

AGENDA

Meeting: Trowbridge Area Board
Place: The Cotswold Space - County Hall, Bythesea Road, Trowbridge, BA14 8JN
Date: Thursday 25 July 2019
Time: 7.00 pm

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

Please direct any enquiries on this Agenda to Kieran Elliott, direct line 01225 718504 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 Andrew Bryant, Drynham
Cllr Ernie Clark, Hilperton
Cllr Peter Fuller, Park
Cllr David Halik, Grove
Cllr Deborah Halik, Lambrok
Cllr Edward Kirk, Adcroft
Cllr Steve Oldrieve, Paxcroft
Cllr Stewart Palmen, Central
Cllr Horace Prickett, Southwick (Chairman)

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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 2019/20</p> <p>To elect a Chairman for 2019/20.</p>	7.00pm
<p>2 Election of Vice-Chairman 2019/20</p> <p>To elect a Vice-Chairman for 2019/20.</p>	
<p>3 Apologies</p> <p>To receive any apologies for absence.</p>	
<p>4 Minutes (Pages 7 - 14)</p> <p>To approve the minutes of the meeting held on 9 May 2019.</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</p> <p>To receive any announcements through the Chair.</p>	
<p>7 Appointment to Working Groups and Outside Bodies (Pages 15 - 38)</p> <p>To make appointments to Outside Bodies and Working Groups for the forthcoming year:</p> <p><u>Outside Bodies</u> Local Youth Network (LYN) Trowbridge Community Area Future</p> <p><u>Working Groups</u> Community Area Transport Group (including appointment of Chairman) LYN Management Group Trowbridge Wellbeing Centre Development Group Safer and Supportive Communities Group Health and Wellbeing Group</p> <p>Older person's champion</p>	7.05pm
<p>8 Partner Updates (Pages 39 - 64)</p> <p>To note the written reports and receive any updates from the following:</p>	7.10pm

	<ul style="list-style-type: none"> a) Wiltshire Police b) Dorset and Wiltshire Fire and Rescue Service c) Town and Parish Councils d) Local Youth Network e) Trowbridge Wellbeing Centre Development Group f) Safer and Supportive Communities Group g) Health and Wellbeing Group 	
9	<p>Warm and Safe Wiltshire Programme</p> <p>To receive a presentation from Paola Aldana, Senior Energy Advisor, Warm & Safe Wiltshire.</p>	7.30pm
10	<p>Wiltshire Highways Maintenance (<i>Pages 65 - 84</i>)</p> <p>To receive a presentation from Diane Ware, Principal Technical Officer Highways</p>	7.45pm
11	<p>Trowbridge Museum</p> <p>To receive a presentation from Clare Lyall, Curator and Head of Cultural and Neighbourhood Services.</p>	8.00pm
12	<p>Funding (<i>Pages 85 - 150</i>)</p> <p><u>Youth Grants</u></p> <p>Youth Adventure Trust – Vulnerable Young People from Trowbridge 2019 Activity Days - £1988.40 Splash Positive Activities for Trowbridge Young People – Splash, part of Community First - £4975.00 Trowbridge Town Football Club – Trowbridge Town Youth Football Club Goalposts - £750.00 Wiltshire Wildlife Trust – Re-Cycle Wiltshire - £4000.00</p> <p><u>Community Area Grants</u></p> <p>Brighter Aspirations Studley Green Youth Space – Trowbridge Community Area Future - £7500.00 Trowbridge Town Football Club Goal Posts – Trowbridge Town Football Club - £896.97 The Outdoor Classroom – The Grove Primary School - £5000.00</p> <p><u>Health and Wellbeing Grant</u></p> <p>Trowbridge Community Area Future – Community Hub @ BA14 Support Clubs - £3400.00</p>	8.15pm
13	<p>Community Area Transport Group (<i>Pages 151 - 168</i>)</p> <p>To receive the notes and recommendations of the Community Area</p>	8.50pm

Transport Group.

Issue [4824](#) – Speeding Westbury Road/Woodmarsh, North Bradley
- £5000.00

Issue [6920](#) Moyle Park , Trowbridge - £133.00

Issue [7069](#) Speeding – Whaddon Lane, Hilperton - £160.00

14 **Urgent items**

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

9.00pm

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MINUTES

Meeting: Trowbridge Area Board
Place: The Cotswold Space - County Hall, Bythesea Road, Trowbridge,
 BA14 8JN
Date: 9 May 2019
Start Time: 7.00 pm
Finish Time: 9.05 pm

Please direct any enquiries on these minutes to: Kieran Elliott 01225 718504 or kieran.elliott@wiltshire.gov.uk

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

In Attendance:

Wiltshire Councillors

Cllr Deborah Halik, Cllr Ernie Clark, Cllr Horace Prickett (Chairman), Cllr Edward Kirk, Cllr Stewart Palmen, Cllr David Halik and Cllr Peter Fuller

Total in attendance: 31

<u>Minute Item No.</u>	<u>Summary of Issues Discussed and Decision</u>
	<u>Councillor Graham Payne</u> A minute's silence was held in remembrance of Councillor Graham Payne, Trowbridge Drynham Division, who had passed away on 24 March 2019. Councillor Payne had served as Chairman of the Area Board on numerous occasions and had represented Trowbridge at town, district, county and unitary level for many decades, being first elected to Wiltshire County Council in 1976.
24	<u>Apologies</u> Apologies for absence were received from Councillor Steve Oldrieve.
25	<u>Minutes</u> The minutes of the meeting held on 7 March 2019 were presented for consideration. For minute 14 the final two lines were deleted and the spelling of

	<p>Trowbridge was corrected in Minute 19.</p> <p><u>Resolved:</u></p> <p>Subject to the amendments above, the minutes of the meeting held on 7 March 2019 were approved and signed as a true and correct record.</p>
26	<p><u>Declarations of Interest</u></p> <p>Councillor Ernie Clark declared a non-pecuniary interest for Minute 31 in respect of a grant by virtue of being a member of the Community Centre. He declared he would speak but not vote on the application.</p>
27	<p><u>Chairman's Announcements</u></p> <p>The announcements as detailed in the agenda pack were noted.</p> <p>In respect of the consultation on Special Schools the Area Board resolved that the following view be communicated to the Cabinet of Wiltshire Council:</p> <p>That Trowbridge Area Board are pleased to note that the Council have withdrawn the notices to close Larkrise, St Nicholas and Rowdeford Schools. The Area Board are anxious for the Larkrise Special School to be retained in Trowbridge and call upon the Cabinet to reconsider its previous view and meets the needs and concerns expressed by the parents of the town by extending the provision in Trowbridge. This can be easily achieved by using the Ashton Street site.</p> <p>Attention was also drawn to the start of the annual 'Big Pledge' exercise event organised by the Council.</p>
28	<p><u>Partner Updates</u></p> <p>Updates from partners were received as follows:</p> <p>i. Wiltshire Police The written update was noted. Inspector Andy Fee was in attendance and provided further updates on an increase in the number of community coordinators for Trowbridge specifically as well as West Wiltshire generally. He noted the coordinators were key to the Community Policing Teams' engagement with local issues.</p> <p>The Area Board discussed the update and sought additional details, including on PCSO attendance at parish councils and enforcement of lower level criminal activity, and whether locally funded enforcement was a suitable approach given the focus of the police on higher priorities.</p> <p>ii. Dorset Wiltshire Fire and Rescue Service The written update was noted.</p>

	<p>iii. Town and Parish Councils The written update from Trowbridge Town Council was noted, along with notice of the two vacancies on the Council. Updates were also received from Hilperton and North Bradley on matters such as progression of neighbourhood plans, attendance at the query into the housing sites allocations plan, and that a defibrillator had been installed at Hilperton village hall.</p> <p>iv. Local Youth Network It was stated that the Community Engagement Manager was now liaising with Trowbridge Community Area Future to attend youth sessions so that grant applications could be viewed and assessed directly by young people to make their views and priorities known.</p> <p>v. Trowbridge Wellbeing Centre Development Group Concerns were expressed by Colin Kay on behalf of the group that the principle contact at Wiltshire Council had now left the authority and they had not been communicated with by a new contact. The Community Engagement Manager stated they would discover who the best contact was and put them in communication.</p> <p>Concerns were also expressed at continued delays on the East Wing site in obtaining planning permission, particularly as the NHS had obtained capital funding for the site but that without an application there was a risk the funds could be reallocated.</p> <p>It was also stated an organisation called YouthZone had been contacted and they were interested in potentially contributing funds to the leisure aspects of the site.</p> <p>Resolved: That the Area Board write to the Cabinet to request further details on progress with the East Wing site.</p> <p>vi. Safer and Supportive Communities Group It was stated the group had now met since the last meeting and feedback would be obtained.</p> <p>vii. Health and Wellbeing Group The Area Board agreed that Councillor Stewart Palmen would be the Board representative to the group in place of Councillor Deborah Halik.</p>
29	<p><u>Trowbridge Weavers Market</u></p> <p>A presentation was received as attached to these minutes by Giles Nicholson in relation to plans to develop a monthly market in Trowbridge town centre to be known as Trowbridge Weavers Market.</p>

	<p>The Board was shown details of the planning that had been undertaken for the first even, planned for July 2019, including engagement with local businesses and other groups to secure quality stallholders and activities and coordinate with other events. The event was to be not for profit and after the first four events the organisers would review to see how things could be improved for next year. A wider communication plan would launch in June aimed at the public.</p> <p>The Board discussed the presentation and sought additional details on engagement with local traders, with it stated that the intention was not to compete with existing offerings but to help spotlight local businesses. It was confirmed that while applications for stalls from many places were being considered, as long as the quality met the required standards priority would be for local businesses and traders. There were also questions on target demographics.</p> <p>The Board thanked Mr Nicholson for his presentation and awaited further details as they emerged.</p>
30	<p><u>Wiltshire Wildlife Trust in Trowbridge</u></p> <p>A presentation was received from Jessica Thimbleby of Wiltshire Wildlife Trust on work being carried out in partnership with the Council on recycling initiatives and other activities in the communities, working with Area Boards, schools and businesses. The presentation is attached to these minutes.</p> <p>The Board was updated on events including working with the Friends of Biss Meadows, contact with Selwood Housing for projects in Longfield, and a planned 'Waste-free' picnic event for 30 May 2019 subject to town council approval. There were also details provided generally of waste production and recycling within the county.</p> <p>The Board discussed the update and sought details of a Community Fridge project that had begun in Westbury and how this could be extended to other areas, and it was also raised that government consultation was underway on a scheme operating in some parts of the UK for machines which gave financial rewards for recycling materials.</p> <p>The Board thanked Jessica Thimbleby for her presentation.</p>
31	<p><u>Funding</u></p> <p>It was noted an application of £2000.00 for support to Trowbridge Weaver's Market had been approved under delegated powers by the Community Engagement Manager since the last meeting following consultation with Baord members.</p> <p>The Area Board considered the following applications:</p> <p><u>Alzheimer's Support</u></p>

The sum of £2500.00 was requested for building works to repair and make more accessible the access to the building. On the motion of Councillor Ernie Clark, seconded by Councillor Stewart Palmen, it was,

Resolved

To award the sum of £2500.00 to the Alzheimer's Support

Reason

The application met the Community Area Grant Criteria

Bethesda Baptist Church

The sum of £5000.00 was requested for various improvements community room used by local groups. On the motion of Councillor David Halik, seconded by Councillor Stewart Palmen, it was,

Resolved

To award the sum of £5000.00 to Bethesda Baptist Church

Reason

The application met the Community Area Grant Criteria

Ruksak45218

The sum of £2500.00 was requested for a project to provide rucksacks of essential items for vulnerable families and young people. On the motion of Councillor Edward Kirk, seconded by Councillor David Halik, it was,

Resolved

To award the sum of £2500.00 to the Ruksak45218

Reason

The application met the Community Area Grant Criteria

The Mead Primary School

The sum of £5000.00 was requested for construction of an art studio and meeting space. On the motion of Councillor Peter Fuller, seconded by Councillor Deborah Halik, it was,

Resolved

To not award the grant and to refer the application to Bradford-on-Avon Area Board

Reason

The application site was within the Bradford-on-Avon Community area.

Southwick Baptist Church

The sum of £500.00 was requested for a free introductory advice service based in Southwick in relation to debt and benefits advice. On the motion of Councillor David Halik, seconded by Councillor Stewart Palmen, it was,

Resolved

To award the sum of £500.00 to Southwick Baptist Church

Reason

The application met the Community Grant Criteria

Sing a Longs

The sum of £180.00 was requested for improved music folders for the Sing a Longs group visiting nursing homes and hospices. On the motion of Councillor David Halik, seconded by Councillor Peter Fuller, it was,

Resolved

To award the sum of £180.00 to Sing a Longs.

Reason

The application met the Community Grant Criteria

Paxcroft Mead Community Centre

The sum of £1532.80 was requested for refurbishment of the toilet facilities. On the motion of Councillor David Halik, seconded by Councillor Peter Fuller, it was,

Resolved

To award the sum of £1532.80 to Paxcroft Mead Community Centre

Reason

The application met the Community Grant Criteria

Councillor Ernie Clark requested his abstention from voting be recorded.

Youth Grants

Trowbridge Community Area Future

The sum of £5000.00 was requested for the Brighter Aspirations Plus project. On the motion of Councillor Deborah Halik, seconded by Councillor Stewart Palmen, it was,

Resolved:

To approve £5000.00 to Trowbridge Community Area Future

Reason:

The application met the Youth Grant Criteria

LoVe Sounds Music

The sum of £1876.00 was requested for the Love Sounds Music Project. On the motion of Councillor David Halik, seconded by Councillor Stewart Palmen, it

	<p>was,</p> <p><u>Resolved:</u></p> <p>To approve £1876.00 to LoVe Sounds Music</p> <p><u>Reason:</u></p> <p>The application met the Youth Grant Criteria</p> <p><u>Health and Wellbeing Grants</u></p> <p><u>Wiltshire Music Centre</u> The sum of £1500.00 was requested for third year of the Celebrating Age project. On the motion of Councillor David Halik, seconded by Councillor Stewart Palmen, it was,</p> <p><u>Resolved:</u></p> <p>To approve £1500.00 to Wiltshire Music Centre</p> <p><u>Reason:</u></p> <p>The application met the Health and Wellbeing Grant Criteria</p>
32	<p><u>Community Area Transport Group</u></p> <p>The Board received the notes of the last meeting and would await notice from the town council if they would provide the matched funding for Issue 6452.</p>
33	<p><u>Urgent items</u></p> <p>There were no urgent items.</p>

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Wiltshire Council

Trowbridge Area Board

25 July 2019

Appointments to Outside Bodies and Constitution of and Appointments to Working Groups 2019/20

1. Purpose of the Report

- 1.1. To appoint representatives to Outside Bodies, and to reconstitute and appoint to Working Groups for the year 2019/20.

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 2019/20.
- 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 2019/20, 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 Person Champion for the Area Board, in accordance with Appendix D.

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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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Appendix A

Name of Outside Body	Number of Reps Required	Names of Current Reps	Date Appointed	Voting Rights	Meetings per year	Why Reps Required	Principal Contact	Email Address
Trowbridge Community Area Future	1	Cllr Stewart Palmen	Jun-17	No	4	Development of the Community Area Plan	Lindsey Millen	tcaf@trowbridge.gov.uk
Trowbridge LYN	1	Cllr Stewart Palmen	Jun-17	Yes	4	Area Board representative sitting on the LYN	Liam Cripps	liam.cripps@wiltsfire.gov.uk

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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 Stewart Palmen
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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WILTSHIRE POLICE

Trowbridge Area Board

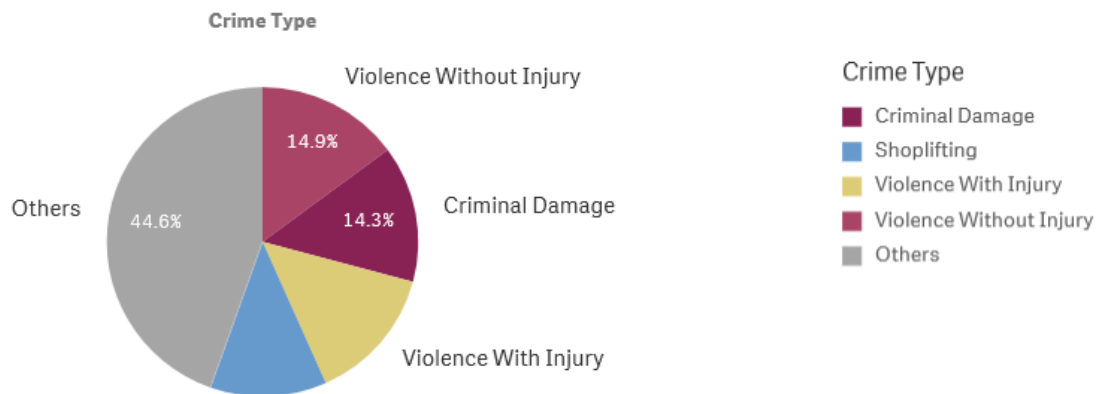


Our purpose: To keep people safe and protect our communities

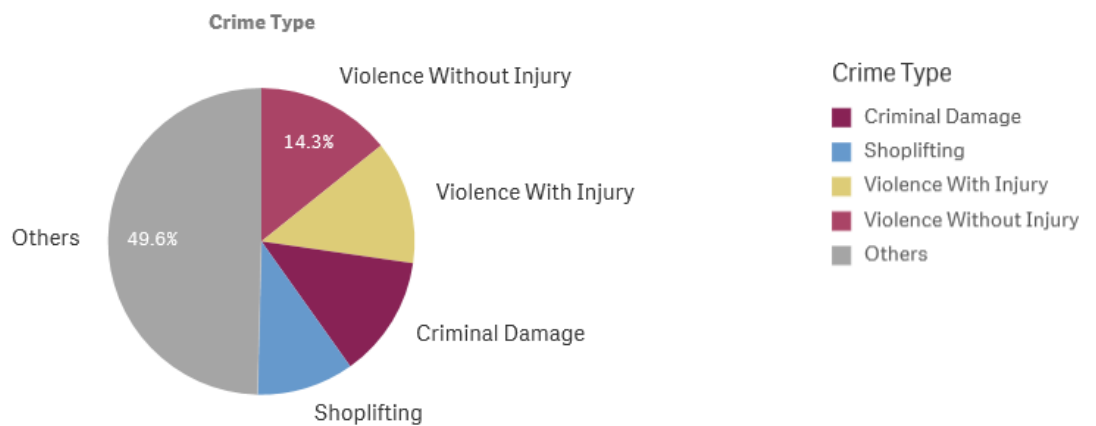
July 2019

PERFORMANCE

Your Area - Five Highest Crime Groups (Previous 12 months)



Force Area - Five Highest Crime Groups (Previous 12 months)



Wiltshire West CPT - crime and incident demand for the 12 months to June 2019

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Force-wide

- Wiltshire Police has reduced the volume of recorded crime by 1% in the 12 months to May 19 and continues to have one of the lowest crime rates in the country.
- Our service delivery remains consistently good.
- In June, we received 8,502 999 calls which we answered within 4 seconds on average and 13,096 101 calls which we answered within 1 minutes 10 seconds on average.
- In June, we also attended 1,571 emergency incidents within 11 minutes and 5 seconds on average.
- Wiltshire Police has seen a 26% reduction in vehicle crime and 20 per cent in burglary in the 12 months to June 2019. These are the most improved trends in the country.
- The Crime Survey of England & Wales recently ranked Wiltshire as one of the top forces nationally for public confidence. It covers the 12 months to December 2018 The publication can be found here: WWW.CRIMESURVEY.CO.UK

For more information on Wiltshire Police's performance please visit:

PCC's Website - <https://www.wiltshire-pcc.gov.uk/article/1847/Performance>

HMICFRS Website - <https://www.justiceinspectorates.gov.uk/hmicfrs/police-forces/wiltshire/>

Police.uk - <https://www.police.uk/wiltshire>

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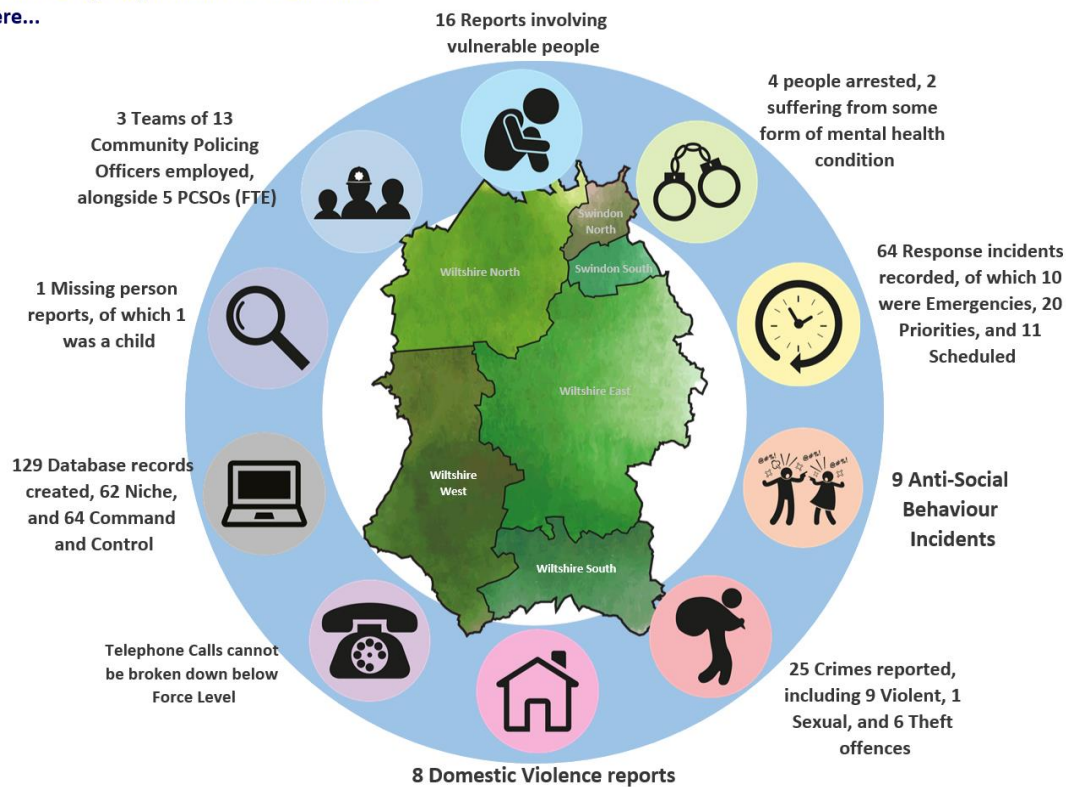


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July 2019

Area specific

On an average day in Wiltshire West there were...



