

AGENDA

Meeting: WARMINSTER AREA BOARD
Place: Warminster Civic Centre, Sambourne Rd, Warminster BA12 8LB
Date: Thursday 2 July 2015
Time: 7.00 pm

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

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

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

Refreshments and networking 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)	Warminster East
Fleur de Rhé-Philippe	Warminster Without
Keith Humphries	Warminster Broadway
Christopher Newbury (Chairman)	Warminster Copheap and Wyllye
Pip Ridout	Warminster West

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If you have any queries please contact Democratic Services using the contact details above.

Items to be considered	Time
Please note these timings are approximate only	
<p>1. Election of Chairman (<i>Pages 7 - 8</i>)</p> <p>To receive nominations for a Chairman for 2015/16.</p> <p>2. Election of Vice Chairman</p> <p>To receive nominations for a Vice Chairman for 2015/16.</p> <p>3. Chairman's Welcome and Introductions</p> <p>The Chairman will welcome those present to the meeting.</p> <p>4. Apologies for Absence</p> <p>5. Minutes (<i>Pages 9 - 14</i>)</p> <p>To approve and sign as a correct record the minutes of the meeting held on 30 April 2015 (<i>copy attached</i>).</p> <p>6. Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	<p>19:00</p>
<p>7. Chairman's Announcements (<i>Pages 15 - 24</i>)</p> <p>The Chairman will introduce the Announcements included in the agenda and invite any questions.</p> <ul style="list-style-type: none"> • Street Lighting • Joint Health & Wellbeing Strategy • Leader Funding • Army Rebasing <p>8. Appointments to Outside Bodies (<i>Pages 25 - 44</i>)</p> <p>The Area Board will consider the list of nominated representatives to Outside Bodies and Working Groups for 2015/16 as attached to the agenda.</p> <p>In addition the Board is asked to re-appoint a member to the Local Youth Network (LYN) and also reconstitute the full membership of the LYN Management Group.</p>	<p>19:05</p>
<p>9. Warminster Petition (<i>Pages 45 - 46</i>)</p> <p>The Area Board is asked to note the petition and response</p>	<p>19:15</p>

	received from Wiltshire Council.	
10.	Updates from Partners (<i>Pages 47 - 56</i>)	19:20
	To receive updates from any of the following partners:	
	➤ Wiltshire Police	
	➤ Wiltshire Fire and Rescue Service	
	➤ Warminster and Villages Community Partnership	
	➤ Town and Parish Councils Nominated Representatives	
	Some written updates have been received and are included in this agenda.	
11.	Local Youth Network Update and Youth Activities Grant Applications (<i>Pages 57 - 60</i>)	19:30
	i. To receive a presentation and update	
	ii. Grants	
12.	Your Local Issues (<i>Pages 61 - 64</i>)	19:45
	An update from the Community Area Manager and leaders of the groups working on existing issues.	
	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 .	
	The Chairman will invite those attending to raise any urgent items of public concerns and will also invite any questions from the floor.	
13.	Local Health and Wellbeing Plans	19:55
	To receive an update on the rollout of community teams from Wiltshire Clinical Commissioning Group and other local developments in the NHS.	
14.	Big Pledge - Make a Difference Campaign 2015	20:05
	Wiltshire's Big Pledge challenges people to get healthy, volunteer, or make a positive change in 2015. It runs from 11 May – 30 September 2015. For more information see www.wiltshire.gov.uk/Bigpledge . A short DVD film will be shown.	
15.	Community Asset Transfer - Warminster Park (<i>Pages 65 - 76</i>)	20:15
	To consider the attached community asset transfer.	
16.	Shadow Warminster Community Operations Board (<i>Pages 77 - 80</i>)	20:25
	To received an update on the Community Operations Board (<i>notes</i>)	

from the previous meeting attached).

17. **Area Board Funding - Community Area Grants** (Pages 81 - 102) **20:35**

To consider the applications for funding from the Community Area Grants Scheme.

18. **Urgent items** **20:45**

Any other items of business which the Chairman agrees to consider as a matter of urgency.

19. **Future Meeting Dates** **20:50**

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

- **10 September – Chapmanslade Village Hall**
- **5 November 2015 – Warminster Civic Centre**

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Guidance on the election of the Area Board Chairman and Vice-Chairman

4.9 The chairman and vice-chairman of an area board will be appointed at the first meeting of an area board, which takes place after the annual meeting of the Council, by the unitary councillors on each area board, except in an election year where after the first meeting of Full Council a special meeting of each area board will take place to appoint a chairman and a vice-chairman.

4.9.1 The Democratic Services representative will call for nominations for the position of chairman of the area board. A councillor's nomination must be seconded to be valid. A councillor shall not be nominated in his/her absence without their written consent.

4.9.2 In the event of only one valid nomination being received the person presiding will declare the nominated councillor elected.

4.9.3 In the case of two valid nominations the Democratic Services representative will ask for a show of hands from those councillors in favour of each councillor and declare the candidate receiving the majority of votes of the councillors present and voting, to be the winner.

4.9.4 In the case of an equality of votes for the two candidates, the Democratic Services representative shall draw lots to determine the winner of the election and then declare the result.

4.9.5 In the case of three or more valid nominations being made, the Democratic Services Representative will call for a show of hands for each of the candidates. The Democratic Services representative will then announce the candidate with the least number of votes and that candidate will be eliminated (in the case of a tie for the least number of votes, the Democratic Services representative shall draw lots to determine which candidate to be eliminated). A further vote shall be taken for the remaining candidates and after each vote the candidate with the least number of votes shall be eliminated until only two candidates remain and a final vote taken.

4.9.6 The newly elected Chairman of the Area Board shall then preside over the election of the Vice Chairman in the manner described above with the ability to use a casting vote in the event of an equality of votes.

4.9.7 With the exception of an election year, the chairman and vice-chairman of an area board shall remain in post until their successors are appointed.

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MINUTES

Meeting: WARMINSTER AREA BOARD
Place: Warminster Civic Centre, Sambourne Rd, Warminster BA12 8LB
Date: 30 April 2015
Start Time: 7.00 pm
Finish Time: 7.50 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 Keith Humphries and Cllr Christopher Newbury (Chairman)

Wiltshire Council Officers

Adam Brown (Democratic Services Officer)
Jacqui Abbott (Community Area Manager)
Sandra Samuel (Community Youth Officer)
Iain Kirby (Head of Business Change and Governance)

Town and Parish Representatives

Warminster Town Council – Sue Fraser
Chapmanslade Parish Council – Francis Morland
Chitterne Parish Council – Mike Lucas

Partners

Wiltshire Good Neighbours – Emma Curtis

Total in attendance: 20

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Warminster Area Board and invited members of the board to introduce themselves.</p>
2.	<p><u>Apologies for Absence</u></p> <p>Apologies for absence were received from:</p> <ul style="list-style-type: none"> • Cllr Andrew Davis • Cllr Fleur De Rhe-Philippe • Sarah Jeffries
	<p><u>Minutes</u></p> <p>Decision</p> <p>The minutes of the previous meeting were agreed as a correct record and to be signed by the Chairman as soon as convenient.</p>
	<p><u>Declarations of Interest</u></p> <p>Cllr Pip Ridout declared a non-pecuniary interest in item 7 - "Local Youth Network Update and Youth Activities Grant Applications". Cllr Ridout was the Area Board representative on the Local Youth Network Management Group. Cllr Ridout stated that she would take part in the item with an open mind.</p>
	<p><u>Chairman's Announcements</u></p> <p>The Chairman made the following announcements:</p> <p>Safe Spaces</p> <p>The announcement in the agenda pack was referred to and it was noted that a number of businesses had signed up to the scheme already, including Warminster Civic Centre. The spaces were noted as providing vulnerable people, including those with dementia, a place to be invited into when they in need of help.</p> <p>Dementia Friendly Community</p> <p>It was announced that workshops would be available for people to become dementia friends. Work was also underway to set up a monthly volunteer-run dementia café in the library.</p>

	<p>Universal Credit</p> <p>The announcement in the agenda pack was referred to. The scheme was noted as having begun on 16 March 2015 following an announcement from Wessex Department of Work and Pensions. The scheme was noted as providing those currently on benefits with greater incentives to seek work.</p> <p>School Place Planning</p> <p>The announcement in the agenda pack was referred to. It was noted that there would be three workshops organised across the country from June 2015 onwards to explain the Strategy in detail.</p> <p>Integrated Performance Management Report</p> <p>The announcement in the agenda pack was referred to with particular note given to the CCG performance on the 18 week Referral to Treatment (RTT) standards for admitted care and non-admitted care which were now at the national target levels.</p> <p>Health Watch Update</p> <p>The Chairman referred to the announcement in the agenda pack.</p>
	<p><u>Updates from Partners</u></p> <p>Some written updates had been received before the meeting and were included in the agenda.</p> <p>There were no verbal updates from partners.</p>
	<p><u>Local Youth Network Update and Youth Activities Grant Applications</u></p> <p>Sandra Samuel, Community Youth Officer (CYO) for Warminster Community Area, was in attendance to deliver an update and to recommend Youth Activity Grants.</p> <p>The LYN were currently meeting on a regular basis and had brought to the meeting two funding bids for the Area Board's consideration. There was £13,494 revenue leftover from the previous financial year which had been added to an additional £17,000. It was noted there was a total of £29,530 available in funding for 11-19 year olds.</p> <p>Dates for future LYN meetings were noted. Various groups were invited to join them, even if it was for one-off activities or issues. It was noted that the CYO would check up on schemes that had been granted funding and ensure that three-monthly updates were provided.</p> <p>The area board considered the following applications seeking 2015/16</p>

	<p>Youth Activity Grant funding.</p> <p>Decision</p> <ol style="list-style-type: none"> 1. To award the Lighthouse Youth Project £4400 so the project can run for 2015/16 2. To award Codford Coyotes Youth Group £4950 so the project can run for 2015/16
	<p><u>Your Local Issues</u></p> <p>The Community Area Manager referred to the issues report in the agenda pack.</p>
	<p><u>Services to the Elderly</u></p> <p>Cllr Keith Humpries, Cabinet Member for Health (including Public Health) and Adult Social Care, and Iain Kirby, Head of Business Change and Governance, were in attendance to present the item.</p> <p>The Services for the Older People Market Positions Statement for Warminster booklet distributed to those present was referenced. Page 11 of the booklet indicated the numbers of residents in the Warminster Community Area aged 65 and over. Evidence was noted as suggesting that a majority of those born recently would live to reach 100. £129million was being spent from the Wiltshire Council budget to provide care for residents. It was explained that services would have been unable to cope with current pressures if it wasn't for the help from volunteers.</p> <p>The booklet was noted as being an incomplete draft. People were urged to get in contact to inform the Council aware of any unlisted services and organisations within the local area.</p> <p>An information and advice portal was now available through the Wiltshire Council website. The portal was a directory service which operated through simple tabs to provide information of services available within the local area and a set radius. The portal would continue to develop as it was updated with more services. A self-referral form was hoped to be added later in the year.</p> <p>The Market Position Statement booklet for Warminster Community Area was explained to contain everything currently known to Wiltshire Council around the area. It was noted that a lot of information needed to be discovered and included in the second draft. This piece of work would help Wiltshire Council locate areas that required future funding. A separate Market Position Statement document was available for each area board.</p> <p>Iain Kirby informed the Area Board that there would be an Older People's Workshop held on 19 June 2015 in the Warminster Civic Centre at 1.30pm. The Area Board was asked to nominate an Older People's and a Carer's Champion through the workshop. These would be supported voluntary roles which were</p>

	<p>anticipated to meet on a quarterly basis to share news and information on community needs. It was explained that more than one could be nominated, but that too many representatives across 17 area boards could present management problems. Those interested were encouraged to attend the workshop.</p>
	<p><u>Community Area Transport Group</u></p> <p>The Warminster Area Board was asked to agree the budget allocation proposals from the Community Area Transport Group (CATG) for the Warminster Community Area.</p> <p>It was clarified that “Geys Hill Corsley - Passing Bay” was a figure previously approved by the Area Board.</p> <p>Decision</p> <p>That the Warminster Area Board approves the three projects listed in the report for CATG expenditure.</p>
	<p><u>Warminster Campus Operations Board Update</u></p> <p>Cllr Keith Humphries introduced the item. It was explained that the SCOB had been looking at a number of potential campus locations in the area. Warminster Town Centre had been decided as the general location for a campus. The subject would come back in due course for approval.</p> <p>Decision</p> <p>To note the minutes of the 27 March 2015 Warminster Camus Shadow Operations Board.</p>
	<p><u>Area Board Funding - Community Area Grants</u></p> <p>The area board considered the following applications seeking 2015/16 Community Area Grant funding:</p> <p>Decision</p> <ol style="list-style-type: none"> 1. To award Horningsham Cricket Club £2250 for a new cricket wicket. 2. To award Chitterne Parish Council £550 for a brush cutter. 3. To allocate £1000 from Warminster Area Board’s 11-19 youth revenue budget for support at the Magna Carta 800 celebrations.
	<p><u>Future Meeting Dates</u></p> <p>It was noted that the next meeting of the Area Board would be on:</p> <p>2 July 2015, 7pm at the Warminster Civic Centre.</p>

Chairman's Announcements

Subject:	Changes to Street Lighting
Officer Contact Details:	Peter Binley, Head of Highways Asset Management and Commissioning, Tel: 01225 713412 Email: peter.binley@wiltshire.gov.uk

Summary of announcement:

The Council needs to save money and reduce its carbon footprint by reducing energy usage. Rising energy costs, carbon tax and budget restraints make it necessary to change the way we light our streets.

