

AGENDA

Meeting: Warminster Area Board
Place: Warminster Civic Centre Sambourne Rd, Warminster BA12 8LB
Date: Thursday 21 June 2018
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

RECORDING AND BROADCASTING NOTIFICATION

Wiltshire Council may record this meeting for live and/or subsequent broadcast on the Council's website at <http://www.wiltshire.public-i.tv>. At the start of the meeting, the Chairman will confirm if all or part of the meeting is being recorded. The images and sound recordings may also be used for training purposes within the Council.

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.

The meeting may also be recorded by the press or members of the public.

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

Parking

To find car parks by area follow [this link](#). The three Wiltshire Council Hubs where most meetings will be held are as follows:

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. Election of Chairman</p> <p>To appoint a Chairman for 2018/2019.</p>	
<p>2. Election of Vice Chairman</p> <p>To appoint the Vice-Chairman for 2018/2019.</p>	
<p>3. Chairman's Welcome and Introductions</p> <p>The Chairman will welcome those present to the meeting.</p>	
<p>4. Apologies for Absence</p>	
<p>5. Minutes (<i>Pages 5 - 8</i>)</p> <p>To approve and sign as a correct record the minutes of the meeting held on 26 April 2018 (<i>copy attached</i>).</p>	
<p>6. Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>7. Chairman's Announcements (<i>Pages 9 - 12</i>)</p> <p>The Chairman will introduce the Announcements included in the agenda and invite any questions.</p> <ul style="list-style-type: none"> • Becoming a Foster Carer • Salisbury Recovery 	
<p>8. Appointments to Outside Bodies and Working Groups (<i>Pages 13 - 32</i>)</p> <p>To appoint representatives to Outside Bodies for 2018/2019.</p> <p>To appoint representatives to Working Groups for 2018/2019.</p>	
<p>9. Updates from Partners (<i>Pages 33 - 42</i>)</p> <p>To receive updates from any of the following partners:</p> <ul style="list-style-type: none"> ➤ Wiltshire Police ➤ Dorset & Wiltshire Fire and 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>	

10. **Local Youth Network Update and Youth Activities Grant Applications** (*Pages 43 - 44*)
 - i. Update
 - ii. Grants
11. **Waste Collection Service Changes**

To receive a presentation on the changes to waste collection.
12. **Health & Wellbeing Management Group** (*Pages 45 - 50*)
 - i. General Update
 - ii. Carer's Champion Update
13. **Warminster Regeneration Working Group**

To receive an update.
14. **Community Area Transport Group**

To consider any new CATG schemes.
15. **Area Board Funding - Community Area Grants** (*Pages 51 - 52*)

To consider applications for funding from the Community Area Grants Scheme.
16. **Urgent items** (*Pages 53 - 56*)

Any other items of business which the Chairman agrees to consider as a matter of urgency.
17. **Future Meeting Dates**

The next meetings of the Warminster Area Board will be on:

6 September 2018

MINUTES

Meeting: WARMINSTER AREA BOARD
Place: Warminster Civic Centre Sambourne Rd, Warminster BA12 8LB
Date: 26 April 2018
Start Time: 7.00 pm
Finish Time: 7.47 pm

Please direct any enquiries on these minutes to:

Jessica Croman , Tel: 01225 718262 or (e-mail) jessica.croman@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

Total in attendance: 14

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Warminster Area Board and invited members of the board to introduce themselves.</p>
2.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <ul style="list-style-type: none"> - Janette Bowra the Local Youth Facilitator - The local representative of the Fire Service who had provided a written update
3.	<p><u>Minutes</u></p> <p>Decision</p> <p>The minutes of the previous meeting were agreed as a correct record and signed by the Chairman.</p>
4.	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
5.	<p><u>Chairman's Announcements</u></p> <p>The Chairman drew the meeting's attention to the written announcements in the agenda pack.</p> <p>With regard to the item on the PSPO, the Chairman stated that: unfortunately, due to the bad weather experienced and the incident in Salisbury there had been a delay. A meeting had taken place between Warminster Town Council and Wiltshire Council Officers on Monday 23 April.</p> <p>At the invitation of the Chairman, Councillor Richard Clewer, Cabinet Member for Housing stated that: he had met with some of representatives of the those interested in the subject; and that a briefing note circulated had emphasised that PSPOs were not to deal with rough sleeping and the preamble will make that clear.</p>
6.	<p><u>Updates from Partners</u></p> <p>Some written updates had been received before the meeting and were included in the agenda.</p> <p>In response to a question regarding speeding in Deverill Road, it was noted that the issue could be considered at the next CATG meeting.</p>

	<p>IN response to a general question about speeding, it was noted that police work closely with community speedwatch groups and will prioritise their presence at areas where data supports putting additional resource.</p>
7.	<p><u>Local Highways Investment Fund</u></p> <p>The meeting considered the report which provided information on the progress made in improving the condition of the county's roads, and advise on the road surfacing schemes to be undertaken in 2018/19.</p> <p>Resolved</p> <p>(i) To acknowledge that there has been a substantial improvement in the overall condition of Wiltshire's roads in recent years, but further investment is still required.</p> <p>(ii) To approve the highway maintenance scheme list for this community area in 2018/19 prepared for the Area Board; and</p> <p>(iii) To note that a new five year programme will be developed shortly, making use of the Council's new Highways Infrastructure Asset Management System (HIAMS), to ensure best value for money and whole life costing for the highways asset.</p>
8.	<p><u>Electoral Review</u></p> <p>The Chairman welcomed Councillor Richard Clewer, Chairman of the Electoral Review Committee, to give a presentation on the Electoral Review that the Local Government Boundary Commission is currently undertaking and relevance to each community area.</p> <p>Matters highlighted in the course of the presentation and discussion included: the need to achieve electoral equality and the number of divisions that have too large a variance thus triggering a review; that the review is undertaken by the Boundary commission, and the Council and other partners were consultees; that the Commission will take a view about the number of councillors; that once this has been decided, a consultation about the new boundaries will be undertaken; that Parliament will have the final say on the proposals; that Wiltshire Council will make their own submission in response to the consultation; the possible implications for the community area and the impact on Area Boards; the projections for the electorate; that the new boundaries will be in place by the election in 2021; how the wider community and groups can put their views in and the likely timetable.</p> <p>Resolved</p>