Wiltshire West CPT Demand Overview – 12 months to June 2019

Every 2 weeks, 4 Community Speedwatch Schemes across West Wiltshire are selected by the Community Speedwatch Team for CPT support (additional targeting, enforcement and patrols) to supplement the CSW team planned sessions.

These are included in our weekly tasking document for action and update. All the results from the supplementary speed checks conducted are fed back to the relevant town and Parish Councils.

The speedwatch teams that were supported throughout June were :

Tollard Royal – 1 x speed check completed, no vehicles observed speeding

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Bitham Park, Westbury – 3 x speed checks completed, no vehicles observed speeding

Lowbourn, Melksham – 1 x speed check completed, no vehicles observed speeding

Atworth, Melksham – 2 x speed check completed, no vehicles observed speeding

Chapmanslade – 5 x speed check completed, no vehicles observed speeding

East Knoyle – 1 x speed check completed, no vehicles observed speeding

Frome Road, Bradford on Avon – 1 x speed check completed, no vehicles observed speeding

Chitterne – 1 x speed check completed, no vehicles observed speeding

Shaw, Melksham – 1 x speed check completed, words of advice given to one driver

Bratton – 4 x speed check completed, no vehicles observed speeding

Hindon – 3 x speed check completed, no vehicles observed speeding

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HIGH LEVEL CPT UPDATES:

- **Incidents of note** – Our focus in recent months has been around antisocial behaviour in Trowbridge, following a number of reports of a specific group of young people causing problems for the community.

A number of patrols have been conducted within the town by both uniformed and plain clothes officers. Stop searches were conducted where appropriate, and three youths were located in possession of drugs and issued Community Resolutions. Conditions for this state that they must abide by orders made by the Youth Offending Team.

In relation to the serious assault that occurred between Tesco and Biss Meadow in February 2019, three young people have been charged with Robbery, Wounding with intent and Possession of a knife in a public place. Two of these young people have been remanded into Custody until their trial date later this year. The third has been released on conditional bail, including a curfew with a tag.

- **Incident trends** – Reports of crime in June 2019 showed 3126 crimes, compared to an average of 298 for the same month over the last two years.

There were no significant crime trends throughout June.

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YOUR CPT – Wiltshire West



Inspector Andy Fee

Sergeant Dan Green

Community Co-ordinators:



PC Charly Chilton (Trowbridge)



PC Helen Daveridge (Westbury and Warminster)



PC Lee Pelling (Melksham)



Pc Rich Salter (Tisbury and Mere)



Pc Darren Foulger (Bradford on Avon and Youth Intervention)

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Inspector Andy Fee is currently responsible for the 10 Community Policing Teams across the western area. These are based at Trowbridge and Warminster police stations with 5 teams in each covering a 24/7 365 duty pattern.

Each team is made up of Police Officers, Police Community Support Officers and Local Crime Investigators. Central to these officers are my Community Coordinators who are very much the heart of the team and whom many of you will know on first name terms.

In addition to these officers we have a number of Special Constables who are aligned to the teams. They will try to work predominantly with their aligned team but can slot in anywhere around their availability.

You can find out more about Wiltshire West CPT, including news stories and contacts for local officers, on our website: www.wiltshire.police.uk/WiltshireWest

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LOCAL PRIORITIES

PRIORITIES FOR WILTSHIRE WEST CPT	UPDATE
Priority 1:	
<u>Op Artemis – Rural Crime</u> This is the ongoing rural crime operation overseen by the Rural Crime Team for the county. They will arrange for specific patrols during the course of the year in cooperation with and supported by the farming community with a view to tackling, deterring and detecting overnight rural crimes.	Throughout June over 80 patrols have been conducted in rural areas throughout the West Wiltshire Community Policing Team.
Priority 2:	

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Young people in Trowbridge involved in ASB and criminality

A small group of young people within the Trowbridge area have been involved in Antisocial Behaviour, and criminality in the last twelve months.

Three young people have been charged in relation to a stabbing which occurred in February. Two of these young people have been remanded in custody until the trial date later this year.

A number of proactive patrols have been conducted in and around Trowbridge Town Centre. Stop searches were conducted, and three youths were located in possession of drugs and subsequently issued community resolutions, meaning that they must abide by orders made by the Youth Offending Team.

Two young persons have been identified for more than 10 shoplifting offences within the Trowbridge area. After a positive robust approach, these individuals have now been charged, and are due to appear before court in June.

A 16 year old male identified for causing a large number of crimes linked to antisocial behaviour and drug dealing, has been sentenced to 6 months in prison.

Two males who were initially part of the group identified as causing issues within the town, were dealt with for offences. They are both now in full time employment and have not come to police attention for a number of months.

Priority 3:

Community Speedwatch

As above

Priority 4:

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Young people in Melksham involved in ASB and criminality

In May a disorder was reported in the Hawthorn Road area of Melksham, which involved a large group of youths.

A number of witness statements have been obtained in relation to this incident, which has resulted in a number of youths having been interviewed under caution, and released pending further enquiries.

High Visibility Patrols continue to be conducted in the area at key times.

The West Wiltshire CPT are currently working closely with partner agencies to prevent further instances occurring.

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HIGH LEVEL PCC UPDATES

- **Improvement in 101 performance** - Concerns had been raised in the past from the public around the time it takes to get through to 101. I'm pleased to say that following investment into the call centre, performance has improved significantly. The time it takes to answer a 101 call has improved from just over 5 minutes in 2017 to 1 minutes 4 seconds at the start of this year. The proportion of times that a caller simply hangs up before being dealt with has also improved from 17 per cent to 4.8 per cent.
- **Recruitment** - As part of my promise when the policing precept was increased for this financial year, 12 additional Community Coordinators will be in place across the county next month helping our Community Policing Teams to put a renewed focus on visibility and community engagement.
- **National Armed Forces Day** – There has been a number of events across the county to celebrate Armed Forces Day with Salisbury hosting the national event this year. Alongside the Force I'm pleased to support these and at the end of June Wiltshire Police signed the military covenant with a commitment to employing those relocated as part of the Army's re-basing programme.

HIGH LEVEL FORCE UPDATES

- **Summer demand campaign** - We are now moving into the time of year where police forces traditionally see a spike in demand. The warmer weather, school holidays and increased socialising, means we are expecting to see a significant increase in 999 and 101 calls. To try to counter this, we will be running a summer publicity campaign designed around key crime prevention messages.
- **Drink Driving** – The annual drink driving campaign will be launching soon. This will see a focus on educating the public about the dangers of getting behind the wheel after having a drink.
- **Awards** – We have recently been celebrating the bravery, dedication and hard work of police officers, staff, volunteers and members of the public at the Wiltshire Police Awards Ceremony. You can read more, including some of the heart-warming stories from the night, on our website <https://www.wiltshire.police.uk/Features>

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GET INVOLVED

- You can keep up to date with the latest news in your area by signing up to our Community Messaging service – www.wiltsmessaging.co.uk
- You can follow your CPT on social media <https://www.wiltshire.police.uk/Followus>
- More information on your CPT area can be found here: www.wiltshire.police.uk and here www.wiltshire-pcc.gov.uk

OTHER INFORMATION

With the warmer weather upon us, we start to see an increase in dwelling burglaries

There are some basic precautions you can take to keep you and your possessions safe when in your home.

- » Lock your doors and windows every time you leave the house, even if you're in the garden, and make sure you have approved locks or bolts on all doors and windows
- » Never leave a spare key in a hiding place like in a plant pot or letterbox - a thief knows all the hiding places
- » Keep all keys, purses and wallets out of sight and away from the letterbox
- » Consider installing a burglar alarm, and only use a company that is registered or certified with the NSI or the SSIAB
- » Do not open the door to anyone you don't know or are not expecting. Always check by using a spy-hole or look through a window

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- » Make sure that you have up to date contents insurance
- » Register all serial numbers from electrical items, tools and garden equipment with Immobilise.com (the free national property register). Mark items without serial numbers with an artificial DNA property marker such as Smartwater or SelectaDNA
- » Do not keep large amounts of cash at home - it is much safer in a bank or building society
- » Trim back any plants and hedges at the front of your property to no higher than 1 metre to remove hiding places
- » Always report any suspicious activity, note any vehicle registrations, descriptions of persons involved and direction of travel
- » Use a timer to set lights to mimic your usual activity when you are not at home
- » Take photographs of all jewellery including hallmarks and keep them safe. Also consider using an artificial DNA property marker on jewellery or other valuable items
- » Make sure any bolts are low enough so they cannot be opened by reaching over the top of the gate.

If you have any information about offenders or see something suspicious, call us on 101, or call [Crimestoppers anonymously](#) on 0800 555111. In an emergency dial 999.

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Town Clerk's Report to Policy & Resources Committee 2nd July 2019

The Town Clerk reports every two months to the Policy & Resources Committee with an edited version presented to the Area Board. Agenda items are highlighted and normally include an officer's recommendation. Other matters are provided as report items only.

1. POLICY

1.1 Review of Wiltshire Council Electoral Divisions (AGENDA ITEM 7) – The Local Government Boundary Committee for England (LGBCE) has reviewed electoral arrangements for Wiltshire Council (WC). Final recommendations to the Sec. of State are now due to be published on 1st October, as changes to the draft recommendations for the south of the county have been proposed and are subject to further consultation. WC is also conducting a **Polling District & Polling Places** review; consultation is likely to be ongoing when the July meeting takes place. The Town Clerk will therefore table a report at the meeting following the reading of the Final Recommendations.

1.2 Community Governance Review (CGR) – The Town Council Strategy says;

Trowbridge Town Council will continue the campaign to ensure that Trowbridge can have A TOWN COUNCIL FOR ALL OF THE TOWN, including all the built up urban areas which are not connected to their respective villages and if necessary will seek a further Community Governance Review when Ashton Park urban extension is being built-out or if other areas of development take place on the edges of the current town boundary, but recognises that this is unlikely to take effect before 2025.

When it concluded the review in 2016 Wiltshire Council indicated that it would reconsider areas once development had taken place. When the new Wiltshire Council divisions are established in 2021 the town council may request a Community Governance Review to include areas into which the town has grown. Wiltshire Council has now commenced the preparations for this process and the council will be considering a request to Wiltshire Council in September.

2. RESOURCES – Delegated to the Head of Service: Resources & Venues, Juliet Weimar.

2.1 Financial Resources – End of Year accounts (April-June, July-Sept, Oct-Dec & Jan-March) are presented to each spending committee and collectively to Policy & Resources Committee.

2.2 Management Accounts – The End of Year accounts up to the end of March 2019 were presented to the committee at this meeting, following approval at Full Council on 25th June.

Policy & Resources Year end – April '18 to March '19

	Actual	Budget	Variance
Gross Expenditure	£369,374	£408,397	£39,021
Income	£31,376	£62,977	£31,601
Net	£337,998	£345,420	£7,422

No contribution could be made to reserves due to lower income and excess expenditure in other areas, reducing the Gross Expenditure level here. The reduced income is due to CIL being significantly lower than anticipated. The overall Council results showed a deficit of £77,424 which

reduces the General Reserve from £176,697 to £99,273. The Council's General Reserves should be a minimum of 3 months' revenue expenditure which would be over £370,592.

RESOLVED: That the Committee notes the department and whole Council end of year accounts and that the level of General Reserves need to be addressed.

2.3 Grant Applications The following grant applications were approved:

2.3.1 Core Grants (budget for 2019/20 £9,000 and the following are all included in the adopted Grants Policy and total £9,000). HELP Counselling - £1000. Seymour Community Association - £1000.

TACLS - £1000. Trowbridge Guild of Community Service - £500. Wiltshire Citizens Advice - £5,000. Wiltshire Mind - £500.

2.3.2 General Grants

Alzheimer's Support - £1000. Arts Together - £100. Back on Track – Stroke Rehab - £300

Friends of Biss Meadows - £980. Monday Wednesday Club - £1000.

Multiple Sclerosis Therapy Centre - £250. Relate Wiltshire & Somerset - £300

Revitalise Respite Holidays - £1000. The BIG Community Grow - £1000

Trowbridge Cultural Festival of Food - £500. Trowbridge in Bloom - £1000

Wiltshire Music Centre Trust - £1000. Wiltshire Sight - £500

2.4 Risk & Audit Panel - The notes of the Risk & Audit Panel meeting held on Tuesday 25th June 2019 were noted by the committee.

2.5 Community Infrastructure Levy (CIL) – The town council is due to receive the second quarter's CIL from Wiltshire Council during July.

2.6 HUMAN RESOURCES

2.6.1 New Starters -

Graham Drewett – Groundsman Operative started 1st June.

Sharon Bull - as Events Bookings and Admin Officer started on 1st July

2.6.2 Leavers - Mandi Edwards, Community Play Worker left on 30th April 2019

Karen Reeves, Civic Bookings Officer – left on 22nd May 2019

Imogen Davis, Sports Coach – left on 21st June 2019

Devon Oldknow - Civic Supervisor.

2.6.3 Recruitment:

LS - Vacancies for two Sports Coaches and an Apprentice Sports Coach and Facilities Support Administrator Apprentice - to start on 1st August.

3. SERVICES

Heads of Services make detailed reports to their respective committees which are published the week before the committee meeting. Trish Carpenter is the Council Secretary responsible for administering these committees.

3.1 CULTURAL & NEIGHBOURHOOD SERVICES – Delegated to Clare Lyall, Head of Service: Cultural & Neighbourhood Services, (responsible for overseeing the Museum and Neighbourhood Services). Our Neighbourhoods Team look after play areas, recreation grounds and support the activities of Wiltshire Council in looking after our streets.

Full updates were presented in reports to committee on 28th May 2019.

3.1.1 Museum - Staff and operations temporarily relocated to the Civic in April during the project.

3.1.2 Neighbourhoods – New street sweeping services due to commence September.

3.2 VENUE SERVICES – Delegated to Juliet Weimar, Head of Service: Resources & Venues, (responsible for overseeing The Civic and Longfield Community Centre). The Civic Board is responsible for overseeing the commercial operation of The Civic. The Board met on 4th June 2019. Next meeting is to be held on 27th August 2019.

3.2.1 Longfield Community Centre – Planning permission has been granted for the use of part of the Centre by the DVSA the lease is now being finalised for a proposed 1st August commencement.

3.3 LEISURE & INFORMATION SERVICES – Delegated to Hayley Bell, Head of Service: Leisure & Facilities, (responsible for overseeing Active Trowbridge, Information Services and Facilities). An update was provided in the report to committee on 11th June, next meeting 27th August.

3.3.1 Active Trowbridge – The team held a successful Active Festival in the Park on Saturday 13th July and are preparing for the school Summer holiday programmes.

3.3.2 Health & Wellbeing – In order to support the health of employees and to improve the environs of the Civic Centre it was suggested that smoking is only permitted for employees in the rear access road between the Civic Centre and St Stephen's Place.

RESOLVED: that smoking is only permitted for employees in the rear access road between the Civic Centre and St Stephen's Place and that visitors to the Civic Centre are also requested not to smoke in the vicinity of the Civic Centre.

4. TOWN COUNCIL PROJECTS

4.1 Museum Project – (AGENDA ITEM 8) The Town Council Strategy says;

Trowbridge Town Council will; complete the project 'Onwards and Upwards' to expand Trowbridge Museum; secure funding from the HLF and other funders and; will contribute around £900,000, funded from borrowing at a cost of up to £50,000 per annum. The new Museum will reach out from its base in Home Mills in The Shires, to encompass the whole town, through visual links from the top floor, interpretation and signage at key locations and significant buildings linked to the museum.

The HLF has made a grant of £1,172,500 towards the £2.5million project. The Friends of Trowbridge Museum have contributed £150,000 to the project so far, and the Town Council has borrowed £450,000 towards the project, with a further £450,000 due to be borrowed in 2019/20. The Museum is closed. The construction contract has been awarded to E W Beard and work commenced in June. The new Museum, expanded to cover two floors, with a new lift shaft is due to open in 2020. We have also received an offer of £2,500 from Hilperton parish Council towards the project.

4.2 Sports Pitches Projects – The Town Council Strategy says;

Trowbridge Town Council will support and if necessary be actively involved in:
a. Provision of an all-weather pitch at Doric Park in conjunction with national sports funders and other organisations.
b. Development of the Health & Well-being Centre by Wiltshire Council in the town centre.

4.2.1 Doric Park – We are progressing the development of land at Doric Park to provide an all-weather 3G pitch, car-parking, changing rooms, education facilities and a gym. The cost of the development will be around £2million. We anticipate a requirement to secure borrowing of around £1million with other funding being available from S106 (£600,000) and grants (£500,000) including the Football Foundation. Borrowing will be funded from lettings income. Framework consultants RLF and QMP are detailing proposals and we have engaged Carter Jonas as our agents. We met with the Rugby Club Board on 18th June to consider the proposal and agree access and land transfers prior to submitting a planning application.

4.2.2 Grass Pitch Development - Ashton Park - Following consultation by WC with West Ashton and North Bradley PCs about proposed sports pitches, changing accommodation and car-park we are progressing discussions with Persimmon. Whilst both parishes are involved in negotiations they are happy to let TTC lead and make a decision on which organisation will take ownership, all are agreed that we should seek to avoid a Management Company taking on this role, as has been contentious at Castle Mead.

4.2.3 Town Park Tennis Courts – Installation of low energy floodlights, funded using S106, is complete.

4.2.4 Paxcroft Mead Cricket Ground – When the surgery extension was built at Seymour on the field used by Trowbridge Cricket Club, a contribution towards alternative facilities was made through S106. Following alternative schemes not reaching fruition the proposal is now to improve the Cricket area at Paxcroft Mead, between the community centre and the Mead School. This is currently owned by WC. We held a meeting with Wiltshire Cricket on 11th June. Unfortunately, WC is not prepared to consider an asset transfer to the town council therefore WC will need to work directly with the Club to deliver a solution.

5. **CIVIC & DEMOCRATIC ACTIVITIES**

5.1 Council Meeting Dates - Council and committee meetings for the next few months are:

Tuesday 23 rd July	Town Development (19:00)
Tuesday 30 th July	NO MEETING
Tuesday 6 th & 13 th August	NO MEETING
Tuesday 20 th August	Town Development (19:00)
Tuesday 27 th August	Leisure & Info Services (18.30)
Tuesday 3 rd September	Policy & Resources (19:00)

5.2 Dates for your diary: Civic Service at 18:30 on Sunday 21st July in St James' Church.

5.3 Twinning - Trowbridge is twinned with four communities:

5.3.1 Leer in Ostfriesland, Germany. Visitors came to Trowbridge on 18th – 22nd July to celebrate the 30th Anniversary of the twinning.

5.3.2 Charenton-le-Pont on the outskirts of Paris, France.

5.3.3 Elblag in Poland (with the other four towns in West Wiltshire).

5.3.4 Oujda in Morocco.

5.4 Council Vacancies – The town council currently has one vacancy:

Trowbridge Central Ward – A Bye-election is due to be held on 22nd August.

Trowbridge Drynham Ward – A bye-election was held on 4th July and councillor Denise Bates was elected.

Trowbridge Grove Ward – A bye-election was held on 4th July and councillor Graham Hill was elected.

6. TOWN DEVELOPMENT – Committee meets 23rd July and 20th August 2019. The committee considers all regulatory matters consulted on by Wiltshire Council including planning, listed building and tree applications, road closure, traffic regulation and licensing.

6.1 Development Sites

6.1.1 Commercial/Mixed-use sites

Bowers – www.innoxmills.co.uk are close to agreement with a developer. The town council supports at least 300 houses on this site. The owner met with the Town Clerk and councillors on 17th July prior to a public presentation in the Autumn.

County Hall East – Wiltshire Council have made a mixed use outline application including the new health facilities to replace the hospital and new leisure facilities as well as 54 apartments (also see 8.1.3 below)

6.1.2 Housing Sites – Some were delayed pending resolution of mitigation measures associated with Bechstein Bats at Biss and Green Lane Woods. The following provides a summary of the situation.

A. Ashton Park and associated sites.

Ashton Park – Persimmon (mainly in West Ashton and North Bradley Parishes), [15/04736/OUT](#) for 2,500 houses, employment area, sports pitches, open space, allotments, play areas, 2 primary and 1 secondary schools and A350 improvements was permitted in April 2018, S106 agreement being negotiated.

Wain Homes applications [16/00547/FUL](#) [17/12509/FUL](#) for up to 121 houses. Concerns about access, the Local Equipped Area of Play (LEAP) at Southview Park and the cycling and walking network were raised.

B. Sites within the settlement boundary

B1. Under Construction

Court Mills – [18/03020/FUL](#) Conversion to 7 town houses overlooking the Town Park.

St George's Works – 30 apartments [18/02924/VAR](#) overlooking the Town Park (see 4.5 above).

Bradley Road – Former District Council site [Newland Homes](#) permission [17/05669/FUL](#) for 79 homes.

Former Margaret Stancomb School – Selwood Housing application [18/10554/FUL](#) to provide 21 new residential properties including 3 in the converted school building.

B2. Permitted

White Horse Business Park - (North Bradley Parish) Application to convert offices to 104 new homes. **McDonogh Court** – [18/02099/FUL](#) for construction of 20 houses and flats off Polebarn Road.

Clark's Mill – [18/00200/FUL](#) for conversion to 19 dwellings next to the Town Bridge.

United Church Buildings – 18/03338/FUL & [18/03856/LBC](#) for conversion into 26 apartments.

B3. Applications Submitted

Courtfield House – Ashford Homes [18/04656/FUL](#) conversion with a further 16 houses in the grounds.

B4. Potential

Ashton Street Centre – To be disposed of by WC should accommodate 70 dwellings.

