

AGENDA

Meeting: Westbury Area Board
Place: The Laverton Hall, Bratton Road, Westbury, BA13 3EN
Date: Thursday 1 February 2018
Time: 7.00 pm

Including the Parishes of Bratton, Coulston, Dilton Marsh, Edington, Heywood and Westbury

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 opportunity from 6:30pm .

Please direct any enquiries on this Agenda to Libby Johnstone (Democratic Services Officer), direct line 01225 718214 or email libby.johnstone@wiltshire.gov.uk

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

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

Wiltshire Councillors

Cllr Russell Hawker, Westbury West (Chairman)
Cllr David Jenkins, Westbury North (Vice-Chairman)
Cllr Gordon King, Westbury East
Cllr Jerry Wickham, Ethandune

RECORDING AND BROADCASTING NOTIFICATION

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Details of the Council's Guidance on the Recording and Webcasting of Meetings is available on request.

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To find car parks by area follow [this link](#). The three Wiltshire Council Hubs where most meetings will be held are as follows:

County Hall, Trowbridge
Bourne Hill, Salisbury
Monkton Park, Chippenham

County Hall and Monkton Park have some limited visitor parking. Please note for meetings at County Hall you will need to log your car's registration details upon your arrival in reception using the tablet provided. If you may be attending a meeting for more than 2 hours, please provide your registration details to the Democratic Services Officer, who will arrange for your stay to be extended.

Public Participation

Please see the agenda list on following pages for details of deadlines for submission of questions and statements for this meeting.

For extended details on meeting procedure, submission and scope of questions and other matters, please consult [Part 4 of the council's constitution](#).

The full constitution can be found at [this link](#).

For assistance on these and other matters please contact the officer named above for details

Items to be considered	Time
1. Chairman's Welcome and Introductions	7:00pm
2. Apologies for Absence	
3. Minutes (<i>Pages 1 - 50</i>) To confirm the minutes of the meeting held on 7 December 2017.	
4. Declarations of Interest To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.	
5. Chairman's Announcements (<i>Pages 51 - 58</i>) To receive the following Chairman's Announcements: <ul style="list-style-type: none"> • Supporting those with SEND into employment and internships. There is a video for those interested to know more. • Clean up Wilts 2018. • Work Wiltshire website. • Real Change Wiltshire. 	7:05pm
6. Partner and Community Updates (<i>Pages 59 - 66</i>) To receive any updates from partners including: <ul style="list-style-type: none"> • Wiltshire Police update and the Police and Crime Commissioner Precept Consultation video. <p>Please note the deadline for responses to this consultation is midday 31 January 2018, further details are attached to this agenda.</p> <ul style="list-style-type: none"> • Dorset and Wiltshire Fire & Rescue Service • Westbury LYN • BA13+ Community Area Partnership • Healthwatch Wiltshire • Town and Parish Councils 	7:15pm
7. Local Area Co-ordination Kate Blackburn, Public Health Consultant, to present on social deprivation in the Westbury area and plans for Local Area Co-ordinators.	7:30pm

8.	<p>Westbury Community Priorities Update (<i>Pages 67 - 78</i>)</p> <p>Liam Cripps, Community Engagement Manager, to update on progress following Westbury's JSA event last year and to launch new initiatives for our area in 2018.</p>	7:50pm
9.	<p>Supporting Our Community- Feedback from Grant Recipients</p> <p>The Board will invite previous grant recipients to feedback on the progress of their projects.</p>	8:10pm
10.	<p>Community Area Grants (<i>Pages 79 - 98</i>)</p> <p>To consider applications for funding from the Community Area Grants Scheme:</p> <ul style="list-style-type: none"> • Sovereign Housing Association £4,131 towards Westbury Ambitious and Learning Communities project; • Westbury Heritage Society £499 towards speakers/meeting equipment; • Bratton Parish Council £1057.60 for a brush mower for the community orchard; • Westbury Youth Football Club £5,000 towards a facilities upgrade; • Cllr-led project £250 towards White Horse Interpretation Boards. 	8:30pm
11.	<p>Community Area Transport Group (<i>Pages 99 - 104</i>)</p> <p>To consider any recommendations arising from the CATG meeting held on 12 January 2018.</p>	8:45pm
12.	<p>Urgent items</p> <p>Any other items of business which the Chairman agrees to consider as a matter of urgency.</p>	8:50pm
13.	<p>Future Meeting Dates</p> <p>The next meeting of the Westbury Area Board will take place on 12 April 2018 at The Laverton, Westbury, BA13 3EN.</p>	8:50pm

Close

MINUTES

Meeting: WESTBURY AREA BOARD
Place: The Laverton Hall, Bratton Road, Westbury, BA13 3EN
Date: 7 December 2017
Start Time: 7.00 pm
Finish Time: 9.30 pm

Please direct any enquiries on these minutes to:

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

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

In Attendance:

Wiltshire Councillors

Cllr Russell Hawker (Chairman), Cllr David Jenkins (Vice-Chairman), Cllr Gordon King and Cllr Jerry Wickham

Wiltshire Council Officers

Liam Cripps – Community Engagement Manager
Sara Young – Joint Commissioner – Dementia
Jan Bowra – Locality Youth Facilitator
Roger Bishton – Senior Democratic Services Officer

Town and Parish Councillors

Westbury Town Council – Cllr Ian Cunningham
Edington Parish Council – Cllr Mike Swabey

Partners

Wiltshire Police – Inspector Andy Fee
BA13+ Community Area Partnership – Carole King, Phil McMullan, Michael Walters

Total in attendance: 47

<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 Westbury Area Board.</p>
2.	<p><u>Apologies for Absence</u></p> <p>There were no apologies for absence received.</p>
3.	<p><u>Minutes</u></p> <p>Resolved:</p> <p>To confirm and sign the minutes of the meeting held on 12 October 2017.</p> <p><u>Arising therefrom</u></p> <p>Minute No 12 – Provision of Defibrillators in Westbury Dr Peter Biggs referred to the provision of defibrillators in Westbury and suggested that there was a need for at least some basic training for those who might use the equipment. He considered that it would be necessary for two people, if at all possible, to be available to resuscitate, one to administer Cardiopulmonary resuscitation (CPR) whilst the second person used the defibrillator. He also referred to the situation where a person needing resuscitation had requested a Do Not Resuscitate but unless that person carried a card or badge stating this, it would not be likely that this wish were complied with in such a situation.</p>
4.	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest made at the meeting.</p>
5.	<p><u>Chairman's Announcements</u></p> <p>The Chairman drew attention to the following Announcements, details of which were included in the agenda papers:-</p> <ul style="list-style-type: none"> • Wiltshire Local Plan Review • Eat Out Well Award • Westbury Community Hub – Cllr John Thomson, Cabinet lead for campuses and hubs had stated that the team was currently working on two papers which would be considered by Cabinet in December 2017 and they would be revisiting the hubs and leisure provisions in January 2018.
6.	<p><u>Dementia Services in the Westbury Community Area</u></p>

	<p>A presentation on the current dementia services in the Westbury area and future plans was given by Sara Young, Joint Commissioner – Dementia, Wiltshire Council together with Mark Dickson, Practice Manager, Westbury Health Centre, a copy of which is attached to these minutes at Appendix 1.</p> <p>Sara Young drew attention to the latest report on Dementia, a public consultation on which was completed in August 2017 being the culmination of a two year project. There were now dementia advisors who were linked to GP surgeries in Wiltshire and this would be publicised as part of a public awareness campaign in January 2018. It was important to bring this service to the attention of as many people as possible and, although nobody could be required to make use of this service, it was hoped that a large proportion of those with this disease could be encouraged to seek some help. Although the CCG would be providing some funding for this service there was still much need for further fundraising.</p> <p>The Chairman thanked Sara Young and Mark Dickson for attending this meeting and making their presentation which those present had found most interesting and useful.</p>
7.	<p><u>Partner and Community Updates</u></p> <p>The Area Board received and noted the following updates from key partners:-</p> <p>(a) Wiltshire Police Inspector Andy Fee presented his report from which it was noted that the number of reported crime incidents during October had slightly fallen compared with figures for the same month in 2016. He stated that a detailed breakdown of crime in the area was available at https://www.police.uk/wiltshire/</p> <p>(b) Dorset and Wiltshire Fire & Rescue Service The written report was received and noted.</p> <p>(c) Westbury LYN Jan Bowra, Locality Youth Facilitator, tabled a short progress report which was noted. (Appendix 2 to these minutes)</p> <p>(d) BA13+ Community Area Partnership Carole King presented a written report which had been circulated with the agenda papers. She drew attention to Dementia Action Alliance questionnaires which she had tabled and encouraged those present to complete and return to dementiaactionalliance@alzheimers.org.uk .</p> <p>(e) Wiltshire Clinical Commissioning Group The written report was received and noted.</p> <p>(f) Healthwatch Wiltshire The written report was received and noted.</p> <p>(g) Westbury Town Council Cllr Ian Cunningham presented a written</p>

	<p>report which had been circulated with the agenda papers. He informed those present that the Town Council's Finance Committee would be setting the precept for 2018/19 at its meeting on 11 December 2017.</p>
<p>8.</p>	<p><u>Tarmac Planning Application for a new precast concrete manufacturing unit at former Cement Works, Westbury</u></p> <p>The Chairman introduced and welcomed Jonathan Toyn, Peter Heubeck and Danny Daniels from Tarmac Building Products Ltd who were attending to make a presentation on their proposals to develop a new precast concrete manufacturing unit at the former Cement Works, Westbury, a copy of which is attached to these minutes at Appendix 3.</p> <p>During discussion, some concern was expressed at the number of lorry movements that would be required and also the route that would be taken to and from the site. The developer explained that two different routes were being proposed, one of which would avoid Westbury and ongoing discussions would take place with the appropriate councils and the wider community concerning this. The meeting was informed that although rail would be used as far as possible, the Company's main supply of materials would come from its quarry at Halecombe, Mendip, from where there was unfortunately no rail service. It was estimated that there would be about 21 to 23 lorry movements during a 24 hour period on weekdays.</p> <p>Regarding noise pollution, the developer was confident that even the closest residents in Coach Road would not be affected, the site being large.</p> <p>The Chairman thanked the representatives from Tarmac Building Products Ltd for their presentation which was much appreciated.</p>
<p>9.</p>	<p><u>Northacre Renewable Energy Ltd's proposal to submit a Section 73 application to update the layout of the advanced thermal treatment facility following a review of the original proposals at Northacre Industrial Park, Westbury</u></p> <p>The Chairman introduced and welcomed Ed Dodd from Hills Waste Solutions and Alex Young from the Bioenergy Infrastructure Group who were attending to explain Northacre Renewable Energy Ltd's proposal to submit a Section 73 application to amend the existing full planning permission for an Advanced Thermal Treatment Facility at Northacre Industrial Park, Westbury. A copy of the presentation is attached to these minutes at Appendix 4.</p> <p>During discussion, concern was expressed at the perceived increase in pollution that this change would create. It was pointed out that the stack would be increased from 60 metres to 75 metres in height as a result of Directives. With regard to noise, there would be no change from current levels and the number of lorry movements would be between seven and ten lorry movements per day and these would be conditioned if planning permission were granted.</p>

