

# AGENDA

**Meeting:** Bradford on Avon Area Board

**Place:** [Access the online meeting here](#)

**Date:** Wednesday 21 October 2020

**Time:** 4.00 pm

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Including the Parishes of: Bradford on Avon, Limpley Stoke, Winsley, Monkton Farleigh, Holt, South Wraxall, Wingfield, Westwood, Staverton

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**The Area Board welcomes and invites contributions from members of the public in this online meeting**

**If you wish to participate in the discussion, please contact Kevin Fielding, direct line 01249 706612 or email [kevin.fielding@wiltshire.gov.uk](mailto:kevin.fielding@wiltshire.gov.uk)**

**You will be provided with a link to participate in the meeting online**

**Registrations to speak should be made no later than 5pm on the day of the meeting. If possible, please indicate the item(s) you wish to speak on, to assist the Chairman to manage requests**

[Guidance on how to access this meeting online is available here](#)

**Any member of the public who wishes to watch the meeting only, can do so via the link at the top of this agenda**

All the papers connected with this meeting are available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

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

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## **Wiltshire Councillors**

Cllr Jim Lynch - Bradford on Avon North  
Cllr Trevor Carbin - Holt and Staverton  
Cllr Sarah Gibson - Bradford on Avon South (Chairman)  
Cllr Johnny Kidney - Winsley and Westwood

## **Recording and Broadcasting Information**

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## **Public Participation**

During the ongoing Covid-19 situation the Council is operating revised procedures for public participation.

[Access the online meeting here](#)

## **Guidance for Public Speaking at Area Boards**

Please click on the link below for further guidance

[Guidance for Public Speaking at Area Boards](#)

	<b>Time</b>
<p>1 <b>Chairman's Welcome, Introduction and Announcements</b> (<i>Pages 1 - 22</i>)</p> <p>Chairman's Announcements:</p> <ul style="list-style-type: none"> <li>• COVID-19</li> <li>• Connect 5 – Mental Health Awareness Programme Public Health Training</li> <li>• Boundary Review</li> <li>• JSNA 2020 data for the Bradford on Avon community area</li> <li>• Holt Rural Housing Needs Survey</li> </ul>	<p><b>4:00pm</b></p>
<p>2 <b>Apologies for Absence</b></p>	
<p>3 <b>Minutes</b> (<i>Pages 23 - 32</i>)</p> <p>To confirm the minutes of the meetings held on Wednesday 11 March 2020 and Tuesday 16 June 2020:</p> <ul style="list-style-type: none"> <li>• 11 March 2020 – Bradford on Avon Area Board</li> <li>• 16 June 2020 – Bradford on Avon Area Board (Election of Chairman &amp; Vice-Chairman for the forthcoming year)</li> </ul>	
<p>4 <b>Declarations of Interest</b></p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee</p>	
<p>5 <b>Partner Updates</b> (<i>Pages 33 - 34</i>)</p> <ul style="list-style-type: none"> <li>• Pc Louis Bowden – Wiltshire Police</li> <li>• Dorset &amp; Wiltshire Fire and Rescue Service</li> <li>• Bradford on Avon Town Council</li> <li>• Parish Councils</li> <li>• Air Quality – Streets Ahead</li> </ul>	

6 **Covid-19 Recovery discussion - Focus on Young People**  
(Pages 35 - 46)

To consider the experiences of young people in the community area as a result of the Covid-19 crisis and to discuss the community-based activities that are on offer currently or needed in future to support young people through the recovery period.

- BoA Youth
- Holt Youth Club
- St Laurence School – Fergus Stewart, Head Teacher
- Relate Counselling service

7 **Update from Streets Ahead transport group**

Trevor Bedeman

8 **Working Group updates** (Pages 47 - 58)

- Community Area Transport Group (CATG)
- Health and Wellbeing

9 **Grant and funding applications** (Pages 59 - 74)

To determine any applications for Community Area Grants. Grant application packs for the Community Area Grants Scheme are available from the Community Area Manager or electronically at:

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

- Living Green Wall
- Borehole Installation at Culver Close
- Cedar Court resident group
- Becky Addy Woods (previously agreed under delegated authority)

10 **Area Board Forward Work Plan**

11 **Close**

**6:00pm**



# Agenda Item 1

## ***Chairman's Announcements***

**Subject:**

**COVID-19**

The infection rate in Wiltshire remains low, but we cannot be complacent and it's important that everyone continues with their great efforts so far to follow social distancing measures and maintain good hand hygiene.

The advice for everyone remains the same:

- Keep washing hands regularly
- Wear a face covering over the nose and mouth in enclosed spaces
- Stay at least a metre away from people not in their household

If anyone is experiencing COVID-19 symptoms, no matter how slight they may be – a high temperature, a new, continuous cough or a loss or change to your sense of smell or taste – isolating and getting tested should be done immediately.

As a reminder, the isolation period is now 10 days. Those living in the same households should self-isolate for 14 days if they, or any members of the household, receive a positive test. Staying at home means not going out for any reason, including to work, or to the shops.

We thank everyone for their continued support and for playing their part.







**Connect 5 aims to improve population mental wellbeing by changing the way we have mental wellbeing conversations.**

Connect 5 is offering an incremental three-session training programme about mental health and wellbeing. The programme is free of charge and available to community groups and individuals who have a role in supporting mental wellbeing.

The programme has been developed by academic, clinical and public mental health experts in partnership with Health Education England and Public Health England.

Sessions are currently being held online. To make enquiries about the Connect 5 programme in Wiltshire please contact Kerri Lavender at [kerri.lavender@wiltshire.gov.uk](mailto:kerri.lavender@wiltshire.gov.uk)

	What will it cover?	Who is this for?
<b>Stage 1</b> Brief Advice	Develop your core understanding of mental health, mental wellbeing and how to signpost to local services and resources that enable people to help themselves.	Anyone with an interest in improving mental wellbeing whose role involves interaction with the public, or anyone who has the opportunity to give brief wellbeing advice.
<b>Stage 2</b> Brief Wellbeing Intervention	Build your skills and confidence to work with and improve the mental health and wellbeing of others. Including, how to support greater insight into experiences of stress and distress and how to help people take first steps to make themselves feel better.	Those with the opportunity, through their working practice, to engage in brief interventions.
<b>Stage 3</b> Integrated Wellbeing Intervention	Advance your skills to work collaboratively with clients to create an action plan and integrate brief interventions to motivate and support people to make changes that last.	Those with the opportunity, through their working practice, to engage in brief interventions over an extended period of time.



## Area Board Boundary Review Briefing Note No. 20-30

**Service:** Democratic Services  
**Further Enquiries to:** [CGR@wiltshire.gov.uk](mailto:CGR@wiltshire.gov.uk)  
**Date Prepared:** 10 September 2020

### Background

Following the Electoral Review of Wiltshire Council, Electoral Divisions for the May 2021 elections no longer align to the boundaries for the Council's 18 Area Boards, which are based on Electoral Divisions.

It is therefore necessary for Full Council to agree new Area Board boundaries for implementation in May 2021.

### Electoral Review Committee

At its meeting on 21 July 2020 Full Council delegated authority to the Electoral Review Committee to conduct a review of Area Board boundaries and prepare recommendations for its consideration.

The Committee met with the Members of each Area Board in July to discuss the incoming Electoral Divisions and their impact, including on potential Area Board boundaries.

At its meeting on 13 August 2020 the Committee agreed a set of proposals for Area Board boundaries to be consulted upon.

### Consultation

A consultation will run from **10 September 2020 – 31 October 2020** on the [Draft Recommendations](#) of the Electoral Review Committee for Area Board boundaries to take effect for May 2021.

This briefing note will be circulated to all parishes and Members, and where an Area Board meets it will have the opportunity to be briefed on the proposals.

Online surveys have been prepared for people to respond to the proposals, as follows:

<a href="#">Amesbury</a>	<a href="#">Bradford on Avon</a>
<a href="#">Calne</a>	<a href="#">Chippenham</a>
<a href="#">Corsham</a>	<a href="#">Devizes</a>
<a href="#">Malmesbury</a>	<a href="#">Marlborough</a>
<a href="#">Melksham</a>	<a href="#">Pewsey</a>
<a href="#">Royal Wootton Bassett and Cricklade</a>	
<a href="#">Salisbury</a>	<a href="#">South East Wiltshire</a>
<a href="#">South West Wiltshire</a>	<a href="#">Tidworth</a>
<a href="#">Trowbridge</a>	<a href="#">Warminster</a>
<a href="#">Westbury</a>	

### Decision

The Committee will review all responses to the consultation and prepare Final Recommendations for consideration by Full Council on 24 November 2020.





## Indicator collection

The Community Area Joint Strategic Needs Assessment contains numerous indicators.

The indicators were collected by a team of analysts from many organisations between October 2019 and February 2020.


## Themes

In this infographic set 11 slides depict 11 thematic groups of indicators.

The indicators highlighted here were felt of interest for this community area. More indicators can be found at [www.wiltshireintelligence.org.uk](http://www.wiltshireintelligence.org.uk)

Your Community Bradford on Avon Community Area


### Population

Bradford on Avon Community Area has an estimated population of 18,360 persons 

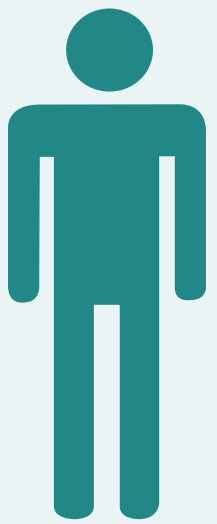
**0-17 Yrs**      20% of people are aged 17 or below

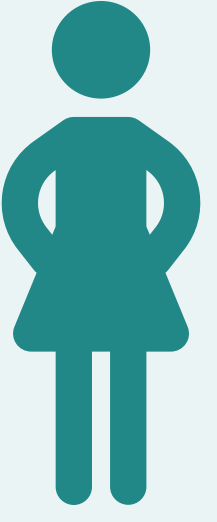
**18-64 Yrs**      53% of people are of working age, between 18-64 years

