

AGENDA

Meeting: Westbury Area Board
Place: Laverton Hall, Bratton Road, Westbury
Date: Thursday 18 October 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 Stuart Figini (Democratic Services Officer), direct line 01225 718221 or email stuart.figini@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
Cllr David Jenkins, Westbury North (Chairman)
Cllr Gordon King, Westbury East (Vice-Chairman)
Cllr Jerry Wickham, Ethandune

RECORDING AND BROADCASTING NOTIFICATION

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By entering the meeting room you are consenting to being recorded and to the use of those images and recordings for broadcasting and/or training purposes.

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

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 - 8</i>) To confirm the minutes of the meeting held on 7 th June 2018.	7.05pm
4. Declarations of Interest To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.	
5. Chairman's Announcements (<i>Pages 9 - 16</i>) The Chairman will make the following announcements: <ul style="list-style-type: none"> • Local Government Boundasry Commission for England – Consultation (Update attached encouraging residents to submit views on the Commission’s proposals for electoral divisions in Wiltshire. • Localised Labour Markets Intelligence – Update attached • Annual Electoral Canvass – Update attached • Animal Licensing – Update attached 	7.10pm
6. Future of Pavilion on Penleigh Park Recreation Ground To receive feedback from POPCAN, Team10 and Sovereign following the listening activities undertaken during the summer at Penleigh and Oldfield Park where local priorities and partnership opportunities were identified.	7.15pm
7. KP Youth Project - Grant Update To receive a presentation from the KP Youth Project following the community grant recevied at a recent meeting of the Area Board.	7.25pm
8. Old Youth Centre Building Project To receive an update from Richard Hatt and his team.	7.35pm
9. Community Fridge To receive a presentation from the Wildlife Trust about the Community Fridge project.	7.45pm
10. Westbury Neighbourhood plan To encourage sign up to the Westbury Neighbourhood Plan.	8.00pm

11.	<p>Partner and Community Updates (<i>Pages 17 - 34</i>)</p> <p>To receive any updates from partners including:</p> <ul style="list-style-type: none"> • Wiltshire Police • Dorset and Wiltshire Fire and Rescue Service • Westbury LYN (including funding requests) • BA13+ Community Area Partnership • Healthwatch Wiltshire • NHS Wiltshire Clinical Commissioning Group • Town and Parish Councils 	8.10pm
12.	<p>Westbury Festival - Update</p> <p>To receive an update on the Westbury Festival from Westbury Town Mayor – Cllr Ian Cunningham.</p>	8.30pm
13.	<p>Community Area Grants (<i>Pages 35 - 48</i>)</p> <p>To consider three applications for funding from the Community Area Grants Scheme:</p> <ul style="list-style-type: none"> • West Wilts Gymnastics and Fitness - £1000 towards parkour safety pits • Westbury Lions/Leos - £500 towards Leos restoration of lost Quaker Grave yard • Westbury Youth Football Club - £2750 towards Westbury Youth FC Security & Water Supply 	8.40pm
14.	<p>Community Area Transport Group</p> <p>To consider any recommendations arising from the CATG meeting held on 28th September 2018.</p>	8.55pm
15.	<p>Urgent items</p> <p>Any other items of business which the Chairman agrees to consider as a matter of urgency.</p>	9.00pm
16.	<p>Future Meeting Dates, Forward Plan, Evaluation and Close</p> <p>The next meeting of the Westbury Area Board will take place on:</p> <p>Thursday 6th December 2018 at The Laverton Hall, Westbury BA13 3EN</p> <p>Future Meeting Dates</p> <p>Thursday 21st February 2019 at The Laverton Hall, Westbury BA13</p>	

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Thursday 4th April 2019 at The Laverton Hall, Westbury BA13 3EN

MINUTES

Meeting: WESTBURY AREA BOARD
Place: The Laverton Hall, Bratton Road, Westbury
Date: 7 June 2018
Start Time: 7.00 pm
Finish Time: 8.50 pm

Please direct any enquiries on these minutes to:

Stuart Figini (Democratic Services Officer), Tel: 01225 718221 or (e-mail) stuart.figini@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

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

Other Wiltshire Councillors

Cllr Richard Clewer

Wiltshire Council Officers

Liam Cripps – Community Engagement Manager
Jan Bowra – Local Youth Facilitator
Stuart Figini – Democratic Services Officer

Town and Parish Councillors

Westbury Town Council – Ian Cunningham

Partners

Wiltshire Police – Inspector Andy Fee
BA13+ Community Area Partnership – Carole King

Others

Westbury Junior School – Richard Hatt (Headteacher), Declan (pupil and Team Ten), Bradley (pupil and Team Ten) and Harvey (pupil and Team Ten)
Penleigh and Oldfield Park Community Action Network – T. Devereux and B. Smith
Sovereign – Scott Jacobs-Lange

White Horse News – Ben Fenlon

KP Youth Project – Dave Keely, Luke Pinnell, Jack Pearce, David Radford, Layton Scott, Callum Farthing, Quinn Rice and Stanlea Carter

Total in attendance: 31

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<u>Election of Chairman</u> Resolved: To appoint Cllr David Jenkins as Chairman of the Westbury Area Board for the 2018/2019 municipal year.
2.	<u>Election of Vice-Chairman</u> Resolved: To appoint Cllr Gordon King as Vice-Chairman of the Westbury Area Board for the 2018/2019 municipal year.
3.	<u>Chairman's Welcome and Introductions</u> <p>The Chairman welcomed everyone to the meeting of the Westbury Area Board.</p>
4.	<u>Apologies for Absence</u> <p>Apologies for absence were received from Phil McMullen – BH13+ Partnership</p>
5.	<u>Minutes</u> <u>Decision</u> The minutes of the meeting held on 12th April 2018 were agreed as a correct record.
6.	<u>Declarations of Interest</u> <p>Cllr Russell Hawker declared a personal interest in agenda item no. 13 (Community Area Grants) as his brother is Chairman of Westbury and District Cricket Club that used the Bratton Recreation Ground and the Management Committee of the Recreation Ground had applied for a Community Area Grant.</p>
7.	<u>Chairman's Announcements</u> <p>The Chairman drew attention to the following written announcements included in the agenda pack:</p> <ul style="list-style-type: none"> • Becoming a foster carer • Salisbury Recovery
8.	<u>Appointment of Working Groups and Outside Bodies</u> <p>The Area Board considered a report requesting the appointment of representatives to Outside Bodies, and to reconstitute and make appointments to Working Groups for the year 2018/19.</p>

