

AGENDA

Meeting: WARMINSTER AREA BOARD
Place: Warminster Civic Centre, Sambourne Rd, Warminster BA12 8LB
Date: Thursday 6 March 2014
Time: 7.00 pm

Including the Parishes of Bishopstrow, Boyton, Chapmanslade, Chitterne, Codford, Corsley, Heytesbury, 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 opportunities will be available from 6:30pm.

Please direct any enquiries on this Agenda to Jessica Croman , direct line 01225 718262 or email jessica.croman@wiltshire.gov.uk or Jacqui Abbott (Warminster Community Area Manager), on 07771 844 530 or email jacqui.abbott@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 or 713115.

Wiltshire Councillors

Andrew Davis (Vice-Chairman)	Warminster East
Fleur de Rhé-Philipe	Warminster Without
Keith Humphries	Warminster Broadway
Christopher Newbury (Chairman)	Warminster Copheap and Wylye
Pip Ridout	Warminster West

Items to be considered	Time
Please note these timings are approximate only	
<p>1. Chairman's Welcome and Introductions</p> <p>The Chairman will welcome those present to the meeting.</p> <p>2. Apologies for Absence</p> <p>3. Minutes (<i>Pages 1 - 6</i>)</p> <p>To approve and sign as a correct record the minutes of the meeting held on 9 January 2014 (<i>copy attached</i>).</p> <p>4. Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	7.00pm
<p>5. Chairman's Announcements (<i>Pages 7 - 20</i>)</p> <p>The Chairman will introduce the Announcements included in the agenda and invite any questions.</p> <ul style="list-style-type: none"> • JSA Invitation only Event – 1 April 2014 6:30pm, Civic Centre Warminster • Wiltshire Pledge (<i>page 7</i>) • Dementia Strategy (<i>page 9</i>) • Integrated Performance Management Report (<i>pages 11-12</i>) • Community Infrastructure Levy (<i>pages 13-16</i>) • Library Memory Groups (<i>page 17</i>) • Core Strategy (<i>page 19</i>) 	7.10pm
<p>6. Your Local Issues (<i>Pages 21 - 22</i>)</p> <p>An update from the Community Area Manager and leaders of the groups working on existing issues including:</p> <ul style="list-style-type: none"> • Chitterne's request to include the B390 in monitoring Stonehenge traffic. <p>If you would like to raise an issue please contact the Warminster Community Area Manager, Jacqui Abbott on 07771 844 530 or jacqui.abbott@wiltshire.gov.uk or report the issue on the Wiltshire Council Website https://forms.wiltshire.gov.uk/area_board/index.php.</p>	7.15pm

The Chairman will invite those attending to raise any urgent items of public concerns and will also invite any questions from those present.

7. Youth Activity Review

7.25pm

Communities across Wiltshire are being consulted on what youth activities they would like in their local communities as part of a wide-ranging review. Cllr Laura Mayes, Cabinet member for Children's Services Wiltshire Council, will present details of the review being undertaken.

- a. Retain the current in-house service but reduce the value – a number of options would be considered to make the required savings and deliver a service that meets the needs of young people in local community areas.
- b. Outsource the service – this option would involve developing a new service specification for the provision of positive leisure-time activities; shaped by key stakeholders, including young people based on the resources available.
- c. Encourage and support staff to form a Public Service Mutual (PSM). A mutual can deliver a public service involving a high degree of employee control. It can operate for profit, not for profit, charity, social enterprise and community interest company.
- d. Develop a community-led approach which will empower communities via community area boards, with funding from the council, to develop and make available positive leisure-time youth activities within their local area

The full report can be accessed electronically through this link:
<http://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=141&MId=7216&Ver=4>

Further information can be found at:

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

http://sparksite.co.uk/entries/positive_leisure_time_activities_young_people_wiltshire_review

8. Updates from Partners (Pages 23 - 36)

7.45pm

To receive updates from any of the following partners:

- Wiltshire Fire and Rescue Service
- Warminster and Villages Community Partnership
- Town and Parish Councils Nominated Representatives
- Warminster Community Area Youth Action Group

➤ Shadow Community Operations Board

Some written updates have been received and are included in this agenda.

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| 9. | Leader Funding item and the area boards | 7.55pm |
| | Alan Truscott and Sarah Dyke will explain how Local Action Groups with LEADER funding can help projects in the Board's area and seek views on priorities for expenditure. | |
| 10. | Wiltshire's New Housing Allocation Policy <i>(Pages 37 - 40)</i> | 8.10pm |
| | To inform the meeting of the new way that Wiltshire Council will allocate social housing. | |
| 11. | Community Area Transport Group <i>(Pages 41 - 44)</i> | 8.25pm |
| | To agree proposed projects and funding. | |
| 12. | Area Board Funding - Community Area Grants <i>(Pages 45 - 54)</i> | 8.30pm |
| | To consider the applications for funding from the Community Area Grants Scheme. | |
| 13. | Your Area Board - Your Ideas, Your Reactions, Your Suggestions | 8.40pm |
| | The board will consider the existing Forward Work Plan for the Warminster Area Board at which point the Chairman will invite those present to suggest topics to be considered at future meetings. | |
| | If you cannot attend the meeting and would like to suggest topics please contact the Democratic Services Officer whose details are available on the front page of this agenda. | |
| 14. | Future Meeting Dates | |
| | The next meetings of the Warminster Area Board will be on: | |
| | <ul style="list-style-type: none">• JSA Invitation only Event - 1 April 6:30pm - Warminster Civic Centre, Sambourne Rd, Warminster BA12 8LB• 8 May 2014 – Chitterne Village Hall• 3 July 2014 - TBC | |
| 15. | Evaluation and Close | 8.50pm |

MINUTES

Meeting: WARMINSTER AREA BOARD
Place: Warminster Civic Centre, Sambourne Rd, Warminster BA12 8LB
Date: 9 January 2014
Start Time: 7.00 pm
Finish Time: 8.12 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 Pip Ridout, Cllr Andrew Davis (Vice Chairman), Cllr Christopher Newbury (Chairman) and Cllr Fleur de Rhé-Philippe

Wiltshire Council Officers

Barry Pirie – Associate Director
Jacqui Abbot – Community Area Manager
Peter Tyas - Team Leader - Art and Archives
Jessica Croman – Democratic Services Officer
Kevin Fielding – Democratic Services Officer

Town and Parish Councillors

Warminster Town Council – H. Abernethie
Chitterne Parish Council – Mike Lucas
Longbridge Deverill and Crockerton Parish Council
Upton Lovell Parish Council

Partners

Office of the Police and Crime Commissioner – Kieran Kilgallen
Community Area Partnership – Shona Holt
Young Peoples Action Group – Sandra Samuel

Total in attendance: 30

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Warminster Area Board.</p>
2.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from Cllr Keith Humphries and Francis Morland –Chapmanslade Parish Council.</p>
3.	<p><u>Minutes</u></p> <p>Decision</p> <p>The minutes of the meeting held on the 7 November 2013 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 made the following announcements:</p> <ul style="list-style-type: none"> • State of the environment • Army Rebasing update
6.	<p><u>Legacy for Wiltshire</u></p> <p>Peter Tyas - Head of Heritage and Arts for Wiltshire Council, presented the Legacy for Wiltshire item, including Wiltshire's big pledge, highlighting events which had been supported since 2012 and what events were planned for 2014 in Wiltshire to bring communities together including the big pledge, cycle Wiltshire and WW1 commemorations.</p> <p>Cllr Pip Ridout informed the Area Board that the Job Club she had been involved with relating to the Legacy item will cease to continue as it is being taken over by community members, but the club had been very successful.</p> <p>The Chairman thanked Mr Tyas for the presentation.</p>

