

# AGENDA

**Meeting:** Trowbridge Area Board

**Place:** Online Meeting

**Date:** Thursday 8 July 2021

**Time:** 6.00 pm

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

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Please direct any enquiries on this Agenda to Kieran Elliott direct line 01225 718504 or email [kieran.elliott@wiltshire.gov.uk](mailto:kieran.elliott@wiltshire.gov.uk)

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

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

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## Wiltshire Councillors

Cllr Daniel Cave, Park  
Cllr Ernie Clark, Hilperton (Chairman)  
Cllr Mel Jacob, Paxcroft  
Cllr Edward Kirk, Adcroft  
Cllr Stewart Palmen, Central  
Cllr Antonio Piazza, Drynham  
Cllr Horace Prickett, Southwick (Vice-Chairman)  
Cllr Jo Trigg, Lambrok  
Cllr David Vigar, Grove

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<b>Items to be considered</b>		<b>Time</b>
1	<p><b>Apologies</b></p> <p>To receive any apologies for absence.</p>	<b>6.00pm</b>
2	<p><b>Minutes</b> (<i>Pages 5 - 12</i>)</p> <p>To approve the minutes of the meetings held on 25 February 2021 and 18 May 2021.</p>	
3	<p><b>Declarations of Interest</b></p> <p>To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.</p>	
4	<p><b>Chairman's Announcements</b> (<i>Pages 13 - 18</i>)</p> <p>To include the following:</p> <ul style="list-style-type: none"> <li>a) Area Board Operational Model</li> <li>b) 2023 Parliamentary Boundary Review</li> <li>c) Covid-19 Update</li> </ul>	
5	<p><b>Appointments to Outside Bodies and Working Groups</b> (<i>Pages 19 - 36</i>)</p> <p>To appoint representatives to Outside Bodies, and to reconstitute and appoint to Working Groups for the year 2021/22.</p>	<b>6.05pm</b>
6	<p><b>Community Engagement Manager - Delegated Decisions</b> (<i>Pages 37 - 38</i>)</p> <p>To consider a proposal to authorise the Community Engagement Manager to agree expenditure up to £5,000 and urgent matters, in consultation with the Board, when they urgently arise in between Area Board meetings</p>	<b>6.15pm</b>
7	<p><b>Partner Updates</b> (<i>Pages 39 - 54</i>)</p> <p>To note the written reports and receive any updates from the following:</p> <ul style="list-style-type: none"> <li>a) Wiltshire Police</li> <li>b) Dorset and Wiltshire Fire and Rescue Service</li> <li>c) Town and Parish Councils</li> <li>d) Other</li> </ul>	<b>6.20pm</b>
8	<p><b>Trowbridge Community Area Status Report</b> (<i>Pages 55 - 66</i>)</p> <p>To receive an update from the Community Engagement Manager and for the Area Board to discuss its priorities going forward.</p>	<b>6.40pm</b>

9	<p><b>Future High Street Funding</b></p> <p>To receive an update on the Future High Street Funding bid.</p>	7.05pm
10	<p><b>Gulls Update</b></p> <p>To receive a report from Claire Francis, Public Protection in relation to the issue of Gulls within the community area.</p>	7.20pm
11	<p><b>Funding</b></p> <p>11a <b>Grants</b> (<i>Pages 67 - 110</i>)</p> <p>11b <b>Community Area Transport Group (CATG)</b> (<i>Pages 111 - 124</i>)</p> <p>To consider the recommendations of the CATG meeting held on 10 June 2021.</p> <p>16-19-13 Newtown, Trowbridge Pedestrian Crossing changes - £9000 subject to £3000 contribution from Trowbridge Town Council</p> <p>16-20-06 Blackball Bridge, West Ashton Road – Crossing Survey - £450, subject to £150 contribution from Trowbridge Town Council.</p> <p>16-20-09 Reduction of speed limit, Cockhill, Trowbridge - £1975 subject to £625 contribution from Trowbridge Town Council.</p>	7.30pm
12	<p><b>Future Meetings</b></p> <p>The next formal meeting is scheduled for 7 October 2021.</p> <p>To consider the location of future meetings.</p>	8.55pm
13	<p><b>Urgent items</b></p> <p>Any other items of business which the Chairman agrees to consider as a matter of urgency.</p>	

# MINUTES

**Meeting:** Trowbridge Area Board  
**Place:** Online meeting  
**Date:** 25 February 2021  
**Start Time:** 7.00 pm  
**Finish Time:** 8.35 pm

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Please direct any enquiries on these minutes to:

Kieran Elliott (Tel): 01225 718504 or (e-mail) [kieran.elliott@wiltshire.gov.uk](mailto:kieran.elliott@wiltshire.gov.uk)

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

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**Present:**

Cllr Andrew Bryant, Cllr Ernie Clark (Chairman), Cllr Peter Fuller, Cllr David Halik, Cllr Edward Kirk, Cllr Steve Oldrieve, Cllr Stewart Palmen, Cllr Horace Prickett (Vice-Chairman) and Cllr Jo Trigg

**In Attendance:**

Cllr Christopher Newbury and Cllr Jonathon Seed

**Total in attendance: 29**

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<u>Minute No.</u>	<u>Summary of Issues Discussed and Decision</u>
15	<p><u>Apologies</u></p> <p>There were no apologies.</p>
16	<p><u>Minutes of Previous Meetings</u></p> <p>The minutes of the meetings held on 7 January 2021 and 11 February 2021 were presented for consideration. Subject to amending a reference from 'he' to 'she' in Minute 11, it was,</p> <p><b><u>Resolved:</u></b>  <b>To approve and sign the minutes as a true and correct record and signed by the Chairman.</b></p>
17	<p><u>Declarations of Interest</u></p> <p>There were no declarations</p>
18	<p><u>Chairman's Announcements</u></p> <p>The Chairman drew attention to the update on foster carer recruitment detailed in the agenda.</p> <p>It was also noted that the 2021 census would be beginning in March 2021.</p>
19	<p><u>Partner Updates</u></p> <p>Updates from partners were received as follows:</p> <p>A written update was received from Wiltshire Police as detailed in the agenda. It was stated that data on recent trends had not been able to be included, but that this should be available in the next update. Details were also provided on recruitment and training completion of additional Police Community Support Officers, as well as five new police officers for the area from April 2021.</p> <p>An update was received from North Bradley Parish Council on the upcoming referendum on the Neighbourhood Plan, the Local Plan Review and looking to start up Speedwatch once volunteers had received Covid-19 vaccinations.</p> <p>There was a brief update from Trowbridge Town Council and discussion of Community Infrastructure Levy overpayments.</p> <p>Hilperton Parish Council provided details of their recent meetings and recent housing matters.</p> <p>A written update from the Child Wellbeing Partnership was provided as detailed</p>

	<p>in the agenda. It was also noted that Trowbridge Future had received lottery funding.</p>
20	<p><u>Water Rescue in the Trowbridge Area</u></p> <p>A partner update from the Dorset and Wiltshire Fire and Rescue Service was included within the agenda.</p> <p>Jim Mahoney, Assistant Chief Fire Officer, David Geddes, Station Manager for Trowbridge, and Councillor Rebecca Knox (Dorset), Chairman of the Fire and Rescue Authority, were also in attendance to talk about water rescue in the Trowbridge Area, and more broadly on the Technical Rescue Review which had been undertaken by the authority and of which water rescue was one element.</p> <p>Technical rescue, including water rescue, enhanced response capability for large animal rescue, trapped persons and other matters, were not a statutory responsibility for the service. A review had been undertaken of all elements of technical rescue, which had been operated from five stations across Wiltshire. It was stated that no two stations had offered the same capability, equipment or training, and the level of resources did not match the level of risk for those areas, in terms of likelihood of incidents from historical data.</p> <p>In respect of water rescue it was explained this was delivered through level 1,2 and 3 teams, with level 3 involving the entering of fast flowing water to enact rescues. The review from the authority had identified that risk and demand at Trowbridge and Chippenham required level 2 resourcing, which involved water first responders and wading teams. The recommendation to the authority, which was approved by the authority on 11 February 2021, was for three technical rescue teams with the same capabilities at Swindon, Poole and Weymouth.</p> <p>The Board heard from members of the public, including a retired Trowbridge firefighter, criticising the decision of the authority as dangerous and that the level of risk in the Trowbridge area had not been properly assessed. Others sought details of the risk assessments completed by the authority including flood risk. In response it was stated flood risks had been considered, including historically bad years, and that level 2 water rescue resourcing was considered suitable and sufficient, with a target of 60 minutes for level 3 teams to attend any area in Wiltshire and Dorset.</p> <p>In response to queries from the Board it was stated that the decision had not been made as a result of financial pressures, although some savings would be utilised from the decision. Other comments raised questioned if the area would be as safe as it had previously been. The issue of public participation and involvement with the fire authority meetings was also raised.</p> <p>The Chairman of the Fire Authority responded to the questions and debate, noting consultation which had taken place, the decision being taken across Dorset and Wiltshire as a whole, and the need to ensure equitable service</p>

	<p>across the entire area and that safety had not been compromised.</p> <p>It was also noted that the Wiltshire Members on the Fire Authority would receive regular updates.</p> <p>The Board thanked the Chairman and officers of the Fire and Rescue Service for attending.</p>
21	<p><u>Future High Streets Fund</u></p> <p>An update was received from Rory Bowen, interim Head of Economic Regeneration.</p> <p>Following the provisional award of £16.3m from the Ministry of Housing, Communities and Local Government (MHCLG) out of the £25m requested, the Cabinet had discussed the next steps at a meeting on 2 February 2021. The technical appraisal of the bid was being refined in order to secure the provisional award by assuring the MHCLG that outputs from the original bid could be delivered with the reduced amount.</p> <p>It was detailed that the submission would be sent to the MHCLG on 26 February 2021 but that there would not likely be confirmation until the end of March onwards. In response to queries, it was stated that the council was confident in its submission to secure the full provisional award.</p> <p>The Board discussed the update, raising issues around ongoing updated and collaboration where possible with the town council, the focus on the town hall as central to the regeneration of Trowbridge of which the Future High Streets Fund was hoped to merely be the start, and how the project could be prioritised and delivered in the coming years if the funding was awarded.</p> <p>The Board also requested that its working party headed by Colin Kay be updated and involved at the earliest opportunity throughout the process.</p> <p>The Board thanked the officer for his update.</p>
22	<p><u>Funding</u></p> <p>The Board considered the updated Grant papers report as detailed in the agenda supplement. £9,973.66 of funding remained available, with two grants which had not been awarded the full amount requested at the meeting on 11 February 2021.</p> <p>Collaborative Schools Ltd had received £20,000 out of a total request of £30,000 for the Community Digital Divide project to provide digital devices to families in need, and Hilperton CofE School PFA had been awarded £3000.00 out of a total request of £5000.00 toward completion of an all-weather pitch.</p> <p>The Board considered whether they wished to allocate the remaining funds to</p>

	<p>either or both of the applications.</p> <p>The Board discussed the proposals, including whether the parish council would be making a contribution to the Hilperton proposal, and on the motion of Councillor David Halik, seconded by Councillor Stewart Palmen, it was,</p> <p><b><u>Resolved:</u></b>  <b>That Collaborative Schools Ltd be awarded a further £9,973.66 toward the Community Digital Divide project, making a total of £29,973.66.</b></p> <p><b><u>Reason:</u> The application met the Grant Criteria.</b></p>
23	<p><u>Urgent items</u></p> <p>As a retiring Member Councillor Peter Fuller thanked officers for their support during his time on the council, and hoped that the Area Board could develop further to aid the community.</p>

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# MINUTES

**Meeting:** Trowbridge Area Board  
**Place:** The Lansdown Hall - Civic Centre, St Stephens Place,  
Trowbridge. BA14 8AH  
**Date:** 18 May 2021  
**Start Time:** 12.10 pm  
**Finish Time:** 12.15 pm

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Please direct any enquiries on these minutes to:

Kieran Elliott (Tel): 01225 718504 or (e-mail) [kieran.elliott@wiltshire.gov.uk](mailto:kieran.elliott@wiltshire.gov.uk)

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

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**In Attendance:**

**Wiltshire Councillors**

Cllr Daniel Cave, Cllr Ernie Clark, Cllr Mel Jacob, Cllr Edward Kirk,  
Cllr Stewart Palmen, Cllr Antonio Piazza, Cllr Horace Prickett, Cllr Jo Trigg and  
Cllr David Vigar

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<u>Minute No.</u>	<u>Summary of Issues Discussed and Decision</u>
1	<p><u>Apologies</u></p> <p>There were no apologies.</p>
2	<p><u>Election of Chairman 2021/22</u></p> <p>On the nomination of Councillor Edward Kirk, seconded by Councillor Daniel Cave, it was,</p> <p><b><u>Resolved:</u></b></p> <p><b>To appoint Councillor Ernie Clark as Chairman for the forthcoming year.</b></p>
3	<p><u>Election of Vice-Chairman 2021/2022</u></p> <p>On the nomination of Councillor Ernie Clark, seconded by Councillor Edward Kirk, it was,</p> <p><b><u>Resolved:</u></b></p> <p><b>To appoint Councillor Horace Prickett as Vice-Chairman for the forthcoming year.</b></p>

## Chairman's Announcements

<b>Subject:</b>	Area Board model May 2021
<b>Web /contact:</b>	Rhys Schell, Specialist Manager - Community Engagement and Governance <a href="mailto:rhys.schell@wiltshire.gov.uk">rhys.schell@wiltshire.gov.uk</a>

The Area Board model was first introduced in 2009 and has delivered significant success in developing stronger communities since its inception. The overall aims of the Wiltshire Area Boards remain the same, however, an evolved framework has been created that builds on the strengths of the model and enables Area Boards to use more flexible, informal methods to engage with local residents.

Over recent years multiple Area Boards have piloted different approaches using events, workshops and surveys, with the data clearly showing that this varied approach to resident engagement reaches a wider cross section of the community. This leads to a more consultative and collaborative approach and one that promotes local intelligence gathering to inform decision making.

The new framework allows Area Boards to tailor their approach to their communities, considering what their local priorities are, the partners involved and the outcomes they wish to achieve. It will importantly offer more opportunities for our residents to engage with us on issues important to them. The model promotes each Area Board to develop its network of community led activity through business meetings, community engagements such as events, workshops and surveys and a wide range of sub-groups.

Figure 1 shows an example of how the annual Area Board cycle could look. Four Area Board business meetings, with multiple Area Board engagements taking place at other times during the year, which focus on specific local priorities. In addition, working groups of the board such as youth networks, health and wellbeing groups and community area transport groups will continue to meet and link with the Area Board.

Figure 1 - The Area Board model

### Area Board Example Model

4 business meetings scheduled evenly across the year. If additional business decisions are needed then meetings can be set or delegated decisions taken.

Informal engagement activities can be flexibly built into the Area Board programme, agreed between the Community Engagement Manager and Cllrs.

