

AGENDA

Meeting: Warminster Area Board
Place: Codford Village Hall, High Street,. Codford,. Warminster,. BA12 0PP
Date: Thursday 7 September 2017
Time: 7.00 pm

Including the Parishes of Bishopstrow, Boyton, Chapmanslade, Chitterne, Codford, Corsley, Heytesbury, Imber & Knook, Horningsham, Longbridge Deverill and Crockerton, Maiden Bradley with Yarnfield. Norton Bavant, Sherrington, Stockton, Sutton Veny, Upper Deverills, Upton Lovell, Upton Scudamore, and Warminster.

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

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

Refreshments and networking opportunity from 6:30pm .

Please direct any enquiries on this Agenda to Jessica Croman , direct line 01225 718262 or email jessica.croman@wiltshire.gov.uk

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

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

Wiltshire Councillors

Cllr Andrew Davis, Warminster East (Chairman)
Cllr Pip Ridout, Warminster West (Vice Chairman)
Cllr Tony Jackson, Warminster Broadway
Cllr Christopher Newbury, Warminster Copheap and Wylve
Cllr Fleur de Rhé-Philippe, Warminster Without

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

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

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County Hall, Trowbridge
Bourne Hill, Salisbury
Monkton Park, Chippenham

County Hall and Monkton Park have some limited visitor parking. Please note for meetings at County Hall you will need to log your car's registration details upon your arrival in reception using the tablet provided. If you may be attending a meeting for more than 2 hours, please provide your registration details to the Democratic Services Officer, who will arrange for your stay to be extended.

Public Participation

Please see the agenda list on following pages for details of deadlines for submission of questions and statements for this meeting.

For extended details on meeting procedure, submission and scope of questions and other matters, please consult [Part 4 of the council's constitution](#).

The full constitution can be found at [this link](#).

For assistance on these and other matters please contact the officer named above for details

Items to be considered	Time
<p>1. Chairman's Welcome and Introductions</p> <p>The Chairman will welcome those present to the meeting.</p>	7.00pm
<p>2. Apologies for Absence</p>	
<p>3. Minutes (<i>Pages 5 - 18</i>)</p> <p>To approve and sign as a correct record the minutes of the meeting held on 29 June 2017.</p>	
<p>4. Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>5. Chairman's Announcements (<i>Pages 19 - 42</i>)</p> <p>The Chairman will introduce the Announcements included in the agenda and invite any questions.</p> <ul style="list-style-type: none"> • Site Allocation Plan • Emergency Plan • Bobby Van • Public Meetings – Challenges Ahead 	7.10pm
<p>6. Updates from Partners (<i>Pages 43 - 46</i>)</p> <p>To receive updates from any of the following partners:</p> <ul style="list-style-type: none"> ➤ Wiltshire Police ➤ Dorset and Wiltshire Fire & Rescue Service ➤ Warminster and Villages Community Partnership ➤ Town and Parish Councils Nominated Representatives <p>Some written updates have been received and are included in this agenda.</p>	7.20pm
<p>7. Codford Village News</p> <p>Cllr Tom Thornton will present an update on news in Codford.</p>	7.35pm
<p>8. Local Youth Network Update (<i>Pages 47 - 48</i>)</p>	7.45pm
<p>9. Community Area Network- Waste Management</p> <p>Consultation on new Waste Management Strategy</p> <p>A session as part of the consultation on a new waste management strategy to shape how the Council collects and manages household waste and recycling. The item will include a short presentation, interactive voting to feed into the consultation and time for Q&A.</p>	7.55pm

10.	First World War commemorative tree planting	8.20pm
	Jacqui Abbott to give a presentation on a proposal for Wiltshire to plant 10,000 trees to commemorate the centenary of the end of the First World War.	
11.	Health & Wellbeing (<i>Pages 49 - 66</i>)	8.25pm
	<ul style="list-style-type: none"> i. Update ii. Expenditure 	
12.	Area Board Funding - Community Area Grants (<i>Pages 67 - 72</i>)	8.35pm
	To consider applications for funding from the Community Area Grants Scheme.	
13.	Warminster Regeneration Working Group	8.45pm
	To receive an update.	
14.	Community Area Transport Group (CATG) (<i>Pages 73 - 92</i>)	8.55pm
	To consider the recommendations of the Community Area Transport Group contained in the report.	
15.	Urgent items	
	Any other items of business which the Chairman agrees to consider as a matter of urgency.	
16.	Future Meeting Dates	9.00pm
	The next meetings of the Warminster Area Board will be on:	
	<ul style="list-style-type: none"> • 2 November 2017 • 4 January 2018 	

MINUTES

Meeting: WARMINSTER AREA BOARD
Place: Warminster Civic Centre, Sambourne Road, Warminster Wilts
Date: 29 June 2017
Start Time: 7.00 pm
Finish Time: 8.40 pm

Please direct any enquiries on these minutes to:

Becky Holloway, Tel: 01225 718063 or Email: becky.holloway@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Andrew Davis (Chairman), Cllr Pip Ridout (Vice Chairman), Cllr Tony Jackson, Cllr Christopher Newbury and Cllr Fleur de Rhé-Philippe

Wiltshire Council Officers

Jacqui Abbot, Community Engagement Manager
Jan Bowra, Locality Youth Facilitator
Tim Martienssen, Head of Economic Planning
Becky Holloway, Democratic Services Officer

Total in attendance: 35

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the Area Board and Cllr Tony Jackson to his first meeting.</p>
2.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Chitterne Parish Council.</p>
3.	<p><u>Minutes</u></p> <p>The minutes of the Area Board held on 2 March 2017 were presented and it was requested that the "In Attendance" heading was changed to "Present".</p> <p>Resolved:</p> <p>To approve and sign the minutes of the meeting of Warminster Area Board held on 2 March 2017 with the amendment specified above.</p>
4.	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
5.	<p><u>Chairman's Announcements</u></p> <p>The Chairman made the following announcements:</p> <p><u>Appointment of Chairman and Vice-Chairman 2017-18.</u></p> <p>Cllr Andrew Davis reported that he had been elected as Chairman at a special meeting of the Area Board on 16 May 2017 and that Cllr Pip Ridout had been elected as the Vice-Chair.</p> <p><u>Warminster Regeneration Project.</u></p> <p>The scoping exercise for what would be possible for the town centre had been completed in early 2017 and the Chairman invited Tim Martienssen, Head of Economic Development, to give an update on the project and to table the report (appended). The conclusions of the consultants' report were noted. It was explained that the report would enable the council to make better-informed decisions about the site and may support future bids for funding.</p> <p>In the discussion that followed, members of the public expressed disappointment that local ambitions for the site had not yet been met and that consideration should be made to the replacement or rejuvenation of the town's leisure facilities. A specific question had been submitted regarding the way in which the matter was taken forward by Wiltshire Council and Warminster Area</p>

	<p>Board and a written answer would be provided to this. It was suggested that the regeneration working group be revived and that their first task should be to consider the consultants' report and actions that could be implemented locally.</p> <p>Members confirmed that they had entered discussion with the Cabinet member responsible for town redevelopment programmes and that further information would be sought in response to the points raised during the discussion.</p> <p>The Chairman thanked Tim Martienssen, who extended an offer to the board to return to a later meeting to explore the report findings in more depth.</p> <p><u>Housing site allocation consultation</u></p> <p>The Chairman announced that the public consultation had started on the Housing Site Allocation and that four public exhibitions would be held in July 2017. Meeting attendees were encouraged to submit their comments and it was agreed that further information would be circulated (appended).</p>
6.	<p><u>Appointments to Outside Bodies and Working Groups</u></p> <p>The Chairman drew to the meeting's attention the required membership of the working groups and task groups of Warminster Area Board, and the outside bodies to which the board sent a representative. It was reported that the Neighbourhood Plan Implementation Working Group had been disbanded. Nominations were sought for each of the positions and it was</p> <p>Resolved:</p> <p>To appoint Cllr Andrew Davis to the Community Area Transport Group (CATG)</p> <p>To appoint Cllr Andrew Davis to the Health and Wellbeing Group</p> <p>To appoint Cllr Andrew Davis to the Warminster and Westbury CCTV Partnership</p> <p>To appoint Cllr Pip Ridout to the Warminster and Village Community Partnership</p> <p>To appoint Cllr Pip Ridout to the Neighbourhood Tasking Group (NTG)</p> <p>To appoint Cllr Andrew Davis to the Local Youth Network</p> <p>To appoint Cllr Tony Jackson and Cllr Fleur de Rhe Phillippe to the Warminster Regeneration Working Group</p>

7.	<p><u>Updates from Partners</u></p> <p>Written updates from key partners had been included with the agenda pack and the following partners provided a verbal update to accompany their reports</p> <p><u>Wiltshire Police</u> Andy Fee introduced himself and his role and invited questions. He reported that he intended to attend future Area Board meetings and to provide written updates. He gave details on the police team working in Warminster, Tisbury and Trowbridge and about their work in engaging with communities and partners. Rural protection and domestic abuse were reported to be key priorities for the area. The police radios held in CCTV centres in the area had been temporarily removed but it was acknowledged that they were a valuable way of collecting and recording evidence and work was being undertaken to reinstate them.</p> <p><u>Dorset & Wiltshire Fire and Rescue Service</u> The officer invited questions on the written report. It was highlighted that the statistics included in the report were well received and a request was made that these continued to be included.</p> <p><u>Warminster Town Council</u> It was reported that Warminster Town Council had been awarded gold status and members of the board extended their congratulations for this achievement</p> <p><u>Athenaeum Trust</u> Tony Nicklin provided an update on the asset transfer of the Warminster Community Centre from Wiltshire Council to the Athenaeum Trust. The cost of the work required on the building had increased due to the identification of asbestos and fundraising was halfway to completion. Negotiations were ongoing around the access Wiltshire Council would have regarding use of office space in the building. Thanks were extended to the councillors on the Area Board who had worked hard on taking the project forward.</p>
8.	<p><u>Cyber Crime in Wiltshire</u></p> <p>This item was deferred to a future meeting</p>
9.	<p><u>Local Youth Network Update and Youth Activities Grant Applications</u></p> <p>Jan Bowra, Locality Youth Facilitator, provided an update on the work of the Local Youth Network and encouraged members of the town and parish councils to join the network and seek advice and support with any youth projects they were undertaking. Work was ongoing to ensure LYN meetings were flexible to the needs of young people and other members. The youth grant budget for 2017/18 was reported to be £17,285 and there had been no underspend from the previous financial year. No applications for grants had been received for consideration at the meeting.</p>

10.	<p><u>Introduction to your local Area Board</u></p> <p>Jacqui Abbott, the Community Engagement Manager (CEM), delivered a presentation on the roles and functions of Warminster Area Board. She explained that her role was to support community engagement with council processes, to manage the community area grant fund, to support and co-ordinate community events and projects and to promote opportunities to the public.</p> <p>The CEM went on to provide details of the budgets for 2017/18 for each of the Area Board's funding streams and gave an overview of the Board's priority areas for the coming year which were identified at a community consultation event earlier in the year.</p> <p>Recent projects included a county-wide spring clean and a new tree planting initiative to commemorate the centenary of the end of the first world war which was in its planning stages.</p> <p>Members were encouraged to visit the Our Community Matters website and to sign up for the weekly electronic newsletter.</p>
11.	<p><u>The Big Pledge - London Calling</u></p> <p>A short film was shown on the big pledge activity challenge. Members of the meeting were encouraged to sign up to the pledge online and log their activity during the month of July. Details of the challenge were available at: http://www.wiltshire.gov.uk/bigpledge</p>
12.	<p><u>Community Area Transport Group - update</u></p> <p>Notes from the meeting of the Community Area Transport Group from 29 March 2017 were presented and it was agreed that clarification on the financial position of the grant scheme would be provided at the next meeting of the Area Board.</p> <p>Resolved:</p> <p>To receive the notes of the CATG meeting of 29 March 2017</p> <p>To award costs associated with retaining the parallel parking arrangement, resurfacing the footway and replace damaged kerbs at Boreham Fields (issue 4538) subject to a 25% contribution from Warminster Town Council</p>

13.	<p><u>Area Board Funding - Community Area Grants</u></p> <p>The area board considered four applications to the Community Area Grant fund and members were invited to ask questions of the applicants. After consideration of each grant it was</p> <p>Resolved:</p> <p>To award £5000.00 to Codford Parish Council for an extension and roof restoration for Codford Village Hall.</p> <p>To award £807.00 to Tynings Allotments and Leisure Gardener's Association for external tables and chairs.</p> <p>To award £2000.00 to The Woolstore Country Theatre for a new Lighting Power Distribution System.</p> <p>To award £5000.00 to Heytesbury & Sutton Veny Cricket Club for cricket covers and net, and renovation of the pavilion.</p>
14.	<p><u>Urgent items</u></p> <p>There were no urgent items.</p>
15.	<p><u>Future Meeting Dates</u></p> <p>The Chairman thanked everyone for their attendance and reminded members that the next meeting of the Warminster Area Board would be held at Codford Village hall on Thursday 7 September 2017.</p>

Warminster Central Car Park Feasibility Study

Warminster Central Car Park has been identified as a key focus for town centre regeneration. The Warminster Town Plan (2012) / Core Strategy / Neighbourhood Plan all envisage a new retail development on the Central Car Park site.

Local stakeholders including the Area Board and the Town Council have asked whether new development and a reconfiguration of the public owned land and premises in this area could generate sufficient value to enable investment in new community and leisure facilities for the town.

Wiltshire Council commissioned PER Consulting, working in association with urban designers - Place Dynamix to prepare a feasibility study to determine suitable development options and to advise Wiltshire Council on the most appropriate way forward to secure a high quality development in light of current market conditions and other constraints. The work has been led by the Economic Regeneration Service and conducted in consultation with other public sector stakeholders under the One Public Estate Programme.