	<p>Resolved:</p> <ol style="list-style-type: none"> 1. To appoint Councillor representatives to the outside bodies as set out in Appendix A of the report. 2. To reconstitute and appoint to the working groups of Westbury Area Board as set out in Appendix B of the report, subject to Cllr Jerry Wickham being an additional appointed to the Health and Wellbeing Group. 3. To note the Terms of reference for the Working Groups, as set out in Appendix C of the report, 4. To reappoint Sandie Lewis as the Older People’s Champion.
9.	<p><u>Electoral Review</u></p> <p>The Area Board received a presentation from Cllr Clewer, Cabinet Member for Corporate Services, Heritage, Arts & Tourism & Housing about the Electoral Review being undertaken by the Local Government Boundary Commission for England, (LGBCE) to determine both the overall number of councillors on the Council, and the pattern of divisions within the Council.</p> <p>Cllr Clewer explained that the Review was required because 25 Divisions within Wiltshire had a variance from the average in the size of their electorate of more than 10%, and 2 Divisions had a variance from the average of over 30%. In particular Cllr Clewer referred to the current electorate for Westbury and the projected electorate for 2024 along with the projected numbers for 2024 in each Parish.</p> <p>The Area Board noted that the LGBCE draft recommendations for the number of Councillors for Wiltshire Council had been delayed. Once the draft recommendations had been released there would be a period of public consultation, prior to final recommendations from the LGBCE and Parliamentary approval. The review’s outcome, if implemented, would apply from the next elections in May 2021.</p> <p>Cllr Clewer responded to a question about potential changes to Wards boundaries and their current alignment with Parish boundaries.</p> <p>The Chairman thanked Cllr Clewer for his presentation, and encouraged residents and parish councils to submit any comments or views to Wiltshire Council at committee@wiltshire.gov.uk.</p>
10.	<p><u>Future of Pavilion on Penleigh Park Recreation Ground</u></p> <p>The Area Board Welcomed Scott Lang, Richard Hatt (Headteacher at Westbury Junior School) and pupils from Westbury Junior School, formerly know as Team Ten, who spoke about the future of the Pavilion on Penleigh Park Recreation Ground.</p>

	<p>The pupils from the school commented on a recent community consultation event held at the Recreation Ground where residents were asked whether they supported the idea of the Pavilion being rebuilt. It was noted that the overwhelming response received from those attending the event was 'yes' they would like to see the pavilion rebuilt.</p> <p>The Area Board noted the desires of the local residents about the future use of the pavilion and the issues/opportunities at Penleigh Park including the management of the recreation space. The following issues and comments were raised:</p> <ul style="list-style-type: none"> - History of the Pavilion - Skate park and request for the installation of CCTV and lighting - The status of the site – Town Green <p>The Community Engagement Manager confirmed that the Pavilion would need to be demolished as it was beyond repair. The demolition would be to slab level, allowing the rebuild of a new pavilion in the future.</p> <p>The Area Board thanked Team Ten for an excellent presentation and noted that this was the start of the journey to have the Pavilion rebuilt for use as a local asset.</p> <p>Resolved: That the Community Engagement Manager confirm the status of the site with the Council's Facilities Management team and future rebuilt requirements.</p>
11.	<p><u>Leigh Park - Public Open Space (POS) - Part of Penleigh Park Recreation ground</u></p> <p>The Area Board received an update from Cllr Hawker about a strip of land in Penleigh Park Recreation Ground that was currently in the ownership of Persimmon Homes. Cllr Hawker spoke about the importance of the Council adopting the strip of land. The Technical Team Leader of Waste and Environment Commissioning had contacted Persimmon and had received the following response:</p> <p style="text-align: center;"><i>'As you may recall, there were certain areas at the northern end of the Leigh Park development that were not offered for adoption at the time we were progressing all of the other POS adoptions. This is currently being discussed at Director level, whereupon I will be able to get back to you'</i></p> <p>Cllr Hawker explained that he would continue to monitor the situation and update the Area Board once further information was available.</p>
12.	<p><u>Asset Transfer - Old Youth Centre, Westbury</u></p> <p>The Area Board received a presentation from Richard Hatt, Headteacher of</p>

	<p>Westbury Junior School about a proposed Asset Transfer of the Old Youth Centre, Westbury to a local community group.</p> <p>Mr Hatt explained the process undertaken by the community group to achieve charitable status and that the asset transfer submission had been made to the Council's Facilities Management Team for consideration. He further explained the potential uses for the Centre, how it would be of benefit to the local community and asked the Area Board to support their submission.</p> <p>Cllr King asked the Area Board to not confuse the potential application with the strategic transfer of assets and services to town & parish council's, a process which is currently delayed owing to resource and process issues. He indicated that the request is a genuine, standalone application made on behalf of the community, for the benefit of the community. The request was not associated with the strategic and corporate objectives of either the unitary or town council and Cllr King suggested that Westbury Area Board, as the local executive of Wiltshire Council, should require this matter to be immediately progressed.</p> <p>The Councillors noted that they could not prejudge any decisions about the requested asset transfer, prior to it being considered at a future Area Board meeting. However, they could ask officers to consider progressing the application as a matter of urgency.</p> <p>Resolved: That the Area Board asks the Council's Facilities Management Team to progress the application process for the asset transfer of the Old Youth Centre, Westbury to a local community group as a matter of urgency.</p>
13.	<p><u>Partner and Community Updates</u></p> <p>The Area Board received and noted the following updates from key partners:</p> <ul style="list-style-type: none"> (a) Wiltshire Police Inspector Andy Fee presented his report from which referred to a number of operational staffing matters, the new Control Strategy and areas of focus for the next 12 months, community policing priorities in the Westbury area and community speedwatch. Inspector Fee responded to the following issues raised at the meeting concerning modern slavery, anti-social behaviour in areas close to the town centre, and crimes against vehicles. (b) Dorset and Wiltshire Fire & Rescue Service There was no update. (c) Westbury LYN Jan Bowra, Locality Youth Facilitator (LYF), presented a report requesting the Area Board to consider three applications for Youth Grant Funding as detailed in the agenda pack. The Area Board were reminded that these applications had been deferred

