

AGENDA

Meeting: Trowbridge Area Board
Place: The Cotswold Space - County Hall, Trowbridge BA14 8JN
Date: Thursday 16 November 2017
Time: 7.00 pm

Including the Parishes of Hilperton, North Bradley, Southwick and West Ashton

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

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

Refreshments and networking opportunity from 6:30pm.

Please direct any enquiries on this Agenda to Kieran Elliott, direct line 01225 718504 or email kieran.elliott@wiltshire.gov.uk

All the papers connected with this meeting are available on the Council's website at www.wiltshire.gov.uk

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

Wiltshire Councillors

Cllr Graham Payne, Drynham (Chairman)
Cllr Horace Prickett, Southwick (Vice-Chairman)
Cllr Ernie Clark, Hilperton
Cllr Peter Fuller, Park
Cllr David Halik, Grove
Cllr Deborah Halik, Lambrok
Cllr Edward Kirk, Adcroft
Cllr Steve Oldrieve, Paxcroft
Cllr Stewart Palmen, Central

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County Hall, Trowbridge
Bourne Hill, Salisbury
Monkton Park, Chippenham

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Public Participation

Please see the agenda list on following pages for details of deadlines for submission of questions and statements for this meeting.

For extended details on meeting procedure, submission and scope of questions and other matters, please consult [Part 4 of the council's constitution](#).

The full constitution can be found at [this link](#).

For assistance on these and other matters please contact the officer named above for details

	Time
<p>1 Apologies</p> <p>To receive any apologies for the meeting.</p>	7.00pm
<p>2 Minutes of the Previous Meeting (<i>Pages 5 - 12</i>)</p> <p>To approve the minutes of the meeting held on 28 September 2017.</p>	
<p>3 Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>4 Announcements (<i>Pages 13 - 14</i>)</p> <p>To receive any announcements through the Chair.</p>	
<p>5 Partner Updates (<i>Pages 15 - 20</i>)</p> <p>To note any written reports and receive any updates from the following:</p> <p>Partners:</p> <ul style="list-style-type: none"> i. Wiltshire Police ii. Dorset and Wiltshire Fire and Rescue Service iii. Wiltshire CCG and Health Watch iv. Trowbridge Community Area Future (TCAF) v. Town and Parish Councils vi. Local Youth Network <p>Outside Bodies:</p> <ul style="list-style-type: none"> vi. Health and Wellbeing Centre Working Group vii. Trowbridge Health and Wellbeing Group viii. Safer Communities Group 	7.05pm
<p>6 Funding (<i>Pages 21 - 32</i>)</p> <p> a. Community Area Grants</p> <p> To consider the following applications:</p> <ul style="list-style-type: none"> i. Every Town Every Place Every Face from application 'Finding the Forgotten' for £2500.00 <p> b. Youth Grant Funding</p> <p> To consider the following applications:</p>	

- i. Alabare Christian Care and Support – Application £899.84 for various activities - **LYN recommendation – Approve £899.84**
- ii. Trowbridge Sports Forum – Application for £2370.00 for Football in Trowbridge Park – **LYN Recommendation – Not to approve**
- iii. Collaborative Schools Ltd – Application for £4168.00 for Mental Health Services – **LYN Recommendation – Approve £4168.00**

7	<p>Visiting Cabinet Representative</p> <p>Councillor Chuck Berry, Cabinet Member for Economic Development and Housing will be in attendance and will be able to receive questions.</p>	7.35pm
8	<p>East Wing Re-development</p> <p>To receive an update on the development of the County Hall East Wing site.</p>	7.50pm
9	<p>Traffic Management - Castlemead</p> <p>To receive any updates on developments regarding traffic management in the Castlemead Area. The Cabinet Member for Highways, Transport and Waste has had a meeting with local residents.</p>	8.05pm
10	<p>Urgent items</p> <p>Any other items of business which the Chairman agrees to consider as a matter of urgency.</p>	8.15pm

MINUTES

Meeting: TROWBRIDGE AREA BOARD
Place: The Cotswold Space - County Hall, Trowbridge BA14 8JN
Date: 28 September 2017
Start Time: 7.00 pm
Finish Time: 9.20 pm

Please direct any enquiries on these minutes to:

Becky Holloway Democratic Services Officer, Tel: 01225 718063 or (e-mail) becky.holloway@wiltshire.gov.uk

Papers available on the Council's website at www.wiltshire.gov.uk

In Attendance:

Wiltshire Councillors

Cllr Graham Payne (Chairman), Cllr Deborah Halik, Cllr Ernie Clark,
Cllr Horace Prickett (Vice Chairman), Cllr Edward Kirk, Cllr Steve Oldrieve,
Cllr David Halik and Cllr Peter Fuller