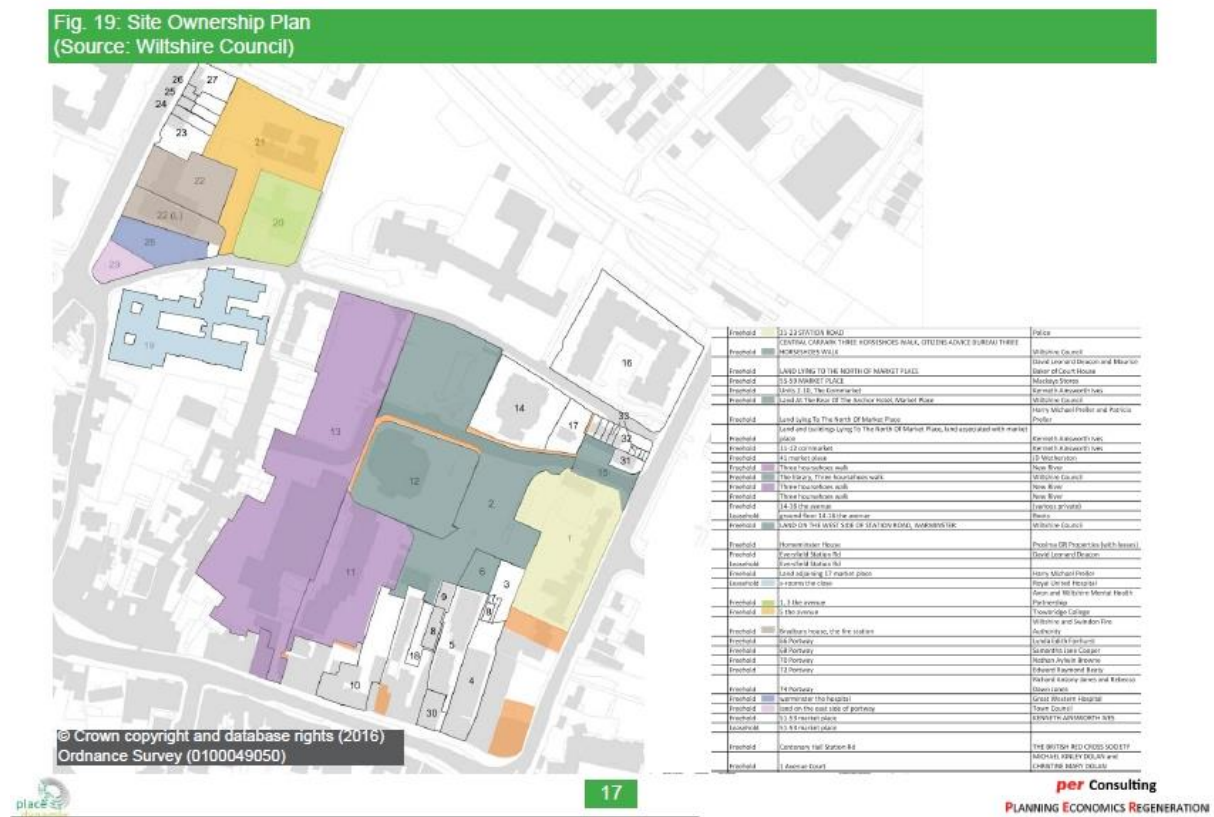


Detailed feasibility and viability testing were undertaken to consider the options for regeneration of the area and the challenges and opportunities for future development.

A large number of stakeholders have been consulted during this work with the three primary landowners at the core; Wiltshire Council, Swindon & Wiltshire Police Authority and New River Retail. One Wiltshire Estate partners have been consulted to establish the extent to which wider regeneration and redevelopment opportunities can be linked. Local stakeholders including the Town Council, Wiltshire Councillors and members of the original campus board were consulted on their aspirations and objectives for the area as well as their local knowledge.

Feasibility Study

Warminster Central Car Park has a mix of land ownerships and provides service access to the retail operations in Three Horseshoes Walk and The Cornmarket and accommodates the town Library and Tourist Information Centre.



Work included a town centre car park occupancy study; a review of Wiltshire Council land titles; consultation with neighbouring land owners and internal stakeholders on the development principles for the site.

The issues to be addressed in considering future development potential include:

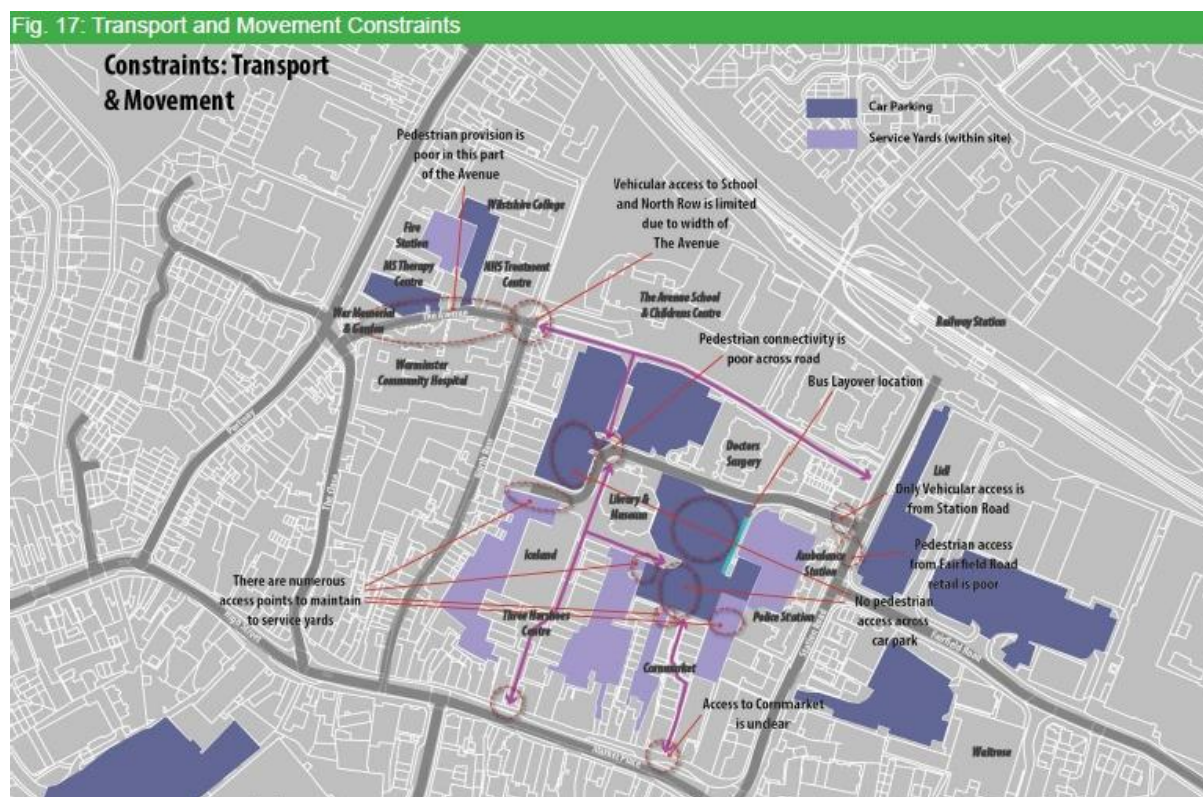
- The need to maintain town centre car parking whilst also addressing additional development needs;
- The implications of different land ownerships, rights of way and restrictive covenants attached to the land;
- Potential for land assembly and consolidation of the public estate;
- Viability of new development and inclusion of high quality urban design/public realm enhancing linkages to the rest of the town centre;
- Investor interest and potential return on investment;
- The implications for the wider public estate and uses around the site.

Site constraints and opportunities

An analysis of planning policy, urban design, transport and movement, infrastructure and land ownership to establish the development parameters to inform options was undertaken.

The public sector estate to the north west of the Central Car Park area is independent of the two areas from a redevelopment perspective and therefore does lend itself to site assembly.

The site is constrained by a number of rights of way and restrictive covenants. These have been mapped and reviewed in detail. The title for the Central Car Park has been cleansed to incorporate previously unregistered land.



Market context

- Nationally most retail operators have been shrinking their physical retail portfolio, with only the 'discount' brands expanding.
- The core town centre of Warminster appears to perform well, with a relatively low vacancy rate and a good mix of uses meeting local needs.
- Higher order retail provision is being met by larger town centres nearby which places the focus in Warminster on the discount market.
- Any new development has to be 'occupier' driven given the challenges across the retail sector and the focus on regional centres for many prime retailers.
- The Central Car Park has the potential to provide larger floorplate units and could attract traditional out-of-town operators within a town centre location – however, free car parking is likely to be a critical requirement of retailers.

New River Retail (NRR) provided commentary from their perspective. In their opinion retail development is in a difficult place currently. Well-known names, both UK and US owned, are consolidating or contracting rather than expanding their number of outlets. Schemes which have been in development for some time are finding that prospective occupying tenants are either pulling out or asking for huge concessions to proceed.

Stores such as Marks and Spencer are showing little appetite to expand and the market is equally tough for the value retailers, reflected by the contraction of brands like Poundland and Poundworld. The food and beverage sector has felt a sharp downturn in recent months.

NRR feel that Warminster will currently struggle to attract further big name brands, because of its population size. There is no obvious market space to be filled. New housing development or a large employer relocating to the area could catalyse investment in the future.

NRR themselves are not a developer but doubt that any would risk money on speculative investment without anchor tenants in place for a new retail scheme. The principle of further development in Warminster with potential tenants is kept open but their appetite is substantially lower now than it was 12 months ago.

Viability of new development

Uses that could complement a retail-led mixed use scheme include commercial leisure, commercial office space and residential use. There is thought to be scope to attract commercial leisure operators (eg commercial gym) to a well-designed mixed use development and to focus part of the development area towards residential uses. The demand for new office space is considered to be limited.

Moving the library from its current location would enable a more cohesive redevelopment, maximising space for new commercial use and associated car parking. However, replacing the library on a 'like for like' basis would be challenging, as estimated land values do not fully meet the calculated costs for developing a new space.

The scale of retail development that can be delivered is relatively modest due to the site constraints and the need to retain a reasonable amount of parking. It is anticipated that market incentives may be necessary to attract tenants. This could limit commercial values and therefore has implications for the delivery of public realm enhancements.

A new 'bus facility' on the site will be a challenge for viability due to reducing land available for commercial redevelopment and given the relatively low retail values involved.

The Police Station could be redeveloped for primarily residential but is not particularly dependent on Council owned land to do so.

Redevelopment of the Car Park would result in loss of revenue income to the Council. Any potential land scale would have to consider the current value (circa £40k per annum)

Conclusions

A viable development proposal will be dependent on future market conditions and commercial appetite for investment.

The analysis contained in the feasibility study has highlighted the sensitivity in the retail market and the need for a more cautious development approach. This has implications for some of the ambitions contained in the Neighbourhood Plan (Approved November 2016). Commercial margins are very tight and great care will be needed to manage expectations in terms of design and public realm contributions to ensure viability.

The feasibility study has also shown that a development approach is possible which will minimise land acquisition costs and enable a degree of independence between development phases. There is little need for land assembly, albeit a coordinated delivery strategy in conjunction with the principal landowners would improve deliverability.

Potential developer interest for the retail element has been tested and has confirmed that at the present time market conditions are not favourable for a retail-led scheme due to a current lack of occupier interest and investors.

The values that could be realised from the release of Council owned land would not cover the costs of substantial new community facilities. The values that could be realised from the redevelopment of the Police Station/Ambulance site could be reasonably significant.

Other options that could be considered for funding such facilities are:

- Community Infrastructure Levy (CIL) – the Town Council retains 25% of CIL as result of having an approved Neighbourhood Plan. With 900+ homes planned for development over the next ten years for Warminster and an average CIL income of circa £3,000 there is a fairly significant opportunity.
- Section 106 agreements related to new development could be linked to town centre improvements.

There is potential for longer term opportunities for the public sector estate in central Warminster. Wiltshire Council will continue its engagement through the One Wiltshire Estate partnership to share the findings of the feasibility study with key stakeholders and collaborate on bringing forward future opportunities.



Formal Consultation on the Pre-Submission Wiltshire Housing Site Allocations Plan

Friday 14 July to Friday 22 September 2017

The Draft Plan will identify, where necessary, new allocations for housing at settlements and review settlement boundaries.

The draft Plan can be viewed from Friday 14 July at the council's main offices at Monkton Park (Chippenham), Bourne Hill (Salisbury) and County Hall (Trowbridge) and in all Wiltshire Council libraries during normal opening hours or can be available to view on the council's website at <http://www.wiltshire.gov.uk/wiltshsgsiteallocationsplan>

There will be four public exhibitions where you can find out more about the consultation.

These will be held between **12pm** and **7pm** at:

17 July: The Neeld Hall (Neeld Community and Art Centre) in Chippenham

19 July: Guildhall, Salisbury

24 July: Devizes Town Hall

26 July: County Hall Trowbridge

**Please return comments to Wiltshire Council, by 5pm on Friday 22 September 2017
via the following ways:**

Online: <http://www.wiltshire.gov.uk/wiltshsgsiteallocationsplan>

By post to: Spatial Planning, Economic Development and Planning, Wiltshire Council, County Hall,
Bythesea Road, Trowbridge, Wiltshire, BA14 8JN.

By e-mail to: spatialplanningpolicy@wiltshire.gov.uk



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By e-mail to: spatialplanningpolicy@wiltshire.gov.uk

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Draft Wiltshire Housing Site Allocations Plan

Formal Pre-Submission Consultation on the Draft Plan

Friday 14 July – Friday 22 September 2017



Introduction

The draft Wiltshire Housing Site Allocations Plan proposes new sites for housing to ensure we can plan effectively to meet Wiltshire's housing needs in the most sustainable way.

Where necessary, it also reviews settlement boundaries for the principal settlements of Trowbridge and Salisbury, market towns, local service centres and large villages in Wiltshire, as identified in the Wiltshire Core Strategy.

The Wiltshire Core Strategy, which was adopted after wide consultation in January 2015, requires at least 42,000 new homes to be delivered in the period 2006 to 2026. It plans for housing to come forward through a number of sources including: strategic site allocations in the Wiltshire Core Strategy; neighbourhood plans; planning applications; and site allocations plans, including this Plan.

A separate plan has already been prepared for the principal settlement of Chippenham, the Chippenham Site Allocations Plan (adopted May 2017), which can be found on the council's website at: <http://www.wiltshire.gov.uk/csap-adopt-adopted-may-2017..pdf>

We now want to hear your views on the draft Wiltshire Housing Site Allocations Plan.

This formal consultation on the draft Plan will start **9am Friday 14 July** and close at **5pm on Friday 22 September 2017**.

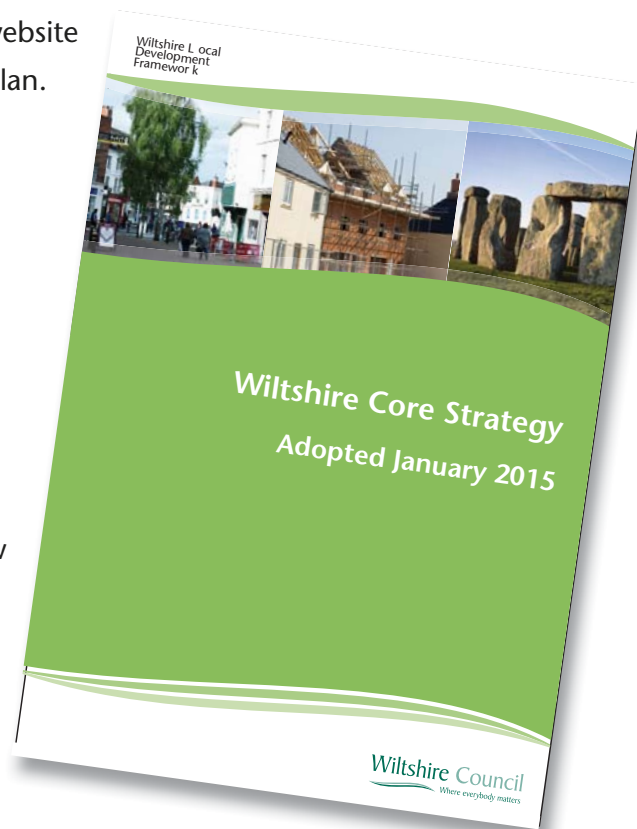
The consultation documents, including the draft Plan and supporting evidence can be found on the council's website (<http://www.wiltshire.gov.uk/wiltshgsgsiteallocationsplan.htm>).

The supporting documents include:

- Draft Sustainability Appraisal Report
- Draft Habitat Regulations Assessment
- Consultation reports
- Topic papers setting out the site selection process methodology and the settlement boundary review methodology; housing land supply; developing plan proposals; viability appraisal as well as community area topic papers.