We will be converting some of the street lights in our towns and surrounding areas, so that some of them are not on between about midnight and 5.30am where it is safe to do so.

Lights at junctions, pedestrian crossings and where required for safety will remain on all night. Lighting where there are CCTV systems, in the town centre, and in areas where crime is a problem will remain on and at normal lighting levels.

The scheme was the subject of a consultation in 2012 when the views of the public and organisations were invited before the Council's Cabinet considered the matter.

The scheme has been operating successfully in Trowbridge for over six months and will be rolled out in the other towns this summer. A review of the scheme will be undertaken after six months to determine whether further changes are necessary, and the views of the Town and Parish Councils will be sought.

Date of Implementation	Area
1 st July	Melksham, Westbury, Salisbury, Laverstock, Wilton
5 th August	Warminster, Corsham, Chippenham, Bradford on Avon
2 nd September	Calne, Malmesbury, Royal Wotton Bassett, Devizes, Marlborough, Amesbury

After the introduction of the scheme if there are locations where there are any serious safety issues, these will be considered and changes made as necessary.

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Chairman's Announcements

Subject:	Consultation on the Joint Health and Wellbeing Strategy
Officer	David Bowater, Corporate Support Manager
Contact	T. 01225 713978
Details:	E:David.bowater@wiltshire.gov.uk

Summary of announcement:

A new [consultation draft of the Joint Health and Wellbeing Strategy for Wiltshire](#) (2015-18) has been developed based on our understanding of Wiltshire's communities, as set out in the [Joint Strategic Assessment](#) for Wiltshire.

The consultation draft of the strategy sets out the main areas that working together will be a priority for health and social care organisations in Wiltshire. It does not list everything that all organisations and individuals will be undertaking to improve our health and wellbeing. Instead, it focuses on setting out our vision for integrated working in the future.

We want to support and sustain healthy, independent living. This is articulated in two key aims within the strategy:

- Healthy lives – encouraging communities, families and individuals to take on more responsibility for their own health
- Empowered lives – personalising care and delivering care in the most appropriate setting – at or as close to home as possible

We would like to hear your views on the content of the strategy. Please respond with comments to David Bowater by email david.bowater@wiltshire.gov.uk and by taking part in our [joint health and wellbeing strategy survey](#)

The consultation closes on 1 July 2015.

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Chairman's Announcements

Subject:	Grants for rural organisations and businesses
Officer Contact Details:	See links below
Weblink:	See links below

Summary of announcement:

Agricultural businesses and organisations across Wiltshire are being encouraged to apply for European grants designed to boost rural employment.

The Leader scheme is one element of the Rural Development Programme for England, funded by the EU and DEFRA. This tranche of grants runs for five years, until March 2021.

Grants will be available to support the local rural economy, in the following areas of activity: farming, micro and small enterprise employing fewer than 50 people (including farm diversification), rural tourism/the visitor economy, forestry, rural services, and culture and heritage.

The application process is being administered by; Local Action Groups each with a board of volunteers assessing applications to make sure the money goes to those projects likely to create the most new rural jobs for the county. Most grants will be between £2,500 and £50,000.

Six Local Action Groups (LAG) covering Wiltshire have been awarded funding under the new programme (2015 to 2021). North Wessex Downs based on the Area of Outstanding Natural Beauty (AONB), New Forest based on the national park, Heart of Wessex along the A303 in Wiltshire and Somerset, Plain Action centred on Salisbury Plain, Vale Action along the A350 corridor and Cotswold, based on that AONB.

For information about applying for a grant contact the programme manager for your local action group:

North Wessex: Dawn Hamblin, email nwdleaderprogramme@wiltshire.gov.uk call 01488 680458 or visit: www.northwessexleader.org.uk

New Forest: Sally Igra, email Sally.Igra@NFDC.gov.uk call 02380 285368 or visit www.newforestleader.org.uk/8573

Heart Of Wessex: Sarah Dyke-Bracher, email sarah@heartofwessex.co.uk call 07826 907361 or visit www.heartofwessex.co.uk

Plain Action: Alan Truscott, email atruscott@communityfirst.org.uk call 01380 732814 or visit www.plainaction.org.uk

Vale Action: Alan Truscott, email atruscott@communityfirst.org.uk call 01380 732814 or visit www.valeaction.org.uk

Cotswold: James Lloyd, email James.Lloyd@cotswoldaonb.org.uk call 01451 862000 or visit www.cotswoldaonb.org.uk/leader

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Army Basing Briefing for Amesbury, Pewsey, Tidworth and Warminster Area Boards - July 2015

Background

The government's Army basing announcement in March 2013 advised of approximately 4,300 extra Service personnel moving to Wiltshire, who will be accompanied by their families, bringing the total number of additional people to 7,600. These plans will require additional levels of infrastructure and services to be provided by Wiltshire Council.

May 2015 Update

Planning Applications

- Priority Works

All eleven of the anticipated "priority works" applications covering relatively small scale development within the camps have been submitted and with the exception of one have been determined under delegated powers.

- Camps

The application for the full scale of development at Perham Down was submitted to Wiltshire Council in mid-April 2015 with a target date from determination by 5th July 2015. The applications for other camps (Bulford, Tidworth and Larkhill are expected during the summer with Upavon's application not due until the end of the year.

- Service Family Accommodation (SFA)

All three SFA applications have now been submitted. Details are as follows:

Settlement	PA Reference	Units	Notes
Ludgershall	15/02770/FUL	246	Consultation ended 5 June 2015
Bulford	15/04006/FUL	227	Consultation ended 18 June 2015
Larkhill	15/05540/FUL	444	Yet to be formally registered

There are no applications for Tidworth (though DIO will be purchasing 100 units at the Riverbourne Fields development over the next year or so).

No additional SFA is required at Upavon.

- Planning Committees

The Priority works are being determined under delegated powers, and it is likely that, subject to their applications containing no controversial development, the main camp redevelopments will also now be determined under delegated powers. However, due to their wider context all the SFA applications will be considered by the Strategic Planning Committee. The precise arrangements are still being established and dates will be published on Wiltshire Council's "Council and Democracy" web-site pages soon. The DIO is proposing a single section 106 of the Town and Country Planning Act 1990 (as amended), agreement to cover all three SFA applications.

Schools

Wiltshire Council is presently negotiating the financial contribution for new primary schools at Ludgershall (210 places) and Larkhill (420 places), an extension of Bulford Kiwi Primary (210) places plus a smaller school expansion at Ludgershall Castle Primary and a total of 450 secondary places to serve SFA at Larkhill, Bulford and Ludgershall. DIO has identified land at Larkhill, Ludgershall and Tidworth for new school buildings to transfer to Wiltshire Council. These sites are being studied by the council to confirm their suitability and to identify the best location within the plots suggested, for the school buildings, parking and playgrounds / sports pitches.

Community Infrastructure

Land offered - The DIO has offered 0.6 hectares of land adjacent to that for the primary school at Ludgershall. In addition 0.3 hectares of land adjacent to that for the primary school at Larkhill has been offered. DIO is looking to make a range of sports halls, pitches and community centres more readily available for wider civilian use across Salisbury Plain. Wiltshire Council is negotiating an agreement with DIO and the Army to achieve this, which will be incorporated into the Section 106, Agreement as part of the planning determination.

(Briefed previously - but repeated for reference if required)

Location and Number of Net Additional Personnel Arising from Army Basing

Location	SLA Pop	SFA Population			Total
		Military	Spouses	Children	
Larkhill	1,513	540	540	982	3,575
Bulford	494	241	241	427	1,403
Tidworth and Ludgershall	836	400	400	725	2,361
Upavon	254	0	0	0	254
Total	3,097	1,181	1,181	2,134	7,593

SFA to be provided:

Location	SFA units	Notes
Larkhill	444	
Bulford	227	<i>This includes 36 units that will replace existing SFA, so the net new requirement is 191 for the Army Basing Programme.</i>
Ludgershall	246	
Tidworth	0	<i>The MOD is acquiring 100 units from a commercial development in Tidworth - (Riverbourne Fields to meet the Army Basing Programme requirements).</i>
Upavon	0	
Total	917	<i>Taking into account the above two notes , the net Army Basing requirement is for 981 SFA homes.</i>

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WARMINSTER AREA BOARD
2 July 2015

Appointments to Outside Bodies and Constitution of and Appointments to Working Groups 2014/15

1. Purpose of the Report

- 1.1. To appoint representatives to Outside Bodies, and to reconstitute and appoint to Working Groups for the year 2015/16.

2. Background

- 2.1. The Area Board is invited to appoint Councillor representatives to the Outside Bodies listed at **Appendix A**. These appointments will continue for the duration of Councillors' terms of office, unless the Board determines otherwise.
- 2.2. Similarly, the Area Board is invited to reconstitute the Working Groups set out in **Appendix B**, with the Terms of Reference set out at **Appendix C**, and to make appointments to these groups. These appointments are for 2015/16.

3. Main Considerations

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

4. Financial and Resource Implications

4.1. None.

5. Legal Implications

5.1. Some appointments carry responsibilities and duties, for example, those which involve becoming a trustee. Councillors are advised to seek advice on individual appointments if required.

5.2. Protocol 3 of the Council's Constitution sets out Guidance to Members on Outside Bodies.

6. Environmental Impact of the Proposals

6.1 None.

7. Equality and Diversity Implications

7.1 None.

8. Delegation

8.1 Under Wiltshire Council's constitution (Part 4, paragraph 5), appointments to Outside Bodies will be made by the Leader of the Council, Cabinet, Area Boards or a meeting of group leaders, as appropriate. By convention, appointments to Outside Bodies which operate within the boundary of a community area are made by the relevant Area Board.

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

9. Recommendation

9.1 The Area Board is requested to:

- a. Appoint Councillor representatives to Outside Bodies as set out at Appendix A;
- b. Agree to reconstitute and appoint to the Working Group(s) as set out in Appendix B; and
- c. Note the Terms of Reference for the Working Group(s), as set out in Appendix C.

Report Author:
Jessica Croman – Jessica.croman@wiltshire.gov.uk

Appendices:

Appendix A – list of appointments to Outside Bodies

Appendix B – list of appointments to Working Group(s)

Appendix C – Terms of Reference for Working Group(s)

Unpublished background documents relied upon in the preparation of this report

None.