	<p>The developers stressed that, separate from the planning process, the Environment Agency were required to consider the proposals and issue a very detailed Environmental Permit before work could commence on site. The Environment Agency would be carrying out a separate consultation exercise in the New Year.</p> <p>The Chairman thanked Ed Dodd and Alex Young for their presentation which was much appreciated.</p>
10.	<p><u>Community Area Grants</u></p> <p>Consideration was given to a report by the Community Engagement Manager in which councillors were asked to consider funding from the 2017/18 Area Grants Budget, all of which met the grants criteria. After receiving brief statements from the applicants giving reasons for the requests,</p> <p>Resolved:</p> <p>(1) Application 2620 – Leigh Park Community Centre To approve a grant of £998.50 towards the provision of affordable community events and open day, on the condition that the grant is charged to the Health & Wellbeing Budget.</p> <p>(2) Application 2622 – Bratton Jubilee Hall Management Committee To approve a grant of £3558.13 towards the replacement of the air conditioning unit.</p> <p>(3) Application 2569 – Edington Parish Council To approve a grant of £862.00 towards the cost of providing a new video projector for use in the village.</p> <p>(4) Application 2551 – Ethandun Tapestry Project Group To approve a grant of £250.00 towards the Ethandun Tapestry Project.</p> <p>(5) Application 2609 – Dilton Memorial Hall Trustees To approve a grant of £2000.00 towards the Dilton Marsh Memorial Hall storage and utilities modernisation.</p>
11.	<p><u>Westbury Community Area Transport Group</u></p> <p>The Area Board received notes of the Westbury Community Area Transport</p>

	<p>Group (CATG) meeting held on 17 November 2017.</p> <p>Resolved:</p> <p>(1) To endorse the Area Board's previous decision to contribute £5,000.00 towards the provision of a new footway near The Ham Cottages to serve a relocated bus stop.</p> <p>(2) To allocate £2,250.00 towards the cost of providing improved disabled access on The Mead to allow access to the footpath near the Lakes.</p>
12.	<p><u>Appointments to Outside Bodies</u></p> <p>At its meeting on 15 June 2017, this Area Board appointed Cllr Russell Hawker to membership of the Leigh Park Community Centre (Westbury). This appointment had been made for several years on a temporary basis until such time as the completion of the Lease with Wiltshire Council. It was reported that this had now been completed as a result of which there was no need for a representative of Wiltshire Council to be a member of this body. Accordingly Cllr Hawker had resigned his position.</p>
13.	<p><u>Urgent items</u></p> <p>There were no urgent items of business.</p>
14.	<p><u>Future Meeting Dates</u></p> <p>The next meeting of the Westbury Area Board will be held on Thursday 1 February 2018 at The Laverton, Westbury.</p>

Dementia Services in the Westbury Community Area

- Presentation by CCG member, Dr Muhammed Rehman from Westbury Health Centre, together with the Practice Manager and Sara Young, Joint Commissioner - Dementia

Dementia Update Westbury

Sara Young – Joint Commissioner Dementia

Mark Dickson - Practice Manager
Westbury Group Practice

7th December 2017



Wiltshire Dementia Strategy

- Wiltshire Dementia Delivery Board
- Board stakeholders include; Acute Trusts, Hospice, Healthwatch, 3rd Sector Organisations, Carer representative, Wiltshire CCG, Wiltshire Council.
- Meet Bi monthly
- Ensure the Dementia Strategy is being delivered



Involvement of people with dementia

- Healthwatch
- 5 reports produced associated with dementia in 3 yrs
- Most recent public consultation completed Aug 2017
- Report to be published
- Joint Commissioner to produce 'You said, we did' report by end 1st ¼ 2018



Wiltshire Dementia Aware Project

- Over 4500 Dementia Friends across Wiltshire
- Area Boards now taken steps to become Dementia Action Alliances
- All Leisure Centre, Library Staff Dementia Friends
- Schools across the County involved.
- Work still ongoing re awareness and Dementia Friends Sessions

Support for area boards and their communities to become DAAs

- The Westbury DAA was registered in June/July
- Steering group
- Action plan
- Wide representation from across the community including people with dementia and carers



Dementia Diagnosis

A timely diagnosis can enable people to receive the correct treatment, make decisions about their future and receive appropriate financial benefits. It can also help in research looking for better treatments for Dementia in the future as well as help to ensure there are sufficient services for people with Dementia in all community areas across Wiltshire.

Wiltshire Dementia Diagnosis Rate (DDR)

- National Target is 66.7%
- Current Wiltshire DDR 65.8% (Oct 2017)
- Local Enhanced Service
- GP Training (Jan 2018)
- Dementia Adviser Service
- Public Awareness Campaign Jan 2018

Westbury Group Practice

- WGP Dementia Strategy – has been written by Aimee. A new nurse has been employed by the practice and is starting in January as our lead dementia nurse. She will be implementing this strategy.
- WGP Dementia Pathway – is an appendix to our strategy document.
- WGP Dementia Friendly Action Plan – is also part of strategy. The practice is aiming to become dementia friendly this document shows what we have achieved, is in progress and still to do.

Westbury Group Practice

- Westbury PCO Scheme –Dementia - We plan to implement the WGP dementia strategy as a PCO locality project.
- Dementia Diagnosis Service Spec – this is the enhanced service we are currently signed up to deliver. The aim of this is to diagnose and treat if appropriate in primary care.



Dementia Advisor Contract

- 2yr Contract until April 2019 – Alzheimer's Support
- Linked to GP Practices
- Information, Support, Signposting, Facilitator to community services.
- Support the Practice Staff

Dementia Community Services

Delivered by Alzheimer's Support

- Memory Cafe
- Music for the Mind
- Movement for the Mind
- Carers Support & Training
- Day Clubs
- Art Groups
- Home Care & Support Service

Links for more information

- www.dementiafriends.org.uk
- www.dementiaaction.org.uk
- https://www.dementiaaction.org.uk/south_west/24257_westbury_community_area_dementia_action_alliance
- sara.young@wiltshire.gov.uk
- www.yourcareyoursupportwiltshire.org.uk
- www.alzheimerswiltshire.org.uk

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Report to	Westbury Area Board
Date of meeting	7 th December 2017
Title of report	Youth Grant Funding

1. Financial update

- 1.1. For 2017/18 Westbury Area Board was allocated £14,318.00
- 1.2. The Westbury Area Board Youth Funding balance for 2017/18 is £4266.50
- 1.3. All decisions must fall within the Youth Funding allocated to Westbury Area Board.

2. LYN report

A Local Youth Network meeting was held on the 7th November 2017 where no grant applications were submitted due to the no further funds available. Notes from meeting attached.

No unpublished documents have been relied upon in the preparation of this report

Report Author	Name, Jan Bowra Locality Youth Facilitator Email: janette.bowra@wiltshire.gov.uk
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Westbury Area Board 7th December

Tarmac Application for Outline Planning Permission

We Are:-

Jonathan Toyn - Tarmac Property

Peter Heubeck - Project Manager

Danny Daniels - Community Liaison



Our Application

Submitted on 27th October

For Outline Planning Permission

To establish principle of development

Assessments based on maximum building sizes & approximate positions

May be smaller

Wiltshire requested consultation responses by 8th December



The Consultation Process

Wiltshire Council publicise application and place all documents on website

This includes consultation responses

We contacted our immediate neighbours on Coach Road

Attended Heywood Parish Council meeting on 13th November

Attended Westbury Highways, Planning & Development

Committee on 20th November

Our Product

Concrete slab track
Slabs up to 6 metres long
2.55 metres wide
Weigh up to 9 tonnes
For use on high speed lines



Slab Track Manufacturing

Concrete batching plant
One/two manufacturing buildings
Finishing building
Laboratory
Staff welfare facilities
Outdoor storage of manufactured slabs
Despatched by rail

Manufacturing

A clean process

Very precise high tech manufacturing

Tolerances of less than 1 millimetre!

Three-shift operations on weekdays

Machine maintenance and production catch-up at weekends

Employment

Around 85 additional staff
Production
Stockyard
Laboratory technicians
Fitters & electricians
Planning & commercial
No impact on existing activities

Technical Assessments

Planning policy
Transport
Visual impact
Heritage
Air quality
Flood risk
Ecology



Assessment Conclusions

No planning policy objections

Lorries from Halecombe quarry can avoid Westbury

**Good design can improve appearance of site when viewed from
White Horse & Bratton Camp**

**No air quality problems (dust control measures during
construction)**

No history of Heywood Brook flooding the site

Sensitive species already safeguarded prior to demolition

Next Steps

Wiltshire Council to consider responses & decide on application
If successful, we bid for manufacturing contracts
Undertake detailed design
Submit application for detailed planning consent
If successful, construct & commission factory



Any Questions?



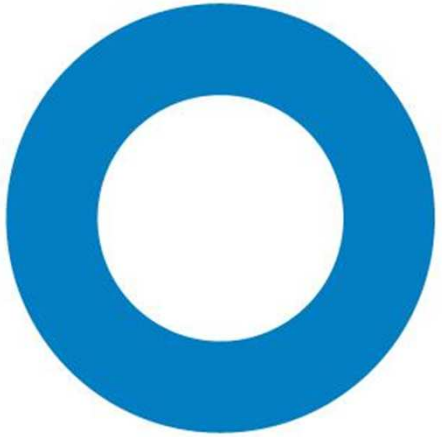












TARMAC
A CRH COMPANY



EfW Progress Update

Northacre Renewable Energy Ltd



Minute Item 9.