7.	<p><u>Police and Crime Precept</u></p> <p>Kieran Kilgallen presented the Police and Crime precept. He highlighted that funding for the police had reduced and main government grants had also reduced. Following the precept freeze in 2010-2011 the commissioner was now considering lifting the freeze and raising council tax payments by £3.15 per household in order for the police to continue to be funded. Mr Kilgallen presented statistics explain that funding for Wiltshire compared to the rest of the south west was the 3rd lowest. Since 2010-2011 there had been reductions in the police force which has been offset with partnerships and collaborations.</p> <p>It was noted that there would be a consultation running from 6 January until the 3 February and any comments would be welcomed.</p> <p>A comment was raised asking if the £3.15 was not given what would this mean for the police. Mr Kilgallen replied explaining that the police would survive but the force would be stretched and have difficulty.</p> <p>The Chairman thanked Mr Kilgallen for the presentation.</p>
8.	<p><u>Updates from Partners</u></p> <p>The following written updates that had been received before the meeting and were included in the agenda were noted:</p> <p>Wiltshire Police There was no written report.</p> <p>Shadow Campus Operations board (SCOB) The written report was noted.</p> <p>Wiltshire Fire and Rescue Services The written reports were noted.</p> <p>Wiltshire CCG There was no written report.</p> <p>Warminster and Villages Community Area Partnership (WVCP) There was no update.</p> <p>Warminster Town Council The written report was noted.</p> <p>Warminster Youth Action Group (YAG) Sandra Samuel circulated a written report which was noted.</p> <p>Warminster Chamber of Commerce No update.</p>

	<p>The Chairman thanked all the partners for their updates.</p>
<p>9.</p>	<p><u>Your Local Issues</u></p> <p>The Community Area Manager introduced her report including new issues since the last meeting, on-going issues and those issues since resolved.</p> <p>The report was included as part of the agenda pack.</p> <p>An issue was raised by a local resident about Grovelands Way garages and its development. The local member advised that the council was unable to resolve any issues around its development as a planning application was in the process of being considered and they could not enforce actions on a developer when the application process was in order.</p> <p>Action:</p> <p>To note as a concern raised and the local member to liaise with members of the public on the matter.</p>
<p>10.</p>	<p><u>Community Area Transport Group - Update</u></p> <p>The Warminster Area Board were asked to agree the budget allocation proposals from the Community Area Transport Group (CATG) for the Warminster community Area.</p> <p>Project</p> <p>Woodcock Road (Imber Road end) CATG funding - £1700</p> <p>Following a recent crash into one of the residential houses by a vehicle, options need to be considered for improvement at the junction of Woodcock Road / Woodcock lane a topographical survey of the area would need to be carried out.</p> <p>In order to provide some improvement on Woodcock Road (adjacent to Woodcock Lane) in advance of above item it is proposed to make minor lining changes to encourage improved vehicle alignment through the bend.</p> <p>Warminster High Street CATG funding - £500</p> <p>Following a request by Warminster Council, it is proposed to introduce further 'KEEP CLEAR' markings in Market Place for Westbound traffic.</p>

	<p>Note It was requested by the Area Board that following the surveys and when the information is ready further meetings would be needed to discuss ideas and schemes.</p> <p>Area Board members also discussed an objection to previous funding of the Upton Scudamore cycle crossing, stating that the project was dangerous. It was decided that the scheme should be looked at again.</p> <p>Decision</p> <ul style="list-style-type: none"> • That the Warminster Area Board agrees the two projects listed above for CATG expenditure. • The CATG group to review discuss the proposed cycle crossing improvements on the A350 and ensure the Parish Council views are obtained.
11.	<p><u>Area Board Funding - Community Area Grants</u></p> <p>The area board considered the following applications seeking 2013/14 Grant funding:</p> <p>i. Community Area Grants.</p> <ol style="list-style-type: none"> 1. Maiden Bradley Village Hall IT Inclusion Project (Maiden Bradley Village Hall) £412.65 requested 2. South Wales Adventure Journey (Upton Lovell Youth Group) £1500 requested 3. Tynings Allotments irrigation, water borehole and storage (Tynings Allotments and Leisure Gardens Association) £5000 requested 4. Deverill's Festival of Performing Arts 2014 (Deverill's Festival) £3000 requested 5. Corsley Reading Room hearing loop (Corsley Reading Room) £429 requested 6. Wessex MS Therapy Centre Patio Cover (Wessex MS Therapy Centre) £3000 requested 7. Warminster Town FC new soakaways (Warminster Football Club) £3000 requested 8. 6th Warminster Wobble (Warminster Cycle Group) £1000 requested

	<p>It was;</p> <p>Noted</p> <p>That the South Wales Adventure Journey (Upton Lovell Youth Group) and Warminster Wobble (Warminter Cycle Group) being yearly events, should not apply for funding in the following year to comply with the grant criteria 2013/2014.</p> <p>That funding for the Tynings Allotments irrigation, water borehole and storage (Tynings Allotments and Leisure Gardens Association was condition to them receiving match funding).</p> <p>It was;</p> <p>Resolved</p> <p>All applications are approved as they meet the grant criteria 2013/2014.</p>
12.	<p><u>Your Area Board - Your Ideas, Your Reactions, Your Suggestions</u></p> <p>The Warminster Town Football club gave their thanks for helping to fund their project and a local resident commented on the agenda to say how well the information was presented.</p>
13.	<p><u>Future Meeting Dates</u></p> <p>The next meetings of the Warminster Area Board will be on:</p> <ul style="list-style-type: none"> • 6 March 2014 – Warminster Civic Centre • 8 May 2014 – TBC
14.	<p><u>Evaluation and Close</u></p> <p>Close</p>



What Is IT?

The 'Wiltshire BIG Pledge' is here to encourage people of Wiltshire to 'Pledge' to do something that will positively impact on their health and wellbeing.

The BIG Pledge is a Wiltshire wide project to inspire Wiltshire people to 'Pledge' and make a difference to themselves or their community. It will launch on Wednesday 2nd April 2014 and run for 12 weeks. This will be preceded by promotional work in the weeks leading up to the launch date to promote engagement with individuals in the community.

People can 'Pledge' as an individual, as a group / organisation or as a community to;

- **Get Healthy** (e.g. physical activity; diet; alcohol; smoking; stress ; body weight)
- **Make a Difference** (e.g. volunteering; putting skills or hobbies to use; donating to charity; influencing local opinion or community affairs; helping with an event; helping to clean up or improve the environment; helping others with odd jobs; help a community service or start one)
- **Challenge Yourself** (e.g. connecting with more people; learning new things; becoming more confident and happier; participating in a charity event, like a parachute jump)

Why Pledge

We know that we are more likely to do something if we have told people about it beforehand. So if there's something you'd really like to do, you're more likely to do it if you pledge it first. You can register your Pledge at www.wiltshire.gov.uk/bigpledge

Who can Pledge?

Anybody and everybody can pledge, but those under 16 taking part should be part of a pledge group which is hosted by an adult over 18. For more detail: www.wiltshire.gov.uk/bigpledge

Please contact project lead Kay Sherman on 0300 0034566 or 07788 304920 for further details.

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Chairman's Announcements

Subject:	Dementia Strategy Consultation
Officer Contact Details:	Rhian Bennett 01225 712554 dementiaconsultation@wiltshire.gov.uk
Weblink:	www.wiltshire.gov.uk/council/consultations.htm
Further details available:	Please contact Rhian Bennett

Summary of announcement:

A draft dementia strategy for Wiltshire has been developed and a consultation process will be launching in mid February (anticipated to be 19th February) for three months.

The draft strategy was agreed by Wiltshire Council Cabinet and the Governing Body of NHS Wiltshire Clinical Commissioning Group in January and these organisations will be inviting people with an interest in dementia, whether through personal or professional experience, to contribute their comments and viewpoints.

The strategy outlines plans for how organisations in Wiltshire will work together to support people with dementia and their carers and families to live well in Wiltshire. With the number of people with dementia predicted to rise by 28% in 2020 to 8,350 people, the key message of the strategy is that dementia is everyone's business and we all need to play our part in making Wiltshire a good place to live with dementia.

To make this happen, one of the priorities within the strategy is to develop dementia friendly communities in Wiltshire. These will involve bringing together partners within local communities, including people with dementia, to deliver small improvements that make a difference to the quality of life for people living with dementia. Examples might include giving bus drivers dementia awareness training or local areas deciding that they want to set up dementia friendly activities. Community area boards will be central to this and Royal Wootton Bassett will be acting as the pilot area to test a new dementia friendly community toolkit, which will then be made available to all areas across Wiltshire. Work will be commencing in February and area boards will be kept informed of progress.

The strategy also looks at the care and support services that are available for people from the point at which they start to have concerns about their memory through to the end of lives.

The consultation documents will be placed upon the consultation pages of Wiltshire Council and NHS Wiltshire Clinical Commissioning Group websites on the launch date, allowing all interested parties to respond accordingly.