Total in attendance: 40

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
60	<p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting.</p>
61	<p><u>Apologies</u></p> <p>There were no apologies for absence.</p>
62	<p><u>Minutes</u></p> <p>Cllr David Halik, seconded by Cllr Edward Kirk, moved that the minutes of the meeting held on 13 July 2017 be accepted as a true record</p> <p>Resolved:</p> <p>To approve and sign as a correct record the minutes of the meeting of Trowbridge Area Board held on 13 July 2017</p>
63	<p><u>Declarations of Interest</u></p> <p>Cllr Edward Kirk declared a non-pecuniary interest as a member of Trowbridge Chamber of Commerce</p> <p>Cllr Horace Prickett declared a non-pecuniary interest as a trustee of North Bradley Memorial Trust but that he would consider all items with an open mind.</p> <p>Cllrs Graham Payne, Edward Kirk, David Halik, and Deborah Halik declared a non-pecuniary interest as members of Trowbridge Town Council.</p>
64	<p><u>Chairman's Announcements</u></p> <p>The Chairman invited Alex Shaw and Julia Drewitt to present their petition to the Area Board. Following the opening of a footpath through Salter Close, they had experienced an increased level of anti-social behaviour which had caused significant harm to the property and confidence in personal safety of local residents. The petition requested a closure of the path.</p> <p>The Chairman thanked them for their presentation and explained that the petition would be passed on to the appropriate council department and that the Police Inspector with responsibility for Trowbridge had been informed.</p> <p>The Chairman made the following announcements</p> <p>Town and parish councils were encouraged to complete or update their emergency plans and could contact Sarah Kelly for advice and support.</p> <p>Work was being done to reduce rough sleeping. Anyone concerned about a rough sleeper or wanting support should contact Sarah Johnson.</p>

	<p>Due to the time required to change the layout of the site, Trowbridge Household Recycling Centre would be closed between 13 and 26 November 2017. Melksham HRC could be used as an alternative in the interim.</p> <p>An update was provided on the work to remove gulls from Canal Road, Trowbridge earlier in the year.</p>
65	<p><u>Town and Country Planning Regulations 2017</u></p> <p>Mike Wilmott, Head of Development Management and Acting Associate Director of Planning and Economic Development, provided an overview of the recently released Town and Country Planning Regulations 2017. The regulations were part of the government agenda to prioritise housing and to make more land available from smaller developers. The Order required a register of brownfield sites to be created and maintained annually by every local authority based on a defined set of criteria. The register would include any brownfield site which would be suitable for residential development. A second (non-statutory) part of the order was the creation of a list of sites for which the council granted provision planning permission for dwellings of a specified size, design etc.</p> <p>In response to questions it was explained that the methodology for allocating sites to the register had not yet been developed but that only brownfield sites that would be suitable for residential properties only would be considered.</p>
66	<p><u>Partner and Outside Body Updates</u></p> <p>Updates from partners were received as follows:</p> <p>Wiltshire Police</p> <p>Inspector Andy Fee introduced himself and his role and presented the written report. He explained that a weekly taskgroup met to identify the priorities in the area and then his team of a sergeant and 11 officers worked to target them. Focus had been put on high-risk perpetrators and there had been a visible reduction in crime levels in the area.</p> <p>Anyone with an issue they'd like to raise could get in touch with PC Amy Hardman who was co-ordinating the areas for priority.</p> <p>The Chairman thanked the Inspector for his report and congratulated his team for the work they continued to do.</p> <p>Dorset and Wiltshire Fire and Rescue Service</p> <p>Darren Nixon delivered a report on the rescues of groups of young people from the Box Mines over the summer. The mines covered an extensive network of underground tunnels. The three groups of young people had been unsuitably prepared and had got lost in the tunnels. The fire brigade had responded in all instances and a specialist rescue team had been called to find the groups and lead them back to safety. Work was ongoing to seal the entrances to prevent</p>