	<p>from the previous meeting.</p> <p>The LYF explained that the LYN budget for 2018/19 had now been released and there were sufficient funds available to meet the proposed expenditure.</p> <p>Resolved:</p> <p>i) That the following Youth Grant applications be agreed:</p> <ul style="list-style-type: none"> • KP Garage and Body Shop for teaching skills in the motor trade to local young people for £3,000. • Matraver’s School for a combined cadet force corps of drums for £2,000. • Youth Adventure Trust for vulnerable young people 2018 Forest Camps for £1,200; <p>(d) BA13+ Community Area Partnership The written report was received and noted.</p> <p>Carole King (Chairman of the BA13+ Partnership) presented the report and highlighted that (i) Dementia Action Week had taken place between 21st – 27th May 2018, (ii) Westbury Junior School had undertaken the Dementia Friendly training, and (iii) that the Partnership would be involved in a metrocount with speeding on the B3098 Baynton House Lodge.</p> <p>(e) Healthwatch Wiltshire The written report was received and noted.</p> <p>(f) Wiltshire Clinical Commissioning Group (CCG) The written report was received and noted.</p> <p>(g) Westbury Town Council The Mayor, Westbury Town Council, referred to the Westbury summer celebration and concert due to be held on 7th July 2018. He explained that this year’s event had a Caribbean theme and he encouraged everyone to attend to sample authentic Jamaican street food and enjoy the sound of Samba music.</p>
14.	<p><u>Community Area Grants</u></p> <p>Members considered an application for the Community Area Grants Scheme funding as detailed in the agenda pack. The applicant gave a brief statement about the reasons for their grant request.</p> <p>Resolved:</p> <p>That the following grant application be agreed:</p> <p>a. Bratton Recreation Ground Management Committee</p>

	towards improvements to Bratton Recreation Ground - £1,500
15.	<p><u>Community Area Transport Group</u></p> <p>The Area Board received the notes of the Westbury Community Area Transport Group (CATG) meeting held on 23rd March 2018 and 25th May 2018.</p> <p>Resolved:</p> <ul style="list-style-type: none"> i) Notes the discussions and updates outlined in the report of 23rd March 2018 and 25th May 2018. ii) Approves the allocation of £1125 towards additional/amended street name plates for Bitham Mill and Bitham Mill Courtyard, with a contribution of £375 from Westbury Town Council. (Issue No. 5088) iii) To remove issue no. 5644, The Mead Lakes, Westbury from the the Top 5 Priority Scheme list following its completion.
16.	<p><u>Urgent items</u></p> <p>There were no urgent items.</p>
17.	<p><u>Future Meeting Dates</u></p> <p>The next meeting of the Westbury Area Board will be held on</p> <p style="text-align: center;">Thursday 26th July 2018 at The Laverton Hall, Westbury BA13 3EN</p> <p>Future Meeting Dates:</p> <p>Thursday 18th October 2018 at The Laverton Hall, Westbury BA13 3EN</p> <p>Thursday 6th December 2018 at The Laverton Hall, Westbury BA13 3EN</p>

Agenda Item 5.

Chairman's Announcements

Subject:	Electoral Review of Wiltshire Council- Update Consultation on New Division Boundaries
Web contact:	committee@wiltshire.gov.uk / https://consultation.lgbce.org.uk/node/14518

The Local Government Boundary Commission for England has decided up on a future council size for Wiltshire Council of 98.

A consultation on a pattern of electoral divisions for that council size will run from 28 August 2019 to 5 November 2019. Any person or organisation can access the consultation portal and respond at this [link](#). If you would like to make a submission please see the link to the briefing note below to assist you.

Any proposals must align as closely as possible to an electorate size of 4291 per division (projected figures for 2024), reflect community identity, and provide convenient and effective local government.

Wiltshire Council will be making a submission on a pattern of divisions, and welcomes any representations from any person or organization to assist it in preparing that submission. Any representations should be sent to committee@wiltshire.gov.uk

For more detailed background information and next steps please see this [briefing note](#).

Chairman's Announcements

Subject:	Localised Labour Market Intelligence (LMI)
Web contact:	https://workwiltshire.co.uk/

The Employment and Skills service have produced labour market intelligence documents broken down by parliamentary constituencies which are now available to view on the [Work Wiltshire website](#).

They have been published as easy-to-read, user-friendly documents; providing advice and tips about breaking into a range of industries. Each section has been produced as an infographic which can be used separately from the rest of the document.

The Local Market Intelligence documents offer inside knowledge on trends and facts on the job market so people can understand what types of employment opportunities are around and to help plan for the future.

They include sections on:

- Demographics - who is employed, what type of employment they have, what qualifications residents in the area have and average earnings
- Employment breakdown - industry sectors in your area
- Destinations – highlighting where Key Stage 4 and 5 pupils went after finishing their education
- Local businesses - links to interactive maps showing a selection of local businesses
- Employers in Wiltshire - how firms hire staff in the county
- Apprenticeships vacancies and opportunities
- Future jobs - employment and industry sector projections
- Definitions
- Comparison data

Also available on the website is a separate LMI series focusing in on priority industry sectors in the County, these include:

- Business and finance
- Construction
- Digital and creative
- Agriculture, environmental and animal care
- Health and life sciences
- Manufacturing and engineering

Laura Mayes, Wiltshire Council Cabinet Member for Children, Education and Skills, said: "These documents are a valuable resource, especially for newcomers to employment and training.

"They explain what industry sectors there are in your local area, what qualifications are needed to work in those industries, relevant apprenticeships,

Chairman's Announcements

how they recruit, examples of salaries, growth prospects, masses of information about Wiltshire employers, and where you can study.

"They are incredibly useful in giving young people and the wider public a better understanding of the labour market in their area."

Chairman's Announcements

Subject:	Council urges electronic answer to electoral roll inquiries
Web contact:	http://www.wiltshire.gov.uk/elections-register-to-vote

Between August and November 2018, we will be sending out around 220,000 Household Enquiry Form (HEF) one to every residential property in Wiltshire. This form is used to collect information to ensure anyone who is eligible to register at the property is actually registered.

It is a legal requirement to provide the information requested to ensure it is still current and accurate.

It is important that you respond to this form to avoid reminders being sent.