- Community Area Transport Group
- Health & Wellbeing Forum
- Local Youth Network



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## Chairman's Announcements

<b>Subject:</b>	<b>The 2023 Boundary Review – Initial Proposals for new Parliamentary constituency boundaries</b>
<b>Web contact:</b>	<b>Email queries: <a href="mailto:information@boundarycommissionengland.gov.uk">information@boundarycommissionengland.gov.uk</a></b>

The Boundary Commission for England has recently published its initial proposals for new constituency boundaries. The proposals and maps for the nine English regions have been published on the website today. The eight-week public consultation period has commenced. This will be the first time the public will get a chance to see what their new constituencies might look like and give the Commission their views on the proposals.

For the 2023 Review, the Commission is promoting use of a specifically designed consultation website as the primary tool for displaying our proposals and receiving comments on them.

Area specific information is available at [www.bcereviews.org.uk](http://www.bcereviews.org.uk) by entering a post code or region. You can use this website to:

- view current constituency and local authority boundaries;
- view our proposals for new constituency boundaries; and
- submit a response directly to us about our proposals (during a defined consultation period).

From the second consultation period onwards, you will also be able to:

- view the responses submitted by others; and
- submit a comment directly to us, supporting or contesting a response from somebody else.

Consultation is currently open until Monday 2nd August 2021 – responses received after that date will not be considered.

A [Partner Pack](#), for partners has also been published to assist in publicising the 2023 Review.

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## **Chairman's Announcements**

<b>Subject:</b>	Latest Wiltshire COVID-19 cases & Booking a Vaccine
<b>Web contact:</b>	<a href="https://www.nhs.uk/conditions/coronavirus-covid-19/">https://www.nhs.uk/conditions/coronavirus-covid-19/</a>

The number of cases in Wiltshire continues to be below the national average but has increased this week.

The rate of cases per 100,000 has gone from 11.4 to 28.2. We expected numbers to increase as restrictions were lifted. Please continue to play your part to help keep case numbers low.

### **Don't forget to book your COVID-19 vaccine**

People aged 18 and over are now eligible to book their COVID-19 vaccine. You do not need to wait to be contacted by your GP practice to book and should use the National Booking Service. This is available [online](#) or for those who do not have access to the internet they can book by calling 119 (always put web link first).

Appointment slots for first and second doses are available at all location vaccination sites.

The NHS appreciates that, at times, the system can be busy and some people's first choice vaccination site may not be listed, but please be assured there are enough appointment slots to go around, so keep trying.

New clinics in locations such as community pharmacies are being set up all the time, and this will help make it easier to book appointments closer to home and places of work or education.

As of 17 June, a total of 579,056 first and second doses have been administered in Wiltshire (excluding Swindon).

[Book your vaccine now here](#)

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Wiltshire Council

Trowbridge Area Board

8 July 2021

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## Appointment of Outside Bodies and Working Groups

### 1. Purpose of the Report

- 1.1. To appoint Councillor representatives for the Area Board. This will include appointing to Outside Bodies and to reconstitute and appoint to Working Groups for the year 2021/22.

### 2. Background

- 2.1. Area Boards are invited to appoint Councillors to be their respective lead for particular themes, Outside Bodies or Working Groups. The following guiding principles are in place for Councillors who take a role as an Area Board lead:
  - To be the main Area Board point of contact for local Officers within their respective lead area
  - To attend (and often Chair) relevant sub-groups of the Area Board
  - To work collaboratively with relevant local partners and community groups
  - To provide regular updates back to the Area Board in relation to their lead area
- 2.2. The Area Board is invited to appoint Councillor lead 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.
- 2.3. 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.
- 2.4. Similarly, the Area Board is invited to appoint a named Older Persons and Carer Champion to work with the Area Board and Health and Wellbeing Group for 2021/22 (if applicable).

### 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.
- 3.2. Some Area Boards have a Local Youth Network (LYN) to facilitate positive activities for young people in the community area. Terms of Reference are set out in Appendix C.

- 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, further details on this role can be obtained on request from the officer named on this report.
- 3.6. Area Boards may 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 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 Members as Lead representatives to Outside Bodies as set out at Appendix A;
- b. Agree to reconstitute and appoint the Working Groups or leads to Themed Areas as set out in Appendix B; and
- c. Note the Terms of Reference for the Working Group, as set out in Appendix C.

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Lisa Moore, Democratic Services Officer

### **Appendices:**

Appendix A – Appointment to Outside Bodies

Appendix B – Appointment of Lead Members to Themed Areas and Working Groups

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

### **Unpublished background documents relied upon in the preparation of this report**

None.

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**Trowbridge Area Board**

**Appendix A**

**Appointments of Lead Members to Outside Bodies 2021/22**

Outside Body	Councillor Representative
Trowbridge Future	One

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## Trowbridge Area Board

## Appendix B

### Appointments to Working Groups

Working Group	Nominated representative:
<b>Community Area Transport Group:</b>	
Trowbridge Area Board	All 9 Members
Trowbridge Town Council	TBC
Parish Council Representative	Roger Coleman, 1 vacancy
Wiltshire Police	Helen Daveridge
<b>Trowbridge Health and Wellbeing Centre Working Group</b>	
3 x Area Board Representatives	
3 x Trowbridge Town Council	Hayley Bell
Parish Council representative	Kendrick Jackson
Education, Trowbridge Future 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	Tracey Parker
Resident (speciality: Leisure industry)	David Goldstone
Resident (speciality: Sport and project management)	Martin Cooper
Chamber of Commerce	Kez Gardiner
<b>LYN Management Group</b>	
Area Board Representative	Cllr Stewart Palmen
Trowbridge Town Council	Lance Allan
Trowbridge Town Hall	David Lockwood
Wiltshire YFC	Steve Dewar
GO Fish	Nicola Davis
Trowbridge Moroccan Community Association	Abdel Boutarfas
Selwood Housing	Amée Dewitt
Trowbridge Future	Lyndsey Millen
Young people	
<b>Trowbridge Health and Wellbeing Group</b>	
Area Board representative	Cllr Jo Trigg
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

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## **COMMUNITY AREA TRANSPORT GROUP (CATG)**

### **TERMS OF REFERENCE**

#### **Membership of the CATG**

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

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

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

Any recommendations of the CATG 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.

# 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:

## **Community Area Health and Wellbeing Group Terms of Reference**

- 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:

## **Community Area Health and Wellbeing Group Terms of Reference**

- Recommending 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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# Local Youth Network (LYN) Terms of Reference

## 1. Purpose

### Definition of a Local Youth Network

A Local Youth Network (LYN) is a sub group of the 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.

Local Youth Networks will engage young people and support their voices being heard in order to help shape local decision making. LYNs will adopt an evidenced and need based approach for young people and will actively work with the local Area Board on the provision of positive activities for young people. The membership, aims and relationship with the local Area Board may vary slightly in each community area.

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

## 2. Membership

The LYN may include representatives of:

- Members of the Area Board
- Young people
- 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.

### Participation and involvement of young people

Youth networks are encouraged to use a variety of approaches to ensure young people participate and are involved in decision making processes.

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 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.

- Make recommendations to the Area Board on how positive activities funding should be deployed.
- 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 frequency, location and format of LYN meetings and activities should be determined locally, however it is recommended that the group meets at least two times per year.

The 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.

The Chair of the group will be decided locally. The group will include a member of the Area Board, who will provide updates on progress at Area Board meetings and advise on recommendations where appropriate.

Each network will be supported by the local Community Engagement Manager, however, models that are independently run in the communities are also encouraged.

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.

### **4. Media Relations**

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

### **5. Review**

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

**Wiltshire Council**

**Trowbridge Area Board**

**8 July 2021**

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## **Delegation to Community Engagement Manager**

### **Summary**

Wiltshire Area Boards have previously delegated authority to officers to grant funding from their delegated community, youth, health and wellbeing budgets in respect of urgent matters that may arise between meetings of the Area Board. It is proposed this delegation is updated for the new council term and extended to cover Community Area Transport Group recommendations.

In light of the Covid-19 pandemic, and due to Area Board engagements increasingly taking place outside of formal meetings, it is recognized that Area Boards now conduct their businesses with increased flexibility and according to community need. The proposed delegation will allow essential decision-making business to continue under such circumstances.

Under the proposed delegation, consultation will take place with the Chairman of the Area Board (or in their absence, the Vice-Chairman) by the Community Engagement Manager to determine urgent matters. It is recognized in urgent situations all members may not be contactable in the timescales required (for instance due to time off or sickness), however, where possible the views of all members should be sought.

### **Proposal**

To consider passing the following resolution:

*In order to expedite the work of the Area Board and to deal with urgent matters that may arise between meetings, the Community Engagement Manager, following consultation with the Chairman (or in their absence, the Vice-Chairman) of the Area Board, may authorise expenditure to support community projects (including youth, health and wellbeing and community area transport) from the delegated budget of up to £5,000 per application between meetings of the Area Board. Where possible, the views of all members should be sought by the Chairman prior to the expenditure being agreed.*

*Decisions taken between meetings will be reported in the funding report to the next meeting of the Area Board explaining why the matter was considered urgent or necessary to expedite the work of the Board. Where a significant number of urgent matters arise between meetings, a special meeting may be called, following consultation with the Chairman to determine such matters.*

### **Reason for Proposal**

In order to expedite the work of the Area Board and to deal with urgent matters that may arise between meetings.

**Lisa Moore**

**Democratic Services Officer**  
[lisa.moore@wiltshire.gov.uk](mailto:lisa.moore@wiltshire.gov.uk)

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# Trowbridge CPT Area Board Update



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Agenda Item 7

June 2021

# Your CPT - Trowbridge

**Inspector:** Gill Hughes

## **Neighbourhood Sergeants:**

Sgt James Twyford (Bradford on Avon, Melksham)

Sgt Charlie Chilton (Trowbridge)

## **Neighbourhood Officers:**

PC Louis Bowden (Bradford on Avon)

PC Jennifer Miller (Melksham)

PC Helen Daveridge, PC Simon Partington (Trowbridge)

## **PCSOs:**

Laura Wallace, Maria Badder (Bradford on Avon)

David Rowley, Luke Hosken, Mary Moore, Janet Gould (Melksham)

Liam Wilkins, Kerena Walters, Rhianna Annetts, Jack Thomas, Oliver Gilmour, Sophie Piper, Matthew Till, Robyn Dentry, Tom Storm (Trowbridge)

# Performance – 12 months to May 2021

## Force

- Wiltshire Police has had a decrease in the volume of recorded crime by 9.8% in the 12 months to May 2021 and continues to have one of the lowest crime rates in the country.
- Wiltshire Police has seen a 16% reduction in vehicle crime and a reduction of 39.2% in residential burglaries in the 12 months to May 2021.
- Our service delivery remains consistently good.
- In May 2021, we received:
  - 9,044 '999' calls, (answered within 9 seconds on average);
  - 11,292 '101' calls, (answered within 13 seconds on average);
  - 11,415 'CRIB' calls, (answered within 1 minute and 29 seconds on average).
- In May 2021, we also attended 1,610 emergency incidents within 9 minutes and 23 seconds on average.

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### Force Area - Five Highest Crime Groups

Crime Type	Q	Crime Volume	% of Crime
<b>Totals</b>		<b>37748</b>	<b>100.0%</b>
Violence Without Injury		6478	17.2%
Violence With Injury		5678	15.1%
Criminal Damage		4821	12.8%
Public Order Offences		3408	9.0%
Stalking And Harassment		3363	8.9%
Other Crime Type		14000	37.1%

*This table contains previous 12 months of data*

## Trowbridge CPT

### Your Area - Five Highest Crime Groups

Crime Type	Q	Crime Volume	% of Crime
<b>Totals</b>		<b>5294</b>	<b>100.0%</b>
Violence Without Injury		998	18.9%
Violence With Injury		863	16.3%
Criminal Damage		678	12.8%
Stalking And Harassment		460	8.7%
Shoplifting		452	8.5%
Other Crime Type		1843	34.8%

*This table contains previous 12 months of data*

### Stop and Search information for Trowbridge CPT

During the 12 months leading to April 2021, 313 stop and searches were conducted in the Salisbury area of which 78.6% related to a search for controlled drugs.

During 68.7% of these searches, no object was found. In 30.4% of cases, an object was found. The remaining 0.9% did not have this information recorded.

Of these cases 73.2% resulted in a no further action disposal; 25.7% resulted in police action being taken; 8.6% resulted in an arrest.

Of the stop and search subjects who defined their ethnicity:

- White – 262 stop and searches.
- Mixed Ethnicity – 13 stop and searches
- Black or Black British – 11 stop and searches
- Asian or Asian British – 2 stop and searches

# Local Priorities & Updates Continued

Priority	Update
	<p>16<sup>th</sup> June 2021 – A 27 year old male from Trowbridge, Maximilian CORNELIUS, has been sentenced at court after admitting drug driving. He pleaded guilty and was fined £251 and ordered to pay a £34 surcharge and £85 CPS costs.</p>
Page 42	<p>Three men were arrested and cash and drugs seized following a routine traffic stop in Trowbridge.</p> <p>An officer on routine patrols in the town stopped a grey Citroen in St Stephens Place. They initially stopped the vehicle due to concerns about the manner of driving, but then searched the driver and the car, they found a quantity of suspected cocaine, a mobile phone and a quantity of cash. The driver, a 40 year old man from Warminster was arrested on suspicion of drug driving, possession of Class A drugs and possession with intent to supply class A drugs.</p> <p>A search was conducted at an address in Warminster, and two further men, aged 32 and 34, were arrested on suspicion of being concerned in the supply of class A drugs.</p>

# Local Priorities & Updates

Priority	Update
COVID restrictions release	<p>As restrictions continue to ease, we will see a reopening of licensed premises within the town centre, Night Time Economy will continue to be at the forefront of the focus for the Town.</p> <p>We are working with Wiltshire Council Licensing to keep the town centre a safe place to visit.</p>
Page 43 Biss Meadow ASB	<p>We have received an increase in reports of Antisocial Behaviour in and around the area of Biss Meadows, Trowbridge.</p> <p>Officers and PCSO's from the Trowbridge Community Policing Team have conducted at least 25 separate high visibility patrols in the area.</p> <p>Work is ongoing to identify those involved, in order to tackle the behaviour ensuring partner agency involvement.</p>
Speed checks	<p>With CSW now running again the team will be supporting the CSW locations which will vary every fortnight.</p>

# High Level Updates: Force

- **COVID-19:** From Monday 19 July, it is expected that the COVID Regulations will be amended further as part of the final stage of the Government roadmap. We have sought throughout the pandemic to take a proportionate response, working with our communities and we continue to see high levels of compliance with the regulations across the County.
- **Police Officer Uplift:** As part of the Government plan to recruit an additional 20,000 officers in England and Wales via the Uplift programme we have exceeded our first year allocation; recruiting 60 officers funded by Uplift by March 2021 (compared to a target of 49). We have recently closed our PC recruitment campaign – receiving 400 applications within 48 hours of recruitment opening.
- **New Rural Crime Team:** Since the start of October, the new Rural Crime Team have charged 11 individuals with various offences, conducted 15 operations in conjunction with partners across the county, worked hard to disrupt Organised Crime Groups (OCGs) and delivered rural crime training to over 600 officers and staff. More information on the new team can be found on the Wiltshire Police website.