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WILTSHIRE COUNCIL OUTSIDE BODIES

Outside Body Title (A to Z)	Appointed By	Why Rep Needed	Organisation aims	Meeting schedule	Voting rights	Reps needed	Representative (s)
Warminster and Westbury CCTV Partnershi	Area Board - Warminster	Rep adds district and council perspective to crime issues.	Prevent crime in Warminster and Westbury	4 meetings per year	No (under review)	1	Cllr Andrew Davis
Warminster Town Council Town Plan Steering Group	Area Board - Warminster	To Ensure engagement regarding strategic spatial planning and development issues.	Organisation Aims - To drive the regeneration of Warminster town centre.	Monthly meetings	Yes	2 (1 from Highways and 1 Member)	Cllr Keith Humphries
Warminster Local Youth Network (LYN)	Area Board - Warminster	So young people can present ideas to councillors and council	Youth issues and democracy; to enable young people to present ideas to councillors and the council.	4 meetings per year	Yes	Up to 2	Cllr Pip Ridout

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Appointments to Working Groups **Warminster Area Board**

Community Area Transport Group:

Chairman of the Area Board
Paul Macdonald – Warminster Town Council

Shadow Community Operations Board:

Cllr Keith Humphries

LYN Management Group

Adult rep

Cllr Pip Ridout
Jacqui about
Chris Scolah
Lesley Fudge
Police –vacant (awaiting rep replacement after Allan Webb relocation)

Young people

Rachel Povey
Ashley Sykes
Ben Cooke
Anu ?
James Cunningham
Megan Fiest
Rene Austin
Keith Randall
Nathan Fletcher

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COMMUNITY AREA TRANSPORT GROUP (CATG)

TERMS OF REFERENCE

Membership of the CATG

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

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

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

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

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

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

Appointment of CATG Members

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

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

Media Relations

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

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

Meetings

It is recommended that the CATG meet at least four times a year. Meetings are intended to be limited to the Membership set out above, and is open to other members of the Area Board who wish to attend. It can be open to public if the Area Board wishes to do so. It should be noted that CATG is not a constitutional or decision making body and hence proceedings will not be minuted by Democratic Services.

Officer Support

Meetings will be attended by relevant officers from Wiltshire Council including a senior transport planner, a senior traffic engineer and a local highway maintenance engineer as necessary.

Terms of Reference

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

The CATG's terms of reference are set out below.

Terms of Reference

1. Small scale transport schemes – discretionary funding

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

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

(Cabinet Member Decision HT-021-10)

2. Small scale transport schemes – substantive funding

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

(Cabinet Member Decision HT-026-11)

3. Speed Indication Devices

To make recommendations to the Area Board as to the locations for speed indicator devices (SIDs) in line with the guidance issued by the Cabinet Member for Highways.

(Cabinet Member Decision HT-023-11)

4. C & UC roads speed limit review

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

(Cabinet Member Decision HT-027-11)

5. Waiting restrictions

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

(Cabinet Member Decision HT-031-11)

6. Other decisions

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

CAMPUS AND OPERATIONAL DELIVERY PROGRAMME

Campus & Operational Estate Management Workstream

Draft Terms of Reference for Shadow Community Operations Board

1 Background

On 15 February 2011 Wiltshire Council's Cabinet approved the implementation of the Campus and Operational Delivery Programme. The Programme will:

- Work with local communities to develop, facilitate and deliver community campus buildings across Wiltshire which seek to co-locate existing Council and partners services in one accessible location (or possibly more if appropriate) in a community area.
- Carry out the development of campus facilities in line with the Campus and Operational Management workstream principles (noted in section 2 of this document).
- Implement the Preliminary Management Project which will test the potential to develop some form of community driven strategic non-profit distributing organisation to deliver and support public services across Wiltshire.

Some of the benefits that the Council is seeking to achieve from a campus are:

- Accessible facilities that accurately reflect the specific needs of the local area being served.
- Reducing the Council's estate producing an estimated 40% reduction in operational costs across all estate (this is an estimation based upon an initial assessment of the impact of the Workplace Transformation Programme which preceded the Campus and Operational Delivery Programme).
- Combining point of contact arrangements and improving accessibility to services.
- Developing and providing sustainable and energy efficient buildings.
- Ensuring long term flexibility in terms of the use of space is fundamental to the design.
- Developing the synergies between the management of individual services at a community level.
- Working with communities to develop a coherent and effective volunteering policy relevant to the local campus.
- Reducing the current overall risk to the Council from aging, disparate and inefficient buildings.
- Increased, beneficial and sustainable partnership working.

Fundamental to the successful implementation of the programme is the commitment to empower local people to have a direct influence on the delivery of public services in their area. This supports the concepts of Localism and the decentralisation of decision making to local communities.

The Preliminary Management Project will initially be focused on Corsham, Melksham, Pewsey, Tisbury and Wootton Bassett. This will encompass the creation of Shadow Community Operations Boards, reporting into the Area Board who will make final recommendations to Cabinet for their consideration. The Shadow Community Operations Boards, will, subject to the agreement of the Area Board, take on a key role in coordinating and leading communications, influencing, and local engagement. This will cover areas such as the consultation processes, commenting on facility design and development and the ongoing indirect management and strategic planning of the resulting campus facility.

The preliminary management project will be in place from April 2011 through to April 2013 unless the Council determines otherwise.

2 Campus Management Principles

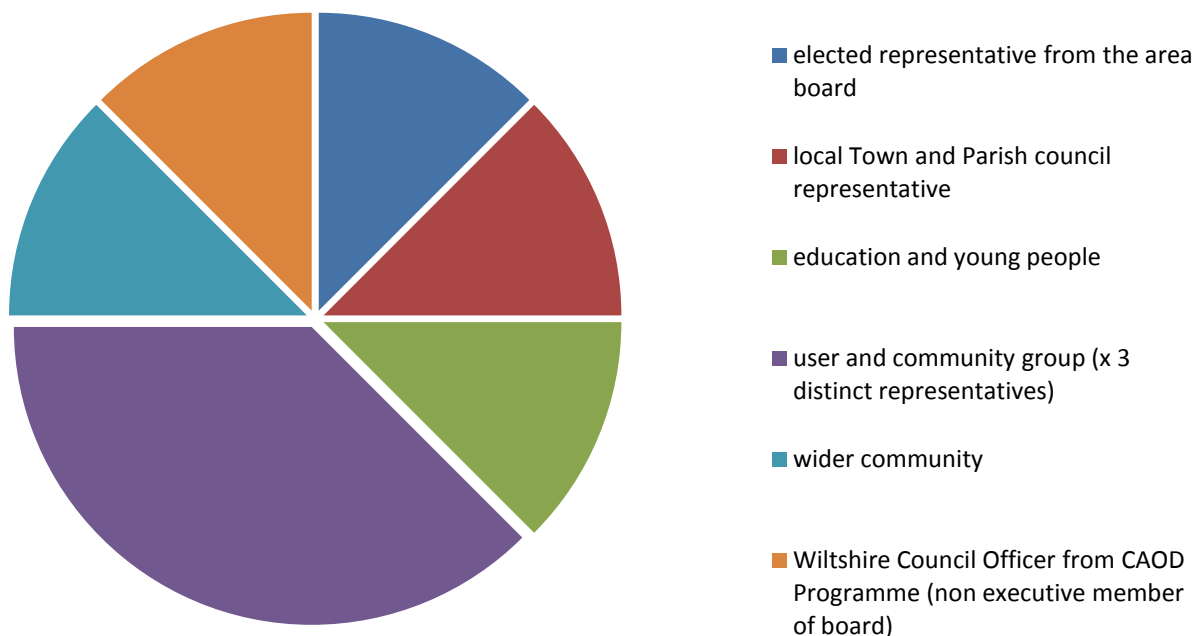
The Shadow Community Operations Board will need to work with the Council and its partners to ensure that the following approved principles are delivered:

- (i) Create an environment which empowers local people to directly influence the delivery and improvement of unique needs based services in their community.
- (ii) Ensure a singularity of vision to enable local needs to be foremost in strategic planning and operational service delivery.
- (iii) Be proactive in meeting economic challenges and widen the scope for investment in services and assets.
- (iv) Share the accountability for service delivery with the community and partners.

- (v) Secure a sustainable and innovative form of management that complements the evolving national context of the localisation of service delivery.
- (vi) Promote social inclusion and resilience by increasing accessible opportunities for volunteering and community involvement
- (vii) Make specific provision for accessible opportunities for partnership working.
- (viii) Provide accessible local decision making processes and governance structures.
- (ix) Provide opportunities for a consistent and sustainable support network for the voluntary and community sector in Wiltshire.
- (x) Provide a consistent strategic vehicle for all services in a locality that is financially robust and able to respond to the changing face of the public and community service delivery rather than a range of competing initiatives based on existing service models.

3 Membership

The shadow community operations board membership will be determined by the Area Board and should consist of an appropriate, mutually agreeable representative from the following broad sectors of the local community area:



- (i) There will be one representative for each party identified.
- (ii) The board will need to nominate a chairperson at its inaugural meeting.
- (iii) The board will need to determine if the suggested representation appropriately reflects the description of the party.
- (iv) There will be up to three representatives identified by the user and community group sector and approved by the Area Board. Such representatives should be selected so as to ensure proper representation from distinct interest groups within that sector.
- (v) The Wiltshire Council liaison representative will be an officer from the Campus and Operational Delivery Programme team and will be invited to sit on the board as a non-executive party.
- (vi) Each party should endeavour to be represented at each formal meeting.
- (vii) Each executive party will have equal rights.

4 Roles and responsibility

4.1 Community leadership & engagement

- (i) On behalf of the Area Board, provide effective community leadership and accountability for the preliminary management project and ensure the workstream principles are met.
- (ii) As required by the Area Board, to effectively manage the communications of the project within the community area and to liaise with the officer working group to ensure any locally focused communications plan complements the wider strategic communications plan.

- (iii) To make representation to the Area Board based on ongoing community engagement and consultation to determine or recommend levels of services provided within each phase of the project.
- (iv) To work with the Area Board to identify local partners and facilitation and support of sustainable partnership working.

4.2 Responsibility for outcomes

- (i) To define community need and make recommendations to the Area Board over facility specification and operations.
- (ii) Support the Area Board in the delivery of the campus building.
- (iii) On behalf of the Area Board develop, and subject to future cabinet approval, implement a local volunteering strategy (specific framework for the engagement and management of volunteers) to support the campus.
- (iv) Influence the campus design and specification where appropriate by recommendation to the Area Board
- (v) Positive engagement in the ongoing strategic planning, programming and operation of the campus

4.3 Project coordination and reporting

- (i) To develop a community led action plan that clearly sets out the approach the shadow board will take and seek Area Board approval for this
- (ii) To assist the Campus and Operational Delivery Team in developing, managing and monitoring the progress and delivery of an action plan
- (iii) To assess any potential risks and advise the Campus Management Working Group and Area Board accordingly.
- (iv) To develop a marketing plan and strategy, to be supported by the Council, that sets out the proposed approach to maximising sustainable community use of the campus facility, subject to approval by the Area Board and Wiltshire Council Cabinet
- (v) To ensure a co-ordinated community approach to the engagement, development and operation of a campus facility.
- (vi) To report progress and make recommendations to the Area Board and officer working group for improved services, community orientated services based upon need, facility development and local opinion
- (vii) Partner role in the wider not for profit distributing management options and governance appraisal

4.4 The role of Wiltshire Council

- (i) The ultimate responsibility for all service delivery and responsibility for the delivery of the Campus will remain with the Council for the duration of the preliminary management project.
- (ii) There may be elements or decisions required within the preliminary management project that will need to be determined by elected members of the Area Board or Cabinet following recommendation to them by the Area Board
- (iii) The Council will endeavour to support the approach the Shadow Community Operations Board takes where that approach supports the principles set out in section two of this document and has been supported by the Area Board

5 Outcomes

- (i) The local community and partners in the widest sense are informed and proactively engaged with the process of delivering and the future operation of a community campus.
- (ii) The community campus is delivered within the timescales set, with full proactive engagement from the local community and the service delivery meets local needs.
- (iii) The community-led aspect of campus delivery is clearly defined, managed and continually assessed to ensure maximum use of the facility by the local community and continued engagement in concept of local people directly influencing the delivery of local services.