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Chairman's Announcements

Subject: Integrated Performance Management Report

Officer Contact Details: Communications Department
Wiltshire CCG
communications.wiltshireccg@nhs.net

Weblink: <http://www.wiltshireccg.nhs.uk>

Summary of announcement:

With winter now upon us, unsurprisingly the urgent care agenda is of paramount importance to the CCG. The CCG has invested significant funds in order to alleviate pressure throughout the winter, and is running a number of projects and schemes conceived of and designed by our Clinical leadership in locality groups.

Much of this work has been designed and developed in very close partnership with social care colleagues in Wiltshire Council. The schemes include additional primary care capacity, and in particular additional primary care support within care homes; additional social work capacity; Discharge co-ordinators to help people to become able to get home sooner; and the appointment of care co-ordinators to be the point of contact for agencies dealing with at risk patients.

We have also implemented a 6 month pilot of a Simple Point of Access, which is a single point of support enabling patients to be managed at home. Of the 11 cases referred here in the first week, just one patient was admitted to hospital. The service will continue to evolve over the coming weeks expanding its ability to both prevent admissions and, by working with the discharge teams, support discharges from the acute hospitals. Many of the initiatives we have put in place are coherent with the objectives of our Community Transformation programme, which continues to make strong progress.

The latest meeting of the Joint Commissioning Board occurred on 24 October 2013, and provided a useful indication of the progress we have made in our working partnership with colleagues from the Council.

As the end of the year approaches, our Annual Planning cycle is reaching a level of maturity. The principal aim of the CCG 2014/15 Plan is to identify programmes of work that, when delivered across the CCG, will have significant impact on supporting the delivery of our strategic aims and objectives, address a recognised performance shortfall or mitigate a key risk, as well as addressing our financial challenge.

The development of the Plan has been rooted in the clinically led locality groups, working with the GPs to ensure that the projects meet real needs and have the active support of our clinical leaders. The Governing Body received an update on progress on 26 November 2013, although naturally they have been kept closely apprised of progress and development throughout the year. We were able to share the direction of travel at a successful and well attended Stakeholder Assembly on 7 November 2013, where we were delighted to engage with a very experienced and well informed audience. A longer term 5 year strategic plan will now be developed, in close consultation with colleagues and partners across the Wiltshire Health and Social care system.

Following its difficult start earlier in the year, we were very pleased that the NHS111 Service for Wiltshire reached Full Service Acceptance on 11 October 2013. This achievement was reached

Chairman's Announcements

thanks to a strong collaborative working relationship between the CCG and Harmoni, our Service Provider, as well as being the outcome of a great deal of hard work on both sides.

In early November 2013 we staged the first of our Commissioner Development training workshops as part of our on-going commitment to the professional development of our workforce. This was well received, and provides a good platform on which to build incrementally.

A copy of the Integrated Performance Management Report can be found via the following link:

<http://www.wiltshireccg.nhs.uk/wp-content/uploads/2013/11/Paper-09-Integrated-Performance-Report.pdf>

Director of Planning, Performance and Corporate Services

Chairman's Announcements

Subject:	Community Infrastructure Levy (CIL)
Officer Contact Details:	Georgina Clampitt-Dix, Head of Place Shaping, Economic Development & Planning 01225 713472 georgina.clampitt-dix@wiltshire.gov.uk
Weblink:	www.wiltshire.gov.uk/communityinfrastructurelevy
Further details available:	CIL@wiltshire.gov.uk

Summary of announcement:

Wiltshire Council is in the process of preparing a Community Infrastructure Levy (CIL) Charging Schedule. CIL is a charge that local authorities can place on new development to help fund infrastructure needed to support growth.

Consultation is being undertaken on a Draft Charging Schedule that sets out the proposed rates of CIL to be charged on new developments for different types of land use. The consultation starts on 13th January 2014 and ends at 5pm on 24 February 2014.

An appendix containing more information on CIL and the consultation including how to comment and the next steps is attached to this Announcement.

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WILTSHIRE AREA BOARDS

COMMUNITY INFRASTRUCTURE LEVY FOR WILTSHIRE - CONSULTATION

(JANUARY 2014)

1. What is the Community Infrastructure Levy (CIL)?

- 1.1 Wiltshire Council is preparing a Community Infrastructure Levy (CIL) charging schedule. This is a new charge that local authorities in England can place on development in their area. The money generated through the levy will contribute towards the funding of infrastructure to support growth. The Charging Schedule will need to strike an appropriate balance between contributing to funding infrastructure and not putting development across Wiltshire at risk.

2. Why has Wiltshire decided to implement the Levy?

- 2.1 The Government has restricted the ability of local authorities to pool funding for off-site infrastructure through existing section 106 agreements (or developer contributions). It considers that this new tariff-based approach provides the best framework to fund infrastructure in a fair and transparent manner. CIL will provide 'up front' certainty about how much developers will be expected to contribute.

3. How will money from CIL be spent?

- 3.1 CIL is designed to contribute towards bridging the 'funding gap' between the total cost of new infrastructure required to support development and the amount of funding available from other sources. Wiltshire Council's Infrastructure Delivery Plan (IDP) identifies a range of physical, community and 'green' infrastructure projects that will be required to support the level of development as set out in the Wiltshire Core Strategy. Informed by the IDP, a list (known as the Regulation 123 list) will identify and prioritise which infrastructure projects will be eligible to receive money from CIL. The Government confirmed earlier this year that local communities will directly benefit from CIL. Town and parish councils will receive 15% of CIL raised in their area, or 25% if an adopted neighbourhood plan is in place.

4. Consultation on the draft charging schedule

- 4.1 Consultation was held on a Preliminary Draft Charging Schedule for Wiltshire between October and November 2012. The comments from this consultation and additional viability work required by subsequent CIL guidance and proposed amendments to the CIL Regulations (2013) have informed the next stage of the process, the development of the Draft Charging Schedule.
- 4.2 Wiltshire Council is now inviting representations on its CIL Draft Charging Schedule from **13 January 2014 until 24 February 2014, at 5pm.**

Availability of Documents

- 4.3 The following documents have been published on the council's website at www.wiltshire.gov.uk/communityinfrastructurelevy:
- The CIL Draft Charging Schedule
 - Evidence to support the CIL Draft Charging Schedule
 - A draft Regulation 123 List, which sets out the types of infrastructure that the Council may fund, entirely or in part, through CIL.
 - How to make representations, including response form
- 4.4 Hard copies of all these documents can be found at council libraries and the main council offices in Chippenham (Monkton Park), Salisbury (27-29 Milford Street) and Trowbridge (County Hall, Bythesea Road) during normal office hours.

Submission of representations

- 4.5 Representations can be made online, by email or by post to the following addresses:
- Consultation portal: <http://consult.wiltshire.gov.uk/portal>
 - Email: CIL@wiltshire.gov.uk
 - Post: Spatial Planning, Economic Development and Planning,
Wiltshire Council, County Hall, Bythesea Road, Trowbridge,
Wiltshire, BA14 8JN.
- 4.6 Following the close of the consultation, responses will be collated and then considered by an independent inspector at an examination.
- 4.7 Organisations and individuals making representations may request the right to be heard at the examination during this consultation period and representations may also be accompanied by a request to be notified, at a specified address, of the following next steps in the process:
- That the Draft CIL Charging Schedule has been submitted to the examiner
 - The publication of the recommendations and the reasons of the examiner
 - The approval of the Charging Schedule by the council
- 5. Further information**
- 5.1 Any queries should be made to Spatial Planning on (01225) 713223 or CIL@wiltshire.gov.uk.

Chairman's Announcements

Subject:	Library memory groups
Officer Contact Details:	Rebecca Bolton Email: rebecca.bolton@wiltshire.gov.uk Tel: 01225 713706
Weblink:	
Further details available:	Please contact Rebecca Bolton

Summary of announcement:

Library memory groups launched

Four new library memory groups started in January for people with memory loss and dementia and their carers in Pewsey, Purton, Warminster & Mere.

Funded by Wiltshire Council and NHS Wiltshire Clinical Commissioning Group, they are run by The Reader Organisation and designed to provide an enjoyable environment where people with dementia can meet with each other to enjoy literature and reading.

