

AGENDA

Meeting: Trowbridge Area Board
Place: The Cotswold Space - County Hall, Trowbridge BA14 8JN
Date: Thursday 24 May 2018
Time: 7.00 pm

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 Stuart Figini Email - Stuart.figini@wiltshire.gov.uk or Telephone 01225 718221 , direct line or email committee@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 Deborah Halik, Lambrok
Cllr Ernie Clark, Hilperton
Cllr Horace Prickett, Southwick (Vice-Chairman)
Cllr Edward Kirk, Adcroft
Cllr Stewart Palmen, Central
Cllr Steve Oldrieve, Paxcroft
Cllr David Halik, Grove
Cllr Peter Fuller, Park

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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 Election of Chairman (<i>Pages 7 - 8</i>)</p> <p>To appoint a Chairman for 2018/19.</p>	7.00pm
<p>2 Election of Vice-Chairman</p> <p>To appoint a Vice-Chairman for 2018/19.</p>	
<p>3 Apologies</p>	
<p>4 Minutes (<i>Pages 9 - 18</i>)</p> <p>To approve the minutes of the meeting held on Thursday 15th March 2018.</p>	
<p>5 Declarations of Interest</p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
<p>6 Chairman's Announcements (<i>Pages 19 - 22</i>)</p> <p>The Chairman will make the following announcements:</p> <ul style="list-style-type: none"> • Becoming a foster carer video • Salisbury Recovery 	
<p>7 Funding (<i>Pages 23 - 90</i>)</p> <p>a. Community Area Grants</p> <p>To consider the following applications:</p> <ol style="list-style-type: none"> i. Trowbridge Sports Forum for £4,600 – Active Trowbridge New vehicle ii. Friends of Southwick Country Park for £800 – Tools for use by new volunteers iii. West Wilts Multi Faith Forum for £900 – Computers for growing English classes and expansion of project. iv. Friends of the Down Cemetery for £798 – Cemetery nature project. v. Larkrise Community Farm for £3,875 – Sensory classroom project. vi. Iford Arts for £925 – Gingerbread – Iford Arts Education Outreach 2018. vii. Trowbridge Amateur Swimming Club for £5,000 – Starting blocks for the swimming club. viii. Friends of Larkrise School for £3,200 – Interactive 	7.35pm

- Floor projector – school community project
- ix. Frogs Studley Green PTA for £946.03 – PTA funding for garden project
 - x. Neighbourhood Watch Signs for £79 – Cllr led initiative

b. Health and Wellbeing Grants

To consider the following applications:

- i. Trowbridge Town Council for £2,684 – Walking sports

c. Local Youth Network Grants

To consider the following applications:

- i. St Johns Church, Upper Studley, Trowbridge for £2,500 – Trowbridge Sea Cadets
- ii. Trowbridge Community Area Future for £5,000 – Brighter Aspirations Apprentice
- iii. To note – award completed for Youth for Christ for £1,500.

d. Community Area Transport Grants

To receive the minutes and schemes recommended for funding:

- i. Newleaze, Hilperton for £667 (subject to a contribution of £333 from Hilperton Parish Council) – dropped kerb

8 Appointment of Working Groups and Outside Bodies (Pages 91 - 114) 7.10pm

To make appointments to Outside Bodies and Working Groups for the forthcoming year:

Outside Bodies

- Trowbridge Local Youth Network (LYN)

Working Groups

- Trowbridge Community Area Transport Group (CATG) (including the appointment of Chair)
- Health and Wellbeing Centre Working Group
- LYN Management Group

	<ul style="list-style-type: none"> • Trowbridge Health and Wellbeing Group • Safer Communities Group <p>To appoint an Older Person's Champion</p> <ul style="list-style-type: none"> • Sue Chilton 	
9	<p>Partner Updates (<i>Pages 115 - 144</i>)</p> <p>To note the written reports and receive any updates from the following:</p> <ul style="list-style-type: none"> i. Wiltshire Police ii. Dorset and Wiltshire Fire and Rescue Service iii. NHS and CCG iv. Trowbridge Community Area Future (TCAF) v. Town and Parish Councils vi. Local Youth Network <p>Other Bodies</p> <ul style="list-style-type: none"> vii. Trowbridge Wellbeing Centre Development Group viii. Safer and Supportive Communities Group ix. Health and Wellbeing Group x. Community Area Transport Group 	7.20pm
10	<p>Brownfield Land Register/Cabinet Member Attendance</p> <p>Councillor Toby Sturgis will talk about his responsibilities for Spatial Planning, Development Management and Property, and respond to any questions.</p>	7.50pm
11	<p>Local Enterprise Partnership</p> <p>To receive a presentation from Paddy Bradley, Director of the Local Enterprise Partnership (LEP) about the LEP activities in the area.</p>	8.00pm
12	<p>Electoral Review (<i>Pages 145 - 148</i>)</p> <p>To receive a briefing note and presentation about the Electoral Review. The note gives details about the review, and highlights links for residents and partner organisations to submit their comments to the consultation.</p> <p>Presentation to be provided by Cllr Richard Clewer, Chairman of the Electoral Review Committee, or a member of the Project Team.</p>	8.15pm
13	<p>The Big Pledge 2018</p> <p>To receive an update and Video introducing the Big Pledge for 2018.</p>	8.35pm

14	<p>Bowyers Site</p> <p>To receive an update on the latest position from Tim Martienssen, Director of Economic Development & Planning.</p>	8.40pm
15	<p>Trowbridge Health and Wellbeing Centre</p> <p>To receive an update on the latest position from Tim Martienssen, Director of Economic Development & Planning.</p>	8.50pm
16	<p>Urgent items</p> <p>Any other items of business which the Chairman agrees to consider as a matter of urgency.</p>	
17	<p>Future Meeting Dates</p> <p>The next meeting of the Trowbridge Area Board will take place on:</p> <ul style="list-style-type: none"> • Thursday 19th July 2018 in The Cotswold Space, County Hall, Trowbridge <p>Future Meeting Dates:</p> <ul style="list-style-type: none"> • Thursday 13th September 2018 in The Cotswold Space, County Hall, Trowbridge • Thursday 8th November 2018 in The Cotswold Space, County Hall, Trowbridge • Thursday 10th January 2019 in The Cotswold Space, County Hall, Trowbridge 	9.00pm

Extract from Part 3 of the Constitution: Appointment of Chairmen and Vice-Chairmen of Area Boards

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

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

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

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

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

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

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

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

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MINUTES

Meeting: TROWBRIDGE AREA BOARD
Place: Council Chamber - County Hall, Trowbridge BA14 8JN
Date: 15 March 2018
Start Time: 7.00 pm
Finish Time: 9.05 pm

Please direct any enquiries on these minutes to:

Kieran Elliott, Senior Democratic Services Officer, kieran.elliott@wiltshire.gov.uk,
 01225 718504

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

In Attendance:

Wiltshire Councillors

Cllr Graham Payne (Chairman), Cllr Ernie Clark, Cllr Horace Prickett (Vice-Chairman),
 Cllr Edward Kirk, Cllr Stewart Palmen, Cllr David Halik and Cllr Peter Fuller

Total in attendance: 41

<u>Agenda Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
12	<p><u>Apologies</u></p> <p>Apologies for absence were received from Councillors Deborah Halik and Steve Oldrieve</p>
13	<p><u>Minutes</u></p> <p>The minutes of the meeting held on 11 January 2018 were presented for consideration, and it was,</p> <p><u>Decision</u> To approve and sign the minutes of the meeting held on 11 January 2018.</p>

14	<p><u>Declarations of Interest</u></p> <p>There were no declarations.</p>
15	<p><u>Chairman's Announcements</u></p> <p>Through the Chair there were the following announcements:</p> <ol style="list-style-type: none"> 1) The Scouts and Larkrise Community Farm - A report would be taken to the meeting of the Community Area Transport Group in April 2018 in relation to traffic issues from the new road. John Cox from the Scouts and Susan Bradbrooke from Larkrsie Community Farm made statements to the Board. 2) Provision of Information – The Chairman announcement he had written to the Monitoring Officer explaining that Division Members had not been kept informed of relevant information within their Divisions. He had been assured that Directors would be reminded of the requirement to do so under Protocol 1 of the Constitution. 3) A question had been submitted for the meeting from Councillor Edward Kirk, with a response provided as follows: <p style="margin-left: 40px;">Question <i>Please can it be confirmed if there are procedures in place regarding the transfer of funds to another party by the named recipient of an area board grant, and can details be provided of what those procedures are? Please can clarity also be provided on what timescales, if any, exist with regard to by when awarded grants should be spent?</i></p> <p style="margin-left: 40px;">Response <i>Area Board grants should be spent within one year under the relevant criteria. For Youth Grants, this may differ depending on the project and what was agreed with the Local Youth Network</i></p> <p style="margin-left: 40px;"><i>Information and advice is being sought on these points, and a further written response will be provided to clarify the position as soon as is practicable.</i></p>
16	<p><u>Urgent items - Road Surfacing Programme 2018/19</u></p> <p>As an urgent item, the Board considered Agenda Supplement 2 and the planned Road Surfacing Programme for 2018/19 from the Cabinet Member for Highways, Transport and Waste.</p> <p>Following a motion from Councillor Horace Prickett, seconded by Councillor Ernie Clark, it was,</p>

	<p><u>Decision</u></p> <p>That the Trowbridge Area Board:</p> <ul style="list-style-type: none"> i) Acknowledges that there has been a substantial improvement in the overall condition of Wiltshire’s roads in recent years, but further investment is still required. ii) Approves the highway maintenance scheme list for this community area in 2018/19 prepared for the Area Board, with the addition of ‘Wyke Road (part only, between Elizabeth Way and Marsh Road), Hilperton’ in the Reserve or Future Years’ table. iii) Notes that a new five-year programme will be developed shortly, making use of the Council’s new Highways Infrastructure Asset Management System (HIAMS), to ensure best value for money and whole life costing for the highways asset <p>Reason for Proposals <i>The highway network forms the Council’s largest asset, and it is important that it is maintained in the most cost-effective way that demonstrates value for money. This includes the use of asset management and whole life costing approaches to inform investment decisions.</i></p> <p><i>Asset management principles have been applied for many years in Wiltshire to ensure that there is appropriate investment with longer term planning for the management of the highways assets.</i></p>
17	<p><u>Partner Updates</u></p> <p>Updates from partners were received as follows:</p> <ul style="list-style-type: none"> i. Wiltshire Police The written update was noted. Inspector Andy Fee provided an update in relation to the incident in Salisbury, as well as local updates in relation to car key burglaries, overall crime statistics, and the appointment of the new Chief Constable, Kier Pritchard. ii. Dorset and Wiltshire Fire and Rescue Service The written update was noted. There were no further updates. iii. Trowbridge Community Area Future (TCAF) The written update was noted, along with further details provided at the meeting. iv. Town and Parish Councils The written update from Trowbridge Town Council was noted. Further updates were received West Ashton Parish Council, Southwick Parish

	<p>Council and Hilperton Parish Council. The Hilperton Local Plan would undergo examination in April. West Ashton raised the issue of effluent running off the Traveller site into the main road causing safety issues, with the issue had been submitted in August 2017. It was stated at the meeting a notice had been served to determine current ownership, and enforce action once this was determined. Concerns were also raised in relation to narrowing of the road into the Larkrise Community Farm. Southwick Parish Council also reported difficulties in receiving grants for the progression of their Local Plan.</p> <p>v. Local Youth Network It was announced that the Local Youth Facilitator, Emma Drage, had left the Council. The Chairman on behalf of the Board had expressed its thanks for all Emma’s work.</p> <p>vi. Campus Working Group With the agreement of the Board the name of the group was changed to the Trowbridge Wellbeing Centre Development Group. The written update was noted and following discussion it was resolved that:</p> <p>The Trowbridge Area Board welcomes the proposals for the redevelopment of County Hall East at Bythesea Road, incorporating a health facility, retail and residential elements, new footways and bridges linking the site to the town centre and proposals for a new indoor active leisure facility providing gym, activity spaces and youth facilities as well supporting the inclusion of a swimming pool within the development, and will work with Wiltshire Council and others to realise the opportunity and ensure that once developed the facility is managed for the benefit of the local community in conjunction with other local leisure facilities, both indoor and outdoor.</p> <p>vii. Community Engagement Manager Update Details were provided on recent events, including supporting the community hub in The Shires, work with Dementia friends and survey of carers. An evaluation of Community Grants awarded in the last financial year was provided to members</p>
18	<p><u>Parking Capacity at Trowbridge Railway Station</u></p> <p>Mr Peter Mundy, local resident, following communication with the Area Board, opened discussion on the inadequacy of the parking situation at Trowbridge Railway Station, and the possibilities for improvements, including whether land on the Bowyers site could be utilised.</p> <p>During discussion, it was stated that following discussion with Network Rail the process for all day parking in the Railway station car park had been increased, which would remove some incentive for non-users to park there as it was now</p>

	<p>the same price as council car parks in the town. It was reported that the owners of the Bowyers site, Innox Mills, had had discussions with Network rail but that these had not been very fruitful.</p> <p>At the conclusion of discussion, it was,</p> <p><u>Decision</u></p> <p>For the Chairman to write to Network Rail, copying in the Portfolio Holder for Transport (who would contact Great Western Railways) to express the concerns of the Board in relation to lack of capacity on the site, and the impact to their business as well as the town.</p>
19	<p><u>County Hall East Wing and Bowyers Site</u></p> <p>The written update was noted. It was reported that the owners of the site, Innox Mills, had stated they might have something to present to the May meeting of the area board, or shortly after.</p> <p>It was noted that similar statements had been made in 2017, but that if possible the Board would receive an update at its May meeting.</p>
20	<p><u>Funding</u></p> <p>a) The Area Board considered the following applications to the Community Area Grant Scheme 2017/18:</p> <p>i. <u>Trowbridge Arts</u> The sum of £2504.80 was requested for Town Hall Arts Café and Community Space. On the motion of Councillor David Halik, seconded by Councillor Stewart Palmen, it was</p> <p><u>Decision</u> The Area Board awarded the sum of £2504.80 to Trowbridge Arts. <u>Reason:</u> The application met the Community Area Grant Criteria 2017/18.</p> <p>ii. <u>West Wilts Multi Faith Forum</u> The sum of £900.00 was requested for Computers for growing English classes. On the motion of Councillor Peter Fuller, seconded by Councillor David Halik, it was,</p> <p><u>Decision</u> To defer the application.</p> <p>iii. <u>Friends of John of Gaunt School</u> The sum of £950.00 was requested for John of Gaunt – Forest School project. On the motion of David Halik, seconded by Councillor Stewart Palmen, it was,</p>

Decision

The Area Board awarded the sum of £950.00 to Friends of John of Gaunt School.

Reason: *The application met the Community Area Grant Criteria 2017/18.*

iv. **Larkrise Community Farm**

The sum of £3875.00 was requested for Sensory Classroom Project. On the motion of Councillor Ernie Clark, seconded by Councillor Horace Prickett, it was

Decision

The Area Board awarded the sum of £3875.00 to Larkrise Community Farm, subject to Westbury Area Board awarding the amount requested of them by Larkrise Community Farm.

Reason: *The application met the Community Area Grant Criteria 2017/18.*

v. **1st Hilperton Scout Group**

The sum of £617.50 was requested for Hilperton Community Garden. On the motion of Councillor Ernie Clark, seconded by Councillor Edward Kirk, it was,

Decision

The Area Board awarded the sum of £617.50 to 1st Hilperton Scout Group.

Reason: *The application met the Community Area Grant Criteria 2017/18.*

vi. **Bethesda Baptist Church**

The sum of £3415.00 was requested for the Bethesda Church Community Church. On the motion of Councillor Ernie Clark, seconded by Councillor Stewart Palmen, it was,

Decision

The Area Board awarded the sum of £3415.00 to Bethesda Baptist Church.

Reason: *The application met the Community Area Grant Criteria 2017/18.*

vii. **Hope Nature Centre**

The sum of £2000.00 was requested for Community learning bus in the animal park. On the motion of Councillor Edward Kirk, seconded by Councillor Peter Fuller.

Decision

The Area Board awarded the sum of £2000.00 to Hope Nature

Centre

Reason: The application met the Community Area Grant Criteria 2017/18.

Member projects

i) **North Bradley WW1 Commemoration Group**

The sum of £544.00 was requested for group activities. A motion was moved to award the full amount by Councillor Horace Prickett, seconded by Councillor Edward Kirk. An amendment was moved, and approved, by Councillor David Halik, seconded by Councillor Ernie Clark, to award £444.00 subject to the Parish Council awarding £100.00.

Decision

The Area Board awarded the sum of £444.00 to North Bradley WW1 Commemoration Group subject to the parish council awarding £100.00

Reason: The application met the Community Area Grant Criteria 2017/18.

ii) **Neighbourhood Watch Signs**

The sum of £500.00 was requested for production of Neighbourhood Watch Signs. On the motion of Edward Kirk, seconded by Councillor Horace Prickett, it was,

Decision

To defer the application.

Other Funding

I - To Note award of LYN Youth Grant. £1,000 under delegated authority. £1,000 was returned to the LYN pot as not needed by another applicant. The Local Youth Facilitator in agreement with the Chair awarded Award £1,000 to grant number 528 http://thematrix.wiltshire.council/areaboard_youth_grants/grant_get.php?gid=528 The application had been submitted to the LYN, however due to their not being any funding to fully support it was being carried over to the new financial year. With this available funding of £1,000 it was agreed to allocate the funding from this financial year.

II - Note project delivered by CEM under delegated authority for remaining funding in Capital pot, in agreement with Chairman, purchase of Community Litter picking equipment £350.84

III – Staverton Flood Gates – following a request from Bradford on Avon Area Board, who had considered a report from the Fire and Rescue Service, on the motion of Councillor Edward Kirk, seconded by Councillor Peter Fuller, it was resolved to award 2458.99, being

the funds remaining from the community grant budget, to the Staverton Flood Gates project.

B) The Area Board considered the following applications to the Health and Wellbeing Grants Scheme 2017/18, adopting the recommendations of the Health and Wellbeing Group

i. Celebrating Age

The sum of £1500.00 was requested for a programme of art activities. On the motion of Councillor Ernie Clark, seconded by Councillor Graham Payne.

