

AGENDA

Meeting: WESTBURY AREA BOARD
Place: Jubilee Hall, Melbourne St, Bratton BA13 4RW
Date: Thursday 9 April 2015
Time: 7.00 pm

Including parishes of Bratton, Coulston, Dilton Marsh, Edington, Heywood and Westbury

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

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

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

Please direct any enquiries on this Agenda to Roger Bishton (Democratic Services Officer), on 01225 713 035 or email roger.bishton@wiltshire.gov.uk
Or Sally Hendry (Westbury Community Area Manager), Tel: 01225 718627 or email sally.hendry@wiltshire.gov.uk

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

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

Wiltshire Councillors

Cllr Russell Hawker	Westbury West	01373 822275	russell.hawker@wiltshire.gov.uk
Cllr David Jenkins (Chairman)	Westbury North	01373 823605 07941 201637	david.jenkins2@wiltshire.gov.uk
Cllr Gordon King (Vice-Chairman)	Westbury East	01373 822650 07454 274266	gordon.king@wiltshire.gov.uk
Cllr Jerry Wickham	Ethandune	01380 870476 07980 701617	jerry.wickham@wiltshire.gov.uk

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Items to be considered	Time
<p>1. Chairman's Welcome and Introductions</p> <p>2. Apologies for Absence To receive any apologies for absence.</p> <p>3. Minutes (<i>Pages 1 - 12</i>) To confirm the minutes of the meeting held on 5 February 2015.</p> <p>4. Declarations of Interest To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p> <p>5. Chairman's Announcements (<i>Pages 13 - 18</i>)</p> <ul style="list-style-type: none"> • Universal Credit • School Place Planning and Commissioning • Results of the Wiltshire wide Car Parking Review and its implications for our community <p>6. Updates on Activities for our Community's Young People (<i>Pages 19 - 26</i>) Young people from our Local Youth Network join Community Youth Officer Amy Schuring to update us on their successful drop in youth activity day and findings of recent surveys. A Needs Assessment for the Westbury Community Area Local Youth Network is attached.</p> <p>7. Spotlight on Partners (<i>Pages 27 - 38</i>) To receive updates from our key partners, including:</p> <ul style="list-style-type: none"> • Wiltshire Police • Wiltshire Fire & Rescue Service • BA13+ Community Area Partnership • Healthwatch Wiltshire • Town and Parish Councils 	<p>7pm</p>

8. **Over to you.....**

Westbury Area Board wants to hear from the community about the sort of issues it would like raised at future meetings.

9. **Making Westbury a Dementia Friendly Community**

To receive a presentation from Sally Hendry, Community Area Manager and Carole King, BA13+ Community Area Partnership Chairman.

10. **Improving our Community** (*Pages 39 - 50*)

- **Community Asset Transfer**

As part of the Council's Community Asset Transfer Scheme, local people at Coulston wish to take over ownership of village allotments.

Westbury Area Board is asked to consider the application submitted by Coulston Parish Council for the transfer of allotments.

- **Community Area Transport Group**

To consider funding for installing bike racks at locations in Westbury and Leigh Park, a report is attached.

- **Legacy including Magna Carta**

Magna Carta is 800 years old this year – find out how you can join in celebrations on this and other countywide events.

11. **Community Area Grants** (*Pages 51 - 72*)

To consider applications for funding from the Community Area Grants Scheme.

If your community group is looking for funds, visit our website to see if you might qualify for a grant at www.wiltshire.gov.uk/areaboard.

12. **Future Meeting Dates**

The next meeting of the Westbury Area Board will take place on:

**Thursday 4 June 2015 at The Laverton, Bratton Road,
Westbury,
BA13 3EN**

Future Meeting Dates

Thursday 6 August 2015 at Heywood & Hawkeridge Village Hall,
Church Road, Heywood, BA13 4LP.

Thursday 8 October 2015 at The Laverton, Bratton Road, Westbury,
BA13 3EN.

Thursday 10 December 2015 at The Laverton, Bratton Road,
Westbury,
BA13 3EN.

MINUTES

Meeting: WESTBURY AREA BOARD
Place: The Laverton Hall, Bratton Rd, Westbury BA13 3EN
Date: 5 February 2015
Start Time: 7.00 pm
Finish Time: 8.45 pm

Please direct any enquiries on these minutes to:

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

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

In Attendance:

Wiltshire Councillors

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

Cllr Horace Prickett also attended the meeting.

Wiltshire Council Officers

Sally Hendry, Westbury Community Area Manager
Roger Bishton, Democratic Services Officer
Phoebe Brazier, Community Youth Officer
Amy Schuring, Community Youth Officer
Peter Binley, Head of Highways Asset Management
Norman Burgess, Community Co-ordinator, Local Highways

Town and Parish Councillors

Westbury Town Council – Cllr David Bradshaw, Cllr Ian Cunningham, Cllr Sue Ezra, Cllr Francis Morland
Bratton Parish Council – Cllr Anita Whittle
Coulston Parish Council
Dilton Marsh Parish Council – Cllr Francis Morland
Edington Parish Council

Heywood Parish Council – Cllr Francis Morland

Partners

Office of the Wiltshire Police & Crime Commissioner – Clive Barker

Wiltshire Police – Inspector Alan Webb

Wiltshire Fire and Rescue Service – Mike Franklin

Wiltshire NHS

BA13+ Community Area Partnership – Carole King, Phil McMullin

Total in attendance: 30

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Westbury Area Board.</p>
2.	<p><u>Apologies for Absence</u></p> <p>An apology for absence was received from Cllr Mike Swabey, Edington Parish Council.</p>
3.	<p><u>Minutes</u></p> <p><u>Decision</u></p> <p>The minutes of the previous meeting held on 11 December 2014 were agreed as a correct record and signed by the Chairman.</p>
4.	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest made at the meeting.</p>
5.	<p><u>Chairman's Announcements</u></p> <p>The Chairman made the following announcements:</p> <ul style="list-style-type: none"> • Bell Orchard Update An extra care housing scheme was being planned for older people in Westbury; Selwood Housing Association was converting the existing sheltered housing scheme at Bell orchard. The planning application had been submitted and the determination date was Monday 23 March 2015. <p>The scheme was expected to be complete in December and first customers moving in for Jan 2016. As the project involved 19 people moving, it was slightly behind schedule as finding the right properties and locations had taken longer than anticipated. 12 had now moved to other properties in Westbury except two who had chosen to move to Warminster and Salisbury respectively. Of the seven remaining, Selwood had identified a property for each person and work was underway on each one of these.</p> <ul style="list-style-type: none"> • Community campus The proposals for a Westbury community campus were presented at our last area board and you will no doubt be wondering what happens next. We have now received a letter from Cabinet member Jonathan Seed who attended our last meeting and who heads up the responsibility for the campus programme in Wiltshire. He again congratulated the Campus Team on the production of such a good and comprehensive set of proposals and on the level of consultation that they

undertook with the Westbury Area Community. You will recall that at the area board meeting he stressed the financial challenges facing the council's campus programme and he reiterates that in his letter. However he thinks that it may be possible to consider a phased approach to delivering the proposals. He also thinks some aspects of the proposals will need further consultation, if they are to attract community support. He now plans to recommend to Cabinet that initial feasibility is carried out to ascertain the costs and possible sources for funding and that, on this basis, a phased approach is considered to delivering the campus proposals in Westbury. He will keep us informed of progress and we understand it could go to Cabinet in March.

- **Dementia in Wiltshire: The Role of Healthwatch Wiltshire (HWW)** It was noted that Healthwatch Wiltshire was the local champion for health and social care. The organisation was there to listen to the voices of local people and then use the information to influence commissioners and providers of services. HWW had brought together local charities to form a partnership that would monitor and support the new Wiltshire Dementia Strategy. HWW would be gathering together at least 100 people from across the county to monitor the service. A number of workshops were planned including one to be held at The Laverton, Westbury on Thursday 12 February 2015 from 2pm to 4pm.

It was noted that NHS Wiltshire Clinical Commissioning Group (CCG) was consulting on the permanent location of specialist dementia hospital care. They had held a couple of public meetings in January in Devizes and Salisbury and would be consulting with people in service user groups. Members of the public were also being invited to complete a questionnaire or simply to talk to HWW to express their views. The questionnaire was available online at

<http://www.wiltshire.gov.uk/dementiastrategyconsultation-2>

- **Westbury Hospital** The NHS was about to apply for outline planning permission for around 70 homes on the site of Westbury Hospital. The hospital ceased operation in April 2012 and NHS commissioners had declared the 2.3 hectare site surplus to local healthcare requirements. Their intention was to market the site to a developer with the benefit of outline planning permission for new homes. The draft plans included 72 new-build homes, of which a proportion would be affordable (subject to viability), demolishing the former hospital buildings, creating public open space, improved access, and extensive landscaping and tree planting to protect views from nearby open countryside.

The Commissioners were keen to work with local people and hear their thoughts on these draft proposals. They would be hosting a public drop-in session before submitting our outline planning application to allow people to talk to the project team and view the outline plans. Everyone would be welcome to attend that session on **Wednesday, 11 February 2015**,

	<p>between 4.30pm and 7.30pm here at The Laverton.</p> <ul style="list-style-type: none"> • Free parking extended Westbury was to continue to get a free first hour of parking as the Council monitored the impact this had on people's parking habits. The free parking trial in the Council run car parks in Westbury would run until 31 March while Wiltshire Council assessed the effect of the scheme.
6.	<p><u>Wiltshire Police - Launch of Community Messaging Service</u></p> <p>Inspector Alan Webb explained that community messaging was a part of neighbourhood policing and was so far active in 12 forces nationally. Members of the public could now join to receive free messages - by email, text or voicemail - about policing and crime matters relating to their area and interests by joining Wiltshire and Swindon Community Messaging.</p> <p>Wiltshire Police and the Police and Crime Commissioner for Wiltshire and Swindon, Angus Macpherson, were committed to involving communities in the prevention and reduction of crime and anti-social behaviour. Working alongside Neighbourhood Watch, Wiltshire and Swindon Community Messaging aimed to improve the flow of information between communities and the police.</p> <p>Wiltshire and Swindon Community Messaging was currently available in all neighbourhood policing areas in the county. It began its roll out in August 2014 and completed it in February 2015.</p> <p>Further information could be obtained at https://www.wiltsmessaging.co.uk</p> <p>Inspector Webb tabled his update report from which it was noted that a new and improved website was available at www.wiltshire.police.uk</p> <p>He drew attention to Westbury NPT officers having recently received training in Dementia Awareness which had been delivered by Westbury and Warminster Community Area Board Managers; the training had been very well received.</p>
7.	<p><u>Partner and Community Updates</u></p> <p>The Area Board received the following partner and community updates:</p> <ul style="list-style-type: none"> • Wiltshire Fire & Rescue Service An update report was included in the agenda pack. In particular, it was noted that at a special meeting of the Wiltshire and Swindon Combined Fire Authority on 11 November 2014, members voted unanimously in favour of combining with Dorset Fire Authority. Dorset Fire Authority had already agreed unanimously to this combination. A 13 week public consultation had showed an overwhelming preference from residents, businesses and partners across both counties for combination for financial, efficiency and resilience reasons.