The quick and easy way to respond to your form

Using the security codes printed at the top of your Household Enquiry Form

- Online at: www.householdresponse.com/wiltshire
- Telephone: (Freephone) 0800 197 9871
- Text: NOCHANGE to 80212

If you add anyone to the form they will still need to register individually by going on **www.gov.uk/register-to-vote**. They will need to provide their date of birth and national insurance number to complete their registration.

If you are unable to use the automated options, you can complete and return the form in the envelope provided.

For more information on electoral registration and voting, visit <http://www.wiltshire.gov.uk/elections-register-to-vote>

Electoral Services
Wiltshire Council

Chairman's Announcements

Subject:	Animal Licensing
Web contact:	http://www.wiltshire.gov.uk/licences-permits-animal

A new licensing regime for Animal licensing is taking effect from 1 October 2018, with significant implications for Wiltshire Council's Licensing Team and new and existing licence holders

Links to the new regulations and DEFRA guidance documents are available on Wiltshire Council's website

<http://www.wiltshire.gov.uk/licences-permits-animal>

Below is a brief summary of the implications of the new regulations:

The Animal Welfare (Licensing of Activities Involving Animals)(England) Regulations 2018 define the animal based activities that require licences as follows:

- Selling animals as pets (or with a view to their being later resold as pets) in the course of a business including keeping animals in the course of a business with a view to their being so sold or resold.
- Providing or arranging for the provision of accommodation for other people's cats or dogs in the course of a business on any premises where the provision of that accommodation is a purpose of the business. (This includes home boarding)
- Hiring out horses in the course of a business for either riding, instruction in riding, or both.
- Breeding three or more litters of puppies in any 12-month period; or breeding dogs and advertising a business of selling dogs.
- Keeping or training animals for exhibition in the course of a business for educational or entertainment purposes, either to any audience attending in person, or by the recording of visual images of them by any form of technology, or both.

All four existing types of licence, together with the additional activity of keeping and training animals for exhibition, will be encompassed by one new 'Animal Activity licence'. If an applicant is running more than one licensable animal related activity, each activity will be assessed separately and set out in one licence. The length of licence (previously one year in most cases) may be anything between one and three years dependent on the outcome of their inspection, and the type of licence

Local Authorities current arrangements include locally set conditions. The new provisions contain nationally set regulations for each animal based activity, which cannot be changed in any way and form the basis for conditions on the new licences going forward.

The fees are now to be split into two parts – the application fee, payable at the time of submission to cover the Council's costs in considering and determining the application, and the licence fee, which covers ongoing enforcement and compliance requirements. Ahead of the implementation date, revised fees will be set to accommodate the changes.

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Wiltshire currently has 269 licensed animal licensed premises and most licences under the existing legislation with the majority of licences expiring on 31st December 2018.

The Licensing Team are planning to hold information seminars for new applicants and existing licence holders early in October 2018.

Please direct any questions on the new regulations to
Publicprotectionnorth@wiltshire.gov.uk / or 01249 706555



Westbury Area Board 18th October



Chimney safety

A clean chimney can help prevent fires and structural damage to your property. Regular cleaning of your chimney or flue will eliminate the build-up of soot and clear obstructions such as bird or animal nests, leaves and debris.

It is not enough to use a vacuum cleaner and you should make sure that your chimney or flue is inspected regularly.

Chimneys should be swept:

- At least once a year when using smokeless fuels
- At least once a year when using bituminous coal
- Every three months when burning wood
- Once a year when using oil
- Once a year when using gas

The following safety advice should always be followed when lighting an open fire or woodburning stove:

- Don't use flammable liquids such as petrol or paraffin to light your fire.
- Don't burn excessive amounts of paper or rubbish.
- Don't overload the fire with fuel.

When the fire is alight, check the loft space occasionally to make sure there is no smoke leaking from cracks, defective brickwork or mortar joints

Further information

Guild of Master Chimney Sweeps www.guildofmasterchimneysweeps.co.uk

National Association of Chimney Sweeps – www.nacs.org.uk

Getting Ready for winter



Keeping warm in the winter means using portable heaters, electric blankets or wheatbags – but all of these carry a fire risk.

Portable heaters

- Keep heaters at least one metre (3ft) away from curtains and furniture.
- Never use portable heaters for drying clothes.
- Always unplug portable heaters before going to bed or leaving the property.
- Only use gas and paraffin heaters in well ventilated areas.

Open fires

- Keep chimneys and flues clean and well maintained, ensuring that they are swept at least once a year.
- Make sure you always use a fireguard to protect against sparks and hot embers.
- Don't hang laundry too close to the fire in case of sparks.
- Ensure that the fire is fully out before you go to bed or leave the property.

Gas fires

- A Gas Safe registered engineer should carry out installation and maintenance.
- Ventilation is essential – vents should never be blocked or obstructed.
- Do not turn any electrical switches on or off if you can smell gas.
- If you can smell gas, get out of the property and call 999.

Electric blankets

- When buying an electric blanket, go to a reputable retailer and make sure the product meets the current UK and European safety standards – for example, BEAB Approved.
- Always read the manufacturer's instructions before use.

- Never use a hot water bottle in the same bed as an electric blanket, even if the blanket is switched off.
- Unplug blankets before you get into bed unless they have a thermostat control for safe all-night use.
- When storing an electric blanket, don't fold it as this may damage the internal wiring. Store flat or rolled up.
- Examine the blanket regularly for signs of wear and tear – for example, worn or frayed fabric, scorch marks, wires poking through the material, any damage to the flex. If you find an issue, get the blanket replaced.
- Get your blanket tested by a qualified electrician at least every three years and replace blankets every ten years.

Wheat bags



Wheat bags can provide warmth, relief and comfort when used properly but, as with any product involving heat, there is a danger of fire and a risk of injury if care is not taken.

Wheat bags available in shops usually contain buckwheat. Because the moisture content and volume of filling is known, the manufacturer can recommend safe heating times. If you follow the recommended heating time, the bag should not overheat, cause a fire or burn you.

Homemade wheat bags can pose a greater fire and injury risk, because the moisture content and volume is not known, and the proper heating time can't be recommended. The use of a type of wheat other than buckwheat may increase the risks of overheating, fires and burns.

Top tips

- If you want to use wheat bags, buy from a shop rather than making your own and make sure there are clear instructions.