# High Level Updates: OPCC

- A
- B
- C

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# Useful links

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

- PCC's Website - <https://www.wiltshire-pcc.gov.uk/>
- HMICFRS Website - <https://www.justiceinspectorates.gov.uk/hmicfrs/police-forces/wiltshire/>
- Police.uk - <https://www.police.uk/pu/your-area/wiltshire-police/>
- For information on what crimes and incidents have been reported in the Trowbridge Community Policing Team area, visit <https://www.wiltshire.police.uk/police-forces/wiltshire-police/areas/about-us/about-us/cpts/trowbridge-cpt/> to view a crime and incident map and find links to more detailed data

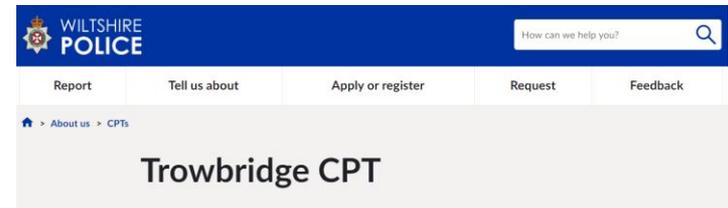
# Get Involved

Keep up to date with the latest news and alerts in your area by signing up to our **Community Messaging service** – [www.wiltsmessaging.co.uk](http://www.wiltsmessaging.co.uk)

## Follow your CPT on social media

- [Trowbridge Police Facebook](#)
- [Trowbridge Police Twitter](#)
- [Melksham Police Facebook](#)
- [Bradford on Avon Facebook](#)

Find out more information on your CPT area at: [www.wiltshire.police.uk](http://www.wiltshire.police.uk) and here [www.wiltshire-pcc.gov.uk](http://www.wiltshire-pcc.gov.uk)



CPT Trowbridge covers the areas of Trowbridge, Melksham, Bradford-on-Avon and surrounding areas

To contact your CPT about a community-related matter, such as a school visit, then please email [TrowbridgeAreaCPT@wiltshire.pnn.police.uk](mailto:TrowbridgeAreaCPT@wiltshire.pnn.police.uk). Please note that this mailbox is not monitored 24/7.

You are unable to report crimes of any type via email and please do not report any situations that require an urgent response. In the case of an emergency please contact 999 and for non-urgent crimes and incidents, please call 101 or [Report a crime here](#)

You see a map of crimes in the Trowbridge area [by visiting www.police.uk](#)

WILTSHIRE POLICE

Proud to serve and protect our communities



@wiltshirepolice

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**DORSET & WILTSHIRE  
FIRE AND RESCUE**

## **DORSET & WILTSHIRE FIRE & RESCUE SERVICE**

### **WILTSHIRE AREA BOARD REPORT**

#### **Community Safety Plan**

DWFRS Community Safety Plan can be found on the DWFRS website;  
<http://www.dwfire.org.uk/community-safety-plan/>

#### **Prevention**

We are committed to making a real difference to the lives of people in Dorset and Wiltshire. Our aim is to reduce the level of risk and harm to our communities from fire, targeting those most at risk. We do this primarily through our Safe and Well visits.

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

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

Are you or anyone you know:-

- Over the age of 65?
- Need a smoke detector?
- Have a long-term health condition?
- Suffer from poor hearing or sight loss?
- Would you struggle to escape in the event of a fire?

If you can answer yes to more than one of these questions, then please call us on 0800 038 2323 or visit <https://www.dwfire.org.uk/safety/safe-and-well-visits/>



**DORSET & WILTSHIRE  
FIRE AND RESCUE**

## Protection

On-going interaction by Protection Team members with Local Authorities, Private landlords and tenants regarding fire safety-related matters: external cladding systems; fire detection and warning systems; fire resisting doors (& self-closers); combustibility/fire resistance of construction materials; commercial and residential sprinklers systems and water-mist suppression systems

### **General Enquiries**

If you have a general fire safety enquiry regarding commercial property, please email [fire.safety@dwfire.org.uk](mailto:fire.safety@dwfire.org.uk) and the Fire Safety Team will respond in office hours.

### **Fire Safety Complaint**

If you wish to tell us about fire safety risks in commercial premises, such as locked or blocked fire exits, you have three options:

- You can email the fire safety department at [enforcement@dwfire.org.uk](mailto:enforcement@dwfire.org.uk)
- Call 01722 69 1717 during office hours (9am-5pm).
- Call our Service Control Centre on 0306 799 0019 out of office hours (5pm-9am)

## On Call Recruitment

Have you always wondered if you could join the fire service, but haven't had the opportunity to find out more? Have you found yourself seeking your next challenge, keen to give back to the local community or wanting to learn new skills including leadership and teamwork? Then becoming an on-call firefighter is for you.

As a paid position, on-call firefighters commit anywhere between 40 to 120 hours per week, during which time they must be able to respond to the station immediately.

Many have 'normal' jobs during the day, then upon their return home make themselves available overnight or during the weekends. Some of our crew respond from their workplaces during the day, and we are very grateful to their employers for releasing them to perform their vital duties.

Anyone over 18 years old can apply (although you can also apply once you are 17½) you must be able to respond and attend the fire station within 5-8 minutes, you have a good standard of physical fitness (i.e. you are generally active), and you must have the right to work in the UK.

Further information on becoming an On Call Firefighter can be found at [www.dwfire.org.uk/working-for-us/on-call-firefighters/](http://www.dwfire.org.uk/working-for-us/on-call-firefighters/) or should you have any questions, you can call **01722 691444**.



**DORSET & WILTSHIRE  
FIRE AND RESCUE**

## **Recent News & Events**

### **Signposting information for witnesses following incidents**

The road safety team at Dorset and Wiltshire Fire and Rescue Service have overseen a project producing signposting information for members of the public who witness, but are not directly involved in, an incident.

Experiencing something as unexpected as a fire, a collision, or any other form of rescue can be difficult, particularly in instances where suffering or loss of life have been witnessed. Dorset and Wiltshire Fire and Rescue Service's own firefighters experience this difficulty on a daily basis and appreciate the impact the trauma an incident can have on wellbeing.

More information about where to find support or guidance at <https://www.dwfire.org.uk/about-us/what-we-do/help-following-an-incident/>

### **Working with Age UK**

The Service has entered a formal partnership with Age UK in North, South and West Dorset (NSWD) to provide additional support to elderly and vulnerable residents in these areas.

Under the agreement, we will train staff at Age UK NSWD on our Safe & Well programme, so they can help to identify vulnerable people at greater risk of fire and make referrals for a home visit.

Andy Woods, Safe & Well Team Leader for Research and Partnerships, said: "I am looking forward to meeting and training all Age UK NSWD staff on our Safe & Well programme, enabling them to spot the signs, hazards and risk factors associated with fire, and enabling them to make a referral to us. Our hope is that this new partnership will be both successful and productive in the future."

Alongside this joint working, the Service's various safety messages will be made available to Age UK NSWD for sharing through their different channels, and the charity will be utilising the community rooms at local fire stations once Covid restrictions ease. A virtual agreement signing ceremony was held last month.



**DORSET & WILTSHIRE  
FIRE AND RESCUE**

## Shared and rented accommodation



People living in rented or shared accommodation are seven times more likely to have a fire than someone living in a home they own.

### **Landlords' obligations**

If you live in privately rented accommodation, your landlord has to meet certain safety obligations under the law. This includes making sure all gas and electric appliances are safe and in good working order.

The Fire Kills campaign has produced a leaflet on [Fire Safety In Shared or Rented Accommodation](#).

## Be Water Aware



Do you and the children in your care know what to do if they fall into water unexpectedly? Do they know what to do if they are swimming or playing in water and find themselves out of depth or scared? Do they know what to do if they see someone else scared in the water?

There is a plethora of 'be water aware' information available on our website, please visit:-

<https://www.dwfire.org.uk/education/be-water-aware/>



**DORSET & WILTSHIRE  
FIRE AND RESCUE**

## Demand

Total Fire Calls for Melksham Fire Station for period April – May 2021:-

Category	Total Incidents
No. of False Alarms	21 - (no trends identified)
No. of Fires	1 - Chimney 1 – Electrical installation 8 – Small fires in open 1 – Derelict building 5 – small domestic fires
No. of Road Traffic Collisions and other Emergencies	1 – Rescue from height 7 – Gain access 3 – Assist Ambulance 2 – Co- responder 1 – Small animal rescue 3 – Lock in (persons) 2 – Dangerous structures 1 - RTC
<b>Total</b>	<b>56</b>

### Local Incidents of Note

There were no incidents of note within the reporting period.

**David Geddes  
Station Manager**

**Email: david.geddes@dwfire.org.uk**

**Tel: .....**

**Mobile: 07826 532607**

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## Trowbridge Area Board

8 July 2021

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### Community Area Status Report for Trowbridge Community Area

#### 1. Purpose of the Report

- I. To present to members a status report that summarises what the key issues are for the community area as a result of analysing local data and discussions with local stakeholders.
- II. To recommend that the Area Board endorses the report and commits itself to considering what part it can play in addressing the issues

#### 2. Background

Every 3 to 4 years, Wiltshire Council's public health department working with key partners and organisations, undertakes a thorough analysis of the data available to provide a summary of the current and future needs of people in Wiltshire. This information which is called the "Community Area Joint Strategic Assessment" (JSNA) is broken down to and presented around Wiltshire's 20 community areas.

Previously, the information has been used to help local communities in their prioritisation and decision making. A key feature of this has been a series of events to bring representatives of the local communities together so that they can be presented with a summary of the information and through discussion agree upon what should be the top local priorities to address.

In late 2019 and early 2020, the latest JSNA process was undertaken and a series of events were organised to take place from March 2020 onwards. Unfortunately, due to the COVID-19 pandemic, these had to be cancelled.

Although, the JSNA data was released in early summer 2020 and can be viewed on the <https://www.wiltshireintelligence.org.uk/> two questions remained. Firstly, how can the impact of COVID-19 upon our communities be captured and reflected in the key issues and priorities within our local area. Issues such as mental health, debt, employment, young people and many others have been adversely affected by the pandemic. Secondly, how can we enable the community to engage with this process and to feed in their own data, knowledge and experiences.

At the same time, the Wiltshire Community Resilience Group had been set up to oversee one of the 4 recovery strands. They were seeking to establish a better understanding of the impact of COVID-19 and looked to the Area Boards to help gather local information and concerns.

As a result, it was agreed that each community area board would lead on the creation of a short "Community Area Status report" to capture and reflect what the main messages are from the local data and the community discussions. A

template was produced by the Community Engagement Team and agreed by both the resilience group and the Area Board Chairs.

### 3. **Process**

Whilst each community area is different, and each status report will reflect this, there are elements that all have in common. These are:

- I. A record of local data that has been obtained – This information has been mainly obtained from the JSA data but also includes other sources to reflect changes since the pandemic began.
- II. A record of the key issues that have emerged

The community engagement manager has led on this process and tried to be as inclusive and as comprehensive as possible including trying to capture specific concerns affecting BAME or minority groups. Despite this, it is recognised that this report is not an exhaustive summary of all the issues and everything that is happening. It is a work in progress and as new information is obtained and changes occur, the report can be updated in response. Individual or very local issues such as road junctions or a play area are not included in this report. There are alternative procedures in place to address these.

The overarching aim of this document is for Trowbridge Area Board and its partners to add to our understanding of where improvement is required and see how with our communities, businesses and organisations we can start to address them. The report will also be link this to the work of Wiltshire Council, it's partners and agencies, so that collaboratively we can tackle issues including those arising from Covid-19

### 4. **Next steps**

The status report has been produced by the area board but is intended as a resource for all those within the community area. No single organisation can or should be expected to do everything and sustained improvement will only be through all of us working together with the community taking the lead.

If the status report is adopted, the proposed next steps are:

- I. The area board to consider the report and produce for itself a work plan outlining which of the priorities it will focus upon and what it is able to do to help address them. Each action will have assigned to it clear outcomes and outputs. This decision will be influenced by factors including urgency, opportunity and resources.

This work plan to be brought back to the next Area Board meeting for agreement. It will subsequently be a standing item at future area board meetings utilising a traffic light system to offer a simple visual indicator to monitor progress.

- II. As many other groups and organisations as possible are to be encouraged to also consider the report and ask themselves where they can make a difference and what they can do to support local action.

- III. Where issues are common across multiple community areas, the area board team will collate these and look to see if it is better to address these collectively across multiple community areas. Where there seems to be a Wiltshire wide concern, a more strategic approach will be considered.

It is proposed that the Area Board will use its strategic influence and delegated powers to shape the delivery of local services and actions. It will also direct its delegated resources to facilitate and support community-led projects and local initiatives that specifically address the identified priority issues.

It is recognised that some issues will be easier to tackle than others and it is important to target areas where tangible outcomes and progress can be delivered. Successes should be celebrated and the contribution from volunteers recognised and valued

## 5. Recommendations

- (1) That the Area Board approves and adopts the Community Status report
- (2) That the Area Board produces a rolling action plan including up to 5 priority actions at any one time to demonstrate where it will contribute to addressing the identified issues.
- (3) That the Area Board will prioritise its resources including funding upon those issues identified in the status report.
- (4) That the Area Board requests the Community Engagement Manager to work with key partners, agencies and community groups to encourage them to consider where they are best placed to take actions around the priorities identified.
- (5) That regular updates are submitted to the Area Board on progress made in relation to its own action plan.
- (6) That the Area Board expresses its thanks to those who gave their time to help bring this report together

*Report Author: Liam Cripps Community Engagement Manager  
E-Mail: Liam.Cripps@wiltshire.gov.uk*

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## Trowbridge Community Area Status Report

### Background and context

The overarching aim of this document is for Trowbridge Area Board to understand how to support local responses from communities, businesses and organisations and link this to the work of Wiltshire Council, it's partners and agencies, so that collaboratively we can tackle issues including those arising from Covid-19.

The Trowbridge community area has seen an incredible response to the COVID19 pandemic with volunteers leading the response and strategic partners working collaboratively to support our communities. Every person within the area has access to support from one of the many community groups that were set up, some of which are continuing to offer additional support.

As we now look ahead, this short document provides a summary of information that can be utilised to help inform the local community response. It brings together the differing data and information sources from across the community area that will help us to understand the local the state of our community and the impact of COVID-19. It also highlights communities that may have been disproportionately affected by the pandemic and it considers how the actions, projects and plans that are emerging will be collated and supported.

Over time this document will be regularly updated in response to changes, new information and actions undertaken.

