

AGENDA

Meeting: WARMINSTER AREA BOARD
Place: Civic Centre Sambourne Rd, Warminster BA12 8LB
Date: Thursday 11 September 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)713114/713115.

Wiltshire Councillors

Andrew Davis (Vice-Chairman)

Fleur de Rhé-Philippe

Keith Humphries

Christopher Newbury (Chairman)

Pip Ridout

Warminster East

Warminster Without

Warminster Broadway

Warminster Copheap and Wylde

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 (Pages 1 - 8)</p> <p>To approve and sign as a correct record the minutes of the meeting held on 3 July 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 (Pages 9 - 12)</p> <p>The Chairman will introduce the Announcements and invite any questions.</p> <ul style="list-style-type: none"> a) Changes to the Electoral Role. b) Wiltshire Fire and Rescue Consultation. c) The next Warminster Area Board meeting on 6 November will take place earlier in the day from 2.30pm until 4pm at Warminster Civic Centre. There will be a Health Fair event as part of the Area Board meeting. Please join us for a health MOT, healthy eating giveaways and a <i>free</i> 7 day leisure centre membership. You are most welcome to bring your family, neighbours and friends with you. 	7.10pm
<p>6. Your Local Issues (Pages 13 - 14)</p> <p>An update from the Community Area Manager and leaders of the groups working on existing issues.</p> <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 by using this link.</p> <p>The Chairman will invite those attending to raise any urgent items of public concerns and will also invite any questions from the floor.</p>	7.15pm

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| 7. | <p>Updates from Partners (<i>Pages 15 - 24</i>)</p> <p>To receive updates from any of the following partners:</p> <ul style="list-style-type: none"> ➤ Wiltshire Police ➤ Wiltshire Fire and Rescue Service ➤ Wiltshire CCG ➤ Warminster and Villages Community Partnership ➤ Town and Parish Councils Nominated Representatives <p>Some written updates have been received and are included in this agenda.</p> | 7.20pm |
| 8. | <p>Community Messaging - Mike Davidson and Inspector Webb</p> <p>People in Warminster can now sign up for free messages – by email, text and voicemail – about policing and crime matters in their area by joining Wiltshire and Swindon Community Messaging. Mike Glenys and Inspector Webb will present information on this new initiative and how you can use it.</p> | 7.30pm |
| 9. | <p>Positive activities for young people - Sandra Samuel and Jacqui Abbott</p> <p>Sandra Samuel will provide information on the role of the new Community Youth Officer and how positive activities for young people will be co-ordinated. Jacqui Abbott will inform the meeting about the Area Board funding contribution towards projects.</p> | 7.45pm |
| 10. | <p>Area Board Funding - Community Area Grants (<i>Pages 25 - 30</i>)</p> <p>To consider the requests for funding from the Community Area Grants Scheme.</p> | 8 pm |
| 11. | <p>Your Area Board - Your Ideas, Your Reactions, Your Suggestions</p> <p>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.</p> <p>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.</p> | |
| 12. | <p>Future Meeting Dates</p> <p>The next meeting of the Warminster Area Board will be on:</p> <ul style="list-style-type: none"> • Health Fair & Area Board - 6 November 2014, 2pm at the Warminster Civic Centre | 8.05pm |

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MINUTES

Meeting: WARMINSTER AREA BOARD
Place: Civic Centre Sambourne Rd, Warminster BA12 8LB
Date: 3 July 2014
Start Time: 7.15 pm
Finish Time: 8.15 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 Keith Humphries,
Cllr Christopher Newbury (Chairman) and Cllr Fleur de Rhé-Philippe

Wiltshire Council Officers

Jessica Croman – Democratic Services Officer
Jacqui Abbot – Community Area Manager
Rachel Goff – Campus Delivery Manager
Imogen Dallimore – Community Co-ordinator
Adrian Hampton – Head of Local Highways and Streetscene (South)

Town and Parish Councillors

Warminster Town Council – Heather Abernathie, Sue Fraser
Chapmanslade Parish Council – Francis Morland, Adam Oakley
Codford Parish Council – Louis Hoareau
Corsley Parish Council – N. Carpenter
Sutton Veny Parish Council – Julia Tuff