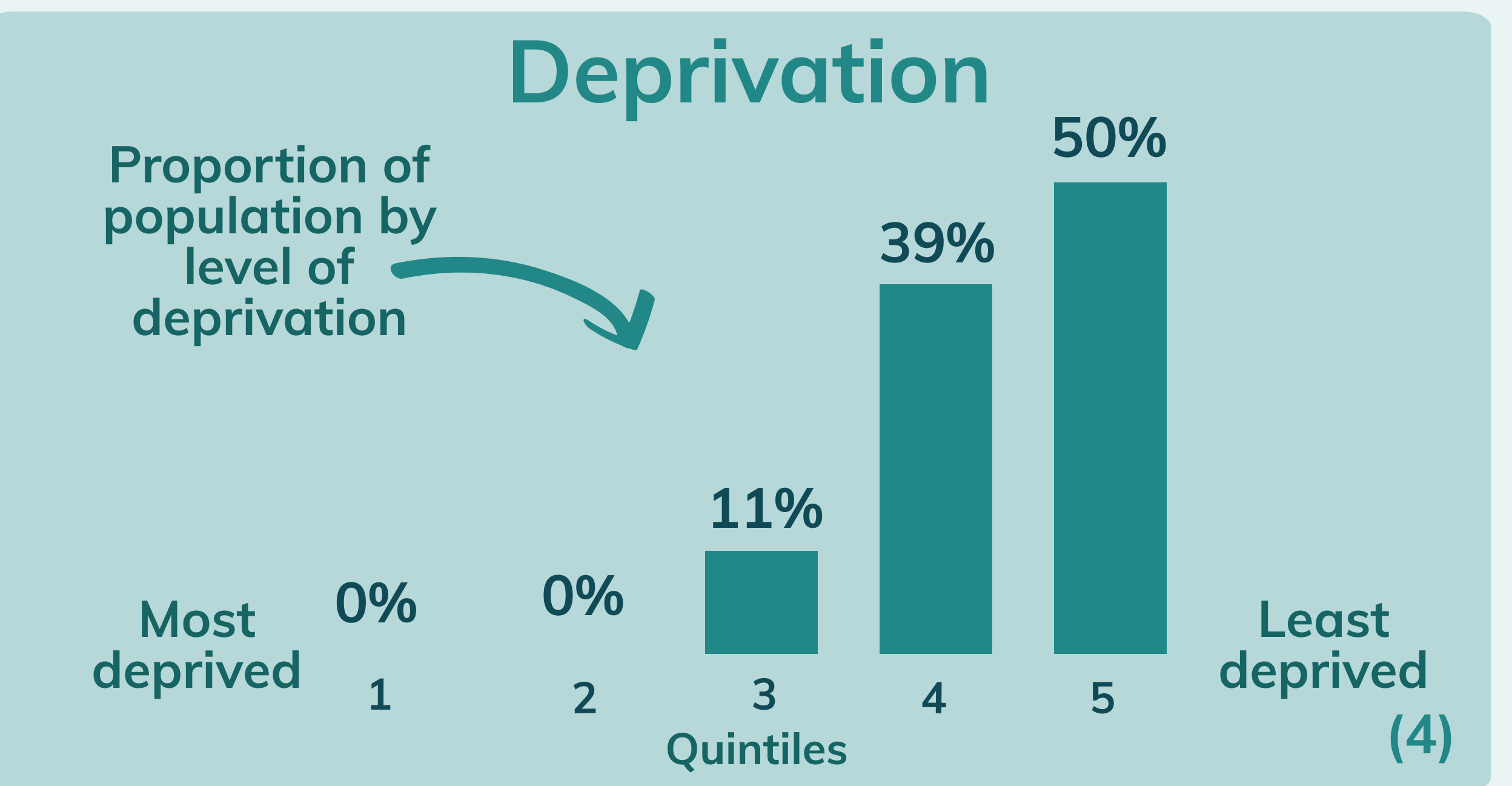
**65+ Yrs**      28% of people are aged over 65 years (1)

Since 2015, Bradford on Avon Community Area population has increased by 0.4%, which is lower than the increase for the population of Wiltshire (2%)  (2)

### Life Expectancy

 **Bradford on Avon Community Area 80 Yrs**  
Wiltshire 81 Yrs

 **Bradford on Avon Community Area 85 Yrs**  
Wiltshire 84 Yrs (3)



Data Sources (1) Mid Year Population Estimates, Office for National Statistics, 2018, (2) Mid Year Population Estimates, Office for National Statistics, 2015 (3) Mortality extracts (Primary Care Mortality Database, NHS Digital) and Mid Year Population Estimates (Office for National Statistics), 2015-2017 (4) National deprivation quintiles, Indices of Multiple Deprivation, Ministry of Housing, Communities and Local Government, 2019

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## Top 5 Priorities for Bradford on Avon

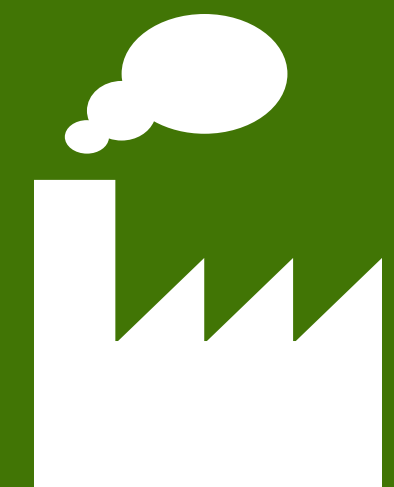
Climate change and renewable energies  
**48.4%**



Waste and recycling  
**31.6%**



Air quality  
**30.1%**

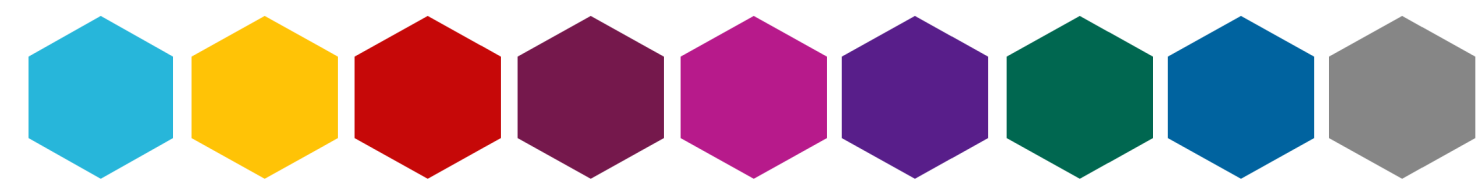


Wildlife and biodiversity  
**29.8%**



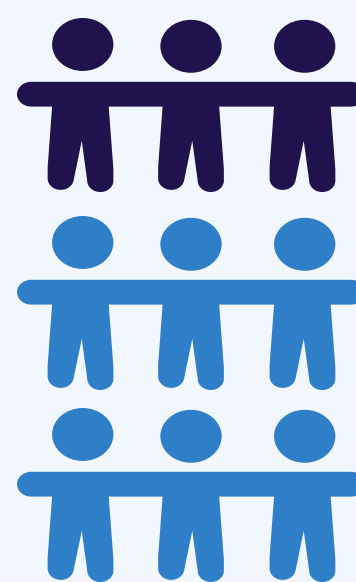
Public transport  
**23%**





### Health Improvement

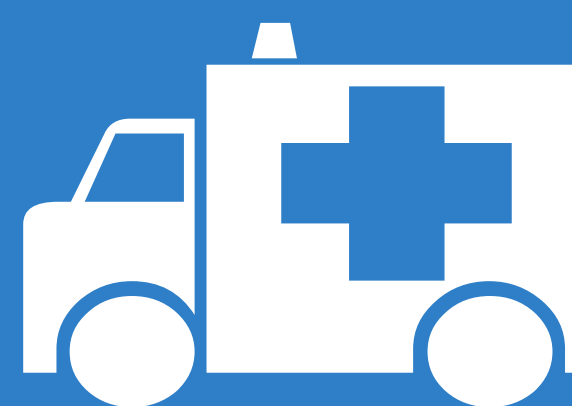
18% of 10-11 year olds in Bradford on Avon Community Area are obese or overweight. This is lower than the Wiltshire average (28%) yet still equates to almost 1 in 5 children in Year 6 (1)



6% of those aged 17+ are diagnosed with diabetes in Bradford on Avon Community Area, compared with 7% across Wiltshire (2)

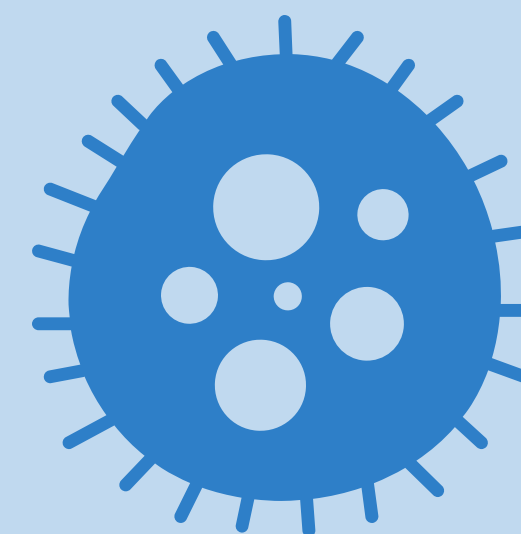
### Hospital Admissions

The rate of hospital admissions as a result of accidental injury in Bradford on Avon Community Area is 121 per 10,000 persons, compared to 140 per 10,000 persons in Wiltshire



The rate of hospital admissions as a result of self harm in Bradford on Avon Community Area equates to 32 per 10,000 persons, higher than the Wiltshire rate of 27 per 10,000 (3)

### Health Protection



In 2018/19, 49% of people at particular risk from the impact of flu in Bradford on Avon Community Area received the flu vaccination (4)

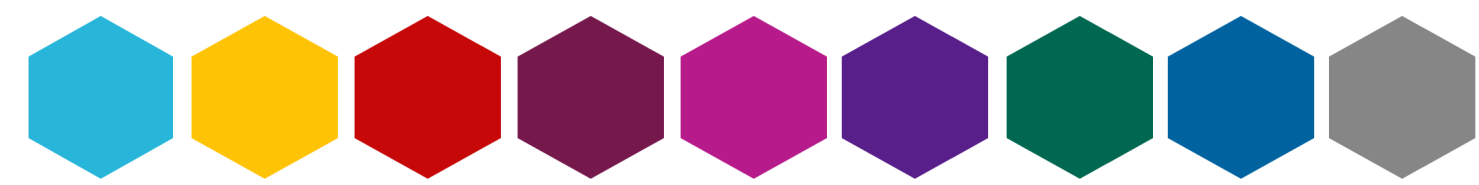
92% of 5 year olds in Bradford on Avon Community Area have received the 2nd dose of MMR vaccination (5)