	<p>Work was progressing on a Combination Order which would need the approval of Parliament.</p> <ul style="list-style-type: none"> • Local Youth Network An update report was received and noted. Amy Schuring, Community Youth Officer (CYO), informed the meeting that the CYOs were currently conducting a needs analysis of young people (13-19 year olds) in the Westbury area, which would be used to produce a positive activities overview for the Westbury Community Area Local Youth Network (LYN). The CYOs were working in partnership with Matravers School engaging young people in the consultation process of the Positive Activities offer in the Community Area. The purpose of this consultation was to ascertain the age, gender, area of residence of the young person, the positive activities they currently attended and those they would like to take part in. <p>The CYOs were planning to consult with young people attending a free young people's event at Leigh Park Community Centre on Sunday 8 February from 2-5pm.</p> <p>The positive activities overview would be completed and made available by the end of February 2015.</p> <p>It was noted that the Westbury Local Youth Network (LYN) was a sub-group of the Community Area Board and represented a wide range of community stakeholders who worked in partnership to facilitate a range of positive activities across the area, with young people playing a central role in all aspects of the LYN.</p> <p>The current membership of the LYN was noted and it was</p> <p>AGREED to confirm the appointment of Cllr Russell Hawker to the LYN as representative of the Community Area Board.</p> <ul style="list-style-type: none"> • BA13+ Community Area Partnership The update report was received and noted. • Clinical Commissioning Group An update report was received and noted.
8.	<p><u>Local Highways Investment Fund 2014 - 2020</u></p> <p>(A) A presentation was given by Peter Binley, Head of Highways Asset Management on the proposals for future repairs and improvements to roads in the Westbury Community Area.</p> <p>He explained that road maintenance would be the top priority for the next six years with £21M pounds being budgeted each year for this, Central</p>

Government promising to provide about half of this amount.

Much work had been carried out on Road A350 in the Autumn last year, including structural work to fix drainage problems, which had necessitated the closure of stretches of this road through Westbury for several weeks.

Planned work included localised repairs to Road B3098 from Bratton to Edington and also Road B3097 Hawkeridge Road near the entrance to the West Wilts trading Estate.

It was pointed out that the weight limit signage on Station Road was inadequate and needed improvement. The Chairman stated that this would be referred to the CATG for checking out.

Peter Binley requested CATGs to consider future priorities and make recommendations to their Area Boards.

- (B) Cllr Horace Prickett, Wiltshire Council Portfolio Holder for Passenger Transport, reported that the Great Western Network was benefitting from a £7.5 billion investment, the biggest investment since Brunel built the line in the 1830's. However, this would cause a considerable disruption to the existing service.

The modernisation would provide for the electrification of the line from London (Paddington) to Bristol and South Wales and would include the provision of new rolling stock.

The timetable for the introduction of the new service was as follows:

Autumn 2015 – Great Western testing to begin
Summer 2017 – first passenger trains to run
Summer 2018 – all trains in service
December 2018 – full timetable to be introduced.

The modernisation was due to reach the Wiltshire area during July and August 2015, when rail users would start experiencing major disruptions to all services operating through Trowbridge and Westbury. Full details were still being worked out but many services would be replaced by buses which would inevitably mean longer journey times and probably poor connectivity with onward services.

During stage one, the current Bristol to Waterloo service was expected to run as timetabled, as would the Portsmouth to Cardiff service, but with some possible delays. The Westbury to Bath service was likely to be a near normal timetable, while Westbury to London Paddington should not be affected to any great extent either. The Hearts of Wessex line connecting Bristol via Trowbridge and Westbury to Weymouth would also continue during this period but with some inevitable disruption.

During stage two, from August 1-31, the Avon Valley line connecting Westbury to Bath would be closed entirely, with replacement buses operating to the stations from Westbury to Bath along that line. Westbury to Cardiff trains after Trowbridge would be diverted to Swindon, with alternate trains calling at Melksham. The Bristol to Waterloo service would not run during August, but might start from Westbury.

Further information would be provided when available.

9. Acting on our JSA Priorities

Cllr Jerry Wickham, Wiltshire Council Portfolio Holder for Waste and Recycling, gave a presentation on raising awareness of recycling in the community.

He explained that one of the JSA priorities was to reduce the amount of waste going to landfill and to increase the amount of recycling as much as possible. During 2013 Wiltshire households created 221,446 tonnes of waste and recycling, an increase of 3.9% on the previous year. 44.1% was recycled during 2013, increasing to 51% in the first half of 2014. 26.7% was sent to landfill, with an additional 110,000 tonnes of waste going to create energy.

It was noted that the JSA stated that in June 2013 Westbury had significantly higher than average amounts of residual waste collected per household than Wiltshire average and lower than average recycling rates.

Cllr Wickham reported that resources had been secured for a 12 month project to encourage recycling and waste prevention in Westbury and surrounding villages. These resources had been provided by Wiltshire Council and the Wiltshire Wildlife Trust through the Recycle for Wiltshire Joint Venture. A programme would run from February 2015 and would focus on community events and activities and working with local schools.

Two fully qualified education officers would work with some local schools to deliver fun waste and recycling workshops and assemblies, including making recycled paper, scrap crafts, waste free lunch, composting creatures and litter picks. Schools could learn more about what happened to waste in Wiltshire by visiting Wiltshire's recycling facilities and landfill site. Events were also being held in the schools to waste less, including swap shops.

It was noted that two community waste officers would be working with the community to help people recycle as much as possible and hold fun events to help reduce the waste produced. These would include family play events, fun litter picks, recycling doctor drop in sessions and clothes swishes. They would be organised to give people the skills to reduce their waste, including repair

	<p>cafes and cookery workshops.</p> <p>Cllr Wickham referred to the recent public consultation on proposed changes to the kerbside garden waste collection service and reported that the Council had regrettably decided to introduce a charge of £40.00 per annum to householders wishing to avail themselves of this service, due to changes in the financial situation. Further information would be provided shortly regarding the implementation of this change.</p>
10.	<p><u>Community Area Transport Group</u></p> <p>The Area Board received a report by the Community Area Manager together with the minutes of the Community Area Transport Group (CATG) dated 16 January 2015.</p> <p>DECISION:</p> <p>(1) To allocate £1,000 to fund Haynes Road/Station Road signage.</p> <p>(2) To allocate £5,000 towards Tower Hill improvement project, Dilton Marsh.</p> <p>(3) To allocate £300 for warning chevrons at Newtown.</p> <p>(4) To allocate an additional £800 for the alterations to Hawkeridge junction, this need having arisen as the estimate for the work had proved to be higher than expected rising from £1,600 to £2,400.</p>
11.	<p><u>Air Quality Group</u></p> <p>The notes of the Air Quality Group meeting held on 16 January 2015 were received and noted.</p>
12.	<p><u>Community Area Grants</u></p> <p>Consideration was given to a report by the Community Area Manager in which councillors were asked to consider applications for funding from the 2014/15 Area Board Grants Budget. She then explained each application in turn, all of which met the grants criteria for 2014/15.</p> <p>(a) Bratton History Society</p> <p>Decision</p> <p>To approve a grant of £450 towards the development of a new website.</p> <p>(b) West Wilts Model Society</p>

Decision

To approve a grant of £1,000 for the purchase of a mower.

(c) Bratton Parish Council

Decision

To approve a grant of £200 towards the purchase of a PA system.

(d) Coulston and Erlestoke Cricket Club

Decision

To approve a grant of £3,000 towards the purchase of new nets.

(e) Bratton Community Orchard

Decision

To approve a grant of £300 towards the purchase of roof joists for shed.

(f) Replacement of styles and kissing gates – second tranche – Led by Cllr Russell Hawker

Decision

To approve a grant of £3,000 for the replacement of styles and kissing gates to improve rights of way in and around Westbury and the surrounding villages.

(g) Installation of footpath at the Mead lakes – Led by Cllr David Jenkins

Decision

To approve a grant of £3,000 for the provision of a footpath around the Mead lakes area, Westbury.

(h) Pupils Voice Conference – Led by Cllr Gordon King

Decision

	<p>To approve a grant of £115 revenue to fund a Pupils Voice Conference.</p> <p>The Community Area Manager reported that following approval for the above-mentioned grants there remained a balance of £589 capital which would be rolled over for use in the new financial year.</p>
13.	<p><u>Future Meeting Dates</u></p> <p>The next meeting of the Westbury Area Board will be held on Thursday 9 April 2015 at Bratton Jubilee Hall, Melbourne Street, Bratton, BA13 4RW, starting at 7.00pm.</p>

Chairman's Announcements

Subject:	Universal Credit – background and update on steps to roll out the scheme
Officer Contact Details:	Ian P Brown, Revenue & Benefits <i>Direct Line:</i> (01225) 716701
Further details available:	Ian P Brown

Summary of announcement:

Universal Credit will begin in Wiltshire on 16 March 2015, following an announcement by the Wessex branch of the Department of Work and Pensions (DWP)

Many people on benefits believe that the financial risks of moving into work are too great. For some, the gains from work, particularly if they work part-time, are small, and any gain can easily be cancelled out by costs such as transport.

The government believes that:

- the current benefit system is too complex
- there are insufficient incentives to encourage people on benefits to start paid work or increase their hours

Through Universal Credit the government is aiming to:

- make the benefit system fairer and more affordable
- reduce poverty, worklessness and welfare dependency
- reduce levels of fraud and error

The intention of reforming the welfare system is to help more people to move into and progress in work, while supporting the most vulnerable.

Universal Credit (UC) is the latest national welfare benefit which will eventually replace six other benefits provided by the DWP and HMRC. UC will eventually replace Income Support, Income Based Job Seekers Allowance, Income based Employment Support Allowance, Child Tax Credit, Working Tax Credit and Housing Benefit.