Decision

The Area Board awarded the sum of £1500.00 to Celebrating Age

ii. Arts Together

The sum of £2000.00 was requested for extension of arts activities to vulnerable older people. On the motion of Councillor Ernie Clark, seconded by Councillor Stewart Palmen.,

Decision

The Area Board awarded the sum of £1000.00 to Arts Together

iii. Carers Support Wiltshire Connecting Communities

The sum of £3230.00 was requested for a campaign to reach isolated older people. On the motion of David Halik, seconded by Councillor Edward Kirk, it was,

Decision

The Area Board awarded the sum of £3230.00 to Carers Support Wiltshire Connecting Communities

iv. Trowbridge Town Council

The application for a programme of walking sports was deferred prior to the start of the meeting.

v. Member project – training community minibus drivers

The sum of £500.00 was requested for mini bus training. On the motion of Councillor David Halik, seconded by Councillor Ernie Clark.

Decision

The Area Board awarded the sum of £500.00.

vi. Community Engagement Manager

The sum of £770.00 was requested for 2 outings for older people. On the motion of Councillor Stewart Palmen, seconded by Councillor Peter Fuller.

	<p><u>Decision</u> The Area Board awarded the sum of £770.00 to the Community Engagement Manager.</p> <p>C) Community Area Transport Group</p> <p>On the motion of Councillor Graham Payne, seconded by Councillor Horace Prickett</p> <p><u>Decision</u></p> <p>Issue 5589 The Halve – Increase allocation by £320.00 Issue 5677 Crossing Point British Row - £400.00 Issue 5272 Frome Road/Manor Road/Westfield Road - £2000.00 Issue 5657 St Michael’s Close Hilperton - £9212.00 subject to Parish contribution Issue 5837 Dropped Kerbs Riverway/Hill Street, Trowbridge - £667.00 subject to town council contribution Issue 5859 Green Lane/Paxcroft Way - £2000.00 subject to town council contribution.</p>
21	<p><u>Brownfield Land Register</u></p> <p>The written update was noted, with concerns still raised over why certain land was not included in the register, and the negative impact this was having on the town as a result. It was agreed to invite the relevant Cabinet Member to attend the Area Board at its May meeting to address the concerns of the Board and local residents.</p>

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Chairman's Announcements

Subject:	Becoming a Foster Carer
Web contact:	http://www.wiltshire.gov.uk/fostering

Wiltshire Council needs to recruit foster carers of all types, including specialisms. Foster carers are needed in all areas of the county, although it is recognised that the main priority is to recruit in the main towns to the north and west of the county (Chippenham and Trowbridge) and to the south (Salisbury). Most looked after children come from these areas and so generally local foster carers are needed to support children continuing at school and college and to facilitate family contact more easily.

Foster carers are ordinary people and so they are likely to be living in any part of the county, in any community. To become an approved Wiltshire foster carer you need to:

- Be at least 21 years old (although they can apply from the age of 18)
- Have a spare bedroom big enough for a child or young person to use
- Be a full-time resident in the UK or have leave to remain
- Be able to give the time to care for a child or young person on a full or part-time basis

Foster Carers are paid an allowance based on the age of the child they look after and a Skill Fee dependent upon their skills and experience.

Recent research carried out at Bristol University with children in care shows how important it is that children have someone they can trust, who is interested in them and that:

"Living with someone that you have a good and trustful relationship with is the key to a happy and effective placement"

Saving Grace is the story of a young person who was fostered, and the positive impact fostering had on her life, and on the life of her foster family.

To find out more about fostering in Wiltshire please visit:

<http://www.wiltshire.gov.uk/fostering>

Or phone 01225 716510 (office hours) or 0845 6070888 (out of hours)

Our next information evenings are:

29 May, 7pm - 8pm, County Hall, Trowbridge

26 June, 7pm – 8pm, County Hall, Trowbridge

24 July, 7pm – 8pm, County Hall, Trowbridge

25 September, 7pm – 8pm, County Hall, Trowbridge

30 October, 7pm – 8pm, Five Rivers Health and Wellbeing Centre, Salisbury

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Chairman's Announcements

Subject:	Area board briefing for chairs regarding Salisbury situation
Web contact:	communications@wiltshire.gov.uk

Wiltshire Council and Salisbury City Council are proud to be hosting the grand final of the elite cycling OVO Energy Tour Series on May 31 as part of the recovery of the city. This exciting free event is the first major event of the recovery programme and will showcase Salisbury to the world as the ITV4 programmes are broadcast to more than 100 countries. The elite races are being supported by a programme of fun family activities in the Guildhall Square from 1pm. Why not join us and support Salisbury in its recovery? More information about the event is available at www.wiltshire.gov.uk/salisbury-cycle-tour-series

A dedicated webpage providing up to date information on what is happening in Salisbury has been set up at www.wiltshire.gov.uk/salisbury.

Changes have been made to the free parking provision in Salisbury and came into effect on May 14. These changes were made following feedback from the city's community and businesses. Shoppers and visitors will continue to be able to park free of charge in Wiltshire Council's car parks from midday Monday to Friday and all day on Saturday and Sunday. Parking continues to be free at the five park and ride sites.

The recovery is moving fast and we are reiterating that Salisbury is safe for residents and visitors outside of the cordoned off areas. It's important to emphasise that no further reports of illness have been reported since the incident on Sunday March 4. The city is recovering and getting back to normal.

The clean-up stage of the recovery is well underway. Nine sites have been identified as potentially contaminated. These are Bourne Hill, Salisbury Ambulance Station, Amesbury Ambulance Station, Maltings Park, the Mill pub, Zizzi restaurant, Ashley Wood Car Recovery Centre, Mr Skripal's house and the police officer's home.

Work to clean each sites involves testing, removing any potentially contaminated items, chemical cleaning and re-testing. Sites will not be released until tests have been reviewed and approved. This work could take several months and the priorities are Bourne Hill, the two ambulance stations and The Maltings. They will be followed by The Mill pub and Zizzi restaurant. We will keep the community updated as the work progresses. The recovery is being overseen by the Recovery Coordinating Group (RCG) which is made up of local and national agencies.

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Report to	Trowbridge Area Board
Date of Meeting	24/05/2018
Title of Report	Community Area Grant funding

Provisional Figures	Area Board Grants Budget	H&WB Fund	LYN Fund	CATG
Opening balance 2018/19	£62,438.63	£7,700.00	£31,227.41	£16,784.00 plus £9212.29 pavement improvements budget
Grant Applications Awarded to date	£0.00	£20.00	£1,500.00	-
Current Balance	£62,438.63	£7,680.00	£29,727.41	£16,784.00
Balance if all grants are agreed at this meeting	£45,190.60	£6,338.00	£22,227.41	£16,117.00

Purpose of the report:

To consider the applications for funding listed below.

Applicant	Amount requested
Applicant: Trowbridge Sports Forum Project Title: Active Trowbridge New Vehicle View full application	£4600.00
Applicant: Friends of Southwick Country Park Project Title: Tools for use by new volunteers View full application	£800.00
Applicant: WWMFF. (West Wilts Multi Faith Forum) Project Title: Computers for growing English classes and expansion of project View full application	£900.00

Applicant: Friends of the Down Cemetery Project Title: friends of the Down Cemetery nature project View full application	£798.00
Applicant: Lark Rise Community Farm Project Title: Lark Rise Community Farm - Sensory Classroom Project View full application	£3875.00
Applicant: Iford Arts Project Title: Gingerbread - Iford Arts Education Outreach 2018 View full application	£925.00
Applicant: Trowbridge Amateur Swimming Club Project Title: Starting Blocks for Trowbridge Swimming Club View full application	£5000.00
Applicant: Friends of Larkrise School Project Title: Larkrise School - Interactive Floor projector School Community Project View full application	£3200.00
Applicant: Frogs Studley Green PTA Project Title: PTA funding for garden project View full application	£946.03

Cllr Led Initiative- Cllr David Halik- Neighbourhood Watch Signs - £79.00

Residents around Pitman Avenue have setup a neighbourhood watch group and have requested that signs be placed in and around the area to indicate that the area is now such.

Police and Highways have been informed of the group and been supportive, as has Wiltshire Council.

The group have no funding for any signage hence this request to enable signs to be purchased and placed within the area.

Confirmation has been received that there is no longer any funding to support provision of signage from Wiltshire Police nor from Public Protection at Wiltshire Council.

The total cost is £79 for which quotations have been received. Signs will be erected by the parish Steward to ensure health and safety requirements are met.

Health and Wellbeing grant application

Trowbridge Town Council- Walking Sports requested £2684

Recommendation from HWB group to area board.

In recognition of the potential benefits of the project, that support for older people and promotion of physical activity are key priorities in our JSA, **the HWB recommends to the area board to part fund £1,342** on a pilot project on condition that

1. Early discussions take place with members of the HWB group and organisations supporting older people e.g. Alzheimer's Support, WSUN, Care Co-ordinators, Health Trainers, Wiltshire Mind etc, to ensure that the project is promoted widely and is developed to best meets the needs of older people
2. Concessions are available for older people on low incomes

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 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
2731	Trowbridge Sports Forum	Active Trowbridge new Vehicle	£4600.00
<p>Project Description: Over the last year Active Trowbridge has increased its project delivery within Trowbridge the next 12 months will continue this trajectory of project development launching walking sports for older people and expanding our support to the Studley Green Doorstep project to include the 5 weeks of the summer holidays. In order to continue to maintain the sustainability of our current commitments and to further increase delivery we require an additional vehicle to transport large equipment to sites across the town. All our vehicles are currently deployed on existing projects and additional vehicle will give us the flexibility to develop new projects alongside existing ones.</p> <p>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 is in place. The project is to provide an additional minibus to support delivery of Active Trowbridge key projects, including summer holiday sports for children and young people in Studley Green, over 5 weeks of the Summer holidays. Over the last year Active Trowbridge has increased its project delivery within Trowbridge and the next 12 months will see further project development with walking sports for older people. An additional vehicle is required to transport large equipment to sites across the town all other vehicles being deployed on current projects. The total project cost is £10,051.23, match funding of £5,421.23 is in place leaving a shortfall of £4600 which is the amount applied for to the area board. Active Trowbridge advises that match funding includes a contribution from the Town Council.</p> <p>Proposal That the Area Board determines the application.</p>			

Application ID	Applicant	Project Proposal	Requested
2741	Friends of Southwick Country Park	Tools for use by new volunteers	£800.00
<p>Project Description: We are fortunate to have recruited new volunteers to the Friends of Southwick Country Park team. To enable work to progress it is very useful to have enough tools to go around.</p> <p>Input from Community Engagement Manager: The application meets the community grants criteria. The applicant is a not for</p>			

profit community organisation, this is a Capital project and match funding is not a requirement for project under £1,000.

The project is to provide additional equipment to supply the friends with the tools necessary to maintain the park as a community amenity including loppers, gloves, forks and other tools.

The friends team of volunteers is growing and additional tools will mean that more of them can get actively involved in maintaining the park environment.

The total project cost is £812.83, match funding of £12.83 is shown leaving a shortfall of £800 which is the amount applied for to the area board. There is a large amount of volunteer labour also going into the project, not shown in the project costs.

The applicant was advised to approach their parish council for support with this project.

Proposal
That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
2706	WWMFF. (West Wilts Multi Faith Forum)	Computers for growing English classes and expansion of project	£900.00

Project Description:
WWMFF runs English classes for immigrants/refugees/asylum seekers with aim of removing isolation, lack of confidence, loneliness barriers encouraging these disadvantaged women/men to participate in the life of their new communities e.g. by volunteering. Helps access to medical services, schooling, housing and employment. Encourages social inclusion we educate, empower and engage these stigmatised vulnerable, fearful new incomers into Trowbridge. Due to growing numbers in English classes we need 2 more computers/speakers as sharing computers slows learning considerably and is awkward. We also need a lockable cupboard now for safe computer storage.

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 is in place. The project is to extend provision of English classes for BAME community members. The application was considered at the March meeting of Trowbridge area board and was deferred pending WWMFF contacting Trowbridge Town Council, about the possibility of securing their surplus computer equipment. Following this meeting, Trowbridge Town Council has confirmed that it does not have any suitable surplus computers, therefore the application needs to be reconsidered by the area board. The total project cost for computers and storage facilities is £1950.00, match funding of £1050 is shown, leaving a shortfall of £900 which is the amount applied for to the area board.

Proposal
That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
2825	Friends of the down cemetery	Friends of the Down Cemetery nature project	£798.00
<p>Project Description: the preservation conservation education sympathetic restoration and recording for the public benefit of The Down Cemetery to include the monuments buildings standing structures landscape wildlife and burial records. This grant will allow us to engage with local schools and the general public in the conservation and study of the wildlife that is in the cemetery grounds. Also, we will be able to publish studies of wildlife with other organisation e.g. Wiltshire Wildlife bat conservation trust etc.</p> <p>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 is not a requirement for project under £1,000. The Friends of the Down Cemetery promote the preservation, conservation, education, sympathetic restoration and recording for the public benefit of The Down Cemetery, including its monuments, buildings, standing structures, landscape, wildlife and burial records. The project is to conserve and support the wildlife using the Down Cemetery and to use enable local schools and the local community to study and learn from it. There is an additional aim to publish studies of wildlife with other organisations e.g. Wiltshire Wildlife Trust. The total project cost for the purchase of bird and bat boxes and other equipment, is £838. Match funding of £40 is shown leaving a shortfall of £798 which is the amount applied for to the area board. The applicant has been advised to contact Trowbridge Men’s Shed who have expertise in making bird/bat boxes and may be able to supply these at a reduced rate. The applicant has also been asked to confirm that all necessary permissions are in place from the land owner, to allow the project to go ahead and that measures are in place for the safe erection of bat and bird boxes.</p> <p>Comments from Countryside Officer, Wiltshire Council The Down Cemetery is one of Wiltshire Council’s cemeteries. The ‘Friends of The Down Cemetery’ volunteer group formed to help look after the cemetery, and Wiltshire Council supports them by providing advice on nature conservation, H&S, risk assessments, EL and PL insurance cover, as well as some previous grant assistance. Over the last 18 months the Friends have been clearing damaging vegetation from gravestones and structures, recording the information on headstones, enhancing the cemetery in terms of aesthetics, and also enhancing its nature conservation value. We would support this application, being in line with their aim of enhancing nature conservation in the Cemetery and raising the public’s awareness of it, subject to the Countryside and Technical Services Teams agreeing on the siting of bird/bat boxes and hedgehog houses, and the manner in which they are to be secured.</p>			
<p>Proposal That the Area Board determines the application.</p>			

Application ID	Applicant	Project Proposal	Requested
2677	Lark Rise Community Farm	Lark Rise Community Farm - Sensory Classroom Project	£3875.00
<p>Project Description: We wish to transform the classroom area of our busy animal care and agricultural learning setting to make it a welcoming and more sensory area. The classroom area is used daily by a wide range of age groups all from our Wiltshire catchment area and is in desperate need of refurbishment and redecorating.</p> <p>Input from Community Engagement Manager: Lark Rise Community Farm applied to the March meeting of Trowbridge area board for £3,875 towards delivery of a sensory room, the applicant also applied to Melksham and to Westbury area board for a contribution of £1875. Trowbridge area board agreed to award £3,875 on condition that Westbury area board also awarded the full amount requested. Westbury area board subsequently advised that it had made an award of half the sum requested, £937.50, owing to more limited funds. Trowbridge area board is therefore asked to reconsider the award and any conditions to be placed upon it.</p>			
<p>Proposal That the Area Board determines the application.</p>			

Application ID	Applicant	Project Proposal	Requested
2779	Iford Arts	Gingerbread - Iford Arts Education Outreach 2018	£925.00
<p>Project Description: At Iford Arts Education we use our expertise to inspire local children and their teachers. We aim to extend children's experience of the world through music language and storytelling. During June 2018 Gingerbread based on Engelbert Humperdinck's fairy-tale opera Hansel and Gretel will provide a high-quality learning opportunity for 240 children to access and participate in live music. Children from Trowbridge schools will attend the launch day at the Wiltshire Music Centre participate in a series of singing composition and drama workshops in school and watch and become part of a professional woodland trail performance in Hidden Woods.</p> <p>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 is in place. Iford Arts is a registered charity which aims are to promote, improve, develop and maintain public education and the appreciation of the performing arts, particularly in the gardens of Iford Manor. Iford Arts Education aims to extend children's experience of the world through music, language and storytelling. During June 2018 Gingerbread, based on Engelbert Humperdinck's fairy-tale opera Hansel and Gretel, will provide a high-quality learning opportunity for 240 local children to access and participate in live music. Children from Trowbridge schools will attend the launch day at the Wiltshire Music Centre participate in a series of singing composition and drama workshops in school and watch and become part of a professional woodland trail performance in Hidden Woods. The project links to Trowbridge's local area priorities for Children and Young People, including supporting mental emotional health and participation in the arts</p>			

and culture. The aim is to improve children’s musical appreciation, composition, singing and performance and within this, to raise their self-esteem, confidence, communication and team building skills.

For 2018 Iford Arts Education has re-focused its work to include some of the most disadvantaged children, prioritising Trowbridge, which is less than 5 miles from Iford Manor. Six Trowbridge schools have already confirmed their involvement including Studley Green in the 10 most deprived neighbourhoods in the country and Newtown where 27 percent of pupils first language is not English.

The applicant highlights the benefits of such projects, citing the national Sing Up Programme which demonstrated that singing in schools has a positive impact on children relating to health and well-being, it improves confidence and self-esteem and develops social skills leading to greater social cohesion.

Comments from Wiltshire Council Arts officer

I have known this organisation for a number of years and can confirm that they have delivered high quality projects during this time. Their creative learning and outreach programmes provide communities with music opportunities and experiences that they might not otherwise have had. Their targeted approach to this project indicates their desire to provide and broaden opportunities/experiences for children and young people who may have had limited experiences in this artform. I can confirm that there is a lot of evidence to indicate that music is beneficial to health and wellbeing (self-esteem, confidence, team-building etc) resulting in a positive impact on learning. I am aware through my conversations with Wiltshire Music Connect (Wiltshire’s education music hub) that their approach to evaluating and monitoring this project is strong.

I am also aware that they are extending their education work and working closely with the Trowbridge Music Cluster co-ordinator to develop and build on partnerships in Trowbridge and beyond. This project will give teachers and children access to experienced high quality professional musicians. The school buddy scheme is also a positive element of this project. I have no doubt that the DVD and resource pack will be extremely useful, valuable and relevant to school teachers and provide a legacy for the project, enabling teachers to involve more children and young people in future years.

The total project cost is £19,905, match funding of £18,980 is in place, leaving a shortfall of £925 which is the amount applied for to the area board.