Sessions are free of charge and run on a weekly basis in libraries. One or two pieces of literature are used as the focus of each session and people are encouraged to contribute as much or as little as they wish to. No one has to be able to read and no one has to read aloud – although many people do, as their confidence improves.

They will be taking place as follows:

Wednesdays

- Warminster Library, Three Horseshoes Walk, BA12 9BT - 11.30am – 1.00pm
- Mere Library, Barton Lane, BA12 6JA - 2.30pm – 4.00pm

Thursdays

- Purton Library, High Street, SN5 4AA - 11.30am – 1.00pm
- Pewsey Library, Aston Close, SN9 5EQ - 2.30pm – 4.00pm

As well as promoting this opportunity to people with memory loss and dementia and their carers, Wiltshire Libraries are keen to speak to anyone who may be interested in volunteering at these groups.

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Chairman's Announcements

Subject:	Wiltshire Core Strategy
Officer Contact Details:	Georgina Clampitt-Dix 01225 713472 georgina.clampitt-dix@wiltshire.gov.uk
Weblink:	http://www.wiltshire.gov.uk/wiltshirecorestrategyexamination.htm

Summary of announcement:

Core Strategy update

Following the examination in public on the draft Wiltshire Core Strategy that ended in July last year, the independent Planning Inspector appointed by the Government to examine the Core Strategy has issued his preliminary findings.

The Inspector has indicated that the housing requirement in the Core Strategy should be raised from 37,000 to 42,000 for the Plan period 2006 to 2026. Work is now being undertaken to review the evidence underpinning the plan to determine how the higher housing growth should be disaggregated across Wiltshire and how this housing will be delivered including through the development of a new housing allocations development plan document.

Specifically in relation to Chippenham, the Inspector has highlighted issues regarding the assessment of options for strategic sites at the Town particularly in relation to the transportation effects of proposals. He has suggested that these sites are removed from the Plan to allow the Council to review its approach to development allocations at the Town and that this could be done through a new development plan document so as not to hold up progress with the submitted Core Strategy.

The Inspector has also raised concerns regarding: the need to update the viability evidence to justify the level of affordable housing being required within the Plan; the assessment of the level of Gypsy and Traveller sites; and the expediency by which town centre retail frontages and settlement boundaries can be reviewed.

The Council has responded to these and other findings and has prepared timetables including public consultation for the production of two new development plan documents - one for Chippenham and the other to provide additional housing allocations elsewhere in Wiltshire - which was reported to Cabinet on 21st January 2014 through a revision to the Council's Local Development Scheme.

Further information on the Inspector's preliminary findings and Council's response can be found on the Council's website at:

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

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Warminster Area Board Issues Report for 6 March 2014

New issues reported since last Area Board:

No.	Category		Issue	Latest update
3237	Emergency Planning	Warminster	Flood risk Chitterne – long term flood risk planning required	Danny Everett to advise re: possible improvements and funding sources.
3235	Highways	Warminster	Migratory Toad Crossing sign required Smallbrook Lane	Once approval received from Town Council, Wiltshire Council to organise.
3229	Highways	Warminster	Boyton & Corton Parish maintenance particularly drains	This will be discussed at the Area Board on 6 March and a member of the Streetscene team will be on hand to answer any questions.
3225	Highways	Warminster	Request to include B390 in monitoring Stonehenge traffic	Amesbury Area Manager leading on this and will include B390 in any discussions via Alan Creedy.
3186	Highways	Warminster	Houghton Close with Boreham Road junction – congestion and access issues	Wiltshire Council traffic engineer to view the problem raised for an initial assessment.

Ongoing issues under investigation:

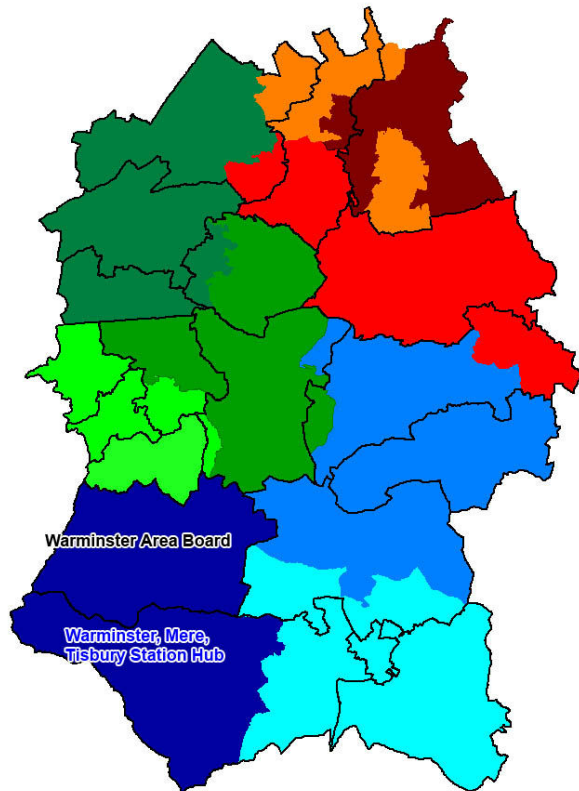
No.	Category		Issue	Latest update
3146	Highways	Warminster	Imber Road & Woodcock Road traffic near schools	A large scale traffic survey is being undertaken to include this area. There will then be modelling of different scenarios to help improve the problems. Outcomes dependent on results and funding options.
3100	Highways	Warminster	Drivers cutting through Sambourne cul-de-sacs – previous bollards removed.	Requires a new traffic engineering assessment. Engineer viewing.
3092	Highways	Warminster	Woodcock Road towards Boreham Road traffic issue	Metro count being undertaken in 2 areas. Large scale traffic survey being undertaken to include this area.
3034	Highways	Warminster	Parking along the road leading to Doctors surgery and car parks	The Town Council is submitting forms which should enable Wiltshire Council to make this no waiting.
2990	Highways	Warminster	Caravans entering Longleat site narrow lanes	New proposals for 1 way traffic proposed by Longleat and is out for consultation.
2835	Highways	Warminster	More dropped kerbs required en route to Tesco metro	Area Manager chasing progress with Streetscene team.

Further details / actions and outcomes can be viewed at www.wiltshire.gov.uk/areaboards including reporting of issues.

Report Author: Jacqui Abbott, Community Area Manager
Jacqui.abbott@wiltshire.gov.uk 07771 844 530



Briefing report for Warminster Area Board



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

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

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

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

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

	<u>Manager / Department</u>	<u>Telephone</u>	<u>email</u>
Operational matters	Station Manager - Dan Cooke, Warminster, Mere, Tisbury Station Hub	07557 015657	dan.cooke@wiltfire.gov.uk
Operational matters			
Operational matters			
Partnership and community engagement issues	Michael Franklin (Wiltshire Council Area)	07919 306037	mike.franklin@wiltfire.gov.uk
Home fire safety visits and for talks and visits	Community safety department	0800 389 7849	www.wiltfire.gov.uk and then complete the on line request

Incident details for your community area

Incident Type	Detail	January, 2013	February, 2013	March, 2013	April, 2013	May, 2013	June, 2013	July, 2013	August, 2013	September, 2013	October, 2013	November, 2013	December, 2013	January, 2014	February, 2014
Chimney Fire		1	4	4	2	1	1	0	1	1	0	1	3	1	0
Emerg Spec Svc Calls		0	2	0	0	0	1	4	0	1	3	0	1	3	1
	Animal Rescue	0	0	0	0	0	1	0	0	0	0	0	0	0	0
	Assist Amb/Social Service	1	0	0	0	1	0	0	0	0	0	0	0	1	0
	Co-Responder	0	0	0	0	0	0	1	0	0	0	0	0	0	0
	Effecting Entry	0	0	0	0	1	0	0	0	0	0	0	0	0	0
	Flooding	0	0	0	0	0	0	0	0	0	0	0	0	4	0
	Lift Release	1	0	0	0	0	1	0	0	0	0	0	1	0	0
	Making safe	0	0	0	0	0	0	0	0	0	0	0	0	1	0
	Person Rescue/Release	0	0	0	1	1	1	0	0	0	1	0	0	0	0
	RTC - Make Safe	0	0	1	0	0	0	0	1	0	0	1	0	0	0
	RTC - Person Trapped	0	1	0	1	1	0	0	0	1	2	0	0	0	0
Spills and Leaks	1	1	0	0	0	0	0	0	0	0	0	0	0	0	
False Alarm Good Intent		2	1	1	2	1	0	3	0	5	3	3	3	2	0
False Alarm Malicious		1	0	0	0	0	0	1	0	0	0	0	0	0	0
FDR1 Fire		1	1	2	3	6	0	2	6	2	1	4	1	3	0
Secondary Fire		0	0	1	0	0	0	0	2	1	1	0	0	1	0
	Fence/Lamp	0	0	0	0	0	1	0	0	0	0	0	0	0	0
	Grass/Heath/Railway/Tree	0	1	0	0	1	0	4	1	0	1	1	0	0	0

To see more detail on incidents and fire service activity in your area please go to our website and select community area (In development)

Warning about dangers of lit candles

Wiltshire Fire & Rescue Service is reminding people of the dangers of leaving lit candles and oil burners unattended.