6 Confidentiality

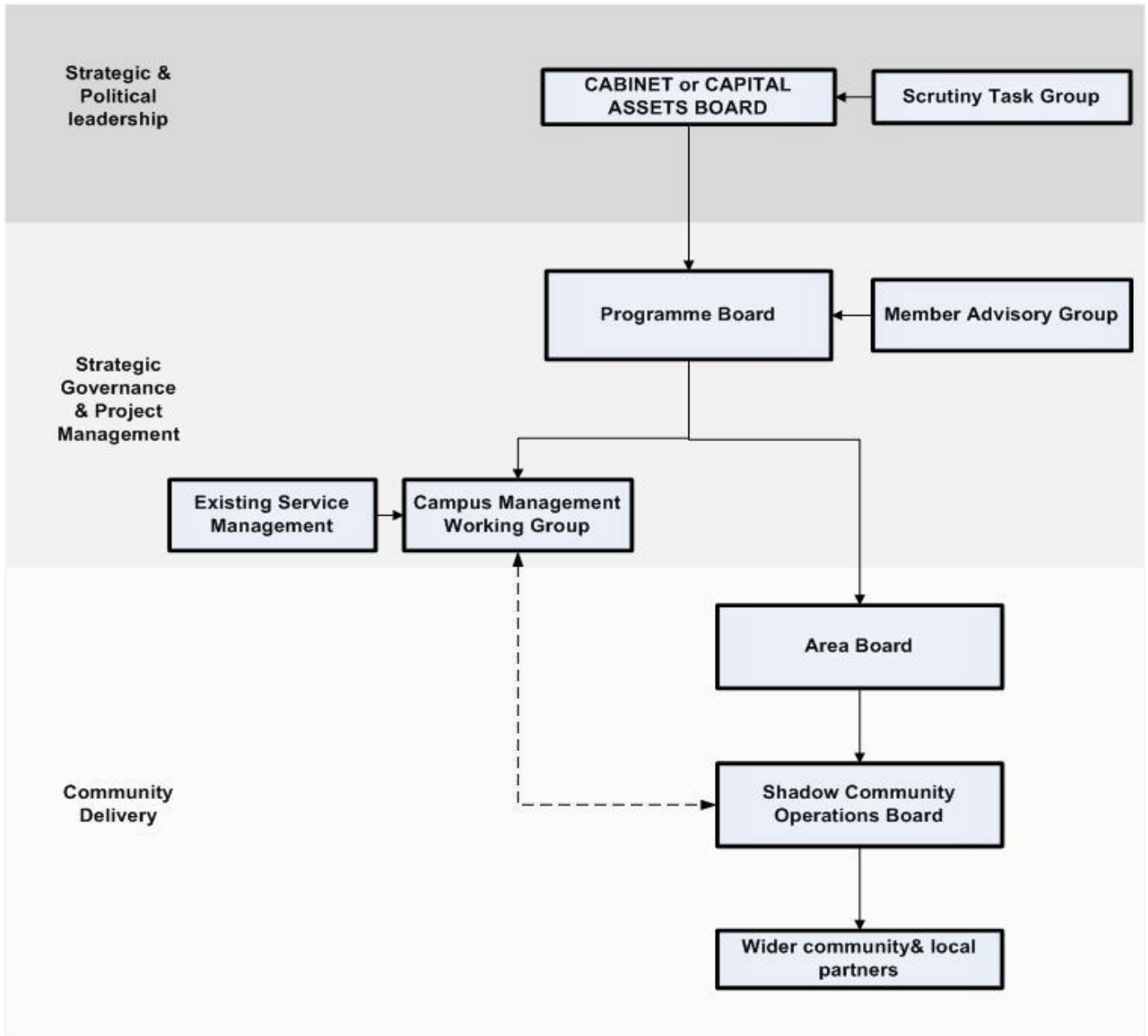
Whilst most information provided by the council or other participants or partners will be non-confidential in nature there may be occasions when due to the commercial nature of discussions or where matters are relevant to policy development by the council, it may request that individual information or items are confidential. Should any participant be unable to respect this request they must absent themselves from the meeting prior to discussion and consideration of the relevant item.

7 Governance Arrangements

The project remit currently extends up to April 2013. Prior to this there is a need to implement an interim governance structure that provides an appropriate framework to operate. It should be noted that managerial responsibility for operations, health and safety, staff etc remains with the Council for the duration of the project however there is scope for the Shadow Community Operations Board to influence, plan and programme services, subject to Cabinet approval following a recommendation from the Area Board. A chart showing the relationships between the various parties is noted below.

- (i) The Shadow Community Operations Board will meet as necessary and as determined by the Board.
- (ii) The Shadow Community Operations Board will be chaired by a representative elected by the Board.
- (iii) The Shadow Community Operations Board will report to the Area Board, but where request to do so by the Area Board, may provide advice directly to the Campus Management Working group, which is a cross departmental officer team coordinated by the Campus and Operational Delivery Programme.
- (iv) The administration of the Shadow Community operations Board will be the responsibility of the Board itself.
- (v) There may be occasions whereby sub-groups of the Shadow Community Operations Board will be necessary. In this instance any sub-group will report directly to the Shadow Community Operations Board in governance terms.

Preliminary Management Project Governance Arrangements



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

September 2014

1. Purpose

Definition of a Local Youth Network

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

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

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

2. Membership

The LYN may include representatives of:

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

All representatives must be subject to appropriate safeguarding requirements.

The participation and involvement of young people

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

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

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

Roles of all members of the LYN

All members will be required to:

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

3. Structure and operation

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

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

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

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

The management group will be supported by:

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

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

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

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

Key responsibilities for the management group include:

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

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

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

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

4. Media Relations

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

5. Review

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

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Agenda Item 9.

20 May 2015

Development Services Central
County Hall
Bythesea Road
Trowbridge
Wiltshire
BA14 8JN

Tel: 01225 770344

Email:

Dear Mr Heaton

developmentmanagementeast@wiltshire.gov.uk

www.wiltshire.gov.uk

Re: 3 High Street, Warminster

I refer to your petition raising concerns in respect of the above property.

The Council has also been monitoring the building for a number of years, with a number of colleagues from different departments being involved. We are equally frustrated by the lack of progress on site. However, regrettably, the powers that we have available to us to influence the situation are limited.

Repairs to the roof and parapet were carried out following the erection of the shoring scaffold and, although it is not clear whether other works recommended by the owner's second structural engineer were carried through (in order to allow the removal of the scaffold), the presence of the scaffold itself is sufficient to ensure the structural stability of the building.

The owners have an extant planning permission and no further permission from the planning authority is required for the scaffold, which remains in place. The delay in implementing the permission suggests that the owners may have found themselves in a situation where the approved scheme is no longer economically viable. In such a situation there is no legislation available which can force an owner to implement the planning permission which has been granted and I'm afraid that it is a common problem that such sites (both listed and unlisted) may remain dormant for extended periods of time. Provided that the site is kept in a relatively tidy state and does not cause an immediate danger to the public, there may be limited avenues available to a local authority to move the situation forward.

With regard to the current state of the building, colleagues in the enforcement section have concluded that the site does not constitute an 'untidy' site from a planning perspective and that no action can therefore be taken under a Section 215 Notice.

Colleagues in Building Control retain an ongoing interest in the property as a potential 'Dangerous Structure'. However, at present the presence of the scaffold is sufficient to meet their legal requirements and there is limited further action that they can take, other than possibly requesting that the ground floor of the scaffold be secured to prevent unauthorized access to the remainder.

We have also, of course, considered the legislation available to us in respect of the conservation of the built historic environment. However, these powers are neither as wide ranging nor as easily implemented as some publications imply. The most widely used power, which still requires underpinning with substantial funding to ensure its efficacy, is the Urgent Works Notice. However, in this case, the works which could be specified under this legislation have already been carried out and nothing more could be gained from the service of such a notice, which is intended to achieve

stability and protection for a building on a temporary basis by means of devices such as propping, shoring or temporary roof coverings.

The only other recourse would be a full Repairs Notice which is the first formal stage of the process for compulsory purchase. There is no interim allowance in this case for the Council to enter the property and carry out works if a notice is not complied with and the only option is to continue towards the CPO. Unfortunately the resources and costs involved in pursuing such a process, which can often take several years, are very substantial. In the current economic climate the Council's resources are obviously severely constrained and those available for conservation are minimal, such that there is currently no dedicated budget or resources in terms of manpower, available for conservation projects of this nature.

As a result in these circumstances our principal approach must, of necessity, largely be one of persuasion. We understand that a new structural survey has been commissioned to determine works required to ensure the structural stability of the building. We do need to give them time for this report to materialize and we will then be in a better position to place pressure on them to carry out any works which are immediately required. Hopefully we can manage at least to persuade them that carrying out the works to allow the scaffold to be struck. However, should they choose to continue with the scaffold in place, I'm afraid that there may be little that we can do to force the issue.

Whilst I am aware that the above is unlikely to be the response that you are wishing for, I hope that it is at least of assistance in clarifying the current position.

Yours sincerely,

For Development Area Manager (Central)

Helen Garside
Principal Conservation Officer
Direct Line: 01225 716755
Email: helen.garside@wiltshire.gov.uk

NOT PROTECTIVELY MARKED



Briefing report for Bradford on Avon; Trowbridge, Warminster & Westbury Community Area Boards June 2015

Fire & Rescue Service to hold Senior Wellbeing Event in Trowbridge.

Following a request from the Trowbridge CAB; Wiltshire Fire & Rescue Service is working with partners to deliver a Senior Wellbeing Day to be held at the Town Hall, Market Street between 10am – 2pm on Wednesday 7th October. The event is open to anyone over the age of 50 can. Information and practical advice on how to keep safe at home will be available from a wide and diverse number of partner agencies. The event will be in the form of a 'market place', with stalls and displays set out so that visitors can easily see what is available.

New Legislation – Private Landlords

Wilts FRS have commenced a new project involving private landlords. New laws will require the fitting of smoke alarms on every level in the rental property. If there is a solid fuel appliance in the property then a CO alarm must also be fitted.

This new legislation comes into place on the 1st of October 2015 and the Government has provided funding to every Fire & Rescue Service to enable restricted numbers of smoke and CO alarms to be issued on a 'first come' basis free to Private landlords who meet the requirements. The alarms can be collected from Swindon; Trowbridge and Salisbury Fire Stations. Landlords will need to complete the form on our website where other information regarding collection can be found at www.wiltshire.gov.uk. The forms need to be completed prior to collecting the alarms.

Wiltshire FRS and Dorset FRS - Combination News

This month will see another significant step on the road to combination, with the first full meeting of the new Shadow Fire Authority on 23 June. With just nine months before the new Dorset and Wiltshire Fire & Rescue Service comes into being, staff at both existing FRSs are busy developing structures, policies, procedures and systems.

Six work streams have been established to direct this work, focusing on:

- Governance
- Strategic and organisational development
- Safety centre, strategic hub and Joint Command and Control Centre (JCCC)
- Service delivery and operational assets
- People and organisational design
- ICT and information management

NOT PROTECTIVELY MARKED

One of the outcomes from the combination will be the construction of a safety centre in Swindon on a site yet to be decided by the Fire Authority. The resources for this project have come from the Government transformation fund and will provide a Safety Centre for the people of Wiltshire. This will be a long term project and at the moment I cannot give any more detail but if you wish to look at the educational and community facilities offered by these types of premises in Dorset please take a look at www.Streetwise.org.uk.

Keeping canal users safe

Boat Safety Week took place in May and local firefighters visited boaters along the Kennet & Avon Canal to offer free safety advice.

Crews used bicycles to travel up and down the towpath, offering safety advice and free smoke detectors to people who live, work or were holidaying on the water. Crews also highlighted the specific dangers to boat users from carbon monoxide. Displays took place during the Boat Safety Week on long the canal at various locations where people were able to talk with Fire & Rescue Service personnel about keeping safe.

Although boat fires on inland waters are less common than fires on land, when they do occur, they can have devastating consequences – just last year, a man lost his life in a boat fire on the Kennet & Avon Canal in Hilperton.

To arrange a boat safety visit, call 0800 789 3849, visit www.wiltshire.gov.uk/boatsafety or just chat to any of the firefighters as they make their way along the towpath.

Michael FRANKLIN

Partnerships & Community Engagement Manager

June 2015

Partner Update for Warminster Area Board

Name of Partner: Horningsham Parish Council

Date of Area Board Meeting: 2nd July 2015

Headlines/Key Issues:

- Successful Village Fair, many groups in the parish to benefit from the proceeds

Projects:

- Parish Council successful in its application for a Play area grant for £10,000.00 from Community First, Community Land Fill Grant.
- Parish Plan –Community First to action a session with the Working Group.

Future Events/Dates for the Diary:

- The 10th September 2015 is the date of the next meeting. It will start at **7.30pm**, all are welcome to attend.