Proposal

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
2746	Trowbridge Amateur Swimming Club	Starting Blocks for Trowbridge Swimming Club	£5000.00

Project Description:

Our current blocks are very old going back maybe over 10 years and are not repairable do not meet current swim competition standards. They will be used by Trowbridge Club but will be available for other pool users e.g. schools diving club.

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 is in place.

The project is to replace and increase swimming blocks at the club. The existing blocks are over 10 years old, are not repairable and do not meet current swim competition standards. 12 blocks are required, six at each end of the pool. The facilities will be available for other pool users e.g. schools diving club.

The club has 220 members, mainly young people but this also includes adults and special needs swimmers. Some members of the club engage in competitions and the oldest member is 71 and a regular swimmer.

The sports centre has agreed to take over the upkeep of the swimming blocks to ensure they are always maintained in a safe condition.

The total project cost is £18,000. Funds of £13,000 have been raised from grants and fundraising with a sum also shown from income. This leaves a shortfall of £5,000 which is the amount applied for to the area board.

The club does show reserves however these are earmarked for equipment, training and to meet good practice requirements.

The applicant was advised to contact the Town Council also for support with this project

Comments from Wiltshire Council, Sports development department
Sports Development fully support this Grant Application, Trowbridge Swimming Club is a long standing and established club. The approval of this grant to secure high quality starting blocks will help with the various tiers of participation and aid talent development within the club and the local community users.

Proposal

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
2876	Friends of Larkrise School	Larkrise School Interactive Floor Projector School Community Project	£3200.00

Project Description:

The Friends of Larkrise School are trying to fund an interactive floor projector for use by both the children at Larkrise School and the local community including Stepping Stones District Specialist Centre local nursing homes and Alzheimer Support. The Interactive floor projector responds to gesture and movement creating dynamic images on any surface including floors and tables and is a great sensory experience for everyone regardless of age or ability. We hope to be able to use it in a variety of different locations throughout the local area and are very excited about it.

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 is in place.

The Friends of Larkrise School wish to fund an Interactive floor projector for use by both the children at Larkrise School and the local community. The Interactive floor projector responds to gesture and movement creating dynamic images on any surface including floors and tables and is a valuable sensory experience. They hope to be able to use it in a variety of different locations throughout the local area and have already liaised with partners in relation to this.

The total project cost is £6400, match funding of £3,200 is shown leaving a shortfall of £3200 which is the amount applied for to the area board.

Proposal
That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
2882	Frogs Studley Green PTA	PTA funding for garden project	£946.03

Project Description:
Horticultural cultivation educational purposes we would like to raise money for a greenhouse plants planters soil under cover area and paint for all planters and fencing around school

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 is not a requirement for projects under £1000.

Studley Green School PTA is applying for funds for a greenhouse, plants, planters, soil, under cover area and paint for all planters and fencing to enhance the outdoor learning and social environment. The project will to provide opportunities for pupils to learn about the natural world, engage in growing food, and to have quiet reflective spaces, this will help support a number of children with special educational needs and their families. Parents and teachers will clear the space for the greenhouse and help with all aspects of the project.

The project links to local area priorities as set out in the JSA. Studley Green is a recognised area of deprivation, with associated levels of child poverty, this project will provide children with new and positive learning experiences and support their social and emotional development and confidence in the school environment. The total project cost is £996.03. A donation of £50 has been provided, leaving a shortfall of £946.03 which is the amount applied for to the area board.

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, 01225 718608

Mary.Cullen@wiltshire.gov.uk

Grant Applications for Trowbridge on 24/05/2018

ID	Grant Type	Project Title	Applicant	Amount Required
2731	Community Area Grant	Active Trowbridge new Vehicle	Trowbridge Sports Forum	£4600.00
2741	Community Area Grant	Tools for use by new volunteers	Friends of Southwick Country Park	£800.00
2706	Community Area Grant	Computers for growing English classes and expansion of project	WWMFF. (West Wilts Multi Faith Forum)	£900.00
2825	Community Area Grant	friends of the down cemetery nature project	Friends of the down cemetery	£798.00
2677	Community Area Grant	Lark Rise Community Farm - Sensory Classroom Project	Lark Rise Community Farm	£3875.00
2779	Community Area Grant	Gingerbread - Iford Arts Education Outreach 2018	Iford Arts	£925.00
2746	Community Area Grant	Starting Blocks for Trowbridge Swimming Club	Trowbridge Amateur Swimming Club	£5000.00
2876	Community Area Grant	Larkrise School Interactive Floor Projector School Community Project	Friends of Larkrise School	£3200.00
2882	Community Area Grant	PTA funding for gardening project	Frogs Studley Green PTA	£946.03

ID	Grant Type	Project Title	Applicant	Amount Required
2731	Community Area Grant	Active Trowbridge new Vehicle	Trowbridge Sports Forum	£4600.00

Submitted: 30/01/2018 12:55:46

ID: 2731

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?

Yes

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

Active Trowbridge provides non-statutory services to the community which would not normally be funded from the precept. Trowbridge Town Council supports the services but otherwise has to be funded by user's schools and grant income.

5. Project title?

Active Trowbridge new Vehicle

6. Project summary:

Over the last year Active Trowbridge has increased its project delivery within Trowbridge the next 12 months will continue this trajectory of project development launching walking sports for older people and expanding our support to the Studley Green Doorstep project to include the 5 weeks of the summer holidays. In order to continue to maintain the sustainability of our current commitments and to further increase delivery we require an additional vehicle to transport large equipment to sites across the town. All our vehicles are currently deployed on existing projects and additional vehicle will give us the flexibility to develop new projects alongside existing ones.

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 8AH

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

Children & Young People

2012 Olympic Legacy

Festivals, pageants, fetes and fayres

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

Sport, play and recreation

Other

If Other (please specify)

Supporting older people

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

03/2017

Total Income:

£2420449.00

Total Expenditure:

£2443311.00

Surplus/Deficit for the year:

£22862.00

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

£172341.00

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

Active Trowbridge provides non-statutory services to the community which would not normally be funded from the precept. Trowbridge Town Council supports the services but otherwise has to be funded by user's schools and grant income.

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

10b. Project Finance:

Total Project cost		£10051.23		
Total required from Area Board		£4600.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Purchase of new vehicle	9200	Other grants		4600.00
MOT	35.00	Maintenance costs from reserves		851.23
Insurance	478.13			
Tax	240.00			
Breakdown Cover	98.10			
Total	£10051.23			£5451.23

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?

A new vehicle will give us the flexibility to run more projects simultaneously at locations across Trowbridge instead of having to group them based on transportation requires. We can deliver projects in the areas they are most needed because we will have the flexibility to travel to where they are most required. Older people within our community will benefit from this as it will allow us to bring walking sports to the Trowbridge Community for the first time. A new vehicle will ensure coaching staff can transport not only themselves but all the equipment required to deliver this project. Having suitable transport will allow the coaches delivering this project to reduce social isolation for older people promote the benefits of participating in physical activity for older people and support them in maintaining a healthier lifestyle. The addition of a new vehicle will also allow us to expand our delivery to the Studley Green Doorstep project. Active Trowbridge work in partnership with Wiltshire Council to deliver the national initiative of street games in an area of social and economic deprivation. An additional vehicle will allow us to continue this delivery into the summer holidays at a time where pressures on our current vehicles is particularly acute due to the demands of our free community sports roadshows at locations across Trowbridge and our school holiday activities. Continuing this project into the summer will support the local community reduce anti-social behaviour by providing young people a safe place to participate in sport supporting and encourage them to develop a healthier lifestyle. An additional vehicle will also allow us to provide greater support to school's PTA and local neighbourhood groups who run fundraising activities such as fetes and fairs. It will ensure staff are transporting equipment safely and will reduce the limitations we have to currently have in place on the number of inflatables than are taken to events in one go.

14. How will you monitor this?

We will monitor who will benefit by recording KPIs of attendance at all new activities that are able to proceed due to the benefit of an additional vehicle.

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

The town council would take all additional on costs including all aspects of maintenance and insurance and tax. The extra project delivery would just become a part of the core delivery service once established.

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

NA

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.

2741	Community Area Grant	Tools for use by new volunteers	Friends of Southwick Country Park	£800.00
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Submitted: 01/02/2018 16:37:58

ID: 2741

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

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

No

4. If yes, please state why this project cannot be funded from the Parish Precept**5. Project title?**

Tools for use by new volunteers

6. Project summary:

We are fortunate to have recruited new volunteers to the Friends of Southwick Country Park team. To enable work to progress it is very useful to have enough tools to go around.

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:

Countryside, environment and nature
Health, lifestyle and wellbeing
Inclusion, diversity and community spirit
Recycling and green initiatives

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

01/2018

Total Income:

£3228.80

Total Expenditure:

£909.50

Surplus/Deficit for the year:

£2319.30

Free reserves currently held:

(money not committed to other projects/operating costs)

£3285.77

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

We are already committed to expenditure on other programmed work to the sum of 3000.

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

10b. Project Finance:

Total Project cost		£812.83		
Total required from Area Board		£800.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
15 Saws spare blades	470.55	income	yes	12.83
2 telescopic loppers	39.94			
2 brush slashers	68.00			
2 manure forks	54.36			
2 ragwort forks	57.98			
10 prs leather working gloves	122.00			
Total	£812.83			£12.83

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?

This will enable our volunteers to work more efficiently with the upkeep of Southwick Country Park

14. How will you monitor this?

Volunteers report to the Management Committee at the bi-monthly meeting. This is part of the ongoing maintenance management of the park.

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

Volunteer labour and fund raising

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

17. DECLARATION

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

Quotes:

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

Accounts:

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

Constitution:

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

Policies and procedures:

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

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

And finally...

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

2706	Community Area Grant	Computers for growing English classes and expansion of project	WWMFF. (West Wilts Multi Faith Forum)	£900.00
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Submitted: 17/01/2018 15:21:16

ID: 2706

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

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

No

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

5. Project title?

Computers for growing English classes and expansion of project

6. Project summary:

WWMFF runs English classes for immigrants, refugees, asylum seekers with aim of removing isolation, lack of confidence, loneliness barriers encouraging these disadvantaged women/men to participate in the life of their new communities e.g. by volunteering. Helps access to medical services, schooling, housing and employment. Encourages social inclusion we educate, empower, engage these stigmatised vulnerable, fearful new incomers into Trowbridge. Due to growing numbers in English classes we need 2 more computers/speakers as sharing computers slows learning considerably and is awkward. We also need a lockable cupboard now for safe computer storage.

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 0JN

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

Economy, enterprise and jobs

Inclusion, diversity and community spirit

Safer communities

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

05/2017

Total Income:

£18986.00

Total Expenditure:

£16784.00

Surplus/Deficit for the year:

£2202.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£7021.00

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

Our reserves are needed for hall hire costs Police training costs Small salary costs.

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

10b. Project Finance:

Total Project cost		£1950.00		
Total required from Area Board		£900.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
New laptops speakers	1600.00	our reserves		660.00
Lockable cupboard	350.00	our reserves		240.00
		our reserves		150.00
Total	£1950			£1050

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?

We run 2 English classes and a creche per week for women one for men. These stigmatised, disadvantaged socially isolated people are lonely and lack confidence and we assist them to integrate into their new communities in Trowbridge. They are refugee's asylum seekers and

immigrants from Bangladesh Iraq Pakistan Lithuania Africa Poland Jamaica etc We help them as they learn English to grow in confidence they begin to use medical facilities help their children with homework volunteer more use the library use public transport. They assimilate into their new community more quickly and this lessens tensions in our Trowbridge community and also lessens misunderstandings with our Police force. Superintendent Sue Austin at Devizes Police HQ is well aware of how useful our work is in enabling better community cohesion. Indeed, one of our other very important jobs is training new Police recruits to better understand differing cultures customs and religions. This lessens misunderstandings on our streets and in our communities. Another considerable benefit is that we teach the incomers computer literacy which helps them with their job/employment hunting this employment leads to a safer community generally.

14. How will you monitor this?

We monitor their proficiency in English speaking and their abilities to carry out activities by themselves with confidence. You gave us a grant of 800 in November 2016 for 2 computers for which we thank you sincerely and we keep soft records of how much better English comprehension and computer literacy assists these disadvantaged families to start merging fully into our societies and communities. They smile more and feel more accepted and indeed become more acceptable to our Trowbridge communities They volunteer in shops, schools and child care centres.

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

We will continue to apply for funds from companies e.g. Sainsburys L and G etc also from Charitable Trusts e.g. Souter CHK Santander etc.

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

NA

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.

2825	Community Area Grant	friends of the down cemetery nature project	Friends of the down cemetery	£798.00
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Submitted: 19/03/2018 15:28:09

ID: 2825

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

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

No

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

5. Project title?

friends of the down cemetery nature project

6. Project summary:

the preservation conservation education sympathetic restoration and recording for the public benefit of The Down Cemetery to include the monuments buildings standing structures landscape wildlife and burial records. This grant will allow us to engage with local schools and the general public in the conservation and study of the wildlife that is in the cemetery grounds. Also, we will be able to publish studies of wildlife with other organisation e.g. Wiltshire Wildlife bat conservation trust etc.

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 7nj

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

Children & Young People
Countryside, environment and nature
Heritage, history and architecture

If Other (please specify)

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

02/2018

Total Income:

£957.60

Total Expenditure:

£403.97

Surplus/Deficit for the year:

£00.00

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

£00.00

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

all funds are allocated to current projects which grants where given fore

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

10b. Project Finance:

Total Project cost		£798.00		
Total required from Area Board		£798.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
bird boxes	212.00	income		40
bat boxes	60.00			
hedgehog boxes and feed stations	160.00			
safari camera	120.00			
moth heath trap	186.00			
bat detector	100.00			
Total	£838			£40

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 local community and local schools from talks about wildlife and other conservation groups with data about biodiversity within the cemetery

14. How will you monitor this?

the friends of the down cemetery will monitor this as an on running project. we will publish our results regularly on our web site and newsletter

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

we will not need more funding to keep this part of the project going

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

creation of a wild flower meadow 1500planting of native flower species 300Bird feeding area 566.36

17. DECLARATION

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

Quotes:

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

Accounts:

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

Constitution:

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

Policies and procedures:

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

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

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

And finally...

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

2677	Community Area Grant	Lark Rise Community Farm - Sensory Classroom Project	Lark Rise Community Farm	£3875.00
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Submitted: 08/01/2018 10:28:48

ID: 2677

Current Status: Awaiting BACS

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?

Lark Rise Community Farm - Sensory Classroom Project

6. Project summary:

We wish to transform the classroom area of our busy animal care and agricultural learning setting to make it a welcoming and more sensory area. The classroom area is used daily by a wide range of age groups all from our Wiltshire catchment area and is in desperate need of refurbishment and redecorating.

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 6DQ

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

Children & Young People

Countryside, environment and nature

Food, farming and local markets

Inclusion, diversity and community spirit

Safer communities

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

04/2017

Total Income:

£160798.00

Total Expenditure:

£174313.00

Surplus/Deficit for the year:

£-13515.00

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

£60000.00

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

We are run largely on grants and fundraising with a vast reliance on volunteers and minimal paid staff and we do not receive help from government bodies for our additional needs. We need the free reserves that we currently have because we have to hold amount free as per charity commission guidelines.

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

10b. Project Finance:

Total Project cost		£7750.00		
Total required from Area Board		£3875.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
paint and painting equipment	800.00	Area boards and Reserves		3875.00
flooring and sealant	1000.00			
furniture	2000.00			
childproof doors throughout	1000.00			
sensory lighting	500.00			
paid skilled trade plastering electrics	2000.00			
carpentry conceal pipework skirting board fitment	250.00			
contingency	200.00			
Total	£7750			£3875

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

Yes

12. If so, which Area Boards?

Melksham

Westbury

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

We take in children and young people and adults ages 3 and up who need our services for some reasons. Some are not coping in mainstream education and so we offer outreach education - a different way of learning. These children may be looked after children or may be in situations at home where the family and school need additional support. We also take in people of all ages who have learning disabilities physical disabilities who may be on the autistic spectrum who may have genetic conditions or crippling anxiety with a self-harm component. We provide both pre-during and post school qualifications and employability for adults who need our help. We have an intake from many of the local primary and secondary schools. We run a busy Riding for Disabled group which has an intake from the Wiltshire are including special needs schools such as Larkrise St Nicholas and those with special needs units plus HFT based in Rowde Tumbleweed in Heywood Fairfield Opportunity Farm and several independent living units in the local area. We never say no to somebody in need and where necessary will help to attain their time with us through whatever channels are necessary. We provide a rural learning setting with ASDAN qualifications and have seen many students go on to rural or agricultural work or jobs in the local community. All of the people who come to us in need will benefit from a sensory classroom which would serve as a tidier newer and more organised space where they can learn - or simply observe the busy activities of a working farm. This will be a place where our clients can talk socialise learn rest and welcome visitors or just have somewhere purpose-designed and sensory to be during their time at the farm when not out on the yard. Many of our students will enjoy having the choice of busy fun-filled adventures on the farm or a cleaner warmer more sensory area with comfortable seating where they may eat talk write or draw about their lives or simply sit and take it all in. We would be delighted to welcome your representatives from the Area Board to come and see for yourselves how much difference and impact a refurbishment will make to our client's staff and volunteers.

14. How will you monitor this?

Our students are all supported on site at all times so every person entering our sensory classroom is monitored and records will be kept as always in their daily logs and progress sheets of their time in the classroom area what they found enjoyable about it and how they will use it next time. These sheets are kept by us and go back to their home looked after setting independent unit where appropriate.

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

Once the classroom and hallway area is redecorated to become more in line with the sensory and welcoming ethos of the farm we do not envisage a further need for large scale funding like this for quite some years. Since we occupied our new site 10 years old we have not refurbished in the classroom area.

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

We need 7750 for the project in total to improve the services we offer and provide a more welcoming area. We are asking for some of this amount from Trowbridge Area Board as so many of our students are from this area and we have asked for the remainder from Westbury and Melksham. Melksham has kindly given 1500 of the 2000 we requested from their Area Board.

17. DECLARATION

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

Quotes:

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

Accounts:

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

Constitution:

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

Policies and procedures:

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

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

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

And finally...