The Trowbridge Area Board has kept strong working links through Councillors and Officers and collaborated closely with Trowbridge Town Council and the many community based groups that came into being due to the pandemic. The Area Board have supported key local partner, business and community stakeholders working together to rebuild our local community. Whilst the impact of COVID-19 is considerable, it is recognised that some local issues already existed and that these will need to be tackled as well.

The Trowbridge community area consists of the Town of Trowbridge as well as the parishes of Hilperton, Southwick, West Ashton and North Bradley. A key requirement is to ensure that all within the community area have the same opportunity to engage with this work.

Whilst it is natural to focus on the negative impacts of COVID-19, it is important to recognise and build on any positives that have occurred. These include the closer working between organisations, increased community cohesion, new volunteers and the wider use of the internet / social media.

### Community data and information

Local data is being collected from a range of sources to provide an overview of the current situation within our community. This is being combined with the outcomes of discussions on the impact of COVID-19 to inform the key issues emerging and where resources should be focussed.

- JSNA local data sets – (collected in winter 2019)  
<https://www.wiltshireintelligence.org.uk/community-area/trowbridge/>

- COVID19 support group survey – (June 2020)
- Wiltshire CAJSNA 2020 Community Survey Results (Trowbridge)
- [Covid 19 Enquiry Areas Published 09022021 - Google Docs](#)
- [Home \(citizensadvicewiltshire.org.uk\)](http://citizensadvicewiltshire.org.uk)
- [YoungMinds - children and young people's mental health charity](#)
- [Children and young people mental health needs Assessment](#)
- [Gypsy, traveller and boater populations health needs assessment Wiltshire](#)
- [Office for National Statistics](#)
- Trowbridge Area Board discussions
- Wiltshire's Voluntary and Community Sector (VCS) Report - Prepared for Wiltshire Recovery Coordination Group (RCG) – 9<sup>th</sup> September 2020
- Updates and discussions from Town and Parish Council meetings/ plans
- Additional Partner organisation data
  - I. Link scheme data
  - II. Wiltshire Money
  - III. CAB
  - IV. Town and Parish Council plans
- Discussions with key groups including:
  - I. Police
  - II. Schools via Collaborative Schools
  - III. Child Wellbeing Partnership
  - IV. Trowbridge Future
  - V. Wiltshire Youth For Christ
  - VI. Social Housing providers
  - VII. Trowbridge Chamber of Commerce
  - VIII. Wiltshire Multi faith community
  - IX. Local Surgery
  - X. Sports Development team

### **Voluntary & Community Sector (VCS)**

There are around 2000 charities registered in Wiltshire, though c.2,700 registered charities deliver services in Wiltshire with many more unregistered local groups and community organisations.

Wiltshire's VCS provides vital services, core to our communities' resilience and sustainability, our health, wellbeing and economy.

Predicting the long-term impact on the sector is challenging: *latest national research by ProBono Economics (Aug.2020)*:

- 85% of charities expect a negative financial impact
- 70% think it will take over a year for pre-covid income levels to be restored
- 68% expect demand for services to increase
- 58% expect to scale back their provision
- 

**Current local picture:** (as of December 2020 Wiltshire VCS Impact Survey – Part 2)

- 32% of those VCS who continued to offer a service saw a 32% increase in demand with the biggest demand being around Befriending support / supporting peoples mental health and wellbeing.
- 45 % of services remained partially open; 31% fully open and 20% still temporarily closed and 4% permanently closed
- 75% have stated they have changed the way they are delivering their core services
- 73% stated they are operating at a reduced level of service delivery
- 44% of the VCS said they will need more volunteers to meet the increased demands for their services

**Positive local grant-making:**

- Wiltshire Community Foundation c.£514,000 to 144 groups (March to August) and TNLCF: c.£370,000 (April to June) a 'drop in the ocean' when considering £150M - £200M sector income and estimated reductions in income.
- 55% of organisations had been successful in securing funding in the last 6 months (Wiltshire VCS Impact Survey Part 2 2020)

## Understanding the emerging themes and the impact of COVID-19

The impact of COVID-19 has affected some groups in the area more than others and exasperated some pre-existing issues. Further investigation will be required in some cases to ascertain who needs what support. Possible groups may include:

1. *Minority and BAME groups* – Trowbridge has quite a diverse ethnic minority population within the community. Each of the minority groups are very supportive of one another but face challenges such as language difficulties and some cultural barriers.
2. *Young people* – They face challenges such as finding employment, poor mental health, lack of support or positive activities, as well as disruption to education. 12.8% of 0-19 year olds in the Trowbridge Community Area are thought to be living in poverty (JSNA data pack)
3. *Older and vulnerable people* – The need to self-isolate more has had a negative impact on mental health, and an increase in loneliness and depression. Those living with dementia have been one of the most vulnerable groups
4. *Families on low income* – We have seen an increase in debt and consequently the demand for supporting services such as increased benefit claims and use of

foodbanks. This issue is interlinked to employment, housing, mental health, loan sharks and other issues.

### COVID Support Groups

Many of the COVID pop up support groups formed at the start of the pandemic have either dispensed or gone dormant. However, these connections within these community have now been made and residents feel confident they can be kick started again should another 'wave' hit or further restrictions are imposed.

Local groups such as Link Scheme are still offering trips to collect shopping and prescriptions alongside driving individuals to appointments, however, the number of people using LINK for this has significantly dropped.

Analysis of the data so far suggests the following issues are emerging. This list may increase and change after further consultation and as new data arises

Possible Emerging Issue	Impact of COVID-19	Supporting evidence source
Anti-social behaviour rate is 22 reports per 1,000 compared to Wiltshire average of 14	No significant impact	CAJSNA 2020 Community survey results JSNA 2020 data
Waste and recycling 56% of Energy Performance Certificates issued to homes in Trowbridge Community Area have a rating of D-G (low efficiency), equal to the average across Wiltshire (3)	No significant impact	CAJSNA 2020 Community survey results
Highway infrastructure and maintenance Between 2012-2017, there was an estimated 7.1% increase in traffic flow on roads in Trowbridge Community Area	No significant impact bar some backlog	CAJSNA 2020 Community survey results
Accessible positive activities for young people	Fewer activities available due to COVID restrictions and projects on hold	CAJSNA 2020 Community survey results Discussions with partners
Fly tipping	Increase due to restrictions on recycling centres	CAJSNA 2020 Community survey results
Childhood Obesity 29% of 10-11 year olds in Trowbridge Community Area are obese or overweight. This is slightly higher than the Wiltshire average (28%) and equates to almost 1 in 3 children in Year 6 (1)	Possible increase due to more time spent at home	JSNA 2020 data
Accidental injury including falls resulting in hospital admission	No significant impact	JSNA 2020 data

higher than Wiltshire average. 2,240 per 100,000 persons, compared with 2,135 per 100,000 persons for Wiltshire		
Average Mortality rate from preventable causes 147 per 10,000 persons. This is the same as the rate for Wiltshire	No significant impact	JSNA 2020 data
Significantly lower educational achievement than Wiltshire average 59% of children in Trowbridge Community Area achieve the expected standard in reading, writing and mathematics at the end of primary school. This is lower than the Wiltshire average of 64%	Disruption in education due to closures and isolation	JSNA 2020 data
Debt – The average estimated personal loan amount per person for those in Trowbridge Community Area is £678.21, which is lower than the Wiltshire average of £796.23	Loans and debt are anticipated to increase significantly as furlough ends and if further restrictions are placed on the public due to Covid19	JSNA 2020 data Wiltshire Money data
Business support and Employment – Trowbridge Community Area has a rate of 90 apprenticeships per 10,000 people aged 16+. This is lower than the Wiltshire rate of 139 per 10,000	Unemployment rising steeply and fewer apprenticeships. Some businesses struggling	JSNA 2020 data
Library use – 44% of residents in Trowbridge Community Area are currently members of the local libraries compared with 34% across Wiltshire	Library currently operating reduced service	JSNA 2020 data
Use and access to technology	Increased use but not all people can access it.	Local knowledge from partners and charities
Poor mental health	Deterioration in mental health caused by COVID including isolation and loneliness	Data from local agencies Discussions with local partners and officers
Keeping people active In 2018/19, there were 343,804 visits to Wiltshire Council owned leisure centres, swimming pools, or health and wellbeing centres in Trowbridge Community Area	Significant restrictions on leisure use due to Covid and ongoing maintenance of local pool	Discussions with partners and leisure services

It is important that this is an inclusive process as possible with special attention to ensure that the villages and minority groups have equal opportunity to feed in and partake in this

recovery work. However, it is recognised that some may choose not to engage, and that work will take place that is not captured in this document.

### How local actions can be supported

The local response within the Trowbridge Community Area is one of co-production recognising that to rebuild our communities, it is important that we work together, sharing information and resources where appropriate.

**Trowbridge Area Board** covers the whole community area and is responsible for this document. It links local delivery to Wiltshire Council, the Police, Public health and other partners. It is an accountable body with influence and powers. It has its own funding to help support local initiatives that support the recovery and also encompass issues that were existing prior to COVID-19

**Thematic Leads** (2 per theme) will network together local stakeholders who are or wish to be active within their theme. Existing groups such as the Child Wellbeing Partnership may be utilised, where required a new group may be established or the leads may simply use virtual networking. The leads will be responsible for carrying out any further investigation, bringing together work currently happening and identifying gaps. The 4 themes are:

- I. **Economy and employment**
- II. **Health, well-being and adult care**
- III. **Community Resilience**
- IV. **Young people, education and children**

One possible route is a **Trowbridge Community Area Recovery Steering Group**. An *aspirational community formed and led group*. It would be free from any statutory or legal responsibilities. Consisting of a range of local organisations, councils and community activists who have chosen to come together to collectively help deliver and support local action. It would act as a steering group bringing together the local work identified by the thematic leads.

Trowbridge Area Board will have updates of how this work is progressing as a standing item at its meetings. It will formulate its own work plan of short and longer term actions that will support and contribute to the local priorities.

### Next Steps

- I. Engage and consult with partner organisations and community groups (continually)
- II. Update this document as a result of engagement (ongoing)

- III. Bring forward this document for discussion at the first Trowbridge Area Board meeting of new council.
- IV. Review this document regularly in response to changes and celebrate completed actions every two months or as required (From May 2021)

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<b>Report to</b>	Trowbridge Area Board
<b>Date of Meeting</b>	25/02/2021
<b>Title of Report</b>	Community Area Grant funding

**Purpose of the report:**

To consider the applications for funding listed below

<b>Applicant</b>	<b>Amount requested</b>
<b>Applicant:</b> Wiltshire West District Scout Association <b>Project Title:</b> Jubilee Wood Extension  <a href="#">View full application</a>	£228000.00
<b>Applicant:</b> West Ashton Village Hall <b>Project Title:</b> WAPC Speed Indicator Device  <a href="#">View full application</a>	£1649.00
<b>Applicant:</b> Wyldwood Arts CIC <b>Project Title:</b> Milk Monologues Participation Project  <a href="#">View full application</a>	£1610.00
<b>Applicant:</b> Trowbridge Museum <b>Project Title:</b> Trowbridge Museum learning and library community access project  <a href="#">View full application</a>	£4970.60
<b>Applicant:</b> Care Home Volunteers <b>Project Title:</b> Care Home Volunteers West Wiltshire  <a href="#">View full application</a>	£5000.00
<b>Applicant:</b> Wiltshire Wildlife Trust <b>Project Title:</b> Green Lane Wood Path Improvement Works  <a href="#">View full application</a>	£3000.00

<p><b>Applicant:</b> Trowbridge Chamber of Commerce and Invest In Trowbridge</p> <p><b>Project Title:</b> Trowbridge Heritage Nature Trail Map</p> <p><a href="#">View full application</a></p>	<p>£4425.00</p>
<p><b>Applicant:</b> EBENEZER SALVATION CENTRE</p> <p><b>Project Title:</b> Mental Health and Bereavement Support for Ethnic Minority Groups</p> <p><a href="#">View full application</a></p>	<p>£2500.00</p>

### 1. Background

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

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

### 2. Main Considerations

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

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

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

### 3. Environmental & Community Implications

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

### 4. Financial Implications

Financial provision had been made to cover this expenditure.

### 5. Legal Implications

There are no specific legal implications related to this report.

### 6. Human Resources Implications

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

### 7. Equality and Inclusion Implications

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

Community Area Grants will give local community and voluntary groups, Town and

Parish Council's equal opportunity to receive funding towards community based projects and schemes, where they meet the funding criteria.

### 8. Safeguarding Implications

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

### 9. Applications for consideration

Application ID	Applicant	Project Proposal	Requested
<a href="#">4040</a>	Wiltshire West District Scout Association	Jubilee Wood Extension	£228000.00
<p><b>Project Description:</b>            Improve the health and well-being of our 950 young members by realising their ambitions to do something positive to improve the environment by buying 3 fields adjacent to Jubilee Wood campsite and youth activity centre and planting 25000 trees to create a 16Ha wildlife refuge in which the trees the flora and fauna and especially bats can flourish and Scouts Guides and other youth groups can have fun in the great outdoors whilst learning about the importance of conservation and how the actions of young and old alike can affect the course of nature. We will create public access install hedges rides wildlife ponds wildlife meadow educational facilities and information boards</p> <p><b>Input from Community Engagement Manager:</b>            Applicant is aware there is significant funding still to raise and that an Area Board award would be capped at £5,000</p>			
<p><b>Proposal</b>            That the Area Board determines the application.</p>			

Application ID	Applicant	Project Proposal	Requested
<a href="#">4196</a>	West Ashton Village Hall	WAPC Speed Indicator Device	£1649.00
<p><b>Project Description:</b>            There are several components to make up a viable SID plus the installation of a Standard NAL socket in the verge and providing a 4m long 76mm diameter post. SID Data Capture Delivery Cost Additional Battery Bluetooth Antenna Bluetooth 2For Data Capture</p> <p><b>Input from Community Engagement Manager:</b>            50% match funding is in place and the application meets criteria for a capital grant</p>			
<p><b>Proposal</b>            That the Area Board determines the application.</p>			

Application ID	Applicant	Project Proposal	Requested
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<a href="#">3975</a>	Wyldwood Arts CIC	Milk Monologues Participation Project	£1610.00
<p><b>Project Description:</b> Milk Monologues is an exploratory participation project with diverse groups of parents on the life-changing experience of infant feeding one of the most fundamental aspects of early life. Using experienced practitioners we will work creatively with women - empowering them to share their experiences which has benefits individually and for the wider mental health of the community. Sharing stories connects us. They say it takes a village to raise a child through Milk Monologues we aim to reseed that village around the conversation of feeding.</p> <p><b>Input from Community Engagement Manager:</b> Health and Wellbeing grant, meets criteria for funding.</p>			
<p><b>Proposal</b> That the Area Board determines the application.</p>			

Application ID	Applicant	Project Proposal	Requested
<a href="#">4065</a>	Trowbridge Museum	Trowbridge Museum learning and library community access project	£4970.60
<p><b>Project Description:</b> This project is seeking to enhance and improve our learning and library facilities and equipment to encourage local people to engage with the areas history heritage and culture and foster a greater sense of belonging and community. It will also help us build upon our existing offer develop new services and facilitate remote learning to improve accessibility for people unable to physically visit the museum. This project will broaden the accessibility and appeal of the library and education hub to youth group with activities such as learning film nights and other events that link in with national and local initiatives.</p> <p><b>Input from Community Engagement Manager:</b> Meets criteria for capital grant funding</p>			
<p><b>Proposal</b> That the Area Board determines the application.</p>			

Application ID	Applicant	Project Proposal	Requested
<a href="#">3944</a>	Care Home Volunteers	Care Home Volunteers West Wiltshire	£5000.00
<p><b>Project Description:</b> From our beginnings in Salisbury in 2014 we have expanded to Chippenham and then to Swindon. We work locally in these communities and have a Volunteer Coordinator in each of these three areas. In the year up to March 2020 we made 2500 visits to residents in 35 care homes in our area. Because of the geography of the County we have been finding it difficult reaching residents in care homes in the region from BoA through Trowbridge and south to Warminster and Westbury. This application is to help fund an already-appointed Volunteer Coordinator for this area</p>			

appointed 12.11.2020.