	To note the update
9.	<p><u>Community Engagement Update</u></p> <p>Jacqui Abbott, Community Engagement Manager, provided an update including:</p> <ul style="list-style-type: none"> - That the Health & Wellbeing Fair was coming up and would be planning a volunteer fair to promote opportunities in the community; - That a new memory café was being set up; - That a location had become available for the Men’s shed; - That the WW1 Tree Planting project was happening across the county, and that a number of groups were organising plantings, some in coordination with the Army; and - That the Big Pledge was linked this year to the Commonwealth games; using a similar format to previous years and that people could sign up between May and July via http://www.wiltshire.gov.uk/bigpledge
10.	<p><u>Warminster Regeneration Working Group</u></p> <p>It was noted that there was no progress to report owing to the focusing of resources, currently, on the recovery project in Salisbury.</p>
11.	<p><u>Area Board Funding - Community Area Grants</u></p> <p>The area board considered the report which summarised one application seeking Community Area Grant funding.</p> <p>Following a representation from the applicant and an opportunity to ask questions, the meeting;</p> <p>Resolved</p> <p>To approve the award of £4,000 to Alzheimers Support for Cloakroom and Toilets.</p>
12.	<p><u>Urgent items</u></p> <p>There were no urgent items.</p>
13.	<p><u>Future Meeting Dates</u></p> <p>It was noted that the next meeting of Warminster Area Board would be held on the 21 June 2018.</p>

Chairman's Announcements

Subject:	Becoming a Foster Carer
Web contact:	http://www.wiltshire.gov.uk/fostering

Wiltshire Council needs to recruit foster carers of all types, including specialisms. Foster carers are needed in all areas of the county, although it is recognised that the main priority is to recruit in the main towns to the north and west of the county (Chippenham and Trowbridge) and to the south (Salisbury). Most looked after children come from these areas and so generally local foster carers are needed to support children continuing at school and college and to facilitate family contact more easily.

Foster carers are ordinary people and so they are likely to be living in any part of the county, in any community. To become an approved Wiltshire foster carer you need to:

- Be at least 21 years old (although they can apply from the age of 18)
- Have a spare bedroom big enough for a child or young person to use
- Be a full-time resident in the UK or have leave to remain
- Be able to give the time to care for a child or young person on a full or part-time basis

Foster Carers are paid an allowance based on the age of the child they look after and a Skill Fee dependent upon their skills and experience.

Recent research carried out at Bristol University with children in care shows how important it is that children have someone they can trust, who is interested in them and that:

"Living with someone that you have a good and trustful relationship with is the key to a happy and effective placement"

Saving Grace is the story of a young person who was fostered, and the positive impact fostering had on her life, and on the life of her foster family.

To find out more about fostering in Wiltshire please visit:

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

Or phone 01225 716510 (office hours) or 0845 6070888 (out of hours)

Our next information evenings are:

29 May, 7pm - 8pm, County Hall, Trowbridge

26 June, 7pm – 8pm, County Hall, Trowbridge

24 July, 7pm – 8pm, County Hall, Trowbridge

25 September, 7pm – 8pm, County Hall, Trowbridge

30 October, 7pm – 8pm, Five Rivers Health and Wellbeing Centre, Salisbury

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Chairman's Announcements

Subject:	Salisbury Recovery
Web contact:	communications@wiltshire.gov.uk

Wiltshire Council and Salisbury City Council are proud to be hosting the grand final of the elite cycling OVO Energy Tour Series on May 31 as part of the recovery of the city. This exciting free event is the first major event of the recovery programme and will showcase Salisbury to the world as the ITV4 programmes are broadcast to more than 100 countries. The elite races are being supported by a programme of fun family activities in the Guildhall Square from 1pm. Why not join us and support Salisbury in its recovery? More information about the event is available at www.wiltshire.gov.uk/salisbury-cycle-tour-series

A dedicated webpage providing up to date information on what is happening in Salisbury has been set up at www.wiltshire.gov.uk/salisbury.

Changes have been made to the free parking provision in Salisbury and came into effect on May 14. These changes were made following feedback from the city's community and businesses. Shoppers and visitors will continue to be able to park free of charge in Wiltshire Council's car parks from midday Monday to Friday and all day on Saturday and Sunday. Parking continues to be free at the five park and ride sites.

The recovery is moving fast and we are reiterating that Salisbury is safe for residents and visitors outside of the cordoned off areas. It's important to emphasise that no further reports of illness have been reported since the incident on Sunday March 4. The city is recovering and getting back to normal.

The clean-up stage of the recovery is well underway. Nine sites have been identified as potentially contaminated. These are Bourne Hill, Salisbury Ambulance Station, Amesbury Ambulance Station, Maltings Park, the Mill pub, Zizzi restaurant, Ashley Wood Car Recovery Centre, Mr Skripal's house and the police officer's home.

Work to clean each site involves testing, removing any potentially contaminated items, chemical cleaning and re-testing. Sites will not be released until tests have been reviewed and approved. This work could take several months and the priorities are Bourne Hill, the two ambulance stations and The Maltings. They will be followed by The Mill pub and Zizzi restaurant. We will keep the community updated as the work progresses. The recovery is being overseen by the Recovery Coordinating Group (RCG) which is made up of local and national agencies.

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**WARMINSTER AREA BOARD
21 JUNE 2018**

Appointments to Outside Bodies and Constitution of and Appointments to Working Groups 2018/19

1. Purpose of the Report

- 1.1. To appoint representatives to Outside Bodies, and to reconstitute and appoint to Working Groups for the year 2018/19.

2. Background

- 2.1. The Area Board is invited to appoint Councillor representatives to the Outside Bodies listed at **Appendix A**. These appointments will continue for the duration of Councillors' terms of office, unless the Board determines otherwise.
- 2.2. The Area Board is also invited to reconstitute the Working Groups set out in **Appendix B**, with the Terms of Reference set out at **Appendix C**, and to make appointments to these groups. These appointments are for 2018/19.
- 2.3. Similarly, the Area Board is invited to appoint a named Champion to work with the Area Board and Health and Wellbeing Group for 2018/19, the role description is attached at **Appendix D**.