### Mortality

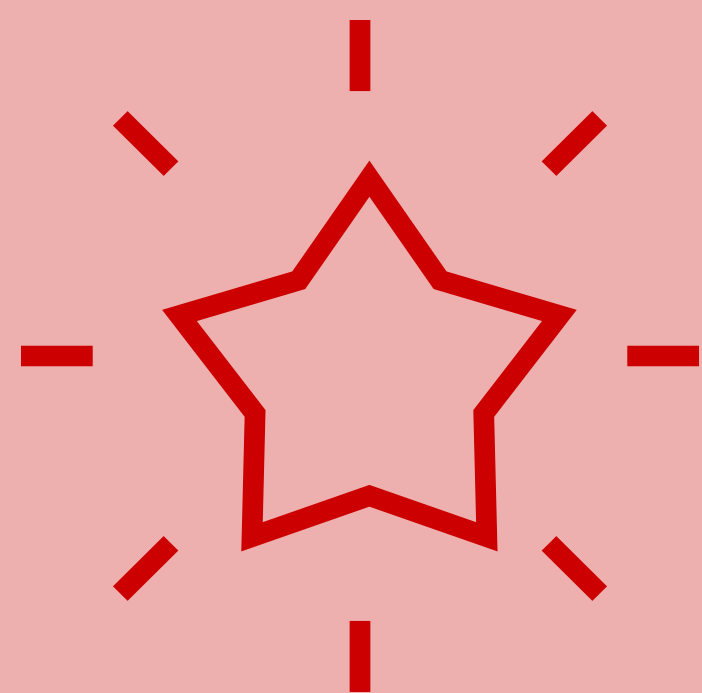
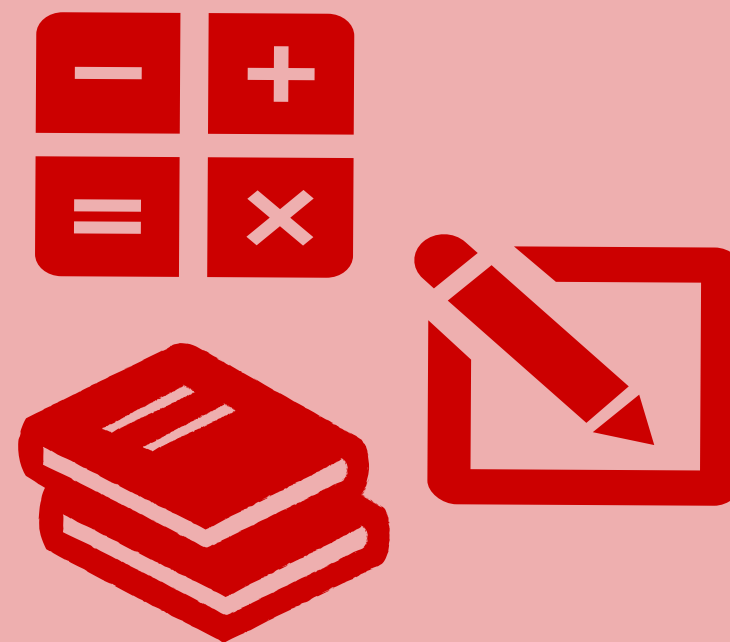
The mortality rate for causes considered preventable in Bradford on Avon Community Area is 107 per 10,000 persons. This is lower than the Wiltshire rate of 147 per 10,000 (6)





### Education and Pupil Achievement

65% of children in Bradford on Avon Community Area achieve the expected standard in reading, writing and mathematics at the end of primary school. This is similar to the Wiltshire average of 64% (1)



The average Attainment 8 score for Bradford on Avon Community Area is 53.4, higher than the Wiltshire average of 48.7 (2)

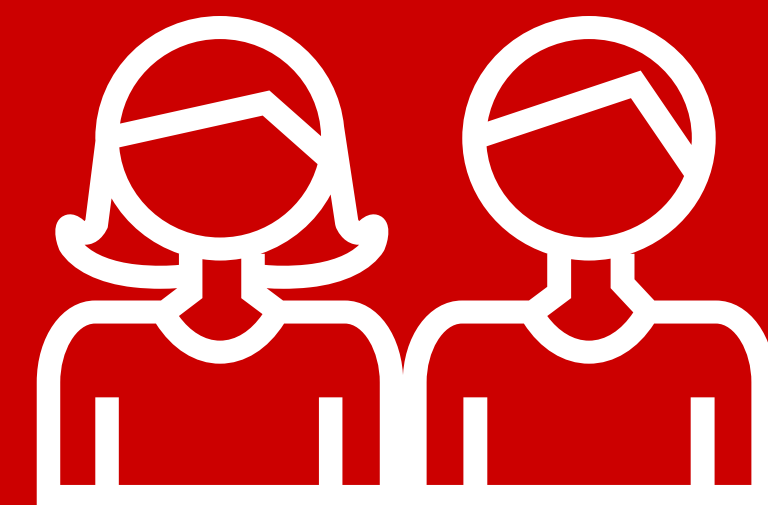
Attainment 8 measures the achievement (1-9) of a pupil across 8 qualifications

100% of schools in Bradford on Avon Community Area are engaged with the Healthy Schools programme. This is notably higher than the Wiltshire average of 56% (3)



### Vulnerable Children

13% of pupils in Bradford on Avon Community Area have either an Education, Health and Care Plan or Special Educational Needs. This is equal to the Wiltshire average (4)



6.9% of 0-19 year olds in Bradford on Avon

Community Area are thought to be living in poverty. This is lower than across Wiltshire (9.4%) (5)



### Health Protection



73% of people aged 65+ received the flu vaccination in Bradford on Avon Community Area in 2018/19, compared with 75% for Wiltshire (1)

In Bradford on Avon Community Area 73% of people aged 40-74 who were offered an NHS Health Check, also received one. This is higher than the Wiltshire average of 51% (2)



### Falls

The rate of hospital admissions due to falls for people aged 65+ in Bradford on Avon Community Area is 1,988 per 100,000 persons, compared with 2,135 per 100,000 persons for Wiltshire (3)



### Care

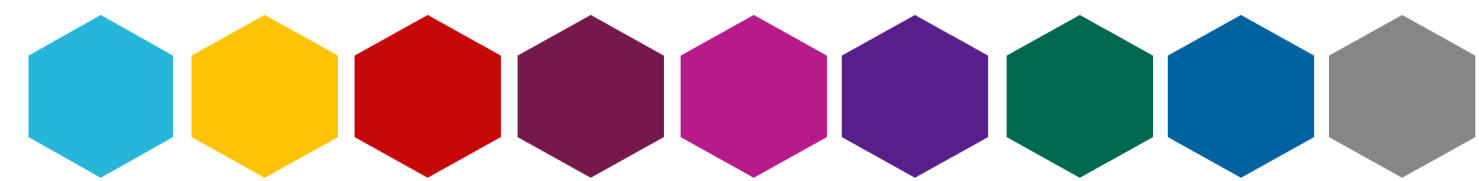
In Bradford on Avon Community Area, the rate of carers aged 65+ known to Carers Support Wiltshire is 35 per 1,000 persons (4)



Across Wiltshire, only 13.4% of adult carers aged 65+ feel that they have as much social contact as they would like (5)

The rate of people aged 65+ supported to live independently in Bradford on Avon Community Area is 33 per 1,000 persons. This is lower than Wiltshire's average of 45 per 1,000 (6)





## Community Safety Bradford on Avon Community Area

### Safer Communities



The rate of reported anti-social behaviour incidents in Bradford on Avon Community Area is 10 reports per 1,000 persons. This is lower than across Wiltshire (14 per 1,000) (1)

13 violent offences were recorded per 1,000 persons in Bradford on Avon Community Area, compared with 18 per 1,000 in Wiltshire (2)



Bradford on Avon Community Area has a rate of reported domestic abuse offences of 5 per 1,000 persons. This is lower than that across Wiltshire (8 per 1,000) (3)

### Substance Misuse

The rate of alcohol related hospital admissions in Bradford on Avon Community Area is 2,116 per 100,000 persons. This is higher than the rate for Wiltshire of 1,827 per 100,000 (4)



### Road Safety

Between 2016 - 2018, almost 3,000 road traffic collisions causing injury were recorded on Wiltshire roads.



In Bradford on Avon Community Area, the rate of these collisions is 179 per 100,000 persons, lower than the rate of 196 per 100,000 persons across Wiltshire (5)

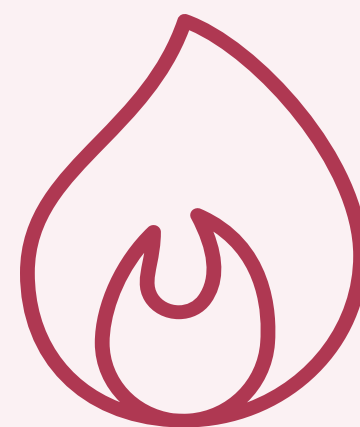
### Property Prices



The average house price in Bradford on Avon Community Area is £346,250, higher than the Wiltshire average of £272,000 (1)

### Fuel Poverty

In Bradford on Avon Community Area, 9.3% of homes are considered to be in fuel poverty, which is equal to the average across Wiltshire (2)



### Affordable Housing Need



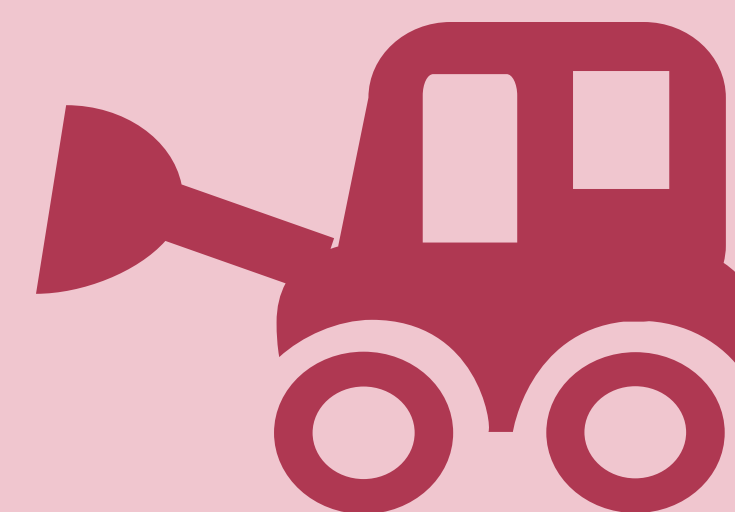
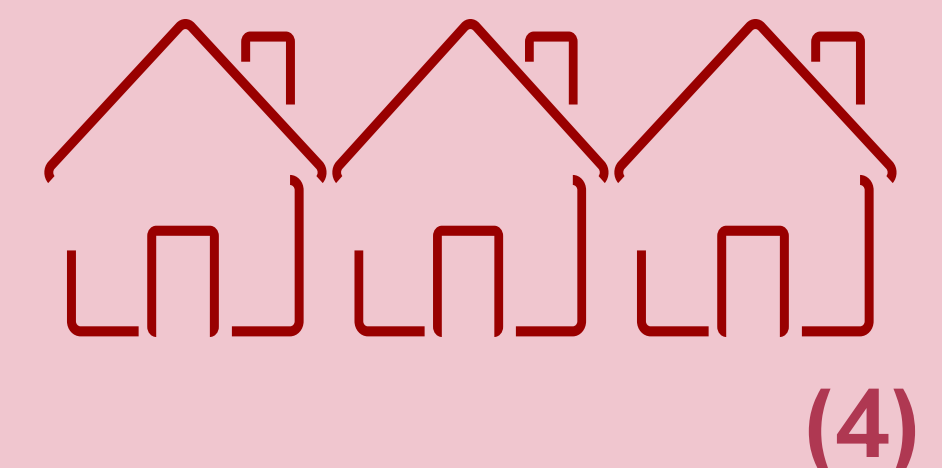
In November 2019, there was demand in Bradford on Avon Community Area for 47 affordable one bedroom homes, 27 affordable two bedroom homes, and 18 affordable three or more bedroom homes (3)

### New Homes



Between 2016/17 and 2018/19, 167 new homes were completed in Bradford on Avon Community Area

27 new affordable homes were completed in Bradford on Avon Community Area between 2016/17 and 2018/19



There are 780 new homes planned in Bradford on Avon Community Area in the current plan period of 2006-2026 (5)

### Wildlife Rich Areas

7% of Bradford on Avon Community Area is classified as either a Site of Special Scientific Interest (SSI) or a County Wildlife Site (CWS) (1)



The primary habitat of Bradford on Avon Community Area's CWS is broadleaved woodland



2,500 individual species have so far been recorded in Bradford on Avon Community Area

### Energy Efficiency

61% of Energy Performance Certificates issued to homes in Bradford on Avon Community Area have a rating of D-G (low efficiency), compared to 56% in Wiltshire