Page 41

Page 41



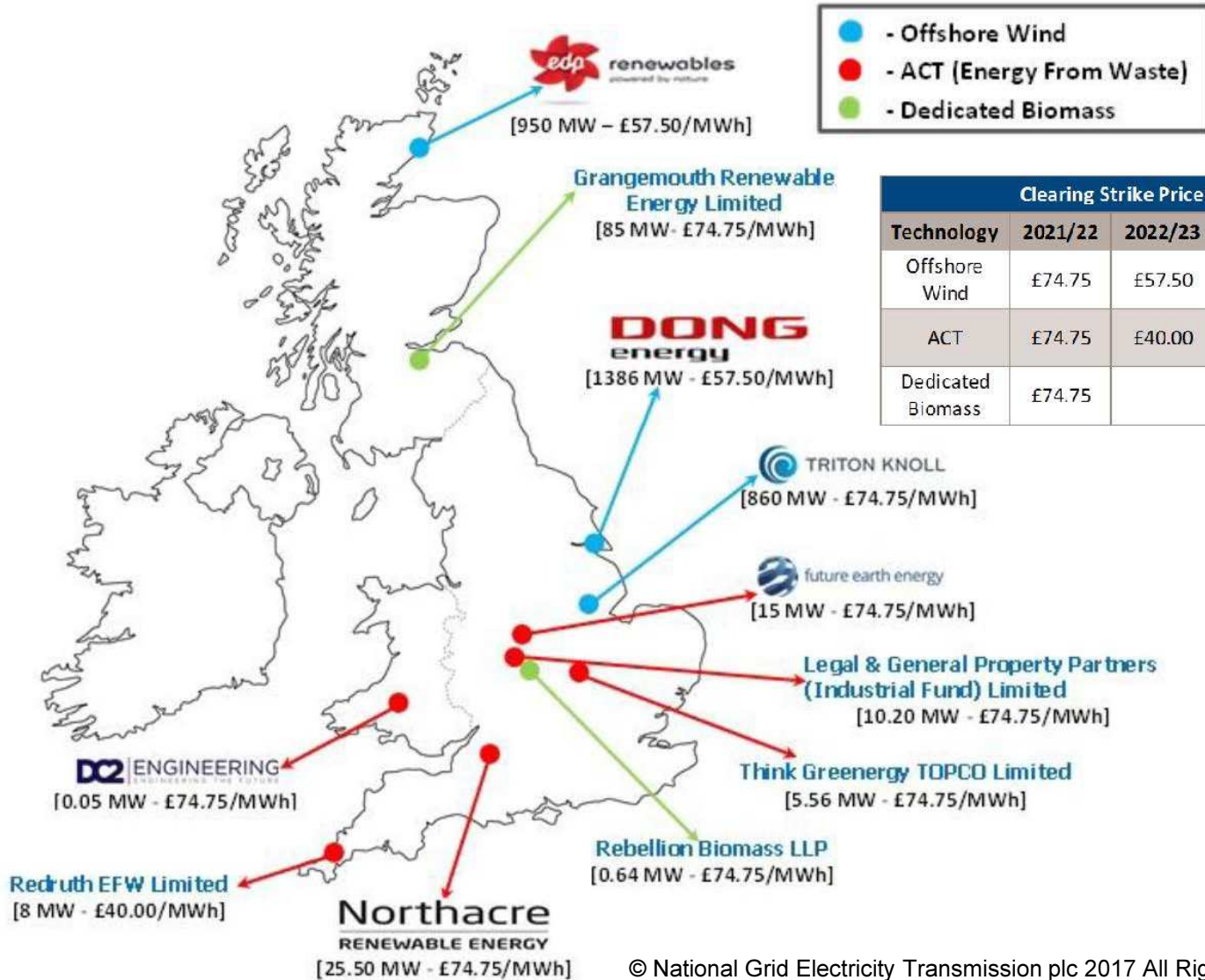
Status

- 2015 - Planning permission granted
- Interim period - working on Contract for Difference process and negotiations with the Engineering, Procurement and Construction contractor
- 2017 - Project awarded 15 year Contract For Difference (government subsidy for renewable energy projects)

CFD ROUND 2 SUCCESSFUL PROJECTS

Strike prices, capacities, technologies and connection sites for the 11 Successful Projects below:

(CFD Round 2 was run across two Delivery Years – 2021/22 and 2022/23, but did not include Solar or Onshore Wind)



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Engineering Procurement & Construction

Engineering Procurement and Construction contract supplies a turnkey solution for the design, procurement and construction of the project plant including :

- Civils and structures
- Mechanical / electrical and instrumentation
- Turbine
- Air cooled condensers
- Gasifier
- Stack and associated Air Pollution Control equipment

Section 73 planning application

The Section 73 planning application is a result of:

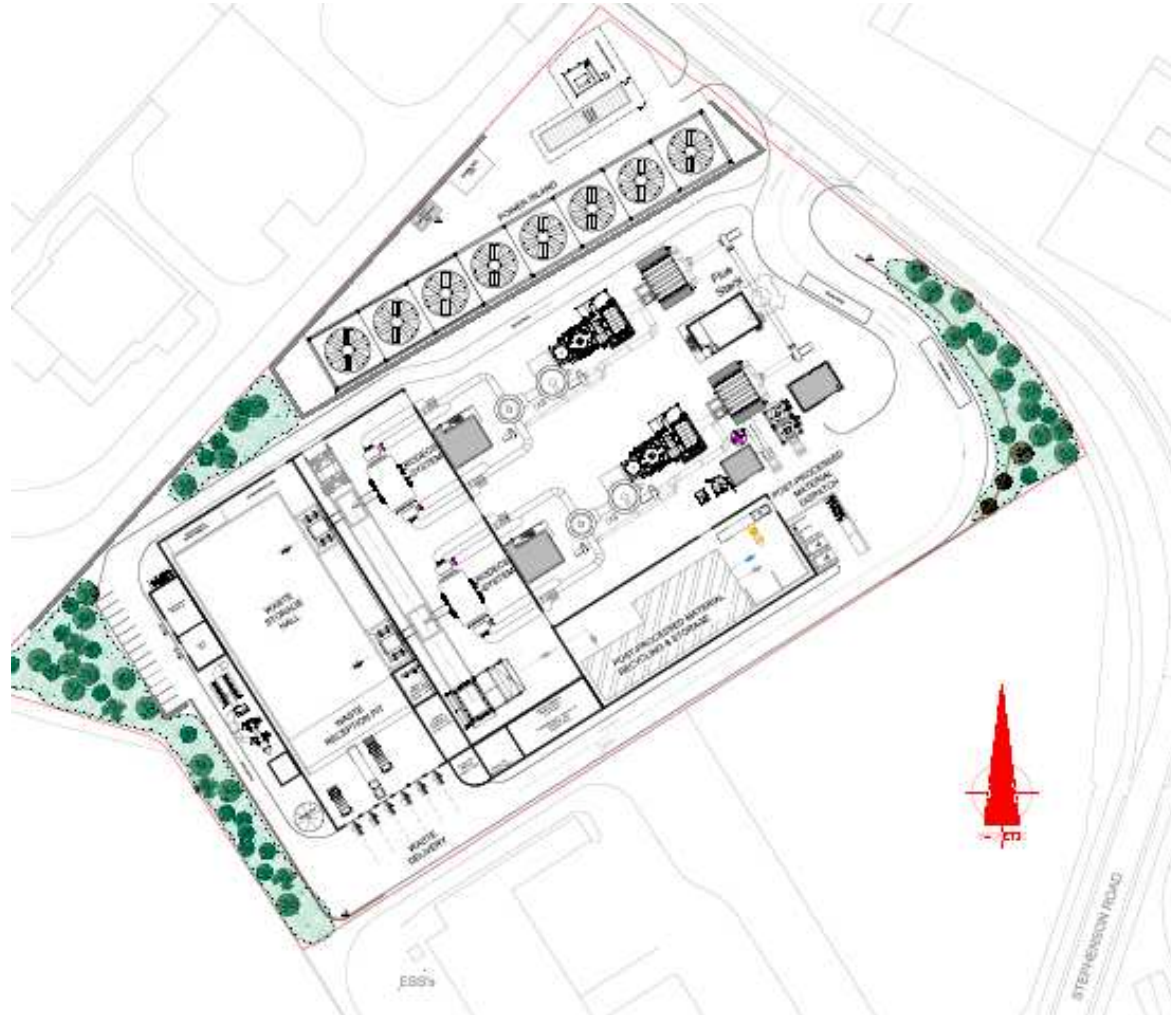
- Negotiations with the Engineering Procurement and Construction contractor
- Assessments of emerging guidance from the Environment Agency on Best Available Technique (BAT)

Section 73 applications for variations to a project on this scale are part of the process and there are likely to be others. The planning system allows for it.

Section 73 application covers

- Increase in height of buildings
- Increase in stack height
- Enclosing the thermal plant
- Separating the waste reception building and the thermal building
- One less turbine and bank of air cooled condensers

Original Layout



Revised Layout



Northacre
RENEWABLE ENERGY

Environmental Permit process

- An Environmental Permit is required in order to have permission operate the plant
- The Environment Agency will assess the Environmental Permit application against Best Available Techniques (BAT)
- The Environment Agency will regulate the facility and emissions against the Environmental Permit

Project Timetable

- Final negotiations - EPC Contractor and Grid Connection route proving
- Financial Close – Quarter 2 / 2018
- Environmental Permit application – Quarter 2 / 2018
- Est. 34 month construction – summer/autumn 2018 (150+jobs)
- Project ‘energised’ – April 2020
- Start commercial operations – April 2021 (35-40 permanent full time jobs)

Chairman's Announcement

Employment and Community Skills

Wiltshire Employment Support Team & Wiltshire Supported Internships

Contact: West.cc@wiltshire.gov.uk

Wiltshire Employment Support Team

Better known as WEST is a supported employment service for young people and adults with special educational needs and disabilities, including autism spectrum conditions. We aim to support our customers to find and keep a job.

We are part of the Special Educational Needs and Disabilities Service at Wiltshire Council. We also provide support to Adult Care customers, so we support people from 14+.

What is Supported Employment?

A well defined approach to helping people with disabilities participate in the competitive labour market, helping them to find meaningful job and providing ongoing support from a team of professionals.

Where do we work?

All over Wiltshire, if you meet eligibility and have a Wiltshire post-code, we can work with you.

