

AGENDA

Meeting: CALNE AREA BOARD
Place: Pavilion Hall, Beversbrook Sports Facility, Beversbrook Rd, Calne
SN11 9FL
Date: Tuesday 2 June 2015
Time: 6.30 pm

Including the Parishes of Calne Without, Bremhill, Hilmarton, Heddington, Cherhill, Compton Bassett and Calne

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

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

Refreshments and networking opportunities will be available from 6:00pm.

Please direct any enquiries on this Agenda to David Parkes (Democratic Services Officer) Tel: 01225 718220/ Email: david.parkes@wiltshire.gov.uk, on 01225 718220 or email david.parkes@wiltshire.gov.uk
Or Jane Vaughan (Calne Community Area Manager) 01249 706447 or email jane.vaughan@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 Christine Crisp (Chairman)	Cllr Tony Trotman
Cllr Alan Hill (Vice Chairman)	Cllr Glenis Ansell
Cllr Howard Marshall	

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If you have any queries please contact Democratic Services using the contact details above.

Map enclosed at page 1

	Time
<p>1 Election of a Chairman</p> <p>A Chairman will be elected for 2015/16.</p>	6:30pm
<p>2 Election of a Vice-Chairman</p> <p>A Vice-Chairman will be elected for 2015/16.</p>	
<p>3 Chairman's Welcome and Introductions</p> <p>The Chairman shall welcome everybody to the meeting.</p>	6.35pm
<p>4 Apologies for Absence</p>	
<p>5 Minutes (<i>Pages 1 - 10</i>)</p> <p>To approve and sign as a correct record the minutes of the meeting held on 7 April 2015.</p>	
<p>6 Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>7 Chairman's Announcements (<i>Pages 11 - 14</i>)</p> <p>The Chairman will provide information about:</p> <ol style="list-style-type: none"> 1. Consultation on the Joint Health and Wellbeing Strategy 2. Changes to Street Lighting 	6.40pm
<p>8 Appointments to Outside Bodies and Working Groups (<i>Pages 15 - 30</i>)</p> <p>Members will elect representatives to outside bodies and working groups.</p>	
<p>9 Partner Updates (<i>Pages 31 - 34</i>)</p> <p>To receive an update from the partners listed below:</p> <ol style="list-style-type: none"> 1. Wiltshire Police 2. Healthwatch Wiltshire 3. Wiltshire Fire and Rescue Service 	6.50pm

4. Calne Community Area Partnership
5. Town and Parish Councils.

10 **Local Youth Network** (Pages 35 - 42) 7.10pm

1. To consider the applications for funding listed below together with the recommendations of the Local Youth Network (LYN) Management Group.
2. To report on LYN initiative from the April Area Board
3. To consider a Councillor Initiative

<i>Applicant</i>	<i>Amount requested</i>
Wiltshire Skate Series	£1,050
HACCA healthy eating	£1,514
Cllr Howard Marshall	£720

11 **Magna Carta Clauses** 7.25pm

The Local Youth Network and John Bentley School will bring new clauses to the board for 'adoption'.

12 **Local Health and Wellbeing Plans** 7.35pm

Dr Nick Ware will provide an update on integrated teams.

13 **Your Local Issues** (Pages 43 - 56) 7.45pm

Councillors will provide an update on community issues and progress on area board working groups. This will include:

1. Highways working group (CATG)
2. Calne campus working group
3. Sandpit Road (Section 106) working group
4. Air quality working group.
5. Dementia Friends working group.
6. 'Our Place' project working group.

14 **Neighbourhood Plans** 8.05pm

The Board is to respond to the community neighbourhood plans that were presented at the last area board.

15 **Area Board Funding** (Pages 57 - 72) 8.10pm

1. To ask councillors to consider the following applications seeking Community Grants from the Calne Area Board:

Applications	Grant Amount

Applicant: Calne Town Council Project Title: Beversbrook Car Park	£5,110.00
Applicant: Friends of Abberd Brook Project Title: equipment to advance Brook Project.	£350.00
Total grant amount requested at this meeting	£5,460.00

2. To ask councillors to note delegated decisions made in relation to the following Area Board initiatives:

Initiative	Amount
1: Magna Carta – Pageant/youth social justice project	£1,000.00 (11-19 budget)
2: Beat the Street – Book tokens for Calne Children’s spot prizes.	£200.00 (11-19 budget)
Total delegated decisions since last meeting	£1,200.00

16 **Big Pledge**

8.20pm

Wiltshire’s Big Pledge challenges people to get healthy, volunteer, or make a positive change in 2015. It runs from 11 May – 30 September 2015.

The Board will receive a presentation from the Community Area Manager. Members will be asked for their individual pledges.

<http://services.wiltshire.gov.uk/WiltshiresBigPledge/bigpledge/ChooseYourTypeDetail> - The Big Pledge website.

17 **Close**

8.30pm

The Chairman will set out arrangements for the next meeting.

MINUTES

Meeting: CALNE AREA BOARD
Place: Pavilion Hall, Beversbrook Sports Facility, Beversbrook Rd, Calne
SN11 9FL
Date: 7 April 2015
Start Time: 6.30 pm
Finish Time: 8.55 pm

Please direct any enquiries on these minutes to:

David Parkes (Democratic Services Officer), on 01255 718820 or
david.parkes@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Christine Crisp (Chairman), Cllr Alan Hill (Vice Chairman), Cllr Tony Trotman and
Cllr Glenis Ansell

Wiltshire Council Officers

James Cawley (Associate Director, Adult Care Commission and Housing), David
Parkes (Democratic Services Officer), Helen Bradley (Community Youth Officer),
Natalie Viveash (Apprentice Youth Worker) and Jane Vaughan (Community Area
Manager)

Town and Parish Councillors

Calne Town Council – Cllrs Mercy Baggs, Tom Rounds, Heather Canfer
Bremhill Parish Council – Cllr Ian James
Calne Without Parish Council – Cllr Richard Ayles
Cherhill Parish Council – Cllr David Evans

Total in attendance: 24

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
18	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to Calne Area Board and introduced the Councillors and Officers present.</p>
19	<p><u>Apologies for Absence</u></p> <p>Apologies were received from Judy Edwards, Cllr Ed Jones, Cllr Howard Marshall and Cllr Mel Wilkins.</p>
20	<p><u>Minutes</u></p> <p>The minutes of the meeting held on 10 February 2015 were approved with an amendment made to minute no. 13, which would now read:</p> <p>'To approve funding to enable Cherhill New Village Hall Steering Group to undertake a public consultation into the need for a replacement village hall in Cherhill, exploratory work regarding options and submission of a planning application.'</p>
21	<p><u>Declarations of Interest</u></p> <p>There were none.</p>
22	<p><u>Chairman's Announcements</u></p> <p>The Chairman drew attention to the written announcements included in the agenda pack:</p> <ul style="list-style-type: none"> a. Universal Credit. b. Climate Local Initiative. c. Chippenham site allocations DPD consultation – The Chairman encouraged participation in the consultation that would close on 08/04/2015. d. Deadline for registering to vote. e. School Place Planning – The Chairman drew attention to an additional announcement.

23	<p><u>Services to the Elderly</u></p> <p>The Associate Director, Care Commissioning and Housing, discussed care services for the elderly across the county. The market position statement was discussed, which showed what assets and events were currently in place in each community area. Local input was being sought to understand the needs of local stakeholders, including GP surgeries. A half day session would be arranged for stakeholders to do a mapping exercise.</p> <p>Decisions on new events, for example a luncheon club, would be made based on local demand. Timescales for implementation for such a project would differ based on their nature. A community decision would be made on a voluntary 'Elderly Person's Champion'. A live database would be produced as to what was happening in Calne. An opportunity for questions was provided and Members asked what would constitute a need. The role and input of Community First was raised, as well as the role of volunteers.</p> <p>The meeting date for the Elderly People's workshop was set as Tuesday 26th May with further details to follow.</p>
24	<p><u>Partner Updates</u></p> <ul style="list-style-type: none"> a. Wiltshire Police – The written report was noted. b. Healthwatch Wiltshire – The written updates were noted. c. Calne Community Area Partnership: <ul style="list-style-type: none"> I. An introduction to the Calne HACCA (Healthy Active Calne Community Area) was provided by Georgina Knappe. The introduction discussed the correlation between obesity and poverty. The HACCA would address poverty and obesity in the community area and would encourage healthier lifestyles. The group would be made up of local people and agencies working together. Events would be delivered over the coming year to support healthy and active lifestyles. There would be a launch event on Saturday 11 April (10:00 – 12:00) outside of Sainsbury's supermarket. Thanks were given to the Chairman for securing the funding for the event. Leaflets were circulated at the meeting, providing further information. II. An update on Safe Places – The Chairman read out an update, stating that the Calne Community Safety Forum (CCSF) was getting

	<p>the scheme up and running. Local organisations and shops were being approached and toolkits provided. Another update would be given at the next Area Board meeting.</p> <p>d. Town and Parish Councils:</p> <ul style="list-style-type: none"> I. Calne Without – Concern was raised in regards to dog fouling and the distribution of grants was discussed. II. Hilmarton PC - The Duke Hotel at Hilmarton had become a Community Asset. III. Cherhill PC - Attention was drawn to the next meeting of the Calne Health and Social Care Forum which would take place on Tuesday 28 April at 22:00 at James House, Calne. IV. Calne Town Council – The Town Council would meet on Monday 13 April 2015. Cllr Baggs commended ground staff for the display in the town. V. Compton Bassett PC – The Parish Council was meeting on the day following this Area Board meeting. The need to encourage future attendance to Area Board meetings would be raised. A fire at the Hill’s recycling centre had caused concern and the Environment agency would be asked to investigate the origin of the fire.
25	<p><u>Local Youth Network</u></p> <p>a. LYN Update - Helen Bradley (Community Youth Officer), Rebecca Green (Chair of the LYN) and Natalie Viveash (Apprentice Youth Worker) were present. The Community Youth Officer stated that the needs assessment had been completed. Graphs were used to display what young people would like to be on offer in the community area. A youth cafe, gaming and arts activities were among popular requests for 11-25 year olds. A youth shelter was discussed to provide a dry and sociable space. The affordability of activities was discussed and the potential input of youth grants was considered. The need to advertise available provisions better was raised, as well as the need to continue the consultation. Natalie Viveash was introduced to the Area Board as the new apprentice youth</p>

worker. The Chair stated that the Board were very pleased to have Natalie working in Calne, as one of only three apprentices in the county. Discussions with young people also included their perceived perceptions of other people towards them. There would be a commitment to safeguarding with providers, quality assurance processes and training. Further updates would be provided in regards to the youth needs assessment and a copy of the assessment was within the agenda.

b. Funding - The following community youth grants were recommended by the LYN:

- I. Calne Bowl Project graffiti wall - £450 was requested for 'a day workshop with a graffiti artist and the installation of a graffiti wall'. Questions were asked in regards to the materials used and the re-useable nature of this wall.

Decision – To approved £450 in funding for the Calne Bowl Project graffiti wall.

- II. Local Youth Network Initiative - £5,000 was requested for participatory budgeting. On 22 April 2015, groups would be invited to pitch their ideas for projects with the intention of awarding the proposed £5,000 of delegated youth funds in one night. This was in line with the criteria for youth funding and the money had already been allocated for LYN funding. Young people would vote on the funding pitches and a report would be provided to the Area Board as to what had been approved.

Decision – To approve the delegation of £5,000 of funding to the LYN.

- III. Local Youth Network Initiative - £300 was requested for a LYN team training day at Oxenwood outdoor education centre to help provide members with the skill sets to make the appropriate decisions due to their increased responsibilities.

Decision – To approve £300 for the training day at Oxenwood outdoor education centre.