**Input from Community Engagement Manager:**

Health and wellbeing grant, meets criteria for funding.

**Proposal**

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
<a href="#">4023</a>	Wiltshire Wildlife Trust	Green Lane Wood Path Improvement Works	£3000.00

**Project Description:**

PIGS Application- To improve a popular footpath route into Green Lane Woods by installing a new 65 metre footpath. This footpath joins an existing track and gateway where it becomes extremely muddy to walk over during the autumn and winter months. The new track will allow us to complete a circular walk around the nature park and woodland thus allowing to withstand more traffic.

**Input from Community Engagement Manager:**

PIGS (pathway improvement grant scheme) no longer exists. Application meets criteria for a capital grant

**Proposal**

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
<a href="#">4089</a>	Trowbridge Chamber of Commerce and Invest In Trowbridge	Trowbridge Heritage Nature Trail Map	£4425.00

**Project Description:**

The Trowbridge Heritage Nature Trail will link Trowbridges green spaces and heritage locations via a walking and cycling trail to encourage the community to enjoy their natural environment spend quality time outdoors keep active and explore and appreciate their local heritage. The trail will encourage community participation and improve mental and physical wellbeing. The trail will include Trowbridges parks conservation areas secret green corners nearby countryside walks and accessible natural habitats as well as Trowbridges heritage buildings and places of interest. The map will also highlight the historic and cultural locations of Trowbridge encouraging tourism and increasing footfall and trade for local businesses. The best content from existing Trowbridge maps will be combined into one overall Heritage Nature Trail map with input from the Trowbridge ECo group to enable people of all ages and abilities to discover the highlights of Trowbridge from one map rather than having to consult several different maps at a time. The aim of the trail maps is to encourage the community to explore parts of Trowbridge they may not have visited otherwise to attract regional and UK visitors increase health and fitness and encourage connectivity with the wonderful heritage and nature on our doorstep.

**Input from Community Engagement Manager:**

Meets criteria for a capital grant.

**Proposal**

That the Area Board determines the application.

Application ID	Applicant	Project Proposal	Requested
<a href="#">4104</a>	EBENEZER SALVATION CENTRE	Mental Health and Bereavement Support for Ethnic Minority Groups	£2500.00

**Project Description:**

Mental health and bereavement support to young adults and their families among black and ethnic minority groups so as to avert the increasing number of suicides

**Input from Community Engagement Manager:**

Elements of this grant meet criteria for capital funding.

**Proposal**

That the Area Board determines the application.

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

**Report Author:**

Liam Cripps

Community Engagement Manager

01225 718608

[Liam.Cripps@wiltshire.gov.uk](mailto:Liam.Cripps@wiltshire.gov.uk)

**Report To** Trowbridge Area Board

**Date of Meeting** Thursday, 08 July 2021

**Title of Report** Trowbridge Area Grant Report

## Purpose of the Report

- To provide detail of the grant applications made to the Trowbridge Area Board. These could include; community area grants, health and wellbeing, young persons grants and Area Board initiatives.
- To document any recommendations provided through sub groups.

## Area Board Current Financial Position

	Community Area Grants	Young People	Health and Wellbeing
<b>Opening Balance For</b> <u>2021/22</u>	<u>69341.00</u>	<u>30,464.00</u>	<u>7700.00</u>
<b>Awarded To Date</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>Current Balance</b>	<u>69341.00</u>	<u>30,464.00</u>	<u>7700.00</u>
<b>Balance if all grants are agreed based on recommendations</b>	<u>62,867.08</u>	<u>25464.00</u>	<u>4299.00</u>

## Grant Funding Application Summary

Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
<a href="#">ABG14</a>	Community Area Grant	The Croft and Carlton Row Neighbourhood Watch Scheme	Neighbourhood Watch Scheme Road Signs	£150.00	£150.00
<p><b>Project Summary:</b>            The Croft/Carlton Row has recently established a Neighbourhood Watch Scheme. The aim of the scheme is to: - reduce crime and anti-social behaviour; - help residents feel safe within their own homes; - offer advice and support with crime prevention measures in liaison with our Police Community Support Officer; - promote neighbourliness and community support. We would like to purchase five signs to be placed in The Croft/Carlton Row to inform people they are in a Neighbourhood Watch area.</p>					
<a href="#">ABG48</a>	Area Board Initiative	Friends of The Down Cemetery	Down Cemetery new bird boxes and feeders	£523.92	£423.92
<p><b>Project Summary:</b>            After squirrel and woodpecker damage to our current bird boxes and feeders we would like to replace our current stock so that we can continue to not only encourage birds to the Down Cemetery but also to continue to study the wildlife at the cemetery whilst enhancing the habitat for the wildlife. This development of the natural environment will in turn add to the positive impact on the health and wellbeing of visitors to the area and to our volunteers through an increased presence of wildlife.</p>					

Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
<a href="#">ABG22</a>	Health and Wellbeing Grant	Truan Jay Mathias	Living in Bubbles	£27546.00	£3401.00
<p><b>Project Summary:</b>  <b>We will use the grant from Arts Council England we applied for (currently waiting for the decision) to devise &amp; tour a 30 minute outdoor Covid safe show combining contact crystal juggling, dance, electric unicycling &amp; acoustic/electronic music in Italian &amp; English. Parading on the street, with a live musician &amp; myself riding an electric unicycle getting the attention of people &amp; leading them to a performance area: a local space transformed by our show &amp; witnessed by the local community. With the partnership of Knowle West Media Centre and East Side Community Trust, we'll deliver the show to 3 underprivileged neighbourhoods with lower artistic engagement in Bristol, targeting an audience described as Kaleidoscope Creativity by the Audience Agency. We will then further hone the show using a week in the space provided by the program "Engine Room" (Wiltshire Creative) to then deliver another 3 shows in the Trowbridge area with the partnership of Trowbridge Town Hall Arts.</b></p>					
<a href="#">ABG50</a>	Area Board Initiative	Inner Flame	Princes Trust Team Programme Trowbridge	£136830.00	£5000.00
<p><b>Project Summary:</b>  <b>Inner Flame is a charity that offers free courses to develop confidence self-worth life-skills and employability in 16-25s who are at a disadvantage. Our work supports young people not currently in education employment or training who are experiencing barriers to independence or contributing to their community. We're perhaps best-known for delivering the Prince's Trust Team Programme. We're seeking funding to support our expansion into Wiltshire - based in Trowbridge to support vulnerable young people in the area. This expansion follows another key provider leaving the area, which has left minimal support for this demographic, so we're filling this void.</b></p>					
<a href="#">ABG60</a>	Youth Grant	Wiltshire Youth for Christ	Trowbridge Wiltshire YFC Pop Up Youth Cafe Summer 2021	£60000.00	£5000.00
<p><b>Project Summary:</b>  <b>Providing a Safe and active venue for youth engagement using a unique Mobile resource van and youth worker support. Wiltshire YFC Trowbridge Summer 2021 Pop Up Youth Cafe working with detached young people and using resources and youth workers to encourage and support teenagers. The activities are open and free to all but often connects with those who are NEET or at risk of exclusion. The event also takes place during the summer break when groups gather together and more at risk of anti-social behaviour.</b></p>					
<a href="#">ABG102</a>	Community Area Grant	Friends of Southwick Country Park	New Southwick Country Park Local Nature Reserve signage	£900.00	£900.00
<p><b>Project Summary:</b>  <b>Wiltshire Council and Natural England have granted Local Nature Reserve status to the Country Park, which is situated off the Frome Road, Southwick. To encourage use of the Park we would like to replace the existing notice board, sited on the boundary of the Park on the Frome Road. Also information boards at other entrances and within the Park.</b></p>					

## 1. Background

Area Boards have authority to approve funding under powers delegated to them. Under the Scheme of Delegation Area Boards must adhere to the Area Board Funding and Grants Criteria. This document is available on the council's website.

Three funding streams are available to the Area Board, each with an annually awarded amount. These funding streams are as follows:

- Community Area Grants (capital)
- Young People (revenue)
- Health and Wellbeing (revenue)

The Area Board will be advised of the funding available prior to their first meeting of each financial year.

## 2. Main Considerations

2.1. Councillors need to be satisfied that the applications meet the requirements as set out in the Area Board Funding and Grants Criteria and that the health and wellbeing and young persons funding guidelines have been adhered to.

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

2.3. Councillors need to consider any recommendations made by sub groups of the Area Boards.

## 3. Environmental & Community Implications

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

## 4. Financial Implications

Councillors must ensure that the Area Board has sufficient funding available to cover the grants awarded.

## 5. Legal Implications

There are no specific legal implications related to this report.

## 6. Human Resources Implications

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

## 7. Equality and Inclusion Implications

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

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

## 8. Safeguarding Implications

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

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

## Report Author

Liam Cripps, Community Engagement Manager, [Liam.Cripps@wiltshire.gov.uk](mailto:Liam.Cripps@wiltshire.gov.uk)

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## Grant Applications for Trowbridge on 25/02/2021

ID	Grant Type	Project Title	Applicant	Amount Required
4040	Community Area Grant	Jubilee Wood Extension	Wiltshire West District Scout Association	£228000.00
4196	Community Area Grant	WAPC Speed Indicator Device	West Ashton Village Hall	£1649.00
3975	Community Area Grant	Milk Monologues Participation Project	Wyldwood Arts CIC	£1610.00
4065	Community Area Grant	Trowbridge Museum learning and library community access project	Trowbridge Musuem	£4970.60
3944	Health and Wellbeing Grant	Care Home Volunteers West Wiltshire	Care Home Volunteers	£5000.00
4023	Community Area Grant	Green Lane Wood Path Improvement Works	Wiltshire Wildlife Trust	£3000.00
4089	Community Area Grant	Trowbridge Heritage Nature Trail Map	Trowbridge Chamber of Commerce and Invest In Trowbridge	£4425.00
4104	Community Area Grant	Mental Health and Bereavement Support for Ethnic Minority Groups	EBENEZER SALVATION CENTRE	£2500.00

ID	Grant Type	Project Title	Applicant	Amount Required
4040	Community Area Grant	Jubilee Wood Extension	Wiltshire West District Scout Association	£228000.00
<b>Submitted:</b> 17/01/2021 11:51:08				
<b>ID:</b> 4040				
<b>Current Status:</b> 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?**

Jubilee Wood Extension

**6. Project summary:**

Improve the health and well-being of our 950 young members by realising their ambitions to do something positive to improve the environment by buying 3 fields adjacent to Jubilee Wood campsite and youth activity centre and planting 25000 trees to create a 16Ha wildlife refuge in which the trees the flora and fauna and especially bats can flourish and Scouts Guides and other youth groups can have fun in the great outdoors whilst learning about the importance of conservation and how the actions of young and old alike can affect the course of nature. We will create public access install hedges rides wildlife ponds wildlife meadow educational facilities and information boards

**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 6DH

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

Children & Young People

Environment

Health and wellbeing

Leisure and Culture

Our Community

If Other (please specify)

**10. Finance:**

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

**Your latest accounts:**

03/2020

**Total Income:**

£12324.76

**Total Expenditure:**

£14336.34

**Surplus/Deficit for the year:**

£2011.58

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

£13849.62

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

These free reserves cover our operating costs and will need to help the recovery of those groups whose finances have been exhausted during the pandemic. We are contributing 5000 towards this project.

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

**10b. Project Finance:**

Total Project cost		£605000.00		
Total required from Area Board		£228000.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Land legal	405000.00	our reserves	yes	5000.00
Infrastructure	32500.00	Onw labour	yes	55000.00
Trees tubes	97500.00	Donations so far	yes	1130.00
Project management	46000.00	Fundraising		5000.00
Wildlife Surveys tools	2000.00	Woodland Creation Study grant	yes	1000.00
Contingency	22000.00	Woodland creation grant		140000.00
		Carbon contract	yes	31000.00
		Grants (inc HLF & Landfill)		366880.00

Total	<b>£605000</b>	<b>£605010</b>
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**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?**

Help our recovery by taking minds off this awful pandemic and looking beyond to a Green Recovery in which we can all do our bit to help save the planet. It will improve mental health and well-being and help our young members achieve their full potential and deliver improved outcomes for the people of Trowbridge and surroundings. This community project involving over 1000 young members their parents local schools and volunteers will deliver important aspects of the Councils existing and emerging local plans and strategies by supporting 1. The TBMS by providing new habitats for bats and taking pressure off existing habitats. 2. The Councils efforts to fight climate change by planting 25000 trees capturing 3780 metric tonnes of CO over 30 years in addition to the other benefits such as improving air and water quality helping prevent flooding in the River Biss catchment and reducing summer heating. This could also help offset the Councils residual carbon footprint. 3. The Governments commitment to plant more than 40 million trees in England by 2025 helping to re-forest the Avon catchment area. 4. The Local Plan by enhancing local ecosystems and improving the landscape particularly the strategic nature area south west of Trowbridge. 5. Plans to extend the local blue and green infrastructure network and increase access to green spaces

**14. How will you monitor this?**

Professional flora fauna and water quality surveys. Surveys and observations by our young members. Recording visitor numbers. Surveys of visitors and users. Measurements of tree growth. Photographic records of progress. The smiles on the faces of our young members

**15. Safeguarding. Please tell us about how you will protect and safeguard those involved in your project**

It is the Policy of The Scouts to safeguard the welfare of all children young people and adults at risk by protecting them from neglect and from physical sexual and emotional harm. Our safeguarding policy applies to all adults all volunteers and anyone working on behalf of The Scouts. Its the responsibility of all adults to make sure that their behaviours are appropriate at all times as laid out in the code of practice Young People First known within Scouting as The Yellow Card. The Yellow Card sets out a Code of Practice which is essential for all adults in The Scouts to follow. All our leader volunteers go through a selection panel and they and volunteers are DBS checked with a central record held on our national Scouting database. Our District Commissioner is the safeguarding lead with support from the Safeguarding Team at national Scout Headquarters.