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

2779	Community Area Grant	Gingerbread - Iford Arts Education Outreach 2018	Iford Arts	£925.00
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Submitted: 19/02/2018 18:19:56

ID: 2779

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

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

No

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

NA

5. Project title?

Gingerbread - Iford Arts Education Outreach 2018

6. Project summary:

At Iford Arts Education we use our expertise to inspire local children and their teachers. We aim to extend children's experience of the world through music language and storytelling. During June 2018 Gingerbread based on Engelbert Humperdincks fairy-tale opera Hansel and Gretel will provide a high-quality learning opportunity for 240 children to access and participate in live music. Children from Trowbridge schools will attend the launch day at the Wiltshire Music Centre participate in a series of singing composition and drama workshops in school and watch and become part of a professional woodland trail performance in Hidden Woods.

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 and BA15

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

Children & Young People
Arts, crafts and culture

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

10/2016

Total Income:

£392218.00

Total Expenditure:

£390301.00

Surplus/Deficit for the year:

£1917.00

Free reserves currently held:
(money not committed to other projects/operating costs)
 £50937.00

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

It is the trustee's policy to hold reserves of 75000. The represents reserves of at least twice the worst loss made in previous years together with a similar amount. This is to ensure running costs can be sustained between seasons.

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

10b. Project Finance:

Total Project cost		£19905.00		
Total required from Area Board		£925.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Performers - singers				
accordian players fees	5695.00	Wiltshire Music Connect	yes	3000.00
travel and refreshments				
Animature Team - workshops and CPD	4975.00	Donations	yes	2000.00
Production and Project Management and Evaluation	4200.00	Patrons & Friends 2018 Appeal		6000.00
Venue Hire - Hidden Woods Rehearsal Rooms Technicians and Venue Labour	2566.00	Schools Contribution (i.e. 1/2500 per school)	yes	3000.00
Venue hire - WMC	636.00	Schools contribution (i.e. 1/2500 per school)		1000.00
Materials - costume	300.00	Other fundraising (incl. Trust and Foundation applications)		3980.00
Materials - sets props and transport	500.00			

Score printing	108.00	
Filming and DVD production	825.00	
Resource Pack Production	100.00	
Total	£19905	£18980

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?

Gingerbread will help address Trowbridge local priorities for Children and Young People - mental emotional health and Culture - participation in the arts crafts culture. We aim to improve children's musical appreciation composition singing and performance and to raise children's self-esteem confidence communication and team building skills. Our work provides local children a unique opportunity to experience world class music and to work with music professionals and be part of an unforgettable experience performing with music professionals. We aim to work with 240 children aged 8-11 from up to eight schools. For 2018 we have re-focused our work to include some of the most disadvantaged children in our local community prioritising Trowbridge which is less than 5 miles from Iford Manor. Six Trowbridge schools have already confirmed their involvement including Studley Green in the 10 most deprived neighbourhoods in the country - where only 24 percent of pupils meet expected standards in reading writing and maths - national average is 50 percent and Newtown where 27 percent of pupils first language is not English national average is 13 percent. Our work is needed - research shows involvement in music is likely to raise standards. Many teachers will not have musical or theatrical backgrounds so expertise offered by Iford Arts will provide children with the chance to participate and be inspired by music. Research by Prof. Susan Hallam gives evidence of the benefits of music education her evaluation of Apollo Music Projects which introduced children to classical music showed a positive impact in listening skills musical knowledge and development concentration and aspirations. Evaluation of the national Sing Up Programme shows singing in schools has a positive impact on outcomes for children relating to health and well-being it improves confidence and self-esteem children enjoy coming to school more and pupil's social skills develop leading to greater social cohesion.

14. How will you monitor this?

To measure our progress towards our aims we have developed an outcomes approach based on the Youth Music Trusts Evaluation Framework. Each of our outcomes has indicators we will measure and sources of evidence we will use to evaluate the progress and impact of our activities.

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

The funding will cover work taking place in summer 2018. Our 2018 Education project activity in schools will take place June 2018. To improve sustainability this year we are enhancing our CPD Continued Professional Development offer initiating a school buddy

network so learning for children and their teaching can continue. A DVD of the project and a School Resource Pack are key parts of the project and will provide resources for teachers in advance and after the performances to enable schools to support integration of music learning into the classroom beyond their time with Iford Arts. It is the filming production of the DVD and Resource Pack for which we are seeking funding from the Area Board.

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

Iford Arts is an internationally renowned opera company with over 20 years' experience of producing brand new exquisite chamber opera in English. We use our core activity to provide musical opportunities that will stimulate children and young people to appreciate the joy of being involved in live music. We aim to produce high quality musical experiences to support emerging artists and to engage and introduce children and young people to musical stories and the power of live music. Since 2010 Iford Arts Education has delivered an education and outreach project to engage children from our local community using our expertise to inspire local children and their teachers.

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.

2746	Community Area Grant	Starting Blocks for Trowbridge Swimming Club	Trowbridge Amateur Swimming Club	£5000.00
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Submitted: 05/02/2018 14:43:18

ID: 2746

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?

£5001+

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

This is for a sports club in Trowbridge

5. Project title?

Starting Blocks for Trowbridge Swimming Club

6. Project summary:

Our current blocks are very old going back maybe over 10 years and are not repairable do not meet current swim competition standards. They will be used by Trowbridge Club but will be available for other pool users e.g. schools diving club.

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 0DN

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

Children & Young People

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

09/2017

Total Income:

£100980.00

Total Expenditure:

£100931.00

Surplus/Deficit for the year:

£49.00

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

£34444.00

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

Reserves comprise 1688 specifically training development 8000 specifically for new timing equipment balance to comply with good practice to meet expenditure commitments should income fall.

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

10b. Project Finance:

Total Project cost		£18000.00		
Total required from Area Board		£5000.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
diving boards 12	18000.00	tesco community grant		1000.00
		fund raising		6000.00
		use income from opens meet		6000.00
Total	£18000			£13000

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?

220 mainly young people with adults too are members of this club special needs swimmers are members and some compete our oldest member 71 and she does swim regularly.

14. How will you monitor this?

The project will be monitored by the sports centre management team our partners Trowbridge Swimming Club committee

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

Its a capital purchase which is expected to last many years we will buy high quality blocks. The sports centre has agreed to take over the upkeep of these blocks to ensure they are always safe.

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

NA

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.

2876	Community Area Grant	Larkrise School Interative Floor Projector School Community Project	Friends of Larkrise School	£3200.00
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Submitted: 25/04/2018 21:53:02

ID: 2876

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?

Larkrise School Interactive Floor Projector School Community Project

6. Project summary:

The Friends of Larkrise School are trying to fund an Interactive floor projector for use by both the children at Larkrise School and the local community including Stepping Stones District Specialist Centre local nursing homes and Alzheimer Support. The Interactive floor projector responds to gesture and movement creating dynamic images on any surface including floors and tables and is a great sensory experience for everyone regardless of age or ability. We hope to be able to use it in a variety of different locations throughout the local area and are very excited about it

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 7EB

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

Children & Young People
Festivals, pageants, fetes and fayres
Health, lifestyle and wellbeing
Inclusion, diversity and community spirit
Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

04/2018

Total Income:

£535.50

Total Expenditure:

£2226.55

Surplus/Deficit for the year:

£1691.05

Free reserves currently held:
(money not committed to other projects/operating costs)
£4240.21

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

We have agreed to fund a number of School projects including a whole school trip and an end of year celebration party. We have committed 1600 so far. We have agreed to put 1500 towards the Interactive floor. We need to keep approximately 1000 in the bank to fund other requests insurance PTA membership etc.

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

10b. Project Finance:

Total Project cost		£6400.00		
Total required from Area Board		£3200.00		
Expenditure		Income	Tick if income	
(Itemised	£	(Itemised	confirmed	£
expenditure)		income)		
Projector	6400.00	Our reserves	yes	1500.00
		Town Trust		1500.00
		School	yes	200.00
Total	£6400			£3200

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 Interactive Projector is an amazing sensory experience for just about anyone. They are currently used in numerous places including schools nursing homes hospitals day care centres hospices business premises libraries tourist attractions just about anywhere. We want our projector to be used both by the students at Larkrise School and the local community. It can be used in school to enhance learning in nursing homes to provide sensory stimulation and at a community fayre for fun. You can play football learn to count dance be amongst autumn leaves be in a pond with lilies or in the ocean with fish pop balloons or travel into space. At a very basic level it gives the most profoundly disabled an idea of cause and effect. When they move any part of their bodies the image on the floor moves. This has also been used with dementia patients. At a more advanced level it can be used for maths games or science learning. We want to purchase a mobile projector so it can be transported in and around Trowbridge. It is also a floortable projector so it can be used by people on the floor or by those less able on tables. The projectors have been proven to motivate and inspire stimulate physical and mental development encourage active

participation remove barriers to learning increase group collaboration and provide fun We hope it will get the local community moving smiling and interacting.

14. How will you monitor this?

We will ask organisations to complete feedback forms so we can improve the experience for everyone.

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

Friends of Larkrise will take out insurance cover for the projector and fund any necessary repairs.

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

17. DECLARATION

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

Quotes:

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

Accounts:

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

Constitution:

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

Policies and procedures:

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

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

And finally...

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

2882	Community Area Grant	PTA funding for garden project	Frogs Studley Green PTA	£946.03
------	----------------------	--------------------------------	-------------------------	---------

Submitted: 01/05/2018 14:04:22

ID: 2882

Current Status: Application Appraisal

To be considered at this meeting:
tbc contact Community Area Manager

1. Which type of grant are you applying for?
Community Area Grant

2. Amount of funding required?
£0 - £500

3. Are you applying on behalf of a Parish Council?
No

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

5. Project title?
PTA FUNDING FOR GARDENING PROJECT

6. Project summary:
Horticultural cultivation educational purposes we would like to raise money for a greenhouse plants planters soil under cover area and paint for all planters and fencing around school

7. Which Area Board are you applying to?
Trowbridge

Electoral Division

8. What is the Post Code of where the project is taking place?
Ba149jg

9. Please tell us which theme(s) your project supports:
Children & Young People
Arts, crafts and culture
Food, farming and local markets
Health, lifestyle and wellbeing
Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:
01/2017

Total Income:
£0.00

Total Expenditure:
£0.00

Surplus/Deficit for the year:

£0.00

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

£0.00

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

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

10b. Project Finance:

Total Project cost		£996.03		
Total required from Area Board		£946.03		
Expenditure		Income	Tick if income	
(Itemised	£	(Itemised	confirmed	£
expenditure)		income)		
Greenhouse	411.00	Donations		50.00
Planters	585.00			0.00
None	0.00			0.00
None	0.00			0.00
None	0.00			0.00
None	0.00			0.00
None	0.00			0.00
None	0.00			0.00
None	0.00			0.00
None	0.00			0.00
None	0.00			0.00
Total	£996			£50

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 whole of Studley Green school parent's carers teachers and the children will benefit from this project. We have lots of children with special educational need who will gravely benefit from this project. The community surrounding the school can come and view. With the school being in a deprived area some live in flats they can enjoy an open free safe space at their leisure. Parents and community will help clear site and build greenhouse.

14. How will you monitor this?

The school PTA will oversee the whole project with the help of teachers parent's governors

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

Continue fund raising

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

17. DECLARATION

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

Quotes:

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

Accounts:

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

Constitution:

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

Policies and procedures:

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

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

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

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

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

And finally...

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

Area Board Projects and Councillor Led Initiatives Application Form 2018/2019

To be completed by the Wiltshire Councillor leading on the project
Please ensure that you have read the Funding Criteria before completing this form
PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

1. Contact Details	
Area Board Name	Trowbridge
Your Name	Cllr DH
Contact number	e-mail david.halik@wiltshire.gov.uk
2. The project	
Project Title/Name	Neighbourhood Watch Signs
Please tell us about the project /activity you want to organise/deliver and why? <i>Important: This section is limited to 900 characters only (inclusive of spaces).</i>	<p>Residents around Pitman Avenue have setup a neighbourhood watch group and have requested that signs be placed in and around the area to indicate that the area is now such.</p> <p>One of the group contacted me as local councillor to assist and help where possible.</p> <p>Police and Highways have been informed of the group and been supportive as has Wiltshire Council.</p> <p>The group have no funding for any signage hence this request to enable signs to be purchased and placed within the area.</p>
Where is this project taking place?	Pitman Avenue off Frome Road Trowbridge
When will the project take place?	ASAP
What evidence is there that this project/activity needs to take place/be funded by the area board?	Neighbourhood Group request

How will the local community benefit?	The process of setting up a neighbourhood group has already helped. Neighbours have met who have not before spoken to each other and they are feeling better for it. It has made them feel they have a voice and can make the area safer for themselves and others. There have been a few attacks nearby so as a councillor I fully support the request in helping protect the area by requesting funds to obtain the signs they need.		
Does this project link to a current Community Issue? (if so, please give reference number as well as a brief description)			
Does this project link to the Community Plan or local priorities? (if so, please provide details)	Safer Streets - Community Resident Group Development – Police Working within the Community		
Is this project supported by the Local Youth Network or Community Area Transport Group? (if it relates to young people or highways and transport)			
What is the desired outcome/s of this project? Neighbourhood Safety and Residents Community Development			
Who will be responsible for managing this project?			
3. Funding			
What will be the total cost of the project?	5 signs required for area at £9.90 plus £4.90 fixings per sign + delivery charge £5.00 total £79.00 approx costing with free installation by p /stew		
How much funding are you applying for? Please note that only capital funding is available	£79.00		
If you are expecting to receive any other funding for your project, please give details	Source of Funding	Amount Applied For	Amount Received
Please give the name of the organisation and bank account name (but not the number) your grant will be paid in to. (N.B. We cannot pay money into an individual's bank account)			
4. Declaration – I confirm that...			
<input type="checkbox"/> The information on this form is correct and that any grant received will be spent on the activities specified <input type="checkbox"/> Any form of licence, insurance or other approval for this project will be in place before the start of the project outlined in this application			
Name: Cllr David Halik		Date: 03/05/2018	
Position in organisation:			
Please return your completed application to the appropriate Area Board Locality Team (see section 3)			

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Report to	Trowbridge
Date of Meeting	24/05/2018
Title of Report	Health and Wellbeing Grant applications

Purpose of the report:

To ask Councillors to consider the following applications seeking funding from the Trowbridge Area Board, Health and Wellbeing fund.

Applicant	Project Title	Recommendation of HWB Group
Trowbridge Town Council	Walking Sports Pilot £2684	<p>the HWB recommends to the area board to part fund £1,342 on a pilot project on condition that</p> <ol style="list-style-type: none"> 1. Early discussions take place with members of the HWB group and organisations supporting older people e.g. Alzheimer's Support, WSUN, Care Co-ordinators, Health Trainers, Wiltshire Mind etc, in order to ensure that the project is promoted widely and is developed in order to best meets the needs of older people 2. Concessions are available for older people on low incomes

The application was first considered at the February HWB meeting. Whilst the panel felt that there was a need for encouraging participation in physical activity for older people, the application was deferred pending further evidence of need for the project, there were also concerns that the project would duplicate existing provision.

The revised application is for £2,684 for a pilot project to develop a programme of walking sports over a 6 month period. A letter of support has been received from Wiltshire Council Sports development department showing a desire to expand provision in this area. It was noted that this would be in addition to existing walking sport provision which was currently well used by older people in the community and

would not represent a duplication. Following discussion, the merits of the application were seen to be

- Promotion of physical activity and healthier lifestyles meets a community area priority, identified in the Trowbridge JSA
- Participation in physical activity had many benefits including enhanced mental wellbeing and contribution to preventing ill health.
- Older people are evidently engaging well with other walking sports across the county and people were more active now in their later years so it was a useful pilot scheme
- The applicant had significant experience of development of sports activities and trained coaching staff
- Wiltshire Council Sports Development were supportive of the application

Some of the negative points included

- Lack of evidence consultation with organisations such as Age UK, Alzheimer's Support as previously suggested
- Lack of clarity on how many people would benefit, this to be reported back in due course

Proposal

That the area board determines the application

Report Author Mary Cullen, Community Engagement Manager, Tel 01225 718608

Health and Wellbeing projects and activities FUNDING APPLICATION

1. Applicant:

Name	
Organisation	Trowbridge Town Council
Address	St Stephen's Place, Trowbridge, BA14 8AH
Phone number	01225 765072
Email address	

2. Amount of funding required from the Area Board:

£0 - £1000	
£1001 - £5000	X
Over £5000 (please note – our grants will not normally exceed £5000)	

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

Yes	
No	X

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

5. Project title?

Walking Sports Project

6. Project summary: (100 words maximum)

We would like to apply for the initial 6 months start up funding for our walking sports project, it's aimed to engage all members of the community to participate in sport. It is accessible to all regardless of their level of previous regular physical activity. Participation in walking sports supports mental well being, helps those at risk of social isolation to meet new people and participate within their community. We wish to launch walking Rugby, Hockey and Tennis to be based on the new town facilities in Trowbridge Park. The facilities are central to three areas of deprivation and will provide a central link for all the local wards. Walking Hockey is currently only being delivered at the community campus in Corsham and walking rugby in Salisbury.

7. Which Area Board are you applying to?

Trow bridge

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

BA14 8AH

9. Please tell us which themes best describe your project:

<input type="checkbox"/> Intergenerational projects	<input type="checkbox"/> Heritage, history and architecture
<input checked="" type="checkbox"/> Older People Support/Activities	<input checked="" type="checkbox"/> Inclusion, diversity and community spirit
<input type="checkbox"/> Carers Support/Activities	<input type="checkbox"/> Environment, recycling and green initiatives
<input checked="" type="checkbox"/> Promoting physical and mental wellbeing	<input checked="" type="checkbox"/> Sport, play and recreation
<input checked="" type="checkbox"/> Combating social isolation	<input type="checkbox"/> Transport
<input checked="" type="checkbox"/> Promoting cohesive/resilient communities	<input type="checkbox"/> Technology & Digital literacy
<input type="checkbox"/> Arts, crafts and culture	<input type="checkbox"/> Other
<input type="checkbox"/> Safer communities	

If Other (please specify)

10. About your project

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

How does your project support local needs and priorities?

The development of walking sports will help to engage people of all ages. There is proven benefits of the partici
Walking sports are designed to engage people of all ages. The application of these sports have provided prove
There are also social benefits as stated by England Netball, Walking sports help participants "meet new people,

How many older people/carers to do you expect to benefit from your project?

Each session will have the opportunity for 20 participants with 4 sessions due to be scheduled across the work

How will you encourage volunteering and community involvement?

As the sports development team at Trowbridge Town Council the set up for us is very different as all our sessions

How will you ensure your project is accessible to everyone (for example: people living with a disability or on low incomes, or vulnerable, or socially isolated etc.)?

