <i>or</i> the entire length of the road through the village. Cost likely £3400. For Community Area Transport Group on 11 April.
3712	Crockerton Little Hill	Signage	Mark Stansby's signage team looking into this.
3698	Prestbury Drive (Bishopstrow side)	Footpath safety concerns	With Rights of Way as checking responsibility for the footpath.
3770	Groveland Way	Parked cars potential hazard	WR1 form to be submitted to look at waiting restrictions. Will be considered by Town Council in first instance.

3421	Longbridge Deverill A350	Speeding on road through village which is 40mph with many junctions.	Topographical survey funded by CATG in progress. Another metro count has been ordered also.
2990	Warminster	Caravans entering Longleat site narrow lanes	Parish Council, Longleat and the Caravan Club continue to meet to find a long term solution

## Issues resolved and being implemented

No.	Location	Issue	Resolution
3658	Sherrington	Potential Speeding	“Slow” to be marked on highway entrance to village – in progress
3729	Corsley Memorial Playing Fields	Entrance to playing field potentially dangerous	“Slow to be marked on highway at entrance /exit to playing field
3728	Corsley	Sat Nav sends HGV through narrow lanes	With Highways team to mark “unsuitable for wide vehicles”
3496	Codford	Speeding on High Street, Codford.	Project now with Highways & signage team
3621	Sherrington	Request for additional grit bin	Grit bin funded by Area Board and in place
3397	Norton Road & High Street Sutton Veny	Request for no waiting restriction as cars parking inappropriately	Hatching / double yellow lines planned. CATG has funded £500
3396	Norton Road off Cotley Hill A36	Safety concerns re: narrow pavement & bend; visibility poor	Highways engineer liaising with Parish Council regarding prepared lining and signing options

Further details including actions and outcomes can be viewed at [www.wiltshire.gov.uk/areaboards](http://www.wiltshire.gov.uk/areaboards) including reporting of issues.

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**Wiltshire Council**

**Warminster Area Board**

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**Subject: Local Highways Investment Fund 2014 – 2020**

**Report Author: Parvis Khansari, Associate Director Highways and Transport**

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## **Executive Summary**

Wiltshire Council has a major programme of investment in highway maintenance over the next six years which has started in 2014/15, and will see a significant improvement in the condition of the county's highway network.

The investment is being targeted at those roads in worst condition, and will include minor roads as well as the main roads. The scheme list for 2014/15 was considered by the Area Board earlier this year, and is fixed. The work is either completed or currently underway on these sites (See **Appendix 1**). There are also road safety and Community Area Transport Group schemes being implemented (See **Appendix 2**).

A list of roads for resurfacing and treatment in 2015/16 has been prepared (See **Appendices 3 and 4**). The site list has been developed taking into account the existing condition of the roads, road safety considerations and the anticipated deterioration in condition. The Area Board is asked to review this list, and suggest any other sites, particularly for consideration for future years.

The level of funding for highway maintenance in Wiltshire is significantly above the level of funding provided by the Department of Transport, with a budget of £21 million for highway maintenance and £3 million for bridge maintenance in 2015/16. The DfT funding for roads and bridge maintenance in Wiltshire has been £12.262 million for 2014/15, and is in the region of £16.500 million for 2015/16.

The Local Highways Investment Fund 2014 -2020 represents a significant increase in investment in road maintenance in Wiltshire.

## **Proposals**

The Area Board is requested to:

1. Note the progress made on implementing road resurfacing and safety schemes in 2014/15
2. Consider the list of proposed highway maintenance schemes in their areas for 2015/16, and agree the final list for implementation.
3. Suggest any sites for consideration for inclusion in future year's highway maintenance and resurfacing programmes.

## **Reason for Proposal**

Wiltshire Council has a major programme of investment in highway maintenance, which will see a significant improvement in the condition of the county's highway network.

The views of the Area Board are important in helping to identify local priorities for road maintenance, and future programmes of work.

Delays in finalising the list could result in non-delivery of sites, and your assistance in agreeing a final list for 2015-16 would be appreciated as there is a significant programme of works to deliver.

**Subject: Local Highways Investment Fund 2014 – 2020**

**Report Author: Parvis Khansari, Associate Director Highways and Transport**

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**Purpose of Report**

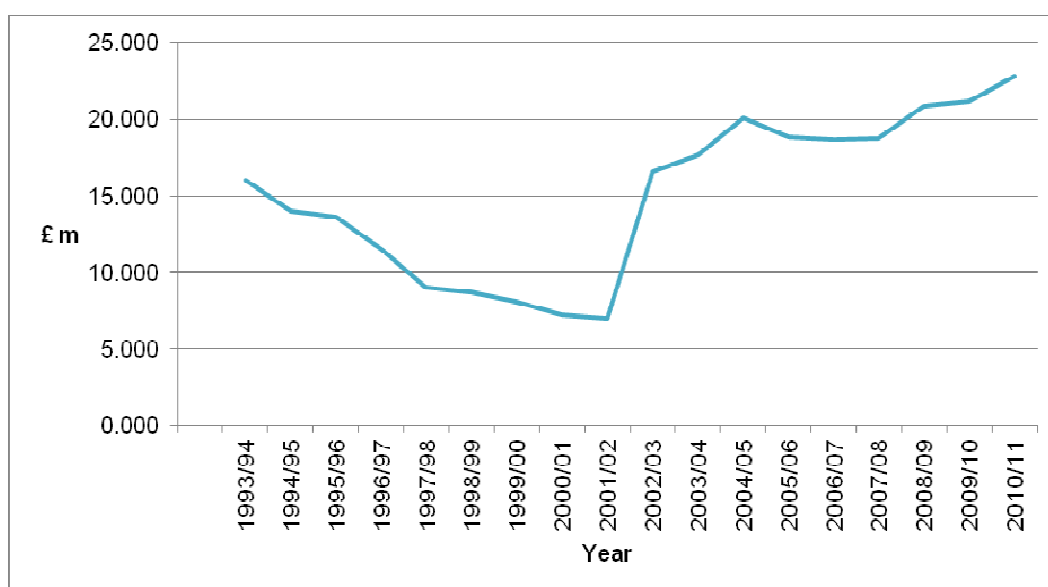
1. To advise the Area Board about progress made implementing the Wiltshire Council’s Local Highways Investment Fund 2014 – 2020, and to agree the local highway maintenance priorities for 2015/16.

**Relevance to the Council’s Business Plan**

2. The Council’s Business Plan sets out the vision to create stronger and more resilient communities. It includes three key priorities and twelve actions that the Council will deliver over the next four years. One of the twelve actions is to ‘invest additional money between 2014-17 to reduce the historic backlog in highways maintenance’.

**Background**

3. Expenditure on highways declined substantially during the 1990’s, and there has been under investment in roads maintenance for years. It has increased since 2000/1, with the introduction of Local Transport Plan funding, but there is still a large backlog of maintenance required on the network.



5. Funding of highway major maintenance has continued to increase in Wiltshire in recent years, but with a series of bad winters and flooding earlier this year the road network has been badly affected.
6. Wiltshire Council has a major programme of investment in highway maintenance over the next six years, and this will see a significant improvement in the condition of the county's highway network.

### **Main Considerations**

7. There is a substantial programme of road maintenance currently underway. The larger schemes in your area are shown in **Appendix 1**. Most of the surfacing across the county has already been completed, or is programmed for the coming months, subject to weather. The scheme list for 2014/15 is fixed and at this stage would only be changed in exceptional circumstances.
8. In a few cases schemes have had to be delayed because of public utilities work or other access difficulties, and these sites will generally be completed at the first available opportunity.
9. As well as those roads on the list of schemes circulated to Area Boards in 2014, additional sites have had to be treated because of damage caused by flooding. This additional work has been funded from additional funding provided by central government for winter damage and potholes.
10. There are ongoing programmes of local safety and Community Area Transport Group (CATG) schemes in the area, and recent larger projects are listed in **Appendix 2**.
11. The Local Highways Investment Fund 2014 – 2020 is being targeted at those roads in worst condition, and includes minor roads as well as the main roads. It is intended to produce a long term improvement in the condition of Wiltshire's roads by applying asset management principles. Road safety information and road condition data has been used to prepare a list of priority sites for treatment in 2015/16 in the community area as shown in **Appendices 3 and 4**.
12. In addition to the larger carriageway surfacing sites, the Council will also be repairing localised areas which are suffering from deterioration or which need repairs. A programme of pothole and defect repairs will continue across the county in response to local damage identified through our regular inspections or reports from the public and road users.
13. As well as addressing the roads in worst condition, improvements will be made to the drainage and footways to bring them up to standard. Some roads will have to be treated as priorities because of the need to ensure there is adequate skid resistance and they are in safe condition.
14. It is the intention that the Area Boards will have the opportunity to help identify local priorities for treatment for future years. Any sites which the

Area Board suggest will be inspected and considered for potential inclusion in the road maintenance programme for future years.

