

# AGENDA

**Meeting:** WARMINSTER AREA BOARD  
**Place:** Warminster Civic Hall  
**Date:** Thursday 2 March 2017  
**Time:** 3.30 pm

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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.

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**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.

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Please direct any enquiries on this Agenda to Roger Bishton , direct line 01225 713035 or email [roger.bishton@wiltshire.gov.uk](mailto:roger.bishton@wiltshire.gov.uk)

All the papers connected with this meeting are available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

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

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## Wiltshire Councillors

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

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## Items to be considered

## Time

1. **Chairman's Welcome and Introductions to Area Board Meeting**

The Chairman will welcome those present to the meeting.

2. **Mental Health Awareness raising workshop** *(Pages 5 - 6)*

3. **Apologies for Absence**

4. **Minutes** *(Pages 7 - 12)*

To approve and sign as a correct record the minutes of the meeting held on 5 January 2017 *(copy attached)*.

5. **Declarations of Interest**

To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.

6. **Chairman's Announcements**

The Chairman will introduce the following announcements and invite any questions:

- Petition from residents of Frederick Taylor Court, Bradley Road, Warminster requesting an improved bus service to Warminster town centre.

7. **Updates from Partners** *(Pages 13 - 28)*

To receive updates from any of the following partners:

- Wiltshire Police
- Wiltshire Fire and Rescue Service
- Healthwatch Wiltshire
- Warminster and Villages Community Partnership
- Town and Parish Councils Nominated Representatives

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

8. **Youth Grant Funding** *(Pages 29 - 58)*

To consider applications for funding from the Youth Grants Scheme.

9. **Warminster Regeneration Working Group**

To receive an update from Cllr Keith Humphries.

10. **Health & Wellbeing Group** (*Pages 59 - 62*)

Notes of the Health and Wellbeing Management Group meeting dated 19 January 2017 are attached.

11. **Area Board Funding - Community Area Grants** (*Pages 63 - 68*)

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

12. **Warminster Area Board - Highways Information** (*Pages 69 - 102*)

Bill Parks and Jim Bailey from the Council's Highways & Transport Unit will be presenting a report which provides an update on progress on the 'Local Highways Investment Fund 2014 – 2020', and future road resurfacing sites.

13. **Urgent items**

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

14. **Future Meeting Dates**

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

- **29 June 2017 – Warminster Civic Centre**
- **7 September 2017 - Chapmanslade**



## Warminster Area Board presents...



## Mental Health Awareness Raising

An interactive session, focusing on how to improve and maintain mental health & wellbeing

Thursday 2 March 3.30pm – 4.30pm

Warminster Civic Centre, Sambourne Road, Warminster

To book your place please contact:

Jacqui Abbott – Community Engagement Manager

Tel: 01722 434 344 or Email: [Jacqui.abbott@wiltshire.gov.uk](mailto:Jacqui.abbott@wiltshire.gov.uk)

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# MINUTES

**Meeting:** WARMINSTER AREA BOARD  
**Place:** Warminster Civic Centre  
**Date:** 5 January 2017  
**Start Time:** 7.00 pm  
**Finish Time:** 8.40 pm

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Please direct any enquiries on these minutes to:

Jessica Croman , Tel: 01225 718262 or (e-mail) [jessica.croman@wiltshire.gov.uk](mailto:jessica.croman@wiltshire.gov.uk)

Papers available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

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## **In Attendance:**

### **Wiltshire Councillors**

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

### **Wiltshire Council Officers**

Jessica Croman (Democratic Services Officer)  
Jacqui Abbott (Community Engagement Officer)  
Barry Pirie (Associate Director for people and Business)

### **Town and Parish Representatives**

Warminster Town Council (Heather Abernethie)  
Chitterne Parish Council (Mike Lucas)

### **Partners**

Wiltshire Police  
Wiltshire Fire and Rescue Service  
Warminster Community Area Partnership

**Total in attendance: 18**

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<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting of the Warminster Area Board and invited members of the board to introduce themselves.</p>
2.	<p><u>Apologies for Absence</u></p> <p>There were no apologies.</p>
3.	<p><u>Minutes</u></p> <p><b>Decision</b></p> <p><b>The minutes of the previous meeting held on the 3 November 2016 were agreed as a correct record and signed by the Chairman.</b></p>
4.	<p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p>
5.	<p><u>Chairman's Announcements</u></p> <p>The Chairman referred to the announcements within the agenda pack:</p> <ul style="list-style-type: none"> <li>• Warminster Health and Wellbeing Fair – Friday 31 March, 1.30pm</li> <li>• Rural Crime Partnership for Wiltshire and Swindon</li> <li>• Army Rebasing</li> </ul>
6.	<p><u>Updates from Partners</u></p> <p>Some written updates had been received before the meeting and were included in the agenda.</p> <p><b>Police</b></p> <p>An updated police report for January 2017 was handed out at the meeting.</p> <p>Inspector James Brain referred to the report highlighting the key points as:</p> <ul style="list-style-type: none"> <li>• Improving the 101 system – It was noted that actions were being taken to improve the 101 system. Efforts had been made to improve the service, quality and to reduce call waiting times.</li> <li>• Local Update – It was noted that during December 2016, there had been a reduction in criminal damage in the Warminster area. In an effort to reduce purse thefts in Warminster Town, PCSO's had been handing out</li> </ul>

	<p>key chains and raising awareness of the issue and offered preventative advice. On another matter, Inspector Brain encouraged those present to remain vigilant due to neighbouring towns seeing a rise in burglaries.</p> <ul style="list-style-type: none"> <li>• Arson – a recent arson attack on the Avenue School, which was still being investigated, was briefly mentioned.</li> <li>• An update was given on vehicle burglaries which had mostly occurred in the rural areas. It was noted that there had been a drop in the number of thefts and investigations were ongoing. Most of the cars that had been targeted had visible items inside. Those present were encouraged to never leave items on display in their vehicles.</li> <li>• It was noted that the current Warminster area Community Policing Coordinator, Charly Chilton, would start her maternity leave at the end of January and Amy Hardman would cover the leave period.</li> </ul> <p><b>Dorset &amp; Wiltshire Fire and Rescue Service</b></p> <p>District Commander Jason Moncrieff, gave an update on behalf of the fire service in Warminster. It was noted that the hours between 0700 to 1800 weekdays and 1800 Friday to 1800 Sunday remained difficult hours for on call cover. Recruitment had taken place but it would take some time before the new recruits would be able to use the equipment.</p> <p>Those present were also reminded to sweep chimneys to prevent fires.</p> <p><b>Warminster Town Council</b></p> <p>It was noted that 4 Speed Indicator Devices (SIDs) were currently unavailable and in for repairs, including the Upper Deverills SID. It was hoped that all SIDs would be available in February. It was noted that Upper Deverills, the AB and surrounding areas were keen for the SIDs to be back in action as soon as possible.</p> <p>The Chairman thanked everyone for their updates.</p>
11.	<p><u>Neighbourhood Task group</u></p> <p>Mike Davidson, Chair of the Association and Community Coordinator, gave a presentation on the Neighbourhood Task Group's (NTG) revised structure, arrangements and draft objectives. It was noted that the NTG was working in partnership with the community policing team to combine the town and rural meetings into one group which would work with partners, residents and town and parish councils to identify local priorities and tackle problems. It was emphasised that for the NTG to be successful for communities, full representation was required from town and parish councils and partners.</p> <p>The next meeting of the NTG would take place on the 7<sup>th</sup> March.</p>

7.	<p><u>Safe &amp; Well Visits</u></p> <p>Natasha Viljoen, Safe and Well advisor from Dorset &amp; Wiltshire Fire &amp; Rescue Service, gave a presentation on Safe and Well visits.</p> <p>A Safe and Well visit is a free visit that normally last about one hour covering topics such as:</p> <ul style="list-style-type: none"> <li>• Using electricity safely</li> <li>• Cooking safely</li> <li>• Making an escape plan</li> <li>• What to do if there is a fire</li> <li>• Keeping children safe</li> <li>• Good practice – night time routine and other points relevant to you</li> <li>• Identifying and discussing any further support you may need if necessary</li> </ul> <p>Residents with a thatch property, those living alone, those with a young family, those over 65, or if anyone knew someone with mobility, sight and hearing impairments or a smoker were encouraged to get in contact with the advisors.</p> <p>Visits could be booked through the following link:  <a href="http://www.dwfire.org.uk/news/new-name-new-contact-details-same-service/">http://www.dwfire.org.uk/news/new-name-new-contact-details-same-service/</a></p> <p>Questions asked included topics such as; trips and falls, supplying the relevant emergency numbers, and who to contact first about the service.</p> <p>It was noted that those at risk of trips and falls were encouraged to contact the service as they are able to help and identify potential risks in the home; currently the service does not check if those they visit have the relevant numbers but is something they would take away and look to incorporate into their visits; and the first point of contact could be found on the leaflets that were handed out at the meeting.</p> <p>The Chairman thanked Natasha for the presentation.</p>
8.	<p><u>Our Community Matters (Joint Strategic Assessment) Event 22 November</u></p> <p>Jacqui Abbott, Community Engagement Manager, went through the information included in the agenda pack and thanked all those that attended the event.</p> <p>Comments from the meeting included: ensuring projects are not duplicated as some community projects were already in progress under different titles and the need to narrow down the projects to tackle the priorities,</p> <p>Feedback from those who attended the event was that they found it very useful, they felt listened to and somewhere they could air their ideas.</p>

	<p><b>Resolved</b></p> <p><b>To thank all those that attended the Our Community Matters event.</b></p> <p><b>To note the report and ask the CEM to report to a future meeting, identifying the specific priorities the Area Board might wish to agree.</b></p>
9.	<p><u>Police &amp; Crime Commissioner Precept Consultation</u></p> <p>A video on the Police and Crime Commissioners precept consultation was played. It was noted that the consultation deadline was the 27 January 2017.</p>
10.	<p><u>Local Youth Network Update and Youth Activities Grant Applications</u></p> <p>The LYN report contained within the agenda was referred to and it was;</p> <p><b>Resolved</b></p> <p><b>Wylie Coyotes Afterschool was awarded £825.00 for Green Light Outdoor Amenities.</b></p> <p><b>Wylie Coyotes Afterschool was awarded £4592.50 for The Other Club Year 2.</b></p> <p><b>Kingdown School was awarded £ 4900.00 for an Eco-Marathon Project and British Student Karting Project.</b></p>
12.	<p><u>Health &amp; Wellbeing Group</u></p> <p>Jacqui Abbott, Community Engagement Manager, referred to the report contained within the agenda pack. It was noted that the group had made good progress and the Champions had done some fantastic work.</p> <p><b>Resolved</b></p> <ol style="list-style-type: none"> <li><b>1. To thank all those involved and to congratulate the Chairman Stephanie Stephens on her appointment.</b></li> <li><b>2. To note the report</b></li> <li><b>3. To grant the Health, Wellbeing and Social care Steering Group £1950.00 to provide information and signposting.</b></li> </ol>
13.	<p><u>Warminster Regeneration Working Group</u></p> <p>The working group were still waiting for potential proposals from developers.</p>

14.	<p><u>Community Area Transport Group (CATG)</u></p> <p>The CATG minutes were referred to and it was;</p> <p><b>Resolved</b></p> <ol style="list-style-type: none"> <li>1. <b>To grant priority 1 scheme D £ 5250.00.</b></li> <li>2. <b>To approve priority 1 scheme E for ad hoc lining works in the Warminster area.</b></li> <li>3. <b>To note the next meeting of the CATG on the 29 March 2017.</b></li> </ol>
15.	<p><u>Area Board Funding - Community Area Grants</u></p> <p>The area board considered the following applications seeking 2016/17 Community Area Grant funding:</p> <p>It was noted that the AB still had a considerable budget to award as grants which groups may not be aware of. The CEM agreed to email local groups and parishes to inform them.</p> <p><b>Resolved</b></p> <p><b>To grant Warminster Town Council £5000.00 for work in the Warminster town park subject to awarding limitations.</b></p>
16.	<p><u>Urgent items</u></p> <p>The Wiltshire Council Legacy video was played which gave an overview of the legacy events held across Wiltshire over the last 4 years.</p>
17.	<p><u>Future Meeting Dates</u></p> <p>The Chairman thanked everyone for attending the meeting.</p> <p>It was noted that the next Warminster Area Board meeting would take place on the 2 March 2017, 3pm at the Warminster Civic centre.</p>





## Warminster Area Board

Hello and welcome to this Community Policing report.

The New Year is well underway and over the coming months and into the future, Wiltshire Police will be continuing to develop its workforce model. The policing landscape that we face is ever more complex and challenging and within that is the reality of financial pressures that continue to present difficulties. With this in mind Wiltshire Police is committed to effective and efficient policing through making sure we have the right people with the right training in the right place. We have reinforced our efforts to embrace diversity, give everybody the opportunity to succeed and be inclusive in all we do. Ultimately, we do this to ensure that you are provided with the service that you expect.

Many of you may know that the Police and Crime Commissioner's Police and Crime Plan has been out for consultation. When finalised, it will set Wiltshire Police clear priorities and highlight opportunities for us to work to improve our service.

Over February Wiltshire Police will be involved in a number of campaigns revolving around vulnerability as well as youth engagement and will participate in three national campaigns:

- 6-12 February: Sexual Abuse and Sexual Violence Awareness Week  
For further information, to find support in your local area or to find details of awareness events happening near you, please visit [www.sexualabuseandsexualviolenceawarenessweek.org](http://www.sexualabuseandsexualviolenceawarenessweek.org)
- 7 February: Safer Internet Day
- 27 February: Student Volunteering Week.  
This event will give us an opportunity to promote our successful Volunteer Police Cadet scheme, which currently has units in Swindon, Chippenham, Trowbridge and Salisbury.

Additionally Wiltshire Police will be attending the Wiltshire Youth Summit, which will take place at Devizes School. We are also delighted to be welcoming police colleagues from across the South West region as it hosts a regional conference for the Black Police Association in February.

As always we are grateful your feedback; Wiltshire Police is here to serve you and we always like to hear what we have done well or where you think we could improve.

## COMMUNITY MESSAGING

Working with our local communities, we have been developing ways to reach out to all our communities and keep everyone up to date with the latest information that matters to you in your area.

Through feedback and working with our local communities, we have developed the use of <https://www.wiltsmessaging.co.uk/> and are now sending out daily updates around crimes that matter to you in your area. This is enabling us to reach as much of our community as possible, as quickly as possible and impart any new crime prevention advice or information about incidents that may affect you in your community that we feel you need to know about.

We have received some very positive feedback around this and encourage you to speak to all members of your community and encourage them to sign up to Wiltshire Messaging. It is free and a very good way of keeping all our communities connected.

<https://www.wiltsmessaging.co.uk/>

## CONTROL STRATEGY

Below is our control strategy for your reference. This focuses on where how we conduct our operational Policing based on the Police & Crime Plan. We will continue to align our resources with the threat/harm/risks presented in line with the control strategy.

- Domestic abuse / Cyber Crime / High risk offenders / High risk victims



### **CURRENT SECTOR SERIES/ Exceptions**

Crime Exceptions are where the volume of crime exceeds the levels we would expect over a specified period. This is based on evaluation of data, over like to like periods historically.

There is only one significant exception reported throughout the Warminster area which is for Vehicle Offences as we have experienced nearly double what was expected for the month of January. The actual figure for these types of crimes was 15 offences, 6 of these were committed within the Town area, and the other 9 were in Warminster rural.

We have increased patrols where possible in the rural area to tackle this and also the non-dwelling burglaries since Christmas. January has seen a decrease in the number of non-dwelling burglaries, and we are looking to continue to have an impact on these crimes.

### **FUTURE WORK**

We are looking to engage more with our Special Constabulary to help tackle Rural Crime, and hopefully our next report will have some news on what has been done so far and what is likely to be continued with.

We will also be carrying out some joint work with Trading Standards as a result of door to door tradesmen being seen in the area trying to obtain work involving driveways and landscaping. There are a number of reputable companies out there, but using forceful tactics and 'nosing' around people's properties is not acceptable. If any such people are seen, do keep a copy of any leaflets that they deliver and take a note of the vehicle registration if possible and call Police on 101 or report directly to Trading Standards through Wiltshire Council. A polite 'No Thank You' will always be accepted by any genuine company.

CRIME PREVENTION... We would like to meet with our communities to deliver face to face advice on issues such as Cyber Crime, and general security and safety tips. So far only Chitterne has been keen to take this up (date still to be set) and a company in Westbury, so if any more groups would like to take this up then please do get in touch with Amy Hardman or one of your local PCSO's.

EVENTS... As we start heading in to Spring and Summer, many groups and individuals start to organize various events and gatherings. We will shortly be providing you all with some guidance on how to apply for events to be held, and which types of events Police will be in attendance and in what capacity. Watch this space...

For a detailed breakdown of the crime in your area visit...

**<https://www.police.uk/wiltshire/>**

Community Coordinator PC 1570 Amy Hardman : [amy.hardman@wiltshire.pnn.police.uk](mailto:amy.hardman@wiltshire.pnn.police.uk)

Deputy Sector Head PS 1801 Louis McCoy : [louis.mccoy@wiltshire.pnn.police.uk](mailto:louis.mccoy@wiltshire.pnn.police.uk)

Sector Head Insp 2517 James Brain : [james.brain@wiltshire.pnn.police.uk](mailto:james.brain@wiltshire.pnn.police.uk)

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## Warminster Area Board Report, 2 March 2017

I am pleased to report that the service now has a new Assistant Chief. After a rigorous appointment process that was open to external candidates Jim Mahoney has been promoted from within the service from Area Manager to Assistant Chief Fire Officer for Operations.

The service has been combined for 10 months and has achieved some significant results:

- Delivery of 6,254 free Safe and Well visits, taking home fire safety advice to people's homes and fitting free smoke detectors where appropriate.
- Fire safety education delivered to 8,982 Key Stage 1 and Key Stage 2 students.
- Continued support of the SafeWise centres in Bournemouth and Weymouth, contributing to the education of 6,349 young people.
- A site secured at Wroughton for the development of a new SafeWise centre to serve the communities of Swindon and Wiltshire – due to open in 2018.
- Seven Salamander courses held in Wiltshire and Swindon to deliver positive outcomes for young people, including clients of JobCentre Plus.
- Roll-out of the Alzheimer's Society 'Dementia Friends' training to operational crews.
- Delivery of 43 Safe Drive Stay Alive roadshows for schools and colleges, impacting on around 10,500 students.
- Contact with over 1,000 businesses to educate them on their fire safety responsibilities.
- Purchase of four replacement fire engines for this financial year, and an order placed for two replacement aerial ladder platforms.

### **Fire Calls for Warminster Fire station;**

Dec: Unavailable at time of writing

<b>Category</b>	<b>Warminster</b>
False Alarm	
Fire	
Other	
Special Service	
<b>Total</b>	

Jan: Unavailable at time of writing

<b>Category</b>	<b>Warminster</b>
False Alarm	
Fire	

Other	
Special Service	
<b>Total</b>	

**Availability of RDS appliances;**

Dec

	Appliance	
% Available	KT45P1	100
% Available	KT45P2	52.22
% Available	KT45N3	Not available

Jan

	Appliance	
% Available	KT45P1	100
% Available	KT45P2	73.42
% Available	KT45N3	Not available

The “Difficult Hours” for On-Call cover tends to be 0700 to 1800hrs weekdays, and weekends from 1800hrs Friday until 1800 hours Sunday.

As can be seen there is a decrease in availability of the second appliance. This was in particular over the Christmas period and the station personnel would work to their required hours only in order to spend time at home with their family.

Warminster Fire Station also have a number of personnel that assist the fire service through community work and assisting to put appliances on the run elsewhere in the service. This has an impact on the second appliance availability.

Working with the Station Commander I will be recruiting more staff. Currently there are two persons interested in joining. These people are working through the recruitment system. It will take a number of months for their presence to be seen on the appliance. Vacancies are currently advertised on the new service website at <http://www.dwfire.org.uk/>.

**Community Contact Work**

Remember Natash Vilijoen is available for Safe and Well visits and talks to your groups.



A Safe and Well visit is available and is **FREE** and normally last about one hour covering topics such as:

- Using electricity safely
- Cooking safely
- Making an escape plan
- What to do if there is a fire
- Keeping children safe
- Good practice – night time routine and other points relevant to you
- Identifying and discussing any further support you may need if necessary

If you have thatch property, are living alone, have a young family, are over 65 or a smoker please get in contact with us. We want to help make you safer in your own home. If you or someone you know has mobility or sight and hearing impairments please suggest a Safe and Well visit.