Claimants will always be encouraged to apply on line and report any change in circumstance, on line. The completed claim will not be processed locally but in a Service Centre in either Glasgow or Bolton. (A slide set entitled UC Welcome Pack is attached)

It is important to note that in this initial phase, which runs from 16 March 2015 to May 2016, only single, unemployed people will qualify for UC. Couples, families with children and those in work but entitled to any of the benefits listed above, will either be transferred or asked to apply for UC from May 2016 onwards. Based on the qualifying criteria it is estimated 3,000 residents could qualify for UC in Wiltshire 2015-16. Every UC award will be paid monthly, in arrears, and claimants will receive their payment direct, approximately five weeks after the claim is registered.

Some support will be available to those who either struggle with the delay in payment, through an advanced payment made by the DWP, which will then be recovered from on-going payments. When rent is not paid on time a landlord can apply to the DWP for an alternative payment arrangement (known as an APA).

Whilst support in terms of budgeting will be made available through the council, management of complex debt may require referral to agencies better equipped, in this case the Citizens Advice Bureau. The council's role will be to ensure that residents are supported in the initial stages of their claim and:

- To provide access to computers,

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- Assistance to get on line and apply on line
- Budgeting support and money advice
- Supporting vulnerable claimants and providing access to discretionary funds and local welfare provision.

A great deal of work has already taken place to provide agencies with information about the transition to universal credit. The DWP and the council have spent considerable time in negotiations to develop a Delivery Partnership Agreement which includes a framework for payment to meet aspects of our service delivery. Wiltshire is therefore well placed to be one of the first local authorities in the west to support the roll out of universal credit and set out below is some of the preparatory work.

- The Wiltshire Online project and the provision of 180 new computers in our libraries.
- The council's corporate research team produced an extensive report entitled Universal Credit: analysis of risk.
- Joint working between the DWP and librarians in conjunction with other voluntary groups to support people to access information and apply for benefits online.
- Undertaken a project to replace the current paper based housing benefit application form with a web based E-form.
- The provision of training through children's centres to stakeholders and voluntary sector in conjunction with Wiltshire Money.
- The involvement of Wiltshire staff working with the DWP at the highest level in terms of project planning and attendance at Technical Working Groups in London.
- A track record of delivering change, particularly welfare reforms, through partnership working across Wiltshire.
- Robust and carefully managed discretionary schemes (Local welfare provision, Discretionary Housing Payments and the latest discretionary council tax reduction) that can be used to support those in the most difficult financial circumstances

There are details on the next page of the eligibility criteria and details of the information claimants will need to make a claim online.

For further information about any of the research papers or details regarding any of the projects above please contact either Ian P Brown, Head of Revenues and Benefits, Julie Higinbotham, Benefits Manager at Wiltshire Council or Jackie Tuckett, Partnership Manager at the DWP.

There is extensive information made available on the government's own [website](#).

Universal Credit Expansion Eligibility

Claimants must:

- Be single.
- Must have a National Insurance Number.
- Be aged between 18 and 60 and six months.
- Not own or partially own the home they live in.

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- Not be homeless or live in support or exempt accommodation.
- Not live in the same household as a member of the regular or reserved army who is absent from home on duty.
- Be a British citizen, resident in the United Kingdom (UK) for the last two years (not absent outside the UK during those two years for four weeks or more).
- Not have a child or qualifying young person (QYP) living with them some or all of the time.
- Not be an adopter with whom a child is expected to be placed within the first two months of the UC claim or a foster parent.
- Not be liable to pay child support maintenance.
- Not be responsible for providing care to a person with physical or mental impairment, unless on a paid or voluntary work basis.
- Must not have a fitness for work note or applied for a fitness for work note. Claimant must declare themselves fit for work.
- Must not be considered as having limited capability for work.
- Not be pregnant, or have been pregnant in the last 15 weeks.
- Not require a person acting on their behalf e.g. Personal Acting Body (PAB) or Corporate Acting Body (CAB).
- Not be in education or training of any kind.
- Not be self-employed.
- Not be a company director or part of a limited liability partnership.
- Be unemployed or declared earned income for the first month of the UC claim is not expected to exceed £330.
- Capital must not exceed £6000.
- Must have a bank, building society, post office or current account with a credit union.
- Must not be entitled to old rules Employment and Support Allowance (ESA), old rules Jobseekers Allowance (JSA), Income Support (IS), Incapacity Benefit (IB), Severe Disablement Allowance (SDA) , Disability Living Allowance (DLA), OR Personal Independence Payment (PIP).
- Must not be awaiting a decision on a claim for old rules ESA, old rules JSA, IS, Child Tax Credit (CTC), Working Tax Credit (WTC) or Housing Benefit (HB).
- Must not be awaiting the outcome of an application to revise a decision of non-entitlement to old rules ESA, old rules JSA, IS and HB.
- Must not have an undecided appeal against non-entitlement to old rules ESA, old rules JSA and IS.

Chairman's Announcements

Subject:	School Place Planning and Commissioning
Officer Contact Details:	Clare Medland, Head of School Place Commissioning, Clare.medland@wiltshire.gov.uk, Ext 13966
Further details available:	Further details will be available in June 2015

Summary of announcement:

A new School Place Planning Strategy and associated Implementation Plan are being developed following the recent approval of the Core Strategy. The Strategy will detail the current demographic trends in relation to the school population and where we will be proposing to expand, extend or provide new school places.

The draft Strategy will be made available on the Council's website in June and an Executive Summary briefing will be provided.

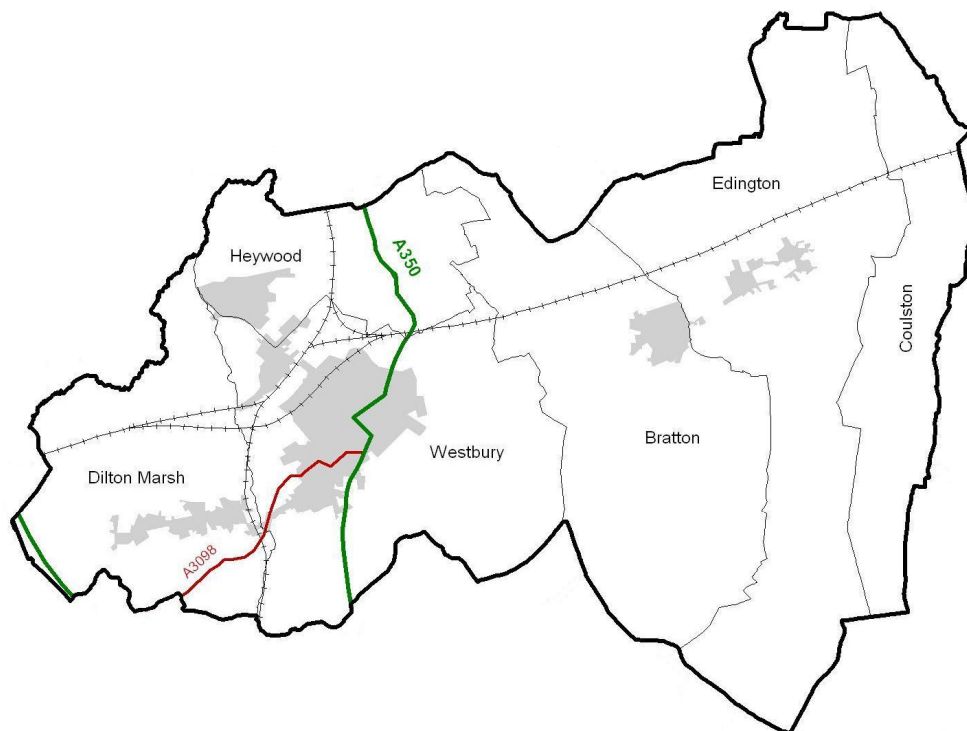
It is anticipated that there will be up to 3 Workshops organised across the County during June/July to explain the Strategy in more detail and for anyone who wishes to find out further information.

Needs Assessment for Westbury Community Area Local youth Network

February 2015

The aim of this document is to provide the Westbury Community Area Local Youth Network with evidence for strategic decision making with regards to positive activities for young people.

Note that this is a working document



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Corporate Research Team
Public Health and Wellbeing
Wiltshire Council
www.intelligence-network.org.uk

Vision Statement:

Westbury Community Area Local Youth Networks vision for young people in the Westbury Community Area:

Westbury Community Area Local Youth Network is committed to supporting young people and their communities to come together to develop a responsive and locally driven positive activities off for young people.

Key Outcomes:

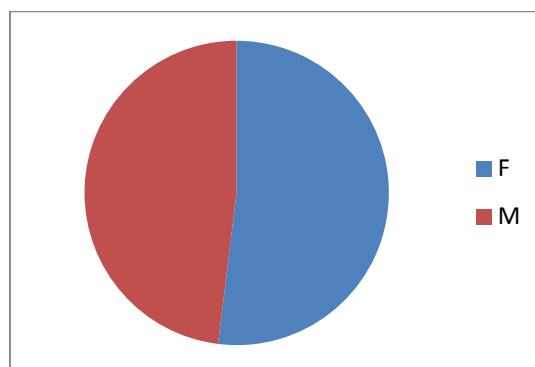
We want to achieve the following outcomes for young people in the Westbury Community Area:

- Help young people connect with their communities. Enabling them to belong and contribute to society .e.g. through volunteering
- Provide opportunities for young people to take part in a range of sports, art, music and other activities where they can socialise safely with their peers and develop relationships, including with adults they can trust
- Encourage young people’s personal and social development
- Improve young people’s physical and mental health and emotional well-being
- Help young people to achieve in education, work or training
- Prevent and divert young people away from risky behaviours such as teenage pregnancy, substance misuse and involvement in crime and anti-social behaviour

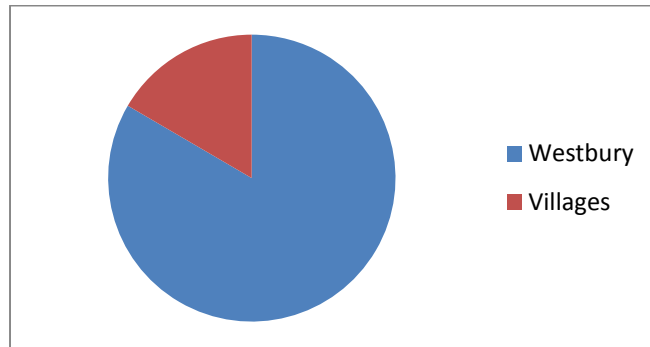
Assessment:

The overview has been developed using the results of questionnaires given to young people aged between 12 and 19 in sessions held at Matravers school. Detached, street sessions have also been carried out in partnership with the police in order to get the views of those who don’t attend school. Members of Bratton Youth Club completed the questionnaire and a consultation was carried out at the wider Local Youth Network event. To date, 561 young people have been consulted. The graphs below illustrate the ratio of male/ female respondents, their age and where they are currently living.

