

Report to	Warminster Area Board
Date of Meeting	7 November 2013
Title of Report	Area Board Funding

Purpose of Report

To ask councillors to consider officer recommendations in respect to two grant applications that have been received:

1. Chapmanslade Village Hall Replacement Flooring

£5000 requested towards this project

Officer Recommendation – Approve

2. Medieval Warminster

£950 requested

Officer Recommendation – Approve.

1. Background

- 1.1. Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Adult Care, Communities and Housing (5 April 2013). Under the Scheme of Delegation Area Boards must adhere to the [Area Board Grants Guidance 2013/2014](#).
- 1.2. In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria and/or the officer's recommendation would need to demonstrate that the application in question has a wider community benefit, and give specific reasons for why this should justify an exception to the criteria.
- 1.3. The Localism agenda supports the ethos of volunteering and community involvement and the nurturing of resilient communities. With this in mind Community Area Grants (CAGs) should be encouraged from and awarded to community and voluntary groups.
- 1.4. The area board may want to link funding to local priorities, including those identified in their Community Plan, Local Area Joint Strategic Assessment and any other community based consultative work.
- 1.5. Warminster Area Board has been allocated a 2013/2014 budget of **£51,672** ([See Appendix one of report to Cabinet](#)) for community area grants, **£1,500** for digital literacy grants and up to **£10,334** for community partnership core funding.
- 1.6. In addition to CAGs and digital literacy grants councillors can submit an Area Board/Councillor Led Initiative. This enables area boards to tackle sticky community issues and/or community identified priorities. Cabinet have emphasised that they do not wish these to be used to avoid complying with Community Area Grant criteria or for filling gaps where there are council service shortfalls.
- 1.7. In support of the Olympic and Paralympic legacy, in 2013/14 the Warminster area board invites applications that encourage young people and people with disabilities to become more actively involved in sports, outdoor activities, recreation, arts and volunteering.
- 1.8. Applications of up to and including £500 can be made for a Community Area Grant, which will not require matched funding. Amounts of £501 - £5,000 will be required to find matched funding. The area board will rarely award more than £5,000. Grants of up to £500 are available for Digital Literacy projects.
- 1.9. New for 2013/14 is a single on-line application process for Community Area Grants (CAG) and Digital Literacy grants,

introduced to provide an easy step by step application process. The application process and funding criteria can be found [here](#).

- 1.10. Area boards will not consider CAG applications from town and parish councils for purposes that relate to their statutory duties or powers that should be funded from the local town/parish precept. However this does not preclude bids from town/parish councils, encouraging community projects that provide new opportunities for local people or those functions that are not the sole responsibility of the town/parish council.
- 1.11. Officers are required to provide recommendations in their funding reports (except in the case of Area Board/Councillor led initiatives), although the decision to support applications is made by Wiltshire councillors on the area board.
- 1.12. Funding applications will be considered at every Area Board meeting whilst there is money available.
- 1.13. All recipients of area board funding are expected to complete an evaluation form as soon as the project has been completed and provide receipts if requested. Groups are encouraged to up-load information and photographs about their project on to their area board [blogsite](#). Failure to evaluate projects will preclude applicants/organisations being considered for future funding.

<p>Background documents used in the preparation of this report</p>	<p>Area Board Grant Criteria and Guidance 2013/14 as approved by delegated decision</p> <p>WCVP Community Plan</p> <p>Warminster Joint Strategic Assessment</p>
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2. Main Considerations

- 2.1. Warminster Area Board has been allocated a 2013/2014 budget of **£66,951** in total that may be allocated through Community Area Grants, Digital Literacy Grants, Area Board/Councillor Led Initiatives and core funding for the CAP.
- 2.2. Councillors will need to ensure that the distribution of funding is in accordance with the Scheme of Delegation outlined in Section 1 of this report.
- 2.3. Councillors will need to be satisfied that grants awarded in 2013/2014 are made to projects that can realistically proceed within

a year of the award being made.

2.4. There are now 2 funding rounds remaining during 2013/14. Deadlines for receipt of funding applications are as follows:

- **Friday 29 November 2013 for 9 January 2014**
- **Friday 23 January 2014 for 6 March 2014**

2.5. In exceptional circumstances the Area Board may consider certain grants between Area Boards subject to approval by the Chair and Vice Chair.

3. Environmental & Community Implications

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

4. Financial Implications

4.1. Awards must fall within the Area Boards budget allocated to the Malmesbury Area Board.

If grants are awarded in accordance with officer recommendations, Warminster area board will have a balance of **£23,144.50** and **£1,500** remaining for digital literacy grants.