Alternatively, all the consultation documents can be found at the following locations during normal opening hours:

- The council's main offices at Monkton Park (Chippenham), Bourne Hill (Salisbury), County Hall (Trowbridge)
- All Wiltshire Council libraries.





Why are we proposing new housing sites?

The Wiltshire Core Strategy requires this Plan, together with the Chippenham Site Allocations Plan, to allocate sites to make sure there is sufficient housing land supply throughout the remaining years of the plan period to 2026.

New housing sites are proposed at some settlements to support the delivery of the Wiltshire Core Strategy housing requirement of at least 42,000 new homes (2006 to 2026). They will also ensure that a five year housing land supply can be maintained within the Housing Market Areas in Wiltshire to 2026, in line with government planning policy.

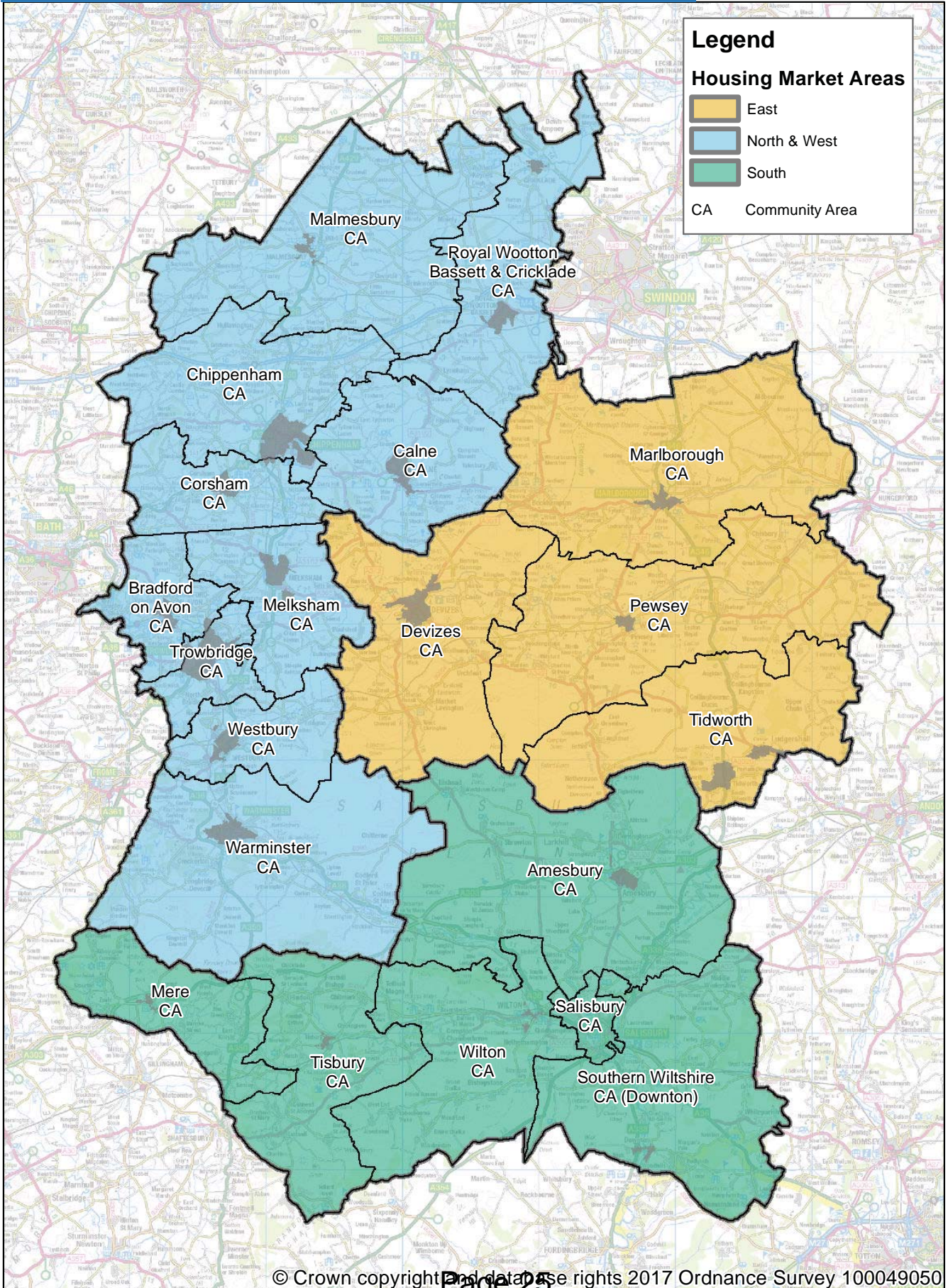
The Wiltshire Core Strategy splits the housing requirements into three separate Housing Market Areas. These are East Wiltshire, North and West Wiltshire, and South Wiltshire. They are shown on the map opposite and Table 1 shows the housing requirements.

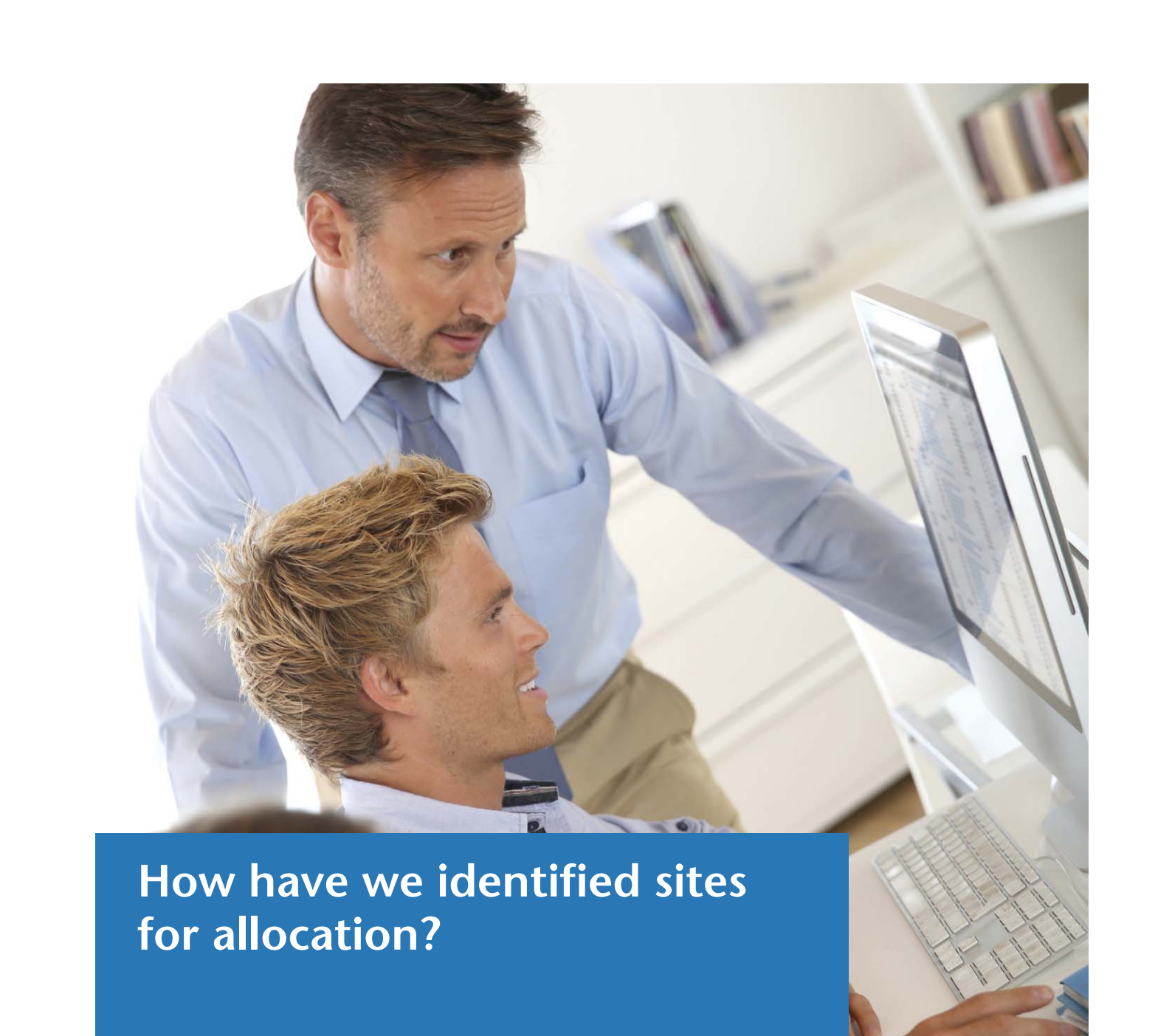
Significant housing development has already taken place since 2006 and there are also significant commitments for new homes including allocations within the Wiltshire Core Strategy and Chippenham Housing Site Allocations Plan. However, further housing sites are necessary and minimum numbers to be allocated have been identified for each Housing Market Area. These figures are shown in the table below.

Table 1: Housing requirements by Housing Market Area (HMA)

	Minimum Housing Requirement	Completions 2006-2017	Developable commitments 2017-2026	Minimum to be allocated
East Wiltshire HMA	5,940	3,497	2,273	170
North and West Wiltshire HMA	24,740	12,603	11,566	571
South Wiltshire HMA	10,420	5,067	4,759	594

Wiltshire Housing Market Areas





How have we identified sites for allocation?

To guide how each Housing Market Area requirement should be achieved and thereby ensure a sustainable distribution of growth across Wiltshire, the Wiltshire Core Strategy sets out indicative (approximate) housing requirements at the community area level. These requirements are broken down to provide figures for principal settlements, market towns and their surrounding community areas. In South Wiltshire, requirements are also broken down by local service centres.

The proposed allocations therefore focus on those settlements and areas where there is a shortfall in housing and where there is the need to introduce new sites through the draft Plan to maintain a rolling five year land supply position across the remainder of the plan period.

The proposed sites have been identified using a selection process that is summarised in the diagram over the page. The full methodology is set out in Topic Paper 2: Site Selection Process Methodology and the results of the process are set out in the community area topic papers. Where housing sites are proposed to be delivered through neighbourhood plans which have either been 'made' or are sufficiently advanced, these plans are taken into consideration in determining whether new sites should be allocated.

What is the process for selecting sites at settlements?

1 Areas of Search

Site selection focuses on community areas where housing land supply needs to be supplemented in order to meet Wiltshire Core Strategy indicative levels of housing development for 2006 - 2026



2a Strategic Assessment of Site Constraints

Land promoted for development is recorded in the Strategic Housing Land Availability Assessment (SHLAA sites). These represent the pool of possibilities for Plan proposals.

SHLAA sites are rejected from further consideration or their capacity reduced where affected by obstacles to development such as heritage and wildlife designations and flood plain, or because the site is already a commitment for development or located in the built up area.



2b Strategic Assessment - Rural Settlements

SHLAA sites at some Large Villages are removed from further consideration because previous and committed development already meets those villages local needs, they are in AONBs and alternatives are available or a Neighbourhood Plan for the settlement has already reached an advanced stage.



3 Sustainability Appraisal of Site Options

Remaining SHLAA sites are assessed against 12 sustainability objectives. Sites with major adverse effects are rejected. Other sites are divided into 'more' or 'less' sustainable site options.



4a Selection of Preferred Sites

The suitability of site options, prioritising the more sustainable ones, is assessed in greater detail to develop them into possible plan allocations. They are checked to be sure they fit with Wiltshire Core Strategy strategy and preferred sites are selected.



4b Developing Plan Proposals

The total contribution of all the preferred sites to each Housing Market Area is assessed in terms of overall land supply and whether Plan objectives are met. The selection of preferred sites is amended if necessary and confirmed as Plan proposal.



5 Viability Assessment

Plan proposals are checked to ensure that there is at least a reasonable prospect of them being implemented



6 Sustainability Appraisal of Draft Plan and Habitats Regulations Assessment

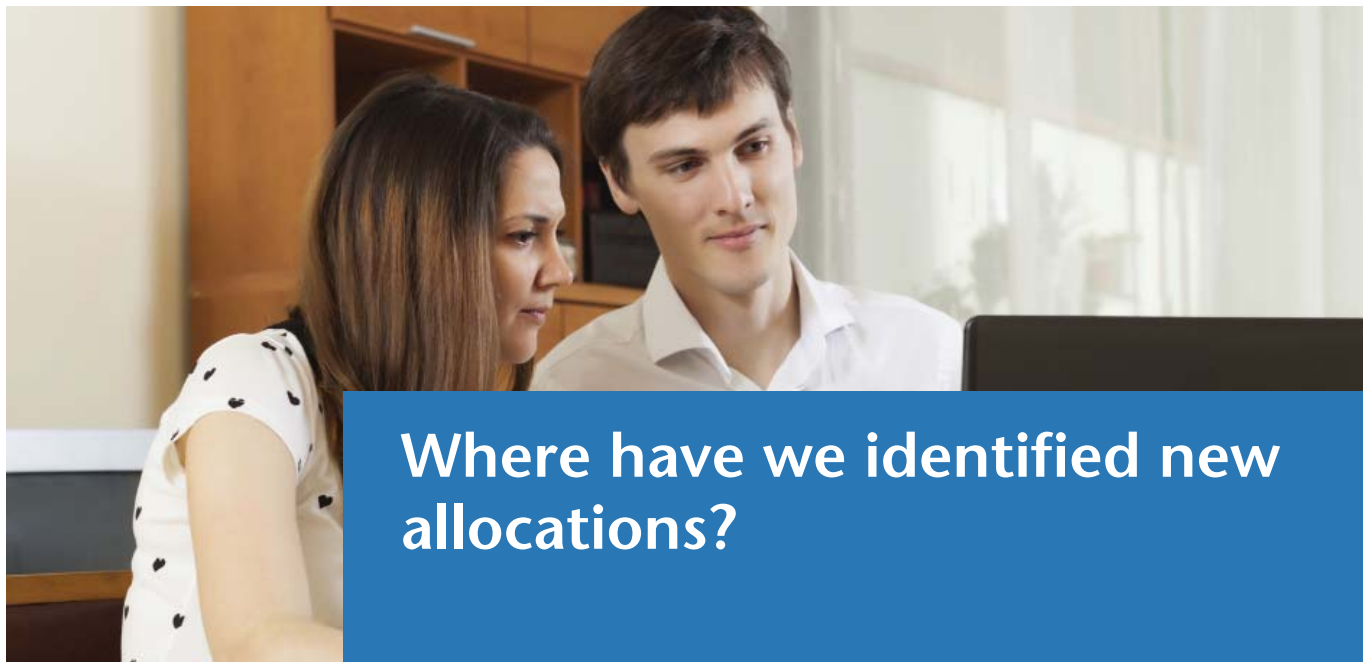
A draft Plan is prepared containing the Plan proposals and their likely significant effects are assessed in combination against the 12 sustainability objectives.

The Plan is 'screened' under the Habitats Regulations as to whether the draft Plan will result in significant adverse effects upon designated sites. As a consequence, an appropriate assessment is carried out and mitigation measures proposed.



7 Draft Plan

The draft Plan is amended to include recommendations from sustainability appraisal and Habitat Regulations Assessment.



Where have we identified new allocations?