Working with employers local to Wiltshire or within reasonable travelling distance, that could be in Hampshire, Swindon or other neighboring towns or counties.

What do we want?

For as many people to know of our service and that there is a pool of untapped talent and willing workforce in Wiltshire that could be of great benefit to employers.

We want the opportunity to meet with local employers to talk about their business and recruitment needs and negotiate positive employment opportunities for our customers.

Most of all we want to do what we can to level the playing field for people with higher support needs so they can compete to get jobs.

Research shows that only **6%** of people with a **learning disability** and **15%** of people with **autism**, are in paid employment, yet most want to work (Mencap).



The Team

We choose our Job Coaches for lots of different skills. Most of all their work ethic and what they can do to negotiate work opportunities with local employers. We know our stuff. We don't know everything, but we have a strong reputation.

The team are supportive, but they are not support workers.

Job Coaches specialise in employment, with the added bonus of previous backgrounds ranging from education to business.

Our priorities

Everyone has the right to work

and we are committed to helping people with higher support needs do that.

Getting a job is the top priority

supporting applications, interviews and on the job support. Speaking to employers and negotiating opportunities

The right support supporting customers in a person centred, but realistic way

Employer relationships employers in Wiltshire are our customers too and we value how pro-active and inclusive they can be. We work to maintain positive relationships and are on hand to provide support to them in making employing someone through our service smooth.

We only deal in paid work

If a paid job isn't what you are looking for then we are not the right service for you

We can signpost you to other places if you need it but we cannot support you with anything that isn't paid work. We don't want to lose our focus.

Community Connecting is another part of our wider team and they specialise in supporting people with inclusion to their local community, including joining a club, travel training and volunteer work.



Wiltshire Supported Internships

Supported Internships are designed for young people who really want to move into employment from education.

A study programme for a young person with learning disabilities or autism that want to move into employment and need extra support to do so. An important element is the opportunity for an extended work placement with the potential for a job offer at the end. We call these 'Working Interviews'.

'Aim to equip young people with the skills needed for work so they can achieve sustainable paid employment. The programme includes on-the-job training, backed by expert job coaches and college based learning'

Department for Education

What do we want from employers in Wiltshire?

a job vacancy that you are prepared to offer as a working interview with a view to becoming a paid job, **or**

a carved position that matches the intern where a paid position can be given when they display the skills required consistently

regular feedback that includes gaps in knowledge (support can then be put in place for this learning)

✚ Working interviews will ideally be 16 hours a week for an agreed length of time. Normally between 6-12 weeks

✚ hours can be flexible and could start on lower hours gradually increasing

We are asking for your involvement in the process and to consider reasonable adjustments to level the playing field for your intern



We are asking for a commitment to work with us, using a flexible approach to recruitment

Real job vacancies that have a real chance of becoming a paid job!

Who have we worked with?

We have successfully worked with many employers over the years, who have employed our customers, these include:

Morrisons	Warminster
NHS	Salisbury
Castle & Ball	Marlborough
Foxhangers	Devizes
Drove Primary	Swindon
Tool Station	Chippenham
Royal Oak	Corsham
Green Dragon	Market Lavington
MOD	Lyneham
Order of St Johns	Wooten Bassett
EMCOR	Porton Down
Bath Aquaglass	Bath
McDonalds	Trowbridge
Leekes	Melksham
Honey's Dog Food	Pewsey



We would love the opportunity to talk to you more about our team(s).

Please watch our video and we welcome any comments or queries

West.cc@wiltshire.gov.uk

Samantha Buchanan

Chairman's Announcements

Subject:	Clean-Up Wilts campaign and the Great British Spring Clean
Officer Contact Details:	Your Community Engagement Manager (CEM)

This year phase two of the county-wide Clean-Up Wilts campaign will be implemented.

The campaign, which was launched last October, focused on targeting fly-tipping across the county as its first phase.

This year the campaign focuses on litter from food-on-the-go, chewing gum and cigarette butts and community litter picks as part of supporting the national Great British Spring Clean, which takes place on the weekend of 2 to 4 March (2018). Over the last two years – communities across Wiltshire have participated in the litter picks and more than 30 tonnes of litter has been collected.

As a result of this participation, Wiltshire Council has been shortlisted as a finalist in the Keep Britain Tidy Network Awards – Local Authority Award category. The shortlisting is based on the evidence of the strong community spirit that prevails in Wiltshire, which was clearly demonstrated last year on the weekend of the 2017 Great British Spring Clean (Friday 3 to Sunday 5 March).

More than 3,200 volunteers took part in litter picks across the county, giving up their time to help make their communities a better place to live. In all, 152 litter picks took place throughout the county during the weekend, and the volunteers collected 3,025 bags of rubbish, with 18.15 tonnes collected in total.

The award winner will be announced on 8 February. Just being a finalist is recognition of what makes Wiltshire unique. It would be great if this year's Great British Spring Clean event could be another success.

It would of course be much better if people didn't drop litter in the first place and that we didn't have to spend more than £2.5 million each year collecting this rubbish. Wiltshire is a beautiful county and we want to keep it that way.

We will hear more about the Clean-Up Wilts campaign and this year Big Spring Clean on tonight's agenda.

Chairman's Announcements

Subject:	The new one-stop shop Work Wiltshire website
Contact Details:	https://workwiltshire.co.uk/

Key message:

On the 4th July, the new Work Wiltshire website launched. This is a unique website containing a huge range of education, employment and skills information which would normally have been located on several different sites and can now be found in one location with signposting to other relevant sites.

This website has been made to be accessible, attractive and a professional information hub. By having a one-stop-shop website, it will enable us to become the go-to place for career information, advice and signposting to relevant sites that the customers are looking for.

Work Wiltshire website contains information and links for: next steps in education, apprenticeships, information for employers, support available for those with barriers to work, information for those looking for work or wanting to upskill, financial support, further and higher education, local projects, support for schools and policies and data.

Questions:

How we set it up?

The Work Wiltshire website was originally created to support employers, employees and those looking for work. It then expanded to cover the programmes that the Employment and Skills Service were running, as well as providing career information, labour market intelligence, Wiltshire statistics, news and events and the services strategy.

The Employment and Skills service decided expand the website further and extend the range of audiences it catered for and allow them to access all the information they may need in one location. The redevelopment of the website was funded by Action 4 Wiltshire and has engaged with key stakeholders throughout the development to make sure that the website will work as effectively as possible and include tailored information to the different users.

Who were involved?

The main development of the website was conducted by the Employment and Skills Service at Wiltshire Council with stakeholders from Children's Services, Employment and Community Skills, local schools, Carer Support Wiltshire, Community First as well as others, contributing content and feedback to ensure the website is relevant, engaging and accessible.

Chairman's Announcements

What we are hoping to achieve?

A helpful and creditable website which enables local people and employers to find the key information and links they would like to know in one location.

Is this a model used elsewhere?

Other websites focus on specific sections which are included on the Work Wiltshire, but to our knowledge the combination of having all education, employment and skills information for young people, the general public, those with barriers to work and employers, all in one location is unique.

What has been the website take-up so far?

Since its launch we have had over 3,540 people use our website looking at 13,175 pages, with a wide variety of age demographics. The most popular pages so far being apprenticeships information for employers, apprenticeships, support for schools, and young people's next steps.

What can it do for people?

People will be able to search through the different sections on the website to find out education, employment and skills information. There is also a news section and events page, which shows the Employment and Skills service blog, local vacancies, Higher Education open days and much more.

It will help employers with find information and support for their business including how to set up an apprenticeship, free HR support, how business can get involved in local programmes, grants and other information.

It also has a dedicated section to help schools with careers education, giving information of local support, provision, the Wiltshire Careers Education Programme and support helping them arrange careers events.

It also has a section for those with complex needs and barriers to work; which highlights what support there is for them.

REAL CHANGE WILTSHIRE

The best chance for a homeless person to get off the streets is with professional help from a charity or support organisation.

Making sure help reaches homeless people is far more effective than giving money to people on the street.

If you do want to donate, your small change can make a real change in Wiltshire – and a big difference to charities supporting the homeless.

Find out how you can help – www.wiltshire.gov.uk/realchangewiltshire

To notify the right people about a rough sleeper – www.streetlink.co.uk

#realchangewilts

Chairman's Announcements

Subject:	Office of the Police and Crime Commissioner 2018 Precept Proposal Consultation
Officer Contact Details:	pcc@wiltshire.pcc.pnn.gov.uk

Residents asked if they would pay an extra £1 a month to protect local policing

"Would you be prepared to pay an extra pound a month to protect our police Force?" That's the question being asked by Police and Crime Commissioner for Wiltshire and Swindon Angus Macpherson.

The policing precept consultation which launches 2 January is looking for the views of Wiltshire residents on the proposed increase of £12 a year.

Currently the average band D household contributes £14.19 per month to local policing, but if residents back the proposal then this would rise to £15.19 per month.

Angus Macpherson said, "As a Force, Wiltshire Police has seen the second highest increase in demand across the country in the last year yet the funding we receive from central government doesn't recognise the increasing pressures our service is under.

"In fact we receive the fourth lowest funding per head of population in England and Wales.

Since 2010, Wiltshire Police has received £19 million less but have been responding to more crimes and supporting more members of the public year on year.

Mr Macpherson added, "Whilst we live in an incredibly safe county, there's only so far the budget will stretch and we're streamlining our services to ensure they're as efficient as possible at the same time as keeping the public safe, but we are feeling the squeeze more than ever.

"Without this increase Wiltshire Police will have to look at further reductions in officers and staff to close a budget gap of around £3m.

"That's why I'm asking whether residents in Wiltshire and Swindon would be prepared to pay an extra £1 a month to help bridge this gap.

"This increase will mean that I can protect frontline services from further reductions and maintain the current level of service."

The consultation which runs from 2nd January 2018 to midday 31st January 2018 wants to hear your views on the proposed increase.

For more information on how to share your views please visit www.wiltshire-pcc.gov.uk, you can also email pcc@wiltshire.pcc.pnn.gov.uk or use #AskAngusPCC on social media.

Westbury Community Area Board Report, 1st February 2018

A resolution worth keeping: test your smoke alarms every month

Dorset & Wiltshire Fire and Rescue Service is asking local people to make monthly testing of their smoke alarms one of their New Year's resolutions.

Many of us see January as an opportunity for a fresh start, and safety should be top of the list. As such, the Service is encouraging everyone to make sure they have enough smoke alarms in the home and that they work - it only takes a few seconds and can save lives.