- Ensure that the wheat bag conforms to British Standards and always follow the manufacturer's instructions with care.
- Make sure that the wheat bag is not heated for too long, or at too high a temperature, and never leave unattended during the heating process.
- Check that the microwave turntable is working properly and is not obstructed in any way. This will ensure that the bag is heated safely, without 'hot spots' being formed.
- Don't add oils to wheat bags as, over time, you will saturate the cover cloth and create an added fire risk.
- Continual heating and drying of the wheat bag may overheat it to ignition point. When heating it in a microwave, add a cup or bowl of water on the turntable to reduce this risk.
- Don't use wheat bags or heat packs as bed warmers – only use for direct application to the body.
- Don't use if the bag shows any signs of over-use, e.g. discolouration, smell of burning or charring.
- Leave bags to cool on a non-combustible surface, such as a draining board, and never reheat bags until they are completely cooled (which could be up to two hours).

Safe and Well Visits- Home safety

Natasha Viljoen is the Safe and Well Advisor that covers Mere and Tisbury and Martyn Jones is the Safe and Well Advisor that covers Wilton. Please contact, natasha.viljoen@dwfire.org.uk or martyn.jones@dwfire.org.uk to arrange for a talk to your group or an individual visit.

A Safe and Well visit is FREE and normally lasts 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 the occupier may need

If you have 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 <https://www.dwfire.org.uk/safety/safe-and-well-visits/> to book one.



Your local station is recruiting

On-call (retained) firefighters are ordinary people doing extraordinary work – they are men and women who may have other jobs or responsibilities as well as their vital role with the Fire & Rescue Service.

On-call firefighters are part-time staff who make themselves available for emergency call-outs depending on their other commitments. They are usually contracted for between 48 and 120 hours per week, but this can vary. Between them, each fire station team will provide cover for weekdays, evenings, nights and weekends.

How many firefighters are on-call?

Some 60% of firefighters in Dorset and Wiltshire work on an on-call basis, making them hugely important to both the Service and the communities that they serve. Of our 50 stations, the majority are crewed only by on-call firefighters and on-call staff work alongside their wholetime colleagues at many of our other stations.

Who can be an on-call firefighter?

Our on-call staff come from all walks of life: they may be employed, self-employed, parents at home or students. Some work in building or allied trades, whilst others are shop assistants, farmers, typists, factory workers or managers.

What they all have in common is self-reliance, confidence, respect, enthusiasm, team spirit and a willingness to be ready for anything when they are alerted to an emergency.

On-call and wholetime firefighters are expected to meet the same entry standards and they receive the same training and development to enable them to work to common standards.



Who can apply?

You can find out more about the role and current vacancies through these pages, but key requirements for applicants are:

- You must be at least 18 years old when you join us (you can apply once you are 17½)
- You must be able to respond and attend the fire station within five minutes (this can vary slightly dependant on location)
- You must have a good standard of physical fitness
- You must have the right to work in the UK

If you are unsure if you can apply, please contact our HR team on 01722 691444 or email recruitment@dwfire.org.uk

Response

Incidents

August 2018

Category	Westbury
False alarm	5
Fire	1
Special Service	3
Total	9

September 2018

Category	Westbury
False alarm	8
Fire	5
Special service	4
Total	17

Community Safety Plan DWFRS Community Safety Plan 2017-2021

Outlines our plans for the future. It explains the diverse services we provide and how we plan to improve and deliver them over the four-year period. The plan can be found on the DWFRS website <http://www.dwfire.org.uk/community-safety-plan/>

James Plumley

Station Manager, Warminster, Tisbury, Mere and Westbury

Dorset & Wiltshire Fire and Rescue Service

Telephone: 01722 691 743

Mob. 07825 927 829

Email: james.plumley@dwfire.org.uk

Web: www.dwfire.org.uk

Report to Westbury Area Board
Date of meeting 18th October 2018
Title of report Youth Grant Funding

Purpose of the Report:

To consider the applications for funding listed below. Also to note items listed under point five of this report.

Applicant	Amount requested	LYN Management Group recommendation
Westbury Youth Club	£2655.00	Award £2796.00 (see below)
Westbury Youth FC	£2750.00	To be considered from the Community Budget

1. Background

Any recommendation made from the LYN Management Group will have been made in accordance with the following guidelines:

- Leaders guidance for Community Area Boards on Positive Activities for Young People
- Positive Activities for Young People local Youth Network Terms of Reference
- Positive Activities Toolkit for Community Area Boards

Young people have considered this application and identified it as a priority for Area Board funding.

2. Main Considerations

- 2.1. Councilors will need to be satisfied that Youth Grant Funding awarded in the 2018/19 year are made to projects that can realistically proceed within a year of it being awarded.
- 2.2. Councilors will need to decide and be assured that young people and the community will benefit from the funding being awarded and the project/positive activity proceeding. The application should meet the identified needs, priorities and outcomes for young people in the areas, as identified in the LYN Needs Assessment and Strategic Plan.
- 2.3. Councilors will need to ensure measures have been taken in relation to safeguarding children and young people.
- 2.4. Councilors will need to ensure that young people have been central to each stage of this Youth Grant Funding application.

3. Environmental & Community Implications

Youth 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

4.1. For 2018/19 Westbury Area Board was allocated £12,896.00

4.2. The Westbury Area Board Youth Funding balance for 2018/19 is £2796.00

4.3. All decisions must fall within the Youth Funding allocated to Westbury Area Board.

If funding is awarded in line with the LYN recommendations outlined in this report Westbury Area Board will have a Youth Funding balance of £0.00 for the remaining 2018/19 financial year.

5. LYN report

A Local Youth Network meeting was held on 11th September 2018 where 1 grant application for positive activities and services for young people was discussed. Members of the LYN agreed that the grant application meet the grants criteria and responded to local needs for young people.

The Westbury Youth FC application was not considered as part of the LYN process as it was not received in time and as the application has been identified as 'Capital' rather than 'revenue'.

6. Legal Implication

There are no specific legal implications related to this report.

7. Human Resources Implications

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

8. Equality and Inclusion Implications

Ensuring that Community Area Boards and LYNs fully consider the equality impacts of their decisions in designing local positive activities for young people is essential to meeting the Council's Public Sector Equality Duty.

9. Safeguarding Implications

The Area Board has ensured that the necessary policies and procedures are in place to safeguard children and young people. The Locality Youth Facilitator has assessed this application agreed it meets safeguarding requirements.

10. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
614	Westbury Youth Club	Westbury YC Sept 18	£2655.00
Approximately 80 of our 40 members will be in the 13-19 years range during the coming year the remaining are aged 12. The club meets weekly during term time providing a safe venue for up to 40 young people to undertake enjoyable and stretching activities interact with others as well as adults gaining a better understanding of the need for an appropriate code of conduct and behaviour. In addition, they are taken off site for additional experiences such as problem solving fun sessions and team building all requiring working with other young people and gaining a heightened sense of the importance of working with others			
Recommendation To award the full CYB amount of £2796.00 – it was recommended that the remaining Community Youth Budget should be awarded. It was agreed, if the amount of £2655.00 were to be awarded, the remaining balance would be £141.00, which the group agreed			

would not be efficient to go toward any further projects for the remaining of this financial year.

Condition of Grant

Risk Assessment required for trip

Application ID	Applicant	Project Proposal	Requested
613	Westbury Youth FC	Security Water Supply	To be considered from the Community Budget

Recent improvements have been hindered by vandals and thefts from Redland Lane. Our security fencing improvements have made some difference however maintenance equipment has been stolen and vandals have damaged goals pitches and storage containers. Additional security measures are required. Additionally, in order to improve our girls section the club wishes upgrade the toilets facilities. The first step is introducing a water supply to Redland Lane.

**Recommendation
Short Paragraph**

Funds to be considered from the Community Budget instead of the Community Youth Budget has the project has been identified as 'Capital'.

Application ID	Applicant	Project Proposal	Requested

Project Description

Recommendation

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



BA13 COMMUNITY AREA PARTNERSHIP Report September 2018

The partnership having taken a summer break this year, the most recent BA13+ Community Area Partnership meeting took place on 17th May at the Laverton and focussed on community safety in the Westbury area.

This latest in an increasingly popular series of public meetings, which have in the past year also covered issues as diverse as the Environment, the Arts, Transport, Health and Business issues, welcomed as guest speaker on this occasion Supt. Dave Minty who is Head of Force Operations at Police HQ, London Road, Devizes.

Supt. Minty introduced himself and explained he was responsible for the Control Centre and primarily here to talk about issues with the 101 service.

Supt. Minty agreed that there were problems with the IT system they use but that they had a very dedicated team of staff. They receive 30,000 calls a month on average. Peak periods with 101 are Monday mornings and the evenings, but not necessarily weekends. They also receive a lot of calls which aren't police issues, unfortunately.

Their 999 call demand has increased by 10%. 96% of those calls are answered within 10 seconds. They also now have a new, better website. Eventually this will include web-chat. That will take a little time to achieve however.

In summarising, Carole King the Chair of BA13 CAP warmly thanked Supt. Minty for a very engaging and interesting presentation.

The Steering group met again on 18th September and reviewed the Partnership's Annual Workplan. It was agreed that the next Partnership meeting, which is on **1st November 2018**, will be the Annual General Meeting. The meeting will be held at the Laverton, starting at 7pm (refreshments from 6.45).

Phil McMullen
Administrator, BA13+ Community Area Partnership
BA13plus@outlook.com

Area Board Update

September 2018

Mental Health Priority Survey

Earlier this year we asked local people what they thought our priorities should be for the year ahead. Mental health was chosen by many people as a key area we should be focussing on.

We would now like to know what you think are the key issues within mental health so that we can focus our work.

Take part in the survey:
www.surveymonkey.co.uk/r/HealthwatchWiltshire-MentalHealthPriorities



New report!

Healthwatch Wiltshire has been gathering the views of local people on a new vision for health and care services in the county.

We spoke to 117 people about the new proposed vision statement being put forward by the Wiltshire Health and Wellbeing Board, which brings together local authorities, the NHS, public health and adult and children's services in a shared vision for the future.

The vision aims for everyone in the county to be empowered to lead happy, healthy and fulfilling lives and tackle the inequalities in health.

We found that most local people supported the vision, however almost a quarter of those interviewed didn't, and this was because they thought it was 'just words' or due to poor experience of health and care services. Most felt it was a good aspiration to lead a healthy life.

The full report can be viewed here: healthwatchwiltshire.co.uk/reports



The right healthcare, for you, with you, near you

NHS Wiltshire Clinical Commissioning Group (CCG) is responsible for commissioning a broad range of healthcare for the population of Wiltshire. We are led by experienced local GPs drawn from across the county, who provide clear clinical leadership to the big decisions affecting the future of healthcare provision in Wiltshire, carefully tailored to meet the differing needs of people locally.

Our vision is to ensure the provision of a health service which is high quality, effective, clinically-led and local. We are committed to delivering healthcare that meets the needs of Wiltshire people, to consult and engage with our population to enable them to be involved in decisions made about health services and to deliver those services to people in their own homes or as close to home as possible.

News

Free online patient education videos!



We have added an online library of [free patient education videos for Wiltshire patients on our website](#), to provide support and expert information on managing six long term health conditions.

The Sound Doctor library contains around 300 short, concise videos covering:

- Diabetes
- Heart Failure
- Chronic Obstructive Pulmonary Disease (COPD)
- Dementia
- Back Pain
- Weight Management Surgery

The video contents were co-produced with clinical experts in their field and disease specific charities, e.g. Alzheimer's Society, British Lung Foundation, & British Heart Foundation. All of the material adheres to National Institute for Care and Excellence (NICE) guidelines.

Sound Doctor videos provide patients access to expert advice from the comfort of their own homes, or on the move via Smartphones or tablets.

Access the Sound Doctor is via the [Wiltshire CCG website](#). Users are asked to confirm their GP surgery and provide their Wiltshire postcode in order to get instant, free access to the online video library.

Sustainability and Transformation Partnership update

Click on the image to read the latest newsletter.



News archive

Read more news from Wiltshire CCG in our [news archive](#).

Have your say on contracting arrangements for Integrated Care Providers

NHS England is consulting with stakeholders and the public on the contracting arrangements for Integrated Care Providers (ICPs) and runs until 26 October 2018.



[Visit the NHS England website to find out more and have your say.](#)

The consultation provides more detail about how the proposed ICP Contract would underpin integration between services, how it differs from existing NHS contracts, and how ICPs fit into the broader commissioning system.

There is widespread support for ending the fragmented way that care has been provided to improve services for patients and the NHS has been working towards this in a number of ways. ICPs are one of these ways, and are intended to allow health and care organisations to be funded to provide services for a local population in a coordinated way.