	<p>further incidences.</p> <p>Guy Tadman presented the written update and reported that a new Fire Cadet scheme had been set up where 15 12-18 year old young people could learn new skills and gain a formal BTEC qualification. Prevention work would be targeted specifically at chimney fires and firework dangers, and new risk identification software was now in place to support with identifying key areas and people most at risk of harm from fire. Trowbridge fire station continued to be one of the busiest in the Dorset and Wiltshire partnership area.</p> <p>Trowbridge Community Area Future (TCAF)</p> <p>Lindsey Millen and Colin Kay gave a presentation on the work of TCAF and the youth projects the charity was running. Youth clubs were run on Monday, Tuesday, and Wednesday nights in three areas of relative high deprivation in Trowbridge, and engaged with around 60 young people a week. Their purpose was to provide safe spaces for young people to meet and get support and advice with the challenges or issues they were facing. With support from Greggs, they were also able to provide food for the young people which helped to address a growing concern around hunger among those attending.</p> <p>Along with the youth projects, it was reported that TCAF worked with local partner organisations and co-ordinated a community hub in the Shire shopping centre where residents could meet local charities and get information on volunteering opportunities and services.</p> <p>The focus of the charity now was on securing longer term core funding to provide stability for staff and services and to recruit more volunteers to support the running of the organisation and the projects it delivered.</p> <p>Trowbridge Town Council</p> <p>Lance Allan, Town Clerk, provided a verbal update. He highlighted an ongoing discussion with Wiltshire Council regarding the defined boundary between Trowbridge and West Ashton; the concerns about the placing of Personal Independence Payment centres, and work done to meet new data protection requirement. It was hoped that the asset transfer of play areas in the town from Wiltshire Council would be completed soon.</p> <p>North Bradley Parish Council</p> <p>Work on the neighbourhood plan was continuing</p> <p>Hilperton Parish Council</p> <p>A response to the drafting Housing Site Allocations consultation had been submitted, and work on the neighbourhood plan was ongoing. The Chairman asked members to note the other written reports in the pack.</p>
67	<u>East Wing Re-development</u>

	<p>Tim Martienssen, Acting Associate Director for Economic Development and Planning, provided an update on the East-Wing site, opposite County Hall. An outline planning application had been submitted in August 2017 (ref: 17/07693/OUT) and there had been a small number of areas identified for work including drainage and sewerage, and trees.</p> <p>Plans for the leisure component of the site were developing, with initial work done by Alliance Leisure to scope the different options which would be followed by a more detailed cost analysis and a draft report. The report would be discussed with the steering group and would then be taken to the Area Board for its consideration.</p> <p>In response to a question, it was confirmed that a report on highway implications had been submitted as part of the outline application and that the Highway Team would consider whether this was accurate and covered the required elements.</p>
68	<p><u>Funding</u></p> <p>The Area Board considered the following applications to the Community Area Grant Scheme 2011/12:</p> <p>Members considered one application to the Youth Fund from Moroccan Community Association for £5000 to run a British Moroccan youth sports project.</p> <p>Emma Drage, the Locality Youth Facilitator, explained that the Local Youth Network (LYN) had recommended this application be refused. This was because it would duplicate other nearby youth sport provision and it was felt work should be done to integrate the group within existing provision.</p> <p>Cllr Steve Oldrieve, seconded by Cllr David Halik, moved that the LYN recommendation be supported for the reasons given, but that Emma Drage should continue to work with the group to support them in meeting the needs of the young people involved.</p> <p>To refuse the application for £5000.00 from the Moroccan Community Association.</p> <p>REASON: the application would duplicate existing provision nearby and therefore it did not meet the funding criteria.</p> <p>Members were asked to consider three applications to the Community Area Grants Scheme as follows:</p> <p>The first application for £3670.00 was from North Bradley Peace Memorial Trust towards the cost of refurbishing the Memorial Hall's kitchen. This had been installed 20 years before and needed work to renew it to a suitable standard for food preparation and general use. A question was asked regarding the</p>

	<p>contribution made towards the project by North Bradley Parish Council and it was confirmed that a small donation had been made.</p> <p>Cllr Horace Prickett, seconded by Cllr Steve Oldrieve, proposed that the application be approved for the reasons set out in the report.</p> <p>Cllr Ernie Clark, seconded by Cllr Edward Kirk, moved an amendment to Cllr Prickett's motion, to match fund the contribution made by the Parish Council.</p> <p>At the conclusion of the vote, the amended motion fell.</p> <p>The original motion was re-considered and at the end of the vote, it was:</p> <p>Resolved:</p> <p>To award £3670.00 to North Bradley Peace Memorial Trust towards the refurbishment of the Memorial Hall kitchen.</p> <p><i>Cllrs Ernie Clark, David Halik, Deborah Halik, and Edward Kirk wished it to be minuted that they had voted against the motion</i></p> <p>The second application was for £3100.00 from Trowbridge Debt Advice Services towards setting up an office for a new debt advice service in Trowbridge. In response to a question it was confirmed that the grant was for the capital items associated with the project and therefore met the grant criteria. It was hoped that the centre would open on 11 October 2017.</p> <p>Cllr Steve Oldrieve, seconded by Cllr Deborah Halik, moved that the grant be awarded for the reasons given in the report.</p> <p>Resolved:</p> <p>To award £3100.00 to Trowbridge Debt Advice Services towards the costs of opening a new debt advice service</p> <p>The final application, from HELP Counselling Services, was for an upgrade to their data recording system to comply with new data protection regulations.</p> <p>Cllr David Halik, seconded by Cllr Ernie Clark, moved that the grant be awarded.</p> <p>Resolved:</p> <p>To award £580.00 to HELP Counselling Services for an upgrade to their data recording systems</p>
69	<p><u>Waste Management Strategy</u></p> <p>Martin Litherland, Head of Waste Management, gave a presentation on Wiltshire's draft 10 year waste strategy which included collection and disposal of</p>