Smoke alarms can give you the few extra seconds you need to escape in a fire. While the majority of homes across the country now have an alarm fitted, most people are not aware that the average alarm has a lifespan of just ten years and then needs replacing.

If you live in a larger property, a single smoke alarm is simply not enough, with the recommendation being at least one at every level. Last year, in nearly half of all fires in the home where the smoke alarm did not give a warning, the reason was that the alarm was not close enough to detect the fire. Missing or flat batteries were another major cause.

To keep your alarms in working order:

- Make sure there is at least one smoke alarm on every level of your home.
- Test your smoke alarms by pushing the button every month.
- Check that your smoke alarms are less than 10 years old.
- Fit smoke alarms on landings and hallways and near bedrooms as a minimum; if you have rooms with a specific fire risk, such as open fires, heaters or lots of electrical chargers, install here as well.
- Take a moment to check on your loved ones who may need help to ensure they're fully protected.

Safe & Well Manager Vikki Thomas said: "At this time of year, many people will be thinking of what they can do – big or small – to make a fresh start and improve their lives, homes and wellbeing. Smoke alarms can offer vital protection for you and your loved ones, but most people simply fit and forget – they don't know if the unit might be coming to the end of its lifespan or not working at all.

"For most of us, there is nothing more important than keeping our loved ones safe and secure. So, if your alarm is getting past its best or your top floor is missing an alarm of its own, make your New Year's resolution to fit new ones, test them on the first of every month and protect your loved ones in 2018."

For more information on maintaining fire safety in your home, visit www.dwfire.org.uk/safety-at-home

Are we getting through?



Dorset & Wiltshire Fire and Rescue Service has launched an awareness campaign across its area, targeting poor or inconsiderate parking.

The Service is asking all drivers “Are we getting through?” as, when responding to a 999 call, every second that the emergency services are delayed could have serious, life-threatening consequences.

The smallest fire engine needs a minimum of three metres, or the width of two cars, to pass safely. If you called for help, you would want to know firefighters could get through.

Assistant Chief Fire Officer Jim Mahoney said: “Inconsiderate and dangerous parking has long been an issue across the Service and, as more households have more than one car, the problem will only grow. If we can’t get to a fire or an accident because we can’t get our fire engines through, it greatly restricts our effectiveness. I’m asking everybody to think before they park; yes, it may be less convenient for you at the time, but what if it was your house or your loved one we needed to get to? You would want to know that we are getting through.”

One particular area of concern is parking on roads near schools, as these are often difficult to pass through safely, especially when cars are dropping off or picking up children. Drivers may not be parking illegally, but the Service is urging everyone to see whether a smarter option, maybe a bit further away, is available.

Poor or inconsiderate parking can also affect high streets and the roads by fire stations. On-call firefighters have to be at their station within five minutes of their pagers going off, so any delay in arriving has a negative effect on the emergency response.

The Service is therefore asking drivers to think before they park, with the following advice to drivers to help keep narrow streets clear:

- When parked, pull in your wing mirrors (don’t forget to flip them out before driving off).
- Don’t park too close to corners – fire engines are larger than cars and need more room to turn.
- If you’re parking opposite someone, remember that a fire engine needs three metres, or two car widths, to pass safely.
- Make sure your wheels are straight and are not sticking out.
- Park as close to the kerb as you can.

- Always follow the Highway Code and obey road markings such as yellow lines and box junctions.
- In narrow streets, only park on one side of the road where possible.
- Make sure you leave enough space for pedestrians on the pavement.
- Don't block driveways.

For more information about the challenges caused by poor or inconsiderate parking, please visit www.dwfire.org.uk/education/road-safety-education/are-we-getting-through

Response

Incidents

November 2017

DW FRS were called to 14 incidents in the Westbury area.

Category	Westbury (44P1)
False Alarm	1
Fire	2
Special Service	6
Total	9

December 2017

DW FRS were called to 15 incidents in the Westbury area.

Category	Westbury (44P1)
False Alarm	6
Fire	1
Special Service	2
Total	9

Availability of RDS appliance %

November 2017	Appliance	Day (06:00 - 18:00)	Night (18:00 - 06:00)	Total
% Available	KT44P1 Westbury	63.6%	80.0%	71.8%

December 2017	Appliance	Day (06:00 - 18:00)	Night (18:00 - 06:00)	Total
% Available	KT44P1 Westbury	56.5%	59.7%	58.1%

On-Call Recruitment

The “Difficult Hours” for On Call cover tend to be 0700 to 1800hrs weekdays, and weekends from 1800hrs Friday until 1800 hours Sunday.

Community Engagement Work

Jon MacDonald is the Safe and Well Advisor that covers the Westbury area. Please contact him, Jon.MacDonald@dwfire.org.uk, to arrange for a to talk to your group or an individual visit.

A Safe and Well visit is available and is **FREE** and normally last about one hour covering topics such as:

- Using electricity safely
- Cooking safely
- Making an escape plan
- What to do if there is a fire
- Keeping children safe
- Good practice – night time routine and other points relevant to you
- Identifying and discussing any further support you may need if necessary

If you own/occupy a thatch property, are living alone, have a young family, are over 65 or a smoker please get in contact with us. We want to help make you safer in your own home. If you or someone you know has mobility or sight and hearing impairments please suggest a Safe and Well visit.

Visit <http://www.dwfire.org.uk/news/new-name-new-contact-details-same-service> to book one.

Darren Nixon
Station Manager
South West Wiltshire (Warminster, Westbury, Mere & Tisbury)
Email: darren.nixon@dwfire.org.uk
Tel: 01722 691238
Mobile: 07860 345294

Celebrations as Healthwatch Wiltshire gets national recognition



(from left) Volunteers Mick and Marilyn Stowe with Stacey Plumb and Lucie Woodruff from Healthwatch Wiltshire

Volunteers and staff at Healthwatch Wiltshire are celebrating after being recognised by a prestigious national award for its excellent volunteering programme.

The Investing in Volunteers accreditation - the UK quality standard for good practice in volunteer management - has been awarded to Healthwatch Wiltshire, which has more than 60 volunteers on its books.

A celebration event was held at Melksham Football Club to thank all the volunteers for giving their time to gathering feedback on local health and care services over the last year. And a special cake was made to celebrate the achievement.

Stacey Plumb, Volunteer Officer at Healthwatch Wiltshire, said: "We're thrilled to be recognised with this quality standard! Investing in Volunteers aims to improve the quality of the volunteering experience and for organisations to acknowledge the enormous contribution made by these dedicated volunteers."

The Investing in Volunteers award is the gold standard for organisations who work with volunteers. Assessors from Investing in Volunteers visited the offices in Melksham to chat to volunteers and staff, and see its work in action. Healthwatch Wiltshire was assessed against a range of best practice standards and proved to excel in all aspects of working with its volunteers.

Helen Davies from Malmesbury, who has been a volunteer with Healthwatch Wiltshire for 18 months, said: "As a Healthwatch volunteer I have been involved in numerous projects, engaging with the public to get their views regarding the NHS.

"The Investing in Volunteers award that Healthwatch Wiltshire has recently received reflects the standards that are expected of us, as volunteers and the standards we can expect from the team. Volunteering with Healthwatch is a two way process which gives us the feeling of being valued, well trained and ultimately making a professional difference to the organisations we represent."

Investing in Volunteers is managed by the UK Volunteering Forum and delivered by NCVO, Volunteer Scotland, Volunteer Now in Northern Ireland and Wales Council for Voluntary Action. Further information about the award, which will last for three years, can be found on iiv.investinginvolunteers.org.uk.

Or to find out more about volunteering with Healthwatch Wiltshire visit: healthwatchwiltshire.co.uk/volunteering.



Contact us:

Tel 01225 434218

info@healthwatchwiltshire.co.uk

healthwatchwiltshire.co.uk

Healthwatch Wiltshire is a local independent organisation which exists to speak up for people on health and care. If you have used a service recently then we would like to hear from you. We use what people tell us when we meet with the commissioners and providers of services to make sure that they take account of your views and experiences.

WILTSHIRE COUNCIL
WESTBURY AREA BOARD

Thursday 1st February 2018

WESTBURY ‘Our Community Matters’
Local issues: local action

1. Purpose of the Report

To update members on the progress made to address the priorities identified by the community at the ‘Our Community Matters’ Joint Strategic Assessment event held on 8th November 2016.

2. Background

The Westbury ‘Our Community Matters’ event was held on 8th November at Leigh Park Community Centre. Close to 100 members of the public and partner agencies attended and participated in the event, which focused on the data set out in the [Community Area Joint Strategic Assessment 2016-17](#).

The JSA brings together the results of research conducted by the major agencies and public sector bodies in Wiltshire over the last six months. The project was initiated by the Wiltshire Health and Wellbeing Board and the Wiltshire Assembly. These bodies will use the priorities emerging from the events to focus and support strategic projects, activities and services across Wiltshire.

Participants at the events used the data to inform themed roundtable discussions and to identify local priorities underpinned by the research. All participants had the opportunity to vote on the priorities and the results are set out in this report. Following agreement on the priorities, the themed roundtables then looked at practical community-led actions that could be taken to address the issues identified.

The purpose of the event was to:

- Gain a consensus around priorities for the area
- Provide the basis for community-led action and projects over the next two years
- Develop a community plan for the area
- Provide the Council and partners with a clear focus for local actions

The Area Board adopted these priorities shortly after the event and has since focused on supporting and facilitating local actions to tackle those priorities.

3. Priorities identified

The following documents set out the JSA analysis presented to the 'Our Community Matters' conference and the priorities identified by the community on the night. The following documents are available to view online:

- Summary of issues identified by the research. <http://wiltshirejsa.org.uk/community-area/westbury/>
- Priorities agreed at the event. <http://wiltshirejsa.org.uk/wp-content/uploads/2017/03/West-priorities.pdf>

4. Moving forward with community-led action

To address the priorities, the Area Board has been using its strategic influence and delegated powers to shape the delivery of local services and actions. It has also used its delegated resources to facilitate and support community-led projects. The community engagement manager has been working with local community groups and partners, using the local priorities as a work plan. Some of the actions are easier to address than others and work has focussed on areas where tangible outcomes and progress can be delivered. This has helped to capitalise on the enthusiasm and momentum generated by the event.