5. Legal Implications

5.1. There are no specific legal implications related to this report.

6. HR Implications

6.1. There are no specific HR implications related to this report.

7. Equality and Inclusion Implications

7.1. Community Area Grants and Small Grants will give local community and voluntary groups, town and parish council's equal opportunity to receive funding towards community based projects and schemes, where they meet the funding criteria.

7.2. Implications relating to individual grant applications will be outlined in section 8, "Officer Recommendations" of the funding report.

8. Officer Recommendations

Ref	Applicant	Project proposal	Funding requested
8.1.	Chapmanslade Village Hall and Memorial Ground Committee	Chapmanslade Village Hall Replacement Flooring	£5000

8.1.1. Officer recommendation : Approve

8.1.2. This application meets grant criteria 2013/14 and is a capital project.

8.1.3. A technical assessment has been undertaken by Community First's Village Hall's Advisor. The assessment finds that:

- Costs are realistic
- The committee has a track record of delivering such projects
- Refurbishment has been carried out in stages to this 1972 village hall and free reserves are going towards this phase which the committee has raised.

8.1.4. The project comprises the wholesale replacement of the existing 38 year old mosaic wooden flooring that has reached the end of its design life. Piecemeal temporary repairs in recent years have extended the life of the old floor, but a new floor is now required. Various options have been considered and the most assured long term solution would be to install a hardwood floor.

8.1.5. There will be many beneficiaries to the project including the residents of Chapmanslade and the many groups that use the village hall. These include toddlers, younger people and older people. Many activities take place in the hall including sports and leisure.

8.1.6. The refurbishment of the floor fits within the priorities identified in the Warminster and Villages Community Plan in terms of culture and leisure and will also help to deliver the Council's goal of stronger and more resilient communities.

8.1.7. The total cost of the project is £16,000 and match funding of £11,000 is in place from reserves.

Ref	Applicant	Project proposal	Funding requested
8.2.	Warminster Civic Trust	Medieval Warminster	£950

8.2.1. The officer recommendation is that £950 is awarded towards the Medieval Warminster Project subject to the following conditions:

- The application to the Heritage Lottery Board is successful to ensure match funding is in place
- The Area Board funding is used towards the capital aspects of the project; namely the CD Roms and the interactive display screen.
- A detailed project design including method statement for geophysical survey and any other fieldwork is developed and agreed with the Wiltshire Council Archaeology Service
- The project team should consult the Wiltshire Council Archaeology team Historic Environment Record (HER) and provide the final reports from all fieldwork to the HER at the end of the project
- The project team should work closely with the Wiltshire Buildings Record who hold the records of Medieval buildings in Warminster

8.2.2. This application meets grant criteria 2013/14

8.2.3. A detailed technical assessment has been undertaken and the results of this can be accessed online [here](#). The conditions placed on the grant above follow from the technical assessment.

8.2.4. The project will explore the early medieval town of Warminster. Little is known of this important heritage and the aim is to involve groups and individuals within the community in activities that will add to this heritage whilst providing learning opportunities for all. The materials developed will then be available as an interactive cd-rom and app. The cd-roms will be duplicated and given free to the community and will also play on a portable touchscreen based at the library. We are asking for funding from the area board for these two components of the project (CD Rom and touchscreen)

8.2.5. This project will be open to everyone and will help to strengthen a number of strong links within the community between local groups such as Warminster school, the Dewey Museum, the Warminster Camera Club and the local history society amongst others. The

project will involve local historians / archaeologists talking to members of the community about the town's history and will allow this modern interpretation to be used by local schools and groups. Local people and schools will also have the opportunity to be involved in the geophysical survey.

- 8.2.6. This enhanced information will be accessible to all, using contemporary media such as a cd rom, an app and touch screen at the library and the Civic Centre, all of which will be free of charge to the community and those visiting the town. This in turn will capitalise on area's natural and historic heritage and will help to develop a greater pride of place. The activities and learning opportunities that are an intrinsic part of the project will engender a culture of lifelong learning for young and old alike, helping to increase civic pride and encouraging more volunteering among local people.
- 8.2.7. This project links to the Warminster and Villages Community Plan objectives by helping to cherish and protect the architectural heritage in the town and increasing the tourism potential by enhancing what is known of the heritage of medieval Warminster.
- 8.2.8. The total cost of the project is £31,800. A grant application is to be submitted to the Heritage Lottery Fund for £30,850 and the project can only go ahead if this is awarded. A £5,000 conditional award from the Warminster Area Board will allow the group to bid to the Heritage Lottery fund.

Appendices	Grant Applications
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No unpublished documents have been relied upon in the preparation of this report other than those requested in the funding criteria e.g. estimates.

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