Partners

Wiltshire Police
Community Area Partnership

Total in attendance: 26

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Election of Chairman</u></p> <p>The Community Area Manager called for nominations of Chairman and it was;</p> <p>Resolved</p> <p>To elect Cllr Christopher Newbury as Chairman for the year 2014/15.</p> <p style="text-align: center;">Cllr Newbury in the Chair</p>
2.	<p><u>Election of Vice Chairman</u></p> <p>The Chairman called for nominations of Vice-Chairman and it was;</p> <p>Resolved</p> <p>To elect Cllr Andrew Davis as Vice-chairman for the year 2014/15.</p>
3.	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Warminster Area Board.</p>
4.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <ul style="list-style-type: none"> • Mike Lucas
5.	<p><u>Minutes</u></p> <p>The Minutes of the meeting held on 8 May were presented.</p> <p>Decision</p> <p>To sign the Minutes as a true and correct record.</p>
6.	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
7.	<p><u>Chairman's Announcements</u></p> <p>The Chairman made announcements about the following matters:</p> <ul style="list-style-type: none"> • Mini Recycling Sites

	<ul style="list-style-type: none"> • Garden waste Collection Consultation • Community Infrastructure Levy
8.	<p><u>Updates from Partners</u></p> <p>Some written updates had been received before the meeting and were included in the agenda pack.</p> <p>Police</p> <p>Inspector Alan Webb gave a verbal update noting that there had been an increase in thefts and violent crimes with Warminster Town driving the increase.</p> <p>Two detective constables and a rural crime officer would now be working from Warminster Police Station and it is hoped that this will increase visibility and resilience.</p> <p>Youth Action Group</p> <p>The Area board was informed that the Youth Action Group (YAG) was winding down and that the Local Youth Network (LYN) would replace the YAG at the start of October 2014.</p> <p>Army Re-basing</p> <p>It was noted that the army re-basing master plan would soon be going out for consultation and that all plans were moving along accordingly. Warminster would not be affected by the re-basing.</p>
9.	<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 the Bore Hill Farm biodigester. The issues concerned omitting odours which had been affecting the local residential areas. Having conducted more detailed research through freedom of information (FOI), it had been recorded that the biodigester, on two separate occasions, had failed tests and not met specifications and had been issued a warning by the Environment Agency. The local MP had been contacted and made aware of the issue. It was also noted that residents on the Deverill Road had also reported complaints about bad odours.</p> <p>It was agreed by the Area Board Members that Councillor Humphries would brief officers and look into the matter.</p>

10.

What Matters to You Priorities and Projects Update

The Community Area Manager and Project Support Worker, gave a presentation which updated the Area Board on the outcome of the Joint Strategic Assessment event and gave examples of the projects for each priority.

The Area Board was informed that information, on the number of people eligible for social housing, provided during the Joint Strategic Assessment Event was incorrect. The correct current number eligible for social housing was 986.

10 themes had been recognised and 10 priorities identified from the event which were:

Children & Young People

- Support for young people including those in rural areas

Community Safety

- Work to support those experiencing abuse in the home.

Culture

- Sustain cultural activity – volunteers, funding, premises.

Economy

- Facilitate good quality job creation in Warminster.

Environment

- Maintain green infrastructure providing pedestrian and cycle routes to the countryside.

Health and Wellbeing

- Focus on ageing population and vulnerable groups.

Housing

- More support for homeless, refugees, single people and affordable housing.

Leisure

- Free access to leisure facilities – greater availability to all, fitness & trim trail.

Transport

- Bus links especially for older people and young people.

Our Community

- Early intervention with child poverty.

The update was noted by the Area Board.

11.	<p><u>Shadow Community Operations Board</u></p> <p>Cllr Keith Humphries and the Campus Delivery Manager gave a presentation on the first phase of consultation on the community campus.</p> <p>It was noted that the Shadow Community Operations Board (SCOB) had a hard working team consisting of individuals from across the different sectors.</p> <p>The consultation results had come from a good spread from across the age groups; altogether over 500 responses had been received.</p> <p>It was noted that library services, access to computer and internet facilities, large sports halls and a swimming pool were most important to the respondents.</p> <p>Comments were made on the areas which did not gain much support noting that these areas may have had less representation and that they should not be discounted.</p> <p>Attention was drawn to the comments received noting how valuable they had been.</p> <p>A question was asked on hot desking space in Warminster for small businesses. It was noted that the Enterprise Network were looking at funding options to enable them to bring these facilities to other areas with the ability to offer various packaging models which could include line rental etc.</p> <p>It was also noted that the SCOB had been in talks with the PCC and hope to bring the services together.</p> <p>The transport plan was also discussed noting the difficulties with the bus services stopping early.</p> <p>The Area Board noted the results of the consultation and agreed that the COB continue to develop their initial working proposal in more detail.</p>
12.	<p><u>Upper Deverills Parish Plan</u></p> <p>The Upper Deverills Parish was congratulated on their parish plan and for their hard work. It was noted that all efforts had been made to include all the residents from the three villages. The Area Board noted and approved the plan and thanked the Upper Deverills Parish Committee for their work.</p>
13.	<p><u>Area Board Funding - Community Area Grants</u></p> <p>The Area Board considered the following application seeking 2014/15 Community Area Grant funding:</p>