Two crews from Salisbury were called to a flat recently, where smoke alarms were sounding. An investigation found that there had been a small fire in a cupboard, started by oil burners and candles that had been lit.

We would encourage everyone to follow our simple advice, and to make sure they have working smoke alarms.”

The Service has the following top tips around the use of candles and oil burners:

- Never leave lit candles or oil burners unattended.
- Make sure such items are secured in fire resistant holders and away from furniture and curtains.
- Keep loose clothing and hair away from candles and oil burners when they are lit.
- Always leave at least 10cm (4ins) between lit candles and oil burners, and never place them underneath shelves or other enclosed spaces.

- Put out candles and oil burners when you leave the room and make sure they are fully extinguished before you go to bed or leave the property.
- Never burn a candle right down into the holder.
- Use a snuffer or spoon to extinguish candles – it's safer than blowing them out, as sparks can fly when you do that.
- Don't try and move a lit candle or oil burner, as this just increases the risk of fire.
- If using tea lights, be aware that the foil container can get extremely hot and should therefore not be placed onto a surface that could melt, such as the side of a bath or the top of a television. Always use a proper holder.

All properties should also be fitted with working smoke alarms, which should be tested regularly.

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Partner Update for Warminster Area Board

Name of Partner: Warminster and Villages Community Partnership (WVCP)

Date of Area Board Meeting: 6 March 2014

Headlines/Key Issues:

- The Community Plan is maintained on the Partnership's website. Copies are also available in the Library. Further development work is in progress.
- Asset mapping work for new culture chapter of Joint Strategic Assessment.
- 'What Matters to You' event in April.
- Volunteering opportunities and an environmental theme group.

Projects:

- The Warminster and Villages 'Your Community Plan 2013-2026' is published and available to download from our website.
- Work is in progress to publish an additional appendix with fundraising opportunities available. This will enable efficient dissemination of intelligence to support local clubs and community groups.
- Culture chapter for latest Joint Strategic Assessment has been developed by Wiltshire Council. Work was completed by WVCP to map local assets as part of this process.
- Findings on volunteering opportunities in the Warminster area are to be reported, along with progress on the establishment of a theme group focusing on environmental and green recycling issues.
- Economic and Tourism Group – monitoring of town scene and empty buildings; benchmarking; media contact list. WVCP supports the projects developed by the group to enhance the townscape, e.g. signage de-cluttering and mural in central car park.
- Health and Social Care Group – monitoring and information sharing between organisations and the community.
- Job Club and Job Fairs – future sustainability of events is being formed.
- WVCP website: see <http://www.westwilts-communityweb.com/site/Warminster-and-Villages-Community-Partnership/>
- Follow WVCP on Twitter: see <https://twitter.com/warminstervcp>.

Future Events/Dates for the Diary:

- WVCP Management Committee meets every fourth Tuesday of the month at the Organ Inn, Warminster.
- 1st April 2014 – What Matters to You event co-hosted with Wiltshire Council.
- 22nd April 2014 – Annual General Meeting for WVCP

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Update from	Maiden Bradley with Yarnfield Parish Council
Date of Area Board Meeting	6 March 2014

Headlines/Key Issues

- Grants being sought for a New Doctors Surgery Room at the Village Hall to provide a long term position for the GP Surgery – Currently held in a parishioners front room

Projects

- Defibrillator Project – Community have highlighted their wish to place a defibrillator unit in the heart of the parish and provide a Community First Aid Training day on how to use the defibrillator and general first aid.
- Reinstatement of Public Noticeboard from Village Shop to outside the Village Hall
- WW1 Commemorations – Memorial Plaque & Seat at the Village Hall

Future Events/Dates for the diary

- The Parish Council arranging a Community Litter Pick 22nd March 2014 all are welcome, equipment will be provided.
- Community Pantomime Maiden Bradley Village Hall to raise funds for the Village Hall refurbishment
- The date and time of the next Parish Council meeting will be the 11th March 2014 at 7.30pm. All are welcome to attend and a public question time is available at the start of every meeting.

Signed: Sarah Jeffries MILCM

Date: 10th February 2014

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Update from	Warminster Town Council
Date of Area Board Meeting	6 March 2014
Headlines/Key Issues	

- Flooding events within the town have increased during recent weeks due to the winter weather. Requests for volunteer support from the public have been issued asking for more Flood Wardens to join the team. The Council is to update its flood Plan which was originally put together in 2011. Additional member representation has been agreed to attend the South Operational Flood Working Group run by Wiltshire Council. The Town Council will have representation from the East Ward and West Ward. Members also discussed the recent request to identify land owners with riparian ownership responsibilities in respect of maintenance to watercourses. They felt that this was not possible within the Town due to the many householders who live along the watercourse stretches and acknowledge that this would be the responsibility of the principal authority.

-
- Warminster Town Park – the pavilion in the park has undergone major maintenance work at a cost of £34,150 which has been part funded by the Town Council, £10,000 and Friends of Warminster Park £9150. The Friends are now asking Wiltshire Council property services to advertise for tenants to provide a café service starting in the new season.

-
- A Civic Plan task and finish group has been set up to enable members to put together their plans for their administration term. Devolved services will one of the major topics and the budget set by the Council for 2014/2015 incorporates potential funding to enable debate to take place.

Projects

- Warminster's War memorial has been cleaned by a specialist company in readiness for the Centenary commemorations in August 2014. Further plans for the commemorations are being drawn up by the WWI working group.
- The transfer of the Allotment site to Warminster Town Council from the principal authority has nearly completed.

-
- Land adjacent to the Civic Centre has been transferred into the Town Council ownership, from the principal authority and completed on the 17th January 2014.

Future Events/Dates for the diary

- 19th March film showing at Civic Centre – Sunshine on Leith. 2pm start. £3-50 to include Tea and Biscuit
-
- 16th April film showing at Civic Centre – Philomena. 2pm start. £3-50 to include Tea and Biscuit
-
- 14th – 22nd August WWI exhibition at Civic Centre. If you have any memorabilia, photographs, suitable exhibits or stories of a local nature that you think the public would be interested in seeing, we would appreciate all offers to include in this exhibition.
- All events on www.warminster.uk.com

Signed: Heather Abernethie
Town Clerk
Warminster Town Council
Warminster Civic Centre
Sambourne Road
Warminster
BA12 8LB
01985 214847
admin@warminster-tc.gov.uk

Date: 4th February 2014

Update from	Horningsham Parish Council
Date of Area Board Meeting	6 March 2014

Headlines/Key Issues

- Horningsham Youth Club is meeting at 6.30pm on alternate Wednesday evenings now. The March dates are the 5th. and 19th. Then April 2nd. 16th. and 30th. The Youth Group are in the process of talking to the Horningsham Cricket Club with the intention of them supplying a cricket coach for any young people that are interested. The youngsters attending at present are very interested on putting on plays and pantomimes and also having Pool competitions with other youth clubs. There will also be day trips to interesting places during the summer. All this and giving the young people of the Parish somewhere to "Hang out"
-
- Horningsham Youth Club is seeking more Volunteer Helpers contact Councillor Ken Windess if you are interested in joining the team of helpers

Projects

- New Play Area at the Village Hall
-
- Parish Plan – Working Group meetings

Future Events/Dates for the diary

- Community Litter Pick 29th March 2014 all are welcome to attend, equipment will be provided
-
- The date and time of the next Parish Council meeting will be the 10th April 2014 at 7.30pm. All are welcome to attend and a public question time is available at the start of every meeting.