We will ensure the project is accessible to all via its central location within the main Trowbridge town park. The courts central location next to the free multi storey car park ensures participants are not hampered from parking. The cost for taking part will be affordable £3 and will operate on a play and pay basis, with no required longer term

How will you work with other community partners?

It will compliment existing walking sports programmes that take place at weekend, run by Wiltshire Council, engage local community groups such as the multi-faith forum and Trowbridge community guild to promote and encourage. We would promote the service to local charities to whom it may be of interest such as Alzheimer's Support, as well. We will build on our relationship with Tesco to develop the social side of the walking sports programme, seeking support. In addition to this we would look to source a venue either the civic centre or the park club to hold regular social

11. Safeguarding

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

- Please provide evidence of your commitment to safeguarding and promoting the welfare of older/vulnerable people and their carers.
- How do you make sure staff and volunteers understand their safeguarding responsibilities?
- Who in your organisation is ultimately responsible for safeguarding?

All Trow bridge Town Council coaching staff hold enhanced adult and child DBS'. They also adhere to the Town Council employees also sign the declaration by association and are fully aware of their responsibilities in regard to safeguarding. All staff are aware of the town council's safeguarding lead (Hayley Bell) and undertaking refresher training for safeguarding. Most staff have also dementia friend training and those that are not who may be participating in the walking group.

12. Monitoring your project.

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

We would monitor the project through a series of feedback forms, recording KPIs, referrals, testimonials and feedback. Testimonials are a great way of having feedback.

" I find it great fun, at 77 years I never thought I'd play hockey again but this gives me a chance to do so. Hvala"

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

Trow bridge Town Council will provide this as core funding.

14. If this application forms part of a larger project (eg. building of new village hall), please state what this project is and approximately how much the overall project will cost

N/A

15. Finance:

15a. Your Organisation's Finance:

Your latest accounts:

Month Year

Total Income:

£

Total Expenditure:

£

Surplus/Deficit for the year:

£

Free reserves currently held:

(money not committed to other projects/operating costs)

£

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

Active Trow bridge provides non-statutory services to the community which would not normally be funded from these

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

15b. Project Finance:

Total Project cost £

Total required from Area Board £

Expenditure £ Income £ Tick if income confirmed

NB. If your organisation reclaims VAT you should exclude VAT from the expenditure (Planned Income [help](#))
(Planned project costs [help](#))

		£3.00 per week	180	<input type="checkbox"/>
Marketing	500			<input type="checkbox"/>
Coaching delivery	2184			<input type="checkbox"/>
Facility	1170			<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>

				<input type="checkbox"/>
Total	3854	Total	180	

16. 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

17. Please list which area boards 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.

18. 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):

Quotes:

- 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)

Project/Business Plan:

- For projects over £50,000: I will make available on request a **project or business plan** (including estimates) for projects where the **total project cost** (as declared in the financial section above) exceeds £50,000 (tick only when total project cost exceeds £50,000).

Accounts:

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

Constitution:

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

Policies and procedures:

- 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):

- I will make available on request evidence of ownership of buildings/land
 I will make available on request the relevant planning permission for the project.

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

And finally...

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

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22nd March 2018

Sports & Physical Activity Team
County Hall
Trowbridge
Wiltshire

To whom it may concern,

Re: Active Trowbridge- Walking Rugby and Walking Hockey initiative

Please accept this letter as an indication of in-principle support from Wiltshire Council's Sports Development team for the above-named project.

A key target for Wiltshire Council is to increase levels of sports participation and physical activity amongst residents and as a vehicle to enhance their physical, mental, and social wellbeing. This is especially the case amongst those that traditionally lack opportunities to do so including older people who often have limited access to sporting activities and face barriers to participating.

By adapting traditional team games, such as hockey and rugby to a walking pace it makes these sessions more accessible. After the successes of our Walking Sport programme across the county Wiltshire Council is keen to work in partnership with Active Trowbridge to grow the walking hockey and walking rugby offer further.

Delivering the sessions in the new Trowbridge Park MUGA facility will enhance community cohesion and link to surrounding wards some of which have higher than average levels of deprivation.

Active Trowbridge are a long-term key partner of Wiltshire Council's sports development service and we are happy to support the above programme and associated development plan along with other wider partners.

Yours sincerely,

Sport Development Officer
Wiltshire Council
Kennet House
Devizes
SN10 2ET

Report to	Trowbridge
Date of Meeting	24/05/2018
Title of Report	Community Youth Grants

1. Purpose of the report:

To ask Councillors to consider the following applications seeking funding from the Trowbridge Area Board, Local Youth Network funding 2018/19.

Application	Grant Amount	Recommendation of LYN mgt group
Applicant: St. Johns Church, Upper Studley, Trowbridge Project Title: Trowbridge Sea Cadets	£2500.00	Award in Full
Applicant: Trowbridge Community Area Future Project Title: Brighter Aspirations Apprentice	£5000.00	Award in Full
To note- award completed Youth for Christ	£1500	£1000 paid last financial year awaiting 2018/19 funding. Award payment now completed.
Total grant amount requested at this meeting	£7500	
Total amount allocated so far	£9000.00	

2. Main Considerations

Councillors will need to be satisfied that grants awarded in the 2018/19 year are made to projects that can realistically proceed within a year of the award being made.

Area Boards have authority to approve Area Grants under powers delegated to them by the Cabinet member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding. Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance 2018/2019.

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

Community Youth Grants give all local community and voluntary groups, Town and

Parish Councils an equal opportunity to receive funding towards community based projects and schemes.

3. The applications

<p>Applicant: Trowbridge Sea Cadets Project Title: Rent payment support</p>	<p>Amount Requested from Area Board: £2500.00</p>	<p>Lyn Recommendation: Award in Full</p>
<p>Project description:</p> <p>Trowbridge Sea Cadets have had to move out of their former building in Frome Road due to the site being redeveloped. After a lot of searching we found suitable temporary accommodation where the cadets could meet twice a week and follow the National Cadet Training Programme. We had hoped to be out of the temporary accommodation by December but we now understand we could be there for at least another six months. Unfortunately, we will have to continue paying hire fees for another six months of approximately £2500 which would use a large amount of our current funds. The area board is asked to approve £2500 to cover rental costs for this six-month period.</p> <p>Recommendation of the Local Youth Network Management Group</p> <p>The Lyn Management Group considered the application and raised the following questions</p> <ul style="list-style-type: none"> • £2500 seems steep for rent for 6 months. Were alternative interim venues originally considered and were they just not suitable for the activity? • Has the area board or LYN funded the interim rent already or any part of the refurbishment works on the new premises? • How many of the 30 young people are from Trowbridge area board area. <p>Answers were provided as follows.</p> <ul style="list-style-type: none"> • We looked at quite a few alternative venues but they were either not suitable or booked most evenings. The Sea Cadets meet twice a week and Holy Trinity was the only place we found with the room to accommodate the cadets especially when they split up in to groups to do different activities plus they could let us have two evening a week. The rent is £60 per session (they let us have a discount) so a 4-week period is £480. We found there were very few places available to hire on a regular basis. • We previously applied for a grant from Trowbridge Area Board in December 2016 which was paid in January 2017. As yet we have not asked for help with refurbishment as we are still waiting to hear regarding new premises. • As far as I am aware the vast majority of the cadets come from the Trowbridge area and I think three come from just outside but I should be able to get confirmation of this. 		

Recommendation

The project met the threshold for funding based on the LYN scoring system and members recommend to the area board to fund the project to the full amount. Advice for the applicant is that they should commence fundraising from other sources also in case their accommodation renovation is not completed within the next 6 months.

Proposal

That the Area Board determines the application.

Applicant: Trowbridge Community Area Future Project Title: Brighter Aspirations Apprentice	Amount Requested from Area Board: £5000.00	LYN Recommendation: Award in Full
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This application meets grant criteria 2018/19.

Project description:

Brighter Aspirations works with young people in the three most deprived neighbourhoods Studley Green Longfield and Seymour. It provides constructive youth work to disengaged teenagers to Develop a sense of responsibility, improve their self-esteem, raise their aspirations, to work to fulfil their potential. To meet increasing demand and expand our provision effectively we seek funding for an apprentice. This would provide 30 additional hours add value and sustain our staffing structure and enable TCAF to build a stronger base of volunteers including young people from the groups themselves to be a second key worker for all clubs drop in and new innovative groups.

Recommendation of the Local Youth Network Management Group

The Lyn Management Group considered the application and raised the following questions, answers provided also shown

- Is the funding for 1 year for the apprentice? Funding is for one year.
- Do they get a qualification after the 1 year? Level 3 Youth Work qualification can be gained in 1 year, 18 months is recommended by Wiltshire College. However, if the apprentice completed 90% of their course framework the college would be happy to Award after 12 months.
- Will they be kept on and how funded? The Apprentice would not be guaranteed a job at the end of the year. This is the case with all TCAF staff. TCAF staff are contracted upon receipt of successful grants. This is the reality of a charity dependant on trust, foundations and gifts in kind. In addition to Trowbridge Area Board, funding is being sought via, direct marketing and targeted trusts and foundations.
- Is the apprentice working 30hrs and classed as the 2nd key worker for the 3 groups? 30 hours, and second worker for drop, Longfield and Studley. Seymour and detached would continue with current staffing structure; A qualified youth worker and part qualified youth worker.

- This is very ambitious for an untrained apprentice to complete especially if they have no previous experience. Is this realistic? Yes, it is realistic and it has worked well in the past; Wiltshire Council used to invest in Youth Work Apprentices. Also discussed with Wiltshire College, trainer, and they feel it is a suitable and a great opportunity for an apprenticeship position
- Are the 2x 6hr part time positions staying in addition to the apprentice role? One role would remain to ensure flexibility and one casual staff member for events, and to cover sickness and holiday.
- Why aren't the 2x part time job roles being increased? The two current staff members who have 6 hours a week contracts with TCAF also have full time jobs. They are unable to increase hours with TCAF
- How is the apprentice being sourced? The role of the apprentice would be marketed through Wiltshire College; On – line system which goes out to all their tutors, students, adverts via their website and adverts via the National Apprenticeship website. Locally TCAF would promote through our local networks; indeed, job site, Community Matters and Wiltshire Council
- Will the apprentice have any previous experience of working with YP? Not necessarily. It might be a career changer, someone coming back to work after a long period (redundancy, motherhood) or an ex professional.
- What training is being made available to the apprentice? The apprentice receives a funded Level 3 Youth Work qualification (as we are a charity funded £2250.00) by the government. 30 hours practical training will be delivered through TCAF, up to 10 hours practical delivery at youth clubs, on line theory through the college, weekly one to one meetings with a tutor and some practical sessions too, on line safeguarding through Wiltshire Council, Run a club (recording and developing youth sessions), Fire Marshall, First Aid and an opportunity to study for additional courses through the funded ESF courses delivered through Wiltshire College. The Apprenticeship would also shadow, work along -side TCAFS qualified youth worker (25 years' experience). Qualified Youth Worker would ask the apprentice to complete practice recordings and this will help them to put the practical knowledge they learn on the job with the theory they learn in the class room as additional learning for the young person to gain from this experience and you would then gain additional case studies for your evidence.
- Will they have any ongoing job prospects once trained given the lack of youth worker jobs? Answered above. There are a number of youth worker roles in Bristol, Glastonbury, Melksham and Trowbridge that have all been advertised in the last two months. TCAF would envisage to keep the Apprentice and offer them a role after their diploma has been awarded. The vision is to free up the qualified youth worker, and reduce their practical delivery time so they can plan, develop strategy and expand the project.
- Where is the surplus £2k being sourced from? Can the project go ahead without this? 3 applications are currently submitted and in process to secure the additional funding. The staffing structure is also being reviewed to ensure delivery in maintained at ground level. TCAF is now an established charity with all processes in place; focus to sustain and maintain delivery.

- What are the benefits of employing an apprentice rather than a trained youth worker for less hours? The benefits of employing an apprentice is: an opportunity to have continuity in work processes, administration and youth evaluations. (Currently the qualified youth worker maintains all records, reports, session plans and evaluations, our part time staff just deliver) The apprentice would also benefit from developing youth projects from onset to delivery and support the qualified youth worker every day. The qualified youth worker is now on a contract of 30 hours also. The apprentice would also have the opportunity to work in day time hours (part time staff only evening) developing contacts, build a network of support, develop trust and friendships with the young people at drop in, detached and clubs (some of our young people go to all three clubs) A second worker for the qualified youth worker is a good opportunity for TCAF to develop, deliver day time facilitated session with young people at schools, and ensure sustainability and continuity. I have researched trained youth workers and the costs comes in at £15 an hour for administration and £12 for delivery. The trained youth workers are also in demand and are not flexible for cover when needed. Too much for TCAF.
- Can we see an example of a weekly club 'report' to see what types of outcomes and engagement occurs? Provided
- Of the 60-80 yp engaged per week – are these individual young people (not counted twice) and over what period?

Week Commencing 23rd April:

- Stud-Youth - Tuesday - 6 y/p
- NBY - Wednesday - 7 y/p
- Thursday - Detached - 30 y/p
- Friday - Drop In - 20 y/p
- Longfield - Friday - 6 y/p (Second Session)
- Total number engaged with last week - 69 young people

The young people are counted weekly on attendance, however for statistical purposes they are only counted once on a quarterly basis. This is for the inclusion of quarterly reports for funders if needed and for potential funding bids.

Q1- Jan - Mar Q2 - April - June Q3 - July - Sept and Q4 - Oct - Dec

The quarterly reports are mainly statistical analysis and the inclusion of case studies.

Recommendation

The project met the threshold for funding based on the LYN scoring system. The merits of the application were seen to be in providing a much-needed opportunity for a young person, the project will help sustain and build on work already started and enhance the youth offer in our area, training and support needs have been considered and planned for, liaison has taken place with Wiltshire College, the project responds to needs identified in the JSA for our area both in terms of positive activities for young people as well as training and skills development. The applicant has provided comprehensive answers to questions raised and example of a session run with young people.

The LYN recommends to the area board to fund the project to the full amount.

Proposal

That the Area Board determines the application.

Report Author:

Mary Cullen, Community Engagement Manager

Tel 01225 718608

Grant Applications for Trowbridge on 24/05/2018

ID	Grant Type	Project Title	Applicant	Amount Required
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ID	Grant Type	Project Title	Applicant	Amount Required
531	Youth	Trowbridge Sea Cadets	St. Johns Church, Upper Studley, Trowbridge	£2500.00

Submitted: 03/12/2017 17:08:14

ID: 531

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Youth

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?

Trowbridge Sea Cadets

6. Project summary:

Trowbridge Sea Cadets have had to move out of their former building in Frome Road due to the site being redeveloped. After a lot of searching we found suitable temporary accommodation where the cadets could meet twice a week and follow the National Cadet Training programme. We had hoped to be out of the temporary accommodation by December but we now understand we could be there for at least another six months. Unfortunately, we will have to continue paying hire fees for another six months of approximately 2500 which would use a large amount of our current funds.

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 9AA

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

Informal education

Youth work/development

Sport/Leisure

Community Project

Community Safety

Volunteering

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

04/2017

Total Income:

£13098.00

Total Expenditure:

£9396.00

Surplus/Deficit for the year:

£3702.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£3702.00

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

Any money we have will be required to buy essential items when we move into our new Headquarters. Our old equipment was not up today's standards for fire safety plus essential work will be required at the new site.

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

10b. Project Finance:

Total Project cost		£5500.00		
Total required from Area Board		£2500.00		
Expenditure		Income	Tick if income	
(Itemised	£	(Itemised	confirmed	£
expenditure)		income)		

Rent	2500.00	Subs etc	2160.00
Running Costs	3000.00	Reserves	250.00
		fundraising	310.00
Total	£5500		£2720

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?

14. How will you monitor this?

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

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

17. DECLARATION

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

Quotes:

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)

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.

569	Youth	Brighter Aspirations Apprentice	Trowbridge Community Area Future	£5000.00
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Submitted: 16/04/2018 13:32:12

ID: 569

Current Status: Application Appraisal

To be considered at this meeting:

tbc contact Community Area Manager

1. Which type of grant are you applying for?

Youth

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?

Brighter Aspirations Apprentice

6. Project summary:

Brighter Aspirations works with young people in the three most deprived neighbourhoods Studley Green Longfield and Seymour. It provides constructive youth work to disengaged teenagers to develop a sense of responsibility. Improve their self-esteem, raise their aspirations to work to fulfil their potential. To meet increasing demand and expand our provision effectively we seek funding for an apprentice. This would provide 30 additional hours add value and sustain our staffing structure and enable TCAF to build a stronger base of volunteers including young people from the groups themselves to be a second key worker for all clubs drop in and new innovative groups.

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 8AH

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

Informal education

Youth work/development

Arts/Culture

Volunteering

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

03/2017

Total Income:

£50484.00

Total Expenditure:

£23351.00

Surplus/Deficit for the year:

£27133.00

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

£13435.50

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

TCAF secures funding from a number of Trust and foundations. Of the £50484 income identified above £32869 is reserved for projects. Of the £13435.50 in free reserves this is ear marked for staff wages through to the end of this year.

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

10b. Project Finance:

Total Project cost		£9032.40		
Total required from Area Board		£5000.00		
Expenditure (Itemised expenditure)	£		Income (Itemised income)	Tick if income confirmed
Apprentice Wage	9032.40		Tesco grant	2000.00
			Singer Foundation	1000.00
			Awards for All	1032.40
Total	£9032.4			£4032.4

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?

14. How will you monitor this?

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

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

17. DECLARATION

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

Quotes:

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)

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.

TROWBRIDGE AREA BOARD
24TH MAY 2018

Appointments to Outside Bodies and Constitution of and Appointments to Working Groups 2018/19

1. Purpose of the Report

- 1.1. To appoint representatives to Outside Bodies, and to reconstitute and appoint to Working Groups for the year 2018/19.

2. Background

- 2.1. The Area Board is invited to appoint Councillor representatives to the Outside Bodies listed at **Appendix A**. These appointments will continue for the duration of Councillors' terms of office, unless the Board determines otherwise.
- 2.2. The Area Board is also invited to reconstitute the Working Groups set out in **Appendix B**, with the Terms of Reference set out at **Appendix C**, and to make appointments to these groups. These appointments are for 2018/19.
- 2.3. Similarly, the Area Board is invited to appoint a named Champion to work with the Area Board and Health and Wellbeing Group for 2018/19, the role description is attached at **Appendix D**.