	<p>Decision Sutton Veny Flower Show was awarded £290 for event shelters.</p> <p>Reason This application met the grant criteria 2014/2015.</p>
14.	<p><u>Your Area Board - Your Ideas, Reactions, Suggestions</u></p> <p>There were no new suggestions.</p>
15.	<p><u>Appointment to Outside Bodies</u></p> <p>The Area Board considered appointments to outside bodies and the reconstitution of its working groups.</p> <p>Decision</p> <p>(1) To agree to make the following appointments to outside bodies:</p> <p>Warminster & Villages Community Area Partnership</p> <ul style="list-style-type: none"> • Cllr Ridout <p>Warminster Westbury CCTV Partnership</p> <ul style="list-style-type: none"> • Cllr Davis <p>Warminster Town Council Town Plan Steering Group</p> <ul style="list-style-type: none"> • Cllr Humphries <p>Warminster Youth Action Group/ Local Youth Network</p> <ul style="list-style-type: none"> • Cllr Ridout <p>It was agreed that once the YAG changed to the LYN Cllr Ridout would continue as the designated representative.</p> <p>(2) To agree to reconstitute and appoint to the following working groups:</p> <p>Community Area Transport Group</p> <ul style="list-style-type: none"> • Cllr Newbury <p>Shadow Community Operations Board</p> <ul style="list-style-type: none"> • Cllr Humphries <p>(3) To agree the terms of reference for the working groups as set out in appendix C of the report.</p>

16.	<p><u>Future Meeting Dates</u></p> <p>It was noted that the next meeting of the Warminster Area Board would be held on 11 September 2014, 7pm at the Warminster Civic Centre.</p>
17.	<p><u>Evaluation and Close</u></p> <p>The Chairman thanked everyone for attending.</p>

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Agenda Item 5.

Chairman's Announcements

Subject:	Changes to the Electoral Registration System
Officer Contact Details:	Donna Mountford - Communications Officer
Further details available:	www.gov.uk/yourvotematters

Summary of announcement:

Over the summer, all Wiltshire residents will receive a letter through the post telling them about the biggest change to the electoral registration system in nearly 100 years.

The letter will explain that a new, more secure, system of Individual Electoral Registration is being introduced to replace the old Victorian system where the "head of household" registered everyone living in a property. Now, each individual will be responsible for registering themselves.

Many Wiltshire residents will automatically move onto the new electoral register. However, some will need to take action to join or remain on the register, which they will now also be able to do quickly and easily online. People will need to provide their National Insurance Number and date of birth when registering. This will be used to verify that the person making the application is who they say they are and will in turn reduce the risk of fraud and inaccurate entries on the register.

This summer the Electoral Commission is running a major advertising campaign that will raise awareness of the change to Individual Electoral Registration. Leaflets are also available here tonight for you to take away with you.

For more information visit www.gov.uk/yourvotematters .

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Chairman's Announcements

Subject:	Wiltshire Fire & Rescue Service – Consultation
Officer Contact Details:	Mike Franklyn
Further details available:	Wiltshire.gov.uk

Summary of announcement:

A wide ranging consultation to consider options for the future of Wiltshire Fire & Rescue Service started on Monday 21 July.

Between now and 20 October, local people will be able to have their say on options including closer working with local authorities and the police through to a possible merger with Dorset Fire Authority.

A parallel consultation is being held in Dorset over the same period. In both counties local residents will be able to access further information and complete on-line questionnaires. In addition, a random selection of 12,000 households across Wiltshire and Dorset will receive the questionnaire directly. Information will also be placed in public buildings, including libraries, and consultation forums will be held with the public, businesses and voluntary organisations.

Simon Routh-Jones, Chief Fire Officer of Wiltshire Fire & Rescue Service, said: "We are keen to know what local people think about our options to strengthen our fire and rescue service. We have a number of potential ways forward, including a potential merger with Dorset Fire Authority. We are consulting widely on this important issue and we would encourage any views as no decisions have yet been made.