Signed: Sarah Jeffries MILCM

Date: 6th February 2014

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Update from	Upper Deverills Parish Council
Date of Area Board Meeting	6 March 2014

Headlines/Key Issues

- Surface Water Flooding in Monkton Deverill

Projects

- Flood Plan Update

-
- Parish Plan Final Draft

Future Events/Dates for the diary

- Community Litter Pick 15th March 2014 Equipment provided, 10.00 am start time Kingston Deverill Village Hall.

-
- The date and time of the next Parish Council meeting will be the 12th March 2014 at 6.30pm. All are welcome to attend and a public question time is available at the start of every meeting.

-
- Deverills Festival The full programme for the Deverills Festival of performing arts 2014 is now live on the website: www.deverillsfestival.com/programme. Lots of people are signing up on the mailing list (www.deverillsfestival.com/tickets-and-friends) to get priority booking from 3 March. Follow us on Twitter: @DeverillsFest

Signed: Sarah Jeffries MILCM

Date: 10.02.14

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Wiltshire Council's New Allocation Policy (To be implemented during Summer 2014)

Area Board Briefing

The Housing Act 1996 Part VI (as amended by the Homelessness Act 2002 and Localism Act 2012) requires the Council to have a scheme which determines how allocations and nominations will be made. In Wiltshire we operate a Choice Based Lettings policy called Homes4Wiltshire which was adopted shortly before unitary.

The purpose of the Council's Choice Based Lettings Policy is to set out clear guidelines to ensure that affordable housing is allocated fairly and according to applicants' need for housing while at the same time taking into account effective management of the affordable housing stock across Wiltshire.

There is a high demand for affordable homes in Wiltshire, and across the UK in general. At the current time, over 19,000 households are registered for re-housing with the numbers growing daily. Demand will always outweigh supply so the Council needs to ensure that those with the greatest need are prioritised for re-housing.

The Council receives around 2,000 nominations a year. The majority of applicants on the Housing Register therefore will not be nominated or referred for a vacancy. It is important therefore that our policy is able to clearly identify those in the greatest housing need and minimises the level of time taken to assess applicants that are not going to receive active consideration for vacancies. This will free up time for the Council to offer a more comprehensive housing advice and options service to help applicants find housing.

Housing is allocated according to the Council's Allocations Policy which represents the fairest and most transparent way for the Authority to decide who should be prioritised. The Localism Act in 2011 introduced new freedoms for local authorities to decide to whom and how properties should be allocated and Wiltshire Council has used this opportunity to review its policy and make important changes that residents have advised us that they want to see. The review was far reaching and took into account the views of elected members, residents, area boards and the landlords and partners that we work with. Our new policy, which will be implemented during Autumn 2014, is substantially different from the current way we allocate our homes.

What came out from our review was primarily that:

- People wanted to see local homes go to local people.
- People wanted honesty in being able to manage the expectations of what people can expect in terms of their housing options.
- We should make the best use of the housing stock available due to the high demands
- It should reward those who have demonstrated that they will make good tenants.

This will be done by:

- Giving priority to those with a local connection – Local homes for local people
- Changes to the banding system

- Adopting the national bedroom standard
- Introducing qualifying persons criteria

Giving priority to those with a local connection – Local homes for local people

If an applicant does not meet the connection criteria to live in the Wiltshire Council area they will not qualify to register. An applicant's individual circumstances will be considered when deciding if they meet the connection requirement to live in Wiltshire, and will comply with any appropriate statutory guidance by using a local connection exclusion group. This group will include amongst other things the statutory guidance regarding members of the Armed Forces and Reserve Forces, statutory homeless and those fleeing from violence.

The majority of vacant homes will now be matched to applicants with a strong local connection within an adopted neighbourhood plan area or the town or parish, based on the following criteria:-

- A person who is resident in that area. The residency will need to be permanent and have lived in the area 6 months out of the last 12 or 3 years out of the last 5, or
- A person who is in permanent paid employment or has a fixed term contract for a minimum of one year or permanent offer of paid employment in the area, or is self employed and works predominately in the area or
- A person with close family (grand-parents, parents, legal guardian, adult children or brothers and sisters) who have lived in the parish or town for 5 years or longer.

Once local connection has been confirmed we will allocate to the applicant in the highest band with the longest effective date, which is the date of application.

Changes to the Banding System

The banding system has changed and we have simplified the structure to ensure social housing is accessible to those most in need. Applicants will, however, still have their housing need assessed in the same way and be banded according to their assessed need to move.

Band 1 (urgent need)	Statutory requirement Move on Urgent medical or welfare need
Band 2 (high need)	Under occupying and suffering financial hardship Social care
Band 3 (medium need)	No fixed abode Temporary accommodation Supported accommodation Seriously overcrowded Medical and welfare need Under occupying in social housing Other statutory requirements
Band 4 (low need)	Lacking or sharing facilities Overcrowded Armed forces & reserve forces Intentionally homeless Sheltered or extra care
Eligible to bid on selected properties ONLY	
Open Market Register	Low Cost Home Ownership

	Home Buy
	Shared Ownership
	Market rented properties
	Older people accommodation
	Specialist accommodation for those with specific needs

Adopting the national bedroom standard

When deciding the size of property for which applicants are eligible the Government's bedroom standard will now be used. This means that houses will be allocated strictly according to household size to ensure every allocation is made to best effect and to counter the imposition of the "bedroom tax". It will bring the policy in line with housing benefit rules and housing in the private sector.

Introducing "qualifying persons" criteria

The Localism Act in 2011 gave local authorities the freedom to determine who should and shouldn't qualify for social housing. The Council, through its review, has chosen to exclude the following:

- Unacceptable behaviour – those who have caused unacceptable behaviour enough to make them unsuitable as a prospective tenant, including those with rent arrears and those who have caused anti social behaviour
- Local connection – those who do not meet the connection criteria to live in the Wiltshire council area
- Financial resource limit – those who have assets or income above the financial resource limit and could resolve their own housing needs themselves
- No identified housing need – those who are already adequately housed
- Housed within the last 12 months – those who have moved into social housing within the last 12 months
- Those who have deliberately worsened their circumstances - those whose own actions have made their housing worse.

The new criteria means that there will be a greater onus on people taking responsibility for their actions.

Everyone currently registered for housing with Homes 4 Wiltshire will be contacted and moved onto the new scheme in a transition process over the Spring/Summer 2014 period and need to do nothing at the current time.

For further information please contact Nicole Smith, Head of Strategic Housing.

Nicole.smith@wiltshire.gov.uk

01249 706567

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Wiltshire Council

Warminster Area Board

6 March 2014

Item No: 11

Agreement of Community Area Transport Group Budget Allocation Proposals

1. Purpose of the Report

- 1.1. To agree the budget allocation proposals from the Community Area Transport Group (CATG) for the Warminster Community Area.

2. Background

- 2.1. Funding for local road schemes for 2013 /14 is to be allocated by area boards through Community Area Transport Groups (CATGs).
- 2.2. The Warminster CATG met in February 2014 to prioritise projects which have been put forward for CATG expenditure.
- 2.3. The CATG discussed a variety of projects and have recommended 3 projects detailed in section 4 below for approval by the Area Board.

3. 2013 / 14 Financial Summary

- 3.1 Please see Appendix I below for the financial summary 2013 / 14

4. Proposed expenditure to be agreed by Area Board

Project	CATG funding to be agreed
4.1 No waiting restriction at Central Car Park	£3,000 inc. legal costs

Waiting restrictions (No waiting at any time) to be implemented as soon as possible in order to mitigate the problem of indiscriminate parking on the access road leading to the Central Car Park in Warminster. Town Council have confirmed a contribution of £500.

4.2 Caravans in narrow lanes at Corsley £3,000 contribution to works

Physical works and new signs are required to resolve this longstanding issue with movement to and from the Caravan Park on the Longleat estate. Corsley PC have proposed a new route and are currently consulting with local residents. Likely cost is £6,000 with match funding to be sourced via Longleat and Parish Council.

4.3. C Class Road review £2,000 for C264 & C275

Traffic engineer agrees both C274 and C275 in Corsley / Corsley Heath are suitable for speed limit assessment. Given both their respective lengths and close proximity it was agreed these routes can be assessed together in order to reduce overall cost.

If the above expenditure is approved, the Warminster CATG will have a balance of £11,143.58.

This may be rolled over to the financial year 2014/15.