3. Main Considerations

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

- 3.4. From 2015, Area Boards have been able to establish a local Health and Wellbeing Group to consider health and wellbeing priorities in their local area. These groups are sub-groups of the Area Board and their Terms of Reference can be found in Appendix C.
- 3.5. A key role within the Health and Wellbeing Group is that of the local 'Champion' who works with the Area Board to address priorities for older people and carers. The role description is attached at Appendix D and the Area Board is asked to appoint to this position.
- 3.6. Some Area Boards have established other working groups to consider and address local issues. Where these have Terms of Reference, this is for the Area Board to determine and amend where required.

4. Financial and Resource Implications

- 4.1. None.

5. Legal Implications

- 5.1. Some appointments carry responsibilities and duties, for example, those which involve becoming a trustee. Councillors are advised to seek advice on individual appointments if required. [Protocol 3](#) of the Council's Constitution sets out Guidance to Members on Outside Bodies.

6. Safeguarding Implications

- 6.1 Processes are in place to ensure Disclosure and Barring Service (DBS) checks are undertaken as appropriate.

7. Environmental Impact of the Proposals

- 7.1 None.

8. Equality and Diversity Implications

- 8.1 None.

9. Delegation

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

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

10. Recommendation

10.1 The Area Board is requested to:

- a. Appoint Councillor representatives to Outside Bodies as set out at Appendix A;
- b. Agree to reconstitute and appoint to the Working Group(s) as set out in Appendix B; and
- c. Note the Terms of Reference for the Working Group(s), as set out in Appendix C.
- d. Appoint an Older People's Champion for the Area Board, in accordance with Appendix D. (Currently Sue Chilton)

Stuart Figini
Democratic Services Officer
01225 718221
stuart.figini@wiltshire.gov.uk

Appendices:

Appendix A – list of appointments to Outside Bodies
Appendix B – list of appointments to Working Group(s)
Appendix C – Terms of Reference for Working Group(s)
Appendix D – Champion role description

Unpublished background documents relied upon in the preparation of this report

None.

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WILTSHIRE COUNCIL OUTSIDE BODIES

Name of Outside Body	Appointed by	Number of Reps Required	Names of Reps	Date Appointed	Voting Rights	Meetings per year	Why Reps Required
Trowbridge LYN	Trow AB	1	Cllr Stewart Palmen	Jun-17	Yes	4	Area Board representative sitting on the LYN

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Appointments to Working Groups Trowbridge Area Board

Working Group	Nominated representative:
Community Area Transport Group:	
Trowbridge Area Board	All 9 Members
Trowbridge Town Council	Lance Allan
Parish Council Representative	2 vacancies
Wiltshire Police	PC Lee Pelling
Trowbridge Health and Wellbeing Centre Working Group	
3 x Area Board Representatives	Cllr Steve Oldrieve, Cllr David Halik and Cllr Peter Fuller
3 x Trowbridge Town Council	Bob Brice, Hayley Bell
Hilperton Parish Council	Kendrick Jackson
Education, TCAF and Town Hall Trust	Colin Kay
Trowbridge Swimming Club	Paula Drew
GP practices in Trowbridge	Dr Toby Cookson
Clinical Commissioning Group (CCG)	Dennis Bridges
Chamber of Commerce	David Baker
Resident (speciality: Leisure industry)	David Goldstone
Resident (speciality: Sport and project management)	Martin Cooper
LYN Management Group	
Area Board Representative	Cllr Stewart Palmen
Trowbridge Town Council	Lance Allan
Trowbridge Town Hall	Tracy Sullivan
Wiltshire YFC	Steve Dewar
GO Fish	David Baker
Trowbridge Moroccan Community Association	Abdel Boutarfas
Selwood Housing	Amée Dewitt
TCAF	Lyndsey Millen
Young people	
Trowbridge Health and Wellbeing Group	
Area Board representative	Cllr Deborah Halik
Carers Support Wiltshire	Alan Docherty
Alzheimer's Support	Chris Moore
Selwood Housing	Julia Latham
Older Peoples Champion	Sue Chilton
Adult Social Care	Barbara Smith
Public Health	Tom Ward

NHS CCG	Jane Milton
Health Trainer	Katie Smith
WCIL	Matt Stabb
WWMMF	Farzana Saker
Dorothy House	Stephen Dale
SeAp	John Stanwix
Trowbridge Safer Communities Group	
Trowbridge Town Council	Lance Allen, Bob Brice
Wiltshire Police	Gill Hughes/Andy Fee
South West Ambulance Service	Julia Doel
Breakthrough Trowbridge	Barrie Dearlove
Wilts and Dorset Fire Service	Andy Green
Alzheimer's Support	Stephany Bardzil
West Wilts Multi-Faith Forum	Wendy O'Grady, Farzana Saker
Trowbridge Street Pastors	David Breese

COMMUNITY AREA TRANSPORT GROUP (CATG)

TERMS OF REFERENCE

Membership of the CATG

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

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

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

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

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

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

Appointment of CATG Members

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

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

Media Relations

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

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

Meetings

It is recommended that the CATG meet at least four times a year. Meetings are intended to be limited to the Membership set out above, and is open to other members of the Area Board who wish to attend. It can be open to public if the Area Board wishes. It should be noted that CATG is an advisory body, it does not exercise delegated decision making powers.

Officer Support

Meetings will be attended by relevant officers from Wiltshire Council including a senior transport planner, a senior traffic engineer and a local highway maintenance engineer as necessary. Additional support will be provided outside of the meeting by the Corporate Office Business Support unit, as per Area Boards.

Terms of Reference

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

The CATG's terms of reference are set out at Appendix A:

Terms of Reference

1. Small scale transport schemes – discretionary funding

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

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

(Cabinet Member Decision HT-021-10)

2. Small scale transport schemes – substantive funding

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

(Cabinet Member Decision HT-026-11)

3. C & UC roads speed limit review

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

(Cabinet Member Decision HT-027-11)

4. Waiting restrictions

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

(Cabinet Member Decision HT-031-11)

5. 20mph speed restrictions – review and implementation

To make recommendations to the Area Board as to the priority routes/areas for review and implementation of 20mph speed restrictions in accordance with the guidance issued by the Cabinet Member for Highways.

(Cabinet Member Decision HSB-007-13)

6. Other decisions

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

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

September 2014

1. Purpose

Definition of a Local Youth Network

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

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

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

2. Membership

The LYN may include representatives of:

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

All representatives must be subject to appropriate safeguarding requirements.

The participation and involvement of young people

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

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

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

Roles of all members of the LYN

All members will be required to:

- Take an active part in the development of the LYN and its aims.

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

3. Structure and operation

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

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

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

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

The management group will be supported by:

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

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

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

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

Key responsibilities for the management group include:

- Facilitating and coordinating the process to design, develop, deliver and review positive activities for young people in the local area;

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

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

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

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

4. Media Relations

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

5. Review

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

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Community Area Health and Wellbeing Group Terms of Reference

1. Purpose

Definition of a Health and Wellbeing Group (HWG)

The Health and Wellbeing Group is a sub group of the Community Area Board. It represents a wide range of community stakeholders who work in partnership to facilitate well-being across the community area. People and organisations living and working in the community play a direct role in setting the agenda for this group.

HWGs will identify local needs, priorities and outcomes and make recommendations to the Area Board on how funding for activities should be deployed.

2. Membership

The Health and Wellbeing Groups may include representatives of:

- Members of the Community Area Board,
- Older Peoples Champion,
- Carers Champion,
- People from the community,
- Town and Parish Councils,
- Health and social care commissioners,
- Community and voluntary organisations and groups,
- Community transport providers,
- Police,
- Fire and rescue services,
- GP Practices,
- Other organisations, agencies and individuals that have a genuine interest in promoting the welfare and interests of older people.

All representatives must be subject to appropriate safeguarding requirements.

The participation and involvement of people

People living in the community must play a central role in all aspects of the Health and Wellbeing Groups including the design, development, delivery and review of the local activities.

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

Health and Wellbeing Groups must ensure that consultation with people is representative and takes into account the views and needs of under-represented groups (those with protected characteristics) to ensure compliance with the local authorities Public Sector Equality Duty.

Roles of all members of the Health and Wellbeing Groups

All members will be required to:

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

3. Structure

The Health and Wellbeing Groups should come together on a quarterly basis, operating in a way which encourages active engagement, dialogue, debate and improved partnership working between key stakeholders.

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

The management group will generally comprise of:

- The Chairperson
- Older Persons Champion/ Carers Champion
- Community Engagement Manager
- Commissioning representative (Community Commissioner)

The appointment of Councillors (excluding officers) to Health and Wellbeing Groups will normally be agreed at a full meeting of the Area Board. Membership may be varied, with the agreement of the Area Board Chairperson, subject to approval at the next full Area Board meeting.

Where required, the Chairperson and Community Engagement Manager may appoint additional people to the management group if it is felt their involvement would be important for the function of the group.

Alternative people can represent people at the management group, however, it is preferred that the same representative attends if possible to ensure consistency of membership.

4. Responsibilities of the Health and Wellbeing Groups

Key responsibilities for the Health and Wellbeing Groups include:

- Awarding grants that support the priorities identified in the local Joint Strategic Needs Assessment (JSNA).
- Ensuring that any grants and activities take into account any applicable safeguarding implications.

- Making recommendations to the Community Area Board on how priorities for funding should be determined (to include evaluating opportunities for applying for grants)
- Monitoring and reporting on the quality and effectiveness of local activities and grants.
- Based on the JSNAs, local intelligence and Area Board priorities coordinating joint working to deliver these objectives.
- Addressing any conflicts of interest that may arise as part of the local decision making process.

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

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

5. Funding

Area Boards will have an annual revenue budget allocated to them. The Health and Wellbeing group will advise the Area Board on how these funds should be allocated. Health and Wellbeing Groups will be able to bid, apply for funding from other sources and would also be expected to feedback to commissioners on priorities for the Countywide contracts.

6. Media Relations

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

7. Review

These terms of reference are subject to change and should be reviewed by the Cabinet Member for Adult Care and Health on an annual basis.

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Volunteer Role Description

Older People & Carers Champion

Purpose of the role

The Council wishes to encourage Area Boards to identify champions in each of the county's community areas who will have a key role in representing the views of older people and carers at both a local and county wide level.

Furthermore volunteers will be asked to:

- Talk to and seek the views of older people and/or carers in their local communities on matters related to services provided by the Council or NHS and represent these views at area boards.
- Work with area boards and local voluntary groups to encourage joint working and share experience to help new local groups set up.
- Advocate for older people and/or carers and be a focal point for identifying what service improvements or developments are required.
- Link with and report to the Community Engagement Manager.
- Talk to older people or carers to obtain their views about services. They will represent these views at Area Board meetings or other meetings as requested and discuss with the Council and CCG Commissioners the priorities for older people or carers and work with them on service improvements and developments.
- Provide a focus for the exchange of views and information between older people and/or carers and the Council's adult care and housing services.
- Work with the Area Boards on service improvements and developments to meet the needs of people in community areas.
- Attend area boards to report back on older people and carers issues.
- Attend meetings with other champions and the Council.
- Participate in induction training and ongoing personal development where appropriate. This will include mandatory elements essential for carrying out the role, such as safeguarding which must be completed prior to any volunteering taking place

- Use appropriate claim forms when claiming mileage or expenses
- Comply with Health and Safety Regulations.
- Register as a Wiltshire Council volunteer
- Registration with Fleet Services if the role includes driving on behalf of Wiltshire Council

Wiltshire Council is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and all volunteers volunteering with these groups are asked to share a commitment to this. You will be expected to report any concerns relating to the safeguarding of children and/or young people and/or vulnerable adults in accordance with agreed procedures. If your own conduct in relation to the safeguarding of children or young people gives cause for concern, the Council's agreed Child Protection or Adult Safeguarding procedures will be followed.

Volunteer Skills and Qualities Checklist

Older Peoples Champion:

- An ability to make a minimum commitment, as specified per role description.
- An understanding of the issues facing older people in today's society, especially loneliness and social exclusion
- An ability to comply with all relevant policy guidelines.
- An ability to maintain boundaries concerning the role and relationship with members of the community
- An ability to listen and communicate with people.
- An ability to recognise own limits of knowledge and responsibility and to be willing to seek advice and support from the Community Engagement manager or other relevant staff.
- A willingness to participate in induction training and team meetings wherever necessary.
- A commitment to non-judgemental practices.
- A willingness to undertake an enhanced disclosure check with the disclosure and barring service (DBS). The organisation will arrange to cover the cost of this.

Wiltshire Council is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and all volunteers volunteering with these groups are expected to share a commitment to this. You will be expected to report any concerns relating to the safeguarding of children and/or young people and/or vulnerable adults in accordance with agreed procedures. If your own conduct in relation to the safeguarding of children or young people gives cause for concern, the Council's agreed Child Protection or Adult Safeguarding procedures will be followed.

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Trowbridge Area Board Report – 24th May 2018.

Arson prevention



A significant number of the fires attended by the Fire and Rescue Service every year are started deliberately.

Most are small, such as bin, rubbish or grass fires, but even these can escalate quickly and become life-threatening. On more than one occasion, someone setting fire to a bin has led to an entire building being destroyed after the blaze spread.

We work with partners, including the Police and the local authorities, to tackle arson in areas where a particular problem has been identified.

Top tips

To reduce the risk of your property being affected by arson, you should:

- Only put your wheelie bin to the front of your property on the morning of collection. Store it out of sight the rest of the time.
- Don't overfill your wheelie bin and make sure the lid will close.
- Store rubbish away from any building, while keeping it within the boundaries of your property.
- Make sure your doors, windows, gates, walls and fences are effectively secured, especially at night and if you're away from the property.
- Park vehicles in a well-lit place and off the road where possible. Always keep your car locked.

How you can help

If you know of someone who sets fires deliberately, you can call Crimestoppers anonymously on 0800 555 111.

Bonfires and garden safety



Bonfires are very common in the summer, but they can get out of control very easily. If you want to burn off garden waste, here's some safety advice:

- Site any bonfire well away from buildings, fences, trees and garden structures.
- Have a garden hose to hand in case the fire starts to get out of control.
- Don't light a bonfire on a windy day, as it could flare up more than you expect.
- Be courteous to your neighbours – if you're planning a substantial bonfire, let them know, and stay with it at all times to ensure that it remains safe.
- If you're intending to have a large bonfire, please advise Fire Control on 0306 799 0019 or use our [on-line form](#) – we often receive emergency calls from people who can see lots of smoke, and it helps us to know where this could be a controlled burn.
- Never use flammable liquids such as petrol or paraffin to start a bonfire.

Garden equipment

- Refill garden heaters, petrol mowers etc in the open air and don't smoke while doing so.
- Deal with any fuel spillage by allowing it to evaporate, soak into the ground, or cover with an absorbent material.
- Take care when lighting garden heaters and never move when lit. Keep away from flammable materials, such as awnings or laundry lines.
- When using candles or flares, make sure they are firmly packed into the ground.
- Keep children and pets away from naked flames and hot lanterns.
- Make sure any candles, flares and lanterns are fully extinguished when you have finished with them.



**DORSET & WILTSHIRE
FIRE AND RESCUE**

Trowbridge Cadets

Our current team have now completed two out of three sections of their BTEC level 2 award in Fire & Rescue Services in the Community. One cadet will receive our 'Young Achievers' award at our annual awards ceremony. For latest updates try

twitter.com/TrowFireCadets



Safe and Well Visits- Home safety

The Trowbridge area has a dedicated Fire Service '**Safe and Well**' advisor who can visit people, within their own homes, advising on home safety and wellbeing.

A Safe and Well visit is **FREE** and normally lasts 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 the occupier may need

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.

Response

Total Incidents attended by DWFRS for Trowbridge Area; 01/03/18 – 30/04/18.

DWFRS have responded to 102 incidents in Trowbridge area between the dates above.

Trowbridge Fire Station Responded to a total of 136 incidents county wide in the mentioned time period. Details are listed in the table below.

Category	Incidents in Trowbridge	Off of Station Ground incidents	Total
False Alarm	36	15	51
Fire	23	12	35
Special Service	35	15	50
Total	94	42	136
1st Pump Availability	100%		
2nd Pump Availability	90.1%		



Recent Notable Incidents

None in the Trowbridge area for this reporting period.

In support of other stations Trowbridge crews attended a 12 pump fire at a Landfill site a large Barn fire.

The Heavy Rescue Unit responded to 10 incidents.

Community Engagement

Dorset & Wiltshire Fire and Rescue Service provides a free service called a Safe and Well visit. We will visit a person's home by appointment and discuss any safety issues in the home. We will also have a conversation about improving an individual's health and well-being.

If you or someone you know need a smoke alarm, some advice or are worried about what to do in an emergency, contact us for a free Safe and Well visit;

<http://www.dwfire.org.uk/safety/safe-and-well-visits/>

Community Safety Plan

DWFRS Community Safety Plan 2017-2021 outlines our plans for the future. It explains the diverse services we provide and how we plan to improve and deliver them over the four-year period. The plan can be found on the DWFRS website <http://www.dwfire.org.uk/community-safety-plan/>

Andy Green

Station Manager, Wiltshire West. Trowbridge, Bradford, Melksham & Devizes.

Email: andy.green@dwfire.org.uk

Tel: 07734 483886/01722 691247

www.dwfire.org.uk

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Five ways to give feedback to help shape local health and care services in Wiltshire

Share your experiences of local health and care services and make it better for everyone - that's the message from the county's independent health and care watchdog Healthwatch Wiltshire as it celebrated its fifth birthday on 1 April.

Healthwatch Wiltshire, along with 147 other healthcare organisations in England, was set up in 2013 as a result of the Health and Social Care Act 2012. Its role is to listen to the views of the public on local health and care services. They then use this feedback to help influence decision-making at a local level, shaping services for the better.

In the last year, the Melksham-based organisation has regularly visited all corners of the county and collected 2495 individual views and experiences. Overall, 46 per cent of feedback was positive, with 424 comments praising the quality of services.

More than 60 volunteers also took part in over 500 activities over the last year and helped to collect feedback from the public.

Lucie Woodruff, Healthwatch Wiltshire Manager, said: "On our fifth birthday, we are really proud of what we have achieved so far in the county. Our staff and volunteers continue to meet the community to listen to what people have to say about local health and care services.

"Everyone who uses health and care services has the right to expect a high standard. In order to help organisations achieve these standards, we need the public's help. That's why we actively encourage and welcome feedback.

"No matter how big or small the issue, we want local people to share their stories with us, so that we can share these ideas with those with the power to make change happen."