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Partner Update for Warminster Area Board

Name of Partner: Maiden Bradley with Yarnfield Parish Council

Date of Area Board Meeting: 2nd July 2015

Headlines/Key Issues:

Mobile Library Service Parish Council Consultation 2015

- The Parish Council have noted that Wiltshire Council are consulting on the Mobile Library Service. The service would be withdrawn from Maiden Bradley due to the low usage it received. (Wiltshire Council were withdrawing stops with less than 3 customers using the service) Council did understand that Wiltshire Council are having to make savings so it did appreciate that it was making available a Home Library Service which will be offered to those parishioners who are unable to access the library because of a disability, frailty or ill health and have none to visit on their behalf.

Projects:

- Recreational Area Consultation draft questionnaire to be approved
- Village Hall Murals, consideration to be made at the next meeting to the possible listing with English Heritage
- Water Fountain, consideration to be made at the next meeting to the possible listing with English Heritage

Future Events/Dates for the Diary:

- Tuesday 14th July 2015 is the date of the next full Council meeting. The Parish Meeting will start at 7.30pm. All are welcome to attend.

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Partner Update for Warminster Area Board

Name of Partner: Upper Deverills Parish Council

Date of Area Board Meeting: 2nd July 2015

Headlines/Key Issues:

Best Kept Village Competition

- The villages of Brixton Deverill, Kingston Deverill & Monkton Deverill are taking part in the best kept village competition.

Projects:

- Parish Plan Actions
- New Right of Way to link two rights of way being discussed

Future Events/Dates for the Diary:

Wednesday 8th July 2015 is the date of the next Full Council meeting; it will take place at 6.30pm. All will be welcome

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Partner Update for Warminster Area Board

Name of Partner: Warminster Town Council

Date of Area Board Meeting: 2 July 2015

Headlines/Key Issues:

- Neighbourhood Plan consultation comments input and results being extrapolated for revision of Plan.
- Tender agreed for contractor to erect Christmas lights – volunteers needed for switch-on event.
- Warminster Information Centre to close on 31st July.
- Development of Community Hub by Warminster and Villages Community Partnership.

Projects:

- Development of event to celebrate the 50-year anniversary of the Warminster 'Thing'. UFO conference being held at the Old Bell, and considering other events to link with this.
- Production of a Christmas brochure.
- Continuation of WWI project.

Future Events/Dates for the Diary:

- **15th July: Film matinee – *Love is Strange*.** John Lithgow and Alfred Molina play a couple who have been together lovingly for 40 years but are sacked from their jobs in a Catholic school when the church hierarchy learns of their impending marriage through Facebook. This is a wonderful, moving story of love and courage in the face of disgracefully unfeeling authority.
- **26th July:** Third Inspire music festival in town park, 1pm until 7pm. Live music from five local bands.
- **19th August: Film matinee – *The Second Best Marigold Hotel*.** Judi Dench, Maggie Smith, Bill Nighy, Penelope Wilton et al. are together again in the wonderful and vibrant India. Sonny (Dev Patel) is looking to expand into a second hotel because his first is full of his long-term residents. He also has to prepare for his marriage to the love of his life Sunaina (Tina Desai). Time is running out.
- **5th September:** Warminster Flower and Vegetable Show, Civic Centre, 1pm until 4.30pm. Start growing your flowers and vegetables now in readiness for the second show at the Civic Centre. Categories have been extended to include photography.

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Report to Warminster Area Board
Date of meeting 2nd July 2015
Title of report Youth Grant Funding

Purpose of the Report:

To consider the applications for funding listed below together with the recommendations of the Local Youth Network (LYN) Management Group.

Applicant	Amount requested	LYN Management Group recommendation
Village summer programme	£2040.00	For approval
Street base youth work	£5000.00	For approval

1. Background

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

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

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

2. Main Considerations

- 2.1. Councillors will need to be satisfied that Youth Grant Funding awarded in the 2015/2016 year are made to projects that can realistically proceed within a year of it being awarded.
- 2.2. Councillors will need to decide and be assured that young people and the community will benefit from the funding being awarded and the project/positive activity proceeding. The application should meet the identified needs, priorities and outcomes for young people in the areas, as identified in the LYN Needs Assessment and Strategic Plan.
- 2.3. Councillors will need to ensure measures have been taken in relation to safeguarding children and young people.
- 2.4. Councillors will need to ensure that young people have been central to each stage of this Youth Grant Funding application.

3. Environmental & Community Implications

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

4. Financial Implications

Financial provision had been made to cover this expenditure.

5. Legal Implications

There are no specific legal implications related to this report.

6. Human Resources Implications

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

7. Equality and Inclusion Implications

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

8. Safeguarding Implications

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

9. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
	LYN	Street Base youth work	£5000.00
Project description			
<p>The LYN management group agreed in April to ring fence funds to carry out street base youth work within Warminster town center. This will enable young people (skaters, BMX bikers, etc) who do not access other youth provision will have the opportunity to have access to advice and guidance – enabling them to enjoy and achieve, make positive contribution, stay safe and have economic wellbeing.</p>			
Recommendation of the Local Youth Network Management Group			
<p>The application reflect the needs of the young people and the outcomes of the needs analysis and felt that this proposal meets the grant criteria and is approved for the amount of £5000,00 subject to the following conditions:</p> <p>Run a club system is use to monitor contact and outcome of young people- staff to work in partnership with local police to target areas of deprivation and antisocial behavior.</p>			

Application ID	Applicant	Project Proposal	Requested
	Ben Cooke	Summer activities	£2040.00
Project description			
<p>The needs analysis identify some of the area in youth provision/positive activities where young people need to be involved in. one of the areas on the list was “trips out/away”. This summer project will cover both town and villages- transportation is a big problem in the villages for young people so this proposed project will provide transportation for young people to access trips. The planned aim is to have transport pick up young people from various location in the villages</p>			
Recommendation of the Local Youth Network Management Group			
<p>The application meets the grant criteria and is approved for the amount of £2040, subject to the following conditions: all trips must be fully risk assessed using Wiltshire Council online risk management system. Trips must be monitored using Run a club and IYSS. The trips must be supported by CYO – Sandra Samuel and ALL STAFF MUST HAVE VALID DBS checks</p>			

Dates / time / location of LYN management group

Grant request deadline	LYN meeting	Report Deadlines	Area Board meeting
	Co-ordinating group meeting	<i>(for info)</i>	<i>(All)</i>
Friday 31 July	Tuesday 11 Aug 5pm – 7pm	28 Aug	Thursday 10 Sept 2015 7 pm Chapmanslade
Friday 25 Sep	Tuesday 13 Oct 5pm – 7pm	23 Oct	Thursday 5 Nov 2015 7 pm Warminster Civic Centre

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

Report Author Name, Sandra Samuel Dip HE, BA Hons
Community Youth Officer
Tel: 07946344904 Email: Sandra.samuel@wiltshire.gov.uk

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Area Board Issues in Progress for 2 July 2015

Issue No & link	Street / Location	Summary of Issue / scheme	Latest Update	Action / recommendation from CATG	Status
	High Street Warminster	Scaffolding left on building	Petition received; to be heard at Area Board 020715		In Progress
4071	Victoria Road/Masefield Road and Swaledale Road	Roundabout at Victoria, Masefield and Swaledale Roads	18/06/2015 08:59:29 Thank you for alerting us to this issue. This will be taken to the Community Area Transport Group in September	18/06/2015 08:59:29 CATG September	In Progress
4069	Glovers lane, Portway	Removal of trees lakeside Portway / Glovers Lane	18/06/2015 09:03:07 Thank you for raising this issue. I will look into this for you. Checking with Imogen Dallimore in first instance.		In Progress
4031	Chapel Street / Deverill Road	Vehicles parking immediately adjacent to the junction are obstructing the view of traffic driving	18/06/2015 09:05:23 Please can you complete and return the form to me which I will now send to you	18/06/2015 09:05:23 WR1 form to be completed or look at other options	In Progress
4020	New Road/Chitterne Road Junction, Codford, Warminster	Finger post Codford	18/06/2015 09:09:10 Thank you for your issue. I will raise it with appropriate officers. Checking with Mark Stansby		In Progress

3967	Footpath between West Parade and the Teasels.	Litter bin removed	18/06/2015 09:15:18 I continue to chase this issue for you but have not yet received a response regarding the bin. Checking with Imogen Dallimore.		In Progress
3961	Westbury Road Warminster opposite New Farm towards A350 on the former Lower Road to Upton Scudamore	Bollards on A350 deteriorating	02/04/2015 09:16:16 Thank you for raising this issue. We will be able to discuss this at our CATG meeting on 14 April	15/04/2015 15:09:51 Jim to discuss with farmer in the first instance and report back to Area Manager for next CATG meeting 02/04/2015 Discuss on 14 April CATG	In Progress
3954	The Close	The Close Warminster pavement camber and no. of bins	15/04/2015 15:11:05 Martin Rose is looking into this in the first instance.	15/04/2015 15:11:05 For next CATG meeting and report back from Martin 01/04/2015 13:47:52 For CATG initial discussion 14 April.	In Progress
3950	Plant Green, Smallbrook Road and Gypsy Lane	Traffic plan for Plants Green / Smallbrook Road / Gypsy Lane	15/04/2015 15:11:52 I have sent this to senior officer to consider. Chasing officers and they have also contacted Cllr Davis	CATG again September 2015	In Progress
3949	Hillwood Lane	Extra parking request for homes Hillwood Lane	07/05/2015 11:11:47 Discussed at CATG. Town Council and Wiltshire Council would be unable to provide funding for creating the parking spaces. Residents aware and looking at potential sources of	07/05/2015 11:11:47 Discuss at next CATG meeting again - likely Sep 2015 01/04/2015 13:57:54 To discuss at CATG 14 April 2015	In Progress

			funding and help.		
3770	Grovelands Way Junction with Victoria Road	Victoria Road / Grovelands junction	01/04/2015 14:14:16 Correspondent has been asked to complete a WR1 form for the Town Council to consider. No response as yet 180615	01/04/2015 14:14:16 CATG to note WR1 form has not yet been completed 06/02/2015 09:55:38 Can anything else be done at this junction?	In Progress
3753	B390 in Chitterne	B390 speeding traffic	18/06/2015 09:45:57 Topo survey to be undertaken CATG funded full Topo survey with contribution from Parish Council	15/04/2015 15:22:13 CATG next meeting	In Progress
3738	Sutton Veny potential speeding	Potential speeding issue Sutton Veny	18/06/2015 09:39:25 Metro count requested, awaiting results Referred to Community Speedwatch	01/04/2015 14:22:40 CATG to note awaiting for metro count form from Parish Clerk 12/02/2015 15:47:13 Metro count requested at this stage	In Progress
3698	Bishopstrow end of Prestbury Drive.	Footpath safety Prestbury Driver to Boreham Road	20/11/2014 13:01:04 Will ask Streetscene colleagues to look at this. Now with Paul Millard to view 180615	01/04/2015 14:28:01 CATG to note (maintenance issue?)	In Progress

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WILTSHIRE COUNCIL

WARMINSTER AREA BOARD

DATE 2 JULY

COMMUNITY ASSET TRANSFER

Warminster Park

Executive Summary

This report deals with an application for the transfer of Warminster Park to be transferred to Warminster Town Council in accordance with Wiltshire Council's Community Asset Transfer Policy.

Proposal

The Area Board is asked to consider an application submitted by Warminster Town Council for the transfer of Warminster Park. The applicant's proposal is set out at Appendix 2.

Reasons For Proposal

This proposal supports and implements Wiltshire Council's Community Asset Transfer Policy.

Recommendation

To approve the transfer subject to the matters referred to in paragraph 9 of the report.

Jacqui Abbott

Warminster Community Area Manager

COMMUNITY ASSET TRANSFER

Warminster Park

Purpose of Report

1. The Area Board is asked to consider an application submitted by Warminster Town Council for the transfer of Warminster Park (see plan attached at Appendix 1). The applicant's proposal is set out at Appendix 2.

Background

2. Wiltshire Council is supporting the principle of the transfer of community assets in order to empower and strengthen local communities. The Council believes that transferring appropriate public assets to communities leads to more responsive services that better meet local people's priorities.
3. Transfer of an asset can also provide the opportunity to lever more resources into a community and provide a more accessible and responsive base from which to deliver local services.
4. A community group or organisation can benefit from greater financial stability and build confidence through having ownership (or long term security through a lease) of a physical asset. This financial sustainability can help the organisation become less dependent on grants, provide security for further borrowing and opportunities for further growth.
5. Typically, organisations that would be considered appropriate are Voluntary and Community Groups/Associations, Town or Parish Councils, Trusts or Charities, or Social Enterprise Groups.