4 Recommendations

The CATG recommends that the Warminster Area Board:

- a) Agrees the 3 projects listed in section 4 for CATG expenditure.

Report Sponsor & Chair of CATG: Cllr. Christopher Newbury

Report Author: Jacqui Abbott, Community Area Manager

Tel No: 07771 844 530

E-Mail: jacqui.abbott@wiltshire.gov.uk

Appendix I

Warminster CATG

FINANCIAL SUMMARY

BUDGET 2011-12		Description
	£15,226.00	CATG ALLOCATION 2011-12
	£15,226.00	Under spend from 2010-11
	£5,000.00	Warminster TC (received)
	£2,220.00	Chitterne PC (received)
<u>Total Budget 2011-12</u>	£37,672.00	
SPEND 2011-12		
<u>Scheme</u>	<u>Final cost</u>	<u>Description</u>
Imber Rd/Copheap Lane, Warminster	£750.00	Pedestrian Count - Imber Rd Warminster
Warminster Imber Road	£1,838.90	Mouchel - Topo Survey Warminster Imber
Warminster Imber Road (ped crossing and footway)	£1,316.70	Pre-order of LED Signmaster bollards
Chitterne (traffic management)	£1,530.00	JACS Gates for Chitterne.
Chitterne (traffic management)	£10,613.71	Ringway costs (paid to date)
<u>Total Spend 2011-12</u>	£16,049.31	
Under / Overspend	£21,622.69	Under

Warminster CATG

FINANCIAL SUMMARY 2012/13

	£15,226.00	CATG ALLOCATION 2012-13
	£21,623.00	2011-12 underspend
Contributions	£500.00	Chapmanslade PC (received)
	£7,686.44	LTP contribution to Imber Road
	£1,000.00	PC contribution to Upton Scudamore
	£850.00	Longbridge Deverill PC for no entry
	£1,500.00	Area Board contribution general
<u>Total Budget 2012-13</u>	£48,385.44	
<u>Spend to end of March 2013</u>		
Imber Road / Copheap Lane	£23,359.00	Actual

Chinns Court - Parking signs /lines	£382.00	Actual
Folly Lane - Signing & lining	£1,045.00	Actual
Chapmanslade - village gates /signing	£3,959.00	Actual
Wessex Court - cycle barrier	£738.00	Actual
Boreham Road / Woodcock Road	£3,000.00	Contribution to substantive scheme
Chitterne	£336.00	Actual
Copheap Lane / Elm hill Warminster	£4,190.00	Actual
Beech Grove - Topo Survey	£1,094.00	Actual

Total commitments **£38,103.00**

Remaining budget 2012-13 **£10,282.44**

Warminster CATG

FINANCIAL SUMMARY 2013/14

£24,226.00 CATG ALLOCATION 201-14

£10,282.44 2012-13 underspend

Contributions

£1,479.00 Area board grant to Bishopstrow

£500.00 WTC contribution he Avenue Waiting restric

£3,000.00 Contribution from longleat/ Corsley PC (TBC

Total Budget 2013-14

£39,487.44

Commitments carried forward from 2012-13

Smallbrook Lane - lining works

£495.91 Actual

A350 Upton Scudamore

£4,537.00 Actual

Bishopstrow flexi bollards

£1,479.00 Works Complete. Awaiting Billing

Longbridge Deverill Manor Farm no entry

£1,191.61 Actual

Warminster Beech Grove substantive contribution

£5,000.00 Actual

New schemes

1. Chitterne Chevron Signs

£940.34 Awaiting implementation date from BBLP

2. B390 Bidden Lane / Townsend junction Chitterne

£1,500.00 Awaiting topo

3. Market Place - Keep Clears

£500.00 Awaiting implementation date from BBLP

4. Woodcock Road Lining works

£500.00 Awaiting topo

5. Woodcock Road / Woodcock Lane topo

£1,200.00 Awaiting topo

6. Longleat Caravan Club Signing

£6,000.00 Dep. Cont. Longlest Est Corsley PC

7. The Avenue (access to Central Car Park)- WR

£3,000.00 £500 contribution from WTC

8. C274 / C275 Corsley Speed limit assessment.

£2,000.00

Total commitment 2013-14 **£28,343.86**

Remaining Budget 2013-14 **£11,143.58**

Report to	Warminster Area Board
Date of Meeting	6 March 2014
Title of Report	Area Board Funding

Purpose of Report

To ask councillors to consider officer recommendations in respect to four grant applications that have been received:

- 1. Warminster Community Choir – Public Address system**
£2140 requested
Officer Recommendation – Approve
- 2. Warminster Town Council – World War 1 Commemoration Project**
£4000 requested
Officer Recommendation – Approve
- 3. Warminster Economy and Tourism Group of Warminster and Villages Community Area Partnership – Public convenience picture**
£400 requested
Officer Recommendation – Approve
- 4. Cornerstone Warminster**
£2500 requested
Officer Recommendation - Approve

Total amount requested: £9040

1. Background

- 1.1. Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Adult Care, Communities and Housing (5 April 2013). Under the Scheme of Delegation Area Boards must adhere to the [Area Board Grants Guidance 2013/2014](#).
- 1.2. In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria and/or the officer's recommendation would need to demonstrate that the application in question has a wider community benefit, and give specific reasons for why this should justify an exception to the criteria.
- 1.3. The Localism agenda supports the ethos of volunteering and community involvement and the nurturing of resilient communities. With this in mind Community Area Grants (CAGs) should be

encouraged from and awarded to community and voluntary groups.

- 1.4. The area board may want to link funding to local priorities, including those identified in their Community Plan, Local Area Joint Strategic Assessment and any other community based consultative work.
- 1.5. Warminster Area Board has been allocated a 2013/2014 budget of £51,672 ([See Appendix one of report to Cabinet](#)) for community area grants, £1,500 for digital literacy grants and up to £10,334 for community partnership core funding, totalling £66,951.
- 1.6. In addition to CAGs and digital literacy grants councillors can submit an Area Board/Councillor Led Initiative. This enables area boards to tackle sticky community issues and/or community identified priorities. Cabinet have emphasised that they do not wish these to be used to avoid complying with Community Area Grant criteria or for filling gaps where there are council service shortfalls.
- 1.7. In support of the Olympic and Paralympic legacy, in 2013/14 the Warminster area board invites applications that encourage young people and people with disabilities to become more actively involved in sports, outdoor activities, recreation, arts and volunteering.
- 1.8. Applications of up to and including £500 can be made for a Community Area Grant, which will not require matched funding. Amounts of £501 - £5,000 will be required to find matched funding. The area board will rarely award more than £5,000. Grants of up to £500 are available for Digital Literacy projects.
- 1.9. New for 2013/14 is a single on-line application process for Community Area Grants (CAG) and Digital Literacy grants, introduced to provide an easy step by step application process. The application process and funding criteria can be found [here](#).
- 1.10. Area boards will not consider CAG applications from town and parish councils for purposes that relate to their statutory duties or powers that should be funded from the local town/parish precept. However this does not preclude bids from town/parish councils, encouraging community projects that provide new opportunities for local people or those functions that are not the sole responsibility of the town/parish council.
- 1.11. Officers are required to provide recommendations in their funding reports (except in the case of Area Board/Councillor led

initiatives), although the decision to support applications is made by Wiltshire councillors on the area board.

- 1.12. Funding applications will be considered at every Area Board meeting whilst there is money available.
- 1.13. All recipients of area board funding are expected to complete an evaluation form as soon as the project has been completed and provide receipts if requested. Groups are encouraged to up-load information and photographs about their project on to their area board [blogsite](#). Failure to evaluate projects will preclude applicants/organisations being considered for future funding.

Background documents used in the preparation of this report	<p>Area Board Grant Criteria and Guidance 2013/14 as approved by delegated decision</p> <p>Digital Literacy Grants criteria</p> <p>WCVP Community Plan</p> <p>Warminster Joint Strategic Assessment</p>
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2. Main Considerations

- 2.1. Warminster Area Board has been allocated a 2013/2014 budget of £66,951 in total that may be allocated through Community Area Grants, Digital Literacy Grants, Area Board/Councillor Led Initiatives and core funding for the CAP.
- 2.2. Councillors will need to ensure that the distribution of funding is in accordance with the Scheme of Delegation outlined in Section 1 of this report.
- 2.3. Councillors will need to be satisfied that grants awarded in 2013/2014 are made to projects that can realistically proceed within a year of the award being made.
- 2.4. This is the final meeting of the financial year 2013 / 2014 for grant requests
- 2.5. In exceptional circumstances the Area Board may consider certain grants between Area Boards subject to approval by the Chair and Vice Chair.