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

We maintained our Brokerswood site for 40 years and have maintained Jubilee Wood for 8

and so know from experience that we can cope. Our team of volunteers backed up by regular maintenance days involving members and their parents will ensure that the site achieves its aims. Running costs will be financed from booking fees and Forestry Commission woodland maintenance payments with a little left over to build up reserves.

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

18. 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)

**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).

**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.

4196	Community Area Grant	WAPC Speed Indicator Device	West Ashton Village Hall	£1649.00
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**Submitted:** 04/03/2021 16:20:45

**ID:** 4196

**Current Status:** Application Appraisal

**To be considered at this meeting:**

tbc contact Community Area Manager

**1. Which type of grant are you applying for?**

Community Area Grant

**2. Amount of funding required?**

£501 - £5000

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

Yes

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

The SID project cost is 3298 and the West Ashton PC precept is 7500 and whilst there is some contingency in the precept it is not sufficient to meet the whole cost of the implementation of a SID.

**5. Project title?**

WAPC Speed Indicator Device

**6. Project summary:**

There are several components to make up a viable SID plus the installation of a Standard NAL socket in the verge and providing a 4m long 76mm diameter post. SID Data Capture Delivery Cost Additional Battery Bluetooth Antenna Bluetooth 2For Data Capture

**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 6AZ

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

Our Community

Transport

Safer communities

If Other (please specify)

Nothing further to Add

**10. Finance:**

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

**Your latest accounts:**

04/2020

**Total Income:**

£7250.00

**Total Expenditure:**

£4950.00

**Surplus/Deficit for the year:**

£1300.00

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

£51382.00

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

The reserves are for maintenance of the recreation area for 25 years and has approx. 15 years to go.

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

**10b. Project Finance:**

Total Project cost		£3298.00		
Total required from Area Board		£1649.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
SID	2050.00	WA Contribution	yes	1649.00
Delivery Cost	50.00			
Additional Battery	72.00			
Bluetooth Antenna	36.00			
Bluetooth for data capture	220.00			
WC Install of NAL socket and Post	570.00			
<b>Total</b>	<b>£2998</b>			<b>£1649</b>

**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?**

Primarily the residents and school will benefit from this project. The SID will be installed on the Bratton Rd in WA which has become a rat run. there are traffic calming humps at either end of the Bratton Rd in WA but the traffic then not all often travels in excess of the 30 mph limit. various Metro counts have take place but the key is the community speed watch that does measure speeds in excess of 40mph.

**14. How will you monitor this?**

The SID has a data capture facility that will enable analysis of time speed and direction depends on which way the device is directed

**15. Safeguarding. Please tell us about how you will protect and safeguard those involved in your project**

The item will be installed on an grass verge already approved by highways Kirsty Rose. the verge is inline with the pavement and will not involve any incursion into the road to move or install.

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

The SID is a onetime cost and comes with a 5 year warranty. If necessary the cost could be written down over the 5 year period. 660 per year

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

NA

18. DECLARATION

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

**Quotes:**

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

**Accounts:**

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

**Constitution:**

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

**Policies and procedures:**

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

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

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

3975	Community Area Grant	Milk Monologues Participation Project	Wyldwood Arts CIC	£1610.00
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**Submitted:** 07/12/2020 23:22:34

**ID:** 3975

**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?**

Milk Monologues Participation Project

**6. Project summary:**

Milk Monologues is an exploratory participation project with diverse groups of parents on the life-changing experience of infant feeding one of the most fundamental aspects of early life. Using experienced practitioners we will work creatively with women - empowering them to share their experiences which has benefits individually and for the wider mental health of the community. Sharing stories connects us. They say it takes a village to raise a

child through Milk Monologues we aim to reseed that village around the conversation of feeding.

**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 0EL

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

Children & Young People

Health and wellbeing

Our Community

If Other (please specify)

**10. Finance:**

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

**Your latest accounts:**

**Total Income:**

£

**Total Expenditure:**

£

**Surplus/Deficit for the year:**

£

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£

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

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

**10b. Project Finance:**

Total Project cost	£14200.00		
Total required from Area Board	£1610.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed £

Facilitators fees for live sessions - based on 100 per practitioner per half day	2000.00	Grant from Arts Council England	12590.00
Facilitators fees for remote sessions - based on 50 for a 1 hour 1-2-1 session	500.00		
Participant renumeration for live sessions - based on 50 per participant per session	4350.00		
Participant remuneration for remote sessions - amount varies depending on duration and commitment	600.00		
Natalie Remington - Co-Producer - 10 days @ 180 pd	1800.00		
Rebecca Megson-Smith - Co-Producer - 10 days @ 180 per day	1800.00		
Project Assistant 2 weeks flexible - 15 ph x 40 hours	600.00		
Film and photographic documentation flexible over 2 weeks includes editing and	1500.00		

creating  
showreel  
Marketing and  
comms support  
40 hours @ 15 730.00  
ph plus print  
costs  
Creche and  
childcare  
support - at a 320.00  
rate of 12 per  
hour  
Total £14200

£12590

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

No

**12. If so, which Area Boards?**

Trowbridge

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

We aim to connect with diverse groups of parents and bring them together both in-person and remotely to share their experiences. Feeding your infant is often not discussed in detail prior to birth and afterwards theres a continued sense of stigma around it - high stakes and the potential for failure. Bringing people together and emphasising the communal aspect of this experience is essential if we are going to reduce this stigma and improve the mental and physical health of both parent and child. Add the extra layer of separation created by having a baby during a pandemic and the silence and isolation is deafening. Reduced services lack of face-to-face support - issues of post-natal loneliness and isolation have increased massively and the impact will be leaving shockwaves for months even years. To ensure that we reach as diverse a spectrum of families as possible we are running sessions for the following groups - this is not exclusive and may change. Please also note that we are running sessions in both Trowbridge and Bristol but the grant from TAB will be going towards the work in Trowbridge only. TARGET GROUPS 1.Mothers of all ethnicities and backgrounds in Trowbridge and Bristol 2.Reminiscence activity with older adults in care homes - small group setting with a practitioner experienced in working with older people gently drawing out stories in a creative way 3.Younger parents including teenage parents and those considered vulnerable - small group settings 4. Wiltshire rural and farming communities of all ages to explore how opinions have changed over the last 50 years 5.LGBTQ community - including same sex couples non-binary parents trans parents 6.Refugee mothers in Bristol working with appropriate practitioners and professionals 7.Adoptive fostering and non-birth caregivers. Some of the people in these groups are often marginalised and we are committed to reaching people who sometimes need extra support to come forward. We are dedicated to removing barriers to participation including financial all participants will be financially remunerated and we can assist with travel costs location

we can offer remote sessions to those who can't meet in person and childcare working within school hours offering a supported creche facility.

**14. How will you monitor this?**

Our work will be documented with film and photography with physical note-taking which will be collated and displayed afterwards and with evaluation and monitoring forms. We will invite participants to share their feedback on camera if they so wish or over audio. We then have an evaluative period in which we will assess both qualitatively and quantitatively if we have met our targets for the people reached and the outcomes we were hoping for. Our outcomes and objectives can be discussed in more detail on request. We also plan on using evaluation tools and diagrams so participants can assess their own personal development as a result of their engagement. There will be a sense of ownership over the project and continued connection as we are building a Milk Monologues community on Facebook Instagram and via our blogforum which will stand alone and hopefully connect people far beyond this phase of the project. After the project they will be consulted with to inform the future development of the theatre piece this will be a continual process and no participants stories will be used without their express written permission. More on this within Safeguarding below. There will also be signposting to other services and follow-up communication and support with a trained therapist if required.

**15. Safeguarding. Please tell us about how you will protect and safeguard those involved in your project**

Natalie Remington as Creative Producer is responsible for the safeguarding of all staff and participants. She carries a full DBS check and has undergone various safeguarding training courses including with Trowbridge Town hall and Spurgeons. All facilitators project assistants and other supporting staff will hold a current DBS check and will also be asked to undergo some basic training prior to the project commencing. This will be to ensure everyone is aware of the standards we wish to uphold in working with specific groups of which some participants will be vulnerable. Infant feeding is a highly emotive and sensitive subject and we will be potentially working with vulnerable and anxious participants so its imperative that the practitioners we engage for this project will be experienced in dealing with these things. Many of the artists we intend on employing in these roles are trained art and drama therapists who often work with children and young people older adults and vulnerable people. Film and photography will be used throughout the project however participants will be asked to complete a release form indicating whether they are happy for footage or images to be used in Social Media Marketing or as part of the wider project. There is no obligation to be filmed or recorded at all and we will make this very clear from the outset. Alternatively we can facilitate anonymity of peoples stories if this is personally preferred. We will be closely monitoring the progress of sessions either in person or remotely and will be keeping written records of any safeguarding concerns.

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

The funding we are seeking from Trowbridge Area Board and Arts Council England will fund this phase of the project which will culminate with a sharing at the end of the 2-week participatory R and D research and development in September. This sharing will be an opportunity for all participants and facilitators and well as project producers and supporters to share our discoveries and creative output. This work will be evaluated and then used to inform the second phase of the project circa Spring-Summer 2022 - a theatre production that

will premiere in Trowbridge and Bristol before embarking on a South West tour of 6-8 venues. We will be seeking further funding from a variety of sources for this work.

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

18. DECLARATION

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

**Quotes:**

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

**Constitution:**

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

**Policies and procedures:**

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

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

**And finally...**

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

4065	Community Area Grant	Trowbridge Museum learning and library community access project	Trowbridge Musuem	£4970.60
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**Submitted:** 21/01/2021 13:16:14

**ID:** 4065

**Current Status:** Application Appraisal

**To be considered at this meeting:**

tbc contact Community Area Manager

**1. Which type of grant are you applying for?**

Community Area Grant

**2. Amount of funding required?**

£501 - £5000

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

Yes

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

All budgets are allocated or spent we can fund part of this project and are seeking support to cover the full cost with this application.

**5. Project title?**

Trowbridge Museum learning and library community access project

**6. Project summary:**

This project is seeking to enhance and improve our learning and library facilities and equipment to encourage local people to engage with the areas history heritage and culture and foster a greater sense of belonging and community. It will also help us build upon our existing offer develop new services and facilitate remote learning to improve accessibility for people unable to physically visit the museum. This project will broaden the accessibility and appeal of the library and education hub to youth group with activities such as learning film nights and other events that link in with national and local initiatives.

**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 8AT

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

Children & Young People

Health and wellbeing

Leisure and Culture

Older People

Our Community

If Other (please specify)

**10. Finance:**

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

**Your latest accounts:**

01/2021

**Total Income:**

£4593913.00

**Total Expenditure:**

£4475498.00

**Surplus/Deficit for the year:**

£118415.00

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

£146100.00

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

Our free reserves are below the minimum recommended level of 25 percent of annual revenue expenditure.

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

**10b. Project Finance:**

Total Project cost		£9941.20		
Total required from Area Board		£4970.60		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Oral History Transcribing Kit	120.00	Museum Budget	yes	3270.60
Display Case	500.00	Friends of Trowbridge Museum	yes	900.00
Folding Table	180.00	Insurance claim from removal company	yes	800.00
Plan Chest	1500.00			
Filing Cabinet	50.00			
Interactive White Board	4100.00			
Mobile Vertical Adjustment Stand	1884.00			
Blinds for Education Hub	1500.00			
Library Magazine Racks	107.20			
<b>Total</b>	<b>£9941.2</b>			<b>£4970.6</b>

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

No

**12. If so, which Area Boards?**

Trowbridge

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

The proposed additional education and library facilities at the museum will benefit a wide range of members from the local community such as Local schools and community groups with members of all ages including lifelong learning. 13 19-year-olds. Local regional and national crafts people and anyone engaged in academic research. Local and family historians amateur and professional. Community and private organisations who pay to hire the rooms for meetings and conferences as part of our income generating activities. These groups will benefit by having direct access to information on over 22000 objects from the museum collection and library of subject specific books journals and local history archive. The opportunity to use the resources in a well-equipped environment where they can learn and develop transferable skills to conduct personal research. New audio-visual equipment will enable us to develop a greater range of workshops and activities suitable for secondary school classes. The education and library spaces would be available for use by young peoples groups and clubs such as The Young Archaeologists Guides and Scouts and give us the opportunity to host lifelong learning film nights. For example Secret Spitfires and other films that link in with national and local events and initiatives. There will be easier access to the museums specialist archive with information about all aspects of the woollen cloth production industry in the west of England particularly within Trowbridge including associated information about engineering architecture and social history of the town. Users will be able to search 30 recorded interviews written accounts and personal reminiscences from local people about the 20th century textile industry. The new equipment will give people the opportunity to be involved with developing our vital living history work ensuring first-hand accounts continue to be collected and are accessible to the local community museum visitors and researchers. With new portable equipment to conduct interviews off site anywhere in the community. The addition of modern equipment in our spaces will provide community and private groups who hire and use the rooms for meetings and functions a more enjoyable and productive experience. This will pump prime our ability to develop the room hire business and increase income generation potential. The audio-visual equipment will also be used for our primary and secondary school workshops and our extensive series of local history talks. This will encourage people of all ages to engage with the areas history heritage and culture fostering a greater sense of belonging and community. It will also facilitate remote learning and would improve accessibility for people unable to physically visit the museum. Examples include SEN classes people with mobility issues and elderly people in rural areas connecting with the learning and outreach team via sessions conducted through messaging apps and links such as Zoom using the new audio visual equipment.

**14. How will you monitor this?**

By keeping records of user requests. Issuing evaluation questionnaires about users experiences. Analysing the information to find out what our users want and using this

information to inform our decisions about all aspects of our work to strengthen the museums role within the community.

**15. Safeguarding. Please tell us about how you will protect and safeguard those involved in your project**

As part of Trowbridge Town Council all the councils policies on safeguarding and welfare apply to and are followed by the museum. All staff and volunteers read and sign the councils safeguarding and welfare policies. Where relevant staff undertake certified safeguarding courses and volunteers participate in safeguarding training with the councils designated Safeguarding Lead. Staff and volunteers that work with children undergo Disclosure and Barring Service checks every three years. DBS dates and reference numbers are held centrally by Trowbridge Town Councils Human Resources Department. Haley Bell Head of Leisure Services is Trowbridge Town Councils Safeguarding Lead.

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

By allocating funds when they are available from our budgets if possible. Organising fundraising events and activities. Applying to other grant funds.