### **Safeguarding Implications**

5. Does not apply.

### **Public Health Implications**

6. Increased investment in road maintenance will have benefits for public health. The improved road surfaces, better skid resistance and associated safety improvements will help reduce the numbers killed and injured on the road network. These improvements would complement the other measures to improve road safety, such as traffic calming, speed limits, and schemes being developed by the Community Area Traffic Groups.
15. The improved road surfaces, particularly on the minor urban roads, will be of benefit to cyclists and pedestrians. Urban roads in poor condition may discourage cycling as cyclists who can be adversely affected by road conditions and uneven or damaged surfaces. The investment supports the strategy to encourage cycling as set out in the Council's Local Transport Plan.
16. Roads in poor condition in urban areas can result in disturbance and noise for residents, especially on busier routes carrying heavy goods vehicles at night. Better road surfaces should result in reduced background noise in residential areas, with potential mental and physical health benefits.
17. The Council monitors road collision data in order to focus safety improvements at those sites with the worst accident records. With the additional funding this process will continue, and where appropriate other alterations to signing, drainage, street lighting or road markings could be incorporated into resurfacing work to improve safety.

### **Environmental and Climate Change Considerations**

18. The road network is particularly vulnerable to the effects of climate change. In recent years we have seen the effects of a series of severe winters which have resulted in damage to the roads and an increase in the number of potholes. Last year was the wettest on record and flooding damaged a number of roads in Wiltshire. In long periods of hot weather the surfaces can be damaged by melting, resulting in roads becoming slippery or deforming under traffic loads.
19. In the longer term a more robust highway network, with roads in better condition, will require less reactive maintenance and reduced travelling to respond to potholes and localised defects. A planned maintenance regime enables traffic disruption to be kept to a minimum. With unplanned maintenance the delays to traffic and associated fuel consumption can be considerable.

## **Equalities Impact of the Proposal**

20. The improvements in road safety anticipated with increased investment in road maintenance would be expected to benefit all road users, but especially the more vulnerable, including pedestrians, cyclists and other non vehicle users.
21. The highway network is important to local businesses, and to public transport operators. The delays due to un-programmed maintenance and road repairs have been identified as concerns by local businesses. The high profile programme of works to address road conditions will help send the message that transport is important in Wiltshire and could help to promote inward investment and job creation.

## **Risk Assessment**

22. There are serious risks in connection with road maintenance. These include the safety and reputational aspects of those killed and seriously injured on the highway network. In order to reduce these risks the Council has approved highway inspection and skid resistance procedures in place, but in order to keep the network in safe condition it is important that the highway network has adequate investment.
23. The road condition data collected through the technical surveys is used to focus investment on those sites where there is most need and greatest risk. As well as the safety benefits this approach also ensures that best use is made of the limited available funding in order to keep the asset in optimum condition.

## **Risks that may arise if the proposed decision and related work is not taken**

24. The risks to the Council from lack of road maintenance are in terms of claims against the Council as the result of accidents, or in extreme cases prosecution as a result of particular incidents. As well as the safety and cost aspects, there are also significant reputational implications of such events.
25. Not carrying out highway maintenance is likely to lead to declining public satisfaction in the future as road conditions remain the same and no progress is made on improving them.

## **Risks that may arise if the proposed decision is taken and actions that will be taken to manage these risks**

26. There is a potential risk that the proposed investment will not deliver the improvements in road condition anticipated. This risk is being managed by using the technical data to focus the investment on those sections of road where work is required to meet safety requirements, and on those places where it would improve road conditions the most. Effective asset management will reduce this risk and make sure the investment is effective.



27. There is a risk that the investment will not increase public satisfaction with the service. In view of the initial results from those authorities which have made a substantial investment it would appear that satisfaction levels will improve in the longer term with the increased investment.

### **Financial Implications**

28. Routine highway maintenance such as grass cutting, gully emptying and litter picking is paid for with Revenue funding. The majority of funding for major road maintenance and highway improvements is capital funding usually provided through the Maintenance Block Capital Grant from the Department for Transport (DfT). The allocation for Wiltshire for 2014/15 is £12.262 million, and for 2015/16 is expected to be in the region of £16.4 million.
29. The importance of highways investment has been recognised within the Wiltshire Council Business Plan 2013/17 and as a result an intention to invest additional Capital budget was factored into the financial plan based on assumed future grant levels. Highway maintenance funding in Wiltshire has been increased to £21 million for the six year period to 2020, with a budget for bridge maintenance of a further £3 million annually during this period.
30. It has been estimated that an annual expenditure of around £12.575 million would be required to maintain the highway network in its existing condition for the next 15 years. Spending less than this would result in road conditions deteriorating and public satisfaction reducing.
31. The funding of £21 million for highways maintenance for six years will result in a significant improvement to the condition of the network, including improving the condition of the unclassified roads, and improving safety on the classified roads

### **Legal Implications**

32. The Council has a duty under the Highways Act to maintain the county's roads. The highway inspection procedures, policies and improvement plans ensure that this duty is fulfilled. The increased investment and improved road conditions will help the Council meet its responsibilities with regard to road maintenance.

### **Options Considered**

33. The Council considered various options regarding funding levels for future highway maintenance, but it was concluded that an investment of £21 million annually would be realistic and would significantly improve the condition of the county's roads. Less funding would result in not all roads in poor condition being treated, and higher levels of funding were not considered realistic in the present circumstances.

## **Conclusions**

34. The conditions of the road network are important to the public, and this is reflected through the People's Voice and NHT surveys. In order to improve carriageway conditions in Wiltshire, increased expenditure above the funding levels provided by the Department of Transport is being provided for highway maintenance.
35. The current funding of £21 million for six years will provide a significant improvement to the condition of the network, improving the condition of both unclassified and classified roads. As part of the scheme the opportunity is being provided to the Area Boards to help identify local priorities for treatment.

**Parvis Khansari**  
**Associate Director Highways and Transport**

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December 2014

## **Background Papers**

The following unpublished documents have been relied on in the preparation of this report: None

## **Appendices**

- Appendix 1 – Warminster Highways Major Maintenance 2014 – 15
- Appendix 2 – Warminster Integrated Transport Schemes 2014 – 15
- Appendix 3 – Warminster Highway Major Maintenance Sites 2015 – 2016
- Appendix 4 – Location of Warminster Highway Major Maintenance Sites 2015 – 2016

## Warminster – Highways Major Maintenance Schemes 2014/15

Road	Location	Treatment	Approximate Length (m)	Completed / Programmed Date
A350	Longbridge Deverill	Resurfacing	700	Completed
A350	A350, Longbridge Deverill	Resurfacing	440	Completed
A3098	A3098 - A36 to Westbury	Resurfacing	2,500	December 2014
U/C	Southcroft Chapmanslade	Resurfacing	120	February 2015

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## Warminster - Integrated Transport Schemes 2014/15

Road	Location	Scheme Description	Completion/ Programmed date
B390	Chitterne	Chevron warning signs	Completed
B3414	Warminster, Market Place	Keep clear markings	Completed
U/C	Warminster, access to central Car park	Waiting restrictions	Completed
U/C	Warminster, Sambourne Gardens	Bollards	Completed
U/C	Warminster, Newopaul Way	Creation of a new shared use cycleway	Completed

## Warminster – Structures Schemes

Road	Location	Scheme Description	Completion/ Programmed date
C10	Sherrington	Incursion works, trief kerbs	February 2015
C280	Suffers Bridge, Boyton	Deck replacement	March 2015