The draft Plan proposes the following site allocations for housing development in each Housing Market Area (HMA).

East Wiltshire HMA

Community Area	Plan Reference	Site Name	No of dwellings
Tidworth	H1.1	Empress Way, Ludgershall	270
Devizes	H1.2	Underhill Nursery, Market Lavington	50
	H1.3	Southcliffe, Market Lavington	15
	H1.4	East of Lavington School, Market Lavington	15

North and West Wiltshire HMA

Community Area	Plan Reference	Site Name	No of dwellings
Trowbridge	H2.1	Elm Grove Farm, Trowbridge	200
	H2.2	Land off the A363 at White Horse Business Park, Trowbridge	150
	H2.3	Elizabeth Way, Trowbridge	205
	H2.4	Church Lane, Trowbridge	45
	H2.5	Upper Studley, Trowbridge	20
	H2.6	Southwick Court, Trowbridge	180
Community Area	Plan Reference	Site Name	No of dwellings
Warminster	H2.7	East of the Dene, Warminster	100
	H2.8	Bore Hill Farm, Warminster	70
	H2.9	Boreham Road	30
	H2.10	Barters Farm Nurseries, Chapmanslade	35
Chippenham	H2.11	The Street, Hullavington	50
	H2.12	East of Farrells Field, Yatton Keynell	30
Malmesbury	H2.13	Ridgeway Farm, Crudwell	50
Westbury	H2.14	Off B3098 adjacent to Court Orchard/Cassways, Bratton	40

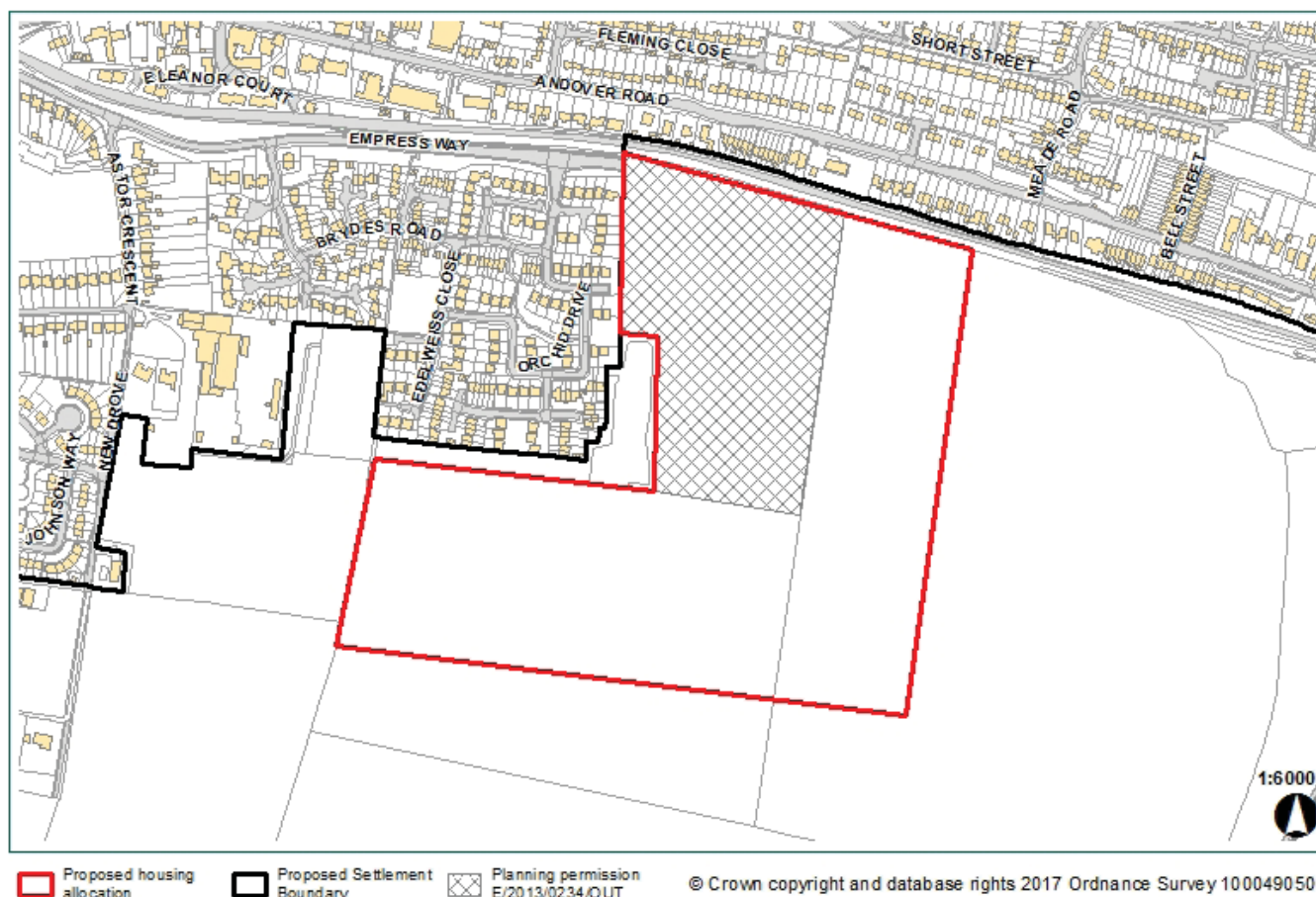
South Wiltshire HMA

Community Area	Plan Reference	Site Name	No of dwellings
Salisbury	H3.1	Netherhampton Road, Salisbury	640
	H3.2	Hilltop Way	10
	H3.3	North of Netherhampton Road	100
	H3.4	Land at Rowbarrow	100
Amesbury	H3.5	Clover Lane, Durrington	45
	H3.6	Larkhill Road, Durrington	15

Maps of the proposed sites can be found in Chapter 5 of the draft Plan. An example is shown below which relates to land at Empress Way, Ludgershall. The maps show the extent of the proposed allocation in red (as well as housing, allocations may include areas for landscaping and open space) and the proposed settlement boundary in black.

Development of the proposed allocations will be guided by policies in the Wiltshire Core Strategy including those relating to high quality design, landscape, transport and affordable housing. Some proposals involve other uses alongside housing (e.g. primary school provision). These proposals (Plan Reference H1.1, H2.1, H2.7, H2.10 and H3.1 – see the table above) have a detailed policy in the draft Plan reflecting more extensive site specific requirements.

Map showing land at Empress Way, Ludgershall





Why review settlement boundaries?

The Wiltshire Core Strategy uses settlement boundaries as a policy tool for managing how development takes place. In simple terms, a 'settlement boundary' is the dividing line, or boundary between areas of built/urban development (the settlement) and non-urban or rural development - the countryside. In general, development within the boundary is, in principle acceptable, whereas development outside the boundary with limited exceptions, is not acceptable.

The principal settlements, market towns, local service centres and large villages identified in the Wiltshire Core Strategy all have settlement boundaries, which were originally defined in the former district council local plans.

Where necessary, the settlement boundaries have been reviewed to ensure that: there is a clear definition as to the extent of the built up area of a settlement; they are up to date; and adequately reflect changes on the ground since they were first established.

The review has used a consistent methodology for the county to replace the slightly different methods used by the former district councils. A summary of the methodology is set out in Table 2 below.

The exception to this is where a settlement boundary has already been reviewed through a 'made' neighbourhood plan or is being reviewed through a sufficiently advanced neighbourhood plan. This is because the Wiltshire Core Strategy also supports the review of settlement boundaries through neighbourhood plans.

The full methodology is set out in Topic Paper 1: Settlement Boundary Review Methodology and the community area topic papers explain the changes to the boundaries.

Maps showing both the previous and amended settlement boundaries can be found in Appendix 1 of the draft Plan. An example is shown below for Bratton which shows the existing settlement boundary in blue and the proposed boundary in red.

Map showing proposed settlement boundary changes at Bratton



Table 2: Settlement boundary review methodology

The settlement boundary review methodology	
The settlement boundaries define the built form of the settlement by, where practicable, following but not including clearly defined physical features, such as walls, fences, hedgerows, roads and water courses.	
Areas which have been included are:	<ul style="list-style-type: none"> • Built and commenced residential and community facilities development such as religious buildings, schools and community halls, that is physically related to the settlement. • Built and commenced employment development in principal settlements, market towns and local service centres¹ that is physically related to the settlement. • The curtilage of a property that relates more closely to the built environment (e.g. a garden) or has limited capacity to extend the built form of the settlement in terms of scale and location. • Recreational or amenity space at the edge of a settlement that relates more closely to the built environment.
Areas which have been excluded are:	<ul style="list-style-type: none"> • Employment development, farm buildings and farmyards, at the edge of large villages. • Isolated development that is physically detached from the settlement (including farm buildings or agricultural buildings and renewable energy installations). • The extended curtilage of a property that relates more closely to the open countryside (e.g. a field or paddock) or has the capacity to substantially extend the built form of the settlement in terms of scale and location. • Recreational or amenity space at the edge of the settlement that relates more closely to the open countryside. • All types of unimplemented planning permission (at 1 April 2016). • Site allocations.

¹ As defined in Core Policy 1 Settlement Strategy in the adopted Wiltshire Core Strategy (January 2015)



How to respond

This formal consultation is an opportunity to submit your comments on the draft Plan and supporting documents.

To support the consultation, the council has prepared a simple guidance document setting out how to make comments. The document together with the representation form can be found at:

<http://www.wiltshire.gov.uk/wiltshgsiteallocationsplan.htm>

The representation form asks whether you consider the draft Plan to be 'sound' on four key points. These key points are taken from the National Planning Policy Framework and should be considered in responding to the consultation:

- **Positively prepared** - the plan should be prepared on a strategy which seeks to meet objectively assessed development and infrastructure requirements, including unmet requirements from neighbouring authorities where it is reasonable to do so and consistent with achieving sustainable development.
- **Justified** - the plan should be an appropriate strategy, when compared against the reasonable alternatives, based on proportionate evidence.
- **Effective** - the plan should be deliverable over its period and based on effective joint working on cross-boundary strategic priorities.
- **Consistent with national policy** - the plan should enable the delivery of sustainable development in accordance with the policies in the Framework.

Please note that copies of all comments (including your personal details) will be made available for the public to view, and therefore cannot be treated as confidential. Anonymous comments cannot be accepted. In addition, representations received beyond the closure of the consultation period may not be considered.

This formal consultation on the draft Plan will close at 5pm on Friday 22 September 2017.

Next steps



The council is hosting public exhibitions during the 10 week formal consultation on the draft Plan as follows:

Monday 17 July

Neel Hall

(Neeld Community and Art Centre), Chippenham

12pm - 7pm

Wednesday 19 July

Guildhall, Salisbury

12pm - 7pm

Monday 24 July

Devizes Town Hall

12pm - 7pm

Wednesday 26 July

County Hall Trowbridge

12pm - 7pm

Draft Plan Timetable

Once the consultation closes, all comments received will be analysed and reported to Cabinet and Full Council for consideration before the draft Plan is submitted to the Secretary of State for the purpose of commencing the examination process. An independent Inspector will be appointed whose role it will be to assess whether the draft Plan has been prepared in accordance with the Duty to Co-operate, legal and procedural requirements, and whether it is sound.



This document was published by the Spatial Planning team, Economic Development and Planning, Wiltshire Council.

For further information please visit the following website:

<http://www.wiltshire.gov.uk/wiltshsgsiteallocationsplan>

Chairman's Announcements

Subject:	Community Resilience- Emergency Plans
Officer Contact Details:	Sarah Kelly (Emergency Plan Resilience and Response Officer) Sarah.Kelly@wiltshire.gov.uk

Planning for emergencies is an important job for the organisations who respond to incidents, but it is also important for local communities to think about how you may be able to assist the emergency services and other responders.

The main way of doing this is to create a community emergency plan. This can be as simple as a contact list for key people within the community, or a more comprehensive plan which covers the emergencies which are most likely to occur in your area (rather than just the absolute worst-case scenarios), and how your community would respond to them. Your local knowledge is also very important to the organisations who will be responding to the situation. Information such as where floods most often, what roads could be made inaccessible by snow, how badly a power cut would affect your community and where the nearest places of safety are (village/community hall etc) can greatly help the emergency services, council and other groups. Having this recorded beforehand could potentially save a lot of time if the information is needed in response.

Keeping your plans flexible is also important; they should be able to be picked up for almost anything, even if you only use the contact details and information on the nearest community centre for most events.

Getting started with these plans can be difficult, and knowing what to include even harder. If you are stuck with where to begin, there is a template available to get you started with writing an emergency plan for your area. Please contact Sarah Kelly, Emergency Planning Officer, Wiltshire Council, if you would like a template, or advice about writing your plan. There is also a Community Risk Register Available on the Wiltshire & Swindon Local Resilience Forum (LRF) website (<http://wiltshireandswindonprepared.org.uk/community-risk-register/>). This details the different risks to the Wiltshire and Swindon area, and how likely they are to happen. This document should be adapted to your area if you wish to use its information, as not all risks are relevant to each part of Wiltshire.

It is recommended that to keep your plan in its best condition, it should be exercised with everyone who has a role in it once a year, and contact details should be updated at least once a year, or when there has been a change. There is an exercise template available if you would like to exercise your plan, it is available as a PowerPoint presentation or a Word document, again please contact Sarah Kelly if you would like to discuss the exercise or be sent a template.

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Chairman's Announcements

Subject:	Voice Your Views at Interactive Public Meeting
Officer Contact Details:	events@wiltshire.gov.uk

Invitation to voice your views at interactive public meetings

You are invited to attend one of a series of meetings that Wiltshire Council is hosting to discuss the challenges that the council is facing and the impact that these could have.

The council currently spends around £900m each year on more than 300 services and has recently agreed a plan to deliver an ambitious programme of work over the next 10 years.

The council's vision is to create strong communities, prioritising growing the economy, protecting those who are most vulnerable, and working with partners in an innovative and effective way.

Changing demographics and the continuing reduction in funding from central government mean we have to continue to find substantial savings and work even more closely with local communities to encourage and support them to do more for themselves.

The council's cabinet members will be attending the meetings to discuss the challenges and to invite and listen to your views and suggestions on how these can be best managed.

Details of the informative and interactive meetings are set out below.

We look forward to seeing you and hope that you will be able to join us. It would be extremely helpful if you could confirm your attendance by emailing events@wiltshire.gov.uk

Date	Location	Venue	Time	
5 September	Salisbury	City Hall	5.30pm	Refreshments available
14 September	Chippenham	Monkton Park	5.30pm	Refreshments available
25 September	Trowbridge	County Hall	5.30pm	Refreshments available
26 September	Devizes	Corn Exchange	5.30pm	Refreshments available

Chairman's Announcements

Chairman's Announcements

Subject:	Online Safety- Free support from Bobby Van Trust
Contact Details:	bv.onlinesafety@wiltshire.police.uk / 01380 861191

**The Wiltshire
Bobby Van Trust**



The Wiltshire Bobby Van Trust has launched its Online Safety Initiative. This will be the first scheme of its kind in the country.

If you are over 60, or Over 18 and registered disabled, and have concerns over your online safety you will be able to apply for a visit from an Online Safety Advisor. The Advisors have been interviewed following Police procedures and will be supporting The Wiltshire Bobby Van Trust to rollout this important new initiative. All Advisors are volunteers and they aim to cover the whole of Wiltshire and Swindon.