	<p>the county's waste and strategies for increasing recycling and reducing landfill. The consultation on the strategy was online and members of the public were encouraged to take part. Parish Council's were asked to promote the consultation to their parishioners.</p> <p>Using the handheld voting sets, attendees at the meeting were invited to answer four sample questions from the consultation.</p>
70	<p><u>Traffic management in Trowbridge</u></p> <p>This item was deferred to the November meeting of Trowbridge Area Board.</p>
71	<p><u>Trowbridge Street sweeping and weed clearance</u></p> <p>Weed clearance -</p> <p>Bill Parks and Adrian Hampton, Head of Street Scene, delivered a presentation on street sweeping and highway maintenance. Cllr Bridget Wayman, the Cabinet member of Highways Transport and Waste was also in attendance.</p> <p>A newsletter had been sent to parish and town councils in August 2017 which outlined Wiltshire Council's statutory duties relating to gully clearance. Clearance of weeds was delegated down through the parish stewards scheme.</p> <p>It was explained that there was a service level required of the local authority which was specified by national government. Parish and town councils were able to enhance this through delivery of their own services. Examples were given of other town councils that had commissioned their own treatment of weeds, litter picking, and pavement sweeping.</p> <p>For concerns around litter, gutter blockages or other aspects of street scene, members of the public or councillors could report the issue via the MyWiltshire system and the council would respond where it did not meet the required standards outlined in the Council's code of practice and inspection manual.</p> <p>In response to the issues that came out of the debate that followed, the following was clarified or confirmed:</p> <p>That a large percentage of the spend on street scene was in picking up litter which diverted funds from other areas that needed them. A council campaign has recently been launched to target this.</p> <p>That the number of street-sweepers had reduced in recent years and there was less resource available to the team.</p> <p>That the council had a duty to meet certain standards and that resources were prioritised at meeting these before non-statutory issues could be addressed.</p> <p>Work was ongoing with town centre businesses to reduce the amount of litter related to their business and customer base.</p> <p>That transferring the statutory duties of the local authority to a town council</p>

	<p>would require an asset transfer to be agreed by Cabinet</p> <p>Following the discussion and with agreement of the town council a motion was proposed by Cllr Edward Kirk and seconded by Cllr Peter Fuller, as follows:</p> <p>"That Trowbridge Area Board requests Wiltshire Council Cabinet to expedite the transfer of undertaking in respect of street sweeping in Trowbridge to Trowbridge Town Council subject to the normal contractual safeguards."</p> <p>Following a vote the motion was carried.</p> <p>Resolved:</p> <p>To submit a request to Wiltshire Council Cabinet to expedite the transfer of undertaking in respect of street sweeping in Trowbridge to Trowbridge Town Council subject to the normal contractual safeguards.</p>
72	<p><u>Community Engagement Update</u></p> <p>The Chairman asked members to note the update report in the agenda pack.</p>
73	<p><u>Community Area Transport Group (CATG)</u></p> <p>The notes of the CATG meeting held on 6 September were presented and Cllr Ernie Clark, seconded by Cllr David Halik, moved that the two recommendations for funding be approved.</p> <p>Resolved:</p> <p>To award £3354 towards background work for a substantive bid scheme for Westbury Rd/Woodmarsh (issue 4824), subject to a £1666 contribution from North Bradley PC</p> <p>To award £3000 as a contribution to a 20mph speed restriction assessment in Drynham Ward, subject to a £1500 contribution from TTC.</p>
74	<p><u>Urgent items</u></p> <p>There were no urgent items</p>
75	<p><u>Close</u></p> <p>The Area Board joined the Chairman in thanking Becky Holloway for her work with Trowbridge Area Board and wished her well for her new job.</p> <p>The Chairman thanked everyone for coming and reminded members that the next meeting would be held at 7pm on 16 November 2017.</p>

Chairman's Announcement

Subject:	Eat Out Eat Well Award Scheme
Contact Details:	liz.hubbart@wiltshire.gov.uk

Public Protection is looking to work with Area Boards to increase coverage of the Eat Out Eat Well Scheme; targeting high street businesses and village locations.