3. Main Considerations

- 3.1. In 2010 all Area Boards appointed Community Area Transport Groups (CATGs), which operated as informal working groups making recommendations to the Area Board for approval. Terms of Reference are set out in Appendix C. It should be noted that the establishment of the CATGs, along with the delegation of the relevant budget of Area Boards, was a delegation of authority from the Cabinet Member for Highways, and so the Terms of Reference for these cannot be amended.
- 3.2. In 2014 all Area Boards appointed Local Youth Network (LYN) Management Groups to coordinate wider LYNs, sub-groups of the Area Boards, to facilitate positive activities for young people in the community area. Terms of Reference are set out in Appendix C and may be reviewed by the Leader on an annual basis.
- 3.3. Some Area Boards have also established working groups to consider and facilitate the development of Health and Wellbeing Centre proposals. Where these have Terms of Reference it is for the Area Board to determine and amend where required.

- 3.4. From 2015, Area Boards have been able to establish a local Health and Wellbeing Group to consider health and wellbeing priorities in their local area. These groups are sub-groups of the Area Board and their Terms of Reference can be found in Appendix C.
- 3.5. A key role within the Health and Wellbeing Group is that of the local 'Champion' who works with the Area Board to address priorities for older people and carers. The role description is attached at Appendix D and the Area Board is asked to appoint to this position.
- 3.6. Some Area Boards have established other working groups to consider and address local issues. Where these have Terms of Reference, this is for the Area Board to determine and amend where required.

4. Financial and Resource Implications

- 4.1. None.

5. Legal Implications

- 5.1. Some appointments carry responsibilities and duties, for example, those which involve becoming a trustee. Councillors are advised to seek advice on individual appointments if required. [Protocol 3](#) of the Council's Constitution sets out Guidance to Members on Outside Bodies.

6. Safeguarding Implications

- 6.1 Processes are in place to ensure Disclosure and Barring Service (DBS) checks are undertaken as appropriate.

7. Environmental Impact of the Proposals

- 7.1 None.

8. Equality and Diversity Implications

- 8.1 None.

9. Delegation

- 9.1 Under Wiltshire Council's constitution appointments to Outside Bodies will be made by the Leader of the Council, Cabinet, Area Boards or a meeting of group leaders, as appropriate. By convention, appointments to Outside Bodies which operate within the boundary of a community area are made by the relevant Area Board.

9.2 The appointment of Councillors and other representatives to working groups operating under the Area Board is a matter for the Area Board to determine.

10. Recommendation

10.1 The Area Board is requested to:

- a. Appoint Councillor representatives to Outside Bodies as set out at Appendix A;
- b. Agree to reconstitute and appoint to the Working Group(s) as set out in Appendix B; and
- c. Note the Terms of Reference for the Working Group(s), as set out in Appendix C.
- d. Appoint an Older People's Champion the Area Board, in accordance with Appendix D.

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Appendices:

Appendix A – list of appointments to Outside Bodies
Appendix B – list of appointments to Working Group(s)
Appendix C – Terms of Reference for Working Group(s)
Appendix D – Champion role description

Unpublished background documents relied upon in the preparation of this report

None.

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Name of Outside Body	Internal/External	Appointed by	Number of Reps Required	Names of Reps	Date Appointed	Voting Rights	Meetings per year	Vacancies	Why Reps Required	Principal Contact	Email Address	Phone Number	Postal Address
Warminster & Villages Community Area Partnership	External	Warminster AB	1	Cllr Pip Ridout	29-Jun-17	No	6	0	To inform on the development of the Community Area Plan	Len Turner	lturner@btinternet.com	01985 846785	3 Were Close, Warminster BA12 8TB
Warminster and Westbury CCTV Partnership	External	Warminster AB	2	Cllr Andrew Davis Cllr Russel Hawker	29-Jun-17	no	4	0	Rep adds district and council perspective to crime issues	Andrew Davis	andrew.davis@wiltshire.gov.uk	01985 217 431	County Hall, Bythesea Road, Trowbridge, Wiltshire, BA14 8JN
Warminster Local Youth Network (LYN)	Internal	Warminster AB	1	Cllr Andrew Davis	29-Jun-17	yes	4	0	So young people can present ideas to councillors	Jan Bowra	janette.bowra@wiltshire.gov.uk	01380 826523	Communities Team, Wiltshire Council, County Hall, Wiltshire BA14 8JN
Warminster Neighbourhood Task Group	External	Warminster AB	1	Cllr Pip Ridout	29-Jun-17	yes	12	0	To Ensure engagement regarding strategic spatial planning and development issues.	Pip Ridout	pip.ridout@wiltshire.gov.uk	01985 214 971	County Hall, Bythesea Road, Trowbridge, Wiltshire, BA14 8JN

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Appointments to Working Groups Warminster Area Board

Community Area Transport Group:

Councillor Andrew Davis
Wiltshire Council Highways Officers
Town & Parish Council representatives
Other transport groups from across the community area

LYN Management Group:

Councillor Andrew Davis
Schools
Guides
Scouts
Representatives of all local youth groups
Town and Parish Council Representatives

Health and Wellbeing Group:

Councillor Andrew Davis
Age UK
Alzheimer's Society
Healthwatch Wiltshire
Older People's Champion
Link
Wiltshire Council Adult Social care
Housing
Doctors and other health care professionals

Warminster Regeneration Working Group

Cllr Tony Jackson and Cllr Fleur de Rhe Phillippe

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COMMUNITY AREA TRANSPORT GROUP (CATG)

TERMS OF REFERENCE

Membership of the CATG

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

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

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

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

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

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

Appointment of CATG Members

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

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

Media Relations

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

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

Meetings

It is recommended that the CATG meet at least four times a year. Meetings are intended to be limited to the Membership set out above, and is open to other members of the Area Board who wish to attend. It can be open to public if the Area Board wishes. It should be noted that CATG is an advisory body, it does not exercise delegated decision making powers.