NHS England is also running [engagement events](#) during the consultation period to provide further opportunities for stakeholders and the public to share their views.

If you have any questions or other enquiries about the consultation, you can email NHSE England at england.icpconsultation@nhs.net.

Help shape and improve the future delivery of the child immunisation service in Wiltshire

Parents and carers are invited to express their views and opinions about children's immunisations at one of three focus groups taking place across Wiltshire.



It is important children receive the best start in life. Parents are being encouraged to protect their families by ensuring their children receive the right vaccines at the right time.

This is an important opportunity to share your opinions, experiences such as the challenges you may have faced, and ideas and suggestions you may have to help shape and improve the future delivery of the child immunisation service.

Focus groups will take place:

- 26 September 2018 in Calne 10am-1pm
- 27 September 2018 in Salisbury 10am-1pm
- 4 October 2018 in Trowbridge 10am-1pm

Please note that places are limited and booking closes on 23 September 2018.

[Find out more by reading this flyer.](#)

OTC – easy as 1 2 3

Wiltshire Clinical Commissioning Group (CCG) is following new guidance set out by NHS England in March 2018, meaning that for 35 minor, short-term conditions, medicines that are available over the counter will no longer routinely be prescribed.

Medicines under the guidance include treatments for coughs, colds, dandruff, mild cystitis, nappy rash, warts and verrucae, ear wax, head lice and mild dry skin.

A full list of conditions is available www.wiltshireccg@nhs.uk/over-the-counter

This means that some patients who contact their GP Practice to make an appointment regarding any of the 35 conditions may be advised by the receptionist to seek advice from a pharmacist instead. There are certain scenarios where certain patients should continue to have their treatments prescribed.

To find out more visit www.wiltshireccg@nhs.uk/over-the-counter

OTC - easy as 1 2 3

- 1 Advice** - think 'pharmacy first'
Your local pharmacist is an expert in medicine. They can advise you about common ailments and provide over the counter medicines
- 2 Accessible**- the high street can help
You can buy a variety of affordable over the counter medicines from pharmacists, local shops and the high street
- 3 As good as prescribed!**
Many over the counter medicines are the same as those your GP can prescribe

Do you follow us?[Back to top](#)

Keep up to date with news and information from Wiltshire CCG on social media.

**NHS Wiltshire CCG****@NHSWiltshireCCG**

Report to	Westbury Area Board
Date of Meeting	18/10/2018
Title of Report	Community Area Grant funding

Purpose of the report:

To consider the applications for funding listed below.

Applicant	Amount requested
Applicant: West Wilts Gymnastics and Fitness Project Title: West Wilts Gymnastics and Parkour Safety Pits View full application	£1000.00
Applicant: Westbury Lions/Leos Project Title: Leos restoration of lost Quaker Grave yard View full application	£500.00
Applicant: Westbury Youth Football Club Project Title: Westbury Youth FC Security & Water Supply	£2750.00

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 2018/2019 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
2990	West Wilts Gymnastics and Fitness	West Wilts Gymnastics and Parkour Safety Pits	£1000.00
<p>Project Description: We are looking to fund the installation of safety pits filled with foam for safe Parkour Gymnastics and Trampolining training. This new installation will also make Gymnastics more accessible for people with specialist needs due to the increased safety it will give participants.</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
3043	Westbury Lions/Leos	Leos restoration of lost Quaker Grave yard	£500.00
<p>Project Description: This Quaker Burial ground has been lost to Westbury for many years. Recently there has been determination to restore it as an essential of the towns heritage. The burial ground is believed to date from the early 18th century and contains graves of the Matravers family, who were prominent Quakers and Mill Owners in Westbury. John William Matravers left money in their wills for the funding of a free school for boys and girls - this is now known as Matravers School so this project is particularly relevant to the young people of the town today.</p>			

Input from Community Engagement Manager:

(CEM put your input here)

Proposal

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
613	Westbury Youth Football Club	Westbury Youth FC Security & Water Supply	£2750.00

Project Description: Recent improvements have been hindered by vandals and thefts from Redland Lane. Our security fencing improvements have made some difference however maintenance equipment has been stolen and vandals have damaged goals pitches and storage containers. Additional security measures are required. Additionally, in order to improve our girls section, the club wishes upgrade the toilets facilities. The first step is introducing a water supply to Redland Lane.

Input from Community Engagement Manager:

(CEM put your input here)

Proposal

That the Area Board determines the application.

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 18/10/2018

ID	Grant Type	Project Title	Applicant	Amount Required
2990	Community Area Grant	West Wilts Gymnastics and Parkour Safety Pits	West Wilts Gymnastics and Fitness	£1000.00
3043	Community Area Grant	Leos restoration of lost Quaker Grave yard	Westbury Lions/Leos	£500.00
613	Community Area Grant	Westbury Youth FC Security & Water Supply	Westbury Youth Football Club	£2750.00

ID	Grant Type	Project Title	Applicant	Amount Required
2990	Community Area Grant	West Wilts Gymnastics and Parkour Safety Pits	West Wilts Gymnastics and Fitness	£1000.00

Submitted: 01/08/2018 17:39:13

ID: 2990

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

NA

5. Project title?

West Wilts Gymnastics and Parkour Safety Pits

6. Project summary:

We are looking to fund the installation of safety pits filled with foam for safe Parkour Gymnastics and Trampolining training. This new installation will also make Gymnastics more accessible for people with specialist needs due to the increased safety it will give participants.

7. Which Area Board are you applying to?

Westbury

Electoral Division

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

BA14 0XE

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

Children & Young People
2012 Olympic Legacy
Economy, enterprise and jobs
Health, lifestyle and wellbeing
Inclusion, diversity and community spirit
Safer communities
Sport, play and recreation

If Other (please specify)

NA

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

04/2017

Total Income:

£234632.00

Total Expenditure:

£235610.00

Surplus/Deficit for the year:

£-978.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£0.00

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

We do not have sufficient reserves to fund this project.