### Waste and Recycling



Less than 16% of Wiltshire's waste went to landfill in 2018/19

89% of Wiltshire's recycled, composted and reused waste is now being handled in the UK



(4)

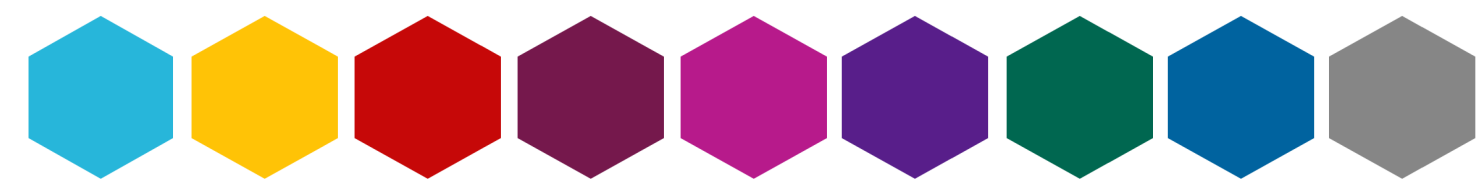


In 2018/19, there were 67 reported incidences of fly tipping in Bradford on Avon Community Area (5)

### Air Quality

Bradford on Avon Community Area has one Air Quality Management Area (6)





### Local Roads

Bradford on Avon Community Area has a total road network of 149kms



The committed spend for road resurfacing in Bradford on Avon Community Area in 2019/20 was £375,958. This is 3% of the total committed spend for Wiltshire

(1)

### Local Traffic

Between 2012-2017, there was an estimated 0.1% increase in traffic flow on roads in Bradford on Avon Community Area (2)



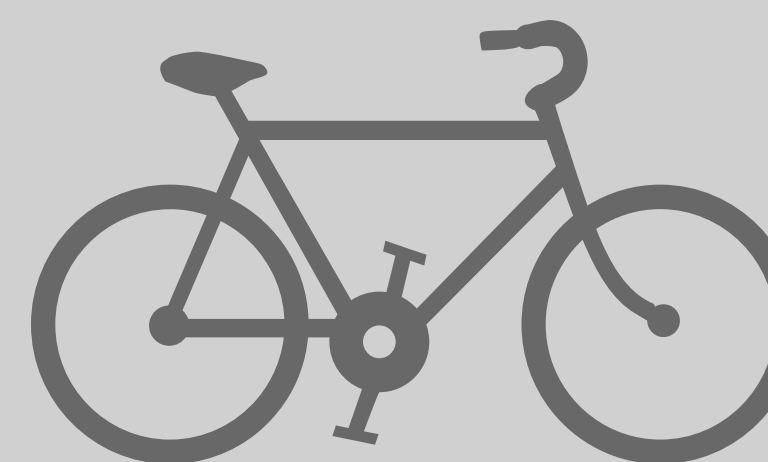
2 out of 26 speed surveys that were conducted in Bradford on Avon Community Area between 2017-2019 were eligible for Community Speed Watch initiatives (3)

### Public and Alternative Transport

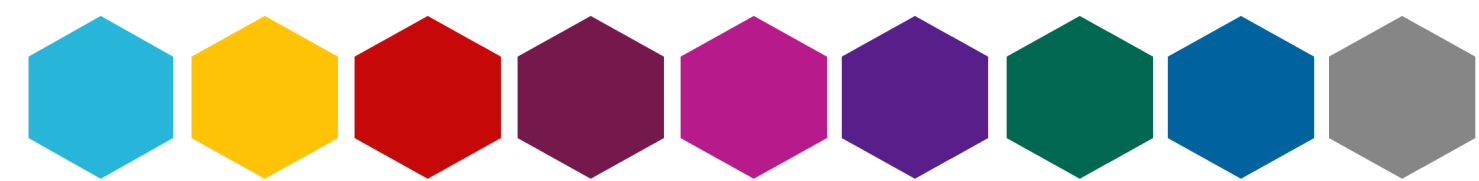


In 2017/18, the number of bus passenger journeys in Wiltshire decreased by 0.5%, compared to a decrease of 1.9% in England (4)

Community First provides a support service to 4 community transport schemes in the Bradford on Avon Community Area (5)



Between September 2019 and February 2020, 60 children in Bradford on Avon Community Area completed Bikeability training (5)



### Employment

The percentage of working age population in Bradford on Avon is 55%, compared with 60% in Wiltshire (1)

16 - 64  
Years



6% of the working age population in Bradford on Avon are on out of work benefits (2)

According to a 2018 survey of local businesses, the biggest two employment sectors in Bradford on Avon Community Area are human health and social work activities, and accommodation and food services (3)



### Apprenticeships

Bradford on Avon Community Area has a rate of 52 apprenticeships per 10,000 people aged 16+. This is lower than the Wiltshire rate of 139 per 10,000 (4)



### Loans

The average estimated personal loan amount per person for those in Bradford on Avon Community Area is £697.02, which is lower than the Wiltshire average of £796.23 (5)



### Local Welfare Provision

There were 113 awarded claims through the local welfare provision scheme in Bradford on Avon Community Area between 2016/17 and 2018/19 (6)

### Your Library



43% of residents in Bradford on Avon Community Area are currently members of the local libraries compared with 34% across Wiltshire (1)

A total of 81,965 visits to libraries in Bradford on Avon Community Area were recorded in 2018/19 (2)

### Cultural Assets



In Bradford on Avon Community Area, there are 21 venues hosting Cultural Activities. There are 414 in total across Wiltshire (4)

### Leisure

In 2018/19, there were 140,024 visits to Wiltshire Council owned leisure centres, swimming pools, or health and wellbeing centres in Bradford on Avon Community Area (3)



### Local Engagement



4.2% of working people in Bradford on Avon Community Area are employed in the arts, entertainment and recreation sector, compared with 2.5% across Wiltshire (5)



## Community Area Joint Strategic Needs Assessment (CAJSNA) Briefing Note to Area Board Chairs

**Service :** Communities and Neighbourhoods  
**Further Enquiries to:** Rhys Schell  
**Date Prepared:** 30.07.20  
**Direct Line:** 01225 716752

### Background

The Community Area Joint Strategic Needs Assessment (CAJSNA) provides data, information, knowledge and evidence about each community area with the goal of assisting decision making at a local level. This then acts as a catalyst for community led action that helps meet local need and supports the delivery of the Wiltshire Council Business Plan.

The CAJSNA includes nearly 150 indicators, containing both qualitative and quantitative data. The indicators highlight the differences and similarities between the community areas. The unique aspects of each community area are reflected in both the thematic pages (accessed via the links in the previous section) and community area infographics.

During March, April, May and June 2020, 18 community events facilitated by the Area Boards were due to take place to review the data and enable communities to collaboratively set their local priorities. Due to the impact of COVID-19 the events were cancelled, and the data has subsequently not been published. The data was collected between November 2019 – February 2020, and therefore prior to the COVID-19 pandemic.

### Approach to publication

There remains significant value to the CAJSNA data to our services, partners and communities, despite the impact of the COVID-19 pandemic. A significant proportion of the data will be unaffected by COVID-19, which will mean it is still a current and valuable evidence base. For the sections that have changed during the pandemic, this data will provide an excellent baseline to measure the impact of the respective change.

From Friday 31st July 2020 this evidence and data will be made live on the [Wiltshire Intelligence](#) website. Here it will be made clear that the data was collected pre COVID-19.

### Wiltshire Intelligence website

There will be nine thematic pages which provides data from across the community areas. On each community area page there will be local infographics that have the most prominent indicators shown. An example of an infographic can be found here:

<https://www.wiltshireintelligence.org.uk/wp-content/uploads/2020/07/Amesbury-infographic-FINALv2.pdf>

The nine themed pages are shown below:

- Arts, Culture & Leisure  
([www.wiltshireintelligence.org.uk/key-issues/culture/](http://www.wiltshireintelligence.org.uk/key-issues/culture/))
- Children & Young People  
([www.wiltshireintelligence.org.uk/key-issues/children-young-people/](http://www.wiltshireintelligence.org.uk/key-issues/children-young-people/))
- Community Safety  
([www.wiltshireintelligence.org.uk/key-issues/community-safety/](http://www.wiltshireintelligence.org.uk/key-issues/community-safety/))
- Economy & Employment  
(<https://www.wiltshireintelligence.org.uk/key-issues/economy/>)
- Environment  
([www.wiltshireintelligence.org.uk/key-issues/environment/](http://www.wiltshireintelligence.org.uk/key-issues/environment/))
- Health and Wellbeing  
([www.wiltshireintelligence.org.uk/key-issues/health-and-wellbeing/](http://www.wiltshireintelligence.org.uk/key-issues/health-and-wellbeing/))
- Highways & Transport  
([www.wiltshireintelligence.org.uk/key-issues/transport/](http://www.wiltshireintelligence.org.uk/key-issues/transport/))
- Housing  
([www.wiltshireintelligence.org.uk/key-issues/housing/](http://www.wiltshireintelligence.org.uk/key-issues/housing/))
- Older People  
([www.wiltshireintelligence.org.uk/key-issues/older-people/](http://www.wiltshireintelligence.org.uk/key-issues/older-people/))

### **Further information for Members**

The publication of this data will support the delivery of local recovery plans and aid the understanding of key priorities moving forwards. Community Engagement Managers are available to help facilitate local conversations, to advise on the data available and discuss how best to use and share this within our communities.

## **Chairman's Announcements**

<b>Subject:</b>	<b>Holt Rural Housing Needs Survey</b>
<b>Web contact:</b>	<a href="mailto:housing.strategy@wiltshire.gov.uk">housing.strategy@wiltshire.gov.uk</a>

### **Holt Rural Housing Needs Survey**

**Opens: 9th November 2020**  
**Closes: 14th December 2020**

Holt Parish Council are asking all residents and those with a connection to the parish, to complete the housing needs questionnaire.

The information will be used: to identify **local affordable housing needs**; to appreciate local residents' current housing situation and to find out what aspirations people have.

For residents living in the parish a questionnaire will be delivered to their home or alternatively the survey is available online.

We would really like to encourage residents to complete the survey online and this can be found at <http://www.wiltshire.gov.uk/housing-local-housing-needs> under the title '**Current Housing Needs Surveys**'.