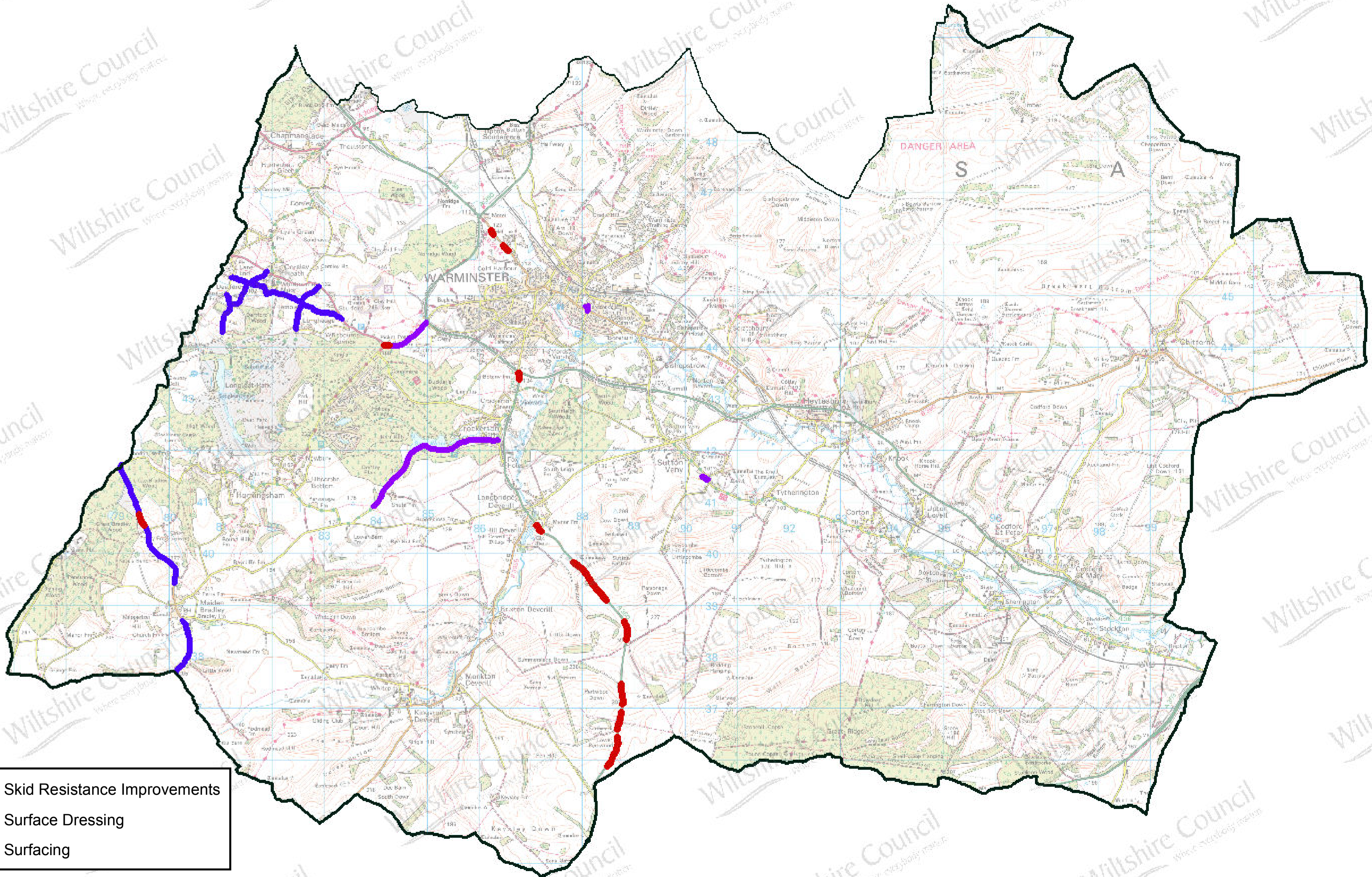
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## Highways Major Maintenance 2015/16 – Warminster Area Board

Road	Location	Recommended Treatment	Estimated Length (m)
U/C	Longhedge into Sydnalls Lane to junction Lands End Hill A362	Surface Dressing	1,020
B3092	Church Street Junction with Kingston Lane south to Long Knoll, Maiden Bradley	Surface Dressing	1,590
B3092	Frome Road (Junction with Bradley Lane north to junction with Forest Road)	Surface Dressing	2,923
U/C	The Stalls, Corsley	Surface Dressing	831
U/C	Junction Geys Hill to Whitbourne Moor, Corsley	Surface Dressing	668
U/C	The Stalls (Dertfords junction with Lanes End Hill A362)	Surface Dressing	1,031
U/C	Sturford Lane (Whitbourne Moor to junction Lands End Hill A362)	Surface Dressing	1,774
U/C	Springhead, Sutton Veny	Resurfacing	1,470
U/C	Chancery Lane, Warminster	Resurfacing	437
A350	Bends at Lower Pertwood	Skid Resistance Improvements	990
B3414	Bath Road, junction with Roman Way	Skid Resistance Improvements	140

<b>Road</b>	<b>Location</b>	<b>Recommended Treatment</b>	<b>Estimated Length (m)</b>
B3414	Bath Road near Brick Hill	Skid Resistance Improvements	100
A350	A350 northbound approach to roundabout with A36	Skid Resistance Improvements	120
A350	A350 Lords Hill Barn	Skid Resistance Improvements	980
A350	A350 bend south of Lords Hill Barn	Skid Resistance Improvements	350
A350	A350, Longbridge Deverill	Skid Resistance Improvements	160
B3092	Frome Road north of Mill Lane	Skid Resistance Improvements	230
A362	A362 Picket Post Roundabout to Warminster Bypass	Repairs and resurfacing	tbc





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**WILTSHIRE COUNCIL**

**Warminster AREA BOARD**  
**5<sup>th</sup> March 2015**

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**IS YOUR COMMUNITY READY TO TACKLE THE WILTSHIRE  
ENERGY CHALLENGE?**

**Purpose of Report**

1. To raise awareness and engage the Warminster community in how the council is tackling the energy challenge.

**Relevance to the Council's Business Plan**

2. Reducing carbon emissions and preparing for unavoidable climate change addresses two of the council's priorities:
  - (i) To protect those who are most vulnerable - through reducing fuel poverty and ensuring communities are prepared for the impacts of climate change.
  - (ii) To boost the local economy - through stimulating green jobs locally.
3. The council's Business Plan commits the council to reducing its carbon footprint and increasing recycling (p18). The Plan (Outcome 3) also aspires to:
  - reducing fuel poverty in the county;
  - lowering the carbon footprint of households, businesses and public services through energy efficient buildings and renewable technology;
  - promoting sustainable transport;
  - supporting people and places to deal with unavoidable climate impacts, such as flooding.

**Background**

Cabinet report

4. In September 2014, Wiltshire Council became a signatory to the Local Government Association's Climate Local initiative, which replaced the Nottingham Declaration on climate change. The significant progress made to tackle fuel poverty and promote low carbon technologies was noted at this time and Cabinet requested that further public engagement on this matter be sought through the area boards. The council's Climate Local [action plan](#) has since been published on the council website.

5. By signing up to [Climate Local](#), councils across the country are capturing the opportunities and benefits of action on a changing climate, through leading by example, saving on their energy bills, generating income from renewable energy, attracting new jobs and investment, reducing flood risks and managing the impacts of extreme weather. 92 councils have signed up to date.
6. Wiltshire Council has been taking action on climate change since 2009 and continues to drive down carbon emissions across the county. The Climate Local initiative provides a mechanism for communicating and recognising these achievements.
7. According to government data, Wiltshire's per capita carbon emissions have fallen from 8 tonnes of carbon dioxide (tCO<sub>2</sub>) in 2005 to 6.7 tCO<sub>2</sub> in 2012. This reflects a reduction in emissions nationally, but remains higher than the 2012 South West average of 6.1tCO<sub>2</sub> and national average of 6.2 tCO<sub>2</sub>. The higher figure for Wiltshire is entirely attributable to higher transport emissions, as domestic and industry emissions match the national and regional averages. This cannot be explained by emissions from the M4 motorway or diesel railways. They are excluded from these figures as deemed to be outside the scope of local authority influence.

## **Main Considerations for the Council**

### Achievements

8. The council aims to reduce its annual carbon footprint by 11,823 tCO<sub>2</sub> by March 2017 compared with its 2010/11 footprint. In February 2014, the council's second [Carbon Management Plan](#) was published, showing significant progress in reducing the council's carbon footprint and generating annual savings on energy bills. The energy consumption data for 2013/14 shows further progress.
9. A review of progress and up-to-date consumption data were set out in the [Appendices](#) to the 16 September 2014 Cabinet report. Highlights include:
  - 661 planning applications for renewable technologies were received, of which 93% were approved.
  - The council facilitated the insulation of 1,430 homes across Wiltshire using £0.5 million invested by energy companies.
  - The council has attracted a further £1.4 million external funding for carbon reduction projects plus a £0.6 million 0% loan.
  - 112 invest to save energy efficiency projects have been implemented at a cost of £4.1 million, saving 2,475 tonnes of CO<sub>2</sub> and £730,000 on council energy bills annually (includes 2014/15 projects).
  - The council has set up an Energy Management System certified to ISO50001 standard.
  - Business mileage emissions were reduced by a third in 2013/14 from 2010/11 peak.
  - Over thirty schools have engaged in programmes to reduce their energy costs and carbon emissions.
  - The Wiltshire Core Strategy includes specific policies around renewable energy and sustainable construction.

- Installation of biomass boilers at twelve schools and one campus, generating income from the sale of heat and the government's renewable heat incentive, while saving on schools' running costs.
- Installation of the largest single-roof local authority-owned solar panel system in the UK on the new Northacre Resource Recovery Centre in Westbury, covering an area equivalent to seven tennis courts.
- Installation of 2,500 high efficiency boilers in council housing by 2018.

More information about council carbon reduction projects and environmental community activity in the Warminster community area is included at **Appendix 1**.