5. Impact

Appendix 1 sets out the actions achieved since the 'Our Community Matters' event took place. This is a two-year programme and the report represents the period between January – December 2017. The report shows the actions that have been delivered to address the priorities in the 10 JSA themes and the 30 key priorities selected. It is important to note that these actions have been delivered by a wide range of agencies and are not solely the actions of the area board. The area board may have funded some actions or offered support to others. Some may have been developed independently by the groups concerned, but all help to address the priorities identified by the community.

Further action is needed on tackling alcohol and drug abuse, new business creation and start ups and affordable housing if it is deemed the Area Board can make a difference.

6. Recommendations

- (1) That the area board notes the JSA update report.
- (2) That the area board expresses its thanks to the organisations, groups and partners who have contributed actions that address the local priorities set by the community.

Report Author: Liam Cripps - Westbury Community Engagement Manager
Tel: 07770 975684
E-Mail: liam.cripps@wiltshire.gov.uk

Westbury Area Board: 'Our Community Matters' JSA impact report

Westbury JSA Issue	Priority	Q1 - period to Oct 2017	Q2	Q3	Q4
Children and young people	Mental and emotional health	Support given to several local youth clubs to encourage them to work together, share workers/resources etc. Meetings facilitated by LYF.	Young Peoples counselling funded by LYN and provided via Crosspoint		
Children and young people	Positive leisure time and activities	Nearly 200 young people recognised in the first Westbury Young People's Awards. 300 in the audience, huge local recognition. Big Pledge sees hundreds of Westbury young people sign up, ultimately finishing second across Wiltshire. Grants awarded to a playground regeneration scheme in Dilton Marsh along with funds for a bouncey castle and craft supplies	Westbury Town Council working to introduce a Youth Council to the community. Matravers School have been approached. KP Garage have offered a youth programme to 14 young people to rebuild a car, show it at Castle Coombe and auction it off for charity. Well established Youth Club operating out of Leigh Park Community Centre. Grant funding provided for Cadets to improve training and retention. Westbury Young People Awards 2018 well in planning, expected event in Summer		
Community Safety	Anti-social behaviour	Working with both Sovereign Housing and Selwood Housing to identify issues on a specific estate. Support from Town Council and local PCSO team			
Community Safety	Protecting the vulnerable	Heat and Eat sessions commissioned by the H&WB group and provided by Catherine Maxwell. Safe Places set up and embedded; Westbury Dementia Action Alliance. Crosspoint offering services the most vulnerable in the community. An additional lunch club on offer at Abbeyfield	Defibrillators installed across multiple locations in the community area. Safe places scheme active across the community. Bid for further Heat & Eat sessions received to take the project out to nearby village communities.		
Community Safety	Alcohol and drug abuse				
Culture	Affordable access to cultural activities	Westbury Music and Arts Festival was a great success locally across September and October providing over 50 free events as well as many affordable paid performances too.			
Culture	Involvement in community events		Grant funding provided to LPCC to increase community event offer. This will include a lunch club offer. Bratton Jubille Hall receive grant funding to improve and maintain facilities for all the community to use. Dilton Memorial Hall receive funding for building improvements such as sound and music equipment.		
Culture	Library use	A commitment from Wiltshire Council to create a hub at the library when an appropriate funding option becomes viable.			
Economy	Employment opportunities		Bid from local community group for funding to provide community training for adults seeking employment		

Economy	Apprenticeships and work experience	Career fair held at Matravers secondary school involving over 20 stands including Wiltshire Council	14 work placements created for young people by local garage as part of an exciting community project		
Economy	New business creation and start ups				
Environment	Fly tipping and litter	Over 100 people volunteered for the GB Spring Clean weekend and the equipment supplied for this event continues to be used for litter picks in the community. The Town Council have agreed to 4 annual community litter picks as well as many of the local villages. The Area Board has agreed to work with the Wiltshire Wildlife Trust on a campaign to reduce litter and increase recycling rates through a primary schools education programme.			
Environment	Protecting the countryside	Across Parish interest in installing kissing gates in order to allow better access to walks. Area Board grant application expected by end of the year.	Cllr led initiative to improve the county wide White Horse trail.		
Environment	Wildlife and biodiversity	Wiltshire Wildlife Trust funded to carry out education programme across community schools throughout the 17/18 school year			
Health and wellbeing, Leisure	Mental Health		Young Peoples counselling funded by LYN and provided via Crosspoint		
Health and wellbeing, Leisure	Physical fitness and activity	Big Pledge sees hundreds of Westbury residents sign up, ultimately finishing second across Wiltshire.			
Health and wellbeing, Leisure	Healthy lifestyles	Health Trainers extremely active in Westbury community area, providing drop in clinics for blood pressure testing and smoking / alcohol advice. 5 defibrillators installed in accessible locations around the town. Applications for funding coming in from Parishes			
Your Community & Housing	Affordable housing				
Your Community & Housing	Deprivation and poverty	Working with local charity Crosspoint to raise awareness of debt advice, counselling and job opportunities. Promoting donations to the food bank			
Your Community & Housing	Community events and activities				
Transport	Access to public transport	CATG supporting the installation of a bus shelter serving both the town and neighbouring parishes along a much needed route			
Transport	Road improvements	A large number of local projects have been supported by CATG. Drawing in match funding from town and parish councils and applying for substantive schemes too	Metrocounts speed surveys undertaken at various sites. Community Speedwatch in multiple areas; Potential new SID scheme with Town and Parish Councils; CATG projects continue to prioritise highway safety		
Transport	Highway infrastructure				

Older People	Social isolation and loneliness	Westbury Shed continues to grow, attract members and get involved in important community work. The Health and Wellbeing group (last financial year) provided £2500 towards their new premises on which building work is scheduled to start towards the end of the year. Heat and Eat sessions commissioned by the H&WB group and provided by Catherine Maxwell	First Aid training session for Men's Sheds across Wiltshire arranged by Westbury, Tidworth & Melksham CEM's. Additional lunch club session to be offered by LPCC. Welfare of the elderly receive funding to make access improvements to Grassacres Hall.		
Older People	Dementia	Registered as part of the Westbury Dementia Action Alliance (DDA). Led by the BA13+ Community Area Partnership Dementia friends and Safe Places scheme is growing across the community area. Singing for the brain and movement for the mind sessions take place locally. Dementia cafe opened at Westbury Court care home	Health and wellbeing group funded Westbury Court Care Home to start a community choir, project set to being early 2018. Leisure centre staff go through Dementia Friends sessions		
Older People	Support for carers	Abbeyfield residential home have opened their doors to offer community lunches at a reduced rate. Carers encouraged to attend along with residents and friends.			

Report to	Westbury Area Board
Date of Meeting	01/02/2018
Title of Report	Community Area Grant funding

Purpose of the report:

To consider the applications for funding listed below.

Applicant	Amount requested
Applicant: Sovereign Housing Association Project Title: Westbury Ambitious and Learning Communities View full application	£4131.00
Applicant: Westbury Heritage Society Project Title: Westbury Heritage Society Speaker/Meeting Equipment View full application	£499.00
Applicant: Bratton Parish Council Project Title: Bratton Community Orchard - Brush mower View full application	£1057.60
Applicant: Westbury Youth Football Club Project Title: Westbury Youth FC Facilities Upgrade	£5000.00

1. Background

Area Boards have authority to approve Area Grants under powers delegated to them. Under the Scheme of Delegation Area Boards must adhere to the [Area Board Grants Guidance](#)

[The funding criteria and application forms](#) are available on the council's website.

2. Main Considerations

2.1. Councillors will need to be satisfied that funding awarded in the 2015/2016 year is made to projects that can realistically proceed within a year of it being awarded.

2.2. Councillors must ensure that the distribution of funding is in accordance with the Scheme of Delegation to Area Boards.

2.3. Councillors will need to be satisfied that the applications meet the Community Area Board grants criteria.

3. Environmental & Community Implications

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

4. Financial Implications

Financial provision had been made to cover this expenditure.

5. Legal Implications

There are no specific legal implications related to this report.

6. Human Resources Implications

There are no specific human resources implications related to this report.

7. Equality and Inclusion Implications

Community Area Boards must fully consider the equality impacts of their decisions in order to meet the Council's Public Sector Equality Duty.

Community Area Grants will give local community and voluntary groups, Town and Parish Council's equal opportunity to receive funding towards community based projects and schemes, where they meet the funding criteria.

8. Safeguarding Implications

The Area Board has ensured that the necessary policies and procedures are in place to safeguard children, young people and vulnerable adults.

9. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
2646	Sovereign Housing Association	Westbury Ambitious and Learning Communities	£4131.00
<p>Project Description: This project supports the provision of adult learning linked to local job opportunities by ensuring access to suitable IT equipment for learners. This is a partnership project by Westbury Community Project with Sovereign Housing Westbury Town Council and Wiltshire College in response to evidence highlighting low income and high levels of unemployment in certain areas of the town. This project will enable Wiltshire College to deliver Level 1 courses to Westbury residents linked to employment opportunities and ambitions. Funding from Sovereign Housing will pay for venue costs and certain other consumables as well as a contribution to the capital costs.</p> <p>Input from Community Engagement Manager: (CEM put your input here)</p>			
<p>Proposal That the Area Board determines the application.</p>			

Application ID	Applicant	Project Proposal	Requested
2678	Westbury Heritage Society	Westbury Heritage Society Speaker/Meeting Equipment	£499.00
<p>Project Description: We require a grant for the purchase of a projector and screen as we have never owned equipment of this sort but we are increasingly finding we need it so our speakers can show their slides etc at our meetings.</p> <p>Input from Community Engagement Manager: (CEM put your input here)</p>			
<p>Proposal That the Area Board determines the application.</p>			

Application ID	Applicant	Project Proposal	Requested
2655	Bratton Parish Council	Bratton Community Orchard - Brush mower	£1057.60
<p>Project Description: Bratton Community Orchard is a fantastic community resource. It benefits the village as somewhere on people's doorsteps to walk and exercise to improve their health and wellbeing. It is also a haven for wildlife. The Council is keen to promote the orchard and encourage more people to use it. The purchase of a brush mower would enable the volunteers who manage the Orchard to carry out additional work to maintain the orchard in the best possible condition.</p> <p>Input from Community Engagement Manager: (CEM put your input here)</p>			
<p>Proposal That the Area Board determines the application.</p>			

Application ID	Applicant	Project Proposal	Requested
533	Westbury Youth Football Club	Westbury Youth FC Facilities Upgrade	£5000.00
<p>Project Description: Westbury Youth FC Redland Upgrade Westbury Youth FC provides football to nearly 300 children from Westbury and the surrounding areas. We require capital investment to improve facilities to increase the number of players and make our ground Redland Lane safer and more secure.</p> <p>Input from Community Engagement Manager: (CEM put your input here)</p>			
<p>Proposal That the Area Board determines the application.</p>			

No unpublished documents have been relied upon in the preparation of this report.