26	<p><u>Area Board Funding</u></p> <p>Consideration was given to one application made to the Community Area Grants Scheme. Members commended Stuart Welch on his work setting up the running club.</p> <p><u>Decision</u> To award £124 to ‘Calne SMaRT’ towards the installation of two marked ‘Run England’ routes in Calne.</p>
27	<p><u>Neighbourhood Plan Updates</u></p> <p>a. Cllr Ian James presented on behalf of Bremhill Parish Council. Changes had been made to the proposed designated area due to the DPD process. A complex questionnaire had been produced and a housing survey had taken place with 180 responses. The increasingly popular practice of working from home was raised, which highlighted the importance of good broadband speeds. It was stated that 88% of the Parish wanted green space between the town and parish developments. There had been three consultations with 140 people in attendance.</p> <p>The importance of protecting the River Marden Valley was emphasised due to its unspoilt qualities. The site had been used by Calne Fishing Club for the last forty years. Cllr James mentioned the www.cause2015.org website that referred to the ‘Campaign against urban sprawl to the East’.</p> <p>The draft plan had been prepared and re-writes had been requested by Wiltshire Council. Funding issues had been raised and progress had been good. It was hoped the plan would be completed in the next two/three months. A landscaping report was raised which showed the benefits to the community of protecting green space. Finally, the need for a new village hall in East Tytherton was raised.</p> <p>b. Cllr Peter Alberry spoke on behalf of Compton Bassett Parish Council. The intention of the plan was ‘to make Compton Bassett an even better place to live and work’. Local geographic and demographic figures were provided and it was stated that 77% of the village were over fifty years of age. Poor broadband connectivity in the Parish was raised. An alternative solution to connectivity issues was suggested as using 4G data signal.</p> <p>The plans of Green Square in the Parish were raised. The</p>

	<p>chronology of creating the plan to date was discussed which included the appointment of a steering group, public meetings and the deposit of a submission to Wiltshire Council. A design statement and strategic environmental assessment were also undertaken. The consultation may be re-run for six weeks before another deposit would be made to Wiltshire Council.</p> <p>c. Cllr Tom Rounds presented a joint plan on behalf of Calne / Calne Without. A background to the plan was provided, which discussed the Localism Act. All planning requests would have to abide by the agreed neighbourhood plan. The framework for the plan was presented to those present. The plan would look at: housing, infrastructure, wellbeing, leisure, health and the environment. Stakeholders and public engagement processes were discussed and periodic drop in sessions had been provided. They were one year into their plan and updates could be found on www.calnewwithoutpc.org.</p> <p>The need for a Member briefing from the spatial planning team was raised by the Chairman. The need for feedback from those creating the neighbourhood plan on their experiences was highlighted and would be revisited at a future meeting.</p>
28	<p><u>Your Local Issues</u></p> <p>Councillors provided an update on community issues and progress on Calne Area Board working groups:</p> <p>a. CATG – There had been no meeting and there was no remaining funding for the 2014/15 financial year. The area board had previously decided that the 2015/16 year’s priorities would be the junction at Silver Street to increase traffic flow and pedestrian safety and road safety at Brewer Street / Anchor Road. Further potential priorities would be reported at future meetings.</p> <p>b. Campus Working Group – Although the Campus Working Group has not met since the last Area Board, Calne Campus continues to progress. The North Site (Beverbrook) would soon be getting the super new crossing of the main road and work had started in preparing the ground for the All Weather Pitch. The South Site (Leisure Centre) was now back in</p>

Wiltshire Council ownership and work was underway to carry out the transfer of those staff who requested a move to Wiltshire Council employment. Although the Hub was not officially part of Calne Campus, it carried out much of the work that would be undertaken in the future Centre Site and funding had been secured for 2015/16 would enable the Hub to carry on its good work. The Chairman highlighted the positive community contribution of the Hub.

- c. Sandpit Road S106 – A handout was circulated to attendees. A meeting had taken place on 1 April 2015 and the budget was examined. A pedestrian crossing was required and an informal pedestrian count was required. The Abberd Way road safety measures had been signed off. A legal challenge was discussed in regards to the temporary bollards / ‘dragon’s teeth’, as access through the restrictions had been requested by a member of the public. The enhancement of bus stops was also discussed. There was no future meeting currently set. Members noted the report and it would be included in the minutes.

- d. Air Quality – Cllr Hill opened the update on the Air Quality Working group, stating that the Air Quality working group were doing splendid work in many ways, such as the Beat the Street project and the recently released cycleway map for the Calne area but that there was no escaping the fact that vehicles cause the measured pollution of nitrogen dioxide and microscopic particles, both of which were potentially injurious to health. He referred to a Central Government website that HGVs were far more polluting than cars; a single lorry’s emissions equated to between 25 and 75 cars. He continued by urging the working group to consider the measures that may be taken to reduce the number of vehicles on the roads in the community area, with particular reference to HGVs in order to reduce the pollution levels at source as well as working to mitigate the pollution that is created. Members supported this statement.

Cllr Ansell discussed the remit of the working group and promoted the ‘Beat the Street’ scheme. Attendees heard how the scheme would operate and that local businesses would donate prizes to winning teams. Teams would contain a minimum of 25 people but had no maximum number of members. Cllr Ansell set a target of walking the distance around the world. Team registration was now open and included an Area Board team. Feedback would be provided to the next meeting in regards to the frequency of diesel HGVs travelling through Calne.

	<p>e. Dementia Working Group – The Dementia Friends working group met on 16th March. The Safe Places initiative was discussed and it was decided that the working group was not the right group to deal with this project, but that it should be managed by the Calne Community Safety Forum. Various other projects were put forward for consideration by the members, but in each case further information was required before decisions could be taken. Progress regarding the recruitment of Dementia Friends and Dementia Champions was encouraging and efforts would continue. The need to create more Dementia Champions was also raised, which would enable those individuals to provide sessions to increase the number of Dementia Friends.</p>
29	<p><u>Legacy</u></p> <p>The Community Area Manager presented the Legacy item. The need to boost the local economy and encourage activities as part of the 2012 Olympic Games legacy was discussed. Local events such as The Big Pledge (May 2015) and various Magna Carta events – 15 June 2015 marked the 800th anniversary of the charter - were highlighted. The Calne Community Cycle would not take place this year but The Big Walk would take place 12 September 2015. The 'Go Cycle' bicycle training courses were raised and were available free of charge for local people.</p> <p>A modern day pageant would take place in Salisbury on 15 June 2015. The Community Area Manager and Community Youth Officer were working with young people from John Bentley School to produce modern day clauses for a new 'Magna Carta' charter for Wiltshire. These would be brought to the next Area Board meeting in June to be 'adopted' by the Area Board. The group would also create a giant baron and banners to celebrate and illustrate the community area's clauses and the group would take the baron and the clauses to form part of the procession to Salisbury Cathedral on 15 June. Parish and Town Council involvement was encouraged in selecting a representative to be involved and the group hoped to take the Baron and banners to other local events during the summer, such as the Town Carnival and town criers competition.</p>
30	<p><u>Close</u></p> <p>The next Area Board meeting would be held at 6.30 pm on 02/06/2015 at Beversbrook Sports Facility with refreshments available from 6.00 pm.</p>

Chairman's Announcements

Subject:	Consultation on the Joint Health and Wellbeing Strategy
Officer	David Bowater, Corporate Support Manager
Contact	T. 01225 713978
Details:	E:David.bowater@wiltshire.gov.uk

Summary of announcement:

A new [consultation draft of the Joint Health and Wellbeing Strategy for Wiltshire](#) (2015-18) has been developed based on our understanding of Wiltshire's communities, as set out in the [Joint Strategic Assessment](#) for Wiltshire.

The consultation draft of the strategy sets out the main areas that working together will be a priority for health and social care organisations in Wiltshire. It does not list everything that all organisations and individuals will be undertaking to improve our health and wellbeing. Instead, it focuses on setting out our vision for integrated working in the future.

We want to support and sustain healthy, independent living. This is articulated in two key aims within the strategy:

- Healthy lives – encouraging communities, families and individuals to take on more responsibility for their own health
- Empowered lives – personalising care and delivering care in the most appropriate setting – at or as close to home as possible

We would like to hear your views on the content of the strategy. Please respond with comments to David Bowater by email david.bowater@wiltshire.gov.uk and by taking part in our [joint health and wellbeing strategy survey](#)

The consultation closes on 1 July 2015.

Chairman's Announcements

Subject:	Changes to Street Lighting
Officer Contact Details:	Peter Binley, Head of Highways Asset Management and Commissioning, Tel: 01225 713412 Email: peter.binley@wiltshire.gov.uk

Summary of announcement:

The Council needs to save money and reduce its carbon footprint by reducing energy usage. Rising energy costs, carbon tax and budget restraints make it necessary to change the way we light our streets.

We will be converting some of the street lights in our towns and surrounding areas, so that some of them are not on between about midnight and 5.30am where it is safe to do so.

Lights at junctions, pedestrian crossings and where required for safety will remain on all night. Lighting where there are CCTV systems, in the town centre, and in areas where crime is a problem will remain on and at normal lighting levels.

The scheme was the subject of a consultation in 2012 when the views of the public and organisations were invited before the Council's Cabinet considered the matter.

The scheme has been operating successfully in Trowbridge for over six months and will be rolled out in the other towns this summer. A review of the scheme will be undertaken after six months to determine whether further changes are necessary, and the views of the Town and Parish Councils will be sought.

Date of Implementation	Area
1 st July	Melksham, Westbury, Salisbury, Laverstock, Wilton
5 th August	Warminster, Corsham, Chippenham, Bradford on Avon
2 nd September	Calne, Malmesbury, Royal Wotton Bassett, Devizes, Marlborough, Amesbury

After the introduction of the scheme if there are locations where there are any serious safety issues, these will be considered and changes made as necessary.

WILTSHIRE COUNCIL OUTSIDE BODIES

Outside Body Title (A to Z)	Appointed By	Why Rep Needed	Organisation aims	Meeting schedule	Voting rights	Reps needed	Representative (s)
Calne Community Area Partnership	Area Board - Calne	To promote ongoing development of the Community Area Partnership and to encourage positive relationships with the CAP and the Area Board	Development of the Community area Plan	Normally every 6-8 weeks	No	1	Cllr Christine Crisp
Calne Heritage Centre Trust	Area Board - Calne	Centre is an important focus for tourism in Calne & an understanding of Heritage is an essential element in a cohesive Community	Preservation and collection of historical material relating to Calne	Trustees meet Bi-monthly	No	1	Cllr Tony Trotman
Calne 'Our Place' Project	Area Board - Calne	TBC	TBC	TBC	No	1	Cllr Tony Trotman
Calne Local Youth Network (LYN)	Area Board - Calne	To engage with young people and help champion their issues and ideas to councillors and council	Youth issues and democracy	4 meetings per year	Yes	Up to 2	Cllr Howard Marshall

Appointments to Working Groups Calne Area Board

Community Area Transport Group:

- Area Board representative – Cllr Christine Crisp
- Calne community area manager
- Highways officers
- Calne Town Council representative
- Focus on Five representative
- Parish Council representatives x 2
- Supporting officers when required

Calne Campus Working Group

- Area board representative – Cllr Alan Hill
- Town Council representative
- Wider community representative
- Youth/education representative
- User and community group representatives x 2
- Co-opted members x 4

LYN Management Group

- Area Board representative – Cllr Howard Marshall
- Calne Community Area Manager
- Calne Community Youth Officer
- Chair - Rebecca Green
- Vice chair - Jordan Holt.
- Youth Members x 5
- Adult members x 4
- Skate Bowl Group x 2
- Town Council Officer
- Rep from Calne Community Area Partnership

Sandpit Road s106 Working Group:

- Area board representative – Cllr Tony Trotman
- Calne community area manager
- Calne Community Area Partnership representative
- Calne Area Transport representative
- Calne Town Council representative
- Local residents' group representative
- Supporting officers

Air Quality:

- Area board representative – Cllr Glenis Ansell
- Calne community area manager
- Public health and wellbeing representative
- Calne Town Council representative
- Calne Area Transport representative
- Calne Environmental Network representative

Dementia Working Group:

- Cllr Christine Crisp and Cllr Alan Hill
- Calne Community Area Manager
- Andrew Day – Alzheimer’s Society
- Clare Harris – Calne Town Council
- Linda roberts – Calne Town Council
- Diane Gooch – Wiltshire and Swindon Users Network
- Jan Bird – Calne Memory Club
- Laura Mullineaux - Leonard Cheshire
- Tim Mason – Wiltshire Community Safety Partnership/Safe Places

COMMUNITY AREA TRANSPORT GROUP (CATG)

TERMS OF REFERENCE

Membership of the CATG

The CATG will normally be made up of not more than 10 members from the following groups:

- Members of the Area Board
- Town and Parish Council representatives
- Community representatives

Representatives should act as a conduit between their organisations and the CATG by putting forward the views of the body they represent and providing feedback to its members regarding the work of the CATG. The group members will also need to be mindful of the needs of the community area as a whole when making their recommendations, as not all councils and groups can be represented on the CATG.