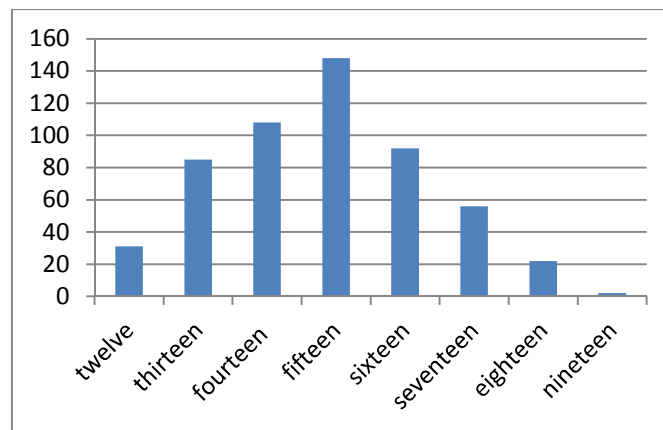
Graph showing the ratio of male/female responses



Graph showing where the respondents live



Graph showing ages of respondents



13-19 population profile:

The following data was taken from the 2011 Census for the Westbury Community Area:

Young people aged 10 - 14 = 1274

Young people aged 15 - 19 = 1195

We have split the number of 1274 by five and times by two to reach the number of 509, this gives the rough number of 13-14 year olds; this has then been added to 1195 to give a total of 1705.

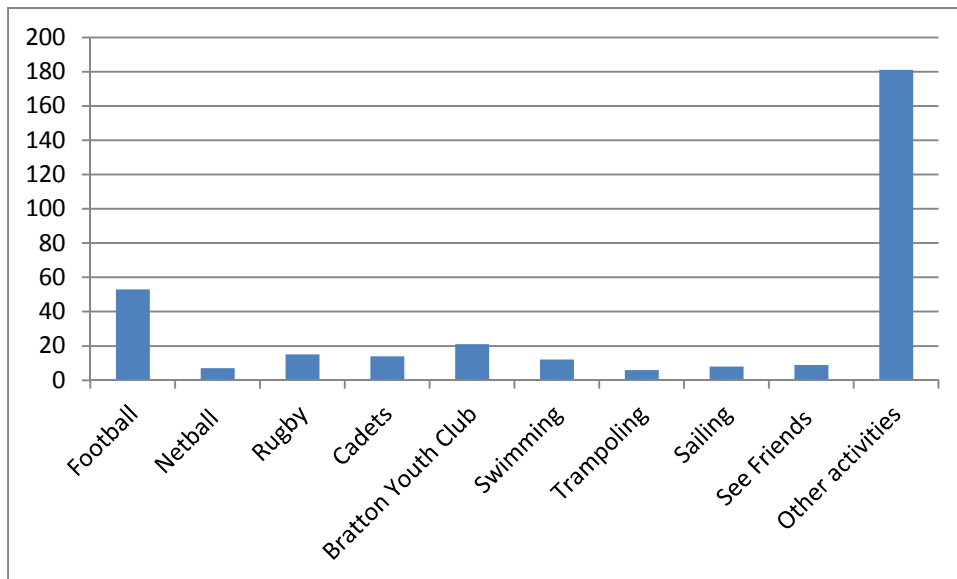
So far, the number of young people consulted for the needs assessment, represents 32.9% of the youth population for Westbury Community Area.

Key findings and priorities for action from the Joint Strategic Assessment:

- Focus on low achieving children and young people, to encourage a 'can do' achievement in life
- Celebrate young peoples' achievements
- Develop and promote health and wellbeing drop-in
- Promote a whole range of 'lifelong learning' opportunities, including basic skills training and parenting, that are available in existing local facilities
- Encourage more volunteers to support learning and reach a wider proportion of the community
- Summer events during holiday periods to encourage family participation
- Intensive work with families to encourage family learning, move out of poverty
- New initiatives established to give support to children & their families related to SEN
- Improved information about what is available for parents and carers

Stakeholder Views:

Graph showing what activities young people are currently involved in



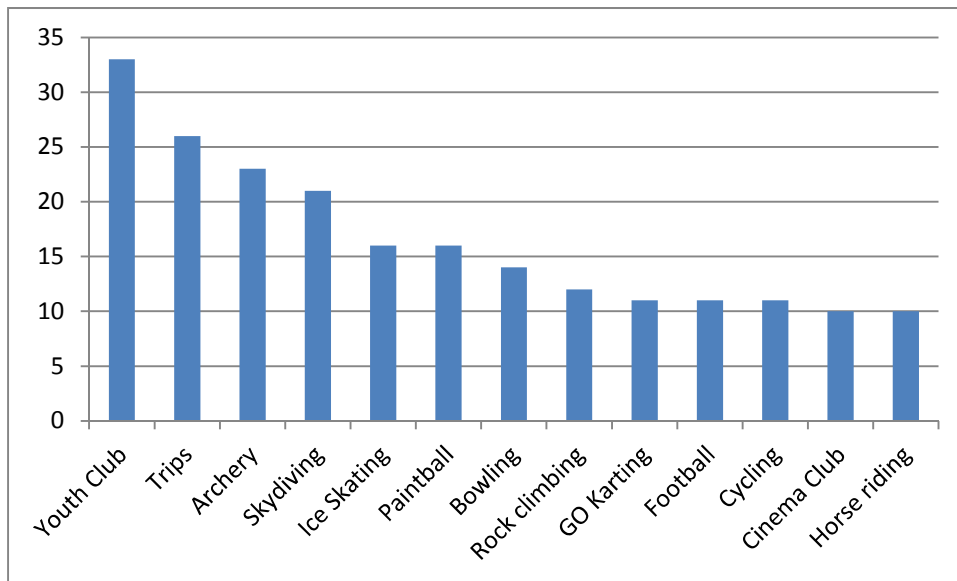
The other activities which young people are participating in are:

Fitness, computer club, dance, art, girls football, basketball, horse riding, golf, badminton, scouts, guides, martial arts, gym, cricket, gymnastics, cycling, skate park, St. John's, football, boys dance, canoe club, circus training and bell ringing.

422 young people identified that they are not currently participating in any positive activity. This could be due to the young person's understanding of the phrase 'positive activity'.

The following graph shows the top 13 activities that have been requested by young people in the Westbury Community Area

Graph showing the top 13 activities the respondents want



Other activities that were identified were:

Cooking, art, boxing, rugby, swimming, running, shooting, gaming, fencing, dance, snooker/pool, Gaelic football, parkour, basketball, darts, rowing, music, photography, table tennis, dodgeball, pole dancing, girls cricket, baseball, ice hockey, bungee jumping, snowboarding and sailing.

What positive activities are currently on offer in Westbury Community Area?

Dilton Rovers FC	Westbury Youth FC 5 Aside Football	White Horse Badminton Club	Westbury Netball Club
Westbury Cricket Club	Westbury TKD	Westbury White Horse Karate Club	West Wiltshire Youth Sailing Association
Westbury pole-da- cise	Sapphire Twirlstars	Bratton Youth Club	Westbury Swimming Club
Army Cadets	Scouts	Girl Guides	West Wiltshire area Young archaeologists Club
Air Cadets	Tai Chi Qi Gong (UKCKS) Classes	Westbury and District Choral Society	Westbury and District Recorder Group
White Horse Community Choir	No Worries	St John's Ambulance	ZEN Shotokan Karate
Westbury Running Club	Brokerswood Country Park	Equestrian centre	All Music, Westbury

Priorities:

- To develop the wider Local Youth Network
- To support and develop a team of volunteers to provide positive activities for young people including drivers, people with specialised skills, people who want to support young people achieve positive outcomes
- Develop a programme of activities
- Advertise all opportunities as widely as possible

Objectives:

To develop more positive activities for young people in the 13-19 age bracket to continue to discover what the needs of young people are in the community area and where possible, meet those needs.



**Wiltshire
Fire & Rescue
Service**

Briefing report for Bradford on Avon; Trowbridge and Westbury Area Boards



Wiltshire Fire & Rescue Service has grouped together neighbouring fire stations into station hubs, to work more effectively and efficiently, supporting each other to improve the service we provide.

Responding to incidents:

Your Area Board's / Locality's communities immediate emergency response will be provided by staff at these stations and where necessary additional support from staff and specialist equipment from other stations.

Prevention work:

Staff from other departments also provide the community with specialist services giving fire safety and road safety advice and interventions such as talks and visits.

Protection work:

Specialist staff provide expert knowledge, give advice and undertake enforcement action working very closely with the planning authorities to keep communities safe from fire.

In an **emergency dial 999**, for other non urgent matters you can either visit our website: www.wiltfire.gov.uk or contact the following people:

	<u>Manager / Department</u>	<u>Telephone</u>	<u>email</u>
Operational matters	Station Manager – Andy GREEN Trowbridge, Bradford-on_Avon, Westbury Station Hub		andy.green@wiltfire.gov.uk
Partnership and community engagement issues	Michael Franklin (Wiltshire Council Area)	07919 306037	mike.franklin@wiltfire.gov.uk
Home fire safety visits and for talks and visits	Community safety department	0800 389 7849	www.wiltfire.gov.uk and then complete the on line request

Trowbridge

Crews from Trowbridge fire station were mobilized 54 times during January and February. They attended 5 Road Traffic Collisions (RTC), including over the border assistance to Somerset. One of the incidents had a seriously injured casualty.

Water R trained fire fighters saved a man who had driven into 3 foot deep flood water between Staverton and Holt, this incident received BBC Points West Coverage. A firefighter at Trowbridge is working on a project with some of our partner agencies to reduce the risk in this known flood area.

Two fire appliance pumps were sent to a serious flood affecting the electrical circuit in a house in Southwick. The flood was caused by a blocked down pipe from a flat roof, simple routine checking can prevent these often costly occurrences.

Trowbridge's Heavy Rescue Unit was mobilized four times to RTCs and to stabilise a building hit by a car.

