

# AGENDA SUPPLEMENT (1)

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**Meeting:** Warminster Area Board  
**Place:** Chapmanslade Village Hall, High St, Chapmanslade BA13 4AP  
**Date:** Thursday 10 September 2015  
**Time:** 7.00 pm

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**The Agenda for the above meeting was published on 1 September 2015. Additional documents are now available and are attached to this Agenda Supplement.**

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This Agenda and all the documents referred to within it are available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

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11. **Community Area Transport Group (CATG)**\_(Pages 3 - 8)
  12. **Warminster Community Area Campus**\_(Pages 9 - 10)
  14. **Area Board Funding - Community Area Grants**\_(Pages 11 - 16)
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DATE OF PUBLICATION: 10 September 2015
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Present: Martin Rose (Wiltshire Council); Cllr Paul McDonald (Warminster Town Council); Sheila Thomson (Bishopstrow Parish Council); Spencer Drinkwater (Wiltshire Council); Laura Gosling (Wiltshire Council); Phil Jefferson (Champmaslade Parish Council); Keith Munston (Chapmanslade Parish Council); Simon Jasper (Corsley Parish Council); Mike Lucas (Chitterne Parish Council) Heather Abernethie (Warminster Town Council); Jacqui Abbott (Wiltshire Council) Sarah Jefferies (Maiden Bradley; Deverills); Georgia Tanner (Wiltshire Council)

	Item	Update	Actions and recommendations	Who	Priority Level
1.	<b>Apologies</b>	None received			
2.	<b>Notes of last meeting</b>	The minutes of the previous meeting held on 15/04/15 were circulated.	Agreed		
3.	<b>Financial Update</b>				
	B390 Townsend / Tilshead Chitterne junction imp	Issued and will be carried out later in the year	Martin to update ASAP	MR	
	<b>Longleat Caravan club signs</b>	<b>On hold £6k funding reverted to £0 but use some for Geys Hill Passing Place</b>	<b>Area Board</b>	<b>JA</b>	
	Warminster Woodcock Rd / Woodcock Lane	Substantive- Complete			
	Norton Road Bapton - Overbridge nr Cotley Road Rdbt (signs /lines)	Complete			
	Norton Road / High St - Sutton Veny Hatching	Complete			
	Portway Lane / High St Junction - Bollards / Footway work	Ongoing- Awaiting date			

	Chitterne - Topo Survey	Complete			
	Geys Hill Corsley - Passing Bay- Priority 1	MR created a detailed design £4k diverted from Corsley signage (£6k allocated)	JA to take to area board (10/09)	JA	
	C274 Corsley - New 30mph speed Limit	On advert, if no implications will implement			
<b>4.</b>	<b>Ongoing Schemes</b>				
a)	Warminster Bollards	Funding agreed last AB July 2015	Martin to progress quickly	MR	
b)	4089 Woodcock Road	Regarding speeding, Scheme have been undertaken before.  Kingdown need to update travel plan and progress through Taking Action on School Journeys TAOSJ	Martin to send relevant criteria for speedwatch  Inform Kingdown re: Travel Plan and TAOSJ (Ruth Durrant)	MR  June Cooke	
c)	4071 Victoria Road – Priority 1	Regarding roundabout visibility, safety review needs to be undertaken	Martin will investigate	MR	
d)	4031 Chapel Street	JA requested WR1	Heather to take to Town Development Committee	HA	
e)	3954 The Close- Priority 1	This is regarding a pavement camber and no. of bins	Martin will investigate	MR	

f)	3949 Hillwood Lane Heytesbury	Unable to fund, closed		JC	
g)	3753 – Chitterne top survey Chitterne	Completed; close issue		JC	
h)	3421 Longbridge Deverill A350	This has been closed as being addressed in major maintenance scheme			
i)	Sherington High street	Completed; close issue		JC	
j)	Heytesbury	Cannot fund this (Close)		JC	
k)	<b>Warminster- The Maltings- Priority 1</b>	<b>8am-6pm signs Gone through town development – request that CATG contribute £833</b>	<b>CATG agreed £833 this to go to area board – September 10 2015</b>	<b>JA</b>	
l)	Section of Imber Road	Go back to town development committee	Martin to request a metro count to send to Heather to confirm	MR	
m)	Copheap Lane- Priority 2		Martin in check measurements	MR	
n)			Jacqui & June to log all non-logged issues	JA / JC	
<b>Priority 1's</b>					
Geys Hill passing place – Area Board Sep 2015					MR
The Maltings, Area Board Sep 2015					

Pound Street - investigate				
The Close - investigate				
Victoria Road / Masefield Road roundabout - investigate				
<b>5</b>	<b>AOB</b>			
a)	SIBS not being reinstated (From Cllr Whitehead)	Dave Thomas currently writing a policy for community SIBS		DT
b)	Traffic Calming Measurements	Advised that with horizontal measurements as well as it is not illegal to not have street lighting Wiltshire Council has done a risk assessment and determined they are not prepared to fit these without street lighting		
c)	Freight Requests (Weight restrictions)	Will be brought over to next CATG to decided which 2 go through for assessment	Spencer to bring prioritised list of freight requests for next meeting	SD

## 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 Warminster 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, Warminster Area Board will have a remaining Highways funding balance of £16,168.92

## 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**

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

**6. Safeguarding implications**

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## Campus Operations Board 4 September 2015