3. Environmental & Community Implications

3.1. Area Board Grants contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

4. Financial Implications

4.1. Awards must fall within the Area Boards budget allocated to the Warminster Area Board.

If grants are awarded in accordance with officer recommendations, Warminster area board will have a balance of **£1468.85** remaining.

5. Legal Implications

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

6. HR Implications

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

7. Equality and Inclusion Implications

7.1. Community Area Grants and Small 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.

7.2. Implications relating to individual grant applications will be outlined in section 8, "Officer Recommendations" of the funding report.

8. Officer Recommendations

Ref	Applicant	Project proposal	Funding requested
8.1.	Warminster Community Choir	Public address system	£2140

8.1.1. Officer recommendation : Approve

8.1.2. This application meets the Community Area grants criteria 2013/14.

8.1.3. Project Summary provided by applicant:

To enhance the sound of Warminster Community Choir when singing in the community to raise funds for charities and community organisations, we wish to purchase audio equipment,

such as microphones, amplifiers, speakers and mixers. Whilst the choir members enjoy singing together one of the constitutional objectives is to raise awareness of the benefits of singing, both to the individual and to groups. We were setup 12 months ago and within our first year, we have raised £1,200 for various charities such as Naomi House/Jacks Place, Air Ambulance, Shelter, Children in Need.

8.1.4. Beneficiaries:

The main beneficiaries of the grant will be the audiences to whom we perform as they will be able to hear clearly and distinctly the singing of the choir and gain greater enjoyment. We recently performed at the community event when the Christmas Street Lighting was switched on but due to poor audio equipment much of the carols were not enjoyed by the audience further away from the stage. By providing our own audio equipment set up for the purpose of the choir, we will be able to manage our sound and ensure that all those listening will be able to participate. It will also be an advantage to those people who are hard of hearing; the choir has received invitations to go to nursing homes to sing for residents and it would help if we had our own system to provide sound to those wearing hearing aids, especially if they have a loop system. The choir members will also benefit from being able to use the equipment regularly, becoming familiar with using a microphone and being able to project their voices further. By having such equipment to hand, it would be set up for all events and, as the profile of the choir grows, is invited to more events alone as well as accompanying other musical groups in the town, more charities and community organisations will benefit from the funds raised. This could also mean that local trusts may find that their funding goes further as the choir has raised funding for smaller local charities.

8.1.5. The total cost of the project is £4280 and match funding is in place for £250 with £1500 applied for from the Fudge Trust.

Ref	Applicant	Project proposal	Funding requested
8.2.	Warminster Town Council	World War 1 commemoration Project	£4000

8.2.1. Officer Recommendation: Approve

8.2.2. This application meets grant criteria 2013/14

8.2.3. Project summary provided by applicant:

The Town Council will be planning a series of events to commemorate the 100th anniversary of the first world war. The first event in the 4/5 year project will be an interactive exhibition depicting the effect of the war on local families. The event will run from 14th - 22nd August 2014. The War memorial will also be cleaned.

A working group has been set up which involves the Town Council and community groups. The project will include cleaning the War Memorial and some work to Copheap memorial. Plans also include seeking permission to try and uncover a dog grave on the downs. In 1917 a soldier serving in the Army Service Corps in Warminster accidentally shot a dog on Copheap. He and his colleagues decided to give the dog a fitting memorial. The dog was buried and its grave covered in concrete, with an iron cross depicting the spot. It appears to have disappeared beneath the undergrowth and a local historian wishes to resurrect it. Drumhead Service on the working group wish to run their own local drumhead service and combine this with a re-enactment. Soldiers in authentic WWI uniforms. We intend to purchase 6 at a cost of £1500 and they can then be used for other local schools or groups who have their own plans.

Exhibition at the Civic Centre to run from 15th August to 21st August and will be free to the public. To start the process, we will run two finds days, during June, asking people to bring in their memorabilia, to record it, photograph it, film it, and have experts in attendance to assist with collecting memories for the Town. Arrange trench suppers x 2 Talks from local historians x 2, How to trace your family and Warminster Soldiers Film interviews with experts. Audio recording stories written down by local people. Filmed reconstruction following the lives of two families of different classes, an amalgamation of original material from Warminster aimed at portraying the lives of these extraordinary people. War boxes and touch screens X 6 each, to use in the exhibition and in local schools. (War in a box) Workshops at local schools to make their own crosses, depicting a name from the local War Memorial.

Junior Remembrance service to be held at the Civic Centre, possibly on Ypres day, 31st October 2014, and all children bring crosses made in local workshops. We wish to use local schools and groups to film, take audio recordings, photographs and incorporate this into our overall plans. The Town Council and the Fudge Trust are being approached for funding, as well as the Area Board which will support the lottery bid for additional funding to assist us in developing and putting together the larger items. Planting Poppies - we intend to plant poppies in the large planters on the entrances into

the town, ready for flowering in August. The seeds are purchased but our contractors will need to plant and manage. We have also received a request from one member of the working group to consider erecting a bronze statue but this would be funded from other means and is not forming part of this main bid at this time.

8.2.4. The total cost of the project is £8,000 and match funding is in place for £4,000.

Ref	Applicant	Project proposal	Funding requested
8.3.	Warminster Economy and Tourism Group (WVCP)	Public convenience picture	£400

8.3.1. **Officer Recommendation: Approve**

8.3.2. This application meets grant criteria 2013/14

8.3.3. **Project Summary provided by applicant:**

Our Group initiated a project for Wiltshire Council to sign the Public Convenience building in the Central Car Park. This sign is now in place but sits above a large blank square of concrete which presents a depressing image for the building. We would like to place an attractive picture of the town park produced by the Warminster Camera Club on this square to enhance the building. This image will promote the local park and include a QR code giving a pedestrian route to it through the town.

8.3.4. **Beneficiaries of the project:** All passers by will benefit - local residents besides enjoying the photo will be reminded of the local facility they have at the Park. Visitors will learn about an area of the town, not easily discovered, which offers several different types of recreation - playpark, boating in summer, crazy golf, tennis courts, cafe.

8.3.5. The total cost of the project is £400 and match funding is not required for this amount.

Ref	Applicant	Project proposal	Funding requested
8.4.	Cornerstone Warminster	Cornerstone Warminster	£2500

8.4.1. **Officer Recommendation: Approve**

8.4.2. This application meets grant criteria 2013/14

8.4.3. **Project Summary provided by applicant:** This is a local project which aims to relieve poverty and distress whilst promoting social inclusion and cohesion amongst the people of the Warminster community area irrespective of age, gender, sexual orientation, disability, race or religion

8.4.4. **Beneficiaries:** Those members of the community who find themselves vulnerable, excluded or disadvantaged through the lack of resources, emotional support, personal knowledge or experience. Particular emphasis will be placed on helping young people find employment through a Job Club. Should funding become available Cornerstone will extend its charitable work within the community by developing a service to those in more isolated areas or those physically unable to attend the facility.

8.4.5. The following will be offered from day one: Help compile CV, job application and guidance on interview technique. Help with filling out complex forms. Help with communicating with other organisations. Use of the internet and telephone facilities (for Cornerstone activities). Signposting to other agencies. Friendly non-judgmental listener - for any problem at all

8.4.6. This assistance will not only help reduce crime and anti-social behaviour but also promote the positive effects derived from finding a job or getting the necessary support to deal with other problems, which left unattended could adversely affect the individual, and ultimately the community at large. Cornerstone is seeking to cooperate with other agencies to achieve synergy and best use of resources. In cases when appropriate advice cannot be found within the volunteer base it will act in a signposting capacity in order to direct those seeking help to the most appropriate point of contact. Volunteers will be allocated duties and responsibilities according to their existing skills and experience.

8.4.7. The total cost of the project is £9610 and match funding is in place for £4250. £2500 is sought from the Area Board with some additional funds to be raised.

Appendices	Grant Applications
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No unpublished documents have been relied upon in the preparation of this report other than those requested in the funding criteria e.g. estimates.

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