Officer Support

Meetings will be attended by relevant officers from Wiltshire Council including a senior transport planner, a senior traffic engineer and a local highway maintenance engineer as necessary. Additional support will be provided outside of the meeting by the Corporate Office Business Support unit, as per Area Boards.

Terms of Reference

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

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

Terms of Reference

1. Small scale transport schemes – discretionary funding

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

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

(Cabinet Member Decision HT-021-10)

2. Small scale transport schemes – substantive funding

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

(Cabinet Member Decision HT-026-11)

3. C & UC roads speed limit review

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

(Cabinet Member Decision HT-027-11)

4. Waiting restrictions

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

(Cabinet Member Decision HT-031-11)

5. 20mph speed restrictions – review and implementation

To make recommendations to the Area Board as to the priority routes/areas for review and implementation of 20mph speed restrictions in accordance with the guidance issued by the Cabinet Member for Highways.

(Cabinet Member Decision HSB-007-13)

6. Other decisions

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

Positive Activities for Young People Local Youth Network (LYN) Terms of Reference

September 2014

1. Purpose

Definition of a Local Youth Network

A Local Youth Network (LYN) is a sub group of the Community Area Board. It represents a wide range of community stakeholders who work in partnership to facilitate a range of positive activities across the community area. Young people play a central role in all aspects of the LYN.

Local Youth Networks will identify local needs, priorities and outcomes and make recommendations to the Area Board on how funding for positive activities for young people should be deployed.

The obligations of the Community Area Board are set out in the *'Leaders Guidance for Community Area Boards on Positive Activities for Young People'*.

2. Membership

The LYN may include representatives of:

- Members of the Community Area Board
- Young people (see below)
- Schools
- Town and Parish Councils
- Community and voluntary organisations and groups
- Police
- Health organisations
- Other organisations, agencies and individuals that have a genuine interest in promoting the welfare and interests of young people

All representatives must be subject to appropriate safeguarding requirements.

The participation and involvement of young people

Young people must play a central role in all aspects of the LYN including the design, development, delivery and review of the local positive activities offer.

LYNs are encouraged to use a variety of methods to ensure young people participate and are involved in decision-making processes. Existing Youth Advisory Groups (YAGs) may provide a useful forum for involving young people, although the decision to retain these groups is for local determination.

LYNs must ensure that consultation with young people is representative and takes into account the views and needs of underrepresented groups (those with protected characteristics) to ensure compliance with the local authorities Public Sector Equality Duty.

Roles of all members of the LYN

All members will be required to:

- Take an active part in the development of the LYN and its aims.
- Ensure that their organisation is represented by a person of appropriate experience/competency (or his/her appointed deputy) who has full authority within the relevant organisation to speak on behalf of the organisation and contribute fully to all discussions.
- Take responsibility for sharing information with the LYN relevant to their organisation/stakeholders/sector.
- Contribute any information that may have a bearing on positive activities and ensure that this is shared with the LYN.
- Champion the voice and influence of young people in decision making.
- Be open and honest and work collaboratively.
- Work to promote equality and non-discriminatory practices in all aspects of the LYNs activities.
- Respect all members of the LYN and invited representatives.
- Work to improve outcomes for young people and ensure high quality safeguarding practice.

3. Structure and operation

The wider LYN may come together at events, workshops, youth fairs, meetings and consultations, operating in a way which encourages active engagement, dialogue, debate and improved partnership working between key stakeholders.

A smaller management group will take responsibility for coordinating and planning the LYNs activities. The Chair of the group will be decided locally (and could be a young person). The group will include a member of the Community Area Board, who will work with the Chair to present recommendations and provide updates on progress at Area Board meetings.

The management group will generally comprise of no more than ten members including:

- The chairperson and such other Area Board representatives as wish to attend
- Young people (at least 2)
- A local school representative
- Voluntary/community sector representative
- Any other key stakeholders identified locally

The management group will be supported by:

- The Community Youth Officer
- The Community Area Manager / Community Engagement Officer
- Such other officers as may be appropriate

The appointment of members (excluding officers) to the management group will normally be agreed at a full meeting of the Area Board. Membership may be varied, with the agreement of the Area Board Chairperson, subject to approval at the next full Area Board meeting.

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

If nominal membership of the management group exceeds ten members, attendance at meetings should be sought by those most appropriate to the agenda.

Key responsibilities for the management group include:

- Facilitating and coordinating the process to design, develop, deliver and review positive activities for young people in the local area;
- Maintaining regular and effective communication between all members of the LYN;
- Developing a written overview of the needs, outcomes, priorities and objectives for positive activities in the local area;
- Making recommendations to the Community Area Board on how positive activities funding should be deployed (to include evaluating grant requests and identifying suitable suppliers of positive activities);
- Overseeing the work plan of the Community Youth Officer;
- Monitoring and reporting on the quality and effectiveness of local youth activities;
- Addressing any conflicts of interest that may arise as part of the local decision making process.

Recommendations to the Community Area Board will usually be reached by consensus but if necessary these can be agreed by a vote.

The management group may invite representatives from local organisations/agencies to its meetings etc to provide expertise or to share local knowledge on activities, projects and programmes in the area.

The frequency, location and format of LYN activities should be determined locally, however it is recommended that the management group meets at least six times per year.

4. Media Relations

Members of the LYN may not issue media statements on behalf of the Community Area Board. Any media statements about the work of the LYN should be agreed with between the LYN and Chairperson of the Community Area Board.

5. Review

These terms of reference are subject to change and may be reviewed by the Leader on an annual basis.

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Community Area Health and Wellbeing Group Terms of Reference

1. Purpose

Definition of a Health and Wellbeing Group (HWG)

The Health and Wellbeing Group is a sub group of the Community Area Board. It represents a wide range of community stakeholders who work in partnership to facilitate well-being across the community area. People and organisations living and working in the community play a direct role in setting the agenda for this group.

HWGs will identify local needs, priorities and outcomes and make recommendations to the Area Board on how funding for activities should be deployed.