Recommendations to the Area Board will usually be reached by consensus but if necessary these can be agreed by a show of hands by those representatives present at the meeting.

The group will normally be chaired by a Wiltshire Councillor. Membership of the CATG will cease when a member ceases to hold the stated office as when first appointed.

The CATG may invite representatives from local organisations to its meetings to give technical advice or to share pertinent local knowledge on projects in the area.

Appointment of CATG Members

Appointment of members to the CATG will normally be agreed at a full meeting of the Area Board. Membership may be varied, with the agreement of the Area Board Chairman, subject to approval at the next full Area Board meeting.

Where required for flexibility, the Area Board may appoint an unnamed representative of an organisation to the CATG (e.g. Town/Parish Council or Community Area Partnership) to ensure that the organisation is always represented at meetings. However it is preferred that the same representative attends if possible to ensure consistency of membership.

Media Relations

Members of the CATG must not issue press statements on behalf of the Area Board.

Any press statements about the work of the CATG should be agreed between the Chairman of the CATG and the Chairman of the Area Board.

Meetings

It is recommended that the CATG meet at least four times a year. Meetings are intended to be limited to the Membership set out above, and is open to other members of the Area Board who wish to attend. It can be open to public if the Area Board wishes to do so. It should be noted that CATG is not a constitutional or decision making body and hence proceedings will not be minuted by Democratic Services.

Officer Support

Meetings will be attended by relevant officers from Wiltshire Council including a senior transport planner, a senior traffic engineer and a local highway maintenance engineer as necessary.

Terms of Reference

The CATG has no formal decision making authority on operational matters or budget expenditure but acts as an informal discussion forum making recommendations to the Area Board. Recommendations must be agreed at a full CATG meeting before being brought to the next Area Board for approval.

The CATG's terms of reference are set out at Appendix A:

Terms of Reference

1. Small scale transport schemes – discretionary funding

To make recommendations to the Area Board to determine priorities and levels of expenditure required for small scale transport schemes in the community area. A discretionary highways budget has been allocated to the board by the Cabinet Member for Highways and Transport. The funding allocation is for capital funding and can only be used to provide new and improved highway infrastructure. It is suitable for schemes that improve safety, increase accessibility and sustainability by promoting walking, cycling and public transport and improve traffic management. It cannot be used to fund revenue functions such as maintenance schemes or the provision of passenger transport services. Schemes considered by the CATG should have first been raised through the community issues system and endorsed by the relevant town or parish council.

In choosing their local transport schemes Area Boards will need to be mindful of the priorities of the Local Transport Plan and the likely availability of future funding for implementation.

(Cabinet Member Decision HT-021-10)

2. Small scale transport schemes – substantive funding

To submit bids for funding from the centrally held substantive funds. A scheme qualifies as substantive if the estimated cost is in excess of the total discretionary amount available.

(Cabinet Member Decision HT-026-11)

3. Speed Indication Devices

To make recommendations to the Area Board as to the locations for speed indicator devices (SIDs) in line with the guidance issued by the Cabinet Member for Highways.

(Cabinet Member Decision HT-023-11)

4. C & UC roads speed limit review

To make recommendations to the Area Board as to the priority routes for review on C Class and unclassified roads in accordance with the guidance issued by the Cabinet Member for Highways.

(Cabinet Member Decision HT-027-11)

5. Waiting restrictions

To make recommendations to the Area Board regarding waiting restrictions in areas where the Town or Parish Councils do not wish to undertake this function.

(Cabinet Member Decision HT-031-11)

6. Other decisions

To make recommendations to the Area Board regarding any other local highways issues when requested.

CAMPUS AND OPERATIONAL DELIVERY PROGRAMME

Campus & Operational Estate Management Workstream

Draft Terms of Reference for Calne Community Campus Working Group

1 Background

On 15 February 2011 Wiltshire Council's Cabinet approved the implementation of the Campus and Operational Delivery Programme. The Programme will:

- Work with local communities to develop, facilitate and deliver community campus buildings across Wiltshire which seek to co-locate existing Council and partners services in one accessible location (or possibly more if appropriate) in a community area.
- Carry out the development of campus facilities in line with the Campus and Operational Management workstream principles (noted in section 2 of this document).
- Implement the Preliminary Management Project which will test the potential to develop some form of community driven strategic non-profit distributing organisation to deliver and support public services across Wiltshire.

Some of the benefits that the Council is seeking to achieve from a campus are:

- Accessible facilities that accurately reflect the specific needs of the local area being served.
- Reducing the Council's estate producing an estimated 40% reduction in operational costs across all estate (this is an estimation based upon an initial assessment of the impact of the Workplace Transformation Programme which preceded the Campus and Operational Delivery Programme).
- Combining point of contact arrangements and improving accessibility to services.
- Developing and providing sustainable and energy efficient buildings.
- Ensuring long term flexibility in terms of the use of space is fundamental to the design.
- Developing the synergies between the management of individual services at a community level.
- Working with communities to develop a coherent and effective volunteering policy relevant to the local campus.
- Reducing the current overall risk to the Council from aging, disparate and inefficient buildings.
- Increased, beneficial and sustainable partnership working.

Fundamental to the successful implementation of the programme is the commitment to empower local people to have a direct influence on the delivery of public services in their area. This supports the concepts of Localism and the decentralisation of decision making to local communities.

In order to facilitate the above the area boards will establish Shadow Community Operations Boards, reporting into the Area Board, who will make final recommendations to Cabinet for their consideration. The Shadow Community Operations Boards, will, subject to the agreement of the Area Board, take on a key role in coordinating and leading communications, influencing, and local engagement. This will cover areas such as the consultation processes, commenting on facility design and development and the ongoing indirect management and strategic planning of the resulting campus facility.

The Shadow Community Operations Boards will be in place from April 2011 until the Council determines otherwise.

2 Campus Management Principles

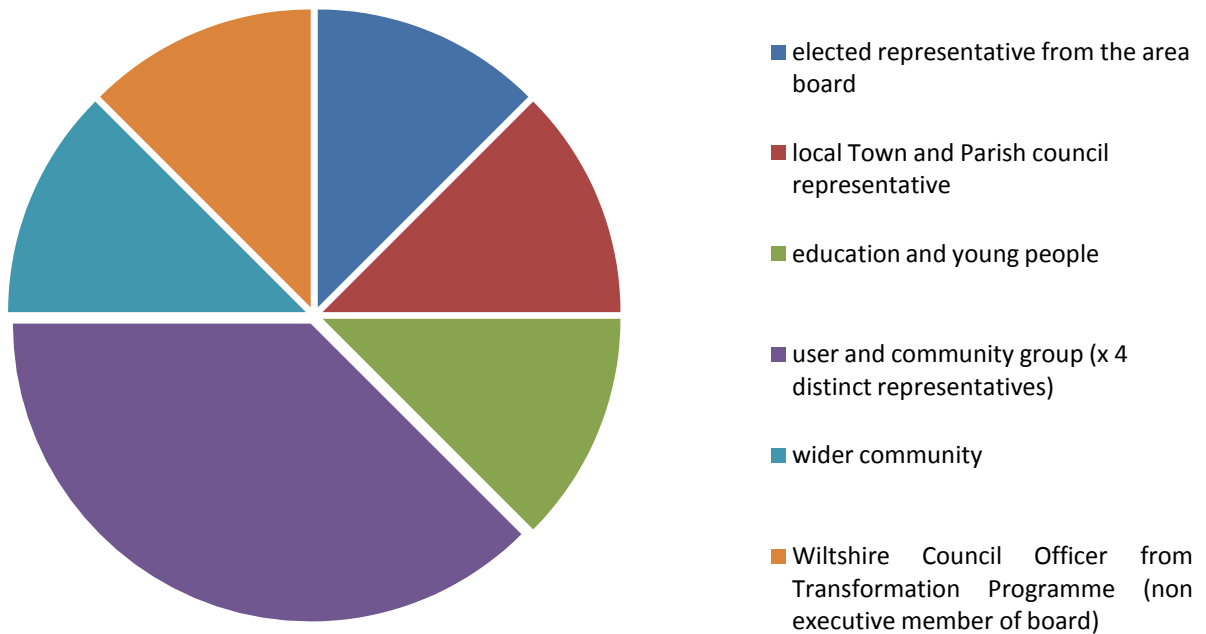
The Shadow Community Operations Board will need to work with the Council and its partners to ensure that the following approved principles are delivered:

- (i) Create an environment which empowers local people to directly influence the delivery and improvement of unique needs based services in their community.
- (ii) Ensure a singularity of vision to enable local needs to be foremost in strategic planning and operational service delivery.
- (iii) Be proactive in meeting economic challenges and widen the scope for investment in services and assets.
- (iv) Share the accountability for service delivery with the community and partners.

- (v) Secure a sustainable and innovative form of management that complements the evolving national context of the localisation of service delivery.
- (vi) Promote social inclusion and resilience by increasing accessible opportunities for volunteering and community involvement
- (vii) Make specific provision for accessible opportunities for partnership working.
- (viii) Provide accessible local decision making processes and governance structures.
- (ix) Provide opportunities for a consistent and sustainable support network for the voluntary and community sector in Wiltshire.
- (x) Provide a consistent strategic vehicle for all services in a locality that is financially robust and able to respond to the changing face of the public and community service delivery rather than a range of competing initiatives based on existing service models.

3 Membership

The shadow community operations board membership will be determined by the Area Board and should consist of an appropriate, mutually agreeable representative from the following broad sectors of the local community area:



- (i) There will be one representative for each party identified.
- (ii) The board will need to nominate a chairperson at its inaugural meeting.
- (iii) The board will need to determine if the suggested representation appropriately reflects the description of the party.
- (iv) There will be up to four representatives identified by the user and community group sector and approved by the Area Board. Such representatives should be selected so as to ensure proper representation from distinct interest groups within that sector.
- (v) The Wiltshire Council liaison representative will be an officer from the Transformation Programme and will be invited to sit on the board as a non-executive party.
- (vi) Each party should endeavor to be represented at each formal meeting.
- (vii) Each executive party will have equal rights.
- (viii) The chairperson may, in consultation with the area board representative on the COB, co-opt on non-executive representatives of the community as appropriate.

4 Roles and responsibility

4.1 Community leadership & engagement

- (i) On behalf of the Area Board, provide effective community leadership and accountability and ensure the workstream principles are met.
- (ii) As required by the Area Board, to effectively manage the communications of the project within the community area and to liaise with the officer working group to ensure any locally focused communications

plan complements the wider strategic communications plan.

- (iii) To make representation to the Area Board based on ongoing community engagement and consultation to determine or recommend levels of services provided within each phase of the project.
- (iv) To work with the Area Board to identify local partners and facilitation and support of sustainable partnership working.