Crews also attended two domestic fires involving ovens; including one resulting the rescue of a very luck dog. An electric hob ring had been left slightly on and set fire to some items piled on the top.

A fire in a spray paint machine was attended by two pumps.

Bradford on Avon

Crews from the station had 26 mobilisations

14 were for co responder calls in support of the Ambulance Service

1 RTC in on the Somerset border

1 Oven Fire.

Westbury

10 mobilisations

RTC into Somerset

Crews also attended two chimney fires, one in a house with a thatched roof.

Station Manager Andy GREEN
Trowbridge Fire Station

New on-call firefighters needed in Bradford on Avon

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

More people are needed to provide fire cover for the town and its surrounding communities. On-call firefighters respond to a pager when a 999 call is made locally, 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.

Bradford on Avon fire station is situated in Station Approach, and the crew drills every Monday evening, between 7pm and 9pm.

Station Manager Andy Green said: "The team at Bradford on Avon is really committed to helping the community, but we do need more people to join us, especially offering day cover. Anyone interested in being a firefighter can call in at the fire station on a Monday evening or visit our website www.wiltshire.gov.uk/workingforus"

He added: "On-call firefighters receive the same training and development as wholetime colleagues, and can be called to all sorts of emergencies, including fires, road traffic collisions, animal rescues and flooding. The pay does vary, depending on how much cover you give, but it is really rewarding to be a part of your community and be in a position to help people."

In order to be on-call, you will need to be able to respond to the fire station within five minutes or so when your pager goes off. This can be from home or work, and employers can benefit from a firefighter's training – such as first aid, manual handling, a greater understanding of health & safety in the workplace, and enhanced team spirit.

Warning given over dangers of chip pans

Last year, over half of all accidental fires in the home in England were linked to cooking. Many of these were caused by deep fat frying, and over 3,000 people are injured in these kinds of fires each year.

Deep frying requires heating a large volume of oil to extremely high temperatures. The oil can cause terrible burns, and it can go up in flames. In fact, it's an ideal fuel for a fire and, as such, it's difficult to put out. Homemade chips are great, but the safest way to deep fry is to use a thermostat controlled deep fat fryer rather than a chip pan, as the thermostat stops it from overheating - or, even better, use oven chips!"

Top tips for cooking are:

- Never fill a chip pan more than a third full of oil.
- Take care when cooking with oil - it sets alight easily.
- If the oil starts to smoke, it's too hot. Turn off the heat and leave it to cool.
- Ideally, use a thermostat controlled deep fat fryer, which can't overheat.
- Don't leave cooking unattended - a forgotten pan can lead to disaster.
- If you've consumed alcohol, don't be tempted to cook with a chip pan.
- Avoid children being in the kitchen alone when cooking on the hob.

If a pan does catch fire:

- Don't take any risks. Turn off the heat if it is safe to do so but don't try and move the pan.
- NEVER throw water over the fire - that will cause a fireball.
Don't tackle the fire yourself - get out, stay out, call 999.

Michael Franklin

Partnerships & Community Engagement Manager(Wiltshire Council area)

March 2015

Report of the February BA13+ Partnership Meeting

The BA13+ Community Area Partnership's latest full meeting was held on 18th February at the Laverton in Westbury. The theme of the evening was the Environment.

The guest speakers were Anne Dunderdale (on AONB), Aisling Hunt (Wiltshire Wildlife), Andi Whitcomb (NFU) and Eddy Watts and Shirley McCarthy (Melksham Climate Friendly Group)

Anne Dunderdale spoke eloquently regarding protection of our landscape by extending the Cranborne Chase Area of Outstanding Natural Beauty to include the Westbury Escarpment as far as the White Horse, including the Bratton Hill Camp. These areas were well used and much loved by local people. A lot of hard work had gone into putting a case forward for the extension. They have high levels of support from Andrew Murrison MP and Sir Andrew Motion, who had visited the Wellhead Valley and been very supportive; however they do not have the support of Wiltshire Council. Anne said it's something the town wants, it's good for the prestige of the town, it's good for tourism, and all the reports and investigations have been self funded, so it's frustrating not to have the support of Wiltshire Council.

Aisling Hunt then introduced The Recycle for Wiltshire project, a partnership between Wiltshire Council and the Wiltshire Wildlife Trust. Westbury was very poor at recycling. Initiatives such as a Repair Café and a clothes swap workshop were to be introduced as well as various cookery courses. They will be working in Westbury for 6 months to a year.

Cllr. Jerry Wickham introduced himself as the portfolio holder for waste on Wiltshire Council. He explained the serious issue is that we need to drive waste down. Every tonne of waste put into the ground costs £80 in tax. The important thing is to use Westbury to develop a toolkit in the coming year to use in other areas as well.

Eddie Watts then spoke about the Melksham Climate Friendly group which was set up in 2006. The five areas they focus on are transport, waste (including the indiscriminate use of plastic bags), energy, food, and wildlife. Eddy spoke briefly about each of these projects.

Shirley McCarthy introduced herself as the Energy lead in the Melksham Climate Friendly group and explained she also leads the Melksham Community Area Partnership's Energy theme group. Shirley firmly believes climate change is the single biggest challenge that the planet faces. Small groups and even individuals can definitely make a difference. Shirley also described the aims of The Wiltshire Clean Energy Alliance.

The BA13+ Partnership are particularly keen to see Westbury area residents coming together to form an environmental group with similar aims to the groups in Melksham and Bradford on Avon. Please contact the Partnership's coordinator, Phil McMullen, for details at ba13plus@outlook.com

Andi Whitcomb closed the meeting by speaking about her work with the NFU, about the challenges the county faces, and with relevance to our Community Plan. 60% of the food we eat in the UK is produced here. Farmers contribute £116 million to the county's economy each year. Around 14% of the county's farmland lies in this district, with 346 farm holdings registered. Farmers protect wildlife, habitats, water quality and natural resources through both regulation and voluntary initiatives such as planting dedicated wild bird seed mixes.

At the subsequent Steering Group meeting, which took place on Tuesday 3rd March at Crosspoint, it was noted that the February Partnership Meeting had been the final one for the Revd. Jonathan Burke, our vice-chair, and Chair for three years before that, who was retiring and leaving the area. Jonathan had been instrumental in working with Kerry Eatwell from the Development Trust (where we got our pot of money for grants) to move our previous group WAAG (Westbury Area Action Group) to a CAP (Community Area Partnership). A sincere vote of thanks was recorded from all of those present. Carole King also mentioned that the BA13 Partnership had also put a lot of work into the Christmas Tree Festival, decorating the Partnership's tree with Safe Places baubles and white ribbons denoting awareness of domestic violence issues.

It was also agreed that since the sum available for grants was dwindling, a new upper rate of £250 was to set with immediate effect.

Phil McMullen, BA13+ Partnership Coordinator



Update for Area Boards - February 2015

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 have been working with local charities in Wiltshire to monitor the new Wiltshire dementia strategy. We are working with Alzheimer's Support, Alzheimer's Society, Age UK Wiltshire, Age UK Salisbury and District, Carer Support Wiltshire and Swan Advocacy.

We have held workshops across the county, where local people have been invited to share their experiences of local dementia services. Over 120 people participated in the workshops. People were also given the opportunity to take part in a one-to-one interview with a member of HWW staff or a trained volunteer. HWW is collating all the feedback and putting together a report of the findings to date. Further workshops are scheduled for later in the year, where we will continue to gather feedback. Please do get in touch with HWW if you would like to participate in the workshops.

Consultation on Specialist Dementia Hospital Care in Wiltshire

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

HWW has now held all of the dementia consultation events, and is currently in the process of pulling together all of the feedback into a report. This report will be widely available for everyone to read and help with the decision making process, ensuring that people's voices are heard. The report will be available around the 17 March 2015. If you would like a copy then please contact us.

Wiltshire's Better Care Plan

HWW want to make sure that health and social care services for older people in Wiltshire are working well for them, their unpaid carers and their families. We are speaking to older people and their unpaid carers about their journey through the health and care system and encouraging them to share their experiences. We want to understand whether they, their families and unpaid carers are involved as much as they wanted to be in decisions about their care.

This is all part of Wiltshire's Better Care Plan which is designed to put patients at the centre of their care, provide care closer to home, prevent avoidable hospital admissions, and ensure patients can leave hospital as soon as they are well enough to either return home or continue their care in another setting. Wiltshire Council and NHS Wiltshire Clinical Commissioning Group have agreed to work together to achieve all this. More information about Better Care can be found here: <http://www.wiltshire.gov.uk/better-care-plan-summary.pdf>

Contact us:

Tel 01225 434218

info@healthwatchwiltshire.co.uk

www.healthwatchwiltshire.co.uk

HWW will be collecting together all the feedback it receives about people's experiences and reporting this back to local people, commissioners, and providers of services.



Update for Area Boards - March 2015

Support for unpaid carers

On behalf of Wiltshire Council, Healthwatch Wiltshire (HWW) has agreed to independently facilitate an engagement project looking at support for unpaid carers. The aim is to understand whether the services on offer are meeting the needs of carers, and specifically what services would make the most positive impact to carers who require immediate support.

HWW will work with specialist voluntary sector organisations where appropriate, to engage with their members and service users. HWW will then collect together all the feedback it receives and produce a report that will help with the decision making process. The project is likely to finish in June. If you would like us to come to your community area about this then please get in touch.

New health & social care information website “Your Care Your Support Wiltshire”

HWW, in partnership with Wiltshire Council, Wiltshire Clinical Commissioning Group, and the local voluntary sector, is developing a new health and social care information website for the public and professionals in Wiltshire. The information will include a directory of:

- * Health, care and community-based services
- * Voluntary sector groups
- * Self-help groups
- * Social clubs

If there is any information that you feel should be included on the website, then please let us know, or if you belong to an organisation, community group or service that would like to be listed, do get in touch with us.

Consultation on specialist dementia hospital care in Wiltshire

HWW independently facilitated the consultation on the permanent location of specialist dementia hospital care in Wiltshire. We reached a lot of people through the process. People said that the quality of care should be the first priority rather than location. In particular, people living with dementia felt strongly about this. There was broad agreement about the benefits of having a specialist service in one location if this would help ensure high quality. The report is now available for everyone to read <http://www.healthwatchwiltshire.co.uk/consultation-specialist-dementia-care>.