Those people who do not live, but have a connection to the parish and would like to complete a questionnaire can also complete the survey online or contact the parish council for more information:

#### **Holt Parish Council**

**Clerk to Holt Parish Council: Neil Baker**

**Tel: 07818 025676**

**Email: [clerk@holtparishcouncil.gov.uk](mailto:clerk@holtparishcouncil.gov.uk)**



# MINUTES

**Meeting:** BRADFORD ON AVON AREA BOARD  
**Place:** St Laurence School, Ashley Road, Bradford on Avon, BA15 1DZ  
**Date:** 11 March 2020  
**Start Time:** 6.30 pm  
**Finish Time:** 8.20 pm

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Please direct any enquiries on these minutes to:

Kevin Fielding ,Tel: 01249 706612 or (e-mail) [kevin.fielding@wiltshire.gov.uk](mailto:kevin.fielding@wiltshire.gov.uk)

Papers available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Jim Lynch (Chairman), Cllr Trevor Carbin (Vice-Chairman) and Cllr Johnny Kidney

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
14	<p><u>Chairman's Welcome, Introduction and Announcements</u></p> <p>The Chairman welcomed everybody to St Laurence School.</p> <p>The Area Board members were introduced.</p> <p>The following Chairman's announcements contained in the agenda pack were noted:</p> <ul style="list-style-type: none"> <li>• Changes to Kerbside Recycling</li> <li>• Coronavirus Advice and Information</li> <li>• Better Deal for Bus Users</li> <li>• Council Tax</li> </ul>
15	<p><u>Apologies for Absence</u></p> <p>Cllr Sarah Gibson – Wiltshire Council</p>
16	<p><u>Minutes</u></p> <p><b>Decision</b></p> <ul style="list-style-type: none"> <li>• <b>The Minutes of the Area Board meeting held on Wednesday 29 January 2020 were signed as the correct record</b></li> </ul>
17	<p><u>Declarations of Interest</u></p> <p>There were none.</p>
18	<p><u>Youth Partnership Report (Town Council)</u></p> <p>The report contained in the agenda pack was noted.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• That the BoA Youth service was continuing to develop, membership had increased to seventy-three young people. A new 'drop in hub' service commenced on the 3rd March, where the young people could drop in to</li> </ul>

discuss the services and support that was available.

- ***The detached work had been successful and really developed over the last year, BoA Youth Workers had established a good relationship with those harder to engage young people who were now the ones keen to engage with skate park plans. The 'one to one' scheme with St Laurence, working with young people who are 'hard to reach' and at risk of antisocial behaviour, was also working well.***
- There were older young people volunteering and helping out at the youth centre sessions which was great for them to gain experience, confidence and improve their skills.
- ***The service was monitored by Bradford on Avon Town Council's Community and Recreation committee, via an update report. At the Annual Town Meeting 2019, there was a presentation from Community Family Care (CFC) on the work undertaken, by a project youth worker and an a former attendee of the Youth Centre, now a Work Experience person, who shared his past experience while attending the Centre and the benefits he had gained from this valuable resource.***
- The intention was to introduce a six-monthly 'commissioners' meeting with CFC, The Area Board and Bradford on Avon Town Council, meeting in April and October.
- The Council's communications manager was working with CFC to improve its social media and communications. This would include the development of a calendar and success stories.
- CFC were also intending to trial a monthly provision of the youth centre provision in Westwood for a three-month period.

#### Skate Park

Bradford on Avon Town Council agreed to undertake a consultation and planning exercise for a new skatepark in Bradford on Avon and appointed Maverick Industries to undertake, the brief includes:

- Design development and consultation, including initial costings
- Liaison with interested parties, including a community group established to support and fundraise for the park
- Pre-planning and Planning permission preparation and consultation

Following a review of possible sites, The Council, at its Community and Recreation committee on the 25th February, agreed that Poulton Recreation Field would be the preferred site for the Skateboard Park.

	<p>This will allow Maverick to now start the design and consultation exercises and the process of grant applications and fundraising.</p> <p>The Chairman thanked the Town Council for its update.</p>
19	<p><u>BoA Youth Service Update and Presentation - Community Family Care</u></p> <p>Gavin Worrall – Youth Worker, BoA Youth Service gave a short update. A number of written updates covering the past 6 months were included as part of the agenda pack.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• That the BoA Youth service was continuing to develop, membership had increased to seventy-three young people. A new ‘drop in hub’ service commenced on the 3rd March, where the young people could drop in to discuss the services and support that was available.</li> <li>• <b><i>The detached work had been successful and really developed over the last year, BoA Youth Workers had established a good relationship with those harder to engage young people who were now the ones keen to engage with skate park plans. The ‘one to one’ scheme with St Laurence, working with young people who are ‘hard to reach’ and at risk of antisocial behaviour, were also working well.</i></b></li> <li>• There are older young people volunteering and helping out at the youth centre sessions which is great for them to gain experience, confidence and improve their skills.</li> <li>• <b><i>The service was monitored by Bradford on Avon Town Council’s Community and Recreation committee, via an update report. At the Annual Town Meeting 2019, there was a presentation from Community Family Care (CFC) on the work undertaken, by a project youth worker and an a former attendee of the Youth Centre, now a Work Experience person, who shared his past experience while attending the Centre and the benefits he had gained from this valuable resource.</i></b></li> <li>• The intention was to introduce a six-monthly ‘commissioners’ meeting with CFC, The Area Board and Bradford on Avon Town Council, meeting in April and October.</li> <li>• The Council’s communications manager was working with CFC to improve its social media and communications. This would include the development of a calendar and success stories.</li> <li>• CFC were also intending to trial a monthly provision of the youth centre provision in Westwood for a three-month period.</li> </ul> <p>The Chairman thanked Gavin Worrall for his update.</p>



20	<p><u>Local Youth Network</u></p> <p>Mighty Girls</p> <ul style="list-style-type: none"> <li>• That the Mighty Girls web site had now been launched.</li> <li>• That the group were planning a music evening.</li> <li>• That Area Board funding had delivered an after school club at St Laurence school.</li> <li>• That the group were planning an up-cycling course.</li> </ul> <p>West Wilts Scouts</p> <ul style="list-style-type: none"> <li>• That the group were looking to buy three fields next to their campsite and plant 25,000 trees.</li> <li>• Were planning to design new wildlife habitats, especially for bats.</li> <li>• Were looking to involve the local Community.</li> </ul> <p>1<sup>st</sup> Bradford on Avon Scouts</p> <ul style="list-style-type: none"> <li>• That the group needed to redevelop the site of their current Scout hut, whether this was a new build or modernisation of the aging Scout hut, or re-location.</li> </ul> <p>Winsley Scouts</p> <ul style="list-style-type: none"> <li>• That the group had some 170 members in Bradford and Winsley</li> <li>• That there were long waiting lists to join – Scouting is popular.</li> <li>• That the group were looking for adult volunteers.</li> </ul> <p>The Chairman thanked all the groups for their updates.</p>
21	<p><u>Bradford on Avon Youth Event 2020/21</u></p> <p>The attendees were given the opportunity to discuss in groups how and what a potential Bradford on Avon youth event might involve.</p> <p>Points made included:</p> <ul style="list-style-type: none"> <li>• The importance of local youth groups talking to each other.</li> </ul>

	<ul style="list-style-type: none"> <li>• That the event would be a good forum to break down any barriers and prejudices.</li> <li>• That youth group leaders forming a steering group would be beneficial.</li> </ul> <p>The Chairman thanked everybody for their input, the findings of the discussion groups would be brought back to a future Area Board meeting.</p>
22	<p><u>Grant Recipient Feedback</u></p> <p>Sylvia Gilmore - Relate briefly informed the Area Board members of a new application that she would be submitting.</p>
23	<p><u>Grants and Funding Requests</u></p> <p>Applications for funding</p> <p><b>Decision</b>  <b>Holt Pre-School awarded £5,000 for Holt Pre-School - New Building - Kitchen Facilities</b></p> <p><b>Decision</b>  <b>Staverton Rangers FC awarded £1,100 for Ground maintenance</b></p> <p><b>Decision</b>  <b>Wiltshire Music Centre Trust Ltd awarded £588.79 for Wiltshire Music Centre community pilot project at Selwood housing (Health &amp; Wellbeing funding)</b></p> <p><b>Decision</b>  <b>Carer Support Wiltshire awarded £1,372 for Carers Choir (Health &amp; Wellbeing funding)</b></p> <p><b>Decision</b>  <b>Bradford on Avon Rowing Club awarded £570 for Cabinet to house defibrillator for public use in park</b></p> <p>Youth Funding Applications</p> <p>Wiltshire Music Centre Trust Ltd requesting £3,500 for Zone Club at Wiltshire Music Centre <i>(Note: It was agreed by the Area Board members to defer this application in order to look at it and other applications, so that all 2019/20</i></p>

	<i>funding could be used up)</i>
24	<u>Close</u>



# MINUTES

**Meeting:** Bradford on Avon Area Board  
**Place:** Online meeting  
**Date:** 16 June 2020  
**Start Time:** 2.00 pm  
**Finish Time:** 2.15 pm

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Please direct any enquiries on these minutes to:

Kevin Fielding ,Tel: 012225 776655 ext: 115 or (e-mail) [kevin.fielding@wiltshire.gov.uk](mailto:kevin.fielding@wiltshire.gov.uk)

Papers available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

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## **In Attendance:**

### **Wiltshire Councillors**

Cllr Jim Lynch (Vice-Chairman), Cllr Trevor Carbin, Cllr Sarah Gibson (Chairman) and Cllr Johnny Kidney

### **Wiltshire Council Officers**

Lisa Pullin – Democratic Services Officer

**Total in attendance: 5**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
25	<u>Extract from Part 3 of the Constitution- Guidance on election of Chairman and Vice Chairman</u>
26	<u>Apologies</u> There were no apologies.
27	<u>Election of the Chairman</u> Councillor Sarah Gibson was elected as Chairman for the forthcoming year.
28	<u>Election of the Vice-Chairman</u> Councillor Jim Lynch was elected as Vice Chairman for the forthcoming year.
29	<u>Appointment to Outside Bodies and Working Groups</u> The following appointments to outside bodies and working groups were confirmed for the forthcoming year: <ul style="list-style-type: none"> <li>• Bradford on Avon Community Area Transport Group – Cllr Sarah Gibson with all members invited to attend</li> <li>• Bradford on Avon Local Youth Network (or successor organisation) – Cllr Jim Lynch</li> <li>• Bradford on Avon Health and Wellbeing Group – Cllr Johnny Kidney</li> <li>• Bradford on Avon Older Peoples’ and Carers’ Champion – Bradford on Avon Seniors Forum to represent</li> <li>• Bradford on Avon Dementia Action Alliance – Cllr Johnny Kidney</li> <li>• Bradford on Avon Streets Ahead/ Air Quality Alliance – Cllr Sarah Gibson</li> <li>• Bradford on Avon Business – Cllr Sarah Gibson &amp; Cllr Johnny Kidney</li> <li>• Bradford on Avon Assets Working Group – Cllr Sarah Gibson.</li> </ul>
30	<u>Urgent items</u> There were no urgent items.
31	<u>Close</u> The meeting was closed at 2.15pm.

# Agenda Item 5

Up-date for Area Board 21<sup>st</sup> October at 4pm on Microsoft Teams

## Local Covid-19 Recovery Plan

Town Council helped to facilitate with the C.E.V.s over 1,198 tasks for prescriptions, shopping, and welfare checks.

Shop local scheme now working with shops giving offers to customers

For local shops already in this scheme, a free Christmas tree and lights will be erected.

## C.E.V.s

C.E.V.s are helping a local chemist with their deliveries.

## Living Green Wall side wall of 37 Silver Street

Crowdfunder launched.

## Christmas market

There will be a Christmas festive market on the 28<sup>th</sup> November 2020 from 10.30am until 7pm in Westbury Gardens.