4.2 Responsibility for outcomes

- (i) To define community need and make recommendations to the Area Board over facility specification and operations.
- (ii) Support the Area Board in the delivery of the campus building.
- (iii) On behalf of the Area Board develop, and subject to future cabinet approval, implement a local volunteering strategy (specific framework for the engagement and management of volunteers) to support the campus.
- (iv) Influence the campus design and specification where appropriate by recommendation to the Area Board
- (v) Positive engagement in the ongoing strategic planning, programming and operation of the campus

4.3 Project coordination and reporting

- (i) To develop a community led action plan that clearly sets out the approach the shadow board will take and seek Area Board approval for this
- (ii) To assist the Campus and Operational Delivery Team in developing, managing and monitoring the progress and delivery of an action plan
- (iii) To assess any potential risks and advise the Campus Management Working Group and Area Board accordingly.
- (iv) To develop a marketing plan and strategy, to be supported by the Council, that sets out the proposed approach to maximising sustainable community use of the campus facility, subject to approval by the Area Board and Wiltshire Council Cabinet
- (v) To ensure a co-ordinated community approach to the engagement, development and operation of a campus facility.
- (vi) To report progress and make recommendations to the Area Board and officer working group for improved services, community orientated services based upon need, facility development and local opinion
- (vii) Partner role in the wider management options and governance appraisal

4.4 The role of Wiltshire Council

- (i) The ultimate responsibility for all service delivery and responsibility for the delivery of the Campus will remain with the Council for the duration of the campus delivery project.
- (ii) There may be elements or decisions required that will need to be determined by elected members of the Area Board or Cabinet following recommendation to them by the Area Board
- (iii) The Council will endeavor to support the approach the Shadow Community Operations Board takes where that approach supports the principles set out in section two of this document and has been supported by the Area Board

5 Outcomes

- (i) The local community and partners in the widest sense are informed and proactively engaged with the process of delivering and the future operation of a community campus.
- (ii) The community campus is delivered within the timescales set, with full proactive engagement from the local community and the service delivery meets local needs.
- (iii) The community-led aspect of campus delivery is clearly defined, managed and continually assessed to ensure maximum use of the facility by the local community and continued engagement in concept of local people directly influencing the delivery of local services.

6 Confidentiality

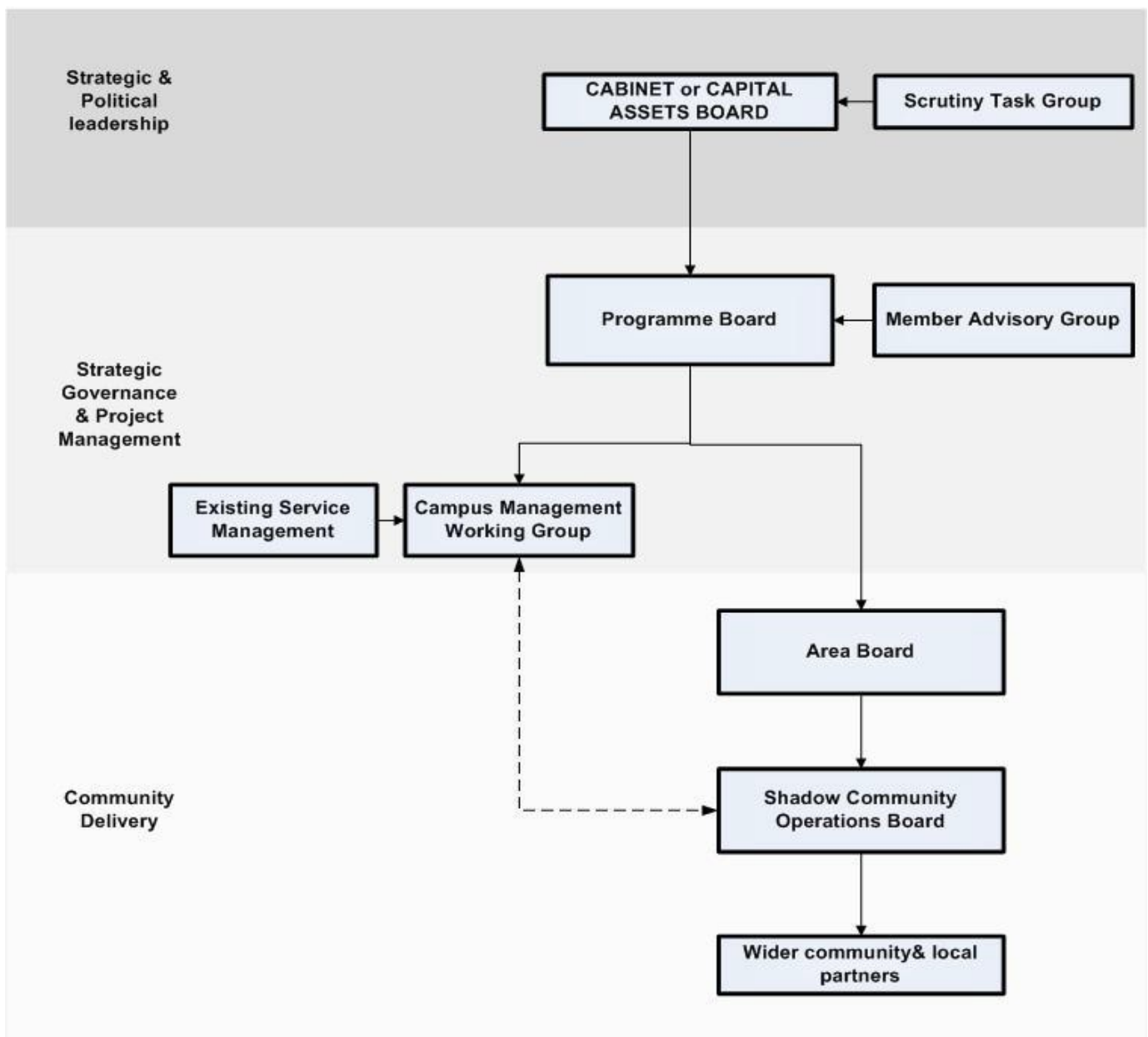
Whilst most information provided by the council or other participants or partners will be non-confidential in nature there may be occasions when due to the commercial nature of discussions or where matters are relevant to policy development by the council, it may request that individual information or items are confidential and as such the Council requires all members of the Shadow Community Operation Board to sign non-disclosure agreements. Should any participant be unable to respect this request they must absent themselves from the meeting prior to discussion and consideration of the relevant item.

7 Governance Arrangements

There is a need to implement an interim governance structure that provides an appropriate framework to operate. It should be noted that managerial responsibility for operations, health and safety, staff etc remains with the Council for the duration of the project however there is scope for the Shadow Community Operations Board to influence, plan and programme services, subject to Cabinet approval following a recommendation from the Area Board. A chart showing the relationships between the various parties is noted below.

- (i) The Shadow Community Operations Board will meet as necessary and as determined by the Board.
- (ii) The Shadow Community Operations Board will be chaired by a representative elected by the Board.
- (iii) The Shadow Community Operations Board will report to the Area Board, but where request to do so by the Area Board, may provide advice directly to the Campus Management Working group, which is a cross departmental officer team coordinated by the Campus and Operational Delivery Programme.
- (iv) The administration of the Shadow Community operations Board will be the responsibility of the Board itself.
- (v) There may be occasions whereby sub-groups of the Shadow Community Operations Board will be necessary. In this instance any sub-group will report directly to the Shadow Community Operations Board in governance terms.

Preliminary Management Project Governance Arrangements



COMMUNITY AREA TRANSPORT GROUP (CATG)

TERMS OF REFERENCE

Membership of the CATG

The CATG will normally be made up of not more than 10 members from the following groups:

- Members of the Area Board
- Town and Parish Council representatives
- Community representatives

Representatives should act as a conduit between their organisations and the CATG by putting forward the views of the body they represent and providing feedback to its members regarding the work of the CATG. The group members will also need to be mindful of the needs of the community area as a whole when making their recommendations, as not all councils and groups can be represented on the CATG.

Recommendations to the Area Board will usually be reached by consensus but if necessary these can be agreed by a show of hands by those representatives present at the meeting.

The group will normally be chaired by a Wiltshire Councillor. Membership of the CATG will cease when a member ceases to hold the stated office as when first appointed.

The CATG may invite representatives from local organisations to its meetings to give technical advice or to share pertinent local knowledge on projects in the area.

Appointment of CATG Members

Appointment of members to the CATG will normally be agreed at a full meeting of the Area Board. Membership may be varied, with the agreement of the Area Board Chairman, subject to approval at the next full Area Board meeting.

Where required for flexibility, the Area Board may appoint an unnamed representative of an organisation to the CATG (e.g. Town/Parish Council or Community Area Partnership) to ensure that the organisation is always represented at meetings. However it is preferred that the same representative attends if possible to ensure consistency of membership.

Media Relations

Members of the CATG must not issue press statements on behalf of the Area Board.

Any press statements about the work of the CATG should be agreed between the Chairman of the CATG and the Chairman of the Area Board.

Meetings

It is recommended that the CATG meet at least four times a year. Meetings are intended to be limited to the Membership set out above, and is open to other members of the Area Board who wish to attend. It can be open to public if the Area Board wishes to do so. It should be noted that CATG is not a constitutional or decision making body and hence proceedings will not be minuted by Democratic Services.

Officer Support

Meetings will be attended by relevant officers from Wiltshire Council including a senior transport planner, a senior traffic engineer and a local highway maintenance engineer as necessary.

Terms of Reference

The CATG has no formal decision making authority on operational matters or budget expenditure but acts as an informal discussion forum making recommendations to the Area Board. Recommendations must be agreed at a full CATG meeting before being brought to the next Area Board for approval.

The CATG's terms of reference are set out at Appendix A:

Terms of Reference

1. Small scale transport schemes – discretionary funding

To make recommendations to the Area Board to determine priorities and levels of expenditure required for small scale transport schemes in the community area. A discretionary highways budget has been allocated to the board by the Cabinet Member for Highways and Transport. The funding allocation is for capital funding and can only be used to provide new and improved highway infrastructure. It is suitable for schemes that improve safety, increase accessibility and sustainability by promoting walking, cycling and public transport and improve traffic management. It cannot be used to fund revenue functions such as maintenance schemes or the provision of passenger transport services. Schemes considered by the CATG should have first been raised through the community issues system and endorsed by the relevant town or parish council.

In choosing their local transport schemes Area Boards will need to be mindful of the priorities of the Local Transport Plan and the likely availability of future funding for implementation.

(Cabinet Member Decision HT-021-10)

2. Small scale transport schemes – substantive funding

To submit bids for funding from the centrally held substantive funds. A scheme qualifies as substantive if the estimated cost is in excess of the total discretionary amount available.

(Cabinet Member Decision HT-026-11)

3. Speed Indication Devices

To make recommendations to the Area Board as to the locations for speed indicator devices (SIDs) in line with the guidance issued by the Cabinet Member for Highways.

(Cabinet Member Decision HT-023-11)

4. C & UC roads speed limit review

To make recommendations to the Area Board as to the priority routes for review on C Class and unclassified roads in accordance with the guidance issued by the Cabinet Member for Highways.

(Cabinet Member Decision HT-027-11)

5. Waiting restrictions

To make recommendations to the Area Board regarding waiting restrictions in areas where the Town or Parish Councils do not wish to undertake this function.

(Cabinet Member Decision HT-031-11)

6. Other decisions

To make recommendations to the Area Board regarding any other local highways issues when requested.

NOT PROTECTIVELY MARKED



Briefing report for Chippenham; Corsham, Calne & Melksham Community Area Boards May 2015

Countdown to Dorset and Wiltshire Fire & Rescue Service combination began on 1st April

Wiltshire & Swindon and Dorset Fire Authorities started the one year countdown to their combination after successfully securing the support of the public, constituent authorities and the Secretary of State. The new Dorset and Wiltshire Fire & Rescue Authority officially came into being in shadow status on 1 April 2015 and will replace the two existing Authorities on 1 April 2016.

This combination is the first of its kind in the fire sector and will help to secure the future direction and development of both Wiltshire and Dorset Fire & Rescue Services as well as the continued safety of the public in the two counties.

The combination will make substantial savings of between £4-6 million per year, which will help us to protect frontline services as much as possible and continue to develop the services we provide to the community in the most efficient way. The combination will allow the two authorities to come together to build a safe, strong and resilient combined Fire & Rescue Service fit for the future.

Warning over mirror danger

Wiltshire Fire & Rescue Service is again warning against the dangers of sunlight reflecting off mirrors and glass ornaments.