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

18. DECLARATION

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

**Quotes:**

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

**Accounts:**

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

**Constitution:**

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

**Policies and procedures:**

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

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

**And finally...**

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

3944	Health and Wellbeing Grant	Care Home Volunteers West Wiltshire	Care Home Volunteers	£5000.00
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**Submitted:** 15/11/2020 18:03:30

**ID:** 3944

**Current Status:** Application Appraisal

**To be considered at this meeting:**

tbc contact Community Area Manager

**1. Which type of grant are you applying for?**

Health and Wellbeing 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?**

Care Home Volunteers West Wiltshire

**6. Project summary:**

From our beginnings in Salisbury in 2014 we have expanded to Chippenham and then to Swindon. We work locally in these communities and have a Volunteer Coordinator in each of these three areas. In the year up to March 2020 we made 2500 visits to residents in 35 care homes in our area. Because of the geography of the County we have been finding it difficult reaching residents in care homes in the region from BoA through Trowbridge and south to Warminster and Westbury. This application is to help fund an already-appointed Volunteer Coordinator for this area appointed 12.11.2020.

**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 0AA

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

Health and wellbeing

Older People

If Other (please specify)

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

04/2020

**Total Income:**

£55770.00

**Total Expenditure:**

£55239.00

**Surplus/Deficit for the year:**

£531.00

**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 have received 5K from the Wiltshire Community Foundation and 5K from the James Tudor Foundation based in BoA. The cost of this project for one year is about 18.5K. We are seeking funding for the balance.

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

**10b. Project Finance:**

Total Project cost		£18625.00		
Total required from Area Board		£5000.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Volunteer coordination training and support	17625.00	grant from WCF		5000.00
Volunteer recruitment	500.00	grant from James Tudor		5000.00
Share of central costs	500.00			
<b>Total</b>	<b>£18625</b>			<b>£10000</b>

**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?**

Bradford on Avon  
South West Wiltshire  
Trowbridge

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

We have shown in our original research that loneliness and depression increase on entering residential care and that many care home residents are isolated in the extreme from any meaningful social contact. Equally there is well-known conclusive evidence that loneliness is seriously detrimental to health and this is no less applicable to care home residents. Unlike younger age groups the sick very elderly residents we work with - usually suffering from dementia - have no opportunity capacity or indeed time left to pull through this loneliness and make a new life for themselves. Our volunteers give some self-worth enjoyment and value to their lives. A resident in a care home may have suffered the loss of a partner and will have lost their home social network and possessions. They almost certainly will suffer from physical impairment dementia or other physical or mental disabilities that make social interaction and involvement in organised activities difficult. 40% of older people in care suffer from depression a significant proportion have no outside visitors and for a resident with dementia social contact with others outside care tasks is two minutes in six hours.

**14. How will you monitor this?**

We have a robust procedure for monitoring the impact of our work. Trustees review and measure outcomes every two months using agreed KPIs - full list available.

**15. Safeguarding. Please tell us about how you will protect and safeguard those involved in your project**

We have a very comprehensive training procedure for volunteers. Safeguarding our highly vulnerable beneficiaries is top of our priorities and the well-being of our volunteers is important too in this difficult and stressful role. We have had the assistance of the recently retired Safeguarding Officer for Adult Social Care in Wilts Council helping us write our safeguarding policies - which also cover our staff.

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

Will be funded principally from grant funding but we also raise significant sums from local donations

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

na

**18. DECLARATION**

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

**Quotes:**

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

**Accounts:**

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

**Constitution:**

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

**Policies and procedures:**

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

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

**And finally...**

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

4023	Community Area Grant	Green Lane Wood Path Improvement Works	Wiltshire Wildlife Trust	£3000.00
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**Submitted:** 12/01/2021 12:40:39

**ID:** 4023

**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?**

Green Lane Wood Path Improvement Works

**6. Project summary:**

PIGS Application- To improve a popular footpath route into Green Lane Woods by installing a new 65 metre footpath. This footpath joins an existing track and gateway where it becomes extremely muddy to walk over during the autumn and winter months. The new track will allow us to complete a circular walk around the nature park and woodland thus allowing to withstand more traffic.

**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 6GQ

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

Children & Young People

Environment

Leisure and Culture

Our Community

Safer communities

If Other (please specify)

**10. Finance:**

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

**Your latest accounts:**

03/2020

**Total Income:**

£4236423.00

**Total Expenditure:**

£369305.00

**Surplus/Deficit for the year:**

£486124.00

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£338992.00

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

Our free reserves stands at 338992 which correlates to approximately 3 months operational costs. In-line with our reserves policy this is the lower end of the 3-9months amount the Trust aims to hold in order to meet liabilities if operations were to cease.

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

**10b. Project Finance:**

Total Project cost		£8850.00		
Total required from Area Board		£3000.00		
Expenditure (Itemised expenditure)	£	Income (Itemised income)	Tick if income confirmed	£
Materials and Pathway Costs	4500.00	Forestry Commision grant		3500
Labour and plant hire	3350.00	Tesco Community Grant	yes	1000
		Trowbridge Town Council		750
		Our Reserves	yes	600
<b>Total</b>	<b>£7850</b>			<b>£5850</b>

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

No

**12. If so, which Area Boards?**

Trowbridge

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

The project will benefit visitors and wildlife at the popular community woodland by surfacing the 65m path improving year-round public access to the ancient woodland and improve the wildflower meadow area. This will allow all walkers families dog walkers wildlife enthusiasts and school groups to enter the woods with ease and divert them away from other routes therefore reliveing some of the pressure on these paths i.e. main public highways and footpaths in the local area. Rights of Way and Countryside team will benefit also as annual maintenance and associated costs will be covered by Wiltshire Wildlife Trust.

**14. How will you monitor this?**

We will gain feedback from visitors whilst on site and through a local community group

page. There will be directional pressure pads installed in the gate through another project in order to monitor the number of visitors we will likely see this increase slightly because more people will use this route instead of other local footpaths.

**15. Safeguarding. Please tell us about how you will protect and safeguard those involved in your project**

Safeguarding the welfare of children young people and adults at risk is a priority for the Trust. We commit to ensure The right to a safe positive and enjoyable environment for all when involved with the Trust The care of nurturing of and respect for all children young people and adults at risk The safeguarding and protection of all children young people and adults at risk The provision of a safe caring environment where victims of abuse can report or disclose abuse and where they can find support and best practice that contributes to the prevention of abuse The careful selection and training of all within WWT in line with Safer Recruitment principles including the use of disclosure and barring A response without delay to every complaint made with regard to any child young person or adult at risk who may have been harmed.

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

We will look to other local funding bodies

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

**18. 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.

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.

4089	Community Area Grant	Trowbridge Heritage Nature Trail Map	Trowbridge Chamber of Commerce and Invest In Trowbridge	£4425.00
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**Submitted:** 26/01/2021 17:50:14

**ID:** 4089

**Current Status:** Application Received

**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?**

Trowbridge Heritage Nature Trail Map

**6. Project summary:**

The Trowbridge Heritage Nature Trail will link Trowbridges green spaces and heritage locations via a walking and cycling trail to encourage the community to enjoy their natural environment spend quality time outdoors keep active and explore and appreciate their local heritage. The trail will encourage community participation and improve mental and physical wellbeing. The trail will include Trowbridges parks conservation areas secret green corners nearby countryside walks and accessible natural habitats as well as Trowbridges heritage buildings and places of interest. The map will also highlight the historic and cultural locations of Trowbridge encouraging tourism and increasing footfall and trade for local businesses. The best content from existing Trowbridge maps will be combined into one overall Heritage Nature Trail map with input from the Trowbridge ECo group to enable people of all ages and abilities to discover the highlights of Trowbridge from one map rather than having to consult several different maps at a time. The aim of the trail maps is to encourage the community to explore parts of Trowbridge they may not have visited

otherwise to attract regional and UK visitors increase health and fitness and encourage connectivity with the wonderful heritage and nature on our doorstep.

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

Trowbridge

**Electoral Division**

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

BA14 8AH

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

Children & Young People

Environment

Health and wellbeing

Leisure and Culture

Older People

Our Community

Other

If Other (please specify)

Heritage

**10. Finance:**

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

**Your latest accounts:**

03/2020

**Total Income:**

£0.00

**Total Expenditure:**

£599.00

**Surplus/Deficit for the year:**

£599.00

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£2487.26

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

The Chamber of Commerce has been dormant for some time and has no membership income. However under the new management an updated website and membership fee have been put in place and a launch and business awards are planned for Spring 2021. As it will take some time to sign up new business members grant funding for these exciting

community projects is required in the short term but the aim is to be self-funding in the future.

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

**10b. Project Finance:**

Total Project cost		£9925.00		
Total required from Area Board		£4425.00		
Expenditure (Itemised expenditure)	£		Income (Itemised income)	Tick if income confirmed £
Map Design	2100.00		Sponsorship	2500.00
Commission of artwork	1200.00		Advertising on rear of map	2500.00
Research Coodination	2625.00			
Printing 10000 A2-A5 maps	2300.00			
Licensing images illustrations	950.00			
Admin Sales	750.00			
<b>Total</b>	<b>£9925</b>			<b>£5000</b>

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

No

**12. If so, which Area Boards?**

Trowbridge

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

The Trowbridge Heritage and Nature trail map will encourage Trowbridge residents of all ages and abilities to take part in the trail and discover the wide range of natural and heritage locations on our doorstep. As there are so many historic and natural places of interest to visit and enjoy in and around Trowbridge different parts of the trail can be explored at different times. As well as the suggested trail routes people will also be able to create their own itineraries and explore areas of interest in their own time. The recent Arts Council Arts and Place Shaping Evidence Review report found that cultural activities can improve lives regenerate neighbourhoods support local economies attract visitors and bring people together. The Heritage and Nature trail map will benefit Trowbridge residents of all ages from young children and families to teenagers and young adults the middle aged the elderly and those with special needs. The map will feature information for wheelchair users and

highlight places with special needs access and facilities. Key locations such as The Civic Town Hall wcs and bus stops taxi ranks and train stations will also be marked. The Trowbridge Heritage and Nature trail will also encourage the local community to invite friends and family to Trowbridge to explore the area bringing increased footfall and trade to local businesses and giving the people of Trowbridge a sense of pride of place and renewed interest in nature and their cultural and environmental heritage.

**14. How will you monitor this?**

The success of the maps will be quantified by map sales and the number of map downloads. The maps will also be shared by friends and family so sales and download figures will not reveal the full picture but will give a good indication. The beneficial effects of map usage will also be measured via social media channels as a facebook Instagram and twitter page will be set up for the trail maps and feedback and shared trail experiences can be monitored on other local social media channels and via the hashtag TrowbridgeHeritageNature. We will promote the Trowbridge trail maps to the local community local schools and the regional media so that everyone is aware of the trail and can fully enjoy the benefits of all the heritage and natural places that Trowbridge has to offer.

**15. Safeguarding. Please tell us about how you will protect and safeguard those involved in your project**

Although the design and production of the trail maps does not involve contact with children young people and vulnerable adults the Trowbridge Chamber of Commerce is committed to ensuring that the committee volunteers and those who organise or participate in Chamber events that involve working with children young people and vulnerable adults are enhanced DBS checked. The trail map coordinator Megan Witty has worked on childrens programmes at the BBC for many years and was most recently DBS checked as a volunteer driver of the Wellow Community Bus. The person ultimately responsible for safeguarding for the Chamber of Commerce is the Chamber President Kez Garner.

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

Ongoing trail map costs will be funded by the sale of printed maps and advertising spaces to local businesses and organisations.

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

18. DECLARATION

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

**Quotes:**

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

**Accounts:**

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

**Constitution:**

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

**Policies and procedures:**

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

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

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

4104	Community Area Grant	Mental Health and Bereavement Support for Ethnic Minority Groups	EBENEZER SALVATION CENTRE	£2500.00
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**Submitted:** 29/01/2021 13:19:29

**ID:** 4104

**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**

NA

**5. Project title?**

Mental Health and Bereavement Support for Ethnic Minority Groups

**6. Project summary:**

Mental health and bereavement support to young adults and their families among black and ethnic minority groups so as to avert the increasing number of suicides

**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 9EN

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

Children & Young People

Health and wellbeing

Our Community

If Other (please specify)

**10. Finance:**

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

**Your latest accounts:**

01/2021

**Total Income:**

£7000.00

**Total Expenditure:**

£6750.00

**Surplus/Deficit for the year:**

£350.00

**Free reserves currently held:**

**(money not committed to other projects/operating costs)**

£350.00

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

Reserves are not adequate to finance the project though they will be incorporated into the project

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

**10b. Project Finance:**

Total Project cost		£5000.00		
Total required from Area Board		£2500.00		
Expenditure		Income		Tick if income
(Itemised	£	(Itemised		confirmed
expenditure)		income)		£

Visitations			
Transport food packs	1200.00		
Printing Stationery	300.00		
Games Entertainment	250.00		
Production of Corp montage on DVD - Launch	1200.00		
Communication	80.00	Communication yes	80.00
Training Counselling sessions	1360.00		
Drinks Refreshments	150.00	Drinks & Refreshments yes	150.00
Sanitizers	60.00	Sanitizers yes	60.00
Kizomba Coach Equipment Hire	350.00		
Disposable Towels	50.00	Disposable Towels yes	50.00
<b>Total</b>	<b>£5000</b>		<b>£340</b>

**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?**

Black and ethnic minority groups in Trowbridge will be the beneficiaries from this project through training and counselling sessions on mental health challenges and how to turn negative energy into positive and through bereavement support by way of socialising and provision of food packs. There's been an increased number of mental health problems resulting into suicides among ethnic minority groups. Although support exists from Avon Somerset mental health team there are serious gaps in their provision especially among young adults who end up feeling helpless and hopeless mainly ending up in taking their own lives

**14. How will you monitor this?**

Monitoring will be through change of behaviour and increased number of wellbeing and productivity among these identified and disadvantaged groups. Baselines will be taken at

project inception and continuous monitoring and evaluation of state and conditions of wellbeing carried out through out the project. We will also have monthly quarterly and annual reviews

**15. Safeguarding. Please tell us about how you will protect and safeguard those involved in your project**

All staff and volunteers working for the charity are vetted and hold valid DBS certificates. There's also safe guarding policies in place that every member of staff and volunteers adhere to and sign off at induction. Ebenezer Salvation Centre is also certified by the Information Commissioners Office. Dr. Eric Mwale is the designated safe guarding officer

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

Once funding from Wiltshire Council runs out Ebenezer Salvation Centre will continue to raise funds through donations and from other well wishers to continue providing this service which sadly has been exacerbated by the COVID 19 pandemic

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

NA

18. DECLARATION

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

**Quotes:**

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

**Accounts:**

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

**Constitution:**

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

**Policies and procedures:**

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

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

**And finally...**

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



## COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

	Item	Update	Actions and recommendations	Who
	<b>Date of meeting: 10<sup>th</sup> June 2021 (virtual)</b>			
<b>1.</b>	<b>Attendees and apologies</b>			
	Present:	Horace Prickett – Chair (Wiltshire Councillor) Jo Trigg (Wiltshire Councillor) Ernie Clark (Wiltshire Councillor) David Vigar (Wiltshire Councillor) Mel Jacob (Wiltshire Councillor) Antonio Piazza (Wiltshire Councillor) Stewart Palmen (Wiltshire Councillor) Edward Kirk (Wiltshire Councillor)  Andrew Bryant (Trowbridge Town Council) Roger Evans (North Bradley Parish Council) Stephen Carey (Southwick Parish Council)  Pat Whyte – WC Area Highways Engineer Kirsty Rose – Principal Engineer – Highways Liam Cripps - Community Engagement Manager		
	Apologies:	Daniel Cave (WC), Guy Clayton (SPC)		

## COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

2.	<b>Notes of last meeting</b>		
		The notes of the last meeting were agreed at Area Board and accepted at this meeting.	
Page 112	<b>Financial Position</b>		
		<p>The budget allocation at the start of this meeting for £34,709.07</p> <p><b>Allocations made at this meeting:</b></p> <p>£12,000 – Newtown, Trowbridge – Pedsetrian Crossing Design( £9,000 CATG, £3000 TTC (tbc))</p> <p>£600 – West Ashton Road, Trowbridge – Crossing Survey (£450 CATG, £150 TTC (tbc))</p> <p>£2500 – Cockhill, Speed Limit Assessment (£1875 CATG, £625 TTC (tbc)).</p> <p>Remaining budget - £23,384.</p>	

## COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

<b>4.</b>	<b>Top 5 Priority Schemes</b>			
Page 113c	Issue <a href="#">4824</a> – Speeding Westbury Road/Woodmarsh, North Bradley	It was agreed at the last meeting that a substantive bid would be made again for this project for funding in the 2021/22 financial year, with a £5000 contribution from CATG. This will be made when the bid process opens.	KR to submit bid once process is open. This is likely to be in July 2021.	To note
	16-19-3 Broadcloth Lane, Clothyard and Weavers Drive, Trowbridge  Funding: £5500 CATG: £4125 TTC: £1375	Works complete	To note and remove from tracker.	To note
	c) Issue <a href="#">6573</a> Pedestrian Crossing Relocation, Southwick Road North Bradley.  Funding: £400 CATG: £300	Plan circulated and discussed at last meeting. Cost estimate of proposal is £111,000. NBPC agreed support of proposal.  North Bradley Primary School have been approached to update their travel plan.	KR to determine funding opportunities alongside potential Substantive CATG bid.  HP to liaise with school re travel plan.	To note

## COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

	NBPC: £100			
d)	16-19-13 Newton Trowbridge  20/21 Funding: £2,500 CATG: £1,667 TTC: £833	<p><u>20mph Assessment</u> The traffic surveys have been undertaken and results received. The 20mph assessment is to be prepared and circulated for discussion.</p> <p><u>Pedestrian Crossing</u> The primary school have updated their travel plan and applied via TAOSJ for the changes to the crossing on Newtown however funding is not available this financial year. CATG may wish to consider funding Atkins to undertake the detail design to move this scheme forward. The likely fee for this is £12,000.</p>	£12,000 to fund Atkins design approved, subject to 25% contribution from Trowbridge Town Council. <b>Proposed CATG contribution £9000, TTC £3000</b>  SP to raise with Town Council.	SP/TTC
e)	16-19-9 West Ashton Road, Trowbridge  Funding: £10,390 CATG: £6,890 TTC: £3,500	Works complete.	To note and remove from tracker	To note

## COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

5.	<b>Other Priority schemes</b>			
a)	16-20-6 Pedestrian crossing request - Wiltshire Drive, Trowbridge	<p>The pedestrian survey was undertaken in December and the results have now been received. The pedestrian assessment report has been circulated for discussion.</p> <p>JT asked about mapping/auditing of walking routes in the town and connectivity. KR to pass query and suggestion to Sustainable Transport who are tasked with preparing walking and cycling improvement plans</p>	Report recommended no further action at this time.	
Page 115	16-20-2 Pedestrian Crossing – Bradley Road Nr Aldi, Trowbridge	Pedestrian crossing assessment report previously circulated recommending no further action as location does not meet Wiltshire Council criteria. Continued concerns re pedestrian safety.	AB to write to Cabinet Member Cllr McClelland to request change to WC pedestrian crossing policy.	AB
15	16-20-3 Pedestrian crossing – Bradley Road nr Spitfire Retail Park.	Pedestrian crossing assessment report previously circulated recommending no further action as location does not meet Wiltshire Council criteria. Continued concerns re pedestrian safety.	AB to write to Cabinet Member Cllr McClelland to request change to WC pedestrian crossing policy.	AB
d)	16-20-4 The Halve, Trowbridge – mini roundabout redesign	<p>The group discussed options for consideration including raising the roundabout, restoring a T-junction and the inclusion of the St Thomas Road roundabout in the review. KR agreed that all options would be considered and plans drawn up for discussion.</p> <p>An updated briefing note outlining the options for discussion was previously circulated and discussed with residents. Residents unhappy with options put forward.</p>	<p>KR to review changes to parking that may provide a calming effect.</p> <p>KR to arrange for Sustainable Transport rep to attend CATG to discuss vehicle routing throughout the town.</p>	KR

## COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

e)	16-20-06 Blackball Bridge, West Ashton Road – Request for pedestrian crossing	The footway extension is complete. Pedestrian crossing survey to be undertaken	Funding for crossing survey agreed subject to 25% contribution from TTC. <b>Proposed funding £600 (£450 CATG, £150 TTC)</b>	
f)	16-20-07 – White bar marking, 58 Rodwell Park, Trowbridge  £150 resident funded.	EK and KR explained the bar marking request and outcome of site meeting and correspondence. The group discussed the request in detail and concluded that there were 3 options to put to the vote. Option 1 – bar marking across all dropped kerbs excluding taper Option 2 – bar marking to property fence line Option 3 – no bar marking  The Wiltshire Councillors in attendance voted that Option 2 was the appropriate solution. EK abstained from the vote.	Resident has confirmed they do not wish to proceed. Item to be removed from tracker.	To note
g)	16-20-08 – 4no Dropped Kerbs, Longfield Estate  CATG allocation – £2333 TC contribution - £1167	Request for dropped kerbs for pedestrians at the following locations:  2no. at Both Sides of Home Close 1no. opposite 46 Orchard Road 1no. 11/13 Cherry Gardens Photos circulated with note tracker.  Works now complete	To note and remove from note tracker.	KR

## COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

Page 117	h)	16-20-09 – Reduction of speed limit, Cockhill, Trowbridge	<p>Agreed at last CATG to review Cockhill and Trowle Common in relation to measures that may improve driver behaviour/reduce speeds. KR has visited site and spoken with local resident. Actions to identify options for changes and liaison with Sustainable Transport re freight movement and increased traffic and Major Maintenance/Asset Management re carriageway surfacing. Main request is to reduce 40mph speed limit to 30mph.</p> <p>There are no restrictions on freight movement or access to Wessex Water on this route.</p> <p>No issues with SCRIM or surface scanning data. Small area of cracking reported to area highways for further investigation.</p> <p>Recommend enhancement of speed limit gateways and possible marking of parking areas to manage vehicle speeds. Alternatively, a speed limit review can be undertaken by Atkins.</p>	Speed limit assessment agreed. <b>Proposed funding £2500 (£1875 CATG, £625 TTC).</b>	KR
	i)	Innox Rd, Trowbridge – Request for 20mph Speed Restriction	<b>Request:</b> 20mph speed limit on Innox Road	Assessment being undertaken by Atkins	
	j)	Silver Street Lane, Trowbridge – Request for 20mph Speed Restriction and Improved Crossing Points.  CATG allocation - £1667 TC contribution - £833 Total £2500	<p><b>Request:</b> 20mph zone for the area. Signs required at both ends of Silver Street Lane J Frome Rd and J Bradley Rd. (Links to the north are already into a 20mph zone).</p> <p>Improved crossing opportunities at Frome Road junction, junction of Balmoral Road &amp; Hazel Grove, junction with Kingsdown Road, junction with Silver Birch Grove and Sandringham Road, junction with Willow Grove.</p>	Assessment being undertaken by Atkins	

## COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

k)	St Thomas Road, Trowbridge – Request for 20mph Speed Restriction  CATG allocation - £1667 TC contribution - £833 Total £2500	<b>Request:</b> 20mph zone for the area including The Down and south of Islington/The Down and north of Hilperton Road. Signs required at Wyke Road J Withy Close, The Down J Canal Road, Delamere Road J Islington, St Thomas Rd J The Halve, Stancomb Avenue J Hilperton Rd, Springfield Park J Hilperton Rd and Victoria Road J Hilperton Rd.	Assessment being undertaken by Atkins	
l)	Broadmead Estate, Trowbridge – Request for 20mph Speed Restriction.  CATG allocation - £1667 TC contribution - £833 Total £2500	<b>Request:</b> Review and then installation of 20mph signs. 4 sets of signs required; Chilmark Road J Westwood Rd, Broadmead J Westwood Rd, Brook Rd J Cockhill and Brook Road J Wingfield Rd. Some of the existing signage is in contravention of regulations and requires replacement anyway; Junction of Chilmark Road and Westwood Road and Junction of Broadmead and Westwood Road. Signs at Junction of Wingfield Road change from 30mph to 20mph.	Assessment being undertaken by Atkins	
m)	The Croft/Carlton Row – Replacement and additional bollards	<b>Request:</b> Replacement of damaged verge markers and additional markers.  Damage to verges caused by large vehicles. KR and AB to meet on site when restrictions are lifted.	KR/AB to meet on site 17 <sup>th</sup> June.	KR/AB
<b>6.</b>	<b>New Issues</b>			
a)	16-21-6 Speed Limit Reduction – Whaddon Lane Hilperton	<b>Request:</b> reduction of speed limit from national speed limit on Whaddon Lane.  KR explained that Whaddon Lane was very unlikely to meet the criteria set by DfT for a reduced speed limit therefore a speed limit assessment would be unlikely to recommend any changes.	The group agreed no further action to be taken	

## COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

b)	16-21-7 Speed reduction measures, Phillips Way and Westbury Road, North Bradley.	<p><b>Request:</b> Permanent traffic calming measures, road narrowing, roundabouts etc, landscaping on roundabout at Phillips Way to encourage reduced speed when approaching, removal of 40 mile an hour sign when approaching roundabout to reduce those that speed up when the sign comes into sight.</p> <p><b>PC comments:</b> The Parish Council fully supports this resident's request. The increase in traffic, particularly lorries has increased noise levels in the village and the risk of accidents. Traffic calming measures for Southwick Road, Westbury Road and Woodmarsh are urgently sought.</p>	KR to discuss measures with parish council representative and review options	KR
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## COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

<p>c)</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 120</p>	<p>16-21-8 Scotland and Ireland, North Bradley</p>	<p><b>Request:</b> The lane from the main road into Scotland and Ireland has been designated a 'No Through Road' by the sign at the entrance to the road. This public road ends at Little Acre. From that point, the road is bridle path. The bridle path continues past Scotland Cottage towards the main road.</p> <p>The issue is that the No Through Road sign is being ignored and traffic is continuing along ,misusing the bridle path, using that bridle path as an exit and entrance to Scotland and Ireland. This is also leading to the erosion of the verges causing fencing at Little Acre to subside.</p> <p>We propose two small 1m wide picket fences to be erected on either side of the lane, (approx 12ft or more apart). Signs in line with the Council's recommendations, reinforcing the no through road designation, would be affixed.</p> <p>We will fund all of this. We do not seek public funding. The community of Ireland and Scotland is in agreement.</p> <p><b>PC comments:</b> The Parish Council fully supports this proposal. Not just for the reasons stated but also for health and safety grounds, protecting riders and walkers using this path.</p>	<p>CATG supports request. KR to visit site to check feasibility.</p>	<p>KR</p>
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## COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

d)	16-21-9 Goose Street, Southwick	<p><b>Request:</b> The Parish Council is concerned at the dangers involved in crossing Goose Street from Blind Lane/Poles Hole Farm to Brokers Wood Road. There is an existing grass path (shown at point A on the attached plan) which is very wide and popular but dangerous. Crossing from this point pedestrians cannot see the oncoming traffic.</p> <p>In order to address this the Council proposes a new footpath (shown at point C on the attached plan). This route will give maximum view of traffic when crossing, enable safer access to Brokers Wood Road, is away from the road for most of its length and upgrades the existing crossing point to the Right of Way.</p>	KR to visit site with HP & SC	KR/HP/SC
e)	Blair Road, Trowbridge	<p><b>Request:</b> Provision of pedestrian barrier at end of Blair Road footpath link.</p> <p>JT and PW felt Blair Road was likely to narrow to install a barrier.</p>	KR to visit site.	
f)	Hilperton Road, Trowbridge	<p><b>Request:</b> Refuge Island on Hilperton Road between Victoria Road and Springfield Park. There is a Zebra Crossing at Fieldways and a refuge island at Stancomb Avenue and no other informal or formal enhanced crossing opportunity. The only other through pedestrian route from the south is close to Victoria Road.</p>	KR to determine feasibility and potential to include as part of proposed active travel scheme on Hilperton Road.	KR
g)	Manor Road, Trowbridge	<p><b>Request:</b> Verges being used for parking causing mud and rutting. Request for grasscrete.</p>	KR and PW to visit site to review options.	

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h)	Broadmead estate, Trowbridge	<b>Request:</b> List of roads where no 'opposite' dropped driveways close to junctions. Meadway, Chalfont Cl, Kingsley Pl, Shore Pl, Leaffield Pl, Chepston Pl, Ketton Cl, Charnwood Rd, Helmdon Rd, Clipsham Rise, Chilmark Rd, Barnack Cl, Ancaster Cl, Cranmore Cl, Acacia Cres, Meridian Walk, Albion Drive, Crawley Crest, Rosset Gdns, Berkeley Rd, No crossing point Brook Rd opposite the shops. Not a single crossing point on one of main through roads - Sherborne Rd. No crossing point from Christin Ct to Bridge Ave end of Brook Rd	KR to meet with JT to look at locations	KR/JT
i)	Ayrton Close, Trowbridge	<b>Request:</b> White bar marking across access.	KR to confirm location is suitable	KR
j)	Langford Road, Trowbridge	<b>Request:</b> Dropped kerbs outside of garages	KR to prepare cost estimate and plan. EK to put forward any additional DK requests in this area	KR
7.	<b>Other items</b>			
a)	Major Maintenance Programme	The major maintenance programme for the Trowbridge community area for 2021-2025 can be found here: <a href="https://www.wiltshire.gov.uk/highways-asset-management">https://www.wiltshire.gov.uk/highways-asset-management</a>		
8.	<b>Date of Next Meeting: 9<sup>th</sup> September 2021</b>			

Trowbridge Community Area Transport Group

Report author- Kirsty Rose, Principal Engineer

## COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

### 1. Environmental & Community Implications

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 3<sup>rd</sup> party contributions are confirmed, Trowbridge Area Board will have a remaining Highways funding balance of £23,384

### 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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