Wiltshire Clinical Commissioning Group has now made its decision about where the hospital care will be permanently located. It will be at Amblescroft South, Fountain Way, in Salisbury. You can find the full report here:

<http://www.wiltshireccg.nhs.uk/wp-content/uploads/2015/03/Paper-12-Outcome-of-public-consultation-of-dementia-specialist-inpatient-beds.pdf>

Volunteering with Healthwatch Wiltshire

We are always looking for new volunteers to help fulfil our role as the local people’s champion on health and social care. There is a lot of scope for volunteers to get involved in focus groups, surveys, or to help us talk to service users.

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	Westbury Area Board
Date of Meeting	9 April 2015
Title of Report	Community Asset Transfer

Executive Summary

This report deals with an application for the transfer the land known as Coulston Allotments in accordance with Wiltshire Council's Community Asset Transfer Policy.

Proposal

Westbury Area Board is asked to consider an application submitted by Coulston Parish Council for the transfer of land known as Coulston Allotments. See map attached at Appendix 1. The applicant's proposal is set out at Appendix 2.

Reasons For Proposal

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

Recommendation

The Area Board is recommended to authorise the Solicitor of the Council to execute all documentation needed to implement the transfer subject to the following conditions:

1. The land is maintained for the benefit of the community and residents will be encouraged to enjoy the amenity
2. A standard 'reverter' clause is included in the title, which will ensure that if the land stops being used for the benefit of the community, Wiltshire Council will have the option to repurchase the land for the sum of £1.

Purpose of Report

1. Westbury Area Board is asked to consider an application submitted by Coulston Parish Council for the transfer of allotments. See map attached at Appendix 1 and the applicants' proposal is set out at Appendix 2

Background

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

The application before the Area Board

6. The application from Coulston Parish Council is attached at Appendix 2 and relates to the transfer of land known as Coulston Allotments.
7. The application was submitted in accordance with Wiltshire Council's application process and meets the requirements for consideration by the Area Board.
8. The Community Area Manager has consulted with the Estates Manager with responsibility for the Rural Estate, who has undertaken appropriate consultation with service departments across the Council.
9. Local consultation has been undertaken by the applicant in accordance with the application checklist. See Appendix 3

The views of Council officers

10. On behalf of Wiltshire Council, Strategic Asset Management (who have overall responsibility for the Council's estates and property) has provided the following observation to the Area Board.

11. The land is currently leased by Wiltshire Council to Coulston Parish Council for a term of 5 years commencing 11th July 1934 which is continuing from year to year. The permitted use is for the provision of allotments and the Parish Council is obliged to use reasonable diligence to let the land as allotments to people living within the Parish.
12. The Parish Council currently pay a rent of £534 per annum to Wiltshire Council and are responsible for all outgoings relating to the property and for it's maintenance. The annual rent is capable of review under s.12 of the Agricultural Holdings Act 1986 but has remained at it's current level since 1991.
13. We understand that the land is currently let to 10 allotment holders and that the annual income is £790 per annum.
14. Unusually for allotments the property includes a single field of around 6 acres. This land has no usable vehicular access from the public highway and is let under an allotment licence to an adjoining resident and is used for haymaking. This contributes approximately £530 per annum of the total annual income. This area of land falls outside the typical definition of an allotment due to it's size. Whether or not this land ought to be included in the CAT transfer has been considered because at present it's potential 'community use' is more limited than some other areas of the property. It was however felt that the location of the land and restricted access means that it is of negligible strategic value to Wiltshire Council and of limited value if sold on the open market. It has value to the Parish Council in providing a significant proportion of the income generated by the property as a whole which off sets some of the maintenance costs.
15. The property is already let to and maintained by Coulston Parish Council and there will be the loss to Wiltshire Council of the annual rent of £534. There will be no significant cost saving although there will be a slightly reduced administrative burden relating to rent collections. The financial implications of the transfer are therefore not considered to be significant.

Main issues for consideration by the Area Board

16. It is a requirement under Wiltshire Council's Asset Transfer Policy that there must be a clear link between the asset transfer request and local community priorities.
17. This proposed asset transfer demonstrates a link to Wiltshire Council's priorities in the Local Agreement for Wiltshire "Help local communities develop their own priorities and improvements "and "We help communities help themselves".
18. It is a requirement that a 'reverter' clause is included in asset transfer arrangements. This means that, if the site stops being used for Community Allotment purposes, Wiltshire Council will have the option to

repurchase the land for the sum of £1.00.

Recommendation

19. Having carefully considered the application and the views of Council officers, the Area Board is invited to approve the transfer subject to the following conditions:
- i) The land is maintained for the benefit of the community and residents will be encouraged to enjoy the amenity.
 - ii) A standard 'reverter' clause is included in the title, which will ensure that if the land stops being used for the benefit of the community, Wiltshire Council will have the option to repurchase the land for the sum of £1.

Appendices:	Appendix 1 - Map Appendix 2 – Community Asset Transfer application Appendix 3 – Consultation with local residents
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Report Author	Sally Hendry, Community Area Manager Tel: 01225 718627 E-mail: sally.hendry@wiltshire.gov.uk
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Form CAT01

Application for the transfer of a Council asset

Your details

Your Organisation	COULSTON PARISH COUNCIL
Contact name	STEPHEN MELVILLE
Position held	CLERK TO COULSTON PARISH COUNCIL
Address	HILLSIDE, 63 HIGH STREET, ERLESTOKE, DEVIZES.
Postcode	SN10 5UA
Telephone	01380 831457
Email	stephenmelville@btinternet.com

Your proposal

(please complete Checklist CAT02 before completing the following)

Details of asset

Please include exact location, address, postcode, size, boundaries, access points and a map if possible

COULSTON ROAD, COULSTON. TURN OFF B3098 ONTO COULSTON ROAD, THE ALLOTMENT GATE IS 100 YARDS ON THE RIGHT AFTER THE 'S' BEND. PLEASE SEE ATTACHED MAP.

Summary of proposal

Why do you want the asset and how will this benefit the local community?

COULSTON PARISH COUNCIL INTENDS TO RENT THE AREA TO MEMBERS OF THE COMMUNITY AS ALLOTMENT PLOTS FOR CULTIVATION AND FRUIT AND VEGETABLE PRODUCTION. EXISTING RENT DUE TO WILTSHIRE COUNCIL PUTS THE CONTINUANCE OF THIS ASSET AT RISK WITHOUT A SUBSTANTIAL INCREASE IN RENT DUE FROM ALLOTMENT HOLDERS. THE PARISH COUNCIL IS TRYING TO PRESERVE THIS COMMUNITY ASSET.

Community use

Please explain how the asset will be used
(Please refer to questions 5-8 in the checklist - CAT02)

ALLOTMENT PLOTS WILL BE AVAILABLE TO RENT BY MEMBERS OF THE COMMUNITY. THE AREA IS ALREADY DIVIDED INTO PLOTS AND THE EXISTING ALLOTMENT HOLDERS WILL BE OFFERED THEIR SAME PLOTS FOR RENT DIRECTLY FROM THE PARISH COUNCIL. RENT WILL BE USED TO IMPROVE THE FACILITY AND FOR THE BENEFIT OF THE COMMUNITY. FURTHER PLOTS WILL BE MADE AVAILABLE IF REQUIRED

Suitability for purpose

Please explain why this asset is suitable for the intended purpose

(Please refer to questions 5-8 in the checklist - CAT02)

THE AREA IS ALREADY IN USE AS AN ALLOTMENT. THE PARISH COUNCIL HAS INVESTED IN A BORE HOLE TO PROVIDE WATER FOR THE PLOTS AND IMPROVED ACCESS WITH THE PURCHASE OF NEW GATES. HEDGES HAVE BEEN PLANTED TO IMPROVE THE AREA AND THE SECURITY. MANY YEARS HAVE BEEN SPENT IN DEVELOPING THE PLOTS INTO PRODUCTIVE AREAS FOR THE COMMUNITY.

Community support and consultation

Please set out who you have consulted about your proposal and how you have addressed any concerns raised

(please refer to questions 9-14 in the checklist - CAT02)

EXISTING ALLOTMENT HOLDERS HAVE BEEN CONSULTED AND ALL ARE HAPPY WITH THE PROPOSAL. THERE ARE NO PLANS TO CHANGE THE EXISTING RENTAL AGREEMENTS OR THE RULES OF USE CURRENTLY IN PLACE. THE AREA BORDERS 2 PROPERTIES AND BOTH RESIDENTS ARE EXISTING ALLOTMENT HOLDERS AND HAVE NO ISSUES WITH A CHANGE IN THE OWNERSHIP OF THE LAND. LOCAL CLLR. JERRY WICKHAM IS SUPPORTIVE OF THIS PROPOSAL.

Legal issues

Please set out how you will address any legal, planning, insurance and health and safety matters associated with the asset *(please refer to questions 15-18 in the checklist - CAT02)*

THE EXISTING AGREEMENT WITH WILTSHIRE COUNCIL LIMITS USE OF THE AREA AND THE PARISH COUNCIL HAVE NO PLANS TO CHANGE THE USE OF THE LAND. INSURANCE IS COVERED BY AN EXISTING POLICY. USE IS GOVERNED BY AN AGREEMENT LIMITING THE ACTIONS AND HIGHLIGHTING THE RESPONSIBILITIES OF USERS WHICH WILL BE UPDATED AND SIGNED BY TENANTS WHEN OWNERSHIP PASSES TO THE PARISH COUNCIL

Financial matters

How will you fund future running costs, repairs and maintenance?

(please refer to questions 19-23 in the checklist - CAT02)

EXISTING MAINTANENCE COMES FROM THE PARISH COUNCIL FUNDS. THE CURRENT RENT PAID TO WILTSHIRE COUNCIL WILL NO LONGER BE DUE AND THESE FUNDS WILL BE AVAILABLE FOR INVESTMENT IN THE ASSET.

Future management

How will you manage the asset and ensure that it continues to contribute to the wellbeing of the local community in the future?

(please refer to questions 24-27 in the checklist - CAT02)

THE EXISTING MANAGEMENT ARRANGEMENTS WILL REMAIN IN PLACE. THE AREA HAS BEEN MANAGED BY THE PARISH COUNCIL FOR MANY YEARS WITHOUT ISSUE. THE CLERK WILL CONTINUE TO ARRANGE FOR COLLECTION OF RENT. ALLOTMENT HOLDERS WILL CONTINUE TO BE ASKED TO COMMUNICATE PROBLEMS OR IDEAS FOR IMPROVEMENT TO THE PARISH COUNCIL AS CURRENTLY EXISTS.