Referrals can be made via self-referral either by email bv.onlinesafety@wiltshire.police.uk or by calling 01380 861191. Alternatively via Wiltshire Police (101) and other supporting agencies.

The aim of the Online Safety Advisor will be to visit the client's home to offer a tailored service to:

- Improve digital/cyber security awareness and help the client to identify potential risks
- Offer cyber & scam prevention advice.
- Signpost to future advice & available resources.
- Provide support & reassurance.
- If an offence is identified reporting signpost the client to 101 for Police investigation
- Offer basic practical skills to ensure clients can check & understand privacy settings.
- Provide talks & presentations to community groups

Education is the key to its success.

Jennie Shaw Director of the WBVT, "Online crime is the fastest growing crime in our County and as always it the elderly and vulnerable that seem to be the most targeted."

"At the Bobby Van Trust we recognize the fear of crime and loneliness within our client base continues to increase, as life expectancy has risen and people increasingly live alone or far from their families. A recent study showed that a fifth of older Britain's felt lonely all the time. This isolation is having a serious effect on both mental and physical health. The computer is a tool to help prevent loneliness it enables people to keep in touch with family and friends or groups and interests".

Chairman's Announcements

As with our home security service we will work closely with Wiltshire Police to maintain an awareness of current threats and to ensure our advice is current with ever changing trends.

The Wiltshire Bobby Van Trust is a scheme which has been operating in Swindon and Wiltshire for nearly 20 years it provides a free home security service for older, vulnerable and disabled people.

Update from	Horningsham Parish Council
Date of Area Board Meeting	Thursday 7 th September 2017

Headlines/Key Issues

-
- Play Area Project progressing in partnership with Longleat Estate on its provision.
-
- Parish Plan – Working Party collating replies
-
- War Memorial Garden – 29 Historic Fruit Trees suggested to represent each of the fallen on the War Memorial and provide a community fruit garden

Future Events/Dates for the Diary:

- Date of the next meeting is the 21st September 2017 at Horningsham Village Hall. It will start at 7.30pm. All are welcome to attend.

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Update from	Maiden Bradley with Yarnfield Parish Council
Date of Area Board Meeting	Thursday 7 th September 2017

Headlines/Key Issues

- Public meeting 10th October 2017 regarding the results of the Community Consultation re the Parish Council supporting the Village Shop under the General Power of Competence

- Speed Indicator Device Project

- Village Design Statement on going consultation

- Maiden Bradley Memorial Hall EGM

Future Events/Dates for the Diary:

- Next Full Council meeting 12th September 2017 at 7.30pm. All are welcome to attend.
- Military Wives Event at the Village Hall
- There are Facebook pages accessible for Maiden Bradley Memorial Hall, Maiden Bradley Community Shop and Maiden Bradley Parish Council.

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Report to Warminster Area Board
Date of meeting 7th September 2017
Title of report Youth Grant Funding

Purpose of the Report:

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

Due to the summer break the decision to hold the next Local Youth Network Management in October 2017 was made. There is no current Community Youth Grant submitted for recommendation at this time.

1. Background

The recommendation from the LYN Management Group has been made in accordance with the following guidelines:

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

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

2. Main Considerations

2.1. Councilors will need to be satisfied that Youth Grant Funding awarded in the 2017/18 year are made to projects that can realistically proceed within a year of it being awarded.

2.2. Councilors will need to decide and be assured that young people and the community will benefit from the funding being awarded and the project/positive activity proceeding. The application should meet the identified needs, priorities and outcomes for young people in the areas, as identified in the LYN Needs Assessment and Strategic Plan.

2.3. Councilors will need to ensure measures have been taken in relation to safeguarding children and young people.

2.4. Councilors will need to ensure that young people have been central to each stage of this Youth Grant Funding application.

3. Environmental & Community Implications

Youth Grant Funding will contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent of which will be dependent upon the individual project.

4. Financial Implications

Financial provision had been made to cover this expenditure

4.1. For 2017/18 Warminster Area Board was allocated £17,285.00

4.2. The Warminster Area Board Youth Funding balance for 2017/18 £17,285.00

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

If funding is awarded in line with the LYN recommendations outlined in this report Warminster Area Board will have a Youth Funding balance of £17,285.00

5. LYN report

No report submitted – There was no Local Youth Network meeting held due to the summer break. Next Local Youth Network Meeting organised for October 2017

6. Legal Implications

There are no specific legal implications related to this report.

7. Human Resources Implications

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

8. Equality and Inclusion Implications

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

9. Safeguarding Implications

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

10. Applications for consideration – none recorded

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

Report Author

Name, Jan Bowra Locality Youth Facilitator
Email: janette.bowra@wiltshire.gov.uk

Warminster Health and Wellbeing Management Group

Warminster Civic Centre

25 July, 2017

10am until 12 noon

In attendance: Cllr Andrew Davis; Francis Ballinger; Bernice Robbins; David Reeves; Martin Evans; Pippa Webster; Emer Bolt; Babs Harris; Jacqui Abbott; Sue Frasier

1. Apologies and Matters Arising

All present. Matters to be dealt with throughout meeting.

2. Election of Chair:

Keith Humphries was elected by the group to serve as the Chair.

3. Living Well Project

Pippa Webster, Age UK, attended the meeting to give details about their Living Well Project.

This involved a paid member of staff who worked with GP teams and identified older people with social needs.

However, this was a costly service; a project worker was usually employed jointly by Age UK and the surgery.

Currently it is running only in Salisbury medical practice; Bradford on Avon St Margaret's; Chippenham Hathaway Medical Centre & Devizes.

Pippa please email costings to Keith & Jacqui

Dementia Advisors are attached to every surgery

Babs informed the meeting that a new contract from Wiltshire Council means that Alzheimer's Support does everything and Alzheimer's Society is now advocacy & information only.

Despite the Living Well project being potentially out of reach due to costs in Warminster, Age UK were also revamping their old style befriending service. The HWB group are very interested and could help with volunteer recruitment for the Warminster area to include the villages.

Pippa to keep HWB group informed on progress

Keith informed the group that he is also putting together a database – 312 things going on in Warminster!

4. Overview from Champions

See papers from Bernice Robbins (Carers' Champion) and Francis Ballinger (Older People's Champion)

In addition, Francis's comments are:

- No quick fixes & issue of co-ordination of services
- Priorities- whose? How do we find out?
- Demographics – lots of older people.
- How do we pull groups together?
- Points in lives for support and care? Crisis in lives
- Access to information
- Age UK evidence review 2012
- Face to face support preferred for info and advice – work is ongoing at Wilts Council
- Volunteer – time and space needed and this has decreased
- What can we do? WCR slot of their times
- YourCareYourSupport very difficult to use for ordinary people rather than professionals
- Also don't link to neighbouring communities sites
- David – extension to the hub is a “slow burn”
- What are outcomes for individuals.
- We've done everything we can do!
- **Learn Direct** – have been offering an ICT service which has been well-attended.
- There are a number of people who do not know about the services and / or don't use them.
- Maybe the messages are not correct?
- e.g. **Diabetes meeting** - 980 on list; around 35 turn up.
- Maybe change the message!

Wide ranging discussion followed. Jacqui informed the group that Wiltshire Council would be looking at such issues in its Transformation programme in Adult Care and would be coming to talk to the group and older people / carers.

Jacqui to liaise with Adult Social Care and partners

5. Priority HWB Initiatives

a. Information and Advice

Discussed at length along with Champion's updates.

b. Dementia Action Alliance

Babs Harris CEO **Alzheimers Support** informed he meeting regarding the **Warminster Dementia Centre** at the Old Silk Works – subject to planning permission!

Upper floor – to **Warminster Dementia Centre** Day Club 4 x wk

Available to groups for 1 day a week

This would allow the community to add to this provision with a Dementia Café; Art group, Singing and to run events etc.

6 September 18.30 Coming Together Event - who can help get it off the ground DIY SOS Trades people WCR; Longleat; Churches Together;

Any potential Stakeholders – help with the build

The Dementia Centre will also cover the South of the area, not just Warminster.

Babs thanked everyone for working together on this project and particularly the Warminster Area Board Carers' Champion, Bernice Robbins for sourcing a venue.

The group agreed that the Warminster Dementia Action Alliance should have a launch at the new centre.

Jacqui informed the group that both the Alliance and Safe Places needed a “boost” in Warminster and that it would be useful if a group could work together to do this, particularly around the businesses.

Jacqui and Bernice to meet with Carers' Support to see if there was any scope for joint working in this area and also with Alzheimer's Support.

c. Community Transport inc. survey – Len's group

Keith Humphries to check the progress of this survey and to consider the transport priority.

d. Mobility scooter repair project

Mobility works and the MS centre were keen to be involved in a project to support and advise people with mobility scooters which could sometimes be a little ropey.

Action with Keith, Jacqui and Sue to investigate

e. Handy Service

This remained a real need in the area. There was some provision in terms of the Poppy Van (ex service personal) and the Bobby Van. Francis has investigated such as service but it was extremely expensive to run. The only option is to try to extend what is already out there. Simple things like changing a light bulb could be very difficult, dangerous or expensive for older or disabled people.

Babs to discuss with Royal British Legion

Bernice chat to Bob

f. Isolation and Loneliness

Keith Humphries informed the meeting that he was working on an app which will easily connect people in their local areas – street level.

Jacqui informed the meeting that there was some interest in a Men's Shed and another meeting should be held and to continue with a search for a venue. It was agreed to hold a meeting in the new Dementia Centre and possibly to locate the shed at the Silk Works too.

Jacqui to view the Silk works

6. Funding Requests

Helen Morgan attended the meeting and submitted an application form (see Appendix II) for funding for a new drop in day centre. This would be for isolated / lonely / vulnerable people in need of "building up" There would be range of activities and support available. The application is for **£3,284** with match funding from the Baptist Church and volunteer time. The Wellspring project would also seek some capital funding from the Area Board.

The meeting discussed the project and agreed that the project would meet the Health and Wellbeing priorities in terms of isolation and loneliness.

The meeting agreed to fund the project from the Health and Wellbeing fund. The fund was £6,700 for 2017/18 and the remaining budget was therefore £3,416.

Jacqui to provide notes to Area Board to ask for them to confirm the recommendation from the Health and Wellbeing group.

7. Date of Next Meeting

Tuesday 19 September 10am to 12 noon Civic Centre

Appendix I

Older People's Champion (Francis Ballinger) Report to HWB group 25 July

It should be noted that good information and advice should be supplied not only to older people but also to carers and professionals.

Also important are the qualities of the adviser providing the information and/or advice.

Advisers need to be friendly, reliable, supporting, knowledgeable, locally well-connected, understanding, and able to get things done. A good adviser has positive personal qualities but also professionalism and a high level of knowledge.

Organisations providing Information and Advice need to aim for, or at least benchmark their services against the appropriate quality standard - or other network-specific Information and Advice standards. For information providers publishing resources, this means the Department of Health Information Standard.

For advice, this means the Advice Quality Standard (formerly CLS), although the fact that this does not include any element of quality of advice assessment means that some advice networks have developed their own standards, such as the Citizens Advice Membership Scheme.

Age UK has piloted ways to assess both quality of advice and customer experience, alongside quality of process.

In summary, Benson and Waterhouse give a comprehensive list of characteristics to ensure that older people, especially those most vulnerable, receive good information and advice.

They should:

- . focus on social and care services, housing rights and services, social security and other benefits, health and healthcare, local facilities (shops, transport, etc.), leisure activities, practical assistance with daily life and where to get Information and Advice about these matters
- . be locally based
- . build services that incorporate personal, individualised, face-to-face contact
- . maintain and nurture reputations for trustworthiness, personal support and independence
- . not charge for Information and Advice services
- . develop a profile that will be seen as appropriate by all (including ethnic minority elders)
- . take services to people rather than requiring people to come to services - especially incorporating outreach and/or home-visiting
- . use and develop the contacts that other services have with older people and their carers (including Age Concern's own other services and those of local 'non-Members')
- . develop links with groups working with marginalised or isolated older people
- . recognise the importance of family, friends and carers as sources of information and advice for older people and target services accordingly
- . Avoid over-reliance on written information
- . recognise both the usefulness and the limitations of phone-based services and the application of information technology
- . consult their users and act on the results.

Information and Advice for Older People Evidence Review Published by AgeUK 2012 page

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AND:

One way of looking at life is to see it as a series of crises.(1) So we have birth, puberty, leaving home, 'midlife crisis', retirement, failing health, death. Some would suggest that it is at these points of crisis that information is needed, to help people come to terms with change and understand the reality of their situation.

However others suggest that at these points, often referred to as 'life crises', so much energy is having to be used in dealing with the current situation that the gathering of outside information is at best a peripheral activity. It is suggested that prior to the actual crisis people can undertake preparatory "worry work" (2), and that it is at this stage that the provision of information becomes important. So information is needed not at the point of crisis but in the period leading up to it.

The series of transitions that occur in old age are often carried out without recourse to outside information or advice. So such decisions as 'where and when to move home', either at retirement, or with failing physical or mental health are often made without recourse to either the written information or advice available. I would

also suggest that one of the problems we currently have is that the timescale within which such decisions have to be made is very short, and often occurs at a point when people are least capable of taking such decisions.

It is also often a point where professionals involved in those decisions are under great pressure (e.g. When

somebody needs domiciliary or residential care) and the blurring of boundaries between health authorities, social care and commercial arrangements can be very complicated.

We need to be clear about what information we need to share with people, in what form, so that it that allows

and encourages people to find the help they need at the point that they require it. But it seems that most older people seek the advice of friends and have a mistrust of, and disinclination to read the information that is

available in a written form. Attempts to provide it via other media have not been particularly successful either.

So what can we do? We can choose to make selected written information more widely available, but I suggest that this needs to be presented by word of mouth contact with individuals. So perhaps we need to provide

information to those who have contact with older people, such as doctors and care workers rather than directly to older people themselves. I suspect that for all of us as we become older the denial mechanism (i.e. this isn't happening to me) becomes stronger as our ability to seek and take in advice and information becomes weaker.

I am therefore suggesting that rather than offering direct access to information we find a way of offering it

to those who support older people. That may be to the professionals helping them, but might also be to other members of their family or friends?

There is available an ever expanding library of booklets and leaflets offering advice to older people, but also an increasingly complex web of statutory, voluntary and commercial organisations also offering advice,

support and services. Is our role to signpost to appropriate services, and if so what are the boundaries that we draw in terms of what is appropriate now, given that information will be out of date fairly rapidly?

My feeling is that before setting up signposts we need to be clear that the destinations exist and are accessible, as much

as we also need to be clear that signposts need to be looked at i.e. that those looking at them know what they're looking at.

So our approach needs to be not to look at the information we have available and how to distribute it as much as to look at what is needed in given situations and how we get it to the appropriate person at the right time.

I suggest that before we do this we need to map the points when people need information, who the appropriate people are that people get it from, alongside further work on what information is available.