# Update for Bradford on Avon Area Board

Update from	Winsley Parish Council
Date of Area Board Meeting	21 October 2020

## Headlines/Key Issues

- Councillor Kidney was thanked for his work in proposing the experimental segregated cycleway between Winsley and Downs View and for his continuing liaison with Wiltshire Highways Officers about this scheme. The Parish Council and residents had previously raised concerns about the safety of pedestrians, in particular children walking to school, along this 50mph stretch of road. The experimental scheme will be in place for approximately six months before evaluation and consideration of a possible permanent scheme. A small number of comments, both for and against the scheme, have been made directly to the Parish Council and more comments had been made on local social media. Cllr Kidney will continue to monitor the scheme and liaise with Wiltshire Highways as required. *(To note, most of the cycleway is not in Winsley PC's boundary but the PC takes an interest in this section of road because of its impact on Winsley residents).*

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- The Parish Council agreed to respond to the Government's 'Planning for the Future' White Paper consultation.

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- A councillor is working on redevelopment of the Parish Council's community website with consideration being given to the Web Accessibility Regulations.

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- Climate ideas continue to be discussed, more trees from the Woodland Trust are being planted this autumn and, having liaised with Wiltshire Highways, consideration is being given to whether some verges in the village are suitable for wildflower maintenance and the additional costs that might be involved with this.

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- Following the resignation of a councillor, a vacancy is being advertised and it is hoped a new councillor will be co-opted at the November meeting.

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**Service Update July 2020—September 2020**

**BoA Youth Adapted Universal Youth Provision**

In August 2020, we held summer activities to support young people In Bradford on Avon. We have worked alongside government guidelines to ensure the safety of the young people and our staff as we are passionate about giving guidance and support during this difficult time of the Coronovirus pandemic. We have ensured that all our summer activities were risk assessed and kept relevant of any additional information that the government gave us to keep each other safe.

We had a lot of fun planning activities that would appeal to young people aged 8-19 years old. These included virtual game sessions on the xbox and playstation as well as a forum for young people to be able to connect socially with others during the lockdown period. All these sessions were managed and supervised by our Youth Support Workers. We held activities that we were able to be physically present which were spread out over the summer holidays. These activities included the following; Paddle boarding, selfie landmark challenge, multi sports day, kayaking and a craft day. Here are some pictures of the activity days below:



This is Cherry, our youth support worker ready to take our young people paddle boarding!



Pictures of the young people enjoying the summer activities



## Social Media

We have used our social media platforms over July, August and September to keep our young people, family members and partners informed of what is happening within BoA Youth as well as any opportunities that families within Bradford on Avon can access. We use facebook and Instagram and this is monitored and responded to by our two Youth Support Workers.

## Moving Forward

Fortunately, with the current government guidelines, on 8<sup>th</sup> September, we were able to reopen the youth club on Tuesday evenings. We started using the outside space within the youth centre to ensure safety and social distancing. We have now completed a risk assessment so that the young people will be able to have the youth centre sessions inside the Youth Centre which we are all excited for as this will enable us to continue the sessions as the weather is turning colder. Our young people are supported to wear face masks when inside the building and we encourage young people to book spaces to come to the sessions so that we can anticipate how many young people will be attending. Our youth support workers arrive at the building at 4pm so that they have time to prepare for the sessions and sanitise the materials that they are planning to use.

Our Youth Support Workers  
ready to start Youth Club!



There are two separate sessions which are split into two age groups. The under 13-year olds session takes place at 5pm – 6:30pm. The older group sessions take 7pm-8:30pm. This allows time at the end of each session to ensure that equipment and materials have been sanitised so that they can be re-used. We have completed a risk assessment for using the inside or outside areas of the Youth Centre which are followed by our Youth Support Workers. The groups are made into smaller groups (groups of 5) to ensure that we are following the government guidelines of groups of 6, the groups are then in separate spaces. The youth centre has provided how many numbers of individuals are allowed in each room to allow room for social distancing, we ensure that we comply with that number for the young people's and our Youth Workers safety. All equipment is sanitised once used and this occurs before, during and after each session. The Youth Support Workers have been provided with visors and face masks to use for the Youth Centre.

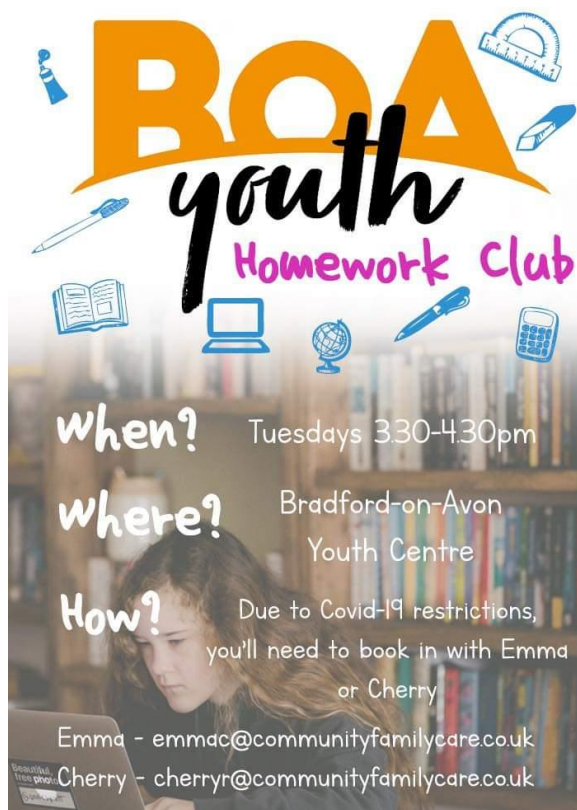
Session	Number of Young People Attending
Under 13 year old group	5
13 years and older group	10

The sessions activities vary as the Youth Support Workers have a vast variety of skills and the young people will suggest ideas for the activities which enables continued engagement and interest. The first session was focused on crafts and goal setting for the future, the session also allowed the space for the young people to talk about any worries that they had about attending school after the long absence following lock down. Other sessions in September included making stress balls and a fire pit with s'mores which the young people thoroughly enjoyed. I have included some pictures below of the returning youth club below.



## **Homework Club**

We have an exciting new session that we will be running from 14<sup>th</sup> October 2020. This will be a organised space to allow young people to come and be supported to complete their assignments. We have a Youth Support Worker with teacher experience who will be able to support the sessions. There are limited spaces of 10 so they will need to be booked prior to attending. This is the information that has been distributed on social media.



## **Individual Referred Work**

Direct 1:1 work has continued following restarting in June 2020 using PPE and social distancing measures. Before any direct work takes place, a risk assessment is conducted that is relevant to that individuals circumstances and permission is given by all adults involved to ensure that they are happy for the direct work to take place with these safety measures in place. We are working closely with St Laurence School and will be accepting new referrals now that schools have been opened. The direct work is aimed at supporting young people residing in Bradford on Avon and the surrounding villages which would be beneficial given the impact of the pandemic causing isolation to keep members of the public safe. Although this is a necessary measure, this has caused negative effects such as loneliness, mental health concerns and anxiety.

### **BoA Youth Survey**

It is following this understanding of the impact that the coronavirus is having upon young people that we have sent out a survey for young people to complete. This will allow us to gain feedback from the young people about what they are struggling with in different aspects of their lives and includes questions relating to the pandemic. This will then allow us to look at the results of the feedback so that we can ensure that we have better insight into what support is needed and how we can be efficient in using our service to help those areas. This survey will be live until the end of October when we will gather the results.

### **Partnerships**

#### **Maverick Industries**

BoA Youth have been supporting the young people to become involved in the designs for the skate park. This is a really exciting prospect for our young people!

#### **Police**

BoA Youth have been working alongside Louis (PCSO) to discuss the possibility of a Youth Shelter in BoA. Young people have stated that they would want a neutral setting where they can go and socialise. Our Youth Support Workers have contacted the town council to involve them in this project.

#### **Wiltshire Climate Emergency Resolution (on hold)**

We have also been busy planning a new art project with Wiltshire's Climate Emergency resolution, the project will run over 6 weeks and will encourage young people to work in groups and explore Climate Change to create a final master piece to display to the local community. Dates TBC post Covid-19 restrictions.





Report to	Bradford on Avon
Date of Meeting	21/10/2020
Title of Report	Community Youth Grants

## 1. Purpose of the report:

To ask Councillors to consider the following applications seeking funding from the Bradford on Avon Area Board.

Application	Grant Amount	
<b>Applicant:</b> Relate <b>Project Title:</b> Relateen Counselling Project	£2000.00	

## 2. Main Considerations

Councillors will need to be satisfied that grants awarded in the 2020/21 year are made to projects that can realistically proceed within a year of the award being made.

Area Boards have authority to approve Area Grants under powers delegated to them by the Cabinet member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding. Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance 2020/2021.

Community Youth Grants will 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.

Community Youth Grants give all local community and voluntary groups, Town and Parish Councils an equal opportunity to receive funding towards community-based projects and schemes.

## 3. The applications

Applicant: Relate Project Title: Relateen Counselling Project	Amount Requested from Area Board: £2000.00	
This application meets grant criteria 2020/21.		
<b>Project Summary:</b> To provide a bespoke professional counselling service to support young people to recover from or cope with the impact of temporary serious emotional distress so that they can move forward and		

maximise their potential in life. We offer an opportunity for young people to talk in confidence release grief and pain provide strategies to cope communicate and build individual resilience including personal safe support networks. This is an independent service located at St Laurence School in order to maximise access for young people living in and around Bradford on Avon.

**Report Author:**

Ros Griffiths, Bradford on Avon Area Board  
01225 718372

## Grant Applications for Bradford on Avon on 21.10.2020

ID	Grant Type	Project Title	Applicant	Amount Required
802	Youth	Relateen Counselling Project	Relate	£2000.00

**Submitted:** 22/01/2020 14:02:45

**ID:** 802

**Current Status:** Application Appraisal

**To be considered at this meeting:**

21.10.2020

**1. Which type of grant are you applying for?**

Youth

**2. Amount of funding required?**

£501 - £5000

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

No

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

**5. Project title?**

Relateen Counselling Project

**6. Project summary:**

To provide a bespoke professional counselling service to support young people to recover from or cope with the impact of temporary serious emotional distress so that they can move forward and maximise their potential in life. We offer an opportunity for young people to talk in confidence release grief and pain provide strategies to cope communicate and build individual resilience including personal safe support networks. This is an independent service located at St Laurence School in order to maximise access for young people living in and around Bradford on Avon.

**7. Which Area Board are you applying to?**

Bradford on Avon

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

BA15 1DZ

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

Informal education

Health

Other

If Other (please specify)

Personal development understanding loss communication confidence. Managing understanding anxiety

**10. Finance:**

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

**Your latest accounts:**

03/2019

**Total Income:**

£1015300.00

**Total Expenditure:**

£965500.00

**Surplus/Deficit for the year:**

£498000.00

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£560000.00

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

We have been unable to input the correct Income Expenditure due to the need to add pence to the boxes and the boxes not allowing enough characters. Therefore, the total Income is £10153000.00 and total expenditure is £9655000.00. Relate is working on attaining a reserves policy of at least three months running costs. We are running significantly lower than this at the present time but are making plans to increase this figure. St Laurence is challenged by schools funding levels reducing in recent years together with increased pastoral need.