### Next steps

10. The council's ECO Strategy (2011) sets out the development of four action plans:
  - A Carbon Management plan for the council
  - A Climate Change Adaptation plan for the council
  - A Renewable Energy Action plan for the county
  - A Low Carbon Transition plan for the county
11. It was agreed by the ECO board in 2012 to streamline the number of action plans by developing a single Energy Resilience Plan for aspects relating to renewable energy, the low carbon transition and affordable warmth in Wiltshire as a whole. The aim of this new plan to be developed in 2015 is to cover all aspects of making Wiltshire a more self-sufficient county when it comes to meeting its energy requirements.
12. There are to be four main themes running through the plan:
 

• Sustainable transport	• Renewable energy
• Energy efficiency	• Affordable warmth
13. The development of the Energy Resilience plan provides the opportunity to work with large businesses, communities and public bodies to capture existing initiatives to drive down energy demand in the county and identify future opportunities. The council's Green Economy Team are speaking to large energy consumers in Wiltshire to find out what plans they have in place to reduce their energy costs, and to the energy sector and community energy groups who want to invest in new technologies to deliver clean energy more locally. Through this process we are identifying where there are opportunities for energy resilience in Wiltshire and the actions necessary to see these come to fruition.
14. The plan will set out how we and others in the county are working to make our energy use more secure, affordable and sustainable. Behind much of this work is the drive to reduce energy waste and our dependence on fossil fuels. Through the development of the plan we can explore the opportunities for Wiltshire securing a low carbon future linked with long-term sustainable growth. We can understand how homes, buildings and industry can become more energy efficient and match demand for energy through a varied mix of renewable and low carbon technologies. We will be able to identify

opportunities for affordable low emission vehicles and efficient alternatives to the car. The energy resilience plan will identify a network of local businesses which are able to create new jobs and skills to emerge through a thriving low carbon economy.

15. The plan's broad objectives will include: reducing carbon emissions across all sectors; maximising economic opportunities; encouraging local energy generation and low carbon infrastructure; and enabling an active role for communities.

### **Environmental Impact of the Proposals**

16. Reducing the council's environmental impact is the subject of this report.

### **Financial Implications**

17. By taking actions to reduce energy use, the council stands to make significant savings given that total energy and transport costs for the council were £13.6 million in 2013/14, including £0.4 million for costs relating to the Carbon Reduction Commitment (CRC).
18. Total spend on energy and transport costs (excluding CRC) was approximately £13 million in 2009/10 and £12 million per year for the subsequent three financial years. Over the period 2009/10 to 2013/14, the unit prices paid by the council for gas have increased by 50% and electricity by 8%. This shows the importance of reducing consumption to avoid large increases in bills.
19. The council has spent £4.1 million on energy efficiency and renewable energy projects since 2009 (including 2014/15 projects). These are projected to generate £0.73 million savings per year, paying back in less than six years on average.
20. In addition, the council is investing in an oil to biomass conversion programme across twelve schools at a cost of £2.7 million. Projected income to the council from the renewable heat incentive for schools and campuses using biomass boilers comes to circa £4 million over 20 years.
21. The council has succeeded in obtaining £1.4 million external funding for carbon reduction projects (including £0.4 million for electric vehicle charging points) plus a £0.6 million 0% loan for energy efficiency investments.
22. The CRC scheme cost for 2013/14 came to £0.42 million, of which schools paid £0.16 million. Costs for 2014/15 and beyond are projected to be £0.5 million per annum which will need to be borne corporately as schools are no longer included in the CRC scheme.
23. Under the CRC scheme, the cost has risen from £12 per tonne at the start of the scheme to £16.10 per tonne in 2015/16. It is expected that this will continue to rise in line with the Retail Price Index (RPI) year on year.

24. Any further financial implications identified through the Energy Resilience Plan will be addressed through the ECO board.

### **Legal Implications**

25. There are no specific legal implications stemming from this voluntary initiative. However, addressing climate change is a key requirement for local authorities, as set out in the Climate Change Act 2008. Further information on the council's responsibilities relating to Climate Change and to the legislative and policy framework can be found in the [report](#) to Cabinet dated 22 June 2010 (Agenda Item 103). In addition, since that date, the Energy Act 2011 has been enacted which sets out the legal framework for the Green Deal, as well as the CRC Energy Efficiency Scheme Order 2013 which sets out revisions to the CRC scheme.

### **Equality and Diversity Implications**

26. The council's work to promote insulation schemes has focused particularly on vulnerable households as they are most at risk of fuel poverty. For example, project ACHIEVE trained up unemployed young people to deliver energy saving advice and devices to vulnerable households.

### **Recommendation**

27. That the Area Board notes the progress the council has made in tackling the local energy challenge and in particular the initiatives in the Warminster community area outlined at **Appendix 1**.

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### **Appendices:**

- Appendix 1 Overview of council carbon reduction projects and community activity in the Warminster community area

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## Energy Saving Projects in Warminster

The following are examples of energy related projects in the Warminster Community Area.

### **Invest to save projects**

The Carbon Management Plan has enabled investment across the county in a range of projects on the council's own buildings and estate. As part of this large programme the following 'invest to save' project has been implemented in Warminster.

#### Warminster Sports Centre - lighting upgrades

A lighting upgrade has taken place in the sports hall, replacing the out-dated yellow-colour light with a clear white light. On average 25 per cent of energy use at sports facilities is consumed by lighting<sup>1</sup>. It is also important for sports lighting to be high quality in terms of light emitted, robustness and durability. The new light fittings reduce glare when playing sports and provide a brighter environment with reduced energy consumption.

The new lights are also fitted with occupancy controls which mean that they are only ever on when the sports hall is in use. This has reduced the amount Wiltshire Council pays for electricity.

<b>Project</b>	<b>Annual saving (£)</b>	<b>Annual CO<sub>2</sub> saving</b>	<b>Year completed</b>	<b>*Total savings to date (£)</b>
Warminster Sports Centre - lighting upgrade	£1,887	11 tonnes	2014	£1,887

\* Represent estimated full year savings since completion

### **Other projects**

#### Electric vehicle charging points

Last year Wiltshire Council successfully bid for a £225,000 grant from the Office of Low Emission Vehicles (OLEV) to install rapid charging units at key sites around the county. Warminster was one of the strategic sites selected. The charge point is located in Central Car Park and can provide a 20-30 minute recharge for an electric vehicle. Charging point locations throughout the county can be found at [www.openchargemap.org](http://www.openchargemap.org).

### **Local initiatives**

#### Bore Hill Farm Biodigester

The Bore Hill Farm Biodigester is a local renewable energy business, utilising anaerobic digestion technology to convert food waste to power.

Since its opening in May 2012, the facility has processed more than 35,000 tonnes of food waste, generated over 13,000 MW of renewable electricity and provided over 33,000 tonnes of nutrient rich low-carbon fertiliser to local farmers. The electricity is exported into the local grid network and can power up to 3000 local homes.

Malaby Biogas designed, constructed and operates the digestion plant on the A36 south of Warminster. The site has a self-contained visitor's centre which has welcomed over 1,000 people, from local community groups, schools and several foreign delegations, to learn

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<sup>1</sup> Carbon Trust figure.

about the process and wider sustainability matters. Visits can be booked by prior appointment.

[www.malabybiogas.com](http://www.malabybiogas.com)

**WILTSHIRE COUNCIL**

**WARMINSTER AREA BOARD**

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**COMMUNITY ASSET TRANSFER**

**Warminster Football Ground**

**Executive Summary**

This report deals with an application for the transfer of Warminster Football Ground to be transferred to Warminster Football Club in accordance with Wiltshire Council's Community Asset Transfer Policy.

**Proposal**

The Area Board is asked to consider an application submitted by Warminster Football Club for the transfer of Warminster Football Ground. The applicants' proposal is set out at Appendix 2.

**Reasons For Proposal**

This proposal supports and implements Wiltshire Council's Community Asset Transfer Policy.

**Recommendation**

To approve the transfer subject to the matters referred to in paragraph 9 of the report.

**Jacqui Abbott**

Warminster Community Area Manager

## **WILTSHIRE COUNCIL**

### **WARMINSTER AREA BOARD**

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#### **COMMUNITY ASSET TRANSFER**

##### **Warminster Football Club**

#### **Purpose of Report**

1. The Area Board is asked to consider an application submitted by Warminster Football Club for the transfer of Warminster Football Ground (see plan attached at Appendix 1). The applicants' proposal is set out at Appendix 2.