Hospital – Promoted in the 'One Public Estate' bid by WC and partners for up to 200 houses:

Homefield House – conversion to 18 residential apartments.

C. Promoted by Wiltshire Council in the Housing Site Allocations Plan (HSAP):

C1. Supported by the Town Council

Elm Grove Farm (SHELAA 613/248 & WHSAP H2.1) – (partly in North Bradley Parish) Coulston Estates, are promoting development at Elm Grove Farm and land adjacent to Drynham Lane and west of the railway line with a view to bringing the site forward to provide 250 houses and new

football pitches. An application is expected soon. The North Bradley Consultation Draft Neighbourhood Plan supports this site.

Church Lane (SHELAA 1021 & WHSAP H2.4) – Accessed directly off Frome Road, is wholly within the town boundary; 45 houses now subject to an access only outline application [18/10035/OUT](#).

Spring Meadows (SHELAA 3260 & WHSAP H2.5) – Accessed off Frome Rd is inside the town boundary; 45 houses – Newland Homes have an interest.

C2. Opposed by the Town Council (contrary to the Core Strategy, 'maintain open countryside')

Land off A363 White Horse Business Park, E. of Woodmarsh (SHELAA 298 & WHSAP H2.2) – Located wholly in North Bradley Parish, 175 houses. North Bradley Neighbourhood Plan Consultation Draft supports the allocation of part of this site (see 6.2.2 below)

South West of Elizabeth Way 'Hilperton Gap' (SHELAA 263/297 & WHSAP H2.3) - Almost wholly within Hilperton Parish. [Framptons](#) application [16/00672/OUT](#) 170 houses, access off Elizabeth Way. The WHSAP has increased the site to potentially accommodate 355 houses including parcels owned by Wiltshire Council and interest from Barratt Homes and Persimmon. This site is supported by the Hilperton Neighbourhood Plan, but the Plan did not fully consider other sites closer to the village.

Southwick Court (SHELAA 3565 & WHSAP H2.6) – Located in Southwick & North Bradley Parishes. Savills on behalf of Waddeton Park are promoting development between the town and Southwick Court. www.landsouthoftrowbridge.co.uk/ indicating access off Frome Rd for 180 houses. North Bradley Neighbourhood Plan Consultation Draft indicates acceptance of the small part which is in North Bradley.

D. Sites Discounted by Wiltshire Council

Land South of Green Lane, Castle Mead Extension (SHELAA 256) – Persimmon [16/03420/FUL](#) for 272 more homes up to Green Lane Wood was withdrawn. The Trowbridge Bat Mitigation Strategy (TBMS) indicates that this site cannot proceed in the foreseeable future.

Ashton Road - (Steeple Ashton Parish) [Taylor Wimpey](#) 200 homes north of Green Lane Wood [16/04468/OUT](#) refused. The TBMS indicates that this site cannot proceed in the foreseeable future.

Biss Farm (currently an employment allocation) - [17/09961/OUT](#) 267 houses, primary school, pub and care-home by Persimmon between Leap Gate & West Ashton Rd. The Town Council supports this application and the allocation of this site.

6.2 Wiltshire Housing Sites Allocation Plan (WHSAP) – Planning Inspector, Steven Lee held the [Examination in Public](#) in the Civic Centre from 2nd to 18th April, The Town Clerk presented the Town Council's position as indicated above in 6.1. The inspector issued a preliminary statement indicating that all of the proposed sites around Trowbridge could go forward, but that Wiltshire Council would need to prepare more detailed site specific policies for each site. The Inspector's full report is due in July 2019.

6.3 Wiltshire Core Strategy Review – The Town Council considers that in order for Trowbridge to continue to grow in the period beyond 2026, without compromising the integrity of our neighbouring villages of Hilperton, West Ashton, North Bradley and Southwick, a review of Green Belt North West and West of the town is required, potentially removing Greenbelt status from some areas close to the town for future housing development. Meetings are being held on 16th July and 22nd July to discuss next steps.

6.4 Neighbourhood Plans

6.4.1 Trowbridge – The Steering Group has reviewed the Scoping Report which is in the process of being edited and the initial consultation results and The Masterplan. Further work will be considered when Wiltshire Council recommences work on the review of the Local Plan.

6.4.2 North Bradley – Consultation Draft (NBNP) completed Regulation 14 consultation in March. It supports some development in the gap between White Horse Business Park and the village. In addition, the Plan proposes two additional sites close to the village for development of a further 60 homes.

6.4.3 Hilperton, Holt and Bradford on Avon – ‘Made’ and form part of the WC Local Development Plan and the policies given full weight when assessing planning applications that affect land in the areas.

6.4.4 West Ashton – Awaiting confirmation from WC before they can progress to Regulation 14 consultation and referendum.

6.4.5 Southwick has been designated as a Neighbourhood Plan area.

6.4.6 Staverton, Steeple Ashton and Wingfield have not commenced the process.

6.5 Future High Streets Fund – Trowbridge was not successful, nor were Salisbury and Chippenham.

6.5.1 High Streets Heritage Action Zones – We have now made a bid for £2million via Historic England to support revitalisation of the town centre through work on historic buildings and public realm including The Town Hall, parts of Innox Mills, the Market House and Courtfield House.

7. TROWBRIDGE PARTNERSHIPS - The Council Strategy says:

Building partnerships to ensure that others are also investing in our town.

7.1 Transforming Trowbridge - is being dissolved and a resolution was passed at the Policy & Resources meeting on 5th March that the Town Council’s share be returned to General Reserves.

7.2 Trowbridge Town Team – The Town Council is the accountable body for TTT. The organisation concentrates on developing the entrepreneurial skills of Young People under the GOFISH programme.

7.3 Trowbridge Community Area Future (TCAF) – Works to address priorities in the most deprived communities (Studley Green-10%, Seymour/Adcroft & Longfield-20%). TCAF receives a grant from the council, utilises the Seymour Cabin and operates the Shires Community Hub. Councillors wishing to use the Hub for surgeries should contact tcaf@trowbridge.gov.uk Staff: Meg Aubrey, Project Manager Youth & Community Development; Zoe Meaden, Community Project Co-ordinator/Administrator; Louise Williams, Community Administrator(Maternity). Deborah McLean, Youth Work Coordinator, Emma Heath & Mya Wootten, Youth Support Workers. Recent meetings have been held in Studley Green to consider the potential for a support project for the area and it is likely that TCAF will act as the lead body for this.

7.4 Cock Hill Solar Community Fund. Support applicants with grants from a £15k/annum fund through Wiltshire Community Foundation. The Clerk met with Rosemary Macdonald and Gary Lawrence from WCF on 29th May. They would be very grateful to receive applications from groups in the Trowbridge area. Recent grants have been made to TCAF, HELP Counselling and North Bradley Computer Club.

7.5 Chamber of Commerce – Councillor Kirk is President of Trowbridge Chamber.

7.6 Trowbridge Talking News – service for the visually impaired, TIC is the drop off point.

7.7 Selwood Housing - the main social housing provider in Trowbridge, is selling the shops and flats at Manor Road Trowbridge, and at 78 Charles Street.

7.8 Trowbridge Town Hall Trust – David Lockwood is Director of Trowbridge Town Hall Arts, working for the Trust. The Trust is introducing a new membership scheme and new trustee appointment arrangements. David has already held an open meeting for the public to express their views.

7.9 Trowbridge Weavers Market – The first market was held on Saturday 13th July in conjunction with the Active Festival in the Park, further dates are confirmed as 10th August, 14th September & 12th October.

8. WILTSHIRE

8.1 Wiltshire Council

8.1.1 Trowbridge Area Board – Also includes the parishes of Hilperton, West Ashton, North Bradley and Southwick. Meets on 25th July 18:30 for 19:00 Cotswold Space County Hall. The Community Engagement Manager for Trowbridge is Liam Cripps Liam.Cripps@wiltshire.gov.uk

8.1.2 Local Youth Network – The LYN Management Group considers grant applications from Youth organisations and makes recommendations to the Area Board, Councillor Palmen is the representative.

8.1.3 Waiting Restrictions – Wiltshire Council has received objections to published proposals. They are also assessing the requests related to potential wide area and College Residents' Parking Zones (RPZ).

8.1.4 Castle Place Multi-Storey Car Park – WC has resolved to pursue sale of the multi-storey to APAM, owners of Castle Place. If this proceeds, the restrictive covenant on charging would be nullified. The new owners are likely to redevelop the site in the long term, with retention of parking for customers at. The town council decided not to pursue transfer or purchase of the car park, as the town council would still need to abide by the covenant and does not have the resources to fund maintenance and repair. WC undertook graffiti removal on 29th May, and TTC Neighbourhood Services re-painted the stairwell.

8.1.5 Service Delegation & Asset Transfer (SDAT) – Wiltshire Council have revised their programme and indicate that they wish to commence discussions with Trowbridge in May 2020. In addition to play areas, the Town Park, allotments, closed churchyards and grit bins already transferred, the council may need to consider in future taking over recreation grounds; Stallards, Seymour, Elm Grove and Paxcroft Cricket Pitch (see 4.2.4 above) and open space (including Paxcroft Brook). These have been factored in to the long-term financial plan. The Town Council would also be interested in delegation of street trading licensing. No funding is available for town and parish councils taking on additional assets and services. Wiltshire Council has indicated that it is only prepared to undertake any further transfers on an all or nothing basis. So the town council will need to consider carefully if it is prepared to take on all of the other grounds maintenance activities and the substantial costs associated with them.

8.1.6 Street Cleaning - WC undertakes a statutory minimum utilising a barrow operative and sweeper, there is no value available to the town council to take on these activities, so TTC is securing resources to improve the outer areas and activities not deemed necessary by WC. This approach will be coordinated by TTC to ensure reports are being made on the WC App and town centre resources applied to priorities. TTC has now purchased a weed-ripper and has placed an order to lease a drive-on street sweeper from HAKO Machines which should be delivered in August and has employed an additional Grounds Operative.

8.1.7 Bus Shelters – The Town Council has now taken responsibility for all bus shelters in the town.

8.1.8 Litter Bins – The Town Council will consider the costs of emptying and providing additional bins above those provided by WC, once street sweeping is operational. We will be assessing the benefits of concentrating the WC efforts in the town centre and looking at the outer areas for additional investment.

8.1.9 Larkrise School – The committee noted Wiltshire Council’s Cabinet decision and if the Town Council should make any response or take any further action as a result. *“Subject to consent of the Secretary of State, approving the issue of a statutory notice and 4-week representation period on the proposal to discontinue St Nicholas, Larkrise and Rowdeford as three separate Special Schools with effect from no later than the 31 August 2021. The notice also to refer to the opening of one new special school from September 2021 under the Opening and Closing Maintained Schools Guidance November 2018.”*

8.2 Health Services – Wiltshire Clinical Commissioning Group (WCCG) is responsible for ‘Primary Care’ services in Wiltshire and Wiltshire GPs. A range of services including clinics, birthing centre and minor injuries are provided at the Hospital. It is currently proposed that these services will transfer to Bythesea Road when County Hall East site is redeveloped. There are two GP practices in Trowbridge;

Lovemead Group Practice, based at Roundstone Surgery <https://www.roundstonesurgery.co.uk/> and

Trowbridge Health Centre at Seymour and Wingfield Rd branch <http://www.trowbridgehealthcentre.com/>

8.2.1 Maternity Care – The CCG have not yet made a final decision on the future of maternity services.

8.3 Dorset & Wiltshire Fire & Rescue Service – Information available at www.dwfire.org.uk

8.4 Wiltshire Police – Inspector Andy Fee reports regularly to Full Council meetings. Councillors and the public are urged to sign up for [Community Messaging](#) including details of charges and crimes reported.

8.5 Wiltshire Association of Local Councils - [WALC](#) is the county association for town & parish councils, affiliated to NALC the National Association. Trowbridge Town Council is a member of both.

8.6 Swindon & Wiltshire Local Enterprise Partnership (SWLEP) – Is now a separately constituted business, as required by government.

8.7 Enterprise Wiltshire – No meetings recently.

8.8 Market Towns Network – The last meeting was held in Salisbury on 28th March the next is in Warminster on 3rd October.

8.9 Wiltshire Super Councils Network – A recent meeting was held in Salisbury.

8.10 Society of Local Council Clerks (SLCC) – The Council pays the fee for the Clerk to be a member of the Society, which provides training and advice. The Town Clerk is a Director of SLCC and recently attended the Leadership In Action conference in Stratford upon Avon.

If you receive this report electronically the links in each section will take you to the relevant web page for more information about that organisation or project. If you want to be added to the e-mail circulation list, please contact the Town Clerk. The report is published six times per year prior to meetings of the Policy & Resources committee held in January, March, May, July, September and November.

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#DiscoverTROWBRIDGE
www.trowbridge.gov.uk
<https://thecivictrowbridge.co.uk/>
www.trowbridgemuseum.co.uk**

Report of the Wellbeing Centre Development Group July 2019

Following the May Area Board, I have tried to contact Wiltshire Council to get an update on progress on the East Wing site. I was eventually passed to Rory Bowen who did reply to my email. He indicated that there had been no progress on the outline planning permission application though he was hopeful to have an update, but I have not received anything since then. I subsequently learned that Marc Cole had taken over from Tim Martiensson, but when I tried to contact him, he had already left Wiltshire Council. I have since been contacted by Flo Churchill, interim Director of Economic Development and Planning. She informed me that March had left, and a replacement was due to start hopefully on 15th July. I have asked for contact details and received no reply. I have asked that he attend the Area Board on 25th July.

I am really concerned that this delay puts in jeopardy the NHS development on the site as well as the leisure element. Unfortunately, I am unable to attend the meeting on 25th July as I am away visiting family, but I think it is important that the Area board are briefed on

- What the precise issues are with the East Wing site that have caused the delay?
- What WC's plans are for addressing these issues are, timescale and likelihood of success?
- What alternative plans WC has for moving forward to ensure this project is not completely lost?

Colin Kay
July 2019

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Wiltshire Highways Maintenance Trowbridge Area Board

2019 - 2023

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DIANE WARE : Principal Technical Officer Highways

Agenda Item 10

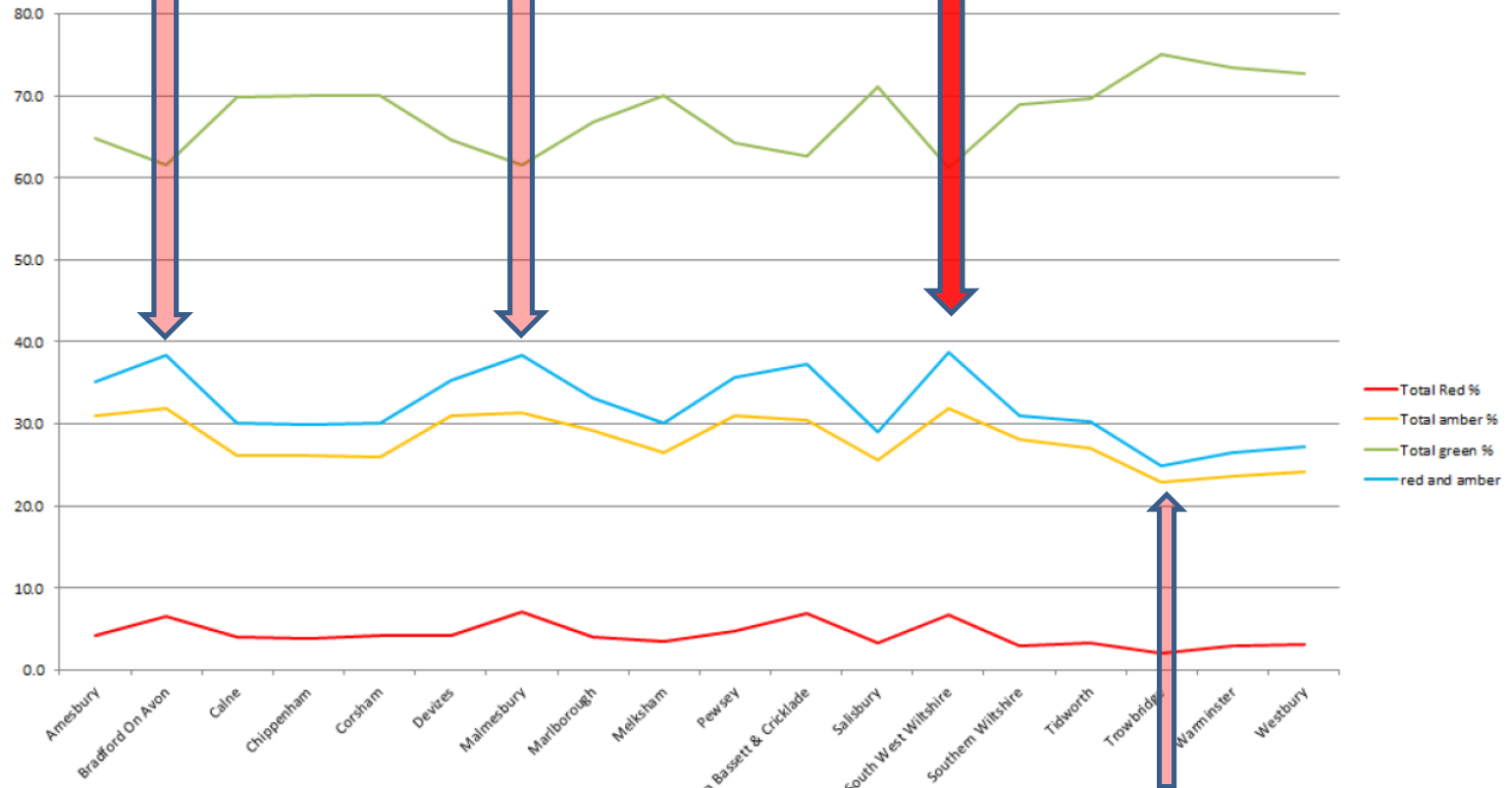
38.4% of network indicated as Red and Amber

38.8% of network indicated as Red and Amber

CURRENT CONDITION BY AREA BOARD

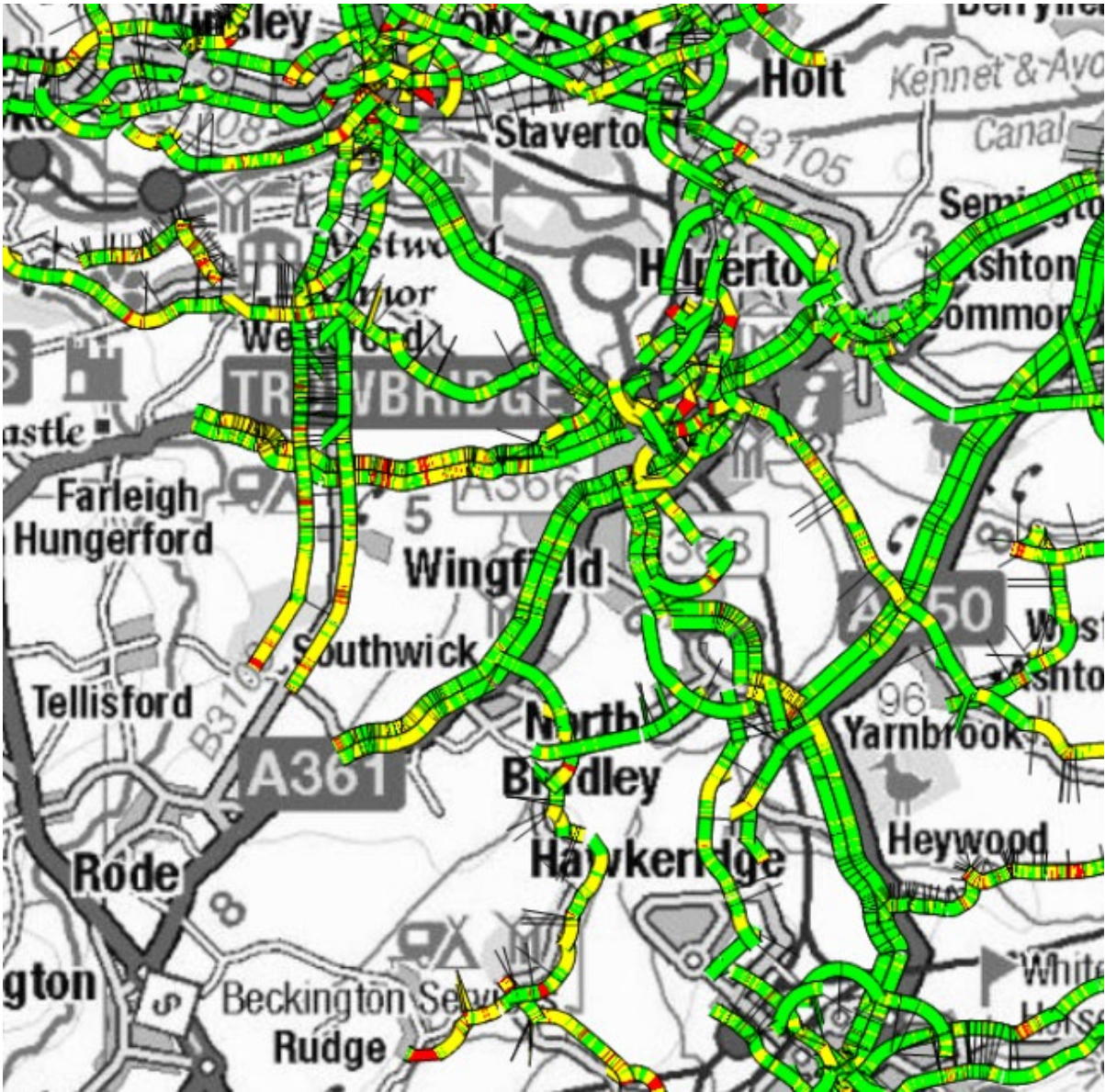
TOTAL LENGTH OF THE ADOPTED NETWORK REQUIRING MAINTENANCE

Red = requiring work now Amber = requiring work very soon Blue = total Red and Amber Green = not requiring treatment within the next few years



24.9 % of network indicated as Red and Amber
18th or the best

A, B and C Road Condition



	Amesbury	Bradford On Avon	Calne	Chippenham	Corsham	Devizes	Malmesbury	Marlborough	Melksham	Pewsey
year 1 2019/20	£939,854	£372,664	£756,486	£402,841	£369,374	£427,307	£1,021,460	£710,000	£1,121,644	£179,614
year2 2020/21	£464,617	£338,694	£1,092,637	£569,240	£611,695	£1,135,203	£648,794	£626,032	£360,881	£586,336
potential year 3	£936,905	£1,011,484	£497,742	£342,066	£580,406	£812,893	£696,000	£364,490	£307,395	£709,027
potential year 4	£188,128	£1,070,833	£333,492	£1,008,116	£610,000	£516,847	£680,000	£631,845	£553,138	£800,000
potential year 5	£750,000	£650,000	£209,643	£275,850	£740,000	£419,866	£576,628	£503,251	£463,214	£780,000
total	£3,279,504	£3,443,675	£2,890,000	£2,598,113	£2,911,475	£3,312,116	£3,622,882	£2,835,618	£2,806,272	£3,054,977

	Royal Wootton Bassett & Cricklade	Salisbury	South West Wiltshire	Southern Wiltshire	Tidworth	Trowbridge	Warminster	Westbury	total
year 1 2019/20	£865,485	£438,642	£759,052	£888,085	£107,343	£230,865	£166,518	£430,377	£10,187,611
year2 2020/21	£798,401	£1,297,800	£763,473	£576,393	£450,030	£268,392	£439,452	£744,367	£11,714,645
potential year 3	£636,729	£460,925	£1,127,228	£397,967	£455,528	£273,584	£671,490	£591,023	£10,954,582
potential year 4	£487,199	£300,000	£500,168	£800,424	£758,019	£741,906	£587,426	£471,546	£11,039,087
potential year 5	£870,432	£230,716	£490,954	£292,659	£965,347	£544,000	£990,772	£590,000	£10,343,332
total	£3,658,246	£2,728,083	£3,640,875	£2,955,528	£2,736,267	£2,058,747	£2,855,658	£2,827,313	£54,239,257

The current spend profile has been as closely matched to the needs graph some area boards such as Trowbridge have not had their full year 5 commitment, the spend profile and schemes will be reviewed annually.