The Eat Out Eat Well Award is included in the Wiltshire Obesity Strategy implementation plan and is offered free of charge to most types of food business that have achieved a Food Hygiene Rating of three stars or above.

The aims of the award:

- To encourage and assist caterers to increase the range and promotion of healthier options on their menu.
- Assist caterers in meeting the rising demand for healthier food via advice and low cost nutrition training.
- Acknowledge and promote caterers who make it easier for customers to eat healthily.
- Increase customer choice and help consumers make more informed choices.

The over arching aim is to increase choice for customers and profitability for businesses. It is not about removing 'unhealthy food' but making easily achievable adaptations, in some cases to make existing favourites healthier without compromising on sales and introduce new products. Experience to date has shown that this is realistic and achievable.

The award has three levels bronze, silver and gold and is open to most types of catering establishments including cafes, takeaways, schools, restaurants and workplace canteens that have been assessed as broadly compliant in terms of food safety and food standards and achieved a Star rating of three or more.

Achievement is determined via a points system that rewards healthier catering and reflects Government obesity messages; the increased use of fruit & vegetables, reductions in sugar and fat, increased fibre, reductions in refined and processed ingredients, use of healthier cooking techniques, portion control, marketing and pricing policies that encourage healthier choices.

An experienced assessor will visit the business to guide the food business operator through the process.

To date 261 businesses have signed up and are benefiting from the competitive edge that the award provides. Many businesses have reported cost savings as well.

Participating businesses are provided with a window sticker similar to those displaying a food hygiene rating and their details are entered on to the Eat Out Eat Well website.

Referrals to the scheme can be made to liz.hubbart@wiltshire.gov.uk or by phone 01225 715236.

Chairman's Announcement

Most types of food business that have a Food Hygiene Rating of three or above are eligible and can apply for an advisory visit and assessment to achieve a Gold, Silver or Bronze classification.

November 2017

Overview

NHS Wiltshire Clinical Commissioning Group (CCG) is responsible for commissioning a broad range of healthcare for the population of Wiltshire. We are led by experienced local GPs drawn from across the county, who provide clear clinical leadership to the big decisions affecting the future of healthcare provision in Wiltshire, carefully tailored to meet the differing needs of people locally.

Our vision is to ensure the provision of a health service which is high quality, effective, clinically-led and local. We are committed to delivering healthcare that meets the needs of Wiltshire people, to consult and engage with our population to enable them to be involved in decisions made about health services and to deliver those services to people in their own homes or as close to home as possible.

The right healthcare, for you, with you, near you

News from the CCG!

New provider announced for Integrated Urgent Care Services

Medvivo has been awarded a five year contract to provide integrated urgent care services across Wiltshire, Bath and North East Somerset (BaNES) and Swindon, from 1 May 2018.

Medvivo will be responsible for running the new NHS111 service across Wiltshire, BaNES and Swindon and will develop the service model to include a new locally managed 'clinical hub'.



The new clinical hub means that callers to the 111 service will be listened to and advised about what action they should take next. If they require further medical advice they will be able to talk to the clinical hub – a team of experienced health professionals who can collectively make clinical assessments, give advice and arrange urgent care if required. It means no decision is made in isolation.

Local patients and residents will receive information about the new integrated urgent care service and how to access it ahead of the launch on 1 May 2018.

Army Basing programme

NHS Wiltshire Clinical Commissioning Group is working with the Local Authority, Military Health and a range of stakeholders to assess and minimise the impact of any changes to the military population and their families. As part of this we are engaging with local health services to ensure they plan for any subsequent changes and that the right resources are available at the right time.

There is a dedicated page on Wiltshire Council's [website](#) to keep you updated with the latest news and events on the Basing Programme to support around 4,000 additional service personnel and their families relocating to Wiltshire by 2020.

HANDi app launched

A free mobile app is now available which provides expert advice to parents, carers and health care professionals on common childhood illnesses.

The HANDi app provides expert advice on how best to manage the six most common childhood illnesses; diarrhoea and vomiting, high temperature, chestiness, newborn problems and stomach pain.

The HANDi app is available to download free from iTunes App Store and Google Play Store and will work on any Apple or Android device.

Read [more](#) about this app and how to download it to your mobile device.

Have your say!

What's your view on NHS funded patient transport?

Wiltshire CCG, with other CCGs across the South West, are working together to develop a consistent approach to assessing whether patients are eligible for NHS funded patient transport.