There have been a number of incidents where fires have broken out in homes as a result of the sun's rays being reflected onto fabric or other flammable material.

A wooden cabinet within a property in Trowbridge was badly scorched when sunlight refracted through a glass paperweight. A crew from Salisbury was called to commercial premises in Catherine Street, where carpet within a window display had been set alight by sunlight refracting through a round glass ornament.

A mirror or any other glass object - such as an ornament - that is curved, allows the glass to act as a lens. When the sunlight hits it, it becomes concentrated and, if the rays are bounced onto something flammable - such as curtains or soft furnishings - then a fire can start.

Wiltshire Fire & Rescue Service has a wealth of home fire safety advice on its website www.wiltsfire.gov.uk/safetyinthehome

NOT PROTECTIVELY MARKED

NOT PROTECTIVELY MARKED

In addition, the Service offers free home fire safety checks where householders are given bespoke advice on how best to keep themselves safe from the risk of fire. To see if you qualify for a visit, call 0800 389 7849 or visit www.wiltsfire.gov.uk

Businesses or organisations providing services to older people are being invited to sign up for a number of free events.

Wiltshire Fire & Rescue Service is working with partners to deliver a series of Senior Wellbeing Days, where anyone over the age of 50 can source information and practical advice on how to keep safe at home. Each event will be in the form of a 'market place', with stalls and displays set out so that visitors can easily see what is available.

The planned dates are as follows:

- Tuesday 22 September at Swindon
- Wednesday 23 September at Calne
- Thursday 24 September at Devizes
- Tuesday 29 September at Salisbury
- Wednesday 30 September at Westbury
- Thursday 1 October at Ludgershall
- Tuesday 6 October at Mere

All of the events are scheduled to run from 10am to 2pm, apart from Devizes, which will be from 9.30am until 12.30pm.

Anyone interested in taking a stall is asked to contact: Mike Franklin at Wiltshire Fire & Rescue Service no later than 30 May by emailing michael.franklin@wiltsfire.gov.uk

New firefighters needed

On-call firefighters are still needed for Marlborough; Malmesbury, Pewsey, Royal Wotton Bassett and Tisbury fire stations.

If you live or work in any of these towns and are interested in becoming an on-call firefighter, then Wiltshire Fire & Rescue Service wants to hear from you!

The crews in these towns need more people to provide fire cover. On-call firefighters make themselves available to respond to a pager when a 999 call is made, and cover is needed at all times.

Contracted hours can vary, but on-call personnel usually make themselves available for between 48 and 120 hours per week. Between them, each fire station team will provide cover for weekdays, evenings, nights and weekends.

If you are interested in being an On Call firefighter, visit www.wiltsfire.gov.uk/workingforus

Michael FRANKLIN Partnerships & Community Engagement Manager

NOT PROTECTIVELY MARKED



Update for Area Boards

Focusing on Dementia

One of Healthwatch Wiltshire's (HWW) top priorities is dementia. This is because of what local people told us when we attended the 'what matters to you' events which were hosted by Community Area Partnerships and Area Boards in 2014. We held workshops across the county, where local people were invited to share their experiences of local dementia services. Over 120 people participated in the workshops. People also had the chance to take part in a one-to-one interview with a member of HWW staff or a trained volunteer.

HWW is holding further workshops for people interested in dementia services so that experiences and feedback can be shared with the people who provide those services. One of the main themes of our next workshops will be information provision. For more information or if you would like to get involved in one of the workshops please contact us or visit <http://www.healthwatchwiltshire.co.uk/wiltshire-dementia-strategy>

Quality of Local Health and Care Services

HWW has an important role in monitoring the quality of local health and care services. In order to do this effectively, we rely on local people telling us their experiences of accessing and using these services. We add this information to similar evidence that we gather from more formal sources such as The Care Quality Commission and local NHS Trusts and professionals. In this way, we can build up a really good picture of what is happening in Wiltshire. If we see that there is a trend developing - that is, many people are raising concerns about the same provider or service, we can use this information to challenge Commissioners or service providers. For example, in 2014 we noticed that there were a number of issues arising regarding dentistry - access to dentists and charging practices. We were able to use the information that local people had given us to escalate the issue to Healthwatch England and the consumer champion WHICH? who were carrying out a national campaign.

We would very much like local people to talk to us about their experiences of health and social care as it is only by speaking out that we can act to make a change.

Your Care Your Support Wiltshire

HWW, in partnership with Wiltshire Council, has developed a new health and social care information website for the public and professionals. The website was launched in April and is still in its early stage of development. We will be working with local people, voluntary and community sector organisations, Wiltshire Council and Wiltshire NHS Clinical Commissioning Group to make sure the new website has all the health and social care information you need in one place. For more information please visit www.yourcareyoursupportwiltshire.org.uk/home or if you have any feedback please complete the online form <http://www.yourcareyoursupportwiltshire.org.uk/Communication/SiteFeedback.aspx>.

If there is any health, well-being or social care information or service that you feel should be included in the website, please let us know. If you would like us to come and talk to a local group about the website then please let us know.

Volunteering with Healthwatch Wiltshire

Would you like to help improve local health and social care services? Can you help reach out to local communities and find out about their experiences as patients, carers and services users? Do you have personal experience, skills and enthusiasm to offer?

If so, why not help HWW reach out to local people, to explain and promote our work, listen to people's views and experience of health and social care and help in the improvement and redesign of future services. If you are interested in volunteering with HWW or would like more information please contact us or visit our website <http://www.healthwatchwiltshire.co.uk/content/join-us>

Contact us:

Tel 01225 434218

info@healthwatchwiltshire.co.uk

www.healthwatchwiltshire.co.uk

Report to Calne Area Board
Date of meeting 2nd June 2015
Title of report Youth Grant Funding

Purpose of the Report:

To consider the applications for funding listed below together with the recommendations of the Local Youth Network (LYN) Management Group.

To report on LYN initiative from April Area Board

To consider a Councillor Initiative

Applicant	Amount requested	LYN Management Group recommendation
Wiltshire Skate Series	£1050.00	Recommended. 88/100
HACCA healthy eating	£1514	Recommended 83/100
Howard Marshall	£720	N/A

1. Background

The recommendation from the LYN Management Group has 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. Councillors will need to be satisfied that Youth Grant Funding awarded in the 2015/2016 year are made to projects that can realistically proceed within a year of it being awarded.
- 2.2. Councillors 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. Councillors will need to ensure measures have been taken in relation to safeguarding children and young people.
- 2.4. Councillors 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.

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

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.

8. Safeguarding Implications

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

9. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
(hyper link) ID_101	Wiltshire Skate Series		£1050
<p>Project description</p> <p>Wiltshire skate series give the young people of calne and wiltshire a chance to enter a Competition and it also gives them a chance to see what the other riders from other categories are like.</p> <p>The event is organised by a young persons skate forum and the plan for this year is to expand the project to 5 venues and calne bowl has the chance to get involved. Bringing the event to calne would be great for the new park and local scene</p> <p>WSS is overseen by the sports development team. The plan for furthering years is that all the venues will share the cost of extra venues being involved.</p> <p>This competition draws young people from all over wiltshire and will enable Calne to become even more of a centre for alternative sports</p>			
<p>Recommendation of the Local Youth Network Management Group</p> <p>The application meets the grant criteria 2015/16 and is approved for the amount of £1050, subject to the following conditions: that the cost is shared between all 5 venues in the following years.</p>			

Application ID	Applicant	Project Proposal	Requested
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(hyper link) ID_95	Calne HACCA		£1514.00
<p>Project description</p> <p>A project for those about to leave home using practical cookery as a tool to deliver a range of essential life skills. Running over 6 weeks, each week the young people will prepare, cook and eat a different meal, while informally talking about a range of essential skills such as caring for friends under the influence, not getting food poisoning etc. They will leave knowing how to cook a few meals, how to adapt leftovers into new meals, how to store food and how to care for themselves and those around them, all framed in cooking and eating together. At the end, each young person will be given a slow cooker as a gift.</p>			
<p>Recommendation of the Local Youth Network Management Group</p> <p>That the application meets the grant criteria and is approved for the amount of £1514.</p> <p>The LYN feels this should initially be offered to school leavers, however, they think it would be good to adapt to younger young people, aged 13 upwards, and perhaps look at young people who are leaving care, or homeless. The LYN are really supportive of this project.</p>			

Initiative	Funding approved	Funding spent
LYN development day	£300	£186.00 The LYN spent a day at Oxenwood outdoor centre. They completed team building exercises and worked together on LYN terms and conditions and presentation skills.
LYN participatory budgeting The Area Board is asked to note that, in line with authority delegated to the Community Area Manager on 4 th November 2014, in consultation with the Chair of the Area Board and the Community Youth Officer, a sum of £61 was drawn from the Positive Youth Activities budget in order to facilitate the delivery of the Local Youth Network Participatory Budgeting Event.	£5000	£830 towards Calne Community Area Partnership First aid event 'Disaster in the park and follow up accredited course for young people. £2383 Towards Wiltshire YFC. Summer Pop Up Café in Castlefields park £650 Towards Calne in Bloom project 'Salad Bowl'

10. Councillor initiative

Councillor	Amount Requested	Project Title and description
Cllr Howard Marshall	£720 From the 11-19 revenue budget. This budget does not go through the Local Youth Network.	Calne Bowl Opening. Please see Appx 1 The amount will go towards supporting the skate bowl opening on 27 th June.

11.

The area board are asked to confirm that the delegated £5000 approved in November 2014 for running Local Youth Network events is to be carried over into this financial year 2015/2016.

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

Report Author

Helen Bradley, Community Youth Officer
Tel: 07919396465 Email: helen.bradley@wiltshire.gov.uk



Area Board Projects and Councillor Led Initiatives Application Form 2013/2014

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	Calne Area Board		
Your Name	Cllr Howard Marshall		
Contact number	07941425271	e-mail	howard.marshall@wiltshire.gov.uk

2. The project

Project Title/Name	Bowl opening celebration
Please tell us about the project /activity you want to organise/deliver and why?	<p><i>The Bowl project was completed in February 2015 and will be officially opened on June 27th 2015.</i></p> <p><i>The evnt will include competitions for all ages, music, graffiti wall and advertising of their Calne in Bloom project.</i></p> <p><i>The Skatebowl was an area board working group for a number of years and the new group formed under the Local Youth Network directly meets the need for positive activities for young people in the needs assessment.</i></p> <p><i>The opening event is to be run by Wheelscape and the bowl group, supported by the Community Youth Officer.</i></p> <p><i>The initiative would include prizes for the competitions and running costs for the event including a generator, refreshments for the team running it and hoodies.</i></p> <p><i>I am asking for the area board to support it from the 11-19 revenue budget and to transfer the amount of capital from the area board to support this initiative so that the support is from the area board for the whole community.</i></p>

Where is this project taking place?	Calne Skate Bowl
When will the project take place?	June 27 th 2015

What evidence is there that this project/activity needs to take place/be funded by the area board?	The area board have committed to the Skate Bowl as a working group. This is the culmination of the hard work the young people and Calne area board have done and celebrating it's success.		
How will the local community benefit?	The opening event will be open to the entire community on the day of Calne Summer Festival. There will be a competition for all ages, as well as the graffiti wall, music and a food stand by the bowl. the opening event is also an opportunity for the residents surrounding the bowl to attend and see how the bowl has evolved to become a positive family and community venue.		
Does this project link to a current Community Issue? (if so, please give reference number as well as a brief description)	JSA, LYN Needs assessment		
Does this project link to the Community Plan or local priorities? (if so, please provide details)	Top JSA community priority for action.		
What is the desired outcome/s of this project? To engage the whole community in the opening of the bowl as an all age facility and to celebrate the work of the young people who have worked over a number of years to make it happen. The event will involve a competition, giving all ages a chance to join in as well as building a community atmosphere. It will also look to build the group for the next phase including culture setting as well as recruit volunteers to help with the Calne in Bloom entry based at the bowl.			
Who will be responsible for managing this project? The Skate bowl group will manage the whole event, assisted by Wheelscape, who will run the competition event as part of their contract, assisted by the Community Youth Officer.			
3. Funding			
What will be the total cost of the project?	£ 720		
How much funding are you applying for?	£ 720		
If you are expecting to receive any other funding for your project, please give details	Source of Funding	Amount Applied For	Amount Received
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)	Calne Community Area Partnership		
4. Declaration – I confirm that...			