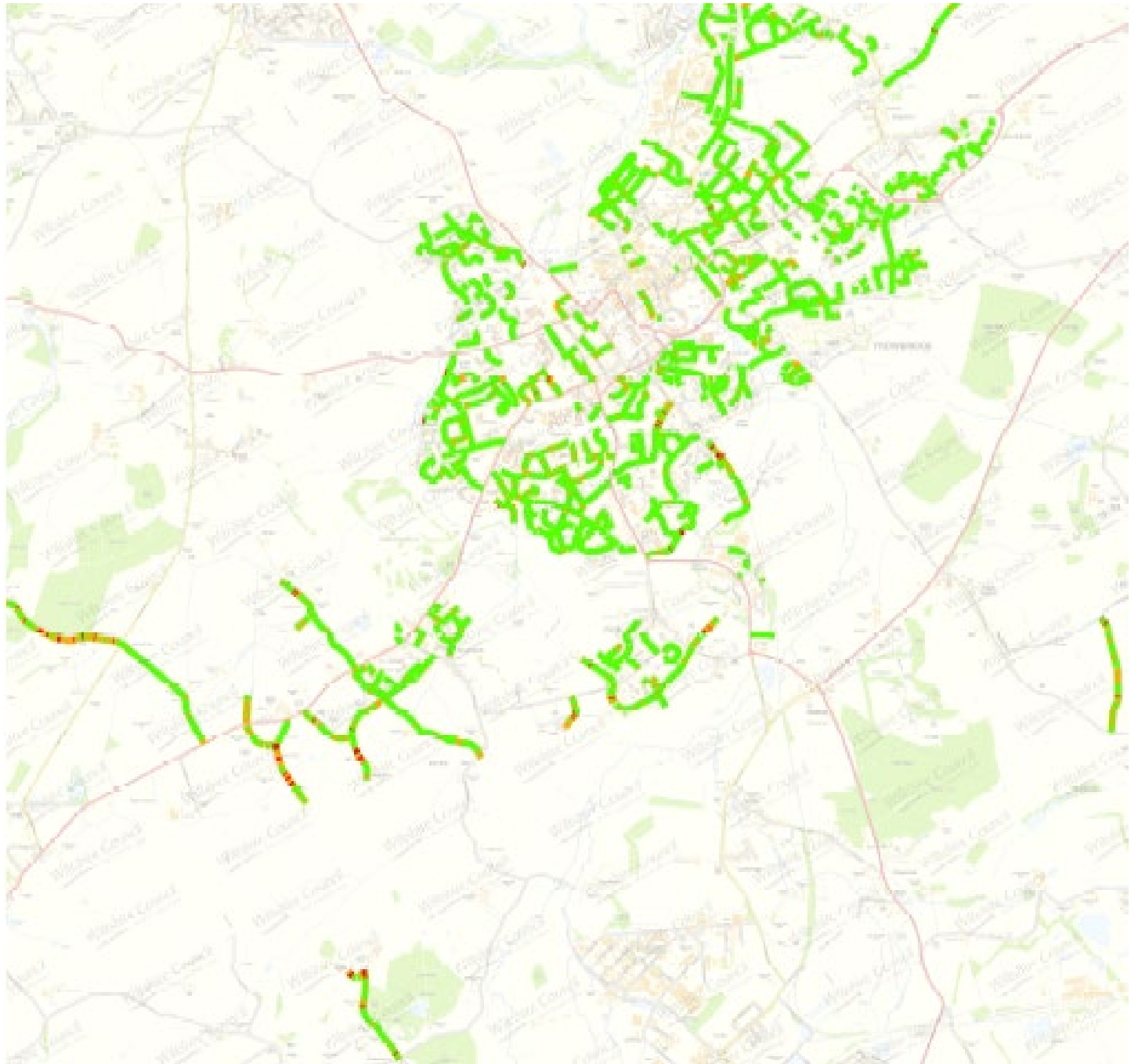


Missing areas of unclassified roads have been surveyed awaiting results but initial results appear to be similar to the A, B and C road network

@ 3% requiring
treatment TBC

In progress

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TROWBRIDGE AREA BOARD

Road number	lifecycle number	General description	Description from	Description to	Treatment	Length	Year
A363	TROW_19_0001	WESTBURY ROAD/ ST PHILIPS WAY ROUNDABOUT			SURFACING	130	2019/20
A363	TROW_19_0002	STALLARD STREET	TRINITY ROUNDABOUT	BYTHESEA ROAD MINI	SURFACING	140	2019/20
C234 / C277	TROW_19_0003	WYNSOME STREET, GOOSE STREET, BRADLEY ROAD, SOUTHWICK ROAD, WESTBURY ROAD	A361 FROME ROAD	A363 WESTBURY ROAD ROUNDABOUT	PATCHING		2019/20
C227	TROW_19_0004	SD0459 - C227 BRADLEY ROAD, SOUTHWICK			SURFACE DRESSING	880	2019/20

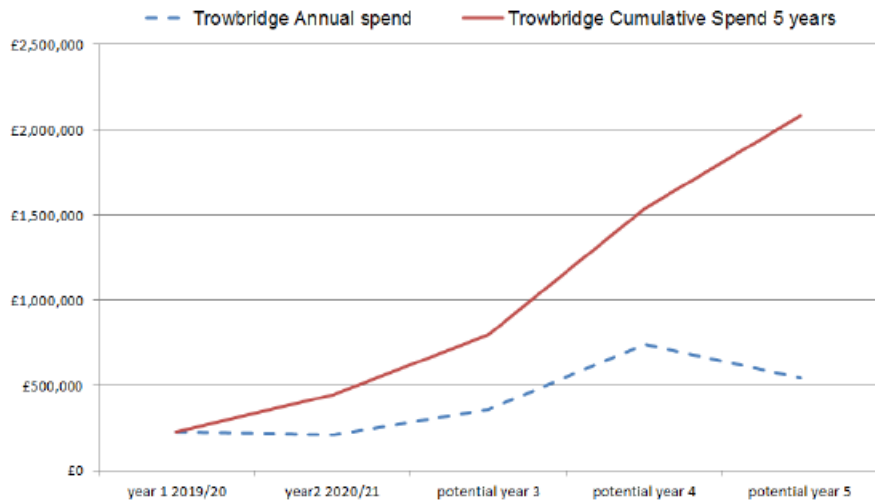
UC	TROW_20_0001	EASTBOURNE GARDENS, TROWBRIDGE			SURFACING	183	2020/21
A363	TROW_20_0002	PHILLIPS WAY ROUNDABOUT TO NORTH BRADLEY ROUNDABOUT			SURFACING	900	2020/21
C36	TROW_20_0003	MORTIMER STREET, TROWBRIDGE			SURFACING	316	2020/21

UC	TROW_21_0001	MAPLE GROVE, TROWBRIDGE			SURFACING	214	2021/22
UC	TROW_21_0002	COURT STREET, TROWBRIDGE			SURFACING	230	2021/22
UC	TROW_21_0003	CARISBROOKE CRESCENT, TROWBRIDGE			REQUIRES REVIEW	76	2021/22

B3097	TROW_22_0001	HAWKERIDGE ROAD, YARNBROOK			SURFACING	575	2022/23
UC	TROW_22_0002	CHURCH LANE, NORTH BRADLEY			SURFACING	852	2022/23
UC855802	TROW_22_0003	BELLEFIELD CRESCENT	ST THOMES ROAD SW	ST THOMAS ROAD TROWBRIDGE	REQUIRES REVIEW	400	2022/23
UC845401	TROW_22_0004	IRELAND NR SOUTHWICK LAST HALF	APPX HALF WAY TO BEND	END OF BOTH RESIDENTIAL SPURS	REQUIRES REVIEW	250	2022/23
C397	TROW_22_0005	BROOK ROAD TROWBRIDGE	WINGFIELD ROAD	BRADFORD ROAD	REQUIRES REVIEW	1030	2022/23
UC855602	TROW_23_0001	RUTLAND CRESCENT TROWBRIDGE	BRADLEY ROAD TROWBRIDGE	DURSLEY ROAD TROWBRIDGE	REQUIRES REVIEW	500	2023/24

UC855603	TROW_23_0002	ASHMEAD TROWBRIDGE	RUTLAND CRESCENT	RUTLAND CRESCENT	REQUIRES REVIEW	400	2023/24
UC855830	TROW_23_0003	LANGFORD ROAD TROWBRIDGE	MELTON ROAD/LANGFORD ROAD	FRANCIS STREET TROWBRIDGE	REQUIRES REVIEW	750	2023/24
UC855824	TROW_23_0004	MELTON ROAD TROWBRIDGE	SEYMOUR ROAD TROWBRIDGE	MELTON RD/LANGFORD RD TROWBRIDGE	REQUIRES REVIEW	230	2023/24
UC865822	TROW_23_0005	VICTORIA ROAD (SPINE) TROWBRIDGE	A361 JUNC VICTORIA ROAD	WYKE ROAD TROWBRIDGE	REQUIRES REVIEW	1029	2023/24
UC825403	TROW_23_0006	LOOP ROAD AND HOOPERS POOL	A361	END	REQUIRES REVIEW	1000	2023/24

C227	REQUIRES REVIEW	WOODMARSH/WESTBURY ROAD LOOP, NORTH BRADLEY			MICROASPHALT	1200	REQUIRES REVIEW
C49	REQUIRES REVIEW	WEST ASHTON RD	WEST ASHTON RD RBT	A350 WEST ASHTON	SURFACE DRESSING	1420	REQUIRES REVIEW
UC855501	REQUIRES REVIEW	CHURCH LANE NORTH BRADLEY	SOUTHWICK RD	WESTBURY ROAD	SURFACE DRESSING	870	REQUIRES REVIEW
UC855403/1	REQUIRES REVIEW	THE RANK NORTH BRADLEY	SOUTHWICK RD	END	SURFACING	360	REQUIRES REVIEW



	Trowbridge Annual spend	Trowbridge Cumulative Spend 5 years
year 1 2019/20	£230,865	£230,865
year2 2020/21	£268,392	£499,257
potential year 3	£355,284	£854,541
potential year 4	£741,906	£1,596,447
potential year 5	£544,000	£2,140,447
total	£2,082,655	

PREVIOUSLY IDENTIFIED ROADS FOR TREATMENT

Reserve or future years sites	Treatment
Phillips Way Roundabout, North Bradley	Surfacing
Court Street, Trowbridge	Surfacing
Maple Grove, Trowbridge	Surfacing
Mortimer Street, Trowbridge	Surfacing
Eastbourne Gardens, Trowbridge	Surfacing
Carisbrooke Crescent, Trowbridge	TBC
Church Lane, North Bradley	Surfacing
Hawkeridge Road, Yarnbrook	Surfacing

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Road number	lifecycle number	General description	Description from	Description to	Treatment	Length	Year
A363	TROW_19_0001	WESTBURY ROAD/ ST PHILIPS WAY ROUNDABOUT			SURFACING	130	2019/20
A363	TROW_19_0002	STALLARD STREET	TRINITY ROUNDABOUT	BYTHESEA ROAD MINI	SURFACING	140	2019/20
C234 / C277	TROW_19_0003	WYNSOME STREET, GOOSE STREET, BRADLEY ROAD, SOUTHWICK ROAD, WESTBURY ROAD	A361 FROME ROAD	A363 WESTBURY ROAD ROUNDABOUT	PATCHING		2019/20
C227	TROW_19_0004	SD0459 - C227 BRADLEY ROAD, SOUTHWICK			SURFACE DRESSING	880	2019/20

UC	TROW_20_0001	EASTBOURNE GARDENS, TROWBRIDGE			SURFACING	183	2020/21
A363	TROW_20_0002	PHILLIPS WAY ROUNDABOUT TO NORTH BRADLEY ROUNDABOUT			SURFACING	900	2020/21
C361	TROW_20_0003	MORTIMER STREET, TROWBRIDGE			SURFACING	316	2020/21

UC	TROW_21_0001	MAPLE GROVE, TROWBRIDGE			SURFACING	214	2021/22
UC	TROW_21_0002	COURT STREET, TROWBRIDGE			SURFACING	230	2021/22
UC	TROW_21_0003	CARISBROOKE CRESCENT, TROWBRIDGE			REQUIRES REVIEW	76	2021/22

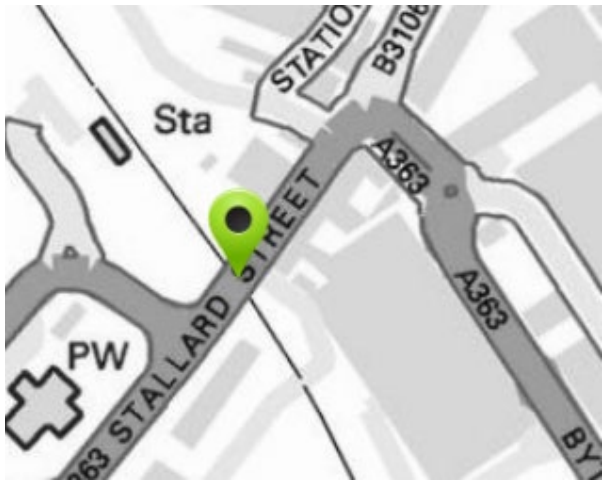
B3097	WEST_19_0001	SD0442 - B3097 HAWKERIDGE ROAD, NORTH BRADLEY	DURSLEY RD NORTH	HAWKERIDGE ROUNDABOUT	SURFACE DRESSING	3850	2019/20
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C227	TROW_19_0004	SD0459 - C227 BRADLEY ROAD, SOUTHWICK			SURFACE DRESSING	880
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A363	TROW_19_0002	STALLARD STREET	TRINITY ROUNDABOUT	BYTHESEA ROAD MINI	SURFACING	140
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NOTE: there are still schemes to identify from the condition surveys that will be carried out in 2019 for the Trowbridge area

The Good News

Additional £8m committed to Highway Service supporting towns and communities across the county to delivery considerable improvements

- £7.3m provided by the Department for Transport,
- Remainder from increased Council revenue funds.

What does this mean?

- circa £17m will now be spent on capital highway schemes.
- £500k on local highways (After contract increases and other financial challenges)

A 12-month programme to deliver improvements to local highway maintenance including repair of potholes, improved white lining, weed removal, kerb and pavement improvements, ditching, verges and improved road signage.

Operation (Capital funded)	Current Budget	Proposed Increase	Effect of increase
Road surfacing etc	£16,300,000	£3,028,000	Additional funding for road resurfacing
Footway resurfacing	£100,000	£1,000,000	Increased footway resurfacing as in 2017/18
Pothole Repairs	£0	£500,000	3 mobile and 1 patching gang
Road Markings (urban)	£200,000	£500,000	Increased road markings in towns
Road Markings (rural)	£0	£300,000	Increased road markings on rural roads
Pothole Patching	£0	£400,000	Fast-Patch machine to repair roads
Road signs	£0	£300,000	Sign replacement based on local priorities
Velocity Patcher	£200,000	£500,000	Repairs on rural roads
Masonry Repairs	£0	£200,000	Footway repairs
Verge Overrun	£200,000	£500,000	Repair of verge damage on rural roads
High Friction surfacing	£0	£50,000	Replacement of coloured and special surfaces
Pedestrian Guardrails	£0	£50,000	Repair of guardrails
Other street furniture	£0	£30,000	Replacement of bins and other street furniture
	Total	£7,358,00	

Additional in year works

Horse Road, Hilperton various sections	Footway works
St Thomas Road south side	Footway works
RT0256- C49 West Ashton Road - west of Crossroads (991917)	Retexture
RT0257- West Ashton Road at Lower Biss Farm (990047)	Retexture
RT0258- A361 County Way btwn Hilperton Rd & West Ashton Rd (990771)	Retexture
RT0259- C49 West Ashton Road at Biss Farm (991919)	Retexture
RT0260- A361 Roundstone Roundabout, Trowbridge (988904)	Retexture



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Ongoing works to deal with weather and overruns



Major clean-up of town centres

- A major clean-up of the county's town centres taken place following Wiltshire Council's recent award of £87k government High Streets Community Clean-Up Fund
- The funding, was used to purchase equipment for community groups with supporting services such as waste collection, only available in April 2019.

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The funding gives local authorities an opportunity to do more, encourage communities to take greater pride in their local area and support campaigns such as

- Keep Britain Tidy's Great British Spring Clean campaign, running until 23 April
 - National High Street Perfect Day a new community-led clean-up day to help make high streets look their very best.
- The web link for our enhanced services page is <http://www.wiltshire.gov.uk/highways-streetscene-enhanced-services>



Wiltshire Council
wiltshire.gov.uk/cleanupwilt

Clean up Wilt

30 tonnes

30 tonnes of litter has been collected over two years, as a result of community litter picks across Wiltshire.
Join in and make a difference.

LANDMARC #cleanupwilt Wiltshire Council
Where everybody matters

New Sparkle Days

Part of our 'Clean Up Wiltshire' initiative and will extra cleansing to an area.

- Towns will receive 4 Sparkle Days every quarter.



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Activities might include

- road and path sweeping, sign washing, shrubs tidied, etc.

- Next days in Devizes July 29, 30 31 Aug 1 (Already visited in May)
- If you would like to request an area to be cleaned contact the Town Council who are working in partnership with Streetscene colleagues



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Report to	Trowbridge
Date of Meeting	25/07/2019
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.

Application	Grant Amount	
Applicant: Youth Adventure Trust Project Title: Vulnerable Young People from Trowbridge 2019 Activity Days	£1988.40	
Applicant: Trowbridge Town Football Club Project Title: Trowbridge Town Youth F C Goalposts	£750.00	
Applicant: Wiltshire Wildlife Trust Project Title: Re-Cycle Wiltshire	£4000.00	
Total grant amount requested at this meeting	£6738.4	

2. Main Considerations

Councillors will need to be satisfied that grants awarded in the 2014/15 year are made to projects that can realistically proceed within a year of the award being made.

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

Community 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: Youth Adventure Trust Project Title: Vulnerable Young People from Trowbridge 2019 Activity Days</p>	<p>Amount Requested from Area Board: £1988.40</p>	
<p>This application meets grant criteria</p> <p>Project Summary: The Youth Adventure Trust works with disadvantaged young people aged 11 to 14 from Wiltshire and Swindon. The programme lasts three academic years and uses the Power of the Outdoors to transform their lives. It consists of three outdoor residential camps one Explore Day three Activity Days and four Pathway Days. Our Activity Days are held in the second year of the programme. They provide the young people with a chance to learn and improve skills such as art drama fishing and bush-craft skills. We would like to support 12 children from Trowbridge on the programmes Activity Days in 2019 2020.</p>		
<p>Applicant: Trowbridge Town Football Club Project Title: Trowbridge Town Youth F C Goal posts</p>	<p>Amount Requested from Area Board: £750.00</p>	
<p>This application meets grant criteria.</p> <p>Project Summary: The clubs 13 year old team - boys girls will progress to larger goal measurements so need to purchase a set of 7 x 21 feet goals to meet F A requirements to allow matches to occur in season 201920 starting this September. They use the youth pitch at Hilperton Whaddon Lane have over 40 players 3 teams of 11 .</p>		
<p>Applicant: Wiltshire Wildlife Trust Project Title: Re-Cycle Wiltshire</p>	<p>Amount Requested from Area Board: £4000.00</p>	
<p>This application meets grant criteria</p> <p>Project Summary: The Repair Academy is a financially independent project parented by Wiltshire Wildlife Trust working to help at-risk youth groups and school children develop experience and skills - providing opportunity and learning through accomplishing focused group activity. The Re-Cycle Wiltshire bike scheme gives small groups of young people access</p>		

to an instructor-led bike rebuilding course and provides them with the tools and instruction to safely and professionally re-build their own bike which they can keep upon completion of the course.

Report Author:

Lian Cripps, Trowbridge Area Board
01225 713000

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Grant Applications for Trowbridge on 25/07/2019

ID	Grant Type	Project Title	Applicant	Amount Required
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ID	Grant Type	Project Title	Applicant	Amount Required
700	Youth	Vulnerable Young People from Trowbridge 2019 Activity Days	Youth Adventure Trust	£1988.40

Submitted: 13/05/2019 13:58:24

ID: 700

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?

parish_council PLACE HOLDER

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

parish_precept PLACE HOLDER

5. Project title?

Vulnerable Young People from Trowbridge 2019 Activity Days

6. Project summary:

The Youth Adventure Trust works with disadvantaged young people aged 11 to 14 from Wiltshire and Swindon. The programme lasts three academic years and uses the Power of the Outdoors to transform their lives. It consists of three outdoor residential camps one Explore Day three Activity Days and four Pathway Days. Our Activity Days are held in the

second year of the programme. They provide the young people with a chance to learn and improve skills such as art drama fishing and bush-craft skills. We would like to support 12 children from Trowbridge on the programmes Activity Days in 2019 2020.