Report Author:

Liam Cripps

Community Engagement Manager

01225 713143

Liam.Cripps@wiltshire.gov.uk

Grant Applications for Westbury on 01/02/2018

ID	Grant Type	Project Title	Applicant	Amount Required
2646	Community Area Grant	Westbury Ambitious and Learning Communities	Sovereign Housing Association	£4131.00
2678	Community Area Grant	Westbury Heritage Society Speaker/Meeting Equipment	Westbury Heritage Society	£499.00
2655	Community Area Grant	Bratton Community Orchard - Brush mower	Bratton Parish Council	£1057.60
533	Community Area Grant	Westbury Youth FC Facilities Upgrade	Westbury Youth Football Club	£5000.00

ID	Grant Type	Project Title	Applicant	Amount Required
2646	Community Area Grant	Westbury Ambitious and Learning Communities	Sovereign Housing Association	£4131.00

Submitted: 11/12/2017 16:45:40

ID: 2646

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?

Westbury Ambitious and Learning Communities

6. Project summary:

This project supports the provision of adult learning linked to local job opportunities by ensuring access to suitable IT equipment for learners. This is a partnership project by Westbury Community Project with Sovereign Housing Westbury Town Council and Wiltshire College in response to evidence highlighting low income and high levels of unemployment in certain areas of the town. This project will enable Wiltshire College to deliver Level 1 courses to Westbury residents linked to employment opportunities and ambitions. Funding from Sovereign Housing will pay for venue costs and certain other consumables as well as a contribution to the capital costs.

7. Which Area Board are you applying to?

Westbury

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

BA13 3LY

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

Economy, enterprise and jobs

Inclusion, diversity and community spirit

Technology & Digital literacy

If Other (please specify)

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

£

Total Expenditure:

£

Surplus/Deficit for the year:

£

Free reserves currently held:

(money not committed to other projects/operating costs)

£

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

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

10b. Project Finance:

Total Project cost £8262.03

Total required from Area Board £4131.00

Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
12 x Lenovo Ideapad Laptops	4799.40	Sovereign Funding	yes	4131.03
12 x MS Office 2016 Software	1188.00			
WiFi router for courses held at Westbury Junior School	114.95			
12 x Logitech Wireless Mice	179.88			
Laptop security trolley with charging point	514.80			
Laser printer cable and one set of additional toner cartridges	350.00			
Room hire for initial 6-week daytime course	360.00			
Insurance contribution	125.00			
Publicity and admin	80.00			
Networking and Technical Support	550.00			
Total	£8262.03			£4131.03

11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

Westbury

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

The beneficiaries of this project are adult residents of Westbury who are wanting to develop their skills through adult education. The precise range of courses will be determined by ongoing consultation but will commence with Beginners IT which is where we have detected the greatest demand to be thus far. This investment will enable Wiltshire College to deliver Level one courses in Westbury - the cost of delivery being met by the college. Other revenue elements needed to deliver this project will be met with funding from Sovereign housing - as detailed in our costings. Sovereign is also providing the banking function for

our group until such time we get our own account opened which we anticipate being by March 2018. Our project aims to impact positively on data which highlights Education in the Westbury West ward among the bottom 3 percent nationally. Income levels being among the bottom 20 percent nationally. Employment in the bottom 20 percent nationally - twice the national average. Ref. UK Indices of Multiple Deprivation 2015 dclgapps.communities.gov.uk/imdidmap.html Our project aims to use community networks and partners to create a strong educational response to this problem and ensure adult education meets the ambitions of Westbury residents. For this reason we will be carrying out ongoing engagement - working in close partnership with local authorities - to listen to the needs of residents and local employers and to respond accordingly.

14. How will you monitor this?

Thanks to our partnership with Wiltshire College we will be able to share data about those residents progressing through adult education and keep a track of the outcomes achieved for each individual. We will also make the most of our relationships with local housing providers to ensure they refer residents into this service and share data with us about emerging needs.

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

This funding request will help us to meet the initial capital requirements of this project after which the provision of courses will be met by Wiltshire College and other sponsors who are willing to share venues including Westbury Junior School and Westbury Town Council until such time we have secured a venue to house this activity more permanently.

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

This application is a stand-alone project with assistance from other partners contributing resources and support as shown.

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)

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.

2678	Community Area Grant	Westbury Heritage Society Speaker/Meeting Equipment	Westbury Heritage Society	£499.00
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Submitted: 08/01/2018 17:30:31

ID: 2678

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?

Westbury Heritage Society Speaker/Meeting Equipment

6. Project summary:

We require a grant for the purchase of a projector and screen as we have never owned equipment of this sort but we are increasingly finding we need it so our speakers can show their slides etc at our meetings.

7. Which Area Board are you applying to?

Westbury

Electoral Division

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

BA13 3BN

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

Heritage, history and architecture

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

03/2017

Total Income:

£10024.73

Total Expenditure:

£11342.59

Surplus/Deficit for the year:

£-1317.86

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

£0.00

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

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

10b. Project Finance:

Total Project cost		£499.00		
Total required from Area Board		£499.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Projector	360.00	none		0.00
Screen	139.00	none		0.00
Total	£499			£0

11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

Westbury

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

Our members and the general public who attend our bi-monthly meetings to listen to our speakers.

14. How will you monitor this?

we have already experienced problems with borrowed equipment and speaker's equipment not working in our meeting setting so this request will rectify this problem.

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

NA

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

NA

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.

2655	Community Area Grant	Bratton Community Orchard - Brush mower	Bratton Parish Council	£1057.60
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Submitted: 13/12/2017 11:06:02

ID: 2655

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

The parish council is match funding the project to provide a brush mower for use at the Bratton Community Orchard - 157.60 is being provided from reserves.

5. Project title?

Bratton Community Orchard - Brush mower

6. Project summary:

Bratton Community Orchard is a fantastic community resource. It benefits the village as somewhere on people's doorsteps to walk and exercise to improve their health and wellbeing. It is also a haven for wildlife. The Council is keen to promote the orchard and encourage more people to use it. The purchase of a brush mower would enable the volunteers who manage the Orchard to carry out additional work to maintain the orchard in the best possible condition.

7. Which Area Board are you applying to?

Westbury

Electoral Division

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

BA134EU

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

Children & Young People
Countryside, environment and nature
Festivals, pageants, fetes and fayres
Health, lifestyle and wellbeing
Inclusion, diversity and community spirit
Recycling and green initiatives

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

03/2017

Total Income:

£59178.00

Total Expenditure:

£33940.00

Surplus/Deficit for the year:

£25238.00

Free reserves currently held:
(money not committed to other projects/operating costs)
£22000.00

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

The parish council has agreed to fund the project to 50 with the volunteers at the Orchard asking for a bid to be made to the Area Board for the remaining 50 of the cost. The Council is in the process of allocating a wide range of grants and support to a large number of local organisations and the free reserves are therefore in the process of being allocated. In addition, the parish council provides annual revenue support grant to the Orchard.

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

10b. Project Finance:

Total Project cost		£2115.20		
Total required from Area Board		£1057.60		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Grillo brush mower	2115.20	Council reserves	yes	1057.60
Total	£2115.2			£1057.6

11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

Westbury

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

The project has the potential to benefit everyone in Bratton as it is used by a good cross section of people from the village. The orchard is visited by families and children. There is also the potential for the equipment to be loaned to other local groups to enable the presentation of the village to be further uplifted. The brush mower will enable the volunteers to uplift the management and maintenance of the Orchard thus enhancing its appearance and encouraging its use for leisure health and wellbeing. The events held at the Orchard are also an excellent way of bringing the community together and the maintenance of the orchard is a vital contribution to local community cohesion. Improved access to the Orchard will help encourage visitors and result in more exercise being taken outdoors. The orchard is cared for by volunteers and more people may become interested in helping resulting in a greater level of exercise. Events and access to the orchard encourages an improved connection between individuals and their natural environment - spending time outdoors is a crucial part of childhood and research shows that children have a limited relationship with the natural environment and this is also the case with children living in the rural area.

14. How will you monitor this?

The volunteer monitors the use of the orchard and attendance at the events held there. The parish council receives a monthly update from the volunteers.

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

NA

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

NA

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.

ID	Grant Type	Project Title	Applicant	Amount Required
533	Community Area Grant	Westbury Youth FC Facilities Upgrade	Westbury Youth Football Club	£5000.00

Submitted: 06/12/2017 17:58:28

ID: 533

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

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?

Westbury Youth FC Facilities Upgrade

6. Project summary:

Westbury Youth FC Redland Upgrade Westbury Youth FC provides football to nearly 300 children from Westbury and the surrounding areas. We require capital investment to improve facilities to increase the number of players and make our ground Redland Lane safer and more secure.

7. Which Area Board are you applying to?

Westbury

Electoral Division

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

BA13 3QA

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

Sport/Leisure

Volunteering

Health

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

04/2017

Total Income:

£30320.86

Total Expenditure:

£31340.21

Surplus/Deficit for the year:

£1019.21

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

£11.60

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

We don't currently have enough in reserve. And the capital investment project requires greater than WYFC can currently afford.

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

10b. Project Finance:

Total Project cost		£8000.00		
Total required from Area Board		£5000.00		
Expenditure (Itemised expenditure)	£		Income (Itemised income)	Tick if income confirmed £
Fencing (inc. concrete etc)	3000.00			
Defibrillator	1000.00			
Water connection	1000.00			
Sewerage connection	2000.00			
Car Park aggregate	1000.00			
Total	£8000			£0

11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

Westbury

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?**14. How will you monitor this?**

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

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:

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)

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.