Visit <http://www.dwfire.org.uk/news/new-name-new-contact-details-same-service/> to book one.

Jason Moncrieff

District Commander Warminster, Mere & Tisbury

Email: [jason.moncrieff@dwfire.org.uk](mailto:jason.moncrieff@dwfire.org.uk)

Tel: 01722 691249 | Mobile: 07774 41393

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## Area Board Update - February 2017

Healthwatch Wiltshire is a local independent organisation which exists to speak up for people on health and care. If you have used a service recently then we would like to hear from you. We use what people tell us when we meet with the commissioners and providers of services to make sure that they take account of your views and experiences.

### S.A.I.L.

The Your Care Your Support Wiltshire (YCYSW) website team are adding forms to help people do some of the business of social care online. Recently we added a

S.A.I.L (Safe and Independent Living) form. S.A.I.L is a partnership between Dorset & Wiltshire Fire & Rescue Service and Wiltshire Council to offer anyone an assessment promoting safe and independent living in your own home. A Dorset & Wiltshire Fire & Rescue Service representative can offer a Fire Safety risk assessment, safety advice, advice on night-time routines, making an escape plan, checking smoke alarms, and signpost to benefits advice and debt advice. To request a visit, you can log in to Your Care Your Support, and with an activated account, complete the SAIL request form online: [www.yourcareyoursupportwiltshire.org.uk/care-and-support/safe-and-independent-living.aspx](http://www.yourcareyoursupportwiltshire.org.uk/care-and-support/safe-and-independent-living.aspx).



### The Pressure on Beds

The national media has been full of stories about pressures on the NHS. In Wiltshire, hospitals and the NHS Wiltshire Clinical Commissioning Group have been urging people to only go to Emergency Departments if necessary. You are asked to consider other services, such as your GP, minor injury units or your pharmacist to ask if they can treat your condition.

We have been hearing peoples' experiences of being discharged from hospital to other care settings around the county. We heard that, for most people, the system is working well with 71% of people saying they were 'very satisfied' or 'satisfied' with their discharge. However, we have also heard of problems from people who didn't feel informed or included in decisions about their care, and difficulties arranging care at home for people who need it. Problems with transport to get home, and knowing who is responsible for care after discharge were also issues for some of the people we spoke to. Our full report has been published at [www.healthwatchwiltshire.co.uk/wp-content/uploads/2017/01/Transfers-of-Care.pdf](http://www.healthwatchwiltshire.co.uk/wp-content/uploads/2017/01/Transfers-of-Care.pdf). We have fed this information back to the people who run the services, so they know where the system is and is not working well.

#### Contact us:

Tel 01225 434218

[info@healthwatchwiltshire.co.uk](mailto:info@healthwatchwiltshire.co.uk)

[www.healthwatchwiltshire.co.uk](http://www.healthwatchwiltshire.co.uk)

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## **Partner Update for Warminster Area Board**

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**Name of Partner:** Maiden Bradley with Yarnfield Parish Council

**Date of Area Board Meeting:** 2<sup>nd</sup> March 2017

**Headlines/Key Issues:**

- Community Litter Pick Saturday 4<sup>th</sup> March 2017 starts at 9.30am at the Community Allotment Garden.
- Councillor Vacancy - Co-option process to be actioned, closing date for applications the 13<sup>th</sup> March 2017. Please contact the clerk for an application form
- Village Shop seeking support

**Projects:**

- Village Design Statement
- New Website
- Action Plan: Rights of Way Warden

**Future Events/Dates for the Diary:**

- Next Full Council meeting 14<sup>th</sup> March 2017 at 7.30pm. All are welcome to attend.

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## **Partner Update for Warminster Area Board**

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**Name of Partner:** Horningsham Parish Council

**Date of Area Board Meeting:** 2<sup>nd</sup> March 2017

**Headlines/Key Issues:**

**Projects:** Parish Plan - A strategy was agreed and sub groups have been formed.

- Mobile phone connectivity
- other uses for the church
- linkages with the school
- a desire for a shop was put on hold viability will be researched at a later date
- Councillor Stephen Crossman to look at community events etc.
- Horningsham Village Hall Facebook pages & Horningsham News Facebook pages advertising events.
- Play Area Project Parish Council now working in partnership with Longleat Estate on its provision.
- Awaiting confirmation on the Adoption of BT phone box opposite the Bath Arms

**Future Events/Dates for the Diary:**

- Community Litter Pick 11<sup>th</sup> March 2017 meet at the Village Hall all welcome.
- Date of the next meeting is the 6<sup>th</sup> April 2017 at Horningsham Village Hall. It will start at 7.30pm. All are welcome to attend.

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## Partner Update for Warminster Area Board

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**Name of Partner: Warminster Town Council**

**Date of Area Board Meeting: 2nd March 2017**

### Headlines/Key Issues:

- Neighbourhood Plan now officially made – no legal challenges received. Neighbourhood Plan Policy Review working group set up to assess whether plans for significant developments comply with the NP.
- Green Flag application submitted for Town Park.
- Fiona Fox to take up role of Town Clerk starting 6<sup>th</sup> March 2017.
- Application being prepared for Quality Gold status on Local Council Award Scheme.

### Projects:

- Friends of Warminster Park working with Skatepark Group on future skatepark project.
- Longleat Lodge and Fairfield Farm College to work in partnership on sunken garden.
- Six schools will plant flowerbeds in the park next year.
- Permission being sought for water vole habitat near play area footpath to be moved further downstream to enable repair to erosion of bank.
- Grants being sought for renovation of tennis courts in the park.

### Future Events/Dates for the Diary:

- **15<sup>th</sup> March: Movie Matinée – A Street Cat Named Bob** Based on the international best seller this film tells the moving and life-affirming true story of the unlikely friendship between a young homeless busker and recovering heroin addict, James Bowen, and the stray ginger cat named Bob who changed his life. Starring Luke Treadway and Joanne Froggatt.
- **19<sup>th</sup> April: Movie Matinée – Allied** In 1942 an intelligence officer in North Africa (Brad Pitt) encounters a female French Resistance fighter (Marion Cotillard) on a deadly mission behind enemy lines. When they reunite in London, their relationship is tested by the pressures of war.

**Regular events at the Civic Centre** (lists available at reception or check website [www.warminster-tc.gov.uk](http://www.warminster-tc.gov.uk) for more information):

#### **Mondays**

Weekly: Tumbletots; Zumba Gold; Weightwatchers

Fortnightly: U3A Singing for Wellbeing

Monthly: Wiltshire Wildlife Trust (April–October)

#### **Tuesdays**

Weekly: Pilates; Warminster and District Stroke Club

Fortnightly: Age UK Fitness and Friendship Club

Monthly: Blood donors

**Wednesdays**

Weekly: Yoga; Zumba; Rock choir (starting 21<sup>st</sup> September)

Monthly: Film matinées; U3A monthly meeting

**Thursdays**

Weekly: Pilates; Karate; Sequence dance

**Fridays**

Weekly: Zumba Gold



**Report to** Warminster Area Board  
**Date of meeting** 2<sup>nd</sup> March 2017  
**Title of report** Youth Grant Funding

**Purpose of the Report:**

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

Applicant	Amount requested	LYN Management Group recommendation
Athenaeum Masqueraders	£5000.00	Yes – see options below
Lighthouse Youth	£2850.00	Yes – see options below
Youth in Focus	£4895.00	Yes – see options below

**1. Background**

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

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

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

**2. Main Considerations**

- 2.1. Councilors will need to be satisfied that Youth Grant Funding awarded in the 2016/2017 year are made to projects that can realistically proceed within a year of it being awarded.
- 2.2. Councilors will need to decide and be assured that young people and the community will benefit from the funding being awarded and the project/positive activity proceeding. The application should meet the identified needs, priorities and outcomes for young people in the areas, as identified in the LYN Needs Assessment and Strategic Plan.
- 2.3. Councilors will need to ensure measures have been taken in relation to safeguarding children and young people.
- 2.4. Councilors will need to ensure that young people have been central to each stage of this Youth Grant Funding application.

**3. Environmental & Community Implications**

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

**4. Financial Implications**

Financial provision had been made to cover this expenditure

4.1. For 2016/17 Warminster Area Board was allocated £21,870.00

4.2. The Warminster Area Board Youth Funding balance for 2016/17 is £10,675.62

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

If funding is awarded in line with the LYN recommendations outlined in this report Warminster Area Board will have a Youth Funding balance of £0.00

## 5. LYN report

A Local Youth Network Management Meeting took place on Tuesday 21<sup>st</sup> February 2017 where the applications from Athenaeum Masqueraders, Lighthouse Youth and Youth in Focus were considered and recommendation made to the Area Board for 2<sup>nd</sup> March 2017.

## 6. Legal Implications

There are no specific legal implications related to this report.

## 7. Human Resources Implications

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

## 8. Equality and Inclusion Implications

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

## 9. Safeguarding Implications

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

## 10. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
ID 417	Athenaeum Masqueraders	Youth Theatre Production of Seussical Jr	£5000.00
<b>Project description</b> Short paragraph description of the project: To encourage learning through workshops as well as the audition and rehearsal processes with children shadowing adults in roles through the production. Also looking to provide improved storage for the purchased costumes to ensure that they are kept in good order so that they can be offered for use by other local theatre groups schools and other youth focused groups. The project is open to everyone between 8 18 in Warminster and surrounding areas.			
<b>Recommendation of the Local Youth Network Management Group</b> <b>The following options have been put forward:</b>  Option 1 – to fund the amount of £2930.00 from the Community Youth Budget and the remaining £2070.00 from the Community Grant Budget. The LYN felt that this applications not only meets the criteria for the Youth Budget but also the Community Grant			

Budget as the project reaches not only young people but the Warminster Community as a whole.

If this option is agreed by the Area Board Members the LYN Management Group have put forward a recommendation that the full amount be awarded to both the Lighthouse Youth Project and Youth in Focus. **This is the LYN Managements preferred option**

Option 2 – to allocate 84% of the funding towards the project totaling £4188.00.

These options were considered due to the amount of funding available in the Community Youth Budget

No conditions apply

Application ID	Applicant	Project Proposal	Requested
ID 425	Lighthouse Youth	Lighthouse Youth Project	£2850.00

**Project description**

Short paragraph description of the project:

We are a community of volunteers from churches across Warminster indiscriminately working with young people. We began in 2015 having had consultation with young people through our work in Kingdown School where we discovered an overwhelming desire for a safe environment after school in evening's weekends to receive support with school work relationships bullying careers mentoring confidence pastoral care and anything else that presents. Furthermore there was an eagerness for a youth club to offer a range of activities and opportunities for growth and a place to meet together. For the past two years we have been responding to this need and hope to continue to support the young people we know and reach out to others

**Recommendation of the Local Youth Network Management Group**

**The following option have been put forward:**

**Option 1** Not applicable

**Option 2** to allocate 84% of the funding towards the project totaling £2387.00.

This option was considered due to the amount of funding available in the Community Youth Budget.

No conditions apply

Application ID	Applicant	Project Proposal	Requested
ID 421	Youth in Focus	Youth in Focus Community Group	£4895.00

**Project description**

Short paragraph description of the project:

The project proposal is to carry out Street Based Youth Work in and around Warminster Community area. The project is aimed at young people age 13-19 25 with additional special needs Street based youth provision team will consist of three members of staff who will support and engage local youths using informal education through discussion allowing them to have a positive input around local issues concerning the community. These young people are young people who do not wish to take part in youth club provision or other youth activities. These targeted young people are perceived as a threat who take part in anti- social behaviour or hanging around supermarkets or undesired areas. The team will work in partnership with the

area board local councillors Town council PCSOs and local secondary schools. This project is new but the staff that are involved are staff with wide range of experiences in youth work mentoring domestic violence relationship issues drugs and Alcohol knowledge sexual exploitation safeguarding self-harming etc

**Recommendation of the Local Youth Network Management Group**

**The following options have been put forwarded:**

**Option 1 –** Not applicable

**Option 2 -** to allocate 84% of the funding towards the project totaling £4100.00

.  
This option was considered due to the amount of funding available in the Community Youth Budget

**No conditions apply**

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

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

## Athenaeum Masqueraders Application

ID 417

**Started on:** 26/01/2017 13:05:22  
**ID** 417

**Applicant** Mr Steve Adderley  
Athenaeum Masqueraders  
Charity Number:  
24 Bread Street

Warminster  
BA12 8DF  
07748808137  
[steadderley@gmail.com](mailto:steadderley@gmail.com)

**Current Status:** Application Received

**1. Project title? (Max. 8 words Eg. Tinkleton Village Youth Transport Project)**  
**\*required field**

Athenaeum Masqueraders Youth Theatre Production of Seussical Jr

**2. Project summary: (100 words) \*required field**

This youth production of Seussical Jr is aimed at children from the local area to give them experience in Musical Theatre. We aim to encourage learning through workshops as well as the audition and rehearsal processes with children shadowing adults in roles through the production. We are also looking to provide improved storage for the purchased costumes to ensure that they are kept in good order so that they can be offered for use by other local theatre groups schools and other youth focused groups. The project is open to everyone between 8 18 in Warminster and surrounding areas.

**3. Amount of funding required: \*required field**

- £0 - £1000
- £1001 - £5000
- Over £5000 (Please note - our grants will not normally exceed £5,000)

**4. Which Area Board are you applying to?**

Warminster

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

BA12 9AE

## 6. Please tell us which theme(s) your project supports: \*required field

- Informal education
- Youth work/development
- Sport/Leisure
- Residential
- Arts/Culture
- Employment or training
- 1:1/group work
- Community Project
- Community Safety
- Volunteering
- Environment
- Health
- Other

## 7. About your project

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

- How does your project support local needs and priorities?
- How have young people been involved in your project so far?
- How many young people do you expect to benefit?
- How will your project be accessible and affordable?
- How will you encourage volunteering and community involvement?
- How will you ensure your project is accessible to everyone (Disabled, low incomes, vulnerable, etc.)
- How will ensure your project is inclusive?
- How will you work with other community partners?

The Athenaeum Masqueraders is a long standing theatre group based in Warminster and has a history of producing shows specifically and solely for young children from Warminster and the surrounding areas. The main part of the project is this production of a youth musical Seussical Jr at the Athenaeum Centre in Warminster. The subsidiary project is renovation of our wardrobe space to ensure that the costumes and props purchased for the production can be stored and accessed easily and correctly and kept in good order so they can be made

available to other youth groups within the area. Warminster has a very healthy and enthusiastic group of young people interested in performing arts. This is easily demonstrated by the number of people that turn out to auditions at the Athenaeum as well as the quality and success of the School productions in the area. The Athenaeum Masqueraders have for the last 20 years produced a Youth production be that a panto show or musical. Integral to these shows is the ethos of providing the young people with not only an outlet for their obvious talents but also an opportunity for them to learn new skills techniques and methods. The provision of workshops by experienced long standing members of our group throughout the process will address this aim. The production is open to all young people from Warminster and the surrounding areas between the ages of 8 and 18 Our usual policy is up to 19 but the licence for this show prohibits anyone over the age of 18 as it is as junior show. We have already had initial interest from young people in the surrounding villages of Corsely and Bratton as well as from Frome. The show calls for a cast of up to approximately 30 people however in addition to this we are encouraging young people to shadow the adult members of the production team and act as stage crew. This will push the number involved up to around 40. The Athenaeum Masqueraders try to provide these shows with the minimum of financial burden as possible to ensure that they remain accessible to all however a modest show fee is charged for each production. To ensure that we remain accessible we offer discounts to families who have more than one child taking part and payment plans for those families who may not be able to pay all of the money upfront. All payment plans are treated with the utmost confidentiality and care. Within our production team we have a music teacher from one of the local senior schools. It is the intention of the production team to work with him to integrate the group more into that school and from there into other schools within the area to ensure a continuity of both education and social care. A quiet room will also be provided during all rehearsal periods that the young people not directly involved at the time may use to study so that they do not fall behind on their academic progress because of this production.

## **8. Safeguarding**

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

- Please evidence your commitment to safeguarding and promoting the welfare of children and young people.
- How do you make sure staff and volunteers understand their safeguarding responsibilities?
- Are staff and volunteers Disclosure and Barring Service (DBS) checked and do you hold a central record of this as well as details of staff references.
- Who in your organisation is ultimately responsible for safeguarding?
- How do you ensure that young people are kept safe online when accessing your services?

The Athenaeum Masqueraders are committed to ensuring the safety welfare and safeguarding of all young people under our care and have implemented a number of policies procedures and checks to ensure this is accorded. All documents will be available on our website and have been emailed to the Local Youth Facilitator for Warminster and Westbury area. All members of the committee have read the policies and are fully aware of their responsibilities.

All adult members of the Project team have valid checks by the Disclosure and Barring Service.

## **9. Monitoring your project**

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

Generally a Theatre productions success is quantified by the number of tickets sold however a youth production such as this can be measured as success by other factors. Below is how some of our members have defined the success of the show along with how the Head of Performing Arts at Kingdown School views the success of the project. Charlotte Young Aged 13 - Most people think a successful show is ticket sales and profit. Although that is important my personal top things are to see people's confidence blossom and I include myself in this. But when I think of a successful show I think of costumes and the stage. Like how if we got this amazing grant we could buy brand new costumes that look better than the old ones also this will increase the happiness throughout the cast. Also it is a new opportunity to meet new friends and gain some confidence. If we got this grant we could improve scenery and lighting also we would be able to dress the stage in a more fashionable way which would make the stage pop. The final thing is I know when I go to watch a show my favourite thing is seeing all the amazing costumes props and how the stage looks and that what I want people to feel when they come and watch Seussical. Grace Egginton Aged 14 - A successful show for me is when the cast and crew come together to produce a show that provides a fun and exciting environment to do what we love and create entertainment for the audience. I believe the success of a show has nothing to do with ticket sales whether we have a full house or only two seats booked. The success of a show is more to do with a cast performing to the best of their ability. It's not about the show being perfect and everything going the exact way it was supposed to its about performing and ultimately an enjoyable shared experience within a theatre for everyone both cast and audience. A successful show needs to have support on and off stage as well as friendship and everyone being proud of one another. It's about having a safe and fun environment where at the end we have a successful show. Ben Pearson Aged 15 - My own experience of the Athenaeum Masqueraders was utterly unique never before in a show have I felt so involved so quickly and I'm sure many others members feel the same.. Confidence humility and the ability to make friends are just some of the many qualities the Masqueraders provide. I personally was given a layer of confidence now that I have performed in a show outside of school. However the main attribute that makes the Masqueraders stand out against any theatre group I've ever been in is its sense of community. Although I went to a different school and didn't know a single person I was welcomed with open arms. I made friends I intend to keep for a very long time. Whenever I didn't do something perfectly first time I was never discouraged just given helpful advice on how to improve. The Masqueraders made me grow both as an actor and a person and I know they do this for every new member that joins no matter who they are. Based on the comments from our members the way to ensure this project is a success is to ensure that we have a happy and confident cast who are encouraged and supported throughout the process and want to return to our group again and again because they feel that they are valued and learn something too.



The production side of the project will be complete by June 2017. The Construction of the Wardrobe renovations is easier to quantify. Success will be improved storage for our new and existing costumes enabling us to have better control and easy access to enable these to be loaned or hired to external youth organisations. The wardrobe part of the project would be completed by the end of 2017.

Sarah Paul Aged 16 - From a young age I've always been interested in performing on stage in such wonderful productions. Being part of a cast and attending rehearsals are just some of the things I really enjoy about being in a show like Suessical. Even though I've doing productions at the Athenaeum my whole life I will always be excited to become a member of a new cast or work with people I've never worked with before. One of the most important reasons I participate in shows is the learning processes behind it all. This leads on to why Suessical is such an exciting experience for me. Every new show I do brings a new challenge and I really enjoy learning more about drama and performance as I go along. Also this production contains many new elements which further enable me to learn and discover new things about theatre. Similarly I participate in these productions because of the wonderful atmosphere at every rehearsal and show. Being a member of a cast is like being a family and it's lovely to get to know new people and learn new things about them. Any show I do always makes me feel welcome and safe and that's why I am so excited to be a part of Suessical.