The information on this form is correct and that any grant received will be spent on the activities specified

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

Name: Cllr Howard Marshall

Date: 20/05/2015

Position in organisation: Wiltshire Councillor Calne Rural

Please return your completed application to the appropriate Area Board Locality Team [\(see section 3\)](#)

AREA BOARD for the Calne Community Area

Highways Working Group (CATG)

Notes of the Working Group Meeting: 30th April 2015

Attendees: Christine Crisp - Wiltshire Council (CC), Ed Jones - Focus on Five Parish forum (EJ), Richard Tucker - Bremhill Parish Council (RT), Anne Henshaw - Calne Community Area Partnership (AH), Spencer Drinkwater - Wiltshire Council Principal Transport Planner (SD), Mark Stansby - Wiltshire Council Senior Traffic Management Engineer (MS), Martin Cook - Wiltshire Council, Area Highways Engineer(MC), Tom Rounds - Calne Town Council (TR) Jane Vaughan - Wiltshire Council Calne Community Area Manager (JV).

1. Apologies:

Notes of this meeting - Jane Vaughan.

2. Update on existing/outstanding works and priorities

2.1. Woodsage Way – Lickhill Road

Work on this scheme was due to begin on site from 26th May 2015 for approx 3 weeks. A newsletter had been sent to immediate residents and the Town Council and emergency phone numbers would be on site.

2.2. Bentley Lane

Construction on this scheme was due to commence on 15th June 2015.

2.3. Springfield School – Bus stop

This scheme was ready for implementation, but was delayed under the new Balfour Beatty Living Places programme until September 2015.

2.4. Springfield School – Crossing

This scheme was part of the work planned for 2015/16, designs were being prepared and it was hoped they would be ready to bring to the next meeting.

ACTIONS

Area Board note.

Area Board note.

Area Board note.

Area Board note.

3. CATG Budget

MS updated the group on the 2014/15 Calne CATG budget, summary attached (appendix 1)

Area Board note.

4. Other current issues on the Area Board system not included in works/priorities list above (2)

The group discussed all issues currently live on the Area Board issues system including:

ID	Summary of Issue
3298	Signage A4 Yatesbury turning – MS reported that a detailed design scheme had been completed that would address lining issues. Utility searches were awaited and completion is estimated by the end of June 2015 – with no cost to the CATG. – The Area Board would be requested to close this issue.
3307	Speed of Traffic Mile Elm – A Signage review/white line survey had identified changes/improvements in the area including solid white line through most of Mile Elm, replacement warning signs and chevrons and new 'Mile Elm – please drive carefully' signs to be installed. Orders had been placed and completion was estimated by the end of May 2015 – with no cost to the CATG. It was also noted that resurfacing was due at the end of the year but that this was not related to skid resistance. - The Area Board would be requested to close this issue.
3381	Road Safety East Tytherton – A signage scheme had been designed which would be implemented at no expense to the CATG. Plans were circulated at the meeting (appendix 2). - The Area Board would be requested to close this issue.
3483	Pedestrian road safety White Hart, Junction of London Road and Silver Street - This had been approved as a priority for action in 2015/16 and a feasibility study would be undertaken.
3536	Anchor Road/Brewers Lane - This had been approved as a priority for action in 2015/16, the group was awaiting approval/comments from Calne Town Council.
3619	Old Derry Hill, road safety – The CATG was still awaiting response from the Neighbourhood Policing Team regarding incident logs.
3639	Links to 3536 – Anchor Road/Brewers Lane (see above)
3682	Penhill Road/Woodhill Avenue, speeding traffic/road safety

Recommendation to the Area Board.

Recommendation to the Area Board.

Recommendation to the Area Board.

Area Board note.

Request comments from Calne Town Council

Area Board note.

	– The CATG considered that work being undertaken at Woodhill Rise via the s106 working group (installation of bollards to prevent through traffic) would negate this as an issue. The Area Board would be requested to close this issue.
3795	Sandy lane A342, Speeding in a 30mph limit - The group discussed requesting information from the NPT relating to quoted incidents and also comments from the Parish Council. MS would review signage.
3822	Cherhill A4 road safety - The group discussed this issue, it was felt that at this point on the A4, there is good visibility for pedestrians and motorists; no issues have been reported by local residents or the Parish Council and the suggestion of a pedestrian crossing was not realistic as a result the Area Board would be requested to close this issue.
3875	The Knapp, Stockley road safety – This issue had been submitted by the Parish Council. EJ and MS would arrange a site visit and report back to the next CATG meeting.
3886	Buzzard Road, Calne, parking issues. The group considered that this is a request for residents overspill parking. Wiltshire Council has a clear policy for such requests: Policy PS14 - Residents' overspill parking - Requests for residents' overspill parking will be considered by the council on a case-by-case basis where there is a clear requirement and demand. All assessment and implementation costs would be charged to the scheme sponsor (e.g. residents' association, parish/town council, etc). JV was asked to contact the correspondent with this information, to update the Town Council and the Area Board would be requested to close this issue.
3888	Beversbrook Surgery, signage request. MS explained that this request would be for directional signs for the Surgery and that any such request must be endorsed by the CATG/Area Board and the Town Council before it may be implemented. Such requests must be funded by the group requesting funding and therefore there would be no cost to the CATG. The group felt that this was a worthy case for signage and would recommend that the Area Board endorsed the request. Comments would also be requested from the Town Council.
3891	Relates to 3886 (see above)
3915	Road Safety – Curzon Street. This issue was being revisited following requests from local Members. MC reported that matters surrounding raised ironworks in the road had been referred to Wessex Water (notified by a s81

Area Board note.

Recommendation to the Area Board.

Request information from the NPT, Parish Council. MS review signage.

Recommendation to the Area Board.

EJ/MS arrange site visit

JV contact resident

Town Council to note

Recommendation to the Area Board

Comments requested from Calne Town Council.

Recommendation to the Area Board.

Area Board note

	notice to repair). Matters relating to waiting restriction review would be referred to the Town Council for comment.
3942	Derry Hill, inappropriate parking at the junction of Lansdowne Crescent. The group decided to ask the NPT if they would consider visiting the location during school times to give advice/tickets.

Refer to Calne Town Council

Area Board note.

5. Speed Limit Review (C& u/c roads):

C50 Quemerford – Blackland Crossroads - MS explained that Calne Area Board did not submit this route for review, but it was reviewed as part of one of the Devizes Area Board routes. The group discussed that this had previously been one of the 'routes considered by the Calne Area Board, the review suggests this stretch is changed from the national speed limit to 50mph. The group considered that this was the same change that had been implemented at Mile Elm where the result had appeared to be that residents felt that the limit had been increased and motorists were trying to drive up to the limit. It was noted that a recent signage review has been implemented at Blackland Crossroads and that there have been no requests from residents or the Parish Council for any further action to be taken. The speed limits recorded in this area were already low and the cost of implementing the new speed limit would be approximately £3,000.

The group felt that, while this was a potential scheme for the future, it might not be a priority for 2015/16, should be deferred and would make this recommendation to the Area Board.

JV send request to NPT.

6. 20mph Speed Limits and Zones:

6.1. Cherhill Village – MS reported that this scheme met the criteria and implementation would cost approximately £3,000. JV relayed the content of an email from Cherhill Parish Clerk expressing pleasure at this outcome and requesting an extension to the scheme. Officers explained the criteria used to assess limits and zones and advised that this would not be appropriate.

6.2. School Road, Calne – The review of this area suggested a scheme that would maintain a 30mph limit on School Road and 20mph on other minor roads, implementation would also cost approximately £3,000.

The group discussed both schemes and felt both were potential priorities for 2015/16; They were concerned that the cost of the schemes would amount to almost 50% of the budget. It was suggested that Town and Parish Councils might contribute towards the cost of the schemes so both could be recommended as priorities in the 2015/16 year.

Recommendation for the Area Board

Area Board note.

Request comments from Town and Parish Council.

7. Priority Schemes for 2015/16

Recommendation

<p>7.1. London Road/Silver Street (White Hart) feasibility study (already approved at Area Board, February 2015)</p>	<p>for the Area Board</p>
<p>7.2. Anchor Road/Brewers Lane (conditional upon approval of Town Council)</p>	
<p>7.3. 20mph scheme around School Road Calne (Conditional upon contribution from Town Council)</p>	
<p>7.4. 20mph scheme in Cherhill Village (Conditional upon contribution from Parish Council)</p>	<p>Area Board note</p>
<p>8. CCAP Transport Strategy Plan AH reported that a draft for developing a Calne Area Transport Strategy prepared by Calne Area Transport was submitted to the Wiltshire Council Principle Transport Planner. The officer had responded in some depth clarifying the next steps that need to be taken in order to establish a credible transport strategy. Consequently the Calne Area Transport group wish to proceed with, and present, the Objectives which will form the Vision statement for the Community Area Transport Strategy.</p>	<p>Area Board note</p> <p>Recommendation for the Area Board</p> <p>Recommendation for the Area Board</p>
<p>SD suggested that Highways could help to provide evidence to add to the strategy and would send examples.</p>	<p>Area Board note</p>
<p>9. Community Speed watch There were no updates re. Community Speed watch schemes.</p>	
<p>10. Recommendations to the Area Board:</p>	
<p>1.1. To agree closing issues as recommended in point 4 above</p>	<p>SD provide examples</p>
<p>1.2. To endorse Beversbrook Surgery, signage request (issue 3888 in point 4 above).</p>	
<p>1.3. To defer progressing speed limit on C50 route (as laid out in point 5 above).</p>	
<p>1.4. To agree further priority issues for 2015/16.</p>	
<p>1. 20mph scheme around School Road, Calne - conditional upon Town Council contribution.</p>	
<p>2. 20mph scheme at Cherhill Village – conditional upon Parish Council contribution.</p>	
<p>1.5. To note actions laid out in these meeting notes</p>	