Cllr Christopher Devine, Chairman of Wiltshire & Swindon Fire Authority, said: "We face difficult financial times ahead that result from cuts to our central Government grant. We need to find significant savings from our limited budget whilst protecting frontline services. It is vital that local people take this opportunity to find out more about the proposals and have their say, and we would encourage as many people as possible to get involved now that the consultation has started."

The consultation portal is accessible via www.wiltshire.gov.uk/strengtheningourfrs

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Warminster Area Board Issues Report for 11 September

New issues reported:

No.	Location	Issue	Latest update
3549	Upton Lovell	Request for bus shelter Upton Lovell A36 Warminster bound side	This will be discussed at the CATG (Community Area Transport Group) meeting on 7 October.
3496	Codford	Speeding on High Street, Codford.	Speeding occurs mainly from the junction with The Grove when travelling west towards the New Road Garage and from St. Peter's Church when travelling east towards the junction with Green Road. A metro count has been ordered to assess speeds in the first instance. For CATG on 7 October.
	Warminster	Bore Hill Farm biodigester omitting fumes and alleged failed tests	Cllr Davis has discussed the situation with the owner and will report back to the Area Board on 11 September.

Ongoing issues under investigation:

No.	Location	Issue	Latest update
3421	Longbridge Deverill A350	Speeding on road through village which is 40mph with many junctions.	The metro count has been re-ordered on 3 September following suspected incorrect readings. Highways engineer has inspected the area. For further discussion at CATG on 7 October.
3397	Norton Road & High Street Sutton Veny	Request for no waiting restriction as cars parking inappropriately	Wiltshire Council traffic engineer looking at options; liaising with Parish Council & pass to NPT (Neighbourhood Policing Team) also. CATG 7 October.
3396	Norton Road off Cotley Hill A36	Safety concerns re: narrow pavement & bend; visibility poor	Highway engineer to cost lining and signing options and report back to CATG on 7 October.

3387	Codford Road junction, Chitterne	Bridge railings interfere with line of sight.	Highway engineer to speak to structures team in first instance and report back to CATG on 7 October.
3237	Victoria Fields estate	Numerous issues including unfinished pavements, narrow pavements, problem parking and issues with the play area.	CATG will look at lining and signing options as soon as the area is adopted by Wiltshire Council. Inspections are currently taking place for all of the defects and Wiltshire Council will be asking that they are all rectified. Cllr Ridout leading on this for the Area Board.
3146	Warminster	Imber Road & Woodcock Road traffic near schools	The Town Council is contacting Waitrose to explore improving the staff parking situation. The Town Council has also requested further work on the traffic model. St Georges school has submitted an application on Taking Action to School Journeys which is in progress. This issue will remain on the CATG agenda.
3092	Warminster	Woodcock Road towards Boreham Road traffic issue	Metro count results for the length of Woodcock Road is 35.8 for the 85 th percentile. The next steps are to consider a community speedwatch scheme.
2990	Warminster	Caravans entering Longleat site narrow lanes	The Parish Council has been liaising with Caravan Club. There is a need to re-engage the Longleat estate to look at possible solutions to this issue.

Recently resolved issues now closed

No.	Location	Issue	Latest update
3186	Warminster	Houghton Close with Boreham Road junction – congestion and access issues	Lining and signing installed

Further details including 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

Partner Update for Warminster Area Board

Name of Partner: Horningsham Parish Council

Date of Area Board Meeting: 11th September 2014

Headlines/Key Issues:

- New Land Agent visits Parish Council meeting along with BBC film crew

Projects:

- Play area- Longleat Estate to consider leasing an area to the Parish Council following the meeting with the new land agent.
- Village Hall Committee suggest the Parish Council take ownership and re development of the Tennis Courts- to be discussed at the next meeting.

Future Events/Dates for the Diary:

- Next Full Council meeting 4th September 2014 at 7.30pm all are welcome to attend and a public question time is available at the start of every meeting.

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Partner Update for Warminster Area Board

Name of Partner: Maiden Bradley with Yarnfield Parish Council

Date of Area Board Meeting: 11th September 2014

Headlines/Key Issues:

- Defibrillator now fitted and ready to use at the village shop
- Vacancy on the Parish Council

Projects:

- Mobile Signal issues to be investigated and a possible project to help improve it followed up.