Sophie Welch Head of Performing Arts Kingdown School Warminster - Youth projects like those at the Athenaeum Centre in Warminster are crucial in the continued development of our young people. As performers they grow even more in confidence away from the performance opportunities in school and gain friends for life. The experiences they are afforded as part of these youth projects give life skills that are totally transferable into whatever walk of life they chose for themselves. As performers they return from projects such as these rejuvenated and re-inspired to pursue the arts or just explore it further with their friends and classmates. The students who attend local youth theatre projects also end up doing better academically. What they learn from theatre is a personal drive to succeed and responsibility for one's own work that seamlessly translates into life inside the traditional classroom. These youth projects such as Suessical Jr. are not only producing wonderful performances and performers. They are also providing our young people with relevant life skills responsibility friendship and a passion for the arts that will become a lifelong obsession. Based on the comments from our members and from an education provider the way to ensure this project is a success is to provide an environment that promotes an atmosphere within which the cast are relaxed and motivated whilst at the same time teaching them new theatrical skills provides them with space and time to maintain their educational needs and helps to grow as people. A happy and confident cast who are encouraged and supported throughout the process will want to return to our group again and again because they feel that they are valued and learn something. The production side of the project will be complete by June 2017. The Construction of the Wardrobe renovations is easier to quantify. Success will be improved storage for our new and existing costumes enabling us to have better control and easy access to enable these to be loaned or hired to external youth organisations. The wardrobe part of the project would be completed by the end of 2017.

**10. Finance: \*required field, if you are a new organisation and don't have accounts leave blank and tick box below**

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

**Your latest accounts:**

Month  Year

**Total Income:**

£  Please enter in money format **with pence** but no pound sign or comma or p. Eg 15000.00

**Total Expenditure:**

£

**Surplus/Deficit for the year:**

£

**Free reserves currently held:**

£

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

As can be seen by our latest accounts the group re-invests all of its funds back into the productions each year. This does mean that we operate on a shoe string budget. This grant would enable us to provide a superior quality of costume and props for the production. We will be undertaking a series of fundraising events in order to make up to shortfall between our current reserves and the expenditure we are committed to spend over and above the grant amount. This will involve young members of the group as well as adults.

We are a newly formed group and do not yet have published accounts:

## 10b. Project Finance:

### Part One: \*required

Total Project cost	£	<input type="text" value="5990.00"/>	Please enter in money format <b>with pence</b> but no pound sign or comma or p. Eg 15000.00
<a href="#">help</a>			
Total required from Area Board	£	<input type="text" value="5000.00"/>	

### Part Two: Please itemise your project expenditure and project income \*required

Quick tips:

1. List **ALL** expenditure in a general format eg. Materials 10.00, Tools 5.00
2. List **ALL** income **except the amount required from the Area Board** eg. Donations 20.00 [help](#)
3. Please enter in money format **with pence** but no pound sign or comma or p. Eg 15000.00
4. If your organisation reclaims VAT you should exclude VAT from the expenditure
5. Please ensure you **TOTAL** both columns correctly.
  - Expenditure column should equal Total project cost in Part One.
  - Income column should equal Total project cost **minus** Total required from the Area Board.
6. Here is an example layout, including how to display in kind contributions

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

- Yes  
 No

**12. Tick all the Area Boards to which you are intending to apply, including this one (You can apply to a maximum of 3 Area Boards for the same project in a financial year) \*required field, if Yes to Q11.**

- Amesbury  
 Bradford on Avon  
 Calne  
 Chippenham  
 Corsham  
 Devizes  
 Malmesbury

- Marlborough
- Melksham
- Pewsey
- Salisbury
- Southern Wiltshire
- South West Wiltshire
- Tidworth
- Trowbridge
- Warminster
- Westbury
- Royal Wootton Bassett & Cricklade

### 13. DECLARATION

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

**Do you have the following (please tick any that apply):**

- Child Protection Policy
- Safeguarding Children
- Procedure for dealing with an allegation against a member of staff or a volunteer
- Complaints Procedure
- Public Liability Insurance
- Health & Safety
- Whistle blowing policy
- Internet use policy
- Constitution
- Annual Accounts
- Business/Project Plan (For projects where total project cost is over £50,000)

**Legal declaration \*required field**

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

Expenditure			Grant	Ath Masq
Costume			1100	
	Material for Hand Made Costumes	200		
	Pre-Made Costumes	700		
	Accessories	200		
Staging			750	
	Materials	150		
	Paint	50		
	Miscellaneous	150		
	Stage Dressing	400		
Props			100	
	Props	100		
Advertising			950	
	Posters & Programmes	500		
	Button Badges x 3 x50	80		
	Stickers x1 x 702	70		
	Sail Flags x2	300		
Safeguarding			100	
	Training and Certification - DBS Checks	100		
Insurance				250
	Annual Public Liability Insurance Premium	250		
Licence				490
	Licence fee payable to MTI for Seussical Jr.	490		
Lighting and Audio				250
	Technical support and production costs.	250		
Renovation of Wardobe			1000	
	New Racking and Storage for new Costumes	1000		
Venue Hire			1000	
	Venue Hire February to Jun 2017 - inc Rehaersal and Performance time.	1000		
	<b>Totals</b>		<b>5000</b>	<b>990</b>
	<b>Show Total</b>			<b>5990</b>

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## Lighthouse Youth Application

**Started on:** 02/02/2017 17:49:10  
**ID** 425

**Applicant** Mr Chris Scorah  
Lighthouse Youth  
Charity Number: 1131685  
6 Langholm Avenue

Warminster  
BA12 8EW  
07732430125  
[cscorah@hotmail.co.uk](mailto:cscorah@hotmail.co.uk)

**Current Status:** Application Received

**1. Project title? (Max. 8 words Eg. Tinkleton Village Youth Transport Project) \*required field**

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Lighthouse Youth Project

**2. Project summary: (100 words) \*required field#**

We are a community of volunteers from churches across Warminster indiscriminately working with young people. We began in 2015 having had consultation with young people through our work in Kingdown School where we discovered an overwhelming desire for a safe environment after school in evenings weekends to receive support with school work relationships bullying careers mentoring confidence pastoral care and anything else that presents. Furthermore there was an eagerness for a youth club to offer a range of activities and opportunities for growth and a place to meet together. For the past two years we have been responding to this need and hope to continue to support the young people we know and reach out to others.

**3. Amount of funding required: \*required field**

- £0 - £1000  
 £1001 - £5000  
 Over £5000 (Please note - our grants will not normally exceed £5,000)

**4. Which Area Board are you applying to? Not sure?**

---

Warminster

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

BA12 9AL

**6. Please tell us which theme(s) your project supports: \*required field**

- Informal education
- Youth work/development
- Sport/Leisure
- Residential
- Arts/Culture
- Employment or training
- 1:1/group work
- Community Project
- Community Safety
- Volunteering
- Environment
- Health
- Other

If Other (please specify)

---

**Diversity Pastoral Care Responsibility Leadership**

**7. About your project**

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

**\*required field**

- How does your project support local needs and priorities?
  - How have young people been involved in your project so far?
  - How many young people do you expect to benefit?
  - How will your project be accessible and affordable?
  - How will you encourage volunteering and community involvement?
  - How will you ensure your project is accessible to everyone (Disabled, low incomes, vulnerable, etc.)
  - How will ensure your project is inclusive?
  - How will you work with other community partners?
-



---

The origin of this group was a response to young people losing their valuable former youth service and the research performed by the former CYO stating a significant desire from young people for a youth club. Now we have been reaching those people for 2 years the priority is clear from the group itself. It is also meeting the appeal that is often made by young people that there isn't much for them to do on the weekend now there is. The local church has known many young people who have needed long term emotional support that they struggle to receive from home or in school. In response to this issue which is a priority in the Joint Strategic Assessment for Warminster Our Tuesday after-school group is to act as a safe environment to provide such services in a fun and friendly place and act as a portal further into the youth work where positive safe mentoring relationships can be further fostered. The activities and support that is provided increase opportunities for young people's participation and involvement and help them build resilience make positive lifestyle choices to achieve in learning gain independence and ultimately make a successful transition into adulthood. We regularly consult young people to survey what type of youth provision they would need and what facilities activities would they like to be a part of. Our activities provision and grant application have come as a result of this study. On a Tuesday we have been regularly seeing 40 to 50 young people which is now at capacity. This meets at the Grace Christian Centre due to its advantageous position close to Kingdown which is hired out to us at no cost as part of their investment into young people. On a Friday we reach 20 to 30 young people with always having a view to reaching new people. Sign in Sheets and Photographs available. We have seen crossover from young people coming to Fridays because of Tuesdays. This kind of word of mouth spread we believe is a sign of our success in fulfilling the needs of young people. We hope to extend our work to include detached work with young people on the streets of Warminster much like the work of the Street Pastors. Initially the young people had chosen to not pay subs instead to prove the worth of the club through volunteering work. However the young people understand and agree that further fundraising by the young people is required and we are in the process of consultation to decide how they would like to do that. One of the initiatives we have been using as part of the tuck shop was to raise the cost of items 5p over cost price. This profit would then be used to replenish materials that broke or get new games for the xbox. Young people from surrounding areas of Warminster are able to access the Tuesday cafe as late buses are available on a Tuesday to those who wish to come over from school. We have also been working with the school to provide the service to young people with additional educational needs. On a Friday we currently meet at the former Youth Centre now WAVE. This is a key venue as it is one that the young people already trusted and promotes equal opportunities for those who have no affiliation with church. However as part of our fundraising discussion the young people are also investigating alternative meeting places that would be cheaper to hire. Issues surrounding this are mainly storage centrality visibility and safety. Our project is staffed mostly by volunteers 12 in total and is supported jointly through multiple churches. For the past 5 years the local churches have been running a volunteering project called Breakout which the young people will be a critical part of. Furthermore in late 2014 the young raise awareness of children living in slums through a project called Slum Survivor. Trusted young people who are more mature will be given opportunities to serve as peer mentors which involves assisting in the operation of the youth club as well as mentoring younger members. This year we hope to put a float into Warminster Carnival as well. We will seek to raise the profile of the project through the local press and the LYN. Both the venues we use have disabled access. We currently support numerous young with additional educational needs. Our grant application includes a request for funds to subsidise special trips and positive activities for young people coming from families of low income. Inclusivity is a high priority in our organisations and therefore we have an equal opportunities policy. The youth work is accessible for young people all backgrounds beliefs and needs. This is partly the reason why our Friday group meets in the youth centre rather than a church building. The leaders and peer mentors are given a mandate to promote respect for others point of views. We will work in connection with the LYN to support other community partners where

**possible. The project has been created and being sustained by multiple community partners namely the churches.**

## **8. Safeguarding**

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

- Please evidence your commitment to safeguarding and promoting the welfare of children and young people.
- How do you make sure staff and volunteers understand their safeguarding responsibilities?
- Are staff and volunteers Disclosure and Barring Service (DBS) checked and do you hold a central record of this as well as details of staff references.
- Who in your organisation is ultimately responsible for safeguarding?
- How do you ensure that young people are kept safe online when accessing your services?

---

We have a thorough Safeguarding recruitment procedure that includes vetting training and further support that all staff must complete before committing to the youth work. This is provided and indemnified by Christ Church. Policy can be provided. We have a suggested ratio of 1 adult to 8 young people in each session in order to ensure each young person gets proper care and attention. We have regular team meetings debrief annual appraisals and training sessions to keep up to date with safeguarding responsibilities. All staff will complete a compulsory DBS as part of the recruitment process where Christ Church manages our DBS process and are the keeper of the recruitment records. Paula Thorpe is the safeguarding officer. Our wifi network can be only accessed through a secured password. Our ISP provides filter services. WiltsOnline protects the online services in the WAVE building.

## **9. Monitoring your project**

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

We have regular team meetings where we discuss any matters arising and share success stories. We also have prep and debrief sessions before and after each group meeting respectively. We actively survey evaluation from young people about the services they have received by adopting the model promoted in the Positive Activities for Young People namely UNDERSTAND PLAN DO REVIEW. We keep evaluation information sheets after each session. Growth in number can be considered a minor success criterion as young people who have benefited from the project have shared it through word-of-mouth but more importantly the personal development of individual young people is the priority.

**10. Finance: \*required field, if you are a new organisation and don't have accounts leave blank and tick box below**

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

**Your latest accounts:**

Month  Year

**Total Income:**

£  Please enter in money format **with pence** but no pound sign or comma or p. Eg 15000.00

**Total Expenditure:**

£

**Surplus/Deficit for the year:**

£

**Free reserves currently held:**

£

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

We are a newly formed group and do not yet have published accounts:

**10b. Project Finance:**

**Part One: \*required**

Total Project cost  £ Please enter in money format **with pence** but no pound sign or comma or p. Eg 15000.00  
[help](#)

Total required from Area Board  £

**Part Two: Please itemise your project expenditure and project income \*required**

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

- Yes  
 No

**12. Tick all the Area Boards to which you are intending to apply, including this one (You can apply to a maximum of 3 Area Boards for the same project in a financial year) \*required field, if Yes to Q11.**

- Amesbury  
 Bradford on Avon  
 Calne  
 Chippenham  
 Corsham

- Devizes
- Malmesbury
- Marlborough
- Melksham
- Pewsey
- Salisbury
- Southern Wiltshire
- South West Wiltshire
- Tidworth
- Trowbridge
- Warminster
- Westbury
- Royal Wootton Bassett & Cricklade

### 13. DECLARATION

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

**Do you have the following (please tick any that apply):**

- Child Protection Policy
- Safeguarding Children
- Procedure for dealing with an allegation against a member of staff or a volunteer
- Complaints Procedure
- Public Liability Insurance
- Health & Safety
- Whistle blowing policy
- Internet use policy
- Constitution
- Annual Accounts
- Business/Project Plan (For projects where total project cost is over £50,000)

**Legal declaration \*required field**

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

Lighthouse Youth Project breakdown Costings

<b>Itemised Expenditure</b> eg Materials <a href="#">help</a>	<b>£</b>	<b>Itemised Income</b> eg Our reserves	<b>£</b>	<b>Income confirmed?</b>
Rent of Youth Centre (1 year)	£1150.00	Fundraising TBD	£500.00	
Trips Away (inc Transport)	£800.00	Tuck Shop Profit	£65.00	
Summer Residentials	£500.00		£	
Breakout Volunteer Project	£200.00		£	
			£	
Teaching Resources	£100.00		£	
Publicity	£100.00		£	
<b>Total</b>	<b>£2850.00</b>	<b>Total</b>	<b>£</b>	

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**Started on:** 31/01/2017 19:27:12  
**ID** 421

**Applicant** Mrs Sandra Samuel  
Youth In Focus  
Charity Number: n/a  
c/o 31 orchard way  
North Bradley  
Trowbridge  
BA14 0SU  
07946344904  
[youthinfocuscommunitygroup@gmail.com](mailto:youthinfocuscommunitygroup@gmail.com)

**Current Status:** Application Received

**1. Project title? (Max. 8 words Eg. Tinkleton Village Youth Transport Project)**  
**\*required field**

Youth In focus Community Group.

**2. Project summary: (100 words) \*required field**

The project proposal is to carry out Street Based Youth Work in and around Warminster community area. The project is aimed at young people age 13-19 25 with additional special needs Street based youth provision team will consist of three members of staff who will support and engage local youths using informal education through discussion allowing them to have a positive input around local issues concerning the community. These young people are young people who do not wish to take part in youth club provision or other youth activities. These targeted young people are perceived as a threat who take part in anti-social behaviour or hanging around supermarkets or undesired areas. The team will work in partnership with the area board local councillors Town council PCSOs and local secondary schools. This project is new but the staff that are involved are staff with wide range of experiences in youth work mentoring domestic violence relationship issues drugs and Alcohol knowledge sexual exploitation safeguarding self-harming etc.

**3. Amount of funding required: \*required field**

- £0 - £1000
- £1001 - £5000
- Over £5000 (Please note - our grants will not normally exceed £5,000)

**4. Which Area Board are you applying to? Not sure? [-check on a map](#) \*required field**  
Warminster

**5. What is the Post Code of where the project is taking place?(If the application is for something that will move around to different locations please insert the post code for where it will be based for the majority of the time.) \*required field**

BA12

**6. Please tell us which theme(s) your project supports: \*required field**

- Informal education
- Youth work/development
- Sport/Leisure
- Residential
- Arts/Culture
- Employment or training
- 1:1/group work
- Community Project
- Community Safety
- Volunteering
- Environment
- Health
- Other

If Other (please specify)

**7. About your project**

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

- How does your project support local needs and priorities?
- How have young people been involved in your project so far?
- How many young people do you expect to benefit?
- How will your project be accessible and affordable?
- How will you encourage volunteering and community involvement?
- How will you ensure your project is accessible to everyone (Disabled, low incomes, vulnerable, etc.)
- How will ensure your project is inclusive?
- How will you work with other community partners?



This project is needs led by young people and the priorities are risen from the Local Youth Network needs analysis and the Joint Strategy Agenda JSA. Street Based Team SBYW has been a positive impact on supporting and encouraging young people in raising and highlighting issues such as the need to improve the condition of the Skate Park. We expected to engage with over 200 contacts and participants per month and the young people may vary in age diversity gender and behaviour needs. The project is low cost as there are no overheads. Young people will be a key part as volunteer as the project is directed by them and the priorities that they need to see addressed. We encourage young leaders as part of our community engagement. SBYW is accessible to all young people and we work within the guidelines of equal opportunities. We have a strong working partnership that includes Town council Area Board Secondary Schools PCSOs and other Local Youth Providers.

## **8. Safeguarding**

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

- Please evidence your commitment to safeguarding and promoting the welfare of children and young people.
- How do you make sure staff and volunteers understand their safeguarding responsibilities?
- Are staff and volunteers Disclosure and Barring Service (DBS) checked and do you hold a central record of this as well as details of staff references.
- Who in your organisation is ultimately responsible for safeguarding?
- How do you ensure that young people are kept safe online when accessing your services?

All staff are DBS checked and trained appropriately. Liability insurance to cover staff and young people. We are supported by Youth Action Wiltshire and the Local Youth Facilitator as well as run a club on line monitoring. Staff have a duty of care to ensure that young people and themselves are safeguarded and good understanding of the methods of reporting safeguarding issues

## **9. Monitoring your project**

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

Updates report to the Area Board members photos face book evaluation weekly recordings feedback from young people feedback from PCSOs Run a club online monitoring success stories from partner agencies

**10. Finance: \*required field, if you are a new organisation and don't have accounts leave blank and tick box below**

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

**Your latest accounts:**

Month  Year

**Total Income:**

£  Please enter in money format **with pence** but no pound sign or comma or p. Eg 15000.00

**Total Expenditure:**

£

**Surplus/Deficit for the year:**

£

**Free reserves currently held:**

£

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

We are a newly formed group and do not yet have published accounts:

**10b. Project Finance:**

**Part One: \*required**

Total Project cost £  4895.00 Please enter in money format **with pence** but no [help](#) pound sign or comma or p. Eg 15000.00

Total required from £  
Area Board  4895.00

**Part Two: Please itemise your project expenditure and project income \*required**

Quick tips:

1. List **ALL** expenditure in a general format eg. Materials 10.00, Tools 5.00
2. List **ALL** income **except the amount required from the Area Board** eg. Donations 20.00 [help](#)
3. Please enter in money format **with pence** but no pound sign or comma or p. Eg 15000.00
4. If your organisation reclaims VAT you should exclude VAT from the expenditure
5. Please ensure you **TOTAL** both columns correctly.
  - Expenditure column should equal Total project cost in Part One.
  - Income column should equal Total project cost **minus** Total required from the Area Board.
6. Here is an example layout, including how to display in kind contributions [help](#)

Itemised Expenditure eg Materials <a href="#">help</a>	£	Itemised Income eg Our reserves	£	Tick if income confirmed
staff cost	£ 4600.00		£	<input type="checkbox"/>
liability insurance	£ 195.00		£	<input type="checkbox"/>
stationary	£ 100.00		£	<input type="checkbox"/>
	£		£	<input type="checkbox"/>
	£		£	<input type="checkbox"/>
	£		£	<input type="checkbox"/>
	£		£	<input type="checkbox"/>
	£		£	<input type="checkbox"/>
	£		£	<input type="checkbox"/>
	£		£	<input type="checkbox"/>
<b>Total</b>	£ 4895.00	<b>Total</b>	£	

(please ensure you total these columns even if values are 0.00)

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

- Yes  
 No

**12. Tick all the Area Boards to which you are intending to apply, including this one (You can apply to a maximum of 3 Area Boards for the same project in a financial year)**

**\*required field, if Yes to Q11.**

- Amesbury
- Bradford on Avon
- Calne
- Chippenham
- Corsham
- Devizes
- Malmesbury
- Marlborough
- Melksham
- Pewsey
- Salisbury
- Southern Wiltshire
- South West Wiltshire
- Tidworth
- Trowbridge
- Warminster
- Westbury
- Royal Wootton Bassett & Cricklade

### 13. DECLARATION

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- Safeguarding Children
- Procedure for dealing with an allegation against a member of staff or a volunteer
- Complaints Procedure
- Public Liability Insurance
- Health & Safety
- Whistle blowing policy
- Internet use policy
- Constitution
- Annual Accounts
- Business/Project Plan (For projects where total project cost is over £50,000)

**Legal declaration \*required field**

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

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## Warminster Area Board Health and Wellbeing Management Group

19<sup>th</sup> January, 2017  
10am – 12 noon

### Notes of Meeting

In attendance: Francis Ballinger; Bernice Robbins; Len Turner; Jacqui Abbott; David Reeves; Lindsay Kinlin; Susan Desrosiers; Martin Randall

Apologies: Stephanie Stephens; Keith Humphries

#### 2. Notes of last meeting

Agreed

#### 3. Priority Initiatives

##### a. Information hub & information next steps

The grant of £1950 was agreed by the Area Board 5 January. The working title was “Warminster Community Information Service”

We need to be clear it is information and signposting, with “options” but not “advice” which is more complicated and requires insurance. Signposting could be made to those who “advise”

Everything should be in place by the end of February including new equipment and telephone line.