Patient transport is a non-emergency service offered to people who cannot get to their hospital appointment because their health condition impacts on their ability to use routine transport (cars/trains/buses/taxis/wheelchair taxis).

National eligibility criteria for using patient transport was set in 2007, however the way these are interpreted locally can vary, including agreed exclusions and how to apply the criteria.

The aim is now to ensure that NHS funded non-emergency patient transport is provided in a fair way for all those who need help getting to hospital appointments.

Patient Transport



We have put together a short [online patient/public questionnaire](#) which is open until 10 November.

If you would prefer a hard copy of the questionnaire, please email the [communications team](#) and we will send you one.

Diabetes survey – have your say!

Wiltshire CCG wants to improve the care of all diabetics in Wiltshire; so we need to understand what matters to you.

Next spring we are launching a wellbeing toolkit for all diabetes and those who support them.

Please complete this [short survey](#) and tell us where the gaps are in the information you need to help support the management of diabetes. Your comments will help to shape the new wellbeing toolkit.

Urgent GP appointments – where would you go?

If you need a same day urgent GP appointment – this could mean that you might not be able to see your usual GP and you may have to travel to a different practice.

Urgent GP appointments are booked on the day and are for patients who have health problems which cannot wait for a routine appointment.

We want to hear your views on accessing urgent GP appointments.

Tell us what you think by completing this [short survey](#).



Campaigns

Every year we support a number of national health campaigns and run some local ones too.

Click on the images below to find out more about our current campaigns.



Do you have a learning disability?

Don't miss out: get better healthcare now.



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We want to hear from Wiltshire residents living with long-term conditions

We are looking at the information available for people living with the five most common long-term conditions in Wiltshire. We also want to find out more about the information needs of those living with one of these key conditions, including:



- Heart disease
- Diabetes
- Arthritis
- Chronic obstructive pulmonary disorder
- Mental health issues

The information gathered during the evaluation will help to influence new sets of information on Wiltshire's health and care information website, ***Your Care Your Support Wiltshire*** and ultimately, to improve the quality and accessibility of information available to those with long term conditions in Wiltshire.

We also want to hear from Wiltshire people who care for someone with a long-term condition.



Get involved by completing an online survey at <https://wh.snapsurveys.com/s.asp?k=150160216377>

Hard copies can be made available on request. The survey closes on **30 November 2017**.

Healthwatch Wiltshire will also be visiting local support groups to talk directly to people living with long term conditions as well as their carers and professionals.

Help us evaluate short information films about long-term conditions

Wiltshire Council and NHS Wiltshire Clinical Commissioning Group have subscribed to a library of films produced by a company called The Sound Doctor. The films are made by medical staff, and include information about common long-term conditions. They aim to help people learn more about the causes and impacts of these conditions, and advise on ways for people to live with and manage their condition.

These films are available online for Wiltshire people, and include the key long-term conditions listed above. You can access the films at thesounddoctor.org by simply confirming your GP practice.

We want to hear your opinions about the films and whether they are helpful. So after you have watched the films which are of interest to you, please take a few minutes to complete our online survey at <https://wh.snapsurveys.com/s.asp?k=150349235839>.

Again, hard copies can be made available on request. The survey closes on **27 January 2018**.



Contact us:

Tel 01225 434218

info@healthwatchwiltshire.co.uk

healthwatchwiltshire.co.uk

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.

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Report to	Trowbridge Area Board
Date of Meeting	16/11/2017
Title of Report	Community Area Grant funding

Provisional Figures	Area Board Grants Budget	H&WB Fund	LYN Fund	CATG
Opening balance 2017/18	£66,600.00	£7,700.00	£31,145.00	£24,566.00
Grant Applications Awarded to date	£48,443.00	£55.00	£23,764.00	-
Current Balance	£18,157.00	£7,645.00	£7,381.00	£17,508.60
Balance if all grants are agreed at this meeting	£15,657.00	£7,645.00	£ -56.84	£11,154.60

Purpose of the report:

To consider the applications for funding listed below.

Applicant	Amount requested
Applicant: Finding the forgotten Project Title: Every Town Every Place Every Face View full application	£2500.00

1. Background

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

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

2. Main Considerations

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

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

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

3. Environmental & Community Implications

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

4. Financial Implications

Financial provision had been made to cover this expenditure.

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
2561	Finding the forgotten	Every Town Every Place Every Face	£2500.00

Project Description:

Finding the Forgotten will work in partnership with local group Preserve our Past to tell the WW1 story of Trowbridge. This will feature each soldier's photo on a pennant in the ground within the memorial garden. Volunteers will research key locations and stories looking at them then and now. These include Trowbridge barracks as well as the presentation tank displayed in Trowbridge Park. Talks and training will support volunteers and a video will be shot at key locations created as an output of the project to be accessed by all via memory sticks and a website.