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 0SH

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

Informal education

Youth work/development

Sport/Leisure

Residential

Volunteering

Health

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

12/2018

Total Income:

£1007484.00

Total Expenditure:

£952503.00

Surplus/Deficit for the year:

£54981.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£251000.00

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

The Boards required target level of reserves is equivalent to six months operational expenditure. This is to ensure that we can continue to give the young people on the programme the chance to finish their current year of activities if the worst case scenario occurred.

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

10b. Project Finance:

Total Project cost		£13256.00		
Total required from Area Board		£1988.40		
Expenditure (Itemised expenditure)	£		Income (Itemised income)	Tick if income confirmed £
6 x Creative Days, 2 x Feb . 1 day per stream, 2 x April, 2 x October	1982.00		Doyly Carte	yes 3000.00
6 x Adventure days, 2 x Feb. 1 day per stream, 2 x April, 2 x October	2225.00		Younite Foundation	yes 1000.00
6 x Team challenge days 2 x Feb 1 day per stream 2 x April 2 x October	2144.00		Chippenham LYN	1988.40
Venue hire Feb April October	523.00		Trowbridge LYN	1988.40
Transport x 18 days	3377.00		Melksham LYN	994.20
Certificates x 80 at 1 per YP	80.00			
Supplies	25.00			
Staff travel expenses, 3 staff at Â£15 per day x 18 days	810.00			
Volunteer travel and food expenses (3 volunteers per day at Â£15 per day x 18 days)	810.00			
Overheads and Insurance	1280.00			

Total **£13256** **£8971**

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?

Chippenham
Melksham
Trowbridge

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

project_beneficiary PLACE HOLDER

14. How will you monitor this?

project_monitor PLACE HOLDER

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

project_future PLACE HOLDER

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

project_additional PLACE HOLDER

17. DECLARATION

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

Quotes:

over1k_disp PLACE HOLDER 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.

715	Youth	Trowbridge Town Youth F C Goalposts	Trowbridge Town Football Club	£750.00
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Submitted: 22/06/2019 10:48:00

ID: 715

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?

£0 - £500

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

parish_council PLACE HOLDER

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

parish_precept PLACE HOLDER

5. Project title?

Trowbridge Town Youth F C Goalposts

6. Project summary:

The clubs 13 year old team - boys girls will progress to larger goal measurements so need to purchase a set of 7 x 21 feet goals to meet F A requirements to allow matches to occur in season 201920 starting this September. They use the youth pitch at Hilperton Whaddon Lane have over 40 players 3 teams of 11 .

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 7RN

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

Sport/Leisure

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

05/2018

Total Income:

£41202.00

Total Expenditure:

£48286.00

Surplus/Deficit for the year:

£7084.00

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

£3000.00

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

Reserves are needed to meet expenditure during the oncoming year as can be seen from the previous accounts the 7K deficit for the period in question. As a club we want to avoid raising training match fees as that would impact on all so minimal amounts available for capital expenditure projects such as this.

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

10b. Project Finance:

Total Project cost		£1160.00		
Total required from Area Board		£750.00		
Expenditure (Itemised expenditure)	£		Income (Itemised income)	Tick if income confirmed
Goal Posts	1160.00		Cash reserves held	yes
				£
Total	£1160			£410

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?

project_beneficiary PLACE HOLDER

14. How will you monitor this?

project_monitor PLACE HOLDER

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

project_future PLACE HOLDER

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

project_additional PLACE HOLDER

17. DECLARATION

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

Quotes:

over1k_disp PLACE HOLDER 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.

717	Youth	Re-Cycle Wiltshire	Wiltshire Wildlife Trust	£4000.00
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Submitted: 02/07/2019 13:50:09

ID: 717

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?

parish_council PLACE HOLDER

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

parish_precept PLACE HOLDER

5. Project title?

Re-Cycle Wiltshire

6. Project summary:

The Repair Academy is a financially independent project parented by Wiltshire Wildlife Trust working to help at-risk youth groups and school children develop experience and skills - providing opportunity and learning through accomplishing focused group activity. The Re-Cycle Wiltshire bike scheme gives small groups of young people access to an instructor-led bike rebuilding course and provides them with the tools and instruction to safely and professionally re-build their own bike which they can keep upon completion of the course.

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 8LS

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

Informal education

Youth work/development

Employment or training

1:1/group work

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

03/2019

Total Income:

£60427.00

Total Expenditure:

£106261.00

Surplus/Deficit for the year:

£-45834.00

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 currently have no reserves to draw from for this budget.

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

10b. Project Finance:

Total Project cost		£4000.00		
Total required from Area Board		£4000.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Safety equipment	500.00			
Tools	1000.00			
Parts	1250.00			
Bikeability course	400.00			
Staff costs (including Mileage)	850.00			
Total	£4000			£0

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?
Calne
Melksham

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

14. How will you monitor this?
project_monitor PLACE HOLDER

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

project_future PLACE HOLDER

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

project_additional PLACE HOLDER

17. DECLARATION

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

Quotes:

over1k_disp PLACE HOLDER 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:

yes 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).

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.

Questions for the Local Youth Network funding Positive Activities for Young People

1) Project Title:

Vulnerable Young People from Trowbridge – 2019 Activity Days

2) Project Summary (100 words):

The Youth Adventure Trust works with disadvantaged young people aged 11-14 from Wiltshire and Swindon. The programme lasts three academic years and uses the 'Power of the Outdoors' to transform their lives. It consists of three outdoor residential camps, one Explore Day, three Activity Days and four Pathway Days.

Our Activity Days are held in the second year of the programme. They provide the young people with a chance to learn and improve skills such as art, drama, fishing and bush-craft skills. We would like to support 12 children from Trowbridge on the programme's Activity Days in 2019/2020.

3) Amount of funding required:

£ 2,292

4) Which Area Board are you applying to?

Trowbridge

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

BA14 0SH

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

	Information Education
x	Youth Work / development

x	Sport / Leisure
	Residential
	Arts / Culture
	Employment or Training
x	1:1 /group work
	Community Project
	Community Safety
	Volunteering
	Environment
	Health
	Other (if other please state below)

7) About your project (a strong application will address the following):

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

What we do and Why

The Youth Adventure Trust gives vulnerable and disadvantaged young people aged 11-14 from Wiltshire and Swindon the opportunity to transform their lives by giving them access to adventure experiences which challenge them and enable them to learn in an outdoor environment. The programme lasts three academic years and allows these young people to experience success, learn to go beyond their own expectations and grow in confidence through a combination of three residential outdoor adventure camps, one Explore Day, three Activity Days and four Pathway Days.

The programme is designed to build their self-confidence and self-esteem and emphasises the importance of teamwork, communication, social skills and resilience. These important life skills are the building blocks that help them develop aspiration and grow into individuals who are able to unlock their potential and make a positive contribution to their local communities and society as a whole.

The young people who participate in the Youth Adventure Programme come to us from a variety of deprived backgrounds, but all are severely disadvantaged in terms of educational attainment, life skills and future prospects and are particularly prone to risks such as youth offending, substance misuse and other risky behaviour. We aim to help young people like these escape this cycle of disadvantage. We take them at a key transitional stage of their educational and social development, aged 11, and inspire them to learn and achieve.

There are many reasons why a young person might be referred to us:

- Being a victim of neglect or abuse

- Coming from a chaotic or challenging home life i.e. acrimonious divorce, parent in prison etc.
- Lack of attention at home manifesting in issues such as attention seeking/challenging behaviour or concerns for mental wellbeing
- Coming from a significantly disadvantaged family
- Having suffered a family bereavement
- Having a significantly unwell family member
- Is on a Child Protection Plan
- Is a Looked After Child (i.e. in the care of Social Services)
- Has a caring role for a family member in the home
- Has a medical condition which is impacting on their behaviour, mental wellbeing, confidence, resilience etc, such as on the Asperger's/Autism spectrum, ADHD, dyslexia.

However, this is not an exhaustive list and can't tell you the full picture. Looking beyond this list there is a personal story of a young person who needs a little support to really make a difference to their life.

The Activity Days are held in the winter months and crucially provide continuity throughout these months when the camps aren't running. The children catch up with others in their group and it enables the staff and volunteer mentors to re-engage with the children and monitor their development. They continue to complete their Personal Records of Achievement which they fill in throughout the three-year programme. There are three Activity Days which are all completely free of charge to every young person who participates. They are provided with transport to the venue and have a fully trained activity provider in charge of the day's activity. The days include art, drama and music workshops held in Melksham youth centre. As well as Woodland Survival and GPS Challenge Days held in Savernake Forest in Marlborough and Brokerswood in Westbury. The GPS day has proved very popular and a successful way for the children to team build and communicate. It involves the young people taking part in hide and seek/ man hunt games and a 'Road to Survival' mission, where they use GPS tracking devices to locate each other. Using two Android apps (orienteeing and treasure hunt), players attempt to complete as many challenges as possible within a designated time frame. This game is a mixture of orienteeing, geocaching, treasure hunting and team building challenges. Teams use the orienteeing app to find the locations and the treasure hunt app for instructions on how to complete each challenge, providing photo evidence and earning points.

Each child attends three Activity Days. All activities are designed to challenge the young people to reach personal goals, build confidence and self-esteem, and develop resilience and aspiration. We encourage resilience and give them practice in making appropriate decisions, setting personal goals, perseverance and overcoming obstacles.

We have 240 disadvantaged young people participate on the programme every year and in the past 26 years we have helped over 3,900 vulnerable and disadvantaged young people across the whole programme. In 2019 we will be introducing a new stream of young people to participate on the programme allowing 280 children to benefit every year.

We would value your support for 12 young people taken from two schools in the Trowbridge area to participate in their Activity Days.

Local Needs Addressed

Significant areas of Wiltshire are also in the 5 most deprived in England. Trowbridge Adcroft and Trowbridge Park suffer particular deprivation, along with Salisbury Bemerton, Devizes North,

Amesbury East and Chippenham Hardens. The deprivation in urban areas is clearly visible especially in the market towns. This contrasts sharply with the hidden deprivation in the county's rural areas where there are high levels of poverty and very limited access to transport and services. We take children from these areas. Some of the children we take do not even turn up to school a lot of the time and are increasingly disengaged with education, but they will make the effort to regularly attend our 3-year programme turning their lives around in the process and becoming more confident and aspirational. Schools find it hard to offer their young people the sorts of opportunities we can due to cost and risk, but the Youth Adventure Trust is in a unique position being able to help disadvantaged children suffering from the effects of both rural and urban deprivation.

Disadvantaged young people are at particular risk of becoming NEETS (not in education, employment or training) and the employability of young people remains both a local and national priority. In Wiltshire the NEET figure is 4% with 4.9% destination unknown. The two wards in Trowbridge are known to be areas of highest long-term unemployment.

Being NEET is associated with negative outcomes later in life, including unemployment, reduced earnings, poor health and depression. These outcomes have a cost for both the individual and the economy. The Princes Trust Macquarie Youth Index shows NEETS are significantly less happy across all areas of their lives with increased mental health problems due to unemployment. The Index reports that 37% of NEETS lack a sense of identity, 34% feel isolated all or most of the time and more than 1 in 4 claim they do not have a positive role model. The Youth Adventure Programme is ideally placed to help deter our young people from becoming NEETS. Long term and early intervention are key to our success. Not only do we increase the young people's confidence and self-esteem and improve their communication and leadership skills, but we offer them alternative, positive pathways, working with positive role models and mentors, encouraging resilience and raising their aspiration.

Our young people apply the skills the programme gives them within their school and home environments, enabling them to make constructive changes in their lives and aspire to a more optimistic future. Referral agencies tell us that we deliver life-changing results for many children who have not reached their full potential with other forms of intervention and support.

How are the young people involved?

We regularly review our provision and that of others to meet the changing local picture and we regularly collate feedback from the young people, their families, teachers and other referral agencies to allow us to make improvements to the service we offer the young people. We meet each young person before, during and after each year of the programme, to set targets, review progress and obtain feedback. In 2011 we undertook a major review consulting with the young people, as well as with parents, referral agencies and volunteers. This consultation took the form of questionnaires, focus groups and interviews and led to systematic change with the young people helping to introduce the Pathway Days at age 14.

Following recent feedback from the young people participating on the programme we have added an extra Pathway Day and have developed a Mentoring and Bursary Scheme for the 14-year olds as they come to the end of their time with us.

Inclusion

Close links with referral agencies and the Wiltshire Intelligence Network ensure we reach the children most in need. We work with many schools in the above mentioned deprived areas going

into them to meet with teachers, heads of year and pastoral staff in the first instance where the teachers and social workers recommend a selection of children who would benefit from the Youth Adventure Programme, those who would benefit from the challenges we set in a supportive environment with the goals of increased confidence and self-esteem better communication and independence and improved resilience and aspiration. We then hold informal presentations with the children where the Operations team volunteers and past participants meet the children talk to them about the programme and show them videos we have of camps and activity days. We can allay any fears they may have about leaving home and mixing with other children from different schools and areas of the county.

This year we will be taking our new additional stream of 40 young people, allowing us to work with 68% of schools in Wiltshire and 50% of Swindon schools.

We aim to further engage these additional 40 young people on the Give Back days (one of the Pathway Days) when they reach their final year with us and aim for them to consistently, reliably and positively engage with the volunteering aspect of their time with us.

*“Youth Adventure Trust are reaching the young people that we can’t reach”
(Chippenham Council Locality Youth Facilitator, Richard King)*

How many do we reach and who will benefit?

From 2019, we will be helping **280 young people per year** and for this programme we are asking for your help to fund **12 children from Trowbridge**.

The main group of beneficiaries are the young people, with additional benefits also experienced by their families, communities and schools.

1) 280 young people per year benefit, with increases in self-confidence and self-esteem, improved behaviour at home and school, improved engagement at school and increased resilience and aspiration. Specifically, 12 Trowbridge children will benefit from the Activity Days in 2019/20.

2) Families benefit, with improved communication and better behaviour at home, improving family cohesion.

3) Schools benefit with improved school work and behaviour. Teachers tell us that the improved behaviour of one participant impacts on their class at school, resulting in the behaviour of that whole class improving.

“It turned Daniel around from a boy at risk of permanent exclusion to a boy thoroughly engaged in his schoolwork who is now a pleasure to teach”

(Headmaster, Kingsdown School, Warminster)

4) The lives and environments of local communities benefit, as the young people become more engaged and responsible, make better friendship choices and become less likely to become involved in petty crime and anti-social behaviour.

5) The programme benefits our volunteers, who derive satisfaction and personal growth from their time as mentors to the young people.

“I have no doubt if it wasn't for the YAT with the support, guidance, challenges and team work skills he has gained over the past 2 years, Paul would not have the confidence to make the choices he is

now making. Paul has not only grown in confidence with the physical challenges in life but has turned around his life at school recently receiving an award for Resilience and Success" (Parent)

Children living in poverty and those with complex needs are much more likely to develop mental illness and people living in a deprived community are 6 times more likely to have had no previous experience of outdoor activity than in more affluent wards. Additionally, early exposure to outdoor activities can make a lasting impression. More people who are introduced to outdoors activities as children and adolescents grow up to choose an active outdoors lifestyle. (*Sport England Getting Active Outdoors, 2015*).

We deliver a sustained, long-term impact and early intervention programme that is a valuable pathway process onto other youth organisations within Wiltshire and Swindon. Before joining the Youth Adventure Programme, many of our beneficiaries didn't have the confidence to join sports clubs, drama groups, cadets or the Duke of Edinburgh scheme for example. Our programme equips them with the skills and resilience they need to face their challenges in a much more positive way and to explore new possibilities and try new experiences in the form of complementary youth services within their communities and our new bursary scheme further enables this.

So, although, we cannot help ALL the disadvantaged young people in Wiltshire, we are reaching a substantial proportion and providing them with the opportunities and skills they need to become engaged within their communities and society through a more intensive, integrated experience, as recommended by many highly respected research bodies. Our programme resonates with the Government's priorities to empower communities through the Big Society.

Volunteers

We have 200 fully trained volunteers from a range of backgrounds. The use of volunteers is not just cost-effective. They are the backbone of our organisation and are the positive role models our young people look up to and learn from. Their dedication, hard work, energy and enthusiasm of our volunteers ensures that we can make a lasting difference to the lives of vulnerable young people. Many of these young people find it hard to believe that the people they work with are giving up their time for free.

All volunteers undertake the challenging activities alongside the young people, sharing experiences such as caving and canoeing. This creates a strong bond and trust. It is the positive support and encouragement of the volunteers that facilitate the changes in our young people. They provide the positive mentorship these disadvantaged young people need.

The young people have very positive things to say about the volunteers when asked what was the best thing about the programme:

"The volunteers have been one of the best things. They helped me" "Making new friends and spending time with the adult leaders" "Having a good time and having a laugh with the leaders" "Meeting new friends and having the leaders as adult friends"

Partnerships

We work with a representative from Wiltshire Young People's Support Services on an advisory basis and we work with local youth organisations such as Duke of Edinburgh Scheme, Cadets, Scouts, Prince's trust etc on our Pathway Days in the final year of the programme. We have also been in talks with Youth Action Wiltshire on ways in which we can work together in the future.

In addition, we have recently completed research into other youth organisations and activities in the local area, their provision and how we can work together to plug any gaps. We are hoping that this will help to cement some of the working relationships we have already formed and also create new ones.

“The Youth Adventure Trust gives young people such an amazing array of experiences... They develop skills in team-building, empathy and resilience amongst many others. Skills that will help them deal better with the challenges they face in their day-to-to-day lives.” (Teacher)

It costs £165.70 per child to attend their 3 Activity Days (18 Activity Days in total for 2 streams) and we are looking for funding for 12 young people from Trowbridge.

8) Safeguarding – Please tell us about how you will protect and safeguard young people in your project (you must address the following):

<ul style="list-style-type: none"> • Please evidence your commitments to safeguarding and promoting the welfare of children and young people?
<ul style="list-style-type: none"> • How do you make staff and volunteers understand their safeguarding responsibilities?
<ul style="list-style-type: none"> • Are staff and volunteers Disclosure and Barring Service (DBS) checked and do you hold a central record of this as well as details of staff references?
<ul style="list-style-type: none"> • Who in your organisation is ultimately responsible for safeguarding?
<ul style="list-style-type: none"> • How do you ensure that young people are kept safe online when accessing your service?

Child Protection: We have child protection policy available on request. The volunteers receive Child Protection training on their training weekend and they are all sent an updated safeguarding policy annually. The staff receive Child Protection training every 2 years and are updated annually.

The policies and training are provided by Safe Network (safenetwork.org.uk) and they keep us up to date with any changes which are then disseminated to staff and volunteers.

Safeguarding the Young People

We safeguard them at all times in a variety of ways. For example, they have 2 adults with them at all times, there is no solo working at all. Adults are not allowed in tents on camp unaccompanied. Adults do not go in the toilets or showers on camp when the young people are in them. The children apply their own suncream etc.

ALL operations staff and volunteers who are in direct contact with the young people receive Safeguarding Children and Young People training. Any management and fundraising staff and visitors who visit the programme at any time are chaperoned by staff or volunteers for the duration of the visit. Staff and volunteers are given safeguarding training within their first month of joining before they work with the young people. Staff refresh it every 2 years and update their knowledge on an ongoing basis through the NSPCC and DBS websites. Volunteers receive it annually at the training weekend.

If we had a child protection concern our Operations Director would refer it to Social Services

Disclosure and Barring Service. Staff and Volunteers DBS checks are repeated every 3 years. We hold a central record of these and details of references.

Our Director of Operations, Tessa Woodrow is ultimately responsible for all safeguarding.

Online Policies: Web based technology risks. The Youth Adventure Trust has no Facebook page and we have no forum for the children to communicate online. Staff and volunteers are not permitted to 'friend' the young people on Facebook or other social media and vice versa. Our Twitter feed is monitored by 3 key staff and they receive notifications when something is posted they can remove or shut down anything inappropriate that a young person may post.

No smartphones, tablets etc are permitted on camp, activity days or pathway days.

9) Monitoring your project (How will you know your project has been successful?):

We regularly collect information to measure impact and assess feedback. We meet each young person before, during and after each year of the 3-year programme to set targets, review progress and obtain feedback. We meet parents/carers, teachers and referral agencies at least twice a year for the same purpose. Our young people continually complete a 'Personal Record of Achievement' where they record their personal goals, aspirations and achievements.

We use the Impact Measurement Tool, MTQ48 which provides data to demonstrate the impact the Youth Adventure Programme is having and also provides data to **help support the young people**. The results of the measurements are directly fed back to the young people and play a part in their development on the programme.

MTQ48 measures 'mental toughness' including character, resilience and grit. The four key components of Mental Toughness are the 4 Cs – **Control, Commitment, Challenge and Confidence**. MTQ48 assesses Mental Toughness in terms of these 4 Cs and measures the young people through a unique 48 item high-quality psychometric measure. The Measure demonstrates the distance the young people have travelled. We translate the measurement information and feed it back to the young people to help them set aims as they move through the programme. The young people complete their first set of questions before their first camp. They are then measured again halfway through the programme and at the very end of their programme, at the final Pathway Day. Using the MTQ48 measurements along with our existing feedback we have a clear indication of the impact of the programme on the young people.

Because we are the only organisation in the area undertaking such an innovative and long-term programme it is of value to other youth organisations to learn from our work. The Wiltshire Community Foundation have committed to helping us disseminate any of our key data, allowing local groups to learn from us. We also disseminate our findings to youth providers we work with, such as the D of E, Scouts, Cadets etc.

We have received some very positive and encouraging feedback from our young people, who tell us that they thoroughly enjoy the programme and that they make real progress with the personal aims and challenges that we set them. The statistics show that:

- 88% of participants feel more confident
- 94% trust others more
- 88% feel better at teamwork

- 100% feel better at managing their emotions
- 100% feel able to communicate
- 100% would recommend the Youth Adventure Programme.