Volunteers would receive extra training and new volunteers would be recruited.

Safeguarding should cover volunteers as well as the public.

Francis had collected numerous leaflets for the centre.

Display stands would also be required.

Possible launch at 31 March Health Fair.

#### **Action Len, Francis, David**

Lindsay suggested that the group might want to think about the area of social prescribing in which the GPs are involved:

<https://www.youtube.com/watch?v=1JqnwPkBlSk> (link supplied by Lindsay)

### **Carers Update:**

Bernice mentioned that the Carers discount card was available county wide with 42 companies but only 1 in Warminster. Bernice would talk to Carers Support regarding targeting Warminster. Sue Fraser was interested in the scheme.

### **Action Bernice, Sue**

Coffee morning 1 February 10am – 12 noon; The Avenue Surgery

### **All to publicise**

### **Volunteering:**

The group discussed volunteering and agreed that one of their meetings, possibly September, should be devoted to this subject.

Jacqui said that the “Our Community Matters” blogsite, open to all, would have a new volunteering tab attached whereby organisations could post volunteering opportunities to help recruit their volunteers.

### **Action: Jacqui for agenda**

### **Information wallet cards:**

The group agreed that small cards or an A5 leaflet would with a few key numbers and contacts would be useful. Other areas has done this (e.g. Bradford on Avon) it was felt that the number should be kept to a core minimum for the area to be most effective. Funding to produce the cards could come from the Health and Wellbeing budget.

### **Action: Francis**

#### **b. Dementia Action Alliance**

Claire and Jacqui had drafted the Action Alliance for the Health and Wellbeing group which would become the core part of the alliance, then recruiting more to sign up to the alliance. This was with Alzheimer’s Support for processing.

### **Action: Claire Thomas**

Jacqui mentioned that Safe Places probably needs rejuvenating following the initial set up. This could be linked to the DDA and a push given to both schemes.

Claire informed the group about the Churches Together Dementia Friends event 4 March, Baptiste Church.

### **Action: Claire to send information**

Claire also informed the group that Alzheimer’s Support was a step closer to securing premises in Warminster – The Old Silk Works, Beech Avenue. This would allow a day service 4 days a week.

Dementia Advisor and Care Co-ordinator to be based in the Information Hub.



c. Community Transport

A survey was planned to discover where the gaps were for people – where were the difficulties, what type of journeys etc. Funding could be sourced from the Health and Wellbeing funds.

**Action: Keith & Len**

d. Handy Service

Fran had been researching services in other areas. The difficulty is that they tend to be very expensive. British Legion operates Poppy Van, also there is Bobby Van and Safe and Well schemes. It could be that the Men's Shed when up and running, could offer such a service. At the moment, the way forward would be to discuss the services offered above and see how they could be developed with volunteers or at lower costs.

4. Terms of Reference

Jacqui had circulated this which was set by Wiltshire Council centrally and the Area Board had adopted them. A requirement would be for election of the Chair and Vice Chair annually. The Management Group in Warminster would need to work fairly closely with the Health and Social Care sub group as they would act as a wider forum with their own, independent Terms of Reference.

5. Health and Wellbeing Expenditure

**Health Fair budget**

Room Hire £160  
Refreshments £40  
Publicity including advert £100

**Total request £300**

**Information wallet cards £1000**

**Community Transport Survey £1000**

**Outdoor Gym (Warminster Town Park) £1000**

Committed:

Information hub £1950  
Co-ordination £950

Funds remaining if above agreed: £455

#### 6. Area Board 2 March Mental health workshop

Jacqui asked that all help to publicise this event at the next Area Board. March 2<sup>nd</sup> 3.30pm

#### 7. Dates of meetings 2017

Jacqui would organise meetings for the year. Every 2<sup>nd</sup> month for 2 hours.

#### 8. AOB

Need to involve the military & related groups and maybe at a future meeting

**Action: Jacqui to organise**

Need to involve the villages with information. Look at what is already happening – Cornerstone, Coffee mornings etc.

**Action: Jacqui, Francis, Bernice**



<b>Report to</b>	Warminster Area Board
<b>Date of Meeting</b>	02/03/2017
<b>Title of Report</b>	Community Area Grant funding

**Purpose of the report:**

To consider the applications for funding listed below

<b>Applicant</b>	<b>Amount requested</b>
<b>Applicant:</b> Economy & Tourism Group of Warminster and Villages Community Partnership <b>Project Title:</b> Pedestrian Map for Warminster <a href="#">View full application</a>	£999.60
<b>Applicant:</b> Maiden Bradley with Yarnfield Parish Council <b>Project Title:</b> Maiden Bradley Yarnfield Litter Pick Project <a href="#">View full application</a>	£636.30
<b>Applicant:</b> Longbridge Deverill Flower Show <b>Project Title:</b> Longbridge Deverill Flower Show <a href="#">View full application</a>	£750.00
<b>Applicant:</b> Crockerton Village Committee <b>Project Title:</b> Crockerton Village Defibrillator <a href="#">View full application</a>	£1680.00
<b>Applicant:</b> Longbridge Deverill Parish Council <b>Project Title:</b> Longbridge Deverill Parish Litter Pick <a href="#">View full application</a>	£570.00
<b>Applicant:</b> Warminster Street Pastors <b>Project Title:</b> Warminster Street Pastors - new recruits <a href="#">View full application</a>	£600.00
<b>Applicant:</b> Bishopstrow Village Hall <b>Project Title:</b> New Kitchen Bishopstrow Village Hall	£4400.00

<a href="#">View full application</a>	
<b>Applicant:</b> Horningsham Parish Council <b>Project Title:</b> Parish Clean up and Best Kept Village Competition 2017 <a href="#">View full application</a>	£636.30

## 1. Background

Area Boards have authority to approve Area Grants under powers delegated to them. Under the Scheme of Delegation Area Boards must adhere to the [Area Board Grants Guidance](#)

[The funding criteria and application forms](#) are available on the council's website.

## 2. Main Considerations

2.1. Councillors will need to be satisfied that funding awarded in the 2015/2016 year is made to projects that can realistically proceed within a year of it being awarded.

2.2. Councillors must ensure that the distribution of funding is in accordance with the Scheme of Delegation to Area Boards.

2.3. Councillors will need to be satisfied that the applications meet the Community Area Board grants criteria.

## 3. Environmental & Community Implications

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

## 4. Financial Implications

Financial provision had been made to cover this expenditure. The remaining budget is currently £21,175. The grant applications total £10,272.20. If all of the applications are awarded as requested, the remaining budget will be **£10,902.80**

## 5. Legal Implications

There are no specific legal implications related to this report.

## 6. Human Resources Implications

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

## 7. Equality and Inclusion Implications

Community Area Boards must fully consider the equality impacts of their decisions in order to meet the Council's Public Sector Equality Duty.

Community Area Grants will give local community and voluntary groups, Town and Parish Council's equal opportunity to receive funding towards community based projects and schemes, where they meet the funding criteria.

## 8. Safeguarding Implications

The Area Board has ensured that the necessary policies and procedures are in place to safeguard children, young people and vulnerable adults.

## 9. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
<a href="#">2254</a>	Economy & Tourism Group of Warminster and Villages Community Partnership	Pedestrian Map for Warminster	£999.60
<p><b>Project Description:</b> We would like to create a map of Warminster which shows every footpath cut through alleyway in the town.</p> <p><b>Input from Community Engagement Manager:</b> The Economy and Tourism group via “Get Wiltshire Walking” is planning to produce a map of walks through the town. This map will be available in the Community hub, library and Civic Centre for all residents to make use of, improving their health and wellbeing. The grant meets the terms and conditions and it is capital funding. No match funding required for this amount as the total project cost is under £1000</p> <p><b>Proposal</b> That the Area Board determines the application.</p>			

Application ID	Applicant	Project Proposal	Requested
<a href="#">2269</a>	Maiden Bradley with Yarnfield Parish Council	Maiden Bradley Yarnfield Litter Pick Project	£636.30
<p><b>Project Description:</b> The Parish Council has worked with Wiltshire Council Highways and its Community over the last 7 years to action a litter pick of the community every year. The community litter pick day not only cleans up the parish of the litter thrown from motor vehicles and the many cyclists passing through Maiden Bradley it is on a National Cycle route but creates a community event that helps create cohesion and builds relationships between the young and older members of the community. This is an important event scheduled in the spring months and has run alongside the National Spring Clean event being promoted at this time of year. The Parish Council has also applied for the Best Kept Village Competition following the litter pick event to help promote pride in the community of its assets.</p> <p><b>Input from Community Engagement Manager:</b> The application meets the grants criteria. Capital items. Match funding is not required as the total project cost is under £1000 <b>NB This grant has been awarded via delegated authority due to the timescale of the Area Board on 2 March with the litter picking taking place 4/5 or 11/12 March.</b></p> <p><b>Proposal</b> That the Area Board notes the application &amp; award made via delegated authority</p>			

Application ID	Applicant	Project Proposal	Requested
<a href="#">2287</a>	Longbridge Deverill Flower Show	Longbridge Deverill Flower Show	£750.00
<p><b>Project Description:</b> We would like to purchase a container to permanently keep all our stuff for the Flower Show in. We have a site already.</p> <p><b>Input from Community Engagement Manager:</b> The application meets Wiltshire Council's grants criteria. Capital funding. There is match funding in place for £750</p> <p><b>Proposal</b> That the Area Board determines the application.</p>			

Application ID	Applicant	Project Proposal	Requested
<a href="#">2285</a>	Crockerton Village Committee	Crockerton Village Defibrillator	£1680.00
<p><b>Project Description:</b> We are looking to purchase a Defibrillator for Crockerton to be placed outside Bath Arms Pub Crockerton where it will be available 247 and a second one at Shearwater Lake.</p> <p><b>Input from Community Engagement Manager:</b> There is no defibrillator in this area at the moment and it is a well-used location for both residents and visitors. Meets the grants criteria. Match funding is in place for £1680 also.</p> <p><b>Proposal</b> That the Area Board determines the application.</p>			

Application ID	Applicant	Project Proposal	Requested
<a href="#">2299</a>	Longbridge Deverill Parish Council	Longbridge Deverill Parish Litter Pick	£570.00
<p><b>Project Description:</b> The Parish Council organises two community litter picks per year in the villages of Crockerton and Longbridge Deverill it brings the community together to take pride in the area we live with 20 volunteers.</p> <p><b>Input from Community Engagement Manager:</b> Equipment will be used in future years supporting community cohesion and resilience. The application meets the grants criteria and is for capital items. Match funding is not required for projects costing under £1000. Capital items.</p> <p><b>NB This grant has been awarded via delegated authority due to the timescale of the Area Board on 2 March with the litter picking taking place 4/5 or 11/12 March.</b></p>			

**Proposal**

That the Area Board notes the application and the award agreed via delegated authority.

Application ID	Applicant	Project Proposal	Requested
<a href="#">2259</a>	Warminster Street Pastors	Warminster Street Pastors - new recruits	£600.00

**Project Description:**

Warminster Street Pastors would like to recruit 2 new volunteers to help restore original numbers at a cost of 300.00 per Street Pastor to cover cost of uniforms and equipment.

**Input from Community Engagement Manager:**

The application meets our grants criteria and is for capital items. Match funding is not required for projects under £1000

**Proposal**

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
<a href="#">2262</a>	Bishopstrow Village Hall	New Kitchen Bishopstrow Village Hall	£4400.00

**Project Description:**

Building of an entirely new kitchen to replace one that is no longer fit for purpose. The new kitchen will increase use of the Hall as an important centre hub for the local community

**Input from Community Engagement Manager:**

The village is a hub for the local community and can also be hired by adjacent communities. The application meets our grants criteria and the funding would be used for capital items. There is match funding already in place for £9600  
A condition of the grant will be that the application to the lottery is secured; this is a standard terms and condition.

**Proposal**

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
<a href="#">2272</a>	Horningsham Parish Council	Parish Clean up and Best Kept Village Competition 2017	£636.30

**Project Description:**

The Parish Council has worked with Wiltshire Council Highways and its Community over the last 7 years to action a litter pick of the community every year. The community litter pick day not only cleans up the parish of the litter thrown from

motor vehicles and the many cyclists passing through Horningsham it is on a National Cycle route but creates a community event that helps create cohesion and builds relationships between the young and older members of the community. This is an important event scheduled in the spring months and has run alongside the National Spring Clean event being promoted at this time of year. The Parish Council has also applied for the Best Kept Village Competition following the litter pick event to help promote pride in the community of its assets.

**Input from Community Engagement Manager:**

The application meets our criteria and is for capital items. Equipment will be used in future years supporting community cohesion and resilience.

**(NB This grant has been awarded via delegated authority due to the timescale of the Area Board on 2 March with the litter picking taking place 4/5 or 11/12 March.**

**Proposal**

That the Area Board notes the application and the award made via delegated authority.

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

**Report Author:**

Jacqui Abbott

Community Engagement Manager

01722 434344

[Jacqui.Abbott@wiltshire.gov.uk](mailto:Jacqui.Abbott@wiltshire.gov.uk)



**Wiltshire Council**

**Warminster Area Board**

**2 March 2017**

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**Subject: Area Board Highways Information**

**Cabinet Member: Councillor Philip Whitehead – Highways and Transport**

**Key Decision: No**

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## **Executive Summary**

The local highway network is vital to providing connectivity for businesses and communities, and effective maintenance to ensure its availability is essential to the economic development of the county. Wiltshire Council recognises the importance of maintaining and managing its highway network effectively.

The 'Local Highways Investment Fund 2014 – 2020' is addressing the long standing under investment in highways maintenance, which has been a problem nationally for many years.

The significant investment of £21 million annually for six years by Wiltshire Council has already seen a substantial improvement in the condition of the county's road network, with a 30% reduction in the carriageway maintenance backlog in the first two years of the investment.

Information has been prepared for each Area Board (see **Appendix 1**) showing the schemes completed in recent years, and a summary of road condition information.

An indicative list of priority sites for treatment in 2017/18 has been developed (see **Appendix 2**). The list includes B3414 Boreham Road, which was identified as a priority at the Area Board meeting last year.

## **Proposals**

It is recommended that:

- (i) It is noted that good progress has been made on implementing the 'Local Highways Investment Fund 2014 – 2020', and there has been a substantial improvement in road conditions in Wiltshire.
- (ii) The list of proposed are reviewed and any amendments or potential future sites for treatment are forwarded to the Highways Asset Management Team for further investigation.

## **Reason for Proposals**

The highway network forms the Council's largest asset, and it is important that it is maintained in the most cost-effective way in order to show value for money. This includes the use of asset management and whole life costing approaches to inform investment decisions.

Asset management principles have been applied for many years in Wiltshire to ensure appropriate investment with longer term planning. The list of proposed sites for treatment in 2017/18 should further improve the condition of the Council's roads.

**Parvis Khansari**  
**Associate Director Highways and Transport**

## Wiltshire Council

### Warminster Area Board

2 March 2017

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**Subject:** Area Board Highways Information

**Cabinet Member:** Councillor Philip Whitehead – Highways and Transport

**Key Decision:** Yes

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#### Purpose of Report

1. To provide an update on progress on the 'Local Highways Investment Fund 2014 – 2020', and to consider future road resurfacing sites.

#### Relevance to the Council's Business Plan

2. The highways service supports three priorities of the Council's Business Plan:
  - Outcome 2 – People in Wiltshire work together to solve problems locally and participate in decisions that affect them
  - Outcome 3 – People in Wiltshire have a high quality environment
  - Outcome 6 – People are as protected from harm as possible and feel safe

#### Background

3. The local highway network is vital in providing connectivity for businesses and communities; effective maintenance to ensure its availability is essential to the economic development of the county. Wiltshire Council recognises the importance of maintaining and managing its highway network effectively.
4. The highway network in Wiltshire comprises 4,400 kilometres of road, 3.9 million square metres of footway, 981 bridges and over 50,000 street lights and illuminated signs. The replacement value of the assets is over £5 billion, and it would cost over £330 million to resurface all of the Council's roads.
5. The condition of the county's roads is important to the public. This is demonstrated by the results of the Council's People's Voice and the National Highways and Transportation (NHT) surveys, which indicate low levels of public satisfaction with road conditions nationally.
6. In October 2013 Cabinet agreed to increase highway maintenance funding to £21 million for six years. This was subsequently included in the Council's future budget, and forms the basis of the 'Local Highways Investment Fund 2014 – 2020'. The increased investment in highways maintenance has enabled a large

number of schemes to be progressed to improve the condition of the network and its infrastructure.

7. The Council has applied the principles of asset management to the maintenance of the highway network, which involves taking into account the lifecycle of the assets and monitoring performance of the intervention and investment strategies. The Highways Asset Management Policy and Strategy were reviewed by the Environment Select Committee in October 2015 and subsequently adopted by Cabinet.

## **Main Considerations for the Council**

### Local Highways Investment Fund 2014 – 2020

8. The 'Local Highways Investment Fund 2014 – 2020' is addressing the long standing under investment in highways maintenance and consequent backlog, which has been a problem nationally for many years. The proposed significant investment of £21 million annually for six years by this Council is delivering substantial improvements in the condition of the highway network in Wiltshire.
9. A range of investment options was initially considered, which ranged from spending the minimum necessary to keep road conditions unchanged to treating the whole of the network. It was intended that the investment should be used to improve approximately 664 kilometres of the network (about 15%), and that annually up to 238 Kilometres of road could be surfaced, depending on the treatment required and the deterioration of the network.
10. In the first two years of the investment there were a number of sites which needed substantial reconstruction work and, as expected, the lengths of road treated were consequently less than the indicative target. In 2016/17 a substantial programme of surface dressing has been undertaken and the total length of road resurfaced has increased considerably.

<b>Year</b>	<b>Length treated (km)</b>
2014/15	148
2015/16	182
2016/17	250

11. A total of 580 kilometres of road has been resurfaced to date, and the Council is currently on target to achieve the anticipated improvement by 2020, subject to funding continuing at current levels. There have also been a significant number of smaller sites treated with hand patching, which has addressed localised areas in poor condition.
12. The detailed calculation of the backlog carried out by the Council's specialist consultants WDM indicates that there has been a significant reduction in the highways maintenance backlog in the first two years of the investment:

	2013/14	2014/15	2015/16
<b>Calculated backlog</b>	£69.4 million	£63.3 million	£48.2 million

13. The backlog has decreased by 30% since the 'Local Highways Investment Fund 2014 – 2020' started. Good progress has been made in reducing the backlog, but continuing investment, as originally planned, would be required to remove the remaining backlog.
14. A summary of road conditions and other highway information has been prepared for the Area Board (see **Appendix 1**). This information will form the basis of data to be made available on the Council's website, including regularly updated information on potholes and other reports through the My Wiltshire app, the website and by telephone. The website will also be developed to explain the Council's highway maintenance policies and strategies in greater detail.
15. The Council's highways maintenance investment strategy was developed using the Department for Transport funded Highways Maintenance Efficiency Programme (HMEP) toolkit, which identified that timely investment in surface dressing of the minor rural roads would be cost-effective given the current condition of the local road network.
16. The individual sites for treatment were identified from the technical surveys of the road conditions, and were assessed and confirmed by the highway engineers. The lists of proposed sites for treatment have been reviewed by the Area Boards where representatives of the town and parish councils have been given the opportunity to consider local priorities.
17. Surface dressing work was carried out on a number of minor roads across the county last summer. This work sometimes known as 'tar and chippings' is preventative maintenance to seal the road construction and restore skid resistance. It is a cost effective way of extending the useful life of the roads.
18. Not carrying out any maintenance on these minor roads may initially appear attractive in order to save money, but in the longer term that would be a false economy as the repairs would be substantially more expensive if the roads were allowed to deteriorate, and there would be an increasing risk of claims as a result of accidents. The cost of injury compensation claims can be significantly higher than the repair costs, and the cost of doing repairs once a road is in bad condition would be much higher.
19. The overall condition of the road network in Wiltshire is now broadly similar to other authorities in the south west. However, based on the 2015 survey results, which are the latest available nationally, the condition of Wiltshire A roads is the same as the national average, but is below the south-west average. The B and C road conditions in Wiltshire are better than both the national and south west averages, but still not as good as in some of the other authorities in the south west.