2. Membership

The Health and Wellbeing Groups may include representatives of:

- Members of the Community Area Board,
- Older Peoples Champion,
- Carers Champion,
- People from the community,
- Town and Parish Councils,
- Health and social care commissioners,
- Community and voluntary organisations and groups,
- Community transport providers,
- Police,
- Fire and rescue services,
- GP Practices,
- Other organisations, agencies and individuals that have a genuine interest in promoting the welfare and interests of older people.

All representatives must be subject to appropriate safeguarding requirements.

The participation and involvement of people

People living in the community must play a central role in all aspects of the Health and Wellbeing Groups including the design, development, delivery and review of the local activities.

Health and Wellbeing Groups are encouraged to use a variety of methods to ensure people participate and are involved in decision-making processes. Existing groups may provide a useful forum for involving people, although the decision to retain these groups is for local determination.

Health and Wellbeing Groups must ensure that consultation with people is representative and takes into account the views and needs of under-represented groups (those with protected characteristics) to ensure compliance with the local authorities Public Sector Equality Duty.

Roles of all members of the Health and Wellbeing Groups

All members will be required to:

- Take an active part in the development of the Health and Wellbeing Group and its aims.
- Ensure that their organisation is represented by a person of appropriate experience/competency (or his/her appointed deputy) who has full authority within the relevant organisation to speak on behalf of the organisation and contribute fully to all discussions.
- Take responsibility for sharing information with the Health and Wellbeing Group relevant to their organisation/ stakeholders/sector.
- Contribute any information that may have a bearing on activities for older people and ensure that this is shared with the Health and Wellbeing Group.
- Champion the voice and influence of people in decision making.
- Be open and honest and work collaboratively.
- Work to promote equality and non-discriminatory practices in all aspects of the Health and Wellbeing Groups activities.
- Respect all members of the Health and Wellbeing Group and invited representatives.
- Work to improve outcomes for people and ensure high quality safeguarding practice.

3. Structure

The Health and Wellbeing Groups should come together on a quarterly basis, operating in a way which encourages active engagement, dialogue, debate and improved partnership working between key stakeholders.

A smaller management group will take responsibility for coordinating and planning the Health and Wellbeing Groups activities. The Chair of the group will be decided locally and could be any member of the Group. The group will include a member of the Community Area Board, who will work with the Chair to present recommendations and provide updates on progress at Area Board meetings.

The management group will generally comprise of:

- The Chairperson
- Older Persons Champion/ Carers Champion
- Community Engagement Manager
- Commissioning representative (Community Commissioner)

The appointment of Councillors (excluding officers) to Health and Wellbeing Groups will normally be agreed at a full meeting of the Area Board. Membership may be varied, with the agreement of the Area Board Chairperson, subject to approval at the next full Area Board meeting.

Where required, the Chairperson and Community Engagement Manager may appoint additional people to the management group if it is felt there involvement would be important for the function of the group.

Alternative people can represent people at the management group, however, it is preferred that the same representative attends if possible to ensure consistency of membership.

4. Responsibilities of the Health and Wellbeing Groups

Key responsibilities for the Health and Wellbeing Groups include:

- Awarding grants that support the priorities identified in the local Joint Strategic Needs Assessment (JSNA).
- Ensuring that any grants and activities take into account any applicable safeguarding implications.

- Making recommendations to the Community Area Board on how priorities for funding should be determined (to include evaluating opportunities for applying for grants)
- Monitoring and reporting on the quality and effectiveness of local activities and grants.
- Based on the JSNAs, local intelligence and Area Board priorities coordinating joint working to deliver these objectives.
- Addressing any conflicts of interest that may arise as part of the local decision making process.

Recommendations to the Community Area Board will usually be reached by consensus but if necessary these can be agreed by a vote.

The management group may invite representatives from local organisations/agencies to its meetings etc to provide expertise or to share local knowledge on activities, projects and programmes in the area.

5. Funding

Area Boards will have an annual revenue budget allocated to them. The Health and Wellbeing group will advise the Area Board on how these funds should be allocated. Health and Wellbeing Groups will be able to bid, apply for funding from other sources and would also be expected to feedback to commissioners on priorities for the Countywide contracts.

6. Media Relations

Members of the Health and Wellbeing Groups may not issue media statements on behalf of the Community Area Board. Any media statements about the work of the Health and Wellbeing Groups should be agreed with between the Health and Wellbeing Groups and Chairperson of the Community Area Board.

7. Review

These terms of reference are subject to change and should be reviewed by the Cabinet Member for Adult Care and Health on an annual basis.

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Annual General Meeting

We are holding our annual general meeting in the conference room at Southgate House, Pans Lane, Devizes on Tuesday 26 June starting at 9.30am.

This event provides you with the opportunity to learn about what the clinical commissioning group has achieved in the past year and allows you to ask questions and find out more about our plans for the future – You can also pick up a copy of our annual report and accounts on the day.



Doors will be open from 9am for registration, and the AGM will take place between 9.30 – 10.30am.

If you would like to attend the AGM, please email tracy.torr@nhs.net by Friday 15 June 2018.

Don't let hay fever spoil your summer!

Spring and summer are wonderful seasons, filled with blossoming flowers, sunshine and warmth and many more of us will be spending time outdoors. But for hay fever sufferers, this time of year can cause worry and discomfort.



Hay fever is a common allergy and can affect up to one in five people at some point in their life, and is mainly caused by grass pollen.

The good news is you don't need to see your GP for hay fever treatment. Wiltshire Clinical Commissioning Group is urging residents of Wiltshire to consider buying their own hay fever treatment, instead of getting it on prescription.

Hay fever and seasonal allergy treatments such as tablets, eye drops and nasal sprays are all easily available from your local pharmacy, and you don't need a prescription from your GP.

As pollen count increases, hay fever sufferers dread the oncoming symptoms, which include a runny nose, itchy eyes and sneezing. That's why it's always good to be prepared. The symptoms of hay fever can be really unpleasant and the best way to control them is with antihistamines, which are inexpensive and can be bought from many shops and pharmacies on the high street.

By going to the pharmacy you'll be saving yourself time and money, freeing up GP appointments for people with more urgent needs as well as doing your bit to help save the NHS money on unnecessary prescription costs. Your pharmacist will also be able to offer you advice on how to avoid triggers.