1. Erickson et.al
2. Caplan, An introduction to community mental health.

Update 21/3/17 to 24/7/17

1. Dementia Action Alliance work – I have attended 3 Dementia Awareness events and one further Dementia Friendly Churches event (Note: First DF Church at Christ Church one Sunday pm in September, date to be decided)

 2. Alzheimers Support Day Centre at Silk Works likely to go ahead when Change of Use obtained. First clients now due January, it is hoped.
- Ref: Area Board Mental Health Awareness meeting: The Wiltshire Mental Health Needs Assessment will be in the public domain shortly. Hopefully this will demonstrate the perceived need for MH Patient and Carers' groups in Warminster.

 - Ref: 4/3/17 – the 'Drop in Cafe' for lonely, vulnerable and carers now called "Wellspring". Publicity now released and training to start September with target opening October. See application for funding.

 - Ref: 9/3/17 - CSW – we are yet to meet the Development Officer re Carers at Work scheme for businesses and possible work together on Safe Places and Carers' Discount Scheme.

 - Ref Cllr Humphries' request for information about the 'Dementia Experience' training bus (Wiltshire Heights Care Home, BoA) Details are at <http://www.training2care.co.uk/virtual-dementia-tour.htm>. 36 people per day can go through the experience and the cost +/- £2k (suggested we offer places to other care homes at, say, £36 each)

 - Attended second Avenue Surgery Carers (Dementia and Cancer specific) event doubling as Carers Wiltshire representative, and their PPG meeting 18/7/17.

 - Avenue Surgery Carer Liaison – met Jane 24/5, very successful and further meeting to be held soon. Tried to contact White Horse surgery on several occasions but not successful.

 - Attended AWP Care Forum 10/5/17 and 12/7/17 Topic mostly around the Sustainable Transformation Plan (STP) which makes Bristol. BaNES and Wiltshire one area for CCG Service Contracts etc and the changes that are being made as a consequence.

Also attended AWP Carers' Forum 26/6/17 Attendees from several sections of AWP. Major problems are reaching Carers for in- and out- patients & getting Carers represented on working groups etc. They have a Carers' Charter launch, probably on World Mental Health Day 10/10/17 seeking to build awareness of Carers Rights related to Mental Health. Note: Swindon rep mentioned that Warminster got no support as 'everyone' assumed it is all military. Intention to find the Military contacts and see if more/any work can be done jointly.

- At the AWP meetings I have met a representative of Wiltshire Service Users Network (WSUN), who have assisted Wilts Council in several consultations and reports. Much may be learned here.
- I have opted to attend the Health and Wellbeing Forum again, as there is much to learned and shared there.

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Health and Wellbeing projects and activities FUNDING APPLICATION

1. Applicant: **WELLSPRING WARMINSTER**

GRANT APPLICATION FOR A NEW VOLUNTARY COMMUNITY INITIATIVE of £3,284.58

Name	Bob Morgan
Organisation	Wellspring
Address	9 Sambourne Gardens
Phone number	07860551634
Email address	bobmintpark@gmail.com

2. Amount of funding required from the Area Board:

£0 - £1000	
£1001 - £5000	x
Over £5000 (please note – our grants will not normally exceed £5000)	

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

Yes	
No	x

4. Project title?

Wellspring

5. Project summary: (100 words maximum)

A new community outreach day group run by volunteers one day a week. Support adults feeling marginalised, have wellbeing issues such as loneliness, anxiety, depression, stress. Those suffering unplanned life changes such as unemployment, bereavement, family breakdown, illness in the family. Causing marginalisation in society lack of fulfilment and companionship.

To enable the maintenance and promotion of cognitive and social skills by providing a safe environment for large and small group activities.

To help those who have difficulty with literacy and numeracy skills and promote a “can do” philosophy through applying life skills.

6. Which Area Board are you applying to?

Warminster Health and wellbeing

7.

What is the Post Code of the place where your project is taking place?

BA12 9AD

8 Please tell us which themes best describe your project:

<p>Intergenerational project for vulnerable adults in Warminster and surrounding villages</p>	<p>All adults over 18 who can function independently and make sensible decisions in their best interest will be welcome irrelevant of: age, gender, physical ability or mental ability. Our inclusive ethos is designed to promote a “can do” philosophy in all users.</p>
<p>Older People Support/Activities</p>	<p>Several volunteers are over 70 and most are retired. This project is giving them a sense of purpose and self-worth. We shall use their skills in small group table activities and provide a runner to fetch and carry etc. Some elderly residents have registered an interest in attending to combat their isolation and boredom.</p>
<p>Carers Support/Activities</p>	<p>We are targeting this group of people as volunteers and users through other organisations e.g. Dorothy House, Salisbury Hospice, MS Centre, Carers Champion and others.</p>
<p>Promoting physical and mental wellbeing for all adults.</p>	<p>Activities will include differentiated exercise and relaxation, a flexible range of art and crafts, discussion on themed holistic wellbeing topics, creative writing. Functional skills in literacy numeracy; and food preparation, nutrition with food hygiene. Creative writing.</p>
<p>Combating social isolation We are providing for a group of adults who by their nature become marginalised and invisible by default.</p>	<p>We are providing a safe, warm, friendly environment, conveniently located to bus stops and car parks. Volunteers will befriend users, promoting self-esteem and self-confidence in formal and informal group situations, promoting new relationships, crossing social barriers will be encouraged. Disabled access and disabled parking are available</p>
<p>Promoting cohesive/resilient communities Arts, crafts and culture</p>	<p>We will enrich lifestyles by enabling opportunities and supporting individual skills development. We aim to build confidence by sharing those skills with others. We hope users will become volunteers with Wellspring or elsewhere; or move into some kind of appropriate employment.</p>
<p>Inclusion, diversity and community spirit</p>	<p>We provide a non-judgmental, supportive forum using “can do” communication techniques. Enabling individuals to experience a problem solving approach to a range of creative tasks which can be transferred and used in other life situations. Actively promoting resilience by encouraging each other and building each other up.</p>
<p>OTHER Transition preparation</p>	<p>We are targeting carers, the bereaved, families using hospice provision and those living alone including those in sheltered accommodation. Stay at home parents, the unemployed looking for personal development and a work placement environment.</p>

	We are helping people adjust to life changing scenarios and enabling them to move on in situations which are out of their control. Empowering them to feel that life is still good and they can still be productive.
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10. About your project

Please tell us about your project (a strong application will address all of the following):

How does your project support local needs and priorities?

The Wellspring management group have tracked the targets in Warminster Town Councils Community Plan 2016, we have matched our Wellspring aims where appropriate with the aims and objectives of the community plan. Our main aims coincide on many levels.

They include:-

- Social inclusion, holistic wellbeing, enrichment and enablement promoting empowerment, enabling a can do philosophy. Encouraging self-help and supporting others to achieve their goals.
- Mobility and exercise, maintaining and promoting mental acuity, promoting problem solving skills through design and make activities.
- Additionally preparing for transition through life's phases.

This section will find strength from being linked to the previous section's analysis. We believe we meet Warminster and its surrounding villages targeted needs and priorities very strongly.

How many older people/carers to do you expect to benefit from your project?

We anticipate being able to support up to 30 or 35 people. Of these we predict 2/3 or more will be within these two categories. We are finding that most of our volunteers are within these 2 categories.

How will you encourage volunteering and community involvement?

This is fundamental to our whole ethos and style of delivery. All staffing will be voluntary. Leaflets are circulated through other agencies and churches and posters are put up in appropriate places. A newspaper article should have been published in the Warminster Journal by the time you consider this application.

How will you ensure your project is accessible to everyone (for example: people living with a disability or on low incomes, or vulnerable, or socially isolated etc.)?

Disabled access is enabled by the building with all facilities on the ground floor and doors wide enough for wheel chairs.

Those unable to pay will not be expected to, we are estimating 10 people a week will be within this bracket. Fund raising will need to be done to enable this policy to be implemented and maintained.

Those who can pay will be charged:

- Costs for drink and cake will be minimal £1.00 for the day
- Cost for lunch will be £1.50

How will you work with other community partners?

Initially we have worked through the Carers Champion Bernice Robbins, The Avenue GP surgery, WCC Community Involvement Manager Jacqui Abbot and Churches Together. Inspiration for some of

our activities for this group came from Dorothy House COPE course. Two way communication is by email, the Carers Champion, and talks to groups.

In the near future we will set up links with other tertiary providers such as Bath and Salisbury hospices, MS centre, Alzheimer's Support, Warminster Town Council. Visiting speakers are planned.

11. Safeguarding

Please tell us about how you will protect and safeguard vulnerable people in your project (You must address all of the following):

- Please provide evidence of your commitment to safeguarding and promoting the welfare of older/vulnerable people and their carers.
- How do you make sure staff and volunteers understand their safeguarding responsibilities?
- Who in your organisation is ultimately responsible for safeguarding?

Safeguarding Responsibilities and Training

- Ultimate responsibility lies with **Mrs Ruth Brooks-Martin**. She has a history as a Health Visitor and works with early year's education, co-ordinating provision in this area of the county. She is qualified to deliver safeguarding training up to and including level 3 and as such many of our volunteers are already trained. She is responsible for our Safeguarding policy and our vulnerable adults policy.
- One of the management team **Helen Morgan** is trained to level 3 Safeguarding.
- One of the management team **Bob Morgan** is trained to level 2 Safeguarding and has attended a Fire Awareness Training course.
- All four of the management team have attended Dementia Friendly training courses.
- Two of the management team. **Jane Brake and Bernice Robbins** have booked level 2 Safeguarding training in November
- All four of the management team are booked into an Emergency First Aid at Work (EFAAW) course at the beginning of September.

Grant funding is needed for volunteers who are experiencing a poverty scenario.

- Other volunteers need to be trained to level 1 or 2 Safeguarding, and in EFAAW. Ensuring there will always be appropriately qualified people on duty.
- Four people need to be trained in the Food Hygiene Handlers course.

All volunteers will have up to date police checks. **Bob and Helen Morgan** already have these as do some of the volunteers.

The welfare of volunteers and service users are equally important as both categories may have a degree of vulnerability. A zero tolerance policy for bad behaviour will operate. Anti-social behaviour will be actively discouraged.

12. Monitoring your project.

How will you know if your project has been successful? *required field

- By numbers of volunteers and users.
- Numbers finding their peace and no longer needing provision.
- Progression of social, physical and cognitive skills in volunteers and users.

- The way volunteers and users create opportunities for themselves, problem solve, and transition onto their next challenge.
- Verbal and non-verbal indicators are equally important as people will have differing comfort zones. A willingness to be encouraged and fully involved in activities.
- Levels of formal and informal communication 1:1 and in groups.
- 3 training days spread throughout the year will be used to review delivery and plan improvements.

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

Our main issue is enabling those wanting to be involved as volunteers or users, who cannot afford to pay their way, will continue to have access through subsidy. The 3 areas of concern are:-

- Room rental.
Matched funding for rent provided by Warminster Baptist Church will reduce the amount of fundraising needed. When full numbers are using the service the shortfall will be created by those who cannot pay.
- Ongoing long term costs for staff training will continue as qualifications need renewing and new volunteers join us. Fund raising will have to take place to meet costs. We will continue to expect those who can self-fund to do so.
- Consumables for those unable to pay will be subsidised, this includes food and craft resources.

15. Finance:

We are a small community group and do not have annual accounts as this is our first year: We have an appointed treasurer with experience of this duty **Bob Morgan** and accounts will be independently audited and available for your inspection.

15b Project Finance -Requested grant covers the following necessary items

Items needed	Itemised list	Cost breakdown	Total cost
Room rental is being match funded by the church, making rent £5 per hour, this includes use of kitchen, and main hall plus space to store resources.	User access time = 3 ½ hours per week in the first phase. Set up and clean up time ½ hour before and after people arrive. Total 4 ½ hours weekly.	£22.00 per week	
Weeks per year	Delivery during school term times in the first instance will be over 37 weeks a year	37 weeks x £22	£814.00
Training during the initial month of September subsidised by the church. and 3 annual training days.	4 Wednesdays in September, subsidised by the Baptist Church. 3 Wednesdays throughout the year	£0.00 £66.00	 £66.00

Supporting the poor and needy. Estimate for 10 people weekly	Food costs £2.00 per person. Craft consumables, eg wood, fabric, paint costs £1.00 per person	£2.00 x 10 £1.00 x 10 = £30.00 x 37 weeks	£1,110.00
4 heavy duty PVC plastic table cloths 2.5 meters length <i>(food hygiene need as craft tables will be used to eat at)</i>	10 meter roll of fabric = £ 65	£65.00	£65.00
Reusable functional skills text books literacy and numeracy level 1 and 2 <i>(to support the unemployed)</i>	Maths levels 1 x 3 Maths level 2 x 3 = 6 books at £6 each Literacy level 1 x 3 Literacy level 2 X 3 = 6 books at £6 each Delivery estimate	£36.00 £36.00 £5.00	£77.00
Exercise books Squared Lined	1 pack of 20 1 pack of 20	£10.95 £10.95	£21.90
6 x PVC heavy duty aprons 3 for kitchen use <i>(catering work experience)</i> 3 for craft use	£10.78 X 6 Delivery estimate	£64.68 £5.00	£69.68
Service and PAT test donated embroidery sewing machine	Estimated cost	£150.00	£150.00
Qualification and training <i>(the cost of these courses is specifically targeted for those on low incomes who are unable to fund their own training).</i>	3 x level 3 safeguarding £125.00 per person 6 x level 2 safeguarding on line £40.00 per person 3 x emergency first aid at work £72.00 per person 4 X food hygiene handlers on line training £20.00 per person	£375.00 £240.00 £216.00 £80.00	£911.00
TOTAL GRANT NEEDED			£3,284.58

16. Have you or do you intend to apply for a grant for this project from another area board within this financial year? *required field

No

17. Please list which area boards you are intending to apply, including this one (You can apply to a maximum of 3 Area Boards for the same project in a financial year) *required field, if Yes to Q11.

Warminster Area Board only.

18. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request (You DO NOT need to send these documents to us):

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) [We can](#)

present you with a list of web sites if you desire, it took hours to find the cheapest options from a great range of web sites.

Accounts:

I will make available on request the organisation's **latest accounts** once we have any.

Constitution:

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

Policies and procedures:

I will make available on request the necessary and relevant policies and procedures such as 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):

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...

I confirm that the information on this form is correct, any award received will be spent on the activities specified. **Accounts being readily available on request and visits from your Board to see the work in progress will always be welcome.**

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Report to	Warminster Area Board
Date of Meeting	07/09/2017
Title of Report	Community Area Grant funding

Purpose of the report:

To consider the applications for funding listed below

Applicant	Amount requested
Applicant: Maiden Bradley with Yarnfield Parish Council Project Title: SID View full application	£1147.50
Applicant: Codford Parish Council Project Title: Codford Village Hall Patio Doors View full application	£5000.00
Applicant: WARMINSTER CRICKET CLUB Project Title: Academy Heating Project View full application	£5000.00
Applicant: St. Peter & St. Paul Parochial Church Council, Heytesbury Project Title: Heytesbury Open Place View full application	£5000.00
Applicant: Wellspring Warminster Project Title: Wellspring Warminster View full application	£1000.00

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 2017/18 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.

Warminster Area Board has a total of **£95,137** funding for the community Area. This comprises of:

- **£45,791** for community grants (capital)
- **£24,361** for community transport (CATG)(capital)
- **£17,285** for youth projects (revenue)
- **£6,700** for health and wellbeing (revenue)

Following the meeting on 29 June, the Area Board has **£32,983.00** remaining in the community grants capital funding stream.