The application before the Area Board

6. The application from Warminster Town Council is attached at Appendix 2 and relates to the transfer of Warminster Park.
7. The application was submitted in accordance with the Council's application process and meets the requirements for consideration by the Area Board.
8. The Community Area Manager has consulted with Strategic Property Services, who have undertaken appropriate consultation with service

departments across the Council. Local consultation has been undertaken by the applicant in accordance with the application checklist and the outcome of the consultation is included within the application. Warminster Area Board councillors have been apprised.

The views of Council officers

9. On behalf of the Council, Strategic Property Services (who have overall responsibility for the Council's estates and property) has provided the following observations to the Area Board.
 - 9.1 Although it is within the area shown on the plan attached to the application form, the Warminster Football Club land is excluded from this report as it was the subject of a separate application which was approved in January 2015.
 - 9.2 Part of the land is designated as a King George V Field. The transfer will need to be structured in such a way that the Charity Commission's requirements are satisfied.
 - 9.3 Much of the land is subject to a lease to Wiltshire Wildlife Trust. There are other leases of buildings or land within the park. The transfer will be subject to these leases.
 - 9.4 Smallbrook Road Car Park has been identified as being within the scope of the car parks property asset review.
 - 9.5 The land is to be transferred on the usual basis. This will restrict use of the land to community purposes. If the land should cease to be used for this purpose the land will revert to Wiltshire Council.
 - 9.6 Rents of all leased areas will pass to Warminster Town Council, along with any obligations contained within them and the cost of upkeep of the property.

Recommendation

10. To approve the transfer subject to the matters in paragraph 9 above.

Jacqui Abbott
Warminster Community Area Manager

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Form CAT01

Application for the transfer of a Council asset

Your details

Your Organisation *Warminster Town Council*

Contact name *Heather Abernethie*

Position held *Town Clerk*

Address *Warminster Civic Centre
Sambourne Road
Warminster*

Postcode *BA12 8LB*

Telephone *01985 214847*

Email *townclerk@warminster-tc.gov.uk*

Your proposal

(please complete Checklist CAT02 before completing the following)

Details of asset

Please include exact location, address, postcode, size, boundaries, access points and a map if possible

Please see attached map showing areas of ownership by Wiltshire Council of Warminster Town Park also known as Lake Pleasure Grounds Warminster with King George V playing Field. The map has been identified with 8 areas to be included in this request.

The address for the site is

Weymouth Street

Warminster BA12 9NP

It is believed that ownership extends to the Smallbrook Meadows Site and car park. The address is

Smallbrook Road

Warminster

Summary of proposal

Why do you want the asset and how will this benefit the local community?

The Town Park is an outside space which benefits the whole community and is used widely. Local management of the facility would enable the availability of additional resources to support the maintenance of the site.

Community use

Please explain how the asset will be used

(Please refer to questions 5-8 in the checklist - CAT02)

Walkers, dog walkers, play area, skatepark for everyday use.

Pavillion for refreshments.

Sports tarmac pitch and tennis courts.

Compound for contractors.

House at the edge of the park for private rental.

Boat House and storage

Public toilets

Area for scout use with building

Smallbrook Meadows currently rented to Wiltshire Wildlife, available for daily enjoyment by visitors.

The asset is designed as a public park with associated assets attached which would continue as now.

Suitability for purpose

Please explain why this asset is suitable for the intended purpose

(Please refer to questions 5-8 in the checklist - CAT02)

Community support and consultation

Please set out who you have consulted about your proposal and how you have addressed any concerns raised

(please refer to questions 9-14 in the checklist - CAT02)

The Town Council has not consulted on the transfer of the Asset.

Legal issues

Please set out how you will address any legal, planning, insurance and health and safety matters associated with the asset *(please refer to questions 15-18 in the checklist - CAT02)*

It is understood that Wiltshire Council will outline any restrictions in relation to covenants on the site, as well as any existing leases. The Town Council would continue to observe current agreements and as it has an extensive insurance policy, adding this asset would be a straightforward process.

Financial matters

How will you fund future running costs, repairs and maintenance?

(please refer to questions 19-23 in the checklist - CAT02)

Within the Town Council precept.

Future management

How will you manage the asset and ensure that it continues to contribute to the wellbeing of the local community in the future?

(please refer to questions 24-27 in the checklist - CAT02)

This has not yet been determined but it is likely that an outside contractor experienced in this kind of maintenance would be employed with managerial contract support from the Town Council.

DECLARATION

I confirm that the details included in this application are correct

Form CAT02

Application for the transfer of a Council asset

CHECKLIST

	Question	Yes	No	Note
Community use	1. Is the asset to be provided for a public purpose?	X	<input checked="" type="checkbox"/>	<i>The Council will not transfer assets for private or commercial use</i>
	2. Will the asset be hired or used by third parties?	X	<input type="checkbox"/>	<i>If 'yes' your application should set out how this will work</i>
	3. Will your organisation supervise use of the asset?	X	<input type="checkbox"/>	<i>If 'no' your application should explain how use will be supervised</i>
	4. Will the public have access to the asset?	X	<input type="checkbox"/>	<i>If 'yes' your application should set out how your liabilities will be covered</i>

	Question	Yes	No	Note
Is the asset fit for proposed use?	5. Is it big enough?	X	<input checked="" type="checkbox"/>	<i>The Council will not transfer assets that are unsuitable</i>
	6. Is it in the right location?	X	<input checked="" type="checkbox"/>	<i>The Council will not transfer assets that increase unnecessary car use</i>
	7. Is it safe?	<input type="checkbox"/> X	<input checked="" type="checkbox"/>	<i>The Council will not transfer assets that are unsafe</i>
	8. Does it have utilities? <i>(Water, electricity, drainage, etc.</i>	X	<input type="checkbox"/>	<i>If 'no'- your application should explain if they are needed</i>

	Question	Yes	No	Note
Community Support and consultation	9. Have you consulted nearby residents?	<input type="checkbox"/>	X <input type="checkbox"/>	<i>If 'no'- please consult before submitting your application</i>
	10. Have you consulted adjoining owners?	<input type="checkbox"/>	X	<i>If 'no'- please consult before submitting your application</i>
	11. Have you consulted others affected by the proposal?	<input type="checkbox"/>	X	<i>If 'no'- please consult before submitting your application</i>
	12. Have you consulted the local Wiltshire Councillor?	X	<input type="checkbox"/>	<i>If 'no'- please consult before submitting your application</i>
	13. Have you consulted the local Parish Council?	X	<input type="checkbox"/>	<i>If 'no'- please consult before submitting your application</i>
	14. Is there community support for the change of use?	<input type="checkbox"/>	<input type="checkbox"/>	<i>If 'no' - consider carefully whether you wish to proceed with your application</i>

Signed: *Heather Abernethie*

Name (please print): *Heather Abernethie*

Date: *28th January 2015*

Legal

Question	Yes	No	Note
15. Are there any covenants or other legal constraints?	X	Γ	<i>If 'yes' your application should explain implications</i>
16. Does the proposed use require planning consent?	Γ	X	<i>If 'yes' your application should explain implications</i>
17. Have you considered insurance cover?	Γ X	Γ	<i>If 'no' your application must explain implications</i>
18. Have you assessed health and safety liabilities?	X		<i>Your application must explain how you will deal with risks and liabilities</i>

Finance

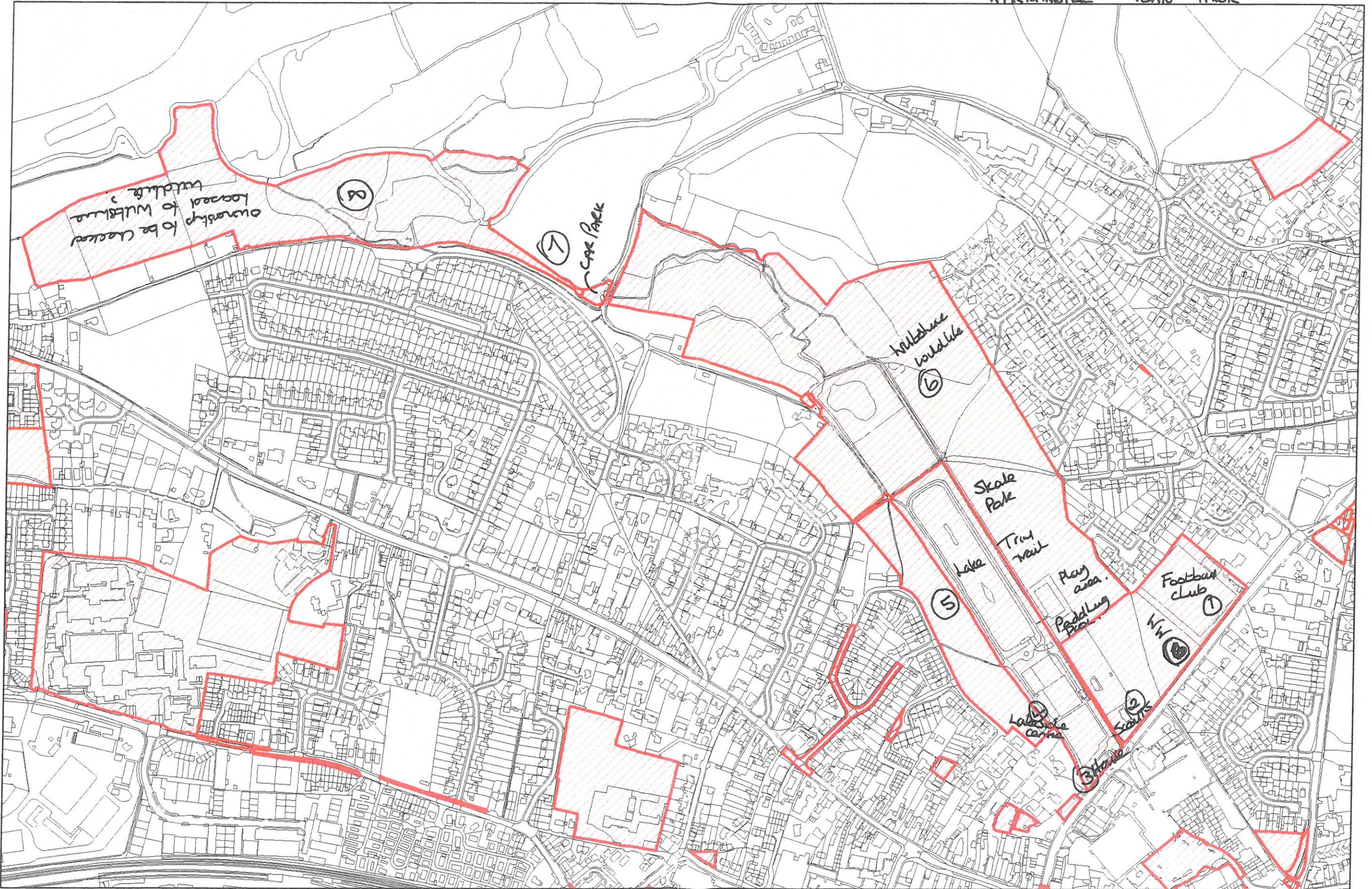
Question	Yes	No	Note
19. Can you meet all capital maintenance costs?	X Γ	Γ	<i>If 'no' your application should explain how funding will be provided</i>
20. Can you meet all day-to-day running costs?	X	Γ	<i>If 'no' your application should explain how funding will be provided</i>
21. Will you use the asset to generate income?	X	Γ	<i>If 'yes' your application should provide further details</i>
22. Will any third party be assisting with the costs?	Γ	Γ X	<i>If 'yes' your application should provide further details</i>
23. Do you have any contingency funds?	X Γ	Γ	<i>If 'no' your application should set out how you will deal with contingencies</i>

Management

Question	Yes	No	Note
24. Will you manage the asset?	Γ X	Γ	<i>If 'no' your application should set out who will manage the asset.</i>
25. Will a management committee be set up?	X	Γ	<i>If 'yes' your application should set out how this will work</i>
26. Will users of the asset be involved?	X	Γ	<i>If 'yes' your application should set out how this will work</i>
27. Will someone be employed to manage the asset?	X	Γ	<i>If 'yes' your application should set out how this will work</i>

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WARMINGSTON TOWN PARK



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Warminster Camus Shadow Operations Board

Warminster Civic Centre

Friday 5 June 9.30am to 11.30am

Meeting Notes

Present: Cllr. Keith Humphries (Acting Chair), Sue Fraser, Len Turner, Sarah Jeffries, Heather Abernethie, Tony Nicklin; Jacqui Abbott; Cllr. Fleur De Rhe-Philippe; Tim Martiensen; Phil Morgan

Apologies: Jim Landry, Len Turner, Chris Bell

1. Welcome and Introductions

Keith welcomed all to the meeting.