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

**10b. Project Finance:**

Total Project cost		£18000.00		
Total required from Area Board		£2000.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Counselling delivery incl.	10194.00	St Laurence contribution	yes	11730.00

Travel and counsellor materials				
Clinical supervision	3428.00	Colonel William Llewellyn Palmer Charity	yes	2070.00
CPD and DBS pro rata	705.00	Carried forward due to Covid pause of service		2200.00
Service management office support and premises pro rata	2130.00			
Evaluation, data collection, monitoring etc	685.00			
Governance pro rata	858.00			
<b>Total</b>	<b>£18000</b>			<b>£16000</b>
<b>11. Have you or do you intend to apply for a grant from another area board within this financial year?</b>				
No				
<b>12. If so, which Area Boards?</b>				
N/A				

**13. DECLARATION**

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

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

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

**And finally...**

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

BRADFORD ON AVON COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

	Item	Update	Actions and recommendations	Who
	<b>Date of meeting: 7<sup>th</sup> September 2020 Virtual meeting</b>			
1.	<b>Attendees and apologies</b>			
	Circulation:	<p>Sarah Gibson (Chair)            Jim Lynch – Wiltshire Councillor            Johnny Kidney – Wiltshire Councillor            Trevor Carbin – Wiltshire Councillor            David Thomas, Andy Cadwallader – Wiltshire Highways            Ros Griffiths - Community Engagement Manager</p> <p>Bradford on Avon Town Clerk            Holt Parish Clerk            Limpley Stoke Parish Clerk            Monkton Farleigh Parish Clerk            South Wraxall Parish Clerk            Staverton Parish Clerk            Westwood Parish Clerk            Winsley Parish Council</p> <p>Sarah Carter, Anthony Smith – Wingfield PC            George Mumford – Westwood PC            Matthew Midlane, Liz Watts – Monkton Farleigh PC            Trevor Bedeman – Streets Ahead            Ian Barnes – Limpley Stoke PC            John Barnes – Winsley PC            Dom Newton – Bradford on Avon TC            Bella Walker – South Wraxall PC</p>		

BRADFORD ON AVON COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

2.	<b>Notes of last meeting</b>			
		Previously circulated		
3.	<b>Financial Position</b>			
		<p>Current amount available including contributions £18,705            Current spend &amp; commitments £11,344            Current remaining budget £7,361</p> <p>Leaving a budget of £7,361</p> <p>Allocations made at meeting            Stowford Manor Farm £1433            Limpley Stoke Woods Hill £2000 20/21 &amp; £2000 21/22 (to be revised once detail estimate done)            Monkton Farleigh speed limit assessment £1250</p> <p>Leaving a budget of £2,678</p>		



## BRADFORD ON AVON COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

<b>4.</b>	<b>Top 5 Priority Schemes</b>			
a)	Wingfield Church Lane	<p>PC have approved form of calming features &amp; 20mph speed limit. Cost estimate provided to PC. PC have confirmed that they want to proceed with scheme. First stage is formal TRO advert. Scheme estimate is £8369. PC have 50% local funding £4185.</p> <p>Group agreed that scheme should move to TRO stage and support full scheme in principle. Initial funding requirement £2000 (CATG 50%, PC 50%)</p> <p>TRO advert complete 36 items of comment received of which 30 points of support &amp; 18 points of objection are made. Cabinet Member report required to allow decision to be made.</p> <p>Cabinet Member report written and submitted. Recommendation to proceed with 20mph speed limit but put traffic calming measures on hold. Cost reduction likely.</p>	Implement speed limit when approved by Cabinet Member	DT
b)	Wingfield A366	<p>Stowford Manor Farm. Sign &amp; road marking proposal and cost estimate with PC. Approx value £4300.</p> <p>PC have decided to go ahead with signing scheme in advance of any Planning Application from Land owner. Land Owner to be requested to make contribution commitment in writing prior to ordering works. JK to action.</p> <p>Sign face legend to be agreed. Prelim design used legend 'Manor Farm Rural Enterprise Centre'. PC to consider.</p> <p>Funding now agreed. 1/3 split. PC/CATG/bryant</p>	<p>JK to speak to Tony Smith to agree sign face legend.</p> <p>DT then issue works order.</p>	<p>JK</p> <p>DT</p>

## BRADFORD ON AVON COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

c)	Holt	Village Gates £4562 Granite setts at mini rbt £4727 Mini rbt central island alterations £3605  All works complete. Funding contribution received.		
d)	Bradford on Avon	Lower Woolley Street – request for amendments to No entry and Access Only signs. Estimate was £2226.  All works complete. Funding contribution received.		
e)	Upper Westwood	Request for additional speed limit repeater signs Proposals send to PC and approved. Estimate £475. 50% contribution from PC.  All works complete.	Funding contribution invoice to be raised.	DT
f)	Bradford on Avon Whitehill	DN raised Whitehill and asked that solutions to access be revisited.  Scheme included in wider Town Centre experimental measures.	No further action	
<b>5.</b>	<b>Other schemes for action but not yet a priority</b>			
a)	Turleigh Hill / Belcombe	Area for investigation now covers length from Avoncliffe junction up to 30mph terminal point.  Parish Steward has undertaken some foliage clearance but has reported that the footway has no underlying structure and needs full reconstruction with new kerbs. This is outside the scope of the Area Highways budget.	Action – SG & DN to visit site	SG & DN
	<b>Substantive schemes</b>			

## BRADFORD ON AVON COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

a)	Winsley Hill. At Canal Bridge	<p>PC have requested provision of double yellow lines east of bridge. Additional funding may be required as TRO process needed. Agreed that this can be looked at after monitoring to assess impact. Parking of vehicles on the widened footway during busy periods has been noted.</p> <p>DYL solution now agreed. Extent of DYL's to be determined. Work to be added to Network Management team programme so no cost to CATG.</p>	DT to chase timeline from Network Management team	DT
b)	Station approach – Bradford on Avon	<p>Revised proposals agreed by Town Council. Estimate stands at £61,356 Substantive bid application form submitted. Local contribution of £2,500 from B on A TC, £2,500 from CATG</p> <p>Substantive bid successful. Detail design complete. Scheme is included in 2020/21 works programme but timeline currently unknown.</p>	DT to advise programme when agreed with Ringway.	DT
<b>6.</b>	<b>Other Ongoing Issues</b>			
a)	Bradford on Avon	<p>Trowbridge Road – kerb / footway overruns – Works now included in pedestrian crossing scheme funded through School Travel Plan. Works delayed due to difficulties with working methods (road closures).</p> <p>Works currently underway. Completion due 11<sup>th</sup> September.</p>		
b)	Bradford on Avon	<p>Taking Action on School Journeys - Bath Road signal controlled pedestrian crossing.</p> <p>Works complete but some remedials required.</p>		

## BRADFORD ON AVON COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

<b>7.</b>	<b>New items</b>			
	South Wraxall PC Bella Walker	Visibility improvements at crossroads over the B3109 between Lower South Wraxall and Ellbridge	DT to set out visibility splay to allow BW to assess impact on adjacent field. If agreed then land to be taken into Highway under free dedication	DT
	Limpley Stoke PC Ian Barnes	Experimental closure of Woods Hill at junction with A36. Monitoring before and after will be required. Being progressed by PC. Funding for scheme agreed in principle pending detail design and cost estimate. May be split over financial years. JK advised that he is speaking to Highways England about improvements to the signals at Limpley Stoke viaduct to help right turn manoeuvres onto the B3108.	DT to prepare detail design, cost estimate and draft traffic regulation order.	DT
	Wingfield PC Sarah Carter	Renewal of footway at former Council Houses on B3109. Previous cost estimate £8466. AC advised that location is not a priority for routine maintenance.	DT to prepare revised cost estimate.	DT
	Holt PC	Improvements and widened footway at junction of B3107 and east exit to The Midlands	TC to discuss with PC to establish more detail of request.	TC
	Monkton Farleigh PC Liz Watts	Speed limits in the village. LW presented case for lower speed limits in village. DT advised of adopted process of using Atkins for a speed limit assessment. Cost is £2500. Funding agreed in principle 50/50 PC & CATG	LW / MM to discuss further at Parish meeting.  DT to provide terms of reference that Atkins use	LW / MM  DT

## BRADFORD ON AVON COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

	Bradford on Avon Trevor Bedeman Streets ahead	Feedback on BoA Social distancing scheme – Brief discussion on current position and upcoming refinements took place. Concerns about Whitehill discussed and options to ease access for 25b.  Berryfield Road – Action rests with Residents Group.	SG / DN to go back to resident	
	Bradford on Avon and Westwood Sarah Gibson	Ann Seewoods bollards on Coppice Hill was discussed.  Horse warning signs on Vinyards Road, Westwood	SG to arrange site visit  Action passed to PC to consider and feedback	
	Winsley Issues Johnny Kidney	JK set out current community actions. Priority is Dane Rise & Tynning Road junctions and identification of low cost measures. DT to continue to offer advise prior to bringing forward to CATG.		
8.	<b>Any Other Business:</b>	IB asked where details of forward maintenance programmes could be found. Use this link <a href="https://www.wiltshire.gov.uk/highways-asset-management">https://www.wiltshire.gov.uk/highways-asset-management</a>  TC asked about suggestions submitted for improved walking & cycling routes from Holt to Staverton. DT advised this sits with the Transport Planning Team for action.  TC asked about footway repairs at Leigh Road Holt. AC advised this work will be undertaken shortly.		
9.	<b>Date of Next Meeting: 21st December, County Hall at 4pm or online</b>			

## BRADFORD ON AVON COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

### Highways Officer – David Thomas

#### 1. Environmental & Community Implications

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

#### 2. Financial Implications

2.1. All decisions must fall within the Highways funding allocated to Bradford on Avon Area Board.

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

#### 3. Legal Implications

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

#### 4. HR Implications

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

#### 5. Equality and Inclusion Implications

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

#### 6. Safeguarding implications







# Bradford CATG

## FINANCIAL SUMMARY

### BUDGET 2020-21

**£10,062.00** CATG ALLOCATION 2020-21

**-£3,289.00** 2019-20 Underspend

### Contributions

6397 Holt PC for gates & rbt works (received)  
1113 Bradford on Avon TC for Lower Woolley Street signing improvements (received)  
1000 Wingfield PC for Church Lane TRO  
3185 Wingfield PC for Church Lane implementation  
237 Westwood PC for repeater signs

total available

**£18,705.00**

### Previous year commitments

Wingfield Church Lane traffic calming - TRO advert  
Bradford on Avon Station Approach - contribution to substantive bid  
Wingfield Church Lane traffic calming - Implementation

2000 Estimate for TRO. Full scheme costed at £8369 PC £4185  
2500 Estimate  
6369 Estimate PC 3185

### New Schemes

Upper Westwood additional 20mph repeater signs

475 Complete

Total **£11,344.00**

Remaining Budget **£7,361.00**

### Potential schemes

Wingfield Stowford Manor Farm signing works

Estimate £4300 PC £2150



<b>Report to</b>	Bradford on Avon Area Board
<b>Date of Meeting</b>	21/10/2020
<b>Title of Report</b>	Community Area Grant funding

**Purpose of the report:**

To consider the applications for funding listed below.