DECLARATION

I confirm that the details included in this application are correct

Signed: STEPHEN MELVILLE

Name (please print): STEPHEN MELVILLE **Date:** 16/10/2014

Form CAT02

Application for the transfer of a Council asset

CHECKLIST

	Question	Yes	No	Note
Community use	1. Is the asset to be provided for a public purpose?	x <input type="checkbox"/>		<i>The Council will not transfer assets for private or commercial use</i>
	2. Will the asset be hired or used by third parties?	x <input type="checkbox"/>	<input type="checkbox"/>	<i>If 'yes' your application should set out how this will work</i>
	3. Will your organisation supervise use of the asset?	x <input type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should explain how use will be supervised</i>
	4. Will the public have access to the asset?	x <input type="checkbox"/>	<input type="checkbox"/>	<i>If 'yes' your application should set out how your liabilities will be covered</i>

	Question	Yes	No	Note
Is the asset fit for proposed use?	5. Is it big enough?	x <input type="checkbox"/>		<i>The Council will not transfer assets that are unsuitable</i>
	6. Is it in the right location?	x <input type="checkbox"/>		<i>The Council will not transfer assets that increase unnecessary car use</i>
	7. Is it safe?	x <input type="checkbox"/>		<i>The Council will not transfer assets that are unsafe</i>
	8. Does it have utilities? <i>(Water, electricity, drainage, etc.)</i>	x <input type="checkbox"/>	<input type="checkbox"/>	<i>If 'no'- your application should explain if they are needed</i>

	Question	Yes	No	Note
Community Support and consultation	9. Have you consulted nearby residents?	x <input type="checkbox"/>	<input type="checkbox"/>	<i>If 'no'- please consult before submitting your application</i>
	10. Have you consulted adjoining owners?	x <input type="checkbox"/>	<input type="checkbox"/>	<i>If 'no'- please consult before submitting your application</i>
	11. Have you consulted others affected by the proposal?	x <input type="checkbox"/>	<input type="checkbox"/>	<i>If 'no'- please consult before submitting your application</i>
	12. Have you consulted the local Wiltshire Councillor?	x <input type="checkbox"/>	<input type="checkbox"/>	<i>If 'no'- please consult before submitting your application</i>
	13. Have you consulted the local Parish Council?	x <input type="checkbox"/>	<input type="checkbox"/>	<i>If 'no'- please consult before submitting your application</i>
	14. Is there community support for the change of use?	x <input type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' - consider carefully whether you wish to proceed with your application</i>

	Question	Yes	No	Note
Legal	15. Are there any covenants or other legal constraints?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'yes' your application should explain implications</i>
	16. Does the proposed use require planning consent?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'yes' your application should explain implications</i>
	17. Have you considered insurance cover?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application must explain implications</i>
	18. Have you assessed health and safety liabilities?	<input checked="" type="checkbox"/>		<i>Your application must explain how you will deal with risks and liabilities</i>

	Question	Yes	No	Note
Finance	19. Can you meet all capital maintenance costs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should explain how funding will be provided</i>
	20. Can you meet all day-to-day running costs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should explain how funding will be provided</i>
	21. Will you use the asset to generate income?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'yes' your application should provide further details</i>
	22. Will any third party be assisting with the costs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'yes' your application should provide further details</i>
	23. Do you have any contingency funds?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should set out how you will deal with contingencies</i>

	Question	Yes	No	Note
Management	24. Will you manage the asset?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' your application should set out who will manage the asset.</i>
	25. Will a management committee be set up?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>If 'yes' your application should set out how this will work</i>
	26. Will users of the asset be involved?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'yes' your application should set out how this will work</i>
	27. Will someone be employed to manage the asset?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>If 'yes' your application should set out how this will work</i>

WILTSHIRE COUNCIL

WESTBURY AREA BOARD
9 APRIL 2015

COMMUNITY AREA TRANSPORT
GROUP
SMALL-SCALE TRANSPORT AND HIGHWAY IMPROVEMENT
SCHEME RECOMMENDATIONS

Purpose of the Report

To put forward for approval recommendations from the Community Area Transport Group.

1. Background

1.1 Due to the complexity of assessing and selecting schemes from the many requests, and the potential time that such an agenda item would take, each Area Board was requested to set up a Community Area Transport Group (CATG) to make recommendations to the Area Board

1.2 In 2015/16 Westbury Area Board has a £10,320 discretionary budget to involve it in the assessment and selection of small-scale transport schemes and other highways matters to be progressed in its community area.

1.3 It should be noted that this allocation is for capital funding and can only be used to provide new and improved infrastructure. It is to be used 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 maintenance schemes; these are selected using technical surveys and inspections.

2. Main Considerations

2.1 It has been agreed to recommend to the Area Board to allocate £1,000 for the installation of bike racks at three locations in the town. As no CATG meeting has taken place since the last area board meeting, this agreement has been made by email to all members of the CATG.

2.2 One of the aims of the CATG is to promote alternatives to car travel. The installation of bike racks will encourage people to use bikes in the knowledge that they can be safely secured while they shop or visit the town centre and the shops.

2.3 The bike racks will be installed at both ends of Westbury High Street and on Leigh Park shopping area (this specific venue to be confirmed). The two central locations have been agreed by the town council, highways officers and the CATG.

3. Environmental Impact of the Proposals

3.1 There is no negative environmental impact and the installation of bike racks is anticipated to have a beneficial effect by encouraging more people to use alternative forms of transport.

4. Financial Implications

4.1 The proposals above can be funded from the 2015/16 CATG budget.

5. Legal Implications

None

6. HR Implications

None

7. Equality and Diversity Implications

None

8. Recommendations

8.1 It is recommended that the Area Board agrees to the recommendations of the Community Area Transport Group set out in paragraph 2.1

Report Author: Community Area Manager Sally Hendry sally.hendry@wiltshire.gov.uk

Report to	Westbury Area Board
Date of Meeting	9 April 2015
Title of Report	Area Board Grants

Purpose of Report

To ask Councillors to consider funding applications to the community area grants fund scheme and councillor led project bids:

1. Applications seeking Community Area Grant Funding (appendix 1)

- 1.1 Bratton Baptist chapel is seeking £980 for a mower and shed
- 1.2 The Great War commemoration group is seeking £990 for display boards
- 1.3 Westbury Leigh School is seeking £5,000 towards a Play Pod

The full applications are available on the following link:

http://portal.wiltshire.gov.uk/areaboard_grants/grants_list.php

TOTAL Funding Requests: £ 6,700

1. Background

- 1.1.** Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Adult Care, Communities and Housing. Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance 2015/2016.
- 1.2.** In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria and/or the officer's recommendation would need to demonstrate that the application in question has a wider community benefit, and give specific reasons for why this should justify an exception to the criteria.
- 1.3.** The emphasis in the Coalition Government's Localism agenda supports the ethos of volunteering and community involvement and the nurturing of resilient communities. With this in mind Community Area Grants (CAGs) should be encouraged from and awarded to community and voluntary groups. Westbury Area Board has been allocated a 2015/2016 budget of £38,139 capital funding for community grants and area board/councillor led initiatives.
- 1.4.** Applications of up to and including £1,000 can be made for a Community Area Grant, which will not require matched funding. Amounts of £1,000 - £5000 will be required to find matched funding. The area board will rarely award more than £5,000.
- 1.5.** Area boards will not consider Community Area Grant (CAG) applications from town and parish councils for purposes that relate to their statutory duties or powers that should be funded from the local town/parish precept. However this does not preclude bids from town/parish councils, encouraging community projects that provide new opportunities for local people or those functions that are not the sole responsibility of the town/parish council.
- 1.6.** In addition to CAGs, councillors can submit an Area Board/Councillor Led Initiative. This enables area boards to tackle community identified priorities. Cabinet have emphasised that they do not wish these to be used to avoid complying with Community Area Grant criteria or for filling gaps where there are council service shortfalls.
- 1.7.** Officers are required to provide recommendations in their funding reports (except in the case of Area Board/Councillor led initiatives), although the decision to support applications is made by Wiltshire Councillors on the Area Board.
- 1.8.** Funding applications will be considered at every Area Board meeting whilst there is money available.
- 1.9.** Paper copies of funding applications no longer appear as part of the agenda in an attempt to reduce paper. They are however available on the Wiltshire Council web site with the area board agenda papers and hard copies available upon request.
- 1.10.** The 2015/2016 funding criteria and application forms are available on the council's

website

<http://www.wiltshire.gov.uk/council/areaboards/areaboardscommunitygrantsscheme.htm>

- 1.11. All recipients of area board funding are expected to complete and return an evaluation form as soon as the project or activity has been completed and this should be accompanied by receipts and invoices, as well as photographs if possible. Failure to return the evaluation requested will preclude them from being considered for any future funding from the area board. This applies to all grants made by the area board.

Background documents used in the preparation of this Report	<ul style="list-style-type: none">• Area Board Grant Guidance 2015/16 as presented for delegated decision• BA13 Community Area Plan• Westbury Joint Strategic Needs Assessment
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2. Main Considerations

- 2.1. Councillors will need to be satisfied that grants awarded in the 2015/16 year are made to projects that can realistically proceed within a year of the award being made.
- 2.2. This meeting is the first round of funding during 2015/2016.

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 Westbury Area Board. **The Westbury grant fund currently stands at £38,139 plus £589 carried over from 2014/15 making a total of £38,728. If all listed grants are approved there will be £32,028 remaining in the area board budget for 2015/6.**
- 4.2. All awards are subject to the condition that no payment will be made until all other funding has been confirmed.

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 will give local community and voluntary groups, town and parish councils 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 are outlined within section 8 – Officer Recommendations.

8. Community Grant Applications Summary

Ref	Applicant	Project proposal	Funding requested
8.1.0	Bratton Baptist Chapel	Mower and shed	£ 980

8.1.1 This application meets the grant criteria and reflects JSA priorities for action agreed by the area board.

8.1.2 The grounds of the chapel are maintained by volunteers. The chapel itself is an important listed building of interest to local people and visitors.

Ref	Applicant	Project proposal	Funding requested
8.2.0	The Great War commemoration group	Display boards	£ 990

8.2.1 This application meets the grant criteria and reflects JSA priorities for action agreed

by the area board.

8.2.2 The working group, which includes local community groups such as the Royal British Legion has already delivered local commemorative events and will continue with its commemorative work until 2018. The display boards will be sustainable as they will be used by other groups such as the arts and music festival.