20. The condition of the unclassified roads is more difficult to compare as the assessment methods are not necessarily consistent across authorities. In general terms the condition of the more important unclassified roads in Wiltshire compares well with similar authorities, but further assessment will be required to get a better understanding of conditions across the south west.
21. The National Highways and Transportation (NHT) surveys indicate that public satisfaction with road conditions in Wiltshire is below the national average, and for some years has been consistently lower than for similar authorities in the south west. It is anticipated that the effects of the current investment strategy will improve the results of future public satisfaction surveys.

#### Proposed Surfacing Programme 2017/18

22. Road safety is the top priority, and it is important to treat those sites identified as having reduced skid resistance in accordance with the Council's Skid Resistance Policy. It is necessary to have adequate skid resistance in order to reduce accidents and avoid claims against the Council.
23. There are a number of processes used to improve the road surface:
  - a. Retexturing- the surface is roughened by high pressure steel shot or water to abrade the surface to produce a rougher surface texture. This is cost-effective and avoids the substantially more expensive resurfacing which would otherwise be required.
  - b. Surface dressing – the traditional 'tar and chip' where the road is sprayed with hot bitumen and stone chippings are spread and rolled in. This is a cheap solution to seal the road surface and protect the underlying construction. This process should ideally be repeated every six or seven years.
  - c. Resurfacing – the existing road surface is usually milled off and a new layer of bituminous material is laid. In many cases stone chippings are rolled in to provide additional texture. This is the most durable surfacing but is expensive compared to the other treatments.
24. Careful consideration is given to which treatment to use, taking into account the condition of the existing road surface, volume and type of traffic. In some cases deeper reconstruction is required on sections of road to ensure there is a suitable foundation for the new surface.
25. There are a number of sites which were identified for treatment in previous years which for various reasons it has not yet been possible to complete yet. These have been included in the proposed programme for 2017/18, and will generally be programmed for the start of the programme.
26. There was an extensive programme of surface dressing of rural roads across the county this year. Within the villages and the more built up areas this treatment can be less robust, especially where there are significant vehicle turning

movements, and other surfacing materials can be more effective in these locations. It is intended to carry out surfacing in many of the built up areas adjacent to these recently surface dressed roads.

27. It has been some years since there has been surface dressing on many of the county's minor roads and this is a process which should ideally be repeated every six or seven years. It is proposed to continue the programme of surface dressing in 2017/18, with a large number of sites in the south of the county identified for treatment.
28. A list of priority sites for carriageway resurfacing work has been identified for the Area Board in 2017/18 (see **Appendix 2**). The list of sites will be reviewed and developed in more detail following consideration by the relevant Area Board.
29. The condition of many of the footways in residential areas has been a concern for some years. It has been possible to treat some of these in conjunction with adjacent carriageways when they have been resurfaced, but there are many footways which would benefit from treatment even though the road is in reasonable condition.
30. A survey of the condition of the county's footways is approaching completion and is being used to develop a list of sites for treatment. In view of the amount of footway in need of treatment it is proposed to prioritise the renewal or resurfacing of those areas identified as being in worst condition. The local Highways Engineers are reviewing the sites for treatment, taking into account the survey data.

### **Safeguarding Implications**

31. None.

### **Public Health Implications**

32. The condition of roads and related infrastructure can have serious safety implications. Improving the condition of highways contributes to reducing accidents, especially with regard to improving skid resistance. Roads, bridges, highway structures, signs and street lighting need to be kept in good condition in order to protect the public and those maintaining the assets.
33. The investment through the 'Local Highways Investment Fund 2014 – 2020' is improving the condition of the highway network and safety.

### **Corporate Procurement Implications**

34. There are no procurement implications at this stage.

### **Equalities Impact of the Proposal**

35. The improved maintenance of the highway network, its management using sound asset management principles, and good performance by the highways

contractors, should benefit all road users, including public transport, and vulnerable road users such as cyclists and pedestrians.

### **Environmental and Climate Change Considerations**

36. The effects of climate change could be significant for the highway network as was seen in the flooding of 2014, and the consequent damage to the roads, footways and drainage systems. Having robust maintenance strategies to improve the condition of the network helps build resilience into the infrastructure.
37. Where possible, suitable materials arising from road resurfacing schemes are recycled. Large quantities of road planings are used to repair damage on rights of way and on county farms, or provided to community groups. The presence of tar bound materials in older carriageways has caused problems on some sites as it has to be disposed of as contaminated waste, with consequent cost implications. Options for in-situ and other recycling processes are being examined in order to increase the recycling of highway materials.

### **Risk Assessment**

38. The application of good asset management principles, including the planned maintenance of the highway infrastructure and the establishment of formalised asset management policies, helps reduce the risk of incidents and claims.

### **Risks that may arise if the proposed decision and related work is not taken**

39. There is a risk of increased accidents, claims and public dissatisfaction if the programme of highway maintenance is not delivered or delayed. The principles of asset management have been followed by this Council for many years, but as future DfT funding will be dependent on demonstrating the application of good practise and asset management principles. Failure to do so will result in reduced funding in future years.

### **Risks that may arise if the proposed decision is taken and actions that will be taken to manage these risks**

40. It is important to ensure that highways asset management and service delivery are implemented effectively. Processes are currently in place with Service Delivery Teams established. These include representatives from the Council, consultants and contractors involved in delivering the services, and report to the Contract Management Meeting comprising senior managers from those organisations.

### **Financial Implications**

41. The highway network and related infrastructure forms the Council's largest asset, and has a replacement value of over £5 billion. It is important that they are maintained in the most cost-effective way in order to achieve value for money. This includes the use of a whole life costing approach to inform investment decisions.



42. The increasing drive for asset management from DfT will mean that failure to demonstrate the application of this approach will result in reduced funding from central government. An increasing proportion of available funding will be potentially withheld as an incentive. By 2020/21 Wiltshire could lose out on £2,782,000 of DfT funding if good asset management is not followed.
43. The financial pressures on the Council are well understood, and it may be necessary to reduce investment in the future. This would reduce the scope for consultation with the Area Boards as resurfacing work would need to be concentrated on those sites with serious safety defects.

### **Legal Implications**

44. The Council has a duty under the Highways Act to maintain the county's roads. The highway inspection procedures, policies and improvement plans ensure that this duty is fulfilled. The increased investment and improved road conditions is helping the Council meet its responsibilities with regard to road maintenance.

### **Options Considered**

45. There is a need to continue to apply asset management principles to the highway network and to ensure the performance of the contractors involved in delivering the service is good in order to keep the network in good condition and to ensure value for money.

### **Conclusions**

46. The highway network forms the Council's largest asset, and it is important that it is maintained in the most cost-effective way in order to show value for money. This includes the use of whole life costing approaches to inform investment decisions.
47. The 'Local Highways Investment Fund 2014 – 2020' has provided the opportunity to address the long standing under investment in highways maintenance, which has been a problem nationally for many years. The significant investment of £21 million annually by Wiltshire Council is seeing a substantial improvement in the condition of the highways network.
48. Good progress has been made in delivering the programme of highway maintenance and has included the involvement of the Area Boards to help set local priorities. It is intended that this process should continue in future years.

**Parvis Khansari**  
**Associate Director Highways and Transport**

Report Author:  
**Peter Binley**  
Head of Highways Asset Management and Commissioning  
January 2017

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**The following unpublished documents have been relied on in the preparation of this report:**

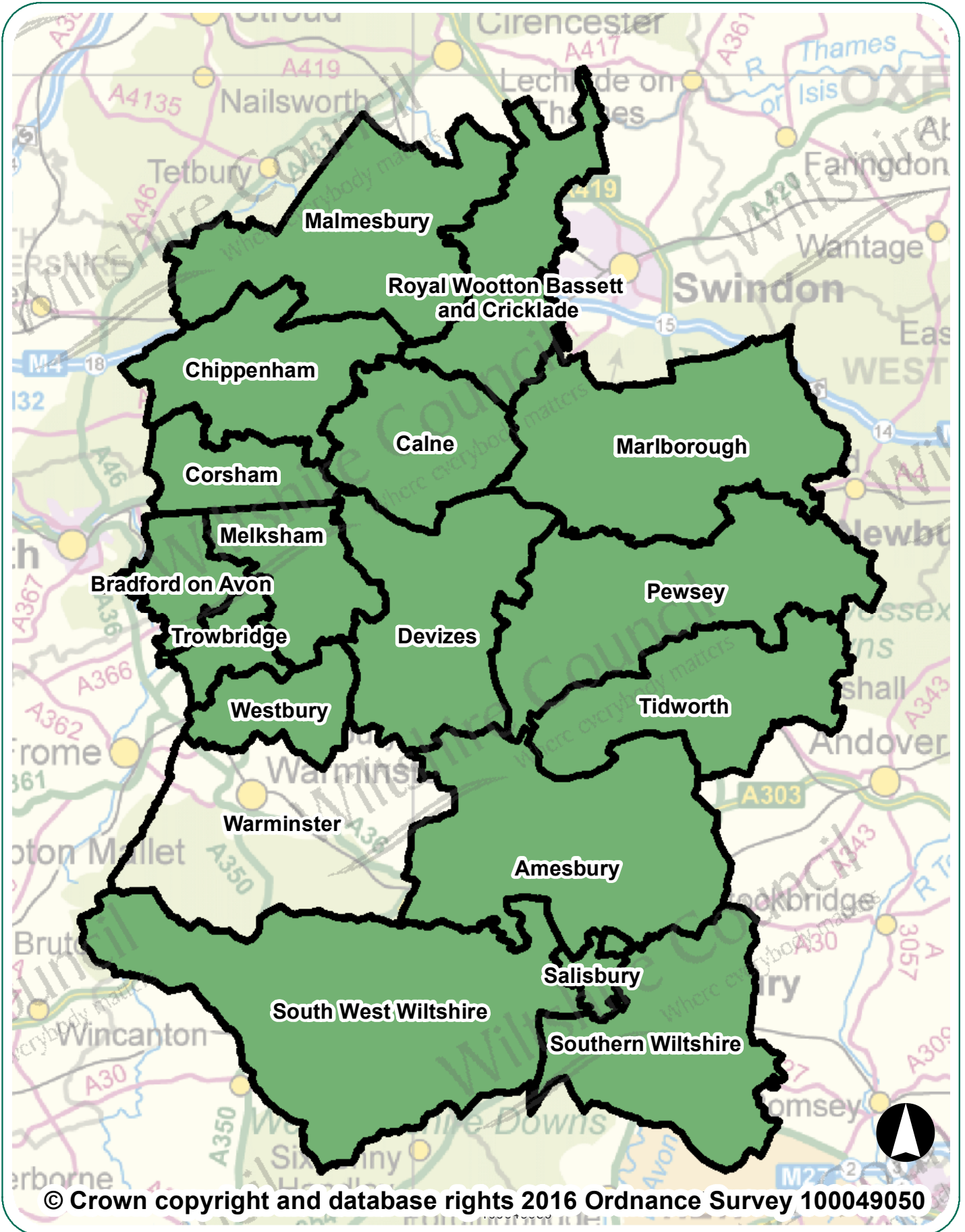
None

**Appendices**

Appendix 1 – Local Highways Information

Appendix 2 – Proposed priority surfacing sites for 2017/18

# Warminster Area Board Highway Information



# Warminster Area Board Highway Information

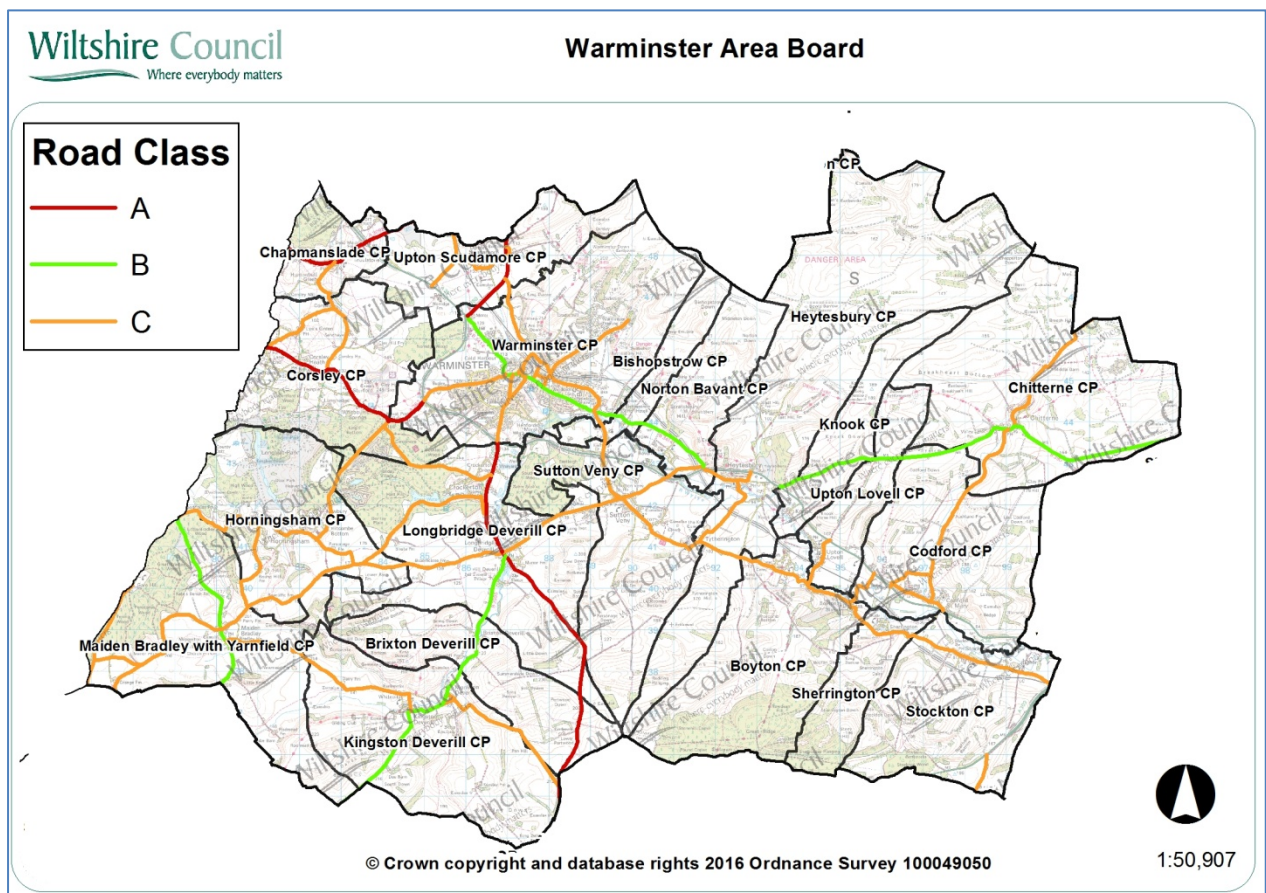
## Introduction

This document summarises highway information for your area board. It lists the recent highway and related work carried out by Wiltshire Council, including the road resurfacing carried out during the first two years of the 'Local Highways Investment Fund 2014 – 2020', and includes other information which should be of interest.

Further information on the Council's activities is available at the website [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk). If you wish to report a specific highway issue please use My Wiltshire. Details are provided at the end of this document.

## Parishes in the community area are:

Warminster, Chapmanslade, Corsley, Horningsham, Kingston Deverill, Brixton Deveril, Longbridge Deverill, Upton Scudamore, Sutton Veny, Bishopstrow, Norton Bavant, Heytesbury, Knook, Boyton, Upton Lovell, Sherrington, Stockton, Codford, Maiden Bradley with Yarnfield, Chitterne



## Network statistics in your area

### Road length by class

Road type	Urban (km)	Rural (km)
A Class Roads	5.29	13.80
B Class Roads	10.27	17.96
C Class Roads	31.38	71.48
Unclassified Roads	70.80	50.61
<b>Total</b>	<b>117.74</b>	<b>153.85</b>
	<b>Overall Total</b>	<b>271.59</b>

The council categorises its roads to reflect their importance. This enables an effective assignment of highway inspection frequencies and maintenance standards.

### Highway assets in your area

The council keeps an inventory of its highway assets in order to assist planning its highway maintenance. Important statistics relating to your board area are:

Asset Type	Measure
Carriageway	271.59 km
Footways adjacent to road	113 km
Footways (linked)	10.25 km
White road centre lines	128 km
Road kerbs	147 km
Grass verge (maintained)	415 km
Drainage grips	894 number
Drainage pipe grips	102 number
Drainage gullies	4, 143 number
Road signs	2, 419 number
Street lights	2, 745 number

## **Major highway maintenance**

### **Road resurfacing**

Wiltshire has over 3,000 miles of road. The Council's 'Local Highways Investment Fund 2014 – 2020' is making a massive investment to improve the condition of the roads in Wiltshire over six years. The programme of work started in April 2014, and is designed and supervised by the Council's consultants Atkins, with the work carried out by our main highway contractors Tarmac and Eurovia.

The work carried out in the first two years of the programme has improved a considerable number of the roads in previously poor condition. The locations of sites treated in recent years are shown below.

### **Carriageway repairs**

As well as resurfacing roads other works are undertaken to make localised repairs to keep the roads safe. The works undertaken in your area since 2014 are shown on the map below.

The wet winter and flooding in previous years has resulted in substantial damage to the road network. It is important that serious defects are treated promptly to keep the roads safe. The Council currently operates four Pothole teams that respond to urgent issues to keep the roads safe.