Input from Community Engagement Manager:

The application meets the community grants criteria, the applicant is a not-for-profit community organisation, this is a Capital project and match funding has been applied for.

The project is to create a WW1 Memorial Exhibition for Trowbridge forming part of a larger project on the unique WW1 story of the County town. This will include

research into key locations, buildings and personnel involved. Key locations within Trowbridge will be researched and detailed by volunteers, featuring text and archive photo galleries as well as more information about the soldiers who served and where they lived and worked in Trowbridge. For the exhibition, Finding the Forgotten will create access to the photographs of those from Trowbridge who served in the Great War from 1914-1918 (the current small exhibition, which was paid for with private funds, only represents one year of the Great War). The exhibition will be displayed within the memorial garden, a central location in the town so that they can be viewed by the community. The project will provide opportunities for volunteers of all ages to learn new skills and to get involved in researching the towns role within the Great War. The project output will also feature a video with expert analysis by Finding the Forgotten shot on location around the town. This will be made freely available on a website and on memory sticks which can be downloaded and passed on to the benefit of the community.

The total project cost is £11,990. The Heritage Lottery Fund has been approached for funding to support the project to the sum of £9,490, a decision on this will be made towards the end of 2017/early 2018. This grant application is for £2,500 funding (quotations requested) to cover the cost of 400 pictures of the men printed and mounted on weather proof board with a frame to display them.

Proposal

That the Area Board determines the application.

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

Report Author:

Mary Cullen

Community Engagement Manager

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Grant Applications for Trowbridge on 16/11/2017

ID	Grant Type	Project Title	Applicant	Amount Required
2561	Community Area Grant	Every Town Every Place Every Face	Finding the forgotten	£2500.00

ID	Grant Type	Project Title	Applicant	Amount Required
2561	Community Area Grant	Every Town Every Place Every Face	Finding the forgotten	£2500.00

Submitted: 28/09/2017 13:38:57

ID: 2561

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£501 - £5000

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

No

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

5. Project title?

Every Town Every Place Every Face

6. Project summary:

Finding the Forgotten will work in partnership with local group Preserve our Past to tell the WW1 story of Trowbridge. An armed forces weekend will feature each soldiers photo on a pennant in the ground within the memorial garden. Volunteers will research key locations and stories looking at them then and now. These include Trowbridge barracks as well as the presentation tank displayed in Trowbridge Park. Talks and training will support volunteers

and a video will be shot at key locations created as an output of the project to be accessed by all via memory sticks and a website.

7. Which Area Board are you applying to?

Trowbridge

Electoral Division

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

ba14

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

Arts, crafts and culture

Heritage, history and architecture

Inclusion, diversity and community spirit

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

03/2017

Total Income:

£50.00

Total Expenditure:

£0.00

Surplus/Deficit for the year:

£50.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£50.00

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

Insufficient funds

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

10b. Project Finance:

Total Project cost		£11990.00		
Total required from Area Board		£2500.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Memorial Exhibition in	2500.00			

Trowbridge Park			
Filming on location in Trowbridge	3500.00	HLF	3500.00
Digital Training	250.00	HLF	250.00
Photoshop license	240.00	HLF	240.00
Volunteer Expenses	200.00	HLF	200.00
Programming	2100.00	HLF	2100.00
Camera hire	1800.00	HLF	1800.00
Video compression	400.00	HLF	400.00
Audio recordings	1000.00	HLF	1000.00
Total	£11990		£9490

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

No

12. If so, which Area Boards?

Trowbridge

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

The project will benefit the community of Trowbridge as it will provide detailed information about the unique WW1 story of Trowbridge. Finding the Forgotten will create access to the photographs of those who served and these will form an exhibition within the memorial garden a central location in the town so that they can be viewed by the community. Key locations within Trowbridge will be researched and detailed by volunteers providing opportunities for volunteers of all ages to learn new skills. The project output will feature a video with expert analysis by finding the forgotten shot on location around the town. It will also feature text and archive photo galleries as well as more information about the soldiers who served and where they lived and worked in Trowbridge. This will enhance the heritage and make it accessible to all. This will be made freely available on a website and on memory sticks which can be downloaded and passed on and a benefit to the community.

14. How will you monitor this?

This part of the project will be led by Richard Broadhead with support from volunteers and has support from Mary Rose Mantle and others. Feedback will be monitored at the exhibition and will also be available via the website

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

The Memorial Exhibition will be used by Wiltshire Armed Forces for other events as an act of Remembrance. The web site will be hosted for five years and memory sticks will be

passed on free of charge allowing as many local people in Trowbridge to share in this story of Remembrance.