If the Area Board funds the applications as requested, the total remaining will be:

Community grants	£16,835.50
Health and Wellbeing (see separate paper)	£3,416

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
2473	Maiden Bradley with Yarnfield Parish Council	SID	£1147.50
<p>Project Description: The Parish Council wishes to provide a speed indicator for the community to help control the speeding issue the parish is subject to from the through traffic. The Parish Council have investigated the project actioned by Bulford Allington and Figheldean Parish Council. Amesbury Area Board supported their application.</p> <p>Input from Community Engagement Manager: Discussed with Parish Clerk regarding sharing the SID with other Parishes. Informed that administrative costs are prohibitive if shared.</p> <p>Proposal That the Area Board determines the application.</p>			

Application ID	Applicant	Project Proposal	Requested
2502	Codford Parish Council	Codford Village Hall Patio Doors	£5000.00
<p>Project Description: The Main Hall faces the sports field but has no ready or direct access to it. This project is to introduce patio doors into the Hall so that the field can be used as an extension to the Hall and vice versa to the potential positive benefit to users of both the Hall and the Field especially during the dry summer weather. Additionally the doors will allow much more natural light to enter the hall making the inside more airy which will make the atmosphere lighter and brighter for all users reducing the need for electric lighting in the winter months. The Main Hall has provision for such a facility built in. A subsequent phase of the project will be to introduce a patio surface.</p> <p>Input from Community Engagement Manager: Codford Village Hall was awarded £5k on 29 June 2017 towards a new roof. If awarded, this would make £10k from the £45,791 capital grants budget. However, this application is within our criteria as it is for a “different project”.</p> <p>Proposal That the Area Board determines the application.</p>			

Application ID	Applicant	Project Proposal	Requested
2464	WARMINSTER CRICKET CLUB	Academy Heating Project	£5000.00

Project Description:

The Warminster Table Tennis Club has moved into the Warminster Cricket Club Academy building the TT club is thriving and provides coaching for any one especially the age group 8-18 on Thursday nights. At present the Academy is unheated in the winter and the club played Table Tennis in temperatures of 6-10 degrees in January this temperature is not conducive to playing any sport in the building and is also causing dampness at the edges of the flooring. We are looking for match funding from the grants of 5000 to match the funding we have applied for from Sport England. The overall Quote is 11390 we are planning to fund raise the 1390 ourselves. By being able to heat the building it will also be possible to increase the use of the building to other sports and organisations during the winter months

Input from Community Engagement Manager:

A proportion of the beneficiaries are 13-19 year old young people. The applicant is going to give us a rough idea about the % as Councillors may wish to ask the LYN to consider funding the appropriate amount from the LYN budget, which is for young people.

Proposal

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
2500	St. Peter & St. Paul Parochial Church Council, Heytesbury	Heytesbury Open Place	£5000.00

Project Description:

The parish church has been in existence for a thousand years. It is an extremely important historical building and Grade 1 listed. It is invaluable as a community asset. Urgent repairs are now needed to the roof. We are in receipt of a grant from Historic Churches Roof repair fund for the main nave roof and north aisle. We now need to address the south aisle roof where we wish to locate a number of community activities. These include musical toddlers produce stall and a self-service lending library. In the future we plan to locate a w.c in the porch next to south aisle.

Input from Community Engagement Manager:

The applicant has stated that although the grant is to repair the roof of the church, the beneficiaries will be the wider community which therefore meets our grants criteria.

Proposal

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
2504	Wellspring Warminster	Wellspring Warminster	£1000.00

Project Description:

A new community day group starting this autumn in Warminster. The group is run by volunteers one day a week. The main aims of Wellspring are to combat social

isolation and mental health issues brought on as a result of life changes and to bring a smile to peoples lives. Our ethos is to encourage one another and build each other up. We will promote resilience by providing socialisation opportunities and planned activities aimed at maintaining existing skills and developing new ones. This project is supported by a range of agencies and is seen to help minimise a gap in provision locally.

Input from Community Engagement Manager:

This application is for £1k and will be capital expenditure. Match funding is not required for this amount. The applicant has also been awarded £3284 revenue expenditure from the Health and Wellbeing budget (see Health and Wellbeing notes. Subject to Councillors approval). This takes the total to £4284.

Proposal

That the Area Board determines the application.

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

Report Author:

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WARMINSTER COMMUNITY AREA TRANSPORT GROUP ACTION TRACKER/ NOTES LOG					12 th July 2017
	Item	Update	Actions / Recommendations	Priority 1= High 2=Low	Who
1.	Attendees and apologies				
	Present:	.Cllr Andrew Davis; Bill Parks; Cllr Tony Jackson; Len Turner; Simon Jasper, Martin Rose; Jacqui Abbott; Denise Knott; Sue Frasier; Pat White; David Searle; Veronica Mills;			
	Apologies:	Fiona Fox			
2.	Notes of last meeting				
		<p>The minutes of the previous meeting held were agreed at the Warminster Area Board on 16th May 2017.</p> <p>The Link can be found at:</p> <p>Warminster Area Board Minutes 16th May 2017</p>	Noted and agreed		

	Item	Update	Actions / Recommendations	Priority 1= High 2=Low	Who
3.	Financial Position				
		<p>The current balance for the Warminster CATG for 2016-17 up to and including the 17th March 2017 is £1,862.57</p> <p>MR update 23/11/16 – Budget Figure includes additional predicted spend at Geys Hill of £2,000</p> <p>29/03/17 Figure includes underspend of £1980.03 on Geys Hill.</p> <p>29/03/17 See sheet attached. Funds include commitments carried forward from last year. Remaining budget up to date of meeting is £1,862.57.</p> <p>Allocation of £15,226 confirmed for 2017/18</p>	<p>See sheet attached. Remaining budget up to date of meeting is £12,437.03</p>		MR
4.	Update on Top 5 Priority Schemes				
a)	3954 / 4185 The Close	<p>Design options limited given lack of available space. Warminster TC have arranged site meeting for 14th October with reps from commercial premises operating from The Close to look at issues and agree a way forward. MR spoken to Highways Enforcement and Waste team about domestic bins blocking footway on The Close. See email dated 15th Sept.</p> <p>MR to look at footway camber along The Close.(2.5% typical cross-fall required)</p>	<p>Meeting remains unarranged with both waste (to discuss commercial bins) and local residents to discuss proposed footway improvements.</p> <p>Need to move this forward as funds are allocated. Martin Litherland / Martin</p>	1.	MR /FF

		<p>MR to check with Vicky Oates to see if metro count has been carried out.</p> <p>Meeting held on 14th October with WTC and owner of Prestbury Spots Bar. Outline design for footway improvements required before CATG meeting.</p> <p>06/12/16 Outline design for footway improvements presented to group. Cost likely to be in the region of £6k, but this may increase after firm costing prepared. CATG agreed to fund footway improvement work up to £6,000 subject to 25% contribution from WTC and confirmation of cost.</p> <p>WTC have undertaken some local consultation with residents and businesses. Businesses generally in support but two residents Mr & Mrs Angus McAfee 16 The Close and Peter Miles and Elaine Holloway 15 The Close have sent details of near misses to their properties with buses, delivery vans and their extreme concern about the widening of pavements.</p> <p>29/03/17 The waste issue previously thought to have been resolved appears to be ongoing.</p> <p>A future meeting would be beneficial to sort out issues with footway / waste. Kynegston Court to be included Warminster Town Council to arrange.</p>	<p>Rose / Fiona Fox to attend mtg with residents</p>		
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b)	4071 Victoria Road / Masefield Road	<p>Agreed as Priority 1 scheme at 09/09/15 meeting. Issue relates to roundabout visibility, & safety</p> <p>MR – Site visit undertaken and initial options investigated. Signing & lining improvements & raise roundabout agreed. Approx. £5k. Town Council to confirm 25%</p> <p>MR update 23/5/16. Topo survey required due to inaccuracies of OS plan. Additional £1300 required.</p> <p>MR update 15/09/16. Design complete and issued to WTC on the 19th August for comment. To be presented to members at 3rd October meeting.</p> <p>CATG confirm acceptance of design/</p> <p>06/12/16 -MR explained detailed design 80% complete. Works order to be issued by end of Jan 17 Dec. Implementation likely during Spring 2017 due to requirement to install coloured surfacing</p>	<p>Programme date 29/09 – to 6/10.</p> <p>Additional cost due to electrics /ducting .Cost increase from £7,300, £10,500 to be agreed.</p> <p>CATG agreed to fund additional costs and Town Council has agreed the additional 25% funding.</p>	1.	MR
c)	3146 / 4263 Imber Road	<p>Speeding and crossing concerns raised. Also relates to issues on Woodcock Road. Metro count 16/10/15. Location to be agreed. To go back to Warminster TC town development committee for consideration. Issues to be consider as part of town transport model.</p> <p>Request metro count in first instance. Location to be agreed.</p> <p>MR update 23/5/16. Awaiting agreed locations for metro-count(s) MR update 15/09/16. Locations for MC’s agreed. Programmed for wk. commencing 26th September. Delayed due to school holidays and overall heavy demand for MC’s.</p>	<p>Awaiting implementation of bar markings.</p> <p>Transport model is available from PFA consulting and would cost approx. £2 - £3k to update. To be discussed at Town Development Committee and this could feed into modelling.</p>	1.	MR

		<p>Possible CSW scheme – Metro count results:</p> <ol style="list-style-type: none"> 1. Imber Road (N of East St.) Mean = 22.2mph, 85th %ile 26.6mph AADT = 2212 2. Imber Road (S of Fairfield Rd) Mean = 22.7mph 85th % ile = 27.1mph AADT = 2210 3. Fairfield Road Mean = 19.5mph 85th % ile = 23.3mph AADT – 3944 <p>06/12/16 Bar markings across private driveways agreed. To be picked up under ad-hoc lining works.</p> <p>No scheme forthcoming at present time but issue will remain on list for time being. Local community is looking at forming a CSW group and is currently in discussion with Leanne Homewood.</p> <p>MR update 17/03/17 Work to undertake bar markings on Imber Road now unlikely to take place under ‘ad-hoc lining works due to budgetary pressure and prioritisation of safety related marking reinstatements. CATG funds required to progress. Other issues highlighted including continued concern expressed by residents re. HGV use.</p>	<p>All bar markings must go through Wiltshire Council at all times Lining work remains on the list that CATG has agreed.</p>		<p>MR</p> <p>MR</p>
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		<p>29/03/17 White Bar markings were not scheduled to be included as part of local highways ad hoc works as they were not safety related.</p> <p>£700 could be used for the bar markings. 25% already agreed from the Town Council. There may be a possibility of including with the Portway / Newport works.</p> <p>Town council have requested an estimate for modelling work on Imber Road. MR to speak to Atkins re. Likely cost and report back to group at next meeting.</p>			
d)	4226 / Townsend Chitterne	<p>Speeding concerns. MR - Please Note 3 no. Metro counts undertaken at separate locations along Townsend in December 2014. 85th percentile speeds range 26.6 – 32.2mph. Mean speed 22.2 – 25.4mph.</p> <p>Allocated as a PRIORITY 1 SCHEME – Options to be prepared for discussion at next meeting.</p> <p>MR update 23/5/16. Outline plans issued to Chitterne PC for comments 23/05/16</p> <p>MR update 15/09/16. Scheme currently on hold following concerns raised by Chitterne PC. Further representation received from local residents unhappy with decision and further metro-count undertaken. Result Southbound AV = 26mph 85th % ile = 30.6mph Northbound AV = 29.3mph 85th % ile. 34mph</p> <p>Update 23/11/16. Issue on hold pending feedback from Chitterne PC. To be discussed at 7th December meeting.</p>	<p>Advert – 30th June 2017 End of objection – 24th July 2017. If no objections are received, implementation will be late summer</p> <p>Leave on tracker document for now</p>	1.	MR

		<p>Update - 06/12/17 20mph limit agreed with light touch measures to be implemented</p> <p>Estimated cost of £7k to include improvements to Gateway / legal etc. 25% contribution required from PC. Mike Lucas to check with PC ready for next CATG.</p> <p>29/03/17 Outline plan of proposal issued to PC on 23/02/17. Response received on the 14/03/17 giving support to the proposal. TRO Schedules to be issued to Regulatory Team for processing. Implementation likely late summer.</p>			
e)	4829 Heytesbury	<p>Request to relocate 30mph speed limit terminal on Heytesbury from Tytherington road to coincide with new village boundary. Approx. 200 yds.</p> <p>Outline plan indicating proposals issued to HPC on 4/11/16, now approved.</p> <p>06/12/16 - MR advised that formal advertisement was likely in Feb 17 with implementation during early spring 17. £3500 allocated by CATG</p> <p>29/03/17. Formal advert commences 24th March 2017. End of objection – 18th April 2017.</p> <p>The Police have raised some initial concerns re. Mill Lane terminal point. MR to speak to PC before reporting back to PC. Implementation late summer 17</p>	Works order issued to Ringway. Implementation before end of July 17	1.	MR
f)	4537 West Street	<p>Problems with HGV's mounting pavement, concerns re. speed</p>	Additional 5. bollards requested on southern side between #67 - 71.		MR

		<p>MR update 15/09/16. Site inspection required.</p> <p>06/12/16 Site meeting arranged with WTC and residents 9/12/16. Depending on outcome outline design / costing to be prepared.</p> <p>17/03/17 Option and costing to be presented to CATG for discussion at 24/03 meeting. Awaiting allocation to Priority 1</p> <p>29/03/17 Assigned Priority 1</p> <p>Agreed allocation of £3500 with 25% contribution required from WTC. FF to take back to Town Development Committee & then back to CATG. Town council to speak to Spencer Drinkwater re. HGV voluntary agreement</p>	<p>Additional cost of approximately £1, 100 to £4,700. TC contribution to be discussed.</p> <p>Town Council has agreed the additional funding for extra bollards</p> <p>CATG has agreed the additional monies and will proceed with project subject to agreement of bollard style with residents.</p>		
g)	4538 Boreham Fields	<p>Request for review of parking arrangements outside retail units</p> <p>MR update 15/09/16. Site inspection required Could tidy the area in terms of resurfacing area & bollards.</p> <p>29/03/17 Agreed new Priority 1. Agreed to retain parallel parking arrangement, resurface footway and replace damaged kerbs. Estimated cost around £6k (TBC) with 25% contribution from Town Council</p>	<p>Design work ongoing. Indicative costs £6k</p> <p>12/7: Town Council has agreed their 25% contribution based on costs of £6k. Project to go forward</p>	1.	MR
5.	Priority 2 / Other highway Issues under consideration				
a)	4089 Woodcock Road Also see issue 3839	No priority allocated. Previous substantive scheme undertaken.	On hold. No further action at this stage pending update of school travel plan		FF