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

10b. Project Finance:

Total Project cost		£10000.00		
Total required from Area Board		£1000.00		
Expenditure		Income		Tick if income
(Itemised	£	(Itemised		confirmed
expenditure)		income)		£

Gymnova Installation	10000.00	Sponsored Tumble	yes	2000.00
		Bag Packs		500.00
		Recreational Competition	yes	1000.00
		Summer Raffle		500.00
		Summer BBQ		500.00
		Sponsorship	yes	500.00
		Trowbridge Area Board		3000.00
		Bradford on Avon Area Board		1000.00
Total	£10000			£9000

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

Yes

12. If so, which Area Boards?

Bradford on Avon

Trowbridge

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

Many individuals will benefit from this project, our existing members and those who we will recruit, as a result of the project. The installation of the safe landing pits will mean that our existing gymnasts trampolinists and parkour members will be able to learn more difficult skills in a safer environment and this will increase their skill levels. This in turn will be evident at the events competitions and displays they attend which will draw new participants to these sports and to West Wilts as people see what our members can do. The new facility will mean that we can expand our Adult Programme and Pre-School Programme as it will provide a safer environment in which participants can learn. We currently have programmes both for Home Educated children and for Autistic Adults the latter in partnership with the National Autistic Society and we would also hope to expand both these provisions and reach out to other Disability groups once we can offer the soft-landing pit as an additional facility for learning. As we draw more participants into the facility as a result of the publicity the new soft-landing area receives we will be able to cross-sell our existing activities, both to young people and to adults. Increasing their up-take, as well Pre-School daytime and weekend classes, Recreational Gymnastics and Trampolining evening, weekend Parkour sessions, school daytime and after-school bookings fitness classes and fitness suite and Parties. This means we will constantly be encouraging more individuals to take up physical activity especially in our target groups of 7-16 year olds and adults.

14. How will you monitor this?

We hold a detailed database of all our members and keep records of who attends our sessions. In this way, we can monitor the demographics of our membership and monitor our target age-groups to see how membership is increasing and changing.

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.

3043	Community Area Grant	Leos restoration of lost Quaker Grave yard	Westbury Lions/Leos	£500.00
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Submitted: 25/09/2018 11:46:43

ID: 3043

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?

Leos restoration of lost Quaker Grave yard

6. Project summary:

This Quaker Burial ground has been lost to Westbury for many years. Recently there has been determination to restore it as an essential of the towns heritage. The burial ground is believed to date from the early 18th century and contains graves of the Matravers family who were prominent Quakers and Mill Owners in Westbury. John William Matravers left money in their wills for the funding of a free school for boys and girls - this is now known as Matravers School so this project is particularly relevant to the young people of the town today.

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 3BZ

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

Children & Young People

Arts, crafts and culture

Countryside, environment and nature

Health, lifestyle and wellbeing

Heritage, history and architecture

Inclusion, diversity and community spirit

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		£1398.32		
Total required from Area Board		£500.00		
Expenditure (Itemised expenditure)	£		Income (Itemised income) Donations already received	Tick if income confirmed £
Materials	500.00			yes 898.32
Total	£500			£898.32

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?

This restoration project is being led by the Leos the Junior Section of the Lions. They are affiliated to Matravers School. The work has enabled these young people to learn about their towns heritage including the origin of the very school they attend. They have also under the watchful eye of a professional Archaeologist been able to learn about excavation and restoration of a sacred ground. The project has also involved people of all ages local businesses and organisations. The burial ground has already been visited as part of the National Heritage Open Days. And has been featured on local radio and local newspapers. Awareness of this important part of Westbury History will be helped by further coverage on the BBC. Ongoing historical research will result in a public talk and presentation. The project is a great example of bringing together old and young and the communities of the town. The restoration of the burial ground has become a community project involving a wide range of local organisations. Including the Leos, the Lions, Westbury Shed, The Heritage Society, The Laverton Trust, Town Council and several interested individuals. This sensitive project has been overseen by Julian Richards the celebrated TV Archaeologist. The project has been carried out with the full knowledge and cooperation of local Quakers some of whom have visited the site. The restoration project will involve clearance of site removal of

old wall and debris replacement of a new boundary wall installation of membrane and South Cerney gravel to preserve the area for future generations.

14. How will you monitor this?

Through the attendance of associated talks and presentations and through numbers of visitors to the burial ground. We also hope the burial ground will become part of the Towns popular Blue Plaque trail raising the profile of our heritage. This careful restoration of burial ground under the guidance of a well-known Archaeologist is designed to be low maintenance.

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

Should maintenance be needed it will be carried out by the many volunteers who have expressed interest including members of the Westbury Shed and Lions.

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

17. DECLARATION

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

Quotes:

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

Constitution:

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

Policies and procedures:

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

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

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

And finally...

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

Empty rectangular box for additional information or signature.

ID	Grant Type	Project Title	Applicant	Amount Required
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613	Community Area Grant	Westbury Youth FC Security Water Supply	Westbury Youth Football Club	£2750.00
<p>Submitted: 06/09/2018 13:12:07</p> <p>ID: 613</p> <p>Current Status: Application Appraisal</p> <p>To be considered at this meeting: tbc contact Community Area Manager</p> <p>1. Which type of grant are you applying for? Community Area Grant</p> <p>2. Amount of funding required? £501 - £5000</p> <p>3. Are you applying on behalf of a Parish Council? No</p> <p>4. If yes, please state why this project cannot be funded from the Parish Precept</p> <p>5. Project title? Westbury Youth FC Security & Water Supply</p> <p>6. Project summary: Recent improvements have been hindered by vandals and thefts from Redland Lane. Our security fencing improvements have made some difference however maintenance equipment has been stolen and vandals have damaged goals pitches and storage containers. Additional security measures are required. Additionally, in order to improve our girls section, the club wishes upgrade the toilets facilities. The first step is introducing a water supply to Redland Lane.</p> <p>7. Which Area Board are you applying to? Westbury</p> <p>Electoral Division</p> <p>8. What is the Post Code of where the project is taking place? BA13 3QA</p> <p>9. Please tell us which theme(s) your project supports: Youth work/development Sport/Leisure Volunteering</p> <p>If Other (please specify)</p> <p>10. Finance:</p> <p>10a. Your Organisation's Finance:</p>				

Your latest accounts:

03/2018

Total Income:

£30334.00

Total Expenditure:

£27232.00

Surplus/Deficit for the year:

£3102.00

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

£500.00

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

Other projects such as continued fencing and new goals as being used by our 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 £3400.00

Total required from Area Board £2750.00

Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Security				
Camera and recorders	650.00	0	yes	500.00
Main Gate	1250.00	0	yes	1250.00
Water Supply	1500.00	500.00	yes	1000.00

Total **£3400****£2750****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. 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.