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

The £2500 requested from Trowbridge Area Board will be used to create a Memorial Exhibition for Trowbridge and will form part of a larger project costing £11990 the focus of which will be the locations and personnel unique to the WW1 story of Trowbridge. These include the story of Trowbridge Barracks a key location and training ground during WW1 which is now gone and the houses of soldiers around the town as well as the story of the WW1 presentation tank and its life after the war on display within Trowbridge Park. The information will be accessed by all via memory sticks and a website hosted for five years

17. DECLARATION

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

Quotes:

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

Accounts:

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

Constitution:

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

Policies and procedures:

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

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

And finally...

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

Report to Trowbridge Area Board
Date of meeting Thursday 16th November
Title of report Youth Grant Funding

Purpose of the Report:

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

Applicant	Amount requested	LYN Management Group recommendation
Alabare Christian Care & Support	£899.84	The LYNMG recommend that this youth grant is funded
Active Trowbridge	£2370.00	The LYNMG are recommending that the Area Board do not fund this youth application.
Collaborative Schools Ltd	£4168.00	The LYNMG recommend that this youth grant is funded and would like more partnership working between Collaborative schools, community groups and Wiltshire Council

1. Background

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

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

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

2. Main Considerations

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

3. Environmental & Community Implications

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

4. Financial Implications

Financial provision had been made to cover this expenditure.

5. Legal Implications

There are no specific legal implications related to this report.

6. Human Resources Implications

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

7. Equality and Inclusion Implications

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

8. Safeguarding Implications

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

9. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
ID 471	Mrs Katy Mascall-Dowse Alabare Christian Care & Support	Various activities	£ 899.84
Project description: This Project involves a range of activities as well as experiences for the young people within their housing services ranging from crafting to mountain climbing. This will benefit young people in a number of ways such as developing their self esteem and increasing their confidence to find work or investigate work experience or training.			
Recommendation of the Local Youth Network Management Group			
<ul style="list-style-type: none"> • That the application meets the grant criteria and it recommends that it is approved for £899.84 subject to the following conditions • The group must complete an evaluation form online when it is requested • The group must come to a LYNMG meeting or an Area Board meeting when requested to provide an update • All those directly working with young people are DBS checked 			

Application ID	Applicant	Project Proposal	Requested
ID 511 (hyper link)	Miss Hayley Bell Trowbridge Sports Forum	Football in Trowbridge Park	£2370.00

Project description

An inclusive weekly football league to be located within Trowbridge Parks new multi court facility. The weekly league will be coached by two level 2 football coaches who will engage young people in the community to participate in football. This will enable us to provide an ongoing activity to create healthy adults. We will work with all secondary groups multi faith Trowbridge college TCAF and local residents groups to have a wider engagement. Active Trowbridge would also like to run a Soccer school camp one day a week during the school holidays. The league will run for one year and 12 holiday camps between 2017 - 2018. The league will engage 30 young people and the holiday camps 20 per day.

Recommendation of the Local Youth Network Management Group

The LYNMG recommend that the Area Board do not fund this project as: It is felt that there is already a lot of football in the Trowbridge Community Area and funding this would cause a duplication of service, especially as a lot of the community football groups rely heavily on volunteers, the group also felt that there was not a sustainability plan. Furthermore, there were very low numbers for outreach sports during the summer holiday procurement, therefore it is felt funding should be spent on other activities and services.

Application ID	Applicant	Project Proposal	Requested
ID 512 (hyper link)	Miss Jayne Bullock Collaborative Schools Ltd	Mental health services	£4168.00

Project description

“To deliver a free client centered out of school hours and confidential counselling service. The service will work with young people aged between 13 and 19 years five hours per week during the academic school year. We will remove any barriers to access by situating the provision on local secondary school sites in an environment where young people feel comfortable. Operating out of two sites will also provide choice of venue to young people. The service will be delivered either at lunch time or as a service after school in order to meet the specific needs of the young people who have requested this type of support. Where appropriate and at the demand of young people the service will provide both group sessions in addition to 11 support working alongside young people to address common areas of stress and anxiety. Young people will be able to self refer to the service. Counselling will be provided for an initial fixed term of six weeks although this may be extended to a maximum of ten weeks”.

Recommendation of the Local Youth Network Management Group

That the application meets the grant criteria and it recommends that it is approved for £4168.00 subject to the following conditions

- The group must complete an evaluation form online when it is requested
- The group must come to a LYNMG meeting or an Area Board meeting when requested to provide an update
- All those directly working with young people are DBS checked

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

Report Author

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