There is currently no cure for hay fever, and you technically can't avoid it, however, there are ways to help reduce the effects including:

- Wearing wraparound sun glasses when outdoors to protect the eyes
- Showering and changing your clothes after being outdoors will help stop the spread of pollen through your home
- Putting a small amount of petroleum jelly in your nose helps to trap pollen grains
- Keeping an eye on the weather forecasts and staying indoors to avoid going out when the pollen count is high

Self-care is an important part of keeping well and having a well-stocked medicine cabinet can help you treat minor illnesses, such as hay fever, and injuries at home without the need to see a GP.

You can find us on social media – follow us and keep up to date with our latest posts as we celebrate the decades of the NHS during our countdown to the NHS’s 70th birthday on 5 July 2018.



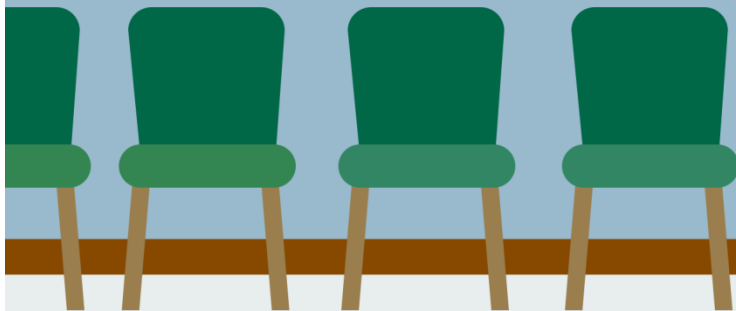
NHSWiltshireCCG

@NHSWiltshireCCG

NHS Wiltshire CCG

Visit our [website](#)

The cost of Wiltshire’s missed GP practice appointments



76,402

Missed appointments in 12 months



Average missed appointments per GP practice per week



The same as **1 in 6** Wiltshire residents - or the **entire population of Trowbridge and Salisbury** - missing one appointment each!



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Five ways to give feedback to help shape local health and care services in Wiltshire

Share your experiences of local health and care services and make it better for everyone - that's the message from the county's independent health and care watchdog Healthwatch Wiltshire as it celebrated its fifth birthday on 1 April.

Healthwatch Wiltshire, along with 147 other healthcare organisations in England, was set up in 2013 as a result of the Health and Social Care Act 2012. Its role is to listen to the views of the public on local health and care services. They then use this feedback to help influence decision-making at a local level, shaping services for the better.

In the last year, the Melksham-based organisation has regularly visited all corners of the county and collected 2495 individual views and experiences. Overall, 46 per cent of feedback was positive, with 424 comments praising the quality of services.

More than 60 volunteers also took part in over 500 activities over the last year and helped to collect feedback from the public.

Lucie Woodruff, Healthwatch Wiltshire Manager, said: "On our fifth birthday, we are really proud of what we have achieved so far in the county. Our staff and volunteers continue to meet the community to listen to what people have to say about local health and care services.

"Everyone who uses health and care services has the right to expect a high standard. In order to help organisations achieve these standards, we need the public's help. That's why we actively encourage and welcome feedback.

"No matter how big or small the issue, we want local people to share their stories with us, so that we can share these ideas with those with the power to make change happen."

Five ways to share your views on health and care in Wiltshire:

1. Talk to a Healthwatch Wiltshire volunteer or staff member on an information stand in the community. See the events calendar for an up to date venue list:
www.healthwatchwiltshire.co.uk/events
2. Pick up the phone and talk to a friendly member of staff to share your experience: 01225 434218
3. Email your story to info@healthwatchwiltshire.co.uk
4. Leave feedback online: www.healthwatchwiltshire.co.uk
5. Join our growing team of volunteers - and help give people a powerful voice to make a real and lasting change, visit:
www.healthwatchwiltshire.co.uk/volunteering



Pictured: Lucie Woodruff (centre), Healthwatch Wiltshire Manager with Shiena Bowen and Paul Lefever.

Contact us:

Tel 01225 434218

info@healthwatchwiltshire.co.uk

healthwatchwiltshire.co.uk

Healthwatch Wiltshire is the county's independent health and care champion. We listen to what people like about local health and care services, and what could be improved. These views are then shared with the decision-making organisations in the county, so together we can make a difference.

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Partner Update

Update from	Horningsham Parish Council
Date of Area Board Meeting	21 st June 2018

Headlines/Key Issues

- Resignation of Councillor Jayne Glover due to ill health.
-
- Directional Signage Longleat Estate - It was noted that the Estate agreed that they too had seen the same condition of people heading down Highwood and also trying to get in down Lodge Road (directed via Sat Nav). They reported that Councillor Matt Simpson's suggestion that lion head signs be provided for Cars to follow had been forwarded to Alex Lloyd, the General Manager as it was agreed that the problem is significant enough to warrant a stronger pathfinding process. If they are allowed to post the signs on the county road as per his suggestion, it is a good one they will action.
-
- The Longleat Estate had contacted the Chairman following the meeting of the Trustees and that they had agreed to gift £7,500 to the Play Area Project.
-
- Dates for the next Full Council Meeting
Thursday 21st June 2018 is the date of the next Parish Council Full Council meeting. It will start at 7.30pm. All are welcome to attend.

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Partner Update

Update from	Maiden Bradley with Yarnfield Parish Council
Date of Area Board Meeting	21 st June 2018

Headlines/Key Issues

- Councillor Melvyn Thomas resigned due to ill health. The Chairman asked that it be noted in the minutes the huge amount of work that Councillor Melvyn Thomas had actioned within the Community since he had moved there, he would be greatly missed on the Council. All agreed.
-
- Village Hall – Action Plan Local Economy and Tourism - Councillor Susanna Brigden reported on the Reaching Communities Buildings Application and the activities/actions by the Village Hall Committee. The Committee are still awaiting news from the second round National Lottery Application. It was noted that there was a Free Information Technology training session for parishioners being held at the Village Hall.
-
- The Parish Council have been approached by a parishioner to see if they could install a cricket training net in the recreation ground.
“I’m sure that many people in the village would benefit from a cricket training net, as it could inspire younger people to increase their activities, enable young families to enjoy the sport and perhaps bring a cricket team back to the village in the future”.
-

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Report to Warminster Area Board
Date of meeting 21st June 2018
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.