Five ways to share your views on health and care in Wiltshire:

1. Talk to a Healthwatch Wiltshire volunteer or staff member on an information stand in the community. See the events calendar for an up to date venue list:
www.healthwatchwiltshire.co.uk/events
2. Pick up the phone and talk to a friendly member of staff to share your experience: 01225 434218
3. Email your story to info@healthwatchwiltshire.co.uk
4. Leave feedback online: www.healthwatchwiltshire.co.uk
5. Join our growing team of volunteers - and help give people a powerful voice to make a real and lasting change, visit:
www.healthwatchwiltshire.co.uk/volunteering



Pictured: Lucie Woodruff (centre), Healthwatch Wiltshire Manager with Shiena Bowen and Paul Lefever.

Contact us:

Tel 01225 434218

info@healthwatchwiltshire.co.uk

healthwatchwiltshire.co.uk

Healthwatch Wiltshire is the county's independent health and care champion. We listen to what people like about local health and care services, and what could be improved. These views are then shared with the decision-making organisations in the county, so together we can make a difference.

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May 2018
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!
Help us celebrate 70 years of the NHS


This year marks the 70th anniversary of the National Health Service as it celebrates its birthday on 5 July 2018.

It's an organisation woven into the very fabric of our way of life with each and every one of us using its services in some shape or form at some time.

To get here from 1948, the NHS has been constantly evolving and adapting to meet changing needs and expectations. All those years ago who would ever have imagined that we would be able to map the human brain, carry out heart transplants and immunise against so many diseases.

We want to mark the occasion by sharing local people's memories and reminiscences of the NHS – either because they have worked for the service, or have received NHS treatment over the last 70 years. In particular, we are keen to hear from anyone who was born on 5th July 1948 and shares the same birthday as the NHS.

People can share their memories and photos by emailing the Communications Team at NHS70.wccg@nhs.net or by post to Communications, Wiltshire CCG, Southgate House, Pans Lane, Devizes, Wiltshire, SN10 5EQ. If you are sending any original photographs and would like them returned, please include your name and contact address.

Do get in touch if you:

- You share the same birthday as the NHS – were you one of the first babies to be born on 5 July 1948 in the NHS?
- You have recollections of working for the local NHS in Wiltshire (past and present) during the last 70 years
- You have received treatment or care from the NHS in Wiltshire and would like to share your story
- You can share any memories of our hospitals in Wiltshire, particularly if you have any old photographs of our hospitals (past and present) or the staff who worked in them
- We are especially interested in any memories and photographs from 1948, the year the NHS was founded and to hear from those who were born in 1948.

Annual General Meeting

We are holding our annual general meeting in the conference room at Southgate House, Pans Lane, Devizes on Tuesday 26 June starting at 9.30am.

This event provides you with the opportunity to learn about what the clinical commissioning group has achieved in the past year and allows you to ask questions and find out more about our plans for the future – You can also pick up a copy of our annual report and accounts on the day.



Doors will be open from 9am for registration, and the AGM will take place between 9.30 – 10.30am.

If you would like to attend the AGM, please email tracy.torr@nhs.net by Friday 15 June 2018.

Don't let hay fever spoil your summer!

Spring and summer are wonderful seasons, filled with blossoming flowers, sunshine and warmth and many more of us will be spending time outdoors. But for hay fever sufferers, this time of year can cause worry and discomfort.



Hay fever is a common allergy and can affect up to one in five people at some point in their life, and is mainly caused by grass pollen.

The good news is you don't need to see your GP for hay fever treatment. Wiltshire Clinical Commissioning Group is urging residents of Wiltshire to consider buying their own hay fever treatment, instead of getting it on prescription.

Hay fever and seasonal allergy treatments such as tablets, eye drops and nasal sprays are all easily available from your local pharmacy, and you don't need a prescription from your GP.

As pollen count increases, hay fever sufferers dread the oncoming symptoms, which include a runny nose, itchy eyes and sneezing. That's why it's always good to be prepared. The symptoms of hay fever can be really unpleasant and the best way to control them is with antihistamines, which are inexpensive and can be bought from many shops and pharmacies on the high street.

By going to the pharmacy you'll be saving yourself time and money, freeing up GP appointments for people with more urgent needs as well as doing your bit to help save the NHS money on unnecessary prescription costs. Your pharmacist will also be able to offer you advice on how to avoid triggers.

There is currently no cure for hay fever, and you technically can't avoid it, however, there are ways to help reduce the effects including:

- Wearing wraparound sun glasses when outdoors to protect the eyes
- Showering and changing your clothes after being outdoors will help stop the spread of pollen through your home
- Putting a small amount of petroleum jelly in your nose helps to trap pollen grains
- Keeping an eye on the weather forecasts and staying indoors to avoid going out when the pollen count is high

Self-care is an important part of keeping well and having a well-stocked medicine cabinet can help you treat minor illnesses, such as hay fever, and injuries at home without the need to see a GP.

You can find us on social media – follow us and keep up to date with our latest posts as we celebrate the decades of the NHS during our countdown to the NHS’s 70th birthday on 5 July 2018.



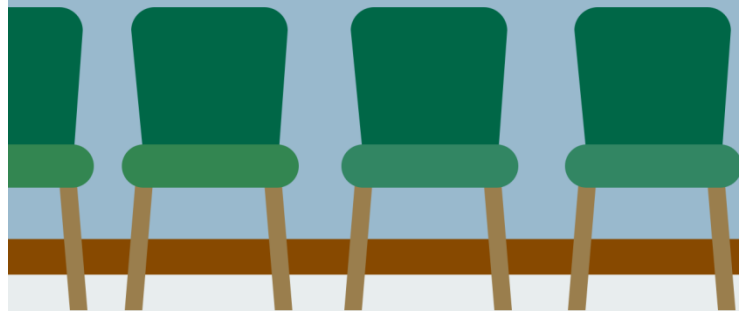
NHSWiltshireCCG

@NHSWiltshireCCG

NHS Wiltshire CCG

Visit our [website](#)

The cost of Wiltshire’s missed GP practice appointments



76,402

Missed appointments in 12 months



Average missed appointments per GP practice per week



The same as **1 in 6** Wiltshire residents - or the **entire population of Trowbridge and Salisbury** - missing one appointment each!



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Trowbridge Community Area Future 2017

Trowbridge Community Area Future (TCAF) is an independent Wiltshire Charity supporting some of the most vulnerable people in our community. Established in 1998, yet registered as a Charitable Incorporated Charity in January 2016 our aims are to develop the capacity and skills of our residents to enable them to better identify and help meet their needs and to participate more fully in society. TCAF now runs a growing number of weekly youth cafes in which we provide non-formal education and life-long learning skills (drug / alcohol / sex). We currently operate three drop in Cafes, two in the neighbourhoods of Studley and Seymour and one in the school of John of Gaunt, plus neighbourhood outreach, with on average some 60 young people use one or more of our facilities/services every week.

Registered Charity No:1165254

Staff Contracts

All staff contracts; LM, SH, FB, ZC and LW to be extended by 6 months from 1st April - 30th September 2018.
SH will increase from 24 hours pw to 30 hours.

	Monday	Tuesday	Wednesday	Thursday	Friday	
Club and Staffing		Studley SH/FB	Seymour SH/ZC	Detached – Skate Park SH/ZC	JOG drop in SH/RW LONgfield SH/RF	
			JOG referrals SH			
Staff hours						Total PW
LM	5.5	5.5		5.0		16
SH		5	8.5	8.5	8.0	30
ZC				4.5		4.5
FB		3.0				3
LW	4.0				4.0	4
					4.0	8

Staff Appraisals

Completed

Approved in draft format. CH lead

Staff Training

SH completed Young People and Mental Health Level 2
SH completed Making Every Customer Count; MECC.

P & P

Completed.

GDPR; deadline and enforcement 25th May 2018 TCAF have developed a Privacy Policy and a Data Protection and Accountability Principles.

Training

CANCELLED - Make Every Customer Count (MECC). Due to lack of sign up.

Finance/ Accounts

2017/18 Accounts have been prepared await sign off.

The Community Hub at BA14

- Year 2 Lease – approved. Await contracts

Strategy

- Partner meeting 26th March at the Community Hub.
- 4 partners have decided to leave the shop; Trowbridge Town Council, Wiltshire Sight, Friends of Sensory Garden, Breakthrough. Eight partners remain; TCAF, Lions of Trowbridge, Carer Support Wiltshire, Victim Support, Wiltshire Council, WSUN, Learning Curve, Learn Direct, Trowbridge Town Hall
- Discussion on how to move the shop forward and generate increased foot-fall, improve information boards and improve activity/ events in line with the Shires Shopping Centre.
- The partners have agreed to a part time – Community Hub Co-ordinator; 10 hours per weeks; 2 hours per day.
- Funding sought from partners as a % of their shop usage.

TCAF Website

SP and SH working together to improve the youth pages.

FACEBOOK PAGE - @trowbridgecommunityareafuture

PLEASE SIGN UP (Click Like) and promote to your networks.

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Neighbourhoods Meeting

Police will attend 19th June to present and Q & A session.

Funding

11 local and trusts and foundation approached, 3 successful; amounting ; £5220.97, 4 unsuccessful and still await decision from the remaining 4.

Mail drop to 16 foundations with funding request.

TCAF Marketing and Promotion

TCAF has invested in marketing and promotion; leaflets designs for monthly activities at Studley and general TCAF promotion.

The designs give a branding and all social media posts will have #CHILL! #CHAT! And #CONNECT!

Leaflets distributed at TCAF Twitter, JOG, Studley Green Primary School, Studley Children Centre, 2 x newsagents, TESCO, Sainsburys, TTC newsletter, TTC notice boards and TTC website, Selwood Housing, Longfield distribution list (email), Studley Community distribution list (email) and hand outs to all club members.

Newsletter – see attached

Distributed to all funders from 2017 as an update. 30/04/18 – see attached lis

RESP.	FUNDING	AIMS & OBJECTIVES	Update
SH/FB	LYN WCF TTC In kind support; Selwood housing and Tesco's	<p>Aims:</p> <ul style="list-style-type: none"> • Provision for youth project • Safe environment to meet, support, guidance and information during transition into adulthood. <p>Objectives:</p> <ul style="list-style-type: none"> • Provide non formal education and life-long learning skills (drug / alcohol / sex). • Raise motivation 	<p>✓ Stud Youth has a reach of 40 young people ranging from 14 - 19 years, and attended by 15- 20 young people each week.</p> <p>CURRENTLY each week has been a discussion group as there has been some difficulty with behavior, language and respect.</p> <p>Structured sessions have gained feedback from the young people;</p> <ul style="list-style-type: none"> • What have you gained from attending StudYouth Someone to talk to, Takes my mind off things, help to improve, StudYouth is like a second home to me, learn how to be mature, • What learning have you gained from the club Career advice, mental preparation to improve your skills, learn how to cook, learn how to DJ at the jam session <p>Studley Community Centre – Monthly activities to further promote youth provision and appeal to a wider age range. New venue for different activities; February 24 - Circus Skills; March 24th - Film afternoon. Paddington 2; April 28th - Pool, Games and Craft activities.</p> <p>Pilot evaluation – numbers too low to justify cost. Develop a new project, working with young people to gain their advice and views on how to encourage increased number and age range from the Studley area.</p>

RESP.	FUNDING	AIMS & OBJECTIVES	Update
SH/ZC	LYN St James Trust TTC Apititoe	<p>Aims:</p> <ul style="list-style-type: none"> Establish and sustain community based youth provision. <p>Objectives:</p> <ul style="list-style-type: none"> Establish and build relationships with young people in the area through detached. Establish local resident and community leaders. Host a regular meeting place for young people in their neighborhood. <p>WEDNESDAYS – The Cabin 18.30-21.00</p>	<ul style="list-style-type: none"> Reach of 7 young people at present and regular attended by 7 young people each week: aged 13 and 14 years. Leaflets distributed by YP who currently attend. Group continue to progress well. Gardening, Tidy up rota, and fundraising. April 11th – Canoeing and Rock Climbing at Brockerswood. Group has been nominated for Trowbridge Town Council Annual Awards – WINNERS Spirit of Youth - Club of the Year 13 – 18 years. Awards evening 8th May. SH attended with 5 YP.

SERVICE – JOHN OF GAUNT (JOG) DETACHED

RESP.	FUNDING	AIMS & OBJECTIVES	Update
SH/ZC	LYN TTC	<p>Aims:</p> <ul style="list-style-type: none"> Investigate the need for drop-in at JOG, initially during lunchtime period <p>Objectives:</p> <ul style="list-style-type: none"> Initiate pilot project in JOG. Engage with young people at JOG and find out their needs. Build relationship with JOG and Youth Council <p>MONDAY lunchtimes - John of Gaunt School</p>	<ul style="list-style-type: none"> SH met with SH and TCAF will move the day of the drop in and have access to walk abouts in lunchtime. Each week drop in attracts 10 young people TCAF meet through youth clubs and a further 10 young people who are their friends; 20 in total Date changed from April 2018 - to Friday lunchtimes. TCAF approached by SH (Pastoral Care at JOG) for TCAF to offer an advice/ 1 to 1 session. <p>At present the THRIVE project is a CAMHS based project and referrals at tier 4 and above can be directed to this service, which is over subscribed.</p> <p>The work that JOG does with Youth for Christ is more a buddying service rather than any form of counselling / support / mentoring service therefore this is a tier 1 service. The service TCAF will give is aimed at tier 2-3 service as an intervention to prevent them from progressing to tier 4. Our service fills the gap that is not there at present.</p>

			<ul style="list-style-type: none"> Project Started – May 2018. TCAF receives payment for this service, plus SH volunteering one hour her time.
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SERVICE –Skate Group

RESP.	FUNDING	AIMS & OBJECTIVES	Update
LM/SH	LYN WCF In Kind donation from Coffee 1	<p>Aims:</p> <ul style="list-style-type: none"> Develop a safe, user friendly skate park at Stallards Park. Develop a skater community who facilitate and ensure the sustainability of the Stallards Skate Park. <p>Objectives:</p> <ul style="list-style-type: none"> Build relationships with users and owners. Develop understanding of current issues from users and owners. Act on these concerns to improve, working relationships and experiences for all stake holders. Engage young people and motivate in design and creation of Mash Up Event. Young people to be involved in re-design, facilitation and fundraising of improvements to the existing skate park and encourage and build skating community. Secure skate park design company to work collaboratively with young people to develop user friendly skate park. 	<ul style="list-style-type: none"> Weekly reach of over 30 - 40 young people- 13 – 19 years. The drop in is now extended into tutorial time. SH facilitates 10 young people who are helping plan and organize the Skate Jam – April 15th Stallards skate park. SKATE PARK event cancelled due to rain/ weather. Unsafe to use skate park. SH continue detached and start a petition, with young people to gain support for park improvements.

SERVICE – LONGFEILD

RESP.	FUNDING	AIMS & OBJECTIVES	Update
	TTC	<p>Aims:</p> <ul style="list-style-type: none"> • Establish and sustain community based youth provision. <p>Objectives:</p> <ul style="list-style-type: none"> • Establish and build relationships with young people in the area through detached. • Establish local resident and community leaders. • Host a regular meeting place for young people in their neighborhood. 	<ul style="list-style-type: none"> • Start date April 6th 3.00 – 4.30.pm. Booking until July 20th 2018. Trial run and funding limit. • 3 sessions have so far. Children/ YP coming to session, their age range too low, and low take up. Currently Mac's club also has low numbers of the TCAF target age.

Minutes of the Trowbridge Health and Wellbeing Group meeting held on 22nd February 2018, at 2pm, at Dorothy House in Trowbridge

Present

Mary Cullen (WC), Deborah Halik (WC), Lorraine Reeves (WSUN), Alan Docherty, (Carers Support Wiltshire), Anne Baldie (Carers Support Wiltshire), Chris Maple (Alzheimer's Support), Jane Milton (NHS Health Centre), Rebecca James (OSJT Goodson Lodge), Carolyn Heaven (NHs Care Co-Ordinator) Dave Payne (WC Health Trainer)

Apologies

Farzana Saker (WWMMF), Stephen Dale (Dorothy House), Barrie Dearlove (Breakthrough), Matt Stabb (WCIL), Barbara Smith (Adult Social Care), Tom Ward (WC Public Protection)

Minutes of last meeting- agreed

Matter arising- None

2018 Budget and grant applications received

MC reported that the budget for the HWB group for 2018/19 was £6,700 with £1,000 allowance for OP Champion expenses

A deferred grant application has been resubmitted from Trowbridge Town Council.

The application was first considered at the last HWB meeting. Whilst the panel felt that there was a need for encouraging participation in physical activity for older people, the application was deferred pending further evidence of need for the project, there were also concerns that the project would duplicate existing provision.

The revised application is for a pilot project to develop a programme of walking sports over a 6 month period. A letter of support had been received from Wiltshire Council Sports development department showing a desire to expand provision in this area. It was noted that this would be in addition to existing walking sport provision which was currently well used by older people in the community and would not represent a duplication. Following discussion, the merits of the application were seen to be

- Promotion of physical activity and healthier lifestyles meets a community area priority, identified in the Trowbridge JSA
- Participation in physical activity had many benefits including enhanced mental wellbeing and contribution to preventing ill health.
- Older people are evidently engaging well with walking sports across the county and people were more active now in their later years so it was a useful pilot scheme
- The applicant had significant experience of development of sports activities and trained coaching staff

- Wiltshire Council Sports Development were supportive of the application

Some of the negative points included

- Lack of evidence of consultation with older people (however it was acknowledged that discussions were likely to have taken place with the existing walking sports participants about extending the offer to include other sports)
- Lack of evidence consultation with organisations such as Age UK, Alzheimer's Support as previously suggested
- Lack of clarity on how many people would benefit

Decision

In recognition of the potential benefits of the project the HWB agreed to fund half the requested amount i.e £1,342 on a pilot project on condition that

1. Early discussions take place with members of the HWB group and organisations supporting older people e.g. Alzheimer's Support, WSUN, Care Co-ordinators, Health Trainers, Wiltshire Mind etc, in order to ensure that the project is promoted widely and is developed in order to best meets the needs of older people
2. Concessions are available for older people on low incomes

Decision of area board on previous applications

MC noted that the area board had adopted all the recommendations of the HWB group on previous applications.

Planning for summer outings and minibus driver training

Outings

MC had begun project planning the summer outings. Buses had been provisionally booked for Saturday 16th June and Saturday 21st July for day trips to Weymouth. No drivers were currently available through Trowbridge Guild so drivers would have to be found.