1) Finance (required field, if you are a new organisation and don't have accounts leave bank and tick box below):

2) Your Organisations Finance:

Your Latest Accounts:

Date: December 2018

Total Income:

1,007,484

Total Expenditure:

952,503

Surplus/Deficit for the year:

£54,981

Free reserve currently held:

Total Reserves £251,000

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

The Boards required target level of reserves is equivalent to six months operational expenditure. This is to ensure that we can continue to give the young people on the programme the chance to finish their current year of activities if the worst case scenario occurred.

10b) Project Finance:

Part One:

Total Project Cost	13256	Please enter the money format with pence but no pound sign or comma or p. Eg 15000.00
Total required by the Area Board	1988.40 It costs £165.70 per child to attend their 3 Activity Days (18 Activity Days in total for 2 streams) £165.70 x12 = £1,988.40	

Part Two: Please itemise your project expenditure and project income

Quick Tips:

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

Itemised Expenditure Eg. Materials	£	Itemised Incomes EG. Our reserves	£	Tick if Income confirmed
6 x Creative Days (2 x Feb – 1 day per stream, 2 x April, 2 x October)	£1,982	D'oily Carte	3000	Yes
6 x Adventure days (2 x Feb – 1 day per stream, 2 x April, 2 x October)	£2,225	Younite Foundation	1000	Yes
6 x Team challenge days (2 x Feb – 1 day per stream, 2 x April, 2 x October) = £2144	£2144	Chippenham LYN	1988.40	
Venue hire (Feb, April, October)	£523	Trowbridge LYN	1988.40	
Transport x 18 days	£3,377	Melksham LYN	994.20	
Certificates x 80 at £1 per YP	£80			
Supplies	£25			
Staff travel expenses (3 staff at £15 per day x 18 days)	£810			
Volunteer travel and food expenses (3 volunteers per day at £15 per day x 18 days)	£810			
Overheads/Insurance	£1,280			
Total	£13,256	Total	£4285.00	

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

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

YES	x	NO	
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12) Tick all the Area Boards to which you are intending to apply, including this one (you can apply to a maximum of 3 Area Boards for the same project in a financial year:

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

13) DECLARATION

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

DO you have the following (Please tick any that apply):

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

Legal Declaration (required field)

<input checked="" type="checkbox"/>	The information on this form is correct, that any award received will be spent on the activities specified
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Office Based interaction after bid submitted:

- 14) CAM Managed Fields
- 15) Electoral Divisions (Trowbridge)
- 16) To be considered at the meeting: (Date of the next AB in Trowbridge – Listed)
- 17) Office recommendations
- 18) Current Internal Notes
- 19) Add additional WC notes to help progression of this call(will be time stamped automatically)
- 20) Current External Case Notes
- 21) Add case notes
- 22) Current statue is funds transferred, so allowed options are: (information given below)

It costs **£165.70 per child to attend their 3 Activity Days (18 Activity Days in total for 2 streams)**

6 x Creative Days (2 x Feb – 1 day per stream, 2 x April, 2 x October) = £1,982
6 x Adventure days (2 x Feb – 1 day per stream, 2 x April, 2 x October) = £2,225
6 x Team challenge days (2 x Feb – 1 day per stream, 2 x April, 2 x October) = £2144
Venue hire (Feb, April, October) = £523
Transport x 18 days = £3,377
Certificates x 80 at £1 per YP = £80
Supplies = £25
Staff travel expenses (3 staff at £15 per day x 18 days) = £810
Volunteer travel and food expenses (3 volunteers per day at £15 per day x 18 days) = £810
Overheads/Insurance £1,280

Total cost = £13,256 (/80 = £165.70)

12 Trowbridge YP = £1,988.40

Local Youth Grant Detail

Started on: 02/07/2019 13:50:09

ID: 717

Current Status: Application Received

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

Current Case Notes

08/07/2019 17:51:22 Application received.

1. Project title? (Max. 8 words Eg. Tinkleton Village Youth Transport Project)

Re-Cycle Wiltshire

2. Project summary: (100 words)

The Repair Academy is a financially independent project parented by Wiltshire Wildlife Trust, working to help at-risk youth groups and school children develop experience and skills - providing opportunity and learning through accomplishing focused group activity

The Re-Cycle Wiltshire bike scheme gives small groups of young people access to an instructor-led, bike rebuilding course and provides them with the tools and instruction to safely and professionally re-build their own bike, which they can keep upon completion of the course.

3. Amount of funding required:

£1001 - £5000

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

Trowbridge

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

BA14 8LS

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

- Informal education
- Youth work/development
- Sport/Leisure
- Residential
- Arts/Culture
- Employment or training
- 1:1/group work

- Community Project
- Community Safety
- Volunteering
- Environment
- Health
- Other

If Other (please specify)

7. About your project

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

How does your project support local needs and priorities?

How have young people been involved in your project so far?

How many young people do you expect to benefit?

How will your project be accessible and affordable?

How will you encourage volunteering and community involvement?

How will you ensure your project is accessible to everyone (Disabled, low incomes, vulnerable, etc.)

How will ensure your project is inclusive?

How will you work with other community partners?

We are requesting funding to initiate our Re-Cycle Wiltshire bike project in Trowbridge, with a start date in September this year.

is a project that we have not yet started in Wiltshire, but in the Trowbridge area, we are hoping to provide placements for 10 young people to take part in the Bike rebuilding course. We already have significant interest from TCAF for placements and are hoping to work with other groups across Trowbridge at a later date.

If we are successful in this funding bid, it will cover all costs of the project and as such participants will incur no costs what so ever. The Re-Cycle Wiltshire project will provide a free opportunity for at-risk young people in Trowbridge to focus on a practical, hands-on, supervised project from start to finish.

This is particularly useful for young people with difficulties engaging in mainstream education and those with additional needs, as it reinforces content retention, provides multi-sensory instruction, gives time for student-peer interaction, and allows for a deeper understanding a topic - in this case bicycle mechanics.

The participants will be able to attend for extended periods or for as long as the youth group, school, or college are able to allow time for the attending young person. On completion of the course the participant will be able to take the completed bicycle home at no extra cost. In addition they will be

provided with a bicycle helmet and a short training session nearby for cycling safety and awareness. All of the young people will be encouraged to attend a local Bikeability course provided by Wiltshire Council for more extensive bike training.

This project will be inclusive and open to any young person, however we are intentionally aiming the project towards at-risk youth and will be working with local youth leaders and youth groups to direct the project towards those who will most benefit. It will provide opportunities for young people to improve their interpersonal skills, to develop listening and gain confidence from working and interacting with others as well as enhancing skills in cooperation - forging friendships as they do so. Ultimately the project will provide a service by improving employability, providing an achievement record for school-college and generating access to local volunteering opportunities for local people.

By acting as a recycling service for Hills Waste, Wiltshire Constabulary and members of the public; which is where we shall be sourcing the scrapped bikes, this scheme we will ultimately be preventing hundreds of bicycles from being disposed of or dumped in the region each year and in a broader sense this shall provide a service by reducing the environmental impact from producing new bicycles.

Re-Cycle Wiltshire will also be Promoting the continued health benefits of using a bicycle and provide guidance on the safe use of suitable equipment, bicycle safety and cycling awareness. We are also working to promote the health benefits of cycling in general through planned local cycling events in association with Wiltshire Wildlife Trust in the Trowbridge region and further afield.

We further believe that by providing reclaimed safe bicycles for people on low incomes we are encouraging families to cycle together, which we hope will improve family wellbeing across the region. As an environmentally focused organization this project allows the Repair Academy to promote the environmental benefits of using a bicycle for short journeys instead of using a car, which will help work towards improving the air quality and local environment of Trowbridge. Through our social media and wider press outreach we shall be championing Trowbridge town with their involvement in a scheme that not only helps young people but also helps the environment too.

8. Safeguarding

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

Please evidence your commitment to safeguarding and promoting the welfare of children and young people.

How do you make sure staff and volunteers understand their safeguarding responsibilities?

Are staff and volunteers Disclosure and Barring Service (DBS) checked and do you hold a central record of this as well as details of staff references.

Who in your organisation is ultimately responsible for safeguarding?

How do you ensure that young people are kept safe online when accessing your services?

Wildlife Trust WWT and the Repair Academy are fully committed to safeguarding the welfare of all children, young people and vulnerable and protected adults. We recognize that everyone is entitled to the right of a safe, positive and enjoyable environment. Staff and volunteers will work together to

encourage the development of an ethos which embraces difference and diversity and respects the rights of children, young people and vulnerable adults.

We acknowledge our duty to act appropriately to any allegations, reports or suspicions of abuse and ensure that all staff and volunteers understand their legal and moral responsibility to protect children, young people and vulnerable adults from harm abuse and exploitation.

We ensure Safe Recruiting procedures are always followed; including criminal record checks, disclosure and barring checks and the take up of references and that all staff and key volunteers will undertake Safeguarding training as appropriate for their role.

All staff and volunteers understand their responsibility to work to the standards that are detailed in the organizations Child Safeguarding Procedures and Vulnerable Adults Safeguarding Procedures and work at all times towards maintaining the highest standards of practice.

The Repair Academy and WWT ensure that staff and volunteers understand their duty to report all concerns, allegations and suspicions of harm or abuse regarding a child, young person or vulnerable adult to the Trusts Designated Safeguarding Officers DSOs.

All allegations will be taken seriously and responded to swiftly fairly and appropriately. At all times we ensure the engagement of two DSOs, whose role is to provide staff and volunteers with a point of contact regarding training and advice on all Safeguarding matters. WWT and the Repair Academy's safeguarding practices reflect statutory responsibilities both national and local and government guidance complying at all times with best practice and regulatory requirements. We make sure that children, young people and vulnerable adults are enabled to express their ideas and views on a wide range of issues and have access to the organizations complaints procedure and that parents, carers, guardians and partner agencies are involved in the work of the organization and when requested have access to all guidelines and procedures.

All confidential records relating to safeguarding matters are maintained and stored securely in accordance with the General Data Protection Regulation GDPR and Data Protection Act 2018 and in line with WWT GDPR Policy and practice. All records should be as detailed and accurate as possible.

Finally we ensure the Safeguarding Steering Group which is chaired by a WWT Trustee meets on a regular basis to provide an overview and strategic direction with regard to WWT policies and procedures to protect children, young people and vulnerable adults.

9. Monitoring your project

How will you know if your project has been successful?

The participants of the course will be monitored throughout the duration of the program through various methods. At the start of the course each participant will be given a short survey to complete, which details their expectations of the course and how confident and happy they are feeling initially.

At the end of every session there will be a checklist of activity learning that each young person will tick off and will highlight where further help or focus may be needed in the next session. These learning plans will be designed to allow the session leaders to see where any participant may need more help.

There will be various evaluation and monitoring forms for the participants to complete at the end of the course, which will detail the learning journey, confidence building and progress over time.

Most importantly the outcome and successful completion of the project will be evidenced in the fully repaired and safely functional bikes that each student will build. A completed bike will show the young person has finished the project well. Finally the participants will be signed off as successfully completing the project and they will be presented with a certificate and a bike lock and helmet.

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

10a. Your Organisation's Finance:

Your latest accounts:

03/2019

Total Income:

£60427.00

Total Expenditure:

£106261.00

Surplus/Deficit for the year:

£-45834.00

Free reserves currently held:

£0.00

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

We currently have no reserves to draw from for this budget.

10b. Project Finance:

Part One: *required

Total Project cost help	£4000.00
Total required from Area Board	£4000.00

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

Itemised Expenditure eg Materials help	£	Itemised Income eg Our reserves	£	Income confirmed?
Safety equipment	£500.00		£	
Tools	£1000.00		£	
Parts	£1250.00		£	

Bikeability course	£400.00		£
Staff costs (including Mileage)	£850.00		£
Total	£4000.00	Total	£

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

yes

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

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

13. DECLARATION

Supporting information

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

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

Legal declaration

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

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Splash Overview for Trowbridge LYN

Splash forms part of Youth Action Wiltshire the 'Youth Arm' of Wiltshire charity Community First (Registered Charity number 288117). Splash provides structured, free to access positive activities during school holidays for young people aged 9-16 years who are vulnerable and at risk of social exclusion who live in Wiltshire.

We prioritize young people facing 'challenges in their lives', for example those with special educational needs or disabilities, on child protection plans, in care, experiencing emotional and behavioural difficulties, young carers, victims/witnesses of crime or from families experiencing mental health issues, a parent in prison or financial hardship.

We aim to raise young people's self-esteem and confidence, divert from risky and anti-social behaviour, develop an acceptance of others, reduce peer on peer bullying and empower young people to make independent, positive and safe choices and recognise their own capabilities.

What do we do?

Splash provides positive activities during every school holiday period. Our activities range from woodland/conservation days to computer coding, cookery, photography, adventure sports and lots of other exciting, engaging activities. All activities are delivered free of charge and include free central minibus pick ups in a bid to enable young people to take part in activities that they would not otherwise be able to access.

The focus of Splash activities is to work with young people to increase their self-esteem, self-confidence, communication skills and leadership skills. Experiential, hands-on learning sessions provide an excellent environment for young people to express themselves and learn from one another. Splash and our partners provide positive role models who listen, encourage, mentor and coach the young people. This positive interaction raises aspirations and self-belief and helps the young people to identify a positive future for themselves.

Our excellent Youth Support Workers support, encourage and challenge the young people before, during and after activities as appropriate. Often the young people do not know each other beforehand and it is rewarding and beneficial for them when they develop new, positive friendships. Securing a place on a Splash activity gives a young person something to look forward to, plan for and something to enjoy.

Splash is adaptable and can therefore work to specific locally identified issues such as healthy living, getting active or reducing peer on peer bullying. We can deliver projects both locally and further afield to give young people the opportunity to experience activities on their doorstep and by offering further challenges by taking them to activity venues across the county. Many of our project days take place outdoors in the natural environment which not only can provide a new experience for those attending but can relax and calm young people whilst giving them the opportunity to learn new skills, uncover new interests and really flourish. For those that perhaps prefer an indoor environment we offer music and animation activities which use computer technology and tap into the young people's imaginations and creative sides whilst also focussing on teamwork, communication and social skills.



What makes Splash different from other youth provision?

Splash days accommodate 12 young people with minimum adult ratios of 4:1. These staff: young person ratio enables our Youth Support Workers to give every participant the time and attention, support and care that they need to ensure that their Splash experience is a positive, successful day for them. Many young people that access Splash cannot access mainstream activities due to the challenges that they face. High staff ratios enable Splash to manage behaviours, aid interaction, defuse potential conflict in the early stages and really give time to the participants which then makes them feel valued, liked and accepted.

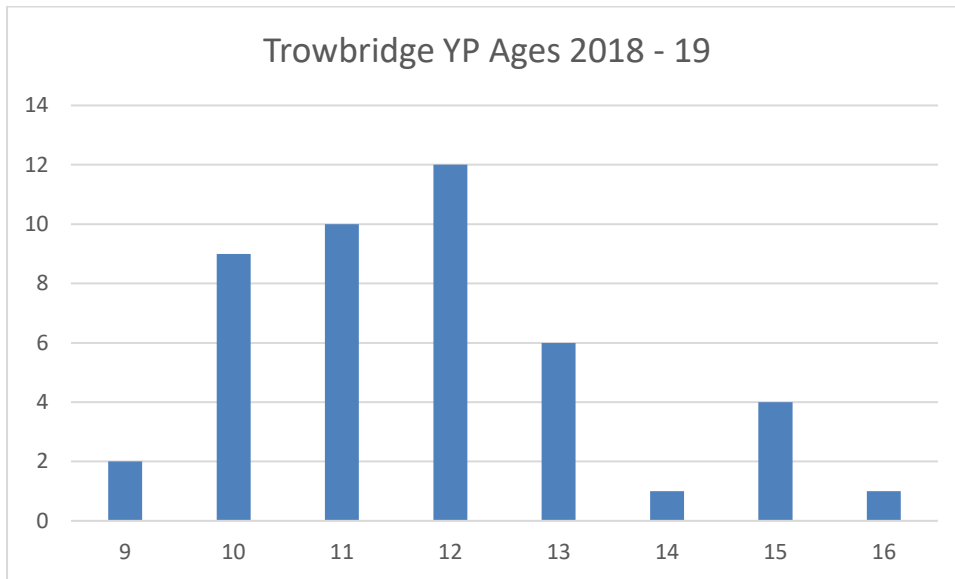
We are able to work on a 1:1 basis with individuals prior to them attending their 1st Splash activity if anxiety, confidence and self-esteem issues are likely to hinder their ability to attend.

As part of Youth Action Wiltshire, we are able to sign post young people to our in house targeted provision where appropriate e.g. Wiltshire Young Carers Service, Splash young victims of crime programme, Inspire NEET programme and our Young leaders training programme. In addition, as a member of Wiltshire Children and Families Voluntary Sector Forum we have close working relationships with member organisations and work together to provide specialist support when a need is identified.

Splash Statistics for the Trowbridge Area

Statistic	2015/16	2016/17	2017/18	2018/19
Number of Young people engaged from Trowbridge Area Board Geographical area	25	30	38	45
Contacts with young people from Trowbridge	88	74	128	101
Average number of sessions attended	3.5	2.5	3.5	2
Number of Projects delivered in Trowbridge	22	15	13	9
Cost of provision provided	£7040	£5920	£10,240	£8080

The above statistics show an increase in demand for Splash activities within the Trowbridge Area Board/LYN area. However, they also show a decline in the number of activities that we have been able to deliver in the local area over the past 2 years.



The above graph shows the age breakdown of Trowbridge young people that accessed Splash during 2018-19. A number of these young people are below the Area Board youth funding age threshold, however by working with young people from an early age we are able to work with them to develop in confidence and self-esteem and develop resilience and social skills that helps to prevent them from accessing services during their teenage years.

Funding

Splash is funded from a mixture of non-statutory sources - grants from trusts and foundations, businesses, local organisations, donations and fundraising events. Splash has previously been commissioned by other Area Board's/LYN's to deliver positive activities specifically for young people from the localised area. Splash receives funding from the Wiltshire Police and Crime Commission specifically to support young victims and witnesses of crime.

To meet the level of demand for Splash activities for young people facing challenges in their lives who live in the Trowbridge Area Board area Splash propose to deliver 5 diverse positive activities locally providing 60 contacts specifically for young people from the area. A further 30 contact sessions on Splash positive activities chosen by the individual young people from the area will also be available. In total proposed funding would provide 90 contact sessions on positive activities for young people from the Trowbridge Area Board area who are 'facing challenges in their lives'. The total cost of this programme is £7,200 however with match funding of £2200 (30% of total programme costs) already secured by Youth Action Wiltshire and Splash the cost to Trowbridge Area Board would be £5,000.

In addition to the £2200 match funding secured this proposal will be further enhanced by opportunities for local young people to access activities through our "Our Bright Futures" project – outdoor environmental/conservational activities, Residential opportunities and through our work with young victims and witnesses of crime. Young people will also have the opportunity to progress to our Peer Mentor and Ambassador programmes.

Evaluation

We carry out 6 monthly parent/referrer feedback surveys in a bid to ensure that our activity days continue to successfully impact on those young people engaging with Splash. The results of our March 2019 parent/referrer feedback survey returns recorded the following increases in those that had participated in Splash activities in the previous 6 months:

100%	Self-esteem - feeling of pride and self-worth
100%	Self-confidence - belief in themselves and their abilities
98%	Attitude & behaviour - towards you & others
98%	Knowledge - level of learning
100%	Social skills - communication & interaction with yourself & others
100%	Happiness
96%	Home Life
76%	Attendance at School
96%	Taking part in exercise
96%	Time playing outside

Proposed Activity Programme for Trowbridge Area

The Splash proposal is to provide 90 places on Splash activities for young people facing challenges, from the Trowbridge Area Board geographical area. We propose that Splash provide 60 places on activities delivered within the Trowbridge area and 30 places on activities further afield with free transport available as required.

We will deliver 5 of our most popular activities locally which are:



opportunity to get young people active, working together and developing positive friendships.

Adventure Quest; Working in partnership with the Wiltshire Outdoor Learning Team (WOLT). Adventure Quest is an exciting activity day where young people complete a trail and undertake challenges along the way including axe throwing, archery and laser quest. These activities often provide a number of new experiences for young people, and promote team building, supporting one another, working together, taking turns, empathy and praise. The sessions are fun and challenging and provide the perfect



High Ropes; Again, working with our partners at WOLT the High Ropes activity challenges young people by getting them to complete high rope trails and team challenges at height. This often challenges participants to work outside of their comfort zone and enables them to push themselves to achieve. Confidence and happiness are as high as the ropes by the end of the session.



Fun Animation; Working with a local photographer young people use their imaginations to make Lego, Plasticine and their own artwork come to life. Working in small groups this activity promotes good listening skills, sharing, helping and working together skills and friendship development as well as the technical skills of using start stop filming technology to make the animations

come to life. Finished pieces are uploaded to the internet (Consent permitting) so that participants can enjoy them, show them to friends and family, use them for school projects and replay them to remind themselves of the positive experience they had. An example of one finished piece can be found by clicking this link <https://vimeo.com/329908399>



Multi-Sports; This is one of our most popular activities. Delivered by our own staff in a local sports hall we have fun getting young people active and giving sport a go. This activity provides the opportunity for young people to have a go at indoor hockey, bench ball, dodgeball and other low-level team sports. Again, the focus is on being part of a team, having fun, working with others and showing praise and empathy to others whilst working within the rules and boundaries of various sports.



Photo Club: Working with another local photographer this session is an outdoor session where young people are encouraged to use their own cameras/mobile phones (however equipment can be provided where required). The emphasis is to educate participants to get the most out of the equipment available to them. This is another great session where young people interact together, sharing ideas, helping each other and developing friendships. It is also the perfect opportunity for conversations to be had regarding staying safe on the internet, the implications of uploading photos to the internet and the importance of consent to take someone's photo. This is a popular and very relevant activity for today's young people.