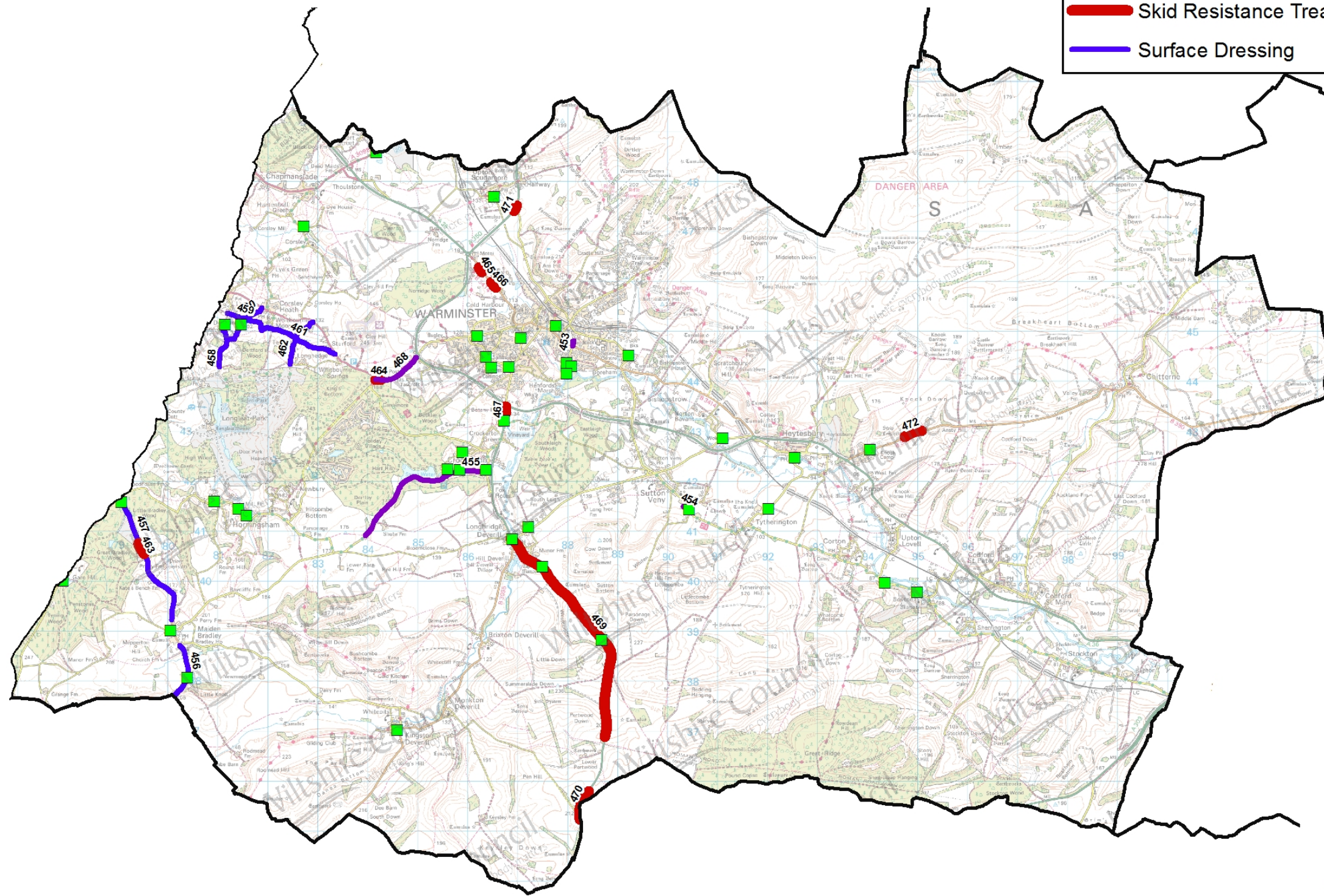


Plan showing major maintenance schemes & hand/machine patching sites completed since 2014



Warminster Area Board

- Hand/Machine Patching
- Resurfacing
- Skid Resistance Treatments
- Surface Dressing



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**Major maintenance completed since 2014**

No	Location	Works
453	Chancery Lane	Resurfacing
454	Springhead	Resurfacing
455	C54 Clay Street Shearwater (Warminster CAB)	Resurfacing
456	B3092 junction with Rodmead Farm Lane north to Church Street, Maiden Bradley	Surface Dressing
457	Frome Road B3092 junction Bradley Road north to junction Forest Road	Surface Dressing
458	The Stalls, Corsley	Surface Dressing
459	Unnamed road junction Geys Hill to Whitbourne Moor	Surface Dressing
460	Unnamed road, Derfords junction with Lands End Hill A362	Surface Dressing
461	Sturford Lane, Whitbourne Moor to junction Lands End Hill A362	Surface Dressing
462	Longhedge into Syndalls Lane to junction Lands End Hill A362	Surface Dressing
463	Unclassified Road Mill Lane To County Boundary	Skid Resistance Improvements
464	Picket Post Roundabout To A36 Rbt Warminster	Skid Resistance Improvements
465	A36 Bath Road Roundabout To Furnax Lane (Warminster)	Skid Resistance Improvements
466	A36 Bath Road Roundabout To Furnax Lane (Warminster)	Skid Resistance Improvements
467	End Dual Carriageway N/Bound To Warminster Bypass Rbt	Skid Resistance Improvements
468	A362 Picket Post Rbt to Warminster Bypass (Warminster CAB)	Resurfacing
469	A350 Longbridge Deverill	Skid Resistance Improvements
470	A350 at Pertwood Manor Farm, Brixton Deverill	Skid Resistance Improvements
471	A350 Warminster Road, Upton Scudamore	Skid Resistance Improvements
472	B390 Camp Road, Knook	Skid Resistance Improvements

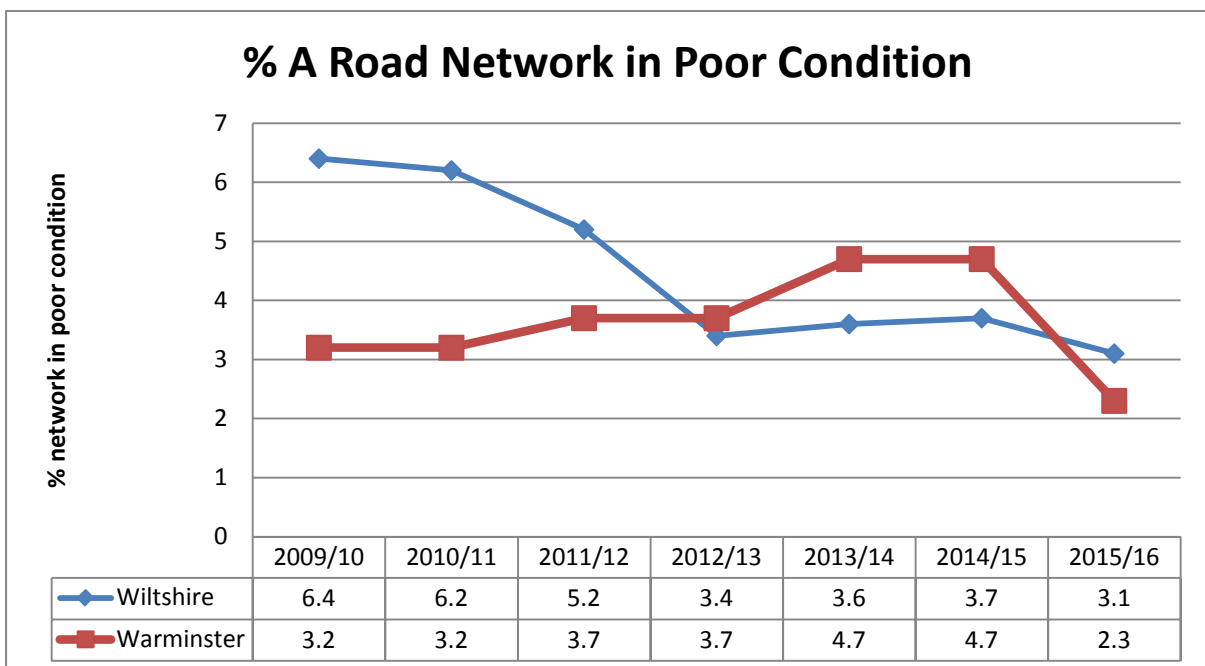


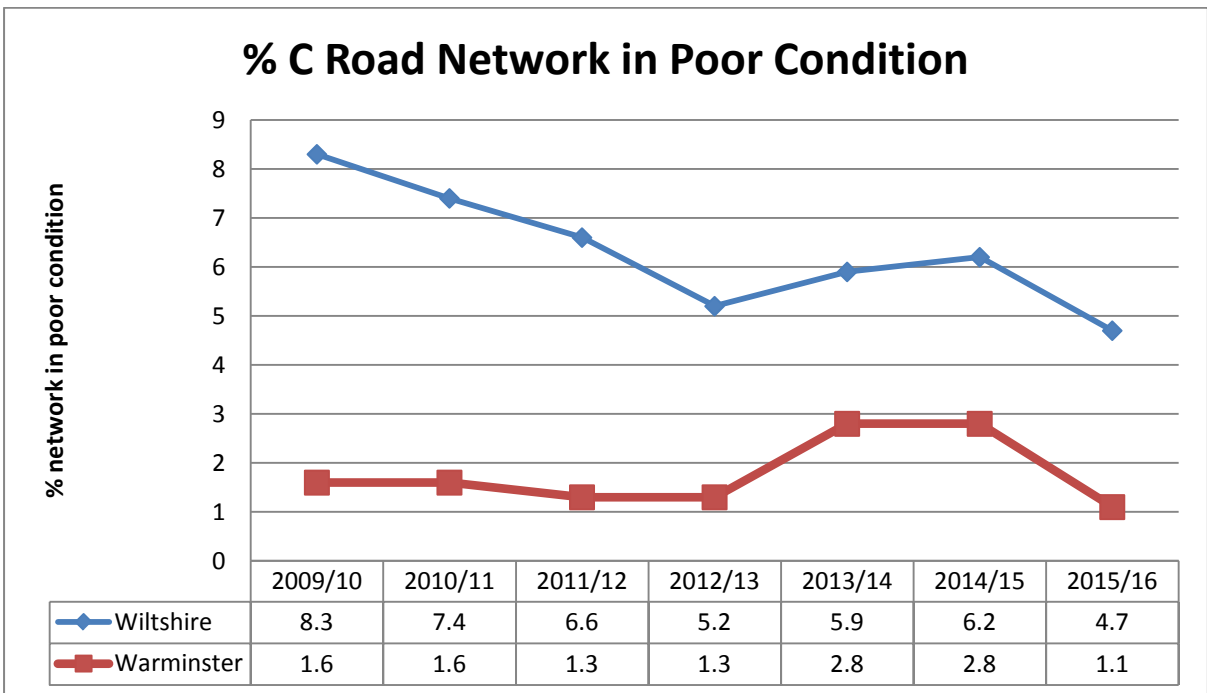
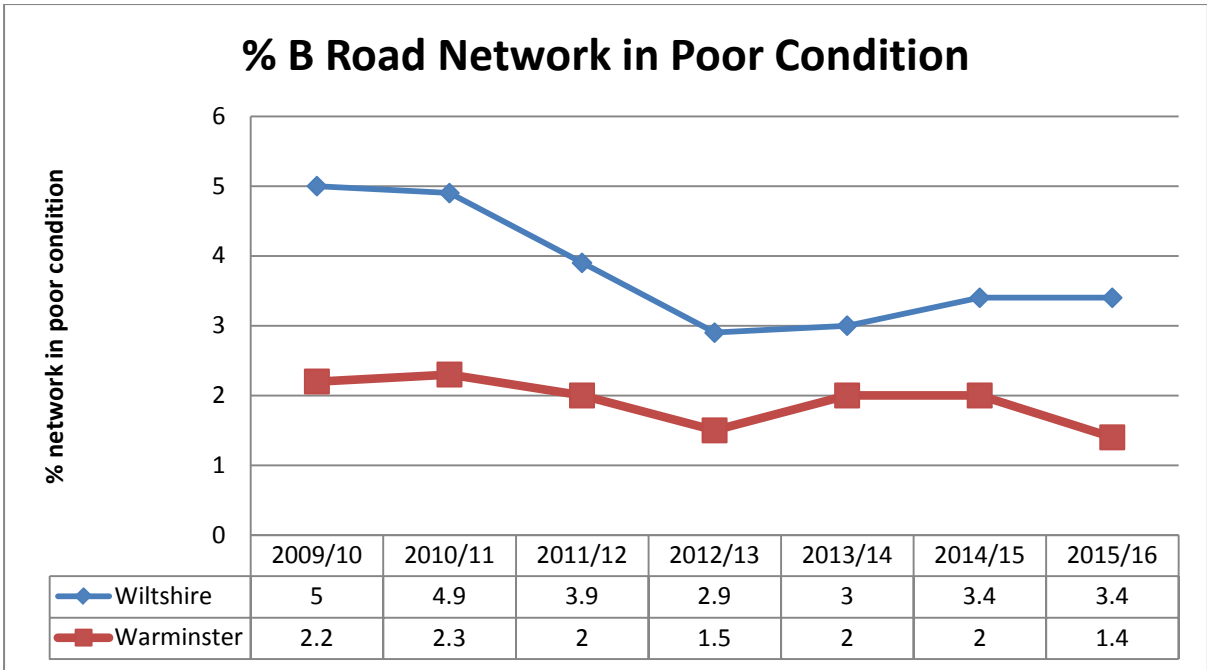
## Highway conditions and technical surveys in your area

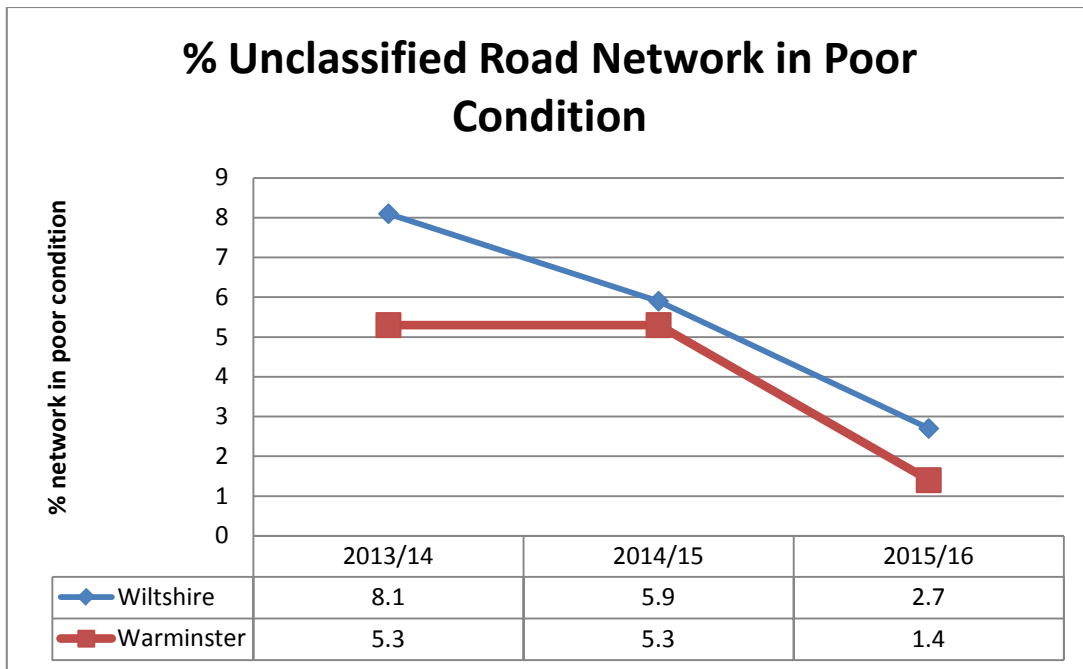
Roads deteriorate in condition because of various factors, including traffic volumes, ground conditions, and weather and drainage issues. Technical surveys of the condition of the highway network are carried out annually and the information is used to help prioritise schemes. Road safety is the priority, and maintaining adequate skid resistance on the busy high speed roads is vital.

The surveys include the use of a vehicle equipped with lasers and cameras to record road surface condition, which allows us to report on road conditions to the Department for Transport and to prioritise maintenance work. Other surveys include measuring skid resistance on the busier roads.

The road conditions in your area are shown below. It should be noted that low numbers are good because it indicates that less road length should be considered for treatment. More detailed information is shown in Appendix A.







## Integrated transport, bridge and drainage works

### Integrated transport

The Council's traffic engineering team work with our contractors to plan and deliver a range of projects to the local community, most notably through the Area Boards and Community Area Transport Groups (CATGs). The schemes range in size and complexity from simple sign installation through to more complex road safety and improvement schemes.

### Bridges

The Council regularly inspects its bridges and other highway structures. There is a programme of renewal and refurbishment works to keep them in good condition, as well as having to respond to damage caused by collisions.

### Drainage

Programmes of drainage investigations, repairs and flood alleviation schemes are undertaken throughout the year, but the flooding in recent years has meant that there has been a need to respond immediately to flooding issues, as well as dealing with previously identified problem sites. The drainage improvement and flood alleviation work is co-ordinated through the Council's Operational Flood Working Groups that include the Environment Agency, Wessex Water, other organisations and stakeholders.

### Recent work in your area

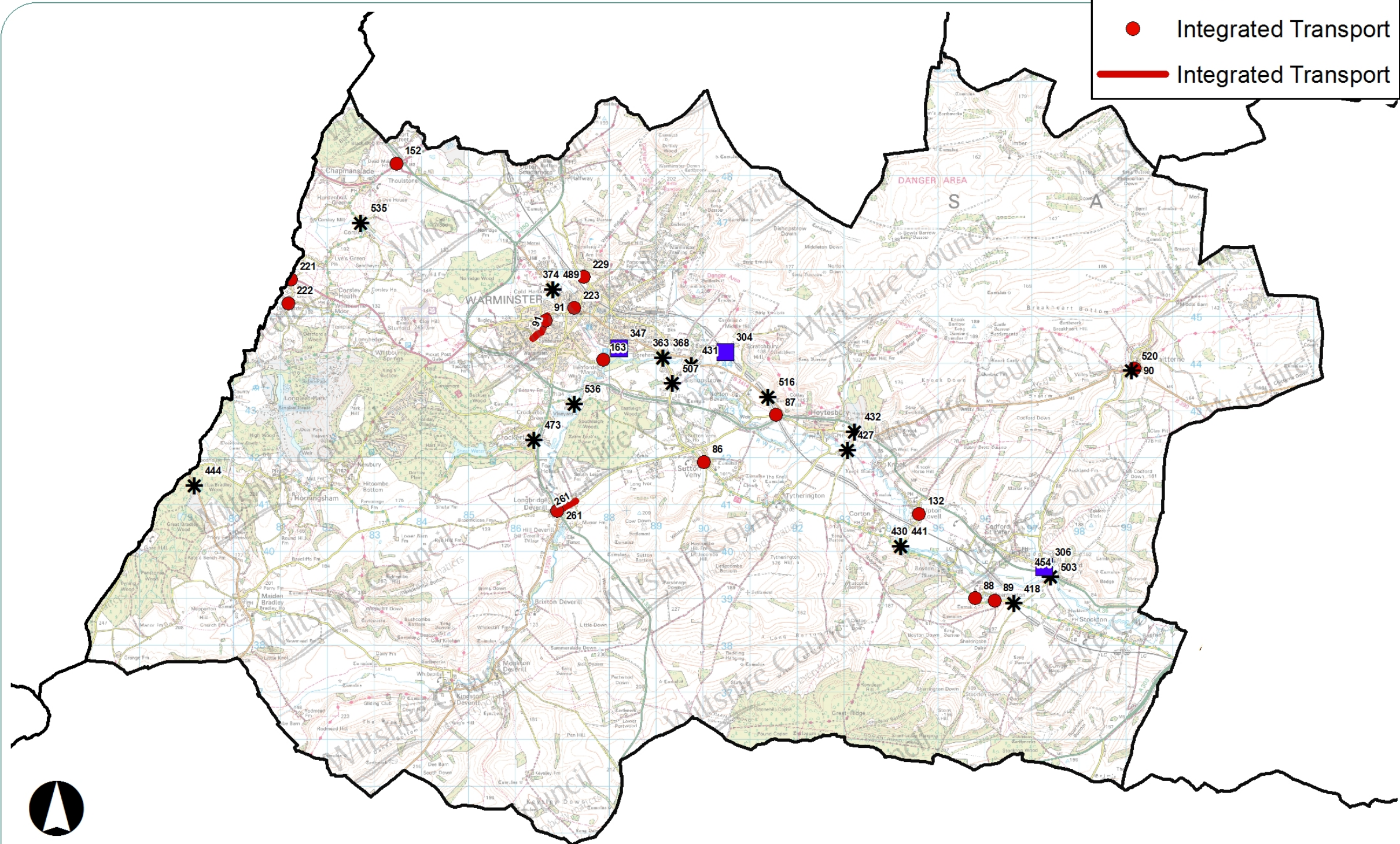
The Integrated Transport, Bridge and Drainage schemes carried out in your area since 2015 are listed below.