#### **Background**

2. Wiltshire Council is supporting the principle of the transfer of community assets in order to empower and strengthen local communities. The Council believes that transferring appropriate public assets to communities leads to more responsive services that better meet local people's priorities.
3. Transfer of an asset can also provide the opportunity to lever more resources into a community and provide a more accessible and responsive base from which to deliver local services.
4. A community group or organisation can benefit from greater financial stability and build confidence through having ownership (or long term security through a lease) of a physical asset. This financial sustainability can help the organisation become less dependent on grants, provide security for further borrowing and opportunities for further growth.
5. Typically, organisations that would be considered appropriate are Voluntary and Community Groups/Associations, Town or Parish Councils, Trusts or Charities, or Social Enterprise Groups.

#### **The application before the Area Board**

6. The application from Warminster Football Club is attached at Appendix 2 and relates to the transfer of Warminster Football Ground.
7. The application was submitted in accordance with the Council's application process and meets the requirements for consideration by the Area Board.
8. The Community Area Manager has consulted with Strategic Property Services, who have undertaken appropriate consultation with service

departments across the Council. Local consultation has been undertaken by the applicant in accordance with the application checklist and the outcome of the consultation is included within the application. Cllr Keith Humphries, the local member, has been apprised.

### **The views of Council officers**

9. On behalf of the Council, Strategic Property Services (who have overall responsibility for the Council's estates and property) has provided the following observations to the Area Board.
  - 9.1 The land is leased to Warminster Football Club for 25 years from 1<sup>st</sup> April 1991.
  - 9.2 As the applicant is not a town or parish council, the land is to be transferred by a 125 year lease. This will restrict use of the land to community football club purposes. If the land should cease to be used for this purpose the lease will end and it will revert to Wiltshire Council.
  - 9.3 The land is subject to planning restrictions which protect the existing use. Therefore, the property is of low value. Warminster Football Club is responsible for all outgoings under the terms of the lease so there are no financial implications.

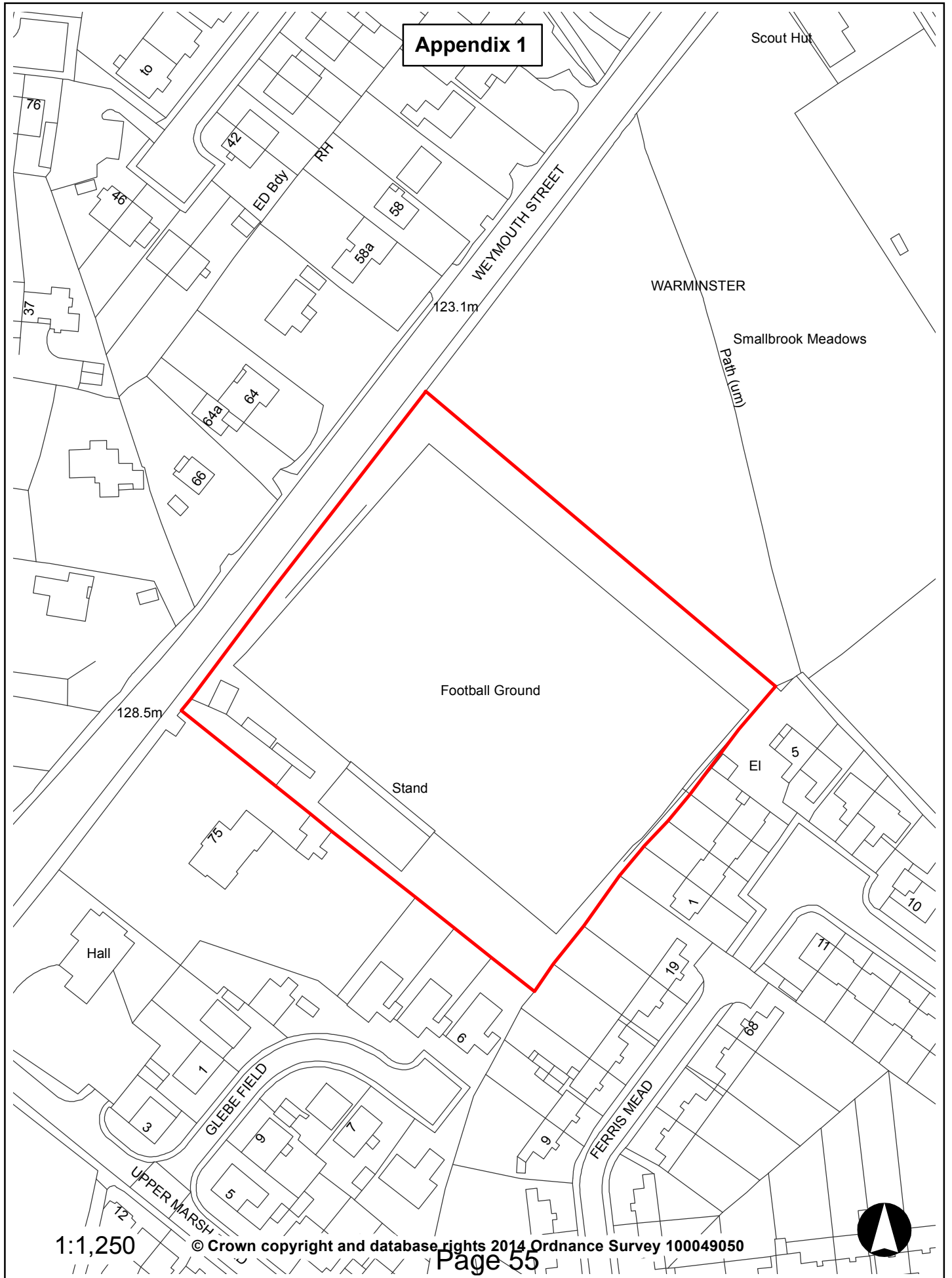
### **Recommendation**

10. To approve the transfer subject to the matters in paragraph 9 above.

**Jacqui Abbott**  
Warminster Community Area Manager

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# Agenda Item 14.

## Warminster Shadow Community Operations Board (Shadow COB)

Friday 30th January 2015

Warminster Fire Station meeting room

### Meeting notes and actions

**Present:** Jim Landry (Chair), Keith Humphries, Sue Fraser, Len Turner, Tony Nicklin, Sarah Jeffries, Heather Abernethie, Chris Bell, Shona Holt and from Wiltshire Council: Jacqui Abbott (Community Area Manager), Tim Martienssen (Head of Service, Regeneration Team)

Agenda item	Notes
1. Welcome	JL chaired the meeting.
2. Notes of Last meeting	Notes from the meeting held on 5th December 2014 were adopted.
3. Central area stakeholders and opportunities	<p>The COB heard from Tim Martienssen regarding some of the development opportunities available for Warminster in the central area. Tim would be working on the regeneration aspect of the Warminster Campus.</p> <p>Discussions with land and building owners / leasers on adjoining sites would be undertaken by Julie Anderson-Hill's transformation team. Paul Redford was part of Julie's team and would be working on this aspect. These could have a positive impact on sharing campus space. Any development will consider heritage, importance and current value of land.</p> <p><b>Tim Martienssen and Paul Redford would be mapping out the area.</b></p> <p>It was clarified that the Council does not have a reserved pot of money for Warminster campus; rather it is part of a regeneration project with plenty of potential for Warminster. A number of options will be drawn up and it is important that anything proposed for the campus should not compete with existing provision in the town.</p> <p>KH noted that the community hospital services contract is up for tender.</p> <p>It was confirmed with the COB that Jacqui Abbott was the Wiltshire Council contact for this project. She would be working with others in the Council (Tim Martienssen and Paul Redford) to move the project forward and any queries should come direct to Jacqui which would make it easier for the COB.</p> <p>The COB suggested that the emphasis for the group appears to have changed from the initial outset. JA reassured the group that their remit was the same in terms of community involvement and that others at Wiltshire Council were looking at the regeneration aspect. There was a "wrap around team".</p>
4. Consultation recap and next steps	The survey results were discussed and used as the basis to draft a list of community facilities to be provided by a campus. This would involve a 2 <sup>nd</sup> stage consultation with community groups in the towns and villages. The campus offer would be refined through this 2 <sup>nd</sup>

	stage consultation. This was the main focus for the COB over the coming months. Jacqui would begin work on drafting a 2 <sup>nd</sup> stage consultation alongside the COB members.
5. Feasibility and timescale	TM advised on the steps and timescale to get to a feasibility stage. This involves undertaking the work highlighted in item 3 above, refining requirements under item 4 and further stakeholder consultation before any brief goes out to consultants.
6. AOB	None
7. Date of next meeting	Friday 27th March 2015 10am – 12noon JA hoped to book the Fire Station.
<b>Actions from this meeting</b>	<ul style="list-style-type: none"> <li>• TM – to establish land ownership of central area.</li> <li>• TM – to discuss future requirements of owners/retail/public sector.</li> <li>• JA to begin 2<sup>nd</sup> stage consultation planning.</li> <li>• JA to book &amp; confirm next meeting.</li> </ul>