Calne CATG expenditure 2014 / 15 as of 27/04/15

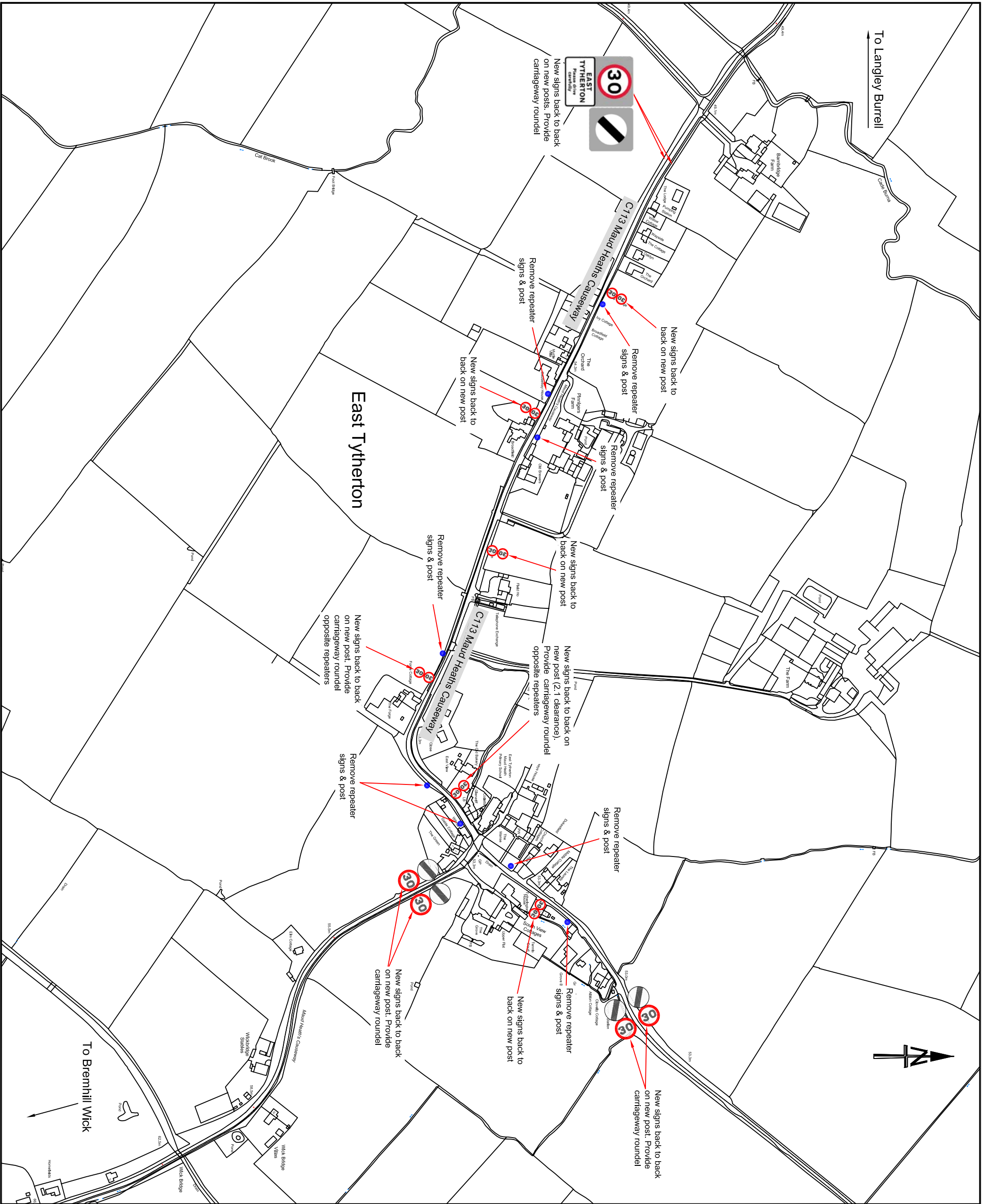
Budget £12,465 + £20,208.80 c/fwd = £32,673.80

Scheme	Estimate	CATG Commitment	Expenditure	Projected Spend
Calne Woodsage Way / Lickhill Rd Traffic Management	£51,500.00	£25,300	£0,000	£51,500.00
A4 Calne Springfield Crossing (feasibility study)	£1,500.00	£1,500.00	£685.00 Final	£685.00
Stockley Bus Stop	£2,300.00	£1,800.00	£2,020.64 Final	£2,020.64
Calne Phelps Parade No cycling signs	£250.00	£250.00	£250.00 Final	£250.00
Calne Bentley Lane Footway improvements	£4,000.00	£4,000.00	£0,000	£4,000.00
Calne Springfield Bus Shelter(Construction 15/16)	£4,500.00	£0,000	£0,000	£0,000.00
A4 Calne Springfield Crossing (Construction 15/16)	£7,000.00	£3,000.00	£0,000	£0,000.00
Totals	£71,050.00	£35,850.00	£2,955.64	£58,455.64

Budget	£32,673.80
Projected Spend	£58,455.64
Balance	-£25,781.84

Contributions		
Stockley Bus Stop	£400.00	Calne Without Parish Council – invoice issued.
Woodsage Way / Lickhill Rd	£3,037.19	S.106 Agreement
Woodsage Way / Lickhill Rd	£2,000.00	Calne Town Council
Woodsage Way / Lickhill Rd	£24,200.00	Substantive funding
Total contributions	£29,637.19	

Overall Balance £3,855.35



NOTES:



The existing name plates on the eastern and southern approaches to the village will be replaced with the above sign.

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Wiltshire Council (100049050) 2015

Wiltshire Council
Where everybody matters
Traffic & Network Management
County Hall, Bythsea Road, Trowbridge
Wiltshire, BA14 8UD
Tel: 0300 4500100
Website: www.wiltshire.gov.uk

REV	DATE	DRAWN	CHECK	APPROV	DESCRIPTION
0	2015	KAD	M.J.S	D.M.T	ORIGINAL

PRELIM DESIGN

PROJECT:
East Tytherton
Review of 30mph Speed Limit

DRAWING TITLE:
C113 Maud Heaths Causeway

SCALES:	NOT TO SCALE	SHEET SIZE:	A3
DRAWING No.:	KAD/EA/TYTHERTON	REVISION:	0
FILE REF.:	L:\Karie\0155\Scheme\EA/TYTHERTON\SU_Design\ID001		

Dementia Friends Working Group

Notes of the Working Group Meeting: 5th May 2015

Attendees: Cllr Christine Crisp (Wiltshire Council), Andrew Day (Alzheimer's Society), Caroline Wilson (Alzheimer's Society), Clare Harris (Calne Town Council), Diane Gooch (Wiltshire and Swindon Users Network), Jane Vaughan (Wiltshire Council - Calne Community Area Manager).

1. **Apologies:** Cllr Alan Hill (Wiltshire Council), Linda Roberts (Calne town Council), Jan Bird (Calne Memory Group), Laura Mullineaux (Leonard Cheshire Disability).

Notes of this meeting were taken by Jane Vaughan.

2. **Focus Points:**

Discussing progress and developing actions relating to:

- a. **Dementia Friends Sessions in the Community:**

- **The Town Council** – CH reported that 17 members of Town Council staff had become Dementia Friends, however sessions still needed to be arranged for Councillors and Beversbrook staff, it was noted that several Town Councillors had already taken part in a session at the Area Board Health Fair.
- **At least one session in each Parish** – The area board had committed to try and hold at least one session in each parish of the Community Area. A focus on five meeting had not occurred since the last working group, this would be on the agenda for the next.
- **50% of the High Street businesses** (including a 'slow lane' challenge for the supermarkets). DG would follow up ideas with Sainsbury's. The group then discussed linking sessions for Town shops to this year's Dementia Awareness Week. JV would draft a letter to shops and CH would arrange for it to be delivered in the week of 17th May. JV would also book a time at the Community Hub to hold a session during the 1st /2nd week of June

ACTIONS

LR/CH to arrange sessions for Beversbrook Staff and Town Councillors.

JV take to Focus on Five.

JV draft letter
CH arrange delivery

JV book Hub

DG lead session, JV/CH to support

- **Greensquare** –Jan Morse had not been in contact regards attending this group, The group felt that Greensquare may already be involved in another way and AD suggested that he liaise with Camilla at Alzheimer’s Society to see if this was the case.
- **GP practices** – DG reported that Alison Ingham from Northlands surgery had planned to attend this meeting in order to discuss setting up sessions for staff and patient participation group. However, she was not present.
- **Integrated Health Forum** – it was suggested that this forum should be asked to encourage all groups involved to make sure that staff have undertaken a Friends session. JV would contact Dee Robinson at Wiltshire Council.
- **Leonard Cheshire** – DG asked whether it would be possible to make running Dementia Friends sessions a question for Wiltshire Council contractors in future tender documents. CC would look into this matter.
- **Calne Partnership of Churches** – DG reported that she would be running this session on 14th May at 7:30pm.

b. Influence the development of ‘Safe Places’ initiative in the community area.

The lead on this issue had been taken up by the Calne Community Safety Forum and, as such would not need to be a main focus point for the group in the future, although the group would continue to be interested in liaising with CCSF around ensuring that all Safe Places ocations had dementia friends in situ. As such this should be linked in with focus point a) in future.

c. Support and promote the Memory Club.

There had been no update from the Memory Club. DG reported that she had passed on details of the club to Leonard Cheshire.

DG/JV/CH arrange

AD investigate

JV contact Dee Robinson

CC will contact Adult Social Care officers/Gordon King.

3. Developing the overarching aim to become a dementia friendly community area:

JV reported that Camilla had sent details of all the Dementia Friends sessions that had taken place in the Calne Community Area to date. At 17th March 2015 there had been 17 sessions and 213 dementia friends.

The group discussed ideas around developing a local network of Dementia Champions, who would be able to support each other to hold sessions (especially larger sessions) and also to help share the load as they try to create more sessions.

AD would ask Camilla if it is possible to identify all Champions in or around the Community Area, and whether it would be possible to contact them and create a support group.

The group also discussed the need to recruit more Champions locally. CH reported that she hoped to become a Champion and it was possible that one other may be recruited from the Town Council.

**AD contact Camilla
Alfred**

**CH follow up Town
Council Champion**

4. Any other business:

The group discussed trying to 'do something new' for Dementia Awareness week. It was felt that the Friendly Shop sessions was their key piece of work emerging. They also discussed trying to enter a 'dementia duck' in the Calne Duck race on 16th May and to source a Dementia awareness week banner to hang in the town. The group was conscious that time pressures may be against them, however CH would contact the Lions re. the Duck race, CC offered to decorate the duck and JV said she would try and find out whether a banner could be sourced as a capital purchase.

**All identify more
potential
champions.**

**CH contact Lions
CC possible
decorate a decoy
duck!
JV investigate
banners.**

5. Feedback to and recommendations for the Area Board.

- **To note the group has met and the information outlined in these meeting notes.**
- **To ask the community to help promote the 'Dementia Friendly Shops in Calne' sessions.**

CC feedback to the

Area Board on 7th
April.

6. Date of next meeting

The next meeting would take place on Monday 1st June,
4pm at Bank House.

Report to	Calne Area Board
Date of Meeting	2nd June 2015
Title of Report	Area Board Funding

Purpose of Report

1. To ask councillors to consider the following applications seeking Community Grants from the Calne Area Board:

Applications	Grant Amount
Applicant: Calne Town Council Project Title: Beversbrook Car Park	£5,110.00
Applicant: Friends of Abberd Brook Project Title: equipment to advance Brook Project.	£350.00
Total grant amount requested at this meeting	£5,460.00

2. To ask councillors to note delegated decisions made in relation to the following Area Board initiatives:

Initiative	Amount
1: Magna Carta – Pageant/youth social justice project	£1,000.00 (11-19 budget)
2: Beat the Street – Book tokens for Calne Children’s spot prizes.	£200.00 (11-19 budget)
Total delegated decisions since last meeting	£1,200.00

1. Background

- 1.1. Area Boards have authority to approve funding under delegated powers. Under the Scheme of Delegation area boards must adhere to the area board funding criteria.
- 1.2. Key aspects of the 2015/16 criteria include:
 - The decision to support a funding application and to what level will be the decision of the area board, with no officer recommendation.
 - Applications of up to and including £1,000 can be made for a Community Area Grant, which will not require matched funding, however the area board will look more positively on applicants where they are able to contribute some funding towards their project.
 - Amounts of £1,001 - £5,000 will be required to find matched funding.
 - The area board will rarely award more than £5,000.
 - Calne Area Board's Community Area Grants scheme will be for capital projects only.
 - The area board will prioritise funding to projects which address the 3 priorities identified by local people under the JSA 2013 -2015 as top areas for the community and area board attention during the coming year.
 - Increase employment opportunities (especially through initiatives like apprenticeships and work experience) and social activities for and in consultation with young people.
 - Recognise and address child poverty and childhood obesity.
 - Build a positive reputation for Calne Community Area to attract more visitors to venues and events.
- 1.3. In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria would need to demonstrate that the application in question has a wider community benefit, and give specific reasons why this should justify an exception to the criteria which must be minuted.
- 1.4. In addition to CAGs and digital literacy grants councillors can submit an Area Board/Councillor Led Initiative. This enables area boards to tackle sticky community issues and/or community identified priorities. Cabinet has emphasised it does not wish these to be used to avoid complying with Community Area Grant criteria or for filling gaps where there are council service shortfalls.
- 1.5. There will only be a single on-line application process for Community Area Grants (CAG) and Digital Literacy grants, introduced to provide an easy step by step application process. [The application process and funding criteria can be found here.](#)