A Local Youth Network Management Meeting was held on 8th May 2018 where 1 grant applications was submitted for recommendation

Applicant	Amount requested	LYN Management Group recommendation
Jacob's Ladder	£4607.00	Award in full

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 2018/19 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 2018/19 Warminster Area Board was allocated £17,568.00

4.2. The Warminster Area Board Youth Funding balance for 2018/19 is £17,568.00

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 £12,961.00

5. LYN report

A Local Youth Network Management Meeting took place on 8th May 2018 where 1 recorded grant applications was submitted.

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

Application ID	Applicant	Project Proposal	Requested
577	Jacob's Ladder	Play scheme for a year	£4607.00
Project description Short paragraph description of the project: Jacobs Ladder is requesting funding to provide holiday play schemes for young people within Warminster for one full year. It is vital that young people no matter what their needs and abilities can safely access stimulating activities within a supportive and understanding group. Currently there is very little provision for young people with complex needs leaving families without respite and young people without activities friendship and inclusion that they deserve. Teenagers in the local community provide 1-1 support for each young person that attends Jacobs Ladder ensuring that they have days filled with interaction fun and happiness.			
Recommendation of the Local Youth Network Management Group It was agreed to award the full amount of £4607.00 towards the project			
Conditions apply None – LYF can confirm however, that all relevant safe guarding policies pertaining to the criteria of the Community Youth Grant, have now been received			

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



Health and Wellbeing Steering Group Meeting

Warminster Dementia Centre

Tuesday 30 May 2018

10am – 12 noon

In attendance: Keith Humphries (Chair) Dave Reeves (Avenue Surgery Patient Participation Group); Bernice Robbins (Carers' Champion); Babs Harris (Alzheimer's Support); Jacqui Abbott (Wiltshire Council); (Avenue Surgery); Deborah Gogarty (Older People's Champion); Sue Fraser (Town Council rep); Diana James (Carers Support) Ellie Simmonds (Avenue Surgery)

1. **Apologies:** Cllr Andrew Davis; Pippa Webster (Age UK) Jackie Maton (Carers Support)

2. Chair's Announcements

Keith has been poorly and not able to contribute as he wished for a couple of months so he apologised to the group. Keith would like to be part of the group but will not stand as Chair.

Keith reminded the meeting of the remit of the group – see terms of reference. Essentially to encourage groups to work better together. Should do more around the shared areas – e.g. volunteers.

Keith would also like to see the group become more independent of Jacqui Abbott's input, particularly in terms of administration so that it could be self-supporting. There was a small amount of money available to fund admin support.

Jacqui to check what happens in other areas and circulate the details of co-ordinating the group

3. Appointment of Chair and Vice Chair

Deborah Gogarty was nominated by the group as the Chair and Keith Humphries nominated as Vice Chair.

Jacqui to take to Area Board for ratification

4. Notes and matters arising

5. Updates

a. Health and Wellbeing Fair

David Reeves gave an update on the Health Fair:

Lots of positives:

Stalls, Fire engine, D-Fib demos, lots of freebies (free), broader age mix (as Saturday), good stall holder feedback, good atmosphere, good weather! Health Fair banner and balloons (thanks to David Reeves!) Team work went well all the way through. Donations from Morrisons and Waitrose.

Things to improve:

Announcements to sign post people; Someone on the door to help – wear sashes!

Raffle was a bit hidden & stall holders took part in this – maybe should be just the public.

Advertising – in Journal next to Spring Fair so got lost

Plan much earlier!

Avoid lunch hours possibly?

Questionnaire to the stall holders to see how they thought the event went and improvements that could be made.

Jacqui and Sue Fraser to chat to Fiona Fox to see how the HWB group could fit into their events also – possibly a marquee in the park. Maybe a re-branding to engage the whole family in a fun way.

b. Carers' Champion

Bernice provided an update report – attached to these notes.

c. Older People's Champion

Deborah has created a database of events and activities.

One of the main issues is not that there are not enough activities or communication about them – the issue is that there is not enough engagement from these activities and there remain barriers for people, e.g. transport, emotional, accessibility for example.

J.A. to forward database to the group

Babs – there is micro information available which Alzheimer's Support uses, could make use of that.

Need to find out what is happening regarding the YourCareYourSupport and Healthwatch.

The group also needs a rep from Wiltshire Council adult care as in other areas – area co-ordinators or similar.

CIL have won the WSUN contract to look at uptake of services – need to link to CIL

JA to contact Wiltshire Council rep and CIL rep and invite them to contribute.

JA to send the JSA link to the group

There was a discussion around transport as a barrier – need to do a little research in the first instance.

David to speak to Warminster school and Kingdown School – What transport is available including villages – to include gaps. A nice project for a student.

d. Partner updates

Alzheimer's Society

Art group set up in Dementia Centre – Monday PM – person with dementia and carers

Dementia Advisors – cover Warminster and South of area, e.g. Mere

1:1 Home Service

Vanessa Long – co-ordinates community groups

Memory Café – will be in the evening - various attractions – anyone can come for information etc.

Avenue Surgery

Working well. Doctors / nurses available every day. Station Road clinic working well.

6. Future Priorities

a. Dementia Action alliance / dementia friendly communities

These are two different things. DAA pledge and sign up to be part of this DAA. 18 were created and Warminster does have one. The HWB group is the DAA at the moment.

Alzheimer's Society is leading on the DAA and research. Andrew Day is leading on this.

Claire Thomas (Alzheimer's Support) could help with this – DAA – link to opening of Dementia Café is a possibility

Deborah Gogarty to investigate Safe Places and DAA and & who can work with the HWB group.

b. Safe Places

Needs a refresh

Jacqui to check the publicity available and current sign up

Deborah Gogarty to investigate support for this initiative / link to DAA

c. Men's Shed

Chris Lusty of Silk Works offering space to rent.