### Meeting notes

In attendance: Jim Landry (Chair); Cllr Keith Humphries, Cllr Fleur De Rhe-Philipe, Heather Abernethie (Warminster Town Clerk); Sue Fraser (Warminster Town Council); Sarah Jefferies; Chris Bell; Jacqui Abbott (Wiltshire Council); Tony Nicklin

Apologies: Len Turner

1. Jacqui Abbott (Community Engagement Manager) informed the meeting that Wiltshire Council's staff would no longer be supporting Campus Operation Boards or COBs as the Campus programme had undergone significant changes across the county.
2. Warminster's campus project was now part of wider regeneration and any campus provision would be provided via the wider regeneration of the town. This was being led by Tim Martiensen from the Economic Development Team. Jacqui would be responsible for local community engagement relating to this and other projects.
3. Jacqui informed the group that this work would be managed and governed by the Warminster Area Board. A working group could be established by the Area Board if desired, which could draw in expertise depending on the requirements of the regeneration programme.
4. Cllr Keith Humphries and Cllr Fleur De Rhe-Philipe suggested that the Warminster group was working very well with good representation from across the town and villages with much expertise. They suggested that this group could become the working group for the Warminster Area Board for the regeneration and campus project.

**Action: Jacqui to ask Area Board to agree that a Warminster Area Board Regeneration working group be established with membership drawn from the former Campus Operations Board group.**

5. Tim Martiensen updated the group with the work that he has undertaken as part of the regeneration programme which included:
  - Reviewing the car parking facilities of the town
  - Beginning to assess ownership of buildings and land
  - Circulating brief for consultations (feasibility study)
  - Identifying resources & finances for the programme including for a feasibility study
  - Talking to developers and potential investors

- Liaising with partners

6. The group pointed out that it was important to:

- i. Note & utilise the Town Development Plan and Neighbourhood Plan in any regeneration programme
- ii. Establish ownership of land and buildings around the town centre
- iii. Map Wiltshire Council's assets
- iv. Identify ransom strips and rights of way
- v. Identify £30k for a feasibility study
- vi. Continue to talk to strategic partners such as the police, fire, health & including The Avenue Surgery, Smallbrook Surgery & AWP.

7. The group agreed that the way forward included:

- Warminster to focus on regeneration and any campus activities would be part of this wider programme
- Regeneration priorities were likely to include increasing the retail offer, accessibility and providing a quality town centre environment. Leisure provision would be more difficult to achieve given the lack of funding opportunities and the high cost of such provision. Campus type provision should focus on health and well-being
- Regeneration to help deliver aspects of the Town Plan and Neighbourhood Plan

8. Next Steps:

- i. Group to ask the Warminster Area Board to agree to the setting up of the Regeneration Working Group
- ii. Fleur and Keith to work with Tim in identifying resource for the feasibility study & for identifying ownership of land and buildings
- iii. Jacqui to draft statement for the public
- iv. Tim to bring information from Trowbridge and Chippenham to next meeting

**10 September 2015**

## **Warminster Area Board Community Grant Applications**

### **1. Purpose of the report:**

To ask Councillors to consider the following application seeking funding from the Warminster Area Board

### **2. Main Considerations**

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.

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 2014 / 2015.

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

The remaining Community Area Grant budget is £34,734.00

If this application is supported, the remaining budget will be: **£32,934.00**

**The Application:**

ID	Grant Type	Project Title	Applicant	Amount Required
1463	Community Area Grant	Community Events Management Equipment	Warminster Town Council	£1800.00

**Submitted:** 09/09/2015 13:17:29

**ID:** 1463

**Current Status:** Application Appraisal

**To be considered at this meeting:**

10 September 2015

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

Community Area Grant

**2. Amount of funding required?**

£501 - £5000

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

Yes

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

This is a community led project to ensure that events in the community area which are run community groups can be self-sufficient in terms of management of the event.

**5. Project title?**

Community Events Management Equipment

**6. Project summary:**

Purchase of 200 contractor cones to support the management of community events across the community area enabling groups to be self-sufficient particularly in terms of safety and the public highway.

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

Warminster

**Electoral Division**

Warminster West

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

BA12 8LB

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

Children & Young People

2012 Olympic Legacy

Arts, crafts and culture

Economy, enterprise and jobs

Festivals, pageants, fetes and fayres

Inclusion, diversity and community spirit

Transport and roads

If Other (please specify)

**10. Finance:**

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

**Your latest accounts:**

03/2015

**Total Income:**

£617447.00

**Total Expenditure:**

£446594.00

**Surplus/Deficit for the year:**

£170853.00

**Free reserves currently held:**

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

£323423.00

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

This project is for local community groups to operate a variety of events including the town carnival remembrance day wobble festival Christmas lights and is not ostensibly for the Town Council itself. We have already donated significant sums to these events of 10000

**10b. Project Finance:**

Total Project cost		£3600.00		
Total required from Area Board		£1800.00		
Expenditure		Income	Tick if income	
(Itemised	£	(Itemised	confirmed	£
expenditure)		income)		
Traffic cones	1800.00	Town Council	yes	1800.00
Marshalls	1000.00			
Signage	300.00			
Barriers	500.00			
Total	<b>£3600</b>			<b>£1800</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?**

Warminster

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

The whole community area will benefit from this project through attendance at events. Many community groups will benefit from the project in terms of putting on safe events. This will help the community to be self sufficient and resilient.

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

No of events no of people attending working with community groups etc

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

This is a capital one off project and the cones will last for many years

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

As above

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.



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