Future Events/Dates for the Diary:

- Next Full Parish Council meeting 9th September 2014 7.30pm all are welcome to attend and a public question time is available at the start of every meeting

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Partner Update for Warminster Area Board

Name of Partner: Upper Deverills Parish Council

Date of Area Board Meeting: 11th September 2014

Headlines/Key Issues:

- Consultation with the youth of the parish to take place at the village fete

Projects:

- Community Resilience Plan/ Flood Plan
- Wessex Water Project moving forward, Wessex Water to hold meeting with residents on the progress to date, date to be agreed

Future Events/Dates for the Diary:

- Next Full Parish Council meeting 10th September 2014 6.30pm all are welcome to attend and a public question time is available at the start of every meeting.

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Partner Update for Warminster Area Board

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

Date of Area Board Meeting: 11th September 2014

Headlines/Key Issues:

- Development of survey by the Health & Social Care Group in partnership with Age UK, to consult older people about day-time activities in Warminster.
- Ongoing update of 'Your Community Plan' with outcomes of the 'What Matters to You' public consultation event.
- Research into funding and grant opportunities.

Projects:

- Community Plan appendix for fundraising opportunities. This will enable efficient dissemination of intelligence and signposting to support local clubs and organisations seeking grants.
- Economic and Tourism Group – monitoring of town scene and empty buildings; benchmarking; media contact list.
- Health and Social Care Group – monitoring and information sharing between organisations and the community.
- 'Your Community Plan 2013-2026' is available to download from our website or via the Warminster Area Board webpage. Copies are also available in the Library.
- Current volunteering opportunities in the Warminster area can be accessed via the website www.volunteercentrewiltshire.org.uk/
- WVCP website www.westwilts-communityweb.com/site/Warminster-and-Villages-Community-Partnership/
- Follow WVCP on Twitter twitter.com/warminstervcp

Future Events/Dates for the Diary:

- WVCP Management Committee meets every fourth Tuesday of the month at the Organ Inn, Warminster.

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Partner Update for Warminster Area Board

Name of Partner: Warminster Town Council

Date of Area Board Meeting: 11 September 2014

Headlines/Key Issues:

- Councillor Paul Macfarlane elected to fill vacancy on West Ward.
- WWI exhibition from 14–22 August a huge success, with 729 visitors over the 8-day period. Thanks to the 23 volunteers plus the six Councillors who acted as stewards during the course of the exhibition. An amount of £450 was collected for the Royal British Legion's Poppy Appeal from the sale of pins, badges and bracelets during the exhibition.
- Entries being sought for the Flower and Vegetable Show on 20th September – 700 schedules sent out, few completed forms returned as yet.
- Neighbourhood Plan still being drafted.
- Grants being distributed on 15 September prior to Full Council meeting.
- Settlement boundary consultation to be discussed at Full Council on 15 September

Projects:

- Development of event in August 2015 to celebrate the 50-year anniversary of the Warminster 'Thing'. Planned UFO conference and family events.
- Preparations for Warminster Festival, 18 October–2 November, to include street fayre on opening day.
- Preparations for Christmas Market and Christmas Lights Switch-on, 29 November.

Future Events/Dates for the Diary:

- **17 September: Film matinee – *The Grand Budapest Hotel*.** This Wes Anderson fantasy is set in a large European hotel and revolves around the murder of a rich old widow and the theft of a priceless painting. Stars Ralph Fiennes, Tilda Swinton, Tom Wilkinson and Bill Murray, amongst others.
- **20 September: Flower and Vegetable Show – 1pm–4pm,** Warminster Civic Centre.
- **15 October: Film matinee – *The Book Thief*.** The story of a young foster child in Nazi Germany and her obsession with books and reading. Starring Emily Watson and Geoffrey Rush.
- **18 October: Warminster Festival Opening and Street Fayre –** free parking all day.
- **18 October–2 November: Warminster Festival**
- **19 November: Film matinee – *Belle*.** The true story of Dido Elizabeth Belle, the illegitimate mixed-race daughter of a Royal Navy Admiral in late 18th-century England.
- **29 November: Christmas Market and Christmas Lights Switch-on –** free parking all day.

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Report to	Warminster Area Board
Date of Meeting	11 September 2014
Title of Report	Community Area Grants

Purpose of Report:

To ask Councillors to consider the following application seeking 2014 /15 Community Area Grant funding.

Applicant	Project	Request
St. Lawrence Chapel	Alter panelling to commemorate Great War	£4200
West Wilts Railway Users Group	Warminster Railway Planters	£978

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 (4 April 2012). Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance.
- 1.2. In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria 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 emphasis in the Coalition Government’s 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. Warminster area Board has been allocated a 2014 / 15 capital budget of £44,968.33 for community grants and area board / councillor led initiatives.
- 1.5. The remaining capital budget is £39,361.60.
- 1.6. £1,500 has been allocated to fund digital literacy projects.