JA to reconvene Men's Shed group

d. Memory Café

This funding is in place, awarded by the Area Board and this will be set up for evenings. There will be varying activities for people with dementia and their carers, even if not diagnosed and at early stages – a support group.

e. Volunteering recognition

Volunteer recognition – seminars, awards, stalls. National Volunteer week in June.

CIL – ABCD community development – check what they are working on.

Could link to National Volunteer week and link to June 2019 possibly. Chat to other volunteer co-ordinators, CIL etc.

JA, KH, DG to form small working group to investigate this initiative

7. Budget 2018 / 19

£7,700 in the budget

8. Funding Recommendations

None at the moment but likely to be: Men's shed, events, HWB co-ordination

9. AOB

Thanks to Keith for his Chairmanship over the last year.

10. Dates of meetings Tues 18 September & Tues 4 December 10 – 12

H & W Steering Group – Carer Champion's Update 21/2/18 – 16/5/18

- ◆ 21/2 Avenue Surgery Carers Coffee Morning – various enquiries and 1 seriously upset lady – put in touch with British Legion Care Contact.
Also took Health Trainer to meet Wellspring Organisers and see it in action.
- ◆ 21/2 first WCR Presenters' Training Session (weekly thereafter).
- ◆ 22/2 Carers' Support Wiltshire catch-up visit to HQ.
- ◆ 6/3 Health Fair Planning Meeting
- ◆ 7/3 Attended Health, Wellbeing and Social Care Meeting
- ◆ 14/3 Attended AWP Care forum -Topic Parity of Esteem for Mental Health
- ◆ 16/3 Alzheimers Support Carers & Ex-Carers'Lunch
- ◆ 22/3 With potential volunteer visited Alzheimers Support Club at Mill St Trowbridge for familiarization with how The Silk Works one might be.
- ◆ 27/3 Attended AWP Coffee Morning at Fountain Way, Salisbury
- ◆ 28/3 Attended Dementia Action Alliance meeting (Melksham) with Jaqui Abbott
- ◆ 10/4 Catch-up and Direction meeting with Jaqui A
- ◆ 10/4 AWP Carers group meeting, Bath
- ◆ 28/4 Health & Wellbeing Fair + Learn of New Carers Support meeting in Warminster and assisted with finding a solicitor to speak at it. Now publicising as widely as possible. 2nd Tuesday of month, 2-4, Old Bell
- ◆ 9/5 AWP Care Form
- ◆ 14/5 Open Dementia Centre @ Silk Works!!

Future priorities (no particular order?)

Recognition, promotion and enrolling **volunteers** (possible event in autumn with/at Area Board, Talk to Carrs Support & Alz Support experts)

Mens Shed- meeting to be arranged to push this forward.

Safe Places to be reviewed. Publicise, check if originals still OK, Check with Tim Mason and Tony Berridge to help?

Transport

Bernice Robbins 16/5/18

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Report to	Warminster Area Board
Date of Meeting	21/06/2019
Title of Report	Community Area Grant funding

Purpose of the report:

To consider the applications for funding listed below

Applicant	Amount requested
Applicant: Deverills Archaeology Group Project Title: Deverills Archaeology Group 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 2015/2016 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 balance of **£32,603** in the Community Area Grants budget for 2017 / 18. If the award is made, the balance will be £31,603.

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
2878	Deverills Archaeology Group	Deverills Archaeology Group	£1000.00
Project Description: The Deverills Archaeology Group is a newly established community group that aims to involve the communities of the Deverill valley and Warminster area in actively researching the archaeology of the Upper Deverill valley. A key part of the groups work will be to share our findings with a wide range of people and organisations in the local and regional area and this application is for the equipment and materials to enable us to do this. Our bid is strongly supported by the Wiltshire County Archaeologist as well as Historic England.			
Input from Community Engagement Manager: The applicant has liaised with the County Archaeologist to check the viability of the project as requested and has received positive support. Historic England are also supporting the project. The application is for £1k so match funding is not required. The request is to fund capital items – an AV projector screen and laptop. Although match funding is not required, the Parish Council are supporting the project with funds for venue hire and the project will receive volunteer support from local people and Historic England.			
Proposal That the Area Board determines the application.			

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

Report Author:

Jacqui Abbott
Community Engagement Manager
01722 434344

Jacqui.Abbott@wiltshire.gov.uk

Area Board Forward Work Plan May 2018

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MAY 2018 TO 31 MAY 2018

Agenda Item 16.

Title	Format	Contact	Date / Consultation	Action required
Waste Collection Service Changes	Agenda item, including 10 minute presentation and time for questions. A Chairman's Announcement will also be available.	Vicki Harris vicki.harris@wiltshire.gov.uk	May 2018- July 2018	For information only.
Becoming a Foster Carer	Chairman's Announcement and video .	Matthew Turner matthew.turner@wiltshire.gov.uk	May 2018- September 2018	For information only.
Salisbury Recovery	Chairman's Announcement	Allan Clarke allan.clarke@wiltshire.gov.uk	May 2018- June 2018	For information only.
Election of Chairman and Vice- Chairman	To elect a Chairman and Vice Chairman of each Area Board for the forthcoming year. Agenda items (first and second items of business) in accordance with the process detailed under Part 3, Section 4 of the Constitution here .	Libby Johnstone libby.johnstone@wiltshire.gov.uk	First meeting following Full Council on 22 May 2018.	Area Board to elect a Chair and Vice Chair.
Appointments to Outside Bodies and Working Groups	Agenda item and accompanying report to appoint members to the Working Groups, Task Groups and Outside Bodies of each Area Board.	Libby Johnstone libby.johnstone@wiltshire.gov.uk	First meeting following Full Council on 22 May 2018.	Area Board to reconstitute groups and appoint membership.

Title	Format	Contact	Date / Consultation	Action required
NHS Wiltshire CCG	Partner update	Tracy Torr (Communications and Engagement Manager) Tracy.torr@nhs.net	May 2018.	For information only.
HealthWatch Wiltshire	Partner update.	Shona Holt (Communications) Shona.holt@evolvingcommunities.co.uk	May 2018.	For information only.

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