2. Notes of last meeting and matters arising

All agreed the notes were accurate. Matters arising were on the agenda.

3. Chair's announcement

Keith Humphries informed the group that there had been negative publicity in the town relating to the Neighbourhood Plan which was linked to the campus in some areas. This had included demolition of the library, closure of the hospital and a link road via The Avenue. Keith wanted to make it clear that nothing had been agreed so far and the plan was simply presenting possible options & opportunities.

Keith also stated that the hospital was currently owned by Great Western Hospital (GWH) and used for the delivery of community services and community beds. Therefore there was no prospect of the hospital closing.

The financing of the campus project would largely be achieved through regeneration of the town centre and possibly other areas. Jacqui said that she would work with the group to get a positive message out regarding Warminster campus which was fundamentally part of wider regeneration project. This project presented many opportunities and all options would be considered.

Keith said that there were important conversations to be had with the police and health services. The Police and Crime Commissioner's office would very much like to discuss the campus proposals with partners. It was unlikely that the Fire and Rescue service would

move from its current location. Information would also be required regarding Kingdown School and the Leisure Centre.

The meeting heard from Tim Martienssen that he would be talking to Julie Anderson-Hill regarding the strategic discussions.

**Action: Tim Martienssen to talk to Julie Anderson-Hill in first instance
Jacqui and Heather to work on campus messages for the public**

4. Regeneration / Feasibility Study

Tim Martienssen presented his ideas regarding possible regeneration of the central area. The car parking review and the traffic survey would be included in the feasibility study. He has also had very positive discussions with Five Rivers retail and a leading supermarket chain.

Tim informed the group that he would be working to secure additional resources to undertake further development of this work. He would be able to appoint urban designers to look at the central area and would be commissioning a feasibility study. Tim had sent an initial brief regarding the study for the group to comment upon.

Action: Jacqui to circulate initial brief

Tim informed the group that it was important to focus on the regeneration and redevelopment of Warminster of which the campus was only part. There were possibilities for re-configuration and re-design. The Neighbourhood Plan and Town Plan were within this overall vision as was the campus and we would be looking at needs for up to 25 years.

It was important to consider traffic and parking in the overall plans. The next steps would be to agree the brief for the consultant and appoint them to draw up options.

Action: All to feedback comments on brief to Jacqui

5. Strategic Partners Update

Paul had sent his apologies. The group agreed that Tim's meeting with Julie Anderson-Hill would look at the conversations that were required with potential partners as Keith had indicated above. These included the police and health.

Action: Tim Martienssen

6. Consultation Next Steps

Phil Morgan said that he would be pleased to assist with any consultation exercise but that it would be better to refine the "wish list" in advance of further consultation. Consultation would help to confirm the priorities of the town and villages for services and amenities. It was important to avoid raising expectations.

The group agreed that looking at needs would help to concentrate on what already exists and be creative in thinking about the opportunities.

The group discussed the issue of what is actually needed in Warminster as opposed to a "wish list".

The group agreed that an improved leisure offer was an important need in Warminster as this was not adequately met at the moment and the leisure centre was not up to standard and oversubscribed. The pool was also overcapacity.

Keith emphasised that the initial vision remained in that a campus with sports and leisure opportunities alongside health and wellbeing activities and services would be ideal. Sports and leisure opportunities could be provided as a business by the private sector as there was a definite need in Warminster.

The group has looked at leisure centre and pool activity previously.

Action: Jacqui to locate statistics

7. Local Community Engagement

It was agreed that the group along with the Area Board needed to get the message out regarding the regeneration and redevelopment opportunities in the town and how the campus would fit within this. Jacqui suggested working with Heather in the first instance to ensure synergy with the Neighbourhood Plan. The group also agreed that the neighbourhood plan ought to be less concrete in its plans which were not yet finalised.

A major selling point for Warminster was that it was the largest town in this part of the county and was the Market Town for the Wylve Valley.

Action: Jacqui to work with Heather to develop & communicate regeneration & campus message

8. Priorities and Next Steps:

- Tim to acquire the resources he needs
- Jacqui to work on regeneration & campus message, communication & engagement
- Jacqui and Heather to look at needs analysis
- Jacqui to source the figures for leisure, swimming pool and library usage already acquired.

Date of Next Meeting:

Friday 4th September 10am to 12 noon Warminster Civic Centre

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Warminster Area Board Grant Report 2 July 2015

1. Purpose of the report:

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

2. Main Considerations

Councillors will need to be satisfied that grants awarded in the 2015 / 16 year are made to projects that can realistically proceed within a year of the award being made.

Area Boards have authority to approve Area Grants under powers delegated to them by the Cabinet member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding. Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance 2014 / 2015.

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

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

The Warminster Area Board has a capital allocation of £52,144 for 2015/16. There was a roll over allowed which totalled £13,097.72. This gives a total allocation for 2015/16 of £65,234.72.

The remaining budget following April's grants is £62,434.72

If all of the applications are agreed in this tranche, there will be £52,324.72 remaining.

3. The applications

Please note that the text in this section is taken from the grant applications and the words are those of the applicants.

ID	Grant Type	Project Title	Applicant	Amount Required
1361	Community Area Grant	Sutton Veny Flower Show Gazebos and Banners	Sutton Veny Flower Show	£400.00
1232	Community Area Grant	Codford Village Hall rain water drains	Codford Village Hall	£1290.00
1332	Community Area Grant	Warminster Watermeadows	National Archaeology Centre	£4100.00
1343	Community Area Grant	REFRESH GROUP - tables	Christ Church Warminster Parochial Church Council	£840.00
1350	Community Area Grant	Longbridge Deverill Flower Show	Longbridge Deverill Flower Show	£750.00
1351	Community Area Grant	Cornerstone Expansion Project	Cornerstone Warminster	£2730.00

ID	Grant Type	Project Title	Applicant	Amount Required
1361	Community Area Grant	Sutton Veny Flower Show Gazebos and Banners	Sutton Veny Flower Show	£400.00
<p>Submitted: 28/05/2015 21:08:24</p> <p>ID: 1361</p> <p>Current Status: Application Appraisal</p> <p>To be considered at this meeting: tbc contact Community Area Manager</p> <p>1. Which type of grant are you applying for? Community Area Grant</p> <p>2. Amount of funding required? £0 - £500</p> <p>3. Are you applying on behalf of a Parish Council? No</p> <p>4. If yes, please state why this project cannot be funded from the Parish Precept</p> <p>5. Project title? Sutton Veny Flower Show Gazebos and Banners</p>				

Total required from Area Board	£400.00			
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Coleman event shelter	139.99	our reserves	yes	122.98
Coleman event shelter	139.99			
Large banner	84.00			
Large banner	84.00			
10 Corex sign boards	75.00			
Total	£522.98			£122.98

11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

Warminster

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

We would like to expand this show to involve more local villages beyond the current main four. If we can have more PR with the banners and signs and a more comfortable place to sit with the event shelters we can attract more people to the show and include more local groups who raise money at the show such as our WI and the local Brownie and Scout Troops. This will allow the event to continue for future generations and will also allow us to continue to feed funds back to local groups such as the cricket club, the church and the village hall.

14. How will you monitor this?

Should see an even greater number of people on the field, more marquee entries and more stalls on the field.

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

From further sponsorship from local businesses

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

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes

for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

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

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

yes I will make available on request evidence of ownership of buildings/land

yes I will make available on request the relevant planning permission for the project.

yes I will make available on request any other form of licence or approval for this project has been received prior to submission of this grant application.

And finally...

yes The information on this form is correct, that any award received will be spent on the activities specified.

1232	Community Area Grant	Codford Village Hall rain water drains	Codford Village Hall	£1290.00
------	----------------------	----------------------------------------	----------------------	----------

Submitted: 01/04/2015 01:02:03

ID: 1232

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£501 - £5000

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

No

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

5. Project title?

Codford Village Hall rain water drains

6. Project summary:

The Village Hall rain water drains into soakaways which were built 21 years ago and are now ineffective causing rain water, after heavy rain, to pool around the Hall. We want to fit 3 new downpipes and run under ground drains to a nearby ditch. New trenches, 20metres long and 1.5metres deep will have to be dug under a tarmac surface at the back of the Village Hall. The task is beyond DIY capabilities. We have a quotation from Graham Sims Construction to carry out this work. I have split down the cost breakdown in para 10a to the best of my ability. It comes to £2150.00 less VAT (£2580.00 inc VAT)

7. Which Area Board are you applying to?

Warminster

Electoral Division

Warminster Copheap and Wyllye

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

BA12 0PP

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

Children & Young People

Arts, crafts and culture

Countryside, environment and nature

Economy, enterprise and jobs

Festivals, pageants, fetes and fayres

Food, farming and local markets

Health, lifestyle and wellbeing

Heritage, history and architecture

Inclusion, diversity and community spirit

Recycling and green initiatives

Safer communities

Sport, play and recreation

If Other (please specify)

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

05/2015

Total Income:

£29129.00

Total Expenditure:

£39024.00

Surplus/Deficit for the year:

£9895.00

Free reserves currently held:
(money not committed to other projects/operating costs)
 £11685.00

Why can't you fund this project from your reserves:
 Our Reserves have been seriously depleted due to exceptional maintenance demands on the 21 year old building. We have had to install a new Sewage Treatment Plant that cost Â£29565 for which we had to borrow money from ACRE and we are still servicing this debt.

We are a small community group and do not have annual accounts or it is our first year:

10b. Project Finance:

Total Project cost		£2580.00		
Total required from Area Board		£1290.00		
Expenditure		Income	Tick if income	
(Itemised	£	(Itemised	confirmed	£
expenditure)		income)		
Materials	650.00	Village Hall	yes	1290.00
		Account		
Machinery Hire	250.00			
Tarmac				
replacement	500.00			
Labour	750.00			
VAT	430.00			
Total	£2580			£1290

11. Have you or do you intend to apply for a grant from another area board within this financial year?

Yes

12. If so, which Area Boards?

Devizes
 Warminster
 Westbury

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

Codford Village Hall is a well loved facility in the village and is used by both the beneficiaries and people from surrounding villages. It has excellent facilities and is a valuable asset. It has changing rooms used by football teams, badminton courts, meeting rooms and a social area and bar with a skittles alley. There is a football pitch and tennis courts. Pilates and Zumba classes are held regularly. It is used for private parties, weddings, funeral wakes, dances and discos, lunches, exhibitions, markets and church events. It supports a children's playground. All the people who use the Village Hall will benefit from a well maintained building. If the building is allowed to deteriorate due to leaking gutters and poor drainage it will be damaged

and will become unattractive, people will not want to use it and we will lose rental income.

14. How will you monitor this?

The Village Hall Committee will monitor usage and take opinion polls to assess how the villagers rate the condition of the facilities offered. Lowered usage may indicate that the Village Hall is not up to the standard that people expect.

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

We will dig into our limited reserves and carry out a fund raising exercise.

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

It is not part of a larger project.

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

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

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

yes I will make available on request evidence of ownership of buildings/land

And finally...

yes The information on this form is correct, that any award received will be spent on the activities specified.

1332	Community Area Grant	Warminster Watermeadows	National Archaeology Centre	£4100.00
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Submitted: 10/05/2015 13:58:58

ID: 1332

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£501 - £5000

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

No

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

5. Project title?

Warminster Watermeadows

6. Project summary:

The Heritage focus of our project is the watermeadows of the River Wylde around Warminster. These were major civil-engineered water-management systems, initiated in the late 16th, that significantly increased agricultural yields and encouraged biodiversity, yet very little is known about their heritage or construction. Our project will enable volunteers to research and record these sites and to create a series of resources for the community in order to create awareness and record them for the future. A bespoke, portable, touch screen, display stands and loan boxes will allow the project materials to be toured around venues and events in Warminster.