Shona Holt  
WVCP  
Feb 2015

# Agenda Item 15.

Grant Applications for Warminster on 05/03/2015 – **please notes that this report is generated automatically using the applicant’s own words. The applications have been checked by the Community Area Manager**

**to ensure that they meet the grant funding criteria.**

ID	Grant Type	Project Title	Applicant	Amount Required
1108	Community Area Grant	Maiden Bradley Memorial Hall New Kitchen	Maiden Bradley Village Hall	£500.00
1153	Community Area Grant	De-fibrillator	Corsley Reading Room	£1000.00
1119	Community Area Grant	Corsley Show Capital Assets	Corsley Show Society	£2942.00
1145	Community Area Grant	community visual media service	Friends of WCR	£857.95
1149	Community Area Grant	Sutton Veny Cricket Pavilion- New Changing & Showers	Heytesbury & Sutton Veny Cricket Club	£5000.00
1183	Community Area Grant	Codford Community Automated External Defibrillator x 2	Codford Parish Council	£2000.00
1188	Community Area Grant	Warminster Ukulele Club adult section equipment	Warminster Ukulele Club	£1973.00

**Total Funds remaining with Warminster Area Board as of 5 March 2015  
£27,363.67**

**Total Funds requested at 5 March 2015 meeting  
£14,272.95**

**Total Funds remaining at 5 March if all are awarded  
£13,090.72**

**Remaining funds will be rolled over to the 2015 / 16 budget.**

ID	Grant Type	Project Title	Applicant	Amount Required
1108	Community Area Grant	Maiden Bradley Memorial Hall New Kitchen	Maiden Bradley Village Hall	£500.00
<b>Submitted:</b> 07/01/2015 10:36:55				

**ID:** 1108

**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**

**5. Project title?**

Maiden Bradley Memorial Hall New Kitchen

**6. Project summary:**

Maiden Bradley Village Hall Committee have actioned the yearly risk assessment on the village hall and put together a forward plan. The Risk Assessment has highlighted the need to upgrade the kitchen to meet with current health and safety requirements. The forward plan has looked at the recommendations from the users of the facility through feedback forms and formulated a plan to help accommodate the issues had with the layout of the hall.

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

Warminster

**Electoral Division**

Warminster Copheap and Wylde

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

BA12 7JG

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

Children & Young People

Arts, crafts and culture

Economy, enterprise and jobs

Health, lifestyle and wellbeing

If Other (please specify)

**10. Finance:**

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

**Your latest accounts:**

03/2014

**Total Income:**

£12914.78

**Total Expenditure:**

£12585.12

**Surplus/Deficit for the year:**

£7474.00

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

£7474.00

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

The Hall currently requires further work on the building and any reserves have been set aside for this project.

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

**10b. Project Finance:**

Total Project cost		£1027.92		
Total required from Area Board		£500.00		
Expenditure (Itemised expenditure)	£		Income (Itemised income)	Tick if income confirmed £
13 units and worktop	1027.92		Monies raised Community event	yes 527.92
Total	<b>£1027.92</b>			<b>£527.92</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?**

Warminster

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

The forward plan has identified the need for the kitchen to be relocated in the jubilee room at the side of the building which will then free up the present kitchen to be used as the changing

area for the toddler group when they come in from the new memorial garden and play area but to accommodate the pantomime members so that they can access the stage at the side instead of having to walk through from the side of the hall down to the stage area and so sometimes spoiling the surprise of the actor. The kitchen is small and unable to accommodate food preparation on a larger scale; most events have had to be actioned in stages and food stored off site. The new proposed layout will enable the food to be prepared and stored on site the Parish Council has awarded a grant of Â£500.00 to replace the refrigeration unit with a larger unit in support of this project. A parishioner has arranged a large discount with a company with whom the units can be purchased and parishioners have agreed to give their time to fit the kitchen out. The Village Hall Committee have also arranged for the Community Pay back team to come in to help paint the building's interior. The hall is much used by the clubs and community, Owlets Play group, Pantomime club, Bingo group, Belly Dancers, Caravan Camping Club, Exercise classes Youth Club, Forces March Charity Cycle groups are but a few. With these improvements carried out the hall will provide better catering use for all groups within the village and make it a more attractive event venue for others. A recent consultation with the whole village by the Parish Council gave a resounding seal of approval that the refurbishment and enhancement of this beautiful building was the wish of the parish. The Community will have the benefit of a fit for purpose village Hall. They will be able to continue to be able to meet and socialise in it. 335 plus residents from Maiden Bradley plus visitors to the hall for meetings, events or activities will benefit. The Warminster & Villages Community Plan supports the village halls page 13

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

The Hall will monitor the usage of the Hall against previous years and review the feedback sheets obtained from hirers of the hall.

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

no further funding will be required

**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 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.

1153	Community Area Grant	De-fibrillator	Corsley Reading Room	£1000.00
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**Submitted:** 20/01/2015 17:51:49

**ID:** 1153

**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**

**5. Project title?**

De-fibrillator

**6. Project summary:**

Provision of a defibrillator accessible to the village of Corsley.

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

Warminster

**Electoral Division**

Warminster Without

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

BA 12

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

Children & Young People  
Health, lifestyle and wellbeing  
Safer communities

If Other (please specify)

**10. Finance:**

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

**Your latest accounts:**

09/2014

**Total Income:**

£10151.00

**Total Expenditure:**

£5955.00

**Surplus/Deficit for the year:**

£4196.00

**Free reserves currently held:**

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

£3711.89

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

We are part funding the project and also need to keep monies for the 2015 Elizabethan evening performance

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

**10b. Project Finance:**

Total Project cost		£3000.00		
Total required from Area Board		£1000.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Defibrillator	2800.00	Eliz Evening reserves	yes	1000.00
installation	200.00	other grant sources		1000.00



Total	<b>£3000</b>	<b>£2000</b>
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**11. Have you or do you intend to apply for a grant from another area board within this financial year?**

No

**12. If so, which Area Boards?**

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

Elderly or vulnerable people in Corsley who suffer a heart attack will be able to get prompt and appropriate treatment. The total population of Corsley according to the 2011 census, is as 681 The no of people over 60 totals 253 - thats 37% ,with a further 143 aged 45-59, which if added to those over 60 makes 396 and is 58% Public health England produce a Cardiovascular disease profile for Wiltshire which reports that the estimated prevalence of heart disease in Wiltshire is 4.6% and the prevalence of heart failure is 0.8% (Prevalence is the number of people in a given population with a particular condition at a point in time). Using these percentages to estimate the numbers of people in Corsley -the result would be 31 people with heart disease and 5 likely to suffer heart failure. The British Heart Foundation reports the following: Coronary Heart disease is the Uks single biggest killer, cardiovascular disease causes more than a quarter of all deaths in the UK and most deaths from coronary heart disease are caused by heart attack. They also say that 'Every minute without a defibrillator reduces the chance of survival by 10%'. The Public Health England report says that while early mortality from coronary heart disease is lower than the national rate in Wiltshire the time taken to get emergency treatment when a coronary artery is blocked is higher than the national average.

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

Use of the defibrillator will be recorded by emergency services and figures collected from them

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

Costs beyond set up are not significant

**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 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.

1119	Community Area Grant	Corsley Show Capital Assets	Corsley Show Society	£2942.00
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**Submitted:** 09/01/2015 16:01:43

**ID:** 1119

**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?**

Corsley Show Capital Assets

**6. Project summary:**

The Corsley Show Society seeks a grant to purchase equipment (tentage, fencing and tables) to support its ongoing project to switch from costly annual hire to owning as many of its own capital assets as practical for the annual Corsley Show. The project supports and

complements a vigorous programme of cost cutting and income boosting. The equipment would also be made available to meet the needs of several other Village organisations and groups for regular events throughout the year. (eg, Memorial Playing Field Committee, Elizabethan Evening Committee, Corsley Festival Choir, Corsley Reading Rooms, the Church, Sports Clubs)

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

Warminster

**Electoral Division**

Warminster Copheap and Wylde

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

BA12 7QH

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

Children & Young People

Arts, crafts and culture

Countryside, environment and nature

Festivals, pageants, fetes and fayres

Food, farming and local markets

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:**

11/2014

**Total Income:**

£13541.00

**Total Expenditure:**

£26831.00

**Surplus/Deficit for the year:**

£13291.00

**Free reserves currently held:**

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

£0.00

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

Fundamentally, because the Show doesn't have any. The Show's balance of funds will be

totally used up to put on the 2015 Show; hence the zero figure in the Free Reserves box above. For 2015 no commitment will be taken on unless it is pre-funded and all monies taken for the 2015 Show will replenish the bank balance. (Please note also that the figure of £13291 in the Surplus/Deficit box is a deficit.) The historical cost of mounting the Show is around £25k. Rainy day reserves built up over the years have been eroded by significant losses through very bad weather on two out of the last three August Bank Holidays. The residual bank balance after the 2014 Show is about £11.5k, less than 50% of that required to mount a normal Show. Over the last two years the Show Committee has already embarked on a programme of purchasing its own assets in an effort to reduce costs and recover the bank balance. But this year there is no margin to continue this project and a very tight budget to put on the Show at all. Every aspect of Show costs are being challenged for 2015 and all avenues are being sought to reduce costs and solicit additional funding to continue this over 100 year old Corsley fixture. Tent, table and fence hire have been large elements of expenditure over the years and alternative means are being sought to reduce this particular burden, by a mixture of substituting hire by capital expenditure where feasible and reducing the overall requirement. On the tent hire alone this project would save over £1.5k per annum and another £1k has been saved by reducing requirements (deletion of one large tent).