MC requested that the group assist in developing eligibility criteria for the trips to prevent issues arising. After full discussion the following criteria were agreed.

Those eligible for summer outings would need to meet the following criteria

- Resident in Trowbridge Community area including parishes of Hilperton, West Ashton, North Bradley and Southwick
- Socially isolated older people with limited family/other support
- Mobile or able to get around without high levels of assistance
- Have limiting conditions themselves or be long term carers of other people
- Have not had a day out or holiday in recent past (2yrs)
- Of limited means

Members were asked to identify potential participants in need, with offers to be made later in the process once drivers etc. were confirmed. MC will also be writing to parish councils to ask for potential participants, although places were limited.

Minibus driver training

MC had advertised the offer of minibus driver training in exchange for support once or twice a year to take people on outings. The offer had been advertised the OCM newsletter and via all sports clubs in the area.

The need for drivers was now becoming critical with Trowbridge Guild reporting a severe shortage of drivers at the present time.

Applicants would need a valid driving licence with D1 category. Training would be provided by Wiltshire Council, Fleet Services.

Anyone interested to contact MC.

Celebrating Age update

MC provide an update on the Celebrating Age project, the most recent event was an art class at Seymour Community Hub provided by local artist, Jonathan Delaney. The event was well received by the art group and provided a valuable learning opportunity for the group and one or two new people. It was also a great boost to their confidence levels.

The next event was a musical event to be held at North Bradley Peace Memorial Hall on 8th May with musical duo, Willow and Thorn.

All events are FREE for older people.

Updates from partners

Partner Updates

Health Trainers- Growing number of referrals from Trowbridge. The team are working with leisure services to link people into activities and has been working on the Fit and Fed project at Studley Green.

WSUN- have been heavily involved in adult care transformation, looking at reablement services etc. Unfortunately WSUN were unsuccessful in bidding for the contract to continue to represent users voice. The new contract is with WiltsCIL. WSUN continue to help out at the Hub in the Shires at the present time.

Order of St John Trust- RJ introduced herself from OSJT and Goodson Lodge. OSJT are keen to make links and develop networks in the community. Goodson Lodge is keen to welcome the community in to build up relationships prior to the time at which people may need residential care services. The new facilities are first rate and people are invited to visit.

Carers Support Wiltshire- AD acknowledged the support of the HWB and area board with funding the community connections project which would be rolled out

shortly. Service delivery by Carers Support workers are now aligned to area board boundaries.

AB was introduced as the new worker for Trowbridge, Melksham and Westbury.

Alzheimer's Support- The level of referrals is growing. The team area also working out of Trowbridge health centre so they are more visible and engaged with GP's and support staff. Joint visits with Care Co-ordinators are taking place which people value. Movement for the Mind and gardening groups are continuing to take place and grow. Palmer Gardens Memory Café is now moving to Florence Court due to growth and level of demand. This service was rated as outstanding by Ofsted. A new day centre will be opening in Warminster on 8th May. This will help reduce the Trowbridge waiting list, as spaces are freed up.

NHS Care co-ordinator- Working with people referred by GP's, service developing well.

Trowbridge Health Centre- JM reported that there had been some recent staffing shortages, hopefully now being resolved. With the support of the CCG they are setting up a new signposting system. They are in the process of applying for a mental health worker to deal with acute issues in the surgery setting.

Adult Social Care- BS may be moving to another role in line with adult social care transformation of services. There will be a generic secure mailbox now for enquiries advice&contact@wiltshire.gov.uk

A.O.B Cllr DH reminded all about the planned Mental Health day on 5th May from 11-4pm at Trowbridge Park. The event was to raise funds for Wiltshire Mind, the Mayor's Charity this year.

MC reminded people about Dementia Friendly Week coming up.

Date next meeting 6th June 2018, 2pm -4pm at Goodson Lodge, Trowbridge.

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

	Item	Update	Actions and recommendations	Who
	Date of meeting: 5th April 2018			
1.	Attendees and apologies			
	Present:	Cllr Horace Prickett, Cllr Deborah Halik, Cllr David Halik, Pat Whyte, Cllr Ernie Clark, Lance Allan, Roger Coleman, Kirsty Rose, Cllr Edward Kirk, Cllr Stewart Palmen, Cllr Peter Fuller.		
	Apologies:	Cllr Graham Payne, Cllr Steve Oldrieve, Mary Cullen, Spencer Drinkwater		
2.	Notes of last meeting			
		The minutes of the previous meeting held were agreed at the Trowbridge Area Board meeting in March 2018 https://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=171&MId=11953&Ver=4		
3.	Financial Position			
		The budget allocation at the start of this meeting for £16,784		

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		In addition, CATG funding for pavement improvements is £9,212.29 for Trowbridge Community Area.		
4.	Top 5 Priority Schemes			
a)	Issue 4824 – Speeding Westbury Road/Woodmarsh, North Bradley	Topographical survey received. KR to progress design and liaise with PC prior to formal advert.	KR to progress design and formal advert.	KR
b)	Issue 5422 Elizabeth Way/Hilperton Road roundabout – concerns re vehicle speeds and layout	Concerns regarding the lack of deflection for vehicles exiting Elizabeth Way and travelling straight on resulting in high approach speeds. KR has reviewed Road Safety Audit undertaken following construction. This did not raise any concerns or require remedial works in relation to cyclists. KR to continue to visit site and observe.	KR to report back to next CATG.	KR
c)	Issue 5589 The Halve- various issues raised re speeding traffic, need for pedestrian crossing, speed limits	Awaiting results of pedestrian survey. Metrocount results show 85%ile speeds of 28.2mph and mean speeds of 24.4mph. There is no history of personal injury collisions within the study area. Cllr Kirk reported that residents have been undertaking HGV surveys and asked if KR had any documentation that could assist with this. KR agreed to pass on information.		KR
d)	Issue 5835 Speed Limit Reduction, Wingfield Road, Trowbridge	A ‘mini’ review has been approved by highways officers, rather than a full review, at a reduced cost to CATG of £1000. Amendments to the speed limit are possible however there are costs associated with this which will be set out in detail as part of the review.	KR to write up full report and bring to next CATG	
e)	Issue 5677 Crossing point British Row, Trowbridge	KR to issue works order package subject to confirmation of match funding from TTC.	Awaiting confirmation of TTC contribution.	

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

5.	Other Priority schemes			
a)	Issue 4801 – No through sign request, junction of Marsh mead and Hill Street, Hilperton	Awaiting installation by Ringway. Delays due to manufacturers sending wrong signs. KR chasing. Update since meeting – now complete	Area board to note update.	KR
b)	Issue 4908 – Speeding, County Way, Trowbridge	Order issued to Ringway for signing works. Lining has been refreshed. Update since meeting – now complete	Area board to note update	KR
c)	The Croft, Trowbridge – damage to verges	Order and works package issued to Ringway	Awaiting completion	
d)	20mph speed restriction assessment, Drynham Ward	Design and cost estimate prepared for implementation excluding Holbrook Lane. Estimated cost is £16000 of which CATG have previously allocated £4500. KR to prepare substantive bid for remaining funding.	Substantive bid application to be submitted.	KR/MC
e)	Issue 5166 Frome Road/Manor Road/Westfield Road. Trowbridge – various issues	Various issues raised regarding speeding traffic, obstructive parking, congestion and poor driving around school opening and closing. Agreed to extend 20mph speed restriction assessment to these areas. Survey would cost £2000. Agreed to fund survey Traffic surveys have been ordered and awaiting completion.	Agreed £2000 from CATG budget at previous meeting. Area Board to note	KR
f)	Issue 5657 St Michaels Close, Hilperton Footway Resurfacing	A revised estimate was prepared by Atkins with scheme cost of £11514 of which a parish contribution of £2300 would be required. HPC do not support scheme therefore no further action to be taken.	No further action. AB to note update and scheme to be removed from list	AB

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g)	Issue 5836 Request for 20mph speed limit and bus shelter, Manor Road, Trowbridge	This links with issue 5166. KR has visited and ascertained only location for bus shelter which is outside shops. Cost would be £6k. Query level of demand for this. LA indicated that the Town Council would be willing to take on the future maintenance of a shelter. Cllr DH gave an update on local community demand for a shelter. It was determined that demand for a shelter at this time is low therefore no further action to be taken at this time.	No further action. AB to note update and scheme to be removed from list.	AB
h)	Issue 5837 Dropped Kerbs, Riverway/Hill Street, Trowbridge	Cost estimate for dropped kerbs at River Way/Hill Street junction is £1000. Works to be undertaken as walk and build during May 2018	Agreed to fund £667 with £333 from contribution from T/C Awaiting completion at previous meeting	KR
i)	Issue 5859 Green Lane/Paxcroft Way, Trowbridge – Dropped Kerbs request	Prelim design prepared – dropped kerbs across Paxcroft Way and one dropped kerb opposite no 54 Green Lane. Cost estimate = £3000. Works to be undertaken as walk and build during May 2018	Agreed to fund £2000 with £1,000 contribution from T/C at previous meeting Awaiting completion	KR
j)	Issue 5997 Request for dropped kerb, Newleaze, Hilperton	<i>A dropped kerb put in place at the top of the street so parents can get there children to school safely and disabled people can access the pavement so they dont have to be in the road for a considerable distance in order to access the pavement</i> CATG agreed £667 funding subject to contribution of £333 from HPC (total scheme cost £1000).	Awaiting confirmation of match funding.	Recomm end area board funds £667
6.	New Issues			

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

a)	Issue 6090 Dropped Kerb request, Keates Close, Trowbridge	<p>Dropped kerb required 4 Keats Close. My husband is a wheelchair user and unable to walk. He had a leg operation after a fall but it was not possible to reset his leg. He uses a bariatric wheelchair. We have a dropped kerb by the garage but this is too far around the bungalow for me to wheel him given his weight. We need a dropped kerb outside front.</p> <p>CATG discussed and identified that a dropped kerb was present near the property (at the neighbouring access). Additional dropped kerbs would be of benefit only to the issue raiser and not the wider community. No further action to be taken</p>	Area board to note update and scheme removed from list.	AB
b)	Issue 6185 Trowbridge Rugby Club	<p>Motorists turning right into Trowbridge Rugby Club from the A361 despite the no right turn signs and the built-out kerb at the entrance to the club.</p> <p>CATG discussed this issue. Enforcement of the prohibited turn sits with the Police and therefore this will be brought to their attention. The further development of Doric Park sporting facilities will take into consideration this issue – the Town Council will pursue this. CATG asked KR to determine costs for ‘Ahead Only’ road markings. KR to report back to next CATG.</p>	<p>Town Council to pursue as part of planning process.</p> <p>KR to provide cost for additional road markings.</p>	LA/KR

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c)	Issue 6187 Manor Road Trowbridge	<p>I live on Frome Road Trowbridge between Pitman Avenue and Manor Road and walk my children to the Grove School every morning. This involves crossing Manor Road in order to get to the traffic light crossing for College Road. Manor Road is a fatality waiting to happen and urgently requires some sort of electric traffic signs advising drivers travelling either way on Frome Road that school children are crossing. This road has to be crossed by parents and children from at least six schools and it is extremely dangerous. Me and my two girls were nearly run over yet again this morning by a driver and this is something I see on a daily basis. I am not exaggerating this at all and it needs immediate action.</p> <p>KR explained that there are forthcoming pedestrian surveys to be undertaken on various routes linking to Grove Primary School and this location would be included. This is with a view to determine any required engineering measures to improve crossing facilities. KR to take forward as part of Taking Action on School Journeys Challenge</p>	Area board to note and to be removed from list	KR/AB
d)	Issue 6203 Obstruction of footway, Sycamore Grove (o/s Bargain Booze)	<p>18 tonne lorry and other smaller delivery vehicles are fully mounting driving upon and parking wholly with all tyres wholly upon the footway. Vehicle is left in a dangerous position obstructing the footway obstructing the dropped pedestrian kerb obstructing access for disabled individuals. Photo evidence already submitted is available on request</p> <p>Unlawful Contraventions Highways Act 1835 section 72 Town Police Clauses 1847 section 137 Highway Act 1980 section 137 Road Vehicle Construction and Use Regulations 1986 regulation 103 Road Traffic Act 1988 section 19 20 Road Traffic Act 1988 section 22 Road Traffic Act 1988 section 42 Traffic Management Act 2004 section 86 Equality Act 2010 right to access everyday</p>	KR to prepare options for parking improvements, footway improvements and prevention of obstructive parking.	KR

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7.	Other items			
a)	West Ashton Relief Road	Discussion took place regarding the planning process for the West Ashton Relief Road and concerns raised by Larkrise Community Farm and West Wilts Scouting Association. It was agreed that this was being dealt with via the planning process but also that CATG would consider the introduction of a 'keep clear' marking at the entrance into Larkrise Community Farm. KR to investigate costs and feasibility	KR to investigate cost/feasibility for keep clear markings	KR
b)	Holbrook Lane, Trowbridge	Request to investigate feasibility of dropped kerbs	KR to investigate feasibility and cost	KR
8.	Date of Next Meeting: 14th June 2018,10:00 , Kennet Room, County Hall			

Trowbridge Community Area Transport Group

Report author- Kirsty Rose, Senior Traffic Engineer

1. Environmental & Community Implications

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

1.1. Environmental and community implications were considered by the CATG during their deliberations. The funding of projects will contribute to the continuance and/or improvement of environmental, social and community wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

2. Financial Implications

2.1. All decisions must fall within the Highways funding allocated to Trowbridge Area Board.

2.2. If funding is allocated in line with CATG recommendations outlined in this report, and all relevant 3rd party contributions are confirmed, Trowbridge Area Board will have a remaining Highways funding balance of £16,117

3. Legal Implications

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

4. HR Implications

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

5. Equality and Inclusion Implications

5.1 The schemes recommended to the Area Board will improve road safety for all users of the highway.

6. Safeguarding implications

Councillors Briefing Note No. 348

Service: Legal and Democratic
Further Enquiries to: Maggie Mulhall
Date Prepared: 17 April 2018
Email: committee@wiltshire.gov.uk
Direct Line: 01249 706598

Electoral Review of Wiltshire Council – Update Consultation on New Division Boundaries

Background

1. As detailed in [Briefing Note No. 337](#), on 17 October 2017 Full Council was informed that the Local Government Boundary Commission for England ('the Commission') would be undertaking an electoral review of Wiltshire Council. The review would be to consider the total number of councillors on the council, and then review the numbers and boundaries of electoral divisions within the council, for implementation at the next elections in May 2021. The decision on the number of councillors, and pattern of divisions, is taken by Parliament following the recommendation of the Commission.
2. Full Council established an Electoral Review Committee ('the Committee') to progress any council responses to the Commission. For the preliminary stage of the review the Council was invited to make a submission setting out what it felt the evidence demonstrated would be the optimum council size moving forward, taking into account the Council's governance arrangements, its regulatory and scrutiny functions, and the representational role of councillors.
3. Following work from the Committee, on 20 February 2018 Full Council approved a submission which argued that the most appropriate council size moving forward would be 99, an increase of 1 from the current position. In particular, the fundamental role of community area boards was highlighted. The final version, as submitted to the Commission, can be found at [this link](#).
4. **The Council will be informed by the end of April 2018 of the 'minded to' decision of the Commission on council size. A further update to councillors will follow at that stage.**

Next Phase

5. The next phase of the Electoral Review, which is officially the first stage of the formal review process, is for the Commission to seek representations on new electoral division boundaries for Wiltshire Council, based on the total number of councillors being proposed. As part of this process there will be public consultation on the new division boundaries for the Council. This will be to allow the Council, other organisations and members of the public, to make representations and provide evidence on the most appropriate pattern of divisions moving forward. The Commission will use that evidence to assist in drawing up their draft recommendations for electoral divisions, on which they will consult later in the year.

6. The Commission will create a consultation portal for the Wiltshire Council review on [their website](#), on which they will include all relevant materials and instructions for organisations and the public to construct a suitable submission.
7. Any submissions to the Commission will be required to seek to create divisions as close as possible to the figure of electors per division (not total population per division) identified by the Commission's 'minded to' decision, whilst also seeking to reflect community identities and provided convenient and effective local government. Localised evidence from organisations and communities may justify a certain level of variance from that figure, but submissions will need to provide evidenced justification for any such variance.
8. **The consultation for the next phase will begin on 1 May 2018 and run until 9 July 2018. Any parties interested in making a submission on division boundary patterns should submit this directly to the Commission.**

Wiltshire Council Consultation

9. Although any interested parties are encouraged to submit any representations directly to the Commission, the Committee would also welcome any views from organisations, communities or the public, as it prepares a submission on behalf of the Council. **Any representations to the council should be sent to committee@wiltshire.gov.uk.**
10. Due to their role at the centre of the increasing devolution of decision-making to communities, the Electoral Review Committee has prepared this briefing note and other relevant information, which will be taken to each Area Board in Wiltshire in order to publicise the review and provide guidance to anyone interested in making or contributing to a submission. It will be taken as an item at the following meetings:
 - 26 April – Warminster Area Board
 - 3 May – Southern Wiltshire Area Board
 - 8 May – Malmesbury and Melksham Area Boards
 - 9 May – Royal Wootton Bassett and Cricklade Area Board
 - 14 May – Devizes and Tidworth Area Boards
 - 15 May – Marlborough Area Board
 - 17 May – Salisbury Area Board
 - 21 May – Pewsey Area Board
 - 23 May – Bradford-on-Avon Area Board
 - 24 May – Amesbury and Trowbridge Area Boards
 - 29 May – Calne Area Board
 - 30 May – South West Wiltshire Area Board
 - 31 May – Corsham Area Board
 - 4 June – Chippenham Area Board
 - 7 June – Westbury Area Board
11. For the assistance of councillors, organisations, communities and the public, links are provided to the [technical guidance on electoral reviews](#) from the Commission, as well as a guidance document on [preparing a submission](#) on proposing a pattern of divisions/wards.

Additional Stages

12. From 4 September to 12 November 2018 the Commission will consult upon its draft recommendations on new divisions, published after consideration of the submissions provided in Stage One. Area Boards would also be consulted by the Committee at this stage.
13. In March 2019 the final recommendations of the Commission will be published. At this stage they will no longer be able to be amended – a draft order will be prepared for laying in Parliament in Spring 2019, where the recommendations may be accepted or rejected, but not amended.
14. Should the recommendations be accepted, they will then be implemented for elections in May 2021.

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