7. Which Area Board are you applying to?

Warminster

Electoral Division

Warminster East

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

BA12 8HB

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

Children & Young People

Countryside, environment and nature

Heritage, history and architecture

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:**Total Income:**

£

Total Expenditure:

£

Surplus/Deficit for the year:

£

Free reserves currently held:**(money not committed to other projects/operating costs)**

£

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

We are a small community group and do not have annual accounts or it is our first year: yes

10b. Project Finance:

Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Total Project cost		£41000.00		
Total required from Area Board		£4100.00		
portable touchscreen and stand	2000.00			
portable display boards	1000.00			
500 cd roms	500.00			
loan boxes	600.00			
desktop survey research	2500.00	heritage lottery fund		2500.00
watermeadow features flora and fauna spotters guide	2000.00	heritage lottery fund		2000.00
mini documentary and audio guide	14500.00	heritage lottery fund		14500.00
cartoon animated game reserach copyright and prject management	5500.00	heritage lottery fund		5500.00
open source	7500.00	heritage lottery		7500.00

website and cd rom interface		fund	
creation of ios and android app	4900.00	heritage lottery fund	4900.00
Total	£41000		£36900

11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

Warminster

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

Encouraging more volunteering among local people – the project aims to engage the fly fishing community, specifically local Angling clubs with the research, as well as volunteers from Wiltshire Wildlife. It will also encourage ongoing research by local individuals and other community groups in the Warminster area who will be supported by a range of online resources, spotters guides, galleries and tick sheets, so that relevant data and images can be collected. The project will help to improve awareness of countryside issues - wildlife and will promote opportunities to enjoy and become more active in understanding caring for the countryside. The research part of the project will explore both the archaeological and natural environment concerning the watermeadows local to Warminster, capitalising on the area’s natural and historical features of national and international significance.

14. How will you monitor this?

Data will be collected from users of the resources and regular contact will be kept with the voluntary groups involved

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

The website will be hosted for 5 years in order to allow the volunteer led research to continue. There will be digital resources created that are not open ended like the app which requires no ongoing maintenance and a run of cd roms which will ensure that there will be a large supply of resources to continue to distribute.

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

The aim of the overall project will be to conduct a simplistic collation and identification of four key watermeadows in the Wylve Valley, Hensford Marsh, Bishopstrow, Norton Bavant and Heytesbury. The research will be supported by angling clubs based along the Avon Catchment who will help to identify and record how they operate and record features and structures still present. Each angler contributing to the research will record their exact location and provide photographs which can be uploaded to an open source website (via an IT Manager) Wiltshire Wildlife will also be involved in collecting data about the flora and fauna present within each location. This will be a fantastic opportunity to record and research the unique heritage of these sites, which were once an important feature of the landscape and a significant part of farming practice from as early as 1625 up until the agricultural changes

brought about by WW2. Project activities will include an open day at Harnham Watermeadows in Salisbury for the angling societies involved where the restored system will be operated and demonstrated. There will also be a talk for the community of Warminster which will aim to raise awareness of the systems under investigation which are in the vicinity of the town . There will also be school visits using loan boxes and the digital resources created for the project. These digital resources will be created at the beginning in order to support the research. These will then be made available after the project as an interactive CD Rom to be given out free of charge to the community of Warminster. This will be uploaded to a bespoke touch screen unit and supported by a portable display screen allowing it to be toured to various public locations, events and community groups in and around Warminster. The digital resources which will feature on the website and interactive will be filmed interviews with experts, a photo gallery of Water meadow features and a photo gallery of flora and fauna, an interactive cartoon game which will also include a 3d animation sequence. This will be a task related game which will help to demonstrate the history of these systems and explain how they operated.. The website will feature several spotters guide download for use by the research volunteers as well as a tick sheet and diagram for those recording the data about the operation of the systems. The cd rom will also feature the research data written as a report for those who wish to look at the heritage and data collection in more detail. This will be an important opportunity to record these systems before they disappear and the chance to record and collect data will be no longer viable.

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Constitution:

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

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

And finally...

yes The information on this form is correct, that any award received will be spent on the activities specified.

1343	Community Area Grant	REFRESH GROUP - tables	Christ Church Warminster Parochial Church Council	£840.00
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Submitted: 14/05/2015 14:54:56

ID: 1343

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

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

No

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

5. Project title?

REFRESH GROUP - tables

6. Project summary:

Owing to the success and popularity of the Refresh Group now around 50 members come each month. The grant is to supply 7 Gopak Contour range tables. These are needed so that practical leisure activities can be better facilitated and refreshments also served.

7. Which Area Board are you applying to?

Warminster

Electoral Division

Warminster West

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

BA12 9NS

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

Arts, crafts and culture

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

Sport, play and recreation

Other

If Other (please specify)

Over 55 - Social interaction

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

12/2014

Total Income:

£958.91

Total Expenditure:

£872.08

Surplus/Deficit for the year:

£86.83

Free reserves currently held:

(money not committed to other projects/operating costs)

£86.83

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

We have already bought 3 tables from our own funds but demand now outreaches our finances. This organisation is run by volunteers, funded largely by gifts in kind and time. The contributions collected have been distributed as follow: Wiltshire Bobby Van Â£40, Somerset Flood Relief Â£250, Warminster WW1 Exhibition Â£40, Wiltshire Air Ambulance Â£500.

We are a small community group and do not have annual accounts or it is our first year:

10b. Project Finance:

Total Project cost		£840.00		
Total required from Area Board		£840.00		
Expenditure		Income	Tick if income	
(Itemised	£	(Itemised	confirmed	£
expenditure)		income)		
Tables	840.00			
Total	£840			£0

11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

Warminster

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

The group was created to reduce loneliness and social exclusion for people over 55 of either sex and capability in the locality. It is open to those of any faith or none, and there is no religious content to meetings. Meetings are informative, often craft based, entertaining and friendly, and donations are distributed to local charities chosen by the members. Attendance reduces loneliness, lifts the mood increases the self worth and entertains those who come. The

local beneficiaries will be those who come to the Refresh meetings each month, i.e. the 55+ age group of the locality and the recipients of the services given by the selected charities. The Group's activities address Warminster and Villages Community Partnership (WVCP) Visions and JSA key issues of: 1. Life long learning for young and old alike 2. Offering opportunities for cultural expression 3. Provision to engage in leisure pursuits 4. Improves the value of available facilities (the Public Part of the Church building) 5. Reduces the perception of 'Nothing to Do'

14. How will you monitor this?

We will continue to monitor attendance as this is a clear indication of the satisfaction of those attending who share their enjoyment with others who then come too. From just 13 five years ago we number 60-70 listed.

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

We shall revert to the original format of self funding and voluntary leadership until further practical assistance is required.

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

N/A

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

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

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

And finally...

yes The information on this form is correct, that any award received will be spent on the activities specified.

1350	Community Area Grant	Longbridge Deverill Flower Show	Longbridge Deverill Flower Show	£750.00
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Submitted: 19/05/2015 19:52:55

ID: 1350

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

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

No

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

5. Project title?

Longbridge Deverill Flower Show

6. Project summary:

We are trying to start back up the age old tradition of a flower show in our village. Its been 25 years since the last one. We have plenty of willing volunteers.

7. Which Area Board are you applying to?

Warminster

Electoral Division

Warminster Copheap and Wylve

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

BA12 7DG

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

Arts, crafts and culture

Festivals, pageants, fetes and fayres

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

Total Income:

£

Total Expenditure:

£

Surplus/Deficit for the year:

£

Free reserves currently held:

(money not committed to other projects/operating costs)

£

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

We are a small community group and do not have annual accounts or it is our first year: yes

10b. Project Finance:

Total Project cost		£1750.00		
Total required from Area Board		£750.00		
Expenditure		Income	Tick if income	
(Itemised	£	(Itemised	confirmed	£
expenditure)		income)		
Marquee	700.00	Donation	yes	100.00
Hawk Display	150.00	Donation	yes	100.00
Bands	400.00	Donation	yes	450.00
Engraving	140.00	Donation	yes	350.00
Prizes	75.00			
Electrics	85.00			
Banners/Advertising	200.00			
Total	£1750			£1000

11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

Warminster

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

We hope this will benefit the majority of residents in the parish of Longbridge Deverill, Hill Deverill and Crockerton. Quite a number feel we need this community event to bring the villages together. Part of the flower show is geared up towards involving children from the area and local schools. This is an event for adults and children alike which includes an evening event. I understand from the Parish Council that the results from their parish plan shows the need for this kind of event.

14. How will you monitor this?

We will be asking for feedback from the day and evening event to ascertain what worked and what didn't to help us plan for future years.

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

This will be a once a year event and anything made this year will be carried forward to prepare for the next year.

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

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Constitution:

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

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

yes I will make available on request any other form of licence or approval for this project has been received prior to submission of this grant application.

And finally...

yes The information on this form is correct, that any award received will be spent on the activities specified.

1351	Community Area Grant	Cornerstone Expansion Project	Cornerstone Warminster	£2730.00
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Submitted: 22/05/2015 11:43:09

ID: 1351

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£501 - £5000

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

No

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

5. Project title?

Cornerstone Expansion Project

6. Project summary:

To expand the current Cornerstone provision of services to the vulnerable and needy from the immediate setting of Warminster to include the surrounding villages and isolated communities within the BA12 vicinity. In addition to provide work stations and a safe environment for clients to access IT facilities.

7. Which Area Board are you applying to?

Warminster

Electoral Division

Warminster Broadway

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

BA12 9BT

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

Children & Young People
Economy, enterprise and jobs
Health, lifestyle and wellbeing
Inclusion, diversity and community spirit
Safer communities
Technology & Digital literacy
Other

If Other (please specify)

Aged and other vulnerable adults.

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

03/2015

Total Income:

£11395.65

Total Expenditure:

£6093.72

Surplus/Deficit for the year:

£5301.93

Free reserves currently held:**(money not committed to other projects/operating costs)**

£300.00

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

Our Estimated annual running costs are £5000.00. Our Reserves are insufficient to fund this Expansion Project.

We are a small community group and do not have annual accounts or it is our first year:

10b. Project Finance:

Total Project cost		£10210.00		
Total required from Area Board		£2730.00		
Expenditure		Income	Tick if income	
(Itemised	£	(Itemised	confirmed	£
expenditure)		income)		
Fridge	150.00	Warminster		2000.00
		Town Council		
Work station	800.00	Ecumenical	yes	500.00
furniture		Trust Grant		
Mobile Phones	300.00	Allocated	yes	3000.00
		Reserves		
Latops	1000.00	Fudge Trust		1000.00
		Grant		
Mobile Printer	400.00	Fundraising +		980.00
		Donations		
Mobile Dongles	80.00			
Dongle &	940.00			
Phone Contracts				
Publicity and	1500.00			
Mail Drop				
Phone &	640.00			
BroadBand				
Rent	4400.00			
Total	£10210			£7480

11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

Warminster

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

The homeless & The jobless & Ex-offenders & Ex-servicemen/women & The bereaved & Those with learning difficulties & The most vulnerable in the community .Those members of the community who find themselves vulnerable, excluded or disadvantaged through the lack of physical resources, emotional support, personal knowledge or experience. Cornerstone will not be available to support children except to direct them to other agencies to ensure their safety and wellbeing. 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. HOW - & 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 & Signposting to other agencies & A friendly non-judgmental listener - for any problem at all. Foodbank access service. 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 will organise specific training for all those involved service delivery. For example, Safeguarding, Data Protection, and scenario-based training. Cornerstone will also operate a "no lone worker" policy for the mutual safeguarding of volunteers and clients. Cornerstone will ensure all trustees and volunteers processed through the DBS system.

14. How will you monitor this?

Anonymous statistics will be gathered about those using Cornerstone and its mobile service, in order to assess patterns of usage, target resources and provide periodic feedback to individuals and organisations providing direct financial or other support to the project.

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

Further funding will be applied for from Wiltshire Community Foundation. This is a one off Project start-up cost. Recurring costs will be built in to The Cornerstone Business plan.

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

The need has been supported by Village communities and their Church and Communities leaders. This project builds seeks to consolidate and build on the progress made since the opening of Cornerstone on September 2014 (Full year accounts not available at the time).

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

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

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

yes I will make available on request evidence of ownership of buildings/land

yes I will make available on request the relevant planning permission for the project.

And finally...

yes The information on this form is correct, that any award received will be spent on the activities specified.