Area Board Projects and Councillor Led Initiatives Application Form 2017/2018

To be completed by the Wiltshire Councillor leading on the project

Please ensure that you have read the Funding Criteria before completing this form

PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

1. Contact Details

Area Board Name	Westbury Area Board		
Your Name	Councillor Jerry Wickham		
Contact number	<u>07980 701617</u>	e-mail	Jerry.wickham@wiltshire.gov.uk

2. The project

Project Title/Name	Wiltshire's White Horse Interpretation Boards		
Please tell us about the project /activity you want to organise/deliver and why? <i>Important: This section is limited to 900 characters only (inclusive of spaces).</i>	<p>It has been brought to our attention that the White Horse interpretation boards across the county are in a poor state and require replacement.</p> <p>This application is to deliver a new interpretation board at Bratton (Westbury) with a new laminate sign (with new design and content), to be bolted on to a frame.</p> <p>The new sign will be complete with an audio descriptor and a QR code linking to further information about the White Horse and the walking trail which connects the horses across the county. The application includes installation of the new sign.</p> <p>The project will form part of a larger scheme to improve the information available at each of the White Horses in Wiltshire.</p> <p>A draft design has been produced and this will be circulated to relevant groups and organisations for comments prior to production.</p> <p>Cllr Paul Oatway and Cllr Allison Bucknell are Member sponsors.</p>		
Where is this project taking place?	Bratton Camp and White Horse (Westbury)		
When will the project take place?	Signs to be installed Spring 2018		
What evidence is there that this project/activity needs to take place/be funded by the area board?	The poor state of existing signs has been picked up by members of the public who have complained that information is difficult to read. In addition, the interpretation boards are not accessible to those who are partially sighted or blind and lack a link to more detailed information.		

<p>How will the local community benefit?</p>	<p>The local community will benefit by having easy access to good information about their White Horse. The information will be accessible to a wider range of people due to the audio descriptor and improved legibility (with larger text and a better-quality sign).</p> <p>The website featured on the interpretation board will provide a map and description of a walking route between the White Horses. This will encourage people to get outside and explore the trail.</p>		
<p>Does this project link to a current Community Issue? (if so, please give reference number as well as a brief description)</p>			
<p>Does this project link to the Community Plan or local priorities? (if so, please provide details)</p>	<p>Affordable access to cultural activities, protecting the countryside, positive leisure time and activities, physical fitness and activity are all priorities set out in the most recent ISA document.</p>		
<p>Is this project supported by the Local Youth Network or Community Area Transport Group? (if it relates to young people or highways and transport)</p>			
<p>What is the desired outcome/s of this project? Improved provision of information at Wiltshire's White Horse sites.</p>			
<p>Who will be responsible for managing this project? Ken Oliver, Countryside Officer and Liam Cripps, Community Engagement Manager</p>			
<p>3. Funding</p>			
<p>What will be the total cost of the project?</p>	<p>£250</p>		
<p>How much funding are you applying for? Please note that only capital funding is available</p>	<p>£250</p>		
<p>If you are expecting to receive any other funding for your project, please give details</p>	<p>Source of Funding</p>	<p>Amount Applied For</p>	<p>Amount Received</p>
	<p>N/a</p>	<p>0</p>	
<p>Please give the name of the organisation and bank account name (but not the number) your grant will be paid in to. (N.B. We cannot pay money into an individual's bank account)</p>			
<p>4. Declaration – I confirm that...</p>			
<p><input checked="" type="checkbox"/> The information on this form is correct and that any grant received will be spent on the activities specified - CONFIRMED</p> <p><input checked="" type="checkbox"/> Any form of licence, insurance or other approval for this project will be in place before the start of the project outlined in this application - CONFIRMED</p>			
<p>Name: Liam Cripps</p>			<p>Date: 02.01.2018</p>
<p>Position in organisation: Community Engagement Manager</p>			
<p>Please return your completed application to the appropriate Area Board Locality Team (see section 3)</p>			

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

	Item	Update	Actions and recommendations	Who
	Date of meeting: 12th January 2018			
1.	Attendees and apologies			
	Present:	Russell Hawker, Gordon King, Liam Cripps, Kirsty Rose, Pat Whyte, Francis Morland, Alison Irving, Keith Youngs, Sarah Harris		
	Apologies:	Jerry Wickham, David Jenkins, Spencer Drinkwater,		
2.	Notes of last meeting			
		The minutes of the previous meeting were agreed at the Westbury Area Board meeting on the 7 th Dec 2017. http://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=173&MI d=11046&Ver=4		

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

3.	Financial Position			
		The remaining allocation for 2017/18 is £920 Footpath improvement funding = £6,192.12		
4.	Top 5 Priority Schemes			
a)	Issue 5417 White Horse Way, Westbury	KR has passed lining works for bar markings to be undertaken as part of the ad-hoc lining works package with costs to be recharged to CATG.	Await works to be undertaken Added to works ticket with a recharge to CATG. Likely to be next financial year now	KR.
b)	Issue 5129 - Bratton Road Westbury (White Horse Viewing Area)	Substantive bid successful. KR has ordered topographical survey and works package will be prepared once survey is available.	Works package to be prepared	KR
c)	Issue 5218 Wellhead Drove, Westbury	Concerns raised regarding junction with A350 and also farm vehicles leaving mud on Wellhead Drove.	KR to send letter. GK has approached informally Resident claims shared responsibility with Wiltshire Council. KR to investigate.	
d)	Penwood Close and Station Road	Concerns raised relating to lack of dropped kerbs within Penwood Close. KR contacted Selwood. Awaiting review from Selwood & confirmation of their financial contribution and permission for works on Selwood owned land. KR requested a 50/50 financial split – this would be £800 contribution from Selwood. .	Selwood happy to give permission for dropped kerbs. Selwood will not offer a financial contribution. Area Board to challenge the no contribution. KR & LC to draft a letter.	

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

e)				
5.	Other Priority schemes			
a)	Tower Hill, Dilton Marsh <i>Substantive Scheme</i>	A residents meeting was held on the 5 th Dec at Dilton Marsh Memorial Hall. Residents voted in favour of proceeding with the scheme as proposed. Works currently programmed to begin on 4 th April 2018.	KR to issue works package to contractor.	KR
b)	Issue 4927 Church Lane, Westbury Leigh	Awaiting Ringway to complete the work.		
c)	Issue 5088 Bitham Mill – Signing	Residents have requested multiple signage changes. KR estimates residents requests to be around £4,000 WTC not keen to rename. Cost implication to themselves and residents making personal changes. GK requested that KR and PW meet with him to discuss changes to street nameplate signing in order to put a proposal to Westbury Town Council.	Meeting to review/discuss signing changes to be arranged. KR has started to design new signage and has suggested places to locate. Approx cost £1,500 KR to bring full design to next CATG meeting	KR
d)	Issue 5608 The Ham Cottages to Hawkeridge Road	Substantive bid successful. KR has ordered topographical survey and design work will be undertaken upon receipt of survey.	KR to progress design/works package	
e)	Issue 5625 , 5627 and 5630 – Old Dilton	Concerns raised regarding increased traffic levels due to wedding venue	KR to visit the venue along with local member GK. Visit still to take place. GK arranging visit at Laverton with residents. KR to attend.	

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

			On-going, continue to monitor complaints. It is anticipated that this issue will be seasonal (wedding season)	
f)	Issue 5633 Chalford Westbury	Concern re speed of vehicles and request for traffic control	<p>Pursue community speedwatch in the local area if volunteers are available.</p> <p>KR to check with Speedwatch for volunteers. GK happy to assist.</p> <p>Leanne Homewood (Speedwatch) hasn't had any residents come forward to operate the scheme.</p>	
g)	Issue 5644 The Mead Lakes, Westbury	Awaiting confirmation of funding contribution for £750 from WTC.	Awaiting confirmation. Sarah to chase up.	
h)	Issue 5674 Coulston – 20mph request	There has been a delay in collecting traffic data due to a number of road closures in the area affecting the normal traffic flow and pattern through Coulston.	Surveys take place in coming weeks.	
i)	Issue 5809 A350 Westbury (West End/Market Place)	<p>Concerns regarding vehicle speeds, including HGVs, and narrow footways.</p> <p>Collision history indicates none of the collisions in the past 3 years have been speed related.</p> <p>Driver errors and weather conditions have been identified by the Police as a factor.</p>	<p>LC to order a metro-count.</p> <p>Metro count ordered, installed in wrong position according to the resident.</p> <p>Amendment to positioning to be made.</p>	
6.	New Requests / Issues			

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

a)	Issue 5871 Maristow Street, Westbury – Footway conditions	<i>Broken footway along Maristow St in Westbury especially in front of the Air Ambulance building. There are other areas along Maristow Street that fails to meet the criteria and needs attention. A site visit will illustrate the issue.</i>	Pat Whyte confirms that there is nothing that would meet criteria for repair. At this stage this would not be proceedable for resurfacing.	
b)	Issue 5874 Footway/path conditions, Westbury	<i>At the Westbury Town Council Highways Planning and Development Committee meeting on 20th November 2017 the Councillors would like to submit 4 locations in Westbury for consideration for the Pavement and Footway Improvement Scheme. 1Castle View - the uneven linking footpath between Bratton Road Castle View Fairdown Ave 2Penwood Close Penleigh Skate Park - block paving path 3The Mead footpath towards the Lakes 4Frogmore Road - uneven pavement</i>	Pat Whyte indicated that Frogmore Road and Castle View are the only 2 potentially able to access the funding. Pat to meet with both Gordon and David to discuss the works in their patches respectively.	
c)	Issue 5891 Footways, West End	<i>Broken pavement areas along the West End. By Baptist Church and further down towards Doggetts Lane in some areas near the church the footpath has dropped below the pavement.cracks and uneven surfaces appear along this area. Site visit will confirm locations.</i>	Pat Whyte confirms that there is nothing that would meet criteria for repair. At this stage this would not be proceedable for resurfacing.	
7.	Other items			
a)				
8.	Date of Next Meeting: 23rd March 2018			

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

Highways Officer – Kirsty Rose

1. Environmental & Community Implications

1.1. Environmental and community implications were considered by the CATG during their deliberations. The funding of projects will contribute to the continuance and/or improvement of environmental, social and community wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

2. Financial Implications

2.1. All decisions must fall within the Highways funding allocated to Westbury Area Board.

2.2. If funding is allocated in line with CATG recommendations outlined in this report, and all relevant 3rd party contributions are confirmed, Westbury Area Board will have a remaining Highways funding balance of £

3. Legal Implications

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

4. HR Implications

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

5. Equality and Inclusion Implications

5.1 The schemes recommended to the Area Board will improve road safety for all users of the highway.

6. Safeguarding implications