Case Studies

Young Person A

Having 4 older siblings can be great fun, but when one of them has ADHD and one has undiagnosed mental health issues life can be very intense. Add to that the unexpected death of a parent and the intensity and emotional stress increases. This stress can become too much, and a young person finds it hard to cope; this is often the cause of negative behaviours at school. A day out with Splash releases some of that stress, just for a few hours and injects some positivity into a young person's life. The opportunity to make new friends, learn new skills and go to new places really lifts a young person and begins to help build their confidence and self-esteem. Regular attendance at Splash embeds that confidence and those skills and enables a young person to have something to look forward when life at school and at home can be a struggle.

Young Person B

Young person B was referred to Splash aged 13 as they had Special Educational Needs (SEN) which had meant B struggled to develop effective social skills and make and keep friends which had affected B's confidence and self-esteem. B regularly attended Splash for a number of years until they progressed from Splash activities to our Youth Action Wiltshire Peer Mentor programme. After undertaking intensive training to develop the skills to support other young people who were facing challenges B then began to support Splash activities as a Peer Mentor. The training undertaken and the experiences of being a Peer Mentor further developed B's confidence and social skills and the Splash participants loved him being out on activities. B continues to support Splash as an adult volunteer and is still committed to helping those that attend our programmes.



Young Person C

C was referred to Splash as they had recently entered the care system and were new to the area. C found it difficult to make friends and trust people due to the previous experiences in their life. C struck up a real rapport with one of our fantastic Youth Support Workers and after an initial 1:1 meeting decided they would give Splash a go. Although nervous, anxious and worried about attending for the 1st time, B had a fantastic 1st day. They began smiling, mixing well with others and were able to put their troubles to the back of their mind for the few hours they were out on the Splash activity. Each school holiday for over a year C attended Splash activities, they credit Splash with accepting them for who they are, enabling them to “lose the label” they felt they had been given and meet new people and develop new friendships. Over the 12-month period C increased in confidence more and more which enabled them to engage in school more, develop friendships locally and eventually to become year prefect at their school – an amazing achievement and outcome for C

Feedback received

- **My son had such a fantastic time and is still talking nonstop about it all this morning!**
- **I'm so grateful for the great opportunities you give to my son.**
- **'Most fun I've had forever'**
- **'I don't do this stuff much, I just watch YouTube'**
- **Thank you for everything you all offer to our children, J was so overjoyed last time, he had so much fun and loved making friends thank you you're all amazing**
- **he had such a great time on this activity, and it was a real boost to his confidence.**
- **I didn't like today...I LOVED it!**
- **'If I wasn't here today, I would just be watching YouTube' like every day'**
- **I haven't got any friends but today I made 4'**
- **'I wish I could come every day'**
- **Splash makes the holidays awesome and creates memories**
- **Splash is fantastic and it's great to see everyone coming out of their shells and enjoying themselves with other young people.**
- **I wish I could come every day, I love Splash**
- **Superb...can I come again**
- **My daughter was so nervous about going but she's so glad she did. She had a fantastic experience, and the increase in her confidence has been phenomenal.**



Proposal Summary

The proposal is for Splash to deliver 90 contact sessions for young people facing challenges who reside in the Trowbridge Area Board area. The project period will run for a 12-month period from the grant award date.

5 activities will take place locally, providing 60 contacts

A further 30 contacts will be available to young people from the Trowbridge Area Board area at venues across Wiltshire, with free minibuss pickups provided.

The project proposal cost is £5000 towards a total project cost of £7200 which equates to £80 per Splash place.

£80 per place cover qualified, experienced activity leads, free transport, experienced and supportive Youth Support Worker support, Insurance, H&S, Safeguarding, Coordination of activities, marketing and recruitment, admin and post project evaluation.

Splash
Unit C2 Beacon Business Park
Devizes
Wiltshire
SN10 2EY



Splash is a service delivered by Community First Registered Charity number 288117

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Grant Applications for Trowbridge on 25/07/2019

ID	Grant Type	Project Title	Applicant	Amount Required
3359	Community Area Grant	Splash Positive Activities for Trowbridge Young People	Splash part of Community First	£4975.00
3270	Community Area Grant	Brighter Aspirations Studley Green Youth Space	Trowbridge Community Area Future	£7500.00
3345	Community Area Grant	Trowbridge Town Football Club Goal Posts	Trowbridge Town Football Club	£896.97
3352	Community Area Grant	The Outdoor Classroom	The Grove Primary School	£5000.00

ID	Grant Type	Project Title	Applicant	Amount Required
3359	Community Area Grant	Splash Positive Activities for Trowbridge Young People	Splash part of Community First	£4975.00

Submitted: 26/06/2019 16:26:51

ID: 3359

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?

Splash Positive Activities for Trowbridge Young People

6. Project summary:

Splash provides structured free positive activities during school holidays for young people aged 9-16 years who are vulnerable and at risk of social exclusion. We prioritize young people facing challenges in their lives eg. those with special educational needs or disabilities on child protection plans in care experiencing emotional and behavioural difficulties young carers victims witnesses of crime or from families experiencing mental health issues a parent in prison or financial hardship. We aim to raise young peoples self-esteem and confidence divert from risky and anti-social behaviour develop an acceptance of others reduce peer on peer bullying and empower young people to make independent positive and safe choices and recognise their own capabilities.

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 0ES

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

Children & Young People
Countryside, environment and nature
Health, lifestyle and wellbeing
Inclusion, diversity and community spirit
Safer communities
Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

03/2018

Total Income:

£110975.00

Total Expenditure:

£122381.00

Surplus/Deficit for the year:

£63779.00

Free reserves currently held:
(money not committed to other projects/operating costs)
 £0.00

Why can't you fund this project from your reserves:
 Our reserves are inline with our reserves and redundancy policies

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

10b. Project Finance:

Total Project cost		£10475.00		
Total required from Area Board		£4975.00		
Expenditure	£	Income	Tick if income	£
(Itemised expenditure)		(Itemised income)	confirmed	
Coordination of programme marketing referrals and Evaluation	975.00	Grant Funding from OPCC	yes	5500.00
2 Splash Youth Support Workers for 10 activity days	3400.00			
Activity Programme instructor costs	3500.00			
Travel and Transport including fuel for 10 activity days	500.00			
11 access to a Splash Youth Support Worker for 10 young people	1000.00			
HR and Finance functions and project overheads	1100.00			
Total	£10475			£5500

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?

30 Young People from Trowbridge who are aged 9 -16 and are facing challenges in their lives will benefit from attending Splash positive activities during school holiday periods. The grant will provide 100 places on Splash activities during the 12 month project period. In addition to positive activities, for 10 percent of those referral, who have the most need we will provide 1 to 1 individualised youth support worker support whereby together an action plan will be created with the aim of helping the individual to overcome identified barriers to group engagement such as anxiety, lack of confidence and feeling of self-worth. The focus of Splash activities is to work with young people to increase their self-esteem, self-confidence, communication skills and leadership skills. Experiential, hands-on learning sessions provide an excellent environment for young people to express themselves and learn from one another. Splash and our partners provide positive role models who listen, encourage, mentor and coach the young people. This positive interaction raises aspirations and self-belief and helps the young people to identify a positive future for themselves. Splash days accommodate 12 young people with minimum adult ratios of 4 to 1. These staff: young person ratios enable our Youth Support Workers to give every participant the time and attention, support and care that they need to ensure that their Splash experience is a positive, successful day for them. Many young people that access Splash cannot access mainstream activities due to the challenges that they face. High staff ratios enable Splash to manage behaviours, aid interaction, defuse potential conflict in the early stages and really give time to the participants which then makes them feel valued, included and accepted. We deliver projects both locally and further afield to give young people the opportunity to experience activities on their doorstep and by offering further challenges by taking them to activity venues across the county. Many of our project days take place outdoors in the natural environment which not only can provide a new experience for those attending but can relax and calm young people whilst giving them the opportunity to learn new skills, uncover new interests and really flourish. For those that perhaps prefer an indoor environment we offer music and animation activities which use computer technology and tap into the young people's imaginations and creative sides whilst also focussing on teamwork, communication and social skills.

The following statistics show an increase in demand for Splash activities within the Trowbridge Area Board/LYN area. However, they also show a decline in the number of activities that we have been able to deliver in the local area over the past 2 years
2015 16 25 young people engaged in Splash positive activities on 88 occasions. This was an average of 3.5 sessions per young person facing challenges in their lives. 22 activities were delivered in Trowbridge

2016 17 - 30 young people engaged in Splash positive activities on 74 occasions, an average of 2.5 sessions per young person facing challenges in their lives. 15 activities were delivered in Trowbridge

2017 18 - 38 young people engaged in Splash positive activities on 128 occasions, an average of 3.5 sessions per young person facing challenges in their lives. 13 activities were delivered in Trowbridge

2018 19 - 45 young people engaged in Splash positive activities on 101 occasions, an average of 2 sessions per young person facing challenges in their lives. 9 activities were delivered in Trowbridge

The standard Splash age range of 9-16 includes ages outside of the standard Area Board youth funding age threshold, however by working with young people from an early age we are able to work with them to develop in confidence and self-esteem and develop resilience and social skills that helps to prevent them from accessing services during their teenage years.

The grant funding will enable 30 young people to attend an average of 3 activity days of their choosing each, giving them something to look forward to in the school holidays, opportunities to interact with peers in a structured environment and provide opportunities for skill development.

As part of Youth Action Wiltshire, we are able to sign post young people to our in-house targeted provision where appropriate e.g. Wiltshire Young Carers Service, Splash young victims of crime programme, Inspire NEET programme and our Young leaders training programme. In addition, as a member of Wiltshire Children and Families Voluntary Sector Forum we have close working relationships with member organisations and work together to provide specialist support when a need is identified.

14. How will you monitor this?

We carry out 6 monthly parent/referrer feedback surveys in a bid to ensure that our activity days continue to successfully impact on those young people engaging with Splash. The results of our March 2019 parent/referrer feedback survey returns recorded the following increases in those that had participated in Splash activities in the previous 6 months:

100 percent	Self-esteem - feeling of pride and self-worth
100 percent	Self-confidence - belief in themselves and their abilities
98 percent	Attitude & behaviour - towards you & others
98 percent	Knowledge - level of learning
100 percent	Social skills - communication & interaction with yourself & others
100 percent	Happiness
96 percent	Home Life
76 percent	Attendance at School
96 percent	Taking part in exercise
96 percent	Time playing outside

Examples of feedback received in the past 3 months include My son had such a fantastic time and is still talking nonstop about it all this morning. I'm so grateful for the great

opportunities you give to my son. Most fun I've had forever I don't do this stuff much I just watch YouTube Thank you for everything you all offer to our children J was so overjoyed last time he had so much fun and loved making friends thank you you're all amazing, he had such a great time on this activity and it was a real boost to his confidence. I didn't like today I LOVED IT. If I wasn't here today I would just be watching YouTube like every day I haven't got any friends but today I made 4I wish I could come every day Splash makes the holidays awesome and creates memories. Splash is fantastic and it's great to see everyone coming out of their shells and enjoying themselves with other young people. I wish I could come every day I love Splash. Superb can I come again. My daughter was so nervous about going but she's so glad she did. She had a fantastic experience and the increase in her confidence has been phenomenal.

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

Splash utilizes a mixed funding model. We will continue to secure funds from charitable trusts and grant giving organisations as well as continue to deliver our own fundraising programme. As well as the grant to Trowbridge area board Splash has secured funding through the national Our Bright Futures project and funding from Wiltshire Police and Crime Commissioner to deliver our young victims of programme. Both of these programmes will be available to young people from Trowbridge as match funding declared in this grant application

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 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.

3270	Community Area Grant	Brighter Aspirations Studley Green Youth Space	Trowbridge Community Area Future	£7500.00
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Submitted: 09/04/2019 15:26:13

ID: 3270

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

5. Project title?

Brighter Aspirations Studley Green Youth Space

6. Project summary:

To provide a portacabin on the car park of Studley Green Community Centre to act as a space for running youth activities. TCAF has run youth activities on Studley Green since 2016 out of the Peoples Place. This has now been sold and is no longer available. TCAF currently uses the Community Centre but this has regular users so the scope for TCAF is limited. TCAF has a portacabin on Seymour provided free by the Town Council which has been very successful. One on Studley would enable TCAF to expand provision in an area of acute need

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 9JQ

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

Children & Young People
Arts, crafts and culture
Safer communities

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

03/2018

Total Income:

£43617.00

Total Expenditure:

£57063.00

Surplus/Deficit for the year:

£13446.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£10000.00

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

We keep reserves to cover 3 months operating costs of the charity. All our staff are on 3 month contracts.

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

10b. Project Finance:

Total Project cost		£15000.00		
Total required from Area Board		£7500.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Portacabin	9500.00	Reserves		3000.00

Delivery and installation	1100.00	Selwood Housing	4500.00
Connection nto services	4600.00		
Total	£15200		£7500

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?

Young people aced 11-19 will benefit directly by being able to access youth activities and informal education. Local residents will also benefit by young people being engaged. Having the portacabin would enable TCAF to increase the number of sessions it is open. The apace could also be available to community groups for daytime use.

14. How will you monitor this?

TCAF staff will monitor the use of the space and promote it to other potential users.

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

Once the portacabin has been installed there will be no additional costs except utilities and staff costs for running the sessions. These will be met by TCAF which will save money by not having to hire a venue.

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 the relevant planning permission for the project.

And finally...

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

3345	Community Area Grant	Trowbridge Town Football Club Goal Posts	Trowbridge Town Football Club	£896.97
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Submitted: 17/06/2019 08:42:33

ID: 3345

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?

Trowbridge Town Football Club Goal Posts

6. Project summary:

The main pitch goal posts at Woodmarsh were recently inspected by the Western League ground grading officer and said to be not up to specification for the next level of football. They have been in place for many years and we removed them at the end of the season as

they are deteriorating. We were initially led to believe that we could get a grant from the FA Football Stadium Improvement Fund who are part funding the Car Park stone flooring in the changing rooms and hospitality area but they have now moved their goalposts and will not help clubs with new posts which was an unexpected blow.

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 0SB

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

Children & Young People
Health, lifestyle and wellbeing
Inclusion, diversity and community spirit
Safer communities
Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

08/2018

Total Income:

£41201.61

Total Expenditure:

£48285.77

Surplus/Deficit for the year:

£7084.16

Free reserves currently held:

(money not committed to other projects/operating costs)

£3000.00

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

The club current account is close to overdrawn and although reserves sit at 3k these were 11k at the AGM last August. We have had to pay for pitch improvement and a new tractor this year and will have a lot of other pre-season expenditure new kit etc. Income from registration and fees will flow in from August but the need to replace posts is immediate.

We are awaiting some s106 monies but ideally wish to set these against a grant application to the Football Stadium Improvement Fund next year summer for other ground improvements subject to planning permission.

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

10b. Project Finance:

Total Project cost		£1793.94		
Total required from Area Board		£896.97		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Best quote from 3 which were sought for stadium quality posts and nets including VAT and delivery	1793.94	From reserves	yes	896.97
Total	£1793.94			£896.97

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?

Many young people and adults will benefit. The pitch is heavily used by u16s u18s girls women and adult footballers mostly from the Trowbridge area. The ground is currently not fitting to represent the County Town and has long suffered from a lack of investment. The posts are the most immediate and visible sign that the club is seeking to promote sport with all of its benefits at the heart of a rapidly developing part of the town. Very young players from 5-16 who also use Woodmarsh should also be inspired as facilities improve around them.

14. How will you monitor this?

Participation rates are monitored through club registrations but we could easily report back to the board on numbers of young people playing in all age groups in the coming years. We can also monitor and report on supporters attendance figures as the club develops and

improves once more. Retention of 16-18 year olds in sport in Trowbridge in particular should improve with the clubs development plans.

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

Capital expenditure one off and should be good for at least 10 years.

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

As stated we hope to make Trowbridge FC great again and improve the community focus. The new good quality goal posts changing room repairs and car park improvements were to be phase 1 needed regardless or not of any future promotion. Phase 2 next summer is still subject to planning consultation with local and county councillors and residents but in the long run we would like to improve disabled access seating and perhaps have floodlighting. However the goal post replacement is part of phase 1 and is needed for the coming season.

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.

3352	Community Area Grant	The Outdoor Classroom	The Grove Primary School	£5000.00
------	----------------------	-----------------------	--------------------------	----------

Submitted: 20/06/2019 10:36:28

ID: 3352

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?

The Outdoor Classroom

6. Project summary:

This project intends to shape our outdoor learning space into a resource that can be accessed not only by children and staff at the school but by people from the wider community.

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 0JG

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

Children & Young People

Countryside, environment and nature

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:

07/2019

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:

The PTA POTS of the school who are applying for this grant on behalf of the school support a wide range of other projects. Such as Christmas and Summer fair school discos Easter arts and craft evenings external theatre and drama performances class allowances for enrichment activities and many more.

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

10b. Project Finance:

Total Project cost		£10000.00	
Total required from Area Board		£5000.00	
Expenditure		Income	Tick if income
(Itemised	£	(Itemised	confirmed
expenditure)		income)	£
Wooden		Our reserves	
outdoor	4450.00	Match funding	yes
classroom			5000.00
Labour for			
wooden	1800.00		
classroom			
Batonka	935.00		
instrument			
Pond liner	200.00		
Wood stain	140.00		
Paving stones	290.00		
Sand	40.00		

Cement	20.00	
Bongo panel on post	1135.00	
Outdoor xylophone	990.00	
Total	£10000	£5000

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?

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

Our purpose is for all children to be inspired engaged and motivated learners. To have a genuine love of learning and to nourish their innate curiosity. Learning outside the classroom increases movement promotes development health well-being enriches learning and can be highly motivating. Learning outside the classroom is highly motivating. These activities broaden young peoples horizons and enable them to develop new skills. They make young people more engaged with learning and therefore more likely to do well. For teachers learning outside the classroom can support areas that are difficult to cover in the classroom. Teachers value its inspirational quality because it enables young people to understand better. Connecting with nature is way to improve the well-being of pupils at the school and as this project is focussed improve the well-being of others in the community. Outdoor experiences capitalises on and develops different learning styles particularly kinaesthetic Experiencing something as opposed to hearing it described or reading about it can also help improve young peoples recall and reflective skills as they can relive the event in their heads. With the completion of this project we would like to offer the use of the developed school grounds for groups in the local community to use at weekends such as childrens play groups and family groups. This link between the groups and the school will be beneficial for the school and the community. Local families and childrens groups would become more familiar with school and the school grounds making transition to school easier. One of the local area board priorities is the well-being of young people children and families. Learning and exploring the outdoor environment stimulates creative thoughts and ideas as well as learning about nature and its importance in our lives. As the modern world is so focussed on technology more opportunities are needed to allow people to connect with the natural world around them. This project will allow them to do so.

14. How will you monitor this?

Monitoring the use of the outdoor learning area will be primarily the teachers at school in the first instance. A sign in and out system will be used when local community groups can use the site during weekends. Site staff will check the grounds on Monday morning to ensure the equipment has been looked after and that the area has been made secure.

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

We are hopeful that the cost of the project will be covered by the total amount applied for. Additional costs will be met through other fundraising activities run by the school PTA if the money does not cover the whole project.

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.

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Health and Wellbeing projects and activities FUNDING APPLICATION

1. Applicant:

Name	Meg Aubrey
Organisation	TCAF Trowbridge Community Area Future
Address	St Stephen's Place Trowbridge BA14 8AH
Phone number	01225 765072
Email address	tcaf@trowbridge.gov.uk

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?

Community Hub @ BA14 Support Clubs

6. Project summary: (100 words maximum)

Community Hub @ BA14 Support Clubs will offer two support activities for older people with health and wellbeing needs and those with mental health issues. This will include a computer club supporting older people to get online and use their smart mobile phones and 'Creative Kindness' a new series of art workshops that will encourage use of the local sensory garden.

7. Which Area Board are you applying to?

Trowbridge

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

BA14 8AT

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

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

In July 2017 The Community Hub @ BA14 first opened in an empty retail premises in The Shires Shopping Centre, as a community venue for the people of Trowbridge, with the support of local charities and voluntary organisations that run open advice and support sessions for local people to access. Through this funding the Hub will support further activities to support older people with health and wellbeing needs and those with mental health issues.

TCAF will offer:

- a weekly 2hr computer club supporting older people to get online and use their smart mobile phones. This will provide an invaluable opportunity to connect older people with friends and family and access essential primary care services online. This is also an essential opportunity to socialise and access support for other health and social wellbeing needs.
- 20 creative arts workshops that will offer a practical activity that will encourage use of the local sensory garden.

The portfolio of activities will help local people to come together to help support each other's health and wellbeing needs. The activities will be targeted at supporting existing vulnerable local residents that come into the Hub, as well as other older residents and those with significant mental health needs, to encourage them to develop relations with other local people to build social connections. Activities will also encourage participants to access Your Care Your Support Information Service, and connect with other existing and new Hub partners. By offering a range of activities, alongside our existing kindness café we hope to encourage local residents to support each other and create a social network using The Hub as a place to meet. By developing local peoples independence skills we aim to enable older people and vulnerable residents to stay independently in their homes for longer. These activities have been developed in line with the Wiltshire Health and Wellbeing Joint Strategic Needs Assessment for Older People to provide opportunities to support the growing population of elderly people in Trowbridge. It responds to specific local needs around social isolation and the need to reduce GPs appointments and admissions to hospital, that aligns with the Council's corporate objectives around stronger communities: community wellbeing (localisation) and personal wellbeing (prevention). Zoe Meaden the Hub Manager has been committed to developing positive partners to meet the strategic objectives of the Local Area

Board by building effective collaboration with public, voluntary and private sector partners and increasing local engagement. TCAF will work with local Creative Minds Artist Grace Dalglish who is experienced at delivering similar workshops with local organisations such as TUGS: Trowbridge Service Users Group' and Back on Track Stroke Rehab Group.

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

The clubs will target at least 100 older people and older carers over one year to access the support clubs. This will build on the existing network of local people who are already accessing the Hub.

How will you encourage volunteering and community involvement?

The support clubs will be based in the Hub that already encourages community engagement through the recruitment of volunteers to support local initiatives and charities. The support activities will be able to build on the success of the current 7 dedicated volunteers that support the Hub's activities to encourage more local people to get involved in their local community. The Hub activities will be based on a model of helping others and by doing so will encourage community involvement and volunteering. The Hub has an open-door policy which benefits from the high-footfall through The Shires.