Plan showing completed integrated transport, bridge and drainage schemes since 2015

**Warminster Area Board**

- Drainage Works
- ✱ Structures
- Integrated Transport
- Integrated Transport



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**Integrated transport schemes since 2015**

No	Location	Description
221	C274 & C275	Speed limit assessments
222	Corsley	Geys Hill passing bay
223	Warminster	Portway / George Street bollards
229	Warminster	Portway Lane Cyclepath
261	Longbridge Deverell	Sand Street signing
86	Sutton Veny	High Street road markings
87	Warminster	Cotley Hill by bridge signs and road markings
88	Sherrington	Slow road markings
89	Sherrington	Slow road markings
90	Chitterne	B390 Tilshead Junction improvements (Bidden Lane)
91	Warminster	Pound street & Boreham Road waiting restrictions
132	Upton Lovell	Removal of unauthorised tourism signs to Prince Leopald
152	A398 Chapmanslade	New 18t Weight Limit - signs only
163	Warminster	Smallbrook - Toad warning sign

**Bridge schemes since 2014**

<b>No</b>	<b>Location</b>	<b>Description</b>
363	Warminster	Boreham Mill bridge. Repair to parapet following RTC
368	Warminster	Boreham Mill Warminster Repair parapet following RTA
374	Warminster	Cold Harbour Parapet repair
418	Sherrington	Incursion work - Sherrington
427	Heytesbury	Mill 2nd Footbridge Heytesbury. Replace parapet post
430	Boyton	Suffers Bridge Upton Lovell, Preorder concrete beams
431	Bishopstrow	Bishopstrow Mill Bridge, remove extension slab
432	Heytesbury	Heytesbury Lodge, Repair arch barrel, resite drainage gully
441	Boyton	Suffers Bridge Upton Lovell - Redecking
444	Maiden Bradley with Yarnfield	Bradley Water 2nd Bridge Vegetation Clearance`
454	Codford	Giggan St Bridge Codford St Mary. Repair parapet following RTA
473	Longbridge Deverill	Poole Bridge, Shrewton, repointing
489	Warminster	Cold Harbour parapet repair
503	Codford	Giggan street parapet repair
507	Bishopstrow	Eastleigh retaining wall repairs
516	Norton Bavant	Norton Bavant Trial Holes
520	Chitterne	Clump Packhorse, Chitterne
535	Corsley	Divers bridge, Parapet Repair
536	Sutton Veny	Five ash lane, Vegetation clearance



**Drainage works since 2015**

<b>No</b>	<b>Location</b>	<b>Description</b>
304	Warminster	Culvert reconstruction
306	Warminster	Lowering footpaths and accesses
347	Warminster	Refurbishment of soakaway

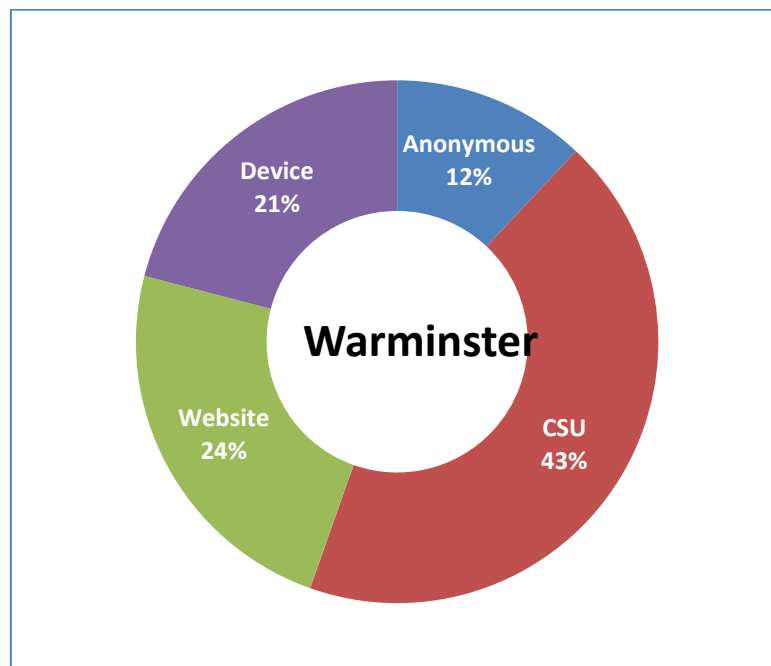
## My Wiltshire



My Wiltshire provides an easy way to report highway issues, including using the Council's website. We have an app so you can report on the go using your smartphone. The My Wiltshire app is available to download at both the [App Store](#) (for iPhones and iPads), from [Google Play](#)<sup>™</sup> (for Android phones) and Windows Store. You can attach information such as photos or videos and pinpoint the location of your report using the mapping software on your phone.

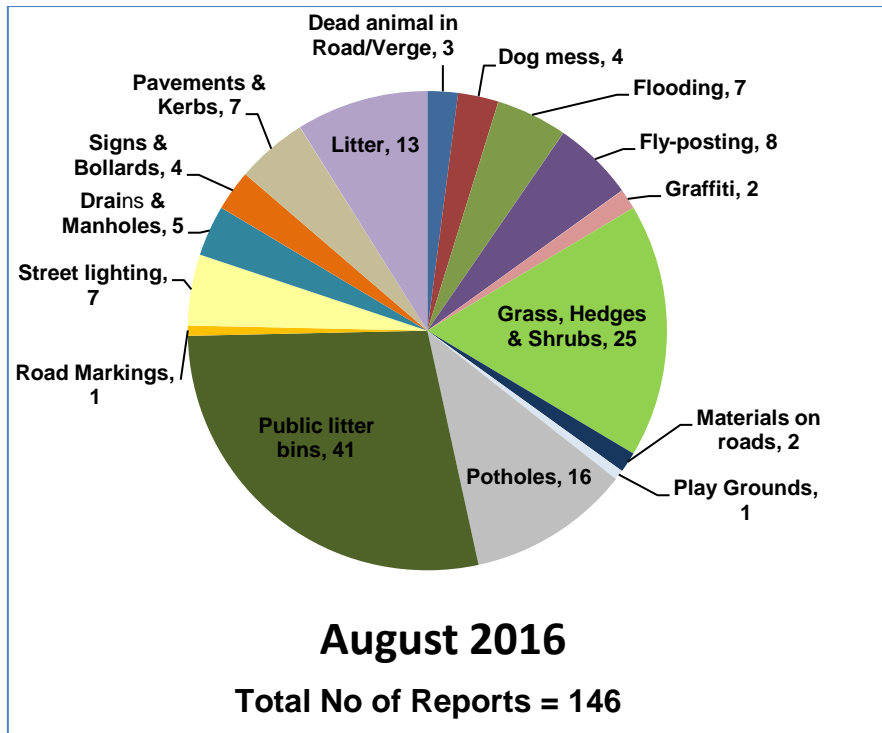
A summary of recent reports in your area is shown below, and further details are shown in Appendix B.

### Customer reporting methods in your area

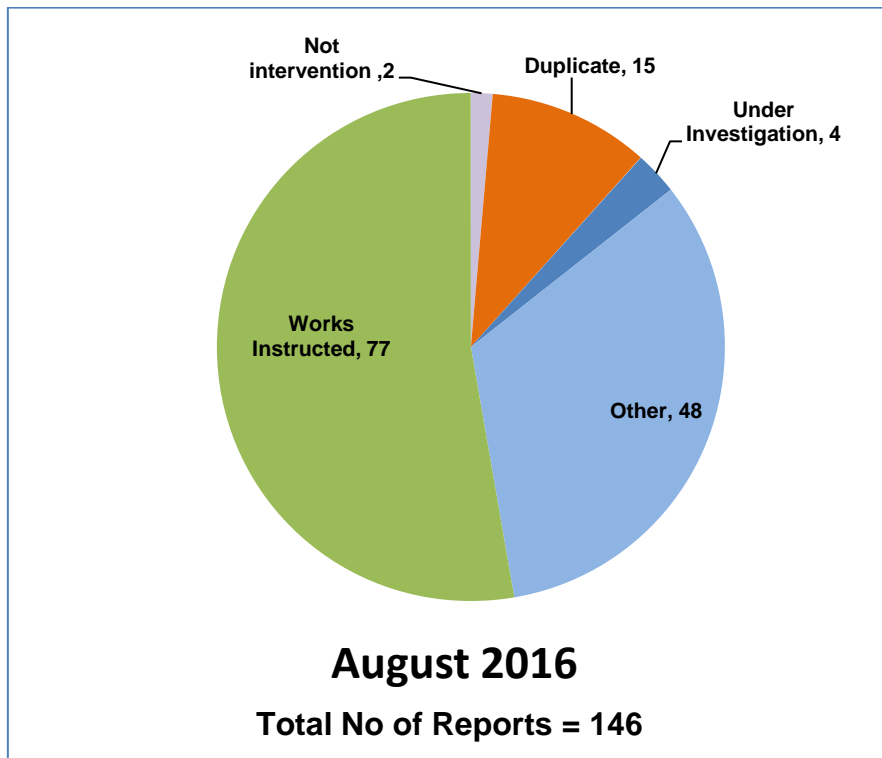




### Customer reports in your area for the month of August 2016



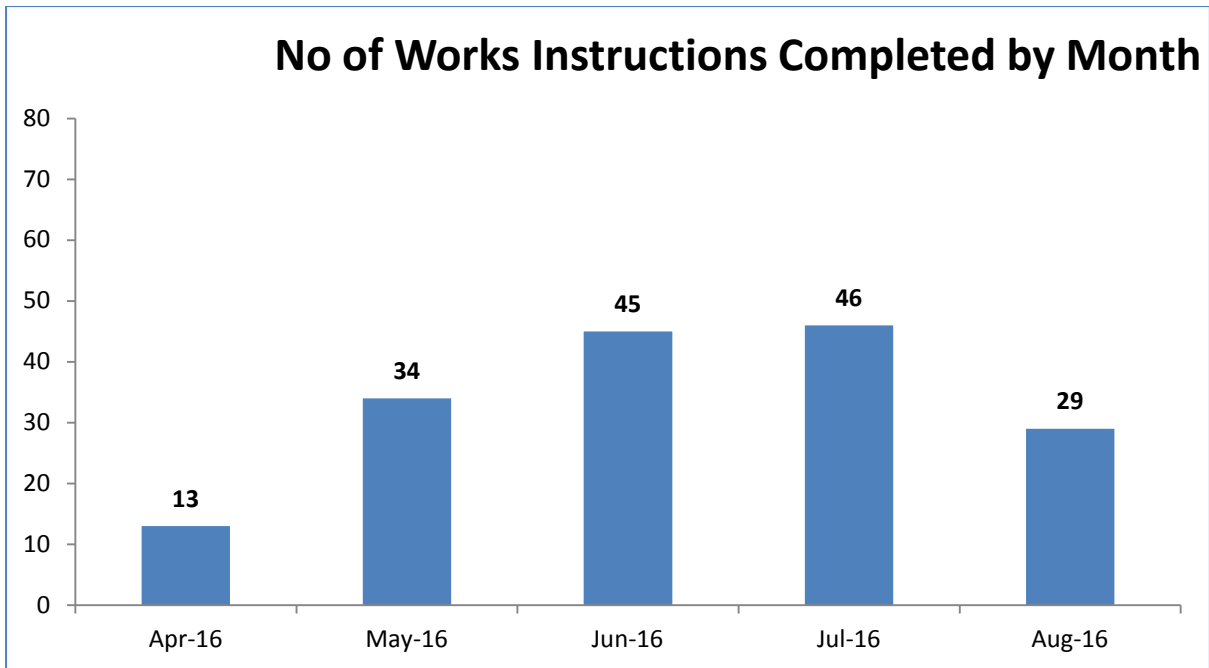
### Actions following recent reports in your area



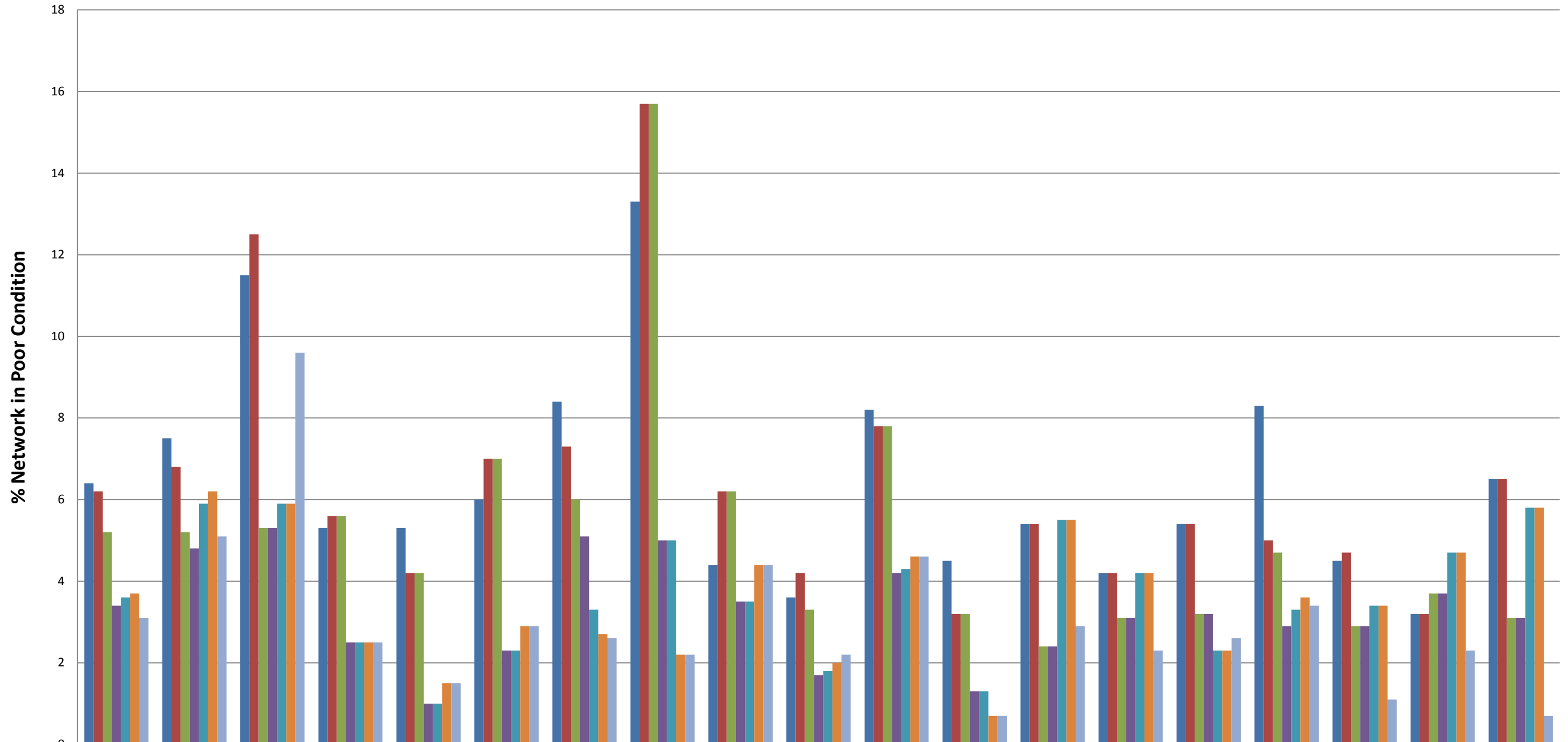
## Action definitions

1. **Not Intervention** – the technician has attended site and classified the defect as not meeting intervention levels as per the Highway Inspection Manual 2013 or in the case of streetscene reports, service level agreements.
2. **Duplicate** – a report has already been received in relation to this issue and a works instruction has previously been passed to the contractor to undertake a repair/carry out the necessary works.
3. **Under Investigation** – this issue is currently with a Highways technician or engineer – they may be awaiting information from the customer or the issue requires further investigation e.g. wet weather inspection, drainage survey, exploratory excavation, ownership query.
4. **Discretionary works** – this issue is not a highway safety issue and has been identified as one which falls within the remit of the parish steward scheme.
5. **Other** – the issue has been identified as one which does not require any action by Local Highways. This could be for a number of reasons –
  - the report has been cancelled by the user,
  - there is insufficient information provided to assess the issue and the customer has not provided contact details,
  - the issue is not the responsibility of Wiltshire Council e.g. un-adopted highway, gas/electricity/telephone/water/cable company, Highways England, housing association,
  - the technician attended site and nothing was found at the stated location
  - the issue has been passed to another service within Wiltshire Council e.g. rights of way, bridges.
6. **Works Instructed** – the technician has assessed the issue as requiring works to be carried out and has either dealt with the issue personally or has referred it to the contractor for repair.

Highway defects completed in your area in recent months

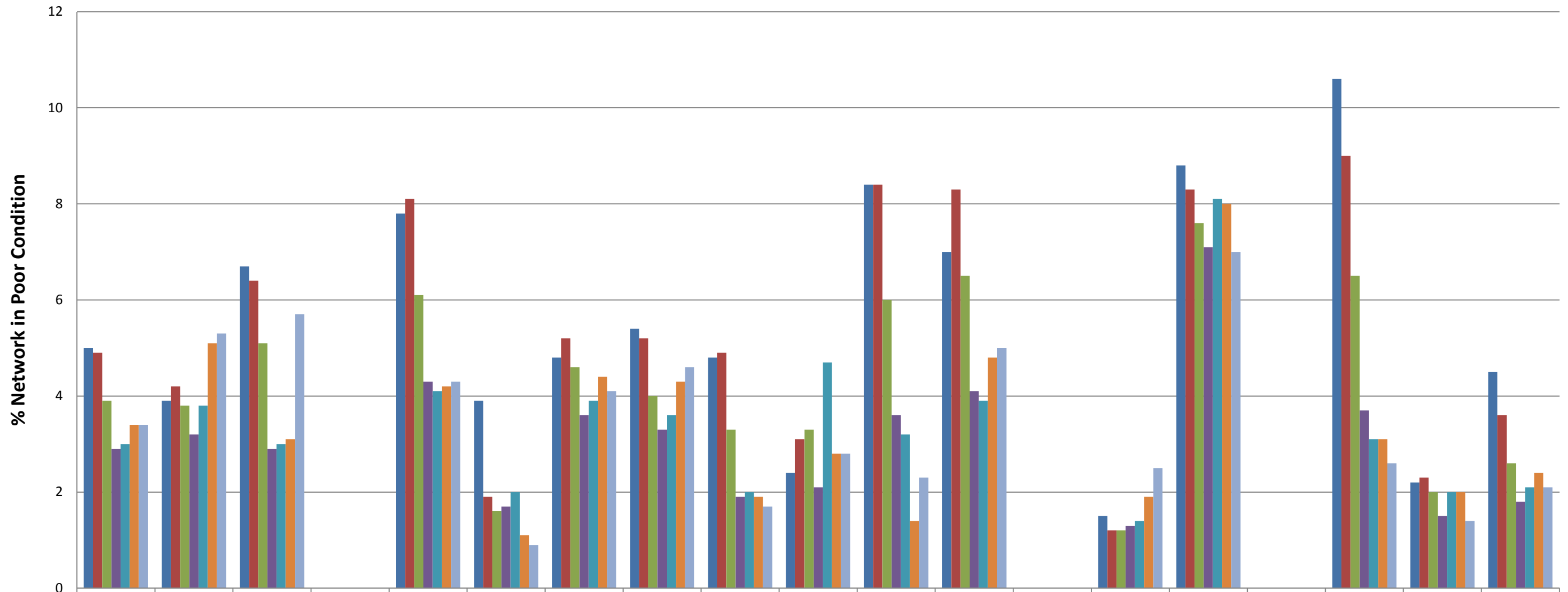


### % A Road Network in Poor Condition



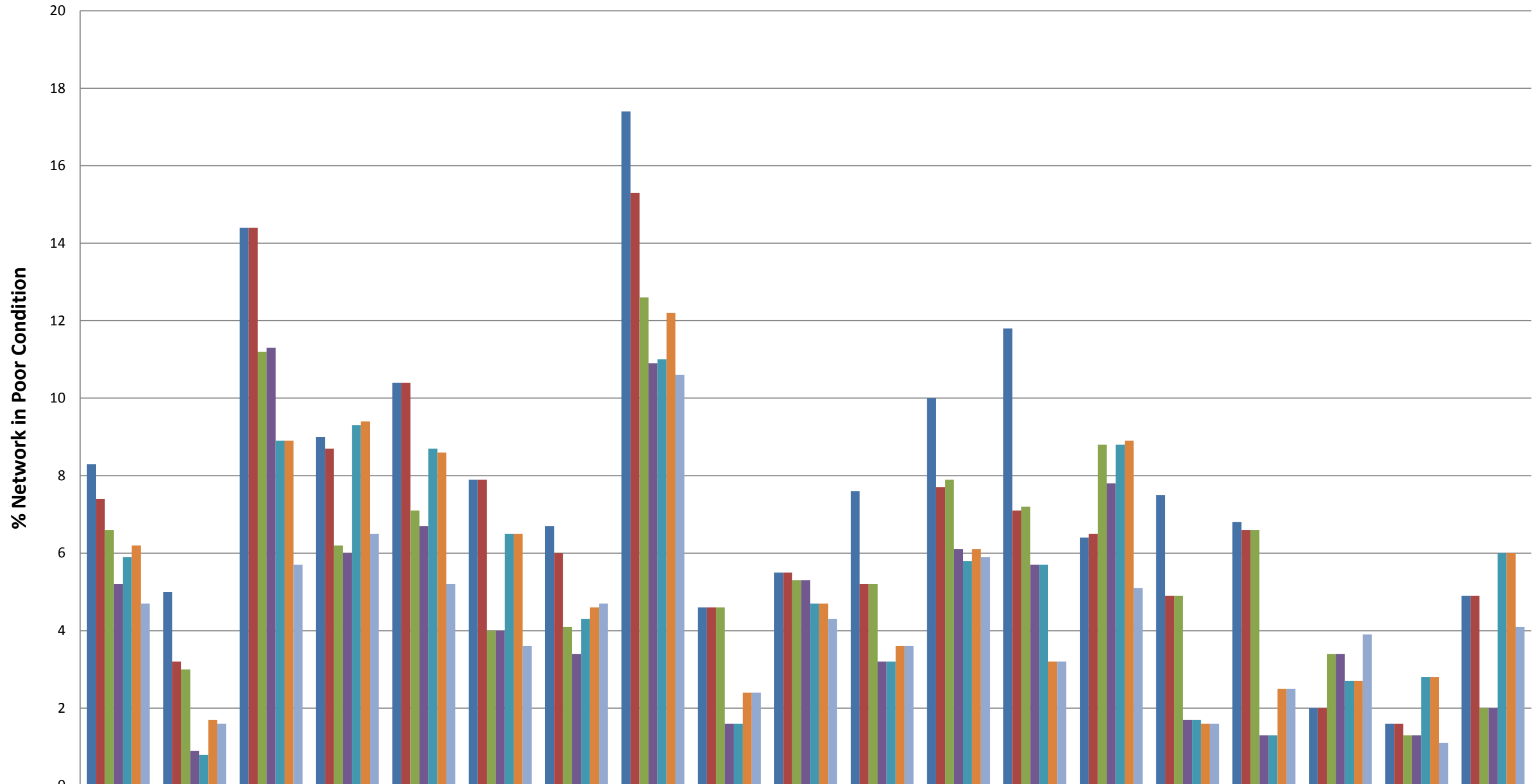
	Wiltshire	Amesbury	Bradford On Avon	Calne	Chippenham	Corsham	Devizes	Malmesbury	Marlborough	Melksham	Pewsey	Royal Wootton Bassett & Cricklade	Salisbury	South West Wiltshire	Southern Wiltshire	Tidworth	Trowbridge	Warminster	Westbury
■ 2009/10	6.4	7.5	11.5	5.3	5.3	6	8.4	13.3	4.4	3.6	8.2	4.5	5.4	4.2	5.4	8.3	4.5	3.2	6.5
■ 2010/11	6.2	6.8	12.5	5.6	4.2	7	7.3	15.7	6.2	4.2	7.8	3.2	5.4	4.2	5.4	5	4.7	3.2	6.5
■ 2011/12	5.2	5.2	5.3	5.6	4.2	7	6	15.7	6.2	3.3	7.8	3.2	2.4	3.1	3.2	4.7	2.9	3.7	3.1
■ 2012/13	3.4	4.8	5.3	2.5	1	2.3	5.1	5	3.5	1.7	4.2	1.3	2.4	3.1	3.2	2.9	2.9	3.7	3.1
■ 2013/14	3.6	5.9	5.9	2.5	1	2.3	3.3	5	3.5	1.8	4.3	1.3	5.5	4.2	2.3	3.3	3.4	4.7	5.8
■ 2014/15	3.7	6.2	5.9	2.5	1.5	2.9	2.7	2.2	4.4	2	4.6	0.7	5.5	4.2	2.3	3.6	3.4	4.7	5.8
■ 2015/16	3.1	5.1	9.6	2.5	1.5	2.9	2.6	2.2	4.4	2.2	4.6	0.7	2.9	2.3	2.6	3.4	1.1	2.3	0.7