		<p>Kingdown will need to update travel plan and progress through Taking Action on School Journeys TAOSJ. Speak to Ruth Durrant. Possible Speed watch site. Metro count undertaken by St Georges School.</p> <p>Cllr McDonald visited School and reminded them re: their updated Travel Plan. Once submitted they can make a formal request for improvement work under TAOSJ initiative.</p> <p>MR update 15/09/16. Issue on hold pending Kingdown school travel plan update.</p> <p>29/03/17 Issue still on hold pending requirement for Kingdown School to update travel plan. Issue to remain on hold</p>	<p>Town Council may approach military at Battlesbury Barracks to seek the free dedication of the verge are opposite Kingdown school (north side) to enable improvement work. Town Council to action</p>		
b)	3753 Chitterne topo survey	<p>Topo survey undertaken in advance of traffic calming options being considered. Currently on hold</p> <p>MR update 15/09/16.issue on hold. 29/03/17 Issue to remain on hold.</p>	<p>On hold. No further action at this stage</p>		
c)	3873 Chain Lane / Smallbrook Road	<p>Issue remains with Town Council for consideration. 29/03/17. Issue remains on hold as it is still to be considered by town development committee</p>	<p>On hold. No further action at this stage pending decision from TC.</p>		FF
d)	3611 Chapmanslade, High Street	<p>Speeding and Highway safety concerns in High Street. Original item submitted 28/09/14. Request to reopen issue by PC</p> <p>CATG suggested "Advisory 20mph" scheme as part of TAOSJ. MR to send policy to Chapmanslade PC.</p> <p>MR update 15/09/16</p>	<p>On hold. No further action at this stage</p>		

		<p>Meeting held with J House in August to discuss options for improvement.</p> <p>MR update 17/03/17 - Topo survey request made. £2,050.00 + vat. Issue remains on hold pending outcome of Barthers Farm development and possible Section 106 monies. 29/03/17 - Issue to remain on hold.</p>			
e)	4812 West St – Luxfield Road	<p>Speeding concerns West St* - Request for metro count on West street between Luxfield Road and Woodland Road (*please note this is actually Victoria Road)</p> <p>MR Update - SDR requested 15/09/16</p> <p>SDR results.</p> <p>Eastbound – Av 31mph. 85%ile 37mph</p> <p>Westbound - Av 34mph, 85% ile 39mph</p>	<p>12/7 Bill Parks / Jacqui Abbott to raise with NTG</p> <p>Site could be a possible CSW scheme also – speak to Leanne Homewood.</p> <p>TAKE OFF ISSUE SYSTEM FOR NOW.</p>		BP/ JA
f)	4806 Woodcock Road	<p>Concerns over speeding vehicles between Imber road and Woodcock Park junction From Woodcock Park to Imber Road.</p> <p>06/12/16 Metro-count request issued. Awaiting results</p> <p>MR update 17/03/17 Results issued to WTC 15/12/16.</p> <p>Mean speed = 28.3 mph, 85% ile Speed = 33.1 mph</p> <p>29/03/17 See issue 4089 above. Issue to remain on hold.</p>	<p>See also issues 4089, 3839. No further action at this time</p>		

g)	4694 Bath Road Warminster	Request for new footway link on Bath Road between Warminster School and Coldharbour playing fields. Site meeting with WTC and Bill Parks remains outstanding. MR to arrange	Meeting between MR / BP to be arranged		MR
h)	4874 Stockton	Speeding concerns - Request Metro count Stockton on The Glebe. 06/12/16 Metro count form sent to requester. 29/03/17 Awaiting metro count result	Mean speed 32mph 85 th percentile: 36mph Possible CSW scheme Inform requester and remove from tracker		
i)	5096 Vicarage Street.	Request for speed monitoring and implementation of physical traffic calming measures with the enforcement of penalties for traffic violations. 29/03/17 Metro count request to be issued. Location -close Emwell Street Junction; Action MR / Vicky Oates	Metro count request issued. Awaiting results		MR
j)	5112 Beechgrove Warminster	Traffic not obeying Access Only restriction speeding a danger to road occupants and playing children. Request for greater Police enforcement. 29/03/17 Issue to be referred to WTC Town Development Committee in first instance	Letter received from MP dated 16/06 £7k already spent on Beechgrove Bill & Jacqui take to NTG Community to discuss with NTG Letter from the Chair to the community and MP:		FF BP/ JA MR/ JA

			'No Entry' from Copheap Lane End could be considered subject to agreement with local residents. Exemption for refuse and emergency services		
k)	5113 Portway Warminster	There is now vehicles parked on both sides of road under the railway bridge at Portway Warminster while this appears to be legal it is extremely dangerous there have been several near head on collisions the road width is extremely limited and is on a main bus route and used by heavy lorries it is only a matter of time before an incident occurs WR1 form to be issued to requester – Action JA	Waiting for return of WR1 form. JA to chase up		JA
l)	5139 Ashley Place Warminster	Road layout re white lines right of way in Ashley Place. Cars which have right of way at junction are traveling too fast making very difficult for residents to exit their driveways. This junction was a marked as a T junction in the past but later got changed giving right of way to incoming traffic on a blind bend and this needs to be looked at before an accident happens. Children play on their bikes and scooters in this area and cannot be seen by traffic coming round the bend. I have also been informed that garden walls opposite the junction have been damaged in the past by cars coming round the bend too fast a T junction Slow sign would help alleviate this problem. when it was a T junction previously we did not have this problem. 29/03/17 Site visit required - Action MR Issue to be referred to WC Town Development Committee – Action FF	MR to revisit location and report back to group.		MR

m)	5151 Bishopstrow	Request for White gates at both ends of the village street 29/03/17 Site visit required to assess siting options – Action - MR	Site visit undertaken. Village gates can be accommodated at southern terminal point. At northern end space on nearside by village nameplate. Cost installed £900 per gate 1.0m wide. £1000 per gate 1.5m Additional cost if signing changes required. Invite rep from PC to next mtg and inform re: likely costs.		
n)	5165 Norton Lane, Sutton Veny	The parking here has become a real problem. Drivers using Norton Road are being forced into the middle of the road due to parking on both sides. Our main concern is the safety of pedestrians also using this stretch of road with no pavement who are also forced into the middle of the road. There is a bus stop on the junction used mostly by school children elderly residents and the route to it is at times very dangerous. The Parish Council have received complaints and are extremely worried that there will be an incident here 29/03/17 Existing hatched not discouraging parking close to the junction. Request for 'No waiting at any time' JA to issue WR1 form to SV PC	Awaiting submission of WR1/WR2 form		
o)	5167 Marsh St.	Request for Raised ridge at Marsh St. / Mount Lane junction. 29/03/17 Action - MR to undertake site visit and report back to CATG.	Go back and ask for more details from requester. Give details to Cllr Andrew Davis		JA
p)	5230 Whitbourne Springs	At the E junction of the A362 with Whitbourne Springs there are 2 one way accesses to the hamlet separated by a small	Cost of required topo survey £1250	1	SJ / MR

		<p>grass triangle about 5m across. The hamlet end of the grass separating piece has been eroded by vehicles using the E most access and then exiting through the other access by cutting across the grassed area against the one way system back onto the A362.</p> <p>29/03/17 Priority 2 for all 3 issues raised from Corsley. MR will undertake site visits and report back to CATG when time permits. Action - CPC to liaise with Longleat Estate</p>	<p>New Priority 1 - CATG agreed to fund subject to confirmation of 25% Parish Council contribution</p>		
q)	5231 Whitbourne Springs	<p>Request for 20mph limit through Whitbourne Springs</p>	<p>Unable to achieve absolute min length of 300m required for speed limit. Leave on for now.</p>		
r)	5232 Longhedge Whitbourne Springs	<p>Vehicles approaching Long Hedge from Whitbourne Springs on the wrong side of the road. Longleat traffic at the end of long journeys with full cars come off the A362 into the Whitbourne Springs one ways system and then go into a normal 2 way lane for the remainder of the journey through Long Hedge to the Longleat Knapp's Gate entrance. Just before Long Hedge there is a right hand bend followed by a blind crest before the lane drops into Long Hedge. The bend pushes vehicles onto the RH side of the road probably with drivers subliminally thinking they are on an estate road with a continuing one way system</p>	<p>Priority 1 Minor signing improvement Inc. additional 2 way traffic warning sign Approx. £250.00. Agree to fund subject to agreement of 25% contribution from Parish council</p>	1.	SJ/ MR
s)	5529 C10 Corton / Coombe View junction	<p>Traffic losing control on bend due to excessive speed. Slight adverse camber. Request for warning signs and road markings.</p>	<p>Priority 1 .Site meeting has taken place. Options prepared for consideration of PC. Cost £1,350.00. Agree to fund subject to agreement of 25% contribution from Parish council</p>	1.	

6. New issues submitted since previous meeting.					
	Item	Update	Actions / Recommendations	Priority 1= High 2=Low	Who
t)	5286 Speeding Deverill Road Warminster	Speeding traffic in Deverill Road, Traffic using this stretch of road are speeding coming of the bypass and still doing approx. 60mph and from other direction coming up hill from Fore Street speeding up hill and then keeping speed up to the bypass.speeds need to be checked between lamp posts No.50 and No.55	Metro Count to be organised MR	2	MR
v)	5334 SatNav issues directing vehicles through Corsley back roads	Longleat traffic following satnav trying to access Longleat down Fuzzy Hill lane from its junction with the A362. This involves going across the Dertford X roads and then past Wardens Farm back onto the main Geys Hill lane. The lane is single track and very steep the vehicles are often RVs or caravans and the crossroads is unexpected for those coming from outside the area	MR to investigate and report back to group	2	MR
w)	5404 Foreminster Court onto Fore Street exit visibility	Parking issue. As you exit the off-street parking at Foreminster Court onto Fore Street Warminster BA12 8DA there is a significant amount of vehicles parked on the side of the road. This makes it very difficult to exit onto the road safely as you have to edge your car out into the road to be able to see both ways. This has got significantly worse as an old car garage has recently been turned into flats on this road leading to an increase in the amount of vehicles needing to park nearby	JA to send WR1 form to requester. Town Development committee to discuss also	2	JA/ FF
x)	5406 Smallbrook Lane exit onto B4314	Exit from Smallbrook Lane is extremely dangerous. Due to lack of visibility due to parked cars white vans. Speed of cars using the B4314. A calming measure on the B4314 is required, cars are not adhering to the 30mile speed limit and even if they are you are still not visible exiting the lane. Needs traffic reducing to one lane with - narrowing chicanes allowing residents to exit safely. A notice to say that there is a hidden exit.	White hatching has been installed previously MR to view	2	MR

7.	<p>Confirmation of Priority 1 Schemes (Max 5# to be progressed)</p>								
Page 88	<p>1. 3954/ 4185 The Close Footway improvements 2. 3146 / 4263 Imber Road Bar Markings 3. 4829 Heytesbury / Mill Lane / Park Lane / Tytherington Road speed limit 4. 4537 West Street Bollards</p> <p>NEW SCHEMES FOR FOR 7 SEPTEMBER AREA BOARD</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 80%;">5. 4538 Boreham Fields footway / parking improvements</td> <td style="text-align: right;">£6,000</td> </tr> <tr> <td>6. 5230 Whitbourne Springs Topo survey</td> <td style="text-align: right;">£1,250</td> </tr> <tr> <td>7. 5232 Longhedge / Whitebourne Springs – two way warning signs / markings</td> <td style="text-align: right;">£ 250</td> </tr> <tr> <td>8. 5529 Corton / Coombe View Bend Warning signs</td> <td style="text-align: right;">£1,350</td> </tr> </table>	5. 4538 Boreham Fields footway / parking improvements	£6,000	6. 5230 Whitbourne Springs Topo survey	£1,250	7. 5232 Longhedge / Whitebourne Springs – two way warning signs / markings	£ 250	8. 5529 Corton / Coombe View Bend Warning signs	£1,350
	5. 4538 Boreham Fields footway / parking improvements	£6,000							
6. 5230 Whitbourne Springs Topo survey	£1,250								
7. 5232 Longhedge / Whitebourne Springs – two way warning signs / markings	£ 250								
8. 5529 Corton / Coombe View Bend Warning signs	£1,350								
8.	<p>Any Other Business:</p> <p>I. Metro count Imber Road (upper part near Copheap): Fiona Fox to send details to Martin Rose to organise this.</p> <p>II. 5453 Dropped kerb request Victoria Road; approx. £800 cost. Will need to go to Town Development Committee in first instance.</p> <p>III. Bradley Road Metro count – Cllr Jackson to check location – LOG ON SYSTEM</p> <p>IV. Knook Camp / Chitterne – grass very long – Cllr Jackson to record on MyWiltshire app as visibility issue</p> <p>V. Building site St. Andrews Road – Town Council email Joanne Patterson. Contact Phil Tilley, Development Control.</p> <p>VI. Overhanging trees – Boreham Road, Smallbrook Lane, Lower Marsh Road, South Street, East Street, The Close. Veronica to put onto MyWiltshire app for Pat Whyte to investigate.</p> <p>VII. Bowling Club Sign – MR chase up.</p> <p>VIII. Brown sign on A36 is after the bypass roundabout on the B road. MR to ask Mark Stansby.</p>								

- IX. Longbridge Deverill, Sand St data on HGVs. MR to check for David Searle.
- X. Tesco express double parking – SF to email Joanne Patterson
- XI. Shearwater lake – anglers parking on road – NTG
- XII. Heytesbury, Imber and Knook – existing dropped accesses. Bar markings. Bill Parks to email Martin Rose. LOG ON SYSTEM
- XIII. Traffic Lights / Weymouth St – BP – LOG ON SYSTEM

Date of Next Meeting: 12th October, 10am Warminster Fire Station

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Warminster Community Area Transport Group

Highways Officer – Martin Rose

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 3rd party contributions are confirmed, Warminster Area Board will have a remaining Highways funding balance of **£2,174.53** (see finance report dated 12/7/17)

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

6.1 There are no specific safeguarding implications related to this report.

BUDGET 2017-18	£15,226.00	CATG ALLOCATION 2017-18
	£20,473.53	2016-17 underspend
Contributions		
	£375.00	Warminster TC for Portway / Newport
	£2,625.00	Warminster TC Masefield rbt
	£875.00	Heytesbury PC - Speed limit changes
	£200.00	Corsley PC -Sturford Lane
	£1,750.00	Chitterne PC for 20mph 1750 17/18
	£1,500.00	Warminster TC for the Close footway
	£1,150.00	Warminster TC for West Street bollards
	£137.50	Warminster TC for Adhoc lining works @ Imber Road
	£1,500.00	Warminster TC for Boreham Fields
	£312.50	Corsley PC -Whitbourne Springs topo
	£62.50	Corsley PC -Longhedge Signs / Arrows
Total Budget 2017-18	£46,124.53	
Commitments carried forward previous years		
Pound Street WR 8am -6pm Mon Sat (includes Boreham Rd/ Chain Ln)	£2,500.00	Actual
Victoria Road Masefield road rbt improvements	£10,500.00	Programmed Sept 17
Heytesbury Speed Limit changes - Park Lane / Tytherington Road	£3,500.00	Programmed July 17
The Close Warminster footway improvements	£6,000.00	Issue on hold pending meeting.
Townsend Chitterne 20mph	£7,000.00	On advert
New Schemes		
Ad-hoc Lining works Imber Road / Knook camp	£1,000.00	Works to be programmed
Warminster Boreham Fields Footway / parking changes	£6,000.00	
Warminster West street bollards and signs	£4,600.00	
C10 Corton Signs and road markings	£1,350.00	
Whitbourne Springs junction Topo survey	£1,250.00	
Longhedge Whitbourne Springs Two way traffic signs /arrows	£250.00	
Total commitment 2017-18	£43,950.00	
Remaining Budget 2017-18	£2,174.53	

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