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.)?

The Community Hub at BA14 is an accessible building, with an accessible toilet. It is an open access space which has the benefit of being in the centre of Trowbridge with access to many vulnerable and socially isolated people who choose to come into The Shopping Centre as an opportunity to connect with other people. TCAF work across the three most deprived areas of Trowbridge: Studley Green, Seymour and Longfield as outlined in the JNSA, therefore will be able to use their wider social and professional networks to be able to promote the support activities to residents of these areas. TCAF have strong professional networks across Trowbridge and the environs and will use these to further promote the work. In particular they will work with Public Health, Social Services and the local Area Coordinator.

How will you work with other community partners?

TCAF will work with the other community partners to offer professional advice and guidance and signposting to people who attend the support activities at The Community Hub at BA14, based on the participant's identified needs. The Hub already successfully works with Town Hall Arts, Trowbridge Lions, Wiltshire Centre for Independent Living, The Royal British Legion, Victim Support, Wiltshire and Swindon Users Network, Carer Support Wiltshire and TUGs. TCAF will look at actively engaging new organisations who meet the users needs as a way of further extending the support available to local people, through the advertisement of their support activities. TCAF has successfully refer people to other support services in Trowbridge and across Wiltshire.

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?

Robust safeguarding is an integral part of TCAF's policies and procedures. TCAF have a comprehensive safeguarding policy which is reviewed annually. All staff, volunteers and trustees undertake annual safeguarding training and DBS checks are undertaken. Hayley Bell is the nominated designated safeguarding officer who is the first point of contact when there is a safeguarding concern, there are two deputy officers who can be contacted when she is not available. Colin Kay TCAF's chair of trustees is the trustee responsible for safeguarding. He works with Hayley to ensure TCAF are kept abreast of any changes in policy and procedures. Each trustee's meeting safeguarding is a standard agenda item where we discuss and review any safeguarding issues since the last meeting. TCAF's board of trustees includes representation of older people and carers who provide us valuable insights in promoting and supporting the welfare of older/vulnerable people and their carers. TCAF have additional policies that support the welfare of vulnerable adults: working with vulnerable adults and equality and diversity policy.

12. Monitoring your project.

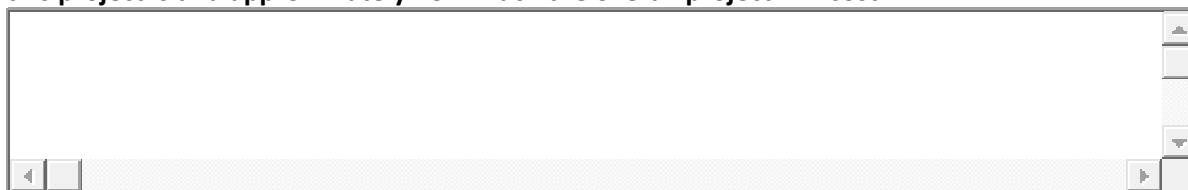
How will you know if your project has been successful? *required field

All the planned activities will be recorded on a Hub Event Form which provides details of the people that attended and topics covered. The Hub also uses a detail enquiry form for anyone who needs further support to ensure a member of TCAF staff or volunteer can ensure. The café will have a clear evaluation and monitoring plan with older volunteers who currently support the Hub playing an integral part in the delivery of the planned activities to ensure we capture the impact of the sessions that are run, so TCAF can successfully measure the success of the project. The project will collect both quantitative and qualitative data. The former will consist of collecting data on key outcomes such as: the numbers of people engaged in the project, the number of returners, the number of new volunteers recruited, the number of new organisations participating in the Hub. Case studies will be collected and created by older volunteers to be used to support the marketing and promotion of the group as well as ongoing fundraising.

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

TCAF are looking to use this funding to demonstrate the impact and benefit of the Community Hub @ BA14 Support Clubs and use this as a springboard to seek further long-term funding. TCAF's Community Hub @ BA14 is seeking to develop a sustainable business model where all organisations participating in using and supporting the Hub make a donation to the overall running costs and the costs of a Hub Manager. These donations are currently covering the utilities, insurance and day to day overheads. TCAF need some additional support to ensure it is meeting the needs of local people to provide support and advice services. TCAF's current Kindness Café has helped build additional impetus and exposure to increase the Hub activities to full capacity that will in turn provide the additional income from partner organisations to make it self sustainable.

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



15. Finance:

15a. Your Organisation's Finance:

Your latest accounts:

Month March Year 2018

Total Income:

£ 43,617

Total Expenditure:

£ 57,063

Surplus/Deficit for the year:

£ -13,446

Free reserves currently held:

(money not committed to other projects/operating costs)

£ 28,180

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

TCAF is a small local charity that operates with small reserves with all its funds supporting direct project delivery to benefit the local community. The free reserves from 2017/18 are set aside to cover staff salaries, consumables and equipment to support our ongoing core activities, which we need to find additional funding to extend our work.

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

15b. Project Finance:

Total Project cost £5200

Total required from Area Board £3400

Expenditure	£	Income	£	Tick if income confirmed
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NB. If your organisation reclaims VAT you should exclude VAT from the expenditure (Planned project costs [help](#))

(Planned Income [help](#))

Staff Costs	4200.00	Selwood Housing	1000	confirmed
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Equipment	1000	Barnabas Trust	800	<input type="checkbox"/>
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				<input type="checkbox"/>
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				<input type="checkbox"/>

Total	5200.00	Total	1800	
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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.

Trowbridge

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:

X 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:

X 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:

X 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...

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

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

	Item	Update	Actions and recommendations	Who
	Date of meeting: 13th June 2019			
1.	Attendees and apologies			
	Present:	Cllr Horace Prickett, Cllr Edward Kirk, Cllr Roger Evans, Cllr Peter Fuller, Cllr Ernie Clark, Cllr Steve Oldrieve, Cllr Stuart Palmen, Cllr David Halik, Liam Cripps, Lance Allan, Donna Kelly, Kirsty Rose		
	Apologies:	Spencer Drinkwater, Pat Whyte, Roger Newman, Cllr Richard Covington, Cllr Deborah Halik		
2.	Notes of last meeting			
		The minutes of the previous meeting held were agreed at the Trowbridge Area Board meeting in May 2019 https://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=171&MId=12093&Ver=4		
3.	Financial Position			
		The budget allocation at the start of this meeting for £24,417 including allocation for 19/20 financial year.		

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

4.	Top 5 Priority Schemes			
a)	<p>Issue 4824 – Speeding Westbury Road/Woodmarsh, North Bradley</p>	<p>Cllr Roger Evans explained that North Bradley Parish Council are in favour of the proposal to introduce traffic calming on Woodmarsh and it forms part of their Neighbourhood Plan. CATG previously agreed to submit a substantive bid for the scheme. North Bradley Parish Council have agreed a contribution of £9,000.</p> <p>The group discussed the CATG contribution. It was agreed that the group supports the bid and are appreciative of the level of contribution being put forward by NBPC. Cllr Prickett suggested CATG match this contribution however Cllr Clark pointed out that it is early in the financial year and the group should be wary of allocating such a large amount of its budget at this time. The group discussed this and it was agreed by vote that £5,000 of the CATG funds would be allocated to this scheme. This is just over one-fifth of the CATG financial allocation.</p> <p>KR is to prepare a Substantive CATG bid, once this year's application process is open, to request funding for the remaining £28,000 required to take the scheme to construction.</p> <p>Cllr Evans also raised concern the lorries flout the weight restriction on Woodmarsh, particularly when works are being undertaken on Southwick Road. There has been no support from the Police with regard to enforcement, even when details have been supplied by CSW. Cllr Evans is raising this with the Police and Crime Commissioner.</p>	<p>KR to progress Substantive bid application with CATG contribution of £5000</p> <p>LC to send Lorry Watch information to Cllr Evans.</p>	<p>KR</p> <p>LC</p>

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

		KR suggested contacting Trading Standards to investigate having Lorry Watch operate. Liam Cripps is to send contact details to Cllr Evans.		
b)	20mph speed restriction assessment, Drynham Ward	Works pack has been issued and 20mph speed limit to be operational on 5 th August 2019	Await implementation KR to confirm TTC contributions and invoicing status to LA	KR
c)	Issue 5166 Frome Road/Manor Road/Westfield Road. Trowbridge – various issues	Works pack has been issued and 20mph speed limit to be operational on 5th August 2019	Await implementation KR to confirm TTC contributions and invoicing status to LA	KR

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

5.	Other Priority schemes			
a)	Issue 6452 Conversion FP TROW13 to allow cycling	<p>Costs for conversion include advertising TRO, removal of no cycling signs and introduction of new signing totalling £1500.</p> <p>TTC have confirmed contribution of £500. CATG previously allocated £1000.</p>	KR to progress formal advert.	KR
b)	Issue 6453 Speeding Leap Gate	<p>Cllr Oldrieve asked for updated contact details for Community Speed Watch at Wiltshire Police as there are residents on Leap Gate who are interested in forming a group. LC is to supply.</p> <p>LA provided an update regarding speed indicator device deployment – please see 'Other Items'.</p>	Further counts being undertaken by Sustainable Transport team.	

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

<p>c)</p>	<p>Issue 6573 Speeding HGV's Southwick</p>	<p>Residents are raising concerns about the speeding of HGVs on Southwick Road.</p> <p>The metrocount results show that 85thile speeds are 36.17mph. The parish council have been provided with a full copy of the results.</p> <p>Cllr Prickett and KR have met with residents and the concerns predominantly relate to the safety of pedestrians using Southwick Road including those crossing to access the village primary school/ It was also noted that the footway at the crossing point is so narrow that mobility scooters cannot easily pass the traffic signal pole and as such are travelling in the road.</p> <p>It was agreed that KR would investigate feasibility of pedestrian improvements along Southwick Road, to include consideration of relocating the crossing.</p> <p>Cllr Oldrieve also asked that cycle facilities be considered.</p>		
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COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

<p>d)</p>	<p>Issue 6787 Crossing request, Seymour Road, Trowbridge</p>	<p>Cllr Kirk asked for clarification regarding the criteria for the provision of a formal crossing point. KR explained that there must a threshold of minimum crossing movements must be met (50 crossing movements per hour, for the 4 busiest hours of the day) in order to consider the provision of a Zebra or Signal Controlled Crossing.</p> <p>The group asked if a pedestrian refuge island could be considered. KR explained that a suitable location would be extremely difficult to find due to the number of driveway accesses present.</p> <p>Cllr Kirk explained that he had undertaken a number of site visits and his observations suggest that the threshold regarding minimum pedestrian numbers would not be met. It was also noted that pedestrians do not all chose to cross at one location, but spread across the section .</p> <p>The group felt that no further action could be taken at this time.</p>	<p>Area board to note update and issue to be removed from list.</p>	<p>AB</p>
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COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

<p>e)</p>	<p>Issue 6903 – Traffic Calming Request – The Mowlems, Soutwick</p>	<p><i>I am the Housing Officer for The Mowlems Swan Court estate in Southwick Trowbridge and residents are growing increasingly concerned about the speed cars are driving into the estate off Church street. This is mainly due to the number of children who are regularly playing in this area which has resulted in fears that a child could be seriously hurt by the reckless driving of others. Therefore I was wondering how I would go about putting a request in for speed bumps to be put on the road in this close to force drivers to slow down when entering this area and hopefully avoid a terrible accident as I am not sure what else will help.</i></p> <p>Metrocount undertaken in May 2019 – 85%ile 14.65mph, average speed 11.7mph.</p>	<p>No further action. Area board to note update and item to be removed from list.</p>	<p>AB</p>
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COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

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f)	Issue 6905 – Speeding, St James Gardens, Trowbridge (request for traffic calming)	<p><i>Dangerous driving at fast speeds in St James Gardens. At least 4-5 times per week early mornings and late nights drivers - both men and women anti-social residents and visitors - have been accelerating at dangerous speeds both into and out of St James Gardens from or towards Union Street. I am extremely concerned about this as one car almost lost control last night and nearly mounted the pavement outside my house. Children often play in the street outside and there were several near misses in the summer. I believe it is a matter of time before a pedestrian is seriously injured or worse</i></p> <p><i>I would like to see traffic calming measures put in place along the street at the entrance to St James Gardens. I feel sure most other residents will support this.</i></p> <p><i>Metrocount undertaken in May 2019 – 85%ile 20.58mph, average speed 15.8mph</i></p>	No further action. Area board to note update and item to be removed from list.	
g)	Issue 6920 Moyle Park , Trowbridge	<p><i>In my cul-de-sac off the main route along Moyle Park we get numerous vehicles of all sizes entering every day where the drivers are trying to go to higher numbers in Moyle Park including The Pastures area or are trying to get back to Parsonage Road.</i></p> <p><i>It was agreed that a street nameplate showing house numbers and 'no through road' symbol can be provided at a cost of</i></p>	CATG agreed £133 contribution with £67 from Trowbridge Town Council. Total scheme cost - £200.	

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

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h)	Issue 6956 Verge Parking, West Ashton Road/Broadcloth Lane, Trowbridge	Cllr Prickett has been monitoring the situation and reported that parking on the verge appears to have ceased. There is occasional parking but no longer any longer term parking causing damage. It was agreed that no further action would be taken and this would continue to be monitored by enforcement	Area board to note update and remove from list.	AB
i)	Issues 6880, 6977 – Clarendon Avenue, Trowbridge	<p>The group discussed this issue and it was noted that the issues around the illegal accesses to driveway had lessened.</p> <p>KR explained that she had visited Clarendon Avenue a number of times and other than the illegal accesses, it was unclear where the issues with verge parking are. There was no obvious verge damage nor vehicles parked on the verges at the times of the site visits. KR felt that while verge markers could be provided throughout Clarendon Avenue, this would be unsightly and detrimental to the character of the area. KR suggested that the residents could highlight the particular areas of concern in order to introduce verge markers at targeted locations.</p> <p>Cllr Fuller stated that he felt the situation with verge parking had reduced and that either enforcement or permission for the provision of dropped kerb access would resolve the issues around the illegal accesses. The group agreed to take no further action at this time.</p>	Area board to note the update.	AB
j)	Issue 7069 Speeding – Whaddon Lane, Hilperton	KR explained that a 30mph speed limit terminal sign, nation speed limit sign and post could be installed on Whaddon Lane to mark the entrance into the 30mph speed limit. The approximate cost of this is £240.	CATG agreed £160 funding subject to £80 contribution from HPC. Cll EC to confirm contribution following parish council meeting.	AB/EC

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k)	Issue 7071 B3105 Devizes Road Hilperton	<p><i>KR explained that the group can progress this, with KR looking into the options for the physical works required to prohibit motor vehicles.</i></p> <p><i>However, prior to any legal order being advertised, it is necessary for HPC to put it writing that it is supportive of the proposal and that consultation with residents has taken place and that there is a consensus of support for the prohibition of motor vehicles.</i></p> <p><i>Cllr EC asked for clarification that this consultation was for residents of the village/Devizes Road and not to reach others that use the road as a through route but live elsewhere. KR agreed that consultation did not need to extend to those outside of the village as their views would be picked up in any formal consultation of the legal order.</i></p> <p><i>It was agreed the HPC would progress consultation and KR</i></p>	<p>HPC to progress consultation on prohibition of motor vehicles for Devizes Road.</p> <p>KR to develop preliminary options</p>	<p>HPC</p> <p>KR</p>
6.	New Issues			
a)	Issue 7229 Rodwell Park/Cleveland Gardens, Trowbridge	<p><i>Request for signs to show start of each street as they run into one another.</i></p> <p><i>It was agreed that a street name plate be provided showing the street names with an arrow pointing to the respective direction of each street. TTC to contribute £83, CATG to contribute £167 giving a total of £250 for this scheme.</i></p>	KR to progress	KR

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b)	Issue 7232 1 Cusance Way, Trowbridge	<p><i>Request for lining (bar marking) to prevent vehicles from parking across dropped kerb area which is part access to driveway and part informal crossing point.</i></p> <p>CATG are in favour of the bar marking being installed but would like to seek a contribution from the resident. Cllr Oldrieve is to contact resident to discuss. It was suggested that the £150 cost be split equally between CATG, TTC and the resident.</p> <p>Cllr Clark queried the cost of the bar marking as £150 seemed high given there is no legal order. KR explained that this covers the cost of having a lining gang attend the site. There is a £900+ establishment cost for a lining gang, regardless of the amount of lining work, therefore to save CATG money, lining works are issued in batches and the establishment cost split amongst all jobs.</p>	Cllr Oldrieve to speak with resident.	SO
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c)	Issue 7240 Cresswell Drive into Hilperton Drive	<p><i>There is a problem at busy times turning right out of Cresswell Drive onto Hilperton Drive. The 50mph speed limit should be lowered to 40mph.</i></p> <p>Cllr Clark explained that residents had raised concerns that they had difficulty turning right onto Hilperton Drive, particularly at peak times, when waiting times reportedly can be up to 20mins. The residents would like the speed limit reduced as they feel this would help them to exit to the right.</p> <p>The group discussed this and it was felt that it was unlikely the criteria would be met to lower the speed limit, nor would this be likely to alleviate the issue. It was suggested that the residents could turn left and use the roundabout to turn back onto Hilperton Drive. CATG agreed to take no further action.</p>	Area board to note update	
7.	Other items			

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a)	Speed Indicator Devices	<p>Lance Allen provided the group with an update on his investigations into SID deployment. LA explained that he had contacted the streetworks department at DfT to ask how an operative can become 'appropriately trained' without completing Cert 01. The response from DfT will be circulated and states that appropriate training may take the form of on the job training and that for the installation of a SID, they would not expect a Cert 01 to be required.</p> <p>LA also explained that he had been in contact with Cllr Wright, who installs a SID in the Durrington area and whom had explained the process he uses. This is essentially to work in pairs and to ensure appropriate warning signs are in place on the approaches to the work location. Cllr Wright also recommended a solar powered SID be used as this does not require a hardwired supply.</p> <p>Cllr Clark has been in contact with Cllr Wayman regarding the policy of allowing SIDS to be in situ for 2 weeks only. Cllr Wayman responded that she also felt this was an issue and has asked for a review to take place. KR explained that officers are reviewing data from across the country to identify any changes that should be made to the current policy based on best practice.</p> <p>Cllr Kirk asked how the 2 week limit had been determined. KR explained this resulted from research undertaken by TRL whereby it was found that SIDs were no longer effective at reducing drivers speeds after being in situ for 2 weeks.</p>	<p>TTC and the surrounding parishes to agree on SID purchase and deployment mechanisms – including payment etc.</p> <p>KR to keep group updated of progress regarding SID policy.</p>	<p>TTC/PC</p> <p>KR</p>
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COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

b)	Clarendon Road, Trowbridge – Parking issues	A resident has contacted Cllr Fuller to express concerns regarding visitor parking taking place on Clarendon Road. The resident has asked if it is possible to introduce residents parking over part of Clarendon Road to prevent this. KR agreed to provide Cllr Fuller with further information relating to residents parking and current Wiltshire Council policy.	KR to provide Cllr Fuller with further information	KR
c)	Broadcloth Lane, Trowbridge – speeding concerns	Residents have raised concerns regarding speed of vehicles on Broadcloth Lane Trowbridge. A metrocount is to be requested via Trowbridge Town Council.	Metrocount to be requested	TTC
d)	Mini-roundabout at Shires Gateway	Lance Allen passed on a request from the town council for consideration to be given to the provision of arrow lane markings on the approach to the mini roundabout from the County Hall direction. It was felt that many drivers use the right hand land to travel straight across and that this should be formalised. KR asked that this be raised as an issue using the new system.	To be raised as an issue	TTC
e)	Brook Road, Trowbridge	A resident has complained to TTC that speeding vehicles are damaging the speed humps in Brook Road. KR explained that some wear and tear is expected, as with any road surface, and that road is inspected in line with the area highways inspection manual. Any defects requiring repair will be picked up as part of these routine inspections and Pat Whyte is aware of the concerns.	No further action for CATG	

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f)	Upper Broad Street car park, Trowbridge	<p>Cllr Kirk requested that consideration be given to amending the car park access arrangements such that vehicles enter via one access and exit via another. It was felt this would alleviate some issues on the highway in that area.</p> <p>KR requested that this be raised as an issue via the new system so that the request can be forwarded to Parking Services who are responsible for council car parks.</p>	To be raised as an issue	TTC/Cllr Kirk
g)	Pitman Court, Trowbridge – request for H bar marking	<p>Cllr Halik requested that consideration be given to the provision of a H bar (keep clear) marking across the access to Pitman Court in order to prevent parking.</p> <p>KR asked that this be raised as an issue on the new system</p>	To be raised as an issue	TTC/Cllr Halik.
h)	Shails Lane, Trowbridge	<p>Cllr Kirk raised, via TTC, concerns regarding speed of vehicles on Shails Lane and a lack of signing alerting drivers exiting Shails Lane that Hill Street and Upper Broad Street are one way. There are reports of vehicles travelling onto Hill Street in contravention of the one-way system.</p> <p>KR asked that this be raised as an issue and a metrocount be requested.</p>	To be raised as an issue and metrocount requested	TTC/Cllr Kirk

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i)	Hilperton – request for ‘new road layout ahead’ signing	Cllr Clark expressed gratitude for the removal of the waiting restrictions on Church Street, Hilperton. He reported that some drivers are unaware of the changes and are therefore surprised by the parked vehicles. Would it be possible to temporarily install new road layout ahead signs on the approaches?	KR agreed to pass on request to colleagues who undertook the restriction removal works	KR
j)	College Road Trowbridge	Cllr Halik asked when a metrocount had last been undertaken at College Road, Trowbridge.	KR to send latest data to Cllr Halik	KR
k)	Newtown, Trowbridge – Zebra Crossign	Cllr Palmen reported that there have been a number of near misses at the zebra crossing on Newtown as a result of drivers not stopping when pedestrians are on the crossing.	KR to investigate	KR
8.	Date of Next Meeting: 5th Sept 2019, 10am, North Wilts Room, County Hall			

Trowbridge Community Area Transport Group

Report author- Kirsty Rose, Senior Traffic Engineer

1. Environmental & Community Implications

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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 **£19,124**

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

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