### % B Road Network in Poor Condition



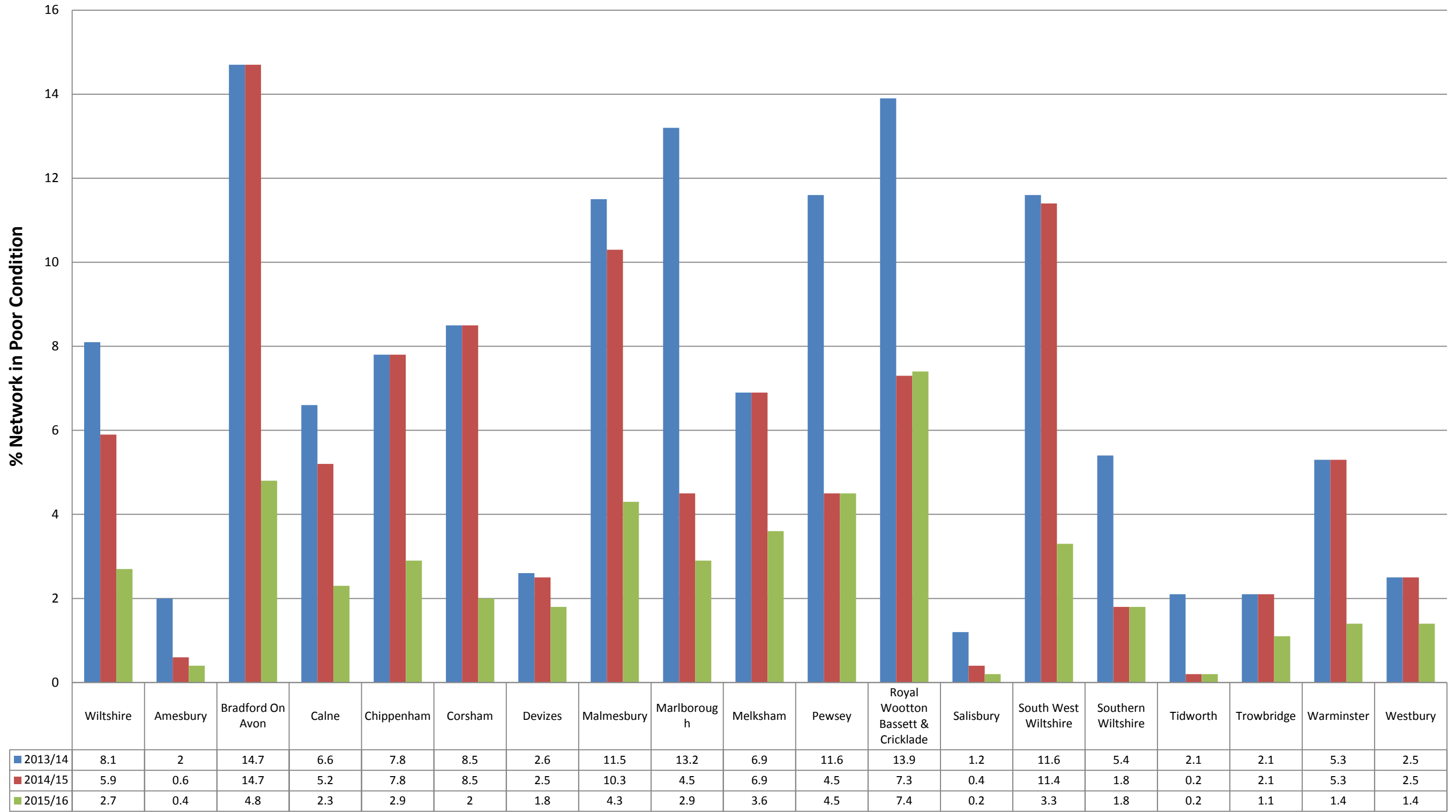
	Wiltshire	Amesbury	Bradford On Avon	Calne	Chippenham	Corsham	Devizes	Malmesbury	Marlborough	Melksham	Pewsey	Royal Wootton Bassett & Cricklade	Salisbury	South West Wiltshire	Southern Wiltshire	Tidworth	Trowbridge	Warminster	Westbury
■ 2009/10	5	3.9	6.7	0	7.8	3.9	4.8	5.4	4.8	2.4	8.4	7	0	1.5	8.8	0	10.6	2.2	4.5
■ 2010/11	4.9	4.2	6.4	0	8.1	1.9	5.2	5.2	4.9	3.1	8.4	8.3	0	1.2	8.3	0	9	2.3	3.6
■ 2011/12	3.9	3.8	5.1	0	6.1	1.6	4.6	4	3.3	3.3	6	6.5	0	1.2	7.6	0	6.5	2	2.6
■ 2012/13	2.9	3.2	2.9	0	4.3	1.7	3.6	3.3	1.9	2.1	3.6	4.1	0	1.3	7.1	0	3.7	1.5	1.8
■ 2013/14	3	3.8	3	0	4.1	2	3.9	3.6	2	4.7	3.2	3.9	0	1.4	8.1	0	3.1	2	2.1
■ 2014/15	3.4	5.1	3.1	0	4.2	1.1	4.4	4.3	1.9	2.8	1.4	4.8	0	1.9	8	0	3.1	2	2.4
■ 2015/16	3.4	5.3	5.7	0	4.3	0.9	4.1	4.6	1.7	2.8	2.3	5	0	2.5	7	0	2.6	1.4	2.1

### % C Road Network in Poor Condition



	Wiltshire	Amesbury	Bradford On Avon	Calne	Chippenham	Corsham	Devizes	Malmesbury	Marlborough	Melksham	Pewsey	Royal Wootton Bassett & Cricklade	Salisbury	South West Wiltshire	Southern Wiltshire	Tidworth	Trowbridge	Warminster	Westbury
2009/10	8.3	5	14.4	9	10.4	7.9	6.7	17.4	4.6	5.5	7.6	10	11.8	6.4	7.5	6.8	2	1.6	4.9
2010/11	7.4	3.2	14.4	8.7	10.4	7.9	6	15.3	4.6	5.5	5.2	7.7	7.1	6.5	4.9	6.6	2	1.6	4.9
2011/12	6.6	3	11.2	6.2	7.1	4	4.1	12.6	4.6	5.3	5.2	7.9	7.2	8.8	4.9	6.6	3.4	1.3	2
2012/13	5.2	0.9	11.3	6	6.7	4	3.4	10.9	1.6	5.3	3.2	6.1	5.7	7.8	1.7	1.3	3.4	1.3	2
2013/14	5.9	0.8	8.9	9.3	8.7	6.5	4.3	11	1.6	4.7	3.2	5.8	5.7	8.8	1.7	1.3	2.7	2.8	6
2014/15	6.2	1.7	8.9	9.4	8.6	6.5	4.6	12.2	2.4	4.7	3.6	6.1	3.2	8.9	1.6	2.5	2.7	2.8	6
2015/16	4.7	1.6	5.7	6.5	5.2	3.6	4.7	10.6	2.4	4.3	3.6	5.9	3.2	5.1	1.6	2.5	3.9	1.1	4.1

### % Unclassified Road Network in Poor Condition



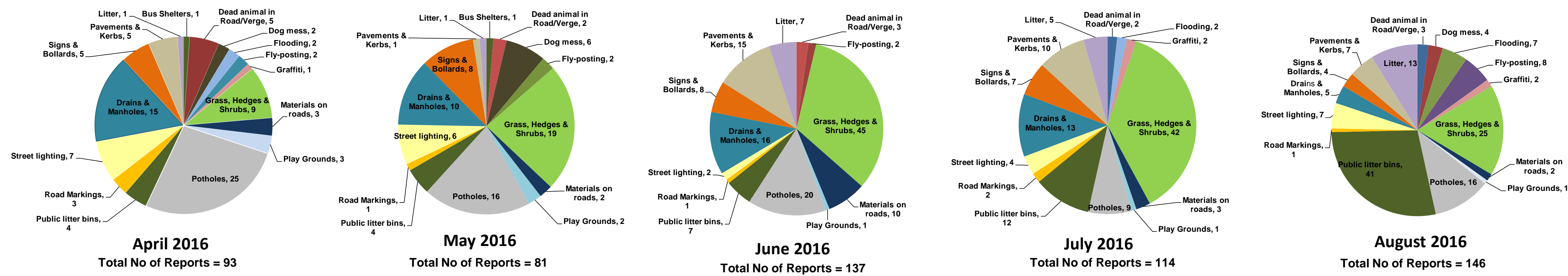
# Appendix B: My Wiltshire Statistics



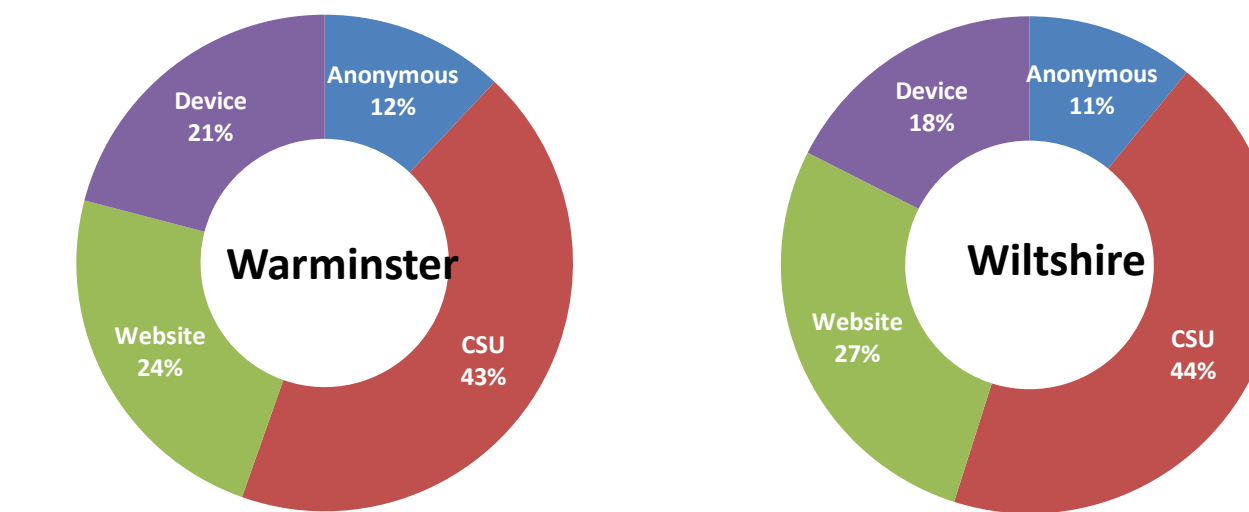
## Warminster Area Board



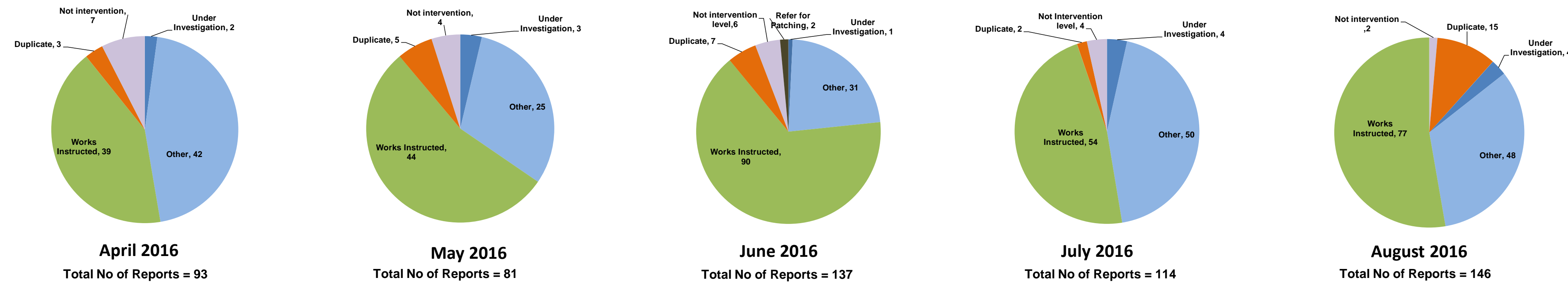
### Customer Reported Issues



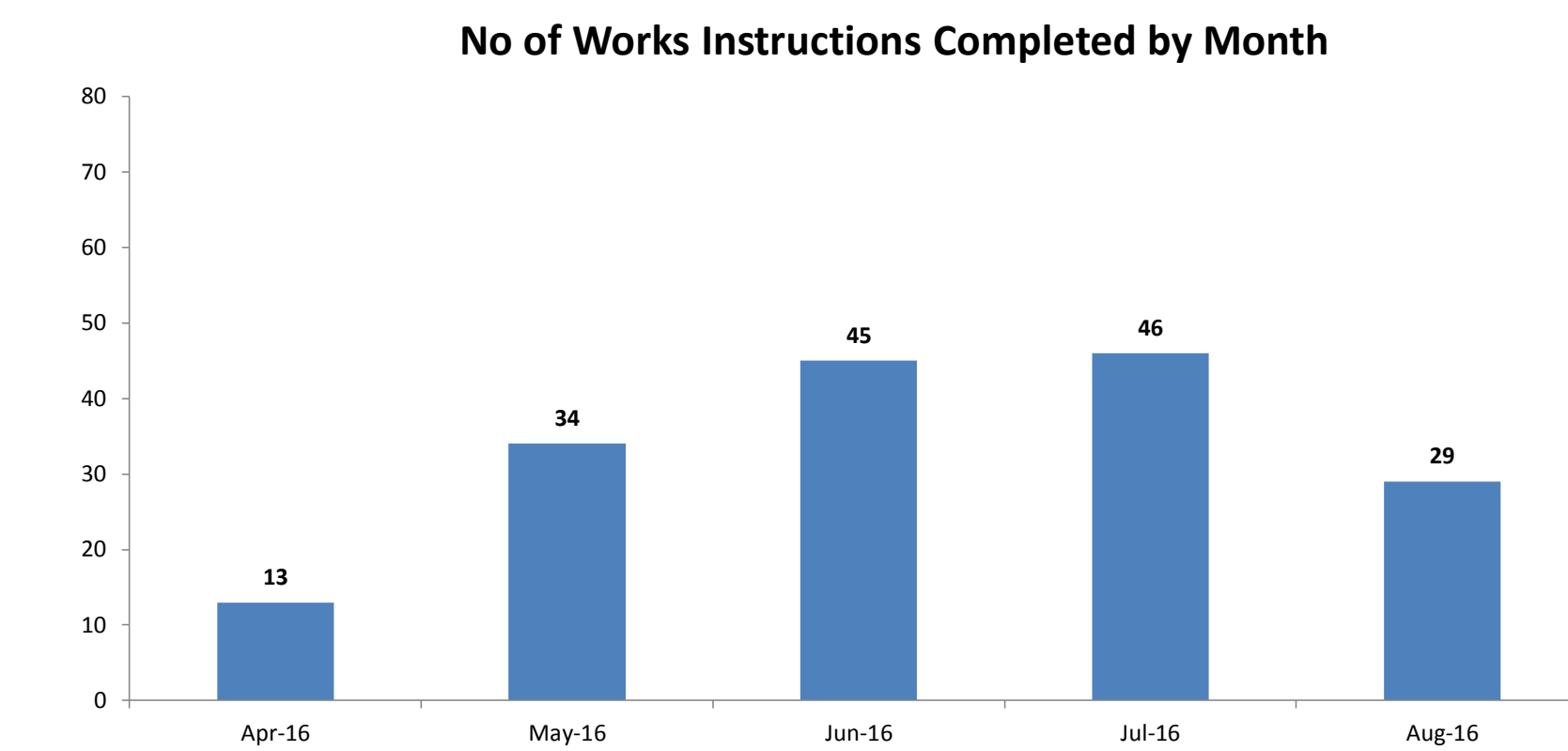
### Reporting Channels



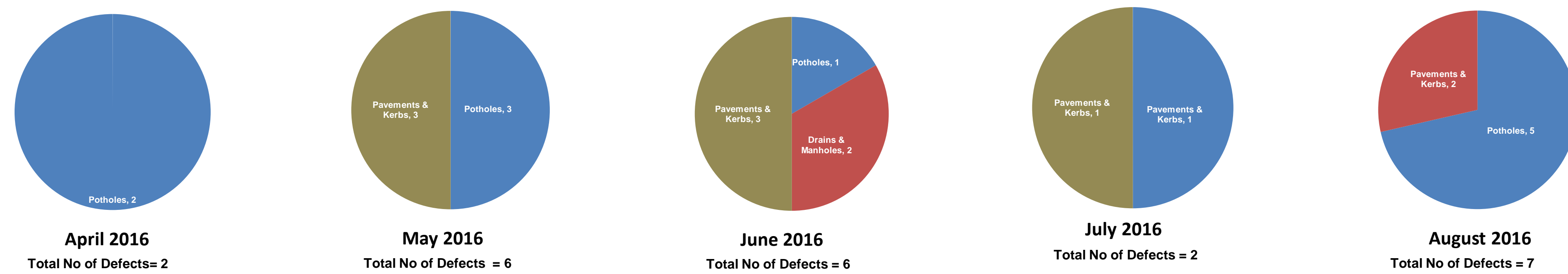
### Customer Call Outcomes



### Completed in Month



### Safety Inspections





APPENDIX 2

Road	Warminster	Recommended Treatment	Estimated Length (m)	Est Area of Site (m <sup>2</sup> )
B3414	Boreham Road, Bishopstrow	Surfacing	3,028	22,636
B3414	Bath Road Warminster at Roman Way (Crusader Park)	Retexture	110	594
B390	B390 Chitterne at Valley Farm	High Friction & Retexture	199	1,194
UC	Bradley Road	Surface Dressing	1,457	5,459

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