- 1.7. Applications of up to and including £1,000 can be made for a Community Area Grant, which will not require matched funding. Amounts of £1,000 - £5000 will be required to find matched funding. The area board will rarely award more than £5,000.
- 1.8. Area boards will not consider Community Area Grant (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.
- 1.9. In addition to CAGs and Small 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. The application process and form has been updated to bring it in line with the other grants.
- 1.10. From April 2014, officers are **not** required to provide recommendations in their funding reports. The decision to support applications is made by Wiltshire Councillors on the Area Board.
- 1.11. Funding applications will be considered at every Area Board meeting. There will be a further three rounds of grant applications in this financial year which will be heard at Area Board meetings on the following dates:
 - 6 November
 - 8 January
 - 5 March
- 1.12. The funding criteria and application forms are available on the council's website (www.wiltshire.gov.uk/areaboards) and paper versions are available from the Community Area Manager.
- 1.13. A decision was made in 2010/2011 that paper copies of funding applications will no longer appear as part of the agenda in an attempt to reduce volume of paper used. However, the application forms will be available on the Wiltshire Council web site and hard copies available upon request.
- 1.14. All recipients of area board funding are expected to complete and return an evaluation form as soon as the project or activity has been completed and this should be accompanied by receipts and invoices, as well as photographs

if possible. Failure to return the evaluation requested will preclude them from being considered for any future funding from the area board. This applies to all grants made by the area board.

- 1.15. Warminster Area Board has a separate Community Area Transport Group (CATG) budget for 2014 /15 for £15,226 and with an under-spend in 2013 /14 the total allocation is £26,369.58

2. Main Considerations

- 2.1. Councillors will need to be satisfied that grants awarded in the 2014 /15 year are made to projects that can realistically proceed within a year of the award being made.
- 2.2. Community Area Managers are no longer required to submit recommendations for community area grant requests. All requests will be presented to the Area Board as long as the grant criteria are met.

3. Environmental & Community Implications

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

4. Financial Implications

- 4.1. Awards must fall within the Area Boards budget allocated to the Warminster Area Board.
- 4.2. If the applications are approved by the Area Board, the remaining capital allocation will be £34,183.60

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

8. Grant request detail:

Ref	Applicant	Project proposal	Funding requested
8.1	St. Lawrence Chapel	Alter panelling "To commemorate World War 1914 – 1918"	£4200

8.1.1 The Community Area Manager has appraised the application which meets The grants criteria for 2014 / 15.

8.1.2 Funding is available from the Area Board's capital grants allocation.

8.1.3 The feoffees have decided to carry out the plan of their predecessors in 1914 and install panelling behind the alter for the full width of the wall, with a damp proof membrane behind it. This will be in the same shade of oak as the recently erected screen at the West End of the Chapel. It will be inscribed with our project tile as above.

8.1.4 The group informs the Area Board that they are not aware of any other public building in Warminster that has a WW1 commemorative structure. They consider this to have historic community benefit as the Chapel is located in the centre of the town and has been owned by the people of Warminster since 1575 and is well used for a wide variety of community events.

8.1.5 The total project cost is £8,491.64 and match funding has been allocated for £4,291.64.

8.2	West Wiltshire Railway Users Group	Warminster Railway Station planters	£978
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8.2.1 The Community Area Manager has appraised the application which meets

The grants criteria for 2014 / 15.

8.2.2 Funding is available from the Area Board's capital grants allocation

8.2.3 The project is to purchase 2 Black, strong, recyclable tough plastic planters measuring 1000cm square and 730cm height they will have gold line along the top and a plaque with names of people supporting the. The planters will be on platform 1 during the Summer. Warminster Town Council will supply the flowers and the watering of them. The winter bulb planting is under discussion. The Station Manager has given support for the project.

8.2.4. The station is in the heart of the town and it is easy to get to shops and services. The Station Manager is keen for the Station to be part of the Warminster Community. A floral display on platform 1 will enhance the Station environment for the local users and passengers.

8.2.5 The project will help Warminster to be a thriving economy.

8.2.6 As the request is under £1,000, match funding is not required but there is considerable input from the Town Council and British Rail as above.

Documents used in the production of this report	Completed Community Area Grant Application forms Community Area Grants criteria Warminster Area Board Funding allocation
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No unpublished documents have been relied upon in the preparation of this report.

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