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

**10b. Project Finance:**

Total Project cost		£5942.00		
Total required from Area Board		£2942.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
6m x 12m Commercial Standard Marquee with 12 Georgian Windows and two end walls	1469.00	Parish Council	yes	2000.00
6m x 8m Commercial Standard Marquee with 6 Georgian Windows and six end walls	1073.00	Elizabethan Evening Committee	yes	1000.00
25 x 10m rolls of chestnut paling fencing @ £40 per roll	1000.00			
20 Gopak	2400.00			

folding tables  
@ Â£120 per  
table

Total                      **£5942**    **£3000**

**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?**

Warminster

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

The beneficiaries of Corsley Show are the visitors who have been coming to the Showground in Corsley on August Bank Holiday for over 100 years and those attending the events put on by other Village organisations who would use the assets, notably the Elizabethan Evening Committee who have put up Â£1k of matched funding . In good years the Show attracts upwards of 3000, who benefit from exposure to exhibitions of horticulture, agriculture, dogs, horses and many other items of art, home-craft and industry, sideshows, arena acts, competitions and amusements. These are all put together with the long-standing aim of providing encouragement, enjoyment and education in horticulture, agriculture, rural activities, crafts and allied subjects. Visitors range right across the age group from children of all ages, who take part in the sports and competitions, enjoy the animals, the funfair, the children's corner where they can watch conjurors, hear story-telling and engage in artistic pursuits; adults from teenagers to elderly pensioners, large numbers who come to compete in the horticultural and produce show and show off their efforts, to show their dogs and learn about how to handle them , admire vintage cars, enjoy the rural crafts, the trade stalls and the arena acts etc. Different audiences are attracted by other Village organisations, which would be supported by the proposed equipment purchase. These were mentioned in the Project Summary and two are highlighted below. The Elizabethan Evening Committee puts on at least one major annual outdoor cultural event at the Tudor Manor House Corsley, which in recent years has been either a period play or operetta with a professional travelling company. The open air performance attracts an audience of around 200 from Corsley and adjacent Parishes. The event is complemented by period music and village sports, with food and refreshment provided by an army of volunteers from the Village and local schools. The tables are an essential part of the logistics of the event and the tents would now also be used. Corsley Festival Choir is a Charity and puts on two annual concerts of classical and sacred music in St Margaret's Church, with professional musicians and Conductor supporting the amateur Choir. The audience is around 180, drawn from a wide catchment of local Villages, and the Summer concert includes pre and interval refreshments for which the tents and tables would be used. The Show and other Village events for which the equipment will be used are non profit making. Any surpluses are used to make grants to local charities and other bodies or organisations deemed to be of benefit to Corsley and/or the adjoining Parishes of Chapmanslade and Horningsham . The Society is in the process making an application for charitable status.

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

Details of the numbers and classifications of visitors to the Show are recorded, as are the entrants to the various competitions - horticultural, crafts, arts, dogs, horse show, vintage cars.

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

If this project is successful, then the equipment will be used for 5-10 years. If 25% of the hire cost saving is put aside for capital depreciation, then the equipment could be replaced after approximately 5 years, with an overall saving to the Show of around £5k. It is anticipated that, by careful husbandry, the tent life should be considerably in excess of 5 years thus increasing the saving. It is also anticipated that hiring the assets to other Village organisations will provide some additional income.

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

Not applicable.

17. DECLARATION

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

**Quotes:**

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

**Accounts:**

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

**Constitution:**

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

**Policies and procedures:**

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

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

**And finally...**

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

1145	Community Area Grant	community visual media service	friends of WCR	£857.95
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**Submitted:** 18/01/2015 15:01:25

**ID:** 1145

**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**

**5. Project title?**

community visual media service

**6. Project summary:**

providing a low cost high def DVD production service to involve filming, editing and post production for charitable groups, hobby clubs, schools and other organisations needing quantities of souvenir DVDs of events or promotional discs. The service will give the friends of WCR charity another avenue to generate funds for it's own costs, further training opportunities for it's volunteers and access to technology to local groups wishing to promote themselves.

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

Warminster

**Electoral Division**

Warminster West

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

BA12 8LB

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

Children & Young People

Arts, crafts and culture

Countryside, environment and nature

Festivals, pageants, fetes and fayres

Health, lifestyle and wellbeing

Heritage, history and architecture

Inclusion, diversity and community spirit

Sport, play and recreation

Technology & Digital literacy

If Other (please specify)

**10. Finance:**

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

**Your latest accounts:**

04/2014

**Total Income:**

£19165.00

**Total Expenditure:**

£28946.00

**Surplus/Deficit for the year:**

£9781.00

**Free reserves currently held:**

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

£0.00

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

all funds are for routine maintenance, electric, licences etc. we do not have any free reserves for new initiatives.

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

**10b. Project Finance:**

Total Project cost	£857.95		
Total required from Area Board	£857.95		
Expenditure (Itemised £ expenditure)	Income (Itemised income)	Tick if income confirmed	£
editing software	99.00		
audio recorder	249.00		
media discs	100.00		
PC system for HD editing	409.95		
Total	<b>£857.95</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?**

Warminster

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

charitable groups, hobby clubs, schools and other organisations needing quantities of souvenir DVDs of events or promotional discs. The service will give the friends of WCR charity and the groups we help, another avenue to generate funds for it's own costs, further training opportunities for it's volunteers and access to technology to local groups wishing to promote themselves.

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

by the amount of requests we have for the new service

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

self financing from the service income.

**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):**

**And finally...**

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

activities specified.

1149	Community Area Grant	Sutton Veny Cricket Pavilion- New Changing & Showers	Heytesbury & Sutton Veny Cricket Club	£5000.00
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**Submitted:** 19/01/2015 15:59:38

**ID:** 1149

**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?**

Sutton Veny Cricket Pavilion- New Changing & Showers

**6. Project summary:**

The new cricket pavilion has been built and entirely funded by the Club. All the external works have been completed but the internal works have yet to start. These include insulation, internal doors, electrical circuits, installation of WC and showers.

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

Warminster

**Electoral Division**

Warminster Copheap and Wylde

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

BA12 7AP

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

Sport, play and recreation

If Other (please specify)

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

02/2015

**Total Income:**

£8962.02

**Total Expenditure:**

£6048.86

**Surplus/Deficit for the year:**

£2913.16

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

£5662.99

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

The expenditure is more than the Club holds in Reserves.

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

**10b. Project Finance:**

Total Project cost		£10125.60		
Total required from Area Board		£5000.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Electrical Materials	595.20	Reserves	yes	5125.60
Labour to fit Electrical	864.00			
Plumbing Materials	914.40			
Labour to fit Plumbing	1298.40			
Internal Insulation & Doors	1903.20			
Labour to fit Insulation etc	4550.40			
<b>Total</b>	<b>£10125.6</b>			<b>£5125.6</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?**

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

The completion of the internal works will benefit the Cricket Club as well as other sporting Clubs in the area. At present Highbury FC occasionally use the facility to store items. Dedicated changing rooms, WC facilities and showers, will allow the facility to be used more often during the winter months. The availability of changing facilities and WC will make the facility attractive to other sports Clubs and occasional hirings. A local Running Club have expressed interest in hiring the facility for occasional training and Races.

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

The Club has a Committee and already has agreements in place with Highbury FC

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

The on-going running costs of the facility will be met by Subscriptions, match fees and hirings.

**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 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.

1183	Community Area Grant	Codford Community Automated External Defibrillator	Codord Parish Council	£2000.00
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**Submitted:** 31/01/2015 15:35:11

**ID:** 1183

**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?**

Yes

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

This is a community based project, the need for which has been identified by the Parish Council. As a PC initiative, a sub-group of the PC has been leading and co-ordinating fund raising with other local groups from within and around the village. The projected cost of this project is too much for the precept to bear, however the PC has provided a grant of Â£500 in support.