<b>Applicant</b>	<b>Amount requested</b>
<b>Applicant:</b> Bradford on Avon Town Council <b>Project Title:</b> Living Green Wall at 37 Silver Street  <a href="#">View full application</a>	£5000.00
<b>Applicant:</b> Bradford on Avon Bowls Club <b>Project Title:</b> Installation of Borehole in Culver Close, Bradford on Avon  <a href="#">View full application</a>	£6000.00
<b>Applicant:</b> Cedar Court Residents <b>Project Title:</b> Cedar Court Pond Repair  <a href="#">View full application</a>	£500.00

### 1. Background

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

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

### 2. Main Considerations

2.1. Councillors will need to be satisfied that funding awarded in the 2019/2020 year is made to projects that can realistically proceed within a year of it being awarded.

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

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

### 3. Environmental & Community Implications

Grant Funding will contribute to the continuance and/or improvement of cultural,

social and community activity and wellbeing in the community area, the extent of which will be dependent upon the individual project.

#### 4. Financial Implications

Financial provision had been made to cover this expenditure.

#### 5. Legal Implications

There are no specific legal implications related to this report.

#### 6. Human Resources Implications

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

#### 7. Equality and Inclusion Implications

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

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

#### 8. Safeguarding Implications

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

#### 9. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
<a href="#">3868</a>	Bradford on Avon Town Council	Living Green Wall at 37 Silver Street	£5000.00
<p><b>Project Description:</b> Community project to deliver a living green wall approximately 40 to 50 square metres in the centre of town. This will improve aesthetics air quality and biodiversity.</p> <p><b>Input from Community Engagement Manager:</b> This application meets the grants criteria.</p>			
<p><b>Proposal</b> That the Area Board determines the application.</p>			

Application ID	Applicant	Project Proposal	Requested
<a href="#">3849</a>	Bradford on Avon Bowls Club	Installation of Borehole in Culver Close BoA	£6000.00
<p><b>Project Description:</b> This is a joint project between BoA Bowls Club, BoA Cricket Club and BoA Town Council. It is led, and project managed by a Civil Engineer former Contracts Manager of BoA Bowls Club. The project is to install a borehole to provide untreated water for watering the Bowling Green and Cricket Pitches. This will</p>			

reduce dependence on mains water with a cost saving an estimated 2k per annum and provide clean untreated water for the organic maintenance programme of the Bowling Green. Currently it takes four hours to fully water the cricket pitch due to low water pressure from the mains supply. We aim to reduce this figure to less than one hour.

**Input from Community Engagement Manager:**

The amount requested exceeds the limit of funding the area board can award which is set at £5000 – unless there are exceptional circumstances. The applicant has been advised to consider other funding sources.

**Proposal**

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
<a href="#">3874</a>	Cedar Court Residents	Cedar Court Pond Repair	£500.00

**Project Description:**

We have a beautiful communal garden Selwood Housing sheltered accommodation. The garden is attended to by residents but our pond is leaking. The pond is situated in an enclosed courtyard available for the use of all residents approx. 30 residents. Selwood Housing have agreed to fund the repair to the tune of £1500 but we need some more funding to complete the works. Several of our residents are not mobile so the garden is their only form of recreation.

**Input from Community Engagement Manager:**

The application meets the grants criteria.

**Proposal**

That the Area Board determines the application.

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

**Report Author:**

Ros Griffiths  
 Community Engagement Manager  
 01225 718372  
[Ros.Griffiths@wiltshire.gov.uk](mailto:Ros.Griffiths@wiltshire.gov.uk)



## Grant Applications for Bradford on Avon on 21/10/2020

ID	Grant Type	Project Title	Applicant	Amount Required
3868	Community Area Grant	Living Green Wall at 37 Silver Street	Bradford on Avon Town Council	£5000.00
3849	Community Area Grant	Installation of Borehole in Culver Close, Bradford on Avon	Bradford on Avon Bowls Club	£6000.00
3874	Community Area Grant	Cedar Court Pond Repair	Cedar Court Residents	£500.00

ID	Grant Type	Project Title	Applicant	Amount Required
3868	Community Area Grant	Living Green Wall at 37 Silver Street	Bradford on Avon Town Council	£5000.00

**Submitted:** 15/09/2020 13:55:09

**ID:** 3868

**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?**

£5001+

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

Yes

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

This is a one-off project and the Councils funds have already been allocated however the council will undoubtedly make a financial contribution towards the cost.

**5. Project title?**

Living Green Wall at 37 Silver Street

**6. Project summary:**

Community project to deliver a living green wall approximately 40 to 50 square metres in the centre of town. This will improve aesthetics air quality and biodiversity.

**7. Which Area Board are you applying to?**

Bradford on Avon

**Electoral Division**

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

BA15 1JX

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

Economy

Environment

Health and wellbeing

Leisure and Culture

Older People

Our Community

If Other (please specify)

**10. Finance:**

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

**Your latest accounts:**

03/2020

**Total Income:**

£1100000.00

**Total Expenditure:**

£1100000.00

**Surplus/Deficit for the year:**

£0.00

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£0.00

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

Reserves already ear-marked

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



**10b. Project Finance:**

Total Project cost		£40000.00		
Total required from Area Board		£5000.00		
Expenditure (Itemised expenditure)	£		Income (Itemised income)	Tick if income confirmed £
Planning permission	234.00		Donations	10000.00
Public liability insurance	300.00		Applied for grant	5000.00
Legal	200.00		Town Council	5000.00
Inspections maintenance	4266.00		Local fundraising	15000.00
Design	5000.00			
Modular frame	17000.00			
Plants	13000.00			
Total	<b>£40000</b>			<b>£35000</b>

**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?**

Bradford on Avon

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

Recent Community Area Joint Strategic Needs Assessment 2020 Survey Results showed the top 5 priorities for Bradford on Avon- we have matched 3 of them. Climate change and renewable energies 48.4 Air Quality 30.1 and Wildlife and biodiversity 29.8.

**14. How will you monitor this?**

Regular inspections and maintenance.

**15. Safeguarding. Please tell us about how you will protect and safeguard those involved in your project**

Town Clerk

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

Through the precept.

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

## 18. 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 the relevant planning permission for the project.

**And finally...**

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

3849	Community Area Grant	Installation of Borehole in Culver Close, Bradford on Avon	Bradford on Avon Bowls Club	£6000.00
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**Submitted:** 31/08/2020 12:34:09

**ID:** 3849

**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?**

£5001+

**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?**

Installation of Borehole in Culver Close BoA

**6. Project summary:**

This is a joint project between BoA Bowls Club, BoA Cricket Club and BoA Town Council. It is led, and project managed by a Civil Engineer former Contracts Manager of BoA Bowls Club. The project is to install a borehole to provide untreated water for watering the Bowling Green and Cricket Pitches. This will reduce dependence on mains water with a cost saving an estimated 2k per annum and provide clean untreated water for the organic maintenance programme of the Bowling Green. Currently it takes four hours to fully water the cricket pitch due to low water pressure from the mains supply. We aim to reduce this figure to less than one hour.

**7. Which Area Board are you applying to?**

Bradford on Avon

**Electoral Division**

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

BA15 1LF

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

Children & Young People

Economy

Environment

Health and wellbeing

Leisure and Culture

Older People

If Other (please specify)

Active involvement of Bowls Cricket Club members especially those who are retired.

**10. Finance:**

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

**Your latest accounts:**

10/2019

**Total Income:**

£17573.00

**Total Expenditure:**

£16709.00

**Surplus/Deficit for the year:**

£864.00

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

£21718.00

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

This figure is currently £19100 due to the effects of COVID 19. £4880.00 is coming from BoA Bowls Club reserves. The BoA Bowls Club needs to retain reserves for maintenance/replacement of the Club House especially the roof repair of machinery shed and contribution to car park. Additional finance is from reserves of BoA CC of £1800.00.

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

**10b. Project Finance:**

Total Project cost		£15216.00		
Total required from Area Board		£6000.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Borehole installation	14760.00	BoA Bowls Club reserves	yes	4880.00
New electrical supply	216.00			
Connection for BoA CC	240.00			
		BoA CC	yes	1800.00
		BoA Town Council (VAT)	yes	2536.00
<b>Total</b>	<b>£15216</b>			<b>£9216</b>

**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?**

Bradford on Avon

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

People living in the Greater Bradford on Avon area. The aims are to retain existing members attract new members to Bowls and Cricket Clubs ie both social and playing members and provide a welcoming facility to visitors and local families for their events. We aim to keep people especially seniors actively involved in sport and socially integrated at modest prices. We run events for young people such as Scouts. The facilities are available for public hire with equipment and instruction/coaching provided. The Bowls Club is a progressive modern club for Men Ladies and Youth. It is a member of Bowls England and the Wiltshire Bowls Association. The BoA Cricket Club is a well-established club with all the requisite procedures in place. The savings to the BoA Town Council and the sports Clubs will be approximately 2.k p.a. We plan to make our experience available to other organisations in BoA and in the county of Wiltshire and nationally through the ECB Bowls England. This will be the first for any Bowls Club in the UK and possibly for cricket.

**14. How will you monitor this?**

The BoA BC Management Committee meets four times a year plus an AGM. Additional Sub Committees meet regularly e.g. Green Maintenance every Tuesday. Regular liaison meetings are held between BoA BC and BoA CC usually once a week.

**15. Safeguarding. Please tell us about how you will protect and safeguard those involved in your project**

Both BoA BC and BoA CC have fully developed safeguarding policies and practices in line with their legal responsibilities and the additional safeguards of Bowls England and the English Cricket Board. Both Clubs have regular briefings on this subject. Both Clubs have DBS cleared volunteers. We have Safeguarding Officers and the practice is that everyone is responsible for Safeguarding. The Management Committees have ultimate responsibility.

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

From the incomes of Bradford on Avon Bowls Club and Bradford on Avon Cricket Club.

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

Not applicable

**18. 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 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.

3874	Community Area Grant	Cedar Court Pond Repair	Cedar Court Residents	£500.00
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**Submitted:** 17/09/2020 13:19:19

**ID:** 3874

**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?**

Cedar Court Pond Repair

**6. Project summary:**

We have a beautiful communal garden Selwood Housing sheltered accommodation. The garden is attended to by residents but our pond is leaking. The pond is situated in an enclosed courtyard available for the use of all residents approx. 30 residents. Selwood Housing have agreed to fund the repair to the tune of £1500 but we need some more funding to complete the works. Several of our residents are not mobile so the garden is their only form of recreation.

**7. Which Area Board are you applying to?**

Bradford on Avon

**Electoral Division**

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

BA15 1SF

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

Health and wellbeing

Housing

Leisure and Culture

Older People

Our Community

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		£1500.00	
Total required from Area Board		£500.00	
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed £

basic repair	1500.00	Bldg	yes	20.00
		Soc.Account		
Plants/accessories	500.00			
<b>Total</b>	<b>£2000</b>			<b>£20</b>

**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?**

This project will benefit all residents and visitors when lockdown is over. When the building reopens we will continue to hold social events in the garden weather permitting for the benefit of resident's families and friends.

**14. How will you monitor this?**

All events are organised by myself and other residents and we attend all events.

**15. Safeguarding. Please tell us about how you will protect and safeguard those involved in your project**

The company doing the repairs will have the necessary Health Safety Certificates and insurances

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

No extra funding will be required except general maintenance which will be carried out by residents

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

18. 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.

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