Ref	Applicant	Project proposal	Funding requested
8.3.0	Westbury Leigh School	Play pod	£5000

8.3.1 This application meets the grant criteria and reflects JSA priorities for action agreed by the area board particularly in improving facilities and outcomes for children and families.

8.3.2 The Play Pod will be available for use by other community groups such as the Cygnets and the Brownies.

9.Recommendations

9.1 It is recommended that the Area Board decides whether to allocate funding to the applicants

Report Author	Sally Hendry. Westbury Community Area Manager. 01225 718627 sally.hendry@wiltshire.gov.uk
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Grant Applications for Westbury on 09/04/2015

ID	Grant Type	Project Title	Applicant	Amount Required
1121	Community Area Grant	Westbury Leigh Play Pod Partnership	Westbury Leigh c of E Primary School	£5000.00
1142	Community Area Grant	Bratton Baptist Church Community Graveyard	Bratton Baptist Church	£980.00
1259	Community Area Grant	Westbury Remembers - The Chosen & The Fallen	Great War Commemoration Group	£990.00

ID	Grant Type	Project Title	Applicant	Amount Required
1121	Community Area Grant	Westbury Leigh Play Pod Partnership	Westbury Leigh c of E Primary School	£5000.00

Submitted: 10/01/2015 16:12:48

ID: 1121

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£501 - £5000

3. Are you applying on behalf of a Parish Council?

No

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

N/A

5. Project title?

Westbury Leigh Play Pod Partnership

6. Project summary:

We would like to enhance the outdoor play opportunities for the families of Westbury Leigh community. The project includes the cost of a PlayPod, scrap refills, a staff training programme. The Play Pod will stimulate the development of many essential life-skills such as problem solving, confidence and positive self-esteem. Children will have opportunities to assess and manage risk, develop communication and leadership skills, build new relationships and manage conflict. They will improve their physical skills and explore their creativity. They will learn the benefits of a healthy, active lifestyle and why we should look after our environment.

7. Which Area Board are you applying to?

Westbury

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

BA13 3UR

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

Children & Young People

Arts, crafts and culture

Countryside, environment and nature

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

Recycling and green initiatives

Sport, play and recreation

If Other (please specify)

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

04/2014

Total Income:

£1437800.00

Total Expenditure:

£1363755.00

Surplus/Deficit for the year:

£74045.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£0.00

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

The project lies outside the curriculum and the school day so we can only partially fund the project from our reserve as we have limitations on the way we can use the DFE funding.

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

10b. Project Finance:

Total Project cost		£17300.00		
Total required from Area Board		£5000.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Large Play Pod	6950.00	Our reserves	yes	2300.00
Scrap Refill	800.00	Grant from Awards for All	yes	10000.00
Skills Active Training Package	6850.00			
Grounds work for Playpod,	1000.00			
Staff Training Release	1200.00			
Publicity/marketing	500.00			
Total	£17300			£12300

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

No

12. If so, which Area Boards?

Westbury

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

The school currently has 395 children. The Play Pod will encourage all children to get outside, promoting healthy, active play and encouraging children to be confident in an outdoor environment. It will give them exciting new ideas of how to use the environment around them to create new and imaginative play. The children will gain curiosity and a positive attitude towards playing together in the elements and will understand the benefits of a healthy and active lifestyle. Children with Special Educational Needs (SEN) and low achieving children are likely to particularly benefit. For many children the school provides the main source of outdoor play opportunity. Children need to relax and play in a safe and empowering environment. Westbury has a higher than county average of children who are classified as vulnerable and living in deprivation. The Play Pod will stimulate the development of many essential life-skills such as problem solving, confidence and positive

self-esteem. They will have opportunities to assess and manage risk, develop communication and leadership skills, build new relationships and manage conflict. In short the Playpod will encourage a can do attitude in life and support children to succeed not only now but through to their adult lives as well. The project will promote Family Learning through an afterschool "Playpod Club"™ families will learn how to change their lifestyles through the benefits of a healthy, active lifestyle and why we should look after our environment. An outcome will be to raise awareness of recycling and reusing within the community. The Play Pod will provide completely new outdoor play opportunities, not only enhancing the playground environment but also stimulating access to it and enjoyment of it by other community groups. As a key organisation in the community the school needs to forge strong community links. By making the Play Pod accessible to local groups, the relationships between school and the community will be strengthened. The Pre-school have shown interest in the Play Pod with the consensus that their members would really benefit from access to it. In a consultation with Cygnets Pre-School, the Committee Chair said, \

14. How will you monitor this?

The project will be monitored by the Senior Leadership Team at the school and evaluated in line with our Value for Money and evaluation processes.

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

The project will continue to be funded after the Wiltshire Council funding runs out as the school will cover the cost of the Scrap refills through fundraising.

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

N/A

17. DECLARATION

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

Quotes:

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

Accounts:

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

Constitution:

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

Policies and procedures:

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

Other supporting information (Tick where appropriate, for some project these will not

be applicable):

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

And finally...

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

1142	Community Area Grant	Bratton Baptist Church Community Graveyard	Bratton Baptist Church	£980.00
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Submitted: 15/01/2015 20:52:04

ID: 1142

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

3. Are you applying on behalf of a Parish Council?

No

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

n/a

5. Project title?

Bratton Baptist Church Community Graveyard

6. Project summary:

We maintain a community graveyard at both the front and back of Bratton Baptist Church. Both graveyards contain a large amount of grass and a new mower is now needed to conduct regular mowing and maintenance. A new shed is also required to store the mower.

7. Which Area Board are you applying to?

Westbury

Electoral Division

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

BA13 4RA

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

Countryside, environment and nature

Heritage, history and architecture

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

09/2014

Total Income:

£42039.00

Total Expenditure:

£40425.00

Surplus/Deficit for the year:

£1614.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£22874.00

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

Bratton Baptist Church is approximately 350 years old and is a listed building. In line with our reserve policy we require our current level of reserves in order to maintain the building, undertake essential repairs and retain a contingency to cover unforeseen repairs in order to maintain the listed status and maintain it as a community resource. The graveyard is a community facility and we maintain it on behalf of the families who have relatives buried there. We receive no financial support to do this and offer it as a service to the local community. We are currently budgeting for a deficit of approximately Â£10000 in 2015 which will significantly reduce our current reserves.

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

10b. Project Finance:

Total Project cost		£980.00		
Total required from Area Board		£980.00		
Expenditure		Income	Tick if income	
(Itemised	£	(Itemised	confirmed	£
expenditure)		income)		
mower	780.00			
shed	200.00			
Total	£980			£0

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

No

12. If so, which Area Boards?

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

The graveyard is a public facility and is open to the local community to use as a place of burial. It also hosts an official war grave. Having a new mower will enable us to maintain the graveyard and will benefit the many families who visit the graves to pay their respects. The church is also used by the local community to hold weddings and funerals. Maintaining the graveyard preserves the attraction of the church as a community resource for these events. One of the village's main pathways runs through the graveyard and is used daily by the local community. Having a well maintained graveyard keeps this facility open and benefits the many users and residents (including families walking to school) who use the path. The church is regularly used by the village school to hold services (such as annual Harvest service) and as a location for field trips. Maintaining the graveyard benefits the school users and parents who visit during these events. Bratton Baptist Church is a listed building and maintaining the graveyard benefits the whole village by preserving the appearance and heritage of the village. The church also runs many village events (including a monthly youth club and OAPs lunch) which are free of charge and used by a wide cross section of the community. Maintaining the graveyard benefits these community users by presenting the church as an attractive facility. The church does not currently receive any funding for the maintenance of the graveyard.

14. How will you monitor this?

The managing trustees and leadership team carry out an annual review of the church facilities. This will be used to monitor the usage and utilisation of the building and grounds by the local community.

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

There is no requirement for continual funding. The church will be responsible for the ongoing operation and maintenance of the new mower. The grant is only required to fund the capital expense of buying a new mower and shed.

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

n/a

17. DECLARATION

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

Quotes:

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

above)

Accounts:

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

Constitution:

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

Policies and procedures:

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

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

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

yes I will make available on request 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.

1259	Community Area Grant	Westbury Remembers - The Chosen & The Fallen	Great War Commemoration Group	£990.00
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Submitted: 17/03/2015 14:47:35

ID: 1259

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

3. Are you applying on behalf of a Parish Council?

No

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

5. Project title?

Westbury Remembers - The Chosen & The Fallen

6. Project summary:

This project seeks to focus on the significance of the Great War and its aftermath in local terms looking at its effects on the people of Westbury. Throughout the four year spread of the overall project, a number of events and activities have been enacted/are planned that will allow local people to consider, imagine and experience the monumental role that the Great War had in affecting local communities, families and individuals " through celebration, loss and reflection. This particular project ' Westbury Remembers - the chosen & the fallen' - is concerned to portray the heady atmosphere of patriotism and jingoism at the commencement of the war - the start of the story for many local young men whose individual experiences and those of their families will be brought to life in a series of paintings by a local artist that aim to capture a moment in time.

7. Which Area Board are you applying to?

Westbury

Electoral Division

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

BA13 3EN

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

Children & Young People

Arts, crafts and culture

Festivals, pageants, fetes and fayres

Heritage, history and architecture

Inclusion, diversity and community spirit

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

Total Income:

£

Total Expenditure:

£

Surplus/Deficit for the year:

£

Free reserves currently held:

(money not committed to other projects/operating costs)

£

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

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

10b. Project Finance:

Total Project cost	£990.00		
Total required from Area Board	£990.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed £
Display Boards	990.00		
Total	£990		£0

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

No

12. If so, which Area Boards?

Westbury

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

Local community groups, local schools and the general public will benefit from the purchase of these display boards. We have chosen boards which can be multi use boards providing a variety of different display and separation options which will be used many times over during the remaining 3 years of the centenary of World War 1. Those who attend our events will gain an historical insight into life during the Great War, given help and opportunity to research local history and heritage. Working in partnership with Westbury Music & Arts Festival \

14. How will you monitor this?

Evaluation forms will be available at each event, which will be collated analysed and any improvements which are suggested will be considered and the appropriate actions taken.

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

These display boards will be used during the Westbury Music & Arts Festival to display art work and to use as room dividers to separate a education display and work area during a two week event at The Laverton in July 2015. As the Laverton is a community use venue, the boards will be available for local community groups who use this venue and this will be for the lifetime of the boards.

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

17. DECLARATION

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

Quotes:

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

Constitution:

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

Policies and procedures:

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

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

And finally...

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