**5. Project title?**

Codford Community Automated External Defibrillator

**6. Project summary:**

Codford is a rural community with no direct and timely access to emergency medical facilities outside of Codford Surgery business hours. Provision of up to 2 emergency public access Automated External Defibrillators, sited at the Codford Village Hall (central to village) and the village shop/garage (north end of village and closer to Upton Lovell), would provide ready access, potentially life-saving, equipment to bridge the time period from the cardiac event to the arrival of the emergency services. In addition to the residents, the local school, theatre, visiting sports teams and visitors to community indoor and field events (fetes and outdoor shows) would be beneficiaries. This project has full community engagement and

support.

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

Warminster

**Electoral Division**

Warminster Copheap and Wylde

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

BA12 0PP

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

Children & Young People  
Health, lifestyle and wellbeing  
Sport, play and recreation

If Other (please specify)

**10. Finance:**

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

**Your latest accounts:**

12/2014

**Total Income:**

£10594.93

**Total Expenditure:**

£6870.35

**Surplus/Deficit for the year:**

£3724.58

**Free reserves currently held:**

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

£0.00

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

The net cost of this project will exceed the total reserves of Codford Parish Council, although a £500 grant from PC funds has been agreed. Note: The PC accounting period expires in Apr 15 and more expenditure is forecast/expected. The Q10a figures are for the year to date (29 Dec 14). The Surplus above will decline before year end.

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

**10b. Project Finance:**

Total Project cost                                    £7300.00

Total required from Area Board		£2000.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
2x External Automated Defibrillators Package	7000.00	PC Grant	yes	500.00
2x All weather external secure cabinets	0.00	AED Garden Tea Party	yes	1158.26
Installation	300.00	Wheelbarrow Race	yes	700.00
		Food Festival fund-raiser	yes	213.71
		AED Car Wash	yes	228.00
		Artisan Fair raffle	yes	258.50
		AED Disco	yes	548.01
		Shop Fancy Dress & Collection Tin	yes	707.93
		PO Ltd Donation		200.00
		Other fund-raising		785.59
<b>Total</b>	<b>£7300</b>			<b>£5300</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?**

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

Every resident of Codford, and those in the immediate surrounding area (eg Bapton, Sherrington, Upton Lovell), will potentially benefit from this life-saving device on a 24/7/365 basis. Additionally, visitors to village indoor and field functions, the Woolstore Theatre, visiting sports teams and the local school will all have on-demand access through the standard emergency 999 service. As every second counts in a sudden cardiac arrest situation, immediate access to an External Automated Defibrillator (AED) (particularly when the local doctor's surgery is closed) can significantly affect the outcome and make the difference between life and death. The devices to be purchased require no specialist medical training and talk/prompt the user through the procedure step by step. Notwithstanding, familiarisation training sessions, for anyone in the village who wants it, will be provided. AEDs are to be

located on the outside of the Codford Village Hall (and sportsfield) (central village location) and the local village shop & garage at the north end of this linear village, closer to other villages such as Sherrington and Upton Lovell.

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

The village nominated person/custodian will know when the AED has been deployed (only releasable by the 999 operator and the village AED maintainer) since after use it will need to be checked, replenished and replaced in its secure cabinet for subsequent deployment. Additionally, the PC will be aware through the standard village grapevine.

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

Annual maintenance will be funded either through sponsorship by a local business or benefactor, or by targeted fund-raising of the type already successful undertaken.

**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 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.



1188	Community Area Grant	Warminster Ukulele Club adult section equipment	Warminster Ukulele Club	£1973.00
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**Submitted:** 04/02/2015 20:24:29

**ID:** 1188

**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?**

Warminster Ukulele Club adult section equipment

**6. Project summary:**

To equip premises with suitable equipment for the adult section of Warminster Ukulele Club. We encourage adults, particularly older adults, to take up and improve ukulele playing as a social activity. The club has no equipment nor resources currently, relying upon professional tutors to volunteer their time and lend resources and supply materials and premises. Items needed include music stands, instruments stands and supports, music books and loan instruments.

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

Warminster

**Electoral Division**

Warminster Broadway

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

BA129AN

**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

Other

If Other (please specify)  
music and education

**10. Finance:**

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

**Your latest accounts:**

02/2015

**Total Income:**

£49.00

**Total Expenditure:**

£1000.00

**Surplus/Deficit for the year:**

£951.00

**Free reserves currently held:**

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

£49.00

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

We have estimated our expenditure (a low estimate bearing in mind particularly the number of hours three professional have put into the start-up of this project) as this has been donated. There is no wish to reclaim these expenses, so the club starts with a zero bank balance, rather than a debt.

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

**10b. Project Finance:**

Total Project cost		£4152.00		
Total required from Area Board		£1973.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
music stands	240.00	membership fees	yes	49.00
instrument stands and supports	252.00	venue hire donated by secretary in kind	yes	1680.00
music books	300.00	in kind materials donated by tutors	yes	100.00

reference resources and materials	130.00	advertising and promotion donation towards	350.00
loan instruments	940.00		
venue hire donated by secretary in kind	1680.00		
in kind materials donated by tutors	100.00		
sundries and tools (for repairs and maintenance)	60.00		
advertising and promotion	450.00		
<b>Total</b>	<b>£4152</b>		<b>£2179</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?**

Warminster

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

Adults who wish to learn music and/or improve their music skills both by playing ukulele (and related instruments) and singing will benefit from the educational and social aspects of this project. Confidence building is one priority of this kind of music making. As a tutor and workshop leader I have been involved in this field for over four decades and know what a huge difference it makes to the well being of people, with positive health (both mental and physical) as well as social benefits particularly for the elderly and the marginalised. We treat the term 'adult' very generally and accept this as a attitude and aptitude description; already there is a 13-year-old attending our pilot project who is both inspirational and helpful towards the adults as well as benefitting from this supportive environment himself. We encourage all adults to begin. There is a very basic minimum standard: it is possible to get to this standard very quickly with one-to-one tuition; we also offer subsidised workshops and would like to offer more of this sort of support via club events. We also intend to provide performance opportunities for club members and their families and friends. It is also an ideal situation for young trainee music leaders to hone their skills and get some quality experience. Since there are now accredited international ukulele examinations, and both tutors involved able to teach these to the highest level (with a further colleague also able to do this), we can also provide

guidance for club members to become qualified. This in turn may mean the club is effective in helping to train ukulele players to become teachers.

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

We keep records of club meetings and the music covered as well as levels of musical ability achieved. Total inclusion is fundamental to what we do and regular team teaching (with preparation before each session and debriefing afterwards) ensures this is easily possible. All our music leaders are professional, DBS checked and have full public liability insurance. They give their time to the project. In future we may pay some expenses to those who volunteer to guide, subject to the membership being unanimous on this (although there is no move to do this at present). Meetings are in a dedicated educational premises (the venue time and some materials are donated): since there are already codes of practice in place here, it is a simple matter to monitor and ensure ongoing benefits. NB Secretary statement: for over 42 years I have run similar projects, almost all funded from my own money and from club events such as concerts, raffles etc; since 1982 I have run dozens of successful projects like this in West Wiltshire so, although I am always looking for new ways to make them better and re-evaluate what and how I do this on a daily basis, I have a completely positive track record for knowing how these things work, their immediate as well as knock-on benefits and monitoring their outcomes.

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

The project is designed to continue. The tutors involved do not make any profit out of this; in fact so far they have been paying all costs from their own pocket - and will not be looking to recoup this cost in any way. Membership fees are Â£15 per year for adults; temporary membership is Â£2 for those who wish to 'try-it-and-see' first; children's membership is set at Â£7 per term although the club will provide free membership to anyone we feel needs this. Membership fees cover all regular events and meetings. Other events are subsidised by the tutors involved, who donate their time or scale down their fee so that members can easily afford the special events with a small contribution. Public events to promote the club, are similarly subsidised by tutors who also provide all the necessary materials and venue etc without extra charge. Much of the equipment and many of the resources that we are requesting are reusable with a long expectancy of use. The minimal membership fees will be sufficient to maintain and make expected running repairs to the basic equipment as well as restock music books as necessary. Secretary statement: having run many projects similar to this over several decades (some of which continue still, long after my involvement), I know how sustainable they can be given a good budget model and tight management. See also the answer to question 13, as the club may be able to help train ukulele players to become teachers, thus providing new and qualified leaders to take the club forward, and to expend it if necessary.

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

The project also has a children's section, offering after school clubs (20 per term); this we hope to start in March or April. Although using the same umbrella name, premises and often the same pool of tutors, it happens on a Wednesday. The adult club meetings are on Sunday evenings (generally regarded the most convenient for adults). The main cost for the club would be venue hire and this is donated, as are some materials. The children's club will have minimal costs (child ukuleles are very cheap; all their music will be prepared and supplied by tutors); this part of the club can share use of the same music stands.

17. DECLARATION

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

**Quotes:**

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

**Accounts:**

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

**Constitution:**

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

**Policies and procedures:**

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

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

**And finally...**

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

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