- 1.6. Funding applications will be considered at every Area Board meeting whilst there is money available. Deadlines for receipt of applications are as follows:
- 23rd June 2015 – to be decided at the Area Board on 4th August 2015
 - 25th August 2015 – to be decided at the Area Board on 6th October 2015
 - 27th October 2015 – to be decided at the Area Board on 8th December 2015
 - 22nd December 2015 – to be decided at the Area Board on 2nd February 2016
- [deadline for receipt of applications can also be found on the Calne area board webpage.](#)
- 1.7. Within the capital budget, £1,500 capital is ring-fenced for digital literacy grants of up to £500 each.
- 1.8. Calne Area Board was allocated a budget of £46,679 capital funding in 2015/2016.
- 1.9. Calne Area Board also has a budget of £5,654.64 revenue funding for allocation to projects for young people aged 11-19.
- 1.10. Following decisions made agreed at the Area Board meeting on 7th April 2015, the current balance is:
- 1.10.1. £46,465.00 capital balance
 - 1.10.2. £ 5,654.64 revenue balance (U11-19 budget)
- 1.11. If Members approve all applications laid out in this report the remaining balance will be £46,465.
- 1.11.1. £41,005.00 capital balance
 - 1.11.2. £ 4,454.64 revenue balance (U11-19 budget)

Background documents used this report	Area Board Community Area Grant Scheme and Digital Literacy Grants – information and funding criteria 2015/16
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2. Main Considerations

- 2.1. Councillors will need to be satisfied that funding awarded by the area board satisfy 2015/16 area board funding criteria and financial regulations of the council and can proceed within a year of the award being made.
- 2.2. On 3 June 2014, Calne area board agreed to prioritise three themes from the 2013-15 Joint Strategic Assessment, which had been highlighted at the 'What Matters to You', event held in March 2014. These were to:
 - Increase employment opportunities (especially through initiatives like apprenticeships and work experience) and social activities for and in consultation with young people.
 - Recognise and address child poverty and childhood obesity.
 - Build a positive reputation for Calne Community Area to attract more visitors to venues and events.

3. Environmental & Community Implications

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

4. Financial Implications

- 4.1. Awards must fall within the Area Boards budget allocated to the Calne Area Board.
- 4.2. If grants and initiatives are awarded as outlined in this report, Calne area board will have a remaining capital balance of **£41,005.00** and an U11 – 19 revenue budget balance of **£4,454.64**.

5. Legal Implications

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

6. HR Implications

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

7. Equality and Inclusion Implications

- 7.1. Community Area Grants and Small Grants will give local community and voluntary groups, town and parish council's equal opportunity to receive funding towards community based projects and schemes, where they meet the funding criteria.
- 7.2. Implications relating to individual grant applications will be outlined in section 8, of the funding report.

8. Applications for Consideration

Ref	Applicant	Project proposal	Funding requested
8.1.	Calne Town Council	Beverbrook Car park – Third party contribution	£5,110

- 8.1.1. This application does not meet the community area grant criteria and, as such, Members will need to consider whether there are exceptional reasons which might cause them to overrule those criteria.
- 8.1.2. The application is from the Town Council, criteria states that, where an application is from a town or parish council, the area board will only contribute the same amount as the town or parish council. In this case Calne Town Council is not making a contribution to the project.
- 8.1.3. This application is requesting a sum of £5,110, the criteria states that the area board will rarely award more than £5,000.
- 8.1.4. It should be noted that funding requested from the area board will represent a third party contribution, which will enable the Town Council to draw down an additional £50,000 for the benefit of the community through the Land Fill Tax Credit Scheme.
- 8.1.5. The project addresses one of the Calne Community identified JSA priorities: to build a positive reputation for Calne Community Area to attract more visitors to venues and events.
- 8.1.6. Beverbrook is one of the Calne Campus sites, although increased car parking does not feature in most recent Campus project plans considered by the Area Board, the need has been identified by the Town Council as a high priority, and has the backing of town councillors, the community and all users of Beverbrook.
- 8.1.7. The existing car park cannot sustain the volume of cars that travel to Beverbrook. Short term additional parking on a grassed area has proven useful, but is not sustainable.
- 8.1.8. The Town Council considers that a lack of parking facility may prohibit hirers from participating in sports and community events.
- 8.1.9. A report from Key Transport Consultants was conducted in December 2013; this shows that the facility is lacking in car parking by 159 spaces. Since the report has been published, Beverbrook has grown by another 10%.
- 8.1.10. If funds cannot be identified, Beverbrook and Calne Town Council would need to consider reductions in future provision of sport at the facility.
- 8.1.11. Members may want to consider that this project displays good causes to justify an exception to the criteria as follows:

- The funding would represent a third party contribution, which the Town Council cannot contribute towards under the terms of the Landfill Tax Credit Scheme.
- This project would draw down £50,000 of external funding for the benefit of the Calne Community.
- The project would encourage increased community engagement in future Campus facilities.

8.1.12. If Members choose to contravene the Community Area Grants criteria and award funding the reasons above must be clearly minuted in accordance with the scheme of delegation.

Ref	Applicant	Project proposal	Funding requested
8.2.	Friends of Abberd Brook	Provision of equipment for use by the group.	£350.00

8.2.1. This application meets community area grant criteria.

8.2.2. The Friends of Abberd Brook have had a long relationship with the Area Board, emerging from one of the initial working groups set up in 2009, they have continually engaged the local community in projects and events that promote healthy and active lifestyles and an active engagement in environmental awareness.

8.2.3. One of the group's main aspirations is to develop the Abberd Brook as a 'green corridor' running through the one of the most deprived areas of town. This has been taken on by wider regeneration plans for the town.

8.2.4. Evidence suggests that as an area is improved, vandalism is reduced and residents have more pride in their environment.

8.2.5. The group believes that greater community spirit will occur as local people feel that they have ownership of their neighbourhood.

8.2.6. The green corridor will encourage people to walk, jog or cycle to town helping people to have a better quality of life by leaving the car at home. Improving the biodiversity will attract a wider form of wildlife to take up residency within the various forms of plant life as well as maintaining the various forms of fauna that we already have. Better management of the brook will improve both the flow and quality of the water benefitting all concerned.

8.2.7. The group provides opportunities for young people to get involved in its maintenance and regeneration activities and this holds opportunities for the area board to address two of its JSA priorities around social activities for young people and addressing issues around childhood poverty/obesity.

8.2.8. This application will provide the group with a new heavy duty strimmer, which will enable them to extend the work they undertake.

9. Funding decisions delegated to the Community Area Manager.

- 9.1. Members are asked to note that, in consultation with the Chair and Vice Chair of the Area Board, £200 has been allocated by the Community Area Manager in order to provide daily £5 spot prize (book tokens) for Calne Children engaging in the Air Quality Working group's 'Beat the Street' project, which is currently underway in the community area.
- 9.2. Members are also asked to note that, to facilitate the Calne Community Area's involvement in events planned to commemorate the 800th Anniversary of the Magna Carta, £1,000 has been allocated to cover costs of projects that will engage young people from John Bentley School in social justice workshops an art project and participation in the Magna Carta Pageant to be held in Salisbury this June 15th.
- 9.3. A decision to delegate funding decisions up to £1000 to the Community Area Manager, in consultation with the Chair and Vice Chair was made by the Area Board in 2011. This was made in order to respond quickly to work that the Area Board might wish to progress between scheduled Area Board meetings.

Appendices	Appendix 1 – Grant applications: <ul style="list-style-type: none">• Calne Town Council – Beversbrook Car Park• Friends of Abberd Brook – provision of equipment.
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No unpublished documents have been relied upon in the preparation of this report other than those requested in the funding criteria.

Report Author	Jane Vaughan Community Area Manager Email: jane.vaughan@wiltshire.gov.uk
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Grant Applications for Calne on 02/06/2015

ID	Grant Type	Project Title	Applicant	Amount Required
1303	Community Area Grant	Improvement to the Abberd Brook Calne	Friends of Abberd Brook	£350.00
1288	Community Area Grant	Beversbrook Car Park Exstension - Third Party	Calne Archery Group	£5110.00

ID	Grant Type	Project Title	Applicant	Amount Required
1303	Community Area Grant	Improvement to the Abberd Brook Calne	Friends of Abberd Brook	£350.00

Submitted: 20/04/2015 13:58:00

ID: 1303

Current Status: Application Received

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?

Improvement to the Abberd Brook Calne

6. Project summary:

Assisting the local councils and the environment agency in the management of the Abberd Brook, its\ pond and green spaces. Establishing a green corridor between the eastern end of town to the town centre.

7. Which Area Board are you applying to?

Calne

Electoral Division

Calne Central

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

SN11 8PJ

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

Countryside, environment and nature

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

03/2015

Total Income:

£2958.08

Total Expenditure:

£6406.34

Surplus/Deficit for the year:

£-3448.26

Free reserves currently held:

(money not committed to other projects/operating costs)

£1059.51

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

The cost of the equipment will leave the group in a precarious financial position.

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

10b. Project Finance:

Total Project cost		£350.00		
Total required from Area Board		£350.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Heavy Duty	350.00	0.00		0.00
Brush Strimmer		0.00		0.00
		0.00		0.00

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.

1288	Community Area Grant	Beverbrook Car Park Extension - Third Party	Calne Archery Group	£5110.00
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Submitted: 07/04/2015 12:25:32

ID: 1288

Current Status: Application Received

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?

£5001+

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

Calne Town Council are unable to fund the Third Party Contribution due to the requirements set by Viridor-Credits. Calne Town Council has been granted Â£50,000 from Viridor-Credits for the car park extension, with the condition of securing the Third Party Contributor.

5. Project title?

Beverbrook Car Park Extension - Third Party

6. Project summary:

The need for the car parking has been identified by the Town Council has a high priority, and has the backing of the town councillors, the community and all users of Beverbrook. As stated, the existing car park can not sustain the volume of cars that travel to Beverbrook. Short term improvements by allowing cars to park on a grass area has proven success and decreased the amount of near accidents. The project aim is ensure that all users of Beverbrook can do so in a safe environment and to be able to travel to Beverbrook without the concerns of the lack of parking facility, which may prohibit hirers from participating in sports and community events. Lack of sustainability and concerns of the wellbeing of the users of Beverbrook. Calne Town Council are committed to research into grant funding without

decreasing the volume of users that hire Beversbrook. A report from Key Transport Consultants, which was conducted in December 2013 shows that the facility is lacking in car parking spaces by 159 spaces. Since the report has been published, Beversbrook has grown by another 10%. (copy of this report can be found within the this application) If funds cannot be established, Beversbrook and Calne Town Council would consider the numbers of sports that is delivered. Evidence shows during the busy periods there is decrease of sports participation from the users. Especially the less impact sports i.e. Archery and Tennis.

7. Which Area Board are you applying to?

Calne

Electoral Division

Calne North

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

SN11 9FL

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

Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

03/2014

Total Income:

£152323.00

Total Expenditure:

£1450926.00

Surplus/Deficit for the year:

£72306.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£1030760.00

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

Calne Town Council are unable to be the third party contributor as Calne are the name organisation on the grant application to Viridor.

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

10b. Project Finance:

Total Project cost		£50000.00		
Total required from Area Board		£5110.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Cotswold	1000.00	Viridor Credits	yes	50000.00
CDM	1000.00	Area Board		5110.00
contingency	4000.00			
Project build	40000.00			
extra drainage	4000.00			
Third Party	5110.00			
Total	£55110			£55110

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?

Calne

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

The larger impact for the community with the car park extension will benefit both the hirers and community of Calne. The overflow car park will increase participate in sports, allowing more people to lead an active lifestyle and be able to use Beversbrook without the concerns of injuries in the existing car park. Evidence from the risk assessment and the photos show that the existing car park is an accident waiting to happen.

14. How will you monitor this?

The increase of users will be monitored by the facility manager who will monitor the booking system for increase of bookings and users.

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

Once the overflow car park has been constructed, no extra funding is required.

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

The overall project is to construct an overflow car park at Beversbrook Sports and Community Facility. The need for the car park has been identified by Town Council and the users of Beversbrook. The project is to ensure that all users that come to Beversbrook can do so in a safe environment.

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.

